

City of Santa Clara

**Charter Review Ad Hoc Subcommittee
Group 3**

**Senior Officials: Duties and
Qualifications**

May 13, 2026, 6:00 p.m.,
Sparacino Conference Room



**City of
Santa Clara**
The Center of What's Possible

Proposed Meeting Agenda

- Recap of April 8, 2026 meeting
- Presentations/Discussion/Direction regarding proposed final language for recommendation to the full CRC
- Next Steps



Group Three

Recap/Report out from April 8th Meeting

- **Members Tansey, Nikolai, Diamond (remote) and Naveed all present**
- **Meeting convened at 6:12 p.m. and adjourned at 8:17 p.m.**
- **Staff presentation group discussions addressed:**
 - (1) status of internal discussions on City Manager and Chief of Police overlapping authority; (2) debrief of discussions from March 11th meeting regarding competing stakeholder perspectives on these issues; (3) presentation/discussion regarding City Attorney and City Auditor provisions**
- **Report out made to full CRC at April 15th meeting**



Specific Issues to Discuss/Resolve

- Chief of Police power and duties categories (**Section 202.3**)
- Allocation of duties and relationship between the elected City Clerk and the “Senior Clerk Appointed Official” (**Section 202.4**)
- Confirm desire to include City Manager language as one of three subsections in the appointed official Section (**Section 501**)
- Minor revisions to City Manager to align with Finance Director language (**Section 501.1**)
- City Auditor Section under review, with possible deletion of performance audit concepts (**Section 501.3**)
- Minor revisions to Director of Finance duties (**Section 502.1**)
- Clean up/modifications to the Public Works Director/City Engineer Section (**502.2**)
- Significant modifications to Chief of the Fire Department Section to “modernize” (**Section 502.3**)



Next Steps

- Calendar next Committee meeting (if necessary)
- Assign Committee Member/Staff Follow Ups
- If ready, confirm process/responsibility for preparing and presenting report out with recommendation to the full CRC at upcoming May 20th or May 27th meeting

