



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Councilmember Ortiz

SUBJECT: SEE BELOW

DATE: October 15th, 2025

APPROVED:

DATE: 10/9/25

**SUBJECT: APPROVAL OF BRAZILIAN FLAG RAISING, EVENT, AND LIGHTING
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 the Brazilian Flag Raising Event on October 17th, 2025, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve the Brazilian Flag Raising Tower Lighting from October 21 - 23, 2025, as a City Council sponsored Special Event and approve the expenditure of funds.
3. Approve and accept donations from various individuals, businesses or community groups to support the event.
4. Place the item on the October 21st, 2025, 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.

This event celebrates the rich heritage and contributions of the Brazilian American community in San José. It will feature cultural performances, music, and social activities that showcase the vibrancy of Brazilian culture. The celebration also serves to strengthen relationships between city officials and the community while providing residents with an opportunity to connect, learn, and enjoy an evening of cultural appreciation.

To further enhance the celebrations taking place, the City Hall Tower was lit from October 21 - 23, 2025, in green and yellow to commemorate the Brazilian Flag Raising.

The event is free and open to the public.

ANALYSIS

Council Policy 2-1, Section C.1, allows “Flags of Governments Recognized by the United States. Flags of the governments recognized by the United States may be displayed upon the request of the mayor, a member of the City Council or the City Manager.”

City Council Policy 7-14, City Hall Special Event Lighting Policy, Sections B.1 and C.1 allows Tower lighting in conjunction with the Rotunda lighting, which may be displayed in conjunction with ceremonial items as approved by City Council. It also allows for extended lighting beyond one cycle between sundown and sunrise.

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 Peter Ortiz 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 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 October 15th, 2025, Rules Committee Agenda and the October 21st, 2025, City Council Agenda.

CEQA

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