



COUNCIL AGENDA: 2/11/2020

ITEM: 2.15

FILE NO: 20-156

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: February 11, 2020

SUBJECT: Approval of Coffee Hour 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:

- (a) Approve the Coffee Hour at Le Boulanger scheduled on Thursday, February 13, 2020 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 2/5/20 - Item A.1.a]



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Council Member Arenas
District 8

SUBJECT: SEE BELOW

DATE: February 13, 2020

APPROVED:

**SUBJECT: APPROVAL OF COFFEE HOUR 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. Approve Coffee Hour at Le Boulanger scheduled on Thursday, February 13, 2020 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, February 11, 2020 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.

Coffee Hour will be held on Thursday, February 13, 2020 at Le Boulanger and sponsored by Councilmember Arenas. This special event is a forum for the constituents of District 8 to be heard by their Councilmember and voice any concerns or issues. The event is 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, 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

HONORABLE MAYOR AND CITY COUNCIL
February 13, 2020
Subject: Coffee Hour
Page 2

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 February 5, 2020 Rules Committee Agenda and the February 11, 2020 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.