

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING

March 13, 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 and alternate Anthony Santos

County Members: Nate Miley, Gail Steele, and alternate Scott Haggerty

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

Public Members: Sblend Sblendorio

Commissioners absent: City Member Marshall Kamena and Public Member Linda Sheehan

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

2. Approval/Correction of Minutes

Upon motion by Commissioner Foulkes and second by Commissioner Santos, the minutes for the January 10, 2008 regular meeting were approved.

3. City of Pleasanton Reorganization – Vineyard Avenue Annexation/Detachment No. 148 – Staff explained that the applicant had formally requested to continue this item to the May 8, 2008 meeting.

4. City of Pleasanton Reorganization – Dutra Annexation No. 151 – Staff presented background information on this reorganization proposal. Al Baez, representing the City of Pleasanton, responded to various questions from the Commission. Commissioner Sblendorio brought up the matter of island annexations, and the charge that LAFCo has to encourage annexation of islands. Mr. Baez provided information on the City of Pleasanton's efforts to date on encouraging the annexations of the two islands within its boundaries. Commissioner Combs expressed that she would like to see the Commission condition approval of cities' applications on a city's annexation of islands. There was discussion about the island annexation issue in general, with the sentiment expressed in regards to this proposal from the City of Pleasanton, that although the Commission might approve this particular proposal, future proposals would perhaps not be approved until progress has been made in island annexations. The Commission requested that Mr. Baez return to the Commission and provide an updated report on the City of Pleasanton's plans to annex the island areas. Commissioner Foulkes motioned and Commissioner Santos seconded to approve the City of Pleasanton Reorganization – Dutra Annexation No. 151.

Motion carried:

Ayes: 6 (Steele, Miley, Lockhart, Santos, and Sblendorio, and Foulkes)

Noes: 1 (Combs)

5. **Preliminary Fiscal Year 2008-2009 Budget and Work Plan** – Staff provided summary remarks. Commissioner Foulkes pointed out a typographical error on page 3 of the staff report, under the section entitled **Proposed FY 2008-2009 Workplan and Budget**, second bullet, second line, the word “in” after “time commitment” should be deleted, i.e. it should read “*Staff have found that there is a significant time commitment ~~is~~ because of the unique situations presented and comprehensive responses required.*” Following a motion by Commissioner Santos and second by Commissioner Sblendorio, the Commission unanimously approved the preliminary budget and work plan for FY 2008-2009.
6. **Contract for Services with IPA Planning Solutions, Inc.** – Staff provided background information on the RFI and RFP process to fill the planner position for the Commission. Some concern was expressed by the Commission that only one RFP was received. Commissioner Foulkes stated that the interview panel members were confident after the interview that the candidate was qualified to provide planning services. The proposed planner, Ms. Ineda Adesanya, was present and provided some background information on herself, noting that she was a Planner for Alameda County for six years in the early 1990s. Following a motion by Commissioner Steele, and second by Commissioner Sblendorio, the Commission unanimously approved contracting with IPA Planning Solutions, Inc. to provide as-needed planning services for the term April 1, 2008 – June 30, 2010 for an amount not to exceed \$95,000. Commissioner Combs recommended that Ms. Adesanya attend the upcoming CALAFCO Staff Workshop in San Jose, April 2-4, to assist in familiarizing herself with LAFCo.
7. **Policies and Procedures Update** – Staff provided introductory remarks about this item. Commissioner Foulkes expressed disagreement with item 2.12 (page 6) under PART II. COMMISSION BY-LAWS AND OPERATIONS, Meetings and Conduct of Business (Item 2) that defines what constitutes a majority vote. As described in 2.11 and 2.12, a quorum of Alameda LAFCo Commissioners is four, and a majority vote, when a quorum is present is sufficient for the adoption of any motion. Commissioner Foulkes expressed that she does not feel comfortable with a policy that would allow three Commissioners to make a decision for all seven, and suggested the policy be changed to avoid that. There was some discussion about this suggestion. Although the Commission as a whole did not wish to change the policy at this time, they requested Staff to poll other LAFCos to see what their policies are related to quorum and majority vote and to report back.

Following the discussion Commissioner Santos motioned and Commissioner Combs seconded to adopt the updates as recommend by the ad hoc committee to Volume I of Alameda LAFCO’s Guideline, Policies and Procedures manual – Bylaws.

Motion carried:

Ayes: 6 (Combs, Steele, Miley, Lockhart, Santos, and Sblendorio)

Noes: 1 (Foulkes)

8. **Public Member Recruitment** – Staff informed the Commission that Public Member Alternate Linda Sheehan’s term expires in May 2008 and that she would not be seeking a third term. Therefore, recruitment efforts would need to be initiated to secure a new alternate. Commissioners Haggerty, Combs and Santos volunteered to be on an ad hoc committee to screen and interview candidates and make recommendations to the full board at the May 8, 2008 meeting. Commissioner Sblendorio volunteered to be an alternate on the committee. Upon motion by Commissioner Foulkes and second by Commissioner Combs, the Commission approved the establishment of the ad hoc committee and directed staff to initiate the recruitment process.

- 9. Matters Initiated by Members of the Commission** – Commissioner Haggerty inquired about the procedures to bring an item back for discussion that has already been voted on and approved, expressing his disappointment to have missed the discussion on agenda item 4 – City of Pleasanton Reorganization – Dutra Annexation No. 151. LAFCo Counsel Brian Washington responded that he would look into it and advise Commissioner Haggerty of the procedures for reconsideration of an item.
- 10. Public Comment** - There was none.
- 11. Informational Items** – Staff provided brief remarks on the following informational items:
- a. 2008 CALAFCO Staff Workshop in San Jose, April 2-4
 - b. 2008 CALAFCO Conference in Universal City, L.A., September 2-5
 - c. Commissioners terms ending May 2008:
 - 1. Nate Miley, Regular County Member
 - 2. Janet Lockhart, Regular City Member
 - 3. Katy Foulkes, Regular Special District Member
 - 4. Linda Sheehan, Alternate Public Member

Commissioner Combs encouraged Commissioners to attend the CALAFCO Conference.

It was noted that Commissioner Miley was recently reappointed to another term by the Board of Supervisors. Commissioner Lockhart indicated that she has reapplied to serve another term. Executive Officer Hishida Graff provided information on the process to elect the Special District Member.

12. Adjournment of Regular Meeting

The meeting was adjourned at 5:25 p.m.

13. Next Regular Meeting of the Commission

- Thursday, May 8, 2008 at 4:30 p.m.

Note: The above minutes are a summary of actions. Due to technical equipment malfunction there is only a partial taped recording of this meeting available.