



**GILROY OPEN GOVERNMENT COMMISSION
Meeting Minutes
Thursday, July 8, 2021**

I. OPENING

A. Call to Order and Roll Call

Chairperson Esposito called the special meeting to order at 6:05 p.m. and announced that the Commission was meeting remotely via Zoom under the Governor's Order and detailed the process of public participation.

Interim City Clerk McPhillips reported that the agenda was posted on July 2, 2021 at 1:37 p.m.

ROLL CALL:

Present: Chairperson Robert Esposito, Commissioner Diana Bentz, Commissioner Matthew Carvalho, Commissioner Karen Enzensperger, Commissioner Rebecca Scheel

Staff Present: LeeAnn McPhillips, Interim City Clerk, Anne Bybee, Special Assistant, Jolie Houston, Assistant City Attorney

B. Welcome Newly Appointed Commissioner Matthew Carvalho

Commissioner Carvalho introduced himself.

II. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION

A. PUBLIC COMMENT BY MEMBERS OF THE PUBLIC ON ITEMS NOT ON THE AGENDA BUT WITHIN THE COMMISSION'S SUBJECT MATTER JURISDICTION

There were none.

III. CONSENT CALENDAR (reports attached)

A. Approval of the Minutes of the February 25, 2021 Regular Meeting

There was no public comment.

Motion on Item III.A.

Motion was made by Chairperson Esposito, seconded by Commissioner Scheel, and carried 5-0 to approve the February 25, 2021 minutes.

IV. UNFINISHED BUSINESS - None

V. NEW BUSINESS (reports attached)

A. Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (First Quarter, 2021)

1. Staff Report

The Staff Report was presented by Interim City Clerk McPhillips. Special Assistant Bybee provided a verbal update to the pending public records requests and stated only two are pending as of the meeting.

Chairperson Esposito requested that the Commission receive an update on the two pending PRA's at the August meeting.

2. Public Comment

There was no public comment.

Possible Action:

3. Motion to receive the report

Motion on Item V.A.

Motion was made by Commissioner Carvalho, seconded by Commissioner Bentz and carried 5-0 to receive the report.

B. Commission Input on Training Budget for Fiscal Year 2021-22

1. Staff Report

The Staff report was presented by Interim City Clerk McPhillips.

2. Public Comment

There was no public comment.

The Commission discussed possible training opportunities that might be available through the League of California Cities, City Clerks Association and First Amendment Coalition.

Possible Action:

3. Recommend Open Government Commission Training Expenditures for Fiscal Year 2021-22

The consensus of the Commission was to explore training opportunities and agendaize for the August meeting.

C. Open Government Commission 2021 Meeting Schedule

1. Staff Report

The Staff Report was presented by Interim City Clerk McPhillips.

2. Public Comment

There was no public comment.

Possible Action:

3. Approve Adjusted 2021 Meeting Schedule

Motion on Item V.C.

Motion was made by Chairperson Esposito, seconded by Commissioner Scheel, and carried 5-0 to approve the adjusted 2021 meeting schedule.

VI. INTERIM CITY CLERK'S REPORT

Interim City Clerk McPhillips updated the Commission on the City Clerk vacancy and reported that Council is expected to discuss and provide direction on the recruitment at the August 2nd Council Meeting.

VII. CITY ATTORNEY'S REPORT

Assistant City Attorney Jolie updated the Commission on SB 473 which is likely to pass. Ms. Jolie reported that SB 473 is a reorganization of the existing Public Records Act and does not include substantive changes. However, it will take some time to adjust to the revised format and numbering.

Assistant City Attorney Jolie announced the League of California Cities Attorney Division has appointed a Succession Committee to create on-line training modules on topics such as the Brown Act and Public Records.

VIII. REPORTS OF COMMISSION MEMBERS

There were no reports.

IX. FUTURE COMMISSION INITIATED AGENDA ITEMS

X. ADJOURNMENT

Chairperson Esposito adjourned the meeting at 6:51 pm to the next regular meeting of August 12, 2021.

/s/ LeeAnn McPhillips, Interim City Clerk