



## Agenda Report

21-1579

Agenda Date: 11/22/2021

### REPORT TO SENIOR ADVISORY COMMISSION

#### SUBJECT

Action to Amend the Senior Advisory Commission Meeting Minutes of May 24, 2021

#### BACKGROUND

At the May 24, 2021 meeting of the Senior Advisory Commission, under Agenda item 2 - Fiscal Year 2020/2021 Work Plan and Goals Discussion and Update, Commissioner Toledo presented a draft letter to the Commission for consideration (Attachment 1). Commissioner Narciso made a motion, seconded by Commissioner Segovia, to approve the Senior Advisory Commission Transportation Interest Letter (Letter) and forward the letter to City Council for a citywide conversation. The motion passed 5-0. At the June 28, 2021 Senior Advisory Commission reviewed and approved the Commission Minutes of May 24, 2021. However, upon further review of the May 24, 2021 meeting audio recording it was determined that the Commission Meeting Minutes of May 24, 2021 inadvertently did not include the full motion made by Commissioner Narciso that included the intent to forward the Letter to Council, nor did the Minutes record the Commission vote on the sub-item 2.a. as found in the audio record at 43:22.

#### DISCUSSION

In order to reflect the correct Commission action of May 24, 2021, the minutes must be amended, reviewed and reapproved by the Commission. The Senior Advisory Commission Meeting Minutes of May 24, 2021 have been corrected to reflect the full motion and the Commission vote on item 2.a. The edits include striking the incomplete motion as recorded "Commissioner Narciso made a motion to approve the Senior Advisory Commission Transportation Interest Letter, seconded by Commissioner Segovia", and replacing this text with: "Commissioner Narciso made a motion to approve the Senior Advisory Commission Transportation Interest Letter and forward the letter to City Council for citywide conversation, seconded by Commissioner Segovia," and providing the roll call vote of 5-0 (Attachment 2).

Separately, staff will forward the Transportation Interest Letter to Council for consideration in advance of the priority setting session in January 2022.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### PUBLIC CONTACT

Public contact was made by posting the Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's

website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>.

**RECOMMENDATION**

Approve the Senior Advisory Commission Meeting Minutes as Amended for May 24, 2021.

Prepared by: Jennifer Herb, Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation

**ATTACHMENTS**

1. Senior Advisory Commission 05-24-2021 Agenda Item 2 File #21-709 with Attachment Transportation Letter
2. Senior Advisory Commission Minutes as Amended for May 24, 2021