



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

GOVERNANCE COMMITTEE

City Hall – Staff Conference Room
1500 Warburton Avenue
Santa Clara, CA 95050

AGENDA SPECIAL MEETING January 11, 2017 at 4 pm

Committee Members

Vice Mayor/Chair Teresa O'Neill
Council Member Debi Davis
Council Member Pat Kolstad

Staff

Interim City Manager Rajeev Batra
Community Relations Manager, Jennifer Yamaguma

Topic

1. Call to Order
2. Approval of Minutes from December 12, 2016
3. Update on the proposed Memorandum of Understanding with the Citizens Advisory Committee (CAC)
4. Update on Work Plan Items
 - a. Review draft revisions to Policy and Procedure 29, *Time Limits for Speakers at Council Meetings*
 - b. Review findings of benchmarking regarding cities that have time certain agenda items
 - i. Review order of agenda items on current Concurrent Agenda template
 - c. Update regarding Committee's review of current Policies and Procedures
 - d. Review matrix of routine items and consideration for delegation of authority from City Council to City Manager
 - e. Consideration to reconvene Charter Review Committee to review Council election methods
5. Public Presentations
6. Adjournment

Next meeting: February 6, 2017