



CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
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(925) 313-7133

Lou Ann Teixeira  
Executive Officer

**NOTICE AND AGENDA FOR REGULAR MEETING**

Wednesday, June 10, 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 and 1650 Kalae Highway, Kualapuu, HI 96757. 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: June 10, 2026, 01:30 PM Pacific Time (US and Canada)

Topic: LAFCO Zoom Meeting 6/10/2026

Join from PC, Mac, iPad, or Android:

<https://cccounty-us.zoom.us/j/88242225595>

Join via audio:

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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.

## **JUNE 10, 2026 CONTRA COSTA LAFCO MEETING**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Approval of May 13, 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. ***LAFCO 26-01 – Emergency Out-of-Agency Service (OAS) – 8091 Lone Tree Way - Brentwood***  
Receive staff report and approve the *OAS* application

### **BUSINESS ITEMS**

6. **Final FY 2026-27 Budget and Work Plan** - Hearing to consider approving the final FY 2026-27 LAFCO Budget and Work Plan
7. **CALAFCO Updates, Events, and Legislation** – Receive CALAFCO updates and upcoming events

### **INFORMATIONAL ITEMS**

8. ***Current and Potential Applications – informational***
9. ***Correspondence from CCCERA – informational***
10. Commissioner Comments and Announcements
11. Staff Announcements/Newspaper Articles

### **ADJOURNMENT**

*Next regular LAFCO meeting is July 8, 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 – May 13, 2026**

**June 10, 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 (absent)	Anna Seithel, Clerk Analyst
Diane Burgis, Vice Chair	Rob Schroder	Tom Geiger, Commission Counsel
Charles Lewis, IV McGill, Chair Laura Nakamura Gabriel Quinto, Chair	Dawn Morrow	

- 3. Approval of April 8, 2026, LAFCO Commission Meeting Minutes - *Chair Quinto called for approval of April 8, 2026, meeting minutes. Commissioner Andersen requested staff to correct the record to reflect her attendance as being not one of ‘exception’ but as participating ‘remotely’ from her noticed location. Vice Chair Burgis moved to approve the minutes with one change, and with a second by Commissioner Andersen, the Commission unanimously, by a 7-0 vote, approved May 13, 2026, meeting minutes with one change.***

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Scales-Preston  
ABSTAIN: None

- 4. Public Comment Period: *Chair Quinto invited public comments on items not on the agenda. Vince Moita came to the podium to discuss Agenda Item #6 regarding Clayton Estates. He was requested to return to the podium once the agenda item was called. There were no additional comments, and Chair Quinto closed the Public Comment period.***

**SPHERE OF INFLUENCES (SOI)/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, (CONTINUED from April 8, 2026, meeting).***

*The Commission received the staff report and Chair Quinto and called for commissioner questions and comments. Commissioner Burgis noted for the record that Supervisor Gioia communicated via email to the Commission and staff, to not dissolve R-9. Commissioner Andersen agreed; Commissioner Lewis agreed, requesting more information in future. Commissioner Andersen suggested revisiting the item in one year. It was reiterated that the county incurs no cost, and Commissioner Lewis then withdrew his request. Chair Quinto opened the public hearing for questions and comments. Speakers included Ronnie Mills on behalf of Supervisor Gioia, Soheila Bana, Alan, Simone Odom, Mikki Norris, Marilyn Saarni, Sharon Korotkin, Chris Conrad, and Supervisor John Gioia, all opposing dissolution. No further public questions or comments were presented Chair Quinto closed the comment period. Commissioner Burgis recommended to defer action and revisit in one year, and with a second by Commissioner Andersen, it was unanimously agreed to defer this item until May 13, 2027.*

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Scales-Preston  
ABSTAIN: None

