

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SUNNYVALE ESTABLISHING A CHARTER REVIEW  
COMMITTEE**

WHEREAS, on November 28, 2023, the City Council considered a colleagues memo requesting “that a meeting be agendized to empanel a Charter Review [Committee] (CRC) to conduct a full review of the Sunnyvale City Charter, with the goal of placing proposed amendments on the November 2024 ballot,” proposing nine potential Charter amendments for a committee to consider, and suggesting that the Committee have the ability “to review all provisions in the Charter and to freely propose amendments;” and

WHEREAS, on January 30, 2024, the City Council directed staff to return with analysis of items from the colleagues’ memo that could be considered without a Charter Amendment, return with proposed ballot measure language for the November 2024 election related to priority items identified by Council, and return with options for a more thorough charter review process that provides opportunities for public participation and adequate time to prepare measures to submit to the voters in the November 2026 election; and

WHEREAS, the City Council now desires to appoint a Charter Review Committee and provide certain direction as to the composition, procedures and work of the Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUNNYVALE THAT:

1. An advisory Charter Review Committee (the “CRC”) is hereby established. The CRC shall be comprised of \_\_\_\_\_ [number] members, appointed through a public process established by the City Council. The Council has strong interest in a Committee membership that includes a variety of ages, races, ethnicities, gender identities, geographies, interests and backgrounds.
2. The CRC shall be subject to the Ralph M. Brown Act, with its meetings open to the public and its meeting agendas posted in accordance the Act. The Chair of the CRC may appoint ad hoc subcommittees to research, discuss and draft proposals on specific topics within the CRC’s purview. Ad hoc subcommittees shall not be subject to the Brown Act.
3. The CRC’s review of the Charter shall be consistent with direction provided by the City Council to staff regarding scope and issues. The CRC shall review such matters and make recommendations to the City Council on potential amendments to the City Charter.
4. The City Council delegates authority to the City Manager to establish a schedule and work plan, and to address similar technical and administrative matters necessary for

Committee to complete its work in a timeframe that allows the City Council to consider CRC recommendations and place potential measures on the ballot for the November 2026 general election.

Adopted by the City Council at a regular meeting held on June 4, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RECUSAL:

ATTEST:

APPROVED:

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City Clerk  
(SEAL)

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Mayor

APPROVED AS TO FORM:

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City Attorney