



**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
Susan Vicklund Wilson

Alternate Commissioners
Helen Chapman
Domingo Candelas
Cindy Chavez
Terry Trumbull
Mark Turner
Executive Officer
Neelima Palacherla

LAFCO MEETING MINUTES WEDNESDAY, FEBRUARY 1, 2023

CALL TO ORDER

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

Pursuant to the provisions of Government Code section 54953(e), this meeting was held by teleconference only.

1. ROLL CALL

The following commissioners were present:

- Chairperson Susan Vicklund Wilson
- Commissioner Sylvia Arenas
- Commissioner Jim Beall
- Commissioner Rosemary Kamei
- Commissioner Yoriko Kishimoto
- Commissioner Otto Lee
- Alternate Commissioner Helen Chapman
- Alternate Commissioner Russ Melton (voting in place of the cities member due to vacant cities position)
- Alternate Commissioner Terry Trumbull

The following commissioners was absent:

- Alternate Commissioner Cindy Chavez

The following staff members were present:

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

2. LAFCO MEMBERSHIP CHANGES

Chairperson Vicklund Wilson welcomed Commissioners Sylvia Arenas, Jim Beall, Rosemary Kamei and Otto Lee. She announced that there are vacancies for the cities member and City of San Jose alternate member, which would be appointed shortly.

3. PUBLIC COMMENTS

There were none.

4. APPROVE CONSENT CALENDAR

Chairperson Vicklund Wilson proposed to add Items #5, #9 and #14.1 to the consent calendar.

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

Commissioners Kamei and Lee expressed support for approval of the consent calendar but stated that they would abstain on Item #5 as they were not present at that time.

Ms. Palacherla informed that Alternate Commissioner Melton is present and will be voting in place of the vacant cities seat.

The Commission approved the consent calendar, with Commissioners Kamei and Lee abstaining on Item #5.

Motion: Kishimoto

Second: Melton

AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

***5. CONSENT ITEM: APPROVE MINUTES OF DECEMBER 7, 2022 LAFCO MEETING**

The Commission approved the minutes of December 7, 2022 meeting, with Commissioners Kamei and Lee abstaining.

***6. CONSENT ITEM: RESOLUTION 2023-01 ALLOWING FOR VIDEO AND TELECONFERENCE MEETINGS DURING COVID-19 STATE OF EMERGENCY UNDER GC §54953(e)**

The Commission adopted Resolution No. 2023-01 allowing for video and teleconferencing meetings during COVID-19 State of Emergency under GC §54953(e).

7. GILROY URBAN SERVICE AREA AMENDMENT 2021 (WREN INVESTORS & HEWELL)

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

Commissioner Arenas lost internet connection and was unable to indicate her vote, and Ms. Subramanian advised that no vote will be entered.

The Commission continued the public hearing on the Gilroy Urban Service Area Amendment 2021 (Wren Investors & Hewell) to the April 5, 2023 LAFCO meeting.

Motion: Melton

Second: Kishimoto

AYES: Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: Arenas

ABSENT: None

MOTION PASSED

8. GUEST SPEAKER – LAFCO’S PAST, PRESENT AND FUTURE

Chairperson Vicklund Wilson introduced the guest speaker, Mr. Don Weden. Mr. Weden made a PowerPoint presentation on LAFCO’s Past, Present and Future.

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

Chairperson Vicklund Wilson expressed appreciation to Mr. Weden for the informative presentation. She proposed that the Commission hold a retreat considering that LAFCO’s membership has changed significantly, and she suggested that Mr. Weden be invited to make a presentation at that time.

Commissioner Lee agreed and stated that he learned a lot about LAFCO history and would like a copy of the slides. **Commissioner Melton** expressed agreement and informed that he attended Mr. Weden’s presentation at a LAFCO retreat about five years ago, and it is relevant today as it was then. He agreed that there is a need for a retreat and proposed that it could be held in the Fall.

***9. CONSENT ITEM: APPOINTMENT OF 2023 LAFCO CHAIRPERSON AND VICE-CHAIRPERSON**

The Commission continued the appointment of 2023 Chairperson and Vice-Chairperson to the April 5, 2023 LAFCO meeting to allow for LAFCO to have a fully seated Commission.

10. UPDATE ON COUNTYWIDE FIRE SERVICE REVIEW

Ms. Noel presented the staff report.

