



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

Lou Ann Teixeira  
Executive Officer

**NOTICE AND AGENDA FOR REGULAR MEETING**

Wednesday, May 13, 2026, 1:30 PM

**PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS**

The public may attend this meeting in person at the following location: 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. The public may also attend this meeting remotely by Zoom or telephone.

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

When: May 13, 2026, 01:00 PM Pacific Time (US and Canada)

Topic: LAFCO Zoom Meeting 4/8/2026

Join from PC, Mac, iPad, or Android:

<https://cccounty-us.zoom.us/j/88918933526>

Join via audio:

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Conference Code/Webinar ID: 889 1893 3526

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**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. For public hearings, the Chair will announce the opening and closing of the public hearing. The Chair will call for verbal public comments. Public comments generally will be limited to two minutes per speaker. Time limits for public speakers may be adjusted at the discretion of the Chair.

**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 \$500 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.

**Americans with 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.

## **MAY 13, 2026 CONTRA COSTA LAFCO MEETING**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Approval of April 8, 2026, LAFCO meeting minutes
4. Public Comment Period: 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.

### **SPHERE OF INFLUENCES/CHANGES OF ORGANIZATION**

5. *Dissolution of County Service Area R-9 (Continued from April 8, 2026, LAFCO meeting)*  
Receive staff report and consider setting a public hearing to dissolve CSA R-9
6. *LAFCO 25-06 – Annexation to City of Clayton – Clayton Estates* – receive staff report and consider approving the annexation

### **BUSINESS ITEMS**

7. **Increases to LAFCO Employee Salary Ranges** – Consider increasing employee salary ranges  
*Continued from April 8, 2026, LAFCO meeting*
8. **FY 2025-26 – Budget Update** – Receive FY 2025-26 budget updates and provide comments
9. **Proposed FY 2026-27 Budget and Work Plan** – Receive proposed FY 2026-27 Budget and Work Plan and provide comments
10. **CALAFCO Updates, Events, and Legislation** – Receive CALAFCO updates and upcoming events and legislation and receive Commissioner comments

### **INFORMATIONAL ITEMS**

11. *Correspondence from CCCERA – informational*
12. *Current and Potential Applications – informational*
13. Commissioner Comments and Announcements
14. Staff Announcements/Newspaper Articles

### **ADJOURNMENT**

Next regular LAFCO meeting is June 10, 2026, 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 – April 8, 2026**

**May 13, 2026**  
**Agenda Item #3**

1. **Call to Order and Pledge of Allegiance** - *Chair Quinto called the meeting to order at 1:30 P.M. and led the Pledge of Allegiance.*

2. **Roll Call Vote** – *Following the Roll Call Vote, Chair Quinto noted the following Commissioners and staff were present:*

<b>Regular Commissioners</b>	<b>Alternate Commissioners</b>	<b>Staff</b>
Candace Andersen*	Marisol Rubio	Lou Ann Texeira, Executive Officer
Patricia Bristow	Shanelle Scales-Preston	Tom Geiger, Commission Counsel
Diane Burgis	Rob Schroder (absent)	Anna Seithel, Clerk Analyst
Charles Lewis, IV	Dawn Morrow	
McGill, Chair		
Laura Nakamura		
Gabriel Quinto, Vice Chair		

\*AB708 exception

3. **Approval of March 11, 2026, LAFCO Commission Meeting Minutes** - *Chair Quinto called for approval of March 11, 2026, meeting minutes. There were no questions or comments regarding the minutes; Vice Chair Burgis moved to approve the minutes, and with a second by Commissioner Scales-Preston, the Commission unanimously, by a 7-0 vote, approved the March 11, 2026, meeting minutes.*

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Schroder  
ABSTAIN: None

4. **Public Comment Period:** *Chair Quinto invited public comments on items not on the agenda. Citizen Debra Mason came to the podium to discuss the (sic) lack of services provided to the community by the Parks and Recreation District. There were no additional comments and Chair Quinto closed the Public Comment period.*

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

5. **Dissolution of County Service Area R-9** – receive staff report and consider setting a public hearing to dissolve CSA R-9.

*The Commission received the staff report and Chair Quinto called for commissioner questions and comments. Commissioner Andersen noted a continuance would be preferable, and Commissioner Scales-Preston agreed. Commissioner Andersen moved to approve the continuation, with a second by Commissioner Lewis. Chair Quinto opened the public hearing for questions and comments. There were no public questions or comments. The Commission then unanimously, by a 7-0 vote, approved the item to be continued to the next meeting date.*

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Schroder  
ABSTAIN: None

## **BUSINESS ITEMS**

6. ***Environmental Planning Services*** – Consider entering a two-year contract with *Sage & Stone Planning (Quincy Yaley, AICP, Principal)* to provide environmental planning services on an as-needed basis. ***The Commission received the staff report. Chair McGill asked if a termination clause was in place; Counsel Geiger confirmed such clause was in place. Chair Quinto opened the public hearing for questions and comments. There were no public questions or comments. Commissioner Lewis moved to approve the contract, and, with a second by Commissioner Nakamura, the Commission unanimously, by a 7-0 vote, approved the 2-year contract.***

## **VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Schroder  
ABSTAIN: None

7. **CALAFCO Updates, Events, and Legislation** – Receive CALAFCO updates and upcoming events  
***Following a brief update from staff, the Commissioners accepted the report.***

## **INFORMATIONAL ITEMS**

8. ***Current and Potential Applications - informational***
9. ***Correspondence from Contra Costa County Employees' Retirement Association (CCCERA) - informational***
10. ***Commissioner Comments and Announcements - Commissioner Lewis noted that the March 11, 2026, meeting Item #8, regarding salary ranges, was not continued as requested. Commissioner Lewis requested that the item be continued to the next meeting, and Chair Quinto agreed to continue.***
11. ***Staff Announcements/Newspaper Articles - Staff gave a brief overview of updates. Chair Quinto opened the public hearing for questions and comments. There were no public questions or comments. At this time, Chair Quinto noted that the Commission was going into closed session. The meeting was adjourned after closed session to the next meeting date, May 12, 2026, and adjourned the meeting until next meeting date, May 13, 2026.***

## **CLOSED SESSION**

### **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: EXECUTIVE OFFICER

### **CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: Chair Gabriel Quinto and Vice Chair Diane Burgis

Unrepresented Employee: Executive Officer

Next regular LAFCO meeting is May 13, 2026, at 1:30 pm. LAFCO STAFF REPORTS AVAILABLE AT:  
[http://www.contracostalafco.org/meeting\\_archive.htm](http://www.contracostalafco.org/meeting_archive.htm)



Lou Ann Teixeira  
Executive Officer

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May 13, 2026  
Agenda Item #5

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
EXECUTIVE OFFICER'S REPORT

May 13, 2026 (Agenda)

*Dissolution of County Service Area R-9*

**SUMMARY:** In June 2021, Contra Costa LAFCO completed its 2<sup>nd</sup> round *Parks & Recreation Services Municipal Services Review* (MSR) and Sphere of Influence (SOI) updates. The MSR covered all 19 cities, three parks & recreation districts, one regional park district, four community services districts, and eight County Service Areas (CSAs) including CSA R-9 (El Sobrante). Consistent with the recommendations in the MSR, the Commission adopted a zero SOI for CSA R-9 in June 2021 signalling future dissolution of CSA R-9.

