

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING

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

March 14, 2019

1. Call to Order and Pledge of Allegiance

Chair Wieskamp 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 (arrived 2:08, item 7) and Nate Miley (arrived 2:18, item 8)

City Members: John Marchand and alternate David Haubert (arrived 2:04, item 6)

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

Public Members: Sblend Sblendorio and alternate Tom Pico

Not Present: City Member Jerry Thorne and alternate County Member Richard Valle,

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

3. Public Comment

Chair Wieskamp 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: January 10, 2019 Regular Meeting (Consent Item)

Upon Motion by Commissioner Marchand, second by Commissioner Johnson, the minutes of January 10, 2019 were approved.

AYES: 4 (Johnson, Marchand, Sblendorio, Wieskamp)

NOES: 0

ABSENT: 3 (Haggerty, Miley, Thorne)

ABSTAIN: 0

5. Budget Update for 2018-2019 and Year End Projections (Consent Item)

Executive Officer provided a summary of the written report, comparing budgeted and actual transactions for 2018-2019 through February 28, 2019, projecting that Alameda LAFCO is on pace to finish the fiscal year with an operating surplus of \$136,705, which includes a \$176,000 fund balance applied to offset agency apportionments.

Upon motion by Commissioner Marchand, second by Commissioner Sblendorio, the Commission approved accepting and filing the report.

AYES: 4 (Johnson, Marchand, Sblendorio, Wieskamp)

NOES: 0

ABSENT: 3 (Haggerty, Miley, Thorne)

ABSTAIN: 0

6. Adoption of Final Study Schedule for FY2019 to FY2024 (Public Hearing)

Adoption of a final study schedule calendaring municipal service reviews and sphere of influence updates beginning FY 2019. The final study schedule will serve as a formal policy in guiding the Commission's related planning activities. The proposed version approved at the January meeting was subsequently circulated among the 47 affected local agencies and general public with no comments received. The Commission made two changes to the proposed schedule:

- the inclusion of a broadband services review as a municipal service in the proposed Community Services II Municipal Service Review; and
- Inclusion of a municipal service review of the Alameda County Resource Conservation District during fiscal year 2021.

Following Executive Officer's summary of the written report, Chair Wieskamp opened and closed the public hearing, with no comments being offered.

Upon motion by Commissioner Marchand, second by Commissioner Johnson, the Commission approved the study schedule as amended.

AYES: 5 (Haubert, Johnson, Marchand, Sblendorio, Wieskamp)
NOES: 0
ABSENT: 3 (Haggerty, Miley, Thorne)
ABSTAIN: 0

7. Dissolution of San Lorenzo Library County Service Area (L-2 CSA) and Livermore-Amador Valley Sewer Study County Service Area (S-1984-1 CSA) (Public Hearing)

The Commission had initiated dissolution at its January 2019 meeting following the State Controller's notice on November 6, 2018 that both districts were inactive.

Executive Officer provided summary remarks noting that the County agrees with the dissolution. She suggested to amend the draft resolution to include that under Government Code Section 57451, the County will automatically be named the successor agency given that both districts are encompassed within the County. She noted that the project is exempt from CEQA.

Chair Wieskamp opened and closed the public hearing with no comments being offered.

Discussion:

Commissioner Marchand shared that no one currently working for the City of Livermore is familiar with the Livermore-Amador Valley Sewer Study CSA or what it is/was for. Commissioner Johnson shared that he recalled it being set up years back, when he was working for the County, as a funding mechanism.

Motion & Vote:

Commissioner Haubert motioned, in honor of Commissioner Vonheeder-Leopold and Commissioner Pico, who put a lot of time in on the Amador Valley issues, to accept the recommendations of staff to adopt the draft resolution, as amended, approving the dissolutions of L-2 CSA and S-1984-1 CSA. Commissioner Johnson seconded and motion passed.

AYES: 6 (Haggerty, Haubert, Johnson, Marchand, Sblendorio, Wieskamp)
NOES: 0
ABSENT: 2 (Miley, Thorne)
ABSTAIN: 0

8. Adoption of Proposed Workplan and Budget for FY 2019-2020 (Public Hearing)

Executive Officer summarized the written report, noting the proposed budget expenses total \$793,880 and represent a decrease of \$2,964 or 0.4% with adjustments tied in services and supplies and resources drawn to accomplish items in the proposed work plan.

Chair Wieskamp opened and closed the public hearing with no comments being offered.

Discussion:

There was discussion concerning the proposed increased budgeting for staffing. Commissioner Haggerty expressed reservations about the necessity of the increase and Commissioner Haubert inquired if the Commission would have flexibility in staffing hours if the workload warranted such. Commissioner Wieskamp emphasized the importance of job title and description. Commissioner Marchand asked if LAFCO staff would continue to be employees of the County or employees directly of LAFCO.

