

**JULY 10, 2019 CONTRA COSTA LAFCO**  
**ANNOTATED AGENDA AND MINUTES**

August 14, 2019  
Agenda Item 5

1. Call to Order and Pledge of Allegiance

2. Roll Call

County Members Candace Andersen and Federal Glover, who arrived at 1:37pm  
Special District Members Mike McGill and Igor Skaredoff and Alternate Stan Caldwell  
City Members Tom Butt and Rob Schroder and Alternate Sean Wright  
Public Members Don Blubaugh and Alternate Charles Lewis

3. Introduction of New LAFCO Employee

Executive Officer introduced Lauren Talbott, new Executive Assistant/LAFCO Clerk

4. Adoption of Agenda

Upon motion of Andersen, second by Blubaugh, Commissioners approved the agenda unanimously, 6-0.

AYES: Andersen, Blubaugh, Butt, McGill, Schroder, Skaredoff

NOES:

ABSENT: Glover (M)

ABSTAIN:

5. Public Comment Period (please observe a three-minute time limit):

There were no public comments.

6. Approval of minutes for the June 12, 2019 regular LAFCO meeting

Upon motion of Skaredoff, second by Andersen, Commissioners approved the June 12, 2019 meeting minutes unanimously, 6-0.

AYES: Andersen, Blubaugh, Butt, McGill, Schroder, Skaredoff

NOES:

ABSENT: Glover (M)

ABSTAIN:

**OUT OF AGENCY SERVICE REQUESTS**

7. ***LAFCO 19-03 – City of Martinez – 1052 Plaza Drive*** – consider a request by City of Martinez to extend municipal water service outside its jurisdictional boundary to one parcel (APN 375-311-028) located at 1052 Plaza Drive in unincorporated Martinez; and consider related actions per the California Environmental Quality Act (CEQA)

Peter Wollman from the City of Martinez answered Commissioners' questions regarding this item.

Upon motion of Andersen, second by McGill, Commissioners, by a 7-0 vote, found the project exempt pursuant to §15303(d) of the CEQA Guidelines; and authorized the City of Martinez to extend municipal water service outside its jurisdictional boundary to the 0.33+-acre property located at 1052 Plaza Drive in unincorporated Martinez, subject to specified terms and conditions.

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff

NOES:

ABSENT:

ABSTAIN:

***DRAFT***

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

8. ***LAFCO 18-03 – SOI Amendments – City of Richmond (reduce) and City of El Cerrito (expand)*** – consider removing APN 509-110-017 from the City of Richmond’s SOI and adding the same parcel to the City of El Cerrito’s SOI. The property comprises 0.07+ acres and is located on Jefferson Avenue in the City of Richmond. The Commission will also consider related actions per CEQA

Commissioner Butt recused himself on this item, left the Board chambers, and did not participate in the decision, following his disclosure that the landowner had a relationship with Commissioner Butt’s architectural firm. Commissioner Andersen assumed the chair. Vice Chair Andersen opened the public hearing. There were no public comments, and Vice Chair Andersen closed the public hearing.

Upon motion of Blubaugh, second by Glover, Commissioners, by a 6-0 vote, determined that the City of El Cerrito, as Lead Agency, found the project exempt pursuant to CEQA Guidelines section 15061(b)(3); approved the proposed expansion to the City of El Cerrito’s SOI and reduction of the City of Richmond’s SOI by 0.07+ acres; as described and shown on the map.

AYES: Andersen, Blubaugh, Glover, McGill, Schroder, Skaredoff

NOES:

ABSENT:

ABSTAIN: Butt

9. ***LAFCO No. 19-02 – McCauley Annexation to East Contra Costa Irrigation District (ECCID)*** - consider annexing two parcels (APNs 057-060-014 and -015) to ECCID. The area comprises 40+ acres and is located at 7901 and 7921 Deer Valley Road in the City of Antioch. The Commission will also consider related actions under CEQA Chair Butt opened the public hearing. There were no public comments. Sean Moss, Planning Manager for the City of El Cerrito, answered Commissioners questions. Following discussion, Chair Butt closed the public hearing.

