



# BOARD OF ADMINISTRATION

## Action Minutes

### Federated City Employees' Retirement System and Federated City Employees' Health Care Trust

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Thursday, February 19, 2026

8:30 AM

City Hall, Wing Rooms 118-120  
200 E. Santa Clara St., San Jose, CA 95113

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#### HYBRID MEETING

#### PHYSICAL LOCATION:

City Hall, Wing Rooms 118-120, 200 E. Santa Clara St. San Jose, Ca 95113

#### ZOOM INFORMATION:

zoom.us

Dial In: +1 408 638 0968 US (San Jose)

Meeting ID: 938 0986 4098

#### **BOARD MEMBERS**

*Spencer Horowitz, Chair (Term Expires 11/30/28)*  
*Matthew Faulkner, Vice Chair Term Expires 11/30/27)*  
*Deborah Abbott, Trustee (Term Expires 11/30/26)*  
*Anurag Chandra, Trustee (Term Expires 11/30/26)*  
*Brian Chi, Trustee (Term Expires 11/30/29)*  
*Mark Linder, Trustee (Term Expires 11/30/28)*  
*Nathan Nakagawa, Trustee (Term Expires 11/30/27)*

*Pam Foley, City Council Liaison to the Board*

*Maytak Chin, General and Fiduciary Counsel*

*John Flynn, CEO, Office of Retirement Services*

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The Board of Administration of the Federated City Employees Retirement System and Health Care Trust met on Thursday, February 19, 2026, at City Hall, Wing Rooms 118-120, 200 E. Santa Clara St., San Jose, CA 95113 and via Zoom at 8:30 a.m. Chair Horowitz called the meeting to order at 8:30 a.m. followed by roll call.

**Board Members Present:** Spencer Horowitz, Matthew Faulkner, Deborah Abbott, Anurag Chandra, Brian Chi, Mark Linder, and Nathan Nakagawa.

**Retirement Staff Present:** John Flynn, Prabhu Palani, Barbara Hayman, Amanda Hiew, Gabriela Romero, Edith Aldama, Sherrell Aledo, Ryan Reynado, Jay Kwon, Dhinesh Ganapathiappan, Christina Wang, Jennifer You, and Cynthia Ayala.

**Retirement Staff Present via Zoom:** Veronica Solorio, Benjie Chua-Foy, Shilpi Dwivedi, Ellen Lee, Julie He, Nam Cao, Sandra Castellano, and Marivic Co-Garcia.

**Also Present:** Pam Foley, Vice Mayor and City Council Liaison; Maytak Chin, General and Fiduciary Counsel; Bill Hallmark, Cheiron; and Benita Harper, Aon.

**Also Present via Zoom:** Laura Wirick and Colin Kowalski, Meketa Investment Group; Kevin Baload, With Intelligence-Journalist; Brad Imamura, Public Member; and Nate Weinstein, Public Member.

**ADA ALERT**

In accordance with the requirements of AB 2449, the Board of Administration (“Board”) will generally, upon request, provide appropriate aids and services leading to effective communication for individuals with disabilities so they can participate equally in the Board’s meetings, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, vision or other disabilities. Anyone who requires an auxiliary aid or service for effective communication to participate in a Board meeting should contact the designated contact in Office of Retirement Services as far in advance of the scheduled meeting as possible. The Board strongly encourages individuals with disabilities to endeavor to submit requests for reasonable accommodation no later than five (5) business days before the scheduled meeting, as the Board may not be able to grant requests for reasonable accommodations without sufficient advance notice. The Board strongly encourages individuals with disabilities to submit their written requests via email or regular mail to facilitate tracking and response; however, if the submission of a written request constitutes a hardship, individuals may call the Office of Retirement Services to submit an oral request. The designated contact in the Office of Retirement Services will endeavor to respond to each request within three (3) business days of receipt of the request. Depending on the request, the designated contact in the Office of Retirement Services may ask to schedule a time to discuss the request (which may occur virtually) to determine the most appropriate auxiliary aid or service, before the request is resolved.

