



COUNCIL REFERRAL MEMORANDUM

To: Hayward Mayor and City Council

From: Council Members Angela Andrews and Elisa Márquez

Subject: Use of Council Member Funds for Reimbursements related to Juneteenth Hayward Coordination

Date: 5/25/22

Background:

As we continue our efforts to acknowledge the need for diversity, inclusion, and equity we are in the midst of coordinating Juneteenth Hayward. The event will also support goals related to community engagement and economic development. CM Andrews is requesting \$1,000 to go towards reimbursement for expenses related to event coordination including but not limited to operations, entertainment, and marketing. Examples include:

- Water and snacks for volunteers and guests
- Printing of Materials
- Activities for Kids Zone
- Supplies for decorating
- Entertainment

This request is within the guidelines outlined in the Council Member Handbook on page 12 and 13 under section: *Council Office Budget and Expenditure Guidelines 2.f.:*

Other expenses approved by the City Council in advance of their incurrence.

Timeline: End of FY22

Angela Andrews
Hayward City Council Member

Elisa Márquez
Hayward City Council Member