

**City of Gilroy**  
**Open Government Commission Regular Meeting Minutes**  
**Thursday, February 8, 2024 | 6:00 PM**

**1. CALL TO ORDER**

Commissioner Bentz called the meeting to order at 6:03 PM.

**2. ROLL CALL**

<b>Attendance</b>	<b>Attendee Name</b>
Present	Shayne Somavia, Commissioner Diana Bentz, Commissioner Akur Varadarajan, Commissioner
Absent	Jessica Irwin, Commissioner

**3. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION**

**3.1. Mayor’s Presentation to the Open Government Commission**

Mayor Blankley provided her presentation to the Commission.

**3.2. Public Comments by Members of the Public on Items not on the Agenda but within the Commission’s Subject Matter Jurisdiction**

Commissioner Bentz opened Public Comment. There being no speakers, Commissioner Bentz closed Public Comment.

**4. SELECTION OF THE 2024 CHAIRPERSON AND VICE-CHAIRPERSON**

**Motion: Appoint Commissioner Bentz as Chair of the Open Government Commission for the 2024 Calendar Year.**

**RESULT: Pass**

**MOVER:** Shayne Somavia, Commissioner

**SECONDER:** Akur Varadarajan, Commissioner

**AYES:** Commissioner Somavia, Commissioner Bentz, Commissioner Varadarajan

**NOES:** None

**ABSENT:** Commissioner Irwin

**Motion: Appoint Commissioner Somavia as Vice Chair of the Open Government Commission for the 2024 Calendar Year.**

**RESULT: Pass**

**MOVER:** Diana Bentz, Chair

**SECONDER:** Akur Varadarajan, Commissioner

**AYES:** Commissioner Somavia, Commissioner Varadarajan, Chair Bentz

**NOES:** None

**ABSENT:** Commissioner Irwin

**5. CONSENT CALENDAR**

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

**MOTION: Approve the Consent Calendar.**

**RESULT: Pass**

**MOVER:** Shayne Somavia, Commissioner

**SECONDER:** Diana Bentz, Commissioner

**AYES:** Commissioner Varadarjan, Vice Chair Somavia, Chair Bentz

**ABSENT:** Commissioner Irwin

**5.1. Approval of the November 2, 2023 Special Meeting Minutes**

A motion was made to approve the minutes.

**6. UNFINISHED BUSINESS**

**6.1. Open Government Ordinance Old Training Video**

Vice Chair Somavia provided an update to the Commission. City Clerk Pham notified the Commission that he has been working on a PowerPoint presentation for onboarding new commissioners and that the Commission could incorporate the PowerPoint into the video. He further mentioned that the PowerPoint presentation will be provided to the Commission.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

**7. NEW BUSINESS**

**7.1. Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (Fourth Quarter, 2023)**

City Clerk Pham provided staff presentation and responded to Council Member questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

**8. FUTURE COMMISSION INITIATED AGENDA ITEMS**

Commissioner Somavia requested that the Commission have a discussion to review the Open Government Ordinance. The item received unanimous support.

**9. CITY ADMINISTRATOR'S UPDATE**

Assistant to City Administrator Atkins provided the City Administrator's update to the Commission.

**10. ADJOURNMENT**

Chair Bentz adjourned the meeting at 6:32 PM.

**I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Gilroy Open Government Commission of the City of Gilroy.**

/s/Thai Nam Pham, MMC, CPMC  
City Clerk

DRAFT