

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
MEETING MINUTES – October 8, 2025

1. **Call to Order and Pledge of Allegiance** - *Chair McGill called the meeting to order at 1:30 P.M. Chair McGill requested Commissioner Burgis lead the Pledge of Allegiance for today's meeting.*
2. **Roll Call Vote** – *Following the Roll Call Vote, Chair McGill noted the following Commissioners and staff were present *(just cause exception applied to Commissioner Andersen):*

Regular Commissioners	Alternate Commissioners	Staff
*Candace Andersen	Marisol Rubio (absent)	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 (absent)		
Gabriel Quinto, Vice Chair (absent)		

3. **Approval of October 8, 2025, LAFCO Commission Meeting Minutes** - *Chair McGill called for approval of October 8, 2025, meeting minutes. Commissioner Lewis requested to strike Alternate Commissioner Scales-Preston's vote from Item#3, as Commissioners Andersen and Burgis were already present to vote. Commissioner Scales-Preston agreed. Counsel Geiger noted that Commissioner Scales-Preston did vote and that should be noted with the exception that she was not required to vote. Commissioner Lewis moved to approval, and with a second by Commissioner Bristow, the Commission unanimously, by a 5-0 vote, approved the meeting minutes.*

VOTE

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

4. **Public Comment Period:** *Chair McGill invited public comments on items not on the agenda. There were no public comments and Chair McGill closed the Public Comment period.*

BUSINESS ITEMS

5. **2nd Round Irrigation and Water Districts Municipal Service Review (MSR)/Sphere of Influence (SOI) Updates Contract** – Consider entering a contract with Policy Consulting Associates, LLC (PCA) to prepare a 2nd Round MSR/SOI updates covering irrigation and water districts. *The Commission received the report and overview. Chair McGill opened the public comment period. Commissioner Lewis commented on bid costs for PCA and another consulting firm. Chair McGill noted the bidding cost was not atypical, as PCA completed prior work with staff recently. Chair McGill then opened the Public Comment period. Speaker Lowrey of Ironhouse Sanitary District requested that Commissioners speak into their mics. Chair McGill then closed the Public Comment period, with no further public comments. Upon a motion by Commissioner Lewis, and second by Commissioner Burgis, the Commission unanimously, by a 5-0 vote, approved entering a contract with PCA for the 2nd Round MSR/SOI updates covering irrigation and water districts.*

VOTE

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

6. **CALAFCO Updates and Events** – *The Commission received CALAFCO Updates and Upcoming Events – informational.*
7. **Current and Potential Applications** - *The Commission received an update on applications – informational.*
8. **ADJOURNMENT**

Next regular LAFCO meeting is November 12, 2025, at 1:30 pm.

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