In November 2021, the Commission considered initiating dissolution of CSA R-9, but deferred action for 6-9 months at the request of County Supervisor John Gioia and pending an update on the status of CSA R-9. In August 2022, the Commission adopted a resolution initiating proceedings for dissolution of CSA R-9 and requested an update from the County. Supervisor Gioia previously reported to the Commission that a working group was exploring a parcel tax for parks in El Sobrante. Supervisor Gioia requested an additional six months to continue these discussions which the Commission granted. In March 2023, Supervisor Gioia provided an update noting there was community interest and an active working group exploring improvements and a potential assessment measure. Supervisor Gioia requested a one-year extension to March 2024 to pursue these efforts which the Commission granted.

In February 2024, Supervisor Gioia and Contra Costa County Public Works staff provided an update and additional information to LAFCO staff regarding the status of CSA R-9. Supervisor Gioia and Public Works noted that in December 2023, the County Board of Supervisors allocated \$1 million annually from Measure X to fund County parks and recreation projects (capital and maintenance) in unincorporated areas. LAFCO staff is currently unaware of Measure X funds that may have been provided to CSA R-9.

Further, County Public Works staff note that funding for maintenance and capital needs for parks and recreation is not adequate, which limits facilities and services. Measure X funds could be used to augment existing revenue with a focus on equity to impacted communities. The approved allocation could provide consistent funding for capital improvements, deferred maintenance, planning and development of new park and recreation facilities, and increase ability to leverage grants.

As the park funding program developed, there was coordination with each Supervisorial District to determine their specific goals as it relates to parks and recreation. It was anticipated that each County Supervisor would prioritize funding based on their District's unique community needs and desires. The County recognizes that CSA R-9 and the El Sobrante community currently lack consistent park and recreation opportunities, and that Measure X funding is a potential source of revenue to expand and improve services.

Supervisor Gioia also previously noted that there is a countywide allocation of \$1 million per year countywide towards park capitol improvement and maintenance. Each supervisorial district gets \$200,000 per year. Supervisor Gioia's office is working on accumulating funds for park issues in El Sobrante. His office would like to keep the

options open for future revenue measures to add to this funding, if needed. Supervisor Gioia believes it is in the best interest of the community to not dissolve CSA R-9 at this time.

**DISCUSSION:**

**Background:** CSA R-9 was formed in 1974 to provide park and recreation services to the unincorporated El Sobrante community (see Exhibit A). Since formation, there were five detachments from and three annexations to CSA R-9. The CSA R-9 service area is approximately 3.1± square miles with an estimated population of approximately 6,000 (2025). CSA R-9 is almost entirely within the City of Richmond's SOI with a small portion in the north that lies within the City of Pinole's SOI, and an island to the southwest which lies within the City of San Pablo's SOI. There are no disadvantaged communities within CSA R-9.

Within CSA R-9 is the Children's Reading Garden located at the El Sobrante library. The Reading Garden was built with one-time park dedication fees, is designed to have minimal maintenance, and is maintained by volunteers and the library. Other than possible Measure X funding, CSA R-9 has no money and no funding source to fund maintenance of the Children's Reading Garden. Park improvements in El Sobrante were previously funded with one time park dedication funds collected on new development and with East Bay Regional Parks Measure WW funds. Also, the County notes that reliance on volunteer community members to maintain the Reading Garden is not sustainable due to liability and accountability issues. Further, the Reading Garden is 0.1± acres and does not provide sufficient capacity to meet current or future demands. There are limited opportunities for shared facilities given R-9's lack of resources.

Regarding financial ability of the district to provide services, R-9 lacks a secure source of revenue. Planned expenditures are expected to exceed revenues, which means maintenance and other expenses may need to be partially deferred. Two previous attempts to pass assessments (1985 and 1998) failed. County staff also noted that the public is likely not open to assessments without an educational campaign.

In 2021, LAFCO prepared a municipal service review which included CSA R-9. The LAFCO MSR identified two SOI options for R-9: 1) retain the existing coterminous SOI, or 2) adopt a zero SOI signaling future dissolution of R-9 whereby the County would be the successor agency. County staff noted that R-9 park maintenance duties could shift to the County Landscape & Lighting District.

In accordance with the MSR consultant and LAFCO staff recommendations it was recommended that LAFCO adopt a zero SOI as CSA R-9 is not currently providing services and has no secure source of revenue.

**Commission Proceedings** – A dissolution may be initiated by LAFCO if it is consistent with a recommendation or conclusions of a study prepared pursuant to GC §§56378, 56425, or 56430, and LAFCO makes determinations specified in §56881(b). Sections 56378, 56425, and 56430 require LAFCO to study existing agencies, make determinations regarding SOIs and conduct MSRs.

Section 56881(b) requires LAFCO to make both of the following determinations regarding dissolution:

- (1) Public service costs of a proposal that the commission is authorizing are likely to be less than or substantially similar to the costs of alternate means of providing the service.
- (2) A change of organization or reorganization that is authorized by the commission promotes public access and accountability for community service needs and financial resources.

Since 2022, the Commission has received annual updates regarding the proposed dissolution of CSA R-9. However, we are currently unaware of any new funding opportunities that could help support CSA R-9 services. As previously noted, in August 2022, the Commission adopted a resolution initiating dissolution of CSA R-9.

Most recently, on April 8, 2026, LAFCO staff brought this item to the Commission noting that this application has been pending since 2021 with no significant changes. However, Supervisor Gioia recently contacted LAFCO staff regarding the status of CSA R-9. Supervisor provided updates and additional information, including the following:

- Supervisor Gioia's office is working with the current property owner
- County funding to maintain the site is desirable
- Need for community support
- Possible change in the General Plan (housing versus commercial)
- Time and effort are essential
- Potential ballot

### **ALTERNATIVES FOR COMMISSION ACTION**

After consideration of this report and any testimony or additional materials that are submitted, the Commission should consider approving one of the following options:

