



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Sylvia
Arenas
District 8

SUBJECT: WOMEN'S HISTORY
MONTH CELEBRATION

DATE: 3/14/19

APPROVED:

**SUBJECT: RETRO ACTIVE APPROVAL OF WOMEN'S HISTORY MONTH
CELEBRATION AT THE TEEN CENTER 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 Women's History Month Celebration scheduled on March 16, 2019 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place the item on the March 26, 2019 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.

Women's History Month Celebration will be held on March 16, 2019 at Eastridge Center Community Room 2200 Eastridge Loop and sponsored by Councilmember Sylvia Arenas. This special event is an event where teens from the ages of 12 to 17 are invited to come to the teen center and craft thank you cards for their women in their life, teens will be handed a single rose to compliment with the card. The event is free and open to teens from the ages 12-17 years old.

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 Sylvia Arenas will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this

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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 March 13, 2019 Rules Committee Agenda and the March 26, 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.