



Voting Members

Jerry Gladbach
Chair

Donald Dear
1st Vice-Chair

Gerard McCallum
2nd Vice-Chair

Kathryn Barger
Richard Close
Margaret Finlay
John Mirisch
Holly Mitchell
Vacant
(City of Los Angeles)

Alternate Members

Lori Brogin-Falley
Michael Davitt
Janice Hahn
David Lesser
Mel Matthews
Vacant
(City of Los Angeles)

Staff

Paul Novak
Executive Officer

Adriana Romo
Deputy Executive Officer

Amber De La Torre
Doug Dorado
Adriana Flores
Alisha O'Brien

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www.lalafco.org

LIVE VIRTUAL COMMISSION MEETING

LOCAL AGENCY FORMATION COMMISSION

Wednesday, January 12th, 2022
9:00 a.m.

This meeting will be conducted as a virtual meeting with telephone 1-415-655-0001 (Access Code: 2592 576 9736) and web access (<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/onstage/g.php?MTID=ee05b5d04e0e3bd9f9f67ecba55408e2a>) pursuant to the provisions of Government Code § 54953 relative to virtual meetings, as well as the County of Los Angeles "Best Practices to Prevent COVID-19".

FOR MEMBERS OF THE PUBLIC

TO LISTEN BY TELEPHONE AND PROVIDE PUBLIC COMMENT DIAL:

1-415-655-0001

Access Code: 2592 576 9736 (English)

OR TO LISTEN VIA WEB AND PROVIDE COMMENT:

<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/onstage/g.php?MTID=ee05b5d04e0e3bd9f9f67ecba55408e2a>

TO PROVIDE WRITTEN PUBLIC COMMENT: Any interested person may submit written opposition or comments by email at info@lalafco.org prior to the conclusion of the Commission Meeting or by mail to the LAFCO Office at 80 S. Lake Avenue, Suite 870, Pasadena, CA 91101, no later than 5:00 p.m. on the business day preceding the date set for hearing/proceedings in order to be deemed timely and to be considered by the Commission. Any written opposition and/or comments will be read during the meeting for a maximum of three (3) minutes per comment, per item.

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 www.lalafco.org

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE WILL BE LED BY CHAIR GLADBACH**
3. **DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)**
4. **SWEARING-IN OF SPEAKER(S)**
5. **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 November 10, 2021.
- b. Approve Operating Account Check Registers for the month of November, 2021.
- c. Receive and file Update on Pending Proposals.
- d. Information Item(s) – Government Code §§ 56751 & 56857 (None).

6. **PUBLIC HEARING(S)**

(None).

7. **PROTEST HEARING(S)**

(None).

8. **OTHER ITEMS**

- a. Adoption of Resolution Authorizing Remote Teleconference Meetings of the Commission pursuant to Government Code Section 54953(e) and Making Required Findings
- b. Sativa Water System: Request to Extend Interim Operating Period and Annual Update (continued without discussion from the November 10, 2021 Meeting)
- c. Procurement and Reporting Policy Annual Report for 2021
- d. Position Salary Ranges
- e. Fee Waiver Request for a Proposed Annexation to the Santa Clarita Valley Sanitation District of Los Angeles County
- f. Proposed Commission Meeting Schedule for 2022

9. **LEGISLATION**

(None).

10. **MISCELLANEOUS CORRESPONDENCE**

- a. Letter of December 5, 2021, from Executive Officer Paul Novak to the Honorable Holly J. Mitchell, Chair, Board of Supervisors, concerning San Fernando Valley Voting Member Vacancy

- b. Letter of December 7, 2021, from Commission Chair Jerry Gladbach to Los Angeles City Council President Nury Martinez, concerning appointments of Los Angeles City Voting Member and Alternate Member

11. **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.

12. **EXECUTIVE OFFICER'S REPORT**

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

- a. Verbal Update

13. **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.

14. **FUTURE MEETINGS**

February 9, 2022
March 9, 2022
April 13, 2022

15. **ADJOURNMENT**



DRAFT

Voting Members

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MINUTES OF THE LOCAL AGENCY FORMATION COMMISSION
FOR THE COUNTY OF LOS ANGELES
LIVE VIRTUAL MEETING

November 10, 2021

Present:

Jerry Gladbach, Chair

Richard Close

Donald Dear

Margaret Finlay

Gerard McCallum

John Mirisch

Holly Mitchell

Lori Brogin-Falley, Alternate

Michael Davitt, Alternate

David Lesser, Alternate

Mel Matthews, Alternate

Paul Novak, Executive Officer

Tiffani Shin, Legal Counsel

Absent:

Kathryn Barger

Janice Hahn, Alternate

Vacant:

City of Los Angeles, Member

City of Los Angeles, Alternate Member

1 CALL MEETING TO ORDER

The meeting was called to order at 9:06 a.m. as a live virtual Commission meeting, with public comment accepted via e-mail, computer, or phone through the conclusion of public testimony.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Gladbach.

3 DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)

The Executive Officer (EO) read an announcement, asking if any Commissioners had received a campaign contribution that would require disclosure or any other issue requiring recusal from any item on today's agenda (None).

ANNOUNCEMENT

The EO indicated that today's meeting was being conducted pursuant to the Commission's Resolution of October 13th, which authorized this meeting to be conducted virtually, pursuant to Government Code Section 54953. Today's meeting was also being conducted pursuant to the County of Los Angeles "Best Practices to Prevent COVID-19". LAFCO's legal counsel reviewed the Commission's compliance with these provisions and has confirmed that the conduct of the virtual meeting is consistent with State law.

The EO noted that all public hearing notices, and the agenda, clearly afforded interested persons with the opportunity to submit written opposition or comments by e-mail, or via United States mail. For any communications received after the agenda was posted, staff forwarded copies via e-mail to the Commission (None). LAFCO staff continued to monitor e-mail, and comments received during the meeting and prior to the conclusion of each hearing item were read to the Commission (None).

4 SWEARING-IN OF SPEAKER(S)

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

AWARDS

Commissioner Close and Chair Gladbach were each awarded a commemorative plaque, 25 years and 20 years of service with LA LAFCO, respectively.

Commissioner Close indicated that this would be his last Commission meeting.

Commissioners McCallum and Hahn were each awarded a certificate of recognition for 10 years and 5 years of service with LA LAFCO, respectively.

The EO indicated that the commemorative plaques and certificates will be mailed to the respective Commissioners.

5 CONSENT ITEM(S)

The Commission took the following actions under Consent Items:

- a. Approved Minutes of September 8, 2021.
- b. Approved Operating Account Check Register for the month of September 2021.
- c. Received and filed update on Pending Proposals.
- d. Information Item(s) – Government Code §§ 56751 & 56857.
(None).

MOTION:	Finlay	SECOND:	Dear	APPROVED:	7-0-0
AYES:	Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach				
NOES:	None.				
ABSTAIN:	None.				
ABSENT:	Barger				

6 PUBLIC HEARING(S)

None.

7 PROTEST HEARING(S)

None.

8 OTHER ITEMS

The following item was called for consideration:

- a. Sativa Water System Annual Report.

The EO indicated that there were errors associated with the posting of this item and recommended that the Commission continue this item until the January 12, 2022 Meeting.

The Commission took the following action:

- Continued Agenda Item 8.a. to the January 12, 2022 Commission meeting without discussion.

MOTION: Finlay SECOND: Dear APPROVED: 7-0-0
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger

8 OTHER ITEMS

The following item was called for consideration:

b. Selection of Photocopy Services Vendor.

Adriana Romo, Deputy Executive Officer (DEO), summarized the staff report concerning this item.

Commissioner Dear asked why staff did not choose the vendor with the lowest bid. The DEO indicated that the copier supplied by Canon Solutions America is superior to other copiers, and because Canon is located in Glendale, significantly closer to the LAFCO Office than the lowest bidder is.

The Commission took the following actions:

- Selected Canon Solutions America as the new photocopier vendor subject to the successful negotiation of a lease agreement; and
- Authorized the Executive Officer to negotiate and execute the lease agreement for the Canon image RUNNER ADVANCED DX C5860i with approval of LAFCO counsel.

MOTION: Finlay SECOND: Dear APPROVED: 7-0-0
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger

8 OTHER ITEMS

The following item was called for consideration:

c. Independent Auditor's Report for Fiscal Year 2020-21.

The DEO summarized the staff report concerning this item.

Shannon Ayala (Certified Public Accountant, Davis Farr LLP) gave a brief presentation summarizing the audit findings. Ms. Ayala noted that there were no significant deficiencies, no

material errors, nor any incidents.

The Commission took the following action:

- Received and filed the enclosed Independent Auditor's Report, audited financial statements, and associated documents for Fiscal Year 2020-21, ending June 30, 2021.

MOTION: Finlay SECOND: Dear APPROVED: 7-0-0
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger

8 OTHER ITEMS

The following item was called for consideration:

- d. Proposed Commission Meeting Schedule 2022.

The Commission took the following actions:

- Adopted a Commission Meeting Schedule for Calendar Year 2022; and
- Directed staff to post the adopted Commission Meeting Schedule for Calendar Year 2022 to the LAFCO website.

MOTION: Mitchell SECOND: McCallum APPROVED: 7-0-0
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger

9 LEGISLATION

The following item was called up for consideration:

- a. Legislative Update.

The EO summarized the staff report on this item.

The Commission took the following action:

- Received and filed the Legislative Update.

MOTION: Finlay SECOND: McCallum APPROVED: 7-0-0
AYES: Close, Dear, Finlay, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger

10 MISCELLANEOUS CORRESPONDENCE

- a. Letter of October 5, 2021, from Paul Novak to Bill Kruse, concerning independent special district appointments to the Commission.

No action was required by the Commission.

11 COMMISSIONERS' REPORT

Commissioner Lesser indicated that he attended a webinar, *The New Era: State of the State in terms of extreme weather, water & fire issues and what it means for LAFCOs*, on Wednesday, November 3, 2021. Commissioner Lesser noted that it was a well-informed webinar.

12 EXECUTIVE OFFICER'S REPORT

- a. Written Update
- b. Verbal Update

The EO indicated that a written report was provided in the Agenda package.

