



# City of Sunnyvale

## Meeting Minutes - Draft

### Charter Review Committee

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Monday, June 30, 2025

5:30 PM

Online and Redwood Conference Room,  
City Hall, 456 W. Olive Ave., Sunnyvale,  
CA 94086

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#### Special Meeting

#### **CALL TO ORDER**

Chair Larsson called the meeting to order at 5:30 p.m.

#### **SALUTE TO THE FLAG**

Chair Larsson led the salute to the United States flag.

#### **ROLL CALL**

**Present:** 9 - Chair Gustav Larsson  
Vice Chair Kristel Wickham  
Member Galen Kim Davis  
Member Kathryn Filley  
Member David Newswanger  
Member Ken Olevson  
Member Martin Pyne  
Member Gail Rubino  
Member Barry Vickrey  
**Absent:** 1 - Member Timothy Oey

Member Oey's absence is excused.

#### **ORAL COMMUNICATIONS**

Zachary Kaufman spoke towards the role of the Mayor and Councilmembers attendance at ceremonial events.

#### **CONSENT CALENDAR**

Public Comment opened at 5:37 p.m.

No speakers.

Public Comment closed at 5:37 p.m.

MOTION: Vice Chair Wickham moved and Committee Member Pyne seconded the motion to approve agenda item 1.A as submitted.

The motion carried with the following vote:

**Yes:** 9 - Chair Larsson  
Vice Chair Wickham  
Member Davis  
Member Filley  
Member Newswanger  
Member Olevson  
Member Pyne  
Member Rubino  
Member Vickrey

**No:** 0

**Absent:** 1 - Member Oey

**1.A**     [25-0663](#)     Approve the Charter Review Committee Meeting Minutes of June 5, 2025

Approve the Charter Review Committee Meeting Minutes of June 5, 2025 as submitted.

### **PUBLIC HEARING/GENERAL BUSINESS**

**2**        [25-0667](#)     Presentation on Approved Options for Public Engagement Regarding Potential Charter Amendments

Deputy City Manager Connie Verceles and Deputy Public Information Officer Rachel Davis provided the staff report.

Committee Members provided comments or questions related to public engagement:

- Question related to staff experience with the level of engagement and feedback from the community.
- Question regarding the possibility of using a marketing research firm such as Nichols Research.
- Question related to the possibility of conducting outreach at neighborhood association meetings or farmers markets.
- Question regarding the possibility of producing three separate flyers, one for each Subcommittee. The flyers would outline the issues being studied by the respective

Subcommittee.

Staff provided comments:

- Comment that social media posts that direct individuals to a specific survey tend to elicit good feedback.
- Comment that funds are allocated for polling services. It was suggested that these funds be used when specific questions have been determined, such as how one would vote on a specific ballot measure.
- Comment that conducting outreach at neighborhood association meetings would increase the risk of a Ralph M. Brown violation. This is due to Charter Review Committee (CRC) Members being part of different community groups and attending similar meetings.
- Comment that it is most effective to have one flyer that includes a QR Code that directs individuals to a survey with all the questions in one location.

Public Hearing opened at 6:13 p.m.

Steve Scandalis spoke about a member's role of educating community members on issues versus advocating for the issues. Members were urged to avoid "marketing" a specific position on the potential charter amendments.

Public Hearing closed at 6:17 p.m.

Staff provided clarification regarding advocacy and what is permitted:

- There are significant restrictions related to advocacy once there is a measure on the ballot. For example, the City is not permitted to use city resources to advocate for or against a measure.
- The Committee will be conducting community outreach, and the concern with community outreach is for a CRC Member to state a position on an issue.

**3**      [25-0664](#)      Presentation and Discussion of Charter Issues Studied by Subcommittee #1: Section 606 (Vacancies) and Section 611 (Regular Meetings)

Committee Members Vickrey and Newswanger provided the subcommittee report on Charter issues: Sections 606 (Vacancies) and 611 (Regular Meetings).

Section 611

The Subcommittee recommends that revisions not be made to the current language. A four or six-week break in the meeting schedule can be set, using the current

language, “by Ordinance or Resolution”.

#### Section 606

The Subcommittee recommends filling vacancies only in general elections unless a special election is necessitated by the limit on the maximum number of appointees that may serve at any one time. The lower cost and higher voter turnout of a consolidated general election outweigh concerns of a longer appointment duration.

The Subcommittee recommends that the entire Committee receive public comment and consider the maximum number of appointees on the City Council at any one time be limited to the current limit of two or reduce the limit to one.

