

# City of San José Youth Commission Retreat

Saturday, August 14, 2021

# AGENDA

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## **9AM: Introductions**

Commissioner Presentations

## **10AM: Karla Alvarez**

Inclusion, Diversity, Equity

## **11AM: Robert Miranda**

Volunteers and Leadership

## **12PM: Adrian Gonzalez & Ellina Yin**

Only San José

## **1PM: Lunch**

King Library Tour

## **2PM: Reflections and Discussion**

## **2:30PM: Commissioner Logistics**

## **3PM: Work Plan Workshop**

## **4:30PM: Commission Elections**

## **5PM: Team Building Activities**

## Youth Commission



The Youth Commission is recognized as the official youth advisory group to the Mayor and City Council. Youth Commissioners develop policy recommendations concerning youth and support youth who serve their community through civic engagement and participation.

## IGNITE PRESENTATION ORDER

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**District 1: Gordon Chen**

**District 3: Nicole Hoang**

**District 4: Amelia Uytingco**

**District 6: Anaiy Somalwar**

**District 7: Ananya Sriram**

**District 8: Paula Escobar**

**District 9: Agam Singh**

**City Wide Commissioner: Aroshi Ghosh**

**GORDON CHEN**

District 1 Youth Commissioner



**NICOLE HOANG**

District 3 Youth Commissioner



# All About Me

District 3 Youth Commissioner Nicole V. Hoang



# Planner Hoarder



# Tennis Player



# Tea Drinker



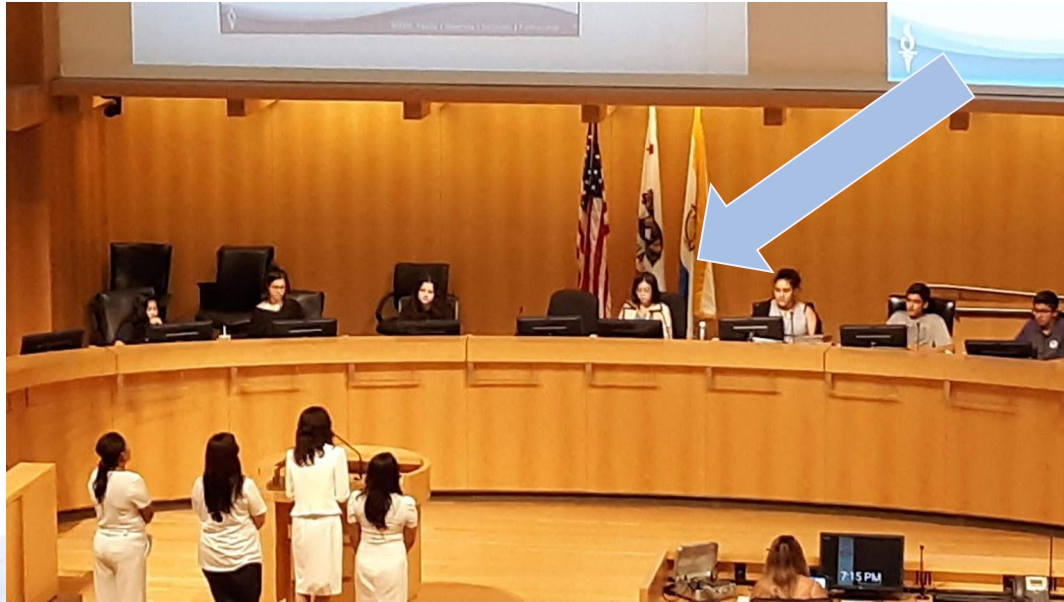
# Blue Enthusiast



# Trial Mocker (Mock Trial)



# Dedicated Commissioner



# Leader

## San Jose Youth Bill of Rights for Children and Youth

All children and youth have a right to be safe, healthy, successful in learning, and successful in life regardless of their language, culture, race, gender/gender identity, sexual orientation, religion, socio-economic status, citizenship, or developmental abilities. San Jose is enriched by the diversity of its children and youth. To benefit from this diversity, we must ensure all children and youth realize the same rights.

**Article 1: They have a healthy mind, body, and soul that enables them to maximize their potential.**

- A. Provide youth mental and physical health education and support at school and community sites and provide adequate access to community resources.
- B. Direct resources to increase extracurricular outlets in schools and the community.
- C. Provide comprehensive and easily accessible sex education and substance abuse services and resources.
- D. Increase awareness of hotlines and programs for youth in crisis.
- E. Increase accessibility to healthier food options.

**Article 2: They have training in life skills that will prepare them to live independently, be self-sufficient, and contribute to their community.**

- A. Offer and promote classes, workshops, community events, and/or programs that will prepare youth to be self-sufficient.

**AMELIA UYTINGCO**

District 4 Youth Commissioner





# I'm Amelia Uyt ingco

District 4



# Get to know me



01 I've been told if i were a color, it'd be this shade of yellow

02. I love kpop

03. My zodiac sign is libra

04. Senior @ Independence High School

# Why i joined the yc

- The Youth are San Jose's future
- Civic engagement is important →It's important to get the Youth involved in policy-making decisions.
- Great community! I met many of my close friends in the YAC.





# Nice to meet you!

**Contact Info:**

Instagram : @amelia.uytingco

Personal email:

[amelia.uytingco04@gmail.com](mailto:amelia.uytingco04@gmail.com)

City Email : YouthCom4@sanjoseca.gov

**ANAIY SOMALWAR**

District 6 Youth Commissioner

# About Me

(Anaiy Somalwar, District 6)

# My Background

- Born In Mumbai, India
- Lived in Chicago, LA, then San Jose (around 10 years)
- Currently 16 Years Old
- Been in the YAC since 9th grade (currently a senior)



# My Hobbies

- Chess
- Fun Fact: I have spent over 2 years of my life mathematically over a chess board!
- Some people have even posted some pictures on the Internet.





# My Hobbies



- Guitar
- I am not too good, but I play almost every day!

# Favorites!

- Food: Pizza
- Book: The Hobbit
- Movie: Snowden, The Internship, or the 3 Idiots (Hindi movie)
- Favorite Quote: “Pursue Excellence, and Success Will Chase You” (from the 3 idiots movie)
- Favorite YAC Memory: Viva Calle Event, interacting with so many different YACs in person
- Looking Forward To: Learning more about all of you and working to improve San Jose!

**ANANYA SRIRAM**

District 7 Youth Commissioner



# About me

Ananya Sriram





# Who am I?



15 years old//born  
in winter



Live in district  
7//15 years



The Harker  
School//Rising  
sophomore



# Academic Interests



Science Research



CS



Math



Computational  
Biology





# Things I enjoy in school



Dance

21%

24%

Journalism

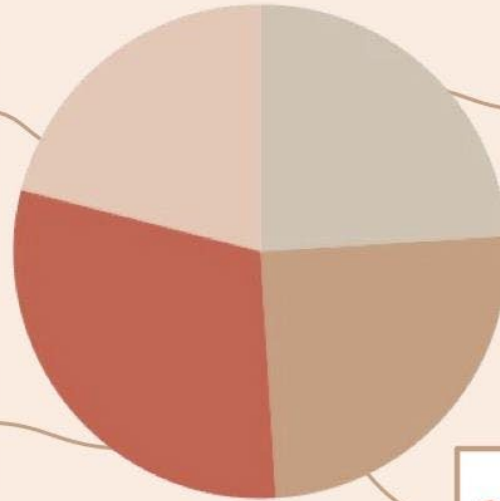


Math Clubs

30%

25%

Science Clubs





# Hobbies



## Drawing



## Traveling



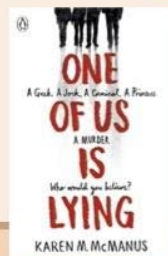
## Flute



## Dance



## Reading



## Watching Movies







# Random Favorites



## Favorite Fast Food

Chipotle

## Favorite Science

Biology

## Favorite Quote

We are made of  
star stuff ~Carl  
Sagan

## Favorite Animal

Red pandas,  
Tasmanian Devil

## Favorite Song

Don't know you  
~ Heize

## Favorite Flower

Peony



# Goals and Values





# Thank you!



Let's have a great year in the youth commission!



**PAULA ESCOBAR**

District 8 Youth Commissioner

# About Paula Escobar



# Hello!

My name is Paula  
Escobar and I was born  
and raised in San Jose



# Likes and Dislikes

Likes: Baking with family

Dislikes: Coffee!  
Yuck

Likes: Cinnamon rolls



Dislikes: Olives

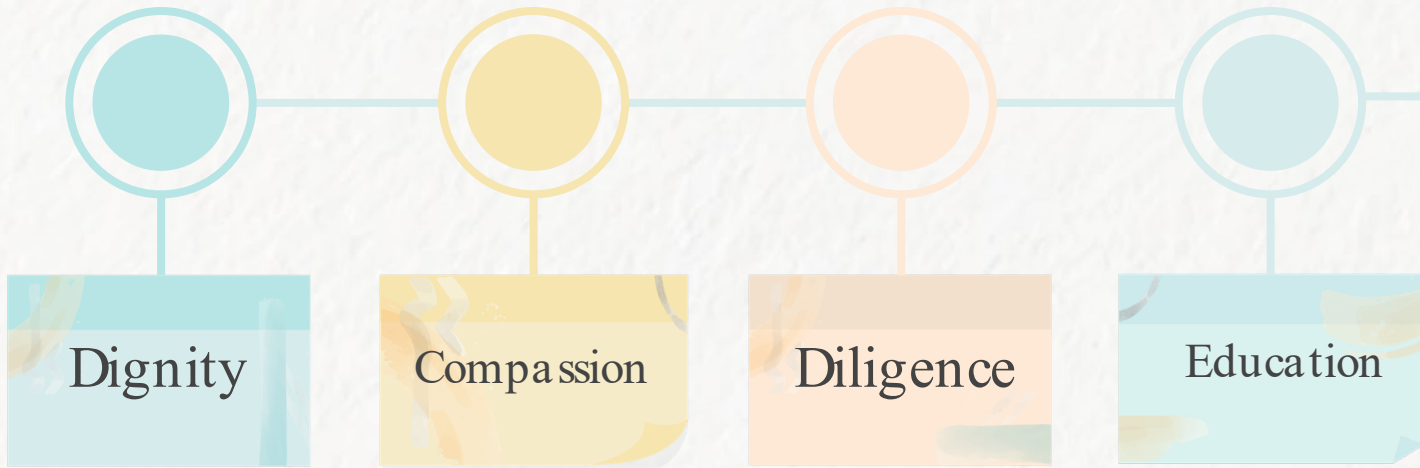
# Family and Friends

Mom and older sister





# Important Things





“Seguir Adelante”

—Mother

# Unique Hobbies / Interests

## Baking

I have baked macarons, cream puffs, cookies, and South American desserts.

## Creative Writing

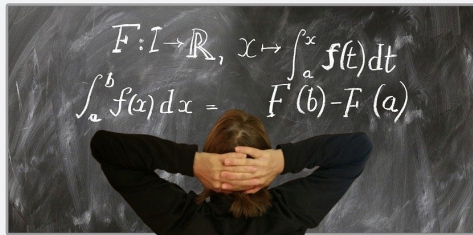
I love writing to express myself

## Painting

Not the best, but it's fun!



Goal: To earn an A in  
calculus



$$F: I \rightarrow \mathbb{R}, x \mapsto \int_a^x f(t) dt$$
$$\int_a^b f(x) dx = F(b) - F(a)$$



**Thank you!**

**AGAM SINGH**

District 9 Youth Commissioner

# All about me!

Agam Singh

# Basic Summary

- I was born and raised in California
- I go to Leigh High School
- I have been in the YAC for 2 years
- I am very excited to be a Youth Commissioner!





# Athletics

- Have been playing basketball my whole life
- I played for my middle school team, and am playing AAU Travel Team
- I am doing cross country
- I want to try tennis!



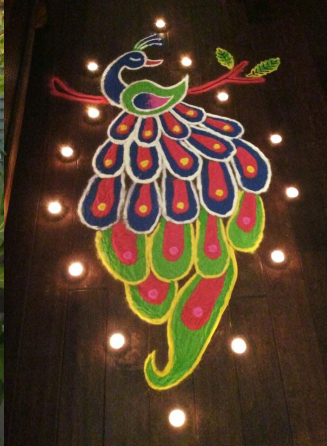
# My Goals as a Commissioner

I want to do everything I can to mitigate the digital divide. The digital divide refers to the gap who are to benefit from the Digital Age and those who are not. People without access to the Internet and other information and communication technologies are put at a disadvantage, as they are unable or less able to obtain digital information. This is one of the biggest problems the youth face today.

