



City of Santa Clara

Meeting Minutes

Charter Review Committee

04/15/2026

6:00 PM

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

Chair Pat Nikolai will be participating remotely from the following location:
2690 Bear Creek Road, Curtin, Oregon 97424

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

Zoom Link: <https://santaclaraca.zoom.us/j/86127408402>

Webinar ID: 861 2740 8402

Phone: 1-669-444-9171

To submit written public comment before meeting:

Send email to cityattorney@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 post agenda supplemental meeting material.

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

CALL TO ORDER AND ROLL CALL

Vice Chair Sosinski called the meeting to order at 6:07 p.m.

Present 11 - Member Holly Rhea Roberts, Member Mohammad Naveed, Member Joseph W. Sosinski, Member Eric Crutchlow, Member Burt Field , Member Steve Kelly, Member Lauren Diamond, Member Eric Jensen, Member Mark Boeckman, Member Susan Peters, and Member John Brooks

Absent 2 - Member Pat Nikolai, and Member Bernard Tansey

GENERAL BUSINESS

1. [26-439](#) Action to Approve the March 18, 2026, Charter Review Committee Meeting Minutes and Excuse Absent Members.

Recommendation: Approve the minutes of the March 18, 2026, Charter Review Committee Meeting in the form presented with such modifications/corrections as may be required or requested by the Committee and Excuse absent members.

A motion was made by Vice Chair Sosinski, seconded by Committee Member Peters to excuse Member Crutchlow absence from March 18, 2026 meeting and Member Nikolai from this meeting, April 15, 2026.

Aye: 11 - Member Roberts, Member Naveed, Member Sosinski, Member Crutchlow, Member Field , Member Kelly, Member Diamond, Member Jensen, Member Boeckman, Member Peters, and Member Brooks

Absent: 2 - Member Nikolai, and Member Tansey

A motion was made by Vice Chair Sosinski, seconded by Committee Member Boeckman to approve the minutes of the March 18, 2026, Charter Review Committee Meeting.

Aye: 10 - Member Roberts, Member Naveed, Member Sosinski, Member Field , Member Kelly, Member Diamond, Member Jensen, Member Boeckman, Member Peters, and Member Brooks

Absent: 2 - Member Nikolai, and Member Tansey

Abstained: 1 - Member Crutchlow

2. [26-440](#) Report Outs from Ad Hoc Subcommittees:
Group One: Power and Structure of City Government: Rules/Process for Action
Group Two: City Council: Elections, Powers and Conduct of Meetings
Group Three: Senior Officials: Duties and Qualifications
Group Four: Boards and Commissions: Composition, Powers and Duties
Group Five: Civil Service: General Rules for Classified and Unclassified Employees; Commission Composition and Duties
Group Six: Fiscal Administration and Procurement

Recommendation: Receive and provide feedback on reports of those Subcommittees reporting.

City Attorney Googins made some opening remarks and provided a PowerPoint presentation on Report Outs from Ad Hoc Subcommittees.

Group One:
Met on April 9th. Next meeting scheduled for May 12th.

Group Two:
Met on April 13th. Next meeting scheduled for May 6th.

Group Three:
Met on April 8th. Next meeting scheduled for May 13th.

Group Four:
No meetings since last report out. Next meeting scheduled for April 16th and May 14th.

Group Five:
No meetings. Previously approved language being submitted to Labor Groups.

Group Six:
Met April 6th. Stakeholder presentation from Finance Director, Kenn Lee. Next meeting scheduled for May 11th.

A summary of issues discussed was presented for each subcommittee that met, with supplemental comments provided by subcommittee members, and questions asked and answered.

No Public Comments.

3. [26-441](#) Staff Presentation and Solicitation of Committee Input or Direction Regarding: (1) April 7th Report to City Council Regarding Charter Project Progress to Date, Proposed Comprehensive Reorganization Plan and Schedule; (2) Comparison and Lessons from Santa Clara's Comprehensive Charter Update from Year 2000; (3) Charter Project Work Plan and Scheduling Update.

Recommendation: Hear the report and provide input or direction as appropriate.

City Attorney Googins provided a presentation and Solicited Committee Input or Direction Regarding: (1) April 7th Report to City Council Regarding Charter Project Progress to Date, Proposed Comprehensive Reorganization Plan and Schedule; (2) Comparison and Lessons from Santa Clara's Comprehensive Charter Update from Year 2000; (3) Charter Project Work Plan and Scheduling Update.

Committee discussion followed.

City Attorney Googins answered questions and provided additional comments.

A motion was made by Vice Chair Sosinski, seconded by Committee Member Crutchlow to set special Charter Review Committee meeting on May 27, 2026.

Aye: 10 - Member Roberts, Member Naveed, Member Sosinski, Member Crutchlow, Member Field, Member Kelly, Member Diamond, Member Jensen, Member Peters, and Member Brooks

Nay: 1 - Member Boeckman

Absent: 2 - Member Nikolai, and Member Tansey

PUBLIC PRESENTATIONS

No Public Presentations

STAFF/COMMITTEE MEMBER COMMENTS

ADJOURNMENT

Meeting adjourned at 8:21 p.m.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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