

City of Santa Clara

Charter Review Ad Hoc Subcommittee Group 6

Fiscal Administration & Procurement

May 11, 2026, 6:00 p.m.
Council Conference Room



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

Proposed Meeting Agenda

- Recap/Report Out from April 6, 2026 Subcommittee meeting
- Presentation/discussions/direction regarding proposed final language to update the “Fiscal Administration and Procurement” Article (Old Article XIII, New Article Eight)
- Next Steps



Group Six

Recap of April 6th Subcommittee Meeting

- All Members in attendance
- Meeting convened at 6:10 p.m. and adjourned at 8:35 p.m. (Member Brooks needed to leave at 8:15)
- Staff presentation focused a proposed update of Budget and Finance Sections
- Director of Finance , Kenn Lee, presented and answered questions on existing budget process and why update was needed.
- Issues discussed included: value/process for approving a biennial budget, contents of budget, possible general/specific standards for budget “reserves,” consideration of adding a citizen’s “Finance Committee” (Level 4?); definitions of accounting terms; process/votes required for budget amendments; tax/finance/debt sections under review by outside counsel.
- Action taken to calendar next meeting (May 11, 2026), with a desire to finalize language and develop a recommendation to the full CRC.

Specific Issues to Discuss/Resolve

- Requirement for Reserve Accounts (**Section 801.3**)
- Explicit provision for requirement of a “balanced” budget (**Section 801.4 a. and c.**)
- What, if any, budget amendments shall require only a majority vote (**Section 801.6**)
- For public works, is **Option A** (full implementation by ordinance) or **Option B** (“light touch” with a specific dollar amount increase proposed for applicable thresholds) the recommended approach (**Section 803.2**)
- Annual audit requirements/process, including applicable accounting standard language and specific provision for a City Audit committee as determined by the Council. (**Section 804**)
- Clarity/elimination of details for Utility accounting, including general purpose uses of the 5% gross receipts transfer amounts (**Section 805**)
- Finance and Tax Authority clarifications to eliminate unnecessary details, maximize authority while still complying with Applicable Laws, including requirements for votes of the people (**Section 806**)

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 meeting