The Commission authorized Chair Gladbach to make the decision (in December) concerning whether the January 12, 2022 meeting will be an in-person or virtual format.

Commissioner Mitchell indicated that meetings in the Board of Supervisors may include a hybrid approach, both in-person and virtual format (to be determined on a month-to-month basis).

The EO wished the Commission and staff, Happy Holidays, and a safe and healthy New Year.

[Commissioner Finlay left at 9:40 a.m.]

The Commission took the following action:

- Received and filed the Written Update and Verbal Update from the Executive Officer.

MOTION: Dear SECOND: Mitchell APPROVED: 7-0-0
AYES: Close, Davitt (Alt. for Finlay), Dear, McCallum, Mirisch, Mitchell, Gladbach
NOES: None.
ABSTAIN: None.
ABSENT: Barger, Finlay

14 PUBLIC COMMENT

None.

15 FUTURE MEETINGS

January 12, 2022
February 9, 2022

16 ADJOURNMENT MOTION

Chair Gladbach wished the Commission and staff, Happy Holidays and a happy New Year. The live virtual meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Paul Novak, AICP
Executive Officer

11:43 AM

11/30/21

Cash Basis

LA LAFCO

Register Report

November 2021

Type	Date	Num	Name	Paid Amount	Balance
Nov 21					
Check	11/05/2021	ADP	ADP	-180.03	-180.03
Check	11/08/2021	WIRE	TRFP	-9,630.32	-9,810.35
Bill Pmt -Check	11/10/2021	11092	Meijun	-30.00	-9,840.35
Check	11/15/2021	DD	Ambar De La Torre	-2,221.97	-12,062.32
Check	11/15/2021	DD	Douglass S Dorado	-3,391.86	-15,454.18
Check	11/15/2021	DD	Adriana L Flores	-1,336.22	-16,790.40
Check	11/15/2021	DD	Paul A Novak	-6,452.87	-23,243.27
Check	11/15/2021	DD	Alisha O'Brien	-2,444.61	-25,687.88
Check	11/15/2021	DD	Adriana Romo	-3,442.77	-29,130.65
Check	11/15/2021	DD	Federal Tax Deposit	-5,109.45	-34,240.10
Check	11/15/2021	DD	State Income Tax	-1,528.99	-35,769.09
Bill Pmt -Check	11/17/2021	11093	Certified Records M...	-979.10	-36,748.19
Bill Pmt -Check	11/17/2021	11094	Charter Communica...	-417.88	-37,166.07
Bill Pmt -Check	11/17/2021	11095	CoreLogic	-28.80	-37,194.87
Bill Pmt -Check	11/17/2021	11096	CSDA	-1,781.00	-38,975.87
Bill Pmt -Check	11/17/2021	11097	Davis Farr LLP	-2,850.00	-41,825.87
Bill Pmt -Check	11/17/2021	11098	FedEx	-93.87	-41,919.74
Bill Pmt -Check	11/17/2021	11099	LACERA-OPEB	-1,696.07	-43,615.81
Bill Pmt -Check	11/17/2021	11100	Printing and Copy St...	-165.00	-43,780.81
Bill Pmt -Check	11/17/2021	11101	Promac Image Syst...	-69.87	-43,850.68
Bill Pmt -Check	11/17/2021	11102	Staples	-293.87	-44,144.55
Bill Pmt -Check	11/17/2021	11103	The Lincoln National	-260.34	-44,404.89
Bill Pmt -Check	11/17/2021	11104	Tropical Interior Plants	-125.00	-44,529.89
Bill Pmt -Check	11/17/2021	11105	Wells Fargo	-385.99	-44,915.88
Bill Pmt -Check	11/17/2021	11106	Yvonne Green CPA	-225.00	-45,140.88
Bill Pmt -Check	11/17/2021	11107	FedEx	0.00	-45,140.88
Bill Pmt -Check	11/17/2021	11108	County Counsel	-23,685.79	-68,826.67
Bill Pmt -Check	11/17/2021	11109	ATT	-277.76	-69,104.43
Bill Pmt -Check	11/17/2021	11110	Office Depot*	-208.35	-69,312.78
Bill Pmt -Check	11/17/2021	11111	FedEx	-34.68	-69,347.46
Check	11/19/2021	ADP	ADP	-145.02	-69,492.48
Check	11/26/2021	ADP	ADP	-38.63	-69,531.11
Check	11/30/2021	DD	Ambar De La Torre	-2,221.98	-71,753.09
Check	11/30/2021	DD	Douglass S Dorado	-3,391.87	-75,144.96
Check	11/30/2021	DD	Adriana L Flores	-1,336.23	-76,481.19
Check	11/30/2021	DD	Paul A Novak	-6,279.21	-82,760.40
Check	11/30/2021	DD	Alisha O'Brien	-2,544.68	-85,305.08
Check	11/30/2021	DD	Adriana Romo	-3,442.78	-88,747.86
Check	11/30/2021	DD	Federal Tax Deposit	-5,246.09	-93,993.95
Check	11/30/2021	DD	State Income Tax	-1,549.10	-95,543.05
Check	11/30/2021	62557...	Brogan-Falley Lori	-138.52	-95,681.57
Check	11/30/2021	DD	Richard Close	-138.53	-95,820.10
Check	11/30/2021	DD	Michael T Davitt	-138.53	-95,958.63
Check	11/30/2021	DD	Donald Dear	-138.53	-96,097.16
Check	11/30/2021	62557...	Edward G Gladbach	-138.52	-96,235.68
Check	11/30/2021	62557...	Margaret E Finlay	-138.52	-96,374.20
Check	11/30/2021	DD	David J Lesser	-138.52	-96,512.72
Check	11/30/2021	DD	Melvin L Matthews	-138.53	-96,651.25
Check	11/30/2021	DD	Gerard McCallum II	-138.53	-96,789.78
Check	11/30/2021	DD	John A Mirisch	-138.52	-96,928.30
Check	11/30/2021	DD	Holly J Mitchell	-124.88	-97,053.18
Check	11/30/2021	DD	Federal Tax Deposit	-252.50	-97,305.68
Bill Pmt -Check	11/30/2021	11112	Bank of America*	-1,199.67	-98,505.35
Bill Pmt -Check	11/30/2021	11113	County Counsel	-11,399.89	-109,905.24
Bill Pmt -Check	11/30/2021	11114	CTS Clouds LLC	-637.50	-110,542.74
Bill Pmt -Check	11/30/2021	11115	Eide Bailly	-3,924.85	-114,467.59
Bill Pmt -Check	11/30/2021	11116	FedEx	-174.99	-114,642.58
Bill Pmt -Check	11/30/2021	11117	LACERA	-16,038.48	-130,681.06
Bill Pmt -Check	11/30/2021	11118	Motor Parks	-450.00	-131,131.06
Bill Pmt -Check	11/30/2021	11119	Office Depot*	-92.55	-131,223.61
Bill Pmt -Check	11/30/2021	11120	Promac Image Syst...	-56.77	-131,280.38
Bill Pmt -Check	11/30/2021	11121	Registrar-Recorder/...	-185.00	-131,465.38
Bill Pmt -Check	11/30/2021	11122	Staples	-261.36	-131,726.74
Bill Pmt -Check	11/30/2021	11123	Western Graphix	-41.19	-131,767.93
Nov 21				-131,767.93	-131,767.93

AGENDA ITEM NO. 5.c. November 10, 2021						
PENDING PROPOSALS As of November 2, 2021						
	AGENDA ITEM NO. 5.c. January 12, 2022	Applicant	Description	Status	Date Filed	Est. Date of Completion
1	DD Annexation 2006-12 to Los Angeles County Waterworks District No. 40	Land Resource Investors	Annex 20 acres of vacant land located at the northeast corner of Avenue J and 37th Street East, City of Lancaster. Will be developed into 80 single family homes.	Incomplete filing: property tax transfer resolution, registered voter and landowner labels.	5/16/2006	Unknown
2	DD Annexation No. 2006-46 to Los Angeles County Waterworks District No. 40	New Anaverde, LLC	Annex 1,567 acres of vacant land located near Lake Elizabeth Road and Avenue S in the city of Palmdale. Will be developed into 313 single family homes.	Incomplete filing: CEQA, registered voter labels, landowner labels, and approved map and legal.	10/5/2006	Unknown
3	DD Annexation No. 2011-17 (2006-50) to Los Angeles County Waterworks District No. 40	Behrooz Haverim/Kamyar Lashgari	Annex 20.62 acres of vacant land located south of Avenue H between 42nd Street West and 45th Street West in the City of Lancaster. To be developed into single family homes	Incomplete filing: property tax transfer resolution, registered voter and landowner labels.	12/1/2006	Unknown
4	DD Annexation 2008-13 to Los Angeles County Waterworks District No. 40	Lancaster School Dist.	Annex 20.47 acres of vacant land located 2 miles west of the Antelope Valley fw. And the nearest paved major streets are ave. H. And Ave. I, in the City of Lancaster. For future construction of a school.	Need BOE fees to place on agenda for approval. Emailed district for fees on 4-18-17.	9/22/2008	Unknown
5	DD Reorganization 2010-04 Los Angeles County Waterworks District No. 29	Mailtex Partners, LLC	Detach 88 acres of vacant land from the Las Virgenes Municipal Water District and annex same said territory to Los Angeles County Waterworks District No 29 and West Basin Municipal Water District. The project includes future construction of three homes and dedicates open space. The project site is located north of Pacific Coast Highway at the end of Murphy Way, in the unincorporated area adjacent to Malibu.	Notice of Filing sent 07-15-10. Incomplete filing: CEQA. EIR on hold 4-14-15. Applicant requested to keep this file open, pending details how to proceed with the project 04/29/15.	6/9/2010	Unknown
6	DD City of Palmdale Annexation 2010-05	City of Palmdale	49.6 acres located adjacent to residential properties to the southwest, southeast, and separated by the Amargosa Creek to the north.	Notice of Filing sent 1-3-11. Incomplete filing: property tax transfer resolution, insufficient CEQA, unclear pre-zoning ordinance, approved map and legal. Need to include DUC.	10/25/2010	Unknown
7	DD Reorganization 2011-16 (Tesoro del Valle)	Montalvo Properties LLC	Annexation to NCWD and CLWA SOI Amendments for both districts. 801.53 acres regional access is provided via Interstate 5 (1-5) for north/south travelers from the east, and State Route 126 (SR-126) for travelers from the west. The existing local thoroughfare that provides access to the proposed area is Copper Hill Drive, which can be accessed directly from Tesoro del Valle Drive or Avenida Rancho Tesoro.	Notice of Filing sent 05-31-11. Incomplete filing: property tax transfer resolution. Project has changed ownership. Need new application	5/5/2011	Unknown
8	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

