

2014 Master Work Plan

Arts Commission Annual Calendar

List all regularly scheduled board/commission meetings, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

MEETING DATE	AGENDA ITEM/ISSUE
January 15	
February 19	<ul style="list-style-type: none"> • Approve Master Work Plan
March 19	
April 16	<ul style="list-style-type: none"> • Hands on the Arts (HOTS), Sunnyvale Community Center May 17, 2014
May 21	
June 18	
July 16	<ul style="list-style-type: none"> • Election of Officers
August 20	<ul style="list-style-type: none"> • Propose Study Issues
September 17	<ul style="list-style-type: none"> • Final month to propose Study Issues • Council Special Order of the Day (SOD) & Proclamation: October is National Arts and Humanities Month
October 15	<ul style="list-style-type: none"> • Rank Study Issues
November 19	<ul style="list-style-type: none"> • Final month to rank Study Issues • Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials
December 17	

Additional items yet to be scheduled:

1. Art in Private Development (AIPD) projects that occur throughout the year
2. Review Recommended Budget - Special Joint Study Session (6 p.m.) and Meeting (7 p.m.) with Arts Commission and Parks & Recreation Commission

2014 Master Work Plan Bicycle and Pedestrian Advisory Commission Annual Calendar

Meeting Date	Agenda Item/Issue
January 16	2014 BPAC Work Plan/Calendar Lawrence Expressway Grade Separations Study – Consideration of Conceptual Alternatives Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials DPS Office of Traffic Safety Grant Proposal
February 20	Council Ranking of Study Issues (Information item) Annual Slurry Seal List
March 20	Transportation Development Act (TDA) Funding Recommendation 2013/14 Pavement Rehabilitation List(Information item) Utility Bill Insert Concepts
April 17	Utility Bill Insert Concepts Study Issue Brainstorming Bike to Work Day Planning Review of Park Dedication Fund Project List Climate Action Plan
May 15	Review of the Detailed Two-Year Budget Expressway Plan 2040
June 19	Utility Bill Stuffer
July 17	Lawrence Station Area Plan Election of Officers

Meeting Date	Agenda Item/Issue
August 21	Consideration of Candidate Study Issues Peery Park Specific Plan
September 18	Study and Budget Issues Finalization
October 16	Annual reporting on collisions involving pedestrians and cyclists (information item)
November 20	Ranking of Study Issues
December 18	Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

2014 Master Work Plan Board of Library Trustees Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 6	
February 3	<ul style="list-style-type: none"> • Finalize Workplan Calendar for 2014 • Review of Library Fee Schedule
March 3	<ul style="list-style-type: none"> • Study Issues • Day in the District
April 7	<ul style="list-style-type: none"> • National Library Week
May 5	
May 19 (Special Meeting)	<ul style="list-style-type: none"> • National Library Week Feedback • Review Recommended Budget
June 2	
July 7	<ul style="list-style-type: none"> • Election of Officers • Study Issues
August 4	
September 8	
October 6	<ul style="list-style-type: none"> • Community Condition Indicators • Sunnyvale Library Comparative Data
November 3	<ul style="list-style-type: none"> • Final month to rank Study Issues (if any) • Preliminary Discussion of 2015 Workplan Calendar • Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials
December 1	

Additional items yet to be scheduled:

2014 Master Work Plan

Heritage Preservation Commission Annual Calendar

Meeting Date	Agenda Item/Issue
January 8	Review of the Code of Ethics Discussion and Adoption of FINAL 2014 Work Plan
February 5	Commission Special Meeting, if needed
March 5	Heritage Preservation Routine Items Report on 2014 City Council Study Issues Workshop
April 2	Commission Special Meeting, if needed
May 7	Heritage Preservation Routine Items Review of Budget and Fees
June 4	Commission Special Meeting, if needed
July 2	Selection of Chair and Vice Chair Heritage Preservation Routine Items Discussion of Potential Study Issues for 2015
August 6	Commission Special Meeting, if needed
September 3	Heritage Preservation Routine Items Discussion of Potential Study Issues for 2015
October 1	Commission Special Meeting, if needed
November 5	Selection and Ranking of Potential Study Issues for 2015 Annual Review of the Code of Ethics
December 3	Commission Special Meeting, if needed
January 7, 2015	Discussion and Adoption of Final 2015 Work Plan

- Shaded schedule meetings are reserved if needed to review applications and discuss special business.
- Study Issues to be scheduled as necessary.

