



Lou Ann Texeira  
Executive Officer

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
40 Muir Road, 1st Floor • Martinez, CA 94553  
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(925) 313-7133

## **NOTICE AND AGENDA FOR REGULAR MEETING**

Wednesday, February 14, 2024, 1:30 PM

### **PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS**

The public may attend this meeting in person at the following locations: Board of Supervisor Chambers, County Administration Building, 1025 Escobar St. 1<sup>st</sup> Floor, Martinez, CA 94553. The public may also attend this meeting remotely by Zoom or telephone.

If joining remotely by Zoom, please click the link below:

Please click the link below to join the webinar:

<https://cccounty-us.zoom.us/j/88368744303>

Or Telephone:

Dial:

USA 214 765 0478 US Toll

USA 888 278 0254 US Toll-free

Conference code: 220394

LAFCO meetings are audio recorded and posted online at <http://contracostalafco.org/meetings-and-public-hearings/>. Audio recordings are available the day following the LAFCO meeting. LAFCO meeting materials and staff reports are available online at <http://contracostalafco.org/meetings-and-public-hearings/>.

PUBLIC COMMENT: The Commission will consider all verbal and written comments received. Comments may be emailed to [LouAnn.Teixeira@lafco.cccounty.us](mailto:LouAnn.Teixeira@lafco.cccounty.us) or by U.S. mail to Contra Costa LAFCO at 40 Muir Road 1<sup>st</sup> Floor, Martinez, CA 94553. Please indicate the agenda item number, if any. If you want your comments read into the record, please indicate so in the subject line. For public hearings, the Chair will announce the opening and closing of the public hearing. The Chair will call for verbal public comments.

### **NOTICE TO THE PUBLIC**

Disclosable public records for a regular meeting agenda distributed to a majority of the members of the Commission less than 72 hours prior to that meeting will be made available on <http://contracostalafco.org/meetings>

#### **Campaign Contribution Disclosure**

If you are an applicant or an agent of an applicant on a matter to be heard by the Commission, and if you have made campaign contributions totaling \$250 or more to any Commissioner in the past 12 months, Government Code Section 84308 requires that you disclose the fact, either orally or in writing, for the official record of the proceedings.

#### **Notice of Intent to Waive Protest Proceedings**

In the case of a change of organization consisting of an annexation or detachment, or a reorganization consisting solely of annexations or detachments, or both, or the formation of a county service area, it is the intent of the Commission to waive subsequent protest and election proceedings provided that appropriate mailed notice was given to landowners and registered voters within the affected territory pursuant to Gov. Code sections 56157 and 56663, and no written opposition from affected landowner or voters to the proposal is received before the conclusion of the commission proceedings on the proposal.

#### **American Disabilities Act Compliance**

LAFCO will provide reasonable accommodation for persons with disabilities planning to join the meeting. Please contact the LAFCO office at least 48 hours before the meeting at 925-313-7133.

## **FEBRUARY 14, 2024 CONTRA COSTA LAFCO AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Minutes of the January 10, 2024, regular LAFCO meeting
4. Public Comment Period (please observe a three-minute time limit): Members of the public are invited to address the Commission regarding any item that is within the jurisdiction of the Commission and is not scheduled for discussion as part of this agenda. No action will be taken by the Commission at this meeting on any item not appearing on this agenda.

### **BUSINESS ITEMS**

5. ***FY 2024-25 Proposed Budget Schedule and Work Plan*** - provide input on FY 2024-25 proposed budget schedule and work plan
6. ***Public Member Alternate Recruitment*** – appoint screening committee members
7. ***Environmental Planning Services – Contract Extension*** - consider extending the existing contract with SWALE, Inc. and Baracco Associates to April 30, 2024 for environmental planning services
8. ***Updates to LAFCO Employee Salary Plan*** – approve increases to LAFCO Employee Salary Ranges

### **INFORMATIONAL ITEMS**

9. ***July 1, 2022 Actuarial Valuation to June 30, 2023 - GASB 75 Supplemental Schedules*** – informational item – no action needed
10. ***Current and Potential Applications*** - update on current and potential applications – information only
11. Correspondence from Contra Costa County Employees' Retirement Association (CCCERA)
12. Commissioner Comments and Announcements
13. Staff Announcements/Newspaper Articles/CALAFCO Update

### **ADJOURNMENT**

*Next regular LAFCO meeting is March 13, 2024, at 1:30 pm.*

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

**CONTRA COSTA LOCAL AGENCY FORMATION  
COMMISSION MEETING MINUTES  
January 10, 2024**

**February 14, 2024  
Agenda Item 3**

1. Call to Order by Chair Glover. Today's meeting was opened by Chair Glover at 1:31 p.m.
2. **Roll Call.** The following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Federal Glover, Chair	Charles R. Lewis, IV	Lou Ann Texeira, Executive Officer
Don Blubaugh, Vice Chair	Edi Birsan (absent)	Tom Geiger, Commission Counsel
Candace Andersen	Diane Burgis (absent)	Anna Seithel, LAFCO Clerk Analyst
Patricia Bristow	Scott Pastor (absent)	
Mike McGill		
Scott Perkins		
Gabriel Quinto (absent)		

The Commission meeting is being held via Zoom videoconference and in person. The public may attend in person, via Zoom, or listen to the meeting telephonically and comment by calling in to the teleconference meeting per the instructions on page one 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 and in person.

3. **Selection of 2024 Chair and Vice Chair**

The Commission elects a Chair and a Vice Chair at the first meeting of each year. In 2023, County Member Glover served as Chair and Public Member Blubaugh served as Vice Chair. Based on the rotation set forth in the Commissioner Handbook, a Public Member is to serve as Chair and a Special District member is to serve as Vice Chair in 2024. Commissioner Blubaugh was named 2024 Chair and Commissioner McGill was named 2024 Vice Chair. Chair Glover called for Public Comment, and no comments were made. ***Upon motion by Vice Chair McGill and second by Commissioner Bristow, by a 6-0 vote, the Commission unanimously approved selection of 2024 Chair and Vice Chair.***

AYES: Andersen, Blubaugh, Bristow, Glover, McGill, Perkins  
NOES: None  
ABSENT: Birsan, Burgis, Pastor, Quinto  
ABSTAIN: None

4. **Recognition of Outgoing Chair**

Chair Blubaugh thanked and acknowledged the leadership of outgoing Chair Glover and presented a resolution. ***Upon motion by Vice Chair McGill and second by Commissioner Bristow to approve rotation, by a 6-0 vote, Commissioners recognized outgoing Chair Glover.***

AYES: Andersen, Blubaugh, Bristow, Glover, McGill, Perkins  
NOES: None  
ABSENT: Birsan, Burgis, Pastor, Quinto  
ABSTAIN: None

**5. Approval of December 13, 2023, regular LAFCO Meeting Minutes**

One correction was noted (Scott Pastor should be listed as an Alternate Commissioner). Chair Blubaugh invited comments from the public and there was no public comment. *Upon motion by Vice Chair McGill and second by Commissioner Andersen, by a 6-0 vote, the Commission unanimously approved the meeting minutes of December 13, 2023, as amended.*

AYES: Andersen, Blubaugh, Bristow, Glover, McGill, Perkins

NOES: None

ABSENT: Birsan, Burgis, Pastor, Quinto

ABSTAIN: None

**6. Public Comment**

(Public Comment Period observes a three-minute time limit. Members of the public are invited to address the Commission regarding any item that is within the jurisdiction of the Commission and is not scheduled for discussion as part of this agenda. No action will be taken by the Commission at this meeting on any item not appearing on this agenda.)

*Chair Blubaugh invited Public Comment. Patricia Howard, District Manager for the Alamo-Lafayette Cemetery District (ALCD) and the Byron-Brentwood-Knightsen Union Cemetery District (BBKUCD), made comments regarding the recent request for dissolution. All Commissioners were provided a binder with a board-approved report answering questions and concerns about ALCD and its dissolution. There were no other public comments.*

**BUSINESS ITEMS**

**7. Commissioner Terms** – Staff noted that on May 6, 2024, five LAFCO Commissioner seats will expire, including the two Public Member seats. The Commission was asked to consider appointment options and provide direction regarding filling the public member seats.

*Following the staff report, Commissioner Glover suggested Commissioner Lewis hold the Regular Public seat on the Commission, and that LAFCO recruit for the Alternate Public Member seat. Chair Blubaugh opened Public Comment. There were no comments. With a motion by Commissioner Glover and second by Commissioner Andersen, by a 5-0 vote, it was concluded that the recruitment begin for an alternate Public Member before Commissioner Lewis' term ends in May.*

AYES: Andersen, Bristow, Glover, McGill, Perkins

NOES: None

ABSENT: Birsan, Burgis, Pastor, Quinto

ABSTAIN: Blubaugh

**8. LAFCO Policies and Procedures – Proposed Updates** – consider approving proposed updates.

*Following the staff report, Chair Blubaugh asked for comments from the public and from Commissioners. Commissioners provided comments. There was no public comment. Upon motion by Vice Chair McGill, and second by Commissioner Perkins, by a 6-0 vote, the Commission unanimously approved the proposed updates.*

AYES: Andersen, Blubaugh, Bristow, Glover, McGill, Perkins

NOES: None

ABSENT: Birsan, Burgis, Pastor, Quinto

ABSTAIN:

9. ***FY 2023-24 Mid-Year Budget Report*** – receive FY 2023-24 mid-year budget report.

*Following the staff report, Chair Blubaugh asked for comments from the public and Commissioners. There was no public comment. Commissioners provided comments and questions. Upon motion by Commissioner Glover, and second by Commissioner Bristow, by a 6-0 vote, the Commission unanimously receive FY 2023-24 mid-year budget report.*

AYES: Andersen, Blubaugh, Bristow, Glover, McGill, Perkins  
NOES: None  
ABSENT: Birsan, Burgis, Pastor, Quinto  
ABSTAIN: None

### **INFORMATIONAL ITEMS**

10. ***Current and Potential Applications*** - update on current and potential applications - *information only*  
*Chair Blubaugh asked for comments from the public and Commissioners. Commissioner Perkins asked staff about the Southwest Hills application. Staff stated LAFCO awaits response.*
11. ***Correspondence from Contra Costa County Employees' Retirement Association (CCCERA)*** - *information only*
12. ***Commissioner Comments and Announcements - Vice Chair McGill noted:***
- *January 5, 2024, CALAFCO Board of Directors Meeting, at which time Vice Chair McGill was reappointed to the CALAFCO Legislative Committee.*
  - *January 12, 2024, CALAFCO Legislative Committee Meeting*
13. ***Staff Comments and Announcements:*** *Staff noted next CALAFCO Staff Workshop, April 24-26, 2024, in Pleasanton, CA., and CALAFCO Annual Conference October 16-18, 2024, in Yosemite CA. Commissioner McGill urged early registration for the annual conference.*

Chair Blubaugh adjourned the meeting at 2:00 pm.

