

## Commission

Jerry Gladbach  
Chair

Richard H. Close  
Donald L. Dear  
Margaret Finlay  
Don Knabe  
Sheila Kuehl  
Gerard McCallum  
David Spence

## Alternates

Michael D. Antonovich  
Lori Brogin  
Paul Krekorian  
Judith Mitchell  
Joseph Ruzicka  
Greig Smith

## Staff

Paul A. Novak, AICP  
Executive Officer

June D. Savala  
Deputy  
Executive Officer

Amber De La Torre  
Doug Dorado  
Michael Henderson  
Alisha O'Brien  
Patricia Wood

80 South Lake Avenue  
Suite 870  
Pasadena, CA 91101  
Phone: 626-204-6500  
Fax: 626-204-6507

[www.lalafco.org](http://www.lalafco.org)

## LOCAL AGENCY FORMATION COMMISSION MEETING AGENDA

Wednesday, October 12, 2016  
9:00 a.m.

**Room 381B**  
Kenneth Hahn Hall of Administration  
500 West Temple Street, Los Angeles 90012

\*\*\*\*\*

A person with a disability may contact the LAFCO office at (626) 204-6500 at least 72 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

The entire agenda package and any meeting related writings or documents provided to a majority of the Commissioners after distribution of the agenda package, unless exempt from disclosure pursuant to California Law, are available at the LAFCO office and at [www.lalafco.org](http://www.lalafco.org).

\*\*\*\*\*

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE WILL BE LED BY CHAIRMAN GLADBACH**
3. **DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)**
4. **SWEARING-IN OF SPEAKER(S)**
5. **INFORMATION ITEM(S) – GOVERNMENT CODE §§ 56751 & 56857 NOTICE**

None.

**6. CONSENT ITEM(S)**

*All matters are approved by one motion unless held by a Commissioner or member(s) of the public for discussion or separate action.*

- a. Approve Minutes of September 14, 2016.
- b. Operating Account Check Register for the month of September 2016.
- c. Receive and file update on pending proposals.
- d. Annexation No. 748 to the Los Angeles County Sanitation District No. 21, and California Environment Quality Act (CEQA) exemption.
- e. Annexation No. 423 to the Los Angeles County Sanitation District No. 22, and California Environment Quality Act (CEQA) exemption.
- f. Annexation No. 424 to the Los Angeles County Sanitation District No. 22, and Mitigated Negative Declaration.

**7. PUBLIC HEARING(S)**

None.

**8. PROTEST HEARING(S)**

- a. Annexation No. 2016-07 to the City of Santa Clarita (West Creek), and Negative Declaration.

**9. OTHER ITEMS**

- a. Proposed Revisions to the Check-Signing Policy
- b. Proposed Revisions to the Position and Salary Schedule
- c. Potential Cancellation of the December 14, 2016 Meeting
- d. 2017 Commission Calendar

**10. COMMISSIONERS' REPORT**

Commissioners' questions for staff, announcements of upcoming events and opportunity for Commissioners to briefly report on their LAFCO-related activities since last meeting.

**11. EXECUTIVE OFFICER'S REPORT**

Executive Officer's announcement of upcoming events and brief report on activities of the Executive Officer since the last meeting.

12. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on items not on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Speakers are reminded of the three-minute time limitation.

13. **FUTURE MEETINGS**

November 9, 2016 (room 374A, 8:30am)

December 14, 2016

January 11, 2017

February 8, 2017

14. **FUTURE AGENDA ITEMS**

Items not on the posted agenda which, if requested, will be referred to staff or placed on a future agenda for discussion and action by the Commission.

15. **ADJOURNMENT MOTION**



Local Agency Formation Commission  
for the County of Los Angeles

 **DRAFT**

Commission

Jerry Gladbach  
Chair

Richard H. Close  
Donald L. Dear  
Margaret Finlay  
Don Knabe  
Sheila Kuehl  
Gerard McCallum  
David Spence

Alternates

Michael D. Antonovich  
Lori Brogin  
Paul Krekorian  
Judith Mitchell  
Joseph Ruzicka  
Greig Smith

Staff

Paul A. Novak, AICP  
Executive Officer

June D. Savala  
Deputy  
Executive Officer

Amber De La Torre  
Doug Dorado  
Michael Henderson  
Alisha O'Brien  
Patricia Wood

80 South Lake Avenue  
Suite 870  
Pasadena, CA 91101  
Phone: 626-204-6500  
Fax: 626-204-6507

[www.lalafco.org](http://www.lalafco.org)

REGULAR MEETING

MINUTES OF THE LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES

September 14, 2016

Present:

Jerry Gladbach, Chair

Richard H. Close  
Donald L. Dear  
Margaret Finlay  
Don Knabe  
Sheila Kuehl  
Gerard McCallum  
David Spence

Michael D. Antonovich, Alternate  
Lori Brogin-Falley, Alternate  
Judith Mitchell, Alternate  
Joe Ruzicka, Alternate  
Greig Smith, Alternate

Paul A. Novak, AICP; Executive Officer  
Erik Conard, Legal Counsel

Absent:

David Ryu  
Marqueece Harris-Dawson, Alternate



1 CALL MEETING TO ORDER

The meeting was called to order at 9:00 a.m. in Room 381-B of the County Hall of Administration.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Jerry Gladbach.

3 DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)

The Executive Officer (E.O.) read an announcement, asking that persons who made a campaign contribution of more than \$250 to any member of the Commission during the past twelve (12) months rise and state for the record the Commissioner to whom such campaign contributions were made and the item of their involvement (None).

4 SWEARING-IN OF SPEAKER(S)

The Executive Officer swore in two (2) members of the audience who planned to testify.

5 INFORMATION ITEM(S) – GOVERNMENT CODE §§ 56751 & 56857 NOTICE

None.

6 CONSENT ITEM(S) – OTHER

The Commission took the following actions under Consent Items:

- a. Approved Minutes of August 10, 2016.
- b. Approved Operating Account Check Register for the month of August 2016.
- c. Received and filed update on pending proposals.
- d. Adopted the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 1077 to the Santa Clarita Valley Sanitation District of Los Angeles County; Resolution No. 2016-39RMD.
- e. Adopted the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 747 to the Los Angeles County Sanitation District No. 21; Resolution No. 2016-40RMD.

- f. Adopted the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 2014-13 to the Los Angeles County Waterworks District No. 40 – Antelope Valley (Lebata, Inc.); Resolution No. 2016-41RMD.

MOTION:	DEAR
SECOND:	FINLAY
AYES:	CLOSE, DEAR, FINLAY, KUEHL, McCALLUM, SPENCE, GLADBACH
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	KNABE, RYU
MOTION PASSES:	7/0/0

#### 7 PUBLIC HEARING(S)

None.

#### 8 PROTEST HEARING(S)

None.

[Supervisor Knabe arrived at 9:05 a.m.]

#### 9 OTHER ITEMS

The following item was called up for consideration:

- a. Sativa County Water District – Commission Update.

The E.O. noted that there was new information since the staff report was finalized. The Sativa Water District (Sativa or District) successfully concluded its Proposition 218 rate increase process, and water rates will increase \$10 per month, from a flat rate of \$55 per month to \$65 per month, starting October 1, 2016. The District provided LAFCO with a monthly statement from the Local Agency Investment Fund (LAIF) confirming a reserves balance of \$484,050. The District provided a financial and rate analysis prepared by Kosmont Transactions Services in December 2015, and provided copies of the reports prepared by CivilTech in 2014 relative to infrastructure planning and long-term needs of the District. Supervisor Mark Ridley-Thomas submitted a letter to the District, encouraging the District to work with County Public Works staff in the Integrated Regional Water Management (IRWM) Program to secure grant funding.

The E.O. stated that the Commissioners also received copies of the letters from the District provided to LAFCO over the past 18 months.

The E.O. summarized the staff report on the Sativa County Water District.

Chair Gladbach asked if members from the public wanted to testify. Two (2) members of the audience, who were previously sworn-in, came before the Commission to testify.

Thomas Martin (General Manager, Sativa County Water District) stated that there has been progress by the District over the last 18 months. Mr. Martin stated he became General Manager in March of 2015. Mr. Martin stated that the District is currently working with the State Water Resources Control Board, which has determined that a new well is critical for the District. Mr. Martin stated that the District hired a grant writer, who will assist the District to obtain grant funding for the construction of the new well. Mr. Martin noted that previously the District had no water standards, and the District has now implemented new water standards.

Maria Garza (Administrative Manager, Sativa County Water District) stated she has been a full-time employee since November of 2015. Ms. Garza stated that the District has migrated from "paper" to "digital" payroll and billing. The District now utilizes accounting and bookkeeping software. The District's Board adopted a budget this fiscal year, and now the Board members receive monthly profit and loss reports.

[Supervisor Antonovich arrived at 9:10 a.m.]

Mr. Martin stated that effective October 1, 2016, there will be a \$10 water rate increase. The District is also seeking a private loan for the construction of a new water well due to aging infrastructure. The District hosted several town hall meetings about the funding required for the new well. Mr. Martin stated the community was active in those meetings, and they were well received. Mr. Martin thanked the Commission for providing the opportunity for the District to become a viable district. Mr. Martin stated the District is currently working with State Assembly member Mike Gibson, via Supervisor Ridley-Thomas, to obtain funding to hire a grant writer.

Chair Gladbach asked if the Commission had any questions.

Supervisor Knabe asked what is the projected revenue for the \$10 water rate increase. Ms. Garza stated it would be an increase of \$200,000 in revenue per year. This increased revenue will help pay for debt service from secured loans, and help pay for increased costs of doing business, due to 3% inflation. The water rate increase will continue to increase each year according to the Consumer Price Index (CPI).

Commissioner Dear asked where does the District obtain its water. Mr. Martin stated that the District's water source is 100% groundwater. Commissioner Dear asked if the District has

implemented any goals for reducing water consumption. Mr. Martin stated the District has a 25% reduction goal, and over the last three years, the District has achieved a 19% reduction. The District is promoting conservation, and gives warnings and citations to residents as needed.

Commissioner Spence asked what percentage of customers are behind in payments. Ms. Garza stated that between 8% to 12% of their customers pay late, but the District works with the residents, because these residents are within a disadvantaged area, and most of these residents are on fixed incomes. Commissioner Spence asked how is the District addressing those late payments. Ms. Garza stated the District has now set-up online payments and a pay-by-phone process, whereas before, the District only accepted payment by cash or check. Revenues have decreased from late fees now that the District has implemented more convenient payments options. Mr. Marin stated the District charges an \$18 late fee to discourage late payments. Commissioner Spence asked how many connections are turned-off due to non-payment. Ms. Garza stated about 3-4 service connections are turned-off per month with proper notification or residents set-up payment arrangements with the District.

The E.O. swore in Luis Landeros (Board President, Sativa County Water District). Mr. Landeros stated he started with the District in 2011 as an elected official. He has tried to restructure the District and "clean up" the mismanagement that had plagued the District since the Year 2000s. Mr. Landeros stated that the District is moving in a positive direction with all new directors and is complying with LAFCO's direction. Mr. Landeros stated he is confident that the District will continue to provide potable water to the Willowbrook area. Mr. Landeros noted that the District is currently working with the Water Replenishment District of Southern California to secure a new treatment plant and build a new water well, and they should be fully operational by Spring of 2017. Mr. Landeros thanked the Commission.

Commissioner Close asked how many employees the District has. Mr. Martin stated there are 6 full-time employees and 1 part-time employee.

Commissioner Close asked why the District hasn't considered merging with another water district or water entity. Mr. Martin stated that there has not been any recent study conducted regarding the District to merge with another water entity. The residents of the District want local control of the area, and believe if a larger water district would take over the area, their water rates would increase drastically and the level of customer service would diminish.

Commissioner Close asked how small is 1,600 water service connections in Los Angeles County. The E.O. stated the 1,600 connections is relatively small. The E.O. stated when a consultant prepared the Municipal Service Review back in 2014, it was recommended that the Sativa County Water District be consolidated with the Central Basin Municipal Water District (Central Basin). The E.O. noted that it was an awkward fit since Central Basin is a wholesale water district, and Sativa is a retail water district. Other candidates for consolidation were two private water companies, but there was concern about lack of local representation; and the City

of Compton's Water Utility Division, but the City of Compton is not in position to acquire additional water connections. The E.O. stated that, at this time, there is no ideal opportunity for the District to consolidate with another provider.

Supervisor Kuehl asked what are the District's limitations for the District to install water meters. Mr. Landeros stated the main concern is the expense of installing water meters. Mr. Landeros stated he thinks meters are necessary, and it would keep residents accountable for their water usage. At this point, however, the District's priority is to get a new well.

Commissioner Finlay asked how many people does the District service. Mr. Landeros stated that there are approximately 11,000 people who live within the District. Commissioner Finlay asked how many service vehicles are there. Mr. Landeros stated there are two service vehicles and one vehicle is for the General Manager to conduct official business. Commissioner Finlay asked how long are each of the District's Board meetings. Mr. Landeros stated that the Board meets twice a month with a duration of about two hours per meeting with a stipend of \$150 per meeting. Commissioner Finlay asked if the District has tried to get back the Christmas bonuses from people who previously sat on the District's Board. Mr. Landeros stated that it would cost more money in legal fees to prosecute the parties involved than would be recovered. Mr. Landeros stated that meters are necessary, but unpopular with the residents of the District. Commissioner Finlay stated that water meters should be a priority and not a new well. Mr. Landeros stated that one of the District's wells is over 70 years, and is off-line, and the District is in need of a new well. Mr. Landeros stated that the District will look into getting new meters installed within the next two years. Commissioner Finlay suggested that Sativa report back to the Commission. The E.O. stated there is no action before the Commission other than to receive and file, but the Commission can request an update from the District.

