



COUNCIL AGENDA: 9/14/2021

ITEM: 2.18

FILE NO: 21-2004

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** September 14, 2021

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**SUBJECT: Approval of Mexico's Independence Flag Raise Ceremony, Tower and Rotunda Lighting on September 16-22 and 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 Committee on September 1, 2021:

- (a) Approve the Mexico's Independence Flag Raise Ceremony scheduled on September 16-22, 2021 as a City Council sponsored Special Event and approve the expenditure of funds; and
- (b) Approve and accept donations from various individuals, businesses, or community groups to support the event.

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

[Rules Committee referral 9/1/2021 - Item G.1.a]



## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Magdalena  
Carrasco

**SUBJECT:** SEE BELOW

**DATE:** July 22, 2021.

Approved by:  
Date: July 22, 2021

**SUBJECT: APPROVAL OF MEXICO'S INDEPENDENCE FLAG RAISE CEREMONY, TOWER AND ROTUNDA LIGHTING ON SEPTEMBER 16-22 AND 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**

1. Approve Mexico's Independence Flag raise ceremony to be recognized 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 Tuesday, September 14<sup>th</sup>, 2021 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. Mexico's Independence will be Proclaimed on September 14<sup>th</sup>, 2021, at City Hall and sponsored by Councilmember Carrasco. The Tower will be lit green, red, and white and the Rotunda will be lit green and red to highlight the Independence of Mexico from September 17 - September 22. The flag raise ceremony will be held on September 16<sup>th</sup>. The event is free and open to the public and will follow all appropriate local public health rules, including requiring masks and social distancing.

## **HONORABLE MAYOR AND CITY COUNCIL**

**Subject:** Mexico's Independence Light Up & Flag raise ceremony

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### **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.

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 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 September 8th, 2021 Rules Committee Agenda and the September 14<sup>th</sup>, 2021, 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.