### **ADJOURNMENT**

*Next regular LAFCO meeting is February 14, 2024, at 1:30 pm.*

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

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Lou Ann Teixeira  
Executive Officer

#### MEMBERS

Candace Andersen  
County Member

Donald A. Blubaugh  
Public Member

Gabriel Quinto  
City Member

Patricia Bristow  
Special District Member

Federal Glover  
County Member

Michael R. McGill  
Special District Member

Scott Perkins  
City Member

#### ALTERNATE MEMBERS

Diane Burgis  
County Member

Scott Pastor  
Special District Member

Charles R. Lewis, IV  
Public Member

Edi Birsan  
City Member

February 14, 2024

Contra Costa Local Agency Formation Commission  
40 Muir Road, First Floor  
Martinez, CA 94553

**February 14, 2024**  
**Agenda Item 5**

### Fiscal Year 2024-25 Proposed Budget Schedule and Work Plan Preview

Dear Members of the Commission:

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) establishes a specific process for preparing and adopting LAFCO's budget. Government Code §56381 provides that the Commission shall annually adopt a proposed budget by May 1 and final budget by June 15, following noticed public hearings.

LAFCO staff anticipates bringing a proposed budget to the Commission in April 2024 and a final budget to the Commission in June 2024. In conjunction with the proposed budget, the Commission receives an annual work plan which includes a summary of recent activities and accomplishments along with upcoming projects and activities as summarized below.

#### ACCOMPLISHMENTS

**MSRs/SOI Updates** - LAFCO law provides that LAFCO review and update each SOI [Gov. Code §56425(g)]. The statute also provides that in order to prepare and update a SOI, the Commission shall conduct an MSR.

To date, LAFCO has completed its inaugural round and most 2<sup>nd</sup> round MSRs/SOI updates. The most recent MSRs, including completed, underway, and next in the queue, are noted below:

##### Recently Completed

- November 2022 - Contra Costa Mosquito & Vector Control District
- November 2022 - Contra Costa Resource Conservation District
- August 2021 - Cemetery Services (two districts)
- June 2021 – Parks & Recreation Services [19 cities , 8 districts, and 8 county service areas (“CSAs”)]

**Currently Underway**

- Wastewater Services (20 districts)
- Miscellaneous CSAs (15)

**Next in the Queue**

- Reclamation Services (12 districts)

As part of the FY 2023-24 work plan and budget, the Commission approved preparing a 3<sup>rd</sup> round MSR covering *wastewater services* (i.e., seven cities and 13 special districts). The “*Wastewater Services*” MSR is in progress, and we expect to complete this MSR by June 30, 2024.

**Policies and Procedures Updates** – During the current fiscal year, the Commission updated the following policies and procedures:

- ❖ *Budget and Financial Procedures* - added a section regarding selection of an audit firm and details regarding rotation of audit firms.
- ❖ *Municipal Service Reviews (MSRs)* – updated the timing of preparing MRs
- ❖ *Agricultural and Open Space Policies* - updated the total gross value of agricultural crops in Contra Costa County

**Staffing** - In January 2023, LAFCO Executive Assistant Sherrie Weis retired, and LAFCO welcomed Anna Seithel, Clerk Analyst to Contra Costa LAFCO. LAFCO is now staffed with two full-time employees.

LAFCO supplements its staffing with contract consultants and County services including environmental planning, GIS/mapping, legal, web management, finances (Auditor and Assessor), information technology, and other services.

**LAFCO Activities** – FY 2023-24 LAFCO activities and accomplishments include the following:

- Welcomed new Commissioner Scott Pastor (Special District Member)
- Processed three new applications
- Tracked and provided comment letters on legislation affecting LAFCOs
- Provided comments on local agency environmental documents
- Completed two GASB Alternative Measurement Method reports
- Completed FY 2021-22 financial audit
- Completed recruitment and hired new Clerk Analyst

**FY 2024-25 WORKPLAN PREVIEW**

In addition to the day-to-day administration, application processing, coordination of Commission meetings, budget and contract administration, the 2024-25 work plan includes the following:

**1. Municipal Service Reviews (MSRs)/Sphere of Influence (SOI) Updates**

Complete 3<sup>rd</sup> round “*Wastewater Services*” MSRs/SOI updates; complete Miscellaneous CSA MSR/SOI updates; and initiate 2<sup>nd</sup> round Reclamation services MSR/SOI updates. Potential candidates for 3<sup>rd</sup> round MSR include irrigation districts and water districts – see attached MSR status report.



**2. *Special Projects***

- Update the LAFCO Directory of Local Agencies - underway
- Transition web management services – LAFCO Clerk Analyst has assumed most web management duties
- Continue to participate in and support CALAFCO
- Continue to work with the County, cities, and districts on boundary clean-ups/islands, and related issues
- Work with Policies & Procedures Committee on updating policies and procedures as determined by the Commission

It would be beneficial to hear from the Commission as to other priorities and items of interest in anticipation of preparing the FY 2024-25 LAFCO budget.

**RECOMMENDATION:** Provide input regarding 3<sup>rd</sup> round MSRs and other workplan goals as desired.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

Attachment - Contra Costa LAFCO MSR/SOI Status Report

c:     Contra Costa County Cities  
       Contra Costa County Special Districts  
       Contra Costa County Administrator  
       Contra Costa County Auditor-Controller

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# CONTRA COSTA LAFCO

## Status of Municipal Service Reviews (MSRs)/Sphere of Influence (SOI) Updates January 2024 - Updated

Local Agency	Prior MSR/SOI Update	Next MSR/SOI UPDATE
<b><u>Cities</u></b>		
*City of Antioch**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of Brentwood**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of Clayton	MSR/SOI <i>retained</i> (2019)	TBD
*City of Concord**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*Town of Danville	MSR/SOI <i>retained</i> (2019)	TBD
*City of El Cerrito	MSR/SOI <i>retained</i> (2019)	TBD
*City of Hercules**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of Lafayette	MSR/SOI <i>retained</i> (2019)	TBD
*City of Martinez**	MSR/SOI <i>retained</i> (2019)	TBD
*Town of Moraga	MSR/SOI <i>retained</i> (2019)	TBD
*City of Oakley	MSR/SOI <i>retained</i> (2019)	TBD
*City of Orinda	MSR/SOI <i>retained</i> (2019)	TBD
*City of Pinole**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of Pittsburg**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of Pleasant Hill	MSR/SOI <i>retained</i> (2019)	TBD
*City of Richmond**	MSR/SOI <i>retained</i> (2019)	2023-24 WW MSR underway
*City of San Pablo	MSR/SOI <i>retained</i> (2019)	TBD
*City of San Ramon	MSR/SOI <i>retained</i> (2019)	TBD
*City of Walnut Creek	MSR/SOI <i>retained</i> (2019)	TBD
<b><u>Cemetery Districts</u></b>		
Alamo-Lafayette Cemetery District	MSR/SOI <i>retained</i> (2021);	TBD
Byron-Brentwood-Knightesen-Union Cemetery District	MSR/SOI <i>retained</i> (2021);	TBD
<b><u>Community Services Districts</u></b>		
*Crockett CSD	MSR/SOI <i>retained</i> SOI (2019)	2023-24 WW MSR underway
*Diablo CSD	MSR/SOI <i>retained</i> (2019)	TBD
*Dublin San Ramon CSD	MSR (2014)	2023-24 WW MSR underway
*Kensington Police Protection & CSD	MSR/SOI <i>retained</i> (2019)	TBD
*Town of Discovery Bay CSD	MSR/SOI <i>retained</i> SOI (2019)	2023-24 WW MSR underway
*Town of Knightsen CSD	MSR/SOI <i>retained</i> SOI (2014)	TBD
<b><u>County Service Areas</u></b>		
CSA D-2 (Drainage - Walnut Creek)	MSR/ <i>retained</i> SOI (2013)	2023-24 Misc CSA MSR underway
*CSA EM-1 (Emergency Medical)	MSR (2016); SOI <i>retained</i> SOI (2016)	TBD
CSA L-100 (Countywide - Streetlighting)	MSR/SOI "zero" (2013)	2023-24 WW MSR underway
CSA LIB-2 (Library - Rancho El Sobrante)	MSR/SOI <i>retained</i> SOI (2013)	2023-24 Misc CSA MSR underway
CSA LIB-10 (Library - City of Pinole)	MSR/SOI <i>retained</i> SOI (2013)	2023-24 Misc CSA MSR underway
CSA LIB-12 (Library - Town of Moraga)	MSR/SOI <i>retained</i> SOI (2013)	2023-24 Misc CSA MSR underway
CSA LIB-13 (Library - cities of Concord and Walnut Creek)	MSR/SOI <i>expanded</i> SOI (2013)	2023-24 Misc CSA MSR underway
CSA M-1 (Misc Services - Delta Ferry)	MSR/ <i>retained</i> SOI (2013)	2023-24 Misc CSA MSR underway
CSA M-16 (Misc Services –	MSR/SOI <i>retained</i> (2021)	TBD