Commissioner Spence asked about the water quality within the wells. Mr. Landeros stated that there are elevated levels of manganese, a mineral that occurs naturally. Manganese is occurring in the Central Basin area, and it's not just a problem for Sativa but for other surrounding water entities. The District is currently working with the Water Replenishment District of Southern California to build a new treatment plant to clean up the manganese within the well. Mr. Landeros stated that the water does meet State water standards. Commissioner Spence asked is there is a system in place if one of the water wells fails. Mr. Landeros stated that if one well fails there is another well in place. If both wells did not work, the District has an emergency connection with the City of Compton.

Commissioner Spence asked why the Board needs to meet twice a month. Mr. Landeros stated that it is how the District's Board was established originally. Mr. Landeros stated it has helped to meet twice a month, and get direction from the Board on how to proceed with the District's business, especially since the District has been working diligently with LAFCO to address LAFCO's concerns. Mr. Landeros stated he will look into reducing the amount of Board meetings to every other month or quarterly.

Commissioner Mitchell asked if the members of the Board, who previously received Christmas bonuses, are still on the Board. Mr. Landeros said no. There is only one long-term employee who is still with the District. This person is an office clerk who has been with the District for 26 years.

Commissioner Mitchell stated she would like to see the District have water meters installed. Commissioner Mitchell mirrored Commissioner Finlay's suggestion for the Commission to have an annual review of the District and report back to the Commissioner in one year.

The E.O. stated this concludes the quarterly reporting to the Commission, and he will work with the District to get a progress report and report back to Commission in one year.

Chair Gladbach commended the District for all the work accomplished, but noted that the Commission still has concerns regarding the lack of water meters.

The Commission took the following action:

- Received and Filed.
- Directed staff to report back to the Commission in (1) one year for a Status Update on the Sativa County Water District.

MOTION:	DEAR
SECOND:	FINLAY
AYES:	CLOSE, DEAR, FINLAY, KNABE, KUEHL, McCALLUM, SPENCE, GLADBACH
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	RYU
MOTION PASSES:	8/0/0

## 9 OTHER ITEMS

The following item was called up for consideration:

- b. Hidden Creek's Estates – Status Report.

The E.O. summarized the staff report on Hidden Creek's Estates.

The Commission took the following action:

- Received and Filed.

MOTION: KNABE  
SECOND: SPENCE  
AYES: CLOSE, DEAR, FINLAY, KNABE, KUEHL, McCALLUM,  
SPENCE, GLADBACH  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: RYU  
MOTION PASSES: 8/0/0

## 9 OTHER ITEMS

The following item was called up for consideration:

- c. Annual Election of Commission Officers.

The E.O. summarized the staff report on Annual Election of Commissioner Officers.

The Commission took the following action:

- Designated Commissioner Gladbach as Chair, Commissioner Donald Dear as First Vice-Chair, and Commissioner McCallum as Second Vice-Chair.

MOTION: FINLAY  
SECOND: DEAR  
AYES: CLOSE, DEAR, FINLAY, KNABE, KUEHL, McCALLUM,  
SPENCE, GLADBACH  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: RYU  
MOTION PASSES: 8/0/0

## 9 OTHER ITEMS

The following item was called up for consideration:

- d. Legislative Update.

The E.O. stated there were two updates from when the staff report was finalized. SB 1266,



introduced by Senator McGuire regarding notification of Joint Powers Authority (JPA) formation was signed by the Governor in August. Starting January 1<sup>st</sup>, whenever a new JPA is formed or amended, in addition to notifying the Secretary of State, notice will also need to be made to LAFCOs. SB 1374, introduced by Senator Lara, regarding the creation of the "Lower Los Angeles River Recreation and Park District," was sent to the Governor for signature on September 8<sup>th</sup>. The E.O. thanked Supervisor Knabe for providing a letter of support. The E.O. stated that a provision was made that an application to form the district must be filed with LAFCO by 2019.

Supervisor Knabe asked the E.O. to provide to the Commission, the proposed boundaries of Lower Los Angeles River Recreation and Park District. The E.O. stated he would provide a map of the proposed boundaries.

The Commission took the following action:

- Received and Filed the Legislative Report.

MOTION:	KNABE
SECOND:	DEAR
AYES:	CLOSE, DEAR, FINLAY, KNABE, KUEHL, McCALLUM, SPENCE, GLADBACH
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	RYU
MOTION PASSES:	8/0/0

#### 10 COMMISSIONERS' REPORT

None.

#### 11 EXECUTIVE OFFICER'S REPORT

The E.O. announced that Los Angeles City Council President Herb Wesson appointed Councilmember David Ryu, as the LAFCO voting Commissioner, and Councilmember Marqueece Harris-Dawson as the Alternate LAFCO Commissioner.

At the request of the City of Los Angeles Council Chair, the E.O. said that he made a presentation to the Venice Neighborhood Council on September 8<sup>th</sup> about a potential special reorganization wherein Venice would secede from the City of Los Angeles and become a new city. An article from "Curbed LA" was provided to the Commission.

At their invitation, the E.O. said that he made a presentation to the Los Angeles County Civil



Minutes  
September 14, 2016  
Page 10

Grand Jury about the LAFCO process. The presentation was 30 minutes and it was followed by a series of questions from members of the Grand Jury. The E.O. stated the meeting was productive, and that the members asked general questions relating to LAFCO and the LAFCO process.

12 PUBLIC COMMENT

None.

13 FUTURE MEETINGS

October 12, 2016  
November 9, 2016 (at 8:30 a.m.)  
December 14, 2016  
January 11, 2017

14 FUTURE AGENDA ITEMS

None.

15 ADJOURNMENT MOTION

On motion of Commissioner Finlay, seconded by Commissioner Dear, the meeting was adjourned at 9:59 a.m.

Respectfully submitted,

Paul A. Novak, AICP, Executive Officer

11:34 AM

10/03/16

Accrual Basis

# LAFCO 03 Register Report September 2016

Type	Date	Num	Name	Memo	Amount	Balance
<b>10000 Cash Unrestricted</b>						
<b>10003 Operating Account</b>						
Bill Pmt -Check	09/01/2016	8129	80 South Lake LLC	NO000758-1	-7,331.22	-7,331.22
Bill Pmt -Check	09/01/2016	8130	Bank of America*	Acct#4024 4210 0091 ...	-118.48	-7,449.70
Bill Pmt -Check	09/01/2016	8131	CALAFCO"	CALAFCO 2016 Confe...	-460.00	-7,909.70
Bill Pmt -Check	09/01/2016	8132	Gina Duche	Bookkeeping: 5.0 Hrs	-125.00	-8,034.70
Bill Pmt -Check	09/01/2016	8133	Los Angeles County Clerk*	LA Cnty Waterworks	-75.00	-8,109.70
Bill Pmt -Check	09/01/2016	8134	Motor Parks	Cust#025-001, Unreser...	-540.00	-8,649.70
Bill Pmt -Check	09/01/2016	8135	Neofunds	Acct#7900 0445 2259 ...	-300.00	-8,949.70
Bill Pmt -Check	09/01/2016	8136	Office Depot*		-49.81	-8,999.51
Bill Pmt -Check	09/01/2016	8137	Patricia Knoebl-Wood*	Reimbursement: Pick ...	-19.94	-9,019.45
Bill Pmt -Check	09/08/2016	8138	Alisha O'Brien*	Reimbursement: Mileage	-36.18	-9,055.63
Bill Pmt -Check	09/08/2016	8139	Certified Records Managment	Storage period 09/01/1...	-260.68	-9,316.31
Bill Pmt -Check	09/08/2016	8140	Charter Communications	Acct # 8245100171576...	-501.96	-9,818.27
Bill Pmt -Check	09/08/2016	8141	CoreLogic	Acct#200-694038-RR6...	-28.80	-9,847.07
Bill Pmt -Check	09/08/2016	8142	Daily Journal	Cust#1124120362	-45.00	-9,892.07
Bill Pmt -Check	09/08/2016	8143	Foothill Lock & Key	Repair desk lock	-140.00	-10,032.07
Bill Pmt -Check	09/08/2016	8144	Gina Duche	Bookkeeping: 5.0 Hrs	-125.00	-10,157.07
Bill Pmt -Check	09/08/2016	8145	LACERA	LAFCO OPEB: Aug 20...	-1,906.49	-12,063.56
Bill Pmt -Check	09/08/2016	8146	Office Depot*	Acct#32368442	-217.99	-12,281.55
Bill Pmt -Check	09/08/2016	8147	Promac Imaging Systems Co	Acct#LA07	-92.58	-12,374.13
Bill Pmt -Check	09/08/2016	8148	Wells Fargo	Bill ID 90136655707, 0...	-596.38	-12,970.51
Bill Pmt -Check	09/08/2016	8149	CALAFCO"	CALAFCO 2016 Confe...	-460.00	-13,430.51
Bill Pmt -Check	09/08/2016	8150	CALAFCO"	CALAFCO 2016 Confe...	-460.00	-13,890.51
Bill Pmt -Check	09/15/2016	8151	FedEx*	Acct#1244-7035-8	-167.70	-14,058.21
Bill Pmt -Check	09/15/2016	8152	Gina Duche	Bookkeeping: 5.0 Hrs	-125.00	-14,183.21
Bill Pmt -Check	09/15/2016	8153	MetLife*	Cert#32429435, P. Nov...	-495.00	-14,678.21
Bill Pmt -Check	09/15/2016	8154	Platinum Consulting	LA LAFCO	-247.50	-14,925.71
Check	09/15/2016	DD	Ambar De La Torre	Salary, September 15, ...	-1,731.42	-16,657.13
Check	09/15/2016	DD	Douglass Dorado	Salary, September 15, ...	-2,566.02	-19,223.15
Check	09/15/2016	DD	Michael E. Henderson	Salary, September 15, ...	-1,896.69	-21,119.84
Check	09/15/2016	DD	Patricia Knoebl-Wood	Salary, September 15, ...	-1,262.18	-22,382.02
Check	09/15/2016	DD	Paul A. Novak	Salary, September 15, ...	-4,355.00	-26,737.02
Check	09/15/2016	DD	Alisha O'Brien	Salary, September 15, ...	-2,009.28	-28,746.30
Check	09/15/2016	DD	June D. Savala	Salary, September 15, ...	-3,740.56	-32,486.86
Check	09/15/2016	DM	Federal Tax Deposit	Payroll Taxes, Septem...	-4,862.05	-37,348.91
Check	09/15/2016	DM	State Income Tax	Payroll Taxes, Septem...	-1,230.59	-38,579.50
Bill Pmt -Check	09/20/2016	8155	ATT	Acct#990566760, 09/1...	-267.52	-38,847.02
Bill Pmt -Check	09/20/2016	8156	County Counsel	Legal services: July 2016	-4,168.71	-43,015.73
Bill Pmt -Check	09/20/2016	8157	Gina Duche	Bookkeeping: 5.0 Hrs	-125.00	-43,140.73
Bill Pmt -Check	09/20/2016	8158	Mail Finance	Cust#416653, 12-Oct-1...	-126.42	-43,267.15
Bill Pmt -Check	09/20/2016	8159	Office Depot*		-203.00	-43,470.15
Bill Pmt -Check	09/20/2016	8160	Platinum Consulting	LA LAFCO	-1,077.50	-44,547.65
Bill Pmt -Check	09/20/2016	8161	S.D.R.M.A.	7352	-1,899.33	-46,446.98
Bill Pmt -Check	09/20/2016	8162	The Lincoln National	LALAFCO-BL-1565902	-258.06	-46,705.04
Bill Pmt -Check	09/20/2016	8163	Tropical Interior Plants	Service: August 2016	-100.00	-46,805.04
Check	09/23/2016	48051...	ADP	EZLaborManager: Sept...	-52.50	-46,857.54
Deposit	09/27/2016			Deposit		-46,857.54
Bill Pmt -Check	09/29/2016	8164	Bank of America*	BofA 4024 4210 0091 5...	-1,243.92	-48,101.46
Bill Pmt -Check	09/29/2016	8165	Gina Duche	Bookkeeping: 5.0 Hrs	-125.00	-48,226.46
Bill Pmt -Check	09/29/2016	8166	LACERA	Employee/Employer c...	-10,793.18	-59,019.64
Bill Pmt -Check	09/29/2016	8167	Motor Parks		-945.00	-59,964.64
Bill Pmt -Check	09/29/2016	8168	Western Graphix	PO#Wood	-33.70	-59,998.34
Bill Pmt -Check	09/29/2016	8169	80 South Lake LLC	NO000758-1	-7,626.22	-67,624.56
Bill Pmt -Check	09/29/2016	8170	Wells Fargo	Bill ID 90136655707, 0...	-381.50	-68,006.06
Check	09/30/2016	DD	Ambar De La Torre	Salary, September 29, ...	-1,713.59	-69,719.65
Check	09/30/2016	DD	Douglass Dorado	Salary, September 29, ...	-2,837.49	-72,557.14
Check	09/30/2016	DD	Michael E. Henderson	Salary, September 29, ...	-1,896.68	-74,453.82
Check	09/30/2016	DD	Patricia Knoebl-Wood	Salary, September 29, ...	-1,099.58	-75,553.40
Check	09/30/2016	DD	Paul Novak	Salary, September 29, ...	-4,258.68	-79,812.08
Check	09/30/2016	DD	Alisha O'Brien	Salary, September 29, ...	-1,990.74	-81,802.82
Check	09/30/2016	DD	June D. Savala	Salary, September 29, ...	-3,705.03	-85,507.85
Check	09/30/2016	DM	Federal Tax Deposit	Payroll Tax, September...	-4,976.76	-90,484.61
Check	09/30/2016	DM	State Income Tax	Payroll Tax, September...	-1,257.01	-91,741.62
Check	09/30/2016	30946...	Michael D. Antonovich	Stipend, September 30...	-105.19	-91,846.81
Check	09/30/2016	30946...	Lori W. Brogin	Stipend, September 30...	-147.82	-91,994.63
Check	09/30/2016	30946...	Richard Close	Stipend, September 30...	-147.82	-92,142.45
Check	09/30/2016	DD	Donald L. Dear	Stipend, September 30...	-147.83	-92,290.28
Check	09/30/2016	30946...	Margaret E. Finlay	Stipend, September 30...	-147.82	-92,438.10
Check	09/30/2016	30946...	Edward G. Gladbach	Stipend, September 30...	-147.83	-92,585.93
Check	09/30/2016	DD	Donald Knabe	Stipend, September 30...	-147.83	-92,733.76
Check	09/30/2016	30946...	Sheila A Kuehl	Stipend, September 30...	-136.45	-92,870.21
Check	09/30/2016	DD	Gerard McCallum II	Stipend, September 30...	-147.82	-93,018.03
Check	09/30/2016	30946...	Judith Mitchell	Stipend, September 30...	-147.82	-93,165.85
Check	09/30/2016	30946...	Greig L. Smith	Stipend, September 30...	-147.83	-93,313.68
Check	09/30/2016	DD	David Spence	Stipend, September 30...	-147.83	-93,461.51
Check	09/30/2016	DM	Federal Tax Deposit	Payroll Taxes, Septem...	-72.27	-93,533.78

