



COUNCIL AGENDA: 1/29/2019

ITEM: 2.13

FILE NO: 18-1848

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** January 29, 2019

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**SUBJECT: Retroactive Approval of the Cadillac Winchester Neighborhood Association Appreciation Dinner Sponsored by the Mayor's Office and the District 1 Office 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 January 16, 2019:

- (a) Retroactively approve the CWNA Appreciation Dinner scheduled on Wednesday, December 19, 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. (Mayor Liccardo and Jones)

[Rules Committee referral 1/16/18 - Item G.1.b]



# Memorandum

**TO:** CITY COUNCIL

**FROM:** Mayor Sam Liccardo  
Councilmember Chappie Jones

**SUBJECT:** SEE BELOW

**DATE:** January 10, 2019

Approved

Date

1-10-2019

**SUBJECT: RETROACTIVE APPROVAL OF THE CADILLAC WINCHESTER NEIGHBORHOOD ASSOCIATION APPRECIATION DINNER SPONSORED BY THE MAYOR'S OFFICE AND THE DISTRICT ONE OFFICE 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 CWNA Appreciation Dinner scheduled on Wednesday, December 19, 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.

## 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.

The CWNA Appreciation Dinner was held on Wednesday, December 19, 2018 in the Cadillac Winchester Neighborhood and sponsored by Mayor Liccardo, Councilmember Jones, and the Parks, Recreation, and Neighborhood Service's Project Hope. 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, Mayor Liccardo and Councilmember Jones will report any cash or in-kind donations received for the

**HONORABLE MAYOR AND CITY COUNCIL**

Subject: Retroactive approval of the CWNA Appreciation Dinner as a City Council Sponsored Event

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event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable the Mayor's Office, District One's Office, 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 January 16, 2019 Rules Committee Agenda and the January 29, 2019 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.