



# Memorandum

**TO:** RULES AND OPEN  
GOVERNMENT COMMITTEE

**FROM:** Councilmember Tam Nguyen,  
District 7

**SUBJECT:** SEE BELOW

**DATE:** November 15, 2018

APPROVED:

11/15/2018

**SUBJECT: APPROVAL OF COMMUNITY EVENTS SPONSORED BY COUNCIL DISTRICT 7 AS CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENTS**

## RECOMMENDATION

1. Retroactively approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:
  - a. Community Thanksgiving Celebration on Saturday, November 17, 2018 at the Tully Library;
  - b. Iola Williams Holiday Celebration on Saturday, December 1, 2018 at the SevenTrees Community Center.
2. Approve the following District 7 events as City Council sponsored Special Events and approve the expenditure of funds:
  - a. Tully Santa Program on Saturday, December 8, 2018 at the Tully Library;
  - b. Volunteer Appreciation Celebration on Saturday, December 15, 2018 at the Vietnamese American Community Center;
  - c. SevenTrees Santa Holiday Program on Saturday, December 15, 2018 at the SevenTrees Library;
  - d. West Evergreen Neighborhood Association Holiday Celebration on Wednesday, December 19, 2018 at OB Whaley Elementary School.
3. Approve and accept donations from various individuals, businesses, or community groups to support the events.
4. Place the item on the December 4, 2018 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.

Council District 7 has planned these community events. The events are free and open to the public and are supported through the efforts of many neighborhoods, businesses, and community volunteers. Additionally, books, games, toys, and dollar store items will be purchased for raffle prizes, and a limited number of gift cards under \$50 may be purchased for raffle and volunteer appreciation. The raffle will be free and open to the public.

1. Community Thanksgiving Celebration will be held on Saturday, November 17, 2018 at the Tully Library and sponsored by San Jose State Asian Student Association and Councilmember Tam Nguyen. The event will celebrate thanksgiving holiday and provide families and children with resource fair and activities. The event is free and open to the public.
2. Iola Williams Holiday Celebration will be held on Saturday, December 1, 2018 at the SevenTrees Community Center and sponsored by the Iola Williams Seniors and Councilmember Tam Nguyen. The event will honor and celebrate volunteers for their work in the community. The event is free and open to the public.
3. Tully Santa Program will be held on Saturday, December 8, 2018 at the Tully Library and sponsored by Friends of Tully Library, San Jose Public Library, and Councilmember Tam Nguyen. The event will provide children and families opportunity to celebrate holiday season with Santa and various activities. The event is free and open to the public.
4. Volunteer Appreciation Celebration will be held on Saturday, December 15, 2018 at the Vietnamese American Community Center and sponsored by Councilmember Tam Nguyen. The event will honor and celebrate volunteers for their exemplary work in the community. The event is free and open to the public.
5. SevenTrees Santa Holiday Program will be held on Saturday, December 15, 2018 at the SevenTrees Community Center and sponsored by San Jose Public Library and Councilmember Tam Nguyen. The event will provide children and families opportunity to celebrate holiday season with Santa and have various activities and resource fair. The event is free and open to the public.
6. West Evergreen Neighborhood Association Holiday Celebration will be held on Wednesday, December 19, 2018 at OB Whaley Elementary School and sponsored by the West Evergreen Neighborhood Association and Councilmember Tam Nguyen. The event will celebrate accomplishments of the association, provide various activities for families, and give gifts to children. The event is free and open to the public.

## **ANALYSIS**

Approval by the City Council of the events will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Tam Nguyen will report any cash or in-kind donations received for the events on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 7, City departments and the Office

11/28/2018

Subject: District 7 Community Events

Page 3

of the City Clerk to proceed with the events. 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 December 4, 2018 City Council Agenda.

**CEQA**

- X Not a Project, File No. PP15-077, Temporary Special Events.
- X Not a Project, File No. PP10-069(c), City Administrative Activities.
  - Exempt, File No. PP12-080, CEQA Guidelines Section 15304(e), 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.