

Alameda Local Agency Formation Commission

NOTICE OF REGULAR MEETING AND AGENDA

ALAMEDA LOCAL AGENCY FORMATION COMMISSION

THURSDAY, SEPTEMBER 12, 2019

2:00 P.M.

CITY OF DUBLIN COUNCIL CHAMBERS
100 CIVIC PLAZA, DUBLIN, CALIFORNIA

Scott Haggerty, Chair – Sblend Sblendorio, Vice Chair – John Marchand – Jerry Thorne – Nate Miley – Ralph Johnson – Ayn Wieskamp,
David Haubert, Alternate – Richard Valle, Alternate – Georgan Vonheeder-Leopold, Alternate – Tom Pico, Alternate

On behalf of the Chair, the Commission welcomes you to its meetings and your interest is appreciated. **If you wish to speak to a matter on the agenda, please complete a Speakers Card and submit it to staff.** When your name is announced, please come forward and give your name and address, and state your comments or questions. If you wish to speak on a matter not on the agenda, please wait until the Chair calls for Public Comment. Speakers may have a time limitation imposed at the discretion of the Chair. Alameda LAFCO meetings are wheelchair accessible. Call (510) 208-4949 (voice) or (510) 834-6754 (TDD) to request a sign-language interpreter. Five working days' notice is required.

Only those issues which are brought up at the public hearing described in this notice, or in written correspondence delivered to the LAFCO Commissioners at or prior to the hearing, may be raised in any legal challenge to the actions taken by the Commission.

1. **2:00 P.M. – Call to Order and Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment:** Anyone from the audience may address the Commission on any matter not listed on the agenda and within the jurisdiction of the Alameda LAFCO. The Commission cannot act upon matters not appearing on the agenda. *Speakers are limited to three (3) minutes.*
4. **Consent Items**
 - a. Approval of Meeting Minutes: May 29, 2019 Special Meeting
 - b. Approval of Meeting Minutes: July 18, 2019 Regular Meeting
 - c. Approval of Meeting Dates of New Calendar Year 2020
 - d. Request for Time Extension | Annexation of Tesla Road et al to City of Livermore
 - e. Request for Time Extension | Reorganization of East Bay Municipal Utility District and City of Hayward
5. **End of Year Budget Report for Fiscal Year 2018-2019** (Regular) – The Alameda Local Agency Formation Commission (LAFCO) will review an end-of-year report comparing budgeted and actual transactions for fiscal year 2018-2019. The report notes that Commission finished the fiscal year with a

net operating surplus of \$246,269. This includes a \$176,000 fund balance applied to offset agency apportionments for the fiscal year. The report is being presented to the Commission to accept and file and to provide direction as needed.

LAFCO Staff Recommendation: Accept and file the report as presented.

6. **CALAFCO Proposed New Membership Dues Structure (Regular)** – The Alameda Local Agency Formation Commission (LAFCO) will consider the proposal by the California Association of Local Agency Formation Commissions (CALAFCO) of a new dues structure as a response to the organization’s ongoing structural budget deficit and ahead of a vote at the Annual Business meeting on Thursday, October 31, 2019 at CALAFCO’s Annual Conference in Sacramento.

LAFCO Staff Recommendation: Consider whether to support or oppose CALAFCO’s proposed new dues structure and direct the Commission’s voting delegate to vote accordingly at the CALAFCO Annual Conference on October 31, 2019.

7. **Financial Audit Report and Presentation for Fiscal Year Ending June 30, 2018 (Regular)** – The Alameda Local Agency Formation Commission (LAFCO) will receive a report and presentation from Harshwal & Company LLP of Alameda LAFCO’s financial statements for 2017-2018. The report returns to the Commission after its July 18, 2019 regular meeting at the request of the Commission to have the auditor present and clarify their findings. The report concludes the tested statements show no material weaknesses or omissions and accurately reflects the Commission’s financial standing with an adjusted unrestricted fund balance of \$594,309.

LAFCO Staff Recommendation: Accept and file the report.

8. **Annexation of Dumbarton Quarry Regional Park to Union Sanitary District (Public Hearing)** – The Commission will consider a change of organization proposal filed by Pacific States Environmental Contractors, Inc. with the Alameda Local Agency Formation Commission (LAFCO) on behalf of the East Bay Regional Park District (EBRPD) to annex approximately 120.5 acres of territory located within the City of Fremont to the Union Sanitary District (USD). The affected territory is within USD’s sphere of influence and includes 3 parcels. The purpose of the proposal is to provide wastewater services in support of the planned Dumbarton Quarry Regional Park restrooms, shower facilities, and laundry facility. Staff recommends approval with standard terms.

LAFCO Staff Recommendation: Adopt the draft resolution approving the annexation request of the Dumbarton Quarry Regional Park into USD.

9. **Priority Conservation Areas (Regular)** – The Commission will consider staff’s recommendation on reviewing whether an affected territory is located within a priority conservation area as an additional factor of mandatory analysis for boundary change proposals under Government Code (G.C.) Section 56668

LAFCO Staff Recommendation: Staff recommends approval.

10. **Matters Initiated by Members of the Commission**

- 11. Informational Items**
- a. Current and Pending Proposals
 - b. Progress Report on Work Plan
 - c. Strategic Planning Workshop Update
 - d. CALAFCO Board of Directors Nominations and Achievement Awards
 - e. CALAFCO 2019 Annual Conference October 30 – November 1, 2019 in Sacramento

12. Adjournment of Regular Meeting

14. Next Meetings of the Commission

Policy and Budget Committee Meeting

Thursday, October 3, 2019 at 2:00 pm at City of Dublin, 100 Civic Plaza, Dublin, CA

Regular Meeting

Thursday, November 14, 2019 at 2:00 p.m. at City of Dublin, 100 Civic Plaza, Dublin, CA

DISCLOSURE OF BUSINESS OR CAMPAIGN CONTRIBUTIONS TO COMMISSIONERS

Government Code Section 84308 requires that a Commissioner (regular or alternate) disqualify herself or himself and not participate in a proceeding involving an "entitlement for use" application if, within the last twelve months, the Commissioner has received **\$250 or more in business or campaign contributions from an applicant, an agent of an applicant, or any financially interested person who actively supports or opposes a decision on the matter.** A LAFCo decision approving a proposal (e.g., for an annexation) will often be an "entitlement for use" within the meaning of Section 84308. Sphere of Influence determinations are exempt under Government Code Section 84308.

If you are an applicant or an agent of an applicant on such a matter to be heard by the Commission and if you have made business or campaign contributions totaling \$250 or more to any Commissioner in the past twelve months, Section 84308(d) requires that you disclose that fact for the official record of the proceeding. The disclosure of any such contribution (including the amount of the contribution and the name of the recipient Commissioner) must be made either: 1) In writing and delivered to the Secretary of the Commission prior to the hearing on the matter, or 2) By oral declaration made at the time the hearing on the matter is opened. Contribution disclosure forms are available at the meeting for anyone who prefers to disclose contributions in writing.

Pursuant to GC Section 84308, if you wish to participate in the above proceedings, you or your agent are prohibited from making a campaign contribution of \$250 or more to any Commissioner. This prohibition begins on the date you begin to actively support or oppose an application before LAFCO and continues until 3 months after a final decision is rendered by LAFCO. If you or your agent have made a contribution of \$250 or more to any Commissioner during the 12 months preceding the decision, in the proceeding that Commissioner must disqualify himself or herself from the decision. However, disqualification is not required if the Commissioner returns that campaign contribution within 30 days of learning both about the contribution and the fact that you are a participant in the proceedings. Separately, any person with a disability under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of all the documents constituting the agenda packet for a meeting upon request. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the LAFCO office at least three (3) working days prior to the meeting for any requested arrangements or accommodations.

Alameda LAFCO
Administrative Office
1221 Oak Street,
Suite 555 Oakland,
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SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
SPECIAL MEETING

City of Dublin Council Chambers, 100 Civic Drive, Dublin, CA

May 29, 2019

1. Call to Order and Pledge of Allegiance

Chair Haggerty called the meeting to order at 2:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call.

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

County Members: Scott Haggerty

City Members: John Marchand and Jerry Thorne

Special District Members: Ayn Wieskamp, Ralph Johnson, and alternate Georgan Vonheeder-Leopold

Public Members: Sblend Sblendorio and alternate Tom Pico

Not Present: County Member Nate Miley, alternate County Member Richard Valle, and alternate City Member David Haubert

Staff present: Rachel Jones, Executive Officer; Theresa Rude, Analyst; Andrew Massey, Legal Counsel; and Sandy Hou, Clerk

3. Memorandum of Understanding | Alameda LAFCO and the County of Alameda – A Memorandum of Understanding (MOU) between the Alameda Local Agency Formation Commission (LAFCO) and the County of Alameda for administrative and support services as the existing MOU agreement is set to expire on June 30, 2019.

Executive Officer provided a summary of the written report, pointing out that notable changes from the existing MOU agreement include job designations of LAFCO employees within the County system, an enhanced financial management system, and LAFCO's own designated office space. The recommendation was to approve the new MOU agreement and direct staff to forward the agreement to the Alameda County Board of Supervisors for approval, and work with the Community Development Agency to develop an MOU concerning LAFCO's relocation to the interim space at 224 West Winton Avenue in Hayward.

LAFCO Counsel provided information about item 6 of the MOU concerning Legal Counsel Services and why it was included in the MOU.

Commissioner Johnson motioned to approve the new MOU agreement per staff's recommendation. Motion was seconded by Commissioner Sblendorio and passed unanimously.

AYES: 6 (Haggerty, Johnson, Marchand, Pico, Sblendorio, Wieskamp)

NOES: 0

ABSENT: 1 (Miley)

ABSTAIN: 0

Commissioner Wieskamp expressed appreciation to and commended the sub-committee for their efforts on crafting the new MOU.

4. Adjournment of Regular Meeting

Chair Haggerty adjourned the meeting at 2:10 p.m.

Next Meetings

Policy & Budget Committee

Thursday, June 7, 2019 @ 2:00 p.m. at City of Dublin, 100 Civic Plaza, Dublin, CA

Regular Meeting

Thursday, July 18, 2019 @ 2:00 p.m. at City of Dublin, 100 Civic Plaza, Dublin, CA

Respectfully submitted,

Sandy Hou, Commission Clerk

DRAFT

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING

City of Dublin Council Chambers, 100 Civic Drive, Dublin, CA

July 18, 2019

1. Call to Order and Pledge of Allegiance

Chair Haggerty called the meeting to order at 2:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call.

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

County Members: Scott Haggerty and Nate Miley (arrived 2:35, item 11)

City Members: John Marchand and Jerry Thorne

Special District Members: Ayn Wieskamp, Ralph Johnson, and alternate Georgean Vonheeder-Leopold

Public Members: Sblend Sblendorio and alternate Tom Pico

Not Present: Alternate County Member Richard Valle and alternate City Member David Haubert

Staff present: Rachel Jones, Executive Officer; Theresa Rude, Analyst; Andrew Massey, Legal Counsel; and Sandy Hou, Clerk

3. Public Comment

Chair Haggerty invited members in the audience to address the Commission on any matter not listed on the agenda and within the jurisdiction of the Commission. There were no comments.

4. Approval of Meeting Minutes: May 9, 2019 Regular Meeting (Consent Item)

Upon motion by Commissioner Wieskamp, second by Commissioner Marchand, the minutes of May 9, 2019 were approved.

AYES: 6 (Haggerty, Johnson, Marchand, Sblendorio, Thorne, Wieskamp)

NOES: 0

ABSENT: 1 (Miley)

ABSTAIN: 0

5. Contract for Planning Services with Lamphier-Gregory (Consent Item)

Staff provided summary remarks, recommending the Commission approve a new contract for planning services with planning consultant, Lamphier-Gregory, at a not-to-exceed amount of \$25,000 over a five-year period.

In response to Chair Haggerty's inquiry, staff noted that the contract for as-needed planning services was initially granted to Lamphier-Gregory in 2014 and the services provided by the company are primarily application review to ensure compliance with CEQA requirements. Commissioner Haggerty noted that because the amount of the contract is so low, he did not object to the contract not going out to bid at this time, but that it should at the end of this contract period in 2024.

Upon motion by Commissioner Marchand, second by Commissioner Johnson, the Commission approved entering into a new contract with Lamphier-Gregory as recommended by staff.

AYES: 6 (Haggerty, Johnson, Marchand, Sblendorio, Thorne, Wieskamp)

NOES: 0

ABSENT: 1 (Miley)

ABSTAIN: 0

6. Financial Audit Report for Fiscal Year Ending June 30, 2018 (Regular) – Report from outside consultant, Harshwal and Company, auditing Alameda LAFCO’s financial statements for 2017-2018.

Summary remarks were provided by LAFCO Analyst Theresa Rude. She noted that the audit firm’s written report (copies of which had been provided to the Commissioners in their agenda packet) concludes the tested statements show no material weaknesses or omissions and accurately reflects the Commission’s financial standing with an adjusted unrestricted fund balance of \$594,309.

Commission Discussion:

Commissioner Pico expressed concern about the way revenue was characterized in the report and that the consultant who conducted the audit was not present at this meeting to answer questions. In response to why no audit had been conducted since 2006, Ms. Rude explained there had been confusion about whether or not LAFCO was included in the audits of the County. Recently the Auditor’s office had clarified that LAFCO has never been included in the audit of the County. An extensive discussion followed concerning the Commission’s policy of conducting audits overall and possible updates to the audit policy in terms of how often to conduct them, hiring the appropriate firm, length of contract, and establishing an audit committee.

Commissioner Sblendorio motioned to continue this item to the next regular Commission meeting in September with Harshwal and Company giving a formal report of their audit findings at that meeting and to authorize the Commission Chair to make appointments to an ad hoc audit committee that would look into recommending an audit process for the Commission to adopt and implement. Commissioner Johnson seconded the motion which passed unanimously.

AYES: 6 (Haggerty, Johnson, Marchand, Sblendorio, Thorne, Wieskamp)
NOES: 0
ABSENT: 1 (Miley)
ABSTAIN: 0

Chair Haggerty appointed Commissioners Vonheeder-Leopold, Pico, and Sblendorio to the ad hoc audit committee.

7. City of Alameda Healthcare District | Update – Informational

Executive Officer gave a summary of the written report, noting that the report was in response to Commissioners Haggerty and Vonheeder-Leopold’s request at the May meeting to review the status of the District.

She pointed out that the written report was prepared by LAFCO Analyst Theresa Rude. Brief highlights included that the District was formed in 2002 and in November 2013 the District entered into a Joint Powers Agreement with the Alameda Health System which has assumed operational control with the District supported through the annual assessment and collection of its authorized parcel tax. LAFCO’s recent municipal service review (MSR) of the District occurred in 2013 and the next one is scheduled to be completed in 2024.

Commissioner Vonheeder-Leopold commented that it seems all the Board does is collect money and hand it over to the County. Following brief discussion, the Commission directed Staff to contact the City of Alameda Health Care District and ask them to present a status update of the District to the Commission within the next four months.

8. Legislative Report (Regular) - An update from the CALAFCO Legislative Committee relating to proposed bills impacting LAFCOs.

Executive Officer summarized key points and status of the following bills:

- AB1822 (Assembly Local Government Committee) | LAFCo Omnibus
- AB 1253 (Rivas) | LAFCO Funding

- AB 600 (Chu) | Disadvantaged Unincorporated Communities

There was no Commission discussion on the informational report.

9. Nominations for CALAFCO Board of Directors and Designation of Voting Delegate (Business)

Consideration of action items relating to the California Association of Local Agency Formation Commissions (CALAFCO) Annual Conference scheduled for October 30th to November 1st in Sacramento. Requested actions included the appointments of voting delegates and any nominations for the CALAFCO Board of Directors. The Board election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 31st.

Upon motion by Commissioner Sblendorio, second by Commissioner Wieskamp, the Commission appointed Commissioner Vonheeder-Leopold the voting delegate at the regional caucuses during the upcoming CALAFCO conference.

AYES: 6 (Haggerty, Johnson, Marchand, Sblendorio, Thorne, Wieskamp)
NOES: 0
ABSENT: 1 (Miley)
ABSTAIN: 0

There were no nominations to the CALAFCO Board of Directors at this time. Chair Haggerty requested that if any Commissioner decided to run for the Board to let Staff and himself know so that it could be put on the September meeting agenda.

10. Matters Initiated by Members of the Commission

There were none.

11. Informational Items Highlights noted below:

a. Current and Pending Proposals

One active application under administrative review – Dumbarton Quarry annexation into Union Sanitary District, expected to be on the September meeting agenda.

b. Progress Report on Work Plan

The consultants conducting the Municipal Service Review (MSR) on water, wastewater, stormwater and flood control may make a presentation at the September meeting.

In response to Commissioner Pico’s inquiry about the status of moving the LAFCO office, Staff responded that we are in contract negotiations with the Community Development Agency which should be finalized mid-August with a move-in date in the fall.

c. CALAFCO 2019 Annual Conference October 30 - November 1, 2019 in Sacramento

12. Adjournment of Regular Meeting

Chair Haggerty adjourned the meeting at 2:36 p.m.

13. Next Meetings

Policy & Budget Committee

Thursday, August 1, 2019 @ 2:00 p.m. at City of Dublin, 100 Civic Plaza, Dublin, CA

Regular Meeting

Thursday, September 12, 2019 @ 2:00 p.m. at City of Dublin, 100 Civic Plaza, Dublin, CA

Respectfully submitted,

Sandy Hou, Commission Clerk

DRAFT

AGENDA REPORT

September 12, 2019

Item No. 4c

TO: Alameda Commissioners

FROM: Rachel Jones, Executive Officer

SUBJECT: Approval of Meeting Dates for Calendar Year 2020

The Commission will consider setting regular dates for the upcoming calendar year as required under policy. Regular meeting dates are proposed for each odd-numbered month with the resulting dates falling on January 16th, March 12th, May 14th, July 9th, September 10th, and November 12th. Staff recommends approval.

Information

It is the policy of Alameda LAFCO (“Commission”) to set its meeting schedule for the proceeding calendar year every September. All regular meeting dates are typically held on the second Thursday of each odd-numbered month.

The proposed meeting schedule for the 2020 calendar year is as follows:

January 16, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting
March 12, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting
May 14, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting
July 9, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting
September 10, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting
November 12, 2020	Thursday, 2:00 p.m. Dublin City Council Chambers	Regular Meeting

Due to the agenda packet distribution date for the January regular meeting falling on January 2nd, so close to the New Year’s holiday, staff made the consideration of postponing its regular January meeting from January 9th to January 16th.

Discussion

The item is for the Commission to formally set meeting dates for the upcoming calendar year as required under policy. This includes considering anticipated workload and Commission preferences in holding meetings.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Approve regular meeting dates for 2020 on the following odd-numbered Thursdays: January 16th, March 12th, May 14th, July 9th, September 10th, and November 12th.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction to staff for additional information as needed.

Alternative Three:

Take no action.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,

A handwritten signature in blue ink, appearing to read "Rachel Jones", with a long horizontal flourish extending to the right.

Rachel Jones
Executive Officer

Attachments: none

TO: Alameda Commissioners

FROM: Rachel Jones, Executive Officer

**SUBJECT: Request for Time Extension of Approval Terms |
Annexation of 4592 Tesla Road et al to the City of Livermore**

The Alameda Local Agency Formation Commission (LAFCO) will consider staff's recommendation for a time extension on behalf of the applicant to complete the terms established by the Commission in approving the annexation of 4592 Tesla Road et al to the City of Livermore that was approved on September 20, 2018. Staff believes the request is reasonable and recommends approval of a one-year extension as well as a fee waiver. The affected parcels are identified by the County of Alameda Assessor's Office as 99-1200-001, 99-1200-002, and 99-1200-003.

Information

At its September 20, 2018 meeting, Alameda LAFCO ("Commission") approved the annexation of 4592 Tesla Road et al to the City of Livermore for the purpose of receiving public wastewater services. The annexation was deemed necessary to alleviate budding environmental health concerns as a result of a failing septic system and the discharge of industrial and domestic waste. The applicant has approved all terms and conditions set by the Commission. The applicant is currently awaiting final approval from the County of Alameda Surveyor on its submitted map and geographic description in order to file a certificate of completion. Staff has met with the County Surveyor and understands there is a backlog on map approvals. The approval time at this moment is uncertain due to staffing changes at the department as well. The Commission granted one year for the applicant to complete the terms set by the Commission and this period are set to expire on September 20, 2019.

Discussion

This item is for the Commission to consider a recommendation by staff for a one-year time extension necessary to complete all approval terms established for the proposal given the approaching deadline to record a certificate of completion. Specifically, more time is requested to allow for the County Surveyor to approve the final map and geographic description submitted by the applicant. Additionally, staff recommends waiving the \$400 time-extension fee due to the applicant's cooperation with all other approval terms set by the Commission.

Analysis

Staff's recommendation for a time extension to complete the proposal's approval terms appears reasonable given the underlying circumstances. This includes the challenge of completing a term that requires the agreement of a third party. Accordingly, a one-year time extension and fee waiver are recommended and would extend the deadline to September 20, 2020.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Approve the requested time extension of one-year and fee waiver recommended by staff.

Alternative Two:

Deny the requested time extension and fee waiver. This will terminate the Commission's prior proposal approval assuming the terms remain outstanding and as such a certificate of completion cannot be recorded by September 20, 2019.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

Respectfully,



Rachel Jones
Executive Officer

Attachments: none

AGENDA REPORT

September 12, 2019

Item No. 4e

TO: Alameda Commissioners

FROM: Rachel Jones, Executive Officer

**SUBJECT: Request for Time Extension of Approval Terms |
Reorganization of East Bay Municipal Utility District and City of Hayward**

The Alameda Local Agency Formation Commission (LAFCO) will consider staff's recommendation for a time extension on behalf of the applicant to complete the terms established by the Commission in approving the reorganization of the East Bay Municipal Utility District (EBMUD) and City of Hayward that was approved on November 11, 2018. Staff believes the request is reasonable and recommends approval of a one-year extension as well as a fee waiver.

Information

At its November 11, 2018 meeting, Alameda LAFCO ("Commission") approved the reorganization of EBMUD and City of Hayward for the purpose of "cleaning up" overlapping boundary issues within their respective water service areas and to match their provided services with their jurisdictional boundaries. The applicant has approved all terms and conditions set by the Commission. The applicant is currently awaiting final approval from the County of Alameda Surveyor on its submitted map and geographic description in order to file a certificate of completion. Staff has met with the County Surveyor and understands there is a backlog on map approvals. The approval time at this moment is uncertain due to staffing changes at the department as well. The Commission granted one year for the applicant to complete the terms set by the Commission and this period is set to expire on November 11, 2019.

