

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
DRAFT MEETING MINUTES  
September 14, 2022**

**November 9, 2022  
Agenda Item 3**

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

Chair Schroder called the regular meeting of September 14, 2022, to order at 1:31 p.m.  
The following Commissioners and staff were present:

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

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 both via Zoom videoconference and in person at 1025 Escobar Street, First Floor in Martinez. 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 by a roll call vote of the attending Commissioners.

**3. Approval of Minutes**

Upon motion by Commissioner Blubaugh and second by Commissioner Anderson, the Commission unanimously, by a 6-0 vote approved the August 10, 2022, meeting minutes.

VOTE:

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

**4. Public Comments**

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

**TELECONFERENCING**

**5. Resolution Authorizing Teleconference Meetings Pursuant to Assembly Bill 361** – adopt a resolution authorizing LAFCO to conduct teleconference meetings per Gov. Code §54953(e) and make related findings

Following Commissioner comments and upon a motion by Commissioner Blubaugh and second by Commissioner Andersen, the Commission, unanimously, by a 6-0 vote, adopted Resolution No. 2022-06 allowing Contra Costa LAFCO to conduct teleconference meetings pursuant to GC section 54953(e) and make related findings.

VOTE:

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

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

6. ***LAFCO 22-03 – SOI Amendment – EBMUD – Thomas Property*** – consider expanding EBMUD’s SOI (32± acres) to include two parcels (APNs 365-23-037/-038) located at 4949 Happy Valley Road (unincorporated Lafayette) and consider a categorical exemption under the California Environmental Quality Act (CEQA) ***Public Hearing Continued from August 10, 2022***

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

Following Commissioners comments and upon a motion by Commissioner Andersen and second by Commissioner Glover, unanimously, by a 6-0 vote, adopted Resolution 22-03 approving the proposed EBMUD SOI expansion of 32± acres and determining that the SOI expansion is exempt from CEQA

VOTE:

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

7. ***LAFCO 22-01 – Annexation to City of Concord and Detachment from County Service Area (CSA) P-6*** – Akins Property – consider annexation to City of Concord and detachment from CSA P-6 of one parcel (APN 116-092-007) (1.42± acres) located at 1974 Ayers Road (unincorporated Concord) and consider a categorical exemption under CEQA ***Public Hearing***

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

Following Commissioners comments and upon a motion by Commissioner Blubaugh and second by Commissioner McGill, unanimously, by a 6-0 vote, adopted Resolution 22-01 approving annexation to City of Concord and detachment from CSA P-6, Akins property 1.42± located at 1974 Ayers Road in unincorporated Concord (Ayers Ranch). The annexation/detachment is in accordance with the City’s pre-annexation agreement and LAFCO’s conditions of approval for out-of-agency wastewater service in June 2021. The Commission determined the project is exempt from CEQA, and deferred issuing the LAFCO Certificate of Completion until September 30, 2023, to allow the property owners to obtain permits from the County and complete construction

VOTE:

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

8. ***LAFCO 22-05 – City of Martinez – Out of Agency Service Request*** – consider a request by the City of Martinez to extend municipal water services outside its jurisdictional boundary to property located at 2567 Reliez Valley Road (22,000 sq. ft) (APN 365-150-015) in unincorporated Martinez, and consider a categorical exemption under CEQA

Commissioners urged the City of Martinez to annex and prepare an annexation plan. Following Commissioners comments and upon a motion by Commissioner Glover and second by Commissioner Blubaugh, unanimously, by a 6-0 vote, adopted Resolution 22-05 authorizing the City of Martinez to provide Out-Of-Agency Water Service to APN 365-150-015 (2567 Reliez Valley Road) and determining that the project is exempt from CEQA. The LAFCO resolution includes a provision that the City of Martinez must provide LAFCO with an update by December 31, 2022, regarding the City's future plans to annex the Alhambra Valley.

VOTE:

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

9. ***LAFCO 22-06 – West County Wastewater District (WCWD) – Out of Agency Service Request*** – consider a request by WCWD to extend municipal wastewater services outside its jurisdictional boundary to two parcels (APNs 408-090-055 and 408-130-041) totaling 26.38± acres located on Parr Blvd in unincorporated Richmond, and consider related actions as a responsible agency under CEQA

Following Commissioners comments and upon a motion by Commissioner McGill and second by Commissioner Andersen, unanimously, by a 6-0 vote, adopted Resolution 22-06 authorizing WCWD to extend municipal wastewater services outside its jurisdictional boundary to two parcels (APNs 408-090-055 and 408-130-041) located at 155 and 177 Parr Blvd in unincorporated Richmond, and consider related actions as a responsible agency under CEQA. The LAFCO resolution includes a condition that the landowners submit to LAFCO an application to annex the subject parcels to WCWD, along with the applicable annexation fees, by September 30, 2023

VOTE:

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

**BUSINESS ITEMS**

10. ***July 1, 2021 Actuarial Valuation and June 30, 2022 GASB 75 Supplemental Schedules*** – informational item – no action required by the Commission

**INFORMATIONAL ITEMS**

11. ***Current and Potential Applications*** – update on current and potential applications – informational item – no action required by the Commission
12. ***Correspondence from Contra Costa County Employee's Retirement Association (CCCERA)*** – informational update – no action required by the Commission
13. ***Commissioner Comments and Announcements***  
Commissioner McGill updated the Commission on CALAFCO's activities:

- August 15, 2022 - CALAFCO Annual Conference Program Committee
- September 8, 2022 – CALAFCO Annual Conference Program Committee
- September 19, 2022 – CALAFCO U
- October 7, 2022 – CALAFCO Legislative Committee Meeting
- October 18-21, 2022 – CALAFCO Annual Conference

**14. Staff Announcements**

Executive Officer Texeira, Clerk Weis and several Commissioners will be attending the CALAFCO Annual Conference

Tom Geiger, Commission Counsel – updated the Commissioners on the Knightsen Town Community Services District Dissolution

The meeting adjourned at 1:56 p.m.

Final Minutes Approved by the Commission November 9, 2022

**ADJOURNMENT**

*The next regular LAFCO meeting is November 9, 2022, at 1:30 pm.*

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