		AGENDA ITEM NO. 5.c. January 12, 2022	Applicant	Description	Status	Date Filed	Est. Date of Completion
9	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
10	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 and approved map and legal.	12/10/2014	Unknown
11	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
12	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
13	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
14	AD	Annexation No. 2017-02 to the Newhall County Water District	Newhall County Water District	uninhabited territory, located west of the 5 freeway and north of the intersection of The Old Road and Calgrove Blvd.	Notice of Filing sent 06-21-17 Incomplete filing: property tax transfer resolution, CEQA, approved map and legal.	6/15/2017	Unknown
15	DD	Annexation No. 2017-09 to the Wilmington Cemetery District	Wilmington Cemetery District	inhabited territory around Wilmington	Notice of Filing sent 6-10-17 Incomplete filing: property tax transfer resolution	7/10/2017	Unknown
16	DD	Annexation No. 2018-06 to the San Gabriel Valley Mosquito and Vector Control District	San Gabriel Valley Mosquito and Vector Control District	77.55± acres of inhabited territory. The affected territory is located north of the intersection of Mountain Laurel Way and Highway Court in the City of Azusa.	agenda, Sept 8, 2021	10/22/2018	Oct-2021
17	DD	Annexation No. 2018-12 to the City of Agoura Hills	City of Agoura Hills	82.58± acres of inhabited territory to the City of Agoura Hills. Area A of the affected territory is generally located east of the intersection of Liberty Canyon Road and Agoura Road and Area C is generally located west of the intersection of Liberty Canyon Road and Revere Way, in Los Angeles County unincorporated territory adjacent to the City of Agoura Hills	Notice of Filing sent 11-20-18 Incomplete filing: property tax transfer resolution, CEQA, map of limiting addresses, pre-zoning, register voter labels, approved map and geographic description.	11/19/2018	Unknown

		AGENDA ITEM NO. 5.c. January 12, 2022	Applicant	Description	Status	Date Filed	Est. Date of Completion
18	AD	Annexation 429 to District No. 14	Sanitation Districts	640.07± acres of uninhabited territory. The affected territory is located on the southeast corner of Sierra Highway and Columbia Way, all within the City of Palmdale.	Notice of Filing Sent 11-29-18 Incomplete filing: property tax transfer resolution.	11/28/2018	Unknown
19	DD	Reorganization No. 2019-01 to the City of Rancho Palos Verdes	Rajendra Makan	1.17± acres of uninhabited territory located along Re Le Chardlene, east of the intersection of Chandeleur and Rue Le Charlene, in the City of Los Angeles.	Notice of Filing Sent 5-14-19 Incomplete filing: property tax transfer resolution and approved map and legal.	5/14/2019	Unknown
20	DD	Formation No. 2019-06 of the Lower Los Angeles River Recreation and Park District	City of South Gate	inhabited territory, along the Los Angeles River between Vernon and Long Beach	TTR/Auditors determination, plan for services, and approved map and geographic description.	10/2/2019	Unknown
21	DD	Reorganization No. 2020-01 to the City of Santa Clarita (Tesoro del Valle)	City of Santa Clarita	1609± acres of inhabited territory. The affected territory is generally located north of the intersection of Copper Hill Drive and Avenida Rancho Tesoro, in the Unincorporated area of Los Angeles County adjacent to the City of Santa Clarita.	Notice of Filing sent 02-18-20 Incomplete filing: property tax transfer resolution, approved map and legal. Reorg area within DUC.	1/27/2020	Unknown
22	AD	Annexation 300 to District no. 15	Sanitation Districts	9.573± acres of uninhabited territory. The affected territory is located on Palm Hill Lane approximately 500 feet north of Deodar Lane, all within the City of Bradbury.	Notice of Filing Sent 10-05-20 Incomplete filing: property tax transfer resolution.	10/5/2020	Unknown
23	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1098	Sanitation Districts	0.49 acres of uninhabited territory. The affected territory is located on Sierra Highway approximately 300 feet south of Arline Street, all within Unincorporated Los Angeles County.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
24	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1102	Sanitation Districts	3.83 acres of uninhabited territory. The affected territory is located on the northwest corner of Ruether Avenue and Santa Clara Street, all within the City of Santa Clarita.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
25	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1103	Sanitation Districts	0.3 acres of uninhabited territory. The affected territory is located on the southwest corner of Wabuska Street and Wiley Canyon Road, all within the City of Santa Clarita.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
26	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1104	Sanitation Districts	4.53 acres of uninhabited territory. The affected territory has 2 parcels. Parcel 1 is located on the west side of Sand Canyon at Sky Ranch Road; Parcel 2 is located on the west side of Sand Canyon Road at Warmuth Road, all within the City of Santa Clarita.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
27	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1105	Sanitation Districts	16.81 acres of uninhabited territory. The affected territory is located on Lowridge Place west of Willowtree Court, all within Unincorporated Los Angeles County.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
28	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1106	Sanitation Districts	1.38 acres of uninhabited territory. The affected territory is located on the south side of Placeritos Boulevard approximately 700 feet east of Aden Avenue, all within the City of Santa Clarita.	Notice of Filing Sent 6-14-21 Incomplete filing: property tax transfer resolution.	6/9/2021	Unknown
29	AD	Annexation 432 to District no. 14	Sanitation Districts	1.253 acres of uninhabited territory. The affected territory is located on the west side of 45th Street West approximately 200 feet south of Avenue K-12, all within the Unincorporated Los Angeles County.	Notice of Filing Sent 6-21-21 Incomplete filing: property tax transfer resolution.	6/21/2021	Unknown
30	DD	Annexation No. 2021-02 to the Los Angeles County Waterworks District No. 40, Antelope Valley	Andrew J Eliopulous	annex 6.58± acres of vacant land to Los Angeles County Waterworks District No 40 for retail water services. The affected territory is located north of Eliopulos Ranch Drive between Yianni Court and Marina Court, in the City of Palmdale	Notice of Filing Sent 6-30-21 Incomplete Filing: TTR, CEQA, and approved map and geographic description	6/11/2021	Unknown
31	AD	Annexation 764 to District no. 21	Sanitation Districts	0.994 acres of uninhabited territory. The affected territory is located on the south side of Baseline Road approximately 120 feet southwest of Silver Tree Road, all within the City of Claremont.	Notice of Filing Sent 8-17-21 Incomplete filing: property tax transfer resolution.	8/5/2021	Unknown
32	AOB	Annexation No. 2021-08 to the Los Angeles County Waterworks District No. 40, Antelope Valley	KB Home Greater Los Angeles, Inc.	9.29 acres of uninhabited territory. The affected territory is located at the northeast corner of 65th Street West and Newgrove Street, all within the City of Lancaster.	Notice of Filing Sent 9-7-21 Incomplete filing: property tax transfer resolution.	8/30/2021	Unknown

		AGENDA ITEM NO. 5.c. January 12, 2022	Applicant	Description	Status	Date Filed	Est. Date of Completion
33	DD	Formation No. 2019-04 of the Acton/Agua Dulce Garbage Disposal District	County of Los Angeles	acres of uninhabited territory. The affected territory is located in the unincorporated county area of Acton and Agua Dulce	Notice of Filing sent 9-29-21 TTR/Auditors determination, plan for services, and approved map and geographic description.	9/14/2021	Unknown
34	DD	Formation No. 2019-05 East Antelope Valley Garbage Disposal District	County of Los Angeles	acres of uninhabited territory. The affected territory is located in the unincorporated county area of the Antelope Valley, east of stateroute 14.	Notice of Filing sent 9-29-21 TTR/Auditors determination, plan for services, and approved map and geographic description.	9/14/2021	Unknown
35	DD	Formation No. 2019-06 of the West Antelope Valley Garbage Disposal District	County of Los Angeles	acres of uninhabited territory. The affected territory is located in the unincorporated county area of the Antelope Valley, west of stateroute 14.	Notice of Filing sent 9-29-21 TTR/Auditors determination, plan for services, and approved map and geographic description.	9/14/2021	Unknown
36	DD	Formation No. 2021-07 of the Quartz Hill Garbage Disposal District	County of Los Angeles	acres of uninhabited territory. The affected territory is located in the unincorporated county area of Quartz Hill	Notice of Filing sent 9-29-21 TTR/Auditors determination, plan for services, and approved map and geographic description.	9/14/2021	Unknown
37	AD	Annexation 433 to District no. 14	Sanitation Districts	81 Acres of uninhabited territory. The affected territory is located on 40th street East approximately 800 feet south of Avenue L, all within the City of Palmdale.	Notice of Filing Sent 11-4-21 Incomplete filing: property tax transfer resolution.	11/4/2021	Unknown

Staff Report

January 12, 2022

Agenda Item No. 8.a.

Resolution Authorizing Remote Teleconference Meetings of the Commission and Making Required Findings

The COVID-19 outbreak in California began in March, 2020. Pursuant to Governor Newsom's emergency orders, which modified the requirements of the Ralph M. Brown Act, as well as the County of Los Angeles "Safer at Home Order for Control of COVID-19," the Commission began meeting in a virtual format in June of 2020.

Governor Newsom's emergency orders modifying the requirements of the Ralph M. Brown Act expired on September 20, 2021. AB 361, incorporating amendments to Government Code § Section 54953, took effect on October 1, 2021. The provisions of AB 361 allow the legislative bodies of public agencies—including the Commission—to continue to meet in a virtual format, so long as a State declaration of emergency is in effect, state or local officials have imposed or recommended measures to promote social distancing, and/or the Commission makes required findings. Additionally, AB 361 requires the Commission to take additional measures to ensure that the public is provided access to Commission meetings.