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Community of Clyde)		
<b>Local Agency</b>	<b>Prior MSR/SOI Update</b>	<b>Next MSR/SOI Update</b>
CSA M-17 (Misc Services - Tara Hills, Montlavin Manor, West Contra Costa)	MSR/SOI <i>retained</i> (2021)	TBD
CSA M-20 (Misc Services - View Pointe Subdivision)	MSR/SOI <i>retained</i> (2013)	2023-24 Misc CSA MSR <i>underway</i>
CSA M-23 (Misc Services - San Ramon, Blackhawk, Danville)	MSR/SOI <i>retained</i> (2013)	2023-24 Misc CSA MSR <i>underway</i>
CSA M-28 (Misc Services – Bethel Island)	MSR/SOI “zero” SOI (2014)	TBD
*CSA M-29 (Misc Services – San Ramon, Dougherty Valley)	MSR/SOI <i>retained</i> (2021)	TBD
*CSA M-30 (Misc Services – Alamo)	MSR/SOI <i>retained</i> (2021)	TBD
CSA M-31 (TDM Services – Pleasant Hill)	MSR/SOI <i>expanded</i> SOI (2013)	2023-24 Misc CSA MSR <i>underway</i>
CSA P-2 (Police – Zone A – Blackhawk, Zone B - Alamo)	MSR/SOI (2011); <b>SOI update pending</b>	2023-24 Misc CSA MSR <i>underway</i>
CSA P-5 (Police Protection – Roundhill)	MSR/SOI (2011); <b>SOI update pending</b>	2023-24 Misc CSA MSR <i>underway</i>
CSA P-6 (Police Protection – Unincorporated Area)	MSR/SOI (2011); <b>SOI update pending</b>	2023-24 Misc CSA MSR <i>underway</i>
CSA R-4 (Recreation – Moraga)	MSR/SOI <i>retained</i> (2021)	TBD
CSA R-7 (Recreation – Alamo)	MSR/SOI <i>retained</i> (2021)	TBD
CSA R-9 (Recreation - El Sobrante)	MSR/SOI <i>zero</i> (2021)	TBD
CSA RD-4 (Roads - Bethel Island)	MSR/SOI <i>retained</i> (2008)	2023-24 Misc CSA MSR <i>underway</i>
CSA T-1 (Transit – San Ramon) (formed 2006)	MSR/SOI <i>provisional</i> SOI (2013)	2023-24 Misc CSA MSR <i>underway</i>
<b><u>Fire/EMS</u></b>		
*Contra Costa County Fire Protection District	MSR/SOI (2016); <b>SOI update pending</b>	TBD
*Crockett-Carquinez Fire Protection District	MSR/SOI (2016); <b>SOI update pending</b>	TBD
*Kensington Fire Protection District	MSR/SOI (2016); <b>SOI update pending</b>	TBD
*Moraga-Orinda Fire Protection District	MSR/SOI (2016); <i>retained</i>	TBD
*Rodeo-Hercules Fire Protection District	MSR/SOI (2016); <i>provisional</i>	TBD
*San Ramon Valley Fire Protection District	MSR/SOI (2016); <i>retained</i> (2016)	TBD
<b><u>Health Care Districts (HCDs)</u></b>		
*Concord-Pleasant Hill HCD (formerly Mt. Diablo HCD)	MSR/SOI <i>retained</i> (2018)	TBD
*West Contra Costa HCD	MSR/SOI <i>retained</i> (2018)	TBD
<b><u>Irrigation</u></b>		
Byron-Bethany Irrigation District	MSR (2014)	TBD
East Contra Costa Irrigation District	MSR/SOI <i>retained</i> (May 2014)	TBD
<b><u>Mosquito Abatement</u></b>		
Contra Costa Mosquito and Vector Control District	MSR/SOI <i>retained</i> (2022); SOI	TBD
<b><u>Municipal Improvement</u></b>		
*Bethel Island Municipal Improvement District	MSR/SOI <i>retained</i> (2015)	TBD
<b><u>Municipal Utility</u></b>		
East Bay MUD	MSR (2014)	2023 WW MSR <i>underway</i>
<b><u>Reclamation Districts (RD)</u></b>		
*RD 799 (Hotchkiss Tract)	MSR/SOI <i>retained</i> (2015)	TBD

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*RD 800 (Byron Tract)	MSR/SOI <i>retained</i> (2015)	TBD
<b>Local Agency</b>	<b>Prior MSR/SOI Update</b>	<b>Next MSR/SOI Update</b>
*RD 830 (Jersey Island)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2024 (Orwood and Palm Tracts)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2025 (Holland Tract)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2026 (Webb Tract)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2059 (Bradford Island)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2065 (Veale Tract)	MSR/SOI <i>coterminous</i> (2015)	2024
*RD 2090 (Quimby Island)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2117 (Coney Island)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2122 (Winter Island)	MSR/SOI <i>retained</i> (2015)	2024
*RD 2137	MSR/SOI <i>retained</i> (2015)	2024
<b><u>Park &amp; Recreation</u></b>		
Ambrose Rec & Park District	MSR/SOI <i>retained</i> (2021)	TBD
*East Bay Regional Park District	MSR (2021)	TBD
Green Valley Rec & Park District	MSR/SOI <i>retained/provisional</i> (2021)	TBD
Pleasant Hill Rec & Park District	MSR/SOI <i>retained</i> (2021)	TBD
<b><u>Resource Conservation</u></b>		
Contra Costa Resource Conservation District	MSR/SOI <i>retained</i> (2022)	TBD
<b><u>Wastewater</u></b>		
*Byron Sanitary District	MSR/SOI <i>expanded</i> (2014)	2023-24 WW MSR underway
*Central Contra Costa Sanitary District	MSR/SOI <i>expanded</i> (2014)	2023-24 WW MSR underway
*County Sanitation District 6 (Alhambra Valley)	MSR/SOI “zero” (2014)	2023-24 WW MSR underway
*Delta Diablo Sanitary District	MSR/SOI <i>reduced</i> (2014);	2023-24 WW MSR underway
*Ironhouse Sanitary District	MSR/SOI <i>expanded</i> (2014)	2023-24 WW MSR underway
*Mt. View Sanitary District	MSR/SOI <i>retained</i> (2014)	2023-24 WW MSR underway
*Rodeo Sanitary District	MSR/SOI <i>retained</i> (2014)	2023-24 WW MSR underway
*Stege Sanitary District	MSR/SOI <i>retained</i> (2014)	2023-24 WW MSR underway
*West County Wastewater District	MSR/SOI <i>retained</i> (2014)	2023-24 WW MSR underway
<b><u>Water</u></b>		
Castle Rock County Water District	MSR/SOI “zero” (2014)	TBD
*Contra Costa Water District	MSR/SOI <i>reduced/ expanded</i> (2014)	TBD
*Diablo Water District	MSR/SOI <i>expanded</i> (2014)	TBD

**Notes:**

-Wastewater (“WW”)

-County Service Area (“CSA”)

\* Indicates the agency was reviewed in more than one MSR (e.g., 1<sup>st</sup> and 2<sup>nd</sup> round, subregional, service specific, etc.)

\*\* The following cities are also included in the 3<sup>rd</sup> Round Wastewater (“WW”) Services MSR: Antioch, Brentwood, Concord, Hercules, Pinole, Pittsburg and Richmond.

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CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

40 Muir Road, 1st Floor • Martinez, CA 94553

e-mail: LouAnn.Teixeira@lafco.cccounty.us

(925) 313-7133

Lou Ann Teixeira  
Executive Officer

MEMBERS

Candace Andersen  
County Member

Donald A. Blubaugh  
Public Member

Gabriel Quinto  
City Member

Patricia Bristow  
Special District Member

Federal Glover  
County Member

Michael R. McGill  
Special District Member

Scott Perkins  
City Member

ALTERNATE MEMBERS

Diane Burgis  
County Member

Scott Pastor  
Special District Member

Charles R. Lewis, IV  
Public Member

Edi Birsan  
City Member

February 14, 2024

Contra Costa Local Agency Formation Commission  
40 Muir Road, 1<sup>st</sup> Floor  
Martinez, CA 94553

February 14, 2024  
Agenda Item 6

**Public Member Alternate Recruitment and Appointment of Screening Committee**

Dear Commissioners,

At the January 10, 2024 LAFCO meeting, the Commission discussed upcoming Commissioner terms, including expiration of the Public Member and Alternate Public Member terms both of which expire in early May 2024. Also, Public Member Commissioner Blubaugh informed the Commission that he will not seek reappointment.

Pursuant to LAFCO statutes, the Commission appoints the Public Members to LAFCO. Government Code section 56331 states that “No person appointed as a public member or alternate public member pursuant to this chapter shall be an officer or employee of the county or any city or district with territory in the county, provided, however, that any officer or employee serving on January 1, 1994, may complete the term for which he or she was appointed.”

Also at the January 10<sup>th</sup> LAFCO meeting, the Commission agreed to elevate Charles Lewis, Alternate Public Member to the Public Member seat effective May 6, 2024. The Commission then directed LAFCO staff to initiate a recruitment for the Alternate Public Member seat. The recruitment is currently underway. The notice was sent to the LAFCO distribution list and was posted in the local newspapers. The deadline for submitting applications is February 29, 2024.

Pursuant to local policy (Commissioner Handbook, Section 1.2 - *Membership*), the LAFCO Chair appoints the Public Member screening committee. This committee is comprised of one city member, one county member, and one special district member. The screening committee is charged with screening the applications, interviewing the selected applicants, providing a short list of finalists, and providing a recommendation to the Commission. The Commission may conduct subsequent interviews and make the selection. We anticipate bringing this matter to the Commission following the recruitment and initial interviews. See proposed attached recruitment schedule.

**RECOMMENDATION:** It is recommended that the Chair appoint the screening committee and Commissioners provide other direction as desired.

Sincerely,

Lou Ann Teixeira  
Executive Officer

Attachment: Alternate Public Member Recruitment Schedule

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## **ALTERNATE PUBLIC MEMBER RECRUITMENT SCHEDULE**

<b><u>Date</u></b>	<b><u>Task</u></b>
01/26/24	Announcement published in local in newspapers
01/24/24	Announcement sent to LAFCO distribution list
02/14/24	Commission appoints screening committee members
2/29/24	Deadline for applications
3/4/24 - 3/15/24	Screening committee reviews applications
3/18/24 - 3/29/24	Screening committee conducts interviews
4/10/24	Commission makes appointment effective 5/6/24

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Lou Ann Teixeira  
Executive Officer

**MEMBERS**

<b>Candace Andersen</b> <i>County Member</i>	<b>Federal Glover</b> <i>County Member</i>
<b>Donald A. Blubaugh</b> <i>Public Member</i>	<b>Michael R. McGill</b> <i>Special District Member</i>
<b>Gabriel Quinto</b> <i>City Member</i>	<b>Scott Perkins</b> <i>City Member</i>
<b>Patricia Bristow</b> <i>Special District Member</i>	

**ALTERNATE MEMBERS**

<b>Diane Burgis</b> <i>County Member</i>
<b>Scott Pastor</b> <i>Special District Member</i>
<b>Charles R. Lewis, IV</b> <i>Public Member</i>
<b>Edi Birsan</b> <i>City Member</i>

February 14, 2024

Contra Costa Local Agency Formation Commission  
40 Muir Road  
Martinez, CA 94553

**February 14, 2024**  
**Agenda Item 7**

**Contract Extension - Environmental Planning Services – SWALE, Inc.**

Dear Commissioners:

In September 2020, Contra Costa LAFCO entered into a contract with SWALE, Inc., with Baracco Associates as subcontractor, for “as-needed” environmental planning services. The contract was amended on August 10, 2022. Under the contract, Kateri Harrison (SWALE, Inc.), land-use planner, ecologist, and natural resource manager, and Bruce Baracco (Baracco and Associates), Principal Planner, provide support to Contra Costa LAFCO as follows:

- Review and provide comments on LAFCO applications and projects
- Review and provide comments on environmental documents prepared by outside agencies
- Assist with preparing environmental documents for LAFCO projects
- Assist with development of new, and review existing, LAFCO policies and procedures
- Attend LAFCO hearings, meetings with applicants, and other meetings as needed

The team is familiar with projects and issues in Contra Costa County, has extensive experience working with LAFCOs and local agencies, and has considerable environmental experience. LAFCO requires additional environmental planning services and support. Given the firm’s exemplary work and familiarity with Contra Costa LAFCO issues, staff recommends an extension of the current contract, as provided for in the LAFCO budget.