2014 Master Work Plan

Housing and Human Services Commission Annual Calendar

Meeting Date	Agenda Item/Issue
January 15*	<ol style="list-style-type: none"> 1. Review Draft Request for Proposals for 2014 CDBG Capital/Housing Projects 2. Approve Master Work Plan
February 26	Presentations: Capital Project Funding Proposals. <ol style="list-style-type: none"> 1. Review Draft Request for Proposals for Housing Mitigation Funds.
March 26	Presentations: Housing Mitigation Fund Project Proposals <ol style="list-style-type: none"> 1. Public Hearing: CDBG Capital Project Funding Recommendations
April 23	<ol style="list-style-type: none"> 1. Public Hearing: Draft FY 2014-15 HUD Action Plan 2. Public Hearing: Proposed Housing Mitigation Fund Affordable Housing Project Awards.
May 28	<ol style="list-style-type: none"> 1. Public Hearing: Review Draft 2015 Housing Element Update 2. Consider Request from Sunnyvale Community Services for Loan Modification.
June	<i>No meeting</i>
July 23	<ol style="list-style-type: none"> 1. Election of Officers for FY 2014-2015
August	<i>No meeting</i>
September 24	<ol style="list-style-type: none"> 1. Propose and/or review new Study Issues and Budget Issues 2. Public Hearing: Review of Consolidated Annual Performance Evaluation Report (CAPER) on CDBG and HOME grants.
October 22	<ol style="list-style-type: none"> 1. Public Hearing: Priority and Unmet Needs for Human Services and Recommendation to Council 2. Public Hearing: Review Final Draft Housing Element Update
November 19*	<ol style="list-style-type: none"> 1. Review Draft Request for Proposals for FY 2015-16 and FY 2016-17 CDBG Human Services Grants and FY 2015-16 CDBG/HOME Capital Project Loans 2. Rank Study Issues 3. Annual Review of Code of Ethics
December	<i>No meeting</i>

* Special Meetings

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Parks and Recreation Commission Annual Calendar

List all regularly scheduled board/commission meetings, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

MEETING DATE	AGENDA ITEM/ISSUE
January 8	
February 12	<ul style="list-style-type: none"> • 2014 Study Issue update • Park Dedication Fund Review • Master Work Plan Review
March 12	<ul style="list-style-type: none"> • Construction Agreement with Irvine Company for Construction of a Tot Lot at Swegles Park • Approve Master Work Plan
April 9	<ul style="list-style-type: none"> • Presentation – Teen Advisory Committee • Presentation – Review of City Budget Process • Power Purchase Agreements for Alternative Energy Allocation (Study Issue) • Urban Forestry Management Plan • Hands on the Arts (HOTS), Community Center, May 17 • Fit and Fun Fair, Columbia Neighborhood Center, April 26
May 14	<ul style="list-style-type: none"> • Review Recommended Budget
June 11	<ul style="list-style-type: none"> • Recognition of Service • Council Special Order of the Day (SOD) & Proclamation: July is Parks and Recreation Month • Recreational Hunting and Safe Access to Open Space (Study Issue) • Seven Seas Grand Opening
July 9	<ul style="list-style-type: none"> • Election of Officers
August 13	<ul style="list-style-type: none"> • Propose Study Issues • State of the City, Sept 13, 2014
September 10	<ul style="list-style-type: none"> • Feasibility of Entering into a Joint-Use Agreement with the Santa Clara Unified School District for Open Space Areas at Peterson Middle School (Study Issue) • Final month to propose Study Issues
October 8	<ul style="list-style-type: none"> • Rank Study Issues • Review of Park Use Policies and Related User Fees (Study Issue)
November 12	<ul style="list-style-type: none"> • Final month to rank Study Issues • Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials • Ban on the Use of Gas-powered Leaf Blowers (Study Issue)
December 10	

Additional items yet to be scheduled:

1. Orchard Heritage Park CIP Conceptual Plan
2. Lakewood Park CIP Conceptual Plan

2014 Master Work Plan

Personnel Board Annual Calendar

Calendar Year: 2014

Personnel Board meetings are held only as necessary.

