



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Raul Perez
District 3

SUBJECT: SEE BELOW

DATE: August 13, 2020

APPROVED:

08/13/20

SUBJECT: RETROACTIVE APPROVAL OF THE SAN JOSÉ STATE UNIVERSITY
WELCOME WEEK CITY HALL LIGHTING DISPLAY SPONSORED BY
COUNCIL DISTRICT 3 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 San José State University Welcome Week scheduled on August 21-23, 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 August 25, 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.

The San José State University Welcome Week lighting will be held on August 21-23, 2020 to celebrate the start of a new semester and provide a warm welcome to new and returning students. This lighting is sponsored by Councilmember Raul Perez.

ANALYSIS

City Council Policy 7-14, City Hall Event Lighting Policy, Sections B.1 and C.1 allows Rotunda and Tower lighting in conjunction with proclamations for official actions or ceremonial items as approved by City Council. 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 Raul Peralez 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 3, 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 August 18, 2020 Rules Committee Agenda and the August 25, 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.