



CITY OF GILROY
OPEN GOVERNMENT
COMMISSION
SPECIAL MEETING



THURSDAY, NOVEMBER 14, 2024 | 5:00 PM

CITY COUNCIL CHAMBERS, CITY HALL
7351 ROSANNA STREET
GILROY, CA 95020

Chair: Diana Bentz

Vice Chair: Shayne Somavia

Commissioners: Jessica Irwin & Akur Varadarajan

Staff Liaison: Jimmy Forbis, City Administrator

All Open Government Commission meeting materials are available online at <http://gilroy.city/meetings>

COMMENTS BY THE PUBLIC WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE OPEN GOVERNMENT COMMISSION. Public testimony is subject to reasonable regulations, including but not limited to time restrictions for each individual speaker.

In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (408) 846-0204. A sound enhancement system is also available for check out in the City Council Chambers.

Materials related to an item on this agenda submitted to the Open Government Commission after distribution of the agenda packet are available for public inspection with the agenda packet in the lobby of Administration at City Hall, 7351 Rosanna Street during normal business hours. These materials are also available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to publish the documents before the meeting.

KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, task forces, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE, TO RECEIVE A FREE COPY OF THE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION STAFF AT (408) 846-0204 or by email at cityclerk@cityofgilroy.org.

If you need assistance with translation and would like to speak during public comment, please contact the City Clerk a minimum of 72 hours prior to the meeting at 408-846-0204 or e-mail the City Clerk's Office at cityclerk@cityofgilroy.org.

Si necesita un intérprete durante la junta y gustaría dar un comentario público, comuníquese con el Secretario de la Ciudad un mínimo de 72 horas antes de la junta al 408-846-0204 o envíe un correo electrónico a la Oficina del Secretario de la Ciudad a

The AGENDA for this meeting is as follows:

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION

3.1. Public Comments by Members of the Public on Items not on the Agenda but within the Commission's Subject Matter Jurisdiction

This part of the meeting allows public address on non-agenda topics within the Commission's jurisdiction. To speak, complete a Speaker's Card and give it to the City Clerk. Speaking time ranges from 3 minutes. Extended discussions or actions on non-agenda items are restricted by law. For Commission action, the topic may be listed on a future agenda.

4. CONSENT CALENDAR

Items under the Consent Calendar are deemed routine and approved with one motion. If a commissioner wishes for a separate discussion on an item, it must be requested for removal before the approval vote. If removed, the item will be discussed in its original order.

4.1. Approval of the February 8, 2024 Regular Meeting Minutes

5. UNFINISHED BUSINESS

5.1. Open Government Ordinance Old Training Video

5.2. Workplan for Fiscal Years 2024 and 2025

6. NEW BUSINESS

6.1. Workplan for Fiscal Years 2026 and 2027

6.2. Commission Vacancies

7 CITY ADMINISTRATOR'S UPDATE

8. ADJOURNMENT

FUTURE MEETING DATES

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

Attendance	Attendee Name
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