**RECOMMENDATION:** Authorize LAFCO staff to execute a contract extension with SWALE, Inc., with Baracco Associates as subcontractor, to extend the term of the contract through April 30, 2024.

Sincerely,

Lou Ann Teixeira  
Executive Officer

c: SWALE, Inc.  
Baracco and Associates

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PO Number: \_\_\_\_\_

**AGREEMENT AMENDMENT**

The consulting services agreement dated September 1, 2020, and amended August 10, 2022 and September 13, 2023 (Agreement), by and between the Contra Costa Local Agency Formation Commission (LAFCO) and SWALE, Inc. (Contractor), is amended as follows:

1. The contract term is from September 1, 2020 through **April 30, 2024**.

All other terms and conditions of the Agreement remain in effect.

IN WITNESS WHEREOF, the parties have executed this amendment as of February 14, 2024.

CONTRA COSTA LAFCO

CONTRACTOR  
SWALE, Inc. (Environmental Planning  
Services)

By: \_\_\_\_\_  
LAFCO Executive Officer

By: \_\_\_\_\_

Taxpayer ID#: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_  
LAFCO Legal Counsel

I hereby certify under penalty of perjury that the Executive Officer of the Contra Costa LAFCO was duly authorized to execute this document on behalf of the Contra Costa LAFCO by a majority vote of the Commission on February 14, 2024.

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Contra Costa LAFCO Clerk

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Lou Ann Texeira  
Executive Officer

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
40 Muir Road, 1st Floor • Martinez, CA 94553  
e-mail: LouAnn.Teixeira@lafco.cccounty.us  
(925) 313-7133

February 14, 2024

**February 14, 2024**  
**Agenda Item 8**

Contra Costa Local Agency Formation Commission  
40 Muir Road, First Floor  
Martinez, CA 94553

### **Update to LAFCO Employee Salary Ranges**

Dear Members of the Commission:

As an independent entity created by the State Legislature, LAFCO hires its own staff and provides employee benefits, including health, dental, retirement, and other employee benefits. Contra Costa LAFCO purchases most of its employee benefits from Contra Costa County, and its retirement benefits from Contra Costa County Employees' Retirement Association (CCCERA).

In 2007, LAFCO adopted its own personnel system, including an Employee Benefit Plan, job descriptions, and an employee Salary Plan. The Employee Benefit Plan is updated with changes to the County management employee benefit plan, and the Salary Plan is updated annually.

Contra Costa LAFCO currently employs two full time employees – an Executive Officer (“EO”) and a Clerk Analyst (“CA”). To keep Contra Costa LAFCO salaries current and competitive, LAFCO staff conducts an annual salary survey of the Bay Area and Urban LAFCOs for the following LAFCO positions: LAFCO EO, Executive Assistant/Clerk, Analyst I/II, and CA.

Based on the recent LAFCO salary survey, the Bay Area Consumer Price Index (CPI), cost of living factors, and Contra Costa County's salary increases, it is recommended that the Commission update the LAFCO Salary Plan by increasing the salary ranges by 4.5% for the Executive Officer, Executive Assistant/Clerk, Analyst I/II positions, and Clerk/Analyst positions. The proposed adjustments to the salary ranges will not automatically result in adjustments to employee salaries. LAFCO employee salary adjustments are based solely on performance. LAFCO employees do not receive annual cost-of-living adjustments. The Commission typically conducts an annual performance review for the EO and approves salary adjustments based on performance. The EO conducts annual performance reviews for the other LAFCO employees and provides salary adjustments based on performance. Salary increases for these positions occur in conjunction with annual performance reviews.

LAFCO employee benefits and salary ranges are provided at the discretion of the Commission and can be modified as deemed appropriate. The benefit plan and salary ranges are reviewed periodically to keep pace with market conditions. The *LAFCO Employee Benefit Plan* was last updated in December 2023.

**RECOMMENDATIONS**

It is recommended that the Commission approve LAFCO Resolution 2024-01 increasing the salary ranges by 4.5% for the Executive Officer, Clerk Analyst, Analyst I/II, and Executive Assistant/Clerk positions.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

**Attachments**

Draft Resolution 2024-01 and Updated LAFCO Employee Salary Plan

**RESOLUTION NO. 2024-01**

**RESOLUTION OF THE CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
UPDATING THE LAFCO EMPLOYEE SALARY PLAN TO INCREASE SALARY RANGES**

**WHEREAS**, the Contra Costa Local Agency Formation Commission (LAFCO) is an independent regulatory agency created by the State Legislature; and

**WHEREAS**, pursuant to Government Code §56384, LAFCO appoints an Executive Officer and may appoint other staff as needed; and

**WHEREAS**, LAFCO currently employs an Executive Officer to carry out the functions of the Commission, and a Clerk Analyst to provide administrative and analytical support; and

**WHEREAS**, the Analyst I/II and Executive Assistant/LAFCO Clerk positions are currently unfilled; and

**WHEREAS**, in 2007, the Commission adopted a salary plan which included salary ranges for the LAFCO employee positions; and

**WHEREAS**, the salary ranges for the other LAFCO positions were last reviewed in March 2023, and should be reviewed annually and adjusted to keep pace with market conditions.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** that:

1. Contra Costa LAFCO hereby increases the LAFCO salary ranges for the Executive Officer, Analyst I/II, Clerk Analyst, and Executive Assistant/LAFCO Clerk positions by 4.5% as shown in Exhibit A. These salary ranges reflect a recent survey of comparable Bay Area and Urban LAFCOs, Bay Area Consumer Price Index, and current market conditions.
2. Contra Costa LAFCO employees receive no Cost-of-Living Adjustments (COLAs) and may receive an annual salary increase based solely on performance.

\*\*\*\*\*

PASSED AND ADOPTED THIS 14<sup>th</sup> day of February 2024, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

---

DONALD A. BLUBAUGH, CHAIR, CONTRA COSTA LAFCO

*I hereby certify that this is a correct copy of a resolution passed and adopted by this Commission on the date stated above.*

Dated: February 14, 2024

---

Lou Ann Texeira, Executive Officer

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**EXHIBIT A****2024 CONTRA COSTA LAFCO  
EMPLOYEE SALARY RANGES**

<b><u>JOB TITLE</u></b>	<b><u>BEGINNING MONTHLY</u></b>	<b><u>MAXIMUM MONTHLY</u></b>
<b>*CLERK/EXECUTIVE ASSISTANT</b>	<b>\$5,336</b>	<b>\$6,767</b>
<b>CLERK ANALYST</b>	<b>\$5,382</b>	<b>\$7,263</b>
<b>*ANALYST I/II</b>	<b>I - \$6,400</b>	<b>I - \$8,487</b>
	<b>II - \$6,753</b>	<b>II - \$8,949</b>
<b>EXECUTIVE OFFICER</b>	<b>\$12,493</b>	<b>\$16,651</b>

\*Currently unfilled

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Lou Ann Teixeira  
Executive Officer

#### MEMBERS

<b>Candace Andersen</b> <i>County Member</i>	<b>Federal Glover</b> <i>County Member</i>
<b>Donald A. Blubaugh</b> <i>Public Member</i>	<b>Michael R. McGill</b> <i>Special District Member</i>
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#### ALTERNATE MEMBERS

<b>Diane Burgis</b> <i>County Member</i>
<b>Scott Pastor</b> <i>Special District Member</i>
<b>Charles R. Lewis, IV</b> <i>Public Member</i>
<b>Edi Birsan</b> <i>City Member</i>

February 14, 2024

February 14, 2024  
Agenda Item 9

Contra Costa Local Agency Formation Commission  
40 Muir Road, 1<sup>st</sup> Floor  
Martinez, CA 94553

### **GASB 75 Supplemental Schedules – Measurement Period July 1, 2021 to June 30, 2022 Post-Employment Medical Benefits Plan**

Dear Members of the Commission:

Contra Costa LAFCO provides post-employment healthcare benefits for its retired employees and their dependents. LAFCO currently funds the employer's share of these benefits for its retirees.

In FY 2011-12, the Commission initiated a plan to fund future benefit costs and minimize future liabilities to LAFCO. The plan includes prefunding the post-employment healthcare liability. In FY 2011-12, the Commission began funding this liability initially at \$10,000 per year as part of the LAFCO budget.

LAFCO's plan also includes participation in a trust to hold these funds. In 2014, LAFCO entered into an agreement with Contra Costa County and the Public Agencies Post-Retirement Health Care Plan Trust ("Trust") administered by Public Agency Retirement Services (PARS).

To participate in the PARS trust and comply with Governmental Accounting Standard Board Statement 45 (GASB 45), a federal accounting rule that requires LAFCO to disclose any unfunded post-employment benefits in its annual audits, LAFCO must conduct actuarial evaluations. These evaluations calculate the future liability for retiree healthcare and other post-employment benefits, and the employer's annual contribution rate.

In 2014, LAFCO entered into an agreement with the California School Boards Association (CSBA) and the actuarial firm of Demsey, Filliger & Associates LLC to prepare actuarial evaluations. If an employer has less than 100 "plan members" it is eligible to prepare an alternative measurement method (AMM) report in lieu of a full actuarial valuation. In response to recent statutory changes, LAFCO is required to prepare these valuations at least every other year. The information contained in the AMM is also used in preparing LAFCO's annual audits and budgets.

Since March 2014, LAFCO has completed nine actuarial valuations/supplemental schedules. In FY 2015-16, following completion of its first actuarial valuation, the Commission increased its annual pre-funding for Other Post-Employment Benefits (OPEB) from \$10,000 to \$40,000 per year. Since FY 2015-16, LAFCO's annual OPEB pre-funding has fluctuated between zero and \$40,000 per year.

Each GASB report has a different purpose. LAFCO reports use a lookback measurement (one year in arrears). This means that for the June 30, 2023 (reporting period), the Net OPEB Liability (funded status) is determined as of June 30, 2022 (measurement period). For FY 2023, the plan is no longer over funded. The shortfall is \$26,834 compared to a surplus of \$11,648 (FY 2022). The change is primarily due to the 13.62% return on investment for the period ending June 30, 2022. The table below shows key information including the estimated net OPEB liability for 2024. The actual net liability will be based on the new valuation to be completed before the next audit.

Contra Costa Local Agency Formation Commission			
Fiscal Year End	06/30/24	06/30/23	03/30/22
Measurement Date (Lookback)	06/30/23	06/30/22	06/30/21
Total OPEB Liability	\$411,533	\$394,190	\$387,795
Fiduciary Net Position (Plan Assets)	395,960	367,356	399,443
Net OPEB Liability (Asset)	\$15,573	\$26,834	(\$11,648)
Funded Percent	96.22%	93.19%	103.00%
Rate of Return for Measurement Period	7.84%	-13.62%	24.27%

It should also be noted that in January 2024, Foster & Foster Consulting Actuaries, Inc. completed the acquisitions of Wisconsin-based Key Benefit Concepts, LLC and California-based Demsey, Filliger & Associates. See attached news article for additional information.

