

SUMMARY ACTION MINUTES
ALAMEDA LOCAL AGENCY FORMATION COMMISSION
November 13, 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 2:05 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*
 Ralph Johnson, Castro Valley Sanitary District (Chair)
 Nathan Miley, County of Alameda* (arrived at 2:37 p.m.)
 Sblend Sblendorio, Public Member

Alternates Present: Sherry Hu, City of Dublin (Voting)
 Peter Rosen, Hayward Area Recreation and Park District (arrived at 2:13 p.m.)
 Bob Woerner, Public Member

Members Absent: John Marchand, City of Livermore
 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 Counsels Andrew Massey and Matthew Summers, and Commission Clerk April Raffel.

- 2a.** Executive Officer, Rachel Jones confirmed that Commissioner Faria may appear remotely pursuant to the just cause or emergency circumstances exceptions under the Brown Act and would need to identify the reason that she would be appearing remotely. In the case of an emergency circumstances, that would require approval of the Commission. In the case of just cause, no Commission approvals are required. Commissioner Faria stated she called in remotely due to unforeseen circumstances and she did not have anyone over 18 years old in the room.

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 September 11, 2025, Regular Meeting

The item is presented to approve the draft action minutes prepared for the Commission's regular meeting on September 11, 2025. Recommendation to approve.

Item 4b

Approval of Meeting Minutes for October 20, 2025, Special Meeting

The item is presented to approve the draft action minutes prepared for the Commission's special meeting on October 20, 2025. Recommendation to approve.

Item 4c

Approval of End of Year Budget Report FY 2024-2025

The item is presented to approve the End of Year Budget Report FY 2024-2025. Recommendation to approve.

Item 4d

Approval of the Ratification of Employee Benefits Agreement with SDRMA

The item is presented to approve the Ratification of Employee Benefits Agreement with SDRMA. Recommendation to approve.

Item 4e

Approval of the Contract Extension for Water Resource Consultants

The item is presented to approve the Contract Extension for Water Resource Consultants. Recommendation to approve.

Item 4f

Approval of the Work Plan Amendment and Contract Agreement with Castlewood County Service Area Study.

The item is presented to approve the Work Plan Amendment and Contract Agreement with Castlewood County Service Area Study. Recommendation to approve.

Chair Johnson asked if the Commissioners would like to pull any consent items for discussion.

Commissioner Sblendorio motioned with a second from Commissioner Balch to approve the consent calendar. Roll call requested:

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

The motion was approved 6-0.

5. SUSTAINABLE AGRICULTURAL LANDS CONSERVATION (SALC) PLANNING GRANT AWARD – (Business)

Executive Officer Jones requested Commission consideration to accept a \$500,000 SALC Planning Grant for the Bay Area Agricultural Resiliency Collaborative Project, authorize execution of the State grant agreement and related documents, and approve related implementation actions. The California Department of Conservation (DOC) notified LAFCO on October 9, 2025, that the proposal was selected for funding. Staff also requested authorization to allocate up to \$50,000 over two years as the required match. Recommendation to approve.

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

- Kelly Abreu, Fremont resident

Chair Johnson invited a Commission discussion. Commission discussion continued.

Commissioner Balch motioned with a second from Commissioner Haubert to approve Item 5. Roll call requested:

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

The motion was approved 6-0.

6. AUDIT REPORT FOR FISCAL YEAR 2023-2024 – (Business)

Executive Officer Jones reported on the FY 2023–2024 audit of the Commission’s financial statements prepared by O’Connor & Company, which found no material issues and confirmed that tested transactions were adequately supported. The audited fund balance as of June 30, 2024, was \$409,116, reflecting a year-end change of (\$188,128) from the prior fiscal year. Staff recommended that the Commission accept and file the audit report and accompanying management letters and provide any related direction to staff.

Chair Johnson invited public comments. There were none.

Chair Johnson invited a Commission discussion. Commission discussion continued.

Commissioner Sblendorio motioned with a second from Commissioner Balch to approve the Audit Report for FY 2023-2024.

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

The motion was approved 6-0.

7. ADOPTION OF FINANCIAL AND ACCOUNTING POLICIES AND AGREEMENTS – (Business)

Executive Officer Jones requested Commission action on four transition items: (1) adoption of Alameda LAFCO’s Financial and Accounting Policies, (2) approval of a standard Professional Services Agreement (PSA), (3) adoption of an Investment Policy, and (4) authorization for partial withdrawals from the County Treasury and designation of Fremont Bank as LAFCO’s operating depository. The actions support LAFCO’s transition to fiscal and employer independence while maintaining statutory safeguards over public funds. Recommendation to approve.

Chair Johnson invited public comments. There were none.

Chair Johnson invited a Commission discussion. Commission discussion continued.

Commissioner Balch motioned with a second from Commissioner Faria to approve Item 7. Roll call requested:

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

The motion was approved 6-0.

8. APPROVAL OF EMPLOYMENT AND PERSONNEL DOCUMENTS FOR LAFCO TRANSITION PLAN – (Business)

Executive Officer Jones requested Commission approval of employment and personnel documents necessary to implement LAFCO’s transition to full administrative and fiscal independence effective January 1, 2026, including establishing LAFCO as the employer of record, adopting the authorized staffing table, and approving standard personnel acknowledgements and templates to support a clean separation from County systems. Recommendation to approve.

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

- Kelly Abreu, Fremont resident

Chair Johnson invited a Commission discussion. Commission discussion continued.

Commissioner Sblendorio motioned with a second from Commissioner Hu to approve Item 8.

Roll call requested:

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

The motion was approved 6-0.

9. MATTERS INITIATED BY MEMBERS OF THE COMMISSION

- None

10. EXECUTIVE OFFICER REPORT

- Executive Officer Jones noted that outstanding items will be addressed at a special meeting in December.
- Executive Officer Jones and Chair Johnson expressed their appreciation to the County for its support throughout the transition process. They also extended their thanks to County Counsel Andrew Massey for his guidance to staff during this period.

11. INFORMATIONAL ITEMS

- a. Current and Pending Proposals
- b. Progress Report on 2025-2026 Work Plan
- c. CALAFCO Sphere October 2025
- d. CALAFCO Annual Conference from October 22 – 24 in San Diego, California

12. ADJOURNMENT OF REGULAR MEETING

Chair Johnson adjourned the meeting at 2:44 p.m.

Next Meetings of the Commission

Policy and Budget Committee Meeting

Thursday, December 4, 2025, at 2:00 p.m., Shannon Center Classroom, 11600 Shannon Avenue, Dublin, CA 94568

Regular Meeting

Thursday, January 15, 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 November 13, 2025, regular meeting.

ATTEST,



April L. Raffel
Commission Clerk

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