



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Vice Mayor Pam Foley
District 9

SUBJECT: SEE BELOW

DATE: September 9, 2026

APPROVED:

SUBJECT: APPROVAL OF FREE USE OF THE JANET GRAY HAYES ROTUNDA ON THURSDAY, NOVEMBER 19, 2026, FOR THE SANTA CLARA COUNTY ASSOCIATION OF REALTORS (SCCAOR) 2026 FALL GENERAL MEMBERSHIP MEETING SPONSORED BY COUNCIL DISTRICT 9 AS A CITY COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE EVENT

RECOMMENDATION

1. Adopt a resolution authorizing “Free Use” of the Janet Gray Hayes Rotunda for the private, invitation-only Santa Clara County Association of REALTORS (SCCAOR) 2026 Fall General Membership Meeting held on Thursday, November 19, 2026;
2. Approve the SCCAOR 2026 Fall General Membership Meeting as a City Council Sponsored Special Event and approve the expenditure of funds;
3. Approve and accept donations from various individuals, businesses or community groups to support the event; and
4. Place the item on the October 6, 2026 Council Agenda for action.

BACKGROUND

In June 2019, the City adopted the [Schedule of Fees Resolution No. 79138, Section 13.080](#), which allows free use of City Hall facilities by City Council and City departments for events that 1) qualify as Official City Business; 2) are free and open to the public; 3) occur on a Sunday through Friday; and 4) are booked 30 days in advance. Because the Santa Clara County Association of REALTORS (SCCAOR) 2026 Fall General Membership Meeting is a private, invitation-only event and not open to the public, City Council approval is required to authorize free use of the Rotunda.

The meeting, sponsored by Vice Mayor Pam Foley, will convene SCCAOR members to discuss shared priorities related to housing, economic development, and the continued growth of San José's neighborhoods. As real estate professionals serving San José residents, SCCAOR plays a direct role in advancing housing policy, supporting responsible development, and strengthening community engagement across the City.

ANALYSIS

The SCCAOR 2026 Fall General Membership Meeting qualifies as Official City Business because it supports the City's housing and economic development goals by facilitating dialogue among real estate professionals whose work directly impacts San José's residents, neighborhoods, and long-term growth. The event provides an opportunity to reinforce partnerships that support responsible development, community stability, and the City's broader strategic objectives.

Approval by the City Council of the event will ensure compliance with prior direction regarding City Council Special Events. In accordance with fundraising disclosure requirements, Vice Mayor Pam Foley will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 9, City departments and the Office of the City Clerk to proceed with the event. Any cash donations received will be processed pursuant to the City's normal financial and budgetary procedures.

COST AND FUNDING SOURCE

The total cost of the event is \$925.57, which will be paid by (SCCAOR) Santa Clara County Association of REALTORS. The non-free use costs are detailed below.

Each Council Office is allotted seven free uses per year for qualifying events. Approval of this action will count toward Council District 9's annual free use allocation.

Event Captain (7:30am-12:30pm): \$204.60
AV personnel (8:00am-12:30pm) \$549.27
Facility set-up and take down \$171.70

PUBLIC OUTREACH/INTEREST

The Office of the City Clerk will post the item on the City's website for the September 23, 2026 Rules Committee Agenda and the October 6, 2026 City Council Agenda.

CEQA

Not a Project, File No. PP17-011, Temporary Special Events resulting in no changes to the physical environment.

HONORABLE MAYOR AND CITY COUNCIL

September 9, 2026

Subject: (SCCAOR) Santa Clara County Association of REALTORS

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Reviewed by:

TONI J. TABER, MMC
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.