

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
DRAFT MEETING MINUTES
March 9, 2022**

**April 13, 2022
Agenda Item 3**

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

Commissioner Burgis called the regular meeting of March 9, 2022, to order at 1:38 p.m.
The following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Rob Schroder, Chair (Absent for items 1-5)	Stan Caldwell Chuck Lewis (Absent)	Lou Ann Texeira, Executive Officer Tom Geiger, Commission Counsel
Federal Glover, Vice Chair (Absent for items 1-5)	Diane Burgis Edi Birsan (Seated for Butt)	Sherrie Weis, LAFCO Clerk
Candace Andersen Don Blubaugh Tom Butt (Absent) Mike McGill Igor Skaredoff		

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. Approval of Minutes

Upon motion by Commissioner Blubaugh and second by Commissioner Andersen, the Commission unanimously, by a 6-0 vote approved the February 9, 2022, meeting minutes.

VOTE:

- AYES: Andersen, Birsan (A), Blubaugh, Burgis (A), McGill, Skaredoff
- NOES: None
- ABSENT: Butt, Schroder, Glover
- ABSTAIN: None

4. Public Comments

Commissioner Burgis invited members of the audience to provide public comment. There were no speakers.

TELECONFERENCING

5. Assembly Bill 361 – consider adopting a resolution authorizing LAFCO to conduct teleconference meetings under Government Code section 54953(e) and making related findings

Following Commissioner comments and upon a motion by Commissioner Andersen and second by Commissioner McGill, the Commission, unanimously, by a 6-0 vote, adopted Resolution No. 2022-01 allowing Contra Costa LAFCO to conduct teleconference meetings pursuant to GC section 54953(e) and make related findings

VOTE:

- AYES: Andersen, Birsan (A), Blubaugh, Burgis (A), McGill, Skaredoff
- NOES: None
- ABSENT: Butt, Schroder, Glover
- ABSTAIN: None

SPHERE OF INFLUENCE AMENDMENTS/CHANGES OF ORGANIZATION

6. ***LAFCO 21-11 – Annexation of East Contra Costa Fire Protection District (ECCFPD) to Contra Costa County Fire Protection District (CCCFPD) and Dissolution of ECCFPD*** - consider approving annexation of ECCFPD (249± square miles) to CCCFPD and dissolution of ECCFPD; and consider a categorical exemption under the California Environmental Quality Act (CEQA) ***Public Hearing continued from February 9, 2022 meeting***

In response to Commissioner Skaredoff’s question, ECCFPD Fire Chief Helmick confirmed the ECCFPD Board of Directors is satisfied with the resolution as drafted

Commissioner Burgis opened the public hearing,

1. Karen Rarey, Brentwood City Council member spoke in favor of the item.

Commissioner Burgis closed public hearing.

Following comments and questions by the Commissioners and upon a motion by Commissioner Burgis and second by Commissioner Blubaugh, unanimously, by a 7-0 vote, approved:

Option 1

A. Adopt this report and adopt LAFCO Resolution No. 21-11 (Attachment 6) approving the annexation of ECCFPD to CCCFPD and dissolving ECCFPD as described herein and as depicted on the attached map (Exhibit A), with the terms and conditions as proposed in Resolution No. 21-11.

B. Find, as a responsible agency, that the proposed annexation of ECCFPD to CCCFPD and corresponding dissolution of ECCFPD are categorically exempt from CEQA pursuant to CEQA Guidelines section 15320(b) (Class 20) – *Changes in Organization of Local Agencies*.

VOTE:

AYES: Birsan(A), Blubaugh, Burgis (A), Glover, McGill, Schroder, Skaredoff

NOES: None

ABSENT: Butt

ABSTAIN: None

7. ***LAFCO 21-06 – Town of Discovery Bay Community Services District (DBCSD) Sphere of Influence (SOI) Amendment – Pantages Project*** - consider expanding DBCSD’s SOI to include 133.36± acres located adjacent to DBCSD (Point of Timber Road); and consider making determinations and findings as a responsible agency under CEQA ***Public Hearing***

Chair Schroder opened the public hearing and closed the public hearing there were no speakers

Following Commissioner comments and upon a motion by Commissioner Andersen and second by Commissioner McGill, the Commission, unanimously, by a 7-0 vote, approved Option 1 adopt the resolution approving the proposed DBCSD SOI expansion by 133.36± acres.

