

Memorandum

TO: RULES AND OPEN GOVERNMENT COMMITTEE **FROM:** DENNIS HAWKINS, CMC

SUBJECT: RULES & OPEN GOVERNMENT COMMITTEE MEETING **DATE:** June 17, 2011
SCHEDULE – JULY TO DECEMBER 2011

RECOMMENDATION

- 1) Cancel the June 29, 2011 Rules and Open Government Committee meeting
- 2) Approve the proposed schedule of Regular Rules and Open Government Committee meetings to be held on the following dates in San Jose City Hall, Wing – Room 120 at 2:00 p.m.:
 - July 27
 - August 3, 10, 17, 24, 31
 - September 7, 14, 21, 28
 - October 5, 12, 19, 26
 - November 2, 9, 16, 30
 - December 7, 14
- 3) Approve the proposed schedule of Rules In-Lieu meetings to be held on the following dates in San Jose City Hall, Office of the City Clerk, Wing – Room 242 at 1:00 p.m.:
 - Wednesday, July 20, 2011
 - Tuesday, November 22, 2011
 - Tuesday, December 20, 2010
- 4) Cancel the following Regular Rules and Open Government Committee meetings:
 - July 6, 13
 - November 23
 - December 21, 28

Note: Currently, there are no Council meetings scheduled for July 5, 12, 19, and 26; September 6; October 11; November 22; December 20 and December 27.

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. Earlier

this year the Rules and Open Government Committee approved a schedule of regular City Council meetings and study sessions for the period July – December 2011. Based upon the Council's meeting schedule, it is now necessary to establish the Rules Committee's meeting schedule for that period.

ANALYSIS

Cancelling Regular Rules and Open Government Committee and scheduling Rules In-Lieu meetings instead is consistent with past practice. This action provides the opportunity for a public process for setting the Council Agendas for the subsequent Council meetings.

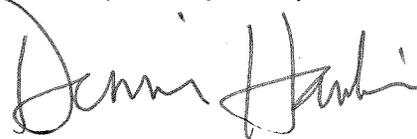
PUBLIC OUTREACH

- ☐ **Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater; **(Required: Website Posting)**
- ☐ **Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- ☐ **Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council, or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

Although this does not meet any of the above criteria, this memo will be posted on the City's website for the Agenda of the June 22, 2011 Rules and Open Government Committee meeting.

COORDINATION:

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



DENNIS HAWKINS, CMC
City Clerk

For questions, please contact Dennis Hawkins, City Clerk at 535-1275.

ATTACHMENT I

Rules and Open Government Committee Meeting Dates July – December 2011
▪ July 6 – Regular Meeting Cancelled
▪ July 13 – Regular Meeting Cancelled
➤ July 20 – Rules in-lieu; Office of the City Clerk, Wing -2 nd floor; 1:00 p.m.
July 27 – Regular Meeting, Room W-120; 2:00 p.m.
August 3 – Regular Meeting, Room W-120; 2:00 p.m.
August 10 – Regular Meeting, Room W-120; 2:00 p.m.
August 17 – Regular Meeting, Room W-120; 2:00 p.m.
August 24 – Regular Meeting, Room W-120; 2:00 p.m.
August 31 – Regular Meeting, Room W-120; 2:00 p.m.
September 7 – Regular Meeting, Room W-120; 2:00 p.m.
September 14 – Regular Meeting, Room W-120; 2:00 p.m.
September 21 – Regular Meeting, Room W-120; 2:00 p.m.
September 28 – Regular Meeting, Room W-120; 2:00 p.m.
October 5 – Regular Meeting, Room W-120; 2:00 p.m.
October 12 – Regular Meeting, Room W-120; 2:00 p.m.
October 19 – Regular Meeting, Room W-120; 2:00 p.m.
October 26 – Regular Meeting, Room W-120; 2:00 p.m.
November 2 – Regular Meeting, Room W-120; 2:00 p.m.
November 9 – Regular Meeting, Room W-120; 2:00 p.m.
November 16 – Regular Meeting, Room W-120; 2:00 p.m.
➤ November 22 – Rules in-lieu; Office of the City Clerk, Wing -2 nd floor; 1:00 p.m.
▪ November 23 – Regular Meeting Cancelled
November 30 – Regular Meeting, Room W-120; 2:00 p.m.
December 7 – Regular Meeting, Room W-120; 2:00 p.m.
December 14 – Regular Meeting, Room W-120; 2:00 p.m.
➤ December 20 – Rules in-lieu; Office of the City Clerk, Wing -2 nd floor; 1:00 p.m.
▪ December 21 – Regular Meeting Cancelled
▪ December 28 – Regular Meeting Cancelled