



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC
City Clerk

SUBJECT: SEE BELOW

DATE: 10-16-09

**SUBJECT: CITY COUNCIL AND REDEVELOPMENT AGENCY SPONSORED
SPECIAL EVENTS**

RECOMMENDATION

As recommended by the Rules and Open Government Committee on October 14, 2009 and outlined in the attached memos previously submitted to and approved by the Rules and Open Government Committee, consider the following City Council and Redevelopment Agency Sponsored Special Events:

- (a) Youth Job Fair:
 - (1) Approve the Youth Job Fair as a City Council Sponsored Special Event; and
 - (2) Approve and accept in-kind donations from business to support the event.

- (b) District 2 Edenvale Technology Park Resource Fair:
 - (1) Approve the District 2 Edenvale Technology Park Resource Fair as a City and Redevelopment Agency Sponsored Special Event; and
 - (2) Approve and accept in-kind donations from various individuals, businesses, or community groups to support the event.

- (c) District 4 Mid Autumn Festival:
 - (1) Approve the District 4 Mid Autumn Festival as a City Council Sponsored Special Event.

- (d) District 5 Christmas Toy Drive:
 - (1) Approve the District 5 Christmas Toy Drive as a City Council Sponsored Special Event; and
 - (2) Approve and accept donations from various individuals, businesses, or community groups to support the event.



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: October 9, 2009

SUBJECT: APPROVAL OF THE DESIGNATION OF THE YOUTH JOB FAIR AS A CITY COUNCIL SPONSORED SPECIAL EVENT AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the Youth Job Fair as a City Council sponsored Special Event.
2. Approve and accept in-kind donations from businesses to support the event.
3. Place the item on the October 20, 2009 Council Agenda for action.

BACKGROUND

On February 1, 2005, the City Council adopted Resolution 72517, which required Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events.

The Youth Job Fair is a free event, open to the public schedule for The Plant Shopping Center on October 10, 2009. This youth oriented job fair is co-sponsored by Councilmember Nguyen and Councilmember Pyle for youth ages 16 years old and up. The event will provide workshops to educate participants on interview skills, resume writing, and guidance on completing a job application. The Youth Job Fair will educate and prepare the youth for the workplace and provide a connection between youth and businesses in the community.

The Youth Job Far is a free city-wide event that is open to the public. The activity involves cooperation from General Services, and Council Districts 7 and 10. The Plant Shopping Center has made an in-kind donation of the use of their facilities. Work2Future and the Center for Training and Careers will be present to conduct workshops and trainings for the youth on resume writing and filling out applications.

ANALYSIS

Retroactive approval by the Rules and Open Government Committee and the City Council of the event will ensure compliance with the Council's prior direction. Approval of this memorandum will enable Council District 7, Council District 10, the City departments and the Office of the City Clerk to proceed

HONORABLE MAYOR AND CITY COUNCIL

October 9, 2009

Subject: Youth Job Fair

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with the event. At this time, no cash contributions are anticipated. If cash donations are received, the Councilmembers will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk, Councilmember Nguyen, and Councilmember Pyle will issue an information memo detailing the results of the event.

PUBLIC OUTREACH/INTEREST

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the October 14, 2009 Rules and Open Government Committee and the October 20, 2009 Council Agenda.

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

COORDINATION

This memorandum has been coordinated with the City Attorney's Office

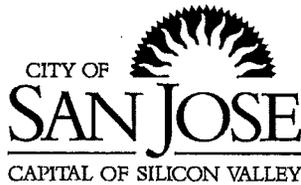
CEQA

Not a project.



LEE PRICE, MMC
City Clerk

For questions, please contact Dennis Hawkins, Assistant City Clerk, at (408) 535-1275.



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: October 9, 2009

SUBJECT: APPROVAL OF DISTRICT 2 EDENVALE TECHNOLOGY PARK RESOURCE FAIR AS A CITY AND REDEVELOPMENT AGENCY SPONSORED SPECIAL EVENT, TO EXPEND CITY AND AGENCY FUNDS AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the District 2 Edenvale Technology Park Resource Fair as a City Council sponsored Special Event.
2. Approve and accept donations from various individuals, businesses, or community groups to support the event.
3. Place the item on the October 20, 2009 Council Agenda for joint City/Agency action.

BACKGROUND

On February 1, 2005, the City Council adopted Resolution 72517, which required Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds in Special Event Accounts.

The Edenvale Technology Park Resource Fair is a free district event, open to the public that will be held at Hellyer Oaks Technology Park on Friday, October 9, 2009. The activity involves staff support by the General Services Department and Redevelopment Agency. The purpose of the event is to provide information to area businesses and their employees regarding available City resources and services. The event collaborators and sponsors include GRE Hellyer Oaks LP, Golden Gate Real Estate, Global Trust Bank, Starbucks, and High Five Pizza.

