

MINUTES OF THE OPEN GOVERNMENT COMMISSION MEETING  
MONDAY - - - DECEMBER 2, 2024 - - - 7:00 P.M.

Chair Sullivan convened the meeting at 7:02 p.m.

ROLL CALL -        Present:       Commissioners Chen, Miley, and Chair Sullivan – 3.  
                         Absent:        Commissioner Tilos – 1.  
                         [Staff present: Special Counsel Michael Roush; City Clerk Lara Weisiger]

NON-AGENDA PUBLIC COMMENT

Jay Garfinkle, discussed the Open Government Commission and transparency.

REGULAR AGENDA ITEMS

3-A. Minutes of the January 29, 2024 Meeting

Commissioner Miley provided a typographical correction.

Jay Garfinkle provided comment a Non-Agenda Public Comment.

Commissioner Chen moved approval of the minutes.

Chair Sullivan seconded the motion, which carried by the following roll call vote:  
Commissioners Chen: Aye; Miley: Aye; and Chair Sullivan: Aye. Ayes: 3. [Absent:  
Commissioner Tilos – 1.]

3-B. Adopt Proposed Amendments to the Bylaws

The City Clerk gave a brief presentation.

Expressed concern about changes to Public Comment: Jay Garfinkle, Alameda.

Public Comment was briefly discussion.

Commissioner Miley moved approval of the bylaws.

Commissioner Chen seconded the motion, which carried by the following roll call vote:  
Commissioners Chen: Aye; Miley: Aye; and Chair Sullivan: Aye. Ayes: 3. [Absent:  
Commissioner Tilos – 1.]

3-C. Approve the 2024 Annual Report or Provide Direction, including Possible Formation  
of a Subcommittee

The City Clerk gave a brief presentation.

The Commission had a brief discussion.

Chair Sullivan moved approval of the annual report.

Commissioner Miley seconded the motion, which carried by the following roll call vote: Commissioners Chen: Aye; Miley: Aye; and Chair Sullivan: Aye. Ayes: 3. [Absent: Commissioner Tilos – 1.]

### 3-D. Review the Records Retention Schedule

The City Clerk gave a brief presentation.

Commissioner Miley asked questions about asterisks and years with no codes.

Discussed complaints: Jay Garfinkle, Alameda.

Commissioner Chen moved approval of recommending the revisions to the schedule to Council.

Chair Sullivan seconded the motion, which carried by the following roll call vote: Commissioners Chen: Aye; Miley: Aye; and Chair Sullivan: Aye. Ayes: 3. [Absent: Commissioner Tilos – 1.]

### STAFF UPDATE

The City Clerk announced a Sunshine Ordinance complaint was received and a hearing would be held on December 18, 2024; thanked Commissioner Chen and Chair Sullivan for their service.

### COMMISSIONER COMMUNICATIONS

Commissioner Chen Commissioner Miley and Chair Sullivan made brief comments.

### ADJOURNMENT

Chair Sullivan adjourned the meeting at 7:24 p.m.

Respectfully submitted,

Lara Weisiger  
City Clerk

The agenda for this meeting was posted in accordance with the Sunshine Ordinance.