



Lou Ann Teixeira  
Executive Officer

January 8, 2025 (Agenda)

**January 8, 2025  
Agenda Item 3**

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

### **Selection of Commission Officers for 2025**

Dear Members of the Commission:

The procedure for selecting officers for the Contra Costa LAFCO is described in Section 1.4 (*Rules and Procedures*) of the Commission Handbook and provides for the following:

- The members of the Commission shall elect a Chair and Vice Chair at the first meeting of the Commission held in January of each year or as soon thereafter as practicable.
- The Chair and Vice Chair shall serve for one-year terms, or until their successors are elected, whichever occurs later.
- Officers shall be selected from the categories of members in the following order:

County member 1  
Special District member 1  
City member 1  
Public member  
County member 2  
Special District member 2  
City member 2

In 2024, Public Member Charles R. Lewis served as Chair and Special District Member Michael R. McGill served as Vice Chair.

**RECOMMENDATION** – Per the Commission’s policy, it is recommended that the Commission select a Special District member as Chair to serve until January 2026, and a City Member to serve as Vice Chair until January 2026.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER