



# City of Santa Clara

## Call and Notice of Special Meeting

### Governance and Ethics Committee Agenda

---

**Monday, December 5, 2022**

**3:00 PM**

**Virtual Meeting**

---

The City of Santa Clara will be conducting this Governance and Ethics Committee meeting in virtual setting via Zoom to allow the public to participate remotely. Pursuant to California Government Code Section 54953(e) and City of Santa Clara Resolution 22-9160, Councilmembers may teleconference from remote locations and the continues to have methods for the public to participate remotely:

- Via Zoom: <https://santaclaraca.zoom.us/j/98559951444>  
Webinar ID: 985 5995 1444
- By phone: +1 669 444 9171
- Submit comments via email to: [mayorandcouncil@santaclaraca.gov](mailto:mayorandcouncil@santaclaraca.gov)

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 (“The Brown Act”) and Section 708 of the Santa Clara City Charter, the Chair calls for a Special Meeting of the Governance and Ethics Committee of the City of Santa Clara to commence and convene on December 5, 2022, at 3:00 PM for a Special Meeting to be held virtually via Zoom, to consider the following matter(s) and to potentially take action with respect to them.

#### **CALL TO ORDER AND ROLL CALL**

#### **CONSENT CALENDAR**

- 1.A 22-1395** [Approval of the June 7, 2021 Governance and Ethics Committee Meeting Minutes](#)

**Recommendation:** Approve the minutes of the June 7, 2021 Governance and Ethics Committee Meeting.

#### **PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the body on any matter not on the agenda that is within the subject matter jurisdiction of the body. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting.]*

#### **GENERAL BUSINESS**

2.     **22-1396**   [Discussion and Direction regarding the City Council Letterhead and Correspondence Policy](#)

***Recommendation:*** Staff makes no recommendations.

3.     **22-1400**   [Discussion on the Workplan for Governance and Ethics Committee](#)

***Recommendation:*** Staff makes no recommendation.

**STAFF REPORT**

**COMMITTEE MEMBERS REPORT**

**ADJOURNMENT**

## **MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.