Discussion

This item is for the Commission to consider a recommendation by staff for a one-year time extension necessary to complete all approval terms established for the proposal given the approaching deadline to record a certificate of completion. Specifically, more time is requested to allow for the County Surveyor to approve the final map and geographic description submitted by the applicant. Additionally, staff recommends waiving the \$400 time-extension fee due to the applicant's cooperation with all other approval terms set by the Commission.

Administrative Office

Rachel Jones, Executive Officer
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Scott Haggerty, Chair
County of Alameda

Nate Miley, Regular
County of Alameda

Richard Valle, Alternate
County of Alameda

John Marchand, Regular
City of Livermore

Jerry Thorne, Regular
City of Pleasanton

David Haubert, Alternate
City of Dublin

Ralph Johnson, Regular
Castro Valley Sanitary District

Ayn Wieskamp, Regular
East Bay Regional Park District

Geogean Vonheeder-Leopold, Alternate
Dublin San Ramon Services District

Sblend Sblendorio, Regular
Public Member

Tom Pico, Alternate
Public Member

Analysis

Staff's recommendation for a time extension to complete the proposal's approval terms appears reasonable given the underlying circumstances. This includes the challenge of completing a term that requires the agreement of a third party. Accordingly, a one-year time extension and fee waiver are recommended and would extend the deadline to November 11, 2020.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Approve the requested time extension of one-year and fee waiver recommended by staff.

Alternative Two:

Deny the requested time extension and fee waiver. This will terminate the Commission's prior proposal approval assuming the terms remain outstanding and as such a certificate of completion cannot be recorded by November 11, 2019.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

Respectfully,



Rachel Jones
Executive Officer

Attachments: none

TO: Alameda Commissioners
FROM: Rachel Jones, Executive Officer
SUBJECT: End of Year Budget Report for Fiscal Year 2018-2019

The Alameda Local Agency Formation Commission (LAFCO) will review an end-of-year report comparing budgeted and actual transactions for fiscal year 2018-2019. The report notes that the Commission finished the fiscal year with a net operating surplus of \$246,269. This includes a \$176,000 fund balance applied to offset agency apportionments for the fiscal year. The report is being presented to the Commission to accept and file and to provide direction as needed.

Information

Alameda LAFCO's ("Commission") adopted final budget for 2018-2019 totaled \$796,843. This amount represents the total approved operating expenditures for the fiscal year divided between three active expense units: salaries and benefits; services and supplies; and internal services. A matching revenue total was also budgeted to provide a year-end balance of \$0 and with a purposeful aid of a planned \$176,000 transfer from reserves. Budgeted revenues are divided between three active units: intergovernmental contributions, application fees, and investments. The Commission's audited fund balance as of July 1, 2018 totaled \$594,309.

Discussion

This item is for the Commission to receive a final comparison of (a) budgeted to (b) actual expenses and revenues in step with the close of the 2018-2019 fiscal year. The report is being presented to the Commission to formally accept and file and provide related direction.

Budgeted Expenses FY 18-19	Budgeted Revenues FY 18-19	Budgeted Year End Balance FY 18-19	Fund Balance FY 18-19
\$796,843	\$796,843	\$0	\$594,309

Summary of Operating Expenses

The Commission’s budgeted operating expense total in 2018-2019 totaled \$796,843. Actual expenses totaled \$548,345. This amount represents 68.9% of the budgeted total. A summary comparison of budgeted to actual operating expenses follows.

Expense Units	Adopted	Actuals	Percent Expended	Remaining Balance
Salaries and Benefits	471,653	408,832	87%	62,821
Services and Supplies	243,500	103,042	42%	140,458
Internal Service Charges	31,690	37,471	118%	(5,781)
Contingencies	50,000	-	0%	50,000
	\$796,843	\$549,345	68.9%	\$247,498

Summary of Operating Revenues

The Commission budgeted operating revenue amount in 2018-2019 totaled \$796,843. Actual revenues totaled \$795,614. This amount represents 99.8% of the budgeted total. A summary comparison of budgeted to actual operating revenue follows.

Revenue Units	Adopted	Actuals	Percent Expended	Remaining Balance
Agency Contributions	590,843	590,843	100%	-
Application Fees	30,000	16,456	55%	(13,544)
Interest	-	12,314	-	12,314
Fund Balance Offset	176,000	176,000	100%	-
	\$796,843	\$795,614	99.8%	(\$1,230)

Analysis

The fiscal year 2018-2019 proved to be a relatively good year for the Commission and was marked by increasing Alameda LAFCO’s financial standing with an overall operating surplus of \$246,269. The improvement is largely tied to savings from the recruitment and hiring of the Executive Officer position. This and other measured spending activities in legal and planning will allow the Commission to fund future projects such as new office space, municipal service reviews and other informational reports. The year-end surplus amount adds to the Commission’s unrestricted fund balance and is now estimated at \$666,065.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Accept and file the report as presented and provide direction as needed to staff with respect to any related matters for future consideration.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction for more information as needed.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,

A handwritten signature in blue ink, appearing to read "Rachel Jones", with a long horizontal flourish extending to the right.

Rachel Jones
Executive Officer

Attachments:

1. 2018-2019 General Ledger through June 30, 2019

ALAMEDA LOCAL AGENCY FORMATION COMMISSION

Regional Service Planning | Subdivision of the State of California

Expense Ledger

		FY 2017-2018		FY 2018-2019			
		Final	Actuals	Adopted	Actuals As of 6-30-19	% of Budget	Year End Balance
Salary and Benefit Costs							
<u>Account</u>	<u>Description</u>						
60001	Staff Salaries	-	-	321,692	269,829	83.9%	51,863
-	Employee Benefits and Retirement (ACERA)	-	-	149,961	139,003	92.7%	10,958
		472,385	383,228	471,653	408,832	86.7%	62,821
Service and Supplies							
<u>Account</u>	<u>Description</u>						
-	Intern	1,600	-	1,600	-	0.0%	1,600
610077	Postage	1,000	1,000	1,000	707	70.7%	293
610141	Copier	2,000	2,503	3,000	859	0.0%	2,141
610191	Pier Diems	7,500	7,300	7,700	5,700	74.0%	2,000
610211	Mileage/Travel	-	89	200	1,308	654.0%	(1,108)
610461	Training (Conferences and Workshops)	20,000	17,171	20,000	11,153	55.8%	8,847
610241	Records Retention	1,000	1,000	1,000	300	30.0%	700
610261	Consultants	75,000	75,000	96,000	22,593	23.5%	73,407
610261	Mapping - County	5,000	5,000	5,000	595	11.9%	4,405
610261	Planning Services	25,000	10,000	25,000	4,121	16.5%	20,879
610261	Legal Services	40,000	35,000	40,000	26,210	65.5%	13,790
610311	CAO - County - Services	11,000	11,000	11,000	11,000	100.0%	-
610312	Audit Services	7,500	-	10,000	6,000	60.0%	4,000
610351	Memberships	8,675	8,774	9,000	9,026	100.3%	(26)
610421	Public Notices	5,000	2,000	5,000	2,363	47.3%	2,637
610441	Assessor - County - Services	5,000	-	2,500	-	0.0%	2,500
610461	Special Departmental	500	500	1,500	515	34.3%	985
620041	Office Supplies	3,000	500	4,000	592	14.8%	3,408
		218,775	176,837	243,500	103,042	42.3%	140,458
Internal Service Charges							
<u>Account</u>	<u>Description</u>						
630051	Office Lease/Rent	3,200	3,200	3,200	3,492	109.1%	(291.52)
630021	Communication Services	3,218	3,218	3,878	3,878	100.0%	-
630061	Information Technology (GIS, ITD, Website)	18,081	18,081	21,578	27,068	125.4%	(5,792)
630081	Risk Management	2,686	2,686	3,034	3,034	100.0%	-
		27,185	27,185	31,690	37,471	118.2%	(5,781.44)
		50,000		50,000	-	0.0%	50,000
Contingencies							
<u>Account</u>	<u>Description</u>						
-	Operating Reserve	-	-	-	-	-	-
		-	-	-	-	-	-
EXPENSE TOTALS		768,345	587,250	796,843	549,345	68.9%	247,497.76

Revenue Ledger

		FY2017-2018		FY2018-2019			
		Adopted	Estimate	Adopted	Actuals	% of Budget	Year End Balance
Intergovernmental							
<u>Account</u>	<u>Description</u>						
-	Agency Contributions	588,345	588,344	590,843	590,844	100%	0
	County of Alameda	196,115	196,114	196,948	196,948	100%	0
	Cities	196,115	196,114	196,948	196,948	100%	0
	Special Districts	196,115	196,114	196,948	196,948	100%	0
		588,345	588,344	590,843	590,844	100%	0
Service Charges							
-	Application Fees	30,000	16,000	30,000	16,456	54.9%	(13,544)
Investments							
-	Interest	-	4,000	-	12,314	-	12,314
Fund Balance Offset							
		150,000	150,000	176,000	176,000	100.0%	-
	REVENUE TOTALS	768,345	758,344	796,843	795,614	99.8%	1,229
OPERATING NET		-	171,094	-	246,269		
UNRESTRICTED FUND BALANCE				666,065			
As of June 30th							

TO: Alameda Commissioners
FROM: Rachel Jones, Executive Officer
SUBJECT: CALAFCO Proposed New Membership Dues Structure

The Alameda Local Agency Formation Commission (LAFCO) will consider the proposal by the California Association of Local Agency Formation Commissions (CALAFCO) of a new dues structure as a response to the organization's ongoing structural budget deficit and ahead of a vote at the Annual Business meeting on Thursday, October 31, 2019 at CALAFCO's Annual Conference in Sacramento. Staff recommends the Commission consider whether to support or oppose CALAFCO's proposed new dues structure and direct the Commission's voting delegate to vote accordingly at the CALAFCO Annual Conference on October 31, 2019.

Background

In response to CALAFCO's financial outlook and continued budget deficits, CALAFCO's Board of Directors appointed a ten-member Ad Hoc Committee, composed of representatives of CALAFCO's four regions – Central, Coastal, Northern, and Southern – to find a more sustainable and equitable distribution of dues among all LAFCOs that will ultimately result in increased dues for all agencies, including Alameda LAFCO.

Under CALAFCO's existing dues structure, each LAFCO is categorized as urban, suburban, and rural, based upon somewhat outdated population figures. The highest dues are paid by the larger urban LAFCOs, and includes 14 of the more populated urban LAFCOs including Alameda LAFCO, whereas the lowest dues are paid by 18 of the rural LAFCOs.

Discussion

Under the existing dues structure, the fourteen largest LAFCO's pay fifty-six percent of all dues paid to CALAFCO. Under the proposed dues structure for fiscal year 2020-2021, the same fourteen largest LAFCOs would pay fifty-one percent of all dues paid to CALAFCO. The new dues structure involves a base charge of \$1,000 per LAFCO and a payment increase based upon 2020 population estimates from the California Department of Finance. There is also a per capita rate set by the CALAFCO Board of Directors.

The new proposed dues structure would increase Alameda LAFCO's membership dues by \$1,000 from \$9,662 to \$10,662 by the next fiscal year.

The proposed dues structure is set to address equitable distribution of membership costs between rural, suburban and urban LAFCOs, as well as reduce CALAFCO's shortfall.

Changing CALAFCO's dues structure will require a majority vote approval at the Annual Business Meeting held on Thursday, October 31st at the CALAFCO Annual Conference in Sacramento. Staff requests the Commission to consider the increase, and direct the voting delegate to support or oppose the proposed dues structure.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Consider whether to support or oppose CALAFCO's proposed new dues structure; and

Direct the Commission's voting delegate to vote accordingly at the CALAFCO Annual Conference on October 31, 2019.

Alternative Two:

Take no action.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,



Rachel Jones
Executive Officer

Attachments:

- 1) CALAFCO Letter on Proposed New Dues Structure
- 2) CALAFCO Bulletin of Questions and Answers
- 3) Proposed New Dues Structure



August 12, 2019

TO: Member LAFCos
SUBJECT: Proposed new dues structure for approval at 2019 Annual Business Meeting

Dear Member LAFCos:

The CALAFCO Board of Directors continues to develop services to meet the evolving needs of our members, yet we find ourselves continually challenged to meet those needs with limited resources.

At the CALAFCO Annual Meeting in Yosemite last fall, the Board explained that additional revenues must be raised to close the ongoing structural deficit, which the association has operated with since its inception. As many of you heard, CALAFCO has had an unhealthy reliance on Conference revenue to balance the budget which is not a sound fiscal practice. After receiving your feedback during the roundtable discussions at that Conference and after process of almost 18 months, the Board took a two-phase approach to addressing the ongoing structural deficit.

First, as a short-term strategy to address this structural deficit in FY 2019-20, the Board approved a one-time cost sharing option in which member LAFCo dues were increased by 16.25% and the Board used one-time Conference net profits to close the deficit (\$33,452 raised through the 16.25% increase and \$31,138 coming from Conference net profit). As we move into FY 2019-20, the adopted budget has a structural deficit of \$37,980.

The Board was also committed to a long-term strategy of revising the current dues structure into a more sustainable model. As a result, at their May 10, 2019 meeting, the Board considered several options for a new dues structure brought forward from the Finance Ad Hoc Committee. This Committee undertook a lengthy and detailed process, considering eleven (11) different options before deciding on the two brought to the Board.

After much discussion and careful consideration, the Board unanimously approved presenting the proposed new dues structure to you, the membership, for a vote at the October 31, 2019 Annual Business Meeting. A new dues structure requires the approval of the membership as it is a change in the Bylaws.

The structure is population based with a number of variables including an annual base rate, population threshold and a per capita rate. Population data will be updated annually.

The first step to changing the dues structure is for the membership to discuss it at the Annual Business Meeting and vote. Should the membership approve the new structure, the Board will adopt policies relating to the three variables. To help you better understand the process up to this point in time, a Q&A document has been created and included with this letter. It provides details and answers to the questions we know many of you have. Additionally we are including a matrix of what the new dues structure looks like for the first year of implementation (FY 2020-21) should the membership approve.

Also the Annual Business Meeting Agenda and meeting packet will contain a full staff report with details and the proposed changes to the Bylaws associated with the new dues structure. This will be published early August.

We understand raising dues at any time is a difficult proposition. Our work at CALAFCO strives to support the success and meet the needs of all member LAFCos, large and small. We are committed to continually enhancing the services of CALAFCO and fulfilling our mandate "to assist member LAFCos with educational and technical resources that otherwise would not be available." We hope you will agree when we discuss this at our Annual Business Meeting at this year's Conference.

We and the rest of the Board are available to answer any questions you may have. You are encouraged to seek out the feedback of your regional Board members.

On behalf of the CALAFCO Board of Directors,

A handwritten signature in black ink that reads "Josh Susman".

Josh Susman
Chair of the Board

A handwritten signature in black ink that reads "Pamela Miller".

Pamela Miller
Executive Director

Cc: CALAFCO Board of Directors
enclosures

CALAFCO BULLETIN

Proposed LAFCo Membership New Dues Structure

To be presented to the Membership for consideration and vote at the
2019 Annual Business Meeting in Sacramento, California on
October 31, 2019



Questions & Answers

Question: *How did the Board come up with the proposed dues structure?*

Answer: The Board spent over a year deliberating the structural deficit and dues structure through their Finance Ad Hoc Committee. They considered feedback received from the membership at the 2018 Annual Conference from the regional roundtable discussions and the message to work towards a more sustainable dues structure model. The Board discussed at length options presented to them by the Ad Hoc Committee in February and May.

Question: *Why was this structure selected over other options considered?*

Answer: After extensive research and discussion by the Ad Hoc Committee, and after considering a variety of possible structures including those based on LAFCo budget, County category (urban-suburban-rural), flat rate increases and population, ultimately it was a population-based structure that was favored. The Ad Hoc Committee presented two options to the Board with this population-based structural model and the Board agreed the population-based structure created the fewest irregularities to resolve and created a more sustainable funding formula. Ultimately this structure was unanimously approved by the Board.

Question: *What are the variables in the formula?*

Answer: The formula includes: (1) A flat annual fee or base rate (each LAFCo will pay the same flat rate); (2) Population threshold number; and (3) A per capita rate.

Question: *How will these variables be determined each year as CALAFCO considers member LAFCo dues?*

Answer: Should the membership approve the new structure, the Board will create policies to support the new structure. These policies will include the consideration of each of these variables and possible future adjustments. These policies will include keeping the Board's discretion to increase the dues by the CPI annually.

Question: *Where will the population data come from?*

Answer: The population data will be updated annually as the Board considers the next fiscal year dues. The data source to be used for updates is the California Department of Finance population estimates.

Question: *Is CALAFCO still budgeting for a net profit for the Annual Conference and how does that impact the annual budget?*

Answer: Yes. The Board has given clear direction that each year the annual budget should have a 15% net profit built into the budget for the Annual Conference (pursuant to Board Policy 4.2). CALAFCO's current FY 2019-20 budget calls for a 15% (or \$20,817) net profit. This net profit is still used to help balance the budget. However, the goal is for CALAFCO to move away from the unhealthy and unsustainable reliance on any higher net profit assumptions to balance the budget and fill the structural deficit.

The Ad Hoc Committee and the Board discussed at length using sponsorships to boost revenue and the Board continues to feel this revenue is unreliable and unpredictable and therefore unrealistic to use as a reliable revenue source.

Question: *How were the proposed base rate, population threshold and per capita rate selected?*

Answer: First, the Board committed to using the FY 2018-19 dues as the baseline from which to work, which they did (the FY 2018-19 dues are lower than the FY 2019-20 dues). The Board anticipated the FY 2020-2021 operational costs to be close to \$300,000, which was the baseline budget number from which they worked. The Ad Hoc Finance Committee considered eleven (11) different options before deciding on the population-based model with the three variables. To narrow that further, after looking at several (three) options with different variable numbers, the Board selected the current formula (\$1,000 base rate, 700,000 population threshold, per capita rate of 0.013802199 and population estimates for 2020 given that is the year the new dues structure would take effect, should it be approved). While this and other formulas realized the \$300,000 anticipated operational budget, these particular variables created dues for each LAFCo that the Board felt were the most equitable at this time.

Question: *How is this structure different than the current structure?*

Answer: The straight 3-category model no longer effectively serves the Association's member LAFcos. County populations vary enough that 3 categories just did not accurately capture the broader population picture. With the proposed model, the gap in the amount paid between the more populated rural LAFcos and their suburban colleagues has been reduced, as has the gap between the higher populated suburban LAFcos and the urban LAFcos.

Question: *Are LAFcos in counties with a population over 700,000 exempt from any future increase based on population growth?*

Answer: The proposed changes call for the Board to set the population threshold annually. Should the membership approve this proposed structure, the Board will set policies around the variables of population threshold, base rate and per capita rate. This means that population threshold can change based on Board discretion.

Question: *What if our LAFco has a financial hardship? Is that still addressed in the Bylaws?*

Answer: Yes. The Board unanimously agreed to keep the provision of allowing any LAFco with a financial hardship to bring that to the Board for consideration. (Please refer to Bylaws Section 2.2.4).

Question: *What will the dues be for my LAFco if the membership approves this new structure?*

Answer: The spreadsheet accompanying this bulletin details what the first year will look like with this formula. As a starting point, the Bylaws will reflect the formula used to get at these rates and the rate chart itself. That detailed information will be contained in the meeting packet for the October 31, 2019 Annual Membership meeting.

Question: *When will the membership vote on this proposed structure?*

Answer: The proposed structure is being presented to member LAFcos for voting at the Annual Business meeting on October 31, 2019 during the Annual Conference in Sacramento. The Annual Business Meeting agenda and meeting packet will be distributed in early August, allowing approximately three months for discussion prior to the vote.

Question: *Can we vote by proxy or absentee ballot if we are not attending the Annual Business meeting?*

Answer: No, all member LAFcos must be present to vote at the Annual Business meeting pursuant to Bylaws Section 3.7. **For purposes of voting, each member LAFco must be in good standing – which means all dues are current and paid in full by September 30, 2019. Further, each member LAFco shall submit to CALAFco the name of their voting delegate by September 30, 2019.**

Question: *What happens if the membership does not approve the proposed new dues structure?*

Answer: The Association will continue to have a structural deficit and may need to rely on accessing Fund Reserves to balance the budget. Further, in order to have a balanced budget, without additional sustainable and reliable revenues, expenses will need to be reduced which will equate to a reduction in services offered.

Question: *Who can I talk to if I have questions?*

Answer: If you have questions you are encouraged to contact Pamela Miller, CALAFco's Executive Director at pmiller@calafco.org or 916-442-6536. You can also contact the CALAFco Board Chair Josh Susman at jsusman@calafco.org. You are highly encouraged to reach out to any of your regional Board members and/or your regional staff representatives. All of their names and contact information can be found on the CALAFco website at www.calafco.org.