11:34 AM

10/03/16

Accrual Basis

**LAFCO 03**  
**Register Report**  
**September 2016**

Type	Date	Num	Name	Memo	Amount	Balance
Check	09/30/2016	DM	State Income Tax	Payroll, September 30, ...	-10.00	-93,543.78
Total 10003 Operating Account					-93,543.78	-93,543.78
Total 10000 Cash Unrestricted					-93,543.78	-93,543.78
<b>TOTAL</b>					<b>-93,543.78</b>	<b>-93,543.78</b>



		LAFCO Designation	Applicant	Description	Status	Date Filed	Est. Date of Completion
9	DD	City of Los Angeles Annexation 2011-27	Forestar Group	685 acres of uninhabited territory located east of Browns Canyon Road and northwest of Mason Ave, in the unincorporated area just north of the City of Los Angeles.	Notice of Filing sent 2-15-12 Incomplete filing: property tax transfer resolution, CEQA, pre-zoning ordinance, map of limiting addresses, list of limiting addresses, and approved map and legal.	12/8/2011	Unknown
10	DD	City of Palmdale Annexation 2011-19	City of Palmdale	405 acres of uninhabited territory located between Palmdale Blvd and Ave S and 80th and 85th Street East.	Notice of Filing sent 3-22-12 Incomplete filing: property tax transfer resolution, inadequate CEQA, maps of limiting addresses, list of limiting addresses, and approved map and legal. DUC adjacent	3/8/2012	Unknown
11	DD	Annexation 2014-04 to the City of Calabasas	City of Calabasas	annex approximately 43.31± acres of uninhabited territory to the City of Calabasas. The affected territory is generally located along Agoura Road between Liberty Canyon Road and Malibu Hills Road, in Los Angeles County unincorporated territory adjacent to the City of Agoura Hills and Calabasas.	Notice of Filing sent 3-20-14 Incomplete filing: property tax transfer resolution, CEQA, pre-zoning ordinance, radius map, landowner and registered voter labels, landowner consent letter, approved map and legal	3/18/2014	Unknown
12	DD	Annexation No. 2014-09 to Los Angeles County Waterworks District No. 36, Val Verde (Los Valles Development)	SFI Los Valles LLC	SOI Amendment and Annexation of 10± acres located north of Halsey Canyon Road and Los Valles Drive, all within unincorporated territory of Castaic	Notice of Filing sent 10-02-14. Incomplete filing: property tax transfer resolution, CEQA, and approved map and legal.	7/15/2014	Unknown
13	AOB	Annexation No. 2014-13 to Los Angeles County Waterworks District No. 40, Antelope Valley	Lebata, Inc.	310.96 acres located near Avenue T and 126th Street East, in unincorporated County territory, near the community of Pearblossom. Install and operate a new sand and gravel mining operation.	September 14th agenda	9/29/2014	Oct-2015
14	DD	Reorganization No. 2014-03 to the City of Calabasas	City of Calabasas	176± acres immediately north of and adjacent to the 101 freeway between the City of Calabasas and Hidden Hills.	Notice of Filing sent 1-8-15, Incomplete filing: property tax transfer resolution, CEQA, pre-zoning ordinance, radius map, mailing labels of landowners and registered voters, approved map and legal.	12/10/2014	Unknown

		LAFCO Designation	Applicant	Description	Status	Date Filed	Est. Date of Completion
15	DD	Annexation No. 2015-11 to the City of Palmdale (Desert View Highlands)	City of Palmdale	284 acres inhabited territory. Generally located north and south of Elizabeth Lake Road between Amargosa Creek and 10th street west, in Los Angeles County unincorporated territory surrounded by the City of Palmdale	Notice of Filing sent 9-22-15 Incomplete filing: property tax resolution, attachment 'A' plan for municipal services, CEQA (NOD), party disclosure, pre-zoning, map of limiting addresses, registered voter info	9/15/2015	Unknown
16	DD	Annexation No. 2015-09 to the City of Pomona	City of Pomona	5.76 acres uninhabited territory. Located south of Valley Blvd approximately 2500' east of Grand Ave, adjacent to the City of Industry and Pomona.	Notice of Filing sent 9-23-15 Incomplete filing: property tax transfer resolution, attachment "A" plan for municipal services, CEQA, party disclosure, pre-zoning, limiting addresses, map of limiting addresses, radius map, registered voter labels within affected territory, registered voters within 300' radius, landowners within affected territory, landowners within 300' radius, map and legal not approved	9/22/2015	Unknown
17	DD	Annexation No. 2015-06 to the Newhall County Water District	Newhall County Water District	0.10 acres uninhabited territory. Located south of Newhall Ranch Road, west of Copper Hill Drive, in the City of Santa Clarita. Existing booster station facility.	Notice of Filing sent 10-14-15. Incomplete filing: property tax transfer resolution, map and legal not approved.	9/24/2015	Unknown
18	DD	Annexation No. 2015-07 to the Newhall County Water District	Newhall County Water District	2.43 acres uninhabited territory. Located south of the Antelope Valley Freeway (SR-14), east of Sand Canyon Road, in the City of Santa Clarita. Construction of a water well.	Notice of Filing sent 10-14-15. Incomplete filing: property tax transfer resolution, map and legal not approved.	9/24/2015	Unknown
19	DD	Annexation No. 2015-10 to the City of Agoura Hills	City of Agoura Hills	117 acres uninhabited territory. Located northeast and southwest of Chesebro Road directly north of the Highway 101	Notice of Filing sent 11-3-15 Incomplete filing: property tax transfer resolution.	11/2/2015	Unknown
20	AD	Annexation 748 to District No. 21	Sanitation Districts	0.8 acres. Located on the northwest corner of Towne avenue and Richbrook Drive, all within the City of Pomona.	October 12, 2016 agenda	1/4/2016	Nov. 2016
21	AD	Annexation 423 to District No. 22	Sanitation Districts	0.91 acres. Located at the terminus of Via Romales, all within the City of San Dimas.	October 12, 2016 agenda	1/4/2016	Nov. 2016
22	AD	Annexation 424 to District No. 22	Sanitation Districts	14.96 acres. Located on San Dimas Canyon Road south of Caballo Ranch Road, all within the City of La Verne.	October 12, 2016 agenda	1/4/2016	Nov. 2016



		LAFCO Designation	Applicant	Description	Status	Date Filed	Est. Date of Completion
23	DD	Reorganization No. 2015-14 to the City of Pomona	City of Pomona	5.1 acres uninhabited territory. Located south of Valley Blvd approximately 2500' east of Grand Ave, adjacent to the City of Industry and Pomona.	Notice of Filing sent 2-2-15 Incomplete filing: property tax transfer resolution, attachment "A" plan for municipal services, party disclosure, map of limiting addresses, registered voter labels within affected territory, registered voters within 300' radius, landowners within affected territory, landowners within 300' radius, map and legal not approved	1/28/2016	Unknown
24	DD	Reorganization No. 2016-01 to the Las Virgenes Municipal Water District	Las Virgenes Municipal Water District	Detachment from West Basin Municipal Water District, and annexation to the Las Virgenes Municipal Water District. Both districts require SOI amendments. The territory consists of 26 single-family homes, generally located south of Cairnloch Street, west of Summit Mountain Way, all within the City of Calabasas.	Notice of Filing sent 04-19-16 Incomplete filing: property tax transfer resolution, and map and legal not approved.	2/22/2016	Unknown
25	AD	Annexation 294 to District No. 15	Sanitation Districts	0.4 Acres of uninhabited territory. Located on Turnbull Canyon Road approximately 100 feet south of Jantu Avenue, all within unincorporated Los Angeles County.	November 9, 2016 agenda	3/3/2016	Dec. 2016
26	AD	Annexation 295 to District No. 15	Sanitation Districts	1.268 Acres of uninhabited territory. Located on Hacienda Boulevard approximately 200 feet south of West Francisquito Avenue, all within the City of La Puente.	November 9, 2016 agenda	3/3/2016	Dec. 2016
27	AD	Annexation 749 to District No. 21	Sanitation Districts	0.389 Acres of uninhabited territory. Located on Mountain Avenue approximately 300 feet north of Baseline Road, all within unincorporated Los Angeles County.	November 9, 2016 agenda	3/3/2016	Dec. 2016
28	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1080	Sanitation Districts	2.559 Acres of uninhabited territory. Located on Lost Canyon Road approximately 300 feet east of Sand Canyon Road, all within the City of Santa Clarita.	Notice of Filing sent 03-09-16 Incomplete filing: property tax transfer resolution.	3/8/2016	Unknown
29	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1082	Sanitation Districts	3.995 Acres of uninhabited territory. Located on Santa Clara Street at the terminus of Oak Avenue, all within the City of Santa Clarita.	Notice of Filing sent 03-09-16 Incomplete filing: property tax transfer resolution.	3/8/2016	Unknown
30	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1083	Sanitation Districts	82.233 Acres of uninhabited territory. Located at the northerly terminus of Phantom Trail, all within the City of Santa Clarita.	Notice of Filing sent 03-09-16 Incomplete filing: property tax transfer resolution.	3/8/2016	Unknown
31	AD	Annexation 420 to District No. 14	Sanitation Districts	1.76 Acres of uninhabited territory. Located on Avenue M-2 approximately 200 feet west of 50th Street West, all within unincorporated Los Angeles County.	Notice of Filing sent 04-07-16 Incomplete filing: property tax transfer resolution.	4/6/2016	Unknown
32	DD	Annexation No. 2016-07 to the City of Santa Clarita (West Creek)	City of Santa Clarita	1,018.39 acres of inhabited territory. Located north, west, and southwest of the intersection of CopperHill Drive and McBean Parkway in unincorporated Los Angeles County adjacent to the City of Santa Clarita.	October 12, 2016 agenda	4/14/2016	Oct-2016
33	AD	Annexation 750 to District No. 21	Sanitation Districts	4.36 acres of uninhabited territory. Located on Mountain Avenue approximately 300 feet south of Valparaiso Drive, all within unincorporated Los Angeles County.	Notice of Filing sent 06-14-16 Incomplete filing: property tax transfer resolution.	6/8/2016	Unknown

		LAFCO Designation	Applicant	Description	Status	Date Filed	Est. Date of Completion
34	DD	Annexation No. 2016-03 to the Los Angeles County Waterworks District No. 40 - Antelope Valley	CV Communities LLC	Planned development of 535 single-family homes, open space, and landscaping and drainage facilities. 587± acres of uninhabited territory, generally located north of Elizabeth Lake Road, south and west of the California Aqueduct, east of 50 <sup>th</sup> Street West and west of 30 <sup>th</sup> Street West, all within the City of Palmdale.	Notice of Filing sent 06-28-16 Incomplete filing: property tax transfer resolution, and map and legal not approved.	5/22/2016	Unknown
35	DD	Annexation No. 2016-31 to the San Gabriel Valley Mosquito and Vector Control District	San Gabriel Valley Mosquito and Vector Control District	Annex 2,221 acres of inhabited territory to the San Gabriel Valley Mosquito and Vector Control District. The affected territory includes the entire City of South Pasadena. Amendments to the SGVMVCD Sphere of Influence to include the entire cities of South Pasadena and Baldwin Park.	Notice of Filing sent 09-08-16 Incomplete filing: property tax transfer resolution, and map and legal not approved.	8/30/2016	Unknown
36	AD	Annexation No. 2016-32 to the San Gabriel Valley Mosquito and Vector Control District	San Gabriel Valley Mosquito and Vector Control District	Annex 4,333 acres of inhabited territory to the San Gabriel Valley Mosquito and Vector Control District. The affected territory includes the entire City of Baldwin Park.	Notice of Filing sent 09-08-16 Incomplete filing: property tax transfer resolution, and map and legal not approved.	8/30/2016	Unknown
37	AD	Annexation 421 to District No. 14	Sanitation Districts	58.32 acres of uninhabited territory. The affected territory has 3 parcels. Parcel 1 and 2 are located on the north side of Eliopoulos Ranch Drive approximately 300 feet west of Marina Court; Parcel 3 is located on the south of Joshua Ranch Road immediately north of Bridge Saddle Court, all within the City of Palmdale.	Notice of Filing sent 09-29-16 Incomplete filing: property tax transfer resolution.	9/28/2016	Unknown
38	AD	Annexation 100 to District No. 20	Sanitation Districts	331.69 acres of uninhabited territory. Located south of the California Aqueduct approximately 300 feet west of Eliopoulos Ranch Road, all within the City of Palmdale.	Notice of Filing sent 09-29-16 Incomplete filing: property tax transfer resolution.	9/28/2016	Unknown



**Staff Report**

**October 12, 2016**

**Agenda Item No. 6.d.**

**Annexation No. 748 to the Los Angeles County Sanitation District No. 21**

**PROPOSAL SUMMARY:**

Size of Affected Territory:	0.8± acres
Inhabited/Uninhabited:	Uninhabited
Applicant:	Los Angeles County Sanitation District No. 21
Resolution or Petition:	December 14, 2015
Application Filed with LAFCO:	January 4, 2016
Location:	The affected territory is located on the northwest corner of Towne Avenue and Richbrook Drive.
City/County:	City of Pomona
Affected Territory:	The affected territory consists of one existing single-family home. The topography is flat.
Surrounding Territory:	Surrounding territory is residential.
Landowner(s):	Eric & Marisa Gamans
Registered Voters:	2 registered voters as of December 31, 2015
Purpose/Background:	For the District to provide off-site sewage disposal service.
Related Jurisdictional Changes:	There are no related jurisdictional changes.
Within SOI:	Yes
Waiver of Notice/Hearing/Protest:	Yes

CEQA Clearance:

The proposal is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15319(a). The annexation consists of areas containing existing structures developed to the density allowed by the current zoning. A Categorical Exemption was adopted by Los Angeles County Sanitation District, as lead agency, on December 14, 2015.

