



# Agenda

## INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR  
November 9, 2015

Supervisor Karen Mitchoff, Chair  
Supervisor John Gioia, Vice Chair

**Agenda Items:**

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Karen Mitchoff, Chair  
John Gioia, Vice Chair  
Staff Present: Julie DiMaggio Enea, Staff

1. Introductions

*Chair Mitchoff convened the meeting at 2:35 p.m.*

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

*No members of the public were in attendance.*

3. RECEIVE and APPROVE the Record of Action for the October 12, 2015 IOC meeting.

*The Committee approved the Record of Action of the October 13, 2015 meeting as presented.*

AYE: Chair Karen Mitchoff, Vice Chair John Gioia

Passed

4. 1. REVIEW remaining unincorporated areas/islands to ascertain the need for a general County policy on the sharing of costs for annexation feasibility studies with requesting agencies.

2. If a policy is needed:

- a. IDENTIFY the goal(s) of the policy.
- b. CONSIDER what principles and criteria should guide the decision to share costs for annexation studies.
- c. CONSIDER what policies should apply to the source of funding for the County's share of annexation study costs.
- d. PROVIDE direction to staff on the preparation of a policy for consideration at a future Committee or Board of Supervisors meeting.

***The Committee reviewed the staff report and decided that a policy on cost sharing of annexation studies is unnecessary and that cost sharing proposals can be considered by the Board of Supervisors based on the unique circumstances of each proposal.***

AYE: Chair Karen Mitchoff, Vice Chair John Gioia  
Passed

5. The next meeting is currently scheduled for December 14, 2015.
6. Adjourn

***Chair Mitchoff adjourned the meeting at 2:50 p.m.***

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*The Internal Operations Committee will provide reasonable accommodations for persons with disabilities planning to attend Internal Operations Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.*

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*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Internal Operations Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours. Staff reports related to items on the agenda are also accessible on line at [www.co.contra-costa.ca.us](http://www.co.contra-costa.ca.us).*

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*Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.*

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For Additional Information Contact:

**DRAFT**

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