
REGULAR MEETING MINUTES

March 19, 2018

6:00 PM

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Anthony Strawa, Benjamin Foster, Daniel Zazueta, Katy Nomura, Matt Mahan, Richard Zahner, Ruth Merino, Stephanie Gutowski

ABSENT: Reza Sadeghian

STAFF: Commission Secretary Keila Cisneros, Director of Community Energy Department Lori Mitchell

Call to Order & Orders of the Day

Commission Secretary Keila Cisneros convened the Clean Energy Community Advisory Commission at 6:12 p.m. in Room T-1446 of City Hall, 200 E. Santa Clara Street, CA 95113.

II. Election of Chair and Vice Chair

Action: Upon a motion by Commission Member Zahner, seconded by Commission Member Nomura and carried unanimously, Commission Member Zazueta was appointed to Chair. (8-0-1. Absent: Sadeghian.)

Upon a motion by Commission Member Strawa, seconded by Commission Member Mahan and carried unanimously, Commission Member Merino was appointed to Vice Chair. (8-0-1. Absent: Sadeghian.)

Chair Zazueta began to chair the meeting.

III. Public Record

None on file.

IV. Public Comment

There was no public testimony.

V. Consent Calendar

Approve the Minutes for the Special Meeting of February 26, 2018.

Documents Filed: Draft Minutes for the February 26, 2018 Special Meeting.

Action: Upon a motion by Chair Daniel Zazueta, seconded by Vice Chair Merino, and carried, the Commission approved the minutes. (8-0-1. Absent: Sadeghian.)

VI. Reports and Information Only

- A. Register City Emails
- B. City Public Records Act *Public Records Policy and Protocol*
- C. Define a Work Plan
- D. General Discussion *Potential Future Topics*

Documents Filed: City Public Record Act (Pubic Records Policy and Protocol)

Commission Secretary Keila Cisneros provided assistance to Commission Members as they registered their City Email accounts. Community Energy Department Director Lori Mitchell provided additional details. Commission discussion ensued.

VII. Old Business

There was no old business.

VIII. New Business

No new business.

IX. Meeting Schedule and Agenda Items

The next regular meeting will be April 2, 2018 at 6:00 pm., T-1446.

Upon motion by Commission Member Nomura, seconded by Commission Member Mahan and carried unanimously, the Commission will revisit the regular meeting schedule in June 2018.

X. Adjournment

Upon a motion by Chair Zazueta, seconded by Commission Member Mahan, and carried unanimously, the meeting was adjourned at approximately 8:05 p.m.



DANIEL ZAZUETA, CHAIR

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY



KEILA CISNEROS, STAFF SPECIALIST