Given on-going concerns caused by the COVID-19 pandemic, as documented in the draft resolution (attached), including imminent threats to the health and safety of attendees at Commission meetings, the ongoing state-wide declared emergency, and recommendations and requirements on a state-wide and local basis to socially distance, staff recommends that the Commission conduct today's meeting (January 12, 2022) in a virtual format.

With respect to public access to virtual meetings, the Commission has implemented measures that comply or exceed the requirements of Government Code § 54953(e), including the following:

1. Post all Commission agendas to the Commission website, at least three (3) calendar days in advance of each meeting, and approximately five (5) to seven (7) calendar days in advance of each meeting;
2. As has been its practice for all in-person Commission meetings, post a hard copy of the Commission agenda at the Kenneth P. Hahn Hall of Administration (500 West Temple Street, Los Angeles, California) at least three (3) calendar days in advance of each meeting, and approximately five (5) to seven (7) calendar days in advance of each meeting;
3. Provide information on the Commission agenda which provides notice to the public of the means by which they may access Commission meetings and offer public comment by device call-in option or an internet-based service option;

4. E-mail a copy of the Commission agenda package to those individuals who have requested to be notified in advance of all Commission meetings;
5. E-mail a copy of the Commission agenda package to any parties requesting notice for a particular Commission meeting;
6. Monitor incoming mail from the United States Postal Service for any public communications relative to an upcoming Commission meeting, up to and including the afternoon before each Commission meeting;
7. Monitor incoming electronic mail that is received in LAFCO's "Information" email account, both before each Commission meeting, and continuing for the duration of each Commission meeting;
8. Monitor the phone lines and internet-based connection continuously throughout the duration of the Commission meeting, for members of the public who have joined and wish to offer comment in real time during the public comment period; and
9. Ensure that all members of the public are afforded an opportunity to address the Commission directly during each Commission meeting pursuant to section 54954.3 of the Government Code.

These measures, which the Commission has implemented for virtual meetings since June of 2020, ensure that the public is afforded ample opportunity to provide input to the Commission.

Because of the declared state-wide emergency and the state and local requirements and recommendations for social distancing, a virtual meeting is authorized by Government Code § 54953(e).

Planning for today's meeting in a virtual format occurred after extensive consultation, in advance, with the Commission Chair, pursuant to the authority provided by the Commission at the November 10, 2021, meeting.

Recommended Action:

1. Adopt the attached "RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION FOR THE COUNTY OF LOS ANGELES AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY OF THE LOCAL AGENCY FORMATION COMMISSION FOR THE COUNTY OF LOS ANGELES FOR THE MEETING OF JANUARY 12, 2022, PURSUANT TO THE RALPH M. BROWN ACT."

Attachment:

- Draft “RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION FOR THE COUNTY OF LOS ANGELES AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY OF THE LOCAL AGENCY FORMATION COMMISSION FOR THE COUNTY OF LOS ANGELES FOR THE OF MEETING OF JANUARY 12, 2022, PURSUANT TO THE RALPH M. BROWN ACT”

RESOLUTION NO. 2022-00
RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR THE COUNTY OF LOS ANGELES AUTHORIZING REMOTE TELECONFERENCE
MEETINGS OF THE LEGISLATIVE BODY OF THE LOCAL AGENCY FORMATION COMMISSION FOR
THE COUNTY OF LOS ANGELES FOR THE MEETING OF JANUARY 12, 2022 PURSUANT TO THE
RALPH M. BROWN ACT

WHEREAS, the Local Agency Formation Commission for the County of Los Angeles (“LAFCO” or “Commission”) is committed to preserving and nurturing public access and participation in meetings of the Commission; and

WHEREAS, all meetings of the Commission are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Commission conduct its business; and

WHEREAS, the Brown Act, Government Code Section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, a required condition of Government Code Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further a required condition of Government Code Section 54953(e) that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body holds a meeting to determine by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, because such conditions now exist in Los Angeles County and throughout the state, a State of Emergency has been proclaimed by Governor Gavin Newsom on March 4, 2020, addressing the threats to public health and safety associated with the COVID-19 pandemic in California, and prescribing certain measures to protect the health and safety of all state residents, and said State of Emergency remains in full force and effect; and

WHEREAS, the California Department of Industrial Relations has issued regulations, at Title 8 of the California Code of Regulations Section 3205(c)(5)(D), making recommendations for physical (social) distancing in the workplace as a measure to decrease the spread of COVID-19, given that particles containing the virus can travel more than six feet, especially indoors; and

WHEREAS, the Los Angeles County Public Health Officer has issued guidance for the business community, "Best Practices to Prevent Covid-19 – Guidance for Businesses and Employers," which recommends that employers implement policies and practices that support physical distancing of at least six feet, including practices such as limiting indoor occupancy, using visual distancing cues, offering telework options to staff, offering flexible work hours, and altering physical work space to increase distance between workstations and customers; and

WHEREAS, an in-person meeting of the Commission would present imminent risk to the health and safety of attendees, given the continued presence of COVID-19, as well as the inability to maintain adequate social distancing amongst commissioners, staff, legal counsel, and the general public in an indoor setting; and

WHEREAS, as a consequence of the foregoing, the Commission does hereby find that it shall conduct its meetings without complying with Government Code Section 54953(b)(3), as authorized by Government Code Section 54953(e), and that the Commission shall comply with

the requirements to provide the public with access to the meetings as prescribed in Government Code Section 54953(e)(2).

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Recitals set forth above are true and correct and are hereby incorporated into this Resolution by reference.
2. The Commission hereby determines that there is an active, proclaimed state of emergency throughout the State of California due to the ongoing COVID-19 pandemic; that state and local officials have imposed or recommended measures to promote social distancing; and that meeting in person would present imminent risks to the health and safety of attendees as the result of the COVID-19 emergency.
3. The Commission is hereby authorized to conduct its open and public meetings by teleconference in compliance with the provisions of Government Code Section 54953(e).
4. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of either February 11 (thirty days from today), or such time as the Commission adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the legislative body of the Commission may continue to teleconference without compliance with Government Code Section 54953(b)(3).

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5. PASSED AND ADOPTED this 12th day of January, 2022.

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**

Staff Report

January 12, 2022

Agenda Item No. 8.b.

Sativa Water System:

Request to Extend Interim Operating Period and Annual Update (continued without discussion from the November 10, 2021 Meeting)

On November 23, 2021, Los Angeles County, as the successor agency to the Sativa Water District (Sativa), submitted a request for extension of the statutory interim operation period. In addition, the County's Department of Public Works provided its annual Sativa status report in compliance with the Commission's terms and conditions for dissolution.

Extension of the Interim Operating Period:

In 2018, the State approved AB 1577 (Gipson), which amended the State of California Health and Safety Code to add § 116687 concerning the Sativa County Water District (Sativa). Health and Safety § 116687(g)(1) provides for an interim operation period during which time the Commission-appointed successor agency (the County) and any receiving operator or water corporation, as defined, are not liable for claims by past or existing Sativa ratepayers or water consumers.

The original initial interim operating period was valid for one year, and the Commission is authorized to extend it for three (3) additional one-year terms. The Commission has extended the interim operation period previously in response to requests from the County. The Commission's most recent extension will expire on March 19, 2022.

On November 21, 2021, Principal Deputy County Counsel Warren Wellen, on behalf of the County, as successor to the Sativa County Water District, requested an additional one-year extension of the interim operation period (copy attached).

Annual Update:

Terms and conditions of approved Dissolution No. 2018-09 of the Sativa County Water District, as modified by your Commission on October 14, 2020, requires the County, as the successor agency, to submit annual status reports to the Commission. Staff of the Los Angeles County Department of Public Works (Public Works) provided LAFCO with its annual report on September 23, 2021 (copy attached). The report provides an overview of water quality, capital improvements, grant funding, community engagement and the transition to a permanent water service provider. A representative of the Los Angeles County Department of Public Works will be available to answer any questions from the Commission.

Analysis:

Staff believes that the County has shown good cause to warrant granting the requested one year extension, as set forth in the attached letter, and as shown by the progress in the annual report from Public Works.

Staff has prepared a draft resolution making determinations to extend the interim operating period for the Commission's consideration.

California Environmental Quality Act:

The proposed extension of the statutory interim operating period is not a project for purposes of the California Environmental Quality Act (CEQA) because it is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment, pursuant to § 15378(b)(5) of the State CEQA Guidelines. In addition, the proposed extension of the interim operation period is exempt from CEQA pursuant to State CEQA Guidelines § 15061, because it can be seen with certainty that there is no possibility that the extension will have a significant effect on the environment.

Staff Recommendation:

Staff recommends that the Commission:

1. Adopt the Resolution Making Determinations No. 2021-00, including the CEQA determinations, extending the interim operation for one (1) year, to March 19, 2023, pursuant to Health and Safety Code § 116687 relative to the Sativa County Water District/System.
2. Receive and file the Sativa Water System Status Report.