6. **LAFCO 25-06 – Annexation to City of Clayton – Clayton Estates** – receive staff report and consider approving the annexation. *The Commission received the staff report, with staff recommending continuation. Chair Quinto opened the public hearing for questions and comments. Speakers included Jeff Wan, Mayor of the City of Clayton, Chris Loftus, City Manager of the City of Clayton, Juan Pablo Galvan of Save Mt. Diablo from Save Mt. Diablo, stating the application is incomplete. Speaker Vince Moita, representing (sic) the landowner and one of the landowners, and Joseph Moita, both requesting annexation. At this time Commissioner Burgis clarified that Vince and Joseph Moita are both attorneys, however not practicing counsel for the landowners; also clarified that Vince and Joseph Moita are both attorneys, however not practicing counsel for the landowners; also clarified that a plan in place (sic) to be noted as a personal plan. Commissioner Burgis noted that the correspondence from the City of Clayton, Save Mt. Diablo, and Department of Conservation and Development, should be entered into the record. Commissioner Burgis requested Will Nelson of DCD clarify the county view regarding the ULL. Commissioner Andersen discussed specifics with Joseph Moita. Commissioner Lewis inquired about landowner petition with Commissioner Andersen. Commissioner Bristow commented in favor of housing. Commissioner Nakamura had concerns about process. Commissioner Rubio had concerns about the applicant working collaboratively with the City of Clayton. After continued deliberation, it was motioned by Commissioner Andersen and seconded by Commissioner McGill, to continue this item. The Commissioners then voted to bring the item back to the Commission on July 8, 2026, with respect to all parties, per Chair Quinto.*

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto (alternate Morrow incorrectly called)  
NOES: None  
ABSENT: Scales-Preston  
ABSTAIN: None

**BUSINESS ITEMS**

7. **Increases to LAFCO Employee Salary Ranges** – Consider increasing employee salary ranges *Continued from April 8, 2026, LAFCO meeting. The Commission received the staff report, and there were no public comments. The Commission then voted to increase LAFCO employee salary ranges by 4%.*

**VOTE**

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Quinto  
NOES: None  
ABSENT: Scales-Preston  
ABSTAIN: None

8. **FY 2025-26 – Budget Update** – Receive FY 2025-26 budget updates and provide comments  
*The Commission received the staff report. There were no public comments regarding the budget update.*
9. **Proposed FY 2026-27 Budget and Work Plan** – Receive proposed FY 2026-27 Budget and Work Plan and provide comments. *The Commission received the staff report. Commissioner McGill suggested that LAFCO hold a “Commissioner Workshop” when possible. The Commissioners received the budget update.*
10. **CALAFCO Updates, Events, and Legislation** – Receive CALAFCO updates *Following a brief update from staff, the Commissioners accepted the CALAFCO report.*

**INFORMATIONAL ITEMS**

11. **Current and Potential Applications** – informational – *No comments*
12. **Correspondence from CCCERA** – informational - *No comments*
13. **Commissioner Comments and Announcements** - *No comments*
14. **Staff Announcements/Newspaper Articles** - *No comments*

*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  
EXECUTIVE OFFICER'S REPORT

June 10, 2025  
Agenda Item 5

June 10, 2026 (Agenda)

LAFCO 26-01 City of Brentwood – Emergency Out of Agency Service (OAS)  
8091 Lone Tree Way, Brentwood

**SYNOPSIS:** This is an emergency out-of-agency service (OAS) application submitted by the landowner to provide municipal sanitary sewer service to one parcel (0.67+ acres) (APN 018-140-003-7) as shown in Exhibit A. The parcel includes one single family home in the City of Brentwood. No change in land use is proposed. The parcel is within the City’s sphere of influence (SOI) and is not contiguous to the City’s boundary. The septic system is failing, and as a result, there is a public health issue as noted by Contra Costa County Environmental Health. Sanitary sewer service is limited to the subject parcel.

**DISCUSSION:** Statutory Framework - The Government Code (“GC”) and local LAFCO policies regulate the extension of out of agency service. GC §56133 states that “a city or district may provide new or extended services by contract or agreement outside its jurisdictional boundary only if it first requests and receives written approval from the Commission.” LAFCO may authorize a city or district to provide new or extended services under specific circumstances: a) outside the agency’s jurisdictional boundary but within its SOI in anticipation of a future annexation; or b) outside its jurisdictional boundary and outside its SOI in response to an existing or impending threat to the health and safety of the public or the residents of the affected territory.

LAFCO’s Policy - The Commission’s current policies regarding OAS are consistent with State law in that annexations to cities and special districts are generally preferred for providing municipal services. However, there may be situations where health and safety, emergency service, or other concerns warrant out of agency service. Historically, out of agency service is considered a temporary measure, typically in response to an existing or impending public health and safety threat (e.g., failing septic system, contaminated well), or in anticipation of a future annexation.

