

## Memorandum

Date: 12/7/2017

To: Councilmembers

From: Teri Silva, Interim Assistant City Manager

Subject: Council 2018 Intergovernmental Assignments- Preparation for December 12

**Study Session** 

In preparation for the December 12, 2017 Study Session, please see the attached list of current IGR assignments for Council to review and discuss for the appointments made on January 9, 2018.

To facilitate your discussion, Councilmembers who have expressed their interest in retaining current appointments remain listed under their current assignments. If there is no interest in reappointment, the field is left blank. Councilmembers are encouraged to seek appointment to those assignments which match their interests.

The list contains the following appointments:

- 1. Appointments Made by Council: Assignments that are at the discretion of Council.
- 2. **Appointments Made by Mayor:** Assignments appointed by the Mayor.
- 3. **Appointments Made by Outside Agencies:** Assignments that are proposed to be ratified by Council during the January 9, 2018 Council Meeting. Assignments included in this section are those where the Councilmember has, in accordance with City Policy, advised staff in advance. All Outside Agency appointments must be ratified by Council before the respective appointee(s) are officially approved to serve on those assignments.

Additionally, two Ad-Hoc Committees have been proposed for dissolution:

- 1) El Camino Real Corridor Plan Advisory Committee Appointment Committee
- 2) Sunnyvale Brand Committee

The IGR Assignments Review Forms for each Councilmember have been included in this packet for reference as Attachment 2.

#### **ATTACHMENTS**

- 1. 2018 Appointments for Consideration by Council
- 2. IGR Assignment Review Forms and supporting documentation

# 2018 Appointments for Consideration by Council

Every year the City Council reviews three types of appointments, as follows:

- 1. <u>Appointments Made by Council</u>: Assignments that are at the discretion of the Council and are proposed to be ratified during the January 9, 2018 Council Meeting.
  - a. **Community Member Appointments:** Council may appoint a non-Councilmember to represent the City's interest on an intergovernmental body.

Committee	2016 Community Member Appointee	Term Expires
VTA- Bicycle and Pedestrian Advisory Committee	David Simmons	6/30/2018
Sourcewise (formerly Advisory Council to the Council on Aging)	Martin Rawson	6/30/2019

b. **Board and Commission Liaison Assignments**: Assignments are on a set biannual rotation; Council can either reaffirm current rotation or change.

Dates	City Council Seat	Board/Commission	Meeting Dates	Time
	1	Parks and Recreation Commission	2nd Wednesday	7:00 pm
Jan-	2	Sustainability Commission	3rd Monday	7:00 pm
Jun	3	Art Commission	3rd Wednesday	7:00 pm
2018	4	Bicycle and Pedestrian Advisory Commission	3rd Thursday	6:30 pm
	5	Board of Library Trustees	1st Monday	7:00 pm
	6	Heritage Preservation Commission	1st Wednesday	7:00 pm
	7	Housing and Human Services Commission	4th Wednesday	7:00 pm

Dates	City Council Seat	Board/Commission	Meeting Dates	Time
	1	Sustainability Commission	3rd Monday	7:00 pm
Jul-	2	Art Commission	3rd Wednesday	7:00 pm
Dec	3	Bicycle and Pedestrian Advisory Commission	3rd Thursday	6:30 pm
2018	4	Board of Library Trustees	1st Monday	7:00 pm
	5	Heritage Preservation Commission	1st Wednesday	7:00 pm
	6	Housing and Human Services Commission	4th Wednesday	7:00 pm
	7	Parks and Recreation Commission	2nd Wednesday	7:00 pm

c. Council Subcommittees- Standing Committees: Three standing Council subcommittees are set to continue into 2018 unless otherwise directed by Council. Standing committees exist with a set membership unless and until modified by the Council.