Attachments:

- Resolution No. 2022-00RMD
- Letter of December 14, 2021, Principal Deputy County Counsel Warren Wellen, on behalf of the County; and
- September 23, 2021, Sativa Water System Annual Report

RESOLUTION NO. 2022-00RMD**A RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
FOR THE COUNTY OF LOS ANGELES MAKING DETERMINATIONS RELATING TO DISSOLUTION
NO. 2020-00 OF THE SATIVA COUNTY WATER DISTRICT**

BE IT RESOLVED by the Local Agency Formation Commission for the County of Los Angeles (the “Commission”), that;

WHEREAS, the Sativa County Water District (“Sativa” or “District”) was incorporated by the State of California Secretary of State on December 30, 1938, under the County Water District Law; and

WHEREAS, the August 2012 Sativa County Water District MSR recommended that the Commission adopt a Zero Sphere of Influence (Zero SOI) and consolidate the District; and

WHEREAS, on May 14, 2014, the Commission adopted the Round 2 MSR and SOI Update and assigned a Zero SOI for the District; and

WHEREAS, the Commission initiated the proposed dissolution of Sativa by adopting a resolution of application pursuant to Government Code § 56375(a)(2)(B) at its meeting of July 11, 2018; and

WHEREAS, on October 31, 2018, the SWRCB appointed Los Angeles County (“County”) as the State Administrator for the District, pursuant to § 116687 of the Health and Safety Code; and

WHEREAS, on November 1, 2018, a representative of the County of Los Angeles (County) Department of Public Works staff assumed full administrative, managerial, and financial control of the District, and County representatives have been operating the District from that time to the present, both directly, and through its contractor, Suburban Water Systems; and

WHEREAS, on February 13, 2019, the Commission approved a resolution making determinations approving and ordering Dissolution No. 2018-09 of the Sativa County Water District; and

WHEREAS, Condition No. 9.e. of Dissolution No. 2018-09 designated the County of Los Angeles as the successor agency to the Sativa County Water District, as authorized by Government Code § 56886(m); and

WHEREAS, Health and Safety Code § 116687(g)(1) defined an interim operation period of one year, for any successor agency designated by the Commission to assume control of Sativa; and

WHEREAS, the Commission has adopted resolutions to extend the interim operation period to March 19, 2022;

WHEREAS, legal counsel to the County, on the County's behalf, submitted a letter to LAFCO requesting that the Commission extend the interim operation period for an additional one-year period, to March 19, 2023, which letter is attached hereto and incorporated herein by reference; and

WHEREAS, the Executive Officer has prepared a staff report and recommendation concerning this request, attached hereto and incorporated herein by reference; and

WHEREAS, the staff report indicates that the County has shown good cause to warrant granting the requested extension, as documented in the letter provided by legal counsel to the County; and

WHEREAS, the County of Los Angeles has managed, operated, and maintained the Sativa Water System since October 31, 2018; both directly, and through its contractor, Suburban Water Systems, in an effective and responsible manner; and

WHEREAS, the County of Los Angeles anticipates a future sale of the Sativa Water System to Suburban Water Systems, subject to the approval of the State of California Public Utilities Commission (CPUC).

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING, BE IT RESOLVED as follows:

1. This resolution making determinations is made pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, California Government Code § 56000 *et seq.*
2. The Commission finds that the extension of the interim operation period is not a project for purposes of the California Environmental Quality Act (CEQA) because it is an organizational activity of government with no direct nor indirect effects on the physical environment, pursuant to § 15378(b) of the State CEQA Guidelines. In the alternative, the Commission finds that the identified activities are exempt from CEQA pursuant to State CEQA Guidelines § 15061, because it can be seen with certainty that there is no possibility of a significant effect on the environment.
3. The Commission hereby approves the request to extend the interim operation period for an additional one-year period, subject to the following terms and conditions:
 - a. This extension is valid from March 19, 2022 to March 19, 2023.

4. As allowed under Government Code § 56107, the Commission hereby authorizes the Executive Officer to make non-substantive corrections to this resolution to address any technical defect, error, irregularity, or omission.

PASSED AND ADOPTED this 12th Day of January, 2022, by the Commission, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

PAUL A. NOVAK, AICP, Executive Officer



COUNTY OF LOS ANGELES
OFFICE OF THE COUNTY COUNSEL

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RODRIGO A. CASTRO-SILVA
County Counsel

December 14, 2021

Paul A. Novak, AICP
Executive Officer
Local Agency Formation Commission for the
County of Los Angeles
80 South Lake Avenue, Suite 870
Pasadena, California 91101

Re: Sativa Water System

Dear Mr. Novak:

As you know, our office represents the County of Los Angeles ("County"), the successor agency to the Sativa Los Angeles County Water District.

On behalf of the County, we write to request that, pursuant to California Health & Safety Code section 116687(g)(1), the Local Agency Formation Commission for the County of Los Angeles ("LAFCO") approve an extension of the County's interim operation period for a third time, effective for one year starting on March 19, 2022, at which time the current interim operation period will expire, and lasting until March 19, 2023. Under section 116678(g)(1), LAFCO is authorized to extend the interim operation period for up to three successive one-year periods.

The County submits that good cause exists for such an extension for the reasons set forth in the quarterly and annual reports the County has submitted to LACFO and for the reasons set forth on the record by County representatives at previous LAFCO meetings. Those reasons include, without limitation, the County's successful efforts to diagnose and resolve the discoloration issues; construct water system infrastructure improvements; and address financial, operational, and management issues.

Paul A. Novak, AICP
December 14, 2021
Page 2

The County submits that further good cause exists because on April 20, 2021, the County entered into agreements with Suburban Water Systems ("Suburban") for the sale of the Sativa system and to operate and maintain the system pending necessary California Public Utilities Commission ("CPUC") approval. On June 1, 2021, Suburban began interim operations of Sativa as a contractor for the County pursuant to the April 20, 2021, agreement. On August 13, 2021, Suburban filed an application with the CPUC for the purchase of the Sativa Water System. The CPUC review and approval process is expected to take between 18 and 36 months.

Please let us know if you have any questions.

Very truly yours,

RODRIGO A. CASTRO-SILVA
County Counsel

By 

WARREN R. WELLEN
Principal Deputy County Counsel
Public Works Division

WRW:mv

c: Carole Suzuki
Tiffani Shin



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **WW-0**

September 23, 2021

TO: Paul Novak, Executive Director
Local Agency Formation Commission

FROM: Mark Pestrella, PE
Director of Public Works

SATIVA WATER SYSTEM ANNUAL REPORT ENDING SEPTEMBER 2021

In accordance with Resolution No. 2019-00RMD of the Local Agency Formation Commission for the County of Los Angeles, attached is the annual report on the County of Los Angeles' temporary management of the Sativa Water System.

Please address any questions regarding this report or other matters concerning the Sativa Water System to Deputy Director, Daniel J. Lafferty. Mr. Lafferty can be reached at (626) 458-4012 or dlaff@pw.lacounty.gov.

SK:lb

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Attach.

**Sativa Water System
LAFCO Annual Report
September 18, 2020, to September 23, 2021**

On March 19, 2019, the Local Agency Formation Commission for the County of Los Angeles (LAFCO) adopted a resolution dissolving the Sativa Los Angeles County Water District (Sativa) and putting the County of Los Angeles in place as the successor agency. This report summarizes notable actions taken by the County during the past year of its temporary management of the Sativa Water System.

PROVISIONS OF RETAIL WATER SERVICE

The County continues to provide water service to Sativa's 7,000 customers and oversee day-to-day management of the water system.

Water Quality Testing

State-mandated water quality testing of Sativa's water continued during this reporting period. Certified tests continued to show that Sativa's water meets all Primary Drinking Water Standards and is safe to drink.

Financial Audit

The Annual Comprehensive Financial Report of the County of Los Angeles for Fiscal Year 2019-20 was prepared and published by the County's Auditor-Controller in December 2020. The Report for Fiscal Year 2020-21 is expected to be published in December 2021.

Staffing

As of the end of this reporting period, the County is contracting with Suburban Water Systems (Suburban) to operate Sativa. None of the original six Sativa employees remain employed by the County.

Lawsuits

Prior to the County becoming the Sativa Interim Administrator, a few Sativa customers filed a class action lawsuit against Sativa in the County's Superior Court of California, *Martha Barajas, et al. v. Sativa LA County Water District, et al.*, seeking damages based on alleged water quality issues. On April 29, 2019, after the County became the successor agency, the County was named a defendant in the class action lawsuit. The Special District Risk Management Authority (SDRMA), a risk pool joint powers agency, accepted the County's tender for a defense and indemnification under a reservation of rights. The SDRMA is also defending and indemnifying Sativa in this lawsuit. The Court has defined the plaintiff class as Sativa customers from March 2017

to March 2018. Last year, the plaintiff class dismissed the action against the County for a waiver of costs. Recently the Court dismissed the action against Sativa on the grounds that Sativa has been dissolved. The Court also recently denied a motion to bring the County back into the action on the grounds that the County is protected from immunity by Health and Safety Code section 116687. The same immunity under section 116687 would apply to any receiving agency and, therefore, we do not anticipate the class will take steps to bring their action against a receiving agency as a defendant. Counsel for the class has indicated he would pursue an appeal of the dismissals.

Extension of Interim Operation Period

LAFCO's dissolution of the former Sativa Los Angeles County Water District and appointment of the County of Los Angeles as successor agency responsible for interim operation of the Sativa Water System became effective on March 19, 2019. The LAFCO Board has extended the interim operation period to March 19, 2022, pursuant to California Health and Safety Code section 116687(g)(1). Next year, assuming the California Public Utilities Commission (CPUC) has not yet approved the transfer to Suburban, we will request that LAFCO extend the interim operation period for another year, as allowed by section 116687(g)(1).

CAPITAL IMPROVEMENTS

Significant improvements to Sativa's water quality and system resilience have been achieved since the County took over operation of the Sativa Water System.

Interconnection with Liberty Utilities

Shortly after being appointed the Interim Administrator of Sativa, the County established a new interconnection with Liberty Utilities (Liberty). This interconnection provided Sativa with an external, continuous, and uninterrupted water supply, which allowed the County to take Sativa's wells offline for repairs. In recognition of the emergency situation at Sativa, Liberty agreed to provide water to Sativa "at cost;" there was no additional mark up for profit. While Sativa's water system resiliency has improved under the County's operation, the interconnection with Liberty will continue to be necessary as a long-term source in case of an emergency or if Sativa's wells cannot meet water demand during peak times. Due to this long-term need for the Liberty interconnection, Liberty requested a revision to the Interim Service Agreement's emergency, at-cost price of the water to a formal long-term price, which includes their standard tariffs and the cost of Liberty's groundwater rights pumped for Sativa in lieu of using Sativa's groundwater rights. After negotiations, the price of \$1,800 per acre-foot was mutually agreed to and an interconnection agreement amendment was executed between the County and Liberty on December 21, 2020.

Sativa's interconnection with Liberty has now been active for more than 24 months and it is currently the main supply source for the Sativa Water System.

