




COUNCIL AGENDA: 12/18/2018

ITEM: 2.38

FILE NO: 18-1758

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC   
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** December 12, 2018

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**SUBJECT: Retroactive Approval of Cookies, Coats and Cans Sponsored by Council District 8 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event.**

**RECOMMENDATION:**

As recommended by the Rules and Open Government Committee on December 12, 2018:

- (a) Retroactively approve the Cookies, Coats and Cans event scheduled on December 15, 2018 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (b) Approve and accept donations from various individuals, businesses, or community groups to support the event.

CEQA: Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment. (Arenas)

[Rules Committee referral 12/12/18 - Item A.1a]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Arenas

**SUBJECT:** SEE BELOW

**DATE:** 12/11/2018

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF COOKIES, COATS AND CANS  
SPONSORED BY COUNCIL DISTRICT 8 AS A CITY COUNCIL  
SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT  
DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

## RECOMMENDATION

1. Retroactively approve the Cookies, Coats and Cans event scheduled on December 15, 2018, December 18, 2018, and December 21, 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 December 18, 2018 Council Agenda for action.

## BACKGROUND

On February 1, 2005, the City Council adopted Resolution 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.

Cookies, Coats and Cans will be held on December 15<sup>th</sup>, 18<sup>th</sup>, and 21<sup>st</sup>, 2018, at Eastridge Mall and Laurelwood Elementary, and sponsored by Councilmember Sylvia Arenas. This special event will be an opportunity for community members to donate coats and canned food to those in need, and receive a treat in thanks. The event is free and open to the public.

## ANALYSIS

Retroactive 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, Councilmember Arenas will report any cash or in-kind donations

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received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 8, 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 December 12, 2018 Rules Committee Agenda and the December 18, 2018 City Council Agenda.

### **CEQA**

- Not a Project, File No. PP15-077, Temporary Special Events.
- Not a Project, File No. PP10-069(c), City Administrative Activities.
- 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.