Also, I want to collaborate with all the other Youth Commissioners and create policies to benefit our environment. Climate change is one of the biggest problems we face today, and I believe we should do everything in our power to mitigate the effects of it. This is just a brief summary of some things I want to focus on!

**AROSHI GHOSH**

City Wide Youth Commissioner













# KARLA ALVAREZ

Inclusion, Equity, and Diversity

# EQUITY AND INCLUSION SERVICES

August 14, 2021  
Youth Commission

# EQUITY, DIVERSITY AND INCLUSION AT SJPL

- ❖ Invest in **equitable** access – leveling the playing field
- ❖ Curate, preserve, and celebrate the **diverse** ethnic, social and intellectual cultures of the communities served
- ❖ Facilitate **inclusive** engagement for all – remove barriers to participation



**WHO DO WE SERVE?**

## 10<sup>TH</sup> LARGEST CITY IN THE UNITED STATES

- San José is the 10<sup>th</sup> largest city in the United States by population with approximately 1.3 million habitants
- The 3<sup>rd</sup> most populated city in the state of California

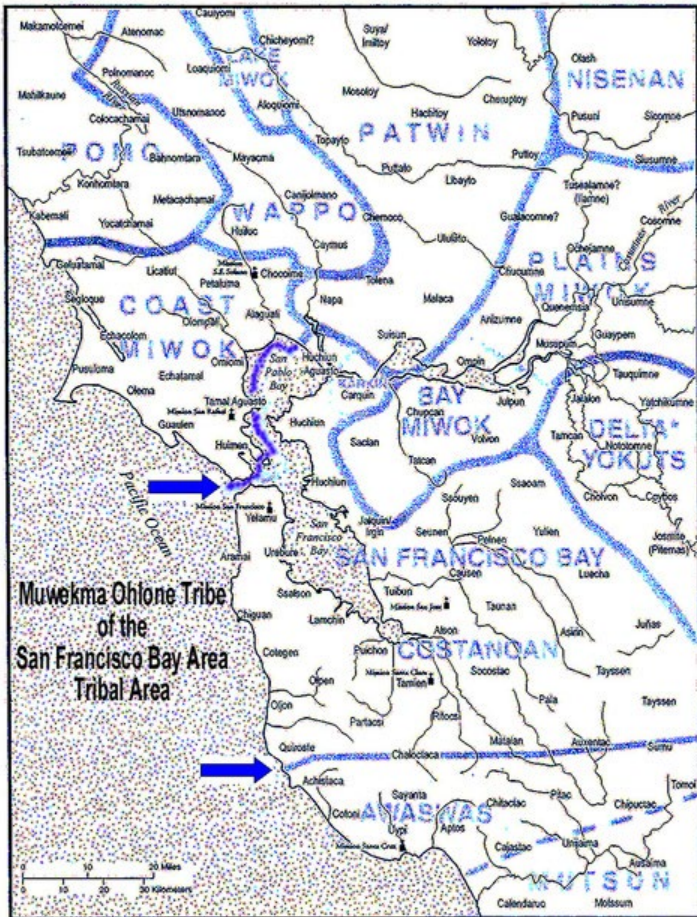


## SAN JOSÉ IN NATIONAL COMPARISONS

1. New York, NY
2. Los Angeles, CA
3. Chicago, IL
4. Houston, TX
5. Philadelphia, PA
6. Phoenix, AZ
7. San Antonio, TX
8. San Diego, CA
9. Dallas, TX
- 10. San José, CA**



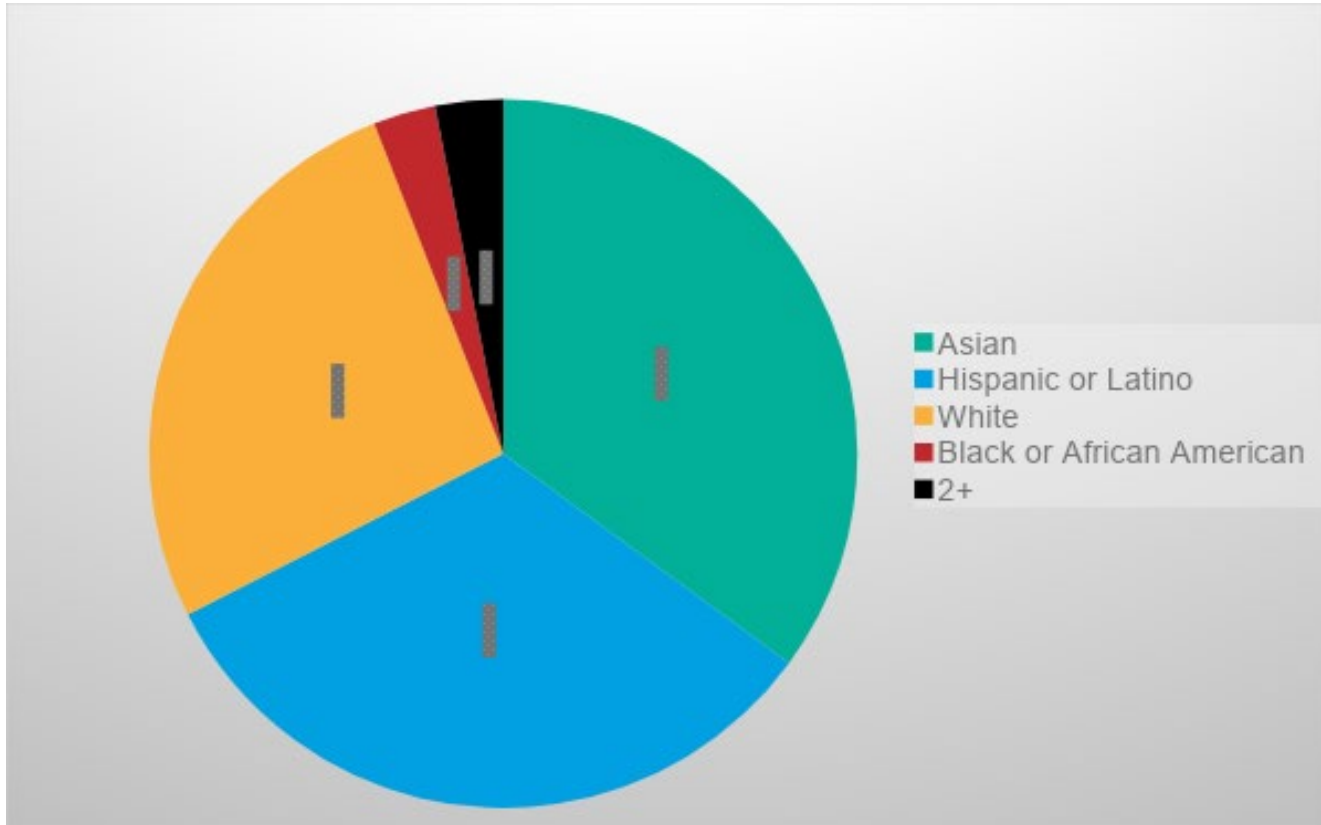
- **1<sup>st</sup> highest median property value**
- **1<sup>st</sup> highest wage inequality**
- **10<sup>th</sup> highest poverty level**



Muwekma Ohlone Tribe  
of the  
San Francisco Bay Area  
Tribal Area

Map After Milliken 2007

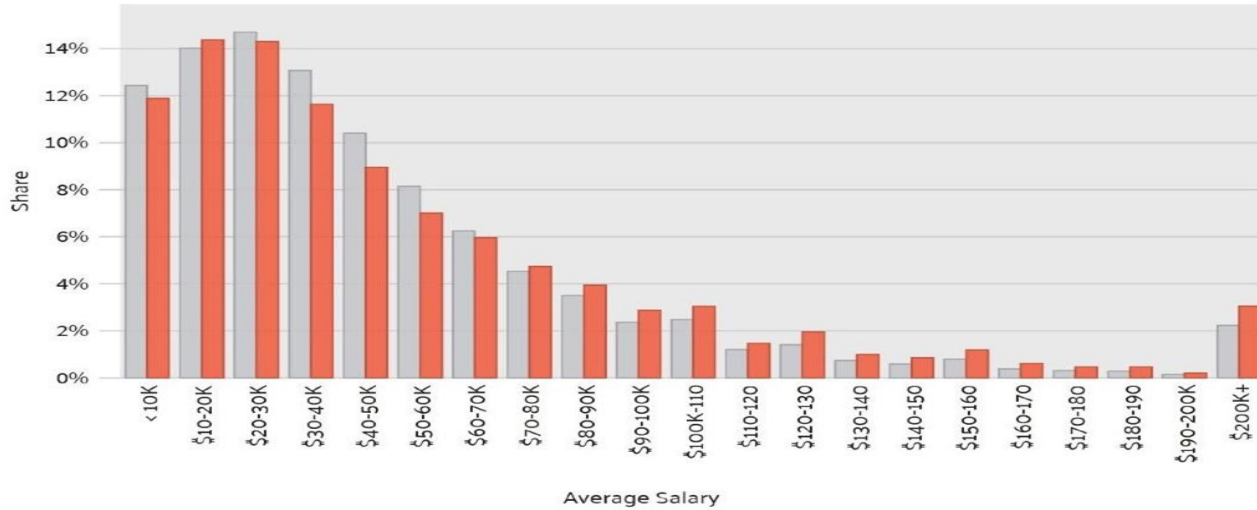
## SAN JOSÉ'S ETHNIC COMPOSITION





## Wage Distribution in San Jose, Ca

The closest comparable data for the census place of San Jose, CA is from the state of California.



Dataset: ACS PUMS 1-year Estimate  
Source: Census Bureau

DATA USA

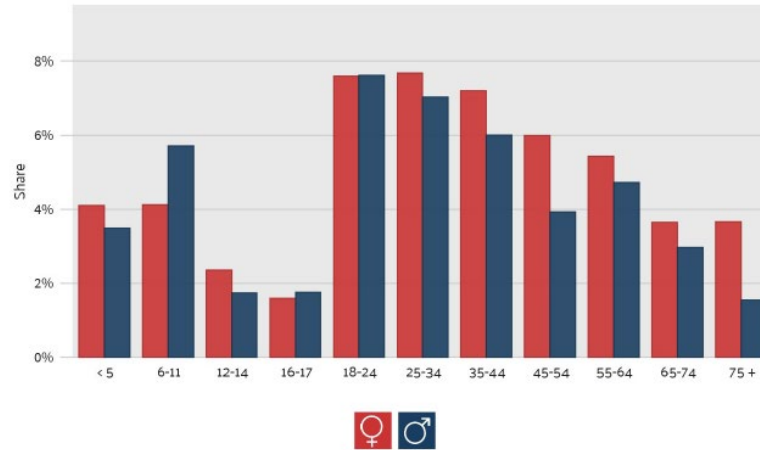
## POVERTY AND AGE BY GENDER

10.7% of population,  
108,535 people, live  
below the poverty  
line

- Women between  
25-34 yrs old are  
the largest  
demographic  
living in poverty

### Poverty by Age and Gender in San Jose, Ca

The closest comparable data for the census place of San Jose, CA is from the state of California.

