

APPROVED MINUTES*
CITY OF SUNNYVALE
COUNCIL SUBCOMMITTEE ON BOARD AND COMMISSION BYLAWS
SEPTEMBER 8, 2010, 7:30 P.M.

CALL TO ORDER

Subcommittee Chair Jim Griffith called the meeting to order at 7:36 p.m. in the Council Chambers.

ROLL CALL

PRESENT: Subcommittee Chair Jim Griffith
Subcommittee Member Otto Lee
Subcommittee Member David Whittum

ABSENT: None.

STAFF PRESENT: City Clerk Kathleen Franco Simmons

CONSENT CALENDAR

1.A. Approval of Draft Minutes of July 26, 2010 Council Subcommittee Meeting.

MOTION: Subcommittee Member Whittum moved and Subcommittee Member Lee seconded the motion to approve the Minutes of the July 26, 2010 Council Subcommittee Meeting.

VOTE: 3 - 0

PUBLIC COMMENTS

Public comment was opened at 7:38 p.m.

No speakers.

Public comment was closed at 7:38 p.m.

PUBLIC HEARINGS/GENERAL BUSINESS

MOTION: Subcommittee Member Whittum moved and Subcommittee Member Lee seconded the motion to take the public hearing items out of order and handle Item 3 first.

VOTE: 3 - 0

2. Review Process for Making Appointments to Boards and Commissions, Council Policy 7.2.19, Section 2.D.

Item 3 was taken out of order and handled prior to this item.

Chair Griffith facilitated discussion on this item.

The following members of the public addressed the Council Subcommittee regarding the proposed revisions to Council Policy 7.2.19, Section 2.D:

Kevin Jackson
Dixie Carney

MOTION: Subcommittee Member Whittum moved and Subcommittee Member Lee seconded the motion to recommend no changes to the existing process of a full Council interview of all candidates.

VOTE: 3 - 0

MOTION: Subcommittee Member Lee moved and Subcommittee Member Whittum seconded the motion to recommend no changes to the existing process of making appointments at this time; to recommend the issue be referred back to the Subcommittee to look at streamlining ideas including, but not limited to written versus oral or electronic voting, instant runoff voting, up or down voting, or a combination; and to recommend the Mayor procedurally send letters to applicants who are not appointed, thanking them for their application, explaining the vote process and encouraging their continued and future participation.

VOTE: 3 - 0

3. Review Process for Resolution of Board/Commission Administrative Questions/Concerns, Council Policy 7.2.19, Section 2.J.

This item was taken out of order and handled first.

Chair Griffith facilitated discussion on this item.

The following members of the public addressed the Council Subcommittee regarding the proposed revisions to Council Policy 7.2.19, Section 2.J:

Kevin Jackson
Dixie Carney
Hannalore Dietrich

MOTION: Subcommittee Member Whittum moved and Subcommittee Member Lee seconded the motion to remove the six steps listed in Section 2.J from Council Policy 7.2.19.

VOTE: 3 - 0

MOTION: Subcommittee Member Whittum moved and Subcommittee Member Lee seconded the motion to recommend replacing the paragraph in Council Policy 7.2.19 Section 2.J which reads: "Board and commission members with questions or concerns about board or commission administrative matters shall seek resolution in the following manner and sequence:" with the following language:

Board and commission members with individual concerns of a non-operational nature may seek guidance in any of the following ways:

- 1) *Consult with the commission chair. If possible, this is the preferred course of action.*
- 2) *Consult with the Mayor.*
- 3) *Consult with another councilmember.*

When a commission has questions about the commission's duties or the interpretation of Council policy, the commission may direct an inquiry to:

- 1) *The Mayor.*
- 2) *The Council Subcommittee on Board and Commission Bylaws Amendments.*
- 3) *The full Council.*

VOTE: 3 - 0

ADJOURNMENT

Subcommittee Chair Griffith adjourned the meeting at 10:20 p.m.

Kathleen Franco Simmons
City Clerk

Date