



City of Santa Clara

Meeting Minutes

Charter Review Committee

10/01/2025

6:00 PM

Hybrid Meeting
City Hall Council Chambers/Virtual
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:06p.m. by City Attorney Glen Googins. Roll was taken by Aimee Escobar, Management Analyst, from the City Manager's Office.

Present 12 - Member Pat Nikolai, Member Holly Rhea Roberts
Member Bernard Tansey
Member Mohammad Naveed
Member Joseph W. Sosinski
Member Eric Crutchlow
Member Burt Field
Member Steve Kelly
Member Eric Jensen
Member Mark Boeckman
Member Susan Peters
Member John Brooks

Absent 1 - Member Lauren Diamond

Welcome, Swearing In Ceremony and Introductions

City Attorney Glen Googins welcomed the committee members.

Committee members were then sworn in by **Deputy City Clerk, Vinh Nguyen**, followed by self-introductions of each committee member.

City staff also introduced themselves and present and their roles in supporting the Committee; **City Attorneys Sujata Reuter and Jennifer Beyers and Management Analyst, Aimee Escobar** with the City Manager's Office.

GENERAL BUSINESS

**1. Overview of Charter Review Committee Roles, Responsibilities and Rules
--Committee Bylaws, Brown Act, Meeting Management Protocols, Public Records Act,
Ethics Requirements**

City Attorney Glen Googins provided a slide presentation on the following topics: Charter Review Committee Roles, Responsibilities and Rules, Committee Bylaws, The Brown Act, Meeting Management Protocols, Public Records Act and Ethics Requirements. Multiple questions were asked and answered.

2. [25-1112](#) **Selection of Committee Chair and Vice Chair**

Recommendation: Follow staff's recommended process, or a similar process that provides a reasonable opportunity for all interested parties to fully participate, and select a Chair and Vice Chair of the Charter Review Committee.

City Attorney Googins presented on the role of the Chair/Vice Chair and staff's recommended process for selection these positions. By consensus of the Board, staff's recommended process was adopted. Following the nomination process for each position a series of votes were taken. Ultimately, the following appointments were made.

Election of the Chair of the Charter Review Committee:

Committee Member Steve Kelly made a motion to nominate Pat Nikolai, for Chair of the Charter Review Committee. The motion passes 8-4. Pat Nikolai is affirmed as Chair of the Charter Review Committee.

Election of the Vice-Chair of the Charter Review Committee:

Committee Member Joseph W. Sosinski made a motion to nominate himself, Joseph W. Sosinski, for Vice-Chair of the Charter Review Committee. The motion passes 9-3.

Joseph W. Sosinski is affirmed as Vice-Chair of the Charter Review Committee.

Adopted

3. Meeting Schedule Approval and Preview of Next Meeting

City Attorney Glen Googins presented on the Bylaws requirements and expectation for meetings of the CRC. The proposal was for the third Thursday of every month. This presented scheduling issues for a significant number of CRC members. The alternative of the third Wednesday of each month was discussed and there was consensus to explore this as an alternative and bring it back for consideration at the next meeting. Action was taken to schedule the next meeting for Wednesday, October 22, 2025 at 6:00p.m. in the City Hall Council Chambers located at 1500 Warburton Ave, Santa Clara.

PUBLIC PRESENTATIONS

There were no public presentations.

ADJOURNMENT

The Charter Review Committee meeting was adjourned at 8:36 p.m.