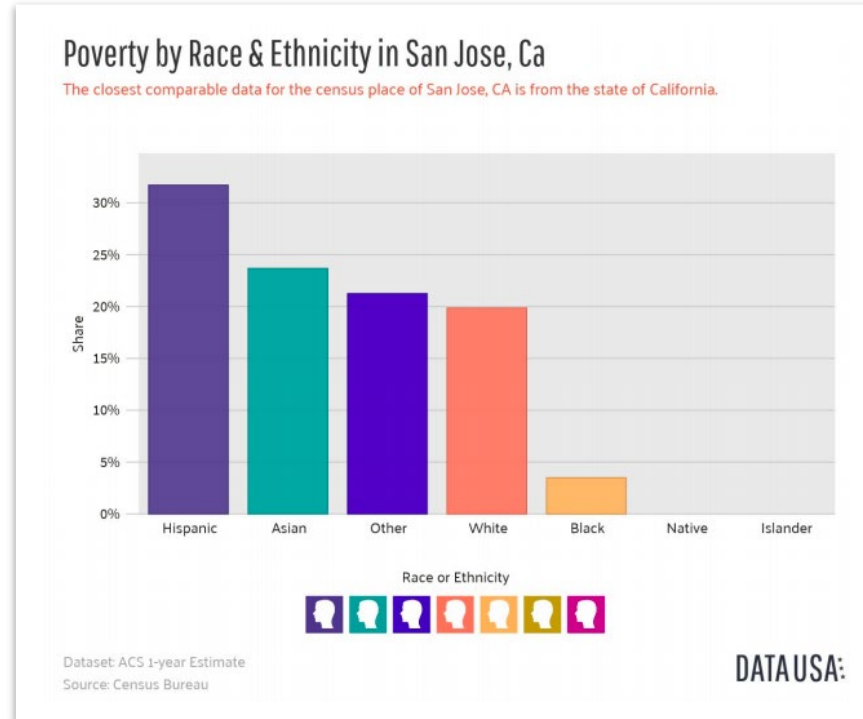


Dataset: ACS 1-year Estimate  
Source: Census Bureau

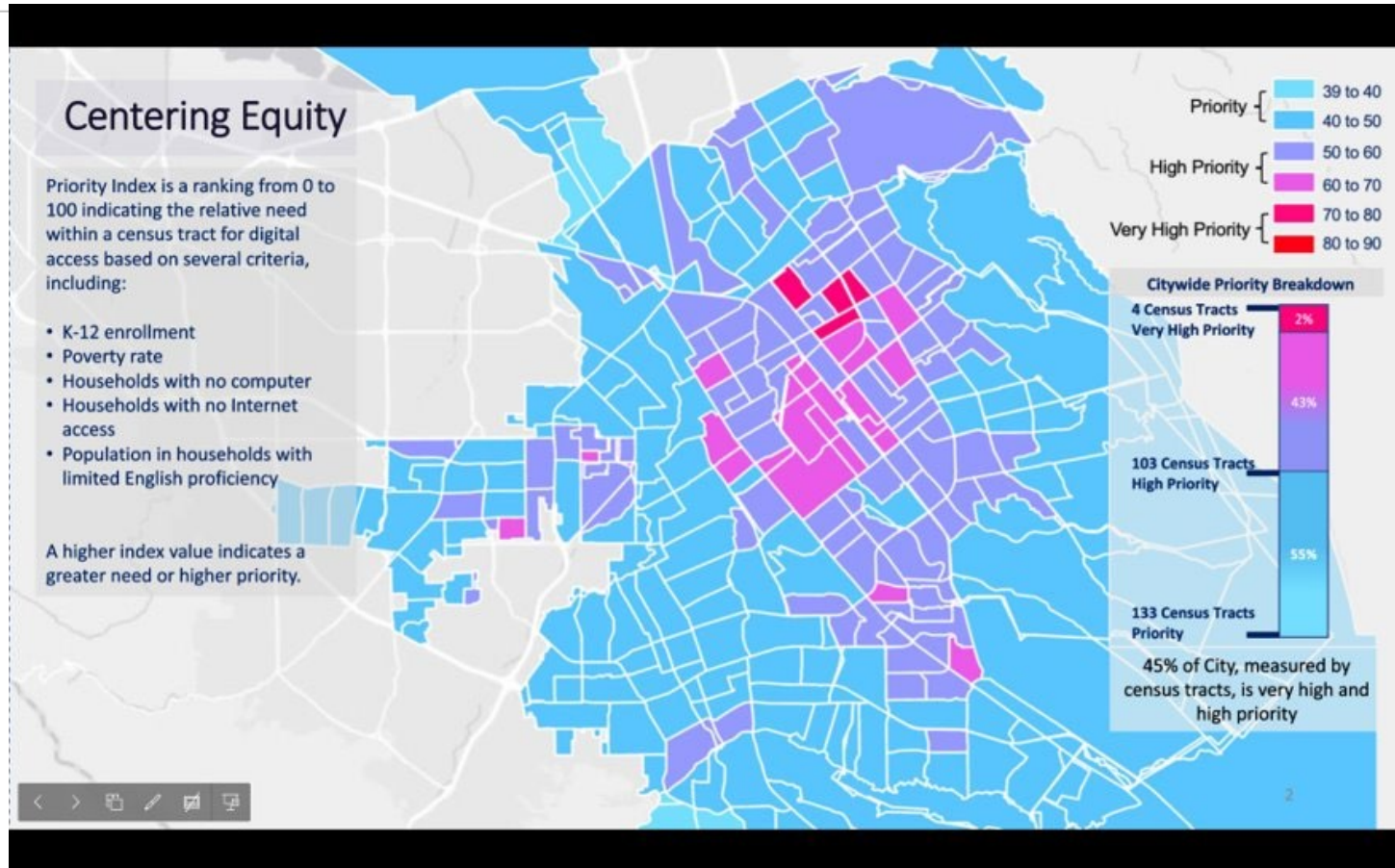
DATAUSA:

# POVERTY AND RACE/ETHNICITY

- Latinxs/Hispanics are the racial or ethnic group most affected by poverty



# DIGITAL DIVIDE



## WHAT IS RACIAL EQUITY?

- When race no longer determines one's socioeconomic outcomes; when everyone has what they need to thrive, no matter where they live.
- We apply a racial equity process when those most impacted by structural racial inequity are meaningfully involved in the creation and implementation of the institutional policies and practices that impact their lives.



## SAN JOSE'S FOUNDING

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- Mission Santa Clara de Asis established in 1777, the first Spanish settlement in the South Bay
- Colonization of the Ohlone Native Americans through violence, conversion to Christianity, and theft of their land and livestock.
  - The Ohlone disappeared by 1870
- Out of the 62 founding settlers, 15 were people of African Ancestry
  - They were identified as *mulattos* by the newly established Spanish caste racial classification system

## DISCRIMINATION IN SAN JOSE

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- **Exclusion in Labor:**
  - Employment and housing in the South Bay were segregated along strict lines of race, ethnicity, and nationality
  - It was common for Black people to be ignored when dropping off job applications and never receive a call back
- **Lynching in St. James Park**
  - Lynching of John Holmes and Thomas Thurgood on November 26, 1933 by an angry white mob resembled the racial violence prevalent in antebellum and Jim Crow South
  - Black community was terrified, as the lynching happened not so far from their community in the Northside
- **Housing**
  - *Block busting*: scaring white homeowners to selling and re-selling to minorities at higher prices
  - *White Lies*: telling prospective black homeowners that the homes were rented or sold, when they were not.
  - **“Whites Only” or “No Colored” on housing advertisements**

## REDLINING

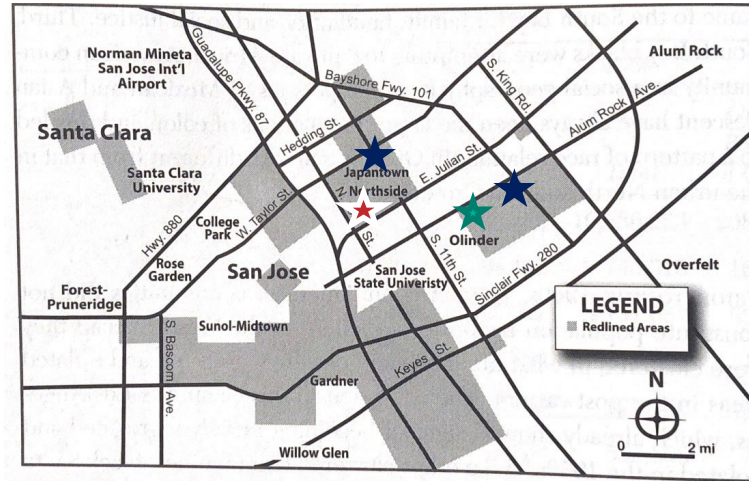
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- In 1937, San José redlined poor communities of color to encourage homeownership. A practice that would later result in all white suburbs in 1950's
- “Redlining is the practice of systematically denying home loans to people in residential areas considered to be high economic risks because they were people of colored, working-poor people...”
- This practice was encouraged and influenced by the Federal Housing Authority (FHA), which was create to inspire homeownership and stabilize the mortgage market after the war
- Redlining allowed whites-only access into newly developed suburbs



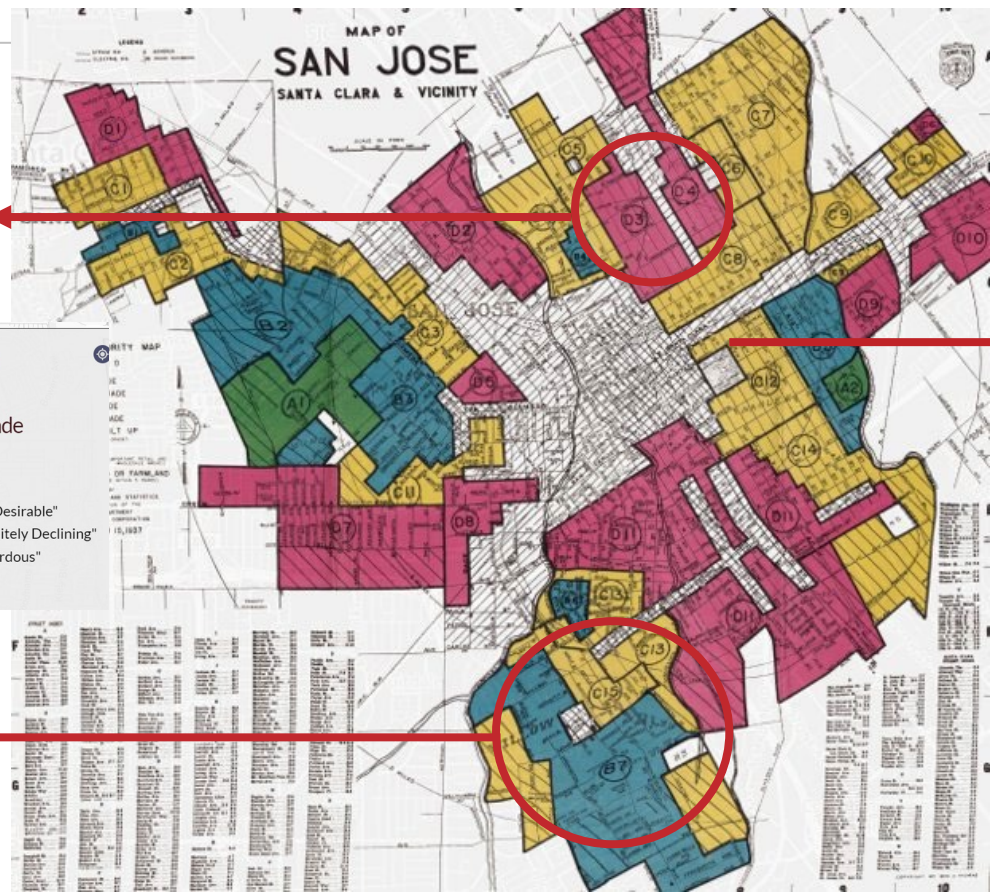
## REDLINING MAP

- **African Americans** were redlined in the Northside and Eastside
- **Mexican Americans** were redlined in East San José
- **Japanese Americans** were restricted to downtown North San José



Redlining in Santa Clara County, ca. 1937–1950s. Copyright © 2014 by the University of Oklahoma Press.