CALAFCO
Proposed member LAFCo dues structure and dues beginning FY 2020-21

County	Population Estimate 2020	Population For Dues Calculation	Base Dues	Per Capita Dues	Base + Per Capita Dues	Total Per Capita Rate
ALAMEDA	1,703,660	700,000	1,000	9,662	10,662	0.0063
ALPINE	1,107	1,107	1,000	15	1,015	0.9171
AMADOR	37,560	37,560	1,000	518	1,518	0.0404
BUTTE	230,701	230,701	1,000	3,184	4,184	0.0181
CALAVERAS	44,953	44,953	1,000	620	1,620	0.0360
COLUSA	23,144	23,144	1,000	319	1,319	0.0570
CONTRA COSTA	1,178,639	700,000	1,000	9,662	10,662	0.0090
DEL NORTE	26,997	26,997	1,000	373	1,373	0.0508
ELDORADO	189,576	189,576	1,000	2,617	3,617	0.0191
FRESNO	1,033,095	700,000	1,000	9,662	10,662	0.0103
GLENN	29,691	29,691	1,000	410	1,410	0.0475
HUMBOLDT	137,711	137,711	1,000	1,901	2,901	0.0211
IMPERIAL	195,814	195,814	1,000	2,703	3,703	0.0189
INYO	18,724	18,724	1,000	258	1,258	0.0672
KERN	930,885	700,000	1,000	9,662	10,662	0.0115
KINGS	154,549	154,549	1,000	2,133	3,133	0.0203
LAKE	65,302	65,302	1,000	901	1,901	0.0291
LASSEN	30,626	30,626	1,000	423	1,423	0.0465
LOS ANGELES	10,435,036	700,000	1,000	9,662	10,662	0.0010
MADERA	162,990	162,990	1,000	2,250	3,250	0.0199
MARIN	265,152	265,152	1,000	3,660	4,660	0.0176
MARIPOSA	18,031	18,031	1,000	249	1,249	0.0693
MENDOCINO	90,175	90,175	1,000	1,245	2,245	0.0249
MERCED	286,746	286,746	1,000	3,958	4,958	0.0173
MODOC	9,422	9,422	1,000	130	1,130	0.1199
MONO	13,986	13,986	1,000	193	1,193	0.0853
MONTEREY	454,599	454,599	1,000	6,274	7,274	0.0160
NAPA	143,800	143,800	1,000	1,985	2,985	0.0208
NEVADA	99,548	99,548	1,000	1,374	2,374	0.0238
ORANGE	3,260,012	700,000	1,000	9,662	10,662	0.0033
PLACER	397,368	397,368	1,000	5,485	6,485	0.0163
PLUMAS	19,374	19,374	1,000	267	1,267	0.0654
RIVERSIDE	2,500,975	700,000	1,000	9,662	10,662	0.0043
SACRAMENTO	1,572,886	700,000	1,000	9,662	10,662	0.0068
SAN BENITO	60,067	60,067	1,000	829	1,829	0.0305
SAN BERNARDINO	2,230,602	700,000	1,000	9,662	10,662	0.0048
SAN DIEGO	3,398,672	700,000	1,000	9,662	10,662	0.0031
SAN FRANCISCO	905,637	700,000	1,000	9,662	10,662	0.0118
SAN JOAQUIN	782,662	700,000	1,000	9,662	10,662	0.0136
SAN LUIS OPISPO	284,126	284,126	1,000	3,922	4,922	0.0173
SAN MATEO	792,271	700,000	1,000	9,662	10,662	0.0135

CALAFCO
Proposed member LAFCo dues structure and dues beginning FY 2020-21

County	Population Estimate 2020	Population For Dues Calculation	Base Dues	Per Capita Dues	Base + Per Capita Dues	Total Per Capita Rate
SANTA BARBARA	460,444	460,444	1,000	6,355	7,355	0.0160
SANTA CLARA	2,011,436	700,000	1,000	9,662	10,662	0.0053
SANTA CRUZ	282,627	282,627	1,000	3,901	4,901	0.0173
SHASTA	180,198	180,198	1,000	2,487	3,487	0.0194
SIERRA	3,129	3,129	1,000	43	1,043	0.3334
SISKIYOU	44,186	44,186	1,000	610	1,610	0.0364
SOLANO	453,784	453,784	1,000	6,263	7,263	0.0160
SONOMA	515,486	515,486	1,000	7,115	8,115	0.0157
STANISLAUS	572,000	572,000	1,000	7,895	8,895	0.0156
SUTTER	101,418	101,418	1,000	1,400	2,400	0.0237
TEHAMA	65,119	65,119	1,000	899	1,899	0.0292
TRINITY	13,389	13,389	1,000	185	1,185	0.0885
TULARE	487,733	487,733	1,000	6,732	7,732	0.0159
TUOLUMNE	53,976	53,976	1,000	745	1,745	0.0323
VENTURA	869,486	700,000	1,000	9,662	10,662	0.0123
YOLO	229,023	229,023	1,000	3,161	4,161	0.0182
YUBA	79,087	79,087	1,000	1,092	2,092	0.0264

As proposed, the formula described below is used to create the proposed FY 2020-21 dues as noted above.

Notwithstanding the foregoing, Member LAFCO annual membership dues shall be levied based upon a formula that includes the following components:

1. Dues are population based. The fiscal year 2020-2021 dues uses a 0.013802199 per capita rate and 2020 population estimates based on data from the California Department of Finance.
2. A base charge as set by the Board of Directors, which shall be the same for each LAFCO. The base charge for fiscal year 2020-2021 is \$1,000 per LAFCO.
3. A population threshold as set by the Board of Directors.
4. Population estimates per County updated annually based on data provided by the California Department of Finance.
5. The per capita rate shall be set by the Board of Directors.
6. No LAFCO will pay less than its current dues based on the baseline dues of fiscal year 2018-2019.

AGENDA REPORT

September 12, 2019

Item No. 7

TO: Alameda Commissioners**FROM:** Rachel Jones, Executive Officer**SUBJECT: Financial Audit Report and Presentation for Fiscal Year Ending June 30, 2018**

The Alameda Local Agency Formation Commission (LAFCO) will receive a report and presentation from Harshwal & Company LLP of Alameda LAFCO's financial statements for 2017-2018. The report returns to the Commission after its July 18, 2019 regular meeting at the request of the Commission to have the auditor present and clarify their findings. The report concludes the tested statements show no material weaknesses or omissions and accurately reflects the Commission's financial standing with an adjusted unrestricted fund balance of \$594,309. The report is being presented to receive and file.

Background

Alameda LAFCO's financial records are managed by the County of Auditor-Controller's Office. These support services are formally provided through a Memorandum of Understanding and highlighted by staff accessing and utilizing the County's ALCOLINK software system in executing payroll, budgeting, and accounts receivable/payable transactions. The Commission's financial records, however, are separate and excluded from the County's external auditing process that is published as a comprehensive annual financial report.

At its September 20, 2018 regular meeting, the Commission entered into an agreement with Harshwal and Company to prepare an independent audit for the fiscal year 2017-2018. Harshwal and Company was the firm selected by staff from a total of six accounting firms based on its responsiveness, cost, and familiarity with Alameda LAFCO. The firm conducted the Commission's last audit in 2006 and the cost for the 2017-2018 audit report totaled \$6,000.

Discussion

This item is for the Commission to review the completed audit report for the 2017-2018 fiscal year prepared by Harshwal and Company. The report found no material misstatements or weakness in the financial statements tested by the consultants and noted the Commission's unrestricted fund balance \$594,309. A copy of the report may be found in Attachment 1. After the Commission's July 18, 2019 regular meeting, the Commission directed staff to form an Ad Hoc Financial Committee consisting of Commissioners Pico, Sblendorio and Vonheeder-Leopold to select future auditors and review financial statements with selected auditors.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Receive and file the audit report for 2017-2018.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction to staff for additional information as needed.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,



Rachel Jones
Executive Officer

Attachments:

- 1) Alameda LAFCO Audit Report for 2017-2018

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
AUDITED FINANCIAL STATEMENTS
JUNE 30, 2018

Draft

HARSHWAL & COMPANY LLP
Certified Public Accountants
7677 Oakport Street, Suite 460
Oakland, CA 94621
(510) 452-5051

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
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INDEPENDENT AUDITOR'S REPORT

To the Commissioners
Alameda Local Agency Formation Commission
Oakland, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, major fund information of Alameda Local Agency Formation Commission, as of and for the year ended June 30, 2018, and the related notes to the financial statements which collectively comprise the Alameda Local Agency Formation Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the State Controller's *Minimum Audit Requirements for California Special Districts*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Alameda Local Agency Formation Commission's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Alameda Local Agency Formation Commission's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of Alameda Local Agency Formation Commission as of June 30, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 - 7 and Budgetary Comparison Information on page 18 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 29, 2019, on our consideration of Alameda Local Agency Formation Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Alameda Local Agency Formation Commission's internal control over financial reporting and compliance.

**MANAGEMENT'S DISCUSSION AND ANALYSIS
(REQUIRED SUPPLEMENTARY INFORMATION)**

Draft

**ALAMEDA LOCAL AGENCY FORMATION COMMISSION
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2018**

This section of the Alameda Local Agency Formation Commission's (Alameda LAFCO) annual financial report presents management's narrative overview and analysis of the financial activities of Alameda LAFCO for the fiscal year (FY) ended June 30, 2018. This is the first audit completed for Alameda LAFCO since 2006. While the prior audit financial statements were presented in accordance with the Governmental Accounting Standards Board (GASB) No. 34, due to the gap in time, certain comparative data are not available for earlier years. Comparative analysis will be presented in future years

FINANCIAL HIGHLIGHTS

- During the year ended June 30, 2018, Alameda LAFCO received revenues of \$609,893. Of this amount, \$588,344 came from member agencies, and \$21,549 came from other sources such as application fees, and interest earned from the County Treasurer's Pooled investment. Alameda LAFCO determines its operating budget annually and, as required by Government Code §56381(b)(1)(A), the County Auditor apportions Alameda LAFCO's net operating expenses in one-third shares among Alameda LAFCO's member agency classifications which consist of Alameda County, the cities, and the independent special districts in the County.
- As per Government Code §56381(c), if, at the end of the fiscal year, the Commission has funds in excess of what it needs, the Commission may retain those funds and calculate them into the following fiscal year's budget. Any excess funds are divided between reduced contributions and reserves.
- Alameda LAFCO has no long-term debt nor any capital asset.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to the basic financial statements. Alameda LAFCO's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements are designed to provide readers with a broad overview of Alameda LAFCO's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of Alameda LAFCO's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Alameda LAFCO is improving or deteriorating.

The statement of activities presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*.

Fund Financial Statements A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Alameda LAFCO, like state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Alameda LAFCO has only one governmental fund.

**ALAMEDA LOCAL AGENCY FORMATION COMMISSION
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2018**

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is needful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. The governmental funds balance sheet and statement of revenues, expenditures and changes in fund balances do not differ from government activities in the statement of net assets and statement of activities.

Notes to the Basic Financial Statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14 through 16 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following table presents a summary of the Alameda LAFCO's Statement of Net Position by category as of June 30, 2018.

STATEMENTS OF NET POSITION

	2018
ASSETS	
Cash in county treasury	\$ 592,594
Interest receivables	2,615
Total assets	595,209
LIABILITIES	
Accounts payable	900
Total liabilities	900
NET POSITION	
Unrestricted	594,309
Total net position	\$ 594,309

**ALAMEDA LOCAL AGENCY FORMATION COMMISSION
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2018**

A summary of total Alameda LAFCO Revenues, Expenses, and Changes in Net Position is presented in the tables below.

CHANGES IN NET POSITION

	2018
<i>REVENUES</i>	
Program revenues:	
Agency apportionments	\$ 588,344
Application fees	13,850
General revenues:	
Interest earnings	7,699
Total revenues	609,893
<i>EXPENSES</i>	
Program expenses	509,220
General administration	461
Total expenses	509,681
Change in net position	100,212
Net position – beginning	494,097
Net position –ending	\$ 594,309

The main source of revenue for the program comes from charges to the member agencies. The cost sharing is based on the Cortese-Knox- Hertzberg Local Government Reorganization Act of 2000 (CA Gov. Code section 56000 et. seq.), which provides that the County, cities and independent special districts share jointly and equally in the net operating expenses of Alameda LAFCO

Based on the cash balance remaining at the end of each quarter in fund number 83419, the program received a proportionate share of interest income calculated by the Controller's office quarterly based on the countywide pool of trust funds balances for the audited period.

Fiscal Year 2018 Accomplishments

Major activities and accomplishments during FY 2018 include:

- Conducted a facilitated Strategic Planning Retreat with Commissioners and staff resulting in the adoption of an update mission statement and strategic plan which include seven priority areas.
- Completed a Municipal Service Review of all 14 cities within Alameda County.
- Completed a special study and sphere of influence update for the Eden Township Health Care District Alameda LAFCO reviewed varying operational alternatives for the agency with the aim to improve both its efficiency and its effectiveness within the County.

**ALAMEDA LOCAL AGENCY FORMATION COMMISSION
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2018**

- Approved five change of organizations, including four annexations, two sphere amendments, and one out of area service agreement.
- Completed its website update for better accessibility and transparency throughout the County.
- Attended the CALAFCO 2018 Annual Conference at Tenaya Lodge in Yosemite.

Contacting the Alameda LAFCO Financial Management

This financial report is designed to provide LAFCO Commission, management, member agencies, awarding agencies, and pass through entities, with a general overview of the Alameda LAFCO's finances and to show the Alameda LAFCO's accountability for the money it receives. If you have any questions regarding this report or need additional financial information, contact Rachel Jones, LAFCO Executive Officer at (510) 272 3894 or Theresa Rude, LAFCO Staff Analyst at (510) 272 3879.

Draft

GOVERNMENT - WIDE FINANCIAL STATEMENTS

Draft

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF NET POSITION
JUNE 30, 2018

	<u>Governmental Activities</u>
ASSETS	
Cash in county treasury	\$ 592,594
Interest receivable	<u>2,615</u>
Total assets	<u>595,209</u>
LIABILITIES	
Accounts payable	<u>900</u>
Total liabilities	<u>900</u>
NET POSITION	
Unrestricted	<u>594,309</u>
Total net position	<u><u>\$ 594,309</u></u>

Draft

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Expenses</u>	<u>Program Revenues</u>	<u>Net (Expense) Revenue and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Governmental Activities</u>
Governmental activities:			
Apportionment revenues	\$ 509,220	\$ 588,344	\$ 79,124
General administration	<u>461</u>	<u>13,850</u>	<u>13,389</u>
Total governmental activities	<u>\$ 509,681</u>	<u>\$ 602,194</u>	<u>92,513</u>
General revenues:			
Interest earnings			<u>7,699</u>
Total general revenues			<u>7,699</u>
Change in net position			100,212
Net assets - beginning			<u>494,097</u>
Net assets - ending			<u>\$ 594,309</u>

The accompanying notes are an integral part of these financial statements

GOVERNMENTAL FUND FINANCIAL STATEMENTS

Draft

**ALAMEDA LOCAL AGENCY FORMATION COMMISSION
BALANCE SHEET - GOVERNMENTAL FUND
JUNE 30, 2018**

	<u>General Fund</u>
ASSETS	
Cash in county treasury	\$ 592,594
Interest receivable	<u>2,615</u>
Total assets	<u>595,209</u>
LIABILITIES	
Accounts payable	<u>900</u>
Total liabilities	<u>900</u>
FUND BALANCE	
Unassigned	<u>594,309</u>
Total Fund Balance	<u>594,309</u>
Total liabilities and fund balance	<u><u>\$ 595,209</u></u>

Draft

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUND
FOR THE YEAR ENDED JUNE 30, 2018

	<u>General Fund</u>
REVENUES	
Agency apportionments	\$ 588,344
Application fee	13,850
Interest	<u>7,699</u>
Total revenues	<u>609,893</u>
EXPENDITURES	
Salaries and benefits	337,415
Postage rent & lease expense	341
Copier repair & maintenance	1,251
Commissioner stipends	6,510
Mileage expense	780
Travel expense	11
Training expense	5,550
Record retention service	334
Professional service	50,421
Legal service	34,670
Admin & financial services	11,000
Membership expense	8,774
Govt fee expense	100
Public notice expense	3,857
Special department expense	4,646
Office expense	461
Communication expense	3,651
Office rental expense	3,799
IT service	33,264
Risk insurance services	<u>2,846</u>
Total expenditures	<u>509,681</u>
<i>Excess (deficiency) of revenues over (under) expenditures</i>	100,212
Fund balance - beginning of year	<u>494,097</u>
Fund balance - end of year	<u><u>\$ 594,309</u></u>

The accompanying notes are an integral part of these financial statements

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1 - GENERAL INFORMATION

Background and Organization of Alameda LAFCO

Alameda Local Agency Formation Commissions (LAFCO) mission is to provide oversight over local governments to make Alameda County a great place to live and work by balancing the preservation of agricultural and open space with the provision of sustainable municipal services.

LAFCO was formed in 1963 and became an independent state entity in 2000 with the passage of the Cortese-Knox-Hertzberg Local Government Act of 2000 (CA Gov. Code § 56000 et. seq.). LAFCO is responsible for coordinating logical and timely changes in local government boundaries, conducting special studies that review ways to reorganize, simplify, and streamline governmental structure, and preparing a sphere of influence for each city and special district within its county. LAFCO's efforts are directed toward seeing that services are provided efficiently and economically while agricultural and open-space lands are protected. LAFCO also conducts service reviews to evaluate the provision of municipal services within its county.

The Alameda LAFCO Commission consists of seven voting members and four alternates. Commissioners are appointed as follows: two and one alternate appointed by and from the County Board of Supervisors; two and one alternate appointed by and from the County's Mayor Conference; two and one alternate appointed by and from the Alameda County Special District Selection Committee; and one public member and an alternate appointed by the LAFCO Commission. All are appointed to staggered four year terms.

Alameda LAFCO is not part of the County structure, but is an independent, quasi-legislative agency that serves as a direct agent of the State. Each Commissioner is required to represent the public as a whole when considering or rendering decisions. However, they bring the views, perspectives and experience of various local agencies and the public into the decision making process. Most Alameda LAFCO expenses are funded by equal contributions from Alameda County, its cities and its special districts. However, a portion of actual proposal processing costs are recovered by charging fees for certain services.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Alameda LAFCO is a legally separate agency of the State of California. The commission is made up of two county members, two city members, two special district members and one public member and one alternative member in each of these categories.

Under previous law, Alameda County provided and funded all services and supplies, including personnel and legal counsel; and designated the County Administrator as the Executive Officer of Alameda LAFCO. However, section 56380 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (ACT) requires Alameda LAFCO to “make its own provision for necessary quarters, equipment and supplies, as well as personnel” and that Alameda LAFCO “may choose to contract with any public agency or private party for personnel and facilities”. Also, Section 56384 provides that Alameda LAFCO shall appoint an executive officer and a legal counsel. Alameda LAFCO has chosen to continue to use the staff, equipment, and facilities of the County by way of a Memorandum of Understanding (MOU).

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (CONT'D)

A. Reporting Entity - Cont'd

The County provides these services as an independent contractor. The County bills the Alameda LAFCO for these services based upon the MOU. Alameda LAFCO is not a component unit of the County.

The basic financial statements of LAFCO consist only of the funds of Alameda LAFCO. LAFCO has no oversight responsibility for any other governmental entity since no other entities are considered to be controlled by, or dependent on, Alameda LAFCO

B. Basis of Presentation

Government-wide Financial Statements:

The government-wide financial statements (i.e. statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of Alameda LAFCO. The government-wide statements are prepared using the economic resources measurement focus.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of Alameda LAFCO's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Alameda LAFCO does not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipients of goods or services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of Alameda LAFCO, with certain exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of Alameda LAFCO.

Fund Financial Statements:

Fund financial statements report detailed information about Alameda LAFCO. The focus of governmental fund financial statements is on major funds rather than reporting funds by type.

Alameda LAFCO has only one fund, general fund, which is a major fund. The general fund is accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balances for these funds present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental fund-wide financial statements use the modified accrual basis of accounting. Under accrual basis, revenues are recorded when earned and expenses are recorded when a liability is incurred.

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (CONT'D)

C. Basis of Accounting - Cont'd

Under modified accrual basis, revenue is recognized in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year.

For Alameda LAFCO, "available" means collectible within the current period or within 90 days after year-end. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

D. Budgets and Budgetary Accounting

Alameda LAFCO prepares its budget on a basis of accounting that differs from generally accepted accounting principles (GAAP). The actual results of operations are presented in the Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual on the budgetary basis to provide a meaningful comparison of actual results with the budget. Budgeted amounts represent the original budget modified by adjustments authorized during the year. The difference between the budgetary basis of accounting and GAAP is that encumbrances are recorded as expenditures under the budgetary basis.

NOTE 3 - CASH IN COUNTY TREASURY

Alameda LAFCO deposits all cash in the Alameda County Treasurer's pooled cash and investments. The cash balance at June 30, 2018 was \$592,594.

Interest earned on pooled cash and investments is allocated to the Agency at the end of each quarter based upon the average daily cash balance during the quarter in relation to the average daily balance of total pooled cash. Funds with the County Treasurer are invested pursuant to investment policy guidelines approved by the County Board of Supervisors. The types of investment instruments and the percentage of the portfolio which may be invested in certain instruments are governed by Section 53600 et seq. of the Government Code of the State of California. Authorized instruments in which the Treasurer can invest include debt issued by the County, US Treasury securities, bankers acceptances, federal, state and local government securities, commercial paper, medium-term notes, negotiable certificates of deposit, shares of beneficial interest and mortgage-backed securities. Credit risk information regarding the cash and investments held by the Treasurer is included in the Comprehensive Annual Financial Report of Alameda County.

NOTE 4 - PAYABLE TO PARTICIPANTS

As per Government Code §56381(c), if, at the end of the fiscal year, the Commission has funds in excess of what it needs, the Commission may retain those funds and calculate them into the following fiscal year's budget. Any excess funds are divided between reduced contributions and reserves.

REQUIRED SUPPLEMENTARY INFORMATION

Draft

ALAMEDA LOCAL AGENCY FORMATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budget</u>	<u>Actual</u>	Variance Positive (Negative)
REVENUES			
Agency apportionments	\$ 588,345	\$ 588,344	\$ (1)
Application fee	30,000	13,850	(16,150)
Interest income	<u>-</u>	<u>7,699</u>	<u>7,699</u>
Total revenues	<u>618,345</u>	<u>609,893</u>	<u>(8,452)</u>
EXPENDITURES			
Salaries and benefits	472,385	337,415	134,970
Postage rent & lease expense	1,000	341	659
Copier repair & maintenance	2,000	1,251	749
Commissioner stipends	7,500	6,510	990
Mileage expense	-	780	(780)
Travel expense	-	11	(11)
Training expense	20,000	5,550	14,450
Record retention service	2,600	334	2,266
Professional service	112,500	50,421	62,079
Legal service	40,000	34,670	5,330
Admin & financial services	16,000	11,000	5,000
Membership expense	8,675	8,774	(99)
Govt fee expense	-	100	(100)
Public notice expense	5,000	3,857	1,143
Special department expense	500	4,646	(4,146)
Office expense	3,000	461	2,539
Communication expense	3,219	3,651	(432)
Office rental expense	3,200	3,799	(599)
IT service	18,080	33,264	(15,184)
Contingency	50,000	-	50,000
Risk insurance services	<u>2,686</u>	<u>2,846</u>	<u>(160)</u>
Total expenditures	<u>768,345</u>	<u>509,681</u>	<u>258,664</u>
Estimated fund balance offset	<u>150,000</u>	<u>-</u>	<u>(150,000)</u>
<i>Excess of revenue over expenditures</i>	<u>\$ -</u>	<u>\$ 100,212</u>	<u>\$ 100,212</u>

The accompanying notes are an integral part of these financial statements

COMPLIANCE SECTION

Draft

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Commissioners
Alameda Local Agency Formation Commission
Oakland, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of Alameda Local Agency Formation Commission as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Alameda Local Agency Formation Commission's basic financial statements, and have issued our report thereon dated April 29, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Alameda Local Agency Formation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Alameda Local Agency Formation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Alameda Local Agency Formation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Alameda Local Agency Formation Commission's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Alameda Local Agency Formation Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Alameda Local Agency Formation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Alameda Local Agency Formation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Draft

TO: Alameda Commissioners

FROM: Rachel Jones, Executive Officer

SUBJECT: Proposed Annexation of the “Dumbarton Quarry Regional Park” to the Union Sanitary District

The Commission will consider a change of organization proposal filed by Pacific States Environmental Contractors, Inc. with the Alameda Local Agency Formation Commission (LAFCO) on behalf of the East Bay Regional Park District (EBRPD) to annex approximately 120.5 acres of territory located within the City of Fremont to the Union Sanitary District (USD). The affected territory is within USD’s sphere of influence and includes 3 parcels. The purpose of the proposal is to provide wastewater services in support of the planned Dumbarton Quarry Regional Park restrooms, shower facilities, and laundry facility. Staff recommends approval with standard terms.