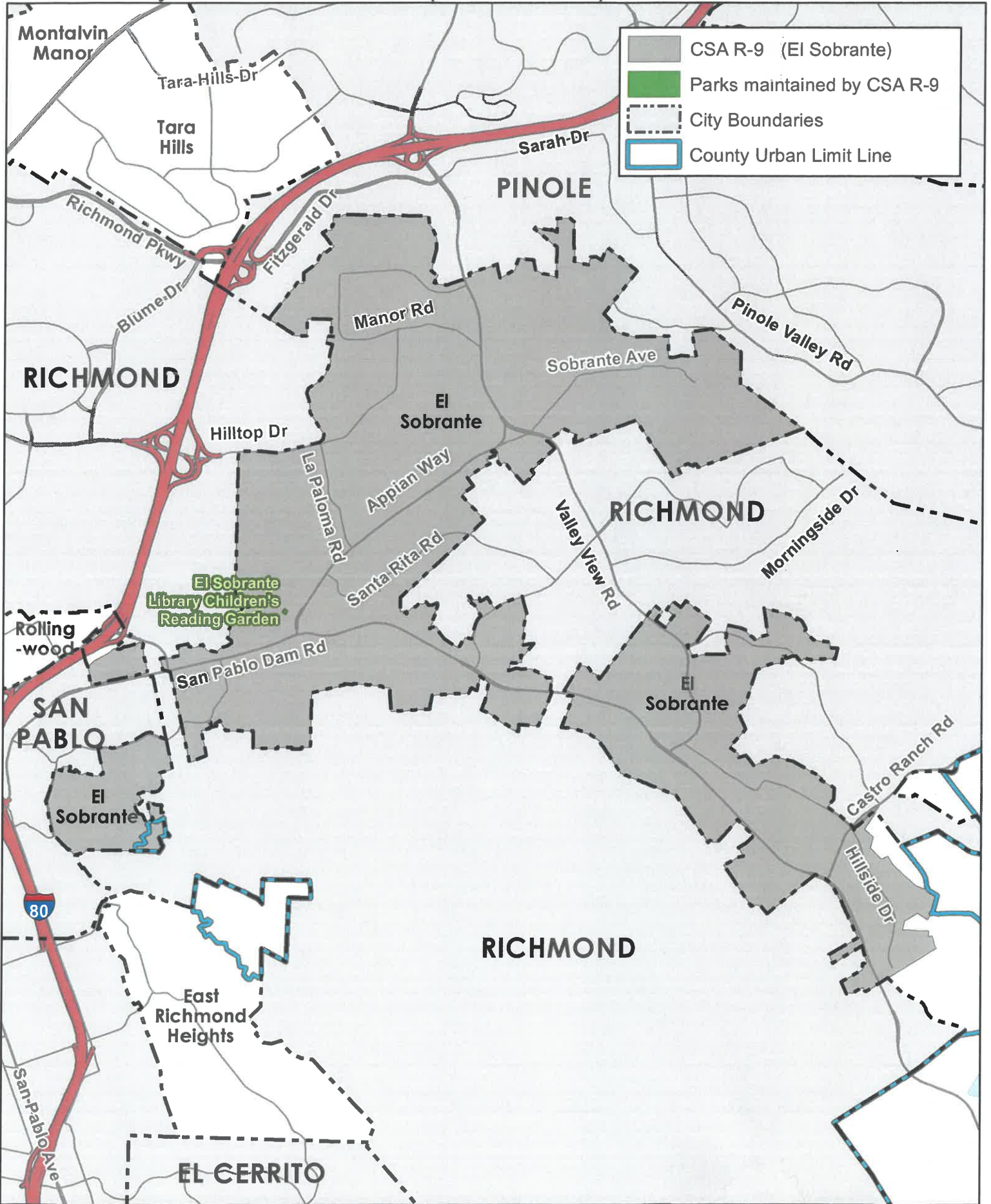
- Option 1** Direct LAFCO staff to schedule a public hearing to consider dissolution of CSA R-9.
- Option 2** If the Commission needs more information, CONTINUE this matter to a future meeting.
- Option 3** Defer further action regarding dissolution and request an update in six months (November 2026) regarding the status of CSA R-9 including funding.

**RECOMMENDED ACTION:** Option 3

*Lou Ann Texeira*  
LOU ANN TEXEIRA, EXECUTIVE OFFICER  
CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

Exhibit A: LAFCO Map of CSA R-9  
c: Distribution

# County Service Area R-9 (El Sobrante) and Coterminus SOI





Lou Ann Teixeira  
Executive Officer

May 13, 2026  
Agenda Item #6

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
EXECUTIVE OFFICER'S REPORT

May 13, 2026 (Agenda)

*LAFCO 25-06 – Annexation to City of Clayton – Clayton Estates*

**APPLICANT**

Jim Moita, Julie Moita, and Vince Moita - (Landowners)

**SYNOPSIS**

The applicant proposes to annex 41.5± acres (two parcels) located along Marsh Creek Road for residential development. The location is east of the City of Clayton. The primary purpose of the Marsh Creek Road Specific Plan (MCRSP) was to recognize the unique rural character of its study area, to develop appropriate areas for residential development, and to guide and regulate development and to protect and enhance the area's natural amenities and features, and to afford recreational opportunities and public access.

**DISCUSSION**

Government Code §56668 sets forth factors that the Commission must consider in evaluating a proposed boundary change as discussed below. In the Commission's review, no single factor is determinative. In reaching a decision, each is to be evaluated within the context of the overall proposal as discussed below.

1. ***Consistency with the Sphere of Influence (SOI) of Any Local Agency:***

The property proposed for annexation has been within the City of Clayton's SOI since the 1990s. No SOI amendment is required. Regarding the County Urban Limit Line (ULL), 13.5± acres are within the ULL, and 28.5± acres are outside the ULL, but would later be part of the ULL adjustment pursuant to a forthcoming application under Contra Costa County to move the ULL by less than 30 acres to conform with the City's existing SOI and match legal boundaries of the lots. In addition, these parcels have maintained *Single Family Residential – Low Designation (LD)* for over 35 years. The City General Plan designates less than half the area for LD Single Family Low Density, with more than half designated for Open Space.

2. ***Changes in Land Use, Planning and Zoning - Present and Future:***

The existing land use is cattle grazing for fire mitigation purposes. The applicant notes that cattle grazing is not economically viable land use given the high property taxes and special assessments intended to support development. The land is undeveloped besides an access road. The proposed boundary would facilitate the use of less than half of the land for low-density residential and dedication of over 50% of the land use for open space, such use being consistent with the MCRSP.

County's land use and zoning for the parcel is Community and Regional Recreational. The County General Plan designation is Open Space/Recreation. No changes to the General Plan or zoning designations are proposed in conjunction with this proposal.

3. ***The Effect on Maintaining the Physical and Economic Integrity of Agricultural and Open Space Lands:***

The subject area contains no prime farmland, no land covered under the Williamson Act Land Conservation agreements, no conservation of agricultural land, no agricultural preserve area, no land within a land conservation easement, and not adjacent to a greenbelt. The proposal eliminates the need for septic.

4. ***Topography, Natural Features and Drainage Basins:***

The topography is generally flat and marshland. The northern half of the western property line of the proposal area abuts the *Clayton Community Clayton Community Park and Diablo View Middle School*. The southern half of the western property line of the proposal abuts the Oak Creek Canyon subdivision. To the east of the site, land is designated as Development Area A2 of the *Marsh Creek Road Specific Plan* intended for a 6-unit single-family development approved within the last five years under the Marsh Creek Road Specific Plan. There are several other areas that are designated for low, medium and moderate density. To the east of the site, land is designated as “Development Area 2.”

5. ***Population:***

Regarding population, no units exist on the annexation site. The annexation might allow for future development of 29-35 single-family homes. Assuming 35 units are built and an average household of 2.5, and approximately 87 people might be added to the City.

6. ***Fair Share of Regional Housing:***

The pre-zoning allows for 29-35 single-family homes, which would assist the City in achieving its Regional Housing Needs Allocation (RHNA). Opponents have voiced concern regarding “luxury housing” that does not address the housing crisis. The proposed annexation is not expected to promote or discourage the fair treatment of minorities or economically disadvantaged groups.

7. ***Governmental Services and Controls - Need, Cost, Adequacy and Availability:***

An application for a change of organization or reorganization typically requires a plan for providing services within the affected territory (Gov. Code §56653). The plan for service is available in the LAFCO office at 40 Muir Road, Martinez. The plan for service includes all of the following information and any additional information required by the Commission and/or the LAFCO Executive Officer:

- (1) An enumeration and description of the services to be extended to the affected territory.
- (2) The level and range of those services.
- (3) An indication of when those services can feasibly be extended to the affected territory.
- (4) An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.
- (5) Information with respect to how those services will be financed.

The applicant points to sections of the Marsh Creek Road Specific Plan (MCRSP) and the City of Clayton’s General Plan that the applicant believes are relevant to the annexation application.

1. **MCRSP – Circulation Element** (Road Design CI-1, CI-2, Figure 10, Figure 11, Figure 13)

These provisions address roadway planning, roadway design standards, circulation patterns, access to adjacent parcels, and intersection configurations for the MCRSP area.

2. **MCRSP – Infrastructure Element** (Wastewater Policy IN-3, IN-4, Figure 16, IN-5)

These provisions address wastewater collection through the City of Clayton’s sewer system, preparation of an area-wide sewer study, feasible trunk sewer routes, sizing of sewer mains, cost allocation, environmental review and downstream collection-line improvements.