LAFCO policies contain the following provisions:

3) *Objective – OAS is generally not intended to support new development.*

The OAS service request is intended to serve one existing single-family home. The parcel is not contiguous to the City and cannot be annexed at this time. The City of Brentwood states that they will hold a public meeting on June 9<sup>th</sup> to discuss the application. The City Council will discuss and consider whether they will approve or deny the *Emergency Out of Agency Service* application. Subsequently, the June 10<sup>th</sup> LAFCO meeting agenda will also include the *LAFCO 26-01 – Emergency Out of Agency Service* application and the Commission will be asked to make a decision as to whether to approve, deny, or continue the matter.

4) *Out of Agency Service Policies: General Statements*

- a) *Annexation to cities and special districts involving territory located within the affected agency’s SOI is generally preferred to out of agency service.*
- b) *The subject parcel is not contiguous to the City’s boundary and cannot be annexed at this time.*

Analysis: The landowner/applicant notes that the existing septic system is not functioning as a long-term solution and currently requires septic pumping approximately every two weeks. A temporary holding tank has been installed as an emergency measure after the previous system failed, which is not a permanent or sustainable solution.

The applicant requests access to municipal wastewater service outside its jurisdictional boundary to serve the subject parcel (APN 018-140-003-7) totaling 0.67± acres within the City of Brentwood’s sphere of influence (SOI). The existing septic system LAFCO statutes allow LAFCO to authorize local agencies to extend services outside their jurisdictional boundary either in response to an existing or impending threat to the public health or safety, or in anticipation of an annexation. In addition, the existing septic system is not functioning as a long-term solution and County Environmental Health states that “you will need to contact the local sanitary district about connecting to sanitary sewer.” In this case, it’s the City of Brentwood. As of this writing, the City of Brentwood has not yet responded to LAFCO’s emails.

Regarding infrastructure and improvements, service will be provided from the existing sanitary sewer main located in the adjacent right-of-way adjacent to a four-inch main in proximity to the subject parcel on Lone Tree Way. The owner/applicant will be responsible for constructing the private wastewater system from the new home to the meter/backflow device in the street.

Environmental Review – In conjunction with the proposed OAS, LAFCO will file a Notice of Exemption (NOE) on behalf of the applicant.

Indemnification Agreement – The applicant has signed the LAFCO indemnification agreement providing for the applicant to indemnify LAFCO against any expenses arising from any legal actions challenging the out of agency service application.

### **ALTERNATIVES FOR COMMISSION ACTION**

LAFCOs were formed for the primary purpose of promoting orderly development through the logical formation and determination of local agency boundaries and facilitating the efficient provision of public services. The *Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000* provides that LAFCO can approve or disapprove with or without amendments, wholly, partially, or conditionally, a proposal. The statute also provides LAFCO with broad discretion in terms of imposing terms and conditions. The following options and recommended terms and conditions are presented for the Commission's consideration.

**Option 1**      Approve the attached resolution approving the extension of out of agency water service subject to the following:

Approve the attached resolution approving the extension of out of agency water service subject to the following:

- A.      The Commission is a Responsible Agency under the California Environmental Quality Act (CEQA), and in accordance with CEQA, finds that the extension of wastewater service to APN 018-140-003-7 (0.67 acres) and is exempt from CEQA pursuant to Government Code section 15303(a) which is consistent with the determination.
- B.      The Commission finds, pursuant to Government Code section 56133(c), that the landowner/applicant provided LAFCO with documentation of a threat to the health and safety of the affected residents, in that if service is not extended to the parcel, the residents will not have a sanitary sewer service for their home.
- C.      The Commission authorizes the applicant to extend wastewater service outside the City's boundary due to lack of feasibility or a compliant septic solution.

**Option 2**      Deny the request, thereby prohibiting the City of Brentwood from providing OAS wastewater service to the subject parcel.

