



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Approve 2017 Board and Commission Master Work Plans

#### **DISCUSSION**

The City's boards and commissions have developed work plans (see Attachment 1) to reflect Council's priorities following Council approval of the Council-ranked study issue presentation dates on March 28, 2017. Additionally, each department has reviewed the proposed Master Work Plans for alignment to each commission's mission and focus area. These work plans are submitted annually for Council approval. The proposed work plans list regularly scheduled board and commission meetings and include the annual review of the City's Code of Ethics and Conduct for Elected and Appointed Officials, specific study issues, and routine assignments specific to each board or commission.

#### **EXISTING POLICY**

Council Policy 7.2.19 Boards and Commissions, Section 2.I.(I)(a) Work Plans: Each board and commission shall create an Annual Work Plan which is a 12-month calendar of the policy issues the board/commission will be acting on during the year.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378 (b) (5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### **FISCAL IMPACT**

There is no fiscal impact as a result of approving the master work plans.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

#### **RECOMMENDATION**

Approve the 2017 master work plans as submitted.

Prepared by: Lisa Natusch, Deputy City Clerk

Reviewed by: Walter C. Rossmann, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

**ATTACHMENT**

1. 2017 Board and Commission Work Plans