Northside  
Neighborhood



San Jose, CA

Areas by Grade

Area	Grade
4%	A "Best"
20%	B "Still Desirable"
39%	C "Definitely Declining"
36%	D "Hazardous"

City  
Hall

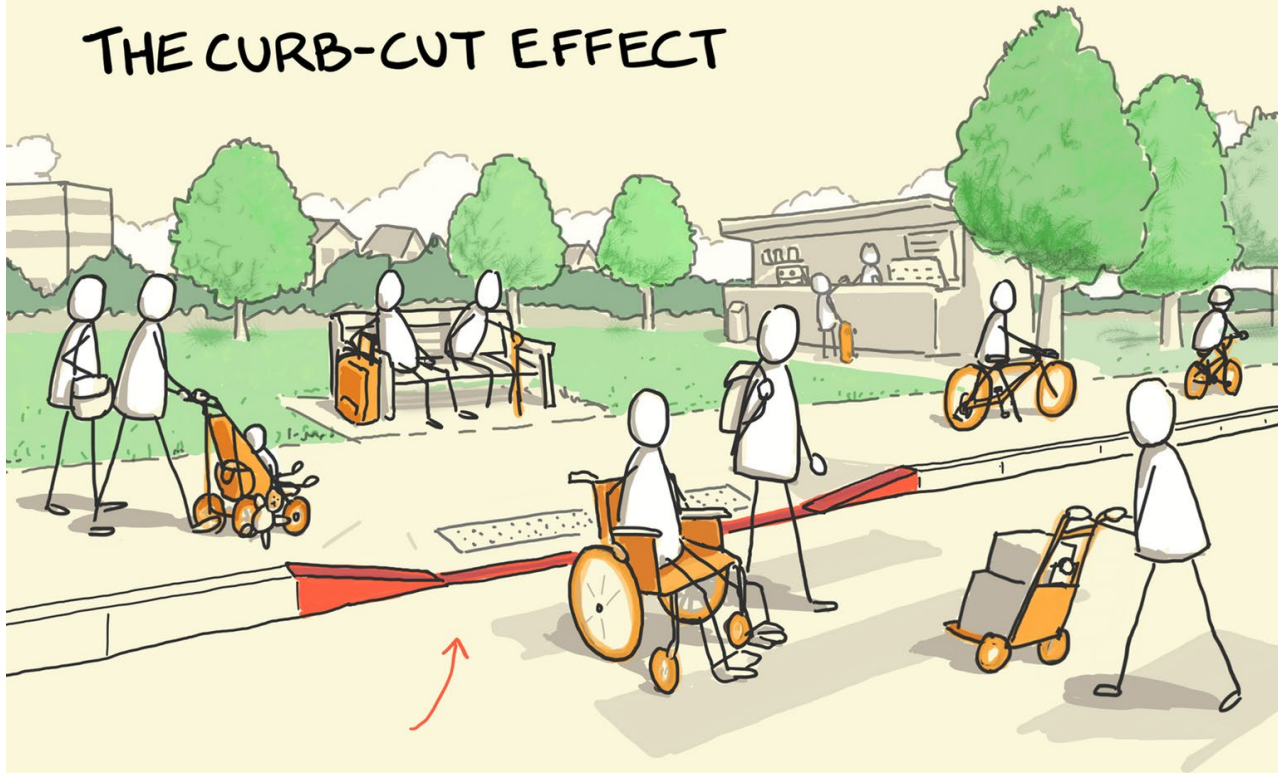
Willow  
Glen

## CONSEQUENCES OF DISCRIMINATION

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- Most new homes purchased and built in suburbia were purchased by white Americans (U.S. Census Bureau 1960)
- Suburbia offered better housing, better schools, better amenities, better municipal services, and better employment for White Americans
- White Americans were elevated into middle class and their net worth increased
- People of color were pushed into “ring suburbs” ghettos or minority middle class on the fringes of the inner city by building their own homes or purchasing in redlining areas like East Side San José

# THE CURB-CUT EFFECT



WHEN WE DESIGN  
FOR DISABILITIES

... WE MAKE THINGS  
BETTER FOR EVERYONE

sketchplanations

“TREATING DIFFERENT THINGS THE SAME WAY MAY GENERATE AS MUCH INEQUALITY AS TREATING THE SAME THINGS IN DIFFERENT WAYS.”

-KIMBERLÉ CRENSHAW

## LEADING AS YOUTH COMMISSIONERS

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- Representing your neighborhoods *and* City
  - Spend time in neighborhoods opposite to your side of town
- Fight for opportunities that lead to equitable outcomes for all.
- Asset: Tech-savvy skills, branding and social media influencing
- You are decision-makers, power-holders. **How will you use this power to change systems?**

Thank you

Gracia  
S

谢谢

Cảm ơn

شكرا

Karla Alvarez, M.A.  
Equity and Inclusion Services  
[karla.alvarez@sjlibrary.org](mailto:karla.alvarez@sjlibrary.org)



**ROBERT MIRANDA**

Leadership



San José Youth Commission

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*THE IMPORTANCE  
OF LEADERSHIP*

# *BEFORE WE BEGIN*

(for “scientific” purposes)

Who is the tallest  
person in the group?

Who is the shortest?



Who here is organized?

Who here knows how  
to use Publisher?

Who here is REALLY  
good at cleaning?

San José Youth Commission

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# *THE IMPORTANCE OF LEADERSHIP*

^  
good

# *WHO AM I?*

Robert Miranda

Volunteer Coordinator

San José Public Library



*What does it take to lead a group?  
(or an army of 3,000+)*

*You must be...*

- Organized
- A good communicator



*lead*

(verb)

TO GO BEFORE, AND SHOW  
OR **GUIDE** THE WAY THROUGH  
INSTRUCTION



*What does it take to lead a group?  
(or an army of 3,000+)*

*You must be...*

- Organized
- A good communicator
- Observant





**T**  
**E**  
**E**  
**N**  
**S**

# FICTION

# NONFICTION

# T E E N S



**SKYSCRAPER**



*What does it take to lead a group?  
(or an army of 3,000+)*

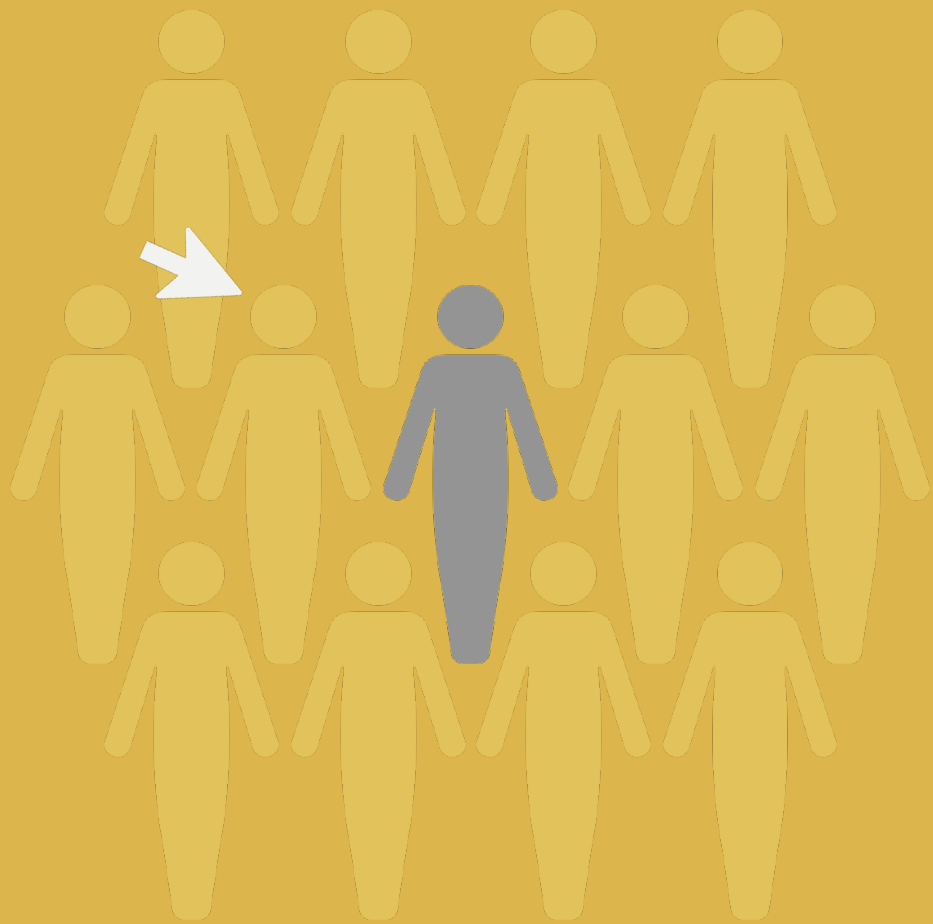
*You must be...*

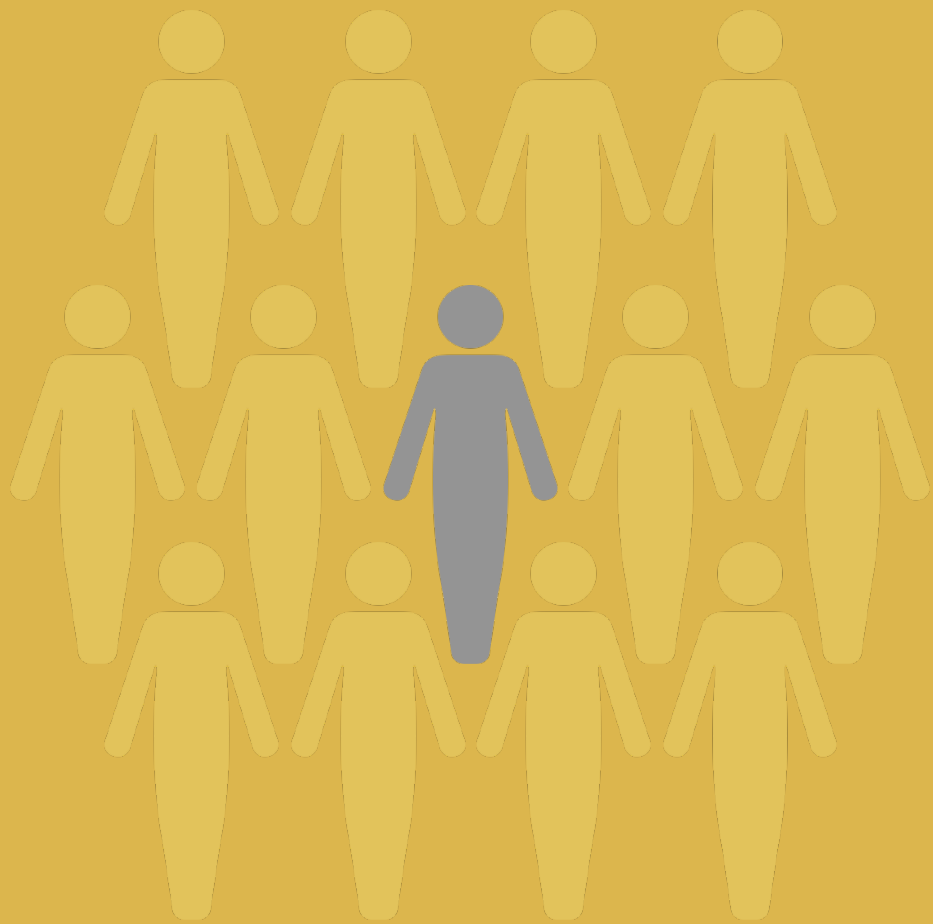
- Organized
- A good communicator
- Observant
- Collaborative



Imagine being part of a

**TEAM**







How would  
you lead?



PUSH


WASTE  
PAPER

WASTE  
PAPER

*What does it take to lead a group?  
(or an army of 3,000+)*

---

*You must be...*

- Organized
  - A good communicator
  - Observant
  - Collaborative
  - Encouraging
  - Grateful
  - Self-aware
- 

*integrity*  
(noun)

THE QUALITY OF **BEING HONEST** AND  
HAVING STRONG MORAL PRINCIPLES;  
MORAL UPRIGHTNESS

*moral*


(adjective)

CONCERNED WITH THE PRINCIPLES  
OF **RIGHT AND WRONG BEHAVIOR**  
AND THE GOODNESS OR BADNESS OF  
HUMAN CHARACTER

*What does it take to lead a group?  
(or an army of 3,000+)*

---

*You must be...*

- Organized
  - A good communicator
  - Observant
  - Collaborative
  - Encouraging
  - Grateful
  - Self-aware
  - Courageous
  - Influential
  - Fun (duh)
- 



# *Main goal of a leader:*

---

- Focus on **MOTIVATING** and **UNITING** a group towards achieving a goal (whether that be yours or someone else's). To **EMPOWER** your followers.



*Why is  
leadership  
important:*

---





- Because you are the future

*Why is  
leadership  
important:*

---

You're  
e

an icon,

You're  
e

a legend and

You  
ARE

the moment



*Why is  
leadership  
important:*

---

- Because you are the future. Someday (very soon) you'll inherit the world
- The development of leadership contributes greatly to the positive development of young people and their communities



# *Why is leadership important:*

---

- Because you are the future. Someday (very soon) you'll inherit the world
- The development of leadership contributes greatly to the positive development of young people and their communities
- Leadership skills, such as:
  - goal-setting
  - problem-solving
  - sound decision-making
- are not just necessary for leaders - these skills are needed for success in today's world

*Who do you  
consider to be an  
exemplary leader?*

*(and why?)*

---





“How can I be one of them?”

thank you.





**ADRIAN GONZALEZ**

**&**

**ELLINA YIN**

Only San José

# GOV'T 101

# RULES OF ORDER

# PRESENTATION

Civics Masterclass.