3. **MCRSP – Implementation Element** (Policy IM-8, IM-9, IM-10, IM-11, IM-12) – These provisions directly address annexation of the Specific Plan area, including amending the City’s Sphere of Influence (SOI). These provisions directly address annexation of the Specific Plan area, including amending of the City’s Sphere of Influence, development under City jurisdiction, and orderly phased annexation.
4. **City of Clayton General Plan – Land Use Element** - The final page of the Land Use Element, as amended January 17, 2023, contains the City’s official Annexation and Sphere of Influence policy. This policy reflects the City’s adopted position regarding annexation of all land within its Sphere of Influence and its intent to guide development and service planning for those areas. *“It is therefore the policy of the City of Clayton to annex all land within its Sphere of Influence and to promote development of land in the City of Clayton.”*

### **LETTERS FROM CITY OF CLAYTON AND CONTRA COSTA COUNTY**

On May 5, 2026, the City of Clayton City Manager submitted a letter raising concerns about the proposed application. These include concerns about the plan for services required by Government Code section 56653, whether the 1995 Marsh Creek Road Specific Plan and EIR have been reviewed to determine whether any changed circumstances require supplemental review, and the status of the property tax sharing agreement. On May 7, 2026, the Contra Costa County Conservation and Development Director submitted a letter raising concerns about CEQA, the Urban Limit Line of both the County and the City, and the existing property tax transfer agreement between the County and cities in the County, including Clayton.

### **RECOMMENDTION:**

The Commission is authorized to consider comments of any affected local government agency as a factor in its review of a proposal (Government Code section 56668(j)) to allow the City of Clayton the opportunity to provide additional information and details about the concerns raised in its letter, and any other local agencies the opportunity to comment. It is recommended that the Commission:

1. Open the public hearing;
2. Receive testimony; and
3. Continue the hearing to a time and date certain.

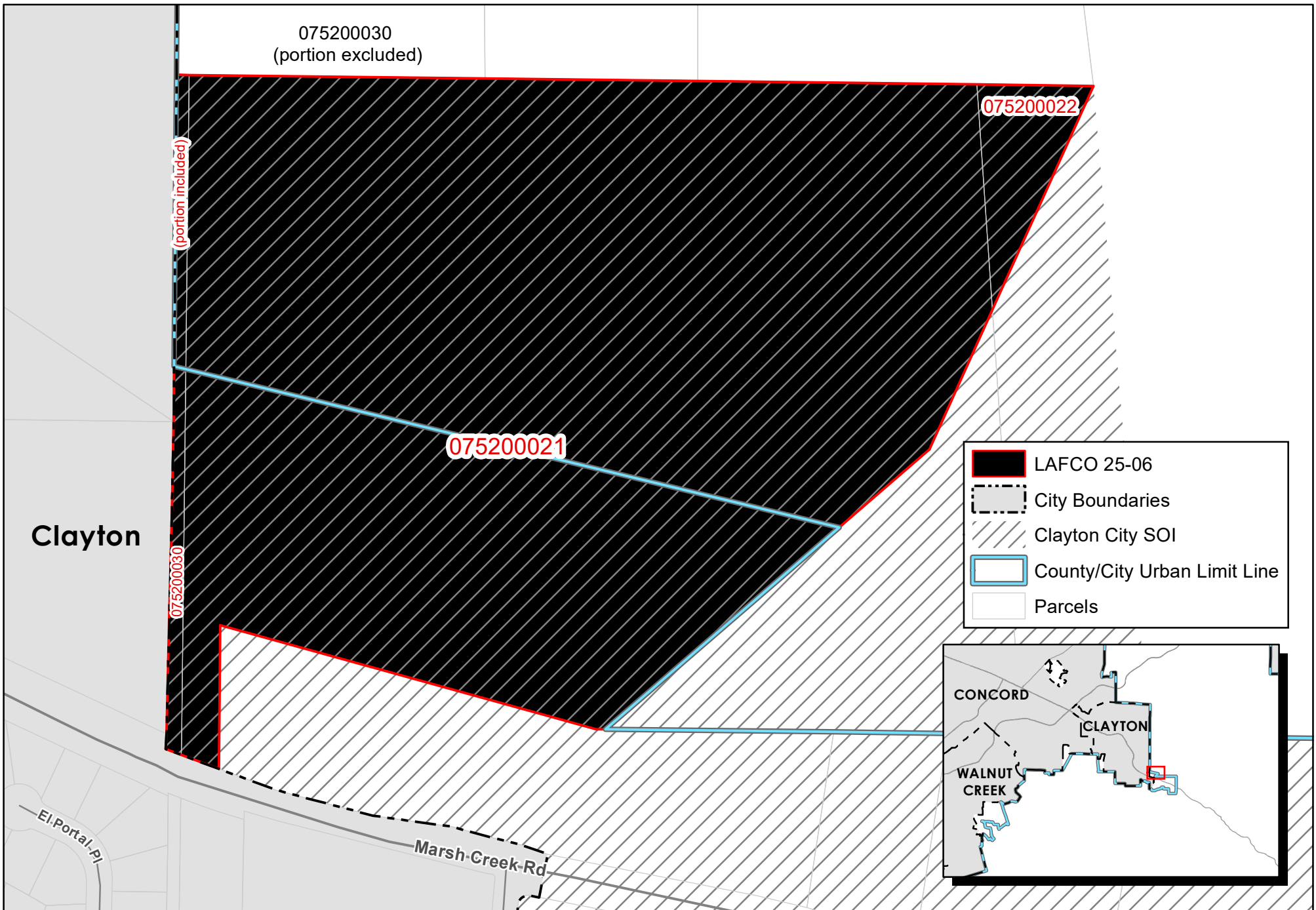
*LowAnn Teixeira*

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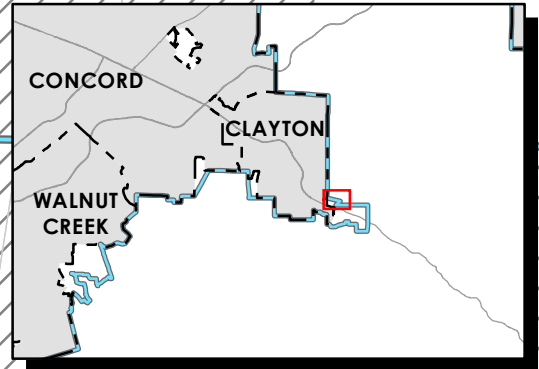
*LOU ANN TEXEIRA, EXECUTIVE OFFICER  
CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION*

***Exhibit A – Annexation Map***

# LAFCO 25-06 - Annexation to City of Clayton - Clayton Estates

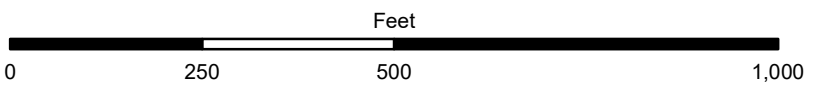


	LAFCO 25-06
	City Boundaries
	Clayton City SOI
	County/City Urban Limit Line
	Parcels



Map created 4/15/2026  
 by Contra Costa County Department of  
 Conservation and Development, GIS Group  
 30 Muir Road, Martinez, CA 94553  
 37:59:41.791N 122:07:03.756W

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Lou Ann Teixeira  
Executive Officer

May 13, 2026 (Agenda)

**May 13, 2026  
Agenda Item #7**

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

### **Increases 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 annually or (as needed) with changes to the County management employee benefit plan, and the Salary Plan.