Additional Information:

None

**FACTORS TO BE CONSIDERED PURSUANT TO GOVERNMENT CODE 56668:**

***a. Population:***

The existing population is 4 residents as of December 31, 2015. The population density is 5 persons per acre.

The estimated future population is 4 residents (no anticipated change).

The affected territory is 0.8+/- acres. The existing land use consists of one existing single-family home.

The assessed valuation is \$401,417 as of December 31, 2015.

The per capita assessed valuation is 100,354.25.

On August 2, 2016, the County adopted a negotiated tax exchange resolution; all other involved public agencies have adopted a property tax transfer resolution.

The topography of the affected territory is flat.

There are no natural boundaries.

The affected territory is surrounded by populated areas on all sides.

The affected territory is likely to experience no growth in the next ten years. The adjacent areas are likely to experience no growth in the next ten years.

***b. Governmental Services and Controls:***

The affected territory consists of one existing single-family home which require organized governmental services.

The present cost and adequacy of governmental services and controls in the area are acceptable. With respect to sanitary sewage disposal, other than service provided by the District, the only alternative is private septic systems. The cost of sewage disposal by the District versus the cost by septic system is subject to multiple factors and varies widely. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

***c. Proposed Action and Alternative Actions:***

The proposed action will have no effect on adjacent areas. The proposed action will have no effect on mutual social and economic interests. The proposal has no impact on the local governmental structure of the County.

The only alternate action for sewage disposal is a private septic system. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

**d. *Conformity with Commission Policies on Urban Development and Open Space Conversion Policies:***

There are no conformance issues because the Commission has not adopted any policies relative to providing planned, orderly, efficient patterns of urban development.

There is no prime agricultural land within or adjacent to the affected territory. The proposal conforms with the objectives in Government Code Sections 56377(a) and 56377(b).

**e. *Agricultural Lands:***

There are no effects on agricultural lands, as defined. None of the land within the affected territory is currently used for the purpose of producing an agricultural commodity for commercial purposes. According to the California Department of Conservation, Division of Land Resource Protection, none of the land within the affected territory is subject to a Land Conservation Act (aka "Williamson Act") contract nor in a Farmland Security Zone (California Land Conservation Act 2012 Status Report).

**f. *Boundaries:***

The boundaries of the affected territory have been clearly defined by the applicant, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

The boundaries conform to lines of assessment or ownership, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

As a special district annexation, the proposal has no impact on existing city-county boundaries, nor does it create islands or corridors of unincorporated territory.

**g. *Consistency with Regional Transportation Plan:***

The proposal has no significant impact upon, and is therefore consistent with, the Regional Transportation Plan.

**h. *Consistency with Plans:***

The proposal is consistent with the existing City's General Plan designation of R-1-7200 Single Family.

The affected territory is not within the boundaries of any Specific Plan.

Pre-zoning is not a requirement for a special district proposal.

**i. *Sphere of Influence:***

The affected territory is within the Sphere of Influence of the Los Angeles County Sanitation District No. 21.

**j. *Comments from Public Agencies:***

Staff did not receive any significant comments from public agencies or any resolutions raising objections from any affected agency.

**k. *Ability to Provide Services:***

Although the affected territory is not currently serviced by the District, the area was included in the future service area that might be served by the District. The District's future wastewater management needs were addressed in the Joint Outfall System 2010 Master Facilities Plan.

**l. *Timely Availability of Water Supplies:***

There are no known issues regarding water supply or delivery.

**m. *Regional Housing:***

As a special district annexation, the proposal will not affect any city, nor the county, in achieving their respective fair shares of the regional housing needs as determined by the Southern California Association of Governments (SCAG).

**n. *Comments from Landowners, Voters, or Residents:***

Staff did not receive any significant comments from landowners, voters, or residents.

**o. *Land Use Designations***

The proposal is consistent with the existing City's General Plan designation of R-1-7200 Single Family.

The proposal is consistent with the existing City's zoning designation of R1-7500.

**p. *Environmental Justice:***

The owners of real property within the affected territory have requested, in writing, that the District provide off-site sewage disposal service. Property-owners of adjacent areas did not request such service, and/or were contacted by Sanitation District staff and were not interested in securing such service or did not respond. The proposal promotes environmental justice, in that there is fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.

There are no Disadvantaged Unincorporated Communities (DUCs) within or adjacent to the affected territory.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) CLEARANCE:**

The proposal is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15319(a). The annexation consists of areas containing existing structures developed to the density allowed by the current zoning. In addition, there are no cumulative impacts, unusual circumstances, nor other limiting factors that would make the exemption inapplicable based on the proposal records.

**DETERMINATIONS WITHOUT NOTICE AND HEARING, AND WAIVER OF PROTEST PROCEEDINGS:**

Pursuant to Government Code Section 56662(a), the Commission may make determinations upon the proposed annexation without notice and hearing and may waive protest hearings for the reasons set forth herein. The territory is uninhabited. To date, no affected local agency has submitted a written demand for notice and hearing during the 10-day period referenced in Government Code Section 56662(c). Furthermore, the proposal was accompanied by satisfactory proof that all the landowners within the affected territory have given their written consent to the proposed annexation. Based thereon, the Commission may make determinations on the proposed annexation without notice and hearing, and the Commission may waive protest proceedings.

**CONCLUSION:**

Staff recommends approval of the proposal as a logical and reasonable extension of Los Angeles County Sanitation District No. 21 which will be for the interest of landowners and/or present and/or future inhabitants within the district and within the annexation territory.

**Recommended Action:**

1. Adopt the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 748 to Los Angeles County Sanitation District No. 21.

**RESOLUTION NO. 2016-00RMD  
RESOLUTION OF THE LOCAL AGENCY FORMATION  
COMMISSION FOR THE COUNTY OF LOS ANGELES  
MAKING DETERMINATIONS APPROVING AND ORDERING  
"ANNEXATION NO. 748 TO THE LOS ANGELES COUNTY SANITATION DISTRICT NO. 21"**

WHEREAS, the Los Angeles County Sanitation District No. 21 (District) adopted a resolution of application to initiate proceedings, which was submitted to the Local Agency Formation Commission for the County of Los Angeles (Commission), pursuant to, Division 3, Title 5, of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for annexation of territory herein described to the District, all within the City of Pomona; and

WHEREAS, the proposed annexation consists of approximately 0.8± acres of uninhabited territory and is assigned the following distinctive short-form designation: "Annexation No. 748 to the Los Angeles County Sanitation District No. 21"; and

WHEREAS, a description of the boundaries and map of the proposal are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein; and

WHEREAS, the principal reason for the proposed annexation is for the District to provide off-site sewage disposal to one existing single-family home; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a written report, including his recommendations therein; and

WHEREAS, the Commission has determined that the Proposal meets all of the criteria for the Commission to make a determination without notice and hearing and waive protest proceedings entirely, pursuant to Government Code Section 56662; and

WHEREAS, the Executive Officer set the item for consideration for October 12, 2016 at 9:00 a.m., at the Los Angeles County Board of Supervisors Hearing Room, Kenneth Hahn Hall of Administration Room 381-B, located at 500 West Temple Street, Los Angeles, California, 90012; and

WHEREAS, on October 12, 2016, this Commission considered the Proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission, acting in its role as a responsible agency with respect to Annexation No. 748 to the Los Angeles County Sanitation District No. 21, finds that this annexation is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15319(a), because it consists of areas containing existing structures developed to the density allowed by the current zoning. In addition, there are no cumulative impacts, unusual circumstances, nor other limiting factors that would make the exemption inapplicable based on the proposal records.
2. Pursuant to Government Code Section 56662(a), the Commission hereby finds and determines that:
  - a. The territory encompassed by the annexation is uninhabited; and
  - b. Pursuant to Government Code Sections 56658(b)(1) and 56662(c), the Executive Officer has given the required mailed notice to each affected agency of the application to initiate proceedings for the proposed annexation, and no affected



local agency has submitted a written demand for notice and hearing during the 10-day period following the notice; and

- c. The annexation was accompanied by satisfactory proof that all owners of land within the affected territory have given their written consent to the proposal.

Based thereon, pursuant to Government Code Section 56662 (a), the Commission may, and hereby does, make determinations on the proposal without notice and hearing, and the Commission may, and hereby does, waive protest proceedings entirely.

- 3. A description of the boundaries and map of the proposal, as approved by this Commission, are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein.
- 4. The affected territory consists of 0.8± acres, is uninhabited, and is assigned the following short form designation:

"Annexation No. 748 to the Los Angeles County Sanitation District No. 21".

- 5. Annexation No. 748 to the Los Angeles County Sanitation District No. 21 is hereby approved, subject to the following terms and conditions:

- a. The District agrees to defend, hold harmless and indemnify LAFCO and/or its agents, officers and employees from any claim, action or proceeding against LAFCO and/or its agents, officers and employees to attack, set aside, void or annul the approval of LAFCO concerning this proposal or any action relating to or arising out of such approval.

- b. The effective date of the annexation shall be the date of recordation.
  - c. Payment of Registrar-Recorder/County Clerk and State Board of Equalization fees.
  - d. The territory so annexed shall be subject to the payment of such service charges, assessments or taxes as may be legally imposed by the District.
  - e. The regular County assessment roll shall be utilized by the District.
  - f. The affected territory will be taxed for any existing general indebtedness, if any, of the District.
  - g. Annexation of the affected territory described in Exhibits "A" and "B" to the District.
  - h. Except to the extent in conflict with "a" through "g", above, the general terms and conditions contained in Chapter 2 of Part 5, Division 3, Title 5 of the California Government Code (commencing with Government Code Section 57325) shall apply to this annexation.
6. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the Los Angeles County Sanitation District No. 21.
7. The Executive Officer is directed to transmit a copy of this resolution to the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, *et seq.*

PASSED AND ADOPTED this 12<sup>th</sup> day of October 2016.

MOTION:

SECOND:

AYES:

NOES:

ABSTAIN:

ABSENT:

MOTION PASSED:

**LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES**







---

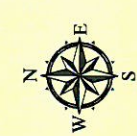
**Paul A. Novak, AICP  
Executive Officer**





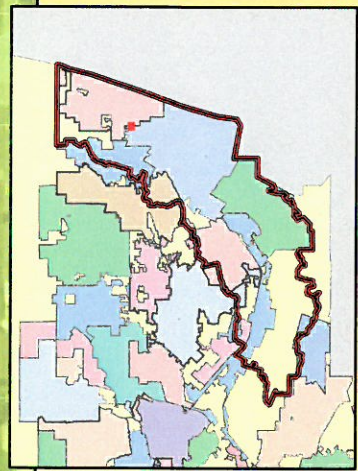
**Legend**

-  CSD Annexation 21-748
-  City of Claremont
-  City of Pomona
-  County Unincorporated
-  Los Angeles County Sanitation District No. 21
-  Sphere of Influence, CSD 21



**LAFCO**  
 Local Agency Formation Commission  
 for the County of Los Angeles

**Annexation No. 748 to  
 County Sanitation  
 District No. 21**





**Staff Report**

**October 12, 2016**

**Agenda Item No. 6.e.**

**Annexation No. 423 to the Los Angeles County Sanitation District No. 22**

**PROPOSAL SUMMARY:**

Size of Affected Territory:	0.91± acres
Inhabited/Uninhabited:	Uninhabited
Applicant:	Los Angeles County Sanitation District No. 22
Resolution or Petition:	December 14, 2015
Application Filed with LAFCO:	January 4, 2016
Location:	The affected territory is located at the terminus of Via Romales.
City/County:	City of San Dimas.
Affected Territory:	The affected territory consists of one proposed single-family home. The topography is flat.
Surrounding Territory:	Surrounding territory is single-family residential and vacant land.
Landowner(s):	Hugo & Gisel Lepe
Registered Voters:	0 registered voters as of December 31, 2015
Purpose/Background:	For the District to provide off-site sewage disposal service.
Related Jurisdictional Changes:	There are no related jurisdictional changes.
Within SOI:	Yes
Waiver of Notice/Hearing/Protest:	Yes

CEQA Clearance:

The proposal is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15319(b), Annexations of small parcels of the minimum size for facilities exempted by Section 15303(a), New Construction or Conversion of Small structures. A Categorical Exemption was adopted by Los Angeles County Sanitation District, as lead agency, on December 14, 2015.

Additional Information:

None

**FACTORS TO BE CONSIDERED PURSUANT TO GOVERNMENT CODE 56668:**

***a. Population:***

The existing population is 0 residents as of December 31, 2015.

The population density issue does not apply because the affected territory is unpopulated.

The estimated future population is 6 residents.

The affected territory is 0.91+/- acres. The proposed/future land use consists of one proposed single-family home.

The assessed valuation is \$418,040 as of December 31, 2015.

The per capita assessed valuation issue does not apply because the affected territory is unpopulated.

On August 2, 2016, the County adopted a negotiated tax exchange resolution; all other involved public agencies have adopted a property tax transfer resolution.

The topography of the affected territory is flat.

There are no natural boundaries.

The affected territory is surrounded by populated areas on all sides.

Beyond the proposed single-family dwelling, the affected territory is likely to experience no growth in the next ten years. The adjacent areas are likely to experience no growth in the next ten years.

***b. Governmental Services and Controls:***

The affected territory will be developed to include one proposed single-family home which requires organized governmental services. The affected territory will require governmental services indefinitely.

