



# City of Santa Clara

## Meeting Minutes

### Charter Review Committee

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10/01/2025

6:00 PM

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

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#### **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.