ANALYSIS

Retroactive approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 2 will be using District funds to pay some for the event. In compliance with existing fundraising disclosure requirements, Councilmember Kalra will report any cash or in-kind donations received for the event in his Disclosure of Fundraising Report. Approval of this memorandum will enable Council District 2, City departments, and the Redevelopment Agency to proceed with the event. Any cash donations received will be deposited by the Office of the City Clerk in the City's Gift Trust fund and follow the City's normal cash collection procedures.

HONORABLE MAYOR AND CITY COUNCIL

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Subject: Council District 2 Edenvale Technology Park Resource Fair

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Subsequently, the City Clerk will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and Councilmember Kalra will issue an information memo detailing the results of the event.

PUBLIC OUTREACH/INTEREST

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the October 20, 2009 Council Agenda.

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**

- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**

- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council, or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

COORDINATION

This memorandum has been coordinated with the City Attorney's Office

CEQA

Not a project.



LEE PRICE, MMC
City Clerk

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Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: October 9, 2009

SUBJECT: APPROVAL OF DISTRICT 4 MID AUTUMN FESTIVAL AS A CITY SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the District 4 Mid Autumn Festival as a City Council sponsored Special Event.
2. Place the item on the October 20, 2009 Council Agenda for action.

BACKGROUND

On February 1, 2005, the City Council adopted Resolution 72517, which required Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds in Special Event Accounts.

The Mid Autumn Festival is a free district event, open to the public that will be held at Orchard School on Sunday, October 18, 2009. The event collaborators include a wide variety of community-based organizations, schools, neighborhood businesses, and community volunteers.

ANALYSIS

Retroactive approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 4 will be using District funds to pay some fees and charges for the event. In compliance with existing fundraising disclosure requirements, Councilmember Chu will report any cash or in-kind donations received for the event in his Disclosure of Fundraising Report. Approval of this memorandum will enable Council District 4 and the Office of the City Clerk to proceed with the event. If cash donations are received, the Office of the City Clerk will deposit the funds to the City's Gift Trust fund and follow the City's normal cash collection procedures. Subsequently, the City Clerk will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and Councilmember Chu will issue an information memo detailing the results of the event.

PUBLIC OUTREACH/INTEREST

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the October 20, 2009 Council Agenda.

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**

- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**

- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council, or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

COORDINATION

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CEQA

Not a project.



LEE PRICE, MMC
City Clerk

For questions, please contact Dennis Hawkins, Assistant City Clerk, at (408) 535-1275.



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: October 9, 2009

SUBJECT: APPROVAL OF THE DESIGNATION OF THE DISTRICT 5 CHRISTMAS TOY DRIVE AS A CITY COUNCIL SPONSORED SPECIAL EVENT AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approval of the District 5 Christmas Toy Drive as a City Council sponsored Special Event
2. Approval and acceptance of donations from various individuals, businesses or community groups to support the Christmas Toy Drive.
3. Place the item on the October 20, 2009 Council Agenda for action.

BACKGROUND

On February 1, 2005 the City Council adopted Resolution 72517 which required Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds in Special Event Accounts.

Councilmember Campos has initiated an effort to secure donated Christmas toys that will be distributed to students at Olinder, Cassell and Seven Trees Elementary Schools. The Christmas Toy Drive is a free event that will benefit many residents in several neighborhoods. The activity involves cooperation from General Services, Library and Parks, Recreation and Neighborhood Services Departments for City facilities as collection and distribution sites.

The public is invited to donate new or gently used Christmas toys at the October 7, 2009 San Jose Earthquakes game and at other locations and events to be determined. No representations are or will be made to donors regarding the tax deductibility of their donations and no receipts will be issued for the donated items.

October 7, 2009

Subject: Christmas Toy Drive

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ANALYSIS

Approval by the Rules and Open Government Committee and the City Council of the event will ensure compliance with the spirit of the Council's prior direction. Approval of this memorandum will enable Council District 5, the City departments and the Office of the City Clerk to proceed with the event. In compliance with existing fundraising disclosure requirements, Councilmember Campos will report the number of donated gifts as well as the value of other in-kind donation of goods and services in her Disclosure of Fundraising Report. If solicitations are made which result in any cash donations, the proceeds will be deposited to the City's Gift Trust fund and follow the City's normal cash collection procedures. The Councilmember will return to the City Council for necessary actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

EVALUATION AND FOLLOW-UP

The Office of the City Clerk and Councilmember Campos will issue an information memo detailing the results of the event.

PUBLIC OUTREACH/INTEREST

This action does not meet the criteria set below; however the Office of the City Clerk will post the item on the City's Website for the October 14, 2009 Rules and Open Government Committee and the October 20, 2009 Council Agenda.

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**

- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**

- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

HONORABLE MAYOR AND CITY COUNCIL

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Subject: Christmas Toy Drive

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COORDINATION

This memorandum has been coordinated with the City Attorney's Office

CEQA

Not a project.

A handwritten signature in cursive script, appearing to read "Lee Price".

LEE PRICE, MMC
City Clerk

For questions, please contact Dennis Hawkins, Assistant City Clerk, at (408) 535-1275.