



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

NOTICE AND AGENDA FOR REGULAR MEETING

Wednesday, October 8, 2025, 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. 1st Floor, Martinez, CA 94553. The public may also attend this meeting remotely by Zoom or telephone.

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

Join from PC, Mac, iPad, or Android:

<https://ccccounty-us.zoom.us/j/89553552712>

Join via audio:

USA 214 765 0478 US Toll

USA 888 278 0254 US Toll-free

Conference code: 220394

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

PUBLIC COMMENT: The Commission will consider all verbal and written comments received. Comments may be emailed to LouAnn.Teixeira@lafco.cccounty.us or by U.S. mail to Contra Costa LAFCO at 40 Muir Road 1st 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.

OCTOBER 8, 2025 CONTRA COSTA LAFCO MEETING AGENDA

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Approval of September 10, 2025 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.

BUSINESS ITEMS

5. ***2nd Round Irrigation and Water Districts Municipal Service Review (MSR)/Sphere of Influence (SOI) Updates Contract*** – Consider entering into a contract with *Policy Consulting Associates, LLC* to prepare a 2nd Round MSR/SOI updates covering irrigation and water districts
6. **CALAFCO Updates, Events, and Legislation** – Receive CALAFCO updates and upcoming events

INFORMATIONAL ITEMS

7. ***Current and Potential Applications - information only***
8. Correspondence from Contra Costa County Employees' Retirement Association (CCCERA)
9. Commissioner Comments and Announcements
10. Staff Announcements/Newspaper Articles

ADJOURNMENT

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

LAFCO STAFF REPORTS AVAILABLE AT: http://www.contracostalafco.org/meeting_archive.htm

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
MEETING MINUTES – September 10, 2025

- 1.– 2. 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. The following were present:

<u>Regular Commissioners</u>	<u>Alternate Commissioners</u>	<u>Staff</u>
Candace Andersen	Marisol Rubio (arrived during item 3)	Lou Ann Texeira, Executive Officer
Patricia Bristow	Shanelle Scales-Preston	Tom Geiger, Commission Counsel
Diane Burgis	Rob Schroder	
Charles Lewis, IV	Dawn Morrow	
Mike McGill (Chair)		
Laura Nakamura		
Gabriel Quinto (Vice Chair) (absent)		

3. **Approval of August 13, 2025, LAFCO Commission Meeting Minutes - *Chair McGill called for approval of August 13, 2025, meeting minutes. With a motion by Commissioner Lewis, and second by Commissioner Burgis, the Commission unanimously, by a 7-0 vote, approved the meeting minutes.***

VOTE

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Scales-Preston
NOES: None
ABSENT: Quinto
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. **3rd Round Reclamation Services Municipal Service Review (MSR)/Sphere of Influence (SOI) Updates –** Consider accepting the Final MSR report, make the required MSR and SOI determinations, update SOIs for the districts covered in the MSR report, and take related actions under CEQA, ***Public Hearing - The Commission received the report and overview. Chair McGill opened the Public Comment period. There were no public comments. Commissioners Burgis and Lewis thanked the consultants and staff for their work on the MSR. With a motion by Commissioner Burgis, and second by Commissioner Lewis, the Commission unanimously, by a 7-0 vote, approved the MSR.***

VOTE

AYES: Andersen, Bristow, Burgis, Lewis, McGill, Nakamura, Rubio (NOTE: Scales-Preston acted as alternate voting member during Item#3 prior to regular voting member Commissioner Rubio's arrival.)
NOES: None
ABSENT: Quinto
ABSTAIN: None

6. **Policies and Procedures Update – Inactive Applications –** Consider approving the *Inactive Applications* policy. ***Chair McGill opened the Public Comment period. There were no public comments. With a motion by Commissioner Nakamura, and second by Commissioner Rubio, the Commission unanimously, by a 7-0 vote, approved the Policies and Procedures updated policy regarding inactive applications.***

VOTE

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

7. **CALAFCO Updates and Events –** Receive CALAFCO Updates and Upcoming Events – *there was nothing to vote on, information only.*

INFORMATIONAL ITEMS

8. *Current and Potential Applications*
9. *Correspondence from Contra Costa County Employees' Retirement Association (CCCERA)*
10. *Commissioner Comments and Announcements – Commissioner Bristow thanked the Contra Costa County Board of Supervisors for honoring the passing of outstanding community leader Ron Nunn*
11. *Staff Announcements/Newspaper Articles*

ADJOURNMENT

Next regular LAFCO meeting is October 8, 2025, at 1:30 pm.



Lou Ann Texeira
Executive Officer

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

October 8, 2025 (Agenda)

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

October 8, 2025
Agenda Item 5

**2nd Round Irrigation and Water Services Municipal Service Reviews and
Sphere of Influence Updates - Contract for Services**

Dear Members of the Commission:

The Commission annually adopts *Proposed* and *Final* budgets and a workplan. The FY 2025-26 budget and workplan includes funding for Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) Updates.