Subcommittees	Date Formed	Current Appointees Requesting Re- appointment
Subcommittee of Board & Commission Bylaws	3/23/10	<ol> <li>Hendricks</li> <li>Melton</li> <li>Larsson</li> </ol>
Community Event and Neighborhood Grant Distribution Subcommittee	9/14/10	1. Melton 2. Smith 3. Klein
Standing Subcommittee to Discuss Issues of Mutual Interest with Local School Districts  >Santa Clara Unified School District	2/25/14	Hendricks     Melton
>Sunnyvale Elementary School District		1. Klein 2. Goldman
>Fremont Union High School District		Griffith     Smith
>Cupertino Union School District		<ol> <li>Larsson</li> <li>Melton</li> </ol>

# d. **External IGR Appointments**: Appointments made to local intergovernmental agencies.

Agency	Committee	Current Appointees Requesting Re-appointment	Term Expires
Association of Bay Area Governments (ABAG)	General Assembly	Klein	1/18
Bay Area Water Supply and Conservation Agency (BAWSCA)	Board of Directors	Larsson	6/19
Santa Clara County Expressway 2040	County Expressway 2040 PAB	Melton	1/18
Policy Advisory Board (PAB)	County Expressway 2040 PAB, Alternate	Klein	1/18
Grand Boulevard Initiative	Grand Boulevard Initiative Task Force	Goldman	1/18
	Grand Boulevard Initiative Task Force, Alternate	Smith	1/18
North Valley (NOVA) Job Training Consortium Workforce Board	Nomination Committee	Larsson	1/18
Moffett Field	Restoration Advisory Board (RAB)	Melton	1/18
San Francisco Bay Area Regional Water System Financing Authority (RFA)	Board of Directors	Larsson	6/19
South Bay Salt Ponds Restoration	South Bay Salt Ponds Restoration Project Stakeholders	Hendricks	1/18
Silicon Valley Clean Energy Authority (SVCEA)	Board of Directors		
	Board of Directors, Alternate	Smith	1/18
Valley Transportation Authority (VTA)	Board of Directors	Hendricks	1/18
	State Route (SR) 85 Corridor Policy Advisory Board (PAB)	Klein	1/18
	State Route (SR) 85 Corridor Policy Advisory Board (PAB), Alternate	Melton	1/18
	Policy Advisory Committee (PAC)	Larsson	1/18
	Policy Advisory Committee (PAC), Alternate	Smith	1/18
	El Camino Real Rapid Transit Policy Advisory Board (PAB)	Smith	1/18
	El Camino Real Rapid Transit Policy Advisory Board (PAB), Alternate	Goldman	1/18
Water Emergency Transportation Authority	Water Emergency Transportation Authority Community Advisory Committee	Hendricks	1/18
Santa Clara Valley Water District	Water Commission	Smith	1/19
(SCVWD)	Water Commission, Alternate	Klein	1/19

- 2. <u>Appointments Made by Mayor</u>: Assignments that are to be appointed by Mayor.
  - a. **External IGR Appointments:** The Mayor may appoint Councilmembers to various local intergovernmental agencies.

Agency	Committee	Current Appointees Requesting Re-appointment	Term Expires	
Caltrain Modernization Project	Local Policy Advisory Group [M]	Smith	1/18	
	Local Policy Advisory Group, Alternate [M]	Larsson	1/18	
Cities Association of Santa Clara County (CASCC)	Board of Directors [M]	Klein	1/18	
	City Selection Committee [M]	Klein	1/18	
	Legislative Action Committee (LAC) [M]	Klein	1/18	
South Bay Military Affairs Council	Military Affairs Council [M]	Hendricks	1/18	
Santa Clara Valley Water District (SCVWD)	Recycled Water Joint Committee [M]	Melton	1/18	
	Recycled Water Joint Committee [M]	Larsson	1/18	
Silicon Valley Regional Interoperability Authority (SVRIA)	Silicon Valley Regional Interoperability Authority (SVRIA), Alternate [M]	Melton	6/19	
City of San Jose/ San Jose Mineta Airport	Ad Hoc Advisory Committee on South Flow Arrivals, Chair [M]	Hendricks	4/18	
	Ad Hoc Advisory Committee on South Flow Arrivals, Alternate [M]	Klein	4/18	

b. **Council Subcommittees- Ad-Hoc Committees**: The Mayor may create ad hoc committees of the Council to assist in particular matters as they arise. Members of the committee shall be appointed by the Mayor. Those marked with an asterisk (\*) have been recommended for dissolution.