**ADA Designated Contact Information**

Attention: Deputy Director/Chief Operations Officer, Office of Retirement Services  
Address: 1737 N First St #600, San Jose, CA 95112  
Email: #Retire\_Admin@sanjoseca.gov  
Phone: 408-794-1000 (ORS Main Line)

**THE LEVINE ACT**

The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$500 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution on the form located on the Levine Act webpage.

**AGENDA**

**CALL TO ORDER AND ROLL CALL**

**\*\* SB 707 REMOTE APPEARANCE(S)**

- i. Take action on request(s) for remote appearance.

**CLOSED SESSION**

**I. CLOSED SESSION NEW BUSINESS-DEFERRED/CONTINUED ITEMS-NONE**

**• ORDERS OF THE DAY**

Orders of the Day

- Time Certain: 11:00 a.m. - Item 1.a - Application for a Change of Status to Service-Connected Disability Retirement for Sharona (Rozario) Gogarty.

WAIVE SUNSHINE (amended/attachments POSTED late):

- None.

A motion was made to approve the Orders of the Day.

Approved. (M.S.C. Linder/Nakagawa 7-0-0).

- **PUBLIC/RETIREE/GENERAL COMMENTS – Subject to Government Code Section 54954.3**

Brad Imamura, a member of the public, made public comments, which were addressed by Chair Horowitz and CEO Flynn.

- **Members of the public may comment on items not included on the agenda, provided that the matter is within the subject matter jurisdiction of the Board.**

1. **Application for a Change of Status to Service-Connected Disability Retirement**

This item was heard after item 8.

This item was discussed.

A motion was made to approve the Disability Committee's recommendation to deny the applicant's request for a change of status to service-connected disability retirement.

Approved. (M.S.C. Linder/Faulkner 7-0-0).

- a. **Sharona (Rozario) Gogarty**, Administrative Assistant, Housing, Request for Change of Status to Service-Connected Disability Retirement, effective March 30, 2024; 23.65\* years of service. (*With Reciprocity - 23.47 CSJ + 0.18 PERS = 23.65 YOS*) (*Disability Committee Recommendation: Denial*)

Time Certain: 11:00 a.m.

2. **CONSENT CALENDAR**

This item was heard after the Public/Retiree/General Comments.

A motion was made to approve the Consent Calendar.

Approved. (M.S.C. Linder/Abbott 7-0-0).

- 2.1 **Approval of Service Retirements**

- a. **Jose A. Avalos**, Principal Construction Inspector, Environmental Services Department, effective March 14, 2026; 25.27\* years of service.
- b. **Kristen Clements**, Division Manager, Housing Department, effective February 14, 2026; 21.01\* years of service.
- c. **Vincent Cummings**, Maintenance Worker II, Department of Transportation, effective March 1, 2026; 23.12\* years of service. (*With Reciprocity - 4.34 PERS + 18.78 CSJ = 23.12 YOS*)
- d. **Michael A. Jones**, Executive Assistant, City Manager's Office, effective February 28, 2026; 30.21\* years of service.
- e. **Matthew Lopez**, Library Assistant, Library Department, effective March 14, 2026; 30.41\* years of service.
- f. **Kiersten Manuel**, Park Manager, Parks, Recreations and Neighborhood Services, effective March 14, 2026; 25.16\* years of service.
- g. **Gina M. Novello**, Parking & Traffic Control Supervisor, Department of Transportation, effective February 28, 2026; 26.92\* years of service.
- h. **Domenico J. Onorato**, Construction Manager, Public Works Department, effective March 14, 2026; 27.69\* years of service.
- i. **Anthony D. Ossenfort**, Senior Maintenance Worker, Parks, Recreations and Neighborhood Services, effective March 13, 2026; 26.06\* years of service.
- j. **Anita Pennington**, Senior Accountant, Finance Department, effective January 31, 2026; 21.93\* years of service.
- k. **Cynthia M. Perez**, Office Specialist II, Department of Transportation, effective March 14, 2026; 19.87\* years of service.
- l. **Philip B. Poole**, Code Enforcement Inspector II, Planning, Building and Code Enforcement, effective March 14, 2026; 21.36\* years of service.
- m. **John Rodriguez, Sr.**, Senior Construction Inspector, Public Works Department, effective February 28, 2026; 17.64\* years of service.
- n. **Dana C. Sasscer**, Administrative Assistant, Police Department, effective March 14, 2026; 25.24\* years of service.
- o. **Craig S. Snyder**, Senior Electrician, Public Works Department, effective March