**RECOMMENDATION:** Informational report – no action needed.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

Attachments

1. GASB 75 Supplemental Schedules - Measurement Period July 1, 2021 to June 30, 2022
2. News Article - Foster & Foster Acquires Wisconsin-Based Key Benefit Concepts and California-Based Demsey, Filliger & Associates

cc: Bob Campbell, Contra Costa County Auditor  
Adam Nguyen, Contra Costa County Finance Director  
Michael O'Connor, CPA, RIA, O'Connor & Company





## **GASB Statement No. 75**

### **Supplemental Schedules**

### **for Contra Costa Local Agency Formation Commission**

<i>Reporting Period:</i>	<i>July 1, 2022 to June 30, 2023</i>
<i>Measurement Period:</i>	<i>July 1, 2021 to June 30, 2022</i>
<i>Valuation Date:</i>	<i>July 1, 2021</i>

January 12, 2024

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Note to Auditors**

DFA, LLC (DFA) has prepared the following supplemental schedules to accompany the Agency's actuarial valuation as of July 1, 2021 to (1) facilitate preparation of GASB 75 reporting and (2) to provide information that (if applicable) was not determinable as of the valuation date. We have prepared this supplement based on the results of our actuarial valuation and (if applicable) subsequent projections. We are available to discuss and reconcile any differences between your records and our calculations.

Our actuarial valuation report is intended to comply with GASB 75's valuation requirements (at least one every two years); the following schedules are intended to provide the reporting information specific to the applicable reporting period (July 1, 2022 to June 30, 2023), with updates to the measurement date (June 30, 2022).

**Notes to the Financial Statements for the Year Ended June 30, 2023**

**Plan Description**

*Plan administration.* The Agency administers a single employer defined benefit healthcare plan. The Agency currently provides retiree health benefits to retirees and their dependents through Contra Costa County. All retired employees are eligible to receive health and dental benefits for life, with costs shared by the Agency and the retirees.

*Benefits provided.* Employees who attain age 55 and complete 10 years of service are eligible to receive an Agency paid benefit. The Agency pays a portion of the retiree's medical and dental benefits for the lifetime of the retiree and their dependents.

*Plan membership.* On July 1, 2021, the most recent valuation date, membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefit payments	4
Active plan members	2

*Contributions.* The contribution requirements of Plan members and the Agency are established and amended by the Agency. The Agency has an irrevocable trust account with Public Agency Retirement Services (PARS).



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Net OPEB Liability**

The Agency's Net OPEB Liability was measured as of June 30, 2022 and the Total OPEB Liability used to calculate the Net OPEB Liability was determined by an actuarial valuation as of July 1, 2021. Standard actuarial update procedures were used to project/discount from valuation to measurement dates.

*Actuarial assumptions.* The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial cost method	Entry Age, Level Percent of Pay
Valuation of fiduciary net position	Fair value of assets.
Recognition of deferred inflows and outflows of resources	Closed period equal to the average of the expected remaining service lives of all employees provided with OPEB
Salary increases	3.00 percent
Inflation rate	2.75 percent
Investment rate of return	5.75 percent, net of OPEB plan investment expense
Healthcare cost trend rate	5.75 percent for 2022, 5.50 percent for 2023, 5.20 percent for 2024-2069, and 4.00 percent for 2070 and later years; Medicare ages: 4.00 percent for all years.
Preretirement Mortality	SOA Pub-2010 General Employee Headcount Weighted, fully generational.
Postretirement Mortality	SOA Pub-2010 General Healthy Retiree Headcount Weighted, fully generational.
Mortality Improvement:	Society of Actuaries, 2021 mortality improvement scale (MP-2021)

Actuarial assumptions used in the July 1, 2021 valuation were based on a review of plan experience during the period July 1, 2019 to June 30, 2021.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. The calculated investment rate of return was set equal to the expected ten-year compound (geometric) real return plus inflation (rounded to the nearest 25 basis points, where appropriate). The table below provides the long-term expected real rates of return by asset class (based on published capital market assumptions).

Asset Class	Assumed Asset Allocation	Real Rate of Return
Broad U.S. Equity	60%	4.4%
U.S. Fixed	40%	1.8%

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

*Discount rate.* GASB 75 requires a discount rate that reflects the following:

- a) The long-term expected rate of return on OPEB plan investments – to the extent that the OPEB plan’s fiduciary net position (if any) is projected to be enough to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return.
- b) A yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher – to the extent that the conditions in (a) are not met.

To determine a resulting single (blended) rate, the amount of the plan’s projected fiduciary net position (if any) and the amount of projected benefit payments is compared in each period of projected benefit payments. The discount rate used to measure the Agency’s Total OPEB liability is based on these requirements and the following information:

Reporting Date	Measurement Date	Long-Term Expected Return of Plan Investments	Fidelity GO AA 20 Years Municipal Index	Discount Rate
June 30, 2022	June 30, 2021	5.75%	5.75%	5.75%
June 30, 2023	June 30, 2022	5.75%	5.75%	5.75%

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

The components of the net OPEB liability were as follows:

Total OPEB liability	394,190
Plan fiduciary net position	367,356
Net OPEB liability (asset)	\$26,834
Measurement date	June 30, 2022
Reporting date	June 30, 2023
Covered employee payroll	\$182,449
Net OPEB liability (asset) as a percentage of covered payroll	14.71%
Plan fiduciary net position as a percentage of the total OPEB liability	93.19%

*Schedule of Changes in Net OPEB Liability (June 30, 2021 to June 30, 2022)*

<b>Total OPEB Liability</b>	
Service Cost	11,459
Interest	22,185
Changes of benefit terms	0
Difference between expected and actual experience	0
Changes in assumptions or other inputs	0
Benefit payments <sup>1</sup>	(27,249)
<b>Net change in total OPEB liability</b>	6,395
<b>Total OPEB liability – June 30, 2021 (a)</b>	\$387,795
<b>Total OPEB liability – June 30, 2022 (b)</b>	\$394,190
<b>Plan fiduciary net position</b>	
Contributions – employer <sup>1</sup>	52,249
Other income – adjustment	0
Net investment income	(56,896)
Benefit payments <sup>1</sup>	(27,249)
Administrative expenses	(191)
Other disbursements – reimbursement to employer	0
<b>Net change in plan fiduciary net position</b>	(32,087)
<b>Plan fiduciary net position – June 30, 2021 (c)</b>	\$399,443
<b>Plan fiduciary net position – June 30, 2022 (d)</b>	\$367,356
<b>Net OPEB liability (asset) – June 30, 2021 (a) – (c)</b>	\$(11,648)
<b>Net OPEB liability (asset) – June 30, 2022 (b) – (d)</b>	\$26,834

<sup>1</sup> Amount includes any implicit subsidy associated with benefits paid (see Footnote 4).

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

*Sensitivity of the net OPEB liability to changes in the discount rate.* The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage-point higher than the current discount rate:

	1% Decrease (4.75%)	Discount Rate (5.75%)	1% Increase (6.75%)
Net OPEB liability (asset)	62,235	26,834	(3,671)

*Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates.* The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease <sup>2</sup>	Trend Rate	1% Increase <sup>3</sup>
Net OPEB liability (asset)	26,834	26,834	26,834

<sup>2</sup> Trend rate for each future year reduced by 1.00%.

<sup>3</sup> Trend rate for each future year increased by 1.00%.

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Statement of Fiduciary Net Position**

<b>Assets</b>	
Cash, deposits, and cash equivalents	0
Receivables:	
Accrued Income	0
Total receivables	0
Investments:	
Managed account	367,356
Total Investments	367,356
Total Assets	367,356
<b>Liabilities</b>	
Accrued Expenses	0
Total Liabilities	0
<b>Net position restricted for postemployment benefits other than pensions</b>	<b>\$367,356</b>
Measurement date	June 30, 2022
Reporting date	June 30, 2023

**Statement of Changes in Fiduciary Net Position**

<b>Additions</b>	
Employer contributions <sup>4</sup>	52,249
Other income – adjustment	0
Net increase in fair value of investments	(56,896)
Total additions	(4,647)
<b>Deductions</b>	
Administrative expenses	191
Benefit payments <sup>4</sup>	27,249
Other disbursements – reimbursement to employer	0
Total deductions	27,440
Net increase in net position	(32,087)
<b>Net position restricted for postemployment benefits other than pensions</b>	
Beginning of year – June 30, 2021	\$399,443
End of year – June 30, 2022	\$367,356

<sup>4</sup> Includes an implicit subsidy credit as follows:

	Trust	Non-Trust	Total
Employer contribution	\$25,000	\$27,249	\$52,249
Implicit subsidy credit	0	0	0
Total employer contributions	\$25,000	\$27,249	\$52,249
Benefit payments	\$0	\$27,249	\$27,249
Implicit subsidy credit	0	0	0
Total benefit payments	\$0	\$27,249	\$27,249



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Investments**

*Investment policy.* The Agency's policy regarding the allocation of the plan's invested assets is established and may be amended by Agency management. The primary objective is to maximize total Plan return, subject to the risk and quality constraints set forth in the investment guidelines. The Agency's assets are invested through PARS. The asset allocation ranges for this balanced objective are listed below:

<i>Strategic Asset Allocation Ranges</i>			
	Cash	Fixed Income	Equity
Stated Range	0-15%	30%-50%	45%-65%

Market conditions may cause the account's asset allocation to vary from the stated range from time to time. The investment manager (assisting the Agency) will rebalance the portfolio no less than quarterly and/or when the actual weighting differs substantially from the strategic range, if appropriate and consistent with the objectives.

*Rate of return.* For the year ended on the measurement date, the annual money-weighted rate of return on investments, net of investment expense, was -13.62 percent. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts invested.

<b>Annual money-weighted rate of return, net of investment expense</b>	-13.62%
--	---------



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

On June 30, 2023, the Agency's deferred outflows of resources and deferred inflows of resources to OPEB from the following sources are:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience <sup>5,6</sup>	0	0
Changes in assumptions or other inputs <sup>5,6</sup>	0	0
Net difference between projected and actual return on OPEB investments <sup>5,6</sup>	65,132	(38,881)
<b>Total</b>	<b>\$65,132</b>	<b>\$(38,881)</b>
Contributions after the measurement date <sup>7</sup>	\$17,314	0
<b>Total with contributions after measurement date</b>	<b>\$82,446</b>	<b>\$(38,881)</b>

<sup>5</sup> Measured on June 30, 2022.