VOTE:

AYES: Andersen, Birsan (A), Blubaugh, Glover, McGill, Schroder, Skaredoff

NOES: None

ABSENT: Butt

ABSTAIN: None

8. **LAFCO 21-12 – Annexation to Mt. View Sanitary District** – consider annexing two parcels (APNs 162-142-005 and -006) located at 2984 and 2994 Upton Road (totaling 2.59± acres) in the unincorporated Mt. View area; and consider a categorical exemption under CEQA **Public Hearing**

Chair Schroder opened and closed the public hearing there were no speakers

Following Commissioner comments and upon a motion by Commissioner Blubaugh and second by Commissioner Glover, the Commission, unanimously, by a 7-0 vote, approved the annexation as proposed.

VOTE:

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

NOES: None

ABSENT: Butt

ABSTAIN: None

BUSINESS ITEMS

9. **Legislative Update and Position Letter** – receive legislative update and approve position

Following Commissioner comments, and upon a motion by Commissioner McGill and second by Commissioner Birsan, the Commission, unanimously, by a 7-0 vote, approved letter of Support of SB 938 (Hertzberg) which seeks to amend the LAFCO protest provisions.

VOTE:

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

NOES: None

ABSENT: Butt

ABSTAIN: None

10. **Update to LAFCO Employee Salary Plan** – approve increase to LAFCO Employee Salary Ranges

Following Commissioner comments, and upon a motion by Commissioner McGill and second by Commissioner Blubaugh, the Commission, unanimously, by a 7-0 vote, approved LAFCO Resolution 2022-02 increasing the salary ranges by 4.2% for the Executive Officer and Executive Assistant/Clerk positions and retaining the current salary range for the Analyst I/II position.

VOTE:

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

NOES: None

ABSENT: Butt

ABSTAIN: None

11. **Executive Officer's Performance Review and Compensation** - consider salary increase for the LAFCO Executive Officer in conjunction with the recent performance review

Following Commissioner comments, and upon a motion by Commissioner Glover and second by Commissioner Andersen, the Commission, unanimously, by a 7-0 vote, approved a 5% increase to the Executive Officer's base salary effective 1/1/22.

VOTE:

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

NOES: None

ABSENT: Butt

ABSTAIN: None

INFORMATIONAL ITEMS

12. ***Pending Applications*** – receive an update on pending proposals –informational update – no action required by the Commission.

At the request of the Commission an update was provided on the status of the Los Medanos Community Healthcare District dissolution. The California Supreme Court denied Los Medanos Community Healthcare District’s appeal last week, resulting in its dissolution as of March 10, 2022.

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

14. ***Commissioner Comments and Announcements***

Commissioner McGill announced CALAFCO has a new Executive Officer. He stated the media coverage for the annexation of East Contra Costa Fire Protection District (ECCFPD) to Contra Costa County Fire Protection District (CCCFPD) and Dissolution of ECCFPD will be handled by the Contra Costa County Board of Supervisors.

Commissioner Glover thanked the LAFCO Commission and the Contra Costa County Board of Supervisors for their hard work on both the dissolution of the Los Medanos Community Healthcare District and the annexation of ECCFPD to CCCFPD and dissolution of ECCFPD.

Commissioner Skaredoff shared he is a retired firefighter and congratulated the Commission on their sustained positive effort to bring to fruition the annexation of ECCFPD to CCCFPD and dissolution of ECCFPD.

Commissioner Skaredoff also updated the Commission on the John Muir National Historic Site which is embarking on a significant upgrade and building a pedestrian pathway between the Muir family gravesite and the Muir home.

Commissioner Skaredoff announced his seat on LAFCO as a Special District member is up for reelection. There are five candidates running for his seat. He thanked the Commission for all the help he has received while serving as a commissioner and hopes that he will continue to serve.

Commissioner Schroder shared, as Mayor of Martinez, that once again, this year he will dye his hair green to celebrate St. Patrick’s Day. And on March 20, 2022 he will shave his head in support of children’s cancer research – St. Baldrick – Shave Off.

15. ***Staff Announcements***

Executive Officer updates:

- 2nd Round MSRs covering Mosquito & Vector Control and Resource Conservation underway
- Continuing to update directory of local agencies
- Proposed budget will be presented to the Commission at the April 13, 2022 meeting
- Happy belated birthday to Commissioner Blubaugh on his 80th birthday

ADJOURNMENT

The next regular LAFCO meeting is April 13, 2022, at 1:30 pm.

By _____
Executive Officer