Ad-Hoc Committee		Current Appointees Requesting Re-appointment		
Performance Evaluation Tools and Recruitment Process for the City Manager and City Attorney	8/13/13	Griffith     Hendricks     Melton		
El Camino Real Corridor Plan Advisory Committee Appointment Committee*	3/17/15	<ol> <li>Hendricks</li> <li>Smith</li> <li>Goldman</li> </ol>		
Civic Center Core Team Subcommittee	3/19/15	<ol> <li>Larsson</li> <li>Goldman</li> <li>Hendricks</li> </ol>		
Sunnyvale Brand Subcommittee*	3/4/16	<ol> <li>Hendricks</li> <li>Larsson</li> <li>Vacant</li> </ol>		
CAP 2.0 Community Advisory Committee Appointment Committee	6/20/17	<ol> <li>Larsson</li> <li>Klein</li> <li>Smith</li> </ol>		

- c. **Community Member Advisory Task Forces:** There are currently no Community Member Advisory Task Forces.
- d. Mayor's Task Force: There are currently no Mayor Task Forces.

3. <u>Appointments Made by Outside Agencies</u>: Assignments that are proposed to be ratified by Council during the January 9, 2018 Council Meeting. Assignments included in this section are those where the Councilmember has, in accordance with City Policy, advised staff in advance. All Outside Agency appointments must be ratified by Council before the respective appointee(s) are officially approved to serve on those assignments.

Agency	Committee	Current Appointees Requesting Re-appointment	Term Expires
Santa Clara County Airport Land-Use Commission (ALUC)	Airport Land-Use Commission	Hendricks	5/20
	Airport Land-Use Commission, Alternate	Melton	5/20
Local Agency Formation Commission (LAFCO) of Santa Clara County	LAFCO, Alternate	Melton	5/20
League of California Cities (LCC)	Housing, Community and Economic Development Policy Committee, Peninsula Division Representative	Smith	1/19
	Women's Caucus Board Member	Smith	1/19
Santa Clara County Emergency Operational Area Council (OAC)	Central County Cities Seat	Melton	9/19
Santa Clara County Recycling and Waste Reduction Commission	Santa Clara County Recycling and Waste Reduction Commission, Vice-Chair	Griffith	1/22
Cities Association of Santa Clara County (CASCC)	Southern Peninsula/South Bay Community Roundtable Ad Hoc Committee	Klein	1/18
Santa Clara County Measure A (2016 Housing Bond)	Independent Citizen's Oversight Committee	Hendricks	2/19

Appointments Made by Outside Agencies: An indication on this form to "keep" an existing appointment will not initiate the application process. Councilmembers wishing to keep appointments made by outside agencies should inquire with the appointing agency regarding its application process and timelines. Outside agency appt. [OA]; Ratification Pending [RP]; CASCC appt. [CASCC]; Mayoral appt. [M] Term Committee Appointments Made By: Assignment Ехр Mayor Council Outside Keep Drop Agencies: SEAT 1 - VICE MAYOR GUSTAV LARSSON Bay Area Water Supply and Conservation Agency (BAWSCA) 6/19 Ø Х Board of Directors North Valley (NOVA) Job Training Consortium Workforce Board 1/18 Х Nomination Committee San Francisco Bay Area Regional Water System Financing Authority (RFA) 6/19 Ø Х Board of Directors Valley Transportation Authority (VTA) Ø 1/18 Х Policy Advisory Committee (PAC) Santa Clara Valley Water District (SCVWD) 1/18 Х Z Recycled Water Joint Committee [M] CalMod Local Policy Maker Group (formerly Caltrain Modernization Project Policy Advisory Group 1/18 Х CalMod LPMG [M], Alternate Standing Subcommittees/ Ad-Hoc Committees/ Task Forces 1/18 Х Subcommittee of Board & Commission Bylaws Standing Subcommittees to Discuss Issues of Mutual Interest with 1/18 Χ Local School Districts: Cupertino Unified School District Χ 1/18 Civic Center Core Team Subcommittee Χ 1/18 Sunnyvale Brand Subcommittee