<sup>6</sup> See Schedule of Deferred Outflows and Inflows of Resources for additional information.

<sup>7</sup> Contributions made after the measurement date, which will be recognized as a reduction of the Net OPEB Liability in the year ending June 30, 2023.

Amounts reported as deferred outflows and deferred inflows of resources will be recognized in OPEB expense as follows:

Fiscal Year ending June 30:	Deferred Outflows of Resources	Deferred Inflows of Resources
2024	16,389	(13,644)
2025	16,391	(12,618)
2026	16,177	(12,619)
2027	16,175	0
2028	0	0
Thereafter+	0	0

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Schedule of Deferred Outflows of Resources**

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Outflow	Difference between expected and actual experience	0	0.0	0	0
2018	Deferred Outflow	Difference between expected and actual experience	0	0.0	0	0
2019	Deferred Outflow	Difference between expected and actual experience	0	0.0	0	0
2020	Deferred Outflow	Difference between expected and actual experience	0	1.0	0	0
2021	Deferred Outflow	Difference between expected and actual experience	0	0.0	0	0
2022	Deferred Outflow	Difference between expected and actual experience	100,655	1.5	33,552	0
2023	Deferred Outflow	Difference between expected and actual experience	0	1.5	0	0
Total					33,552	0

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Outflow	Changes in assumptions or other inputs	0	0.0	0	0
2018	Deferred Outflow	Changes in assumptions or other inputs	0	0.0	0	0
2019	Deferred Outflow	Changes in assumptions or other inputs	0	0.0	0	0
2020	Deferred Outflow	Changes in assumptions or other inputs	0	1.0	0	0
2021	Deferred Outflow	Changes in assumptions or other inputs	0	0.0	0	0
2022	Deferred Outflow	Changes in assumptions or other inputs	0	1.5	0	0
2023	Deferred Outflow	Changes in assumptions or other inputs	0	1.5	0	0
Total					0	0

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Outflow	Net difference between projected and actual earnings on plan investments	0	0.0	0	0
2018	Deferred Outflow	Net difference between projected and actual earnings on plan investments	4,693	5.0	0	0
2019	Deferred Outflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
2020	Deferred Outflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
2021	Deferred Outflow	Net difference between projected and actual earnings on plan investments	1,062	5.0	212	426
2022	Deferred Outflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
2023	Deferred Outflow	Net difference between projected and actual earnings on plan investments	80,883	5.0	16,177	64,706
Total					16,389	65,132



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Schedule of Deferred Inflows of Resources**

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Inflow	Difference between expected and actual experience	0	0.0	0	0
2018	Deferred Inflow	Difference between expected and actual experience	0	0.0	0	0
2019	Deferred Inflow	Difference between expected and actual experience	0	0.0	0	0
2020	Deferred Inflow	Difference between expected and actual experience	(194,009)	1.0	0	0
2021	Deferred Inflow	Difference between expected and actual experience	0	0.0	0	0
2022	Deferred Inflow	Difference between expected and actual experience	0	1.5	0	0
2023	Deferred Inflow	Difference between expected and actual experience	0	1.5	0	0
Total					0	0

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Inflow	Changes in assumptions or other inputs	0	0.0	0	0
2018	Deferred Inflow	Changes in assumptions or other inputs	0	0.0	0	0
2019	Deferred Inflow	Changes in assumptions or other inputs	0	0.0	0	0
2020	Deferred Inflow	Changes in assumptions or other inputs	(27,855)	1.0	0	0
2021	Deferred Inflow	Changes in assumptions or other inputs	0	0.0	0	0
2022	Deferred Inflow	Changes in assumptions or other inputs	(60,364)	1.5	(20,121)	0
2023	Deferred Inflow	Changes in assumptions or other inputs	0	1.5	0	0
Total					(20,121)	0

Year	Type	Category	Initial Base	Amortization Period	Current Recognition	Current Balance
2017	Deferred Inflow	Net difference between projected and actual earnings on plan investments	0	0.0	0	0
2018	Deferred Inflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
2019	Deferred Inflow	Net difference between projected and actual earnings on plan investments	(1,934)	5.0	(386)	0
2020	Deferred Inflow	Net difference between projected and actual earnings on plan investments	(5,122)	5.0	(1,024)	(1,026)
2021	Deferred Inflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
2022	Deferred Inflow	Net difference between projected and actual earnings on plan investments	(63,091)	5.0	(12,618)	(37,855)
2023	Deferred Inflow	Net difference between projected and actual earnings on plan investments	0	5.0	0	0
Total					(14,028)	(38,881)



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**OPEB Expense**

The Agency's OPEB expense (credit) was \$25,640.

Net OPEB Liability (Asset) – beginning (a)	\$(11,648)
Net OPEB Liability (Asset) – ending (b)	\$26,834
Change in Net OPEB Liability (Asset) [(b)-(a)]	38,482
Change in Deferred Outflows	(30,942)
Change in Deferred Inflows	(34,149)
Employer Contributions	52,249
Adjustment – Transfer In (Employer Reimbursement)	0
Adjustment – OPEB Expense	0
OPEB Expense (Credit) – June 30, 2021 to June 30, 2022	\$25,640

Service Cost	11,459
Interest Cost	22,185
Expected Return on Assets	(23,987)
Changes of benefit terms	0
Administrative expenses	191
Recognition of Deferred Outflows and Inflows	
Differences between expected and actual experience	33,552
Changes of assumptions	(20,121)
Differences between projected and actual investments	2,361
Total	15,792
Adjustment	0
OPEB Expense (Credit) – June 30, 2021 to June 30, 2022	\$25,640

**Actuarially Determined Contribution**

The actuarially determined contributions from the most recent actuarial valuation are:

Actuarially Determined Contribution for year ending June 30, 2022	\$11,214
Actuarially Determined Contribution for year ending June 30, 2023	11,551

Valuation Date	July 1, 2021
Discount Rate (Expected Long-term Return on Assets)	5.75%
Salary Increases	3.00%

**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Journal Entries<sup>8</sup>**

OPEB Expense Journal Entries - June 30, 2023 Reporting Date

		<b>Debit</b>	<b>Credit</b>
Differences between Expected and Actual Experience	Deferred Outflows	\$0	\$(33,552)
	Deferred Inflows	0	0
Change in Assumptions and Other Inputs	Deferred Outflows	0	0
	Deferred Inflows	20,121	0
Differences between Projected and Actual Investment Earnings	Deferred Outflows	64,494	0
	Deferred Inflows	14,028	0
Net OPEB Liability/(Asset)		0	(90,731)
OPEB Expense/(Credit)		25,640	0
<i>Total</i>		<i>\$124,283</i>	<i>\$(124,283)</i>

Employer Contribution Journal Entries - June 30, 2023 Reporting Date

		<b>Debit</b>	<b>Credit</b>
Contributions paid July 1, 2021 to June 30, 2022	Net OPEB Liability/(Asset)	\$52,249	\$0
	Deferred Outflows	0	(25,000)
	Other Healthcare (Implicit Subsidy)	0	0
	Contributions Expense	0	(27,249)
Contributions paid July 1, 2022 to June 30, 2023 <sup>9</sup>	Deferred Outflows	17,314	0
	Other Healthcare (Implicit Subsidy)	0	0
	Contributions Expense	0	(17,314)
<i>Total</i>		<i>\$69,563</i>	<i>\$(69,563)</i>

<sup>8</sup> Provided for illustrative purpose. Actual entries may differ. DFA is available to discuss any differences.

<sup>9</sup> Contributions made after the measurement date.



**Contra Costa Local Agency Formation Commission  
Post-Employment Medical Benefits Plan**

**GASB 75 Disclosure Information**

**Actuarial Certification**

The results set forth in this supplement are based on our actuarial valuation of the health and welfare benefit plans of the Contra Costa Local Agency Formation Commission as of July 1, 2021.

The valuation was performed in accordance with generally accepted actuarial principles and practices. We relied on census data for active employees and retirees provided to us by the Agency. We also made use of claims, premium, expense, and enrollment data, and copies of relevant sections of healthcare documents provided to us by the Agency, and (when applicable) trust statements prepared by the trustee and provided to us by the Agency.

The assumptions used in performing the valuation, as summarized in this report, and the results based thereupon, represent our best estimate of the actuarial costs of the program under GASB 74 and GASB 75, and the existing and proposed Actuarial Standards of Practice for measuring post-retirement healthcare benefits.

Each undersigned actuary meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained in this report.

Certified by:

A handwritten signature in blue ink, appearing to read 'Carlos Diaz', with a stylized flourish at the end.

Carlos Diaz, ASA, EA, MAAA  
Actuary

Lou Ann Texeira  
Executive Officer  
Contra Costa Local Agency Formation Commission  
40 Muir Rd 1st Fl  
Martinez, CA 94553



## **Foster & Foster Acquires Wisconsin-Based Key Benefit Concepts and California-Based Demsey, Filliger & Associates**

***Deals Will Further Extend Foster & Foster's Reach in the Midwest and West Coast Actuarial Consulting Markets***

January 02, 2024 09:00 AM Eastern Daylight Time

FORT MYERS, FL -- Foster & Foster Consulting Actuaries, Inc., a premier actuarial and health and welfare consulting firm based in Fort Myers, Florida which currently works with over 1,300 public pension and health and welfare plans in the United States, announced today that it has completed the acquisitions of Wisconsin-based Key Benefit Concepts, LLC (KBC) and California-based Demsey, Filliger & Associates, LLC (DFA). KBC and DFA have provided quality and cost-effective actuarial consulting services to public agencies for the past thirty-one and twenty-one years, respectively.

Foster & Foster's team of experts provide strategic guidance to a wide range of public sector organizations to help them forecast and navigate the economic perils of pension reform and other municipal cost-cutting measures to avoid or reduce the financial strains on the tax paying communities and the negative implications for millions of working men and women.

Both KBC's and DFA's core business focuses on performing Other Postemployment Benefits (OPEB) consulting, working with hundreds of public entities throughout their respective states and beyond. These acquisitions will enable Foster & Foster to broaden its OPEB consulting practice by expanding these services on behalf of a larger client base.

The deals follow a string of key acquisitions Foster & Foster has made in recent years including Beyer Barber in Pennsylvania, Rodwan Consulting in Michigan and last year's acquisition of Bartel Associates in California. The DFA professionals will join Foster & Foster's San Mateo, California office, while the KBC professionals will continue to operate from their long-standing Wales, Wisconsin office.

