



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Magdalena
Carrasco
District 5

SUBJECT: SEE BELOW

DATE: April 22, 2021

APPROVED:

**SUBJECT: APPROVAL OF MELANOMA AWARENESS MONTH 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

1. Approve Melanoma Awareness Month scheduled on May 4th, 2021 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 May 4th, 2021 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.

In lieu of City Proclamation, Melanoma Awareness by the City Council on Tuesday, May 4th, 2021 and is sponsored by Councilmember Magdalena Carrasco, with over 5 million cases diagnosed in the United States each year, skin cancer is America's most common cancer. Fortunately, skin cancer is also one of the most preventable forms of cancer.

HONORABLE MAYOR AND CITY COUNCIL

March 24, 2021

Subject: ** PROCLAMATION FOR NATIONAL CHILD ABUSE AWARENESS **

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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 Magdalena 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 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 April 28th, 2021 Rules Committee Agenda and the May 4th, 2021 City Council Agenda.

CEQA

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