**Option 3**      Continue this matter to a future meeting to obtain more information.

**RECOMMENDATION:** Option 1 – Recommend Approval

Lou Ann Texeira  
\_\_\_\_\_  
LOU ANN TEXEIRA, EXECUTIVE OFFICER  
CONTRA COSTA LAFCO

### Exhibit

- A. Map of Subject Parcel

Attachment: Draft LAFCO Resolution 26-01

- 1. Draft LAFCO Resolution 26-01

cc: Solano Medina, Applicant

**RESOLUTION NO. 26-01**

**RESOLUTION OF THE CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
AUTHORIZING CITY OF BRENTWOOD TO PROVIDE  
OUT-OF-AGENCY WASTEWATER SERVICE TO 8091- LONE TREE WAY - BRENTWOOD**

**WHEREAS**, the above-referenced request was filed with the Executive Officer of the Contra Costa Local Agency Formation Commission pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act (California Government Code Section 56000 et seq.); and

**WHEREAS**, at the time and in the manner required by law the Executive Officer gave notice of the Commission’s consideration of this emergency request; and

**WHEREAS**, the Commission heard, discussed, and considered all oral and written testimony related to this request including, but not limited to, the Executive Officer's report and recommendation; and

**WHEREAS**, out of agency service approval is needed to provide wastewater service to the subject property to a single-family home due to a public health emergency; and

**WHEREAS**, the applicant provided to LAFCO an executed indemnification agreement providing for the applicant to indemnify LAFCO against any expenses arising from any legal actions challenging the out of agency service.

**NOW, THEREFORE, BE IT RESOLVED DETERMINED, AND ORDERED** by the Contra Costa Local Agency Formation Commission as follows:

- A. The Commission is a Responsible Agency under the California Environmental Quality Act (CEQA), and in accordance with CEQA, finds that the extension of wastewater service to APN 366-102-008 exempt from CEQA pursuant to Section 15303(a).
- B. The Commission finds, pursuant to Government Code section 56133, that the applicant provided the Commission with documentation of a threat to the health and safety of the affected residents of APN 018-140-003-7, in that if service is not extended to the parcel, the residents will not have wastewater services.
- C. The Commission authorizes the City of Brentwood to extend wastewater service outside its jurisdictional boundary to APN 018-140-003-7 subject to the following terms and conditions:  
Wastewater service and infrastructure is limited to serving the existing single-family home.
- D. Approval to extend City of Brentwood services is limited to one parcel as specifically noted herein.

\* \* \* \* \*

PASSED AND ADOPTED THIS 10<sup>th</sup> day of June 2026, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
GABRIEL QUINTO, CHAIR, CONTRA COSTA LAFCO

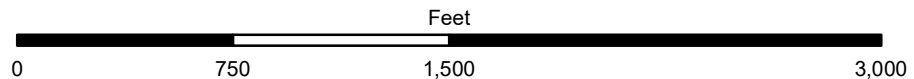
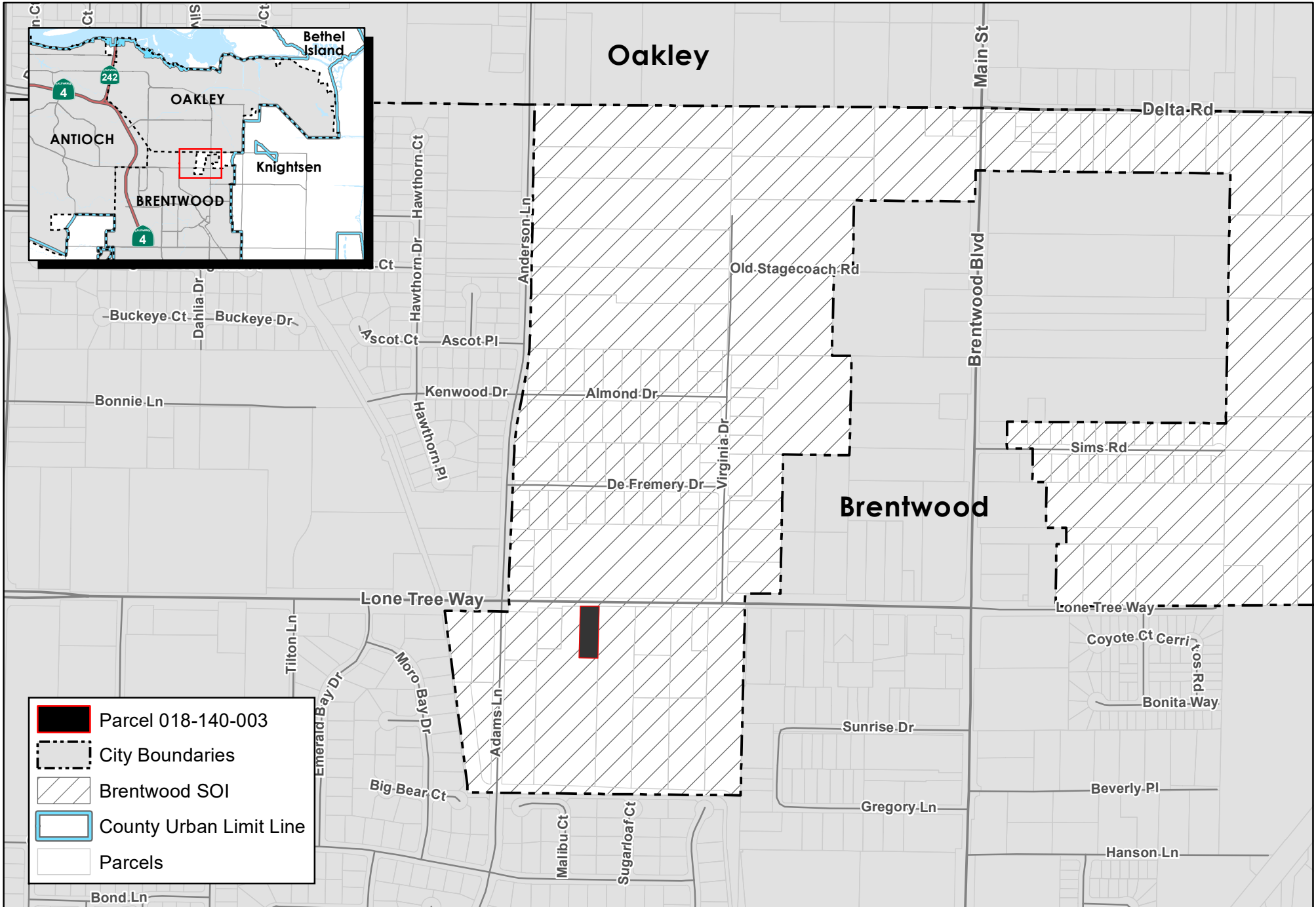
*I hereby certify that this is a correct copy of a resolution passed and adopted by this Commission on the date stated above.*