The present cost and adequacy of governmental services and controls in the area are acceptable. With respect to sanitary sewage disposal, other than service provided by the District, the only alternative is private septic systems. The cost of sewage disposal by the District versus the cost by septic system is subject to multiple factors and varies widely. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

**c. *Proposed Action and Alternative Actions:***

The proposed action will have no effect on adjacent areas. The proposed action will have no effect on mutual social and economic interests. The proposal has no impact on the local governmental structure of the County.

The only alternate action for sewage disposal is a private septic system. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

**d. *Conformity with Commission Policies on Urban Development and Open Space Conversion Policies:***

There are no conformance issues because the Commission has not adopted any policies relative to providing planned, orderly, efficient patterns of urban development.

There is no prime agricultural land within or adjacent to the affected territory. The proposal conforms with the objectives in Government Code Sections 56377(a) and 56377(b).

**e. *Agricultural Lands:***

There are no effects on agricultural lands, as defined. None of the land within the affected territory is currently used for the purpose of producing an agricultural commodity for commercial purposes. According to the California Department of Conservation, Division of Land Resource Protection, none of the land within the affected territory is subject to a Land Conservation Act (aka "Williamson Act") contract nor in a Farmland Security Zone (California Land Conservation Act 2012 Status Report).

**f. *Boundaries:***

The boundaries of the affected territory have been clearly defined by the applicant, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

The boundaries conform to lines of assessment or ownership, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

As a special district annexation, the proposal has no impact on existing city-county boundaries, nor does it create islands or corridors of unincorporated territory.

**g. *Consistency with Regional Transportation Plan:***

The proposal has no significant impact upon, and is therefore consistent with, the Regional Transportation Plan.

**h. *Consistency with Plans:***

The proposal is consistent with the existing City's General Plan designation of Single-family Low.



The proposal is consistent with the existing City's Specific Plan designation of Specific Plan No. 12 (San Dimas SP-12).

Pre-zoning is not a requirement for a special district proposal.

**i. *Sphere of Influence:***

The affected territory is within the Sphere of Influence of the Los Angeles County Sanitation District No. 22.

**j. *Comments from Public Agencies:***

Staff did not receive any significant comments from public agencies or any resolutions raising objections from any affected agency.

**k. *Ability to Provide Services:***

Although the affected territory is not currently serviced by the District, the area was included in the future service area that might be served by the District. The District's future wastewater management needs were addressed in the Joint Outfall System 2010 Master Facilities Plan.

**l. *Timely Availability of Water Supplies:***

There are no known issues regarding water supply or delivery.

**m. *Regional Housing:***

As a special district annexation, the proposal will not affect any city, nor the county, in achieving their respective fair shares of the regional housing needs as determined by the Southern California Association of Governments (SCAG).

**n. *Comments from Landowners, Voters, or Residents:***

Staff did not receive any significant comments from landowners, voters, or residents.

**o. *Land Use Designations***

The proposal is consistent with the existing City's General Plan designation of Single-family Low.

The proposal is consistent with the existing City's zoning designation of Specific Plan No. 12 (San Dimas SP-12).

**p. *Environmental Justice:***

All of the owners of real property within the affected territory have requested, in writing, that the District provide off-site sewage disposal service. Property-owners of adjacent areas did not request such service, and/or were contacted by Sanitation District staff and were not interested in securing such service or did not respond. The proposal promotes environmental justice, in that there is fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.

There are no Disadvantaged Unincorporated Communities (DUCs) within or adjacent to the affected territory.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) CLEARANCE:**

The proposal is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15319(b), Annexations of small parcels of the minimum size for facilities exempted by Section 15303(a), New Construction or Conversion of Small structures. In addition, there are no cumulative impacts, unusual circumstances, nor other limiting factors that would make the exemption inapplicable based on the proposal records.

**DETERMINATIONS WITHOUT NOTICE AND HEARING, AND WAIVER OF PROTEST PROCEEDINGS:**

Pursuant to Government Code Section 56662(a), the Commission may make determinations upon the proposed annexation without notice and hearing and may waive protest hearings for the reasons set forth herein. The territory is uninhabited. To date, no affected local agency has submitted a written demand for notice and hearing during the 10-day period referenced in Government Code Section 56662(c). Furthermore, the proposal was accompanied by satisfactory proof that all the landowners within the affected territory have given their written consent to the proposed annexation. Based thereon, the Commission may make determinations on the proposed annexation without notice and hearing, and the Commission may waive protest proceedings.

**CONCLUSION:**

Staff recommends approval of the proposal as a logical and reasonable extension of Los Angeles County Sanitation District No. 22 which will be for the interest of landowners and/or present and/or future inhabitants within the district and within the annexation territory.

**Recommended Action:**

1. Adopt the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 423 to Los Angeles County Sanitation District No. 22.

**RESOLUTION NO. 2016-00RMD  
RESOLUTION OF THE LOCAL AGENCY FORMATION  
COMMISSION FOR THE COUNTY OF LOS ANGELES  
MAKING DETERMINATIONS APPROVING AND ORDERING  
"ANNEXATION NO. 423 TO THE LOS ANGELES COUNTY SANITATION DISTRICT NO. 22"**

WHEREAS, the Los Angeles County Sanitation District No. 22 (District) adopted a resolution of application to initiate proceedings, which was submitted to the Local Agency Formation Commission for the County of Los Angeles (Commission), pursuant to, Division 3, Title 5, of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for annexation of territory herein described to the District, all within the City of San Dimas; and

WHEREAS, the proposed annexation consists of approximately 0.91± acres of uninhabited territory and is assigned the following distinctive short-form designation: "Annexation No. 423 to the Los Angeles County Sanitation District No. 22"; and

WHEREAS, a description of the boundaries and map of the proposal are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein; and

WHEREAS, the principal reason for the proposed annexation is for the District to provide off-site sewage disposal to one proposed single-family home; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a written report, including his recommendations therein; and

WHEREAS, the Commission has determined that the Proposal meets all of the criteria for the Commission to make a determination without notice and hearing and waive protest proceedings entirely, pursuant to Government Code Section 56662; and

WHEREAS, the Executive Officer set the item for consideration for October 12, 2016 at 9:00 a.m., at the Los Angeles County Board of Supervisors Hearing Room, Kenneth Hahn Hall of Administration Room 381-B, located at 500 West Temple Street, Los Angeles, California, 90012; and

WHEREAS, on October 12, 2016, this Commission considered the Proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission, acting in its role as a responsible agency with respect to Annexation No. 423 to the Los Angeles County Sanitation District No. 22, finds that this annexation is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15319(b), because it is an annexation of small parcels of the minimum size for facilities exempted by Section 15303(a), New Construction or Conversion of Small Structures. In addition, there are no cumulative impacts, unusual circumstances, nor other limiting factors that would make the exemption inapplicable based on the proposal records.
2. Pursuant to Government Code Section 56662(a), the Commission hereby finds and determines that:
  - a. The territory encompassed by the annexation is uninhabited; and
  - b. Pursuant to Government Code Sections 56658(b)(1) and 56662(c), the Executive Officer has given the required mailed notice to each affected agency of the application to initiate proceedings for the proposed annexation, and no affected

local agency has submitted a written demand for notice and hearing during the 10-day period following the notice; and

- c. The annexation was accompanied by satisfactory proof that all owners of land within the affected territory have given their written consent to the proposal.

Based thereon, pursuant to Government Code Section 56662 (a), the Commission may, and hereby does, make determinations on the proposal without notice and hearing, and the Commission may, and hereby does, waive protest proceedings entirely.

- 3. A description of the boundaries and map of the proposal, as approved by this Commission, are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein.
- 4. The affected territory consists of 0.91± acres, is uninhabited, and is assigned the following short form designation:

"Annexation No. 423 to the Los Angeles County Sanitation District No. 22".

- 5. Annexation No. 423 to the Los Angeles County Sanitation District No. 22 is hereby approved, subject to the following terms and conditions:

- a. The District agrees to defend, hold harmless and indemnify LAFCO and/or its agents, officers and employees from any claim, action or proceeding against LAFCO and/or its agents, officers and employees to attack, set aside, void or annul the approval of LAFCO concerning this proposal or any action relating to or arising out of such approval.

- b. The effective date of the annexation shall be the date of recordation.
  - c. Payment of Registrar-Recorder/County Clerk and State Board of Equalization fees.
  - d. The territory so annexed shall be subject to the payment of such service charges, assessments or taxes as may be legally imposed by the District.
  - e. The regular County assessment roll shall be utilized by the District.
  - f. The affected territory will be taxed for any existing general indebtedness, if any, of the District.
  - g. Annexation of the affected territory described in Exhibits "A" and "B" to the District.
  - h. Except to the extent in conflict with "a" through "g", above, the general terms and conditions contained in Chapter 2 of Part 5, Division 3, Title 5 of the California Government Code (commencing with Government Code Section 57325) shall apply to this annexation.
6. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the Los Angeles County Sanitation District No. 22.
7. The Executive Officer is directed to transmit a copy of this resolution to the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, *et seq.*

PASSED AND ADOPTED this 12<sup>th</sup> day of October 2016.

MOTION:

SECOND:

AYES:

NOES:

ABSTAIN:

ABSENT:

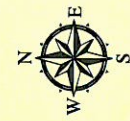
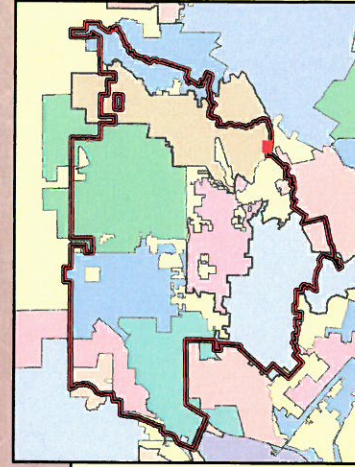
MOTION PASSED:

**LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES**

---

**Paul A. Novak, AICP  
Executive Officer**








**LAFCO**  
Local Agency Formation Commission  
for the County of Los Angeles


## Annexation No. 423 to County Sanitation District No. 22

### Legend

 CSD Annexation 22-423

 City of San Dimas

 Los Angeles County Sanitation District No. 22

 Sphere of Influence, CSD 22

150 75 0 150



Feet



**Staff Report**

**October 12, 2016**

**Agenda Item No. 6.f.**

**Annexation No. 424 to the Los Angeles County Sanitation District No. 22**

**PROPOSAL SUMMARY:**

Size of Affected Territory:	14.96± acres
Inhabited/Uninhabited:	Uninhabited
Applicant:	Los Angeles County Sanitation District No. 22
Resolution or Petition:	December 14, 2015
Application Filed with LAFCO:	January 4, 2016
Location:	The affected territory is located on San Dimas Canyon Road south of Caballo Ranch Road.
City/County:	City of La Verne
Affected Territory:	The affected territory consists of 22 proposed single-family homes. The topography is flat.
Surrounding Territory:	Surrounding territory is residential.
Landowner(s):	Meritage Homes of CA, Inc.
Registered Voters:	0 registered voters as of December 31, 2015
Purpose/Background:	For the District to provide off-site sewage disposal service.
Related Jurisdictional Changes:	There are no related jurisdictional changes.
Within SOI:	Yes
Waiver of Notice/Hearing/Protest:	Yes

CEQA Clearance:

The California Environmental Quality Act (CEQA) clearance is a Mitigated Negative Declaration adopted by the City of La Verne, as lead agency, on August 21, 2014.

Additional Information:

None

**FACTORS TO BE CONSIDERED PURSUANT TO GOVERNMENT CODE 56668:**

***a. Population:***

The existing population is 0 residents as of December 31, 2015.

The population density issue does not apply because the affected territory is unpopulated.

The estimated future population is 50 residents.

The affected territory is 14.96+/- acres. The proposed/future land use consists of 22 proposed single-family homes.

The assessed valuation is \$7,140,000 as of December 31, 2015.

The per capita assessed valuation issue does not apply because the affected territory is unpopulated.

On August 2, 2016, the County adopted a negotiated tax exchange resolution; all other involved public agencies have adopted a property tax transfer resolution.

The topography of the affected territory is flat).

There are no natural boundaries.

There are no drainage basins on or near the affected territory.

The affected territory is populated to the East and South. The San Dimas Canyon Golf Course is to the West.

The affected territory is likely to experience modest growth in the next ten years. The adjacent areas are likely to experience modest growth in the next ten years.

***b. Governmental Services and Controls:***

The affected territory will be developed to include 22 proposed single-family homes which require organized governmental services. The affected territory will require governmental services indefinitely.

The present cost and adequacy of governmental services and controls in the area are acceptable. With respect to sanitary sewage disposal, other than service provided by the District, the only alternative is private septic systems. The cost of sewage disposal by the District versus the cost by septic system is subject to multiple factors and varies widely. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

**c. *Proposed Action and Alternative Actions:***

The proposed action will have no effect on adjacent areas. The proposed action will have no effect on mutual social and economic interests. The proposal has no impact on the local governmental structure of the County.

The only alternate action for sewage disposal is a private septic system. Service by the District is considered to be more reliable than septic systems. Service by the District is environmentally superior in terms of wastewater treatment, effluent discharge, and impacts on surface water bodies and groundwater.

**d. *Conformity with Commission Policies on Urban Development and Open Space Conversion Policies:***

There are no conformance issues because the Commission has not adopted any policies relative to providing planned, orderly, efficient patterns of urban development.

There is no prime agricultural land within or adjacent to the affected territory. The proposal conforms with the objectives in Government Code Sections 56377(a) and 56377(b).

**e. *Agricultural Lands:***

There are no effects on agricultural lands, as defined. None of the land within the affected territory is currently used for the purpose of producing an agricultural commodity for commercial purposes. According to the California Department of Conservation, Division of Land Resource Protection, none of the land within the affected territory is subject to a Land Conservation Act (aka "Williamson Act") contract nor in a Farmland Security Zone (California Land Conservation Act 2012 Status Report).