Government 101 Primer

Proudly Presented by:  SAN JOSÉ

Photo: Richard Meier & Partners Architects LLP

# Ellina Yin (she/they)

- Founder of Only in San José (OSJ) / Producer of OSJ Podcast
- Knight Foundation Emerging City Champion Fellow, Multicultural Art Leadership Institute Fellow, New Leaders Council Fellow
- City of San Jose, Commissioner, Council Appointment Advisory Commission formerly Project Diversity Committee
- Formerly, CoFounder Local Color, Founding Board Member of Catalyze SV

# Adrian Gonzales (he/him), Instructor

- Local Government Consultant: 10+ years experience, 50+ government agencies
- Program Manager, Destination: Home
- City of San Jose, Board Member & Chair, Board of Fair Campaign and Political Practices (BFCPP), formerly the Ethics Commissions
- YMCA Youth & Government, Volunteer Advisor
- Burning Man Regional Contact, South Bay Burners Board Member

# What this class will cover:

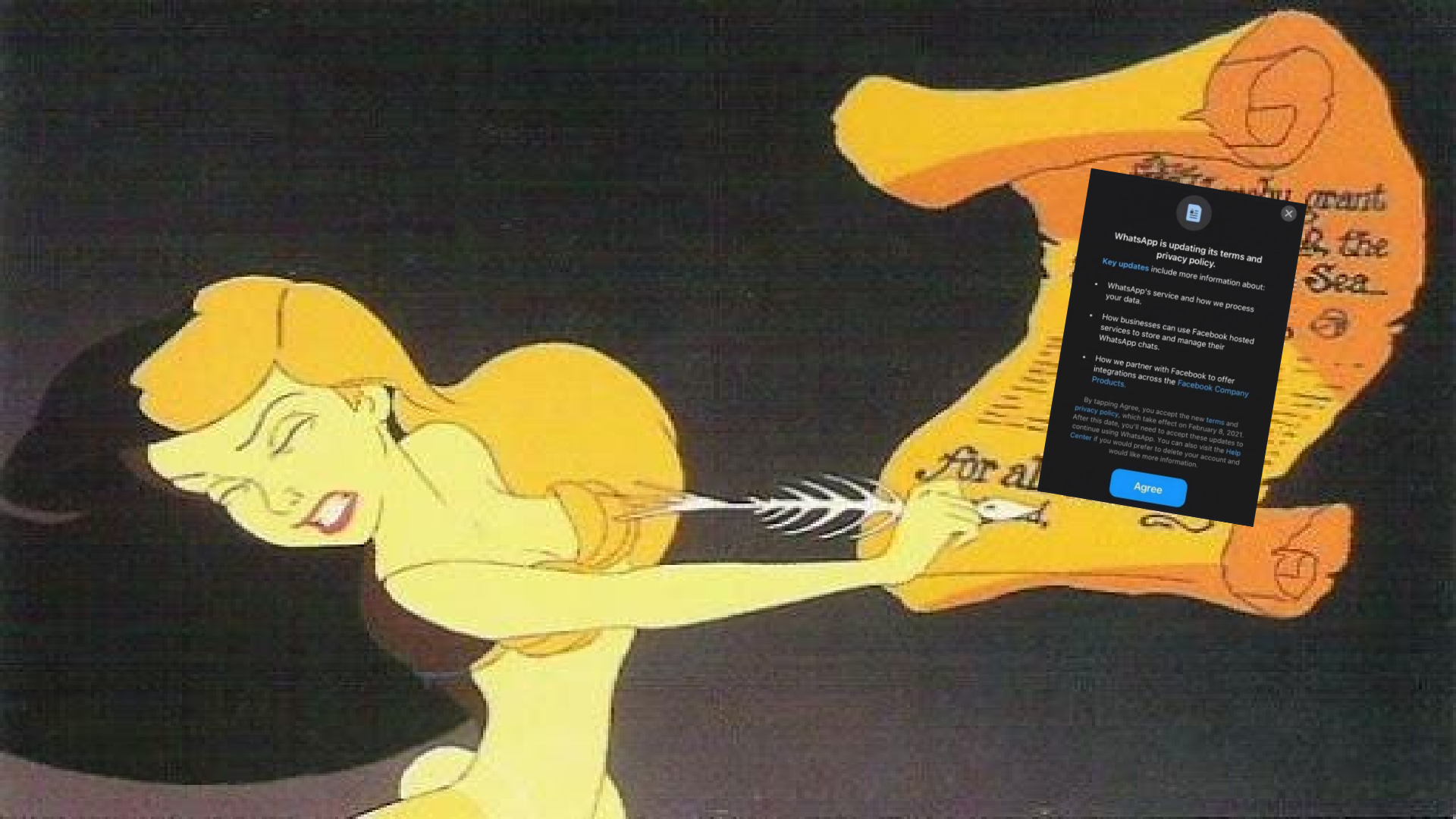
- U.S. Constitution
- Levels of Government in the U.S.
- Branches of Government in the U.S.
- California State Government
- California Local Government
- City of San Jose Government



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Photo: Content Mag, Haley Cardamon, Brad Lane, San José Taiko







**WhatsApp is updating its terms and privacy policy.**

Key updates include more information about:

- WhatsApp's service and how we process your data.
- How businesses can use Facebook hosted services to store and manage their WhatsApp chats.
- How we partner with Facebook to offer integrations across the Facebook Company Products.

By tapping Agree, you accept the new terms and privacy policy, which take effect on February 8, 2021. After this date, you'll need to accept these updates to continue using WhatsApp. You can also visit the Help Center if you would prefer to delete your account and would like more information.

[Agree](#)

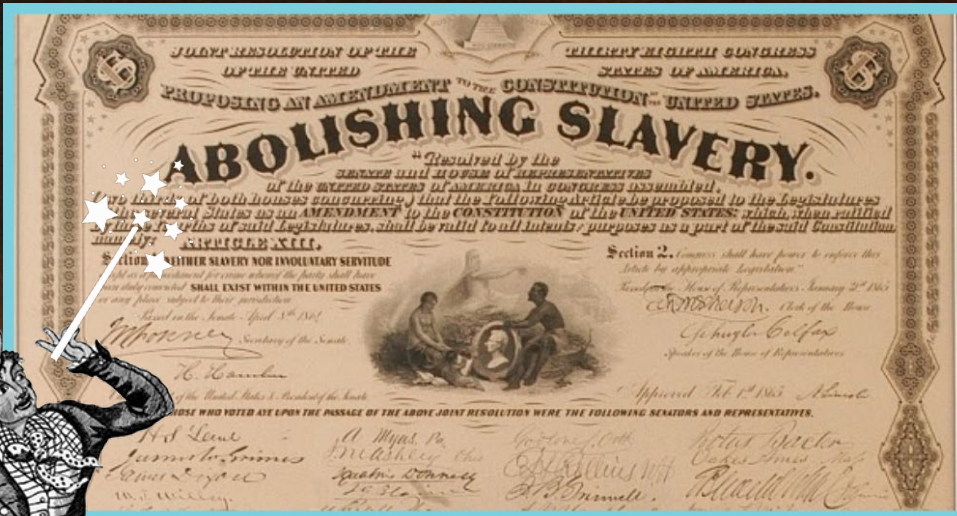


# Charmed









JIM CROW



**HIP! HURRAH!**  
**CHINESE EXCLUDED**  
 The  
**Democratic Chinese Exclusion Bill**  
 Has Been Signed by  
**OUR DEMOCRATIC PRESIDENT**  
 Hip! Hurrah! The White Man is on Top.  
 Let every DEMOCRAT and all other GOOD Citizens turn out and Ratify this  
**DEMOCRATIC MEASURE**  
 at the  
**HORTON HOUSE PLAZA**  
 This Wednesday Evening at 8 O'clock.  
**To-Night**  
 Speeches will be made by Leading Democratic Orators.  
**COME OUT AND RATIFY:**  
 Come Everybody!  
**NO MORE CHINESE!**  
 By Order of  
**Democratic County Central Committee.**  
WILLIAM T. BROWN & Co., Printers, 100 Pearl Street.





**WE MARCH FOR**  
FIRST CLASS CITIZENSHIP NOW!  
**WE MARCH FOR**  
EFFECTIVE CIVIL RIGHTS NOW!

**WE DEMAND**  
DECENT HOUSING NOW!

**WE DEMAND**  
EQUAL RIGHTS NOW!

**WE DEMAND**  
DECENT HOUSING NOW!

**WE DEMAND**  
AN END TO BIAS NOW!

**WE DEMAND**  
DECENT HOUSING NOW!

**THE BAPTIST MINISTERS CONFERENCE**  
OF WASHINGTON-VICINITY  
*Open to Segregation, Presided*

**WE MARCH FOR**  
EFFECTIVE CIVIL RIGHTS LAWS NOW!

**WE DEMAND**  
AN END TO BIAS NOW!

**I.E.**  
CITIZENSHIP NOW!

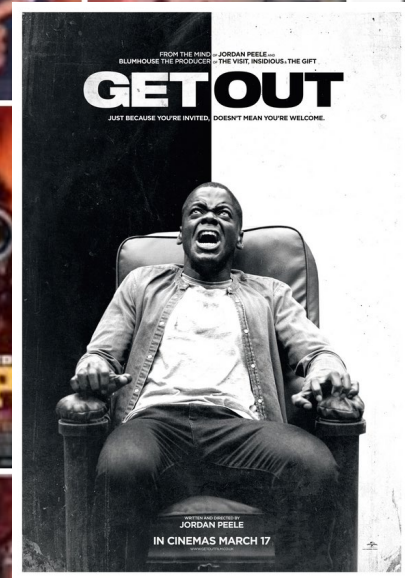
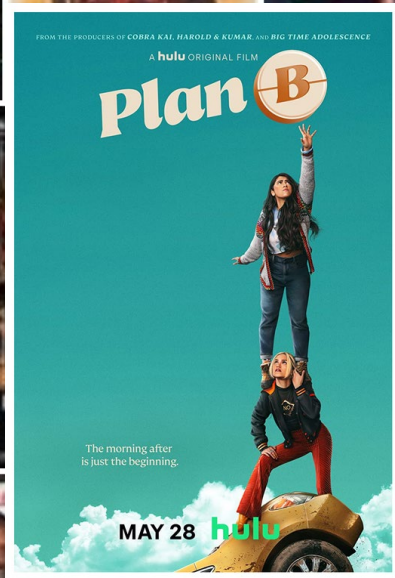
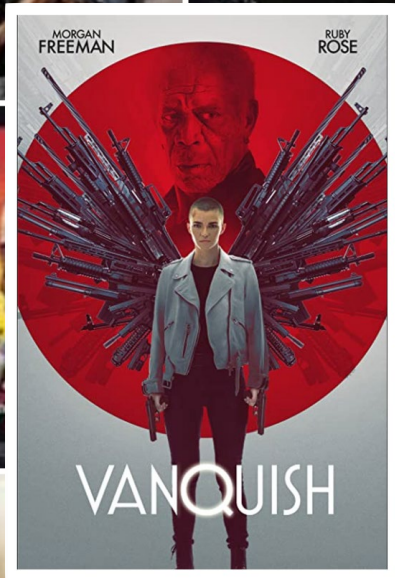
**I.U.E.**  
AFL-CIO

**WE MARCH FOR**  
FIRST CLASS CITIZENSHIP NOW!

**WE DEMAND**  
AN END TO BIAS NOW!

**WE DEMAND**  
EQU...  
RIGH...  
NOW!

FULL EMPLOYMENT





Small text at the bottom of the Mercury News snippet, including 'By Michael M. Phillips' and 'Associated Press'.

Small text at the bottom of the Washington Post snippet, including 'By Michael M. Phillips' and 'Associated Press'.

Small text at the bottom of the Miami Herald snippet, including 'By Michael M. Phillips' and 'Associated Press'.



INTEGRITY

DISSENT IS PATRIOTIC

WE THE PEOPLE

DIVERSITY is our RIGHT

TINY HANDS CANT HOLD BOAT PROGRESS

NASTY YOU'RE TIRED

FREE QUALITY PUBLIC SCHOOLS ARE THE FOUNDATION FOR A DEMOCRACY

TRUMP'S HATE TOO NORMAL

GIRLS JUST wanna HAVE FUN AMERICAN RIGHTS

WOMEN TRUST

RESPECT EXISTENCE

DISSENT IS PATRIOTIC

DISSENT IS PATRIOTIC

I'M WITH HER

WRONG WRONG

WELL BEHAVED MEN ARE AS VALUED AS WOMEN'S RIGHTS

SCIENTISTS ARE NOT A

rising tides lift all

PRO WOMEN

WILL BEHAVE

AGLU

PRO WOMEN

DISSENT IS PATRIOTIC

WE

WOMEN'S RIGHTS

ARE AS VALUED AS

THE FUTURE IS

RAISED TO USE US

ABORTION SAVED LIVES

WOMEN TRUST

RESPECT EXISTENCE

DISSENT IS PATRIOTIC

PRO WOMEN

DISSENT IS PATRIOTIC

I'M WITH HER

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG

WRONG WRONG



Socialist Worker  
**Black Lives Matter**  
Smash racism by any means necessary



STAND UP TO RACISM  
**BLACK LIVES MATTER**  
No justice  
No peace

BLM IS A LIFESTYLE NOT A TREND

PRO ISM  
A  
WE

STAND UP TO RACISM  
**BLACK LIVES MATTER**  
No justice  
No peace







COULD BE PREGNANT ABORTION WOULD

Feminist Majority Foundation  
**KEEP ABORTION SAFE AND LEGAL**

A WOMAN PLACE IS IN YOUR FACE!

