



City of Santa Clara

Meeting Minutes

Governance and Ethics Committee

04/13/2026

6:00 PM

City Hall – Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95050

Special Meeting

The City of Santa Clara is conducting Governance and Ethics Committee meetings in-person and continues to have methods for the public to participate remotely or in-person.

- Via Zoom: <https://santaclaraca.zoom.us/j/98559951444>
- Webinar ID: 985 5995 1444
- By phone: +1 669 444 9171

To submit written public comment before meeting:

Send email to mayorandcouncil@santaclaraca.gov by 10 a.m. one day before the date of the meeting. Emails will be forwarded to Committee members and will be uploaded as supplemental meeting material.

Note: Emails received as public comment will not be read aloud during the meeting.

CALL TO ORDER AND ROLL CALL Chair Suds Jain called the meeting to order at 6 p.m.

Present 3 - Member Raj Chahal, Chair Suds Jain, and Member Kevin Park

CONSENT CALENDAR

1. [26-430](#) Approval of the March 30, 2026 Governance and Ethics Committee Special Meeting Minutes

Recommendation: Approve the March 30, 2026 Governance and Ethics Committee Special Meeting Minutes

A motion was made by Committee Member Raj Chahal, seconded by Committee Member Kevin Park to approve the minutes for the March 30, 2026 Special Governance and Ethics Committee meeting.

Aye: 3 - Member Chahal, Chair Jain, and Member Park

PUBLIC PRESENTATIONS

Member of the public Anthony Becker stated the City YouTube channel used to broadcast meetings should consider adding lower third titles or agenda items to allow public to easily follow along and also requested Council Policy 030 ("Adding an Item to the Agenda") to be further reviewed by this Committee.

GENERAL BUSINESS

2. [26-429](#) Review and Action on the 2026 Governance and Ethics Committee Workplan (CONTINUED FROM MARCH 30, 2026)

Recommendation: Approve the 2026 Governance and Ethics Committee Work plan with any additional amendments.

Assistant to the City Manager Maria Le presented the 2026 proposed Committee work plan which included items which have been carried over and new items requested by Committee members and/or recommended by staff for consideration. The staff report included a list of additional referrals from the Committee for consideration.

Committee Member Kevin Park stated the Governance and Ethics Committee should meet monthly and the need for a full-time City Council to conduct City business. Member Park did not prioritize the Review of Policy Limiting Resolution Matters outside of the City Jurisdiction or Review of the text message retention policy for the work plan.

Chair Suds Jain stated to include on the work plan: Review of Policy Limiting Resolution Matters outside of the City Jurisdiction, Public Record Act Policy review, updating HOA Bylaws to be approved by Council from Keith Stattenfield at the 1/11/2022 meeting, Policy for Commissioner Budgets for training, and Review of the City Council meeting schedule to add meetings. He commented on changes to Council Policy 030 worked and the policy still allows options to request City staff to add items .

Committee Member Raj Chahal added to the workplan: Review of Council Policy 042 ("Reconsideration of Council Action") , Review of Council Policy 030 ("Adding an Item to an Agenda"),..and review of All Policies.

City Manager Jovan Grogan stated staff has already added special meetings this year to the Governance and Ethics Committee scheduled quarterly meetings to address policy items which may take more time.

Public Comment: Dan Ondrasek added Council Policy 030 policy creates an extra barrier for public to add priorities and advocated going back to previous Council Policy 030. **Anthony Becker** agreed monthly meetings are needed and the Economic Development and Marketing Committee meets more often. **Adam** stated it is critical to work on the long list of items. **Mary Grizzle** added this Committee meeting should be on Comcast 15 channel. **Noah MacDonald** added Council Policy 030 does not require the City to take any action at all and items should be voted on and agreed on policy on outside matters should be reviewed. **Wanda Buck** added the Committee should focus on their duties due to the time. **Mark Kelsey** agreed the Committee meetings should be televised.

City Manager Grogan added City Council and Planning Commission meetings are currently televised. Council Committees provide a hybrid option with Zoom for participation and playback options are available. The Committee could consider the change, which would require additional infrastructure and budget. **Chair Jain** suggested adding Zoom links to Legistar agendas to easily find.

Committee Member Chahal motioned and seconded by **Chair Jain** to include the following items for review for the workplan: **Ethics Policies, Council Policy 042 Reconsideration of Council Action, Council Policy 030 Adding an Item to Agenda, Council meeting schedule and policy, Council Policy 055 Meeting Management Protocols.**

Aye: 2 - Member Chahal, and Chair Jain

Nay: 1 - Member Park

3. [26-428](#) Action on Council Policy Establishing an Annual Performance Review Process for Council Appointees (DEFERRED FROM MARCH 30, 2026)

Recommendation: Approve a new Council policy for the Performance Evaluation Process for Council Appointees, and present the proposed new Council policy to the full City Council for consideration and approval.

Acting Director of Human Resources Marco Mercado and Assistant City Attorney Su Reuter presented on a new Council policy for the performance evaluation process for Council appointees, including employees in the City Manager and City Attorney classifications.

Chair Jain stated he preferred fix date for to hire one facilitator to review both the City Manager and City Attorney. He noted the NCPA uses their HR department to conduct the review of their General Manager and General Counsel with an executive committee and may bring in consultants for compensation. **Committee Member Chahal** added he supports budgeting for a 360 review and specific dates for the review and for the schedule. **Committee Member Park** stated metrics should be included to measure goals and requested clarification on the approximate 2% or CPI salary increase if the outlined process is not complete by May 31st of the year.

Public Comment: Adam Thompson stated 360 reviews and fixed dates to establish review cycles, requirements should be outlined. He asked why we have a need for consultants with Assistant City Managers, stated the default should be no raises, performance improvement plans, and public review is important. **Anthony Becker** added a fixed schedule for review is good and should consider a team of consultants for consistency.

Committee Member Chahal motioned to approve the staff recommendation to include 360 review, push timeline to begin September, add goal setting language in February, hiring after July 1st do not include rating period, and bring forth to City Council for review and consideration. Motion seconded by Chair Jain.

Aye: 3 - Member Chahal, Chair Jain, and Member Park

STAFF REPORT

COMMITTEE MEMBER REPORTS / FUTURE REFERRALS FOR CONSIDERATION

ADJOURNMENT

The meeting was adjourned at 10:04 p.m.