

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
MEETING MINUTES
December 11, 2019**

1. Welcome, Call to Order and Roll Call

Chair Butt called the regular meeting of November 13, 2019 to order at 1:30 PM.
The following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Tom Butt, Chair	Diane Burgis	Lou Ann Texeira, Executive Officer
Candace Andersen, Vice Chair	Stan Caldwell	Mary Ann Mason, Commission Counsel
Don Blubaugh	Chuck Lewis	Kate Sibley, Interim Clerk
Federal Glover	Sean Wright	
Mike McGill		
Rob Schroder		
Igor Skaredoff		

2. Pledge of Allegiance

Chair Butt led the Pledge of Allegiance.

3. Adoption of Agenda

Chair Butt asked if there were any requests to modify the agenda; there were no requests.
Upon motion by Commissioner McGill and second by Commissioner Blubaugh, the Commission unanimously, by a 7-0 vote, adopted the agenda as submitted:

VOTE:

YES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff
 NOES: NONE
 ABSENT: NONE
 ABSTAIN: NONE

4. Approval of Minutes

Upon motion by Commissioner McGill and second by Commissioner Skaredoff, the November 13, 2019 meeting minutes were approved by a 6-0 vote, with Commissioner Blubaugh abstaining.

VOTE:

AYES: Andersen, Butt, Glover, McGill, Schroder, Skaredoff
 NOES: NONE
 ABSENT: NONE
 ABSTAIN: Blubaugh

5. Public Comments

Chair Butt invited members of the audience to provide public comment. No public comments were received.

6. Special Presentation – 2020 Census and Impacts on Redistricting Effort

Kristine Solseng, Principal Planner, Contra Costa County Department of Conservation & Development, presented information on the plans for and critical necessity of the 2020 Census. She requested that the Commission consider a resolution in support of a full Census effort.

OUT OF AGENCY SERVICE REQUESTS

7. **LAFCO 19-07 – City of Martinez – Birch Street** – consider a request by the City of Martinez to extend municipal water service outside its jurisdictional boundary to one parcel - APN 375-192-009 (0.11+ acre) located at the southeasterly end of Birch Street in unincorporated Martinez; and consider related actions per the California Environmental Quality Act (CEQA).

Upon motion by Commissioner Glover and second by Commissioner Blubaugh, the Commission unanimously, by a 7-0 vote, and with no discussion, approved extending Out of Agency (OAS) water service.

VOTE:

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

SPHERE OF INFLUENCE (SOI) AMENDMENTS/CHANGES OF ORGANIZATIONS

8. **LAFCO 18-10 – Laurel Place II Annexation to the City of Concord** – consider landowner’s request for extension of time to submit to LAFCO an annexation application.

Upon motion by Commissioner McGill and second by Commissioner Blubaugh, the Commission unanimously, by a 7-0 vote, and with no discussion, approved extending the time allotted for submitting an annexation application to LAFCO to August 7, 2020.

VOTE:

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

BUSINESS ITEMS

9. **FY 2017-18 Financial Audit** – receive and file the FY 2017-18 financial audit.

Upon motion by Commissioner Andersen and second by Commissioner Glover, the Commission unanimously, by a 7-0 vote, received and filed the FY 2017-18 financial audit.

VOTE:

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

CORRESPONDENCE

10. Correspondence from Contra Costa County Employees’ Retirement Association (CCCERA)

INFORMATIONAL ITEMS

11. **Commissioner Comments and Announcements**

- Commissioner Butt reminded Commissioners that the Executive Officer’s performance review is on today’s agenda.

- Commissioner Blubaugh thanked the Commissioners for his reappointment to LAFCO for another four-year term.
- Commissioner McGill announced that he attended the CALAFCO Legislative Committee meeting on November 15, participated in a CALAFCO Board meeting call on November 21, and will attend the CALAFCO Board meeting on December 13, a CALAFCO U course on January 13 and a Legislative Committee meeting on January 17.
- Commissioner Skaredoff thanked Executive Officer Texeira for her guidance and assistance through the recent application for out of agency water service to Carquinez Strait Regional Shoreline.

12. **Staff Announcements**

- CALAFCO Event calendar was presented
- Pending Projects
- Newspaper Articles

CLOSED SESSION

At 1:58 p.m., Commissioners adjourned to Closed Session to discuss Executive Officer Texeira's performance review.

At 2:10 p.m., Commissioners reconvened and the Chair reported that the Commission will provide direction to staff.

The meeting adjourned at 2:11 pm.

Final Minutes Approved by the Commission January 8, 2020

VOTE:

AYES: Andersen, Burgis (seated for Glover), Blubaugh, Butt, McGill, Schroder, Skaredoff
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

ADJOURNMENT

The next regular LAFCO meeting is January 8, 2020, at 1:30 pm.

By  _____
Executive Officer