Background

Alameda LAFCO has received a request from the firm Pacific States Environmental Contractors, Inc. with landowner consent seeking approval of a change of organization to annex approximately 120.5 acres of incorporated territory to USD. As submitted, the affected territory is comprised of 3 parcels to be developed for a future campground and park. The project site is located along Quarry and Patterson Ranch Road within the City of Fremont. The County of Alameda Assessor’s Office identifies the subject parcels as 537-0851-002-02, 543-366-1-10, and 543-366-4-1.

Other Affected Agencies

The affected territory lies within the incorporated City of Fremont. It also lies within the boundaries of the following special districts subject to Commission oversight:

- Alameda County Water District
- Washington Township Hospital District
- East Bay Regional Park District
- Alameda County Mosquito Abatement District

* The affected territory also lies within the Fremont Unified School District and lies within County Supervisorial District No. 2 (Richard Valle).

Discussion

This item is for the Commission to consider approving – with or without modifications – the applicant’s submitted change of organization proposal to annex the affected territory to USD. The Commission may also consider applying conditions to an approval so long as it does not directly regulate land use, property development, or subdivision requirements.

Purpose of Proposal

The primary purpose of the proposal is to provide wastewater services in support of a public park and campsite that is pre-zoned and approved by the City of Fremont. The planned Dumbarton Quarry Regional Park would not be able to provide restroom, shower or laundry facilities for park visitors if the application is not approved.

Development Potential

The affected territory as proposed and detailed in Appendix A is located on a former quarry site that is being reclaimed for a future park developed pursuant to the approved reclamation plan and conditional use permit approved by the City of Fremont. The City of Fremont General Plan designates the affected territory as Resource Conservation / Public Open Space. The affected territory is located within the Baylands Community Specific Plan Area that is protected for habitat conservation. Due to the prevalence of wetlands, sensitive species habitat, and public land ownership, the Baylands area has an extremely limited development potential.

The EBRPD will operate Dumbarton Quarry Regional Park in conjunction with Coyote Hills Regional Park. The park proposes to provide 26 cabins, a 20-car camping site, two camping areas to accommodate 225 campers, two restroom facilities, and a shower and laundry facility. Other uses include trails, parking, and an event area.

Analysis

Staff has identified two central policy items for the Commission in considering the merits of the proposal under Cortese-Knox-Hertzberg Act of 2000 (“CKH”). These policy items ultimately take the form of Commission determinations and orient the membership to consider stand-alone merits of the (a) timing of the annexation itself, and (b) applying discretionary boundary amendments or approval terms aimed at perfecting the action relative to member preferences in administering LAFCO law in Alameda County.

The timing of the proposed change of organization appears appropriate and is highlighted by the analysis of the factors required for consideration under LAFCO law anytime a jurisdictional change is proposed. The majority of the prescribed factors focus on the impacts of the proposed annexation

on the service and financial capacities of the receiving agency, USD. No single factor is determinative and the intent is to provide a uniform baseline for LAFCOs in considering all jurisdictional changes in context to the Commission's own adopted policies and practices. A summary of key conclusions generated in the review of these factors for the boundary change proposal follows with a complete analysis provided in Appendix A.

- The Commission has previously designated USD as the appropriate long-term wastewater provider of the affected territory through the inclusion of the subject lands within the District's sphere of influence. Annexation now implements this expectation through a public process and accommodates the expressed interest of the applicants as evident in their decision to petition LAFCO for application proceedings.
- Annexation of the affected territory to USD for the purpose of establishing permanent public wastewater services going forward is consistent with the adopted specific, general and land use plans of the City of Fremont.
- The City of Fremont's approval of the park and campsite development of the affected territory helps indicate the annexation to USD is appropriate by timing the boundary change with a known and pending development action.
- USD is in agreement with the proposed change of organization and states to have available and sufficient capacity to accommodate projected demands within the affected territory at its potential maximum use.

The timing of the change of organization of the affected territory to USD is warranted. Justification is marked by the preceding analysis and highlighted by accommodating the planned development of the affected territory consistent with the City of Fremont's land use policies in a manner that reflects available capacities and infrastructure. Additional analysis supporting the conclusion is provided in Appendix A.

As for potential amendments to the proposal to modify the physical boundary, staff did find one that involves expanding the annexation boundary to include one additional incorporated lot immediately to the east of the affected territory totaling 96.7 acres. The underlying merits in pursuing this potential boundary amendment is tied to producing a more orderly boundary for USD that eliminates an "island" of non-jurisdictional land entirely surrounded by the District. The demerits in proceeding with this boundary amendment, however, are administratively significant and include the need for additional environmental review and the standalone uncertainty as to whether such an expansion would survive protest proceedings under LAFCO law. Staff has consulted with a representative of the adjoining property that is owned by the Leslie Salt Company, and they do not plan or wish to connect to the District within the immediate future given the upfront expenses – namely a connection fee and related plumbing costs. Staff assigns deference to these latter considerations, and as such does not recommend proceeding with the referenced alternative amendment at this time.

Accordingly, no further conditions of approval for the annexation are proposed.

Other Mandated Considerations

Property Tax Exchange

California Revenue and Taxation Code Section 99(b)(6) requires the adoption of a property tax exchange agreement by the affected local agencies before LAFCO can consider a jurisdictional change. Both the City of Fremont and USD have agreed to a “no” exchange agreement for this proposal – i.e., USD will not receive any new property tax allocation if annexation is approved and recorded with or without amendments.

Environmental Review

The City of Fremont serves as the lead agency for assessing potential impacts of the proposal under the California Environmental Quality Act (CEQA) given the jurisdictional change is intended to facilitate the development of a City-approved campsite and park. The City has determined the action qualifies as a project and an Initial Study was prepared to further evaluate potential proposal impacts. The resulting initial study is attached and concludes the project would not result in any significant impacts and adopted a mitigated negative declaration. Staff independently concurs the City has made appropriate determinations.

Conducting Authority Proceedings (Protest Hearings)

Protest proceeding for the change of organization may be waived by Alameda LAFCO under Government Code Section 56663 should the Commission proceed with approval. The waiver appropriately applies under this statute given the affected territory is uninhabited as defined under LAFCO law and the subject landowners have provided their respective written consent to the underlying proceedings.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Adopt the draft resolution as identified as Attachment 1 approving the annexation request of the Dumbarton Quarry Regional Park into USD.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction for more information as needed.

Alternative Three:

Disapprove the proposal. Disapproval would statutorily prohibit the initiation of a similar proposal for one year unless a request for reconsideration is filed and approved by the Commission within 30 days.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Procedures for Consideration

This item has been placed on the agenda for action as part of a noticed public hearing. The following procedures are recommended for consideration.

- 1) Receive a verbal report from staff;
- 2) Invite questions from the Commission;
- 3) Open the public hearing and invite comments from audience (mandatory); and
- 4) Close the public hearing, discuss item, and consider recommendation.

Respectfully,



Rachel Jones
Executive Officer

Attachments:

1. Draft Resolution
2. Vicinity Maps
3. Application Materials
4. Mitigated Negative Declaration

APPENDIX A

BOUNDARY CHANGE ANALYSIS OF MANDATORY FACTORS GOVERNMENT CODE SECTION 56668

1) Population and population density; land area and land use; per capita assessed valuation topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant growth in the area, and in adjacent areas during the next 10 years.

The affected territory consists of 3 parcels totaling 120.5 acres and is considered uninhabited as the area contains no registered voters. The applicant indicates the affected territory contains only one landowner. The affected territory zoning designations are defined by the City of Fremont as Resource Conservation / Public Open Space. Uses are further prescribed for recreational and educational opportunities, conservation and restoration of habitat, and salt harvesting. Limited development is permitted with City approval. There is zero population growth projected within the next five years. Total assessed value of the land is estimated at approximately \$0.115 million.

2) The need for municipal services; the present cost and adequacy of municipal services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation, formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas.

The City of Fremont acts as the primary purveyor of general services to the affected territory. This includes community planning, roads, and public safety. The other pertinent service provider is the Alameda County Water District.

3) The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on local governmental structures.

Approving the annexation to USD would recognize and strengthen existing economic and social ties between the District and the affected territory. The ties were established when the Commission included the entire area into USD's sphere of influence and signaling the lands would eventually warrant public wastewater service from the District when appropriate.

4) The conformity of the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns of urban development, and the policies and priorities set forth in Government Code Section 56377.

The affected territory is proposed for the project site of a park and campground that would receive

wastewater collection and treatment from USD. Approving the proposed change of organization would facilitate the establishment of public wastewater services to the proposed development in accordance with the City of Fremont’s community planning policies. The lands included in the affected territory qualify as open space and will remain as such and do not conflict with G.C. Section 56377.

5) The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by Government Code Section 56016.

The affected territory does not qualify as “agricultural land” under CKH. Specifically, the affected territory is not used for any of the following purposes: producing an agricultural commodity for commercial purposes; left fallow under a crop rotational program; or enrolled in an agricultural subsidy program.

6) The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors or unincorporated territory, and other similar matters affecting the proposed boundaries.

Alameda LAFCO is in receipt of a draft map and geographic description of the affected territory that details the proposed boundaries consistent with the standards of the State Board of Equalization for mapping proposed jurisdictional changes. Approval would be conditioned on a final map and description conforming to the referenced standards. No lines of assessment are crossed.

7) Consistency with the city or county general plans, specific plans and adopted regional transportation plan.

The City of Fremont has found the proposed project is consistent with its General Plan land use designation and Baylands Community Specific Area Plan of resource conservation and public open space use. The proposal does not conflict with the regional transportation plan maintained by the Metropolitan Transportation Commission.

8) The sphere of influence of any local agency affected by the proposal.

The affected territory lies entirely within USD’s sphere of influence. It is separately noted the affected territory lies also within Alameda County Water District’s sphere of influence. No sphere amendments are needed to accommodate the proposal.

9) The comments of any affected local agency or other public agency.

Staff provided notice of the proposal and invitation to provide comments or request approval

conditions to other interested agencies. No substantive comments or term requests were received as of date of the agenda report.

10) The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.

Information collected and reviewed as part of this indicates USD appears to have established sufficient financial resources and administrative controls to provide public wastewater to the affected territory without adversely impacting existing ratepayers. Information collected and analyzed in the District's financial statements concluded USD has developed overall adequate financial resources and controls relative to their service commitments.

11) Timely availability of water supplies adequate for projected needs as specified in Government Code Section 6532.5.

The proposed annexation of wastewater services to USD is not expected to have an impact on the timely availability of water supplies.

12) The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments.

The proposed annexation will not affect the City of Fremont's ability to achieve its regional housing need allocation as determined by the Association of Bay Area Governments due to its land use designation as open space. The proposal, as approved, would not change the designation assignment.

13) Any information or comments from the landowner or owners, voters, or residents of the affected territory.

The affected territory is uninhabited as defined by LAFCO law (11 registered voters or less). The landowner supports the annexation underlying the change of organization and has provided their written consent to the proceedings.

14) Any information relating to existing land use designations.

The City of Fremont General Plan designates the affected territory as Resource Conservation and Open Public Space.

15) The extent to which the proposal will promote environmental justice.

The proposed annexation will maintain the open space use of the affected territory and facilitate resource conservation that will have a measurable effect with respect to promoting environmental justice.

16) Whether the proposed annexation will be for the interest of the landowners or present or future inhabitants within the district and within the territory proposed to be annexed to the district.

Approval of the change of organization would be in the best interest of the current and future landowners and or residents of the affected territory by providing access to reliable public wastewater service going forward and recreational and public open space use benefits.

17) Information contained in local hazard mitigation plan, information contained in a safety element of a general plan , and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if determined that such information is relevant to the area that is subject of the proposal.

They affected territory lies within the Baylands Area that is considered a Federal Responsibility Area. The affected territory does lie within a high fire area according to the City of Fremont's local hazard mitigation plan.

ALAMEDA LOCAL AGENCY FORMATION COMMISSION**RESOLUTION NO. 2019-XX****APPROVAL OF ANNEXATION OF DUMBARTON QUARRY REGIONAL PARK TO THE UNION SANITARY DISTRICT AND WAIVER OF PROTEST PROCEEDINGS**

WHEREAS, the Alameda Local Agency Formation Commission, hereinafter referred to as the “Commission,” is responsible for regulating boundary changes affecting cities and special districts under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, a petition was filed on behalf of property owners with Pacific States Environmental Contractors, Inc. with the Executive Officer of the Alameda Local Agency Commission, pursuant to Title 5, Division 3, commencing with Section 56000 of the California Government Code;

WHEREAS, said application shall be referred to as the Dumbarton Quarry Regional Park to Union Sanitary District Annexation; and

WHEREAS, the purpose of requesting approval of an annexation is to provide wastewater services to 120.5 acres of incorporated territory within the City of Fremont; and

WHEREAS, the subject territory is uninhabited as it contains zero registered voters under Government Code Section 56046 in which all the landowners have provided their written consent to the annexation and that no affected agency has submitted written opposition to a waiver of protest proceedings; and

WHEREAS, USD agreed to no exchange of property taxes pursuant to Revenue and Taxation Code Section 99; and

WHEREAS, the Executive Officer has reviewed the proposal and prepared a report with recommendations; and

WHEREAS, the Executive Officer’s report and recommendations on the proposal have been presented to the Commission in the manner provided by law; and

WHEREAS, the Commission considered all factors required by law under Government Code Section 56668 and adopted local policies and procedures;

WHEREAS, a public meeting was held on September 12, 2019, Alameda LAFCO heard and received all oral and written protests, objections, and evidence which were made, presented or filed and all persons present were given an opportunity to appear and be heard with respect to any matter pertaining to said application.

NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

1. The Commission’s determinations on the proposal incorporate the information and analysis provided in the Executive Officer’s written report presented on September 12, 2019; and
2. The Commission certifies it has reviewed and considered the information and conclusions contained in the Initial Study and Mitigated Negative Declaration prepared for Dumbarton Quarry Regional Park and certified by the City of Fremont (Lead Agency), and, in exercise of its independent judgement adopt as its own the findings the determinations outlined in the Mitigated Negative Declaration; and
3. The agreement will permit the provision of wastewater services to the Dumbarton Quarry Regional Park located in the City of Fremont; and
4. Approval would be conditioned on a final map and geographic description conforming to the standards of the State Board of Equalization; and
5. The subject territory is uninhabited as it contains zero registered voters under Government Code Section 56663 in which all the landowners have provided their written consent to the annexation and that no affected agency has submitted written opposition to a waiver of protest proceedings; therefore, LAFCO does hereby waive the protest proceedings for this annexation action in accordance with the provisions of Government Code Section 56663; and
6. As allowed under Government Code 56107, the Commission authorizes the Executive Officer to make non-substantive corrections to this resolution to address any technical defect, error, irregularity, or omission.

PASSED AND ADOPTED by the Alameda Local Agency Formation Commission on September 12, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

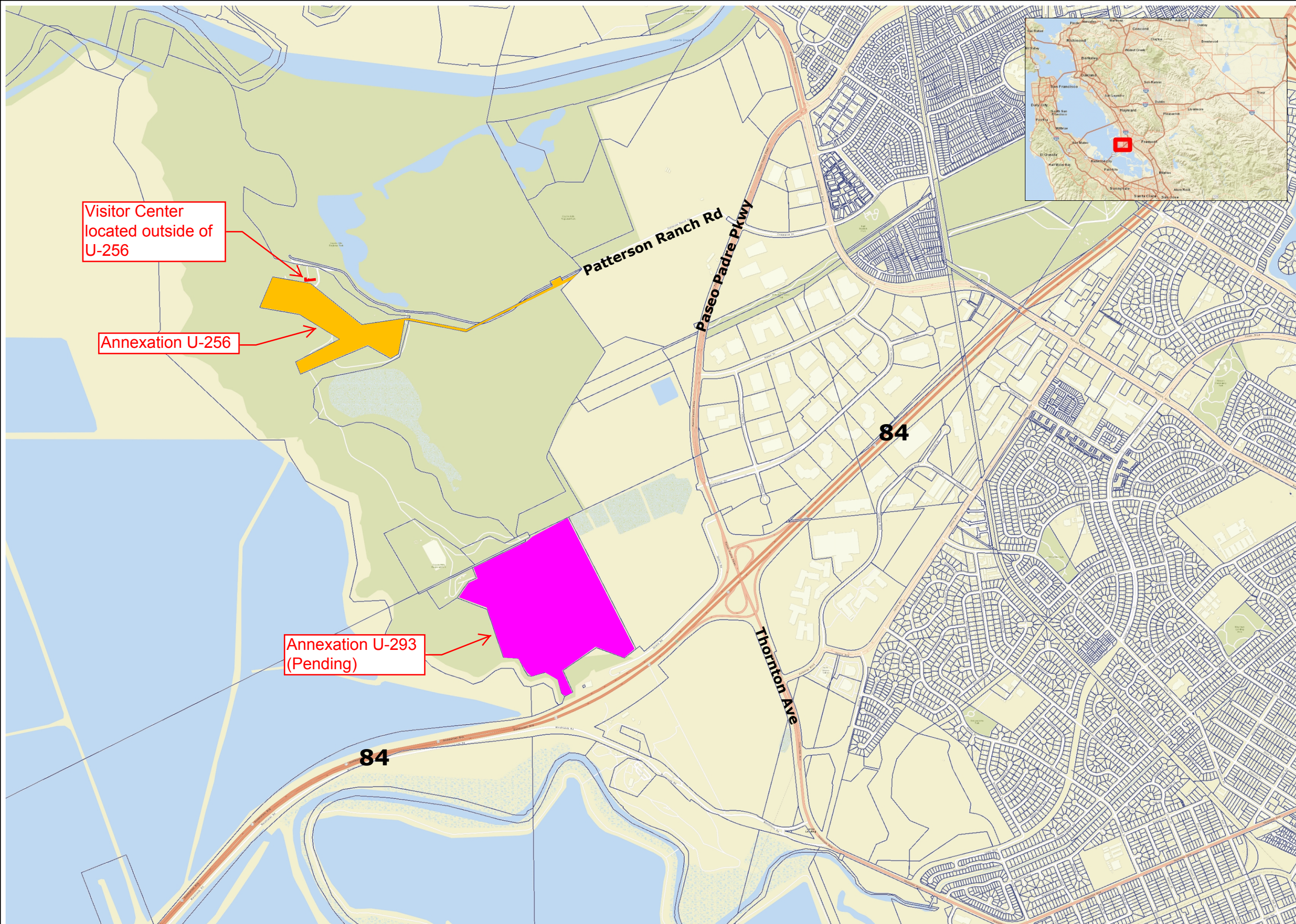
ABSENT:

APPROVED:

ATTEST:

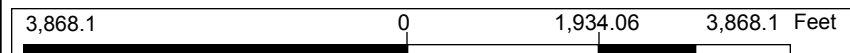
 Scott Haggerty
 Chair

 Rachel Jones
 Executive Officer



Legend

County of Alameda
Parcel Map



WGS_1984_Web_Mercator_Auxiliary_Sphere
County of Alameda © 2015

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

23,209

Appendix B2. APPLICATION QUESTIONNAIRE (updated 1/2008)
Alameda Local Agency Formation Commission

1. APPLICANT (Local Agency, Registered Voter, Landowner or 3 Chief Petitioners)

Agency/Individual Name: **Dumbarton Quarry Associates**

1. a. Name of Designated Agency Contact or Chief Petitioner: **Bob McCarrick, President of Pacific States Environmental Contractors, Inc.**

Address: **11555 Dublin Blvd. Dublin, CA 94566**

Phone: **925-803-4333** FAX: **925-803-4334** E-Mail: **bmccarrick@pacificstates.net**

1b. Name 2. **East Bay Regional Park District – Kim Fisher**, Phone: **510-544-2315**, E-Mail: **kfisher@ebparks.org**

Address: **2950 Peralta Oaks Court, Oakland, CA 94605-0381**

1c. Name 3. **Keith Donahue, PM of Construction for Pacific States Environmental Contractors, Inc.**

Phone: **925-361-1430** E-Mail: **kdonahue@pacificstates.net**

Address: **11555 Dublin Blvd. Dublin, CA 94566**

2. NAME/TITLE OF APPLICATION PROPOSAL – **Annexation U-293 Dumbarton Quarry Associates**

3. TYPE OF PROPOSAL/PROJECT (Check all that apply)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Annexation | <input type="checkbox"/> Consolidation | <input type="checkbox"/> Detachment |
| <input type="checkbox"/> Formation | <input type="checkbox"/> Incorporation | <input type="checkbox"/> Exercise of Latent Powers |
| <input type="checkbox"/> Disincorporation | <input type="checkbox"/> Merger | <input type="checkbox"/> Dissolution |
| <input type="checkbox"/> Reorganization | <input type="checkbox"/> Special Study | <input type="checkbox"/> Municipal Service Review |
| <input type="checkbox"/> SOI Amendment | <input type="checkbox"/> SOI Update | <input type="checkbox"/> Initial SOI Determination |
| <input type="checkbox"/> Establishment of Subsidiary District | | |

Describe the proposal or proposed change(s) of organization. Provide a justification for each proposed change. Attach extra sheets if necessary.

