



COUNCIL AGENDA: 12-13-11
ITEM: 2.33

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Dennis Hawkins, CMC
City Clerk

SUBJECT: SEE BELOW

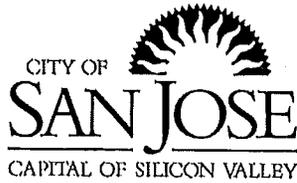
DATE: 12-7-11

SUBJECT: DISTRICT 6 WILLOW GLEN HISTORY NIGHT

RECOMMENDATION

As recommended by the Rules and Open Government Committee on December 7, 2011 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

- (a) Approve the District 6 Willow Glen History Night as a City Council 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

SUBJECT: SEE BELOW

DATE: December 2, 2011

SUBJECT: APPROVAL OF THE DESIGNATION OF DISTRICT 6 WILLOW GLEN HISTORY NIGHT AS A CITY COUNCIL SPONSORED SPECIAL EVENT, TO EXPEND CITY FUNDS AND AUTHORIZATION TO ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Approve the District 6 Willow Glen History Night 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 this item on the December 13, 2011 City 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 District 6 Willow Glen History Night is a free district event which will be open to the public and held at the Willow Glen Branch Library on February 6, 2012 at 6:30 p.m. During the event Pam Bliss, Willow Glen historian, will discuss the post civil war history of Willow Glen and San Jose. The activity involves participation by the San Jose Public Library and may involve other school and community organizations.

ANALYSIS

Approval by the Rules and Open Government Committee and the City Council of the event ensures compliance with the Council's prior direction regarding Council Special Events. Council District 6 will be using District funds to pay the fees and charges for the event. In

HONORABLE MAYOR AND CITY COUNCIL

December 2, 2011

Subject: District 6 Willow Glen History Night

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compliance with existing fundraising disclosure requirements, Councilmember Oliverio 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 6, City departments and the Office of the City Clerk to proceed with the event. If cash donations are received they will be processed following the City's normal cash collection and appropriation of funds procedures.

EVALUATION AND FOLLOW-UP

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

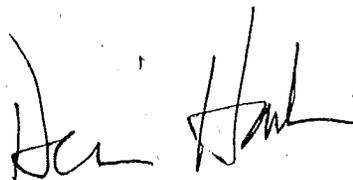
PUBLIC OUTREACH/INTEREST

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 December 7 Rules and Open Government Committee and subsequent 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)**

CEQA

Not a project.



DENNIS HAWKINS, CMC
City Clerk

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