

City of Santa Clara

Charter Review Ad Hoc Subcommittee Group 3

Senior Officials: Duties and Qualifications

March 11 2026, 6:00 p.m., Sparacino
Conference Room



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

Proposed Meeting Agenda

- Recap of January 12, 2026 meeting
- Presentations/discussion re: Chief of Police Duties
 - Cory Morgan, Chief of Police
 - Jovan Grogan, City Manager
- Time permitting, review/identification of other/new issues
- Next Steps



Recap of January 12th Meeting

- Staff presentation on: (1) subcommittee meeting logistics, (2) overview of assigned Charter Sections (parts of Article VIII (re City Manager) and most of Article IX (re Other Senior Leadership Positions)), (3) summary of history (since 1952) of Charter Amendments proposed in this area, and (4) preliminary issues identified (both for reorganization of assigned sections and updates needed for roles and functions of various positions), (5) process for soliciting input from various “stakeholders” (the existing office holders), with possible presentations to the Subcommittee to be scheduled.
- Presentation by current elected City Clerk, Bob O’Keefe, regarding the evolution of the position, the current duties of the City Clerk versus the Assistant City Clerk, followed by discussions regarding need to update the Charter to reflect current practices, as outlined in the City Code, with some modifications and clarifications.
- Action to appoint Member Tansey as Chair, Diamond as Vice Chair, and Nikolai as Secretary, with report out duties at next CRC meeting assigned to Diamond/Googins.

Chief of Police [Section 906]

Sec. 906 Chief of the Police Department.

The Chief of Police shall have power and be required to:

- (a) Preserve the public peace;
- (b) Execute and return all process issued to him/her by legal authority; and
- (c) Exercise all the powers that are now or may hereafter be conferred upon sheriffs and other police officers by the laws of the State.

Status of Internal Discussions

- Agreement that additional language should be added to expand on/clarify Chief of Police powers and duties.
- At a minimum, designation of the Chief of Police is the “Director” of the Police Department with some examples of what that entails (e.g., development/implementation of administrative/operational policies, supervise and direct deployment/allocation of resources, development/recommendations of department budget, supervision of staff, compliance with legal obligations/requirements).
- Further discussions/analysis needed to resolve a perceived “overlap” of authority regarding appointment, promotion, termination and discipline of police officers, with possible different outcomes/consideration for ranking officers versus patrol officers. Chief/City Manager here to present.

Additional Chief of Police Items Under Consideration/Review

- “Preserve the public peace” is a term used in the State Code, but likely warrants further explanation.
- “Execute and return all process issued to him/her by legal authority” definitely needs further explanation or replacement with better language.
- Benchmarking. We have the only elected Chief of Police, but provisions in State law regarding sheriffs, and review of relationships at the County level between County Administrators and elected Sheriffs may be informative.
- Review/Update Chief of Police Qualifications [Section 701.1]. Current language requires minimum qualifications applicable to the office of sheriff. Group Two is reviewing this Section.

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:
 - Specific language on Chief of Police
 - Presentation/Discussion of issues/proposed language on City Attorney/Finance Director
- Responsibility for preparing and presenting report out to CRC at upcoming March 18th meeting