Contra Costa LAFCO recently completed 3rd round *Reclamation Services* MSR/SOI updates covering 12 reclamation districts. It is timely to move forward with another MSR. As presented in the FY 2025-26 budget report, the next MSR in the queue is the 2nd round irrigation and water services MSR/SOI updates.

Previously, the Commission approved an “on-call” list of prequalified MSR/special study consultants. LAFCO staff reached out to several consulting firms and asked for details regarding their approach to this MSR and cost to prepare the MSR. Two firms responded including *Policy Consulting Associates (PCA)* and *RSG Solutions*. Both firms provided detailed proposals and both firms have experience working with LAFCOs. *PCA* provides a range of services including preparing interdisciplinary studies for LAFCOs and other government agencies with an emphasis on MSRs/SOI updates and fiscal studies. *PCA* also provides contract staffing services to several LAFCOs throughout California. *PCA* is familiar with Contra Costa County and Contra Costa LAFCO and recently prepared our 3rd round reclamation services MSR/SOI updates. *PCA* also served as a subconsultant to the Contra Costa County Fire Protection District-East Contra Costa East Fire Protection District annexation/dissolution in 2022. The *PCA* estimated cost is \$54,000. *RSG* provides a range of fiscal services including fiscal impact studies, MSRs/SOI updates, boundary changes/incorporations, community engagement, strategic plans, and tax increment financing. The *RSG* estimated not-to-exceed cost is \$106,261.

RECOMMENDATION – It is recommended that the Commission authorize the LAFCO Executive Officer to execute a contract with *Policy Consulting Associates* to prepare the 2nd round *Irrigation and Water Services* MSRs/SOI updates with a project budget not to exceed \$54,000.

Sincerely,
LOU ANN TEXEIRA
EXECUTIVE OFFICER

c: Jennifer Stephenson, Principal, *Policy Consulting Associates*
Jim Simon, Principal, *RSG*



Lou Ann Texeira
Executive Officer

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

October 8, 2025
Agenda Item 6

October 8, 2025

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

CALAFCO Updates, Events, and Legislation

Dear Members of the Commission:

CALAFCO has been busy with CALAFCO Board and legislative committee meetings along with the upcoming 2025 CALAFCO annual conference - October 22 – 24 in San Diego (see attached flyer). The 2026 annual CALAFCO conference is scheduled for October 21-23, 2026, in Sacramento.

Contra Costa LAFCO will be well attended this year with six LAFCO Commissioners attending the 2025 annual CALAFCO conference. Some of the 2025 CALACO conference events include a pre-conference general session, a variety of new general sessions, caucus meetings and elections, annual business meeting, awards banquet, and many interesting breakout sessions (see attached conference program).

The LAFCO 2025 Annual Corporate Business Meeting takes place on Thursday, October 23, 2025. Commissioners McGill and Burgis will be our voting members this year.

Regarding legislation, Contra Costa LAFCO recently sent a support letter regarding Senate Bill 858, the annual Omnibus Act of 2025 (see attached). Specifically, CALAFCO supports the provisions to correct cross reference in the Cortese-Knox-Hertzberg Act (CKH). Additional information is noted in the staff report and on the CALAFCO website at <https://www.calafco.org>.

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

Lou Ann Texeira
EXECUTIVE OFFICER

Attachments:

- 6.a Business Mtg Notice & Agenda
- 6.b Conference Schedule

MEMORANDUM

DATE: August 25, 2025

TO: Member LAFCOs, Officers of Member LAFCOs, and Associate Members

CC: CALAFCO Board of Directors

FROM: José Henríquez, Interim Executive Director

RE: **CALAFCO 2025 Annual Corporate Business Meeting Notice and Agenda**

CALAFCO Bylaws (Section 3.4) require the Association to notify each Member LAFCO and Associate Member of the Corporation of meetings, not less than 30 days prior to that meeting.

NOTICE

The Annual Meeting of the California Association of Local Agency Formation Commissions will be held:

DATE: Thursday, October 23, 2025
TIME: 9:00 – 10:30 a.m.
LOCATION: The Wyndham Bayside
Pacific A & B Rooms
1355 North Harbor Drive
San Diego, CA 92101

The Annual Meeting will be preceded by Regional Caucuses at 8:00 a.m. for the purpose of electing members to the Board of Directors. Attached please find the agenda for the meeting, which is also posted in the Members section of the CALAFCO website.