14, 2026; 27.27\* years of service.

p. **Jason S. Starling**, Information Systems Analyst, Library Department, effective February 28, 2026; 25.00\* years of service.

q. **Martin Virelas**, Wastewater Operations Superintendent II, Environmental Services Department, effective February 28, 2026; 24.81\* years of service. *(With Reciprocity - 4.59 PERS + 20.22 CSJ = 24.81 YOS)*

## 2.2 Early Retirement

a. **Yolanda Wasniewski**, Principal Accountant, Finance Department, effective March 14, 2026; 8.71\* years of service.

## 2.3 Deferred Vested

a. **Daisy Altamore**, Deputy City Attorney IV, City Attorney's Office, effective March 16, 2026; 20.39\* years of service. *(With Reciprocity - 7.36 CSJ + 13.02 PERS = 20.39 YOS)*

b. **Kimberly J. Becker**, Director of Aviation, Airport Department, effective March 19, 2026; 30.69\* years of service. *(With Reciprocity - 21.57 CSJ + 9.12 SDCERS = 30.69 YOS)*

c. **John A. Canepa**, Maintenance Worker II, Department of Transportation, effective March 13, 2026; 11.80\* years of service.

d. **Jasper M. Del Real**, Facility Attendant, Public Works Department, February 25, 2026; 9.26\* years of service.

e. **Daniel S. Ferrera**, Equipment Mechanic Assistant II, Public Works Department, effective March 4, 2026; 8.49\* years of service.

f. **Monica C. Thompson**, Senior Facility Sound & Lighting Technician, Convention, Arts & Entertainment, effective March 1, 2026; 15.73\* years of service.

## 2.4 Approval of Board Minutes

a. Approval of the Board Minutes of January 22, 2026.

## 2.5 Approval of Return of Contributions

a. Voluntary | Involuntary

## **2.6 Communications and Information Reports**

- a. ORS's Quarterly Newsletter - The Retirement Connection: January 2026 Edition.
- b. Report out of January 22, 2026 Closed Session: Conference with Legal Counsel - Anticipated Litigation: Significant exposure to litigation pursuant to Section 54956.9(d)(2): Two Cases.

## **2.7 Approval of Travel and Reimbursements**

- a. John Flynn, CEO
  - CALAPRS Virtual Compliance Round Table, March 27, 2026.

## **2.8 Change of Retirement Application-Effective Date**

- a. Approval for a change in effective date for **Angelo Marchi**, Senior Recreation Leader, Parks, Recreation and Neighborhood Services, from February 6, 2026 to February 7, 2026, for an Early Retirement approved at the January 22, 2026 Board meeting.

## **2.9 Change of Retirement Application-Name Correction**

- a. Approval of a name correction for **Jennie H. Loft**, effective January 31, 2026, for an Early Service Retirement approved at the January 22, 2026, Board meeting.

## **3. DEATH AND SURVIVORSHIP NOTIFICATIONS (Moment of Silence)**

**Chair Horowitz asked for a moment of silence for those who served and passed away.**

- a. Notification of the death of **Randall Adams**, Parks Facilities Supervisor, retired June 26, 2021, died November 14, 2025. Survivorship benefits to Gwen Parker, spouse.
- b. Notification of the death of **David Clark**, Gardener, retired January 14, 2006, died December 20, 2025. Survivorship benefits to Dorothy Clark, spouse.
- c. Notification of the death of **Kenneth Henry**, Rabies Control Officer, retired May 1, 2001, died December 16, 2025. Survivorship benefits to Arlene Henry, spouse.
- d. Notification of the death of **Augustine S. Oliveri, Sr.**, Maintenance Worker II, retired November 7, 1992, died January 6, 2026. No survivorship benefits.