Annex approximately 91.01 acres to Unitary Sanitary District to provide wastewater treatment Services for approximately ## equivalent dwelling units (ESDs) in support of the future Dumbarton Quarry Regional Park restrooms, shower facilities, and laundry facility.

4. CERTIFIED RESOLUTION OR PETITION (Attach) **indenture agreement, CEQA approvals (park approval 2013)**

Application Initiated By:

Resolution of Application No.: _____

Date Adopted: _____

OR

() Landowner/Registered Voter Petition (The Cortese-Knox-Hertzberg (CKH) Act requires that a petition contain the number of signatures required for each type of requested government change.)

5. BASIC INFORMATION

5a. Describe the proposal area's general location and boundaries (access road/way, closest county road intersection, road junctions, freeways, railroad lines).

Site address: 9600 Quarry Road, Fremont, CA 94555 APN#

Bounded by parcels under ownership of: Leslie or Cargil Salt Company, East Bay Regional Park District; Alameda County Water District; Alameda County; San Francisco??

5b. Number of acres: 91 +/- Square Miles 0.14 in project site.

5c. Number of registered voters 0 Source of information landowner

5d. Number of dwelling units 0 Source of information landowner

5e. Number people living on the site 0 Source of information landowner

5f. Assessed Valuation: Land \$100.00 from assessor's office Improvements 0, (see attached)
Total \$115,326.00

5g. Existing Land Uses

Former quarry site currently being reclaimed for future park development, pursuant to approved Reclamation Plan / Conditional Use Permit U-66-53

5h. Proposed Land Uses

Dumbarton Quarry Regional Park, to be operated by East Bay Regional Park District

5i. Current and proposed zoning and planning designation(s)

General Plan Designation: Resource Conservation / Public Open Space, City of Fremont

Zoning: Planned District, Quarry Combining, P-81-12(Q). City of Fremont

Per CEQA documents prepared by the City of Fremont, the reclamation place is consistent with zoning, land use designation, and existing use permit and therefore, does not conflict with any applicable land use plan or policy (City of Fremont), Initial Study, Dumbarton Quarry Reclamation Plan Amendment, PLN2012-00143, page 16). The initial Study/Mitigated Negative Declaration for the Dumbarton Quarry Regional Park (PLN2013-00126, City of Fremont) proposed an amendment to the Planned District, Quarry Combining zoning designation to allow the proposed regional park use, and concluded that this amendment would not result in a conflict with any applicable land use plans or policies. (City of Fremont, Initial Study, Dumbarton Quarry Park PLN2013-00126, page 23).

5j. Regional Housing Needs Allocation (RHNA) Requirements and Number of Affordable Units Provided: Not Applicable

5k. Property Information.

Number of parcels in project site **1**

Number of landowners **1**

Source of information: [Assessor Parcel Map](#)

Names & Addresses of All Landowners & Associated Parcel Numbers:

Assessor's Parcel Number/s/Address	Landowner Name/ Address
1. 537-0851-002-02 9600 Quarry Road, Fremont, CA 94555	1. Dumbarton Quarry Associates 11555 Dublin Blvd. Dublin, CA 94568
2.	2.
3.	3.

Applicable Tax Rate Area(s):

Parcel Number/s	Tax Rate Area/s
537-0851-002-2	12-066

6. DESCRIPTIONS AND SETTING

6a. Provide the following land use maps with legends for the project site and immediately adjacent parcels, and clearly identify the project site; County General Plan; City General Plan; Existing Land Use Zones; Prezone if applicable; and Community/Specific Plan if applicable.

6b. Is the proposed change consistent with the terms and conditions of the affected local agency's General Plan? Yes No Explain.

[Current reclamation activity and future park use is consistent with Resource Conservation / Public Open Space, City of Fremont General Plan.](#)

6c. With Community or Specific Plans? Yes No Not Applicable Explain.

[The Property is located within the Baylands Community Plan Area \(City of Fremont, Initial Study, Dumbarton Quarry Regional Park PLN2013-00126, page 2\). **Note:** There is no description or analysis regarding how the reclamation work or the park are consistent or inconsistent with this designation.](#)

6d. Describe the proximity of the site to populated areas.

[There is no residential population in the immediate vicinity of the property \(City of Fremont, Initial Study, Dumbarton Quarry Regional Park PLN2013-00126, page 2\).](#)

6e. What are the intended uses of the territory, over the next 5, 10 and 15 years (if different), if application is approved? **East Bay Regional Park District will operate Dumbarton Quarry Park, which is proposed to include 26 cabins; camping facilities for 63 recreational vehicle sites, 20 car camping sites, and two group camp areas to accommodate up to 225 campers; restroom, shower, and laundry facilities; children's playground, trails, parking, a small store and event area.**

6f. **Are any other in-process or anticipated development, planning or land use proposals expected for this site within the next two years? Check all that are applicable. NO**

- Proposals to LAFCo Land Use Entitlements from a county or city
- Permits from state or federal entity

6g. If applicant is a CITY, Government Code Section 56375 requires that the city prezone territory proposed to be annexed. **Not Applicable**

Has territory been pre-zoned? Yes X No If yes, what is the pre-zoning designation and what does it mean? **City of Fremont Approval**

6h. **Attach copy of certified City Resolution/ Ordinance Number: PLN2013-00126.**

Date Adopted: **9/27/2012**

6i. If applicant is a DISTRICT, what planning, zoning and subdivision changes are proposed, or have been approved by the city or county? **None**

6j. What is the estimated future population in the territory?

At end of 5 years 0 At end of 15 years 0 At end of 10 years 0

Source of Information: _____

6k. Have landowners consented to the proposal? Yes X No

If yes, how many? 1 % of total landowners? 100%

If yes, attach originals of Signature Consent Forms. **Don't need since applicant is property owner?**

If no, explain.

6l. How will the proposal affect the physical and economic integrity of agricultural lands, as defined by Section 56016? Explain.

The Property does not include agricultural lands.

6m. How does the proposed change and its anticipated effects conform with LAFCo policies for promoting planned, orderly, efficient patterns of urban development? Explain.

Proposed change is not an urban development project. After the reclamation plan is implemented, property will be operated by East Bay Regional Park District as a regional Park.

6n. Adjacent Land Uses.

	Existing Land Uses	General Plan Designation	Zoning Designation
North	Park	Open Space	Open Sp. Resource Conservation
South	Freeway/Office Space	Right of Way	Right of Way, Public Space
East	Undeveloped	Industrial Tech	Industrial Tech
West	SF Bay	Open Space	Open Space

6o. How will the proposed change affect mutual social and economic interests of adjacent areas? Explain.

The proposed change is not expected to affect mutual social and economic interests of the adjacent areas. The ultimate use of the property as Regional Park is expected to be compatible with uses on adjacent properties. Camp sites may draw visitors from outside the region which is expected to positively impact economic interests of adjacent areas.

6p. Have interested residents, agencies and/or organizations expressed support or opposition to this proposal. If so, identify interested parties and briefly describe issues. It is not necessary to explain the support of initiating agency.

City of Fremont is in support.....

6q. What is the effect of proposal denial on proposed or approved development if any?

The Dumbarton Quarry Regional Park would not be able to provide restroom, shower, or laundry service for park visitors.

6r. Is territory contiguous to the district's or city's existing boundary? Yes X No

If no, is the area less than 300 acres in size, owned by the city and currently being used for a municipal purpose? Explain.

6s. Do the proposed boundaries create an "island" or pocket of unincorporated territory?

Yes No X

If yes, provide supplemental information explaining how the proposal promotes the orderly growth and development of the community.

6t. Each applicant is required to notify **all** affected local agencies of this proposed change. Have all affected local agencies been informed? **Fremont, USD, ACWD**
 Yes No

6u. For district formations, district consolidations, incorporations or city consolidations, provide a proposed agency name (optional). **Not Applicable**

6v. For district formations, provide the name of the Principal Act under which the proposed district would be governed. **Not Applicable**

6w. Provide a proposed appropriations limit (optional) if applicable. **Not Applicable**

7. PLAN FOR PROVIDING MUNICIPAL SERVICES

7a. Provide a plan for providing services. (See Guidelines, Policies and Procedures, Volume I, Part IV, Sections 1.6 & 1.7)

7b. Provide the name, address, and contact person for all school districts. **Fremont USD, Dr. Kim Wallace, Superintendent 4210 Technology Drive, Fremont, CA 94538**

7c. Indicate which agencies currently provide affected public services within the proposal territory and which agencies are proposed to provide services.

<u>Services</u>	<u>Current Agency</u>	<u>Proposed Agency</u>
Police	City of Fremont	same
Fire	City of Fremont	same
Water	East Bay Regional Park District	same
Sewer	Union Sanitary District	same
Garbage	Union Sanitary District or Republic?	
Street Lighting	City of Fremont	same
Road Maintenance	City of Fremont	same
Flood Control	Alameda County	same
Parks & Recreation	EBRPD	same
Library Services	City of Fremont	same
Electricity	PG&E	same
Transit	none	Alameda County Transit
Other	_____	_____

7d. If a change in service provider is proposed, has each local agency provided a statement indicating the desire and ability to furnish services? Yes No

If yes, a Letter of Agreement from each agency assuming service responsibilities **must be included with the application.** (see notes) The letter must identify each agency's role and responsibilities as the new service provider and the method for funding additional services. (See Guidelines, Policies and Procedures, Volume I, Part IV, Sections 1.6 & 1.7)

If no, explain.

7e. If a change in service provider is proposed, are alternative providers available for any of proposed service providers? Yes ___ No X

If yes, list providers and explain why they are not proposed to provide service.

7f. Will the related land use project require widening or upgrading of existing streets, the construction of new streets, sewers, or other infrastructures? Yes X No ___ If yes, describe how modifications will be financed. (See Guidelines, Policies and Procedures, Volume I, Part IV, Sections 1.6 & 1.7)

The proposed change will require widening/upgrading of existing streets, the construction of new streets, and utility infrastructure. New sewers will not be required, only connection to the existing system.

7g. List any proposed or required terms, conditions or mitigation measures for the proposal. Use an extra sheet if necessary.

See attached

8. WILLIAMSON ACT LAND CONSERVATION CONTRACTS (agricultural preserves)

Are any agricultural preserves on project site? Yes ___ No X Adjacent parcels? Yes ___ No ___

If yes, provide map with site boundaries indicated and contracted lands identified with names and contract numbers.

If yes, has non-renewal formally been requested? _____

If yes, date of request to Alameda County: _____ Date of termination: _____

9. SPHERES OF INFLUENCE (SOI)

Government Code Sections 56375.5 and 56376 require that territory be included in the affected local agency's SOI before a Change of Organization is approved by the Commission.

9a. Is a CHANGE in Sphere of Influence boundaries of any local agency required prior to proposal consideration? Yes X No ___ (see notes)

If yes, Explain.

List affected agencies¹ and provide a contact name and phone number.

Agency	Contact Name	Phone #
Fremont	Bill Roth	510-494-4450
ACWD	Dean Morshed	510-668-4475

9b. Is the proposed territory currently within a local agency's (county, city or special district) SOI?
Yes X No ___

If yes, which agency or agencies? ___Fremont, ACWD

9c. If a Sphere of Influence initial determination, update or amendment is requested, fully and completely explain each of the following as they pertain to the subject proposal (Government Code Section 56425). If any of the factors are already fully described in the master services plan, the applicable section and page number may be referenced.

- The present and planned land uses in the area subject to the proposed change, including agricultural and open space lands;
- The present and probable need for public facilities and services in the area over the next 10 years;
- The present capacity of public facilities and adequacy of public services which the agency provides or is authorized to provide;
- All social and economic communities of interest in the area, which may be affected by the project;
- The existence of agricultural preserves or other important agricultural or open space land in the area, which will be included in the SOI, and the effect on maintaining the physical and economic integrity of the resource; and
- The nature, location and extent of any function or classes of services proposed to be provided within the SOI.

9d. A municipal service review (MSR) will need to be completed for affected SOIs pursuant to Government Code Section 56430. If a new agency is being formed, an MSR will need to be prepared. For other types of SOI proposals, please check with the Executive Officer to determine whether an MSR has already been completed.

10. COUNTY/CITY/DISTRICT PROPERTY TAX EXCHANGE AGREEMENT

LAFCo has no jurisdiction to act on an **annexation proposal** until resolutions agreeing to an exchange of property tax are passed by **each** of the affected local agencies (Revenue and Taxation Code Section 99). It is the applicant's responsibility to identify which local agencies (cities and special districts) share in the tax distribution in order to properly determine how future revenue exchange agreements should be structured. **Not Applicable**

¹ See Volume I, Part VII. Glossary for a definition of this term.

NOTE: see note

10a. List all affected local taxing agencies.

Agency	Contact Name	Phone #

10b. Have all participating local taxing agencies reached agreement? Yes ___ No ___ **N/A**
(In the case of complex reorganization proposals, multiple agreements may be required)

If yes, attach a certified copy of each local agency's tax exchange resolution and provide the following information:

Local Agency	Resolution Number	Adoption Date

If **No**, Explain.

11. SPECIAL REVENUES

11a. Do agencies whose boundaries are being changed have existing bonded debt? **Note ask USD**

Yes ___ No ___ If yes, please describe:

11b. Will the territory be subject to any new or additional taxes, benefits, charges or fees?

Yes No ___ If yes, please describe: **Park entrance & Camping fees**

12. ENVIRONMENTAL REVIEW

LAFCo is required to comply with the California Environmental Quality Act (CEQA) for purposes of considering the environmental impact of its actions. If LAFCo is a **RESPONSIBLE** Agency for this application, the applicant **must** submit copies of environmental documents prepared by the Lead Agency and Certified Resolutions or Notices of Exemption or Determination. (See Alameda LAFCo’s CEQA Handbook, Adopted CEQA Procedures, and Guidelines, Policies and Procedures, Volume I, Part III, Section 2 – CEQA Compliance)

Identify the following:

Lead Agency [City of Fremont Community Development Department](#)

Responsible Agency/ies: [NOTE: I don’t see any listed in the CEQA documents. The District plus any state agencies from which permits are required could be listed here. The District’s Board has not formally approved this project and the District has not filed a NOD so I recommend checking in with Carol Victor before listing the District as a Responsible Agency.](#)

1. [Alameda Co. LAFCO](#)
2. [????? ACWD](#)

12a. If LAFCo is a **LEAD** Agency for this application, the applicant **must** submit [Not Applicable](#)
[LAFCo is not the Lead Agency for this application.](#)

- A description of environmental conditions in the project area including topography, agricultural land classification, vegetation, wildlife, land uses, traffic circulation patterns and major water courses and water bodies; and
- A description of how the project might change environmental conditions.

12b. The CEQA document(s) submitted with this application are:

- | | |
|--|--|
| <input type="checkbox"/> Notice/s of Exemption | <input type="checkbox"/> Negative Declaration |
| <input type="checkbox"/> Draft Environmental Impact Report | <input type="checkbox"/> Final Environmental Impact Report |
| <input checked="" type="checkbox"/> Notice/s of Determination | <input type="checkbox"/> Mitigation Monitoring Program |
| <input type="checkbox"/> Findings of Fact & Statement of Overriding Considerations | |
| <input type="checkbox"/> State Fish & Game Determinations & Fee Receipt | |
| <input type="checkbox"/> Notice of Exemption | <input type="checkbox"/> Other _____ |

Type of CEQA Review (IS/DEIR/Exemption/other)	Project Description (Actions approved)	Date approved/certified
Mitigated Negative Declaration Dumbarton Quarry Regional Park	Planned District Amendment to P-81-2013-11-19 12 (Q) for development of a 91 acre Regional Park facility which will become the camping and recreation area for the existing Coyote Hills Regional Park; Improvements include 26 cabins; camping facilities for 63 recreational	
Mitigated Negative Declaration Dumbarton Quarry		

APPLICANT: Dumbarton Quarry Associates

7g. List any proposed or required terms, conditions or mitigation measures for the proposal.

Mitigation and Monitoring Plan (MMP)
Dumbarton Quarry Reclamation Plan Amendment (PLN2012-00143)
Dumbarton Quarry Regional Park (PLN2013-00126)

Impact	Mitigation Measure	Implementation	Monitoring Responsibility	Status / Timing
<p>Potential air quality impacts due to grading and construction</p>	<p>Mitigation Measure 1: Dust Control Measures: Prior to the issuance of a grading permit, the following best management practices shall be included in a dust control plan and noted on construction plans with a designated contact person for on-site implementation of the dust control plan.</p> <ol style="list-style-type: none"> 1. Water all active construction and site preparation work areas at least twice daily and more often during windy periods. 2. Cover all hauling trucks or maintain at least two feet of freeboard. 3. Pave, apply water at least twice daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas. 4. Sweep daily (with water sweepers) all paved access roads, parking areas, and staging areas and sweep streets daily (with water sweepers) if visible soil material is deposited onto the adjacent roads. 5. Hydroseed or apply non-toxic soil stabilizers to inactive construction areas 6. Enclose or cover securely exposed stockpiles. 7. Replant vegetation in disturbed areas as quickly as possible. 8. Suspend construction activities that cause visible dust plumes to extend beyond the construction site. 	<p>Applicant/Owner</p>	<p>City of Fremont Engineering Division</p>	<p>During grading, material import and site development work</p>

Impact	Mitigation Measure	Implementation	Monitoring Responsibility	Status / Timing
<p>Potential impacts on biological resources due to development</p>	<p>Mitigation Measure 2: Wetland Delineation - Prior to any disturbance to the Phase 1 site area, and in order to determine the presence or absence of jurisdictional waters of the U.S. and State, a formal wetland delineation shall be performed by a qualified wetland consultant and submitted to the USACE for verification since project related activities are to affect potential the wetland features in the northeast corner. A copy of the formal jurisdictional delineation report and map and USACE verification letter shall be provided to the City of Fremont.</p> <p>Mitigation Measure 3: Regulatory Agency Review - Prior to any disturbance to the Phase 1 site area, the project sponsor shall obtain permits under Sections 401 and 404 of the Clean Water Act for all grading or ground disturbance work to the identified probable wetland in the northeast corner of the site. These permits, administered by the RWQCB and USACE, respectively, would identify mitigation measures to be imposed on the project as permit conditions. A Wetland Mitigation and Monitoring Plan shall be prepared and submitted for agency review. Detailed wetland protection, replacement, and restoration plans shall be prepared by a qualified wetland restorationist hired by the City of Fremont and paid for by the project sponsor, or hired by the project sponsor and peer reviewed by the City. The plans shall accurately identify the total wetlands and other jurisdictional areas affected by the project. The plans shall provide for a one-to-one ratio of re-establishment, enhancement, and/or replacement of wetland habitat and vegetation, and be approved by the regulatory agencies; in certain instances, cash contributions earmarked specifically for wetland creation, enhancement or restoration offsite may be deemed appropriate and acceptable to the regulatory agencies. Wetland mitigation areas shall be monitored for five years following completion or as otherwise specified in the permit conditions. Annual reports shall be submitted to the City of Fremont, USACE, and RWQCB as part of the Surface Mining Annual Report as required by SMARA. Prior to disturbance of the Phase 1 site area and potential wetlands, the project sponsor shall provide evidence of the required approvals from the USACE and RWQCB to the City of Fremont.</p>	<p>Applicant/Owner and Qualified Biologist or Wetland Consultant</p>	<p>City of Fremont Planning Division</p>	<p>Prior to issuance of grading permit for Phase 1 site area.</p>

Impact	Mitigation Measure	Implementation	Monitoring Responsibility	Status / Timing
<p>Potential impacts on biological resources due to development</p>	<p>Mitigation Measure 4: Special Status Plant Survey - Two special-status plant species (Congdon's tarplant, and saline clover) were identified as having the potential to occur on the Property. Focused plant surveys shall be performed for these species during the appropriate blooming or survey period which is identified as May-October for the Congdon's tarplant and April-June for the saline clover. In order to provide a presence/absence determination, a single survey shall be performed in April, May and June. A survey report shall be prepared by a qualified botanist and submitted to the City of Fremont prior to disturbance of the Phase 1 site area.</p> <p>Mitigation Measure 5: Burrowing Owl Survey - To avoid impacts to Burrowing Owls, a site survey shall be performed prior to any disturbance to the Phase 1 site area. The burrowing owl survey shall be prepared 30 days prior to any disturbance of the Phase 1 site area by a qualified wildlife biologist and submitted to the City. An annual burrowing owl survey, submitted as part of the SMARA annual report, shall also be prepared for any areas that have been undisturbed for a period of 12 months or more.</p> <p>Mitigation Measure 6: Bird Nesting Survey - Although no trees are currently proposed for removal, any trees that may need to be removed shall be felled outside of the general bird nesting season (February 1 through August 31), or a pre-construction bird nesting survey shall be conducted prior to tree removal by a qualified biologist. If conducted during the early part of the breeding season (January to April), the survey shall be conducted no more than 14 days prior to initiation of demolition/construction activities; if conducted during the late part of the breeding season (May to August), the survey shall be performed no more than 30 days prior to initiation of these activities. A pre-construction report will be prepared and a copy submitted to the City of Fremont. If active nests are identified, a 200-foot fenced buffer (or an appropriate buffer zone determined in consultation with the California Department of Fish and Game) shall be established around the nest tree and the site shall be protected until September 1st or until the young have fledged.</p>	<p>Applicant/Owner</p>	<p>City of Fremont Planning Division</p>	<p>30 days prior to issuance of grading permit for Phase 1 site area.</p>

Impact	Mitigation Measure	Implementation	Monitoring Responsibility	Status / Timing
Potential impacts on biological resources due to development	<p>Mitigation Measure 7: Monarch Butterfly Survey - Although no trees are currently proposed for removal, to avoid impacts to monarch butterflies any eucalyptus tree removal that may be proposed shall occur outside the migratory season for this species. Any trees that need to be removed shall be felled outside of the general monarch butterfly migratory or wintering season (October 1 through February 28), or a pre-construction butterfly use survey shall be conducted no more than 14 days prior to tree removal by a qualified biologist. A pre-construction report shall be prepared by a qualified biologist and submitted to the City of Fremont prior to any proposed tree removal.</p>	Applicant/Owner and Qualified Biologist or Wetland Consultant	City of Fremont Planning Division	30 days prior to issuance of grading permit for Phase 1 site area.
Potential impacts on biological resources due to development	<p>Mitigation Measure 8: Revegetation – Upon completion of grading and site work to the Phase 1 site area, the area shall be revegetated with native plants and seed mix. Revegetation will be monitored until all success criteria are met. Monitoring data will include a list of species present, plant cover and composition estimates and an evaluation of the effectiveness of erosion control. Performance standards to be met will include a cover value of 90% and established diversity of five species. Revegetated areas shall be monitored for five years following completion or as otherwise specified in the permit conditions. Annual reports shall be submitted to the City of Fremont as part of the Surface Mining Annual Report as required by SMARA.</p>	Applicant/Owner and Qualified Biologist or Wetland Consultant	City of Fremont Planning Division	Immediately upon completion of Phase 1 site work

Impact	Mitigation Measure	Implementation	Monitoring Responsibility	Status / Timing
Potential impacts on water quality due to development	<p>Mitigation Measure 9: Stormwater Pollution Prevention Plan - All grading and construction activities are subject to existing regulatory requirements including the SWRCB statewide NPDES General Permit for Storm Water Discharge Associated with Construction Activity (Construction General Permit) (Order No. 2009 0009-DWQ, NPDES No. CAR000002). The NPDES General Construction Permit requires the development and implementation of a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP must list BMP's that the discharger will use to protect stormwater runoff, including the placement and timing of those BMP's. Additionally, the SWPPP must contain a visual monitoring program; and a chemical monitoring program for nonvisible pollutants to be implemented if there is a failure of BMP's.</p>	Applicant/Owner	City of Fremont Planning and Engineering Division	Prior to issuance of any grading permit.