In response to **Commissioner Beall**, Ms. Noel informed that the consultant is closely coordinating with CalFire and that while the agency is not on the TAC, it is represented in the fire service review process since it has contracts with some of the jurisdictions in the county for fire services. **Commissioner Beall** informed that the State has urban forestry management grants for open space districts and fire safe councils. He proposed exploring application for a grant to fund fire safety planning. Ms. Noel thanked Commissioner Beall and indicated that fire safe councils play a significant role. **Commissioner Kishimoto** indicated that the grant can be used for fire prevention work of fire agencies. She also expressed that her interest with regards to wildland urban interface, and noted that she will have questions on that topic at the next TAC meeting.

Cody Einfalt, Management Analyst, Town of Los Altos Hills, inquired about the agency profiles being prepared by AP Triton. In response, Ms. Palacherla informed

that AP Triton is preparing profiles of fire agencies and city fire departments, and since Los Altos Hills is served by the Los Altos Hills County Fire District, the information will be captured in the District’s profile.

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

The Commission accepted the report.

Motion: Melton

Second: Lee

AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

11. FINANCE COMMITTEE FOR FISCAL YEAR 2023-2024

Ms. Noel presented the staff report.

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

Commissioner Melton offered to serve on the Finance Committee. He encouraged other members to serve on the Committee as the work on LAFCO’s annual work plan will help members understand more how LAFCO operates, its service reviews and other projects, and how the agency is funded. **Commissioner Beall** likewise offered to serve.

In response to an inquiry by **Chairperson Vicklund Wilson**, Ms. Palacherla advised that Commissioner Melton is a cities’ appointee and Commissioner Beall is a special districts appointee, and she stated that an alternate or a county member may also serve on the Committee. Ms. Noel also indicated that the Committee may only need to meet once or twice.

Alternate Commissioner Chapman offered to serve on the Committee.

The Commission established the Finance Committee composed of Commissioner Melton, Commissioner Beall and Alternate Commissioner Chapman to work with staff to develop and recommend the proposed FY 2023-2024 LAFCO work plan and budget for consideration by the full commission.

Motion: Melton

Second: Kishimoto

AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

12. INITIATE PROCESS TO SELECT AND APPOINT PUBLIC MEMBER AND ALTERNATE PUBLIC MEMBER DUE TO UPCOMING TERM EXPIRATION

Ms. Palacherla presented the staff report.

Chairperson Vicklund Wilson determined that there are no members of the public who would like to speak on the item.

The Commission directed staff to initiate process in accordance with the LAFCO Bylaws that would enable the Commission to select and appoint a public member and an alternate public member at the April 5, 2023 LAFCO meeting.

Motion: Kishimoto

Second: Melton

AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

13. EXECUTIVE OFFICER'S REPORT

The Commission accepted the report.

Motion: Melton

Second: Lee

AYES: Arenas, Beall, Kamei, Kishimoto, Lee, Melton, Vicklund Wilson

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED

13.1 Update on LAFCO Clerk Recruitment

13.2 Presentation on LAFCO to Leadership Sunnyvale

13.3 Midpeninsula Regional Open Space District 50th Anniversary Partner Reception

13.4 Special Districts Association Meeting

14. CALAFCO RELATED ACTIVITIES

***14.1 CONSENT ITEM: 2023 CALAFCO Staff Workshop**

The Commission authorized staff to attend the 2023 CALAFCO Staff Workshop and authorized travel expenses funded by the LAFCO budget.

15. PENDING APPLICATIONS / UPCOMING PROJECTS

16. COMMISSIONER REPORTS

17. NEWSPAPER ARTICLES / NEWSLETTERS

- CALAFCO Quarterly – December 2022

18. WRITTEN CORRESPONDENCE

19. CLOSED SESSION: PERFORMANCE EVALUATION

The Commission adjourned to Closed Session at 2:45 p.m.

20. REPORT OUT OF CLOSED SESSION

Chairperson Vicklund Wilson reconvened the meeting at 3:10 p.m. Ms. Subramanian stated that there is no reportable action from the Closed Session.

21. ADJOURN

The Commission adjourned at 3:11 p.m., to the next regular LAFCO meeting on April 5, 2023, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on April 5, 2023.

DocuSigned by:

Susan Vicklund Wilson

FBE2E45DC1FB4AE...

Susan Vicklund Wilson, Chairperson
Local Agency Formation Commission of Santa Clara County

DocuSigned by:

Emmanuel Abello

By: 43C41738CE194CA...

Emmanuel Abello, LAFCO Clerk