The County has successfully completed rehabilitation of Sativa's main groundwater well (Well No. 5) and is currently operating the well on an as-needed basis while designing a Manganese Treatment System required for the well to be operated full-time. The Manganese Treatment System is scheduled for completion in mid-2022. Once the well is in service full-time, the Liberty interconnection will only be used in case of an emergency.

Current System Water Quality

County staff continue to observe safe and clean water throughout the system and brown water complaints have significantly reduced. Sativa customers continue to report clear, clean water flowing from their taps.

Periodic flushing of Sativa's pipe system is necessary to maintain water quality improvements achieved by the County and to continue to remove layers of sediment buildup that occurred prior to the County's arrival. In March 2021, the County once again flushed the Sativa Water System utilizing the high-tech NO-DES technology. This systemwide flushing was completed overnight to minimize impacts to customers. Sativa's much improved water quality is evidenced by the fact that the March 2021 NO-DES flushing required only a quarter of the time and one tenth of the filters than when this technology was first used in mid-2019.

Current and Upcoming Repairs and Upgrades

Sativa has numerous critical infrastructure issues, including narrow diameter pipes that limit the volume of water that can be delivered to customers, chokepoints that restrict water circulation, and aged wells that must be temporarily taken offline so that maintenance and repairs can be completed. The County continues to pursue a series of grant-funded projects to improve the state of Sativa's infrastructure.

Sativa – Lucien Waterline Project

This project consisted of installing 1,200 feet of 8-inch pipe along Lucien Street from Oleander Avenue to Largo Avenue to replace a damaged pipeline under the Metro Blue Line tracks. The damaged pipeline created a chokepoint in the distribution system and greatly restricted water circulation, especially to customers east of the Metro Blue Line.

The County started construction of this project on February 10, 2020, and completed the work on July 15, 2020. The total project cost was approximately \$750,000.

Sativa Well No. 5 Rehabilitation Project

The County installed a new well liner and filter pack inside the existing well casing to stabilize the well structure and equipped the well with a new pump and variable-speed motor. A 400-foot section at the bottom of the well was blocked off to reduce extraction of water containing high levels of manganese. Additionally, the well disinfection system

was converted from gas chlorine to a safer and more secure liquid chlorine system. Water quality samples, after completion of the well rehabilitation, showed the project was a success. The well's performance after rehabilitation has exceeded expectations. A Supervisory Control and Data Acquisition System technology has been installed at both Sativa wells to allow remote monitoring and control of operations.

The well is currently operating on an as-needed basis, pending installation of a manganese treatment system.

Additional grant-funded projects currently in the planning or design stages include:

- Electrical/Mechanical Replacements at Well Sites: \$250,000 – Replace electrical systems and mechanical equipment used to pump water from Sativa's two wells.
- Destruction of Sativa's Well No. 2: \$80,000 – This is an old abandoned well that needs to be properly filled and capped per Water Industry Standards.
- Design and installation of a manganese treatment system for Well No. 5: \$2.25 million.

GRANTS

The County pursued grant funding from the California State Water Resources Control Board (State Water Board) for Sativa's most critical infrastructure challenges. After a series of negotiations, the State Water Board provided the County \$1.77 million in grant funds to address these issues. After discovering the unforeseen structural issues with Well No. 5, the State Water Board increased the grant amount to \$2 million. On August 16, 2020, the County signed the grant agreement, which is currently pending execution by the State Water Board. Once the grant agreement is executed by the State Water Board, the County will submit reimbursement claims for the completed projects.

The State Water Board grant is expected to cover all work outlined in the Current and Upcoming Repairs and Upgrades Section, excluding the manganese treatment system.

California Department of Water Resources – Manganese Removal Grant

In addition to grant funding from the State Water Board, the County has partnered with the Water Replenishment District of Southern California to pursue grant funds for a manganese treatment system for Sativa's Well No. 5. The County applied for \$2.25 million in Proposition 1 funding through the California Department of Water Resources' (DWR) Integrated Regional Water Management Program. The grant proposal was well received by DWR. In September 2020, DWR granted the requested \$2.25 million to the County for the Sativa management treatment system. The MOU for this grant-funded project is currently being finalized.

In the event a permanent water service provider for Sativa is identified and ownership is transferred prior to the completion of grant work, the County will work with involved parties to ensure the grant work is completed and grant funds are not lost.

COMMUNITY ENGAGEMENT

Building trust with Sativa's customers is one of the County's highest priorities. In addition to improving customer service, the County has continued to work on building trust through sharing information with customers and improving transparency of decision-making processes. Due to the COVID-19 pandemic, the County's Board of Supervisors closed all County buildings to the public, including the Sativa office, on March 16, 2020. During this reporting period, no in-person community outreach engagements were conducted in compliance with the County's Safer at Home order. However, on February 17, 2021, the County held a Telephone Townhall Meeting with Sativa customers to provide updates on the water system. The event was broadcasted in English and Spanish with attendance from approximately 100 people. County staff has continued to supervise operations of the Sativa office and the water system while complying with social distance and all other State and local Health and Safety Guidelines. A second Water System Update Telephone Townhall Meeting with Sativa customers was held on September 15, 2021. Sativa customers continue to express support for the County and satisfaction with their drinking water service.

IDENTIFICATION OF A PERMANENT WATER SERVICE PROVIDER

In accordance with AB 1577 (Gipson), the County conducted a Request for Proposal (RFP) process to identify a permanent service provider for the Sativa Water System. The County, with consideration of suggestions made by Sativa customers, developed scoring criteria to evaluate proposals. Based on the feedback received from Sativa customers, the community's expectation from a permanent water service provider are low water rates, great customer service, and clean water. The RFP and scoring criteria were structured to address these top three priorities of the Sativa community. An RFP Evaluation Committee comprised of four drinking water system experts from the County and a representative from LAFCO used the scoring criteria to evaluate proposals and recommend a permanent service provider.

Update on the RFP Process

The RFP for the transfer or sale of the Sativa Water System was published on September 11, 2019. Two mandatory pre-bid meetings were held for interested parties. A total of six prospective bidders attended the meetings, including five privately owned water companies (investor-owned utilities) and one public agency. Members of the Sativa community attended the second mandatory pre-bid meeting and shared their priorities for Sativa's future service provider, the most important being to avoid an increase in water rates and prioritize customer service.

Proposals were due on November 12, 2019. Five proposals were received:

- California American Water
- Central Basin Municipal Water District
- Liberty
- Golden State Water
- Suburban Water Systems

The Evaluation Committee reviewed and scored these proposals. Interviews with each of the proposers were then conducted on December 2, 2019. Suburban received the highest-combined score of both the written proposal and interview. Suburban was scored highest based on several key areas, including plans to:

- Reduce Sativa customers' water rates immediately upon acquisition and keep these reduced rates for 3 years before adjusting them to current rates in their closest existing service areas.
- Maintain staffing presence in Sativa's local office.
- Conduct extensive outreach to customers, neighboring cities, and other public entities.
- Make a significant financial investment into Sativa's deteriorating water system assets.
- Provide an experienced transition team that understands the tasks, steps, and critical transition issues.
- Show a well-documented track record of ensuring water quality, complying with water reporting requirements, responding to emergencies, and providing excellent customer service.

On February 9, 2020, the County updated LAFCO's Board of Commissioners on the selected bidder and next steps in the selection process.

On May 27, 2020, the County executed an Invitation to Negotiate Agreement with Suburban. Negotiations for the sale of Sativa to Suburban commenced in June 2020 and were successfully completed, resulting in the execution and Board of Supervisors' approval of an Asset Purchase Agreement and an Operations and Maintenance Agreement between the County and Suburban on April 20, 2021. The sale of Sativa to Suburban is subject to final approval by the CPUC. On August 13, 2021, Suburban filed an application with the CPUC for the purchase of the Sativa Water System. The CPUC review and approval process is expected to take between 18 and 36 months.

On June 1, 2021, in accordance with the executed Operation and Maintenance Agreement, Suburban staff began interim operations at Sativa as a contractor for the County. Under County supervision, Suburban field personnel are currently operating and maintaining the Sativa Water System and Suburban office staff are performing billing and customer service duties in the Sativa office. Suburban will continue interim operations of Sativa under the County's oversight until final sale is approved by the CPUC.

The County will continue grant-funded infrastructure repairs and upgrades during the transfer of ownership process. The County will ensure grant work is completed and grant funds are not lost.

BOARD OF SUPERVISORS ACTIONS

On November 17, 2020, the Chief Executive Office on behalf of the Board of Supervisors approved an amendment to the Interim Service Agreement between Liberty and the County, increasing the price of Liberty's water from \$590 per acre-foot to \$1,800 per acre-foot. Additionally, on April 20, 2021, the Board of Supervisors approved execution of the Asset Purchase Agreement and the Operation and Maintenance Agreement between the County and Suburban.

Staff Report

January 12, 2022

Agenda Item No. 8.c.

Procurement and Reporting Policy Annual Report for 2021

On May 8, 2019, the Commission adopted a Professional Services Procurement and Reporting Policy (Policy), a copy of which is attached. Consistent with Section 4 of the Policy, staff hereby submits an annual report to the Commission, which documents contracts/agreements with outside contractors and vendors for Calendar Year 2021. Existing contracts (those in place prior to Calendar Year 2021) are identified on Page 1; new contracts (those executed in Calendar Year 2021) are identified on Page 2.

Recommended Action:

Staff recommends that the Commission:

1. Receive and file the Professional Services and Reporting Policy Annual Report for 2021.

Attachments:

- Professional Services Procurement and Reporting Policy
- Procurement and Reporting Policy Annual Report for 2021

Procurement and Reporting Policy
Adopted May 8, 2019

This policy shall apply to all contracts entered into by the Local Agency Formation Commission for the County of Los Angeles (LAFCO), as authorized by Government Code §§ 56375 (j), 56375(k), and 56380 which authorize the Commission to appoint and assign staff personnel, to employ or contract for professional or consulting services, and to incur usual and necessary expenses to carry out and effect the functions of the Commission and to make its own provision for necessary quarters, equipment and supplies.