Other Requested Appointments:	None	
Councilmember Signature:	enter Lern	Date: 11/10/17

# **Jennifer Nunez**

From:

Gustav Larsson

Sent:

Wednesday, November 15, 2017 3:11 PM

To:

Jennifer Nunez

Subject:

Re: Ad Hoc Subcommittee to Select CAP 2.0 Community Advisory Committee

Hi Jennifer,

Yes, I would like to keep this assignment.

Thanks. Gustav

From: Jennifer Nunez

Sent: Wednesday, November 15, 5:54 PM

Subject: Ad Hoc Subcommittee to Select CAP 2.0 Community Advisory Committee

To: Jennifer Nunez

# Councilmembers,

In your IGR review form, this assignment was inadvertently left out.

Please confirm via reply to this email if you wish to keep this appointment for next year and I will add to your review form.

My apologies for the error.

# Thank you!



Follow us on:







**JENNIFER** 

NUÑEZ

Executive Assistant – Mayor & City Council

Appointments Made by Outside Agencies: An indication on this form to "keep" an existing appointment will not initiate the application process. Councilmembers wishing to keep appointments made by outside agencies should inquire with the appointing agency regarding its application process and timelines. Outside agency appt. [OA]; Ratification Pending [RP]; CASCC appt. [CASCC]; Mayoral appt. [M] Committee Term Appointments Made By: Assignment Exp Mayor Council Outside Keep Drop Agencies: SEAT 2 - MAYOR GLENN HENDRICKS South Bay Salt Ponds Restoration Project 1/18 Χ South Bay Salt Ponds Restoration Project Stakeholders Water Emergency Transportation Authority Water Emergency Transportation Authority Community Advisory 1/18 Committee South Bay Military Affairs Council 1/18 Χ Military Affairs Council [M] Santa Clara County Airport Land-Use Commission (ALUC) 5/20 Χ Airport Land-Use Commission \* [OA, CASCC] Valley Transportation Authority (VTA) Board of Directors 1/18 Х Santa Clara County Measure A (2016 Housing Bond) Independent Citizen's Oversight Committee Santa Clara County Measure A (2016 Housing Bond) Independent Citizen's Oversight Committee [OA, CASCC] 2/19 X City of San Jose/San Jose Mineta Airport  $\overline{X}$ Ad Hoc Committee on South Flow Arrivals, Primary [M] 2/18 Standing Subcommittees/ Ad-Hoc Committees/ Task Forces Subcommittee of Board & Commission Bylaws (Chair) 1/18 Х Standing Subcommittees to Discuss Issues of Mutual Interest with  $\boxtimes$ Local School Districts: Santa Clara Unified School District 1/18 Х Performance Evaluation Tools and Recruitment Process for the City Attorney and City Manager 1/18 Х El Camino Real Corridor Plan Advisory Committee Appointment X Committee CAN せんら 1/18 Х 凶 Civic Center Core Team Subcommittee 1/18 Х Sunnyvale Brand Subcommittee Cay Hus and? 1/18 Х

Other Requested Appointments:			
	2 / 40		
Councilmember Signature:	M	Date:	11-27-17

