



**Local Agency  
Formation Commission  
of Santa Clara County**

777 North First Street  
Suite 410  
San Jose, CA 95112

**SantaClaraLAFCO.org**

**Commissioners**

Sylvia Arenas  
Jim Beall  
Rosemary Kamei  
Yoriko Kishimoto  
Otto Lee  
Russ Melton  
Terry Trumbull

**Alternate Commissioners**

Domingo Candelas  
Helen Chapman  
Cindy Chavez  
Teresa O'Neill  
Mark Turner

**Executive Officer**  
Neelima Palacherla

**LAFCO MEETING MINUTES  
WEDNESDAY, FEBRUARY 7, 2024**

**CALL TO ORDER**

The meeting was called to order at 1:17 p.m.

**1. ROLL CALL**

**Commissioners**

- Russ Melton, Chairperson
- Sylvia Arenas, Vice Chairperson (Absent)
- Jim Beall
- Rosemary Kamei (Arrived at 1:21 p.m.)
- Yoriko Kishimoto (Absent)
- Otto Lee (Arrived at 1:22 p.m.)
- Terry Trumbull

**Alternate Commissioners**

- Domingo Candelas (Absent)
- Cindy Chavez (Absent)
- Helen Chapman (Voting for Yoriko Kishimoto, arrived at 1:21 p.m.)
- Teresa O'Neill
- Mark Turner

**Staff**

- Neelima Palacherla, Executive Officer
- Dunia Noel, Assistant Executive Officer
- Emmanuel Abello, Associate Analyst
- Sonia Humphrey, Clerk
- Mala Subramanian, Counsel

**2. PUBLIC COMMENTS**

There were none.

**3. APPROVE CONSENT CALENDAR**

MOTION: Beall	SECOND: Trumbull	
AYES: Beall, Chapman, Kamei, Lee, Melton, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Arenas

**Commission Action:** The Commission approved the Consent Calendar, including items #4, #8, #9 and #10.

**\*4. APPROVED ON CONSENT: APPROVE MINUTES OF DECEMBER 6, 2023 LAFCO MEETING**

The Commission approved the minutes of December 6, 2023 meeting.

**ITEMS FOR ACTION / INFORMATION**

**5. UPDATE ON IMPLEMENTATION OF RECOMMENDATIONS FROM LAFCO'S COUNTYWIDE FIRE SERVICE REVIEW**

MOTION: Beall	SECOND: Kamei	
AYES: Beall, Chapman, Kamei, Lee, Melton, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Arenas

**Commission Action:** Accepted report.

**6. UPDATE ON THE COMPREHENSIVE REVIEW AND UPDATE OF LAFCO POLICIES**

MOTION: Beall	SECOND: Trumbull	
AYES: Beall, Chapman, Kamei, Lee, Melton, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Arenas

**Commission Action:** Accepted report.

**7. FINANCE COMMITTEE FOR FISCAL YEAR 2024-2025**

MOTION: Trumbull	SECOND: Kamei	
AYES: Beall, Chapman, Kamei, Lee, Melton, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Arenas

**Commission Action:** Established the Finance Committee composed of Chairperson Melton, Commissioner Beall and Alternate Commissioner Chapman to work with staff to develop and recommend the proposed FY 2024-2025 LAFCO work plan and budget that will be considered by the full commission.

**\*8. APPROVED ON CONSENT: SECOND AMENDMENT TO SERVICES AGREEMENT WITH CHAVAN & ASSOCIATES FOR INDEPENDENT PROFESSIONAL AUDITING SERVICES**

**Commission Action:** Authorized the LAFCO Executive Officer to amend the Chavan & Associates, LLP service agreement to (a) extend the agreement term to January 1, 2027, (b) included an additional \$38,250 in the contract, for a total contracted amount not to exceed \$103,750, and (c) designated Paul Pham as the Contractor's Project Manager.

**\*9. APPROVED ON CONSENT: CALAFCO RELATED ACTIVITIES**

**9.1 2024 CALAFCO Staff Workshop**

**Commission Action:** Authorized staff to attend the 2024 CALAFCO Staff Workshop and authorized travel expenses funded by the LAFCO budget.

**\*10. APPROVED ON CONSENT: EXECUTIVE OFFICER'S REPORT**

**Commission Action:** Accepted the report.

**10.1 Presentation on LAFCO to Leadership Sunnyvale**

**10.2 Bay Area LAFCOS Meeting**

**10.3 Presentation on LAFCO to Leadership Sunnyvale**

**10.4 Santa Clara County Association of Planning Officials Meeting**

**11. COMMISSIONER REPORTS**

**12. NEWSPAPER ARTICLES / NEWSLETTERS**

**13. WRITTEN CORRESPONDENCE**

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**CLOSED SESSION**

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**14. PERFORMANCE EVALUATION**

Public Employee Performance Evaluation (Government Code §54957)

Title: LAFCO Executive Officer

The Commission adjourned to Closed Session at 1:34 p.m.

**15. REPORT OUT OF CLOSED SESSION**

The Commission reconvened at 2:17 p.m., with no reportable action.

**16. ADJOURN**

The Commission adjourned at 2:18 p.m., to the next regular LAFCO meeting on April 3, 2024, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on April 3, 2024.

DocuSigned by:

*Russ Melton*

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Russ Melton, Chairperson

Local Agency Formation Commission of Santa Clara County

DocuSigned by:

*Sonia Humphrey*

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By:

Sonia Humphrey, LAFCO Clerk