Dated: June 10, 2026

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Lou Ann Texeira, Executive Officer

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# Potential Out-of-Agency Service Agreement for 018-140-003 (8091 Lone Tree Way)



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Lou Ann Teixeira  
Executive Officer

June 10, 2026

June 10, 2026  
Agenda Item 6

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

**Final FY 2026-27 Budget and Work Plan - Hearing to consider approving the final FY 2026-27  
LAFCO 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 Final FY 2026-27 budget and work plan.

**BUDGET SUMMARY:** The Final FY 2026-27 budget (attached) includes appropriations totaling approximately \$1,158,914 and reflects an overall increase of approximately 0.19% as compared to the FY 2025-26 budget. The increases are primarily attributable to increases in employee salaries and benefits including health and dental insurance and retirement benefits. The Final 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 included one full-time Executive Officer (EO) and one full-time Clerk Analyst (CA) and retained the current staffing level. LAFCO staff is supplemented with consultants and County services. The Final FY 2026-27 retains the current staffing level.

The Final 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 provided 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 Final FY 2026-27 *Services & Supplies* account totals \$408,500 and reflects a slight 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 Final 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 most recent GASB report shows that the plan as a whole was funded. The Final 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 Final 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 Final budget includes \$25,000 in application fees. Application activity was moderate in FY 2025-26. It is projected that LAFCO will receive approximately \$22,000 in application fees in FY 2026-27. The Final 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 2025-26 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 Final 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 Final budget 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 Final 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. The Commission continued LAFCO Pending dissolution of CSA R-9

### **MSRs/SOI Updates**

- a. Completed County Service Areas MSR/SOI updates
- b. Completed 3<sup>rd</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