**f. *Boundaries:***

The boundaries of the affected territory have been clearly defined by the applicant, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

The boundaries conform to lines of assessment or ownership, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

As a special district annexation, the proposal has no impact on existing city-county boundaries, nor does it create islands or corridors of unincorporated territory.

**g. *Consistency with Regional Transportation Plan:***

The proposal has no significant impact upon, and is therefore consistent with, the Regional Transportation Plan.

**h. *Consistency with Plans:***

The proposal is consistent with the existing City's General Plan designation of Low-density Residential.

The affected territory is not within the boundaries of any Specific Plan.

Pre-zoning is not a requirement for a special district proposal.

**i. *Sphere of Influence:***

The affected territory is within the Sphere of Influence of the Los Angeles County Sanitation District No. 22.

**j. *Comments from Public Agencies:***

Staff did not receive any significant comments from public agencies or any resolutions raising objections from any affected agency.

**k. *Ability to Provide Services:***

Although the affected territory is not currently serviced by the District, the area was included in the future service area that might be served by the District. The District's future wastewater management needs were addressed in the Joint Outfall System 2010 Master Facilities Plan.

**l. *Timely Availability of Water Supplies:***

As noted in the Negative Declaration adopted by the City of La Verne in August of 2014, "Golden State Water Company would provide potable water service to the project," and "[i]mpacts would be less than significant." There are, therefore, no known impacts associated with the timely availability of water supply.

**m. *Regional Housing:***

As a special district annexation, the proposal will not affect any city, nor the county, in achieving their respective fair shares of the regional housing needs as determined by the Southern California Association of Governments (SCAG).

**n. *Comments from Landowners, Voters, or Residents:***

Staff did not receive any significant comments from landowners, voters, or residents.

**o. *Land Use Designations***

The proposal is consistent with the existing City's General Plan designation of Low-density Residential.

The proposal is consistent with the existing City's zoning designation of Planned Residential.

**p. *Environmental Justice:***

All of the owners of real property within the affected territory have requested, in writing, that the District provide off-site sewage disposal service. Property-owners of adjacent areas did not request such service, and/or were contacted by Sanitation District staff and were not interested in securing such service or did not respond. The proposal promotes environmental

justice, in that there is fair treatment of people of all races, cultures, and incomes with respect to the location of public facilities and the provision of public services.

There are no Disadvantaged Unincorporated Communities (DUCs) within or adjacent to the affected territory.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) CLEARANCE:**

The CEQA clearance is a Mitigated Negative Declaration adopted by the City of La Verne, as lead agency, on August 21, 2014. The Commission is a responsible agency pursuant to CEQA and State CEQA Guidelines Section 15096.

**DETERMINATIONS WITHOUT NOTICE AND HEARING, AND WAIVER OF PROTEST PROCEEDINGS:**

Pursuant to Government Code Section 56662(a), the Commission may make determinations upon the proposed annexation without notice and hearing and may waive protest hearings for the reasons set forth herein. The territory is uninhabited. To date, no affected local agency has submitted a written demand for notice and hearing during the 10-day period referenced in Government Code Section 56662(c). Furthermore, the proposal was accompanied by satisfactory proof that all the landowners within the affected territory have given their written consent to the proposed annexation. Based thereon, the Commission may make determinations on the proposed annexation without notice and hearing, and the Commission may waive protest proceedings.

**CONCLUSION:**

Staff recommends approval of the proposal as a logical and reasonable extension of Los Angeles County Sanitation District No. 22 which will be for the interest of landowners and/or present and/or future inhabitants within the district and within the annexation territory.

**Recommended Action:**

1. Adopt the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 424 to Los Angeles County Sanitation District No. 22.

**RESOLUTION NO. 2016-00RMD  
RESOLUTION OF THE LOCAL AGENCY FORMATION  
COMMISSION FOR THE COUNTY OF LOS ANGELES  
MAKING DETERMINATIONS APPROVING AND ORDERING  
"ANNEXATION NO. 424 TO THE LOS ANGELES COUNTY SANITATION DISTRICT NO. 22"**

WHEREAS, the Los Angeles County Sanitation District No. 22 (District) adopted a resolution of application to initiate proceedings, which was submitted to the Local Agency Formation Commission for the County of Los Angeles (Commission), pursuant to, Division 3, Title 5, of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for annexation of territory herein described to the District, all within the City of La Verne; and

WHEREAS, the proposed annexation consists of approximately 14.96± acres of uninhabited territory and is assigned the following distinctive short-form designation: "Annexation No. 424 to the Los Angeles County Sanitation District No. 22"; and

WHEREAS, a description of the boundaries and map of the proposal are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein; and

WHEREAS, the principal reason for the proposed annexation is for the District to provide off-site sewage disposal to twenty-two proposed single-family homes; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a written report, including his recommendations therein; and

WHEREAS, the Commission has determined that the Proposal meets all of the criteria for the Commission to make a determination without notice and hearing and waive protest proceedings entirely, pursuant to Government Code Section 56662; and

WHEREAS, the Executive Officer set the item for consideration for October 12, 2016 at 9:00 a.m., at the Los Angeles County Board of Supervisors Hearing Room, Kenneth Hahn Hall of Administration Room 381-B, located at 500 West Temple Street, Los Angeles, California, 90012; and

WHEREAS, on October 12, 2016, this Commission considered the Proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Acting in its role as a responsible agency with respect to Annexation No. 424 to Los Angeles County Sanitation District No. 22, pursuant to California Environmental Quality Act (CEQA) the Commission considered the Mitigated Negative Declaration prepared and adopted by the City of La Verne, as lead agency, on August 21, 2014, together with any comments received during the public review process; certifies that the Commission has independently reviewed and considered and reached its own conclusions regarding the environmental effects of the project as shown in the Mitigated Negative Declaration; and adopts the Mitigation Monitoring Program for the project, finding that the Mitigation Monitoring Program is adequately designed to ensure compliance with the mitigation measures during project implementation as applicable to the responsible agency.



2. Pursuant to Government Code Section 56662(a), the Commission hereby finds and determines that:

- a. The territory encompassed by the annexation is uninhabited; and
- b. Pursuant to Government Code Sections 56658(b)(1) and 56662(c), the Executive Officer has given the required mailed notice to each affected agency of the application to initiate proceedings for the proposed annexation, and no affected local agency has submitted a written demand for notice and hearing during the 10-day period following the notice; and
- c. The annexation was accompanied by satisfactory proof that all owners of land within the affected territory have given their written consent to the proposal.

Based thereon, pursuant to Government Code Section 56662 (a), the Commission may, and hereby does, make determinations on the proposal without notice and hearing, and the Commission may, and hereby does, waive protest proceedings entirely.

3. A description of the boundaries and map of the proposal, as approved by this Commission, are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein.
4. The affected territory consists of 14.96± acres, is uninhabited, and is assigned the following short form designation:

"Annexation No. 424 to the Los Angeles County Sanitation District No. 22".

5. Annexation No. 424 to the Los Angeles County Sanitation District No. 22 is hereby approved, subject to the following terms and conditions:

- a. The District agrees to defend, hold harmless and indemnify LAFCO and/or its agents, officers and employees from any claim, action or proceeding against LAFCO and/or its agents, officers and employees to attack, set aside, void or annul the approval of LAFCO concerning this proposal or any action relating to or arising out of such approval.
- b. The effective date of the annexation shall be the date of recordation.
- c. Payment of Registrar-Recorder/County Clerk and State Board of Equalization fees.
- d. The territory so annexed shall be subject to the payment of such service charges, assessments or taxes as may be legally imposed by the District.
- e. The regular County assessment roll shall be utilized by the District.
- f. The affected territory will be taxed for any existing general indebtedness, if any, of the District.
- g. Annexation of the affected territory described in Exhibits "A" and "B" to the District.
- h. Except to the extent in conflict with "a" through "g", above, the general terms and conditions contained in Chapter 2 of Part 5, Division 3, Title 5 of the California Government Code (commencing with Government Code Section 57325) shall apply to this annexation.

6. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the Los Angeles County Sanitation District No. 22.
7. The Executive Officer is directed to transmit a copy of this resolution to the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, *et seq.*

PASSED AND ADOPTED this 12<sup>th</sup> day of October 2016.

MOTION:

SECOND:

AYES:

NOES:

ABSTAIN:

ABSENT:

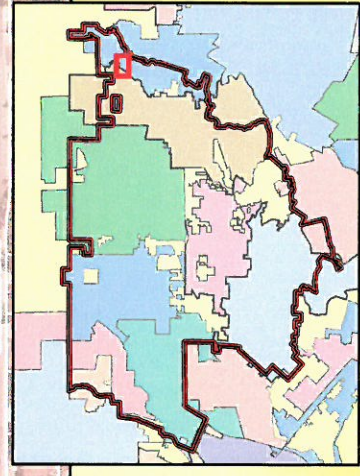
MOTION PASSED:

**LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES**

---

**Paul A. Novak, AICP  
Executive Officer**








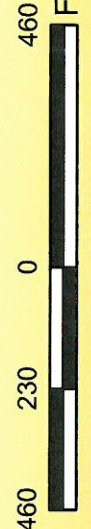


**LAFCO**  
 Local Agency Formation Commission  
 for the County of Los Angeles

# Annexation No. 424 to County Sanitation District No. 22

## Legend

-  CSD Annexation 22-424
-  City of La Verne
-  City of San Dimas
-  Los Angeles County Sanitation District No. 22
-  Sphere of Influence, CSD 22





## **Staff Report**

**October 12, 2016**

### **Agenda Item No. 8.a.**

#### **Protest Hearing on Annexation No. 2016-07 to the City of Santa Clarita (West Creek)**

On August 10, 2016, your Commission approved a request for the annexation of approximately 1,018.39 ± acres of inhabited territory into the boundaries of name of Santa Clarita. The Protest Hearing before you today will satisfy the requirements of Government Code Section 57000, *et seq.*

The number of written protests received and not withdrawn is \_\_\_\_.

#### **PROPOSAL SUMMARY:**

Size of Affected Territory:	1,018.39± acres
Inhabited/Uninhabited:	Inhabited
Applicant:	City of Santa Clarita
Resolution or Petition:	April 12, 2016
Application Filed with LAFCO:	April 14, 2016
Location:	The affected territory is generally located north, west, and southwest of the intersection of Copper Hill Drive and McBean Parkway, in Los Angeles unincorporated territory adjacent to the City of Santa Clarita.
City/County:	Los Angeles County unincorporated territory.
Affected Territory:	The affected territory consists of a park, commercial, residential, and vacant land. The territory is being developed to include more residential units and a commercial/retail center. The topography is hilly.
Surrounding Territory:	Surrounding the territory is residential and vacant land.
Landowner(s):	There are multiple owners of record.
Registered Voters:	1,719 registered voters as of May 2, 2016.

Purpose/Background:	The purpose is to annex the communities of West Creek and West Hills into the City of Santa Clarita. The property owners living within the affected territory approached the City of Santa Clarita requesting annexation, citing the quality of services provided by the City and the desire for local government representation as the reasons for the annexation.
Related Jurisdictional Changes:	Annexation to Santa Clarita Streetlight Maintenance District No. 1; detachment from County Road District No. 5; withdrawal from County Lighting Maintenance District 1687 and the County Public Library System; and exclusion from County Lighting District LLA-1, Unincorporated Zone.
Within SOI:	Yes
Waiver of Notice/Hearing/Protest:	No
CEQA Clearance:	The California Environmental Quality Act (CEQA) clearance is a Negative Declaration adopted by the City of Santa Clarita, as lead agency, on April 26, 2016.
Additional Information:	None

**FACTORS TO BE CONSIDERED PURSUANT TO GOVERNMENT CODE 56668:**

***a. Population:***

The existing population is 5,151 residents as of April 14, 2016. The population density is 5.06 persons per acre.

The affected territory is 1,018.39+/- acres. The affected territory consists of a park, commercial, residential, and vacant land. The territory is being developed to include more residential units and a commercial/retail center.

The assessed valuation is \$872,114,616 as of November 2015.

The per capita assessed valuation is \$169,310.

On July 19, 2016, the County adopted a negotiated tax exchange resolution; all other involved public agencies have adopted a property tax transfer resolution.

The topography of the affected territory is hilly.

The affected territory is bounded by San Francisquito Creek, located adjacent to the property to the east. There are no drainage basins on or near the affected territory

The nearest populated area is adjacent to the affected territory. The affected territory is likely to experience modest growth in the next ten years. The adjacent areas are likely to experience modest growth in the next ten years.

***b. Governmental Services and Controls:***

The affected territory includes and will be developed to include residential and commercial areas which require organized governmental services. The affected territory will require governmental services indefinitely.

The present cost and adequacy of government services and controls in the area are acceptable. The probable effect of the proposed action and of alternative courses of action on the cost and adequacy of services and controls in the affected territory and adjacent areas is minimal.

	Current Service Provider	Proposed Service Provider
Animal Control	County	Same- under contract with County Animal Care and Control
Fire and Emergency Medical	Consolidated Fire Protection District	Same
Flood Control	County	Same
Library	County Library	City of Santa Clarita



Mosquito & Vector Control	Greater Los Angeles County Vector Control District	Same
Park and Recreation	County	City of Santa Clarita
Planning	County	City of Santa Clarita
Police	County Sheriff	Same- under contract with County Sheriff
Road Maintenance	County	City of Santa Clarita
Solid Waste	County-Private hauler	City of Santa Clarita-Private hauler
Street Lighting	County	City of Santa Clarita
Water	Castaic Lake Water Agency (Santa Clarita Water Division), Newhall County Water District, and Valencia Water Co.	Same
Wastewater	Santa Clarita Valley Sanitation District	Same

The County will continue to provide animal control and flood control to the annexation area. Upon approval of the annexation request, the City of Santa Clarita will provide library services, park and recreation, planning, road maintenance, and street lighting services as well as police and solid waste services directly or through contracts. The City will continue to provide adequate services and maintain current service levels. Enhanced service levels will be financed through city general fund revenues or developer fees.