Contra Costa LAFCO currently employs two full time employees – an Executive Officer (“EO”) and a Clerk Analyst (“CA”). The last salary updates occurred in February 2025. 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 4.2% for the Executive Officer, Executive Assistant/Clerk, Analyst I/II positions, and Clerk/Analyst positions. The proposed adjustments to the salary ranges do 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.

This item was continued from the March 11, 2026 LAFCO meeting at the request of Commissioner Lewis.

**RECOMMENDATIONS**

It is recommended that the Commission approve LAFCO Resolution 2026-01 increasing the salary ranges by 4.2% for the Executive Officer, Clerk Analyst, Analyst I/II, and Executive Assistant/Clerk positions.

Sincerely,

*Lou Ann Teixeira*

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

Attachments

Signed Resolution 2026-01  
Updated LAFCO Employee Salary Plan (Exhibit A)



**EXHIBIT A**

**2026 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>\$5,771</b>	<b>\$7,320</b>
<b>CLERK ANALYST</b>	<b>\$5,822</b>	<b>\$7,932</b>
<b>*ANALYST I/II</b>	<b>I - \$6,922</b>	<b>I - \$9,179</b>
	<b>II - \$7,304</b>	<b>II - \$9,679</b>
<b>EXECUTIVE OFFICER</b>	<b>\$13,513</b>	<b>\$18,010</b>

\*Currently unfilled



Lou Ann Teixeira  
Executive Officer

May 13, 2026

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

**May 13, 2026**  
**Agenda Item #8**

### **FY 2025-26 Budget Update**

Dear Members of the Commission:

The budget update for FY 2025-26 compares current adopted and actual expenses and revenue through December 2025.

The LAFCO operating budget includes several components: salaries/benefits, services/supplies, a contingency/reserve fund, Other Post-Employment Benefits (OPEB) and retirement pre-funding accounts. The budget is based on the “bottom line,” which allows for variation within line-item accounts if the overall balance remains positive. Funds may not be drawn from the contingency/reserve without Commission approval.

The LAFCO budget is funded primarily by the County, cities, and independent special districts, with each group paying one-third of the LAFCO expenses. The County pays one-third, and the city and district shares are prorated based on general revenue reported to the State Controller’s Office. LAFCO also receives revenue through application fees and interest earnings.

### **DISCUSSION**

On June 12, 2025, the Commission adopted the final FY 2025-26 LAFCO budget with total appropriations of \$1,034,702, which includes an \$87,000 contingency/reserve fund. The FY 2025-26 budget includes \$30,000 prefunding of the Other Post-Employment Benefits (OPEB) and \$25,000 prefunding of the Contra Costa County Employees’ Retirement Association (CCCERA).

With over 50% of the fiscal year elapsed, the LAFCO’s total expenditures are \$400,812 or 42% of total appropriations (including contingency). The Commission budgeted \$480,492 in *salaries/benefits* for FY 2025-26; at the end of the second quarter, actual expenses total \$221,272 or 46% of the budgeted amount. The Commission budgeted \$412,210 in *services/supplies*; and at the end of the second quarter, actual expenses total approximately \$245,246 or approximately 44% of the budgeted amount.

The primary sources of revenue are local agency contributions, application fees, and available fund balance. Total revenue received during the first half of FY 2025-26 is \$1,009,845 (including

appropriated fund balance) or approximately 97.6% of estimated revenues. As of this writing, all local agencies have remitted their annual apportionments to LAFCO.

As for application activity, during FY 2024-25 LAFCO received 10 new applications. During the first half of FY 2025-26 LAFCO received four new applications which also include two annexations to Central Contra Costa Sanitary District.

Other revenues include investment earnings through the OPEB trust account, which remains in that account, and fund balance. LAFCO budgets fund balance to offset agency contributions. The FY 2025-26 budget includes \$250,000 in budgeted fund balance. See table below for a summary of mid-year expenditures and revenues.

<b>Account</b>	<b>FY 2025-26 Final Budget</b>	<b>Mid-Year Actuals</b>
Salaries & Benefits	\$ 480,492	\$ 245,246
Services & Supplies	412,210	\$205,106
Contingency/Reserve	250,000	0
OPEB Trust	---	----
CCCERA Pre-Fund	---	----
<b>Total Appropriations</b>	<b>\$ 956,775</b>	<b>\$ 450,352</b>
Agency Contributions	\$ 759,702	\$ 758,995
Application/Other Revenue	25,000	\$ 18,545
Interest Earnings	-	-
Fund Balance	250,000	250,000
<b>Total Revenues</b>	<b>\$ 1,034,702</b>	<b>\$1,027,540</b>

No budget adjustments are currently needed. LAFCO staff will continue to closely monitor the budget, and keep the Commission apprised.

**RECOMMENDATION**

It is recommended that the Commission receive the FY 2025-26 budget update.

Sincerely,

*Lou Ann Texeira*

LOU ANN TEXEIRA  
EXECUTIVE OFFICER



Lou Ann Teixeira  
Executive Officer

May 13, 2026

May 13, 2026  
Agenda Item 9

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

### Proposed FY 2026-27 Budget and Work Plan

Dear Members of the Commission:

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) establishes a process for preparing and adopting LAFCO's budget. Government Code ("GC") §56381 provides that the Commission shall annually adopt a proposed budget by mid-May and final budget by mid-June following noticed public hearings. This report presents the proposed FY 2026-27 budget and work plan.

**BUDGET SUMMARY:** The proposed FY 2026-27 budget (attached) includes appropriations totaling \$1,058,914 and reflects an overall increase of approximately 0.18% as compared to the FY 2025-26 budget. The increase is primarily attributable to increases in employee salaries and benefits including health and dental insurance and retirement benefits. The proposed FY 2026-27 budget also includes a contingency reserve of \$89,000. Details regarding expenditures and revenues are presented below.

**EXPENDITURES:** Expenditures are divided into three main categories: *Salaries & Employee Benefits*, *Services & Supplies*, a *Contingency Reserve*, along with future liability funds. A summary of expenditures is provided below.

#### Salaries & Benefits

The FY 2025-26 staffing level includes one full-time Executive Officer (EO) and one full-time Clerk Analyst (CA) and retains the current staffing level. LAFCO staff is supplemented with consultants and County services.

The proposed FY 2026-27 *Salaries & Benefits* account totals \$499,876, reflecting a 0.054% increase as compared to the FY 2025-26 budget. This is primarily due to increases in employee salaries, group insurance, and workers compensation insurance.

LAFCO is also supported by private and public service providers on an as-needed basis. The County provides fiscal, drafting, mapping/GIS and legal services. LAFCO also currently contracts with private firms for financial auditing, environmental planning, and to assist with Municipal Service Reviews (MSRs) and special studies. The FY 2026-27 budget assumes the continuation of these services as reflected in the *Services & Supplies* accounts.

#### Services & Supplies

The *Services & Supplies* account includes funding for various services, programs and projects including administrative (e.g., office, insurance, rent, utilities, equipment/systems, training, memberships, etc.),

contract services (e.g., assessor, GIS, legal, environmental planning, website, financial audits/GASB reports), and programs/projects (i.e., MSRs, special studies).

The proposed FY 2026-27 *Services & Supplies* account totals \$408,500 and reflects a decrease of less than 1% from the FY 2025-26 budget. LAFCO staff anticipates slight decreases in several accounts including building occupancy, employee travel, planning services, data processing services, and CEQA filings.

Regarding the FY 2025-26 adopted budget compared to year-end estimates, we anticipate minor savings and minor increases in several accounts.