- e. Notification of the death of **Jerome A. Woehl**, Principal Engineering Tech, retired May 2, 2000, died December 28, 2025. No survivorship benefits.
- f. Notification of the death of **Shigeru Yokoyama**, Field Survey Supervisor, retired August 15, 1992, died December 20, 2025. No survivorship benefits.

**4. INVESTMENTS**

- a. Oral update from the CIO of Retirement Services, Prabhu Palani.  
  
**CIO Palani updated the Board.**

**5. OLD BUSINESS-DEFERRED/CONTINUED ITEMS-NONE**

**6. NEW BUSINESS**

- a. Oral update from the CEO of Retirement Services, John Flynn.  
  
**CEO Flynn updated the Board.**  
  
**Brad Imamura, a member of the public, made comments that were addressed by Chair Horowitz and CEO Flynn.**
- b. Oral update from the City Council Liaison to the Board.  
  
**Vice Mayor and Councilmember Foley updated the Board on pending matters before the City Council that were relevant to the Board and answered questions from Vice-Chair Faulkner.**
- c. Discussion and action on adoption of Resolution No. 9129 Cost of Living Adjustment rate for 415(b) Qualified Participants under the Grandfather Rule for members retired prior to January 1, 1990.  
  
**This item was presented.**  
  
**A motion was made to adopt Resolution No. 9129 Cost of Living Adjustment rate for 415(b) Qualified Participants under the Grandfather Rule for members retired prior to January 1, 1990.**  
  
**Approved. (M.S.C. Linder/Abbott 7-0-0).**  
  
**Brad Imamura, a member of the public, made public comments.**
- d. Discussion and action on the Strategic Planning Project - Stakeholder Feedback Results - presentation by Aon.  
  
**This item was presented.**

**A motion was made to accept Aon's presentation on the Strategic Planning Project – Stakeholder Feedback Results.**

**Approved. (M.S.C. Linder/Abbott 7-0-0).**

**Brad Imamura, a member of the public, made comments that was addressed by Chair Horowitz. CEO Flynn added comments.**

- e. Discussion on Actuarial Valuation Dashboards, presentation by Cheiron.

**This item was presented.**

**No action was taken on this item.**

**The Board took a break from 10:04 a.m. to 10:14 a.m.**

- f. Discussion and action to authorize the CEO to negotiate and execute an agreement between the Federated City Employees' Retirement System and IGM US Holdings, Inc. "Gravity" for the annual comprehensive financial report (ACFR) software ending on February 28, 2029, for an amount not to exceed \$165,000; this cost to be split 50/50 between the Police and Fire Department Retirement Plan and the Federated City Employees' Retirement System.

**This item was heard after the break.**

**This item was presented.**

**A motion was made to authorize the CEO to negotiate and execute an agreement between the Federated City Employees' Retirement System and IGM US Holdings, Inc. "Gravity" for the annual comprehensive financial report (ACFR) software ending on February 28, 2029, for an amount not to exceed \$165,000; this cost to be split 50/50 between the Police and Fire Department Retirement Plan and the Federated City Employees' Retirement System.**

**Approved. (M.S.C. Chandra/Nakagawa 7-0-0).**

- g. Discussion and action on authorizing the CEO to negotiate and execute a seventh amendment to the agreement with Marty Boyer, Communications Advantage, to extend the term of the Agreement through June 30, 2027 with a maximum total amount payable of \$10,000 per retirement plan for the period July 1, 2026 through June 30, 2027 and a not-to-exceed total of \$90,000 for total duration of the Agreement per retirement plan.

