



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

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

**SUBJECT:** SEE BELOW

**DATE:** May 21, 2024

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**SUBJECT: Retroactive Approval of Multiple Special Events Sponsored by Council District 3 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 May 15, 2024:

- (a) Retroactively approve San José Day scheduled on April 6, 2024, as a City Council sponsored Special Event and approve the expenditure of funds;
- (b) Retroactively approve the Cinco de Mayo Car Show scheduled on May 4, 2024, as a City Council sponsored Special Event and approve the expenditure of funds;
- (c) Retroactively approve the Cinco de Mayo Parade and Festival scheduled on May 5, 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 event.

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

[Rules Committee referral 5/15/2024 - Item B.4]



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Omar  
Torres- District 3

**SUBJECT:** SEE BELOW

**DATE:** May 6th, 2024

APPROVED:

**SUBJECT: RETROACTIVE APPROVAL OF SPECIAL EVENTS SPONSORED BY  
COUNCIL DISTRICT 3 AS CITY COUNCIL SPONSORED SPECIAL  
EVENTS TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF  
MATERIALS AND SERVICES FOR THE EVENTS**

## **RECOMMENDATION**

1. Retroactively approve San José Day scheduled on April 6<sup>th</sup>, 2024 as a City Council sponsored Special Event and approve the expenditure of funds.
2. Retroactively approve the Cinco de Mayo car show scheduled on May 4<sup>th</sup>, 2024 as a City Council sponsored Special Event and approve the expenditure of funds.
3. Retroactively approve the Cinco de Mayo parade and festival scheduled on May 5<sup>th</sup>, 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 these events.
5. Place the item on the May 21<sup>st</sup>, 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 San José Day festivities showcased the vibrant art and culture of the city, featuring a delightful array of food, vendors, and captivating performances. The Cinco de Mayo car show highlighted a display of low rider trucks, welcoming the community to enjoy beautiful sights of

lowriders. The Cinco de Mayo parade and festival in Downtown San Jose honored Mexican culture through lively performances, spirited music, and a parade procession through Downtown.

### **ANALYSIS**

Retroactively approve 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 Omar 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 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 May 15<sup>th</sup>, 2024 Rules Committee Agenda and the May 21<sup>st</sup>, 2024, City Council Agenda.

### **CEQA**

Not a Project, File No. PP10-069(c), City Administrative Activities.

Reviewed by:

TONI J. TABER, CMC  
City Clerk

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