

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION**  
**DRAFT MEETING MINUTES**  
**April 13, 2022**

**June 8, 2022**  
**Agenda Item 4**

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

Chair Schroder called the regular meeting of April 13, 2022, to order at 1:30 p.m.  
The following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Rob Schroder, Chair	Stan Caldwell	Lou Ann Texeira, Executive Officer
Federal Glover, Vice Chair	Chuck Lewis	Tom Geiger, Commission Counsel
Candace Andersen	Diane Burgis	Sherrie Weis, LAFCO Clerk
Don Blubaugh	Edi Birsan (Absent)	
Tom Butt		
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 Andersen and second by Commissioner McGill, the Commission unanimously, by a 7-0 vote approved the March 9, 2022, meeting minutes.

VOTE:

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

**4. Public Comments**

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

**TELECONFERENCING**

**5. *Future LAFCO Meeting Format and Resolution Authorizing Teleconference Meetings Pursuant to Assembly Bill 361*** – discuss and provide direction regarding format of future LAFCO meetings; and adopt a resolution authorizing LAFCO to conduct teleconference meetings under Gov. Code §54953(e) and making related findings.

Following Commissioner comments the Commission provided direction to LAFCO staff regarding future meeting format. Commissioners indicated a preference for hybrid meetings, agreed to meet remotely for the next meeting, and revisit the topic for future meetings. Upon a motion by Commissioner Andersen and second by Commissioner McGill, the Commission, unanimously, by a 7-0 vote, adopted Resolution No. 2022-03 allowing Contra Costa LAFCO to conduct teleconference meetings pursuant to GC section 54953(e) and make related findings

VOTE:  
AYES: Andersen, Blubaugh, Butt, Glover, McGill, Schroder, Skaredoff  
NOES: None  
ABSENT: None  
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 – Results of Protest Hearing*** – on March 9, 2022, the Commission approved annexation of ECCFPD to CCCFPD and dissolution of ECCFPD subject to a protest hearing. On April 11<sup>th</sup> a protest hearing was conducted by the LAFCO Executive Officer. On April 13<sup>th</sup>, the Commission will receive the results of the protest hearing.

The Commission was informed that no protests were filed at the April 11<sup>th</sup> Protest Hearing. Following comments and questions by the Commissioners and upon a motion by Commissioner Blubaugh and second by Commissioner Glover, unanimously, by a 7-0 vote, to receive the results of the protest hearing, order the boundary reorganization, and direct staff to execute the Executive Officer's determination.

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

7. ***Dissolution of County Service Area (CSA) R-10*** – approve dissolution of CSA R-10 comprising 7.37± square miles and serving unincorporated Rodeo; and consider a categorical exemption under the California Environmental Quality Act (CEQA) ***Public Hearing – Continued from February 9, 2022 LAFCO Meeting***

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

Following comments and questions by the Commissioners and upon a motion by Commissioner Glover and second by Commissioner Andersen, unanimously, by a 7-0 vote, approved to continue the public hearing to the June 8, 2022 LAFCO meeting.

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

8. ***LAFCO 21-07 – Annexation to Town of Discovery Bay Community Services District (DBCSD) – Pantages Project*** - consider annexing to DBCSD 205.21± 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

1. Victoria Brown – homeowners association manager of a property adjacent to the Pantages Project expressed concerns regarding lighting and landscape maintenance on Bixler Road (Zone 61).
2. Trevor Smith – representing the Pantages Landowner responded to Ms. Brown’s concerns of additional work the new project would impact Zone 61 maintenance. He explained, each building permit issued a fee paid to the Town for improvements to existing park facilities. Maintenance of the Pantages project will be covered by the Pantages HOA.

Chair Schroder closed the public hearing

Following comments and questions by the Commissioners and upon a motion by Commissioner Glover and second by Commissioner Blubaugh, unanimously, by a 7-0 vote, approved Option 1 – adopt this report and approve LAFCO Resolution No. 21-07, making CEQA findings and approving the proposal, to be known as *Annexation to Town of Discovery Bay Community Services District – Pantages Project*.

VOTE:

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

9. ***LAFCO 21-13 – Delta Diablo (DD) Sphere of Influence (SOI) Amendment – Evora Road Self Storage*** – consider expanding DD’s SOI to include three parcels (APNs 098-220-015/-018/-019) totaling 7.75± acres located on Evora Road in unincorporated Bay Point; and consider making determinations and findings as a responsible agency under CEQA ***Public Hearing***

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

Following Commissioner comments, and upon a motion by Commissioner Glover and second by Commissioner Andersen, the Commission, unanimously, by a 7-0 vote, approved Option 1 – Adopt this report and adopt Resolution No. 21-13 making CEQA findings approving the proposed Delta Diablo SOI expansion of 7.75± acres.

VOTE:

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

**BUSINESS ITEMS**

10. ***Fiscal Year 2022-23 Proposed Budget and Work Plan*** - consider approving the proposed budget and work plan for FY 2022-23 ***Public Hearing***

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

Following Commissioner comments, and upon a motion by Commissioner Blubaugh and second by Commissioner Andersen, the Commission, unanimously, by a 7-0 vote, adopted the FY 2022-23 Proposed Budget; authorized staff to distribute the Proposed Budget to the County, cities and independent special districts as required by Government Code Section 56381; and scheduled a public hearing for June 8, 2022 to adopt the Final FY 2022-23 LAFCO Budget.

VOTE:

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

NOES: None

ABSENT: None

ABSTAIN: None

**11. *Legislative Update and Position Letter* - receive legislative update and position letter**

Informational item – no action needed

**12. *FY 2021-22 22 Third Quarter Budget Report* - receive FY 2021-22 third quarter budget report**

Informational item – no action needed

**INFORMATIONAL ITEMS**

**13. *Pending Applications* - receive an update on pending proposals**

Informational item – no action needed

**14. *Correspondence from Contra Costa County Employee's Retirement Association (CCCERA)***

**15. *Commissioner Comments and Announcements***

Commissioner McGill updated the Commission on CALAFCO's activities:

- Rene LaRoche new CALAFCO Executive Officer is doing an excellent job
- March 11, 2022 – CALAFCO Legislative Committee meeting
- April 22, 2022 – CALAFCO Board meeting
- April 29, 2022 – CALAFCO Legislative Committee meeting
- CALAFCO is planning to have its Annual Conference, October 19-21, 2022, in person. Commissioner McGill is a member of the Program Committee. He is interested in program ideas.
- Commissioner McGill is up for reelection to the CALAFCO Board October 2022

Commissioner Skaredoff is running for reelection as a Special District member to the CALAFCO Commission. He also shared that Commissioner Caldwell is running unopposed as the Special District Alternate Commission member.

**16. *Staff Announcements***

Executive Officer updates:

- 2<sup>nd</sup> Round MSRs covering Mosquito & Vector Control and Resource Conservation underway
- Continuing to update directory of local agencies

**ADJOURNMENT**

*The next regular LAFCO meeting is June 8, 2022, at 1:30 pm.*

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