

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING

January 10, 2008

1. Call to Order and Roll Call

Chair Lockhart called the meeting to order at 4:35 p.m.

Roll was called. A quorum was present of the following Commissioners:

City Members: Janet Lockhart, Marshall Kamena and alternate Anthony Santos

County Members: Alternate Scott Haggerty

Special District Members: Jocelyn Combs, Katy Foulkes, and alternate Ayn Wieskamp

Public Members: Sblend Sblendorio and alternate Linda Sheehan

Commissioners absent: County Members Gail Steele and Nate Miley

Staff present: Crystal Hishida Graff, Executive Officer; Brian Washington, Legal Counsel; Mona Palacios, Analyst; and Sandy Hou, Clerk

2. New Special District Alternate Commissioner Ayn Wieskamp

Commissioner Lockhart, on behalf of the Commission, welcomed new Alternate Commissioner Ayn Wieskamp.

3. Approval/Correction of Minutes

Upon motion by Commissioner Foulkes and second by Commissioner Sblendorio, the minutes for the September 13, 2007 regular meeting were approved. (There was no meeting in November 2007.)

4. Update on “Request for Proposal” Process for Planning Services and Proposal Review Recommendation.

Staff reported on the status of the Request for Proposal process to obtain planning services and recommended the Commission establish a Proposal Review Committee that would bring back recommendations for consideration by the full Commission at the March 13, 2008 meeting. Commissioner Haggerty recommended asking former Commissioner Robert Butler to sit on this committee. Commissioner Foulkes volunteered to be on the committee.

Upon motion by Commissioner Kamena and second by Commissioner Sblendorio, the Commission unanimously approved staff’s recommendations and approved Commissioner Foulkes to sit on the Proposal Review Committee.

5. Update on Policies and Procedures Ad Hoc Committee

Staff reported that the Policies and Procedures Ad Hoc Committee was recommending updates to Volume II, Appendix B as follows: Appendix B1 – The Application Checklist; Appendix B2 – The

Application Questionnaire; and Appendix B3 – The Out-of-Area Service Agreement Application Checklist.

Commissioner Combs commented that CALAFCO is currently looking at requiring applicants to address issues of “environmental justice;” so, that is something that should be added to the checklists. Staff responded that that would be included in the application forms when CALAFCO decided on the precise wording concerning those issues.

Upon motion by Commissioner Foulkes and second by Commissioner Kamena, the Commission unanimously approved the revised application forms as recommended by the committee.

It was decided that the next meeting of the Policies and Procedures Ad Hoc Committee would be February 8th and staff would send an email reminder to the committee members.

6. Request for Volunteer or Appointment of Commissioner to the Finance Ad Hoc Committee

Staff requested that one more Commissioner be added to the Finance Ad Hoc Committee. Commissioner Lockhart recommended Commissioner Foulkes.

Upon motion by Commissioner Combs and second by Commissioner Sblendorio, the Commission unanimously approved Commissioner Foulkes to sit on the Finance Ad Hoc Committee.

7. Informational Items

- a. Update on Municipal Services Review Ad Hoc Committee
- b. Update on Finance Ad Hoc Committee
- c. Website Improvements – Oral Report

Written reports were provided for items a. and b in the agenda packet. In addition, staff noted that at this meeting today the Commissioners were provided with a corrected copy of Attachment 1 (specifically, the amount of Total Appropriations, Internal Service Charges, Actual thru 12.24.07).

Regarding website improvement, staff explained that improvements to the Commissioners section would include pictures and more biographical information. Staff will send a draft to each Commissioner for approval before posting.

8. Matters Initiated by Members of the Commission

Commissioners Combs and Sblendorio, referring to the document provided to the Commissioners today regarding the East Alameda County Conservation Strategy Users Advisory Group Participation, expressed that it would be a good idea for Alameda LAFCo to be involved in this effort. Commissioner Combs provided background information about this Advisory Group. Executive Officer Graff noted that Alameda LAFCo staff would attend the Advisory Group’s January 17th meeting and would request that the Advisory Group give a presentation at a future LAFCo meeting.

Staff informed the Commission that the 2007 updated version of the Guide to Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 was available now and soon would be provided to each Commissioner.

Commission Chair Lockhart requested that the Commissioners bring to the March meeting the documents provided in the November 2007 agenda packet regarding the Hilliker item if they still have them. (November meeting was cancelled due to applicant requesting a continuance.) Staff will keep these packets for future distribution when the item is brought forward again.

9. Public Comment – There was none

10. Adjournment of Regular Meeting

The meeting was adjourned at 4:58 p.m.

11. Next Regular Meeting of the Commission

- Thursday, March 13, 2008 at 4:30 p.m.

Note: The above minutes are a summary of actions. A taped recording of this meeting serves as the official record and is available upon request from the LAFCo office.

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