

MEETING MINUTES

September 13, 2017

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Adrian Gonzales, Vice Chair Chris Peacock,
and Board Members Madhavee Vemulapalli and Amarpal Randhawa

ABSENT: Board Member Thomas Goodwin

STAFF: Deputy City Attorney Mark Vanni and Sr. Deputy City Clerk Cecilia McDaniel

Call to Order

The members of the San José Board of Fair Campaign and Political Practices convened at 5:46 p.m. in Room W-120 of City Hall, 200 E. Santa Clara Street, CA 95113.

Orders of the Day

Action: Upon motion by Vice Chair Chris Peacock, seconded by Board Member Amarpal Randhawa and carried, the Board approved the adoption of the September 13, 2017 agenda. (4-0-1. Absent: Goodwin.)

II. Closed Session – None.

III. Hearings – None.

IV. Public Record – None.

V. Consent Calendar

A. Approve the Minutes of July 12, 2017 – Regular Meeting

Documents Filed: Draft minutes for the July 12, 2017 meeting.

Action: Upon motion by Board Member Amarpal Randhawa, seconded by Board Member Madhavee Vemulapalli and carried, the Board approved the meeting minutes of September 13, 2017. (4-0-1. Absent: Goodwin.)

VI. Reports

A. Chair – None.

B. City Attorney –

1. Legislative update – None.
2. Election update – Deputy City Attorney Mark Vanni has finalized the dates of interest calendar for June and November 2018 election dates and is working with the City Manager’s Office to post to their website. The City Clerk’s Office will link to the City Attorney’s site.
3. Gift Ordinance update – Deputy City Attorney Mark Vanni informed the Board that the Council would like to change the Gift Ordinance as recommended by the Board with a revision to retain the \$50 gift limit. The item will return to Council after the City Attorney’s Office finalizes their analysis.

On a separate note, the City Council referred an item from the September 12, 2017 City Council meeting (item 3.6) to the board for review regarding the City’s revolving door ordinance. The referral will be added to the next meeting agenda for review.

C. City Clerk

1. Legislative update – None.
2. Status report on filings (Form 700, Campaign Statements, Lobbyist) – None.
 - a) Status of Netfile Contract – Sr. Deputy City Clerk Cecilia McDaniel reported that there were two companies who have submitted bids for the City Clerk’s Office e-filing bid. The bid is anticipated to be awarded mid-October.
3. Elections update – No update.
4. Update on Board Expenditures

Document Filed: Hanson Bridgett Contract Expenses FY 16-17 Spreadsheet from City Attorney’s Office.

Discussion: Sr. Deputy City Clerk Cecilia McDaniel reported there were no additional funds expended since last meeting and that no budget spreadsheet was provided for Board expenditures since there are none for FY 17-18.

D. Investigator/Evaluator – None.

VII. Old Business

- A. Status on Board’s FY 2017-18 Work Plan, FY 2016-17 Annual Report, and transmittal letter. (Chair Adiran Gonzales)

Document Filed: Transmittal Letter to the Rules and Open Government Committee from Chair Adrian Gonzales dated July 12, 2017 regarding the Board of Fair Campaign and Political Practices Annual Report for FY 2016-17 and Work Plan for FY 2017-18.

Discussion: Sr. Deputy City Clerk Cecilia McDaniel informed the Board that the Rules and Open Government Committee approved the FY 16-17 Annual Report and FY 17-18 Work Plan on August 2, 2017.

- B. Discussion and possible action on report from ad hoc committee on community outreach. (Vice Chair Chris Peacock and Board Member Amarpal Randhawa)
1. Guide to Civic Engagement Brochure

Document Filed: Guide to Civic Engagement Brochure (Updated 9/6/17)

Discussion: Vice Chair Chris Peacock reported that the ad hoc committee identified the goals of the outreach to be to increase participation and to educate participants. It was hard to determine what existing outreach efforts have been made by the City and to see what has and has not worked. The ad hoc committee needs to identify the audience they want to reach out to and review outreach efforts done by other localities.

The Board reviewed the Guide to Civic Engagement Brochure and requested revisions be made to the section entitled "Elections-Supporting Candidates" to clarify the language, to remove reference to Manual 2 to allow for broader audience, and to check last sentence since it appears to be cut off.

- C. Discussion and possible action on biennial review of the San Jose Municipal Code Title 12, City Council Resolution 77879 and other administrative policies. (City Clerk)

Document Filed: 1) San Jose Municipal Code Title 12; 2) Draft Revisions to City Council Resolution 77879; 3) Memo to the Rules and Open Government Committee from City Clerk Toni Taber dated August 13, 2015 regarding Ethics Commission Title 12 and San Jose City Council Resolution 76954 Recommended Revisions; 4) Biennial Review Amendments; and 5) Draft transmittal letter to the Rules and Open Government Committee from Chair Adrian Gonzales dated September 13, 2017 regarding the Biennial Ethics Review.

Discussion: Chair Adrian Gonzales reviewed the transmittal letter and biennial review amendment chart with the Board and requested feedback. Staff responded to Board questions.

Action: Upon a motion by Chair Adrian Gonzales, seconded by Vice Chair Chris Peacock and carried, the Board approved the the transmittal letter with changes to: clarify and neutralize the language to topics 4, 5, 7, 10 and 11; renumber the topics to be in sequential order and change the chart to match; and correct punctuation and grammar. The Board also approved to change the biennial review amendment chart to remove the workload and rank columns.

Upon an amended motion by Vice Chair Chris Peacock, seconded by Madhatee Vemulapalli and carried with Chair Adrian Gonzales' acceptance, the Board

authorized the biennial review ad hoc committee (Chair and Vice Chair) to work with staff to finalize the transmittal letter and biennial review amendments for submittal to the Rules and Open Government Committee. (4-0-1. Absent: Goodwin.)

D. Scheduling of Special Ethics Commission meeting if needed. (City Clerk)

Action: No action taken.

VIII. New Business – None.

IX. Public Comment – None.

X. Future Agenda Items

- Discussion and review of community outreach materials
- Biennial Review Amendments
- Referral from Council re Revolving Door Ordinance

XI. Adjournment

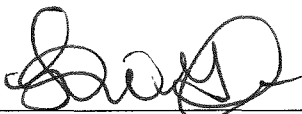
The next regular meeting schedule for October 11, 2017 at 5:30 p.m. in Room W-120.

Action: Upon motion by Chair Adrian Gonzales, seconded by Board Member Amarpal Randhawa and carried, the Board approved to adjourn the meeting at 7:25 p.m. (4-0-1. Absent: Goodwin.)



ADRIAN GONZALES, CHAIR

ATTEST:
BOARD OF FAIR CAMPAIGN AND POLITICAL PRACTICES SECRETARY



TONI J. TABER, CMC
CITY CLERK