There are no changes in fire and emergency medical, mosquito and vector control, police, water, and wastewater service providers and in levels of service. Solid waste service is currently provided by the County through contract with a private hauler; upon approval of the annexation, the City of Santa Clarita will provide service through contract with a private hauler. No change in service level is anticipated.

The County manages several special assessment districts within the proposed annexation area. As part of this annexation request, the affected territory will be detached from County Road Maintenance District No. 5; withdrawal from County Lighting Maintenance District 1687 and County Public Library System; exclusion from County Lighting District LLA-1, Unincorporated Zone, and the City of Santa Clarita will assume responsibility for funding and providing the services. The following special district assessments would be applied upon annexation: Open Space Preservation District - \$31.50 per single-family residence per year, Stormwater Facility Maintenance District- \$23.00 per single-family residence per year, Landscape Maintenance District \$62.86 per single-family residence per year, and annexation to Santa Clarita Street Light Maintenance District No. 1 - \$75.80 per single-family residence per year.

**c. *Proposed Action and Alternative Actions:***

The proposed action will have no effect on adjacent areas. The proposed action will have no effect on mutual social and economic interests. The proposal has no impact on the governmental structure of the County.

The effect of alternate actions on mutual social and economic interests and on the local governmental structure of the County is minimal.

**d. *Conformity with Commission Policies on Urban Development and Open Space Conversion Policies:***

There are no conformance issues because the Commission has not adopted any policies relative to providing planned, orderly, efficient patterns of urban development.

There is no prime agricultural land within or adjacent to the affected territory. The proposal conforms with the objectives in Government Code Sections 56377(a) and 56377(b).

**e. *Agricultural Lands:***

There are no effects on agricultural lands, as defined. None of the land within the affected territory is currently used for the purpose of producing an agricultural commodity for commercial purposes. According to the California Department of Conservation, Division of Land Resource Protection, none of the land within the affected territory is subject to a Land Conservation Act (aka "Williamson Act") contract nor in a Farmland Security Zone (California Land Conservation Act 2012 Status Report).

**f. *Boundaries:***

The boundaries of the affected territory have been clearly defined by the applicant, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

The boundaries conform to lines of assessment or ownership, and these boundaries have been reviewed and approved by LAFCO's GIS/Mapping Technician.

The proposal does not create islands or corridors of unincorporated territory.

**g. *Consistency with Regional Transportation Plan:***

The proposal has no significant impact upon, and is therefore consistent with, the Regional Transportation Plan.

**h. *Consistency with Plans:***

The proposal is consistent with the existing County General Plan designation of OS C&W Open Space Conservation and Water, P Public and Semi-Public, H 2&18 Residential, GC General Commercial.

The affected territory is not within the boundaries of any Specific Plan.

The proposal is consistent with the existing County zoning designation of OS Open Space, RPD Residential Planned Development, R Residential, and C Commercial.

Pursuant to the requirements of Government Code Section 56375(a)(7), Pre-Zoning Ordinance No. 16-05 was adopted by the City of Santa Clarita City Council on April 26, 2016. The pre-zoning designation of OS Open Space, CN Neighborhood Commercial, PI Public Institutional, and UR Urban Residential the affected territory is consistent with the City of Santa Clarita General Plan.

***i. Sphere of Influence:***

The affected territory is within the Sphere of Influence of the City of Santa Clarita.

***j. Comments from Public Agencies:***

Staff did not receive any significant comments from public agencies or any resolutions raising objections from any affected agency.

***k. Ability to Provide Services:***

The City of Santa Clarita currently provides municipal services to almost 62,000 parcels of land. The annexation would add approximately 1,900 more parcels to the service area. The City indicated that it has the ability to provide service to the affected territory once the annexation is complete.

***l. Timely Availability of Water Supplies:***

There are no known issues regarding water supply or delivery. Existing water providers are the same before and after annexation.

***m. Regional Housing:***

The proposed annexation has no impact on the achievement of a fair share of regional housing needs of the City or County. The County and City have agreed to a Regional Housing Needs Assessment (RHNA) allocation transfer of 186 of very low, 113 low, 122 moderate, and 306 above moderate income units from the County to the City.

***n. Comments from Landowners, Voters, or Residents:***

Staff did not receive any significant comments from landowners, voters, or residents.

***o. Land Use Designations***

The proposal is consistent with the existing County General Plan designation of OS C&W Open Space Conservation and Water, P Public and Semi-Public, H 2&18 Residential, GC General Commercial.

The affected territory is not within the boundaries of any Specific Plan.

The proposal is consistent with the existing County zoning designation of OS Open Space, RPD Residential Planned Development, R Residential, and C Commercial.

Pursuant to the requirements of Government Code Section 56375(a)(7), Pre-Zoning Ordinance No. 16-05 was adopted by the City of Santa Clarita City Council on April 26, 2016. The pre-zoning designation of OS Open Space, CN Neighborhood Commercial, PI Public Institutional, and UR Urban Residential the affected territory is consistent with the City of Santa Clarita General Plan.

***p. Environmental Justice:***

The proposal will have no adverse effect with respect to the fair treatment of people of all races and incomes, or the location of public facilities or services.

There are no Disadvantaged Unincorporated Communities (DUCs) within or adjacent to the affected territory.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) CLEARANCE:**

The CEQA clearance is a Negative Declaration adopted by the City of Santa Clarita, as lead agency, on April 26, 2016. The Commission is a responsible agency pursuant to CEQA and State CEQA Guidelines Section 15096.

**CONCLUSION:**

Staff recommends approval of the proposal as a logical and reasonable extension of City of Santa Clarita which will be for the interest of landowners and/or present and/or future inhabitants within the city and within the annexation territory.

**Recommended Action:**

1. Open the protest hearing and receive written protests;
2. Close the protest hearing;
3. Instruct the Executive Officer, pursuant to Government Code Section 57075.5, to determine the value of written protests filed and not withdrawn and report back to the Commission with the results; and
4. Based upon the results of the protest hearing, either adopt a resolution terminating the annexation proceedings if a majority protest exists pursuant to Government Code Section 57078, or ordering Annexation No. 2016-07 to the City of Santa Clarita (West Creek) directly or ordering the annexation subject to confirmation by the registered voters of the affected territory.

**RESOLUTION NO. 2016-00PR  
RESOLUTION OF THE LOCAL AGENCY FORMATION  
COMMISSION FOR THE COUNTY OF LOS ANGELES  
MAKING DETERMINATIONS ORDERING  
"ANNEXATION NO. 2016-07 TO THE CITY OF SANTA CLARITA (WEST CREEK)"**

WHEREAS, the City of Santa Clarita (City) adopted a resolution of application to initiate proceedings, which was submitted to the Local Agency Formation Commission for the County of Los Angeles (Commission), pursuant to, Division 3, Title 5, of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for annexation of territory herein described to the City and Santa Clarita Streetlight Maintenance District No. 1; detachment of said territory from County Road District No. 5; withdrawal from County Lighting Maintenance District 1687 and County Public Library System, and exclusion from County Lighting District LLA-1, Unincorporated Zone, all within the County of Los Angeles (County); and

WHEREAS, the proposed annexation consists of approximately 1,018.39± acres of inhabited territory and is assigned the following distinctive short-form designation:

"Annexation No. 2016-07 to the City of Santa Clarita (West Creek)"; and

WHEREAS, a description of the boundaries and map of the proposal are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein; and

WHEREAS, the principal reason for the proposed annexation to the City is that a majority of the landowners within the affected territory desire the services provided by the City and local government representation; and

WHEREAS, on August 10, 2016, the Commission approved Annexation No. 2016-07 to the City of Santa Clarita (West Creek); and

WHEREAS, pursuant to Government Code Section 57002, the Commission set the protest hearing for October 12, 2016 at 9:00 a.m., at the Los Angeles County Board of Supervisors Hearing Room, Kenneth Hahn Hall of Administration Room 381-B, located at 500 West Temple Street, Los Angeles, California, 90012; and

WHEREAS, the Executive Officer has given notice of the protest hearing pursuant to Government Code Sections 56150-56160, 56660-56661, 57025, and 57026, wherein the protest hearing notice was published in a newspaper of general circulation in the County of Los Angeles on September 6, 2016, which is at least 21 days prior to the protest hearing, and said hearing notice was also mailed to all required recipients by first-class mail on or before the date of newspaper publication; and

WHEREAS, at the time and place fixed in the notice, the hearing was held, and any and all oral or written protests, objections, and evidence were received and considered; and

WHEREAS, the Commission, acting as the conducting authority, has the ministerial duty of tabulating the value of protests filed and not withdrawn and either terminating these proceedings if a majority protest exists or ordering the annexation directly or subject to confirmation by the registered voters.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission finds that the number of property owners is 1,447, and the number of registered voters is 1,719, and the total assessed value of land within the affected territory is \$872,114,616.
  - a) The Commission finds that the number of property owners who filed written protests in opposition to Annexation No. 2016-07 to the City of Santa Clarita (West Creek) and not withdrawn is \_\_\_\_, which, even if valid, represents less than 15 percent of the number of owners of land who own at least 15 percent of the assessed value of land within the affected territory; and
  - b) The Commission finds that the number of registered voters who filed written protests in opposition to Annexation No. 2016-07 to the City of Santa Clarita (West Creek) and not withdrawn is \_\_\_\_, which, even if valid, represents less than 15 percent of the number of registered voters residing within boundaries of the affected territory.
2. A description of the boundaries and map of the proposal, as approved by this Commission, are set forth in Exhibits "A" and "B", attached hereto and by this reference incorporated herein.
3. The affected territory consists of 1,018.39± acres, is inhabited, and is assigned the following short form designation:

" Annexation No. 2016-07 to the City of Santa Clarita (West Creek)"



4. Annexation No. 2016-07 to the City of Santa Clarita (West Creek) is hereby approved, subject to the following terms and conditions:

- a. The City of Santa Clarita agrees to defend, hold harmless and indemnify LAFCO and/or its agents, officers and employees from any claim, action or proceeding against LAFCO and/or its agents, officers and employees to attack, set aside, void or annul the approval of LAFCO concerning this proposal or any action relating to or arising out of such approval.
- b. The effective date of the annexation shall be the November 15, 2016.
- c. Payment of Registrar- Recorder/County Clerk and State Board of Equalization fees.
- d. The territory so annexed shall be subject to the payment of such service charges, assessments or taxes as may be legally imposed by the City.
- e. The regular County assessment roll shall be utilized by the City.
- f. The affected territory will be taxed for any existing general indebtedness, if any, of the City.
- g. Annexation of the affected territory described in Exhibits "A" and "B" to the City and Santa Clarita Streetlight Maintenance District No. 1.
- h. Detachment of the affected territory from County Road District No. 5.
- i. Withdrawal of affected territory from County Lighting Maintenance District 1687 and the County Public Library System.

- j. Exclusion of affected territory from County Lighting District LLA-1, Unincorporated Zone.
- k. Upon the effective date of the annexation, all right, title, and interest of the County, including but not limited to, the underlying fee title or easement where owned by the County, in any and all sidewalks, trails, landscaped areas, street lights, property acquired and held for future road purposes, open space, signals, storm drains, storm drain catch basins, local sanitary sewer lines, sewer pump stations and force mains, water quality treatment basins and/or structures, and water quality treatment systems serving roadways and bridges shall vest in the City.
- l. Upon the effective date of the annexation, the City shall be the owner of, and responsible for, the operation, maintenance, and repair of all of the following property owned by the County: public roads, adjacent slopes appurtenant to the roads, street lights, traffic signals, mitigation sites that have not been accepted by regulatory agencies but exist or are located in public right-of-way and were constructed or installed as part of a road construction project within the annexed area, storm drains and storm drain catch basins within street right-of-way and appurtenant slopes, medians and adjacent property.

- m. Upon the effective date of the annexation, the City shall do the following: (1) assume ownership and maintenance responsibilities for all drainage devices, storm drains and culverts, storm drain catch basins, appurtenant facilities (except regional Los Angeles County Flood Control District (LACFCD) facilities for which LACFCD has a recorded fee or easement interest and which have been accepted into the LACFCD system), site drainage, and all master plan storm drain facilities that are within the annexation area and are currently owned, operated and maintained by the County ; (2) accept and adopt the County of Los Angeles Master Plan of Drainage (MPD), if any, which is in effect for the annexation area. Los Angeles County Department of Public Works Department (LACDPW) should be contacted to provide any MPD which may be in effect for the annexation area. Deviations from the MPD shall be submitted to the Chief Engineer of LACFCD/Director of LACDPW for review to ensure that such deviations will not result in diversions between watersheds and/or will not result in adverse impacts to LACFCD's flood control facilities; (3) administer flood zoning and Federal Emergency Management Agency floodplain regulations within the annexation area; (4) coordinate development within the annexation area that is adjacent to any existing flood control facilities for which LACFCD has a recorded easement or fee interest, by submitting maps and proposals to the Chief Engineer of LACFCD/Director of LACDPW, for review and comment.

- n. Except to the extent in conflict with "a" through "m", above, the general terms and conditions contained in Chapter 2 of Part 5, Division 3, Title 5 of the California Government Code (commencing with Government Code Section 57325) shall apply to this annexation.
5. The Commission hereby orders the inhabited territory described in Exhibits "A" and "B" annexed to the City of Santa Clarita.
6. The Executive Officer is directed to transmit a copy of this resolution to the City, upon the City's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, *et seq.*

PASSED AND ADOPTED this 12<sup>th</sup> day of October 2016.

