

**Follow up from Nov. 14, 2023 Council Joint City Council Study  
Session with Board/Commission Chairs/Vice Chairs and  
Sept. 24, 2024 Council Direction**

**Policy Framework**

- CP 7.2.19 = [Council Policy 7.2.19 Boards and Commissions](#)

**Policy Suggestions**

1. When a Board or Commission considers a Study Issue generated by a different Board/Commission the originating Board/Commission be able to communicate the reasoning for the Study Issue.

**Current Practice:** This is able to be achieved through public comment at the Board/Commission meeting. **No change in policy directed by Council.**

2. Provide a Board/Commission report in Reports to Council where the Board/Commission did not move the staff recommendation.

**Current Practice:** Board/Commission input is included in the staff report as a “cover report” detailing the Board/Commission’s recommendation to City Council. CP 7.2.19 designates the Chair as the liaison to Council at City Council meetings. Board/Commission members are invited to participate in public comment when City Council considers these items. **No change in policy directed by Council.**

3. Allow one member of each Board/Commission to participate in the appointment process for other members of their Board/Commission.

**Current Practice:** CP 7.2.19 provides the process for City Council to appoint Board and Commission members. **No change in policy directed by Council.**

4. Create a transportation commission or adjust the scope of an existing commission such as BPAC or Sustainability to include more transportation issues.

**Current Practice:** The City works closely with regional partners on transportation issues by appointing Councilmembers to Santa Clara County Expressway 2040, Valley Transportation Authority (VTA) and several VTA boards/committees, Caltrain Local Policy Maker Group. Council also appoints a Community Member to the VTA - Bicycle and Pedestrian Advisory Committee. In addition, the Sunnyvale Bicycle and Pedestrian Advisory Commission (BPAC) advises the City Council on bicycle and pedestrian issues. **A study issue may be proposed by Council on this topic.**

5. Expand Arts Commission to an Arts and Culture Commission.

**Council Direction:** Direct the Arts Commission to identify work plan items related to dynamic, interactive and literary art forms for 2025. Staff are incorporating this direction into the Arts Commission's draft work plan for the Commission's discussion.

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6. Expand scope of Heritage Preservation Commission to include more community engagement and Sunnyvale history.

**Current Practice:** The Heritage Preservation Commission scope includes advising capacity to the City Council and has certain decision- making authority on the restoration, maintenance and operation of heritage resources throughout the City. All Boards and Commissions are charged with providing a forum and opportunity for broad community input. **A study issue may be proposed by Council on this topic.**

7. Provide a clear method for Board/Commission Members to add agenda items that do not require staff support.

**Current Practice:** Board and Commission Members may suggest ideas to the Staff Liaison throughout the year for addition to an upcoming agenda. These items can also be included in the work plan each Board/Commission recommends to the City Council. The Sustainability Commission occasionally hears presentation items from its commissioners. These presentations are included in the Sustainability Commission's Work Plan approved by City Council. This process is available to other commissions. **No change in policy directed by Council.**

**Additional Council direction provided at Sept. 24, 2024 Council Meeting**

1. Increase the size of the Human Relations Commission from 5 to 7 members in time for the 2025 recruitment cycle.

**Status:** Council adopted a Resolution and approved a policy change on Oct. 29, 2024 to make this change

2. Direct staff to return with policy language to allow Board/Commission Members to respond to requests to meet with members of the public received by the respective Board/Commission AnswerPoint.

**Status:** Staff are reviewing Council Policy 7.2.19 *Boards and Commissions* and plan to return to Council with draft language in late 2024/early 2025.

3. Direct staff to schedule annual review by the City Council of the Board/Commission Application questions in the first quarter and to include the Board/Commission Application in the annual Joint Study Session between the City Council and Board/Commission Chairs and Vice Chairs.

**Status:** The Board and Commission Application and Reappointment Request Form are attached to the Nov. 19, 2024 Council Joint City Council Study Session with Board/Commission Chairs/Vice Chairs report. These documents will be scheduled for review with Council in the first quarter of 2024.