- 13d. Provide one copy of an indemnification agreement (See Appendix E, Exhibit H).
- 13e. Provide two sets of original mailing labels that separately identify applicants, affected agencies, school districts, registered voters and landowners on project site, property owners and registered voters within 300 feet of project site, and any other party to which notification must be provided. Labels must be current and complete and in Avery 5160 format.
- 13f. For city annexations only, provide a map of limiting addresses, and an alphabetical list of streets within the subject area to include the beginning and ending street numbers.

14. Final Comments

- 14a. List any conditions LAFCo should include in its resolution for approval.
- 14b. Provide any other comments or justifications regarding the proposal from any affected local agency, landowner or resident.
- 14c. Enclose all pertinent staff reports and supporting documentation related to this proposal. Note any changes in the approved project that are not reflected in these materials.

15. Applicant's Certification

I hereby certify that the information contained in this application and accompanying documents is true, correct, and accurate to the best of my knowledge. In addition, I hereby agree to pay all required filing and processing fees required by the State of California and Alameda LAFCo, including any expenses for preparation of environmental documentation and planning studies needed to complete this application.

I further understand that Alameda LAFCo will not process an incomplete application and that State law and Alameda LAFCo policies and procedures require that specific material be submitted in conjunction with the application.

Ernest D. Lampkin

Name of Applicant or Authorized Representative

Vice President

Title of Applicant or Authorized Representative

Ernest D. Lampkin VP

Signature of Applicant or Authorized Representative

4/9/19

Date

Environmental Impact Assessment Name. PLN2012-00143**MITIGATED NEGATIVE DECLARATION**

The following proposed project has been reviewed, pursuant to the provisions of Resolution No. 3231, as amended, of the City Council of the City of Fremont for the purpose of determining the likelihood of a significant adverse environmental impact occurring as a result of project completion.

NAME OF PROJECT: Dumbarton Quarry Reclamation Plan Amendment

PROJECT NO.: PLN2012-00143

DESCRIPTION OF PROJECT: The project consists of an amendment to an existing and previously approved Reclamation Plan for Dumbarton Quarry, California Mine ID#91-01-0001. The project sponsor has submitted applications for a Preliminary Grading Plan and amendment to Conditional Use Permit U-66-53 to import up to six million cubic yards of fill material that will be placed in the former quarry pit. Site grading, erosion control and revegetation measures are also included in the project. This analysis evaluates the potential on-site impacts from limited earthwork activities to move material into the pit and establish contour grades in areas outside of the pit. Up to one bulldozer, one grader and one water truck would be used on site for these activities.

LOCATION OF PROJECT: 9600 Quarry Road, 537-0851-002-02

GEOGRAPHIC LOCATION WITHIN CITY: Baylands Community Plan Area

NAME OF AUTHORIZED AGENT OF APPLICANT: Bob McCarrick, Dumbarton Quarry Associates

MAILING ADDRESS OF APPLICANT OR AGENT: 11155 Dublin Blvd, Dublin, CA 94568

TYPE OF ENTITLEMENT SOUGHT: Reclamation Plan Amendment involving a Conditional Use Permit Amendment and Preliminary Grading Plan

EXPLANATION OF REASONS FOR THE FINDING: A finding is proposed that this project will not have a significant effect on the environment because the project complies with development standards of the Fremont Municipal Code and General Plan and mitigations are incorporated into the project addressing potential significant impacts. The proposed project is located on site with convenient freeway access and is not located near existing homes, businesses or sensitive receptors further lessening potential impact to adjacent uses. The project includes grading and erosion control measures in conformance with the City codes and policies, as well as with other responsible agency regulations. Furthermore, the project includes mitigation measures addressing potential significant impacts to biological and wetland resources, water quality and air quality.

Public Hearing: The Planning Commission is tentatively scheduled to consider the project at its June 28, 2012 meeting. Planning Commission and City Council meetings are held in the City Council Chambers at 3300 Capitol Avenue. All environmental documents are available for review at 39550 Liberty Street, Fremont.

Any comments as to whether the draft negative declaration should become final or whether an EIR should be prepared for the project must be submitted within 30 days of the posting of this draft negative declaration. **The comment period begins May 22 and ends June 21, 2012.**

If this draft mitigated negative declaration becomes final by any approval agency other than the City Council, any person who wishes to protest such final action must do so within ten days of the date it becomes final by the filing of a written

TO: Alameda Commissioners

FROM: Rachel Jones, Executive Officer
Theresa Rude-Smith, Analyst

SUBJECT: **New Proposed Policy Factor for Change of Organizations |
Priority Conservation Areas**

The Commission will consider staff's recommendation on reviewing whether an affected territory is located within a priority conservation area as an additional factor of mandatory analysis for boundary change proposals under Government Code (G.C.) Section 56668. Staff recommends approval.

Background

Priority Conservation Areas (PCAs) were assembled in 2008, when the Association of Bay Area Governments (ABAG) asked local interests and agencies around the region to suggest unprotected places such as pastures, forests, vacant lots, creeks, and shorelines should be identified as a conservation priority. A relatively new mapping tool, known as Bay Area Greenprint developed by the Greenbelt Alliance, the Nature Conservancy, Bay Area Open Space Council, American Farmland Trust, and the Green Info Network, allows for the public to identify, map, and measure ecosystem values. It also allows users to visually display and share a range of data about their project location – including PCAs.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 under G.C. Section 56668 provides the authority and procedures for the initiation, conduct, and completion of changes of organization and reorganization of cities and districts. The act specifies the factors that a LAFCO is required to consider in the review of a proposal for a change of organization, including, among other things, per capita assessed valuation and the proposal's consistency with city or county general and specific plans.

Factors to be considered in the review of a proposal, include but are not limited to, all of the following:

- (a) Population and population density; land area and land use; assessed valuation; topography, natural boundaries, and drainage basins; proximity to other populated areas; the likelihood of significant

growth in the area, and in adjacent incorporated and unincorporated areas, during the next 10 years.

- (b) The need for organized community services; the present cost and adequacy of governmental services and controls in the area; probable future needs for those services and controls; probable effect of the proposed incorporation, formation, annexation, or exclusion and of alternative courses of action on the cost and adequacy of services and controls in the area and adjacent areas.
- (c) The effect of the proposed action and of alternative actions, on adjacent areas, on mutual social and economic interests, and on the local governmental structure of the county.
- (d) The conformity of both the proposal and its anticipated effects with both the adopted commission policies on providing planned, orderly, efficient patterns of urban development, and the policies and priorities in Section 56377.
- (e) The effect of the proposal on maintaining the physical and economic integrity of agricultural lands, as defined by Section 56016.
- (f) The definiteness and certainty of the boundaries of the territory, the nonconformance of proposed boundaries with lines of assessment or ownership, the creation of islands or corridors of unincorporated territory, and other similar matters affecting the proposed boundaries.
- (g) A regional transportation plan adopted pursuant to Section 65080.
- (h) The proposal's consistency with city or county general and specific plans.
- (i) The sphere of influence of any local agency which may be applicable to the proposal being reviewed.
- (j) The comments of any affected local agency or other public agency.
- (k) The ability of the newly formed or receiving entity to provide the services which are the subject of the application to the area, including the sufficiency of revenues for those services following the proposed boundary change.
- (l) Timely availability of water supplies adequate for projected needs as specified in Section 65352.5.
- (m) The extent to which the proposal will affect a city or cities and the county in achieving their respective fair shares of the regional housing needs as determined by the appropriate council of governments consistent with Article 10.6 (commencing with Section 65580) of Chapter 3 of Division 1 of Title 7.

- (n) Any information or comments from the landowner or landowners, voters, or residents of the affected territory.
- (o) Any information relating to existing land use designations.
- (p) The extent to which the proposal will promote environmental justice. As used in this subdivision, “environmental justice” means the fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.
- (q) Information contained in a local hazard mitigation plan, information contained in a safety element of a general plan, and any maps that identify land as a very high fire hazard zone pursuant to Section 51178 or maps that identify land determined to be in a state responsibility area pursuant to Section 4102 of the Public Resources Code, if it is determined that such information is relevant to the area that is the subject of the proposal.

Discussion

This item is for the Commission to consider whether an affected territory is located within a priority conservation area as an additional factor of mandatory analysis for boundary change proposals under Government Code (G.C.) Section 56668.

This item is in response to Commissioner Pico’s concern on how climate change and sea level rise was considered in determining development projects, specifically, the annexation of the Bayside Newark Project to Union Sanitary District that was approved by the Commission at the May 9, 2019 regular meeting. Staff proposes moving forward to review whether a proposed change of organization lies within a high priority conservation area as one of its mandatory factors in review of boundary proposals and in conjunction with Alameda LAFCO’s regional growth management duties.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Approve the review of priority conservation areas for future change of organization proposals as one of the mandatory factors in G.C. 56668.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction to staff for additional information as needed.

Alternative Three:

Take no action.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,



Rachel Jones
Executive Officer

Attachments:

- 1) Article titled *Purse Opens for PCA Projects* in San Francisco Estuary

L A N D S C A P E S

Purse Opens for PCA Projects

CARIAD HAYES THRONSON, REPORTER

Marsh restoration, Bay and Ridge Trail extensions, and urban park upgrades are among the types of projects eligible to receive funding through the 2019 Bay Area Priority Conservation Area (PCA) One Bay Area Grant Program. By March, aided by new mapping tools that can pinpoint regional landscape characteristics and needs, more than 36 cities, counties, agencies and non-profits had submitted letters of interest to the program, outlining a variety of projects that benefit one or more of the Bay Area's 165 PCAs (see map p. 10). Altogether, the grant requests totaled more than \$19 million.

Some of these projects may help vulnerable shoreline areas defend against sea-level rise; others may make urban hardscapes more porous under atmospheric river downpours; still others may connect vital migratory corridors for urban wildlife through the skyscrapers, industry, and neighborhoods of the metropolitan Bay Area.

"With this new stream of funding, you could say we have a goal of both growing and conserving the region at the same time," says Matt Gerhart of the State Coastal Conservancy (SCC), which is managing the grants.

Important elements of the Plan Bay Area 2040, the current integrated long-range transportation and land-use plan for the region, PCAs are intended to complement areas designated for high-density growth, or Priority Development Areas. "Compared to other Bay Area natural lands, parks and preserves, the PCA network contributes a disproportionately high number of some ecosystem services," says Heather Dennis of the SF Bay Conservation and Development Commission's Adapting to Rising Tides (ART) project.

PCAs, which are nominated by local governments, agencies or non-profits, fall into four categories: natural landscapes, agricultural land, regional recreation and urban greening. Some PCAs fit more than one category, such as agricultural land that also provides recreational opportunities.

The first list of PCAs was assembled in 2008, when ABAG asked local interests and agencies around the Bay to suggest unprotected places where pastures, forests, vacant lots, creeks, and shorelines should be identified as a conservation priority. "Cities pushed back on that approach, because anyone was allowed to submit an idea, and they felt there was not enough consideration of existing municipal plans and priorities," says Laura Thompson, Assistant Planning Director for the Association of Bay Area Governments (ABAG/MTC).

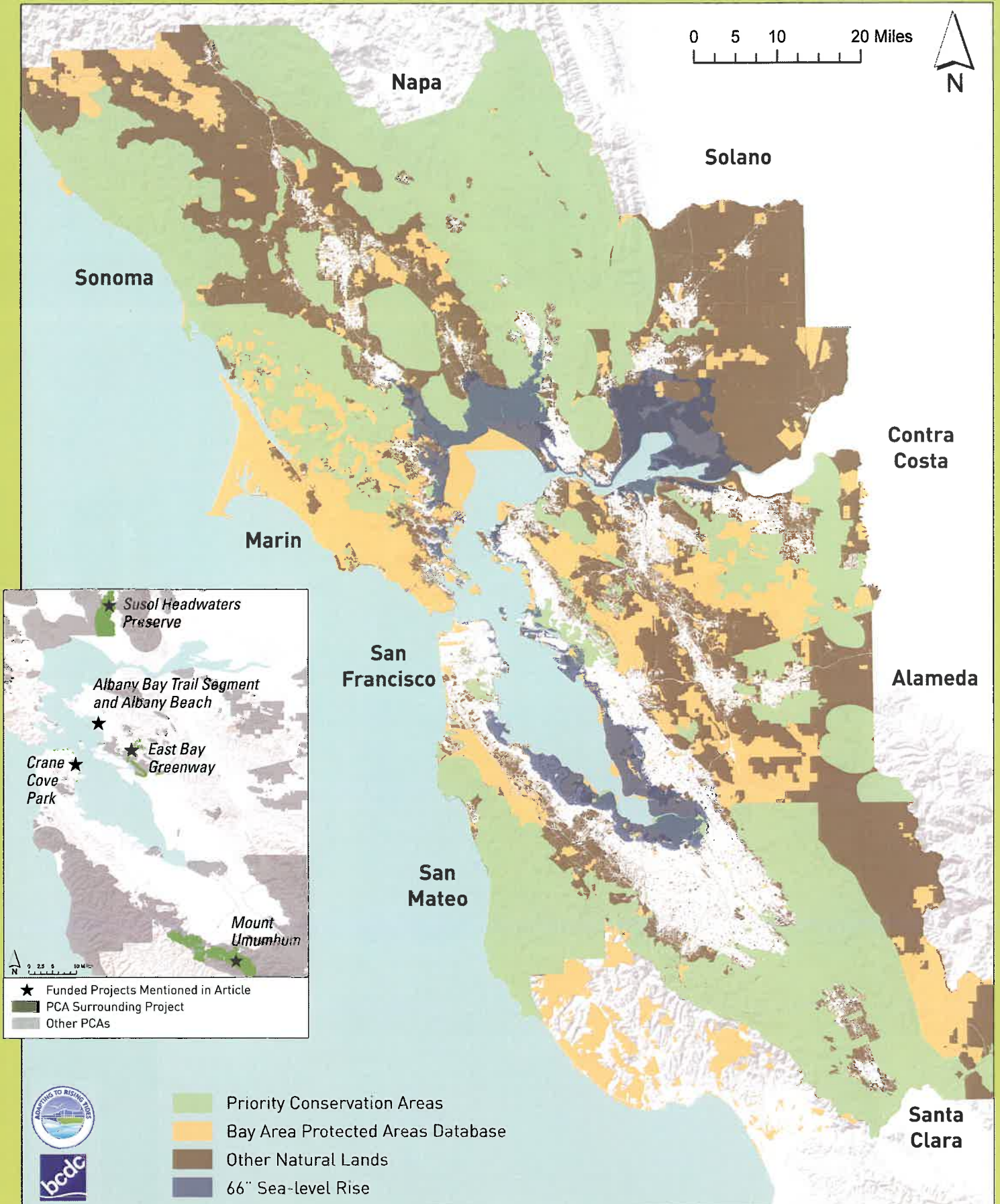
In the second round, cities were placed in the drivers seat—as primary nominators of PCAs—and they were also required to notify property owners of designations. A new category for PCAs of "urban greening" was also added. "The urban greening category is important, because it creates opportunities for multi-benefit stormwater management practices, like rain gardens, and active transportation improvements, such as bike and pedestrian trails along greenway corridors," says the San Francisco Estuary Partnership's John Bradt. "These projects promote public awareness of resource protection, and public access to nature within the built environment."

In terms of the money to support these PCAs, the first round of PCA grants funded 23 projects around the Bay in 2013, ranging from recreational improvements to Mill Valley's Bayfront Park to the purchase of 174 acres adjacent to San Mateo County's Memorial Park for open space and recreation. Funds awarded totaled \$12 million. In the second round, now underway, the Metropolitan Transportation Commission (MTC) and the Coastal Conservancy have set aside \$10 million for projects in the Peninsula, Southern and East Bay counties (the North Bay program is managed separately by local transportation agencies; in the second round of those grants, 11 projects were awarded a total of \$8.2 million).



Along with Caltrans mitigation funds, a PCA grant helped the Napa Open Space District acquire 709 acres of the former Kirkland Ranch for the Suscol Headwaters preserve north of American Canyon. The parcel had been zoned for vineyards, although none had been planted. The preserve is an outpost of coastal prairie, with patches of native bunchgrass where the cattle couldn't reach them. District General Manger John Woodbury says its 1,505-foot high point offers "one of the most spectacular views of the North Bay." Spring-fed Suscol Creek is a productive steelhead spawning stream, lined with live oaks and bay laurels. Raptors hunt the grasslands, and Woodbury has seen a mountain lion there. A purpose-built pond will provide habitat for endangered California red-legged frogs. There's also a Native American seasonal village site with rocks where acorns were processed. Trails based on existing ranch roads will link the Suscol Preserve to Skyline Wilderness Park to the north, bridging a five-mile gap in the Bay Area Ridge Trail. Woodbury says the northern part of the preserve will be opened to the public later this year, after biological surveys have been completed; the southern portion may be accessible by next year. Headwaters are pictured here in 2017 two months after the fires burned through these hills, with Mt. Diablo in the distance and a young Napa resident in the foreground. Photo courtesy John Woodbury.

continued on page 14



Here and There Locals Point to Valuable Open-Space Pockets, Gaps, and Buffers in the Urban Landscape



At the southern end of the Bay Area, the Midpeninsula Regional Open Space District recently approved a cultural conservation easement in Santa Clara County's Sierra Azul PCA that gives the Amah Mutsun Tribal Band access to the 3,486-foot-high summit of Mount Umunhum for ceremonial use and growing traditionally significant plants. The summit, a sacred site for the Amah Mutsun, housed a Cold War-era radar installation whose surviving tower has historic landmark status, and was off limits to the public for decades after the base was closed. Since 2017, visitors have been able to hike through the chaparral to enjoy a Pacific-to-Sierra view from the top. The Open Space District is revegetating the mountain's slopes with serpentine-tolerant plants propagated by a local native-plant nursery. Photo courtesy MROSD



On the Berkeley-Albany boundaryline, the East Bay Regional Park District is filling in the missing mile of the San Francisco Bay Trail between Gilman and Buchanan streets. This PCA project follows up on the district's Albany Beach restoration, which created freshwater wetland and dune areas with native plants and was designed to withstand sea-level-rise projections for 2050. Earthmoving equipment is already at work on the bayward side of the Golden Gate Fields racetrack, cutting a bench across the rocky slope of Fleming Point. Once it's opened this fall or winter, trail users will be able to watch pelicans and windsurfers in the Bay and observe oystercatchers, black turnstones, and whimbrels on the shoreline rocks. Photo: Turnstones by Rick Lewis.



San Francisco's bayshore is getting some badly needed public space as part of a PCA project at the site of the Union Iron Works shipyard at Pier 70. Here the Port of San Francisco is transforming ten acres into Crane Cove Park. The shipyard was active from 1886 to 2017 with a peak in World War II, making it the longest-operating repair yard in the US, and now a National Park Service Historic District. The eponymous cranes are not waterbirds but a hulking pair of industrial cranes built in the 1940s, officially Cranes 14 and 30; locals to this Dogpatch neighborhood have dubbed them "Nick and Nora," after the protagonists of the popular "Thin Man" movies, some of which had San Francisco settings and Bay Area filming locations. "The park design accommodates projected sea-level rise based upon the best available data during design development," says Port project manager David Beaupre; much of the site has been elevated from three to nine feet. Crane Cove Park will complete a Bay Trail link to a new Water Trail site, and include pedestrian and bicycle access along an extension of 19th Street. Current plans are to open next year. Photo: Port of SF



Inspired by the popular Ohlone Greenway in Berkeley, Albany, and El Cerrito, the East Bay Greenway project would provide pedestrian and bicycle access from the Lake Merritt to South Hayward BART stations. The sixteen miles of this PCA project would run alongside the Union Pacific rail line through Oakland, San Leandro, and Hayward and the unincorporated communities of Cherryland (which in fact once had cherry orchards) and Ashland, crossing three creeks (Lions, San Lorenzo, San Leandro) and the Estudillo Canal. In the photo above, Lions Creek evokes the nexus between stormwater infrastructure, housing, and urban greening projects in Oakland. The larger Greenway will connect with the Bay Trail. Construction is expected to begin by 2021. It's an ambitious plan, requiring multijurisdictional teamwork, but one that would turn urban wasteland into a vital corridor. Photo: Isaac Pearlman

Projects eligible for funding during the current grant round must consist of at least one of five activities, within or adjacent to, a PCA: protection or enhancement of nature resources, open space or agricultural lands; pedestrian and bicycle facilities, urban greening; planning activities; and visual enhancements (see pp. 12-13 for examples). After reviewing the letters of interest, regional agencies will invite selected projects to submit a full proposal by July.

As part of the application process, PCA grant applicants must submit a project report through Bay Area Greenprint. This mapping and data tool was developed by the Greenbelt Alliance, the Nature Conservancy, the Bay Area Open Space Council, the American Farmland Trust and the Green Info Network. A Greenprint report identifies, maps and measures ecosystem values, and allows users to visually display and share a range of data about their project location—everything from its status as habitat for protected species to agricultural and recreational uses to carbon sequestering potential.