#### Contingency Reserve Fund

Each year, the Commission appropriates funds for unanticipated expenses (i.e., special studies, potential litigation, personnel changes, etc.). The Commission's policy provides that *"the annual budget shall include a contingency reserve (i.e., 10% of budget) as determined by the Commission. Funds budgeted in the contingency reserve shall not be used or transferred to any other expense account without prior approval of the Commission."* Per the Commission's policy, we budget a contingency fund each year. The FY 2026-27 proposed budget includes an \$87,000 contingency.

#### Other Post-Employment Benefits (OPEB)

Since FY 2011-12, LAFCO has included in its budget an annual expense to pre-fund its OPEB liability. The proposed FY 2026-27 budget includes OPEB funding in the amount of \$30,000.

#### Pre-funding Retirement Liability (CCCERA)

In FY 2017-18, LAFCO began pre-paying a portion of its unfunded retirement liability to have a better contribution rate. The proposed FY 2026-27 budget includes \$25,000 to fund the OPEB liability and \$30,000 to fund the CCCERA liability.

### **REVENUES**

Revenues consist primarily of apportionments received from the County, cities, and independent special districts with each group paying one-third of the net operating LAFCO budget. The city and district shares are prorated based on general revenues reported to the State Controller. Other revenues include application fees, available year-end fund balance, and miscellaneous revenue (e.g., interest earnings).

#### Application Charges and Other Revenues

The FY 2026-27 proposed budget includes \$25,000 in application fees. Application activity has been moderate. It is projected that LAFCO will receive approximately \$22,000 in application fees in FY 2025-26. The proposed FY 2026-27 budget includes an anticipated \$23,000 in application fees based on a multi-year historical average.

#### Fund Balance

GC §56381(c) provides: "If at the end of the fiscal year, the Commission has funds in excess of what it needs, the Commission may retain those funds and calculate them into the following fiscal year's budget." The FY 2024-25 fund balance will be calculated at year end. Based on the beginning year fund balance, and projected FY 2026-27 revenues and expenses, it is estimated that the available fund balance will be approximately \$800,000.

The LAFCO fund balance, or any portion thereof, can be used to offset the FY 2026-27 revenues, thereby reducing contributions from the funding agencies (County, cities, districts), or placed in a reserve account, separate from the contingency reserve that is appropriated each year. The proposed FY 2026-

27 budget includes \$250,000 in fund balance to offset FY 2026-27 revenues, thereby slightly reducing contributions from the local agencies.

### Revenues Received from the County, Cities, and Independent Special Districts

After processing fees, available fund balance, and other miscellaneous revenues, the balance of LAFCO's financial support comes from local governmental agencies. Agency contributions represent the most significant LAFCO revenue source.

The CKH Act requires that the net operational costs of LAFCO be apportioned one-third to the County, one-third to the cities, and one-third to the independent special districts. The CKH Act describes how the County Auditor is to make the apportionment and collect the revenues once LAFCO adopts a Final Budget (GC §56381). The city and district allocations are based on revenues reported to the State Controller and vary year to year.

The overall budget is expected to increase by approximately 0.040%. The proposed use of the available fund balance will offset agency contributions for FY 2026-27. The total amount of revenue from funding agencies required to fund the FY 2026-27 budget is \$789,889, reflecting a 0.037% increase.

### **LAFCO RESPONSIBILITIES, ACCOMPLISHMENTS & GOALS**

The FY 2026-27 budget schedule provides for public hearings and consideration of a Proposed and Final budgets prior to June 19, 2026. The time between these Commission actions is to allow for review and comment by local agencies, the public, and other interested parties, as well as to gather updated budget information.

In accordance with the work plan and proposed budget, staff provide a summary of LAFCO responsibilities and accomplishments as follows.

#### Major LAFCO Responsibilities

LAFCO receives its authority and statutory responsibilities from the CKH Act. Included among LAFCO's major responsibilities are:

- Act on proposals for changes of organization/reorganizations (i.e., annexations/ detachments, out of agency service, incorporations, consolidations/mergers, district formations/ dissolutions, etc.)
- Establish, review, and update spheres of influence (SOIs) for cities and special districts
- Conduct MSRs prior to or in conjunction with establishing or updating SOIs
- Perform special studies relating to services and make recommendations about consolidations, mergers, or other governmental changes to improve/enhance services and efficiencies
- Serve as responsible or lead agency for compliance with CEQA
- Serve as the conducting authority to conduct protest hearings for changes of organization/reorganizations
- Provide public information about LAFCO and public noticing of pending LAFCO actions
- Maintain/update a LAFCO website
- Adopt and update written policies and procedures
- Adopt an annual budget

#### Highlights of FY 2025-26

The following is a list of LAFCO's accomplishments for FY 2025-26:

#### **Boundary Change and Related Applications**

- a. Received and processed seven new applications

- b. Completed proceedings for one annexation/dissolution, one out-of-agency service application, and five new annexation applications along with corresponding public hearings
- c. Pending dissolution of CSA R-9

### **MSRs/SOI Updates**

- a. Completed County Service Areas MSR/SOI updates
- b. Completed 3<sup>F</sup> Round Reclamation Districts MSR/SOI updates
- c. Initiated 2<sup>nd</sup> second round irrigation and water districts MSR/SOI updates (currently underway)

### **Special Projects/Activities**

- a. Completed special study covering finances and operations (cemetery districts)
- b. Completed recruitment for Public Member Alternate seat
- c. Ongoing discussions regarding several future annexations/reorganizations

### ***Administrative and Other Activities***

- a. Appointed 2025 LAFCO Chair McGill and Vice Chair Quinto, and in January 2026 appointed Chair Quinto as Chair and Chair Burgis as Vice Chair
- b. In 2025, LAFCO welcomed new Commissioners Morrow (Specia District Member), Nakamura (City Member), and Rubia (City Member)
- c. Updated LAFCO Salary Plan
- d. Updated LAFCO Policies & Procedures
- e. Completed GASB 68 report
- f. New GASB report currently underway
- g. Initiated updates to LAFCO Directory of Local Agencies (ongoing)
- h. Ongoing website updates
- i. Provided quarterly budget reports
- j. Conducted employee performance reviews
- k. Provide comments on local agency environmental documents
- l. Submitted position letters on various bills affecting LAFCOs
- m. Participated in and supported CALAFCO
- n. Approved 2025 and 2026 LAFCO Meeting Schedules
- o. Updated the list of LAFCO pre-qualified MSR and CEQA consultants

### **FY 2026-27 Work Plan**

The recommended work plan for FY 2026-27 includes the following activities:

- ❖ Complete annual financial audit
- ❖ Complete annual actuarial valuation
- ❖ Policy and procedures updates as needed
- ❖ Third Round MSRs/SOI Updates – to be determined

Conclusion, the Commission and LAFCO staff continue to exercise fiscal prudence, recognizing the financial constraints of our funding agencies. Approval of the proposed budget will enable the Commission to perform its core responsibilities and continue its work on MSRs/SOI updates, processing proposals, legislative activities, policy development, and other projects.

## **RECOMMENDATIONS**

1. Receive the staff report and open the public hearing to accept testimony regarding the Proposed FY 2026-27 LAFCO Budget,
2. After receiving public comments close the hearing,
3. After Commission discussion, adopt the Proposed FY 2026-27 Budget, with any desired changes, and authorize staff to distribute the Proposed Budget to the County, cities and independent special districts as required by Government Code §56381, and
4. Schedule a public hearing for June 10, 2026, to adopt the Final FY 2026-27 LAFCO Budget.

