



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** September 10, 2024

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**SUBJECT: Retroactive Approval and Approval of Multiple Special Events Sponsored by Council District 4 as City Council Sponsored Special Events to Expend City Funds and Accept Donations of Materials and Services for the Events**

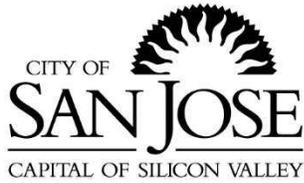
## Recommendation

As recommended by the Rules and Open Government Committee on September 4, 2024:

- (a) Retroactively approve the District 4 CERT Meet & Greet Event scheduled on August 22, 2024, as a City Council sponsored Special Event and approve the expenditure of funds.
- (b) Approve the District 4 Annual Pumpkin Giveaway scheduled on October 21, 2024, as a City Council sponsored Special Event and approve the expenditure of funds.
- (c) Approve the District 4 Christmas in the Park Event scheduled on December 12, 2024, as a City Council sponsored Special Event and approve the expenditure of funds; and
- (d) Approve and accept donations from various individuals, businesses or community groups to support the events.

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

[Rules Committee referral 9/4/2024 - Item B.6]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember David Cohen  
District 4

**SUBJECT:** SEE BELOW

**DATE:** August 27, 2024

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APPROVED:

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**SUBJECT: APPROVAL OF MULTIPLE SPECIAL EVENTS SPONSORED BY COUNCIL DISTRICT 4 AS CITY COUNCIL SPONSORED SPECIAL EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENTS.**

## **RECOMMENDATION**

1. Retroactively approve the District 4 CERT Meet & Greet Event that was held on Thursday, August 22, 2024 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve the District 4 Annual Pumpkin Giveaway that is held on Monday, October 21, 2024 as a City Council sponsored Special Event and approve the expenditure of funds.
3. Approve the District 4 Christmas in the Park Event that is held on Thursday, December 12, 2024 as a City Council sponsored Special Event and approve the expenditure of funds.
4. Approve and accept donations from various individuals, businesses, or community groups to support the event.
5. Place the item on the Tuesday, September 10, 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 District 4 Community Emergency Response Team (CERT) Meet & Greet Event was held on Thursday, August 22, 2024 from 6:30pm to 7:30pm at the Berryessa Community Center. The event aimed to boost community participation in the CERT program, fostering a spirit of neighbors helping neighbors in District 4. The event was free and open to the public.

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The District 4 Annual Pumpkin Giveaway will be held on Monday, October 21, 2024 from 5:00pm to 7:00pm at 1376 Piedmont Road. The event will offer free pumpkins to families, provide refreshments, and feature crafts for all ages. This event is free and open to the public.

The District 4 Christmas in the Park Event will be held on Thursday, December 12, 2024 from 6:00pm to 8:00pm in Plaza de Cesar Chavez. The purpose of this event is to bring San Jose residents together to create lasting family memories, bond with their neighbors, and celebrate the holiday spirit with performances by District 4 student musicians and entertainers. This event is free and open to the public.

### **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 David Cohen 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 4, 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 Wednesday, September 4, 2024 Rules Committee Agenda and the Tuesday, September 10, 2024 City Council Agenda.

### **CEQA**

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

Reviewed by:

TONI J. TABER, CMC

City Clerk

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