



Agenda Report

24-651

Agenda Date: 7/2/2024

REPORT TO GOVERNANCE AND ETHICS COMMITTEE

SUBJECT

Review and Action on Updated 2024 Governance and Ethics Workplan
(DEFERRED FROM JUNE 3, 2024)

BACKGROUND

At the March 4, 2024 Governance and Ethics Committee meeting, the Committee reviewed the proposed annual workplan to prioritize for the calendar year. During this meeting, the Committee brought forth additional items for consideration for the workplan. Staff has provided an updated workplan with additional items for consideration.

This item was on the agenda for the June 3, 2024 Governance and Ethics Committee meeting. The Committee was unable to complete the agenda due to timing and deferred the item for future discussion.

DISCUSSION

The following list includes workplan items for the remainder of the calendar year for the 2024 Governance and Ethics Committee workplan. Additional workplan items were brought forth by Committee members for consideration at the March 4, 2024 meeting. Staff requests Committee approval and input on the revised workplan (Attachment 1) and consideration of the additional workplan items. It is important to note, routine items for the Committee's review such as Council policy updates and the review of the naming of City facilities may be added to an agenda as necessary.

June 3, 2024:

1. Review Council Policy 020 ("Proclamations, Commendations and Certificates of Recognition") and Council Policy 009 ("City Representation at Meetings, Ceremonies, and Special Events") (The Committee recommendations for Council Policy 020 and Council Policy 009 will be brought forth to City Council on August 27, 2024 for review and consideration)

July 2, 2024 Special Meeting (Items Deferred from June 3, 2024)

1. Review Council Policy 049 ("Community Grant Policy")
2. Update on Review of SCSC Chapter 2.155 ("Regulation of Lobbying Activities") and SCSC Chapter 2.160 ("Calendars of Certain City Officials") (This item will return at future Committee meeting with a staff report)
3. Review Meeting Management Protocols and Rosenberg Rules of Orders and Provide Direction to Staff
4. Referral to Discuss Possible Revisions to the Placement of Public Presentations on the City Council Meeting Agenda

5. Review and Action on Updated 2024 Governance and Ethics Committee Workplan

September 16, 2024:

1. Informational Report on Ethics Documents Review
2. Informational Report on Options for Text Message Retention (*Referred from 3/4/24 Committee meeting*)
3. Informational Report on Commissions, Boards, Committees Recruitment Selection Process
4. Update on Council Policy 020 ("Proclamations, Commendations and Certificates of Recognition") specifically on Mayoral Certificates of Recognition criteria (*Referred from 6/3/24 Committee meeting*)

December 2, 2024:

1. Review Council Policy 043 ("Official Travel for Elected Officials") & Council Policy 006 ("Commissioner Travel")

Additional Workplan Items for Consideration:

Committee members brought forth the following items for consideration for the workplan. The suggested tentative meeting dates were included if approved by the Committee.

1. Review and Discuss City Council District Communications Options (9/16/24)
2. Review and Discussion on Policy Limiting Resolutions on Matters Outside of City Council Jurisdiction (12/2/24)
3. Discuss Potential Ordinance on Prohibiting Campaign Contributions from Foreign Influenced Business Entities (12/2/24)
4. Consideration of Provision for Healthcare for City Councilmembers after Leaving Office (12/2/24)
5. Tracking of District-Level Services and Spending Per District (12/2/24)
6. Review of Council Policy 050 ("Gifts to Elected and Appointed Officials") (12/2/24)

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within 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 to the City other than staff time.

COORDINATION

This report was coordinated by the City Manager's Office.

PUBLIC CONTACT

Public contact was made by posting the Committee agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the 2024 Governance and Ethics Committee Workplan with any additional amendments

Reviewed by: Maria Le, Assistant to the City Manager, City Manager's Office

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. 2024 Governance and Ethics Workplan