PROSECUTING ABORTION AND

STUDENTSFORLIFE.ORG  
I AM A... PRO-CHOICER AND I REJECT Abortion

I'M A WOMAN NOT

THIS WH... FEMINIST LOOKS LIKE FEMINIST.ORG

STUDENTSFORLIFE.ORG  
**I AM THE PRO-LIFE GENERATION**

PRO-CHOICER AND I REJECT Abortion  
GEN

IN GOD WE TRUST



- Call to Order and Roll Call  
3:00 p.m. - Special Meeting, Council Chambers, City Hall

### 3. STRATEGIC SUPPORT SERVICES

#### 3.1 2017 Coyote Creek Flood

##### Recommendation:

- Take public testimony about the February 21, 2017 flood on Coyote Creek;
  - Accept the Coyote Creek Flood After Action Report;
  - Direct staff to implement the identified plans to improve short-term emergency response and public communications in the event of additional major weather or flooding events this season; and
  - Direct staff to identify long-term needs related to flooding, notification of residents, and emergency management, and return to Council through the budget process.
- CEQA: Not a Project, File No. PP10-069, City Organizational & Administrative Activities, (City Manager)

- Adjournment.

## Recommendations

### Work with the SCVWD to:

- ensure **sandbags** are readily available at convenient locations to residents and businesses in neighborhoods that flooded
- put in place **interim improvements** along Coyote Creek, such as installing temporary flood walls near Rock Springs
- implement **flood protection improvements** along Coyote Creek in San José
- implement solutions for **ongoing channel maintenance**
- accelerate the **Anderson Dam Seismic Retrofit project** to improve safety for San José residents





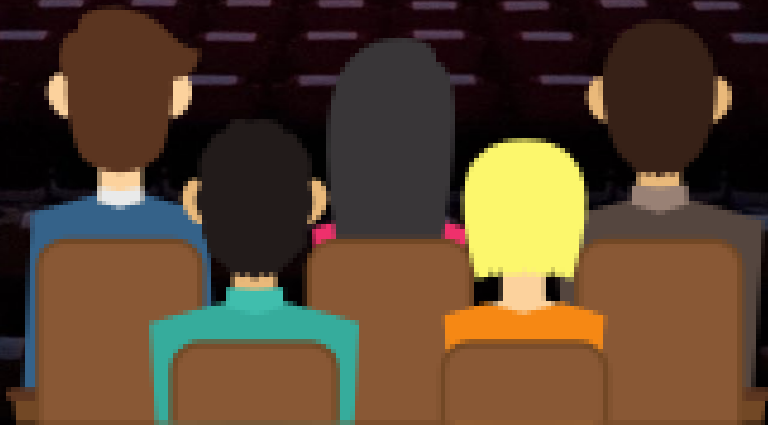
2/8/21

Charter Review Commission



## VII. a) New Business

Civic Engagement



# Overview of U.S. Constitution

Article I – Powers of Congress

Article II – Powers of the President

Article III - Powers of the Judicial

Article IV – Relations &

Responsibilities of States

Article V – Amending the  
Constitution

Article VI – Supremacy of U.S.  
Constitution

Article VII – Ratification of  
Constitution

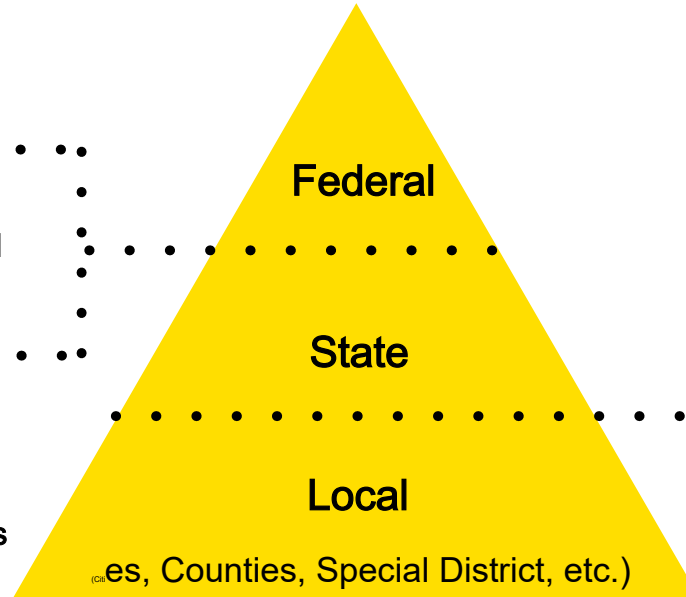
Relevant Highlights:

- Article VI establishes the U.S. Constitution as supreme authority for all laws in the country.
- Articles I, II, and III establish a “separation of powers” framework with checks and balances between the executive, legislative, and judicial branches of the federal government.
- Article IV recognizes the role of states and their relationship with the federal government.

# Levels of Government in the U.S.

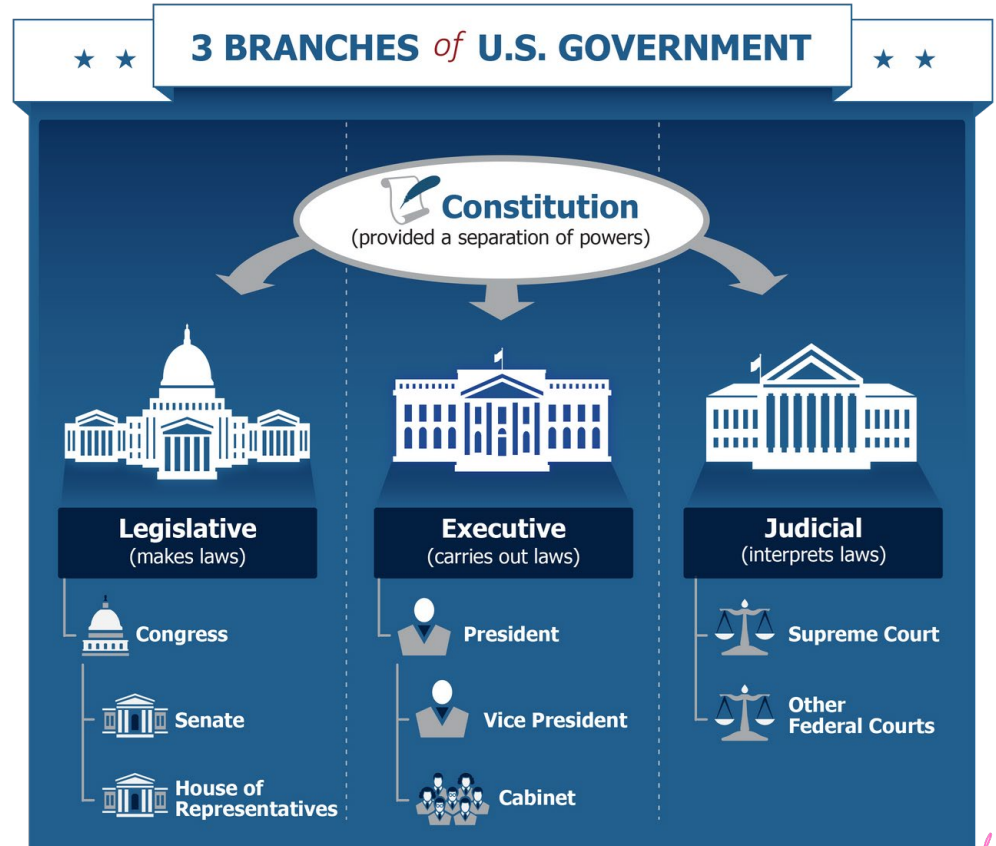
Although the U.S. Constitution recognizes the federal government and statehood, the constitution does not specify or recognize the existence of local governments.

Local governments exist only through the recognition of each state. The courts have ruled that local governments serve as an “arm” or “branch” of state government.



There is also the District of Columbia and other U.S. territories, but these are unique arrangements that do not apply to this Masterclass ultimately focusing on city law.

# Branches of Government



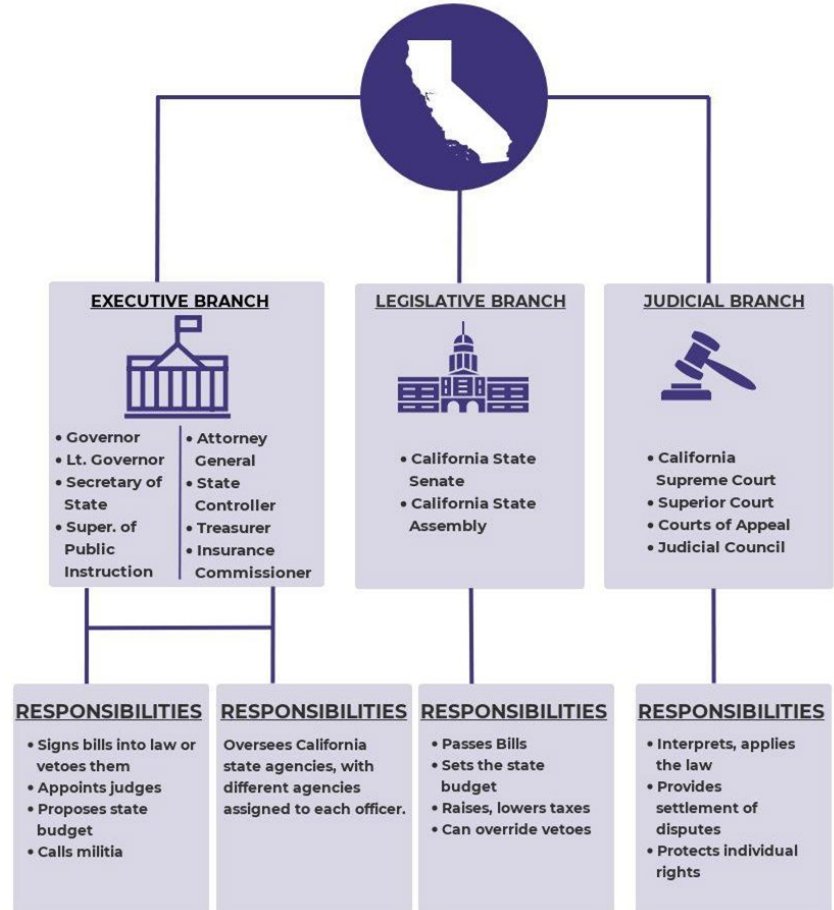
SOURCE: Branches of the U.S. Government | USAGov (<https://www.usa.gov/branches-of-government>)

# How California Government Works

In California, there is a California Constitution that outlines the responsibilities of government.

At the state level, the three branches are as follows:

- Executive: Governor
- Legislative: State Assembly & Senate
- Judicial: Trial and Appellate Courts, CA Supreme Court





# City of San José

## Government

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Charter &  
Municipal Code



# City Charter

A charter is a legal document that, similar to the state constitution, typically focuses on high-level principles for how a local government is structured, and to embed important laws voted on by the community through an election. Charters can only be amended by a vote of the people during an election. Here is a link to the City Charter.

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Source: <https://www.sanjoseca.gov/your-government/departments/city-clerk/city-charter>



A dark silhouette of a statue of Lady Justice, holding a scale of justice and a sword, positioned on the left side of the slide.