Respectfully submitted,

*LowAnn Teixeira*  
LOU ANN TEXEIRA  
EXECUTIVE OFFICER

Attachment – Proposed FY 2025-26 LAFCO Budget

c: Distribution

**PROPOSED FY 2025-26 BUDGET**

April 9 2025

Attachment

	<b>FY 2024-25</b>	<b>FY 2024-25</b>	<b>Proposed</b>
	<b><u>Approved</u></b>	<b><u>Year-end</u></b>	<b><u>( 2025-26 Budget</u></b>
		<b><u>Estimated</u></b>	
<b>Salaries and Employee Benefits</b>			
Permanent Salaries– 1011	\$ 292,232	\$ 296,144	\$ 306,844
Deferred Comp Cty Contribution - 1015	\$ 1,020	\$ 1,020	\$ 1,020
FICA- 1042	\$ 17,000	\$ 17,000	\$ 18,000
Retirement expense- 1044	\$ 104,000	\$ 104,000	\$ 109,000
Employee Group Insurance- 1060	\$ 49,900	\$ 49,900	\$ 52,400
Retiree Health Insurance- 1061	\$ 14,000	\$ 6,000	\$ 7,500
Unemployment Insurance- 1063	\$ 640	\$ 630	\$ 650
Workers Comp Insurance- 1070	\$ 1,700	\$ 1,600	\$ 1,700
<b>Total Salaries and Benefits</b>	<b>\$ 480,492</b>	<b>\$ 476,294</b>	<b>\$ 497,114</b>
<b>Services and Supplies</b>			
Office Expense- 2100	\$ 3,000	\$ 2,700	\$ 3,000
Publications -2102	\$ 330	100	\$ 300
Postage -2103	\$ 1,100	250	\$ 1,100
Communications - 2110	\$ 2,200	600	\$ 1,200
Tele Exchange Services 2111	\$ 1,000	1,300	\$ 2,300
Minor Furniture/Equipment - 2131	\$ 1,200	400	\$ 1,200
Minor Comp Equipment - 2132	\$ 1,100	800	\$ 7,400
Pubs & Legal Notices 2190	\$ 2,500	\$ 2,400	\$ 2,500
Memberships - 2200	\$ 15,400	13,000	\$ 16,000
Rents & Leases - 2250 (copier)	\$ 4,500	4,500	\$ 5,500
Computer Software - 2251	\$ 1,000	300	\$ 1,000
Bldg Occupancy Costs - 2262	\$ 23,000	\$ 23,000	\$ 11,000
Bldg Life Cycle Costs - 2265	\$ 1,400	\$ 615	\$ 1,055
Bldg Maintennace - 2284	\$ 500	\$ 500	\$ 500
Auto Mileage Emp. – 2301	\$ 200	\$ 200	\$ 200
Other Travel Employees – 2303	\$ 15,000	\$ 8,404	\$ 10,500
Prof & Spec Services – 2310	\$ 285,240	\$ 264,775	\$ 291,665
Assessor	\$ 13,000	\$ 6,000	\$ 18,425
Financial Audit	\$ 10,000	\$ 8,035	\$ 11,000
GIS/Mapping	\$ 13,000	\$ 6,000	\$ 13,000
Legal	\$ 42,000	\$ 37,000	\$ 42,000
MSRs	\$ 180,000	\$ 180,000	\$ 180,000
Planning	\$ 10,000	\$ 10,000	\$ 8,000
Special Projects (document imaging)	\$ 2,000	\$ 2,000	\$ 2,000
Misc Investment Services/CCERA Fees	\$ 240	\$ 240	\$ 240
Special Studies/Workshop/Actuarial Valuation	\$ 12,000	\$ 12,000	\$ 12,000
Website Management	\$ 3,000	\$ 3,500	\$ 5,000
Data Processing Services - 2110 & 2315	\$ 13,000	\$ 2,329	\$ 11,000
Data Processing Security - 2326	\$ 1,000	-	\$ 1,000
Courier - 3622	\$ 1,200	\$ 250	\$ 1,200
Telcomm Rents, Leases, Labor - 2335	\$ 120	-	\$ 120
Other Inter-Dept Costs - 2340	\$ 700	-	\$ 700
Liability/E&O Insurance - 2360	\$ 6,920	\$ 8,143	\$ 7,760
Commission Training/Registration/Stipends - 2467	\$ 30,000	\$ 21,000	\$ 30,000
NOD/NOE Filings - 2490	600	\$ 150	\$ 300
<b>Total Services &amp; Supplies</b>	<b>\$ 412,210</b>	<b>\$ 320,812</b>	<b>\$ 408,500</b>
<b>Total Expenditures</b>	<b>\$ 892,702</b>		<b>\$ 905,614</b>
<b>Contingency Reserve</b>	\$ 87,000		\$ 87,000
<b>OPEB Trust</b>	\$ 30,000		\$ 30,000
<b>CCCERA Pre-Fund</b>	\$ 25,000		\$ 25,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,034,702</b>		<b>\$ 1,047,614</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,034,702</b>		<b>\$ 1,047,614</b>
Agency contributions - 9500 & 9800	\$ 759,702		\$ 772,614
Application & other revenues	\$ 25,000		\$ 25,000
Fund Balance Contribution	\$ 250,000		\$ 250,000



Lou Ann Teixeira  
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

**May 13, 2026**  
**Agenda Item #10**

May 13, 2026

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

## **CALAFCO UPDATES AND EVENTS**

Dear Members of the Commission:

CALAFCO has been busy in the past few months. On March 19<sup>th</sup>, CALAFCO held a Legislative Committee meeting. Contra Costa LAFCO staff attended the meeting via Zoom. The committee voted to reduce number of bills from 22 to 16. CALAFCO also announced FY 2026-27 CALAFO membership dues. The dues adjustment will not exceed 3%, and the final billing will reflect the actual CPI calculation.

The CALAFCO Board held its Special Corporate Business meeting, and on Friday, May 15<sup>th</sup> CALAFCO will hold a virtual CALAFCO Board meeting from 9:00 am to noon.

CALAFCO will hold the annual Staff Workshop in San Luis Obispo (May 6-8). Also, CALAFCO provided *Save-the-Date* for the 2026 CALAFCO Annual Conference which will be held in Sacramento from October 21 to October 23, 2026, at Sheraton Grand Sacramento Hotel in Sacramento, CA.

This is an information item, and no action is needed.

Sincerely,

*Lou Ann Teixeira*  
Executive Officer

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05-07-26 LAFCO Meeting Agenda Packet



## **AGENDA**

### **RETIREMENT BOARD MEETING**

REGULAR MEETING  
May 6, 2026  
9:00 a.m.

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

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

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

#### ***CONSENT ITEMS***

- 3.A All Consent Items are to be approved by one action unless a Board Member requests separate action on a specific item. (Action Item)
  - I. Approve minutes from the April 1, 2026 meeting.
  - II. Approve the following routine items:
    - a. Certifications of membership.
    - b. Service and disability allowances.
    - c. Death benefits.
    - d. Investment liquidity report.
  - III. Accept the following routine items:
    - a. Disability applications and authorize subpoenas as required.
    - b. Investment asset allocation report.
  - IV. Consider and take possible action to amend CCCERA's policy on Internal Revenue Code Compliance.
  - V. Consider and take possible action to amend CCCERA's policy on Internal Revenue Code Section 415 Compliance.
- 3.B Consider and take possible action on Consent Items previously removed, if any. (Action Item)

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.

