

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
MEETING MINUTES
April 10, 2024

June 12, 2024
Agenda item #4

1. Welcome and Call to Order by Chair Blubaugh, opening today's meeting at 1:33 p.m.
2. **Roll Call.** The following Commissioners and staff were present:

Regular Commissioners

Federal Glover (**absent**)
Don Blubaugh, Chair
Candace Andersen (**remote participation**)
Patricia Bristow
Mike McGill, Vice Chair
Scott Perkins (**absent**)
Gabriel Quinto

Alternate Commissioners

Charles R. Lewis, IV
Edi Birsan
Diane Burgis
Scott Pastor

Staff

Lou Ann Texeira, Executive Officer
Stephen M. Siproth, Legal Counsel
Anna Seithel, LAFCO Clerk Analyst

The Commission meeting is being held via Zoom videoconference and in person. The public may attend in person, via Zoom, or listen to the meeting telephonically and comment by calling in to the teleconference meeting per the instructions on page one of the agenda. As required by the Brown Act, all votes taken this afternoon will be done by a roll call vote of the attending Commissioners participating via teleconference and in person.

1. Call to Order
2. Roll Call
3. ***Approval of minutes of the March 13, 2024, regular LAFCO meeting. Chair Blubaugh invited Public Comment and there was no public comment. Upon motion by Vice Chair McGill and second by Commissioner Bristow, by a 7-0 vote, the Commission unanimously approved the meeting minutes of April 12, 2024.***
AYES: Andersen, Blubaugh, Birsan, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN:
4. ***Public Comment*** Public Comment Period observes a three-minute time limit. Members of the public are invited to address the Commission regarding any item that is within the jurisdiction of the Commission and is not scheduled for discussion as part of this agenda. No action will be taken by the Commission at this meeting on any item not appearing on this agenda. ***Chair Blubaugh invited Public Comment and there was no comment.***

SPHERE OF INFLUENCE (SOI) AMENDMENTS/CHANGES OF ORGANIZATION

5. ***LAFCO 21-05 - Faria Southwest Hills Reorganization: Annexations to City of Pittsburg, Contra Costa Water District and Delta Diablo, and Detachments from County Service Area (CSA) P-6 and Ambrose Recreation and Park District*** -proposed boundary reorganization of 606± acres (eight parcels) located southwest of the City of Pittsburg boundary to serve development of 1,500 residential units. ***Chair Blubaugh invited Public Comment and there was no public comment. Upon a motion by Commissioner Burgis and second by Commissioner McGill, by a 7-0 vote the Commission continued the Public Hearing to June 12, 2024.***

BUSINESS ITEMS

Cemetery District Special Study - Richard Berkson of Berkson Associates provided an update on the status of the special study reviewing the financial operations of the Alamo Lafayette Cemetery District and Byron Brentwood Knightsen Union Cemetery District, via a PowerPoint presentation. Commissioners Andersen, Chair Blubaugh, Commissioner Birsan, Commissioner Bristow, Commissioner Burgis, Commissioner Lewis, Vice Chair McGill, and Commissioner Quinto, made comments and inquiries about the findings and feasible governance options. ***Chair Blubaugh invited Public Comment and there was no public comment.*** As the study is still under review, the Commission will continue deliberation until the review is completed.

6. ***Selection of Public Member Alternate*** - the Commission received the staff report regarding the screening committee's recommendation to appoint Rob Schroder as the Public Member Alternate. ***Chair Blubaugh invited Public Comment. Diddo Clark, Walnut Creek resident and alternate public candidate, noted that, 1) Rob Schroder's election to be in violation of LAFCO 's charter in allowing three seats to the City role, 2) Rob Schroder resides in Martinez, as does Commissioner Lewis, allowing both public members to provide the City of Martinez disproportionate representation, and 3) Rob Schroder is a man, allowing disproportionate male to female representation. Diddo Clark suggested promoting the second choice to take appointment over Rob Schroder. Commissioner Lewis addressed the first and second concerns by noting, 1) LAFCO Commissioners represent the entire county, and 2) Commissioner Lewis lives in Rodeo, not Martinez. Vice Chair McGill addressed concern 3), Rob Schroder has exceptional LAFCO experience, although all candidates were excellent. Vice Chair McGill reiterated with examples confirming an absence of conflict-of-interest because once selected, the elected Commissioner represents the entire county, not electorate constituency. Chair Blubaugh invited further comment from the Commission; there was no further comment. Chair Blubaugh noted that alternate Commissioners cannot vote unless the voting member is absent. Vice Chair McGill noted that there must be one vote from each of the four categories represented on LAFCO. Upon motion by Commissioner Burgis and second by Vice Chair McGill, by a 6-0 vote, the Commission unanimously approved the appointment of Rob Schroder for CCLAFCO 's alternate public seat.***

