

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** DENNIS HAWKINS

**SUBJECT:** SEE BELOW

**DATE:** August 5, 2011

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**SUBJECT: APPROVAL OF CYBERSECURITY WEEK 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 Cybersecurity Week as a City Council sponsored Special Event.
2. Approve and accept donations from various individuals, businesses, or community groups to support Cybersecurity Week activities.
3. Place the item on the August 16, 2011 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.

Cybersecurity Week is sponsored by Council District 1 and will consist of a series of free City events, open to the public. The keynote event of the week will be a Cybersecurity Summit held at City Hall on Thursday, October 13, 2011. In the days leading up to the Cybersecurity Summit there will be public information provided to raise awareness around cyber security, along with public appearances at school assemblies to educate youth on the safe use of the internet. The week will culminate in a Shred-A-Thon on October 15, to help promote National Protect Your Identity Week which begins on October 17. Co-sponsors of the events will include the U.S. Department of Homeland Security in collaboration with a wide variety of other governmental agencies, businesses, schools, non-profits, other community-based organizations, and community volunteers.

## ANALYSIS

Approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. In compliance with existing fundraising disclosure requirements, Councilmember Constant will report any solicitations made for cash or in-kind donations and received for the event in his Disclosure of Fundraising Report. At this time, District 1 does not anticipate the receipt

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of cash donations and no further City Council action is expected regarding the receipt and appropriation of funds.

**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 10, 2011 Rules Committee Agenda and August 16, 2011 City Council Agenda.

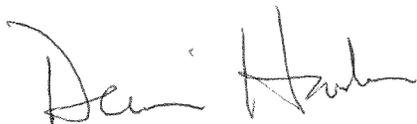
- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
  
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City.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



DENNIS D. HAWKINS, CMC  
City Clerk

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