



**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, FEBRUARY 5, 2025**

CALL TO ORDER

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

1. ROLL CALL

Commissioners

- Sylvia Arenas, Chairperson
- Rosemary Kamei, Vice Chairperson
- Jim Beall
- Yoriko Kishimoto
- Otto Lee (Left at 2:03 p.m., returned at 2:24 p.m.)
- Terry Trumbull (Absent)
- Mark Turner

Alternate Commissioners

- Pamela Campos (Left at 1:27 p.m.)
- Helen Chapman
- Betty Duong (Absent)
- Zach Hilton
- Teresa O'Neill

Staff

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

2. LAFCO MEMBERSHIP CHANGES

For Information Only

3. PUBLIC COMMENTS

One public speaker: Steve Chappell

4. APPROVE CONSENT CALENDAR

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

Commission Action: The Commission added Item #12 to the consent calendar and approved the Consent Calendar, including Items #5, #9 and #12.

5. TAKEN ON CONSENT: APPROVE MINUTES OF DECEMBER 4, 2024 LAFCO MEETING

The Commission approved the minutes of the December 4, 2024 meeting.

ITEMS FOR ACTION / INFORMATION

6. RESOLUTION OF COMMENDATION FOR FORMER COMMISSIONER RUSS MELTON

Commission Action: The Commission thanked the former Chairperson Russ Melton for his many years of service and presented him with a resolution of commendation. The Commission gathered for a commemorative group picture.

7. ANNUAL FINANCIAL AUDIT REPORT – JUNE 30, 2024

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

Commission Action:

1. Received a presentation from Paul Pham on LAFCO’s Annual Financial Audit Report for fiscal year ending June 30, 2024.
2. Received and filed the Annual Financial Audit Report (June 30, 2024) prepared for Santa Clara LAFCO by Chavan & Associates, LLP.

8. FINANCE COMMITTEE FOR FISCAL YEAR 2025-2026

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

Commission Action: Established the Finance Committee composed of Alternate Commissioners: Pamela Campos, Helen Chapman and Teresa O'Neill to work with staff to develop and recommend the proposed FY 2025-2026 LAFCO work plan and budget that will be considered by the full Commission.

9. TAKEN ON CONSENT: EXECUTIVE OFFICER'S REPORT

Commission Action: Accepted the report.

10. CALAFCO RELATED ACTIVITIES

10.1 TAKEN ON CONSENT: 2025 CALAFCO Staff Workshop

The Commission authorized staff to attend the 2025 CALAFCO Staff Workshop and authorized travel expenses funded by the LAFCO budget.

10.2 CALAFCO Update

The Commission accepted the oral report from the Executive Officer.

11. COMMISSIONER REPORTS

There were none.

12. NEWSPAPER ARTICLES / NEWSLETTERS

There were none.

13. WRITTEN CORRESPONDENCE

There were none.

CLOSED SESSION

14. PERFORMANCE EVALUATION

Public Employee Performance Evaluation (Government Code §54957)

Title: LAFCO Executive Officer

The Commission adjourned to Closed Session at 2:22 p.m.

15. REPORT OF CLOSED SESSION

The Commission reconvened at 2:48 p.m., with no reportable action.

16. ADJOURN

The Commission adjourned at 2:49 p.m., to the next regular LAFCO meeting on April 2, 2025, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on April 2, 2025

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Sylvia Arenas

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Sylvia Arenas, Chairperson

Local Agency Formation Commission of Santa Clara County

DocuSigned by:

Sonia Humphrey

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Prepared by: _____

Sonia Humphrey, LAFCO Clerk