Appointments Made by Outside Agencies: An indication on this form to "keep" an existing appointment will not initiate the application process. Councilmembers wishing to keep appointments made by outside agencies should inquire with the appointing agency regarding its application process and timelines. Outside agency appt. [OA]; Ratification Pending [RP]; CASCC appt. [CASCC]; Mayoral appt. [M] Committee Term Appointments Made By: Assignment Ехр Outside Drop Mayor Council Keep Agencies: **SEAT 3 - JIM GRIFFITH** Cities Association of Santa Clara County (CASCC) 1/18 Х Executive Board, Past President [OA, CASCC] Silicon Valley Clean Energy Authority (SVCEA) 1/18 Х **Board of Directors** Santa Clara County Recycling and Waste Reduction Commission Santa Clara County Recycling and Waste Reduction Commission 1/22 V X [OA, CASCC] Standing Subcommittees/ Ad-Hoc Committees/ Task Forces Standing Subcommittees to Discuss Issues of Mutual Interest with Ø Local School Districts: Fremont Union High School District 1/18 X Performance Evaluation Tools and Recruitment Process for the V City Attorney and City Manager 1/18 X

Councilmember Signature:	ames (Dulatt	Date: 11/29/17

Appointments Made by Outside Agencies: An indication on thi	s form to	'keep" an e	xisting appo	ointment will	not initiat	e the
application process. Councilmembers wishing to keep appointmen agency regarding its applicati	ts made b	y outside a	igencies sh	ould inquire	with the a	ppointing
Outside agency appt. [OA]; Ratification Pending [F	RP]; CAS	CC appt. [C	:::ASCC]; Ma	yoral appt. [	M]	
Committee	Term	Appoi	ntments Ma	ade By:		
Assignment	Exp	Mayor	Council	Outside	Keep	Drop
				Agencies:		
SEAT 4 - LARRY KLEIN		Para sala				
Association of Bay Area Governments (ABAG)					0.00	
General Assembly	1/18		х		Ø	
Valley Transportation Authority (VTA)				1.79		
State Route (SR) 85 Corridor Policy Advisory Board (PAB)	1/18		х		Ø	
Santa Clara Valley Water District (SCVWD)						
Water Commission, Alternate Would drop if someone else interes	ed1/18		x		Ø	
Cities Association of Santa Clara County (CASCC) As of last	week's	mtg, appo	inted to E	xecutive B	oard (Tre	asurer)
Board of Directors [M]	1/18	X			W	L
Legislative Action Committee (LAC) [M]	1/18	Х			Ø	
City Selection Committee [M]	1/18	Х			Ø	
Ad hoc Committee on South Bay/Peninsula Aircraft Noise [OA, CASCC]	1/18			х	Ø	
Santa Clara County Expressway 2040 Policy Advisory Board (PAB)						
Expressway 2040 PAB, Alternate	1/18		Х			Ø
City of San Jose/ San Jose Mineta Airport						
Ad Hoc Committee on South Flow Arrivals, Alternate [M]	2/18	X			Ø	
Standing Subcommittees/ Ad-Hoc Committees/ Task Forces			<del></del>	<del></del>		
Community Event Grant Distributions	1/18		х		Ø	
Standing Subcommittees to Discuss Issues of Mutual Interest with Local School Districts: Sunnyvale Elementary School District	1/18		x		Ø	

Council Subcommittee CAP2.0 Member (temporary); will continue to serve in case additional issues.

Other Requested Appointments:			
			_
Councilmember Signature:	Larry Klein	Date: <u>Nov-15-2017</u>	

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1/18

X

Other Requested Appointments:	
Councilmember Signature:	Date: \\\\/27/2017

City Attorney and City Manager

### **Jennifer Nunez**

From:

Russ Melton

Sent:

Monday, November 27, 2017 10:27 AM

To:

Jennifer Nunez

Subject:

Re: 2018 Council IGR Assignments Review Form

Hi Jennifer, I would like to keep all of my assignments.

