

**RULES AND OPEN GOVERNMENT COMMITTEE**

Meeting Report  
January 9, 2013

**PRESENT:** Mayor Reed, Vice-Mayor Nguyen, Councilmembers Oliverio and Constant

**ABSENT:** None.

**STAFF:** City Attorney Richard Doyle, Acting City Clerk Toni Taber, Deputy City Manager Alex Gurza, Agenda Services Gloria Schmanek, Mayor's Council Agenda Manager Sara Wright, and Deputy City Clerk Kathy Carrillo

**A. City Council (City Clerk)**

1. Review January 15, 2013 Final Agenda
  - a. Add New Items to Final Agenda
  - b. Assign "Time Certain" to Agenda Items (if needed)
  - c. Review of Items that Meet Exception Rule (if needed)

Action: The Committee approved the agenda, as amended with the following changes: Item 3.3 (Board and Commission Program Workplan) deferred to January 29, 2013, Sunshine Waiver approved for Item 3.4 (Appeals Hearing Board Interviews) which is to be heard no earlier than 3:30 p.m., Item 3.5 (Ordinance to Implement Retirement Benefits Modification in Police and Fire Retirement System) to be heard immediately following the consent calendar, Item 3.6 (Council Confirmation of Vice Mayor Madison Nguyen) moved to consent calendar, Item 3.8 (Recycle Plus Billing and Customer Service – Service Delivery Evaluation Update) to be heard immediately following Item 3.5, and Item 3.7 (2011-2012 Service Efforts and Accomplishments Report) to be heard after 3.8.

2. Review January 22, 2013 Draft Agenda  
None Meeting Cancelled

**B. Review of Upcoming Study Session Agenda(s)**

**C. Legislative Update**

1. State – No Report.
2. Federal – No Report.

**D. Meeting Schedules**

**E. The Public Record**

Documents Filed: Memorandum from the Acting City Clerk Toni Taber to Mayor Reed and City Council dated January 4, 2013 transmitting the Public Record for the week of December 14, 2012 – January 3, 2013.

Public Comment: Martha O'Connell provided further comments on Item E.d.

Action: The Public Record was noted and filed.

**F. Boards, Commissions and Committees**

1. Appointments
2. Workplans
3. Annual Reports

**G. Rules Committee Reviews, Recommendations and Approvals**

1. Workload Assessment for Council Requests and Referrals.
2. Approve the recommendation of the Early Care and Education Commission request to reduce the number of seats on the Commission from 13 to nine. (Library Department)

Document Filed: Memorandum from the Interim Library Director Anne Cain, to Mayor Reed and City Council dated December 17, 2012, forwarding the recommendations.

Action Filed: The Committee referred this Item to the Boards and Commission Workplan.

3. Approval of the African American History Month Flag Raising as a sponsored special event, to expend City funds and accept donations of materials and services for the event. (City Clerk)

Document Filed: Memorandum from the Acting City Clerk Toni Taber to Mayor Reed and City Council dated January 3, 2013, forwarding the recommendations.

Action Filed: The Committee approved the African American History Month Flag Raising as a sponsored special event, to expend City funds and accept donations of materials and services for the event and forwarded it to the City Council for formal action on January 15, 2013.

4. Accept the preliminary Study Session Topics for the period of January – June 2013. (City Manager)

Document Filed: Memorandum from the Assistant City Manager Edward K. Shikada to the Rules and Open Government Committee dated January 3, 2013, forwarding the recommendations.

Action Filed: The Committee referred this Item to staff to be included in the Priority Setting Session scheduled for February 11, 2013.

**H. Review of additions to Council Committee Agendas/Workplans**

1. Community and Economic Development Committee
  - a. Approve the Community and Economic Development Committee Workplan for the period of January through June 2013 and setting its meeting schedule on the fourth Monday of each month at 1:30 p.m. in Room W120. (Mayor Reed/Herrera)

Document Filed: Memorandum from Mayor Reed and Chair Herrera to the Rules and Open Government Committee dated January 9, 2013, forwarding the recommendations.

Action Filed: The Workplan was accepted as submitted.

2. Neighborhood Services and Education Committee
  - a. Approve the Neighborhood Services and Education Committee Workplan for the period January through June 2013 and setting its meeting schedule on the second Thursday of each month at 1:30 p.m. in Rooms W118-119. (Mayor Reed/Chair Nguyen)

Document Filed: Memorandum from Mayor Reed and Chair Nguyen to the Rules and Open Government Committee dated January 2, 2013, forwarding the recommendations.

Action Filed: The Workplan was accepted as submitted.

3. Transportation and Environment Committee
  - a. Approve the Transportation and Environment Committee Workplan for the period January through June 2013 and setting its meeting schedule on the first Monday of each month (except as noted for special meetings) at 1:30 p.m. in Rooms W118-119. (Mayor/Liccardo)

Document Filed: Memorandum from Mayor Reed and Chair Liccardo to the Rules and Open Government Committee dated January 3, 2013, forwarding the recommendations.

Action Filed: The Workplan was accepted as submitted.

4. Public Safety, Finance and Strategic Support Committee
  - a. Approve the Public Safety, Finance and Strategic Support Committee Workplan for the period January through June 2013 and setting its meeting schedule on the third Thursday of each month at 1:30 p.m. in the City Council Chambers. (Mayor/Constant)

Document Filed: Memorandum from Mayor Reed and Chair Constant to the Rules and Open Government Committee dated December 20, 2012, forwarding the recommendations.

Action Filed: The Workplan was accepted as submitted, with Item 5 on January 24, 2013, also added to the June meetings agenda.

5. Rules and Open Government Committee

**I. Open Government**


1. Appeals of Public Records Act Request

**J. Open Forum**

Document Filed: Letter from Martha O'Connell to the Rules and Open Government Committee dated November 15, 2012 regarding the Housing Commission.

Public Comment: Martha O'Connell expressed concerns regarding commission members openly discussing political viewpoints in meeting rooms as well as concerns in how the minutes are written by City Staff.

**K. Adjournment 2:30 p.m.**



Mayor Chuck Reed

Rules and Open Government Committee