



Lou Ann Teixeira
Executive Officer

March 11, 2026 (Agenda)

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

March 11, 2026
Agenda Item 7

Environmental Planning Services

Dear Commissioners:

DISCUSSION: The LAFCO budget includes funding for various professional services to augment LAFCO staffing and provide budgetary flexibility. One of the contract services provided to LAFCO is environmental planning. These services include the following:

- Reviews and provides comments on LAFCO applications and projects
- Reviews and provides comments on environmental documents prepared by outside agencies
- Assists with preparing environmental documents for LAFCO projects
- Assists with developing new, and reviews existing, LAFCO policies and procedures
- Attends LAFCO hearings, meetings with applicants, and other meetings as needed

Previously, LAFCO retained Yuba Planning Group, LLC (YPG) to provide “as-needed” environmental planning services. The contract with Yuba Planning Group, LLC (YPG) will expire in April 2026. Jessica Hankins, the Principal of YPG, recently informed LAFCO that she can no longer provide environmental services to Contra Costa LAFCO as she has taken a new full-time position with Nevada City.

LAFCO staff reached out to several LAFCO Executive Officers regarding their environmental planners and several provided suggestions for environmental planning services. LAFCO staff is currently in the process of contacting four of the environmental planning firms to obtain information about their hourly rates, staffing and experience with LAFCOs. The contract will note that we are seeking environmental planning services *as needed*.

Sincerely,

Lou Ann Teixeira
Executive Officer

c: Thomas Geiger, LAFCO Legal Counsel

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