**This item was heard together with item 6h.**

**This item was presented.**

**A motion was made to authorize the CEO to negotiate and execute a seventh amendment to the agreement with Marty Boyer, Communications Advantage, to extend the term of the Agreement through June 30, 2027 with a maximum total amount payable of \$10,000 per retirement plan for the period July 1, 2026**

through June 30, 2027 and a not-to-exceed total of \$90,000 for total duration of the Agreement per retirement plan.

Approved. (M.S.C. Abbott/Linder 7-0-0).

- h.** Discussion and Action on authorizing the CEO to negotiate and execute a fourth amendment to the agreement with Socialsellinator, Social Media Vendor, to extend the term of the Agreement through June 30, 2027 at a monthly amount of \$1,800.00 (split 50/50) with a not-to-exceed total of \$60,000 for total duration of the Agreement per retirement plan.

This item was heard together with item 6g.

This item was presented.

**A motion was made to authorize the CEO to negotiate and execute a fourth amendment to the agreement with Socialsellinator, Social Media Vendor, to extend the term of the Agreement through June 30, 2027 at a monthly amount of \$1,800.00 (split 50/50) with a not-to-exceed total of \$60,000 for total duration of the Agreement per retirement plan.**

Approved. (M.S.C. Abbott/Chandra 7-0-0).

**Brad Imamura, a member of the public, made public comments.**

- i.** Discussion and action on adoption of updated City Policy Manual #1.6.2 - Personal Use of City Equipment Policy with Revised Date of January 5, 2026, for ORS Operations, approved by City on January 5, 2026.

This item was heard together with items 6j and 6k.

This item was presented.

**A motion was made to adopt the updated City Policy Manual #1.6.2 - Personal Use of City Equipment Policy with Revised Date of January 5, 2026, for ORS Operations, approved by City on January 5, 2026.**

Approved. (M.S.C. Chandra/Nakagawa 7-0-0).

- j.** Discussion and action on adoption of updated City Policy Manual #4.2.6 - Sick Leave Policy with Revised Date of January 5, 2026, for ORS Operations, approved by City on January 5, 2026.

This item was heard together with items 6i and 6k.

This item was presented.

**A motion was made to adopt the updated City Policy Manual #4.2.6 - Sick Leave Policy with Revised Date of January 5, 2026, for ORS Operations, approved by City on January 5, 2026.**

Approved. (M.S.C. Faulkner/Linder 7-0-0).

- k. Discussion and action on adoption of updated City Policy Manual #1.8.2 - Employee Travel Policy with Revised Date of December 18, 2025, for ORS Operations, approved by City on December 18, 2025.

This item was heard together with items 6i and 6j.

This item was presented.

A motion was made to adopt the updated City Policy Manual #1.8.2 - Employee Travel Policy with Revised Date of December 18, 2025, for ORS Operations, approved by City on December 18, 2025.

Approved. (M.S.C. Abbott/Nakagawa 7-0-0).

Brad Imamura, a member of the public, made public comments.

**7. COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS**

**7.1 Investment Committee (Chandra, Faulkner, Abbott)**

**Last Meeting: December 16, 2025    Next Meeting: March 12, 2026**

- a. Oral update from the Chair of the Investment Committee.

There was no updates.

**7.2 Audit/Risk Committee (Linder, Horowitz, Chi)**

**Last Meeting: October 30, 2025    Next Meeting: February 19, 2026**

- a. Oral update from the Chair of the Audit/Risk Committee.

Chair Linder announced that the Joint Audit Committee meeting would follow the Federated Board meeting.

**7.3 Governance Committee (Abbott, Nakagawa, Chi)**

**Last Meeting: January 15, 2026    Next Meeting: March 18, 2026**

- a. Oral update from the Chair of the Governance Committee.

Chair Abbott updated the Board.

