



# City of Alameda

## Meeting Agenda

### Open Government Commission

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Monday, September 20, 2021

7:00 PM

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***Due to Governor Executive Order N-08-21, Commissioners can attend the meeting via teleconference. The City allows public participation via Zoom.***

***For information to assist with Zoom participation, please click:  
<https://www.alamedaca.gov/zoom>***

***For Zoom meeting registration, please click:  
[https://alamedaca-gov.zoom.us/webinar/register/WN\\_XJXJ3hCDQze03O4Qd6A\\_dA](https://alamedaca-gov.zoom.us/webinar/register/WN_XJXJ3hCDQze03O4Qd6A_dA)***

***For Telephone Participants:  
Zoom Phone Number: 669-900-9128  
Zoom Meeting ID: 846 3084 7286***

***Any requests for reasonable accommodations should be made by contacting the City Clerk's office: [clerk@alamedaca.gov](mailto:clerk@alamedaca.gov) or 510-747-4800.***

***City Hall will be NOT be open to the public during the meeting.***

***The Commission may take action on any item listed in the agenda.***

- 1 ROLL CALL
- 2 ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)
- 3 REGULAR AGENDA ITEMS
  - 3-A [2021-1306](#) Minutes of the July 19, 2021 and August 2, 2021 Meetings
  - 3-B [2021-1307](#) Provide Input to the Subcommittee on Practical and Policy Problems Encountered on Administration of the Sunshine Ordinance  
**Attachments:** [Correspondence from Commissioner from Reid](#)
  - 3-C [2021-1308](#) Report from Subcommittee on Draft Bylaw Revisions

**Attachments:** [Report on Draft Bylaw Revisions \(Commissioner LoPilato Submission\)](#)  
[Exhibit A - Draft Bylaw Revisions \(Commissioner LoPilato Submission\)](#)  
[Exhibit B - Clean Copy - Draft Bylaw Revisions \(Commissioner LoPilato Submission\)](#)  
[Exhibit C - Rosenberg's Rules of Order](#)  
[Exhibit D - City Council Meeting Rules of Order](#)  
[Correspondence from the League of Women Voters](#)  
[Correspondence from Commissioner Reid](#)

**3-D**     [2021-1309](#)     Report from the Subcommittee on Proposed Complaint Procedure Revisions, includes Draft Complaint Form

**Attachments:** [Report on Proposed Complaint Procedure Revisions](#)  
[Exhibit A - Draft Complaint Procedure Revisions with tracked changes \(Commissioner LoPilato Submission\)](#)  
[Exhibit B - Potential Sample Legal "Instructional Memo" or "Neutral Statement of the Case" \(Commissioner LoPilato Submission\)](#)  
[Exhibit C - Original Complaint Form and Procedure Draft Complaint Form with tracked changes \(City Clerk Submission\)](#)  
[Proposed Complaint Form Revisions \(Commissioner Reid Submission\)](#)

**4**            **COMMISSION COMMUNICATIONS - The Commission can consider and take action on items placed on the agenda by Commissioners; Commissioners can also comment on non-agenda items**

**4-A**     [2021-1210](#)     Consider Communication regarding Informational Report on Disclosure of Documents (Vice Chair Shabazz)

**Attachments:** [Communication from Vice Chair Shabazz February 1, 2016 Report](#)

**4-B**     [2021-1310](#)     Consider Communication regarding Draft Sunshine Charter Article (Commissioner Reid)

**Attachments:** [Communication from Commissioner Reid](#)  
[Draft Charter Article for Sunshine](#)

**5**            **ADJOURNMENT**

## \*\*\*\*NOTE\*\*\*\*

- Please contact the City Clerk at 510-747-4800 or TDD number 510-522-7538 at least 48 hours prior to the meeting to request agenda materials in an alternative format, or any other reasonable accommodation that may be necessary to participate in and enjoy the benefits of the meeting.
- Translators or sign language interpreters will be available on request. Please contact the City Clerk at 510-747-4800 or TDD number 510-522-7538 at least 72 hours prior to the Meeting to request a translator or interpreter.
- Minutes of the meeting available in enlarged print.
- Documents related to this agenda are available for public inspection and copying at of the Office of the City Clerk, 2263 Santa Clara Avenue, Room 380, during normal business hours.
- This meeting will be broadcast live on the City's website: [www.alamedaca.gov/agendas](http://www.alamedaca.gov/agendas).
- Sign up to receive agendas here: <https://alameda.legistar.com/Calendar.aspx>
- KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City of Alameda exist to conduct the citizen of Alameda's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.
- FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION: the address is 2263 Santa Clara Avenue, Room 380, Alameda, CA, 94501; phone number is 510-747-4800; fax number is 510-865-4048, e-mail address is [lweisiger@alamedaca.gov](mailto:lweisiger@alamedaca.gov) and contact is Lara Weisiger, City Clerk.
- In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.