"These latest acquisitions further expand our footprint into the Midwest and West Coast actuarial markets, deepen our exceptional team of actuaries and bolster our health and welfare consultants -- bringing a wealth of experience in the public-sector." said Brad Heinrichs, Chief Executive Officer of Foster & Foster. "Foster & Foster has worked hard to become a national leader in providing actuarial services to public retirement programs. We are excited to collaborate with our new colleagues, to add to our California family, to finally have an office in the great state of Wisconsin, and to provide additional tools and resources to our ever-growing client base -- now numbering nearly 2,000 governmental entities across the country."

Linda Mont, founder of KBC said, "When seeking a partner to continue our services into the future, my husband and I were thrilled to find that Foster & Foster has a similar culture and operation which will make for an easy transition and ability to maintain the same quality controls, client



attention and personalized services that we have provided for the past 31 years. Our decision was not based only on their significant actuarial talent, but also because they share our values to treat each client and coworker with integrity and respect. We know that they will honor our legacy by continuing to provide proactive, professional actuarial and consulting services as well as professional growth and enrichment to our employees for years to come.”

Brian Demsey, founder of DFA said, “Foster & Foster is an outstanding actuarial firm that shares our number one mission --- to always put the interests of our clients first. We’re thrilled to join their team of actuaries who are passionate about the public sector and who consistently deliver high quality work for the folks we have dedicated over two decades to serving diligently. I have every confidence our clients will continue to see the same level of service and our employees will continue to grow under Foster & Foster’s leadership.”

### **About Foster & Foster**

Based in Fort Myers, Florida and founded in 1979, Foster & Foster provides actuarial pension and health and welfare consulting services to public, labor, not-for-profit and private organizations throughout the country. Foster & Foster seeks to maximize the benefits that can be afforded to police officers, fire fighters, electricians, painters, teachers, ironworkers, sheet metal workers, healthcare workers, carpenters, sanitation workers, teamsters, and other municipal, county, state and Taft-Hartley members across all trades. Foster & Foster’s client base consists of members who provide the essential services that communities around the United States depend on every day. For more information about Foster & Foster, please visit [www.foster-foster.com](http://www.foster-foster.com).

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Lou Ann Teixeira  
Executive Officer

February 14, 2024

Contra Costa Local Agency Formation Commission  
40 Muir Road, 1<sup>st</sup> Floor  
Martinez, CA 94553

February 14, 2024  
Agenda Item 10

## Current and Potential LAFCO Applications

Dear Members of the Commission:

**SUMMARY:** This report includes active and potential LAFCO applications and is an informational item.

**DISCUSSION:** The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 gives LAFCOs regulatory and planning duties to coordinate the formation and development of local government agencies and their municipal services. This includes approving and disapproving boundary changes, boundary reorganizations, formations, mergers, consolidations, dissolutions, incorporations, sphere of influence (SOI) amendments, and extension of out of agency services (OAS). Applications involving jurisdictional changes filed by landowners or registered voters are placed on the Commission's agenda as information items before action is considered by LAFCO at a subsequent meeting (Gov. Code §56857).

There is currently one approved proposal awaiting completion, six current applications that are either incomplete and/or awaiting a hearing date, and several potential applications.

### Current Proposals – Approved and Awaiting Completion

#### Chang Property Reorganization (LAFCO 18-06)

Application filed by the landowner to annex 66.92± acres to City of San Ramon, Central Contra Costa Sanitary District and East Bay Municipal Utility District and detach from County Service Area P-6. The subject area is located at the intersection of Crow Canyon and Bollinger Canyon Roads in unincorporated San Ramon. The Commission approved the boundary reorganization in August 2017 with conditions. One of the conditions (i.e., open space easement) has not yet been met. The applicant requested and received several time extensions with the current extension to June 30, 2023 to complete the easement. On June 14, 2023, the Commission approved an extension of time to June 30, 2024.

### Current Applications – Under Review/Pending

#### Dissolution of Alamo Lafayette Cemetery District (ALCD) (LAFCO 23-12)

On August 22, 2023, the District filed an application to dissolve the ALCD. The Commission deferred action subject to a financial study which is currently underway.

#### Bay's Edge Reorganization – Annexation to City of Martinez and Detachment from CSA P-6 (LAFCO 23-13)

On September 29, 2023, the City of Martinez filed an application to annex to the City and detach from CSA P-5 a 1.47± acre property located at the northwest corner of Sycamore St and Santa Fe Ave. The proposed boundary reorganization was a condition of LAFCO's approval for out of agency water service in April 2021. The City recently submitted an application which is currently under review.

✚ Faria Southwest Hills (FSH) – Boundary Reorganization (LAFCO 21-05)

In June 2021, the City of Pittsburg filed an application with LAFCO to annex 606± acres to the City, Contra Costa Water District and Delta Diablo, and detach from CSA P-6. The project includes development of up to 1,500 residential units. The LAFCO application was deemed incomplete. Subsequently, a lawsuit was filed.

On February 9, 2022, Contra Costa County Superior Court ruled that the City violated CEQA. The Court issued a writ of mandate compelling the City to set aside the project approvals and the certification of the Final EIR, and that further consideration of the project must comply with CEQA and be consistent with the Court's ruling. On August 15, 2022, the City Council voted to repeal and set aside all approvals for the FSH Annexation Project.

In January 2023, the City of Pittsburg published a Notice of a Public Hearing regarding the *Faria/ Southwest Hills Annexation Project* and *Revised and Updated Final Environmental Impact Report*. Between 2010 and 2023, LAFCO staff submitted 10 comment letters regarding the City's CEQA documents noting project and EIR deficiencies. Only one of LAFCO's comments was addressed. The comment letters also note staff's concerns that the "Revised and Updated EIR" was not recirculated under CEQA Guidelines section 15088.5.

Following recent City Planning Commission and City Council meetings where the Planning Commission denied the project and the City Council approved the project, the City resubmitted to LAFCO an updated application (May 2023). On July 10, 2023, LAFCO staff sent the applicant a letter with a list of questions and comments. On August 31, 2023, LAFCO staff received a response letter from the applicant. On September 21, 2023, LAFCO sent a follow-up/status letter. The applicant responded to most questions. Application is pending additional financial information.

✚ Tassajara Parks Project – Boundary Reorganization (LAFCO 16-06)

The landowner filed an application to annex 30± acres to Central Contra Costa Sanitary District (CCCSD) and East Bay Municipal Utility District (EBMUD). The project includes development of 125 single-family homes. The subject area is located east of the City of San Ramon and the Town of Danville. The application is currently incomplete. The project was litigated and on June 29, 2023, the Contra Costa County Superior Court ruled the final EIR prepared for the project provided insufficient information and analysis about the project's water supply. The LAFCO application is currently on hold pending additional court proceedings.

✚ LAFCO Tassajara Parks Project – SOI Amendments (LAFCO 16-07)

The landowner filed an application to amend the SOIs for CCCSD and EBMUD by 30± acres in anticipation of corresponding annexations. The application is currently on hold as noted above.

**Potential and Other Applications**

There are several potential applications that may be submitted to LAFCO in the near future, including annexations to Byron Bethany Irrigation District, Contra Costa Water District, and Central Contra Costa Sanitary District. Also, since completion of the 2021 *Park & Recreation Municipal Services Review*, the Commission discussed dissolving CSA R-9. The matter was continued to March 2024 to allow additional time for community input.

**RECOMMENDATION** – Informational item – no actions required.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

Attachment – Current Applications Table



February 14, 2024  
Agenda Item 11

**Agenda**  
**Retirement Board Meeting**

Regular Meeting  
January 24, 2024  
9:00 a.m.

Board Conference Room  
1200 Concord Avenue, Suite 350  
Concord, California

Agenda  
Packet

THE RETIREMENT BOARD MAY DISCUSS AND TAKE ACTION ON THE FOLLOWING:

1. Pledge of Allegiance.
2. Public Comment (3 minutes/speaker).

***CLOSED SESSION***

3. PUBLIC EMPLOYMENT (Government Code § 54957(b))  
Title: Chief Executive Officer
4. The Board will continue in closed session pursuant to Govt. Code Section 54956.9(d)(1) to confer with legal counsel regarding pending litigation:
  - a. *Stewart v. CCCERA Board of Retirement, et al.*, Contra Costa County Superior Court, Case No. T23-1589
5. The Board will continue in closed session pursuant to Govt. Code Section 54956.9(d)(4) to confer with legal counsel regarding requesting publication of opinion in *Ventura County Employees' Retirement Association v. Criminal Justice Attorneys Association of Ventura County, et al.*, Second District Court of Appeals Case No. B325277.

***OPEN SESSION***

6. Educational presentation on fiduciary duties presented by fiduciary counsel. (Presentation Item)
7. Investment benchmark education. (Presentation Item)

8. Pension administration system project update: (Presentation Item)
  - a. Update from staff
  - b. Presentation from Segal
  - c. Presentation from Sagitec
9. Consider and take possible action to amend CCCERA's Records Retention Policy. (Action Item)
10. Consider and take possible action to adopt Board of Retirement Resolution 2024-1 with benefit modifications including to increase the salary ranges by 6% for all unrepresented classifications effective April 1, 2024, with the exception of the Chief Executive Officer. (Action Item)
11. Update on private equity allocations. (Presentation Item)
12. Consider authorizing the attendance of Board: (Action Item)
  - a. SACRS Board of Directors and Program Committee Meetings, January 22-23, 2024, Riverside, CA.
  - b. DFA 2024 Annual Institutional Symposium, February 28-29, 2024, Santa Monica, CA. (Note: Conflict with Board Meeting)
  - c. Pension Bridge Annual Conference, April 15-17, 2024, Half Moon Bay, CA.
  - d. Institutional Investor Public Funds Roundtable, April 30-May 1, 2024, Los Angeles, CA. (Note: Conflict with Board Meeting)
13. Miscellaneous
  - a. Staff Report
  - b. Outside Professionals' Report
  - c. Trustees' comments

The Retirement Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Retirement Office at least 24 hours before a meeting.

You are receiving this e-mail because you signed up at our website: [Contra Costa County Employees' Retirement Association](#). If you did not sign up, or you are receiving this message in error, please contact us so we can promptly resolve the problem. [Click here](#) to unsubscribe from this list.