**7.4 FCERS Disability Committee (Faulkner, Linder, Nakagawa - Alt: Abbott)**

**Last Meeting: February 10, 2026    Next Meeting: April 14, 2026**

- a. Oral update from the Chair of the Disability Committee.  
**Chair Faulkner updated the Board.**
  
- b. Minutes of the Federated Disability Committee meeting from December 2, 2025.  
Receive and file.  
**The Minutes were received and filed.**
  
- c. Federated Quarterly Dashboard Retirement Applications Dashboard.  
**This item was discussed.**  
**No action was taken on this item.**

**7.5 Joint Personnel Committee (Chandra, Horowitz, Linder)**

**Last Meeting: January 27, 2026    Next Meeting: March 3, 2026**

- a. Oral update from the Chair of the Joint Personnel Committee.  
**Chair Chandra updated the Board.**
  
- b. Minutes of the Joint Personnel Committee meeting from January 8, 2026. Receive and file.  
**The Minutes were received and filed.**

**8. EDUCATION & TRAINING**

**The Education & Training was received and filed.**

- a. Quarterly Trustee Education Opportunities Report.
  
- b. CALAPRS 2026 Program Calendar.
  
- c. CALAPRS General Assembly 2026, Carlsbad, CA, March 8 - 11, 2026.
  
- d. CALAPRS Virtual Compliance Round Table, March 27, 2026.
  
- e. SACRS Spring Conference 2026, Olympic Valley, CA, May 12 - 15, 2026.

- f. NCPERS Trustee Educational Seminars (TEDS), Las Vegas, NV, May 16 - 17, 2026.
- g. NCPERS The Annual Conference & Exhibition (ACE), Las Vegas, NV, May 17 - 20, 2026.

- **PROPOSED AGENDA ITEMS**

None.

- **ADJOURNMENT**

The meeting adjourned at 10:50 a.m.

- **Next FCERS Board Meeting: March 19, 2026**

**\*Estimated**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of Retirement Services, 1737 N. First Street, Suite 600, San José CA 95112 at the same time that the public records are distributed or made available to the legislative body.

Access the video or audio, the agenda, related reports, and supplemental materials for this meeting by visiting the Retirement Services website at <http://sjrs.legistar.com/calendar.aspx>. If you have any questions, please contact the Office of Retirement Services at (408) 794 - 1000.

Supplemental agenda materials may be made available less than 72 hours before a regular meeting, provided that they are: (1) distributed to a majority of the legislative body and made available for public inspection at the Office of Retirement Services, 1737 N. First Street, Suite 600, San José CA 95112, at the same time; and (2) posted on the Office of Retirement Services' website at <http://sjrs.legistar.com/calendar.aspx> in a manner that explains the document is related to an agenda item for an upcoming meeting.

**Minutes Recorded, Prepared and Respectfully Submitted by,**

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**SPENCER HOROWITZ, CHAIR  
BOARD OF ADMINISTRATION**

**ATTEST:**

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**JOHN FLYNN, CEO  
OFFICE OF RETIREMENT SERVICES**

**The Code of Conduct**

(<https://www.sanjoseca.gov/home/showpublisheddocument/12901/636670004966630000>) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

**1. Public Meeting Decorum:**

- a) Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b) Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c) Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d) Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e) Persons in the audience will not place their feet on the seats in front of them.
- f) No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g) All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

**2. Signs, Objects or Symbolic Material:**

- a) Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions: §  
No objects will be larger than 2 feet by 3 feet.
  - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
  - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- c) Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists

or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

**3. Addressing the Council, Committee, Board or Commission:**

- a) Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
  - b) Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the total amount of time allocated for public testimony for each public speaker or for an agenda item is in the discretion of the Chair of the meeting and may be limited when appropriate. (California Government Code Section 54954.3; Council Policy 0-37) Applicants and appellants in land use matters are usually given more time to speak. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Council, Committee, Board or Commission.
  - c) Speakers should discuss only the agenda item when called to speak for that item, and only topics related to Retirement Board business when called to speak during open forum on the agenda.
  - d) Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
  - e) Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
  - f) If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
  - g) Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.
- Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.