



COUNCIL AGENDA: 08-30-11  
ITEM: 2.22

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Dennis Hawkins, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** 08-24-11

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**SUBJECT: DISTRICT 4 SAFETY RESOURCE FAIR AND MOVIE NIGHT**

**RECOMMENDATION**

As recommended by the Rules and Open Government Committee on August 24, 2011 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the District 4 Safety Resource Fair and Movie Night as a City sponsored Special Event; and
- (b) Approve and accept donations from various individuals, businesses or community groups to support the event.



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Dennis Hawkins, CMC

**SUBJECT:** SEE BELOW

**DATE:** August 18, 2011

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**SUBJECT: APPROVAL OF DISTRICT 4 SAFETY RESOURCE FAIR AND MOVIE NIGHT 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 Safety Resource Fair and Movie Night as a City-sponsored Special Event.
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Refer the item to the August 30, 2011 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.

On August 26, 2011, Council District 4 will host a Safety Resource Fair and Movie Night at Flickinger Park. The event's focus is public safety and will feature resource and information booths from a variety of City departments, other governmental and non-profit agencies. Support services for the event will be provided by the San Jose Police Department; Parks, Recreation, and Neighborhood Services; and other departments.

## ANALYSIS

City Council approval of the event will ensure compliance with the Council's prior direction regarding Council Special Events. Council District 4 may use some District funds to pay event costs. 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, the Office of the City Clerk, and other departments to proceed with the event. Any cash donations received will be processed by the Office of the City Clerk in accordance with the City's normal cash collection, accounting, and appropriation of funds procedures.

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**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 August 24 Rules and Open Government Committee and subsequent Council meeting.

- 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)**

**CEQA**

Not a project.



DENNIS D. HAWKINS, CMC  
City Clerk

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