



Memorandum

**TO: RULES & OPEN GOVERNMENT
COMMITTEE**

FROM: TONI TABER, CITY CLERK

**SUBJECT: RULES & OPEN GOVERNMENT
COMMITTEE WORKPLAN**

DATE: June 7, 2023

RECOMMENDATION

Approve the Rules and Open Government Committee workplan for the period from August 2023 through June 2024 and setting its meeting schedule as every Wednesday at 2:00 p.m. in the City Hall Council Chambers. The agendas will be posted as the Joint Rules and Open Government Committee and Committee of the Whole.

WORKPLAN CONTENTS

<p>RULES AND OPEN GOVERNMENT COMMITTEE WORKPLAN August 2023-June 2024</p>
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COMMITTEE MEMBERS:

David Cohen, Chair
Rosemary Kamei, Vice Chair
Dev Davis, Member
Pam Foley, Member
Sergio Jimenez, Member

STAFF:

Nora Frimann, City Attorney
Toni J. Taber, City Clerk
Lee Wilcox, Assistant City Manager
Rachelle Blattman, City Manager's Office

MISSION STATEMENT:

Council agenda setting; Committee agenda setting; City Auditor work plan; Commission appointments that do not require interviews by the full Council; ensuring accessible, responsive, transparent and accountable government.

1. AGENDA:

A. City Council (City Clerk)

1. Review Final Agenda
 - a. Add New Items to final agenda
 - b. Assign "Time Certain" to Agenda Items (if needed)
 - c. Review of Notice Waiver Requests for Agenda Items or Documents (if needed)

2. Review Draft Agenda
 - a. Add New Items to Draft Agenda
 - b. Assign “Time Certain” to Agenda Items (if needed)
 - c. Review of Notice Waiver Requests for Agenda Items or Documents (if needed)

B. Consent Calendar

C. Rules Committee Reviews, Recommendations and Approvals

D. Open Forum

Members of the Public are invited to speak on any item that does not appear on today’s Agenda and that is within the subject matter jurisdiction of the Committee.

E. Adjournment

2. MEETING SCHEDULE:

- A. Approve the proposed schedule of Regular Joint Rules and Open Government Committee and Committee of the Whole meetings to be held on the following dates in San Jose City Hall, Council Chambers at 2:00 p.m.
 - August 2, 9, 16, 23, 30
 - September 6, 13, 20, 27
 - October 4, 11, 18, 25
 - November 1, 8, 15, 29
 - December 6, 13
 - January 3, 10, 17, 24, 31
 - February 7, 14, 21, 28
 - March 6, 13, 20, 27
 - April 3, 10, 17, 24
 - May 1, 8, 15, 22, 29
 - June 5, 12, 20 (10:00 a.m.)

BACKGROUND

The Rules and Open Government Committee sets the Committee’s meeting schedule on a semi-annual basis, generally following the adoption of the City Council’s meeting schedule. Based upon the Council’s meeting schedule, it is now necessary to establish the Rules Committee’s meeting schedule for that period.

PUBLIC OUTREACH

This memo will be posted on the City’s website for the Agenda of the June 14 Rules and Open Government Committee meeting.

COORDINATION:

This memo has been coordinated with the Offices of the City Manager and City Attorney.

/S

TONI TABER
City Clerk

For questions, please contact Toni J. Taber, City Clerk at 535-1260.

ATTACHMENT A

Joint Rules and Open Government Committee and Committee of the Whole Meeting Dates August 2023-June 2024
August 2 – Regular Meeting, Council Chambers; 2:00 p.m.
August 9 – Regular Meeting, Council Chambers; 2:00 p.m.
August 16 – Regular Meeting, Council Chambers; 2:00 p.m.
August 23 – Regular Meeting, Council Chambers; 2:00 p.m.
August 30 – Regular Meeting, Council Chambers; 2:00 p.m.
September 6 – Regular Meeting, Council Chambers; 2:00 p.m.
September 13 – Regular Meeting, Council Chambers; 2:00 p.m.
September 20 – Regular Meeting, Council Chambers; 2:00 p.m.
September 27 – Regular Meeting, Council Chambers; 2:00 p.m.
October 4 – Regular Meeting, Council Chambers; 2:00 p.m.
October 11 – Regular Meeting, Council Chambers; 2:00 p.m.
October 18 – Regular Meeting, Council Chambers; 2:00 p.m.
October 25 – Regular Meeting, Council Chambers; 2:00 p.m.
November 1 – Regular Meeting, Council Chambers; 2:00 p.m.
November 8 – Regular Meeting, Council Chambers; 2:00 p.m.
November 15 – Regular Meeting, Council Chambers; 2:00 p.m.
November 22 - Regular Meeting Cancelled
November 29 – Regular Meeting, Council Chambers; 2:00 p.m.
December 6 – Regular Meeting, Council Chambers; 2:00 p.m.
December 13 – Regular Meeting, Council Chambers; 2:00 p.m.
December 20 & 27 - Regular Meetings Cancelled
January 3 – Regular Meeting, Council Chambers; 2:00 p.m.
January 10 – Regular Meeting, Council Chambers; 2:00 p.m.
January 17 – Regular Meeting, Council Chambers; 2:00 p.m.
January 24 – Regular Meeting, Council Chambers; 2:00 p.m.
January 31 – Regular Meeting, Council Chambers; 2:00 p.m.
February 7 – Regular Meeting, Council Chambers; 2:00 p.m.
February 14 – Regular Meeting, Council Chambers; 2:00 p.m.
February 21 – Regular Meeting, Council Chambers; 2:00 p.m.
February 28 – Regular Meeting, Council Chambers; 2:00 p.m.
March 6 – Regular Meeting, Council Chambers; 2:00 p.m.
March 13 – Regular Meeting, Council Chambers; 2:00 p.m.
March 20 – Regular Meeting, Council Chambers; 2:00 p.m.
March 27 – Regular Meeting, Council Chambers; 2:00 p.m.
April 3 – Regular Meeting, Council Chambers; 2:00 p.m.
April 10 – Regular Meeting, Council Chambers; 2:00 p.m.
April 17 – Regular Meeting, Council Chambers; 2:00 p.m.
April 24 – Regular Meeting, Council Chambers; 2:00 p.m.
May 1 – Regular Meeting, Council Chambers; 2:00 p.m.

May 8 – Regular Meeting, Council Chambers; 2:00 p.m.
May 15 – Regular Meeting, Council Chambers; 2:00 p.m.
May 22 – Regular Meeting, Council Chambers; 2:00 p.m.
May 29 – Regular Meeting, Council Chambers; 2:00 p.m.
June 5 – Regular Meeting, Council Chambers; 2:00 p.m.
June 12 – Regular Meeting, Council Chambers; 2:00 p.m.
June 20 (Thursday) – Regular Meeting, Council Chambers; 10:00 a.m.