



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Matt Mahan  
District 10

**SUBJECT:** SEE BELOW

**DATE:** May 6, 2021

APPROVED:

**SUBJECT: APPROVAL OF MAY AS FOOD ALLERGY AWARENESS MONTH BY  
COUNCIL DISTRICT 10 AS A CITY COUNCIL SPONSORED SPECIAL  
EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF  
MATERIALS AND SERVICES FOR THE EVENT**

## **RECOMMENDATION**

1. Approve May 2021 as Food Allergy Awareness Month to be recognized by the City Council on Tuesday, May 18, 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 18, 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.

Food Allergy Research and Education (FARE) is the world's largest non-profit organization dedicated to food allergy awareness, education, research, and advocacy. According to FARE (Food Allergy Research and Education), "Over 32 million Americans have a serious and potentially life-threatening food allergy. The picture widens to nearly 85 million Americans impacted, when you account for all the people who shop for, cook for, and live with those with severe food allergies, as well as those with food intolerances and avoidances."

Awareness and education will help us support those in our own lives and those we meet as they go from day-to-day with their allergy.

Special thanks to friend of District 10, Elise Buellesbach, who brought this to our attention and helped advocate for its adoption as a city sponsored event.

### **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 Mahan 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 Districts 10, 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 May 12, 2021 Rules Committee Agenda and the May 18, 2021 City Council Agenda.

### **CEQA**

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