



CITY MANAGER'S OFFICE

CITY HALL
 10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
 TELEPHONE: (408) 777-3223 • FAX: (408) 777-3366
 CUPERTINO.ORG

CITY COUNCIL STAFF REPORT

Meeting: June 18, 2024

Subject

Future agenda items requested by City Councilmembers (“TBD List”).

Recommended Action

Review the TBD list and modify the list as recommended below.

Reasons for Recommendation

As required per the Council’s adopted Procedures Manual, the City Manager provides a quarterly report to Council regarding the status of future agenda items. These are items that two Councilmembers have requested to be added to a future City Council agenda.

On March 5, 2024, staff presented a list of four TBD items for Council consideration. Council voted to remove one item regarding moving Council meetings to Wednesday’s and retain the other three items on the list until the next update. These are the first three items in the table below.

The list below also includes new items that have been added since the March 5, 2024 update. Any item may be removed by a majority vote of the City Council. The most current TBD list and staff recommendation for each of them follows:

#	When TBD Item was added by whom	Subject	Recommendation
1	Moore and Chao added in October 2023 and May 2024 <i>Retained from March per Council direction</i>	Review of City Treasurer Resolution including appointment, function, and process for ratifying accounts payable	Staff recommends adding this item as a potential City Work Program item for FY 25.

2	Moore and Chao added in November 2023 <i>Retained from March per Council direction</i>	Public Facilities Corporation's (PFC) tax-exempt status	No further action required. At the 3/5 Council meeting, Council voted to agendize the annual meeting of the PFC. This meeting has been agendized for 11/18/24. An informational memorandum was provided to Council in December 2023 and in April 2024. Staff recommends removing this item.
3	Moore and Chao added February 2024 <i>Retained from March per Council direction</i>	Housing Element Study Session	No further action required. Housing Element adopted.
4	Moore and Chao added May 2024	Review the budgeted "headcount" for City employees	Staff recommends removing this item as this was discussed during the proposed budget study session at the 5/21 City Council meeting.
5	Moore and Chao added May 2024	Review of City Organization Chart and City Treasurer and City Attorney positions	Staff recommends removing this item as this was addressed at the 5/21 and the 6/4 City Council meetings during the budget item. Citizens of Cupertino will be added back to the final budget organization chart.
6	Moore and Chao added July 2023 <i>Retained due to modified recommendation</i>	Nexus study for traffic impact fee	Staff recommends adding this item and potentially other impact fees nexus studies as a potential City Work Program item for FY 25.

7	Moore and Chao added May 2024	Review the City's financial policy and best practices	No further action required. Staff will provide an informational memorandum or Council report depending on the recommended changes on the investment policy and best practices in the Fall. Staff will review adding more restrictive language on minimum cash balances.
8	Moore and Chao added March 2024	Revisit the Greenbiz Cupertino standards.	No further action required. An informational memorandum was provided and posted online in April 2024.
9	Moore and Chao added March 2024	Study session on banning artificial turf given the environmental concerns.	Staff will provide an informational memorandum to Council on artificial turf.

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

California Environmental Quality Act

Not applicable.

Prepared by: Astrid Robles, Senior Management Analyst

Reviewed by: Tina Kapoor, Deputy City Manager

Chris Jensen, City Attorney

Approved for Submission by: Pamela Wu, City Manager