This policy is intended to ensure that LAFCO practices ethical, responsible, and reasonable procedures relative to purchasing, financial commitments, contracts, and the hiring of consultants. This policy identifies the procedures which LAFCO will adhere to in the performance of its designated responsibilities, and it is intended to provide for a cost-effective use of public resources, including funds and staff time. This policy applies to LAFCO's contracting practices prospectively, after adoption of the policy by the Commission.

1. Commission Approval

Execution and award of contracts, agreements, and memoranda of understanding (collectively referred to as contracts) that exceed \$10,000, including but not limited to the those for the following types of services shall require Commission approval:

- Preparation of annual audits (this may be awarded in contracts for multiple years, and in concert with other LAFCOs);
- Municipal Service Reviews (MSRs), special studies, and/or equivalent;
- Lease(s), or lease extensions, for office space;
- Primary legal counsel and as-needed alternate counsel;
- Provider(s) of insurance, including employee medical/dental, property/liability, and workers compensation insurance coverage; and
- Provider(s) of employee pension coverage.

Contracts that require Commission approval shall utilize a competitive solicitation process in a form determined by the Executive Officer and approved by LAFCO legal counsel. Prior Commission authorization to release the solicitation is not required.

2. Delegated Authority:

The Commission hereby delegates authority to the Executive Officer to solicit, approve and execute contracts for goods, materials and services that do not exceed \$10,000 and are consistent with the authority provided by Government Code §§ 56375 and 56380. It is expected that this will include, but is not limited to, the following: computer equipment, (including desktop and laptop computers, printers, routers, servers, wireless networks, and similar and related products); miscellaneous services/leases (cell phone(s), postage meter, and plant service); and any other service or product not to exceed \$10,000. Notwithstanding the above, the Commission delegates authority to the Executive Officer to purchase and/or contract for legal advertising (public notice), routine information

Delegated Authority (continued):

technology services, and accounting/bookkeeping services, which exceed \$10,000, provided that these costs are documented in the annual budgets adopted by the Commission, identified in the Mid-Year Budget Report, and listed in the “Procurement and Reporting Policy Annual Report” identified in Section 4, below.

The Executive Officer is authorized to designate the Deputy Executive Officer (“DEO”) as his or her designee for all delegated authority herein. In the absence or unavailability of the Executive Officer, the Commission hereby delegates the foregoing authority to the DEO.

Delegated authority for contracts that are estimated to exceed \$5,000 shall utilize a competitive solicitation process in a form determined by the Executive Officer and approved by LAFCO legal counsel.

3. Emergency Authority

In the event of an emergency issue, as determined by the Executive Officer in consultation with the Commission Chair (or, if unavailable, with the Commission First Vice-Chair or Commission Second Vice Chair); when equipment, materials or services are required to protect the health, welfare and safety of the Commission or staff, and the cost exceeds the delegated authority of the Executive Officer; the Executive Officer shall receive approval of the Commission Chair (or, if unavailable, with the Commission First Vice-Chair or Commission Second Vice Chair); to award a contract and waive the requirements to conduct a competitive solicitation process. The Executive Officer shall notify the Commission either in writing or in a report at the next available Commission Meeting.

4. Reporting Requirements:

Staff shall prepare a written “Procurement and Reporting Policy Annual Report” (“Report”) and agendize the same at a Commission meeting in the first quarter of each calendar year. The Report shall list all outside service providers, and shall include, but not be limited to, the name of the provider; the service/product provided; and the status/term of any contracts, leases, or equivalent.

The Report shall be prepared annually and posted to the LAFCO website. The most recent five (5) years of Reports shall be maintained in the “Transparency” section of the LAFCO website.

5. Conflict(s) of Interest:

LAFCO shall avoid real or potential conflicts of interest in its contracting practices. Contracts shall not be entered into with members of the Commission, LAFCO employees, and vendors in which Commissioners or LAFCO employees have a financial or ownership interest. This provision extends to those who within the immediately preceding 12 months were Commission members or employees of LAFCO who participated in the area of service performed or developing the contract or its service specifications.

Procurement and Reporting Policy Annual Report for 2021
January 12, 2022

<i>Contracts in place prior to Calendar Year 2021</i>				
Provider	Service/Product	Status	Annual Cost	Comment(s)
County Counsel	Legal services	No contract	\$91,705	LAFCO has used County Counsel for legal services for decades. Costs are reported annually, and approved by the Commission during the LAFCO budget process. There is no significant anticipated cost savings with an alternate provider. This report reflects the annual costs for FY 2020-2021 (July 1, 2020 through June 30, 2021).
Eide Bailly (Formerly Platinum Consulting Group (PCG))	Accounting, Budgeting, and Bookkeeping	No contract	\$20,000	Eide Bailly purchased PCG and absorbed its staff. Like PCG, Eide Bailly specializes in providing services to small governmental agencies, including many special districts and Orange LAFCO. Costs are reported annually and approved by the Commission during the LAFCO budget process. Eide Bailly offers a range of services (accounting, bookkeeping, and budgeting) suited to LAFCO's needs.
Joint Powers Risk and Insurance Management Authority (JPRIMA)	Property/Liability Insurance	Policy is renewed annually	\$18,693	In 2020, staff solicited bids from JPRIMA and SDRMA. JPRIMA was the responsive bidder with the lower price; JPRIMA represents a significant cost savings over any other available insurance provider. JPRIMA and SDRMA provide property/liability insurance to most LAFCOs; no other available insurance provider provides LAFCO with the same level of coverage for equivalent premiums.
Special District Risk Management Authority (SDRMA)	Workers Compensation Insurance	Policy is renewed annually	\$8,127	Commission-approved annual LAFCO budgets reflect anticipated premium increases. Workers Compensation premium is based upon total annual payroll. In 2020, staff solicited bids from JPRIMA and SDRMA. SDRMA was the responsive bidder with the lower price, and SDRMA represents a significant cost savings over any other available insurance provider. No other available insurance provider provides LAFCO with the same level of coverage for equivalent premiums.
Davis Farr LLP	Annual Audit Services	Contract	\$7,850	Commission awarded a contract for auditing services with Davis Farr on 1/13/2021 through a competitive RFP process involving five LAFCOs (Imperial, Los Angeles, Orange, Riverside, and San Bernardino) to secure lower bids and cost-savings. The contract includes FYs 2020-21 through 2023-2024 with an option to extend one year.
CTS	Computer Maintenance	No contract	\$6,600	LAFCO has used CTS for computer consulting for more than a decade. Staff is comfortable with the quality and service provided by CTS. Annual billing is reasonably consistent with legal costs incurred by similar LAFCOs (Orange and Riverside). There is no significant anticipated cost savings with an alternate provider.
GE Capital Information Technologies Solutions, LLC	Konica/Minolta Photocopier	Lease	\$4,600	Although the term of the lease has expired, services have continued on a month-to-month basis at rates established in the original contract from 2016.
AT&T	Cell Phones & Tablet	Agreement	\$3,600	LAFCO has used AT&T for wireless phones for more than a decade. AT&T provides good coverage, and its rates are comparable to other providers. There is no significant anticipated cost savings with an alternate provider. Any time a device is upgraded, a new contract is entered into with AT&T for a term of approximately two years. Current contracts are set to expire in October of 2023.
Tropical Interior Plants	Plant Maintenance Services	No contract	\$1,500	LAFCO has used Tropical Interior Plants for more than a decade, and staff is comfortable with the quality and service provided. There is no significant anticipated cost savings with an alternate provider.
CALPERS/CERBT	OPEB Trust Fund	Agreement	\$500	Commission approved an agreement with the California Employer's Retiree Benefit Trust Fund (CERBT) Division of the California Public Employees' Retirement System (CalPERS) on 5/9/2018; there is no expiration date.
Los Angeles County Employee Retirement Association (LACERA)	Employee/Retiree Pension	Memorandum of Understanding (MOU)	N/A (See Comments)	Commission approved the MOU with LACERA on 11/15/2017; the MOU has no expiration date. LAFCO employees were enrolled in LACERA at the time of LAFCO's separation from the County of Los Angeles in 2001. Employer and employee contributions vary by employee. No alternate vendor provides LAFCO with comparable pensions for equivalent employer and employee contributions.

County of Los Angeles	Employee Medical and Dental Insurance	Memorandum of Understanding (MOU)	N/A (See Comments)	Commission approved the MOU with the County of Los Angeles on 10/11/2017; the MOU expires on 10/31/2027. Rates vary by employee/plan. Rates are reported annually, and approved by the Commission during the LAFCO budget process. No alternate vendor offers LAFCO the same level of coverage for equivalent premiums.
Los Angeles County Employee Retirement Association (LACERA)	Retiree Medical/Dental Insurance Benefits Administration	Memorandum of Understanding (MOU)	N/A (See Comments)	The Commission approved the MOU with LACERA on 11/15/2007; the MOU has no expiration date. Employees were enrolled in LACERA at the time of LAFCO's separation from L.A. County in 2001. Employer and employee contribution rates vary by employee. No alternate vendor provides LAFCO with comparable pensions for equivalent employer and employee contributions.

LA LAFCO Professional Services Agreements Summary Annual Report for 2021 (continued)
January 12, 2022

<u>Contracts added or amended since last update (January 8, 2020)</u>				
Provider	Service/Product	Status	Annual Cost	Comment(s)
TRPF 80 SOUTH LAKE AVENUE LP	Office Lease	Lease	\$118,611	The Commission approved a lease extension on June 9, 2021; the lease extension will expire on 02/28/2027. The approved lease includes annual scheduled rent increases of approximately three-percent (3%).
Yvonne Green	CPA	Agreement	~\$4,200	Yvonne Green has been providing accounting services to LAFCO for approximately four years as a contract staff for Platinum Consulting Group (PCG). When PCG was absorbed by Eide Bailly, LAFCO hired Ms. Green directly, at a lower hourly rate. Ms. Green processes bill payments and reconciles LAFCO's bank statements. She works closely with Staff and Eide Bailly.
Total Compensation Systems, Inc. (TCS)	Actuarial Valuation Report	Contract	\$2,600	Work is nearing completion. The Government Accounting Standards Board (GASB) requires LAFCO to prepare a valuation every three (3) years. Consistent with Section 2 of the Procurement and Reporting Policy ("Delegated Authority," contracts of \$10,000 or less), the EO and TCS Inc's president executed the contract on October 28, 2020. For the 2021 FY, TCS will be preparing a update to the FY 2020 valuation.
Canon Solutions America	Canon Photocopier	Lease	\$2,148	On November 10, 2021, the Commission authorized the Executive Officer to enter into a lease agreement for photocopying services. Negotiations have commenced, and the lease agreement is currently under review by legal counsel.
Quadient (Formerly Neopost)	Postage Meter	Lease	\$2,051	After evaluating alternative three bids, and consistent with Section 2 of the Procurement and Reporting Policy ("Delegated Authority," contracts of \$10,000 or less), the Executive Officer executed a lease renewal, effective January 2022, for a period of five years.

