



# Memorandum

**TO:** RULES AND OPEN GOVERNMENT  
COMMITTEE

**FROM:** Kerrie Romanow

**SUBJECT:** SEE BELOW

**DATE:** September 21, 2021

Approved

*[Signature: Kerrie Romanow]*

Date

**9/23/21**

**SUBJECT: UPDATE TO THE AUGUST 2021 – JUNE 2022 TRANSPORTATION AND ENVIRONMENT COMMITTEE WORK PLAN**

## RECOMMENDATION

Approve an amendment to the Transportation and Environment (T&E) Committee Work Plan as indicated below:

- Drop “City Roadmap: Climate Smart San José Plan Semi-Annual Report” from the November 1, 2021 meeting agenda.

## BACKGROUND

Based on input received from City Council at the May 18, 2021 City Council meeting covering the semi-annual report on the Climate Smart San José plan, staff is proposing at the September 29, 2021 Rules and Open Government Committee to schedule a Climate Smart San José special meeting on November 8, 2021. The special meeting will include an update on Climate Smart activities. Therefore, Environmental Services requests to drop this item from the current T&E Committee Work Plan.

/s/

KERRIE ROMANOW  
Director, Environmental Services

For questions, please contact Julie Benabente, Deputy Director, via email at [Julie.Benabente@sanjoseca.gov](mailto:Julie.Benabente@sanjoseca.gov).