Contra Costa County Employees' Retirement Association  
1200 Concord Ave, Ste 300, Concord CA 94520  
[www.cccera.org](http://www.cccera.org)



January 19 2024

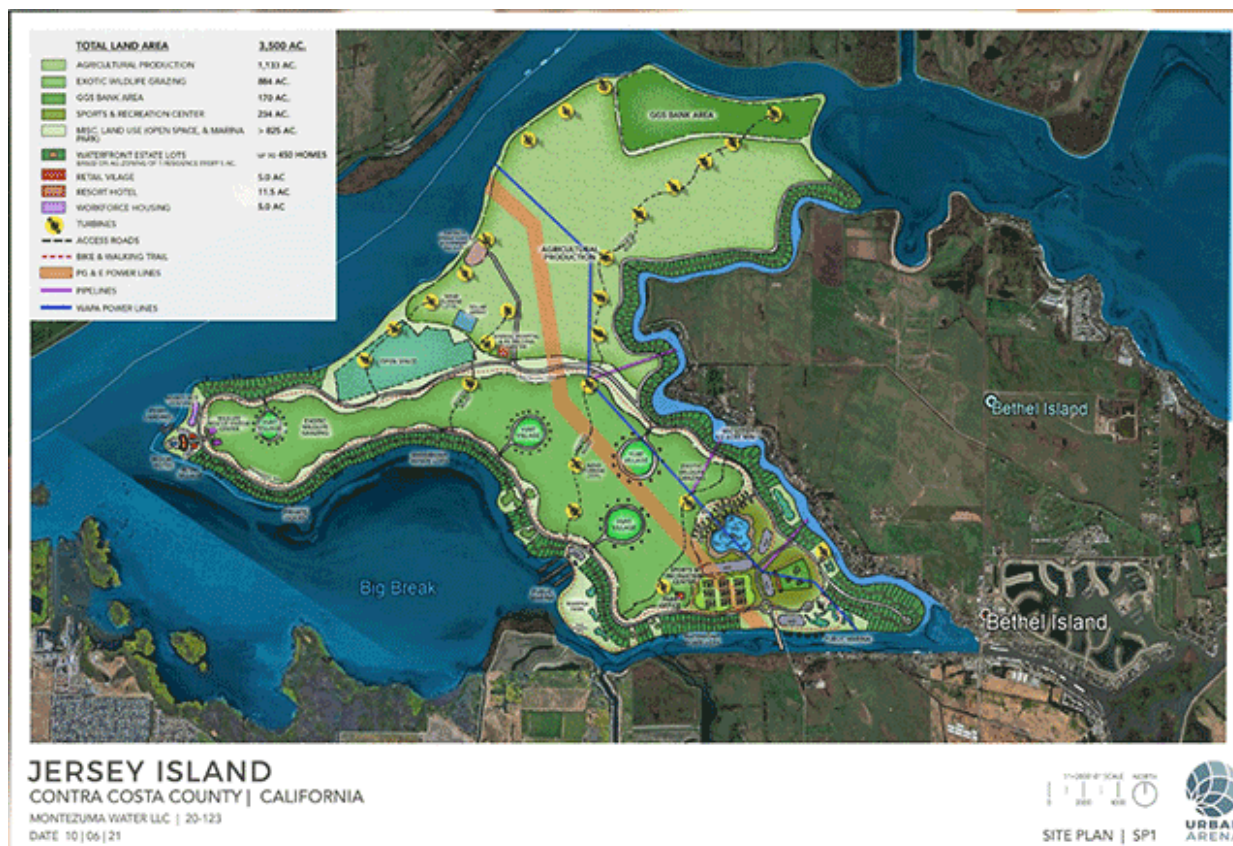


[Home](#) » Ironhouse Sanitary District Looks to Extend Contract With Jersey Island Plan Developer

[Oakley](#)

## IRONHOUSE SANITARY DISTRICT LOOKS TO EXTEND CONTRACT WITH JERSEY ISLAND PLAN DEVELOPER

written by [CC News](#) December 16, 2023



*Graphic from the Oct. 10, 2021 meeting at the Ironhouse Sanitary District*

On December 19, the [Ironhouse Sanitary District](#) will seek to extend a contract with Montezuma Water LLC which is being met with some resistance.

Montezuma Water seeks to develop Jersey Island and this contract extension has been met with resistance as it prompted a barrage of fake emails to the District by apparently, anti-growth individuals who want to preserve Jersey Island and keep development off of it. On Friday, Ironhouse Sanitary District General Manager **Chad Davisson** confirmed the emails stating they had received at least 25 emails related to Jersey Island that he was aware of while admitting they typically receive no emails on agenda items outside of rate increases.

According to Davisson, the District has some questions about the veracity of the emails noting some of the emails have been purported as members of the community which they have confirmed some of the emails the person did not send.

On Tuesday, the District is asking the Board to approve a second amendment as Montezuma Water apparently will not meet contract deadlines to get Memorandum of Understandings with the City of Oakley, Contra Costa County for its NUE-1 Plan and will not secure approval by deadline of the contract.

According to the agenda, Montezuma has not undertaken any due diligence activities related to the physical condition of Jersey Island and will not do so by the Site Condition Evaluation Deadline. Pursuant to Section 10.2 of the Agreement, the MOU Approval Deadline and Site Condition Evaluation Deadline may only be extended with the approval of the District Board, “which may be granted, denied or conditioned as determined by the District Board in its sole discretion”.

**NUE-1 includes the following components:**

1. wildlife and habitat refuge;
2. up to 450 single family homes;
3. a sports and recreation center;
4. a public marina and watersports center;
5. a 125-room hotel, workforce housing, ferry and shuttle terminal, and neighborhood retail center;
6. wind and solar energy production;
7. specialty agriculture;
8. a habitat enhancement and mitigation bank;
9. (i) carbon sequestration activities (“NUE-1 Plan”).
10. The NUE-1 Plan will involve all of Jersey Island except for 100 acres to be retained by the District for on-going disposal of biosolids in support of the District’s operations (“Biosolids Parcel”).
11. NUE-2 includes a habitat enhancement and mitigation bank (“NUE-2 Plan”) on an approximately 190 acre portion of the Property (“Mitigation Parcel”).

The Agreement includes several deadlines by which certain agreements or land use approvals must be secured by Montezuma to continue to move forward with NUE-1 Plan. The Second Amendment recommended by District staff proposes to extend the MOU Approval Deadline and Site Condition Evaluation Deadline by 12 months from December 31, 2023 to December 31, 2024. Further, the SOI Approval Deadline, which is tied to and lags the MOU Approval Deadline, is also extended by 12 months from July 1, 2024 to July 1, 2025

*Note – the ISD board first received a presentation on NUE-1 at its October 27, 2021 meeting.*



## ALTERNATIVES/CONSIDERATIONS:

1. Authorize the General Manager to execute the Second Amendment in a form substantially similar to the attached draft that extends the MOU Approval Deadline, Site Condition Evaluation Deadline, and SOI Approval Deadline by 12 months;
2. Authorize the General Manager to execute the Second Amendment in a form substantially similar to the attached draft that extends the MOU Approval Deadline, Site Condition Evaluation Deadline, and SOI Approval Deadline by 6 months;
3. Do not authorize the General Manager to execute the Second Amendment. Note, in such event, as of the expiration of the MOU Approval Deadline (i.e. December 31, 2023), the Agreement, as it relates to the NUE-1 Plan, and the District's authorization for Montezuma to pursue the NUE-1 Plan, are terminated. Nevertheless, the Agreement will remain in effect as to the NUE-2 Plan on the Mitigation Parcel, and the Partner Agreement will remain in effect as to the balance of the Property

*Editors Note – It is unclear how much staff time and the cost has been utilized for this pipe-dream of a project from Contra Costa County, City of Oakley or other stakeholders.*



## March 25, 2023 UPDATE: Jersey Island Operational Changes and Planning

*The following was provided during an Oakley City Council Meeting ([original posting](#))*

The District owns the 3,600 acre island on the Delta adjacent to Bethel Island—purchased for \$3 million in 1993 to assist them with water treatment issues. In 2010, the District built a plant to assist with wastewater treatment to that of almost drinking water while creating a recycled water fill station which limited the need for Jersey Island.

Jersey Island has 16 miles of levees around it at a cost of \$1 million per year for maintenance with 75% of the funds coming from the state. Davisson said the Island was purchased for \$3 million 30-years ago and they have spent \$30 million in maintenance which is why if they don't need it, they began looking at other options and less impact on ratepayers.

The District has since been looking at land use opportunities as they recently divested its cattle operation which had 10 employees with equipment with 400 acres of alfalfa and hay—that brought in \$3 million in one-time reserves. Since then, they agreed to a 5-year lease for private farming to run own cattle which is an \$800k revenue vs. expense before. “Now there are no ongoing operational cost,” stated Davisson. “For Ironhouse, we are now break even for the first time since purchasing the island.”

In 2019, they entered into a public private partnership with **Montezuma Water** in an effort to look at potential land use options for the island—including an aggressive new use evaluation which was introduced in 2021.

The proposal included a range of education, business, employment and entertainment opportunities for the surrounding community according to Davisson. Other elements are both recreational and residential which he stated would require a “pretty significant lift to make this a reality”.

Davisson explained for this to even happen it would take significant CEQA, environmental reviews, regulatory hurdles which Montezuma Water is evaluating if they could even pass any of these reviews—including annexation into City of Oakley or dealing with Contra Costa County.

“There is a lot of moving pieces to this,” explained Davisson which in the first phase the board will determine if they move forward or going into a different direction.

Davisson then provided details of the Montezuma plan for the Jersey Island Development which included 90% open space, including grazing space for exotic animals, recreational areas, ballfields, water amenities, retail and residential around the edges... portions for conservation for mitigation, wind/renewable energy.

“Its really a mixed bag of a lot of different design elements,” stated Davisson. “Again, this is a very initial concept and its really this private partner Montezuma that has the authority and the obligation to see if they can explore this and make this happen and its on their dime to do that.”

**Documents:**

- [Jersey Island Partnership Agreement \(pdf\)](#)
- [First Amendment to the Jersey Island Partnership Agreement \(pdf\)](#)

## **Ironhouse Sanitary District Meeting**

BOARD OF DIRECTORS / REGULAR MEETING / AGENDA – [click here](#)

December 19, 2023, 6:30 PM

**Editors Note:**

Dear Ironhouse Sanitary District and Board of Directors,

On December 19th you all have an important decision and you will vote NO and this is why.....

You might have heard of me. I am Mike Burkholder. Founder of East County Today and of Contra Costa News. I have MANY followers on social media 59.4k on instagram alone. As well as facebook, Twitter and youtube. I have exposed you before and printed your staff salaries online and the wreckless spending of Iron House Sanitary District and I'm not afraid to do it again.

Leave Jersey Island alone forever

There will be NO Developing on my watch. Do you understand me?! The public can turn against Iron House Sanitary District. I have exposed YOU and the City of Oakley before. And I'm not afraid to do it again. Do you catch my drift. I know of all the internal happenings of Iron house Sanitary District and the City of Oakley as well as [REDACTED] personal escapades and excursions. Maybe it's time they come to light

Go on and collect your shit water and do your jobs. No houses on Jersey Island EVER. Do you understand me?!

Burk

Mike Burkholder

**Fake Email**

One of the emails sent to the Ironhouse Sanitary District was sent under the name Mike Burkholder — which I did not send. Its actually quite comical. Personally, you have an opinion, go to a meeting and share it. Get off the computer and simply own it.

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