



City of Sunnyvale

Excerpt Meeting Minutes - Final

Housing and Human Services Commission

Wednesday, October 22, 2025

7:00 PM

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

CALL TO ORDER

Vice Chair Riviere called the meeting to order at 7:00 p.m.

ROLL CALL

Present: 6 - Vice Chair Leesa Riviere
Commissioner Jim Davis
Commissioner Scott Duncan
Commissioner Rao Shen
Commissioner Steward
Commissioner Carol Weiss

Absent: 1 - Chair Morgan Friedlander

Chair Friedlander's absence is excused.

Council Liaison Sell (present)

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [25-1020](#) Annual Review of City Code of Ethics and Conduct for Elected and Appointed Officials and Opportunity to Recommend Changes to the City Council

Housing Officer, Amanda Sztoltz, provided the staff presentation of the annual review of the City's Code of Ethics and Conduct for Elected and Appointed Officials. Each board and commission is required to review the code annually and may recommend revisions to City Council. Staff made no formal recommendation and requested Commission discussion.

Commissioner Weiss inquired about procedures when a commissioner has a personal interest in a topic. Staff clarified that financial conflicts fall under Fair

Political Practices Commission (FPPC) guidelines, requiring recusal. Non-financial conflicts (e.g., personal matters) may be disclosed without recusal, depending on context. City Attorney or City Clerk can advise on specific situations.

Commissioner Weiss also asked about wearing city-issued items in public; staff to confirm policy with the City Clerk.

Commissioner Steward asked how to share informational resources with other commissioners without violating the Brown Act.

Staff and Vice Mayor Sell advised that materials may be distributed through City staff to all members, avoiding serial communication. The City Clerk recently distributed Brown Act refresher materials, which staff will forward. Commissioner Duncan confirmed it is acceptable to route resource materials through City staff for distribution.

Commissioner Davis reminded commissioners that new topics may be formally agendaized through the Commission Recording Officer and City Clerk's Office.

Vice Chair Riviere opened and closed the public hearing at 7:21 p.m.

Vice Chair Riviere asked for a motion or advocacy from the commissioners.

MOTION: Commissioner Weiss moved and Commissioner Davis seconded the motion to approve Alternative 1: Receive the Code of Ethics and Conduct for Elected and Appointed Officials as presented in Attachment 1 to the report.

The motion carried by the following vote:

Yes: 6 - Vice Chair Riviere
Commissioner Davis
Commissioner Duncan
Commissioner Shen
Commissioner Steward
Commissioner Weiss

No: 0

Absent: 1 - Chair Friedlander