### **Administration and Other Activities**

- a. In January 2025, the Commission appointed McGill as Chair, and Gabriel Quinto as Vice Chair; in January 2026, the Commission appointed Vice Chair Quinto as Chair and Diane Burgis as Vice Chair
- b. In 2025, LAFCO welcomed new Commissioners Dawn Morrow (Specia District Member), Laura Nakamura (City Member), and Marisol Rubio (City Member)
- c. LAFCO updated the LAFCO Salary Plan
- d. The LAFCO Polices & Procedures Committee provided updates to LAFCO policies needed
- e. LAFCO staff assisted in completing the GASB 68 report
- f. A new GASB report is currently underway
- g. LAFCO staff-initiated updates to LAFCO Directory of Local Agencies (ongoing)
- h. LAFCO staff updated the LAFCO website updates
- i. LAFCO staff provided quarterly budget reports
- j. Commissioners and the LAFCO Executive Officer conducted employee performance reviews
- k. LAFCO staff provided comments on local agency environmental documents
- l. LAFCO staff submitted position letters on various bills affecting LAFCOs
- m. LAFCO staff participated in CALAFCO meetings and supported CALAFCO
- n. The Commission approved the 2025 and 2026 LAFCO Meeting Schedules
- o. LAFCO staff 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
- ❖ Update policies and procedures 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 FY 2026-27 Final 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 and accept testimony regarding the Final FY 2026-27 LAFCO Budget,
2. After receiving public comments, close the hearing,
3. After Commission discussion, adopt the Final FY 2026-27 Budget, with any desired changes, and authorize staff to distribute the Final Budget to the County, cities and independent special districts as required by Government Code §56381.

Respectfully submitted,

*Lou Ann Texeira*

LOU ANN TEXEIRA  
EXECUTIVE OFFICER

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Attachment 6.1 – Budget and Work Plan

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**FINAL FY 2026-27 BUDGET**

June 11 2026

Attachment 6.1

	<b>FY 2025-26</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>
	<b>Final Budget</b>	<b>Year-end</b>	
	<b>Approved</b>	<b>Estimated</b>	<b>Final Budget</b>
<b>Salaries and Employee Benefits</b>			
Permanent Salaries- 1011	\$ 306,844	\$ 305,987	\$380,000
Deferred Comp Cty Contribution - 1015	\$ 1,020	\$ 1,020	\$1,090
FICA- 1042	\$ 18,000	\$ 17,000	\$22,000
Retirement expense- 1044	\$ 109,000	\$ 104,000	\$110,000
Employee Group Insurance- 1060	\$ 52,400	\$ 49,900	54,998
Retiree Health Insurance- 1061	\$ 7,500	\$ 6,000	\$7,000
Unemployment Insurance- 1063	\$ 650	\$ 630	\$670
Workers Comp Insurance- 1070	\$ 1,700	\$ 1,600	\$19,000
<b>Total Salaries and Benefits</b>	<b>\$ 497,114</b>	<b>\$ 486,137</b>	<b>\$594,758</b>
<b>Services and Supplies</b>			
Office Expense- 2100	\$ 3,000	\$ 2,700	\$2,800
Publications -2102	\$ 300	100	\$300
Postage -2103	\$ 1,100	250	\$900
Communications - 2110	\$ 1,200	600	\$1,100
Tele Exchange Services 2111	\$ 2,300	1,300	\$2,300
Minor Furniture/Equipment - 2131	\$ 1,200	400	\$1,100
Minor Comp Equipment - 2132	\$ 7,400	800	\$900
Pubs & Legal Notices 2190	\$ 2,500	\$ 2,400	\$2,400
Memberships - 2200	\$ 16,000	13,000	\$14,000
Rents & Leases - 2250 (copier)	\$ 5,500	4,500	\$4,500
Computer Software - 2251	\$ 1,000	300	\$600
Bldg Occupancy Costs - 2262	\$ 11,000	\$ 23,000	\$23,000
Bldg Life Cycle Costs - 2265	\$ 1,055	\$ 615	\$700
Bldg Maintennace - 2284	\$ 500	\$ 500	\$550
Auto Mileage Emp. - 2301	\$ 200	\$ 200	\$200
Other Travel Employees - 2303	\$ 10,500	\$ 8,404	\$7,000
Prof & Spec Services - 2310	<b>\$ 291,665</b>	<b>\$ 264,775</b>	<b>\$306,870</b>
Assessor	\$ 18,425	\$ 6,000	\$15,000
Financial Audit	\$ 11,000	\$ 8,035	\$10,000
GIS/Mapping	\$ 13,000	\$ 6,000	\$12,000
Legal	\$ 42,000	\$ 37,000	\$42,000
MSRs	\$ 180,000	\$ 180,000	\$195,000
Planning	\$ 8,000	\$ 10,000	\$10,000
Special Projects (document imaging)	\$ 2,000	\$ 2,000	\$2,300
Misc Investment Services/CCCERA Fees	\$ 240	\$ 240	\$250
Special Studies/Workshop/Actuarial Valuation	\$ 12,000	\$ 12,000	\$13,000
Website Management	\$ 5,000	\$ 3,500	\$3,500
Data Processing Services - 2110 & 2315	\$ 11,000	\$ 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	\$ 7,760	\$ 8,143	\$8,400
Commission Training/Registration/Stipends - 2467	\$ 30,000	\$ 21,000	\$30,000
NOD/NOE Filings - 2490	\$ 300	\$ 150	
<b>Total Services &amp; Supplies</b>	<b>\$ 408,500</b>	<b>\$ 320,812</b>	<b>\$ 407,200</b>
<b>Total Expenditures</b>	<b>\$ 905,614</b>	<b>\$ 806,949</b>	<b>\$901,628</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>\$ 1,047,614</b>		<b>\$ 1,043,628</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,047,614</b>		<b>\$1,043,628</b>
Agency contributions - 9500 & 9800	\$ 772,614		\$792,456
Application & other revenues	\$ 25,000		\$ 25,000
Fund Balance Contribution	\$ 250,000		\$ 250,000

