

City of Santa Clara

Charter Review Ad Hoc Subcommittee Group 6

Fiscal Administration & Procurement

April 6, 2026, 6:00 p.m.
Sparacino Conference Room



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Santa Clara**
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Proposed Meeting Agenda

- Recap/Report Out from March 17, 2026 Subcommittee meeting
- Presentation/discussions regarding proposed update of Article XIII Finance and Budget Issues, including presentation by and Q&A with Director of Finance, Kenn Lee.
- Time permitting, review/identification of other/new issues
- Next Steps

Recap of March 17th Subcommittee Meeting

- Members Jensen, Brooks, Crutchlow in attendance (with noble efforts by Member Field to attend)
- Meeting convened at 6:15 p.m. and adjourned at 8:15 p.m.
- Staff presentation focused a proposed update of Section 1310, “Contracts on public works.”
- Director of Public Works, Craig Mobeck presented and answered questions on existing procurement process, alternative forms of procurement, and why update was needed
- Two primary options presented (including a draft language handout):
 - Wholesale replacement of Section 1310 with principles/guidelines (no dollar amounts) to be implemented by ordinance; or
 - Modifications to existing language with dollar amounts increased.
- Action taken to calendar next meeting (April 6, 2026), with agenda focused on the budget/finance sections, with Director Lee to present if available.
- Report out to full CRC at March 18, 2026 meeting presented by Member Brooks, with supplemental information provided by City Attorney Googins.



Identified Finance Issues

- Changes throughout to allow for “bi-annual” budgeting
- Update/simplify budget preparation and approval process procedures
- Update/simplify provisions for contents of the City budget to eliminate unnecessary detail and outdated terms
- Update provisions for administration of and amendments to the budget, including analysis of the value/legal necessity for five votes to amend budget
- Bond counsel/special finance counsel to review City debt/finance Sections for alignment with current law and best practices.

Distribution, Review and Discussion of Revised Finance Language



Other Discussion Items?



Next Steps

- Calendar next Committee meeting
- Discuss next meeting agenda and any required actions for committee members/staff to prepare. Proposed agenda, at a minimum to include:
 - Proposed “final” language for all Sections**
- Responsibility for preparing and presenting report out to CRC at upcoming April 15th meeting

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