

Robyn Sahid

From: Deanna Santana
Sent: Thursday, March 25, 2021 10:22 AM
To: Rob Jerdonek
Cc: Markus Bracamonte; Robyn Sahid; Nadine Nader
Subject: RE: Meeting to discuss Citizens Advisory Committee (CAC)

Ok, the next meeting is Monday at 3 p.m. and I will include this email stream as part of the documentation for items 2-4 to be considered for the workplan. I am copying Nadine and Robyn to get that into the packet as we are literally finalizing it now.

From: Rob Jerdonek <robjerdonek@gmail.com>
Sent: Thursday, March 25, 2021 10:19 AM
To: Deanna Santana <DSantana@SantaClaraCA.gov>
Cc: Markus Bracamonte <mbraca88@gmail.com>
Subject: Re: Meeting to discuss Citizens Advisory Committee (CAC)

Dear Deanna Santana,

Thanks for the quick response. Yes. Please proceed as proposed below. We (CAC officers) are available to attend Governance Committee meetings if our presence is required.

Rob Jerdonek

On Thu, Mar 25, 2021 at 9:38 AM Deanna Santana <DSantana@santaclaraca.gov> wrote:

Good morning,

Please see my responses in red below. Your timing is good, as we are preparing a Governance Committee workplan today and can easily submit items 2-4 for future discussion.

Let me know if you have any questions and if you would like to proceed as proposed below.

Deanna

From: Rob Jerdonek <robjerdonek@gmail.com>
Sent: Wednesday, March 24, 2021 6:50 PM
To: Deanna Santana <DSantana@SantaClaraCA.gov>
Cc: Markus Bracamonte <mbraca88@gmail.com>
Subject: Meeting to discuss Citizens Advisory Committee (CAC)

Dear Deanna Santana,

Thank you for attending the Citizens Advisory Committee (CAC) meeting on March 1, and for answering questions from residents.

We would like to meet with you or someone from your staff to discuss the following topics. Please let us know if there is a good time to meet in the next 1-3 weeks.

1. The minutes from the March 1 CAC meeting should be approved at our next CAC meeting on March 29. After that, we would like to submit our minutes to the city council to "note and file" as is done for other city commissions and committees.

The minutes from the March 1 meeting will contain a transcript of all questions and answers asked and answered at the meeting regarding the City Budget. We feel it is important that those minutes are added to the city council as part of the public record.

We would like to know the procedure to present the minutes to city council to "note and file".

Response: When you submit the approved CAC minutes, we can add this to the agenda item as post agenda material.

2. We would like to find out how to add CAC meetings to the City Calendar that is available to all residents on the city website: <https://www.santaclaraca.gov/recreation-community/events/events-calendar>

3. The CAC is already an option on the city's eNotify system. We would like to know how the CAC can send meeting notifications via the eNotify system, so the notifications will be received by those community members who have chosen to subscribe to CAC notifications.

4. Historically, the CAC has been involved in facilitating citizen participation in the CDBG process.

We would like to know how the CAC can return to being involved in gathering public feedback on the CDBG programs in our city. Citizens' Advisory Committees are recommended by HUD as a best practice for citizen participation in CDBG, and many other cities nationwide use their CAC for this purpose.

Currently, CDBG public hearings are held during city council meetings. At the city council meeting yesterday, March 23, 2021, the CDBG public hearing did not occur until after 9:00pm, which was more than 5 hours into the council meeting.

Moving CDBG hearings to other committee meetings such as the CAC would result in two advantages. First, the hearings can be held at more convenient times that will likely result in more citizen input. Second, city council meetings can be shorter and more focused on agenda items that cannot be handled by committees.

Response: With your consent, I think items 2-4 should be considered by the Governance Committee since this Committee handles these types of governance issues relative to City boards, commissions, and/or committees. Recently, the City has been working to formalize its relationship with the BPAC and, using that same framework, the Governance can do the same.

Please let us know the next steps to set up a meeting with you or your staff to discuss the above items.

Thanks,

Rob Jerdonek

Chair, Santa Clara Citizens Advisory Committee

408-516-6265

and

Markus Bracamonte

Vice-Chair, Santa Clara Citizens Advisory Committee