Russ

Russ Melton

Sunnyvale City Councilmember, Seat #5

City Email: MeltonCouncil@sunnyvale.ca.gov Personal Email: russell.w.melton@gmail.com

Cellphone: (650) 455-1163

Facebook: @RussMeltonSunnyvale

From: Jennifer Nunez

Sent: Friday, November 10, 2017 2:28:05 PM

To: Russ Melton

Subject: 2018 Council IGR Assignments Review Form

Good afternoon Russ,

Please see attached your 2018 Intergovernmental Assignments Review Form. Please review and indicate those assignments you wish to keep and/or drop, including those appointments made by the Mayor. The form will be provided to Mayor Hendricks for review purposes as well as to inform the Council appointment process in January and may be included as an attachment in the Report to Council.

Please sign and return the completed form by Monday, November 27. Thank you and please let me know if you have any questions.



JENNIFER NUÑEZ
Executive Assistant – Mayor & City Council
Office of the City Manager

Phone (Direct): 408-730-7913

Mayor & Council (Main): 408-730-7473

Sunnyvale.ca.gov

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Appointments Made by Outside Agencies: An indication on this form to "keep" an existing appointment will not initiate the application process. Councilmembers wishing to keep appointments made by outside agencies should inquire with the appointing agency regarding its application process and timelines. Outside agency appt. [OA]; Ratification Pending [RP]; CASCC appt. [CASCC]; Mayoral appt. [M] Committee Term Appointments Made By: Assignment Ехр Mayor Council Outside Keep Drop Agencies: SEAT 6 - NANCY SMITH Valley Transportation Authority (VTA) Policy Advisory Committee (PAC), Alternate 1/18 Х Ø El Camino Real Rapid Transit Policy Advisory Board (PAB) 1/18 Х Ø Silicon Valley Clean Energy Authority (SVCEA) Board of Directors, Alternate 1/18 Х Ø Santa Clara Valley Water District (SCVWD) Water Commission 1/18 Х M CalMod Local Policy Maker Group (formerly Caltrain Modernization Project Policy Advisory Group CalMod LPMG [M] 1/18 Χ Ø Grand Boulevard Task Force Grand Boulevard Task Force, Alternate 1/18 Χ 团 Standing Subcommittees/ Ad-Hoc Committees/ Task Forces Community Event Grant Distributions 1/18 Х Standing Subcommittees to Discuss Issues of Mutual Interest with Local School Districts: Fremont Union High School District M 1/18 Х El Camino Real Corridor Plan Advisory Committee Appointment Committee  $\mathbf{M}$ 1/18 Х CAP 2.0 Community Advisory Committee Appointment Committee Ø 1/18 Χ

Other Requested Appointments: 51/100 Valley Clean Energy Authority Primary assignment	
Two others provided by email to Jennifer Nuñoz: Member of the Board for the Housing, Community, and	!
_ Colifornia League of Cotics Women's Causes on 10CC Economic Development Poli	cy
Councilmember Signature: Many C First Date: 11/28/2017 Committee	

# Jennifer Nunez

From:

Nancy Smith

Sent:

Monday, November 27, 2017 9:24 AM

To:

Jennifer Nunez

Subject:

Re: 2018 Council IGR Assignments Review Form

Hi Jennifer,

I've reviewed the list and, along with the Grand Boulevard Initiative, would like to continue in my current assignments, possibly taking a step from Alternate to primary where applicable. The opportunities have been a good match for my interests.

In addition, I have been appointed to the following two roles in outside agencies:

- Member of the Board of the Women's Caucus of the League of California Cities. (already appointed in September)
- Division représentative on the Housing, Community and Economic Development Policy Committee for the League of California Cities

NANCY SMITH
City Councilmember
City of Sunnyvale

Phone: 408-455-8672

From: Jennifer Nunez

Sent: Friday, November 10, 2017 2:30 PM

To: Nancy Smith

Subject: 2018 Council IGR Assignments Review Form

Good afternoon Nancy,

Please see attached your 2018 Intergovernmental Assignments Review Form. Please review and indicate those assignments you wish to keep and/or drop, including those appointments made by the Mayor. The form will be provided to Mayor Hendricks for review purposes as well as to inform the Council appointment process in January and may be included as an attachment in the Report to Council.

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