



Lou Ann Texeira  
Executive Officer

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September 29, 2020

Trish Bello-Kunkel, Chair  
Knightsen Town Community Services District  
P.O. Box 763  
Knightsen, CA 94548

Sent via e-mail and US Mail to Trish Bello-Kunkel, Chair  
Knightsen Town Community Services District  
[knightsencsd@gmail.com](mailto:knightsencsd@gmail.com)

Dear Chair Bello-Kunkel,

This letter is to confirm receipt of the District’s letter dated September 17, 2020 to withdraw its application to dissolve the Knightsen Town Community Services District (LAFCO 20-03).

Accordingly, LAFCO staff has ceased processing the application and is closing the project file “without prejudice.” Pursuant to the *Contra Costa LAFCO Schedule of Processing Fees and Deposits*, application processing fees are non-refundable. Further, the amount of time LAFCO staff has expended to date on this application exceeds the LAFCO fee; thus, no refund will be issued.

LAFCO staff will place the District’s application withdrawal letter on the Commission’s October 14, 2020 meeting agenda as an “informational only” item. There is no need for the Commission to act on withdrawal of application provided a Certificate of Filing (CoF) has not been issued. LAFCO staff has not issued the CoF.

Please contact me if you have any questions.

Sincerely,

  
Lou Ann Texeira, Executive Officer  
Contra Costa LAFCO

c: Commissioners, Contra Costa LAFCO