Meeting Date	Agenda Item/Issue
January 20, 2014	Meeting not held
February 17, 2014	Meeting not held
March 17, 2014	Meeting not held
April 21, 2014	Approve Master Work Plan
May 19, 2014	
June 16, 2014	
July 21, 2014	Election of Chair & Vice Chair
August 18, 2014	
September 15, 2014	Final month to propose Study Issues (Due to City Manager by October 1 st)
October 20, 2014	
November 17, 2014	Final Month to Rank Study Issues (if any)
December 15, 2014	Final month for Annual Review of City Code of Ethics and Conduct for Elected and Appointed Officials

Additional items yet to be scheduled:

The Personnel Board's Agenda might include Employee Suggestions. Other agenda topics could include Employee Disciplinary Actions and Appeal Hearings. The Personnel Board liaison will inform Council of any opportunity for contact as opportunities arise.

2014 Master Work Plan

Planning Commission Annual Calendar

Meeting Date	Agenda Item/Issue
January 13	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Design Guidelines for Bird-Safe Buildings
January 27	Meeting Cancelled
February 10	Meeting Cancelled
February 24	SS Routine Planning Items PH Routine Planning Items
March 3	Special Meeting – 8 p.m. PH Routine Planning Items
March 10	No Study Session PH Routine Planning Items PH Study Issue – R-3 Height Requirements
March 24	SS Routine Planning Items PH Routine Planning Items PH Approve Master Work Plan PH Study Issue – Off-Site Parking
March 26-28	Training - League of CA Cities Planning Commissioners Academy San Francisco, CA
April 14	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Green Building Update PH GPI - Watt/Spansion & other GPI placeholder
April 28	SS Routine Planning Items PH Routine Planning Items PH <i>Climate Action Plan</i>

Meeting Date	Agenda Item/Issue
May 12	SS <i>Joint Study Session w/ HHSC re: Housing Element</i> PH Routine Planning Items PH Review Recommended Budget
May 20	<i>Joint Study Session w/ City Council</i> <i>Re: Balanced Growth Profile and General Plan</i>
May 28 (Wednesday)	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Zoning Code Retooling, Phase 1
June 9	SS Routine Planning Items PH Routine Planning Items PH <i>Draft Housing Element</i>
June 23	SS Routine Planning Items PH Routine Planning Items <i>Recognition of Commission members</i>
July 14	SS Routine Planning Items PH Routine Planning Items PH <i>Sign Code Revisions</i> PH Election of Officers PH GPI placeholder
July 28	SS Routine Planning Items PH Routine Planning Items
August 11	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Increase Notice and Submittal Requirements for Taller Projects

Meeting Date	Agenda Item/Issue
August 25	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Appeal Process for Land Use Projects
September 8	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Zoning Code Retooling, Phase 2
September 22	SS Routine Planning Items PH Routine Planning Items PH Study Issue – Review City Policies Governing Housing Density PH Study Issue – Peery Park Specific Plan PH Final Month to Propose Study Issues PH GPI placeholder
October 13	SS Routine Planning Items PH Routine Planning Items
October 27	SS Routine Planning Items PH Routine Planning Items
November 10	SS Routine Planning Items PH Routine Planning Items PH Final Month to Rank Study Issues
November 24	SS Routine Planning Items PH Routine Planning Items
December 8	SS Routine Planning Items PH Routine Planning Items PH Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

Additional items yet to be scheduled:

- Training will be scheduled based on workload of routine planning applications

- Schedules are subject to change.
- Update to Precise Plan for El Camino Real
- Land Use and Transportation Element (LUTE)

2014 Master Work Plan

Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January	
February	
March	<ul style="list-style-type: none"> • Approve Master Work Plan
April	<ul style="list-style-type: none"> • PPAs for Alternative Energy Allocation • Climate Action Plan
May	<ul style="list-style-type: none"> • Review City Manager's Recommended Budget
June	<ul style="list-style-type: none"> • Review of Study Issue Process • Propose Study Issues (Due to City Manager by October 1)
July	<ul style="list-style-type: none"> • Election of Officers • Propose Study Issues (Due to City Manager by October 1)
August	<ul style="list-style-type: none"> • Propose Study Issues (Due to City Manager by October 1)
September	<ul style="list-style-type: none"> • Propose Study Issues (Due to City Manager by October 1)
October	<ul style="list-style-type: none"> • Rank Study Issues
November	<ul style="list-style-type: none"> • Rank Study Issues • Ban on the Use of Gas-powered Leaf Blowers • Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials
December	

Additional items yet to be scheduled:

- Ecodistrict Feasibility and Incentives
- Community Choice Aggregation
- Community and Operational Greenhouse Gas Inventory