# SJ CITY CHARTER

Up for review

## NEW SECTIONS FOR CONSIDERATION

ARTICLE XX Community Engagement

ARTICLE XXI Climate Strategy



ARTICLE I Incorporation and Succession

ARTICLE II Powers of the City

ARTICLE III Form of Government

ARTICLE IV The Council

ARTICLE V The Mayor

ARTICLE VI Legislation

ARTICLE VII City Manager

ARTICLE VIII Administrative Organization

ARTICLE IX Officers and Employees

ARTICLE X Boards and Commissions

ARTICLE XI Civil Service

ARTICLE XII Fiscal Administration

ARTICLE XIII Franchises

ARTICLE XIV School System

ARTICLE XV Retirement

ARTICLE XVI Elections

ARTICLE XVII General Provisions

# Municipal Code

Similar to how the State Legislature creates laws adopted in Codes to implement the California Constitution, the San Jose City Council adopts ordinances to implement and build upon the City Charter. The City Council can typically amend the Ordinance Code at any time through a majority vote. [Here is a link to the Ordinance Code.](#)

Source:

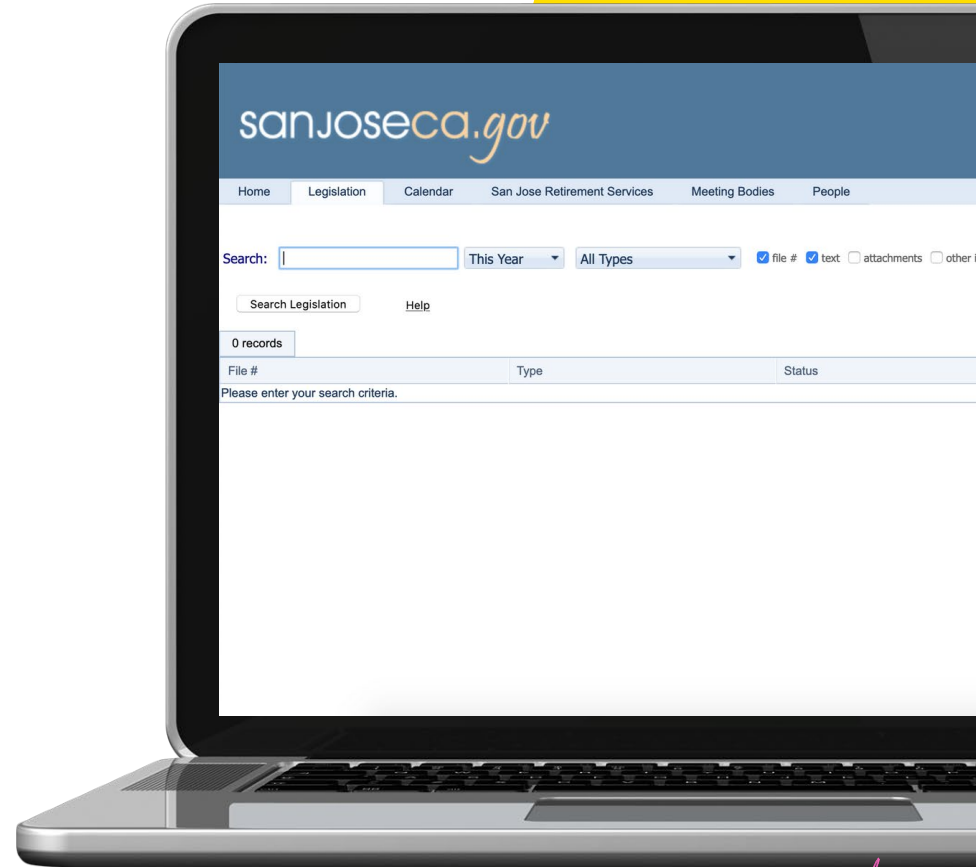
[https://library.municode.com/ca/san\\_jose/codes/code\\_of\\_ordinances?nodeId=SAN\\_JOSEMUCO](https://library.municode.com/ca/san_jose/codes/code_of_ordinances?nodeId=SAN_JOSEMUCO)



# Council & Administrative Policies

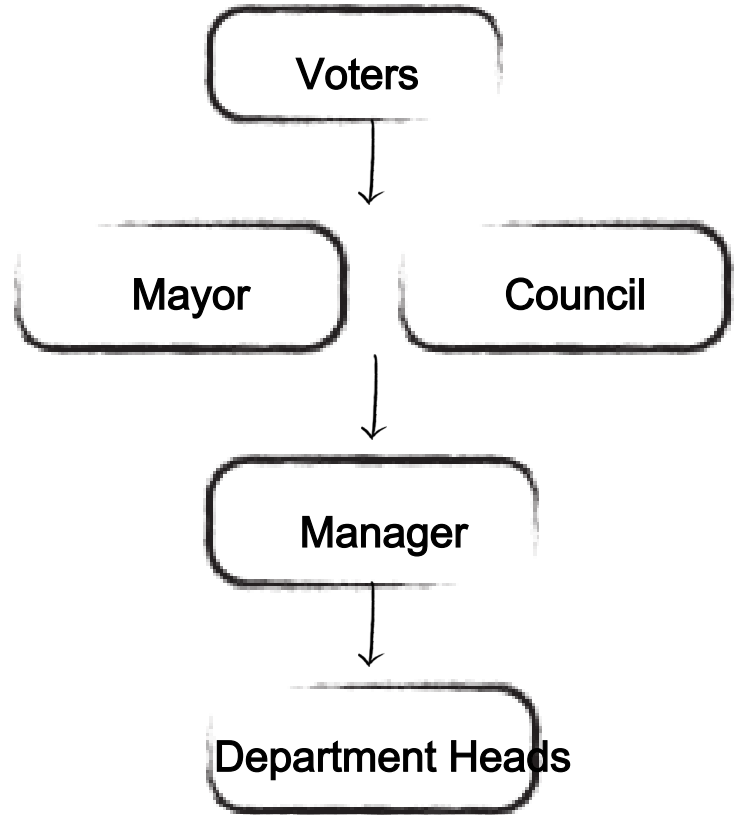
There are also Council Policies, Administrative Policies, and other policies and procedures which further assist to interpret and administer the will of the Charter, Ordinance Code, Council, and administration.

- 1 Council Policies  
(<https://www.sanjoseca.gov/your-government/departments/city-clerk/council-policy-manual>)
- 2 Administrative Policies  
(<https://www.sanjoseca.gov/your-government/city-manager/employee-relations/city-policy-manual>)



# Council Manager Government Structure

If we relate it to the private sector, in a Council-Manager form of government, the City Manager is the CEO of a government agency, overseeing the day-to-day operations, while the Mayor is the Chairman of the Board, managing the business of the governing body.

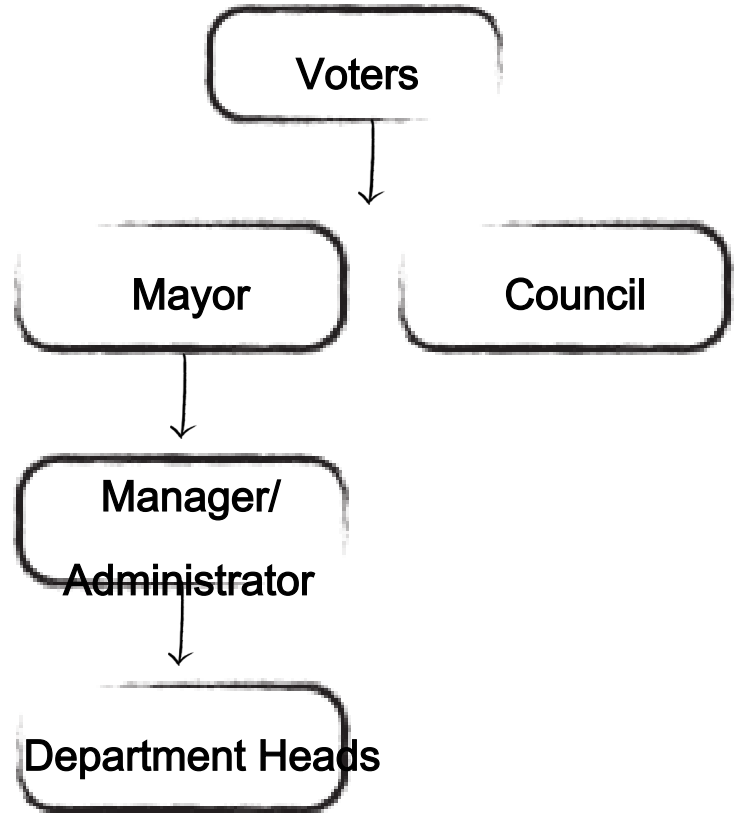


# Mayor Council

## Government

## Structure

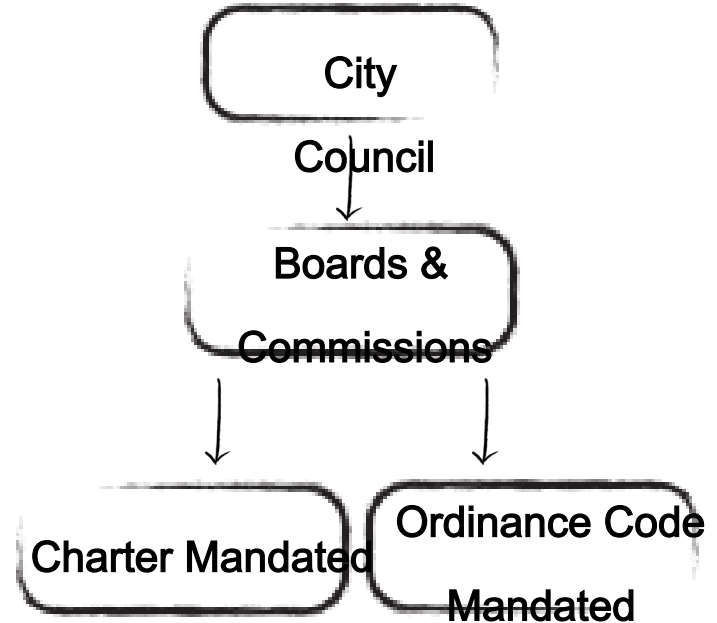
If we relate it to the private sector, the mayor could be viewed as serving as both the CEO, managing daily operations, and Chairman of the Board, managing the business of the governing body.



# Boards &

# Commissions

- Advisory bodies comprised of community members appointed by the City Council.
- Currently nearly 30 boards and commissions for the City of San Jose.
- Some are protected in the City Charter, most are managed through the Ordinance Code.
- Most are permanent or "standing," which means they operate throughout the year.
- Some are "ad hoc" meant to exist temporarily to address a certain issue.
- Each commission may have its own set of requirements for residents to be eligible to serve.



San Jose Boards and Commissions:

<https://www.sanjoseca.gov/your-government/departments/city-clerk/boards-commissions>



# Rules of Order

## Overview

- Historical Context
- Definitions
- Hierarchy of Rules



# Background on Rules of Order

Rules of Order, or parliamentary procedure, are sets of rules adopted by deliberative bodies that outline how meetings and decisionmaking will be managed.

**Deliberative bodies** include any group of individuals that assemble to discuss and make democratic decisions.

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# Rules of Order in the US

**Robert's Rules of Order** is the most well-known parliamentary procedure used in the U.S.

- Thick, dense manual, meant for large deliberative bodies, like state legislatures.

**Rosenberg's Rules of Order** has become an increasingly popular alternative over the last 20 years in West Coast.

- Not thick, less than 10 pages, easier to maneuver for small deliberative bodies.
- Official rules of order for City of San Jose boards and commissions.



Henry M.  
Robert

# Rules of Order, Authority

**Preeminence of Law:** Even if legislative bodies adopt a particular rules of order, rules must operate within the parameters established by state and local law.

**Bylaws:** While Rules of Order exist to provide a framework for managing meetings, legislative bodies are encouraged to adopt more specific rules as necessary and appropriate. These are often known as bylaws.

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State Statutes &  
Regulations



City Council  
Ordinances &  
Policies



Rules of Order:

Robert's, Rosenberg's



**BYLAWS**

# Brown Act & Sunshine Policies

State & local requirements:

- Meetings
- Agendas
- Public Comment



# Brown Act Meetings

- **Brown Act:** Adopted by the California Legislature in 1953, the Brown Act recognizes that the business conducted by public entities needs to be transparent and accessible to the public.
  - All meetings and writings of a legislative body, including boards and commissions, are to be open and public, unless otherwise exempted in the Brown Act (closed sessions).
- **Meeting:** Any gathering of a majority of members of a legislative body that hear, discuss, deliberate, or take action on any item within their jurisdiction.
  - Applies not just to physical gatherings, but communications made by teleconference or other electronic means.

# State & Local Agendas

- **State Law:** Legislative bodies must post regular meeting agendas at least 72 hours in advance (24 hours for special meetings) in a location accessible to the public and on their website. Agendas should include:
  - A brief, general description of each item of business, including closed session items.
  - The time and location of the meeting.
  - Information for requesting accommodations for disabilities.
- **City Law:** Boards/Commissions must post agendas 7 calendar days prior to a regular meeting.
  - **Special Meetings:** All legislative bodies may call a special meeting with at least 4 days notice, or 24 hours' notice for urgent matters requiring resolution within that time.

# State & Local Public Comment

- **State Law:** Legislative bodies must allow members of the public to "directly address the legislative body on any item of interest to the public."
  - **Reasonable Regulations** Legislative bodies may adopt "reasonable regulations" to comply with this requirement, meaning counties and cities must adopt their own rules to manage public comment, including when and for how long .
- **City of San Jose Policy.** Council Policy 0-37, the Code of Conduct for Public Meetings, recommends that those addressing the City Council and any of the City's committees, boards, or commissions, be given two minutes to speak, with certain exceptions, but discretion is given to the Chair of each meeting.



