



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Arenas  
District 8

**SUBJECT:** SEE BELOW

**DATE:** November 18, 2019

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF THE DISTRICT 8 PUBLIC SAFETY WORKSHOP SERIES COMMUNITY EVENT 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 District 8 Public Safety Workshop Series scheduled to begin on November 14, 2019 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 Tuesday, December 3, 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.

The District 8 Public Safety Workshop Series is a series of informative workshops featuring topics including healthy relationships, crime prevention, fraud and scam prevention, teen empowerment, emergency preparedness, business watch, gang awareness, and pedestrian and traffic safety. The event is free and open to the public.

The District 8 Public Safety Workshop Series will be held as follows:

1. Workshop #1: Healthy relationships is scheduled for November 14, 2019 and will be held at the Welch Park Community Center.

2. Workshop #2: Teen Empowerment is scheduled for December 6, 2019 and will be held at the Eastridge Teen Center.
3. Workshop #3: Emergency Preparedness is scheduled for December 11, 2019 and will be held at the Evergreen Islamic Center.
4. Workshop #4: Senior Scam Stopper with Assemblymember Ash Kalra is scheduled for December 18, 2019 and will be held at The Villages.
5. Workshop #5: Crime Prevention Overview & Package Theft Prevention is scheduled for December 19, 2019 and will be held at the Evergreen Community Center.
6. Workshop #6: Gang Awareness is scheduled for January 15, 2019 and will be held at the Most Holy Trinity Church.
7. Workshop #7: Vision Zero Initiative Pedestrian & Traffic Safety is scheduled for January 17, 2019 and will be held at the Village Square Library.
8. Workshop #8: Business Watch is scheduled for January 22, 2019 and will be held at the Evergreen Library.

### **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, Councilmember Arenas 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 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 November 26, 2019 Rules Committee Agenda and the December 3, 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.

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Reviewed by:

TONI J. TABER, CMC  
City Clerk

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