

**SUMMARY ACTION MINUTES**  
**ALAMEDA LOCAL AGENCY FORMATION COMMISSION**  
**September 11, 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: Mariellen Faria, Eden Township Healthcare District  
David Haubert, County of Alameda (arrived at 2:11 p.m.)  
Ralph Johnson, Castro Valley Sanitary District (Chair)  
John Marchand, City of Livermore  
Nathan Miley, County of Alameda\*  
Sblend Sblendorio, Public Member

Alternates Present: Sherry Hu, City of Dublin (Voting)  
Peter Rosen, Hayward Area Recreation and Park District  
Bob Woerner, Public Member

Members Absent: Jack Balch, City of Pleasanton  
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 public comments on any matter not listed on the agenda but within the Commission's jurisdiction. No public comments were received.

The Executive Officer then requested a modification to the agenda order, proposing that Item No. 6 — *LAFCO Retirement and Health Benefit Plan Options* — be heard immediately following Consent Item No. 4 to accommodate the consultant's scheduling constraints.

**4. CONSENT ITEMS**

**Item 4a**

**Approval of Meeting Minutes for July 10, 2025, Regular Meeting**

The item is presented to approve the draft action minutes prepared for the Commission's regular meeting on July 10, 2025. Recommendation to approve.

**Item 4b**

**Approval of Meeting Dates for Calendar Year 2026**

The item is presented to approve the Meeting Dates for Calendar Year 2026.

Recommendation to approve.

**Item 4c**

**Approval of the Contract Extension with Lamphier-Gregory.**

The item is presented to approve the Contract Extension with Lamphier-Gregory.

Recommendation to approve.

**Item 4d**

**Approval of the Contract Extension with ADW Consulting.**

The item is presented to approve the Contract Extension with ADW Consulting. Recommendation to approve.

**Item 4e**

**Approval of the Contract Amendment for Accounting Services.**

The item is presented to approve the Contract Amendment for Accounting Services.

Recommendation to approve

**Item 4f**

**Approval of the Contract Amendment with EPIC Insurance Brokers**

The item is presented to approve the Contract Amendment with EPIC Insurance Brokers.

Recommendation to approve.

Chair Johnson asked if the Commissioners would like to pull any consent items for discussion. Commissioner Sblendorio asked to pull Item 4d for discussion and request a follow-up report if there is no progress in two months.

Commissioner Sblendorio motioned with a second from Commissioner Faria to approve the balance of the consent calendar 5a-5f as Alternate One with 4d pulled for discussion. Roll call requested:

AYES: Faria, Hu (voting for Balch), Johnson, Miley, and Sblendorio

NOES: None

ABSENT: Balch, Haubert

ABSTAIN: Marchand

The motion was approved 5-0.

**5. LAFCO RETIREMENT AND HEALTH BENEFIT PLAN OPTIONS – (Business)**

Executive Officer Jones introduced Bill Lavis of EPIC Insurance Brokers, who presented options for retirement and health benefits. A recommendation was made to select providers for LAFCO’s retirement and health, and welfare plans and to direct staff, in consultation with legal counsel, to finalize agreements with the chosen providers to ensure implementation by January 1, 2026.

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 Sblendorio to approve the benefit offerings through SDRMA and to join CSDA, with further analysis to be conducted. Roll call requested:

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

The motion was approved 7-0.

**6. CASTLEWOOD COUNTY SERVICE AREA GOVERNANCE STUDY AND CONTRIBUTION REQUEST – (Business)**

Executive Officer Jones introduced Mike Mitchell, Vice President of the Castlewood Property Owners Association, and Richard Berkson, who spoke regarding the findings of an *Existing Conditions Report* prepared by Berkson Associates. The report evaluates the district's governance, service delivery, and financial condition, and outlines potential alternative governance structures, including annexation to the City of Pleasanton. Staff recommended seeking Commission direction on whether to allocate funds for the proposed Phase II analysis.

Chair Johnson invited a Commission discussion. Commission discussion continued.

Chair Johnson invited public comments. There were none.

Commissioner Sblendorio motioned with a second from Commissioner Haubert to approve Item 6, Alternate One, and to authorize a contribution of up to \$10,000 towards the study, with the remaining costs to be covered by the property owners.

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

The motion was approved 7-0.

**7. DRAFT CHART OF ACCOUNTS FOR LAFCO FINANCIAL SYSTEM – (Business)**

Executive Officer Jones provided an update on the draft Chart of Accounts (CoA), developed to support the Commission's transition to full administrative and fiscal independence from Alameda County. The new CoA will establish a dedicated financial reporting structure tailored to LAFCO's operations and will replace the County's system effective January 1, 2026.

Recommendation was to direct staff to work with the Policy and Budget Committee and the bookkeeper to finalize the CoA for implementation effective January 1, 2026

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 Sblendorio to approve Item 7. Roll call requested:

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

The motion was approved 7-0.

## **8. MATTERS INITIATED BY MEMBERS OF THE COMMISSION**

- Commissioner Woerner provided an update on the lawsuit involving Livermore Area Recreation and Park District and East Bay Regional Park District.
- Chair Johnson shared the news of Mike Preston's passing and the upcoming open house for the Fairview Fire Protection District's General Manager position.

## **9. EXECUTIVE OFFICER REPORT**

- White paper on the best practices for drinking water service reviews.
- Transfer of LAFCO Positions to the Community Development office.

## **10. INFORMATIONAL ITEMS**

- a. Current and Pending Proposals
- b. Progress Report on 2024-2025 Work Plan
- c. CALAFCO Annual Conference from October 22 – 24 in San Diego, California
- d. Commissioner Sblendorio is scheduled to serve as a panelist during the Opening Session of the CALAFCO Annual Conference

## **11. ADJOURNMENT OF REGULAR MEETING**

Chair Johnson adjourned the meeting at 2:52 p.m. in memory of Mike Preston of the Fairview Fire Protection District.

### **Next Meetings of the Commission**

#### **Policy and Budget Committee Meeting**


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

#### **Regular Meeting**

**Thursday, November 13, 2025, at 2:00 p.m., Dublin City Hall, Council Chambers**

I hereby attest that the minutes above accurately reflect the Commission's deliberations at its September 11, 2025, regular meeting.

ATTEST,

  
April L. Raffel  
Commission Clerk

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