



**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, JUNE 4, 2025

CALL TO ORDER

The meeting was called to order at 1:24 p.m.

1. ROLL CALL

Commissioners

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

Alternate Commissioners

- Pamela Campos (Absent)
- Helen Chapman (Arrived at 1:27 p.m.)
- Betty Duong (Absent)
- Zach Hilton (Voting for Mark Turner)
- Teresa O'Neill

Staff

- 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: Kishimoto | SECOND: Trumbull | |
| AYES: Arenas, Beall, Hilton, Kamei, Kishimoto, Trumbull | | |
| NOES: None | ABSTAIN: None | ABSENT: Lee |

Commission Action: The Commission added #4 and #11 to the consent calendar and approved the Consent Calendar, including Items #4, #5, #7, #8, #9 and #11.

4. TAKEN ON CONSENT: COMMISSIONER APPOINTMENTS BY THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

For Information Only.

5. TAKEN ON CONSENT: APPROVE MINUTES OF APRIL 2, 2025 LAFCO MEETING

The Commission approved the minutes of the April 2, 2025 meeting.

PUBLIC HEARINGS

6. FINAL WORK PLAN AND BUDGET FOR FY 2026 AND AB 2561 DISCUSSION ON STATUS OF EMPLOYEE VACANCIES AND RECRUITMENT AND RETENTION EFFORTS

| | | |
|---|------------------|-------------|
| MOTION: Arenas | SECOND: Trumbull | |
| AYES: Arenas, Beall, Hilton, Kamei, Kishimoto, Trumbull | | |
| NOES: None | ABSTAIN: None | ABSENT: Lee |

Commission Action:

1. The Commission revised the work plan to add a goal of advancing innovative LAFCO policies through a strategic plan including conducting a Strategic Planning Workshop for the Commission to consider the development of Environmental Justice Policies and other emerging policies.
2. The Commission adopted the Final Budget for Fiscal Year 2025-2026.
3. The Commission found that the Final Budget for Fiscal Year 2026 is expected to be adequate to allow the Commission to fulfill its statutory responsibilities.
4. The Commission authorized staff to transmit the Final Budget adopted by the Commission including the estimated agency costs to the cities, the special districts, the County, the Cities Association of Santa Clara County and the Santa Clara County Special Districts Association.
5. The Commission directed the County Auditor-Controller to apportion LAFCO costs to the cities; to the special districts; and to the County; and to collect payment pursuant to Government Code §56381.

ITEMS FOR ACTION / INFORMATION

7. TAKEN ON CONSENT: RESULT OF THE PROTEST PROCEEDINGS FOR THE REORGANIZATION PROPOSAL: SOUTH SANTA CLARA COUNTY FIRE PROTECTION DISTRICT DISSOLUTION AND SANTA CLARA COUNTY CENTRAL FIRE PROTECTION DISTRICT ANNEXATION

For Information Only.

8. TAKEN ON CONSENT: CALAFCO RELATED ACTIVITIES

8.1 Report on the 2025 CALAFCO Staff Workshop (April 30 – May 2, 2025)

For Information Only.

8.2 2025 CALAFCO Regional Meetings and Cultural Assessment Survey

For Information Only.

8.3 2025 CALAFCO Annual Conference (October 22 – 24, 2025)

The Commission authorized commissioners and staff to attend the Annual Conference and directed that associated travel expenses be funded by the LAFCO Budget for Fiscal Year 2026.

9. TAKEN ON CONSENT: FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ASSURA SOFTWARE, LLC FOR THE DEVELOPMENT OF A CUSTOMIZED DATABASE AND FOR PROVIDING ONGOING LICENSING AND ANCILLARY SUPPORT SERVICES

Commission Action: The Commission approved the first amendment to the professional services agreement with Assura Software, LLC for the Development of Customized Database and for Providing Ongoing Licensing and Ancillary Support Services.

10. COMMISSIONER REPORTS

Vice Chairperson Kamei noted that CALAFCO recently hosted a regional meeting at the San Jose City Hall. She thanked LAFCO staff for coordinating the meeting. She stated that she enjoyed the opportunity to welcome attendees from different parts of the state to the meeting.

Commissioner Kishimoto thanked the Special Districts Association for voting for herself and Alternate Commissioner Chapman to serve for another four years.

Alternate Commissioner Chapman also shared her appreciation for being able to serve another four years.

11. NEWSPAPER ARTICLES / NEWSLETTERS

There were none.

12. WRITTEN CORRESPONDENCE

There were none.

13. ADJOURN

The Commission adjourned at 1:43 p.m. to the next regular LAFCO meeting on August 6, 2025, at 1:15 p.m., in the Board of Supervisors' Chambers, 70 West Hedding Street, San Jose.

Approved on August 6, 2025

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

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Prepared by: Sonia Humphrey, LAFCO Clerk