

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

DRAFT MEETING MINUTES

October 14, 2020

December 9, 2020  
Agenda Item 5

**1. Welcome and Call to Order; Roll Call (Agenda Items 1&2)**

Chair Andersen called the regular meeting of October 14, 2020 to order at 1:33 PM.  
The following Commissioners and staff were present:

<u>Regular Commissioners</u>	<u>Alternate Commissioners</u>	<u>Staff</u>
Candace Andersen, Chair	Diane Burgis	Lou Ann Texeira, Executive Officer
Igor Skaredoff, Vice Chair	Stan Caldwell ( <i>absent</i> )	Sharon Anderson, Commission
Don Blubaugh	Chuck Lewis	Counsel
Tom Butt	Sean Wright	Sherrie Weis, LAFCO Clerk
Federal Glover		
Mike McGill		
Rob Schroder		

Announcement: Pursuant to Governor Newsom’s Executive Order and local county health orders issued to address the COVID 19 pandemic, the Commission meeting is being held via Zoom videoconference. The public may listen to the meeting telephonically and comment by calling in to the teleconference meeting per the instructions on page 1 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.

**3. Adoption of Agenda**

Upon motion by Commissioner McGill and second by Commissioner Skaredoff, the Commission unanimously, by a 7-0 vote, adopted the agenda:

VOTE:

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

**4. Approval of Minutes**

Upon motion by Commissioner Blubaugh and second by Commissioner McGill, the August 12, 2020 meeting minutes were unanimously, by a 7-0 vote, approved.

VOTE:

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

**5. Public Comments**

Chair Andersen invited members of the audience to provide public comment. There were no speakers.

**SPHERE OF INFLUENCE (SOI) AMENDMENTS/CHANGES OF ORGANIZATIONS**

6. ***LAFCO 20-04 – Meineke Annexation to East Bay Municipal Utility District (EBMUD) -*** consider approving a proposed annexation submitted by the landowner of 63.4± acres (3 parcels) located in unincorporated Diablo and related actions under California Environmental Quality Act (CEQA) ***Public Hearing***

Chair Anderson open and closed the public hearing, there were no public speakers.

Upon motion by Commissioner McGill and second by Commissioner Butt, the Commission, by a 6-1 vote, approved Option 1 approve the Meineke Annexation to East Bay Municipal Utility District (EBMUD) as proposed.

VOTE:

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

7. ***LAFCO No. 14-05 – Central Contra Costa Sanitary District (CCCSD) DA 186 - Magee Preserve Boundary Reorganization*** – consider approving proposed annexations submitted by CCCSD to CCCSD and EBMUD and related actions under CEQA. The area comprises 410± acres (9 parcels) located on the south side of Diablo and Blackhawk Roads in the Town of Danville ***Public Hearing***

Chair Anderson open and closed the public hearing, there were no public speakers. There was discussion among Commissioners and the landowner regarding potential for wildfires in the open space area surrounding the project.

Upon motion by Commissioner Blubaugh and second by Commissioner Skaredoff, the Commission, by a 6-1 vote, approved Option 1 approve the reorganization as proposed including annexations to CCCSD and EBMUD.

VOTE:

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

8. ***LAFCO 20-05 – Dougherty Valley Reorganization No. 18 – Annexation to City of San Ramon and Detachment from County Service Area P-6*** – consider approving a proposed boundary reorganization submitted by the City of San Ramon and related actions under CEQA. The area comprises 901.65± acres (numerous parcels) located in Gale Ranch Phase 4 ***Public Hearing***

Chair Anderson open and closed the public hearing, there were no public speakers.

Upon motion by Commissioner Blubaugh, second by Commissioner McGill, the Commission unanimously, by a 7-0 vote, approved Option 1 approve the reorganization as proposed including

annexation to the City of San Ramon and detachment from CSAs P-6. The area comprises 901.65± acres (numerous parcels) located in Gale Ranch Phase 4.

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

## **BUSINESS ITEMS**

9. ***Withdrawal of Application to Dissolve Knightsen Town Community Services District*** – receive update.