“The Greenprint allows you to see where within a PCA are the conservation priorities,” says Adam Garcia of Greenbelt Alliance, who gave a quick onscreen lesson in how to navigate the tool’s colorful and attractive menus at several recent workshops for grant applicants. “It can offer a snapshot of what’s in your project area right now and a way to assess multiple benefits, but it’s not a scenario planning tool.”

“The Greenprint helps us identify the highest priorities for conservation, based on values that we have all agreed on,” says Tom Robinson of the Bay Area Open Space Council. “No matter who is evaluating the projects, [we now have] a standard way to view them.”

Given the investment in PCA projects, figuring out how to protect them from the effects of climate change, and leverage them to protect other assets, is a priority. With funding from MTC, BCDC’s ART Bay Area program conducted vulnerability assessments of 19 PCAs around the Bay in 2018. Among the findings was that more than 50 percent of the recreation that the PCA network provides, and all of the PCAs that

are critical for coastal protection, are vulnerable to sea-level rise and flooding. Findings also compared ecosystem services provided by PCAs across the region using ecosystem valuation models developed by the Natural Capital Project, a collaboration between Stanford University, University of Minnesota, the World Wildlife Fund, and the Nature Conservancy (see map).

“We are hoping that this analysis will help guide where future PCAs make sense, and also how projects within existing PCAs might speak to the vulnerabilities that we’ve identified,” says BCDC’s Dennis. For example, the PCA around Oakland’s Damon Slough has wetlands that may provide flood protection to the Coliseum area PDA, as well as nearby transportation infrastructure. Next, ART will examine issues such as what adaptation strategies might make PCAs more resilient, and whether rising sea-levels warrant changes in how PCAs are designated and funded.

“The ART analysis isn’t intended to dictate how the PCA program operates, or whether there should be a change in our regional approach to natural lands,” says the ART program’s new director Dana Brechwald. “That’s a bigger conversation. This analysis could help us think about a regional approach in new ways.”

The PCA program has evolved to more effectively balance Bay Area-wide priorities, says The Nature Conservancy’s Liz O’Donoghue. “There will always be tension between locally identified, locally driven priorities, which is really how on-the-ground conservation is most successful, and the need for local conservation priorities and projects to support and be driven by regional priorities, so you can get to landscape-scale conservation.”

“We’re not there yet, in terms of adding another layer of regional analysis to the locally-driven PCA designation process, but we will be taking a new look at the PCA-PDA balance next year through MTC’s Horizons and scenario development program. Staff are still discussing all this internally, but given all the pressures in the region for growth, climate adaptation, and ecosystem services, being more strategic could pay off,” says ABAG/MTC’s Thompson.

Whether and where additional PCAs will be designated are questions to be answered in Plan Bay Area 2050, which is slated to be released in 2021. “In the months ahead we will be working to update our growth framework, which might include an opportunity for new PCAs to be submitted and considered,” says MTC’s Dave Vautin. “We’ve been working closely with the ART Bay Area team over the last year as we start preparing for PBA2050,” he says.

The Nature Conservancy’s O’Donoghue is bullish on the future of the PCA program. “It supports the Bay Area’s vision for growth and reflects the importance of conservation in the area, as well as MTC’s and SCC’s innovation in figuring out how the local and regional connect and support each other. I think it’s just getting better and better.”

CONTACT matt.gerhart@scc.ca.gov;
ltompson@bayareametro.gov;
heather.dennis@bcdc.ca.gov;
dvautin@bayareametro.gov

DEEPER DIVE

www.sfestuary.org/estuary-news-purse-priority-conservation



Pinole trail connection, a PCA project. Photo: EBRPD

TO: Alameda Commissioners
FROM: Rachel Jones, Executive Officer
SUBJECT: **Current and Pending Proposals**

The Commission will receive a report identifying active proposals on file with the Alameda Local Agency Formation Commission (LAFCO) as required under statute. The report also identifies pending local agency proposals to help telegraph future workload. The report is being presented to the Commission for information only.

Information / Discussion

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (“CKH”) delegates LAFCOs with regulatory and planning duties to coordinate the formation and development of local government agencies and their municipal services. This includes approving or disapproving boundary changes involving the formation, expansion, merger, and dissolution of cities, towns and special districts as well as sphere of influence amendments. It also includes overseeing outside service extensions. Proposals involving jurisdictional changes filed by landowners or registered voters must be put on the agenda as information items before any action may be considered by LAFCO at a subsequent meeting.

Current Proposals | Approved and Awaiting Term Completions

The following proposals were previously approved by Alameda LAFCO, but remain active given that not all approval terms established by the membership have been met. CKH provides applicants one calendar year to complete approval terms or receive extension approvals before the proposals are automatically terminated.

- **Reorganization of East Bay Municipal Utility District and City of Hayward**

The Commission has approved a proposal filed by the East Bay Municipal Utility District (EBMUD) involving 273 parcels within the City of Hayward and the unincorporated communities of San Lorenzo and Fairview totaling 269.8 acres. The purpose of the proposal is to align EBMUD’s existing service area with its jurisdictional boundary and formalize public water services provided within the affected territory to the correct service provider. The Commission approved the proposal without amendments on November 11, 2018. Terms remain outstanding as to date and therefore remains active.

- **Annexation of 4592 Tesla Road et al to the City of Livermore**

The Commission has approved a proposal filed by the City of Livermore involving three unincorporated parcels totaling 79.4 acres. The purpose of the proposal is to stop the discharge of industrial and domestic waste due to a failing septic system and to alleviate budding environmental health concerns. The Commission approved the proposal with amendments on September 20, 2018. Terms remain outstanding as to date and therefore remains active.

- **Annexation of Bayside Newark | Union Sanitary District**

The Commission has received a proposal by developer (Lennar Homes) on behalf of the affected landowners requesting annexation approval of 297 parcels located within the city of Newark to the Union Sanitary District. The affected territory is approximately 57.5 acres in size and is currently in the development of 2,500 mixed-use housing units. The purpose of the annexation is to provide wastewater services to a planned residential area. The Commission approved the proposal without amendments on May 9, 2019. Terms remain outstanding as to date and therefore remains active.

Current Proposals | Under Review and Awaiting Hearing

There is currently one active proposal on file with the Commission that remains under administrative review and awaits a hearing as of date of this report.

- **Annexation of the City of Albany| Alameda County Mosquito Abatement District**

The Commission has received a proposal from the Alameda County Mosquito Abatement District (ACMAD) requesting annexation approval of the entire City of Albany. The affected territory totals 394.4 acres. The stated purpose of the proposal is to create a countywide District covering all cities within the County of Alameda and to improve the efficiency and effectiveness of mosquito control services. The application is currently under administrative review and is deemed incomplete at this time.

Pending Proposals

There are no potential new proposals at the moment that staff believes may be submitted to the Commission from local agencies based on ongoing discussions with proponents within the last two years.

The Commission is invited to discuss the item and provide direction to staff on any related matter as needed for future discussion and or action.

Attachments: none

TO: Alameda Commissioners
FROM: Rachel Jones, Executive Officer
SUBJECT: **Progress Report on 2019-2020 Work Plan**

The Alameda Local Agency Formation Commission (LAFCO) will receive a progress report on accomplishing specific projects as part of its adopted work plan for 2019-2020. The report is being presented to the Commission to formally receive and file as well as provide direction to staff as needed.

Background

Alameda LAFCO's current strategic plan was adopted following a planning session on September 22, 2017. The strategic plan is anchored by seven key priorities that collectively orient the Commission to proactively fulfill its duties and responsibilities under the Cortese-Knox-Hertzberg Act of 2000 in a manner responsive to local conditions and needs. These goals and their attendant objectives, which premise individual implementation strategies, are summarized below.

1. Island Annexations
2. Water Supply, Availability and Alternative Options
3. Accommodate Population Growth while Maintaining Quality of Life
4. Agriculture and Open Space Preservation and Urban Growth Boundaries
5. Climate Change Adaptation
6. LAFCO Independence and Other Operational Improvements
7. Comprehensive Study of Unincorporated Areas Focusing on Disadvantaged Unincorporated Communities (DUCs)

On May 9, 2019, Alameda LAFCO adopted the current fiscal year work plan at a noticed public hearing. The work plan is divided into two distinct categories – statutory and administrative – with one of three priority rankings: high; moderate; or low. The underlying intent of the work plan is to serve as a management tool to allocate Commission resources in an accountable and transparent manner over the corresponding 12-month period that pulls from the seven key priorities in the Commission's 2018-2020 Strategic Plan. Further, while it is a standalone document, the work plan should be reviewed in relationship to the adopted operating budget given the planned goals and activities are facilitated and or limited accordingly.

The item provides the Commission with a status update on two-dozen plus targeted projects established for the fiscal year with a specific emphasis on the “top ten” projects that represent the highest priority to complete during the fiscal year as determined by the membership. This includes identifying the projects already completed, underway, or pending in the accompanying attachment. The report and referenced attachment are being presented for the Commission to formally receive and file while also providing additional direction to staff as appropriate.

Discussion

The Commission has initiated work on eleven of the two-dozen plus projects and has completed five projects included in the adopted work plan. This includes the completion of high priority projects and highlighted by conducting the 2017-2018 audit, the dissolution of inactive special districts, and adopting a study schedule. Other notable items underway include the general municipal service review on water, wastewater, and stormwater services, GIS mapping project, participation on the CALAFCO Legislative Committee, the digitizing of LAFCO files, and the creation of a new agency logo.

Alternatives for Action

The following alternatives are available to the Commission:

Alternative One (Recommended):

Accept and file the report as presented.

Alternative Two:

Continue consideration of the report to a future meeting and provide direction to staff for more information as needed.

Recommendation

It is recommended the Commission proceed with Alternative Action One.

Respectfully,



Rachel Jones
Executive Officer

Attachments:

- 1) 2019-2020 Work Plan

ALAMEDA LAFCO WORKPLAN | 2019-2020

Priority	Urgency	Type	Status	Project	Key Issues	Status
1	High	Administrative	Rollover	MOU Update with County of Alameda	Update existing MOU with the County of Alameda to reflect current agency relationships/needs	C
2	High	Statutory	Rollover	General MSR on Water, Wastewater, and Stormwater Services	First Service Specific MSR since 2006 Address Infrastructure Needs and Efficiencies and Sustainability	U
3	High	Administrative	New	Staff Recruitment, Placement and Training	Recruitment and Training of LAFCO Commission Clerk and Analyst	P
4	Moderate	Administrative	New	2017-2018 Audit	Verify Fund Balance; First Audit in Ten Years	C
5	Moderate	Statutory	New	Dissolutions of Inactive Special Districts	Implement Regulatory Functions; SB 448	C
6	Moderate	Statutory	New	Special District Member Elections	Conduct Special District Member Elections to Ensure LAFCO Representation	C
7	Moderate	Statutory	New	Study Schedule Update	Improve Efficiency and Effectiveness of Commission Operations and Transparency	C
8	Moderate	Statutory	New	General MSR on Fire Protection and Emergency Services	Second MSR on Fire and Emergency Services sine 2006 Address Shared Opportunities	P
9	Moderate	Statutory	Rollover	Sphere Update for City of Pleasanton	Implement Planning Functions; Update SOIs of Local Government Agencies; Cities MSR	P
10	Moderate	Statutory	Rollover	Informational Report on Disadvantaged Unincorporated Communities	Develop and Implement Special Study of Unincorporated Areas focusing on DUCs; Consider Policies	P
11	Moderate	Administrative	New	Prepare Informational Report on JPAs	Post Enactment of SB 1266; Enhance Repository on Local Government Services	P
12	Moderate	Administrative	New	LAFCO Presentations	Introductory Overview of LAFCO's Duties and Responsibilities to Boards, Councils, Community Groups	U
13	Moderate	Administrative	New	Update Application Packet	Current Application Dated; Make User Friendly	P
14	Moderate	Administrative	Rollover	Prepare Informational Report on Unincorporated Islands	Map all Unincorporated Islands and Examine Island Annexation Implementation Issues in Alameda County	P
15	Moderate	Statutory	New	Alameda County Resource Conservation MSR	Last MSR conducted in 2013; Open space land preservation	P
16	Moderate	Administrative	Rollover	Informational Report on Fairview Fire Protection District	Status Report on District Activities	U
17	Low	Administrative	New	Policy Review on Agricultural Protection and Out of Area Service Agreements	Periodical review of existing policies relative to practices and trends, and determine whether changes are appropriate to better reflect current preferences	P
18	Low	Statutory	New	Master Property Tax Exchange Agreement	Improve Efficiency and Effectiveness of Application Process	P
19	Low	Administrative	Rollover	Informational Report on Remen Tract	Special Report on Service Delivery Feasibility	P
20	Low	Administrative	Rollover	Digital Archiving	Continue Project to Digitize LAFCO Records	U
21	Low	Administrative	Rollover	CALAFCO Legislative Committee	Enhance and Clarify LAFCO Authority and Powers to Perform its State-Mandated Responsibilities	U
22	Low	Administrative	New	Host Alameda County Special District Association Meeting	Communicate LAFCO's Mission and Goals to the Community	P
23	Low	Administrative	New	LAFCO Annual Report on Status of County	Evaluate LAFCO's Mission and Goals Relative to Local Conditions; Identify Strategies to Achieve Shared Objectives	P
24	Low	Administrative	New	GIS Mapping Project	CDA to Create a LAFCO GIS Layer for All Local Agencies under LAFCO Purview	U
25	Low	Administrative	New	LAFCO Agency Logo	Establish New Agency Logo for Branding (Website, Publications, etc.)	P
26	Low	Administrative	New	Local Agency Directory	User Friendly Publication Identifying and Summarizing Local Government Agencies and Services in Alameda County	P

Status Notations: C: Completed U: Underway P: Pending

June 25, 2019

To: Local Agency Formation Commission
Members and Alternate Members

From: Shiva Frentzen, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors

CALAFCO



RE: Nominations for 2019/2020 CALAFCO Board of Directors

Nominations are now open for the fall elections of the CALAFCO Board of Directors. Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that affect us all. The Board meets four to five times each year at alternate sites around the state. Any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat.

CALAFCO's Election Committee is accepting nominations for the following seats on the CALAFCO Board of Directors:

Northern Region

County Member
District Member

Central Region

City Member
Public Member

Coastal Region

City Member
Public Member

Southern Region

County Member
District Member

The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 31, 2019 at the Hyatt Regency in Sacramento, CA.

Please inform your Commission that the CALAFCO Election Committee is accepting nominations for the above-cited seats until *Monday, September 30, 2019*.

Incumbents are eligible to run for another term. Nominations received by September 30 will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 16, 2019 and ballots made available to Voting Delegates at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. **The ballot request must be made no later than Monday, September 30, 2019. Completed absentee ballots must be returned by 8:00 a.m., Monday, October 28, 2019.**

Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form, or provide the specified information in another format other than a resume. Commissions may also include a letter of recommendation or resolution in support of their nominee.

The nomination forms and materials must be received by the CALAFCO Executive Director no later than Monday, September 30, 2019 at 5:00 p.m. Here is a summary of the deadlines for this year's nomination process:

- **June 26** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 30** – Completed Nomination packet due
- **September 30** – Request for an absentee/electronic ballot due
- **September 30** – Voting delegate name due to CALAFCO
- **October 16** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 16** – Distribution of requested absentee/electronic ballots.
- **October 28** – Absentee ballots due to CALAFCO
- **October 31** - Elections

Returning the nomination form prior to the deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received should there be multiple candidates. Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Please send e-mails with forms and materials to info@calafco.org. Alternatively, nomination forms and materials can be mailed or faxed to the address or fax number below. Please forward nominations to:

CALAFCO Election Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1020 12th Street, Suite 222
Sacramento, California 95814
FAX: 916-442-6535
EMAIL: info@calafco.org

Questions about the election process can be sent to the Chair of the Committee, Shiva Frentzen, at sfrentzen@calafco.org or by calling her at 530-621-5390. You may also contact CALAFCO Executive Director Pamela Miller at pmiller@calafco.org or by calling 916-442-6536.

Members of the 2019/2020 CALAFCO Election Committee are:

Shiva Frentzen, Chair sfrentzen@calafco.org	El Dorado LAFCo (Central Region) 530-621-5390
Josh Susman jsusman@calafco.org	Nevada LAFCo (Northern Region) 530-265-7180
Cheryl Brothers cbrothers@calafco.org	Orange LAFCo (Southern Region) 714-640-5100
Jane Parker jparker@calafco.org	Monterey LAFCo (Coastal Region) 831-883-7570

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures as well as the current listing of Board Members and corresponding terms of office.

Please consider joining us!

Enclosures

Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

1. APPOINTMENT OF AN ELECTION COMMITTEE:

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.⁸
- b. The Board shall appoint one of the members of the Election Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Election Committee in cooperation with the CALAFCO Executive Director.⁸
- c. Each region shall designate a regional representative to serve as staff liaison to the Election Committee.⁸
- d. Goals of the Committee are to provide oversight of the elections process and to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban suburban and rural population if there is an open seat for which no nominations papers have been received close to the deadline.⁸

2. ANNOUNCEMENT TO ALL MEMBER LAFCoS:

- a. No later than three months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:⁸
 - i. A statement clearly indicating which offices are subject to the election.
 - ii. A regional map including LAFCoS listed by region.
 - iii. The dates by which all nominations must be received by the Election Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Elections Committee action."⁸
 - iv. The names of the Election Committee members with the Committee Chairman's LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - v. The address to send the nominations forms.
 - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
- b. No later than four months before the annual membership meeting, the Election Committee Chairman shall send an announcement to the Executive Director for distribution to each member LAFCo and for publication in the newsletter and on the web site. The announcement shall include the following:⁸

Key Timeframes for Nominations Process	
<u>Days*</u>	
90	Nomination announcement
30	Nomination deadline
14	Committee report released
<small>*Days prior to annual membership meeting</small>	

- i. A statement clearly indicating which offices are subject to the election.
 - ii. The specific date by which all nominations must be received by the Election Committee. Nominations received after the closing dates shall be returned to the proposing LAFCo marked "Received too late for Election Committee action."⁸
 - iii. The names of the Election Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - iv. Requirement that nominated individual must be a commissioner or alternate commissioner from a member in good standing within the region.
- c. A copy of these procedures shall be posted on the web site.

3. THE ELECTION COMMITTEE:

- a. The Election Committee and the regional representatives have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Election Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.⁸
- b. At the close of the nominations the Election Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated seats. Caucus elections must be held prior to the annual membership meeting at the conference. The Executive Director or assigned staff along with a member of the Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the staff and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.⁸
- c. Make available sufficient copies of the Committee Report for each Voting Delegate by the beginning of the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Executive Director to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.⁸
- f. Post the candidate statements/resumes organized by region on a bulletin board near the registration desk.
- g. Regional elections shall be conducted as described in Section 4 below. The representative from the Election Committee shall serve as the Presiding Officer for the purpose of the caucus election.⁸
- h. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.⁸

4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING⁶

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCos requesting an electronic ballot shall do so in writing no later than 30 days prior to the annual meeting.
- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the executive director no later than three days prior to the annual meeting.
- e. LAFCos voting under this provision may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCos voting under this provision may only vote for the candidates nominated by the Election Committee and may not vote in any run-off elections.⁸

5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING:

- a. The Election Committee Chairman, another member of the Election Committee or the Chair's designee (hereafter called the Presiding Officer) shall:⁸
 - i. Review the election procedure with the membership.
 - ii. Present the Election Committee Report (previously distributed).
 - iii. Call for nominations from the floor by category for those seats subject to this election:
 1. For city member.
 2. For county member.
 3. For public member.
 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy.
- e. The Presiding Officer shall then conduct the election:
 - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
 1. Name the nominees and offices for which they are nominated.
 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.

- ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
 - 1. Poll the LAFCoS in good standing by written ballot.
 - 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.
 - 3. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.⁸
 - 4. With assistance from CALAFCO staff, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
 - 1. The nominee receiving the majority⁶ of votes cast is elected.
 - 2. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election. Electronic ballots are not included in the tally for any run-off election(s).⁶
 - 3. In case of tie votes⁶:
 - a. A second run-off election shall be held with the same two nominees.
 - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.
 - 4. In the case of two vacancies, any candidate receiving a majority of votes cast is elected.⁶
 - a. In the case of no majority for either vacancy, the three nominees receiving the three highest number of votes cast shall face each other in a run-off election.
 - b. In the case of no majority for one vacancy, the two nominees receiving the second and third highest number of votes cast shall face each other in a run-off election.
 - c. In the event of a tie, a second run-off election shall be held with the tied nominees. If there remains a tie after the second run-off election the winner shall be determined by a draw of lots.

6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names will be listed in the order nominated.
- b. The Election Committee Chair shall announce and introduce all Board Members elected at the Regional Caucuses at the annual business meeting.⁸
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFCo may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after

election of new board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

7. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

8. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

These policies and procedures were adopted by the CALAFCO Board of Directors on 12 January 2007 and amended on 9 November 2007¹, 8 February 2008², 13 February 2009³, 12 February 2010⁴, 18 February 2011⁵, 29 April 2011⁶, 11 July 2014⁷ and 27 October 2017⁸. They supersede all previous versions of the policies.

CALAFCO Regions

FOUR REGIONS



The counties in each of the four regions consist of the following:

Northern Region

Butte
Colusa
Del Norte
Glenn
Humboldt
Lake
Lassen
Mendocino
Modoc
Nevada
Plumas
Shasta
Sierra
Siskiyou
Sutter
Tehama
Trinity
Yuba

CONTACT: Steve Lucas
Butte LAFCo
slucas@buttecounty.net

Southern Region

Orange
Los Angeles
Imperial
Riverside
San Bernardino
San Diego

CONTACT: Keene Simonds
San Diego LAFCo
keene.simonds@sdcounty.ca.gov

Coastal Region

Alameda
Contra Costa
Marin
Monterey
Napa
San Benito
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Solano
Sonoma
Ventura

CONTACT: Martha Poyatos
San Mateo LAFCo
mpoyatos@smcgov.org

Central Region

Alpine
Amador
Calaveras
El Dorado
Fresno
Inyo
Kern
Kings
Madera
Mariposa
Merced
Mono
Placer
Sacramento
San Joaquin
Stanislaus
Tulare
Tuolumne
Yolo

CONTACT: Christine Crawford, Yolo LAFCo
christine.crawford@yolocounty.org

**Board of Directors
2019/2020 Nominations Form**

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) City County Special District Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual Membership Meeting of the Association.

