



City of Santa Clara

Meeting Minutes

Audit Committee

06/12/2025

1:30 PM

Hybrid Meeting
CMO Sparacino Conference Room/Virtual
City Hall - East Wing
1500 Warburton Avenue
Santa Clara, CA 95050

The City of Santa Clara is conducting the Audit Committee meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: <https://santaclaraca.zoom.us/j/99199624617>

Webinar ID: 991 9962 4617

Or join by phone:

US: +1 669 900 6833

Present 3 - Chair Karen Hardy, Member Raj Chahal, and Member Albert Gonzalez

CALL TO ORDER AND ROLL CALL

Chairperson Hardy called the meeting to order at 1:35 PM.

CONSENT CALENDAR

1. [25-700](#) Action on Audit Committee Minutes of March 17, 2025

Recommendation: Approve the Audit Committee minutes of March 17, 2025.

A motion was made by Committee Member Chahal, seconded by Committee Member Gonzalez, to approve the Audit Committee Minutes of March 17, 2025. The motion carried by the following vote:

Aye: 3 - Chair Hardy, Member Chahal, and Member Gonzalez

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [25-687](#) Accept the City Auditor's Office Report on the Audit of the City's Building Permitting Process

Recommendation: Accept the City Auditor's Office Report on the Audit of the City's Building Permitting Process and recommend that this report be forwarded for note and file to the full Council at a future Joint Council and Authorities Concurrent and Stadium Authority Meeting.

Audit Manager, David Noce, gave a PowerPoint Presentation.

Senior Consultant, Nick Martinez of Baker Tilly, briefly spoke about their involvement in the audit process.

Committee Members' questions, comments, and suggestions on the City's permitting portal/website were raised throughout the presentation.

Audit Manager Noce, Director of Community Development, Afshan Hamid, City Manager, Jovan Grogan, and City Building Staff addressed the Committee Members' questions and comments.

Director Hamid gave a PowerPoint Presentation.

Committee Members' questions, comments, and suggestions on the City's permitting portal/website were raised throughout the presentation.

Audit Manager Noce, Director Hamid, City Manager Grogan, and City Building Staff addressed the Committee Members' questions and comments.

A motion was made by Member Chahal, seconded by Member Gonzalez, to accept the City Auditor's Office Report on the Audit of the City's Building Permitting Process and recommend that this report be forwarded for note and file to the full Council at a Joint Council and Authorities Concurrent and Stadium Authority meeting. The motion carried by the following vote:

Aye: 3 - Chair Hardy, Member Chahal, and Member Gonzalez

ADJOURNMENT

Chair Hardy adjourned the meeting at 3:03 PM.

Future Audit Committee Meetings will be scheduled at a later date.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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