

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
May 8, 2025, Regular Meeting
City of Dublin Council Chambers, 100 Civic Drive, Dublin, CA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

The regular meeting was called to order at 2:00 p.m. by Chair Johnson.
The Commission Clerk performed the roll call with the following attendance recorded.

Regulars Present: Jack Balch, City of Pleasanton
 Mariellen Faria, Eden Township Healthcare District*
 David Haubert, County of Alameda (arrived at 2:16 p.m.)
 Ralph Johnson, Castro Valley Sanitary District (Chair)
 John Marchand, City of Livermore
 Nathan Miley, County of Alameda*

Alternates Present: Sherry Hu, City of Dublin
 Georgean Vonheeder-Leopold, Dublin San Ramon Services District
 Bob Woerner, Public Member (Voting)

Members Absent: Sblend Sblendorio, Public Member
 Lena Tam, County of Alameda (alternate)

*Attended by videoconference.

The Commission Clerk confirmed a quorum was present with six voting members. Also present at the meeting were Executive Officer Rachel Jones, Commission Counsel Andrew Massey, and Commission Clerk April Raffel.

3. PUBLIC COMMENT:

Chair Johnson invited anyone from the public to address the Commission on any matter not listed on the agenda and within the jurisdiction of the Commission. There was one public comment to address the Commission from the following person:

- Kelly Abreu, Fremont resident

Chair Johnson proceeded to close the public hearing.

4. CONSENT ITEMS

Item 4a

Approval of Meeting Minutes for March 13, 2025, Regular Meeting

The item presented to approve the draft action minutes prepared for the Commission's regular meeting on March 13, 2025. Recommendation to approve.

Item 4b

Approval of Third Quarter Budget Report for FY 2025 -2026

The item presented to approve the Third Quarter Budget Report for FY 2025-2026. Recommendation to approve.

Item 4c

Approval of the update to LAFCO Map and Geographic Description Policies and Procedures

The item presented to approve the update to LAFCO Map and Geographic Description Policies and Procedures. Recommendation to approve.

Chair Johnson asked if the Commissioners would like to pull any consent items for discussion. Commissioner Marchand raised a question regarding the requirement for both mylar and paper maps in final submissions, noting that digital maps are allowed via email, disc, or USB drive. Executive Officer Jones clarified that final submission requirements are determined by the County Recorder's Office and will follow up with the County for further clarification.

Commissioner Marchand motioned with a second from Commissioner Balch to approve the consent calendar of March 13th regular meeting minutes.

AYES:	Balch, Faria, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Haubert, Sblendorio
ABSTAIN:	None

The motion was approved 6-0.

5. ADOPTION OF FINAL OPERATING BUDGET AND WORK PLAN FOR FY 2025-2026 - (Public Hearing)

Executive Officer Jones presented the item for consideration in adopting the final budget and work plan for the fiscal year 2025-2026. These items were returned for final consideration following their adoption in draft form and completion of the public review period. The final budget and work plan remain intact from its initial draft. The final budget totaled \$910,855, reflecting an increase of \$92,317, or 11.3%, from the current fiscal year. This increase was primarily due to LAFCO's continued transition towards operational independence from the County. Key cost drivers included employee benefits and professional services for functions such as payroll, bookkeeping, and legal support. Revenues were balanced to match expenses. This included a \$64,317, or 12.6% increase in agency contributions, and the application of a \$295,000 fund balance, consistent with the prior fiscal year but increased by \$25,000. Recommendation to approve.

Chair Johnson invited a Commission discussion. Commission discussion continued.

Chair Johnson invited public comments. There were none.

Commissioner Marchand motioned with a second from Commissioner Woerner to approve the final budget and work plan for the fiscal year 2025-2026.

AYES:	Balch, Faria, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Haubert, Sblendorio
ABSTAIN:	None

The motion was approved 6-0.

6. RECOMMENDATION FOR GENERAL COUNSEL SERVICES – (Business)

Executive Officer Jones presented the item for consideration of selecting Colantuono, Highsmith & Whatley, PC (CHW) to serve as Alameda LAFCO's general counsel beginning January 1, 2026. The recommendation is to authorize the Executive Officer to negotiate a contract with CHW, designating Matthew Summers as LAFCO's legal counsel, and to direct staff to return to the Commission at the next regular meeting for formal approval.

