



**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
Terry Trumbull
Mark Turner

Alternate Commissioners

Pamela Campos
Helen Chapman
Betty Duong
Zach Hilton
Teresa O'Neill

Executive Officer

Neelima Palacherla

**LAFCO MEETING MINUTES
WEDNESDAY, AUGUST 6, 2025**

CALL TO ORDER

The meeting was called to order at 1:15 p.m.

1. ROLL CALL

Commissioners

- Sylvia Arenas, Chairperson
- Rosemary Kamei, Vice Chairperson
- Jim Beall
- Yoriko Kishimoto
- Otto Lee
- Terry Trumbull
- Mark Turner (Absent)

Alternate Commissioners

- Pamela Campos (Absent)
- Helen Chapman
- Betty Duong (Absent)
- Zach Hilton (Absent)
- Teresa O'Neill

Staff

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

2. PUBLIC COMMENTS

There were none.

3. APPROVE CONSENT CALENDAR

MOTION: Arenas	SECOND: Kishimoto	
AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Turner

Commission Action: The Commission added #9 and #10 to the consent calendar and approved the Consent Calendar, including Items #4, #6, #9 and #10.

4. TAKEN ON CONSENT: APPROVE MINUTES OF JUNE 4, 2025 LAFCO MEETING

The Commission approved the minutes of the June 4, 2025 meeting.

PUBLIC HEARING**5. COMPREHENSIVE REVIEW AND UPDATE OF LAFCO POLICIES – PHASE 2**

MOTION: Kamei	SECOND: Trumbull	
AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Turner

Commission Action:

1. The Commission adopted the proposed updated Chapter 10: Service Review Policies including an additional text change (a new 10.8.4c: Prior Service Review: Evaluation Criteria: Where appropriate, establish specific evaluation criteria to be used in making the required service review determinations.).
2. The Commission adopted the proposed updated Chapter 11: Policies and Procedures for Processing Proposals Affecting More than One County.
3. The Commission adopted the proposed updated Chapter 12: LAFCO Indemnification Policy.
4. The Commission adopted the proposed updated Chapter X: Records Retention Policy and Schedule.
5. The Commission determined that the proposed update of LAFCO policies is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines §15060(c)(2) and §15060(c)(3).

ITEMS FOR ACTION / INFORMATION**6. TAKEN ON CONSENT: EXECUTIVE OFFICER'S REPORT**

Commission Action: The Commission accepted the report.

7. CALAFCO RELATED ACTIVITIES

7.1 CALAFCO UNIVERSITY (U) COURSES

For Information Only.

7.2 2025 CALAFCO Annual Conference (October 22 – October 24)

For Information Only.

7.3 Nominations to the CALAFCO Board of Directors

MOTION: Arenas	SECOND: Lee	
AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Turner

Commission Action: The Commission nominated Vice Chairperson Kamei for the CALAFCO Board of Directors.

7.4 Designate Voting Delegate and Alternate for 2025 CALAFCO Board of Directors Election

MOTION: Kamei	SECOND: Lee	
AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Trumbull		
NOES: None	ABSTAIN: None	ABSENT: Turner

Commission Action: The Commission appointed Vice Chairperson Kamei as the voting delegate and Chairperson Arenas as the alternate voting delegate.

8. COMMISSIONER REPORTS

There were none.

9. NEWSPAPER ARTICLES / NEWSLETTERS

There were none.

10. WRITTEN CORRESPONDENCE

There were none.

11. ADJOURN

The Commission adjourned at 1:47 p.m. to the next regular LAFCO meeting on December 3, 2025, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on October 1, 2025

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Sylvia Arenas, Chairperson
Local Agency Formation Commission of Santa Clara County

DocuSigned by:

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Prepared by: Sonia Humphrey, LAFCO Clerk