

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

These minutes were approved by the Commission on September 12 2019.

Attest:



Rachel Jones
Executive Officer