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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

**June 10, 2026**  
**Agenda Item 7**

June 10, 2026

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

### **CALAFCO UPDATES AND OTHER EVENTS**

Dear Members of the Commission:

CALAFCO was busy in the months of April and May. CALAFCO focused on *Board Governance, Strategic, Planning and Educational Programs* (which continue to grow), *Legislative Engagement* (which remains strong), *Membership and Organizational Sustainability, Communication and Website Improvements, and Planning Ahead.*

Other items included the CALAFCO *Legislative Committee Meeting* and the *CALAFCO Special Corporate Business* meeting, both of which your Executive Officer attended via Zoom.

Also, on May 21<sup>st</sup>, your Executive Officer participated in the *Bay Area Blueprint* meeting via Zoom with Alameda LAFCO and several members of the *Bay Area LAFCO Blueprint.*

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

Sincerely,

*Lou Ann Teixeira*  
Executive Officer

Attachment

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## Strong Foundation and Clear Direction

### CALAFCO's Priorities for 2026 and Beyond



***On February 26, the CALAFCO Board of Directors spent a full day focused on where the organization is headed and what members can expect over the next two years.***

CALAFCO is in a strong position. Education programs are active and growing. Member outreach has improved. Governance has been reformed. The Board is clear on priorities and ready to execute.

Board members said so themselves, candidly and consistently throughout the retreat. Progress over the past year is real and visible, and the Board's focus now is on sustaining that momentum with consistent, reliable follow-through.

The retreat centered on fundamentals: the services members rely on, the reliability they expect, and the discipline required to deliver at that level.

#### HERE IS THE BOARD'S TWO-YEAR VISION:

##### 1. Education Is the Top Priority

The Board identified education as the organization's highest priority. That includes CALAFCO University, the Staff Workshop, the Annual Conference, and webinars. The direction is to keep building on what is working and make sure programming stays practical and relevant for both commissioners and staff. A new emphasis includes making materials available after events conclude, so sessions have lasting value as an ongoing resource members can return to throughout the year.



##### 2. Legislative Work: Present, Strategic, and Grounded

The Board wants CALAFCO to maintain a credible presence in Sacramento and serve as a resource for policymakers on LAFCO-related issues. Legislative efforts will be disciplined and selective, focused on issues with clear statewide relevance and genuine member support. Capacity is finite, and the Board is committed to directing it where it will have the most impact.

##### 3. Governance Reforms Are in Place: Focus Shifts to Implementation

Recent changes to CALAFCO's governance structure, including allowing Executive Officers to serve on the Board and removing seat-type restrictions, were broadly supported at the retreat. The focus now is on making those changes work well in practice. Members were direct about the importance of clear roles. The Board sets policy direction, and the Executive Director manages day-to-day operations. That clarity benefits everyone.

## CALAFCO's Priorities for 2026 and Beyond (Continued)

### 4. Communication Is Improving and Will Keep Getting Better

Transparency and member outreach have improved, and Board members have noted it. The next step is to make communication even clearer and easier to access. Members want concise, timely updates on major initiatives, Board decisions, and working group activities. The website is on the agenda as well, with plans to develop it into a stronger information hub.

