



## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Vice Mayor Magdalena  
Carrasco,  
District 5

**SUBJECT:** SEE BELOW

**DATE:** 11-8-18

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE LIGHT UP THE NIGHT FOR DOMESTIC VIOLENCE AT CITY HALL SPONSORED BY COUNCIL DISTRICT 5 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

### RECOMMENDATION

1. Retroactive approval of the Light Up the Night for Domestic Violence at City Hall scheduled on October 2, 2018 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve and accept donations from various individuals, businesses, or community groups to support the event.
3. Place the item on the November 27, 2018 City Council Agenda for action.

### BACKGROUND

On February 1, 2005, the City Council adopted Resolution No. 72517 which requires Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds.

In conjunction with presenting a proclamation at the October 2, 2018 City Council meeting to recognize the month of October as Domestic Violence Awareness Month, the Rotunda and the Tower lights were displayed in purple from October 1-5, 2018. On October 2, 2018, Vice Mayor Magdalena Carrasco held Light up the Night for Domestic Violence in the Rotunda to raise awareness of the impact of domestic violence in the City of San José. Event supplies and food were purchased for this special event to help encourage community engagement on this important issue. The event was free and open to the public.

### **ANALYSIS**

Approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Vice Mayor Magdalena Carrasco will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 5, City departments and the Office of the City Clerk to proceed with the event. Any cash donations received will be processed pursuant to the City's normal financial and budgetary procedures.

### **PUBLIC OUTREACH/INTEREST**

The Office of the City Clerk will post the item on the City's Website for the November 14, 2018 Rules Committee Agenda and the November 27, 2018 City Council Agenda.

### **CEQA**

- ☐ Not a Project, File No. PP17-010, City Organization & Administrative Activities resulting in no changes to the physical environment.
- ☐ Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment.
- ☐ Exempt, File No. PP12-080. Minor temporary use of land having negligible or no permanent effect on the environment.
- ☐ Exempt, File No. PP13-056, Activities associated with citywide litter clean-up activities.
- ☐ Exempt, File No. PP11-046, Graffiti removal services.

Reviewed by:

TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.