**REGULAR AGENDA ITEMS**

- 4. Presentation from PARS (Public Agency Retirement Services) regarding the I.R.C. Section 115 Trust for Other Post-Employment Benefits for CCCERA Employees. (Presentation Item)
- 5. Presentation from Meketa on capital market assumptions. (Presentation Item)
- 6. Consider and take possible action to update CCCERA’s panel of investment legal counsel. (Action Item)
- 7. Consider authorizing the attendance of Board: (Action Item)
  - a. SACRS/UC Berkeley Program, July 19-22, 2026, Berkeley, CA.
  - b. CALAPRS Principles of Pension Governance, August 24-27, 2026, Santa Barbara, CA.
  - c. Value Edge Advisors 2026 Public Funds Forum, September 8-10, 2026, Laguna Beach, CA.
  - d. iDAC 5<sup>th</sup> Annual Global Summit on Talent Maximization, September 22-24, 2026, Newport Beach, CA.
- 8. Reports. (Presentation item)
  - a. Trustee reports on meetings, seminars and conferences.
  - b. Staff reports

**CLOSED SESSION**

- 9. The Board will go into closed session pursuant to Govt. Code Section 54957 to consider recommendations from the medical advisor and/or staff regarding the following disability retirement applications:

<u>Member</u>	<u>Type Sought</u>	<u>Recommendation</u>
a. Aaron All	Service Connected	Service Connected
b. Jeffrey Davis	Service Connected	Service Connected

- 10. The Board will continue in closed session pursuant to Govt. Code Section 54956.9(d)(1) to confer with legal counsel regarding pending litigation: *CCCERA v. Ryce and Huffman, Clark County Superior Court, Case No. A-25-930479-C*
- 11. The Board will continue in closed session pursuant to Govt. Code Section 54956.9(d)(2) to confer with legal counsel regarding anticipated litigation (one case).

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.

***OPEN SESSION***

12. The next meeting is currently scheduled for May 20, 2026 at 9:00 a.m.  
Adjourn

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05-07-26 LAFCO Meeting Agenda Packet



Lou Ann Teixeira  
Executive Officer

May 13, 2026

May 13, 2026  
Agenda Item #12

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

### Current and Potential LAFCO Applications

Dear Commissioners:

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

**DISCUSSION:** The Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH) 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/disapproving boundary changes, boundary reorganizations, formations, mergers, consolidations, dissolutions, incorporations, sphere of influence (SOI) amendments, and extension of out of agency services. Applications involving jurisdictional changes filed by landowners, registered voters, and local agencies are placed on the Commission's agenda as information items before actions are considered by LAFCO at a subsequent meeting (Gov. Code §56857). We currently have one proposal awaiting completion, two current applications that are either incomplete and/or awaiting a hearing date, and several potential applications.

**Current Applications – Under Review/Pending:** Tassajara Parks Project – SOI Amendment (LAFCO 16-07) and Boundary Reorganization (LAFCO 16-06) - In 2016, the landowner (FT Land) filed applications to amend the SOIs of Contra Costa County Sanitary District (CCCSD) and EBMUD and annex to both districts (30+ acres) to develop 125 single-family homes. The subject area is located east of the City of San Ramon and the Town of Danville.

In the past EBMUD opposed the project indicating they will not be the water provider (or have the water supply to serve the project). This is consistent with their resolution passed on June 8, 2021. EBMUD staff note they had meetings with the prior developer (and one where the County was included) to discuss the project. EBMUD staff have consistently reiterated their Board's position. EBMUD staff continue to participate in meetings as needed.

We recently received an update from EBMUD staff noting that they are currently waiting on the United States Bureau of Reclamation (USBR) to review the Central Valley Project (CVP) agreement's service area. The USBR must provide approval and amend EBMUD's contract in accordance with the CVP agreement prior to EBMUD providing water services. The USBR most recently informed EBMUD that they are pending National Environmental Policy Act review and need staff from the Department of the Interior (DOI) to do the environmental review. They did not provide an updated timeline for when the DOI would allocate staff. There have also been several staffing shortages at the Federal Government level which may affect the timing of review by various agencies.

The property owner remains committed to moving the project forward as reflected in and consistent with the development application materials previously approved by the County Board of Supervisors. The landowner and attorneys continue to work diligently with County staff in pursuing the processing of the development application and the County's preparation of the related environmental review. The landowner representatives are coordinating with EBMUD and other key stakeholders throughout this process.

In addition, LAFCO recently received three new applications including **LAFCO 25-06** – *Annexation to City of Clayton – Clayton Estates*, **LAFCO 25-07** – *Annexation to Central Contra Costa Sanitary District (CCCSD) – 140 Glendora Drive Martinez* and **LAFCO 25-08** – *Annexation to CCCSD – APNs 365-140-009 and -008*. In addition, LAFCO recently received an Out-of-Agency Service (OAS) application (**LAFCO 26-01**). This application is considered a “hardship, emergency, and health & safety” issue as confirmed by County Environmental Health. As the LAFCO Executive Officer, I am authorized to approve a health & safety issue and will bring this item to the Commission at our next regular LAFCO meeting. In addition, there are also several potential applications that may be submitted to LAFCO in the near future, including an annexation to the Town of Moraga and a potential out-of-agency service application in the Discovery Bay area. Also, since completion of the 2021 *Park & Recreation Municipal Services Review*, the Commission discussed dissolving County Service Area R-9. This matter has been continued since 2021. In April 2025, the Commission voted to continue the matter to a future meeting.

Also, the Contra Costa County Department of Conservation and Development (DCD) recently embarked on “*Envision Contra Costa*” which is a comprehensive update of the Contra Costa County General Plan, Zoning Code, the Climate Action Plan, and Urban Limit Line (ULL) Renewal. The Contra Costa County Board of Supervisors initiated work on the 2026 ballot measure to renew the ULL. The ULL, established by Measure C in 1990, prevents sprawl and preserves open space by establishing a boundary beyond where no urban land uses can be designated. It ensures that urban development occurs within established communities where infrastructure and services already exist or are planned.

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

Sincerely,

*Lou Ann Teixeira*  
EXECUTIVE OFFICER

Attachment – 9.1 Current Applications Table

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
CURRENT APPLICATIONS – May 13, 2026**

**Attachment 12.1**

<b>File #</b>	<b>APPLICATION NAME/LOCATION</b>	<b>APPLICATION SUMMARY</b>	<b>STATUS</b>
16-06	Tassajara Parks Project: proposed annexations to CCCSD and EBMUD of 30± acres located east of the City of San Ramon and the Town of Danville	Application submitted in May 2016 by the landowner to annex 30± acres to Central Contra Costa Sanitary District (CCCSD) and East Bay Municipal Utility District (EBMUD) to support development of 125 residential lots and related improvements. On July 13, 2021, the County Board of Supervisors certified the project EIR, amended the ULL, executed a land preservation agreement, and acted on various discretionary project approvals.	Application pending
16-07	Tassajara Parks Project: proposed sphere of influence (SOI) expansions to CCCSD and EBMUD of 30± acres located east of the City of San Ramon and the Town of Danville	Application submitted in May 2016 by the landowner to amend the SOIs for CCCSD and EBMUD in anticipation of annexation.	Application pending
21-17	Dissolution of County Service Area R-9	In November 2021, LAFCO considered dissolving CSA R-9 and deferred action.	Pending update in November 2026
23-13	Annexation to City of Martinez and Detachment from CSA P-6 – Bay's Edge	Application submitted on September 29, 2023	Await signed plat & legal description
25-07	Annexation to Central Contra Costa Sanitary District	Application submitted on December 29, 2025 to annex one parcel (10.03± acres) to build single family homes	Application pending
25-08	Annexation to Central Contra Costa Sanitary District	Application submitted on December 29, 2025 to annex two parcels to connect to a public sewer system	Application pending

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