MOTION:

SECOND:

AYES:

NOES:

ABSTAIN:

ABSENT:

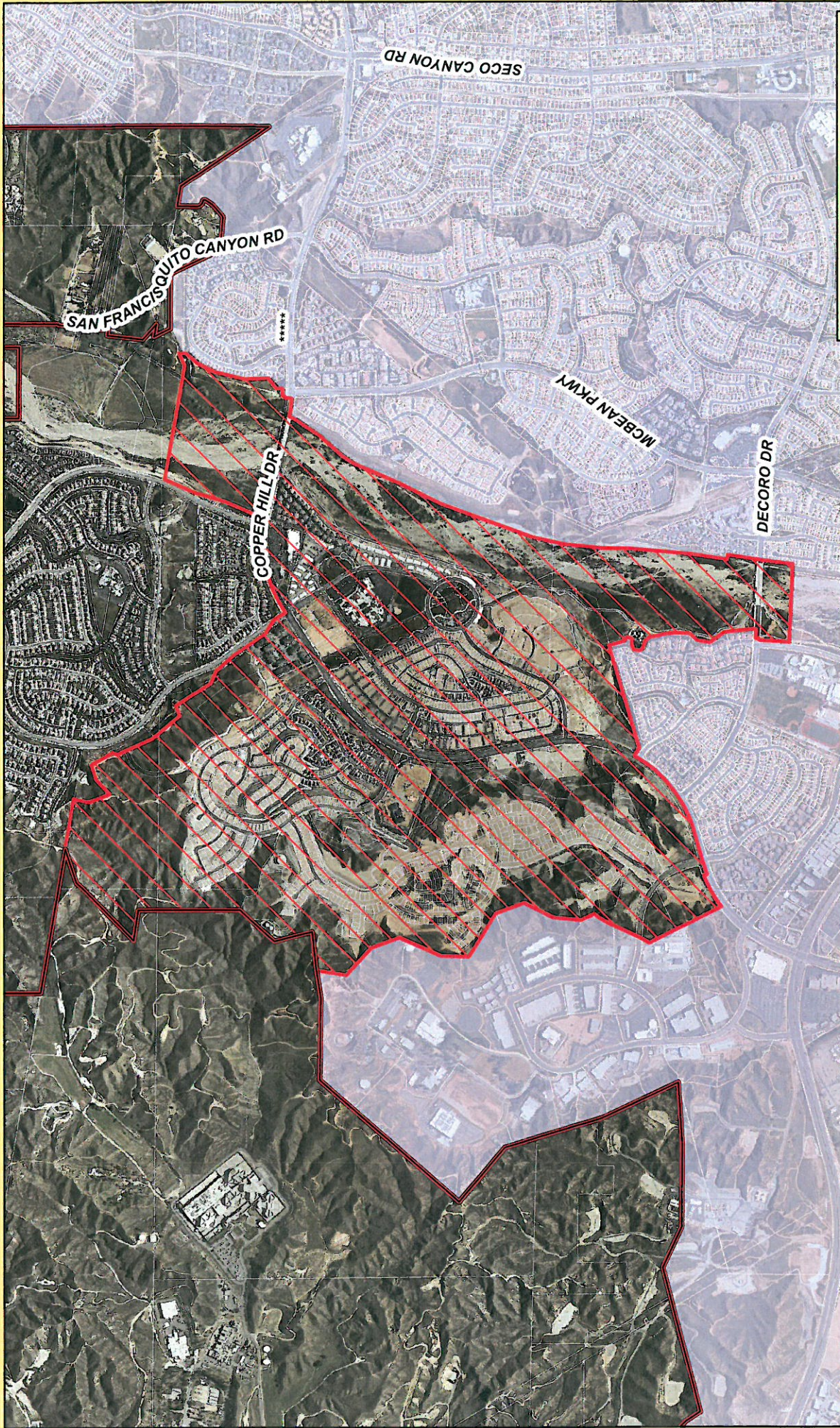
MOTION PASSES: 0/0/0

**LOCAL AGENCY FORMATION COMMISSION  
FOR THE COUNTY OF LOS ANGELES**




---

**Paul A. Novak, AICP  
Executive Officer**





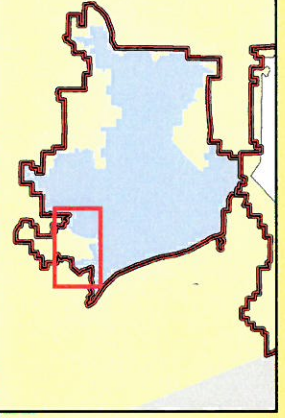
## Legend

-  Annexation 2016-07 to Santa Clarita
-  City of Santa Clarita
-  Santa Clarita Sphere of Influence

## Annexation No. 2016-07 to the City of Santa Clarita (West Creek)



**LAFCO**  
Local Agency Formation Commission  
for the County of Los Angeles



October 12, 2016

C:\GIS\MXDs\Annexations\Santa Clarita 2016-07 - Protest



## **Staff Report**

**October 14, 2016**

### **Agenda Item No. 9.a. Authorization to Sign Checks**

The Commission adopted the current "Check Signing Policy on April 11, 2012. The policy authorized three Commission officers (Chair, First Vice Chair, Second Vice Chair) and 2 management level employees (Executive Officer and Deputy Executive Officer) to sign checks. Exercise of this signature authority is limited by additional requirements:

- Checks of \$5,000.00 or more require two signatures, one of which shall be an officer of the Commission;
- Checks in excess of \$500.00, but less than \$5,000.00 require two signatures; and
- Checks of less than \$500 require one signature.

In early November, the Deputy Executive Officer position will become vacant due to the anticipated retirement of June Savala. Since Ms. Savala went on medical leave in July, the signing of any check over \$500 has required the second signature of a Commission officer. Although Commission Chair Gladbach has worked closely with staff to expedite the signing of checks; additional time, procedure, and expenses (general FedEx delivery charges) are required to get checks signed.

In order to process invoices and issue checks efficiently, staff recommends revision of the Check Signing Policy with respect to checks of less than \$5,000 by increasing the authority of the management staff by raising the current amount allowed with one signature from the current \$500 limit to the proposed \$1,500; conforming changes; and the addition of a proposed new Office Manager position to the list of employee positions authorized to sign checks. All other policy requirements would remain unchanged.

A strikethrough/underline version of the proposed Check Signing Policy (showing the proposed changes from the existing policy) and a final version are enclosed for your consideration.

With respect to the check processing procedure, and to provide context to these proposed changes, staff notes the following:

- Before a check is issued, the processing and payment is reviewed by at least three people: Executive Officer, Office Manager, and LAFCO's outside bookkeeper. LAFCO's outside accountant reviews all transactions at least on a quarterly basis, and generally every month either in person or remotely using on-line access to LAFCO's accounting system.



- Under the existing policy, two management-level employees (Executive Officer and Deputy Executive Officer) are authorized to sign checks. While the number of staff who could sign checks would increase from two to three by the proposed addition of the Office Manager position as an authorized signatory, this would happen only were a new Deputy Executive Officer to be hired. In the absence of a Deputy Executive Officer, the Executive Officer and the Office Manager could provide two authorized signatures.
- An independent accounting firm, retained by the Commission, performs audits of LAFCO on an annual basis.
- The majority of LAFCO expenditures are paid by check and reported monthly in the Check Register, which is provided as an agenda item at monthly Commission meetings.
- Staff recently closed out the “petty cash” account and consistently works to avoid any transactions utilizing cash. The sole exception is qualified reimbursable expenses by LAFCO commissioners and staff, which are paid by check upon submittal and approval of a reimbursement form and adequate back-up documentation.
- Only two types of financial transactions are not paid by check. The first involve credit card transactions; the sole LAFCO credit card is maintained by the Executive Officer, and payment of all credit card bills is by check. The second involve wire transfers between LAFCO’s investment account and operating account, which requires the approval of the Executive Officer. In consultation with LAFCO’s accountant, staff is working to amend the monthly Check Register to reflect all wire transfers as well as all checks.

The revised policy would enable checks of \$1,500 or less (revised from \$500 or less) to be paid with one signature; conforming changes to allow checks between \$2,500 and \$5,000 to be approved with two signatures; and the addition of the proposed position of Office Manager to the list of authorized employee signatures. Staff and our outside consultants recommend this change and have concluded that there are sufficient policies, procedures, and transparency in place to minimize the likelihood of any unauthorized use of LAFCO’s funds.

**Recommended Action:**

1. Adopt the revised Check-Signing Policy reflecting these changes, as attached.

***POLICY ADOPTED IN 2012***  
***(Strikethrough/Underline Version to Show Proposed Changes)***

Check Signing Policy  
(Adopted April 11, 2012)

The following individuals are authorized to sign checks on behalf of LAFCO:

- Commission Officers:
  - Chair;
  - First Vice-Chair; and
  - Second Vice Chair;
- LAFCO Staff:
  - Executive Officer; ~~and~~
  - Deputy Executive Officer; ~~and~~
  - Office Manager.

Signing of checks shall be authorized as follows:

- For checks of \$5,000.00 or more, two signatures shall be required, at least one of which shall be an officer of the Commission;
- For checks in excess of ~~\$500.00~~, \$1,500.00, but less than \$5,000.00, two signatures shall be required;
- For two or more checks to a single payee totaling in excess of \$5,000.00, in one calendar month, two signatures shall be required, at least one of which shall be an officer of the Commission;
- For checks of ~~\$500.00~~ \$1,500.00 or less, one signature shall be required;
- All checks signed in any given month shall be reported on the next available LAFCO agenda under the "Operating Account and Check Register" item; and
- Individuals shall not be a signatory for a check to which he or she is the payee (i.e., reimbursement checks for expenses incurred).

## ***PROPOSED POLICY***

### **Check Signing Policy (Adopted April 11, 2012) (Revised October 14, 2016)**

The following individuals are authorized to sign checks on behalf of LAFCO:

- Commission Officers:
  - Chair;
  - First Vice-Chair; and
  - Second Vice Chair;
- LAFCO Staff:
  - Executive Officer; and
  - Deputy Executive Officer; and
  - Office Manager.

Signing of checks shall be authorized as follows:

- For checks of \$5,000.00 or more, two signatures shall be required, at least one of which shall be an officer of the Commission;
- For two or more checks to a single payee totaling in excess of \$5,000.00, in one calendar month, two signatures shall be required, at least one of which shall be an officer of the Commission;
- For checks in excess of \$1,500.00, but less than \$5,000.00, two signatures shall be required;
- For checks of \$1,500.00 or less, one signature shall be required;
- All checks signed in any given month shall be reported on the next available LAFCO agenda under the "Operating Account and Check Register" item; and
- Individuals shall not be a signatory for a check to which he or she is the payee (i.e., reimbursement checks for expenses incurred).

## **Staff Report**

**October 12, 2014**

### **Agenda Item No. 9.b. Proposed Revisions to Position and Salary Schedule**

At its meeting of August 8, 2012, the Commission approved the following position descriptions and salary ranges for LAFCO staff:

<u>Position</u>	<u>Proposed Salary Range:</u>
Executive Officer	Determined by Commission
Deputy Executive Officer	Determined by Commission
Local Govt. Analyst (3 positions)	\$40,000 to \$100,000
GIS/Mapping Technician	\$55,000 to \$80,000
Administrative Assistant/ Secretary/Receptionist/Clerk	\$30,000 to \$55,000

In order to address the anticipated retirement of June Savala in November, staff is recommending the addition of an "Office Manager" position and a salary range. In the past, the Deputy EO, in concert with the EO, managed the accounting system, performance of audits, banking, budgeting, insurance, payroll, employee benefits, collection of annual assessments, FPPC compliance, purchasing, and other administrative responsibilities. These duties would be assumed by the new "Office Manager" position. The Office Manager would also work closely with the Assistant/Secretary/Receptionist/Clerk and other LAFCO staff who assist in certain administrative responsibilities.

The Executive Officer and the Deputy Executive Officer are considered management positions. Any changes in their compensation require action by the Commission, and the EO has no immediate plans to recommend filling the vacated DEO position. All other positions are considered to be staff positions, and changes in compensation for these employees can be made by the Executive Officer, so long as the changes are within the approved salary range. All existing LAFCO employees are within the approved salary ranges for their respective positions, and no changes are recommended.

*(Continued on Page 2)*

**Recommended Action:**

Adopt the following position descriptions and salary ranges for LAFCO staff:

<u>Position</u>	<u>Proposed Salary Range:</u>
Executive Officer	Determined by Commission
Deputy Executive Officer	Determined by Commission
Local Govt. Analyst (3 positions)	\$40,000 to \$100,000
Office Manager	\$40,000 to \$65,000
GIS/Mapping Technician	\$55,000 to \$80,000
Administrative Assistant/ Secretary/Receptionist/Clerk	\$30,000 to \$55,000

**Staff Report**

**October 12, 2016**

**Agenda Item No. 9.c.**

**Potential Cancellation of the  
December 14, 2016 Meeting**

For the past several years, the Commission has canceled its regular meeting in December due to the winter holidays. Staff has reviewed its workload and determined that existing proposals can be considered in a timely manner at either the November 9th, 2016 meeting or the January 11<sup>th</sup>, 2017 meeting. Staff therefore recommends canceling the December 14<sup>th</sup>, 2016 meeting

**Recommended Action:**

1. Cancel the December 14, 2016 Commission Meeting; and
2. Direct the Executive Officer to send notice via the LAFCO e-mail alert notification system and post notice on the LAFCO website.



**Staff Report**

**October 12, 2016**

**Agenda Item No. 9.d.**

**2017 Commission Calendar**

The 2017 Commission Calendar is attached.

Staff has confirmed availability for the Board of Supervisors Hearing Room, except for the meeting of May 10<sup>th</sup>, 2017. That date is dependent on availability of the Hearing Room, due to the County's anticipated budget public hearings.

**Recommended Action:**

1. Receive and File.

## LOCAL AGENCY FORMATION COMMISSION

### SCHEDULE OF MEETINGS

**2017**

The Commission will meet at 9:00 a.m., in the Board of Supervisors Hearing Room (Room 381, Kenneth Hahn Hall of Administration), 500 West Temple Street, Los Angeles, on the following Wednesdays:

2 <sup>nd</sup> Wednesday of the Month	
January 11	July 12
February 8	August 9
March 8	September 13
April 12	October 11
*May 10	November 8
June 14	December 13
January 10, 2018	

**\*The Board of Supervisors are scheduled to hold Budget Hearings in the month of May. Therefore, the May 10<sup>th</sup> LAFCO meeting may be relocated to room 374A.**