



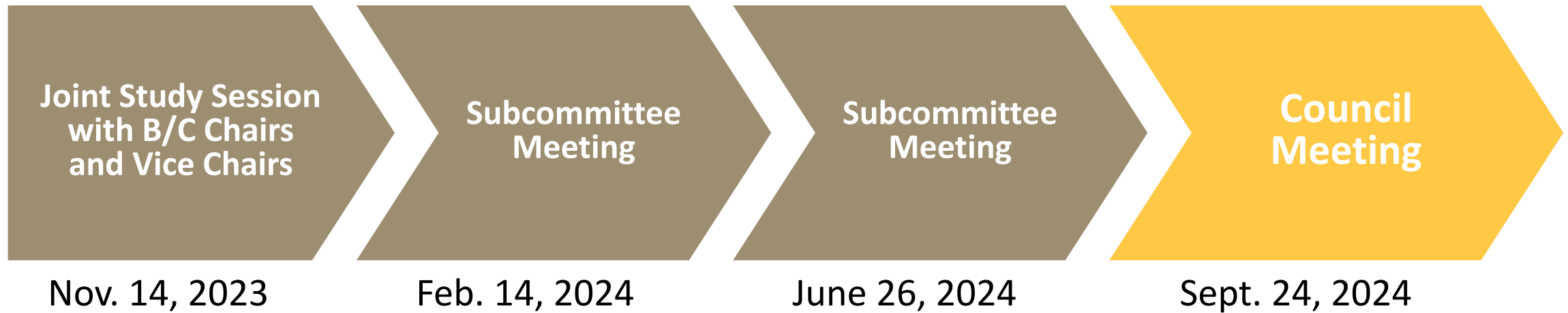
Sunnyvale

Recommendations from the Council Subcommittee on Boards & Commissions

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Sept. 24, 2024



Background



Operational Changes since Nov. 2023 Joint Study Session

Changes Completed

1. City Hall Parking Garage open/closed signs
2. Ensure draft presentations are shared before meetings
3. Ensure chair scripts are tailored for each meeting

Changes Completed (*cont.*)

4. Electronic copies of parliamentary procedure book purchased
5. Parliamentary procedure guidelines shared online
6. Feedback to Staff regarding level detail in meeting minutes

Operational Changes since Nov. 2023 Joint Study Session

Changes Underway or Planned

1. Incorporate role playing into new member training
2. Gather recorded examples of parliamentary procedure in action

No Change/ Not Implemented

1. Allow Board/Commission Members to participate remotely in their meetings
2. Addition of secure bicycle lockers or access to bicycle storage room

Policy Improvements or Modifications

Addressed by current policy or no Subcommittee recommended change

Addressed by Policy

1. Inter-Board/Commission communication regarding B/C generated Study Issues

Permitted via public comment

2. Provide B/C generated report when B/C and staff recommendations differ

Addressed via cover report detailing B/C recommendation

3. Add a method for B/C Members to add agenda items that do not require staff support

Addressed via coordination with Staff Liaison

Policy Improvements or Modifications *(continued)*

Addressed by current policy or no Subcommittee recommended change

Modified Change Recommended

- Allow one B/C Member to participate in interview/ appointment of other B/C Members

Address through input on application questions

- Expand Arts Commission to Arts and Culture Commission

Address through Work Plan direction

Potential Study Issue

1. Create a Transportation Commission or adjust existing B/C to include more transportation issues
2. Expand scope of Heritage Preservation Commission to include more community engagement and Sunnyvale history.

Subcommittee Recommendations

Operational Recommendations *(4 items)*

1. Board/Commission review of supplemental application questions every five years.
2. Provide training on how B/C Members can request to schedule a member led presentation.
3. Encourage B/C Chairs to update City Council after member led presentations.
4. Maintain current practice of accepting emails from the public via B/C AnswerPoints and forwarding to Members.

Subcommittee Recommendations

Policy Recommendations *(3 items)*

1. Allow the Arts Commission to identify work plan items related to dynamic, interactive and literary art forms for 2025.
2. Subcommittee consideration of increasing the size of the Human Relations Commission from five to seven members in early 2025.
3. Consider allowing board and commission members to respond to members of the public via email.

Policy Recommendation to City Council (1 of 3)

Policy Change Consideration

- Allow the Arts Commission to identify work plan items related to dynamic, interactive and literary art forms for 2025.

Staff Input

- If Council approves this recommendation, staff will communicate the recommendation to the Arts Commission. Adding items may require reducing other items.

Policy Recommendation to City Council (2 of 3)

Policy Change Consideration

- Subcommittee consideration of increasing the size of the Human Relations Commission from five to seven members in early 2025.

Staff Input

- A larger Commission would require additional staff capacity to communicate with and support but would broaden representation and input.
- Council could:
 - ◆ Direct this change tonight.
 - ◆ Schedule a Subcommittee meeting in 2025 to discuss increasing the size and refer back to the full Council again.

Policy Recommendation to City Council (3 of 3)

Policy Change Consideration

- Consider allowing board and commission members to respond to members of the public via email.


Staff Input

- Prohibition on Members directly responding to emails from the public stems from the Council Policy prohibiting B/C Members from representing their board or commission outside of public meetings.
- Numerous Pros and Cons are outlined in the Report to Council.

Alternatives

1. Direct the Arts Commission to identify work plan items related to dynamic, interactive and literary art forms for 2025.
2. Direct staff to return with required modified Council Policy documentation to increase the size of the Human Relations Commission from five to seven members.
3. Direct staff to work with the 2025 Council Subcommittee on Boards and Commissions to schedule an agenda item in early 2025 for the Subcommittee to consider a recommendation to the City Council increasing the size of the Human Relations Commission from five to seven members.

Alternatives *(continued)*

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4. Make changes to Council Policy 7.2.19 Boards and Commissions regarding Board and Commission representation of the City or other changes, **outline any changes**, and direct staff to return with modified Policy language.
 5. Provide alternative direction to staff.