The Executive Officer, along with Commissioners Johnson and Sblendorio, members of the ad hoc team negotiating the Memorandum of Understanding (MOU) with the County by June 30, 2019, clarified that:

- The proposed budget and staffing reflect the anticipation that LAFCO and the County will reach agreement on a new MOU.
- The proposed budget and staffing incorporate the County negotiator, Joni Pattillo, Special Assistant to the County Administrator's, agreement that under the new MOU there would be unique civil service classifications for the LAFCO Executive Officer, LAFCO Analyst and LAFCO Clerk positions in which case the positions would need to be budgeted by LAFCO as full time positions. Whether or not the Commission utilizes the positions as full time is up to the Commission. LAFCO staff will continue to be County employees, but will be designated as LAFCO specific. This adjustment in staffing will allow the Commission to have more control over its staffing choices. The Commission will approve the job titles and descriptions. The Executive Officer will hire and supervise the Analyst, Clerk, or Analyst/Clerk positions.
- The Analyst and Clerk positions, as of July 1, 2019 will be budgeted as full time, making a total of three full time budgeted staff (Executive Officer, Analyst, and Clerk). It is anticipated that due to anticipated retirements, after the first of the year, the Commission will actually have working for it two full time staff – an Executive Officer and an Analyst/Clerk. If work load requires it, there will be the flexibility to add to the staffing level in the future. LAFCO has had a full time Clerk in the past.

Executive Officer Jones indicated that the workload for LAFCO staff has increased based on her review of past reports and schedules. Commissioner Sblendorio noted that perhaps an Analyst could help out with projects that have typically been handled by outside consultants.

Motion & Vote:

Chair Wieskamp asked if there was a motion to approve staff's recommendation to approve the proposed budget and work plan for 2019-2020; to direct the Executive Officer to circulate the proposed budget for review and comment by the funding agencies and general public; and to return with a final budget for 2019-2020 for adoption as part of a noticed public hearing on May 9, 2019.

Commissioner Johnson so moved. Commissioner Sblendorio seconded and motion passed.

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

9. Informational Items – Staff comments as noted.

a. Current and Pending Proposals

Two new proposals on file with LAFCO – an annexation application from Union Sanitary District to provide wastewater services to a planned residential area located in the City of Newark and out of area service extension by the City of Hayward for wastewater services to two properties on Fairview Avenue due to failed septic systems. Proposals will be noticed for next regular meeting in May.

b. Strategic Plan Update

QK has completed the majority of its data gathering phase and is currently drafting the profiles and comparisons of each agency from past studies and current metrics. A draft document is expected by May.

c. Legislative Update

Per CALAFCO's request, letters of support went out for AB 213 that would reinstate funding for inhabited annexations through vehicle license fee adjustments and AB 1253 that would allow for the reimbursement of the mandatory dissolutions of inactive special districts pursuant to AB 448.

d. Memorandum of Understanding with County | Update

The MOU Advisory Committee met with County and outlined a list of themes that LAFCO would like to move forward with that would address any operational needs – from requesting specific LAFCO classifications or designations for its employees within the County system to seeking its own office space. The Committee believes the County is agreeable in moving forward with these terms and the Committee is currently working with the County to implement the specifics and ensure each item is translatable within the County system. Next meeting is March 25th and the Committee is working hard to reach the terms before the June 30th deadline.

Commissioner Miley observed that the Board of Supervisors had not been informed of any of the negotiations with LAFCO, so it was more accurate to say that the Advisory Committee had met with County representatives. There was discussion about LAFCO moving its office space out of its current location in the County Administrator's Office. Commissioner Sblendorio explained that the Committee had discussed moving to another County building, with Ms. Pattillo having recommended the Community Development Agency's (CDA) building in Hayward. Commissioners Haggerty and Wieskamp expressed support for moving the office to the Martinelli Center in Livermore, where CDA has office space used only once a week. The Heritage House at the Pleasanton Fairgrounds was another possibility mentioned by Commissioner Haggerty; although, he acknowledged access while the fair is in session is difficult. Commissioners Sblendorio and Vonheeder-Leopold expressed concern for staff having to make such a long commute out to Livermore, especially given the lack of a counter commute now. It was also pointed out that location of office space for staff was separate from the location of the Commission meetings which would continue to be in Dublin. It was then mentioned that the City of Dublin might have office space it could lease to LAFCO. Commissioner Sblendorio said the Committee would look into the suggestions made before their next meeting on March 25th. Commissioner Miley said that he would be in touch with the County Administrator's office about the details and status of the negotiations.

e. Commissioners with terms ending May 2019

1. Ayn Wieskamp
2. Scott Haggerty
3. David Haubert

f. Form 700: Due April 2

Commissioner Haggerty asked if he could submit his form electronically. Staff to follow up on inquiry.

10. Matters Initiated by Members of the Commission (Item inadvertently omitted from the agenda.)

Commissioner Miley informed the Commission of an initiative he has been working on in his capacity as a member of the Board of Supervisors. It is called the Eden Area Livability Initiative. It will involve a review of all the unincorporated areas to determine the desire and feasibility of incorporating. If it does incorporate, it would be the 4th largest city in the County. He said he would be in touch with the LAFCO Executive Officer to be engaged in some of the relevant conversations concerning the review.

11. Adjournment of Regular Meeting

Chair Wieskamp adjourned the meeting at 3:00 p.m.

Next Meetings

Policy & Budget Committee

Thursday, April 4, 2019 at 2:00 p.m. at the City of Dublin, Regional Room, 100 Civic Plaza, Dublin, CA
(Subsequently cancelled)

Regular Meeting

Thursday, May 9, 2019 at 2:00 p.m. at City of Dublin, City Council Chambers, 100 Civic Plaza, Dublin

Respectfully submitted,



Sandy Hou, Commission Clerk

These minutes were approved by the Commission on May 9, 2019.

Attest:



Rachel Jones
Executive Officer

10/10/10