



Sunnyvale

Joint Study Session with Board and Commission Chairs and Vice Chairs

David Carnahan, City Clerk
City Council, Nov. 18, 2025



Outstanding Items from Past Joint Study Session

Role-Playing Training

- New Commissioner Role Playing Training
 - ◆ This could be facilitated as part of new member orientation
 - ◆ City Clerk is working with the Office of the City Attorney to update a script from a past role-playing training.

Parliamentary Procedure Video

- Cut together a recording of parliamentary procedure in action.
 - ◆ This could be accomplished although will be time consuming. As time permits, staff will search for existing training resources.

Recent Policy Changes

Council Priority Projects replace Study Issues and Budget Proposals

Council Policy	Description of Changes
Council Policy 7.1.7 Budget Proposal Process	Deleted from manual
<u>Council Policy 7.2.19 Board and Commissions</u>	<u>See redline version</u>
<u>Council Policy 7.3.19 Council Meetings</u>	<u>See redline version</u>
<u>Council Policy 7.3.26 Council Priority Projects Process</u>	<u>See redline version</u>

November 18 Potential Policy Changes

[RTC No. 25-0912](#): Council Policy 7.2.19 Boards and Commissions

Proposed Revision: Update Q. Council Subcommittee to:

- Expand the role of a Council committee beyond consideration of bylaw amendments; and
- Replace a Standing Committee with an Ad Hoc Advisory Committee.

This change aligns with the City's recent use of this body, which is only convened on an as-needed basis. Any changes proposed by the Ad Hoc Committee would be referred to the full City Council for action.

Staff Recommendation

Approve changes to Council Policy 7.2.19 Boards and Commissions

Potential Future Topics for Subcommittee Consideration

Mayor may convene a subcommittee in early 2026

- Consider adding an excused absence justification for religious holidays/observations
- Consider a limit on number of excused absences
- Consider additional youth representation
- Consider scope of future Joint Study Sessions with B/C Chairs and Vice Chairs
- Consider holding Joint Study Session biennially
- Potential updates for implementation of [SB 707 Open meetings: meeting and teleconference requirements](#)
- Consider updates to each B/Cs' Scope of Work
- Consider updating guidance for meeting minutes



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Questions and feedback