Upon motion of Blubaugh, second by Glover, Commissioners, by a 7-0 unanimous vote, certified that it reviewed and considered the information contained in the CEQA documentation; approved the proposal known as the McCauley Annexation to ECCID, with specified conditions; determined that the territory being annexed is liable for the continuation of any authorized or existing special taxes, assessments and charges; found that the subject territory is uninhabited and received no objections to annexation; waived the protest proceeding, and directed staff to complete the proceeding.

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff

NOES:

ABSENT:

ABSTAIN:

10. ***LAFCO 18-06 – Chang Property Reorganization: Annexations to City of San Ramon, Central Contra Costa Sanitary District, and East Bay Municipal Utility District and Detachment from County Service Area P-6*** – consider landowner’s request for extension of time to record the boundary reorganization

Upon motion of Glover, second by Andersen, Commissioners, by a 7-0 unanimous vote, approved an extension of time to July 9, 2020, as requested by landowner to allow more time to the complete open space easement.

AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff

NOES:

ABSENT:

ABSTAIN:

**BUSINESS ITEMS**

11. ***Contra Costa LAFCO Policies*** – receive information regarding LAFCO’s policies relating to meeting minutes and provide comments and direction  
Upon motion of McGill, second by Andersen, Commissioners unanimously, by a 7-0 vote, agreed on resuming the use of action meeting minutes.  
AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff  
NOES:  
ABSENT:  
ABSTAIN:
  
12. ***Lease Agreement for LAFCO Office Space*** - approve a lease agreement with Contra Costa County for office space at 40 Muir Road in Martinez  
Upon motion of Glover, second by Andersen, Commissioners unanimously, by a 7-0 vote, authorized the Executive Officer to execute the lease agreement.  
AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff  
NOES:  
ABSENT:  
ABSTAIN:
  
13. ***2019 “City Services” Municipal Services Review (MSR)/Sphere of Influence (SOI) Updates*** – approve corrections to the MSR/SOI resolutions for the cities of Hercules and Pinole and the Town of Discovery Bay Community Services District  
Upon motion of Andersen, second by Skaredoff, Commissioners unanimously, by a 7-0 vote, agreed to adopt the revised MSR/SOI resolutions for the cities of Hercules and Pinole and the DBCSD.  
AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff  
NOES:  
ABSENT:  
ABSTAIN:
  
14. ***Special District Risk Management Authority (SDRMA) Board Election*** – receive information and appoint an ad hoc committee to review candidates and make recommendations to the Commission  
Chair Butt appointed Commissioners Caldwell and Skaredoff to serve on the ad hoc committee to review SDRMA Board candidates.
  
15. ***Legislative Report – Update and Position Letters*** – receive a legislative update  
Commissioners received the legislative update.
  
16. ***Farewell to Kate Sibley – Executive Assistant/LAFCO Clerk*** – the Commission recognized Kate Sibley for her service to Contra Costa LAFCO and wished her well.

## **INFORMATIONAL ITEMS**

### 17. Commissioner Comments and Announcements

- CALAFCO U – Monday, July 15 – *Deep Dive into MSRs* – Mike McGill is one of the speakers
- Legislative Committee Meeting July 26th
- Move July 18 -22 – new address and phone numbers to be provided
- Next CALAFCO Board meeting – August 29, 20-19

### 18. Staff Announcements

- Pending Projects
- Newspaper Articles
- CCCERA Correspondence

The meeting adjourned at 2:27p.m.

Final Minutes Approved by the Commission August 14, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

## **ADJOURNMENT**

*The next regular LAFCO meeting is August 14<sup>th</sup>, 2019 at 1:30 pm.*

LAFCO STAFF REPORTS AVAILABLE AT [http://www.contracostalafco.org/meeting\\_archive.htm](http://www.contracostalafco.org/meeting_archive.htm)

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