



COUNCIL AGENDA: 3/3/2020

ITEM: 2.10

FILE NO: 20-230

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, CMC
City Clerk

SUBJECT: SEE BELOW

DATE: March 3, 2020

SUBJECT: Retroactively Approval District 4 Health Fair Sponsored by Council District 4 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event.

RECOMMENDATION:

- (a) Retroactively approve the District 4 Health Fair scheduled on February 23, 2020 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (b) Retroactively approve and accept donations from various individuals, businesses, or community groups to support the event.
- (c) Retroactively approve the expenditure of District funds for event flyers, snacks for volunteers, table cloths, art supplies for a kids' craft table, and other professional program-related supplies.

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

[Rules Committee referral 2/26/20 - Item A.1.a]



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

SUBJECT: RETROACTIVELY
APPROVE DISTRICT 4
HEALTH FAIR AS A CITY
COUNCIL SPONSORED
EVENT

FROM: Councilmember Lan Diep
District 4

DATE: February 13, 2019

APPROVED:

2/13/20

RECOMMENDATION

1. Retroactively approve the District 4 Health Fair scheduled on February 23, 2020 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. Retroactively approve the expenditure of District funds for event flyers, snacks for volunteers, table cloths, art supplies for a kids' craft table, and other professional program-related supplies.
4. Place the item on the February 25, 2020 City 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 4 Health Fair was held on February 23, 2020 at the Berryessa Community Center and sponsored by Councilmember Lan Diep. This special event featured 16 health-related vendors who offered services and information to participants. Some of the services provided included mammograms for women over 40, blood pressure testing, mini massages, acupuncture, and much more. This special event was aimed at fostering a healthier and happier community. 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, Councilmember Diep 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 4, 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 19, 2019 Rules Committee Agenda and the February 25, 2010 City Council Agenda.

CEQA

- X 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, contact Toni Taber, City Clerk, at (408) 535-1260.