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VACANT

MEETING AGENDA

7:00 PM

March 21, 2024

San José City Hall
200 E. Santa Clara Street, San José, CA
Tower 17th Floor Room 1753
Meeting viewable at:

<https://zoom.us/j/99991264391?pwd=WUYvbTdwOXg3cXdBS2lzOXRYdC9HQOT09>

- I. Welcome & Introductions**
- II. Call to Order & Orders of the Day**
- III. Public Record**
- IV. Open Forum** (*Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate.*)
- V. Consent Calendar**
- VI. Reports and Information Only**
- VII. Old Business**
- VIII. New Business**
 - A. [Boards and Commissions Required Training](#) Review – Brian Kimball
 - 1. San José City Charter
 - 2. San José Municipal Code 2.08 Rules for Boards and Commissions
 - 3. Annual Workplan and Reports
 - 4. California Brown Act, City Sunshine, Conflicts of Interest
 - 5. Robert’s Rules of Order Parliamentary Procedures
 - 6. Council Policy 0-4 Consolidated Policy Governing Boards and Commissions
 - B. Review Commission Purpose
 - 1. [Memo: Amendment to the San Jose Municipal Code to Establish a Climate Advisory Commission](#)
 - 2. [Memorandum from Cohen, 5/2/2023](#)
 - 3. [Ordinance](#)
 - C. Climate Smart Overview Materials
 - 1. [Climate Smart San José plan](#)

2. [Pathway to Carbon Neutrality by 2030](#)
 3. [Memo: Climate Smart San José and Carbon Neutral Resolution](#)
- D. Election of Chair and Vice Chair
1. [Chair and Vice Chair Roles](#) Overview (See Article II: Officers Chair and Vice Chair) (See Article II: Officers Chair and Vice Chair)
 2. [Commissioners Representation](#)
- E. Meeting Schedule and Work Plan
1. Adopt Meeting Schedule
 2. Third Thursday of Month, 7:00 PM, San José City Hall
 3. Months: January, March, May, July, September, November
- F. Review DRAFT Work Plan

The next regular meeting will be May 16, 2024, at 7pm in San José City Hall, Tower Room 1753

IX. Adjournment

The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <https://www.sanjoseca.gov/your-government/departments-offices/environmental-services/climate-advisory-commission-cac>.

Correspondence to the Climate Advisory Commission are public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the Climate Advisory Commission, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Environmental Services Department, 200 East Santa Clara Street, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

On occasion the Commission may consider agenda items out of order.

The Climate Advisory Commission meets the third Thursday every other month at 7pm, with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting.

THE LEVINE ACT

The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$250 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.

Please direct correspondence and questions to:

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