# Rosenberg's Rules

## in Detail

### Parliamentary Procedure:

- Guiding principles
- Participants, roles
- Agenda format, flow
- Motions, voting, and taking action



# Rosenberg's Four Principles

- Rules should establish order:
  - The first purpose of parliamentary procedure is to establish a framework for orderly conduct.
- Rules should be clear:
  - Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate, and those who do not fully understand and consequently do not fully participate.
- Rules should be user-friendly:
  - Rules should be simple enough that citizens feel they are able to participate in the process.
- Rules should enforce the will of the majority while protecting the rights of the minority :
  - Rules are used to encourage discussion and facilitate decision making.

# Rosenberg's Meeting Participants

- **Governing Body:** Members of the deliberative body with full voting rights and privileges. The city's governing bodies are defined by the city charter and ordinance code.
- **Chair:** A member of the governing body responsible for managing meetings.
  - **Selection:** Rosenberg's does dictate how to select the chair. The Municipal Code requires boards and commissions to appoint chairs, based on bylaws.
  - **Facilitator:** First facilitate, then debate.
  - **Parliamentarian** - responsible for interpreting and settling procedural questions. The chair's procedural decisions are final unless overruled by the governing body.
  - **Vice Chair**- Rosenberg's is silent on discussing a vice chair, but a vice chair typically supports and fills in for the chair as outlined in city ordinance or policy.

# Rosenberg's Meeting Participants

- **Report Presenters:** Rosenberg's empowers bodies to assign appropriate people to present different topics in the agenda. This may include other body members, city staff, or other stakeholders.
  - If city staff or other outside stakeholders present, they do not assume member privileges.
- **Public:** Rosenberg's suggests that the chair invite public comments after the presentation of an agenda item, and that the chair may limit speaking time.
  - Aside from public comment, community members could be invited to present business items on the agenda.

# Rosenberg's Agenda Format, Flow

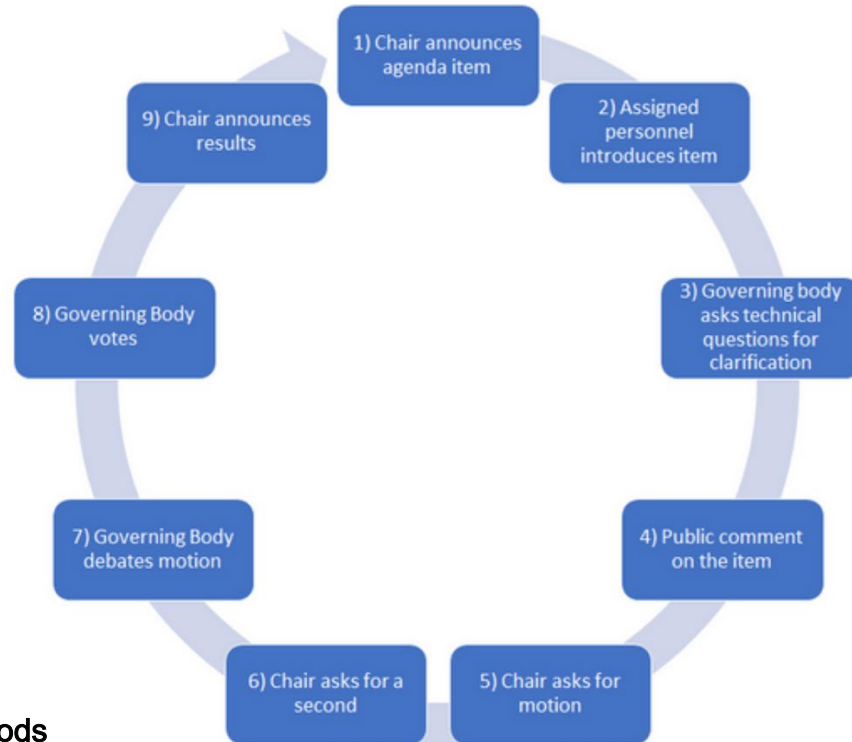
**Agenda:** Meetings are governed by the agenda.

- **Items** - Topics on an agenda are referred to as items. Items are numbered and as the chair navigates the meeting, is responsible for announcing transitions to each item.
- **Item Introduction/Report** - The chair is responsible for assigning and inviting the appropriate people to present or report on the specific agenda items.
- **Technical Questions:** After each agenda item is presented, the chair should invite members of the governing body to ask questions for clarification.
- **Public Comment** After initial reports and questions from the governing body, the chair should invite public comments.
- **Motion/Action:** Once public comment has concluded, the chair should invite motions from the governing body.

# Rosenberg's Agenda Format Flow

- I. **Call to Order & Orders of the Day**
  - II. **Public Record**
  - III. **Open Forum** *(Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate.)*
  - IV. **Consent Calendar**
    - A. Review and approve [April meeting minutes](#)
    - B. Approve attendance [record](#)
  - V. **Reports and Information Only**
    - A. Mayor's office report by Policy Advisory, Christopher Ratana
    - B. Council liaison report by Council Assistant, Patti Andrade
    - C. San Jose Library report by Senior Librarian, Lizzie Nolan
    - D. Parks, Recreation and Neighborhood Services report
    - E. Commission Chair report
    - F. Commission staff report
    - G. Countywide Youth Summit update report, Commissioner Escobar
    - H. Commissioners' report per City District
  - VI. **Old Business**
    - A. [Oakland Youth Commissioner Benjamin Salop presentation](#)
    - B. David Cho presentation on Youth Empowerment
    - C. End-of-the-year event approved
    - D. Discussed individual participation in the SJPD's Use of Force Committee
    - E. District 3 project proposal for policy-making event approved
  - VII. **New Business**
    - A. Recommendation regarding [Set the tax at the margin stores profit from selling e-cigarettes](#) by District 6 Commissioner Estrella
-

# Rosenberg's Agenda Format, Flow



# Rosenberg's Motions

Motions: Proposals from individual members to take action regarding an agenda item, if required.

5. **Initial Motion** - After staff presentations, clarifying questions, and public comment, the chair should allow for motions from the governing body. The Chair should repeat motions out loud.

6. **Second** - Motions should be seconded by another member to continue into debate and voting.

- **Example:**

- **Chair:** "The Chair will entertain motions at this time. Are there any motions on the floor?"
- **Member A:** "I move to adopt the City Attorney's recommendation..."
- **Chair:** "Member A moves to adopt the City Attorney's recommendation... is there a second?"
- **Member B:** "I second Member A's motion..."
- **Chair:** "Member B seconds the motion, we'll now move into discussion.."



# Rosenberg's Discussion and Action

7. **Debate:** After a motion has been seconded, the chair should invite discussion.

"We'll now move into discussion..."

- **Speak when recognized:** The chair always controls the floor for discussion. Members may only speak when recognized by the chair.
- **Speaking through the chair:** Members may ask questions to staff or of other members, but only through the chair. The chair has the discretion on whether to refer such questions. In smaller or more controlled settings, the chair may use their discretion to allow back-and-forth discussion so long as there is courtesy and decorum.

# Rosenberg's Voting

**8. Voting:** Once discussion has been concluded, or no discussion is desired, the chair should take a vote on the original motion. Members may typically cast three types of votes:

- Aye or yes- to support the motion
- Nay or no- to oppose the motion
- Abstain- choosing not to vote yes or no on a motion

**9. Results:** Typically a simple majority of yes votes (50%+1 rule) is required to pass a motion, unless otherwise required by law. The chair should announce the results:

- "With a vote of 3 ayes and 2 nays, the motion to adopt the City Attorney's recommendation passes."

# Rosenberg's Three Basic Motions

There are three basic motions used by governing body members:

- **The Basic Motion:** Puts forward a suggested decision for consideration
  - "I move to approve the external auditor's contract for \$50,000."
- **The Motion to Amend:** If a member wants to change a basic motion under discussion.
  - "I move that we amend the motion to approve the auditor's contract for \$100,000."
- **The Substitute Motion:** If a member wants to completely do away with a basic motion under discussion and put a new motion for consideration.
  - "I move a substitute motion to appropriate \$75,000 for the finance department to hire an in-house auditor."

Note: up to three motions can be proposed at a single time for consideration.

# Rosenberg's Other Motions

Aside from the three basic motions to open discussion and possible action on considerations, there are other nondebatable motions:

- **Motion to Adjourn:** Requires the body to immediately adjourn until its next regularly scheduled meeting, requiring only a simple majority vote to pass. The body may also vote to fix the time to adjourn so the meeting ends at a specific time.
- **Motion to Recess:** Requires the body to immediately take a break or recess, the length of time being subject to the chair's discretion. Requires a simple majority vote to pass.
- **Motion to Table:** Requires discussion of the current agenda item to be halted. The motion may specify a time to return to the item, whether its later in the current meeting or for a future meeting. Simple majority required to pass the motion.

# Rosenberg's Other Motions, cont.

Other nondebatable motions:

- **Motion to Limit Debate:** After a motion has been made and seconded and brought forth for discussion, the chair typically manages debate and discussion before a vote, but if members feel there has been enough substantive conversation, a member may move to limit debate within a certain time frame, or to "move to previous question," which is a call to move directly to the vote. This motion requires a second and then a 2/3 vote of the body to pass.
- **Motion to Close Nominations:** Typically applicable during the election of the body's officers, such as the chair or vice chair if members seek to end the nomination period. Requires a 2/3 vote to pass.

# Rosenberg's Other Motions, cont.

Other motions:

- **Motion to Object to the Consideration of a Question:** If members of a body do not want an item on the agenda to be considered, they can move to remove this item. Requires a 2/3 vote to pass. This motion is not debatable.
- **Motion to Suspend the Rules:** This motion allows the body to override a rule. Requires a 2/3 vote to pass, but this motion is debatable.
- **Motion to Reconsider:** If a body feels the need to reconsider a prior item already voted on, a member may move to reconsider that vote. It requires a simple majority vote to pass, but must also meet two other specific criteria:
  - Allowed only at the meeting where the vote originally occurred, or the very next meeting.
  - Motions can only be made by a member who voted in the majority of the original motion.

# Rosenberg's Interrupting

Generally speaking, members of a body are only allowed to speak when recognized by the chair. Members are not allowed to interrupt each other, with the following exceptions:

- **Point of Privilege:** A member may state "point of privilege" which requires the chair to respond "state your privilege." Members may use this tool to address issues impacting the comfort of a meeting, such as needing to step out to use the restroom or adjusting the thermostat.
- **Point of Order:** Similar to privilege, a member may state "point of order" which should be recognized by the chair with a "state your point." Points of order are used to call out procedural infractions that need to be corrected. The chair rules on the such points.
  - **Appeal:** The decision of the chair can be overturned if a member moves to appeal the decision, receives a second, moves through debate, and receives a simple majority vote.

# Rosenberg's Interrupting, cont.

Generally speaking, members of a body are only allowed to speak when recognized by the chair. Members are not allowed to interrupt each other, with the following exceptions:

- **Call for Orders of the Day:** If the body starts discussing items not on topic or unrelated to the current agenda item, a member may call for "orders of the day". This requires no vote and the chair should control the floor to make sure the body is back on agenda.
- **Withdraw a Motion:** During debate and discussion of a motion, the original maker of the motion may, at any time, interrupt to withdraw the motion. This requires no second or vote and is immediately adopted.



**Practicing**

**Rules of Order**



**LUNCH**



# REFLECTION AND DISCUSSION



# **COMMISSIONER LOGISTICS**



# WORK PLAN WORKSHOP



# COMMISSION ELECTIONS

## CHAIR ELECTION

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- **Nicole Hoang - District 3**
  - 5
- Aroshi Ghosh - City Wide
  - 4

## VICE CHAIR ELECTION

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- **Paula Escobar - D8**
  - 4
- Aroshi Ghosh - CW
  - 3
- Alexander Lee - D10
  - 2
- Agam Singh - D9



# **TEAM BUILDING ACTIVITIES**

## CONTACT INFORMATION

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- Lizzie Nolan
  - [elizabeth.nolan@sjlibrary.org](mailto:elizabeth.nolan@sjlibrary.org)
  - 716-984-9439
- Eboni Harris
  - [eboni.harris@sjlibrary.org](mailto:eboni.harris@sjlibrary.org)
  - 281-723-1829
- Megan Maloy
  - [megan.maloy@sjlibrary.org](mailto:megan.maloy@sjlibrary.org)
  - 209-629-0427
- Danika Relth
  - [danika.relth@sjlibrary.org](mailto:danika.relth@sjlibrary.org)

THANK YOU!