CALAFCO Bylaws (Section 3.7.1) also require each Member LAFCO designate in writing their voting delegate prior to the meeting. If you have not done so, please e-mail the name of your delegate to Pamela Miller at pmiller@millermcg.com by **September 19, 2025 at 12:00 p.m.** An updated list of voting delegates will be posted in the Members section of the website and will be available at the Conference. The full meeting packet will be distributed in advance of the meeting.

Thank you for sharing and discussing this information with your Commission. Please contact me with questions or for additional information.



2025 Annual Corporate Business Meeting

Thursday, October 23, 2025

REGIONAL CAUCUSES

8:00 a.m. to 8:45 a.m.

ANNUAL MEETING

9:00 a.m. to 10:30 a.m.

**The Wyndham Bayside - Pacific A & B Rooms
1355 North Harbor Drive, San Diego, CA 92101**

ANNUAL MEETING AGENDA

1. Call to Order/Roll Call of Member LAFCOs Gay Jones, Chair
2. Approve Minutes from the October 17, 2024 CALAFCO Annual Business Meeting held at the Tenaya Lodge, Fish Camp, CA.
3. Introduction of Board Members Elected by Regional
Caucuses Wendy Root Askew
Elections Committee Chair
4. Election for any at-large seats to the Board of Directors Wendy Root Askew
Elections Committee Chair
(If needed)
 - 4.1. Nominations from the Floor
 - 4.2. Candidates Forum
 - 4.3. Voting Process
5. Report on the Association's work over the past year
 - 5.1. Introduction Gay Jones, Chair
 - 5.2. Report José Henríquez, Interim Executive Director
Pamela Miller, Transition Team Consultant
6. New Business Gay Jones, Chair
 - 6.1. Consider and Approve Board of Directors'
recommended changes to the Association Bylaws
7. Report on the Association's work ahead Gay Jones, Chair
Pamela Miller, Transition Team Consultant
Michelle McIntyre, Incoming Interim Executive Director
8. Announcements/Comments

Adjourn to the 2026 Special Business Meeting, to be held virtually on Monday, February 23, 2026 at 10:00 a.m.



Lou Ann Teixeira
Executive Officer

October 8, 2025

October 8, 2025
Agenda Item 7

Contra Costa Local Agency Formation Commission
40 Muir Road, 1st 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 has 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.

LAFCO recently received two new applications: one to annex the *Richmond Rod & Gun Club* to West County Wastewater District and an application to annex two parcels to the Mt. View Sanitary District (Discovery Builders) in anticipation of single family development. These applications are currently being processed and are under review.

Potential and Other Applications: There are several potential applications that may be submitted to LAFCO in the near future, including an annexation to West County Wastewater District, an annexation to Byron Bethany Irrigation District, and an annexation to Mt. View Sanitary District. 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 April 8, 2026.

RECOMMENDATION – Informational item – no actions required.

Sincerely,

Lou Ann Teixeira

EXECUTIVE OFFICER

Attachment – 7.a Current Applications Table

CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
CURRENT APPLICATIONS – October 8 , 2025

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 April 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
25-03	Annexation to West County Wastewater District (WCWD) – Richmond Rod & Gun Club	Application submitted on July 30, 2025 to annex the Richmond Rod & Gun Club to WCWD.	Application pending
25-04	Annexation to Mt. View Sanitary District – Bay View Estates and Seal Island	Application submitted on September 17, 2025 to annex two parcels (84± acres) to build 209 single family homes – Bay View Estates	Application pending



October 8, 2025
Agenda Item 8

AGENDA

RETIREMENT BOARD MEETING

REGULAR MEETING
October 1, 2025
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 September 3, 2025 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. Review of CCCERA's Testing for Continued Benefit After Retirement Policy.
- 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.

DISCUSSION ITEMS

4. Consider and take possible action to adopt BOR Resolution 2025-5 for the funding of the I.R.C. Section 115 Trust for Other Post-Employment Benefits for CCCERA employees. (Action Item)
5. Report from Investment Committee Chair on September 17, 2025 meeting.
6. Consider and take possible action to retain StepStone Group for private market consultant services as recommended by the Investment Committee. (Action Item)
7. Presentation of Semi-Annual Disability Retirement Report. (Presentation Item)
8. Consider and take possible action on SACRS voting proxy form. (Action Item)
9. Consider and take possible action to cancel the meeting on October 15, 2025. (Action Item)
10. Consider authorizing the attendance of Board: (Action Item)
 - a. CALAPRS Trustee Round Table, October 3, 2025, Virtual.
11. Reports. (Presentation item)
 - a. Trustee reports on meetings, seminars and conferences.
 - b. Staff reports

CLOSED SESSION

12. The Board will go into closed session pursuant to Govt. Code Section 54957 to consider the Hearing Officer's recommendation regarding the disability application for Tamra Star.

The next meeting is currently scheduled for November 5, 2025 at 9:00 a.m.

Adjourn