Committee Members provided comments or questions:

- Question related to the Council’s ability to call for an election instead of selecting an appointee.
- Question regarding the length of time an appointee can hold a seat.

Subcommittee Members and Staff provided answers:

- Comment that the Council can call for an election instead of appointing a Councilmember.
- Comment that an appointee will serve the remainder of the unexpired term and until the next general election.

Public Hearing opened at 6:48 p.m.

Steve Scandalis requested the Committee consider revising Section 606(g) for there to be no more than one appointee and provided recommended language for the Committee’s consideration.

Zachary Kaufman shared support for the Subcommittee’s report on Section 611 and spoke towards election costs and the frequency of vacancies.

Public Hearing closed at 6:53 p.m.

Committee Members provided comments:

- Members shared support for conducting public outreach regarding the maximum number of appointees on the City Council at any one time.
- Members shared support for the Subcommittee’s recommendation to not revise the language in Section 611.

**4**      [25-0665](#)      Presentation and Discussion of Charter Issue Studied by  
Subcommittee #2: Section 605 (Compensation)

Committee Member Davis provided the Subcommittee report on Charter issue:  
Section 605 (Compensation).

Section 605

The Subcommittee report included that the Committee consider referencing the 'median earnings in the past 12 months' figure for full-time workers in the American Community Surveys (ACS) when discussing council compensation and that the compensation should be indexed to a number that the city council cannot control.

Committee Members provided comments:

- Comments in support of utilizing an index as opposed to dollar figures for compensation.
- Comment in support of increasing compensation to broaden the candidate pool and being more inclusive of who can serve in the positions of mayor and councilmembers.
- Comment that the current salary could be categorized as low income for housing purposes, and that the salary could be between the current and median income.

Public Hearing opened at 7:34 p.m.

Steve Scandalis commented that the role of Sunnyvale mayor and councilmember should not be considered a livelihood or career role when evaluating compensation. They voiced support for considering a 10% to 20% adjustment.

Zachary Kaufman communicated support for the Subcommittee's sentiment that designating the roles as full-time would likely engender electoral opposition and concern with offering a salary sizably above neighboring cities because it may attract career politicians.

Mei-Ling Stefan shared information related to council compensation that included the Measure B outcome in 2011 and data on wages, retirement, and health benefits.

Public Hearing closed at 7:43 p.m.

Committee Members provided comments:

- Comments in support of the Subcommittee's recommendation to conduct public outreach regarding this issue.

- Comments in support of including the actual salary number as opposed to only including the methodological determination.
- Comment that a salary increase can be delayed for four years or phased in over four years.

**5**      [25-0666](#)      Presentation and Discussion of Charter Issues Studied by Subcommittee #3: Article 8 (City Manager) and Section 1309 (Contracts on Public Works)

Chair Larsson provided the Subcommittee report on Charter issues: Article 8 (City Manager) and Section 1309 (Contracts on Public Works).

**Article 8**

The Subcommittee recommends that the settlement authority limit be set by ordinance. The report included information related to two measures in a recent City of Pasadena election. Measure S, sets the settlement limit by ordinance, and Measure T, authorizes alternative contract delivery methods.

Committee Members provided comments or questions:

- Question related to the outcome of Measure S and Measure T.
- Comment about the similarities between Sunnyvale and Pasadena that include a Council-Manager system and a population of approximately 139,000 in Pasadena.

Subcommittee Members provided answers:

- Comment that Measure S passed with 86% of votes in support and 14% opposed. Measure T passed with 89% of votes in support and 11% opposed.

Public Hearing opened at 8:07 p.m.

Steve Scandalis shared concerns related to setting an authority limit by ordinance.

Public Hearing closed at 8:09 p.m.

**NON-AGENDA ITEMS AND COMMENTS**

**-Committee Member Comments**

Member Davis announced their participation in a Microsoft hackathon that resulted in approximately 117 California charters being uploaded to a repository. A hyperlink to the repository will be shared with Committee Members.

Member Rubino shared that the City of Pasadena established a charter committee

in December 2023 and dissolved it in 2024.

**-Staff Comments**

Deputy City Manager Connie Verceles reminded Members that the Charter Review Committee (CRC) Meeting of July 3 has been canceled. The next Regular CRC Meeting is scheduled for 5 p.m. on August 7.

**ADJOURNMENT**

Chair Larsson adjourned the meeting at 8:13 p.m.