Upon motion by Commissioner McGill, second by Commissioner Schroder, the Commission unanimously, by a 7-0 vote, approved to receive report.

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

10. ***Request to Transfer Jurisdiction from San Joaquin LAFCO to Contra Costa LAFCO - (Lawrence Property)*** consider assuming jurisdiction and authorizing staff to send a request to San Joaquin LAFCO to transfer jurisdiction in order to consider a proposal to annex territory to the Byron Bethany Irrigation District (BBID).

Upon motion by Commissioner Glover and second by Commissioner Schroder, the Commission unanimously, by a 7-0 vote, authorized staff to send a request to San Joaquin LAFCO to transfer jurisdiction in order to consider a proposal to annex territory to the BBID.

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

11. ***Update – Chang Property Reorganization – Annexations to the City of San Ramon, CCCSD and EBMUD and Detachment from CSA P-6*** – receive update from property owner.

Commissioners provided questions and comments regarding the status of the open space easement, reasons for the delay, and role of the GHAD. City of San Ramon Planner Yee confirmed the City’s approval of the project and provided an update on the ongoing discussions among the landowner, City of San Ramon, and East Bay Regional Parks District regarding the open space easement noting that permits must be issued by the Department of Fish and Conservation of Wildlife and Regional Water Quality Control Board. Mr. Eliahu of Engeo

representing the landowners (Changs) stated that he provided an update to LAFCO and requested an extension to July 9, 2021.

An amended motion was made approving the time extension to July 9, 2021 conditioned on the City of San Ramon's ongoing approvals. Upon a motion by Commissioner Mc Gill and second by Commissioner Blubaugh, the Commission unanimously, by a 7-0 vote, approved to grant time extension to July 9, 2021.

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

12. ***Municipal Service Review (MSR)/Sphere of Influence (SOI) Updates*** - the Commission was asked to award a contract to Planwest Partners, Inc. to prepare a second round MSR/SOI updates covering cemetery services.

Executive Officer Texeira stated in January of 2020 the Commission approved an on-call list of prequalified MSR and Special Studies consultants. Planwest Partners is on this prequalified list and is qualified to prepare the MSR.

Upon motion of Commissioner McGill and second by Commissioner Blubaugh, the Commission unanimously, by a 7-0 vote, awarded a contract to Planwest Partners to prepare the second-round cemetery services MSR/SOI updates, with a project budget not to exceed \$30,000.

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

13. ***FY 2020-21 First Quarter Budget Report*** – receive FY 2020-21 first quarter budget report.

Upon motion of Commissioner Skaredoff and second by Commissioner Schroder, the Commission unanimously approved, by a 7-0 vote, to receive the FY 2020-21 first quarter budget report.

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

14. ***2021 LAFCO Meeting Schedule*** – consider approving the 2021 LAFCO meeting schedule.

Upon motion by Commissioner Glover and second by Commissioner Butt, the commission, unanimously, by a 7-0 vote, adopt the 2021 LAFCO meeting schedule.

VOTE:

**DRAFT**

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

15. *Legislative Update* – Informational update

**CORRESPONDENCE**

16. *Correspondence from Contra Costa County Employee’s Retirement Association (CCCERA)*

**INFORMATIONAL ITEMS**

17. *Commissioner Comments and Announcements*

Commissioner McGill provided updates on CALAFCO activities noting that he attended CALAFCO U – Adaptive Leadership and the Ad Hoc Dues Committee meetings in September and October. Commissioner McGill will continue to Chair this committee. He also attended the CALAFCO Board Election Meeting (Virtual) and voted on behalf of Contra Costa LAFCO for Coastal Region board members. Commissioner McGill was reelected to the CALAFCO Board.

Commissioner Skaredoff complimented staff for subtle improvements to the agenda packet that make it more user friendly.

18. *Staff Announcements*

- CALAFCO Quarterly Report – June 2020
- Pending Projects
- Newspaper Articles

The meeting adjourned at 2:48 pm.

Final Minutes Approved by the Commission November 18, 2020

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

**ADJOURNMENT**

*The next regular LAFCO meeting is November 18, at 1:30 pm.*

By \_\_\_\_\_  
Executive Officer