



LAFCO

Alameda Local Agency Formation Commission

NOTICE OF SPECIAL MEETING AND AGENDA

ALAMEDA LOCAL AGENCY FORMATION COMMISSION

WEDNESDAY, DECEMBER 17, 2025

2:00 P.M.

Ralph Johnson, Chair — John Marchand Vice Chair — Nate Miley — David Haubert — Jack Balch — Mariellen Faria — Sblend Sblendorio
Lena Tam, Alternate — Sherry Hu, Alternate — Peter Rosen, Alternate — Bob Woerner, Alternate

In Person:

Council Chamber
Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

Or from the following remote locations:

- Heritage House, 4501 Pleasanton Avenue, Pleasanton, California 94566
- 101 Callan Avenue, Suite 103, San Leandro, California 94577
- 102 West 57th Street, New York, New York

Via Video-Teleconference Participation:

<https://us02web.zoom.us/j/82983511571?pwd=bi8xWkVsU2QxYjB3bzE2S2lubnN2Zz09>

Meeting ID: 829 8351 1571

Password (if prompted): lafco or 140331

(669)-900-9128

Remote participation by e-mail is also welcomed by sending comments to LAFCO staff at rachel.jones@acgov.org. All e-mails received before 4:00 P.M. one business day before the meeting will be forwarded to the Commission and posted online. These comments will also be referenced at the meeting.

If you need assistance before the meeting, please contact Executive Officer, Rachel Jones at: rachel.jones@acgov.org

1. **2:00 P.M. – Call to Order and Pledge of Allegiance**
2. **Roll Call**

3. **Recognition of Legal Counsel Service:** The Commission will recognize Andrew Massey, Legal Counsel to the Alameda Local Agency Formation Commission, for his dedicated service and counsel to the Commission. Mr. Massey has provided thoughtful, timely, and practical legal guidance across a wide range of complex matters, supporting the Commission's statutory responsibilities, governance obligations, and recent transition toward administrative and fiscal independence. His professionalism, institutional knowledge, and commitment to sound public decision-making have been instrumental to LAFCO's work. The Commission extends its sincere appreciation for his service and contributions to Alameda LAFCO.

4. **Public Comment:** Anyone from the audience may address the Commission on any matter not listed on the agenda and within the jurisdiction of Alameda LAFCO. The Commission cannot act upon matters not appearing on the agenda. *Speakers are limited to three (3) minutes.*

5. **Adoption of Personnel Policies and Related Implementation Actions – (Business)**

The Alameda Local Agency Formation Commission (LAFCO) is asked to adopt the Alameda LAFCO Personnel Handbook to support LAFCO's transition to full administrative and fiscal independence effective January 1, 2026. The Handbook consolidates and modernizes employment policies (e.g., classification and compensation administration, timekeeping, leave, performance evaluation, discipline, and separation), replaces reliance on County procedures, and clarifies roles of the Commission and Executive Officer.

LAFCO Staff Recommendation: Staff recommends approval.

6. **Adoption of Salary Ranges and Position Classification Bands – (Business)**

The Alameda Local Agency Formation Commission (LAFCO) will consider adopting updated salary ranges and step schedules for all LAFCO classifications as part of the agency's transition to full administrative and fiscal independence effective January 1, 2026.

LAFCO Staff Recommendation: Staff recommends approval.

7. **Approval of Short-Term Employment Agreements – (Business)**

The Alameda Local Agency Formation Commission (LAFCO) will consider approving short-term employment agreements for the Executive Officer and the Commission Clerk, effective January 1, 2026 through January 15, 2027. These agreements formalize compensation, benefits, duties, and at-will employment terms during LAFCO's transition to full administrative and fiscal independence and align both positions with Commission-adopted Personnel Handbook and independent employer framework.

LAFCO Staff Recommendation: Staff recommends approval.

8. Update on Legal, Administrative, and HR Transition Documents – (Information)

As part of the Commission's transition to full administrative and fiscal independence effective January 1, 2026, staff has continued to coordinate with County departments and LAFCO's legal consultants to finalize the operational documents required for independence.

LAFCO Staff Recommendation: This report is for Commission to receive and provide direction to staff as needed. Staff will return at the next regular meeting with final documents for Commission approval and retroactive ratification.

9. Retirement Benefit Options (ACERA vs. CalPERS) – (Information)

The Alameda Local Agency Formation Commission (LAFCO) is continuing its evaluation of retirement benefit options as part of its transition to full administrative and fiscal independence effective January 1, 2026. This report provides a comparative overview of participation in the Alameda County Employees' Retirement Association (ACERA) and the California Public Employees' Retirement System (CalPERS), including cost considerations and peer practices at similarly situated LAFCOs. Staff is awaiting final cost and contribution information from ACERA; however, staff intends to proceed with a recommended retirement plan at the Commission's January 15, 2026 meeting so that all employer systems may be finalized and implemented effective January 2026.

LAFCO Staff Recommendation: This report is for Commission to receive and provide direction to staff as needed.

10. Adjournment of Regular Meeting

Next Meetings of the Commission

Regular Meeting

Thursday, January 15, 2026 at 2:00 p.m., Dublin City Hall, Council Chamber

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.

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