### 5. Building a Sustainable Staffing Model

The Board recognized the substantial work accomplished over the past year and is committed to building on it with a durable staffing structure. Expectations and resources need to align, and the organization is working toward a model that supports the Executive Director with the right capacity to deliver on member priorities over the long term.

### 6. Dues Structure Review Is a Near-Term Priority

The Board identified the dues structure as a priority for the coming year. The goal is a structure that is fair, transparent, and tied directly to the value members receive, with particular attention to equity across counties of different sizes. Members can expect an open process with clear communication as this work moves forward.

### 7. Serving Current Members and Growing the Community

The Board is committed to re-engaging LAFCOs that have stepped away and staying connected to those considering membership. The clearest path to both is continue deliver consistent value to current members. A strong track record of reliability and responsiveness is what makes membership worth maintaining and worth joining.

### 8. The Direction Is Clear

The Board left the retreat with a shared, practical commitment: stay focused, deliver on the fundamentals, and build on what is working. That means stronger education, clearer communication, an improved website, stable staffing, a fair dues structure, and consistent outreach to members across California.



**CALAFCO's strength comes from the people it serves. Questions, feedback, or ideas? Reach out to your Board representative or contact the CALAFCO office directly.**



Lou Ann Teixeira  
Executive Officer

June 10, 2026

June 10, 2026  
Agenda Item #8

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 four 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*, **LAFCO 25-08** – *Annexation to CCCSD – APNs 365-140-009 and -008*, and **LAFCO 26-01** – *Emergency Out of Agency Service (OAS) – 8901 Lone Tree Way, Brentwood* which is on the Commission’s agenda today. The OAS application is considered a hardship, emergency, and a health & safety issue as confirmed by County Environmental Health. As the LAFCO Executive Officer, I am authorized to approve a health & safety issue and am bringing this item to the Commission for approval. In addition, there are several potential applications that may be submitted to LAFCO in the near future. Also, since completion of the 2021 *Park & Recreation Municipal Services Review*, the Commission discussed dissolving County Service Area (CSA) R-9. This matter has been continued since 2021. Recently, the Commission voted to continue the matter to May 2027.

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 – 8.1 Current Applications Table

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION  
CURRENT APPLICATIONS – June 10, 2026**

**Attachment 8.1**

File #	APPLICATION NAME/LOCATION	APPLICATION SUMMARY	STATUS
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 – Bay’s Edge and Detachment from CSA P-6 – Bay’s Edge	Application submitted on December 29, 2023	Pending update in August 2026
25-06	Annexation to City of Clayton – Clayton Estates	Application submitted on December 29, 2025	Scheduled for July 8, 2026
25-07	Annexation to Central Contra Costa Sanitary District (CCCSD) APN 370-140-003	Application submitted on December 29, 2025	Scheduled for July 8, 2026
25-08	Annexation to CCCSD APNs 365-140-008 & -009	Application submitted on December 29, 2025	Scheduled for July 8, 2026
26-01	Emergency Out-of-Agency APN 018-140-003	Application submitted on April 13, 2026	Scheduled for June 10, 2026

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**June 10, 2026**  
**Agenda Item #9**

## **AGENDA**

### **RETIREMENT BOARD MEETING**

REGULAR MEETING  
June 3, 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).
3. Recognition of Henry Gudino for 10 years of service and Noelle Perez for 5 years of service.

### ***CONSENT ITEMS***

- 4.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 May 6, 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. Travel report.
    - c. Investment asset allocation report.
- 4.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**

- 5. Presentation on the annual benefit payee well check process. (Presentation item)
- 6. Consider authorizing the attendance of Board: (Action Item)
  - a. NASRA Annual Conference, August 8-12, 2026, Boston, MA.
  - b. StepStone 360 Conference, October 14-15, 2026, New York, NY.
- 7. Reports. (Presentation item)
  - a. Trustee reports on meetings, seminars and conferences.
  - b. Staff reports

**CLOSED SESSION**

- 8. The Board will continue in 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. Allen De La Cruz	Service Connected	Service Connected
b. Jasmine McFarland	Service Connected	Service Connected

**OPEN SESSION**

- 9. The next meeting is currently scheduled for June 17, 2026 at 9:00 a.m.

Adjourn

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.