AYES: Andersen, Birsan, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN: Blubaugh

8. ***Environmental Planning Services Contract-*** consider approving a contract with Yuba Planning Group in the amount of \$30,000 to provide as-needed environmental planning services (May 1, 2024, through April 30, 2026). ***Chair Blubaugh invited Public comment and there was no public comment. Upon motion by Chair Blubaugh and second by Commissioner Bristow, by a 7-0 vote, the Commission unanimously approved the contract with Yuba Planning Group.***

AYES: Andersen, Birsan, Blubaugh, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN:

9. ***Request to Transfer Jurisdiction from Alameda LAFCO to Contra Costa LAFCO*** - consider assuming jurisdiction and authorizing staff to send a request to Alameda LAFCO to transfer jurisdiction to Contra Costa LAFCO to process a proposed boundary reorganization (i.e., annexation to East Bay Municipal Utility District and West County Wastewater District). The subject property is located on Castro Ranch Road (APN 432-040-004-9) in unincorporated El Sobrante. ***Chair Blubaugh invited Public comment and there was no public comment. Upon motion by Commissioner Quinto and second by Commissioner Birsan, by a 7-0 vote, the Commission unanimously approved the request.***

AYES: Andersen, Birsan, Blubaugh, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN:

10. ***Proposed FY 2024-25 LAFCO Budget and Work Plan*** - consider approving the proposed LAFCO budget and work plan for FY 2024-25 ***Public Hearing. Chair Blubaugh invited Public Comment and there was no public comment. Chair Blubaugh invited Commissioner comment. Commissioner Lewis, asked about the proposed fund balance for FY 2024-25 to be \$200k as opposed to the budget last line under revenue showing a fund balance of \$250k. Staff confirmed \$250k is the proposed amount. Upon motion by Vice Chair McGill, and second by Commissioner Bristow, by a 7-0 vote, the Commission unanimously approved the proposed FY24-25 budget and work plan.***

AYES: Andersen, Birsan, Blubaugh, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN:

11. ***Executive Officer's Performance Review and Compensation*** - consider approving a salary increase for the Executive Officer in conjunction with the recent performance review. ***Chair Blubaugh invited Public Comment and there was no public comment. Chair Blubaugh invited Commissioner comment and there was no Commissioner comment. Upon motion by Vice Chair McGill, and second by Commissioner Bristow, by a 7-0 vote, the Commission unanimously approved a 5% salary increase for the Executive Officer in conjunction with the recent performance review.***

AYES: Andersen, Birsan, Blubaugh, Bristow, Burgis, McGill, Quinto
NOES: None
ABSENT: Glover, Perkins
ABSTAIN:

INFORMATIONAL ITEMS

12. ***Current and Potential Applications*** - update on current and potential applications - *information only.*
13. ***Correspondence from Contra Costa County Employees' Retirement Association (CCCERA)*** - *information only.*
14. ***Commissioner Comments and Announcements*** - *Vice Chair McGill noted CALAFCO Legislative Committee meetings on March 22, and May 10, 2024, and a CALAFCO Board Meeting on April 12, 2024. Commissioner Quinto noted his City seat with Contra Costa Mayors Conference ends May 5, 2024, and he intends to seek reappointment.*
15. ***Staff Announcements/Newspaper Articles/CALAFCO Update*** - *a special district election is underway including candidates Commissioner Mike McGill representing Central Contra Costa Sanitary District, and John MacKenzie representing Crockett Community Services District. Voting ends April 19th. The annual CALAFCO Staff Workshop is April 24-26, 2024, in Pleasanton. The annual CALAFCO Conference is October 16-18, 2024, in Yosemite.*
16. ***Recognition of Outgoing Commissioner Don Blubaugh*** - *resolution and gift presented. Commissioners and staff provided comments and thanks to Commissioner Blubaugh.*

ADJOURNMENT

Th April 10, 2024 meeting was adjourned at 3:40 pm. The next regular LAFCO meeting is May 8, 2024, at 1:30 pm.

LAFCO STAFF REPORTS AVAILABLE AT:

http://www.contracostalafco.org/meeting_archive.htm