LAFCo Chair

Date

<p>NOTICE OF DEADLINE</p> <p>Nominations must be received by September 30, 2019 at 5:00 p.m. to be considered by the Election Committee. Send completed nominations to: CALAFCO Election Committee CALAFCO 1020 12th Street, Suite 222 Sacramento, CA 95814</p>
--

Board of Directors 2019/2020 Candidate Resume Form

Nominated By: _____ LAFCo Date: _____

Region (please check one): Northern Coastal Central Southern

Category (please check one): City County Special District Public

Candidate Name _____

Address _____

Phone Office _____ Mobile _____

e-mail _____

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

NOTICE OF DEADLINE

Nominations must be received by **September 30, 2019** at 5:00 p.m. to be considered by the Election Committee. Send completed nominations to:
CALAFCO Election Committee
CALAFCO
1020 12th Street, Suite 222
Sacramento, CA 95814

Date: July 10, 2019

To: LAFCo Commissioners and Staff
CALAFCO Members
Other Interested Organizations

From: CALAFCO Achievement Awards Committee

Subject: **2019 CALAFCO Achievement Award Nominations**

**CALAFCO
2019
AWARDS**



Each year, CALAFCO recognizes outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at the Annual Conference Achievement Awards Ceremony.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who go above and beyond in their work to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition. **Please carefully review the nomination instructions and the criteria for each category.**

To make a nomination, please use the following procedure:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization. There is no limit to the number of nominations you can submit.
2. Please use a separate form (attached) for each nomination. Nominations **must be submitted with a completed nomination form**. The form is your opportunity to highlight the most important points of your nomination.
3. Nominations must be **limited to no more than 1500 words or 3 pages in length maximum**. You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
4. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. **Limit supporting documentation to no more than 5 pages**. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount will be returned.
5. All nomination materials must be submitted at one time and must be received by the deadline. Electronic submittals are encouraged.
6. **Nominations and supporting materials must be received no later than 5:00 p.m., Friday, September 20, 2019.** Send nominations via e-mail, or U.S. mail to:

Stephen Lucas, CALAFCO Executive Officer
c/o Butte LAFCo
1453 Downer Street, Suite C
Oroville, CA 95965
slucas@calafco.org

Members of the 2019 CALAFCO Board of Directors Awards Committee are:

Mike Kelley, Committee Chair (Imperial LAFCo, Southern Region)
Cheryl Brothers (Orange LAFCo, Southern Region)
Debra Lake (Humboldt LAFCo, Northern Region)
Margie Mohler (Napa LAFCo, Coastal Region)
Daniel Parra (Fresno LAFCo, Central Region)

mkelley@calafco.org
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dlake@calafco.org
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dparra@calafco.org

Please contact Steve Lucas, CALAFCO Executive Officer, at slucas@calafco.org or (530) 538-7784 with any questions. A list of the previous Achievement Award recipients is attached to this announcement.

Nomination Form

NOMINEE - Person or Agency Being Nominated:

Name:

Organization:

Address:

Phone:

E-mail:

NOMINATION CATEGORY (check one – see category criteria on attached sheet)

- Outstanding CALAFCO Member
- Most Effective Commission
- Outstanding Commissioner
- Outstanding LAFCo Professional
- Outstanding LAFCo Clerk
- Outstanding CALAFCO Associate Member
- Project of the Year
- Distinguished Service Award
- Government Leadership Award
- Legislator of the Year (must be approved by the full CALAFCO Board)
- Mike Gotch Courage and Innovation in Local Government Award
- Lifetime Achievement Award

NOMINATION SUBMITTED BY:

Name:

Organization:

Address:

Phone:

E-mail:



2019 Achievement Award Nominations

NOMINATION SUMMARY

In no more than 250 words, summarize why this recipient is the most deserving of this award.

ACHIEVEMENTS

Please indicate the reasons why this person or agency deserves to be recognized (Remember to keep this portion to 1500 words or 3 pages maximum and use additional sheets as needed):



CALAFCO ACHIEVEMENT AWARD CATEGORIES

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are being accepted until **5:00 p.m., Friday, September 20, 2019** in the following categories:

Outstanding CALAFCO Member	Recognizes a CALAFCO Board Member or staff person who has provided exemplary service during the past year.
Distinguished Service Award	Given to a member of the LAFCo community to recognize long-term service by an individual.
Most Effective Commission	Presented to an individual Commission to recognize innovation, streamlining, and/or initiative in implementing LAFCo programs; may also be presented to multiple Commissions for joint efforts.
Outstanding Commissioner	Presented to an individual Commissioner for extraordinary service to his or her Commission.
Outstanding LAFCo Professional	Recognizes an Executive Officer, Staff Analyst, or Legal Counsel for exemplary service during the past year.
Outstanding LAFCo Clerk	Recognizes a LAFCo Clerk for exemplary service during the past year.
Outstanding CALAFCO Associate Member	Presented to an active CALAFCO Associate Member (person or agency) that has advanced or promoted the cause of LAFCos by consistently producing distinguished work that upholds the mission and goals of LAFCos, and has helped elevate the roles and mission of LAFCos through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement.
Project of the Year	Recognition for a project-specific program that involved complex staff analysis, community involvement, or an outstanding solution.
Government Leadership Award	Presented to a decision-making body at the city, county, special district, regional or state level which has furthered good government efforts in California.
Legislator of the Year	Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals. Selected by CALAFCO Board.
Mike Gotch Courage and Innovation in Local Government Award	Presented to an individual who has taken extraordinary steps to improve and innovate local government. This award is named for Mike Gotch: former Assembly Member, LAFCo Executive Officer and CALAFCO Executive Director responsible for much of the foundations of LAFCo law and CALAFCO. He is remembered as a source of great inspiration for staff and legislators from throughout the state.
Lifetime Achievement Award	Recognizes any individual who has made extraordinary contributions to the LAFCo community in terms of longevity of service, exemplary advocacy of LAFCo-related legislation, proven leadership in approaching a particular issue or issues, and/or demonstrated support in innovative and creative ways of the goals of LAFCos throughout California. At a minimum, the individual should be involved in the LAFCo community for at least ten years.

CALAFCO ACHIEVEMENT AWARD RECIPIENTS**2018**

Distinguished Service Award	John Withers , Orange LAFCo
Most Effective Commission	Santa Clara LAFCo
Outstanding Commissioner	Margie Mohler , Napa LAFCo
Outstanding LAFCo Professional	George Williamson , Del Norte LAFCo
Outstanding LAFCo Clerk	Elizabeth Valdez , Riverside LAFCo
Outstanding CALAFCO Associate Member	Best Best & Krieger
Project of the Year	Lake LAFCo , water services consolidation
Government Leadership Award	City of Porterville, County of Tulare, Dept. of Water Resources, State Water Resources Control Board, Governor's Office of Emergency Services, Self Help Enterprises, Community Water Center for East Porterville water supply project
Mike Gotch Courage & Innovation in Local Government Leadership Award	Mike Ott , San Diego LAFCo
Legislator of the Year	Assembly Member Anna Caballero
Lifetime Achievement Award	Pat McCormick , Santa Cruz LAFCo, George Spiliotis , Riverside LAFCo

2017

Most Effective Commission	Los Angeles LAFCo
Outstanding CALAFCO Member	Sblend Sblendorio , Alameda LAFCo
Outstanding Commissioner	John Marchand , Alameda LAFCo
Outstanding LAFCo Professional	Paul Novak , Los Angeles LAFCo
Outstanding LAFCo Clerk	Richelle Beltran , Ventura LAFCo
Outstanding CALAFCO Associate Member	Policy Consulting Associates
Project of the Year	County Services MSR , Butte LAFCo Santa Rosa Annexation , Sonoma LAFCo San Luis Obispo County Public Works Dept.
Government Leadership Award	Kathy Rollings McDonald (San Bernardino)
Lifetime Achievement Award	

2016

Distinguished Service Award	Peter Brundage , Sacramento LAFCo
Most Effective Commission	San Luis Obispo LAFCo
Outstanding CALAFCO Member	John Leopold , Santa Cruz LAFCo
Outstanding Commissioner	Don Tatzin , Contra Costa LAFCo
Outstanding LAFCo Professional	Steve Lucas , Butte LAFCo
Outstanding LAFCo Clerk	Cheryl Carter-Benjamin , Orange LAFCo
Project of the Year	Countywide Water Study , (Marin LAFCo)
Government Leadership Award	Southern Region of CALAFCO
Lifetime Achievement Award	Bob Braitman (retired Executive Officer)

2015

Mike Gotch Courage & Innovation in Local Government Leadership Award	Yuba County Water Agency
Distinguished Service Award	Mary Jane Griego, Yuba LAFCo
Most Effective Commission	Butte LAFCo
Outstanding CALAFCO Member	Marjorie Blom, formerly of Stanislaus LAFCo
Outstanding Commissioner	Matthew Beekman, formerly of Stanislaus LAFCo
Outstanding LAFCo Professional	Sam Martinez, San Bernardino LAFCo
Outstanding LAFCo Clerk	Terri Tuck, Yolo LAFCo
Project of the Year	Formation of the Ventura County Waterworks District No. 38 (Ventura LAFCo) and 2015 San Diego County Health Care Services five-year sphere of influence and service review report (San Diego LAFCo)
Government Leadership Award	The Cities of Dublin, Pleasanton, Livermore and San Ramon, the Dublin San Ramon Services District and the Zone 7 Water Agency
CALAFCO Associate Member of the Year	Michael Colantuono of Colantuono, Highsmith & Whatley
Legislators of the Year Award	Assembly member Chad Mayes
Lifetime Achievement Award	Jim Chapman (Lassen LAFCo) and Chris Tooker (formerly of Sacramento LAFCo)

2014

Mike Gotch Courage & Innovation in Local Government Leadership Award	David Church, San Luis Obispo LAFCo
Distinguished Service Award	Kate McKenna, Monterey LAFCo
Most Effective Commission	Santa Clara LAFCo
Outstanding CALAFCO Member	Stephen Lucas, Butte LAFCo
Outstanding Commissioner	Paul Norsell, Nevada LAFCo
Outstanding LAFCo Professional	Kate McKenna, Monterey LAFCo
Outstanding LAFCo Clerk	Paige Hensley, Yuba LAFCo
Project of the Year	LAFCo Procedures Guide: 50th Year Special Edition, San Diego LAFCo
Government Leadership Award	Orange County Water District, City of Anaheim, Irvine Ranch Water District, and Yorba Linda Water District
Legislators of the Year Award	Assembly member Katcho Achadjian
Lifetime Achievement Award	Susan Wilson, Orange LAFCo

2013

Mike Gotch Courage & Innovation in Local Government Leadership Award	Simón Salinas, Commissioner, Monterey LAFCo
Distinguished Service Award	Roseanne Chamberlain, Amador LAFCo
Most Effective Commission	Stanislaus LAFCo
Outstanding CALAFCO Member	Harry Ehrlich, San Diego LAFCo
Outstanding Commissioner	Jerry Gladbach, Los Angeles LAFCo
Outstanding LAFCo Professional	Lou Ann Texeira, Contra Costa
LAFCo Outstanding LAFCo Clerk	Kate Sibley, Contra Costa LAFCo
Project of the Year	Plan for Agricultural Preservation, Stanislaus LAFCo



2019 Achievement Award Nominations

Government Leadership Award

Legislators of the Year Award

Lifetime Achievement Award

Orange County LAFCo Community Islands Taskforce,
Orange LAFCo

Senators Bill Emmerson and Richard Roth

H. Peter Faye, Yolo LAFCo; **Henry Pellissier,** Los Angeles LAFCo; **Carl Leverenz,** Butte LAFCo; **Susan Vicklund-Wilson,** Santa Clara LAFCo.

2012

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

LAFCo Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Lifetime Achievement Award

Bill Chiat, CALAFCO Executive Director

Marty McClelland, Commissioner, Humboldt LAFCo

Sonoma LAFCo

Stephen A. Souza, Commissioner, Yolo LAFCo and
CALAFCO Board of Directors

Sherwood Darington, Monterey

Carole Cooper, Sonoma LAFCo

Gwenna MacDonald, Lassen LAFCo

Countywide Service Review & SOI Update, Santa Clara
LAFCo

North Orange County Coalition of Cities, Orange LAFCo

P. Scott Browne, Legal Counsel LAFCos

2011

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

LAFCo Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Martin Tuttle, Deputy Director for Planning, Caltrans

Mike McKeever, Executive Director, SACOG

Carl Leverenz, Commissioner and Chair, Butte

San Bernardino LAFCo

Keene Simonds, Executive Officer, Napa LAFCo

Louis R. Calcagno, Monterey LAFCo

June Savala, Deputy Executive Officer, Los Angeles LAFCo

Debbie Shubert, Ventura LAFCo

Cortese-Knox-Hertzberg Definitions Revision

Bob Braitman, Scott Browne, Clark Alsop, Carole Cooper,
and George Spiliotis

Contra Costa Sanitary District

**Elsinore Water District and Elsinore Valley Municipal Water
District**

2010

Mike Gotch Courage & Innovation in
Local Government Leadership Award

Distinguished Service Award

Most Effective Commission

Outstanding CALAFCO Member

Outstanding Commissioner

Outstanding LAFCo Professional

Helen Thompson, Commissioner, Yolo LAFCo

Kathleen Rollings-McDonald, Executive Officer, San
Bernardino LAFCo

Bob Braitman, Executive Officer, Santa Barbara LAFCo

Tulare LAFCo

Roger Anderson, Ph.D., CALAFCO Chair, Santa Cruz LAFCo

George Lange, Ventura LAFCo

Harry Ehrlich, Government Consultant, San Diego LAFCo 18



2019 Achievement Award Nominations

Outstanding LAFCo Clerk	Candie Fleming , Fresno LAFCo
Project of the Year	Butte LAFCo Sewer Commission - Oroville Region Municipal Service Review
Government Leadership Award	Nipomo Community Services District and the County of San Luis Obispo
Special Achievement	Chris Tooker , Sacramento LAFCo and CALAFCO Board of Directors

2009

Mike Gotch Courage & Innovation in Local Government Leadership Award	Paul Hood , Executive Officer, San Luis Obispo LAFCo
Distinguished Service Award	William Zumwalt , Executive Officer, Kings LAFCo
Most Effective Commission	Napa LAFCo
Outstanding CALAFCO Member	Susan Vicklund Wilson , CALAFCO Vice Chair Jerry Gladbach , CALAFCO Treasurer
Outstanding Commissioner	Larry M. Fortune , Fresno LAFCo
Outstanding LAFCo Professional	Pat McCormick , Santa Cruz LAFCo Executive Officer
Outstanding LAFCo Clerk	Emmanuel Abello , Santa Clara LAFCo
Project of the Year	Orange LAFCo Boundary Report
Government Leadership Award	Cities of Amador City, Jackson, Lone, Plymouth & Sutter Creek; Amador County; Amador Water Agency; Pine Grove CSD – Countywide MSR Project
Legislator of the Year Award	Assembly Member Jim Silva

2008

Distinguished Service Award	Peter M. Detwiler , Senate Local Government Committee Chief Consultant
Most Effective Commission	Yuba LAFCo
Outstanding Commissioner	Dennis Hansberger , San Bernardino LAFCo
Outstanding LAFCo Professional	Michael Ott , San Diego LAFCo Executive Officer Martha Poyatos , San Mateo Executive Officer
Outstanding LAFCo Clerk	Wilda Turner , Los Angeles LAFCo
Project of the Year	Kings LAFCo City and Community District MSR and SOI Update
Government Leadership Award	San Bernardino Board of Supervisors
Legislator of the Year Award	Assembly Member Anna M. Caballero

2007

Outstanding CALAFCO Member	Kathy Long , Board Chair, Ventura LAFCo
Distinguished Service Award	William D. Smith , San Diego Legal
Counsel Most Effective Commission	Santa Clara LAFCo
Outstanding Commissioner	Gayle Uilkema , Contra Costa LAFCo
Outstanding LAFCo Professional	Joyce Crosthwaite , Orange LAFCo Executive Officer
Outstanding LAFCo Clerk	Debby Chamberlin , San Bernardino LAFCo
Project of the Year	San Bernardino LAFCo and City of Fontana Islands Annexation Program



2019 Achievement Award Nominations

Government Leadership Award
Lifetime Achievement

City of Fontana - Islands Annexation Program
John T. "Jack" Knox

2006

Outstanding CALAFCO Member

Everett Millais, CALAFCO Executive Officer and Executive Officer of Ventura LAFCo

Distinguished Service Award

Clark Alsop, CALAFCO Legal Counsel

Most Effective Commission Award

Alameda LAFCo

Outstanding Commissioner Award

Ted Grandsen, Ventura LAFCo

Chris Tooker, Sacramento LAFCo

Outstanding LAFCo Professional Award

Larry Calemine, Los Angeles LAFCo Executive Officer

Outstanding LAFCo Clerk Award

Janice Bryson, San Diego LAFCo

Marilyn Flemmer, Sacramento LAFCo

Project of the Year Award

Sacramento Municipal Utility District Sphere of Influence Amendment and Annexation; Sacramento LAFCo

Outstanding Government Leadership Award

Cities of Porterville, Tulare, and Visalia and Tulare LAFCo Island Annexation Program

Legislator of the Year Award

Senator Christine Kehoe

2005

Outstanding CALAFCO Member

Peter Herzog, CALAFCO Board, Orange LAFCo

Distinguished Service Award

Elizabeth Castro Kemper, Yolo LAFCo

Most Effective Commission Award

Ventura LAFCo

Outstanding Commissioner Award

Art Aseltine, Yuba LAFCo

Henri Pellissier, Los Angeles LAFCo

Outstanding LAFCo Professional Award

Bruce Baracco, San Joaquin LAFCo

Outstanding LAFCo Clerk Award

Danielle Ball, Orange LAFCo

Project of the Year Award

San Diego LAFCo

MSR of Fire Protection and Emergency Medical Services

Outstanding Government Leadership Award

Sacramento Area Council of Governments (SACOG)

2004

Outstanding CALAFCO Member

Scott Harvey, CALAFCO Executive Director

Distinguished Service Award

Julie Howard, Shasta LAFCo

Most Effective Commission Award

San Diego LAFCo

Outstanding Commissioner Award

Edith Johnsen, Monterey LAFCo

Outstanding LAFCo Professional Award

David Kindig, Santa Cruz LAFCo

Project of the Year Award

San Luis Obispo LAFCo

Nipomo CSD SOI Update, MSR, and EIR

2003

Outstanding CALAFCO Member

Michael P. Ryan, CALAFCO Board Member

Distinguished Service Award

Henri F. Pellissier, Los Angeles LAFCo

Most Effective Commission Award

San Luis Obispo LAFCo

Outstanding Commissioner Award

Bob Salazar, El Dorado LAFCo

Outstanding LAFCo Professional Award

Shirley Anderson, San Diego LAFCo

Outstanding LAFCo Clerk Award

Lori Fleck, Siskiyou LAFCo



2019 Achievement Award Nominations

Project of the Year Award

Napa LAFCo

Comprehensive Water Service Study

Special Achievement Award

James M. Roddy

2002

Outstanding CALAFCO Member

Ken Lee, CALAFCo Legislative Committee Chair

Most Effective Commission Award

San Diego LAFCo Outstanding

Commissioner Award

Ed Snively, Imperial LAFCo

Outstanding LAFCo Professional Award

Paul Hood, San Luis Obispo LAFCo

Outstanding LAFCo Clerk Award

Danielle Ball, Orange LAFCo

Project of the Year Award

San Luis Obispo LAFCo

Outstanding Government Leadership Award

Napa LAFCo, Napa County Farm Bureau, Napa Valley Vintners Association, Napa Valley Housing Authority, Napa County Agricultural Commissioner's Office, Napa County Counsel Office, and Assembly Member Patricia Wiggins

2001

Outstanding CALAFCO Member

SR Jones, CALAFCO Executive Officer

Distinguished Service Award

David Martin, Tax Area Services Section, State Board of Equalization

Outstanding Commissioner Award

H. Peter Faye, Yolo LAFCo

Outstanding LAFCo Professional Award

Ingrid Hansen, San Diego LAFCo

Project of the Year Award

Santa Barbara LAFCo

Outstanding Government Leadership Award

Alameda County Board of Supervisors, Livermore City Council, Pleasanton City Council

Legislator of the Year Award

Senator Jack O'Connell

2000

Outstanding CALAFCO Member

Ron Wootton, CALAFCO Board Chair

Distinguished Service Award

Ben Williams, Commission on Local Governance for the 21st Century

Most Effective Commission Award

Yolo LAFCo

Outstanding Commissioner

Rich Gordon, San Mateo LAFCo

Outstanding LAFCo Professional Award

Annamaria Perrella, Contra Costa LAFCo

Outstanding LAFCo Clerk Award

Susan Stahmann, El Dorado LAFCo

Project of the Year Award

San Diego LAFCo

Legislator of the Year Award

Robert Hertzberg, Assembly Member

1999

Distinguished Service Award

Marilyn Ann Flemmer-Rodgers, Sacramento LAFCo

Most Effective Commission Award

Orange LAFCo

Outstanding Executive Officer Award

Don Graff, Alameda LAFCo

Outstanding LAFCo Clerk Award

Dory Adams, Marin LAFCo

Most Creative Solution to a Multi-Jurisdictional Problem

San Diego LAFCo

Outstanding Government Leadership Award

Assembly Member John Longville

Legislator of the Year Award

Assembly Member Robert Hertzberg

1998

Outstanding CALAFCO Member	Dana Smith, Orange LAFCo
Distinguished Service Award	Marvin Panter, Fresno LAFCo
Most Effective Commission Award	San Diego LAFCo
Outstanding Executive Officer Award	George Spiliotis, Riverside LAFCo
Outstanding Staff Analysis	Joe Convery, San Diego LAFCo Joyce Crosthwaite, Orange LAFCo
Outstanding Government Leadership Award	Santa Clara County Planning Department

1997

Most Effective Commission Award	Orange LAFCo
Outstanding Executive Officer Award	George Finney, Tulare LAFCo
Outstanding Staff Analysis	Annamaria Perrella, Contra Costa LAFCo
Outstanding Government Leadership Award	South County Issues Discussion Group
Most Creative Solution to a Multi-Jurisdictional Problem	Alameda LAFCo and Contra Costa LAFCo
Legislator of the Year Award	Assembly Member Tom Torlakson

**Please join us for the
CALAFCO Annual Conference
October 30 – November 1, 2019
Sacramento, California**