Chair Johnson invited public comments. There was one public comment to address the Commission from the following person:

- Kelly Abreu, Fremont resident

Chair Johnson proceeded to close the public hearing.

Chair Johnson invited a Commission discussion. Commission discussion continued.

Commissioner Haubert motioned with a second from Commissioner Woerner, to approve Colantuono, Highsmith & Whatley, PC (CHW) to serve as Alameda LAFCO's legal counsel beginning January 1, 2026. Roll call requested:

AYES:	Balch, Faria, Haubert, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Sblendorio
ABSTAIN:	None

The motion was approved 7-0.

7. MEMORANDUM OF UNDERSTANDING (MOU) EXTENSION AND TRANSITION PLAN – (Business)

Executive Officer Jones presented the item for consideration of the Sixth Amendment to the Memorandum of Understanding (MOU) with the County of Alameda, extending the agreement through December 31, 2025. The amendment also authorizes the Executive Officer to execute the agreement on behalf of the Commission. The extension ensures continuity of service and provides legal clarity as LAFCO moves toward full operational independence from the County. Recommendation to approve.

Chair Johnson invited public comments. There were none.

Chair Johnson invited a Commission discussion. There was none.

Commissioner Faria motioned with a second from Commissioner Marchand to approve the transition plan for operational independence and extension of the County MOU until December 31, 2025. Roll call requested:

AYES:	Balch, Faria, Haubert, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Sblendorio
ABSTAIN:	None

The motion was approved 7-0.

8. NOMINATION AND ELECTION OF CHAIR AND VICE CHAIR – (Business)

Executive Officer Jones presented the item, noting that, in accordance with the Commission's Policies and Procedures Guidelines, the Alameda Local Agency Formation Commission (LAFCO) elects its Chair and Vice Chair at the May meeting for a two-year term. The newly elected officers will assume their roles at the next regular Commission meeting. Recommendation to nominate and elect the Commission Chair and Vice Chair for a two-calendar year term.

Commissioner Woerner nominated Commissioner Johnson to be the Chair, with a second from Commissioner Marchand.

Chair Johnson invited public comments. There were none. Roll call requested:

AYES:	Balch, Faria, Haubert, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Sblendorio
ABSTAIN:	None

The motion was approved 7-0.

Commissioner Balch nominated Commissioner Marchand to be Vice Chair, with a second from Commissioner Haubert.

Chair Johnson invited public comments. There were none. Roll call requested:

AYES:	Balch, Faria, Haubert, Johnson, Marchand, Miley, and Woerner (voting for Sblendorio)
NOES:	None
ABSENT:	Sblendorio
ABSTAIN:	None

The motion was approved 7-0.

9. MATTERS INITIATED BY MEMBERS OF THE COMMISSION

- Commissioner Woerner requested clarification on the definition of an annexation, and the Commission continued its discussion of the Remen Tract. Commissioner Marchand addressed the challenges associated with annexing the Remen Tract in Pleasanton, noting the community's opposition. Commissioner Miley recommended placing the item on a future agenda for public discussion, including water-related issues before LAFCO. Executive Officer Jones stated she would add the topic to the work plan, as the goal is to provide an informational report on unincorporated islands. Chair Johnson noted that there should be existing records documenting LAFCO's past actions related to the area.

10. EXECUTIVE OFFICER REPORT

- CALAFCO Letter – Organizational Transition and Member Engagement

11. INFORMATIONAL ITEMS

- a. Current and Pending Proposals
- b. Progress Report on 2024-2025 Work Plan
- c. CALAFCO Staff Workshop from April 30th – May 2nd in Temecula, California

12. ADJOURNMENT OF REGULAR MEETING

Chair Johnson adjourned the meeting at 2:40 p.m.

Next Meetings of the Commission

Policy and Budget Committee Meeting

Thursday, June 5, 2025, at 2:00 p.m., Dublin City Hall, Bray Community Room

Regular Meeting

Thursday, July 10, 2025, at 2:00 p.m., Dublin City Hall, Council Chambers

I hereby attest the minutes above accurately reflect the Commission's deliberations at its May 8, 2025, regular meeting.

ATTEST,



April L. Raffel
Commission Clerk

Blank for Photocopying