



Lou Ann Teixeira
Executive Officer

April 8, 2026 (Agenda)

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

April 8, 2026
Agenda Item #6

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 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. Subsequently, LAFCO staff contacted four CEQA planning firms to discuss their experience, number of staff, and cost. Monterey LAFCO Executive Officer noted that she was most impressed with Quincy Yaley with *Sage & Stone Planning* and Quincy’s knowledge, experience, and communication skills. Quincy Yaley previously served as the Tuolumne County Planning Director. She also served as LAFCO Executive Officer for several years. She recently started her own planning firm in 2025. The hourly rates are as follows: Principal \$225/hour, Planner \$150/hour, and Administrative Technician \$90/hour.

RECOMMENDATION: Staff recommends retaining Quincy Yaley with *Sage & Stone Planning Group* and that LAFCO enter a two-year contract with Quincy Yaley to provide CEQA assistance on an as needed basis.

Sincerely,
Lou Ann Teixeira
Executive Officer

c: Thomas Geiger, LAFCO Legal Counsel