



COUNCIL AGENDA: 2/27/2024

ITEM: 2.11

FILE NO: 24-73481

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** February 27, 2024

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**SUBJECT: Retroactive Approval of San José State University Investiture Flag Raising Ceremony and Tower and Rotunda Lighting Sponsored by the Mayor's Office and District 3 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 February 14, 2024:

- (a) Retroactively approve the San José State University (SJSU) Investiture Flag Raising Ceremony and Celebration event scheduled on February 21, 2024, as a City Council sponsored Special Event and approve the expenditure of funds;
- (b) Retroactively approve the SJSU Investiture Tower and Rotunda Lighting (February 20 to February 25, 2024) as a City Council sponsored Special Event and approve the expenditure of funds; and
- (c) 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. (Mayor and Torres)

[Rules Committee referral 2/14/2024 - Item B.2]



# Memorandum

**TO:** RULES AND OPEN  
GOVERNMENT COMMITTEE

**FROM:** Mayor Matt Mahan  
Councilmember Omar Torres

**SUBJECT:** SEE BELOW

**DATE:** February 7, 2024

APPROVED

Date: 02/07/2024

**SUBJECT:** Approval of San José State University Investiture Flag Raising Ceremony and Tower and Rotunda Lighting Sponsored by the Mayor's Office and Councilmember Omar Torres 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 San José State University (SJSU) Investiture Flag Raising Ceremony and Celebration event scheduled on Wednesday, February 21, 2024, as a City Council sponsored Special Event and approve the expenditure of funds; and
2. Approve the SJSU Investiture Tower and Rotunda Lighting (February 20 to February 25, 2024) as a City Council sponsored Special Event and approve the expenditure of funds; and
3. Approve and accept donations from various individuals, businesses, or community groups to support the event; and
4. Place the item on the Tuesday, February 27, 2024, 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. The SJSU Investiture Flag Raising and Lighting Ceremony will be held on Wednesday, February 21, 2024, in the City Hall Plaza and is sponsored by Mayor Matt Mahan and Councilmember Omar Torres.

This special event will be incorporated into SJSU's Investiture activities to acknowledge Cynthia Teniente-Matson taking the helm of SJSU. The Investiture Flag Raising Ceremony is yet another

opportunity to strengthen the City of San José and SJSU relationship. It symbolizes a significant milestone in the university's history as President Teniente-Matson assumes her role, emphasizing a new era of leadership.

The ceremony fosters community engagement by bringing together university stakeholders, city officials, and residents, and promoting a sense of unity and shared commitment to the region's educational and civic goals. The Investiture Flag Raising serves as a public affirmation of the symbiotic relationship between San José State University and the City of San José, fostering mutual support and collaboration for the benefit of the entire community.

### **ANALYSIS**

The display of the San Jose State University Flag is permitted under Council Policy 2- 1, Section C.3 - Flags Displayed in Conjunction with Official Ceremonial Items: “Other flags may be displayed in conjunction with official actions, ceremonial items, or proclamations of the City Council.

To further enhance the celebrations taking place, the City Hall Tower and Rotunda will be lit in blue and yellow and provide an opportunity for students, faculty, and the community to come together to take photos and enjoy the display of San José State University pride. City Council Policy 7-14, City Hall Event Lighting Policy, Sections B.1, B.3 and C.1 allow Rotunda and Tower lighting in conjunction with proclamations for official actions or ceremonial items as approved by City Council, and to commemorate a key achievement, initiative, event or sporting event involving San José State University.

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, Mayor Mahan and Councilmember Torres 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 the Mayor’s Office, Council District 3, 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 February 14, 2024, Rules Committee Agenda and the Tuesday, February 27 City Council Agenda.

### **CEQA**

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