



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC

SUBJECT: SEE BELOW

DATE: May 21, 2010

SUBJECT: APPROVAL OF DISTRICT 2 DIWALI, FESTIVAL OF LIGHTS 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 2 Diwali, Festival of Lights, 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 June 8, 2010 Council Agenda for action.

BACKGROUND

On February 1, 2005, the City Council adopted Resolution 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 in Special Event Accounts.

The Diwali Festival of Lights was a free district event, open to the public and held at City Hall on October 27, 2009. The event collaborators included 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 2 will use some District funds to pay various event expenses. In compliance with existing fundraising disclosure requirements, Councilmember Kalra has reported any cash or in-kind donations received for the event in his Disclosure of Fundraising Report. The cash donations that were received were deposited by the Office of the City Clerk to the City's Gift Trust fund and followed the City's normal cash collection procedures. As necessary, the City Clerk will return to the City Council for actions involving the receipt and appropriation of funds consistent with the Special Events resolution and standard City procedures.

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Summary of Donations Received:

Donor	Amount Received
Athidhi Indian Cuisine (Sunnyvale)	\$350.00
Bay Area Hot Breads (Sunnyvale)	\$250.00
AAA Satellites (Fremont)	\$250.00
Clairvoyant Infotech (Palo Alto)	\$250.00
Federated Indian Association (Fremont)	\$250.00
Hindu American Foundation (Fremont)	\$500.00
Indian FCU (Fremont)	\$500.00
State Bank of India (San José)	\$250.00
Peacock Restaurant (Santa Clara)	\$250.00
Shantaben and Naranji Patel (San José)	\$250.00
Total Donations Received	\$3,100.00

Summary of Event Revenues and Expenses:

Category	Sub-totals	Total Revenues Received or (Expenses Paid)
Donations Received		\$3,100
Expenses:		
Facility	(\$1,525.90)	
Decorations	(\$240.47)	
Catering	(\$1,707.38)	
Total Expenses		(\$3,473.75)
Donations Pending		\$250.00
Net Expenses Paid by District		(\$123.75)

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 May 26, 2010 Rules Committee Agenda and the June 8, 2010 City 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)**

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- 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.