



COUNCIL AGENDA: 11/3/2020

ITEM: 2.12

FILE NO: 20-1412

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** November 3, 2020

**SUBJECT: Retroactive Approval of the Dia De Los Muertos Community Event  
Sponsored by Council District 5 as a City Council Sponsored Special Event  
to Expend City Funds and Accept Donations of Materials and Services for  
the Event.**

## Recommendation

As recommended by the Rules and Open Government on October 28, 2020:

(a) Retroactively approve the Dia De Los Muertos Community Event scheduled on October 30, 2020 to October 31, 2020 as a City Council sponsored Special Event and approve the expenditure of funds.

(b) Approve and accept donations from various individuals, businesses or community groups to support the event.

[Rules Committee referral 10/28/2020- Item G.1.b]



## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Magdalena  
Carrasco

**SUBJECT:** SEE BELOW

**DATE:** October 15, 2020

Approved by:

Date: October 15, 2020

**SUBJECT: RETROACTIVE APPROVAL OF THE DIA DE LOS MUERTOS COMMUNITY EVENT SPONSORED BY COUNCIL DISTRICT 5 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT**

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**RECOMMENDATION**

1. Retroactively approval of the Dia De Los Muertos Event scheduled on October 30-31, 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. Place the item on Tuesday, November 3, 2020, Council Agenda for action.

**BACKGROUND**

On February 1, 2005, the City Council adopted Resolution No. 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. Dia De Los Muertos Event was held on Friday and Saturday, October 30-31, 2020 and sponsored by Councilmember Carrasco. This special event celebrates Dia De Los Muertos.

**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 Carrasco 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 5, City departments, and the

## **HONORABLE MAYOR AND CITY COUNCIL**

### **Subject: Dia De Los Muertos Event**

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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 October 28 Rules Committee Agenda and November 3, 2020, City Council Agenda.

#### **CEQA**

- ☒ Not a Project, File No. PPI 7-010, City Organization & Administrative Activities resulting in no changes to the physical environment.
- ☐ Not a Project, File No. PPI 7-011, 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. PP 11-046, Graffiti removal services.

Reviewed by:

TONI J. TABER, CMC  
City Clerk

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