

COUNCIL AGENDA: 09-21-10  
ITEM: 2.10

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Lee Price, MMC  
City Clerk

**SUBJECT: YOUTH JOB FAIR**

**DATE:** 09-16-10

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## RECOMMENDATION

As recommended by the Rules and Open Government Committee on September 15, 2010 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the Youth Job Fair as a City Sponsored Special Event; and
- (b) Approve and accept in-kind donations from businesses to support the event.



## *Memorandum*

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Lee Price, MMC

**SUBJECT:** SEE BELOW

**DATE:** September 7, 2010

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**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 September 21, 2010 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 Youth Job Fair is a free city-wide event that is open to the public. This activity is co-sponsored by Councilmember Nguyen and Councilmember Pyle for youth ages 16 years old and up. The event will provide workshops that will educate and prepare the youth for the workplace and provide a connection between youth and businesses in the community.

The Youth Job Fair will take place on October 16, 2010 at the Westfield Oakridge Shopping Center. This activity involves cooperation from Council Districts 7 and 10. Westfield Oakridge 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**

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 with the event. At this time, no cash contributions are anticipated. If cash donations are received, the Councilmembers will

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September 15, 2010

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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 September 15, 2010 Rules and Open Government Committee and the September 21, 2010 Council Agenda.

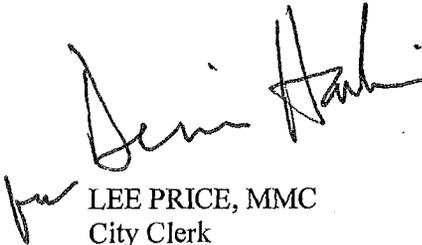
- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
  
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(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.