Staff Report
January 12, 2022

Agenda Item No. 8.d.
Position Salary Ranges

Background:

The Commission has established salary ranges for all LAFCO employees. The Executive Officer can make changes in employee compensation, as he or she determines is appropriate, so long as any adjustments are within the approved salary range.

The Commission most recently approved a change in salary ranges for LAFCO employees five (5) years ago, in February of 2017. Since that time, salaries at all LAFCOs, as well as other local government agencies in Southern California, have increased. (See chart, attached).

Request:

Staff is recommending that the Commission adopt a new salary range schedule, as detailed below. The new salary ranges reflect what is being paid by other LAFCOs for several positions: for example, the proposed DEO salary range is \$120,000 to \$165,000 (consistent with Orange LAFCO's salary range of \$132,000 to \$164,874 and San Diego LAFCO's salary range of \$100,089 to \$163,571); the proposed Government Analyst salary range of \$75,000 to \$95,000 is consistent with the salary ranges for similar analyst positions at Orange LAFCO (\$79,205 to \$89,815) and San Diego LAFCO (\$59,009 to \$92,851); and the proposed range for the Clerk/Office Assistant is consistent with a Contra Costa LAFCO salary survey of thirteen (13) LAFCOs, which showed an average of \$56,424 to \$71,568. The proposed ranges will enable LAFCO to attract and retain competent, professional, and qualified staff.

Recommendation:

Staff recommends that the Commission:

1. Approve the following Position Salary Ranges:

<u>Position</u>	<u>Proposed Salary Range:</u>
Executive Officer	Determined by Commission
Deputy Executive Officer	\$120,000 to \$165,000
Senior Government Analyst	\$100,000 to 130,000
Government Analyst (2 positions)	\$70,000 to \$95,000
GIS/Mapping Technician/Analyst	\$75,000 to \$95,000
Clerk/Office Assistant	\$45,000 to \$70,000

Position Salary Ranges

<u>Position</u>	<u>Adopted February 8, 2017</u>	<u>Proposed January 12, 2022</u>
Executive Officer	Determined by Commission	Determined by Commission
Deputy Executive Officer	\$90,000 to \$130,000	\$115,000 to \$165,000
Senior Government Analyst	N/A	\$100,000 to \$130,000
Local Government Analyst	\$40,000 to \$100,000	\$75,000 to \$95,000
GIS/Mapping Technician/Analyst	\$55,000 to \$80,000	\$75,000 to \$95,000
Clerk/Office Assistant	\$30,000 to \$50,000	\$45,000 to 70,000

Staff Report

January 12, 2022

Agenda Item No. 8.e.

Fee Waiver Request for a Proposed Annexation to the Santa Clarita Valley Sanitation District of Los Angeles County

Background:

With respect to a proposed annexation proposal which the landowner intends to file with LAFCO, he has submitted an email, dated December 14, 2021, requesting that the Commission waive the LAFCO application fee (copy enclosed). The subject property is an existing single-family home at 18009 Beneda Lane in the City of Santa Clarita.

The fee waiver request states that the landowner is “interested in connecting the home to the sewer network” operated and maintained by Santa Clarita Valley Sanitation District of Los Angeles County. The request describes recent hardships experienced by the landowner and indicates that he is “respectfully seeking a \$2,500 fee waiver from LAFCO to lessen the burden” of the overall costs.

The landowner would be required to pay fees to other public agencies (including, but not limited to, the State Board of Equalization, the Los Angeles County Assessor, and the Sanitation Districts of Los Angeles County); additionally, the landowner would incur additional costs associated with connecting the existing home to the nearest sewer lateral.

Staff has spoken with a County Sanitation Districts representative about the proposed annexation. Staff of the Sanitation Districts reports that the Santa Clarita Valley Sanitation District of Los Angeles County has adequate facilities to which this property could connect, subject to meeting all of their requirements, and subject to LAFCO approval of the proposed annexation.

Fee Waiver Policy:

The Commission adopted a fee waiver policy on June 8, 2011 (copy enclosed). Fee waiver requests of more than \$2,500, and/or from a public agency, require approval by the Commission. The policy requires an applicant to submit a request in writing and justify the request.

To approve the fee waiver, the Commission must find granting the waiver is in the public interest. Pursuant to Government Code § 56383(d), “The Commission may reduce or waive a fee, service charge, or deposit if it finds that payment would be detrimental to the public interest. The reduction or waiver of any fee, service charge, or deposit is limited to the costs incurred by the commission in the processing of an application.”

The fee waiver policy allows the Commission to consider the following factors:

- Whether payment would cause a substantial economic hardship upon the applicant. Staff finds that the email provided by the landowner documents an existing economic hardship.
- The application is consistent with recommendations in an MSR adopted by LAFCO. This factor does not apply, as there is no MSR recommendation which applies to the proposed annexation.
- The application advances the principles of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act) relative to logical boundaries. Staff believes that proposed annexation would advance the concepts of “logical formation and determination of local agency boundaries” and “efficiently extending government services” by enabling the involved home to be served by a municipal sanitation system (the Santa Clarita Valley Sanitation District of Los Angeles County) rather than being served by the existing septic system which is in need of repair. In this regard, connecting the home to a municipal sanitation system represents the environmentally superior service option.

The proposed filing fee for this proposed annexation would be \$2,500. Waiving the filing fee would have a negligible impact upon the Fiscal Year 2021-22 Budget previously adopted by the Commission.

CONCLUSION:

Based upon the foregoing, staff finds that payment of the filing fee for the proposed annexation of the property at 18009 Beneda Lane in Santa Clarita to the Santa Clarita Valley Sanitation District of Los Angeles County would be detrimental to the public interest and recommends that the Commission grant the requested fee waiver.

RECOMMENDED ACTION:

1. Determine that the fee waiver request is in the public interest; and
2. Approve the fee waiver in the amount of \$2,500 pertaining to the proposed annexation of the property at 18009 Beneda Lane in Santa Clarita to the Santa Clarita Valley Sanitation District of Los Angeles County.

ATTACHMENTS:

- Fee Waiver Policy (June 8, 2011).
- E-mail of December 14, 2021, from Nick Cappa (landowner)

Fee Waiver Policy
(Adopted June 8, 2011)

The Commission or the Executive Officer may reduce or waive a fee, service charge, or deposit (hereafter, “fee” or “fees”).

The Commission has delegated authority to the Executive Officer to waive or reduce fees in an amount of \$2,500 or less, and only for requests from a private party (not from a public agency).

Waiver requests of more than \$2,500 require approval by the Commission.

Consistent with the provisions of Section 56383(d) of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and in order to grant a fee waiver, the Commission or Executive Officer must make a finding that the payment would be detrimental to the public interest. Upon receipt of a written request, the Commission or Executive Officer may also consider any of the following factors:

- Whether payment would cause a substantial economic hardship upon the applicant;
- The application is consistent with recommendations in a Municipal Service Review (“MSR”) adopted by LAFCO; and/or
- The application advances the principles of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 relative to logical boundaries.

Applicants interested in securing a fee waiver shall submit a letter to the Executive Officer requesting the waiver. The letter shall indicate how payment of the fee would be detrimental to the public interest, and further identify any of the above-referenced factors.

For a fee waiver request of \$2,500 or less, the Executive Officer will respond in writing within 2 weeks. The Commission shall be notified of all fee waivers granted by the Executive Officer as an information item at the next regular meeting of the Commission.

For a fee waiver request of more than \$2,500, the request will be calendared on the next available regular meeting of the Commission agenda, subject to scheduling requirements for Commission meetings. Applicants will be notified in writing within 2 weeks of the Commission action.

Nick Cappa

nicholascappa@yahoo.com

248 202 8039

Paul Novak and Alisha O'Brien

LAFCO

December 14, 2021

Hello Mr. Novak and Ms. O'Brien,

My brother lives at 18009 Beneda Lane in Santa Clarita (Parcel#2802004015). The house is a 1bed 1bath with 840 sqft built in the 50's. It currently is on a very old septic system and the tank is in need of repair. We are interested in connecting the home to the sewer network and found the fees are close to \$7500. In 2019 my brother was in an accident that left him hospitalized and unable to work for months with a pile of medical bills. As he regained the ability to walk again, the onset of COVID contributed to the loss of his job. The costs are very high for construction and the fees would cause a substantial economic hardship. We are respectfully seeking a \$2500 fee waiver from LAFCO to lessen the burden.

Thank you very much for your time and consideration,

Nick Cappa

Staff Report

January 12, 2022

Agenda Item No. 8.f.

Proposed Commission Meeting Schedule for 2022

At your November 10, 2021 Meeting, the Commission adopted a proposed meeting schedule for 2022 (copy enclosed).

The Los Angeles County Board of Supervisors recently issue its meeting schedule for Calendar Year 2022. The Board's schedule conflicts with the following Commission Meeting dates in 2022:

- Wednesday, June 8, 2022
- Wednesday, November 9, 2022

While the Board's regular meetings are held on Tuesdays, Board meetings were moved to Wednesdays for June 8th (due to the California State Primary on June 7th) and November 8th (due to the California General Election on November 7th).

Staff recommends that the Commission discuss the June and November meetings and provide direction to staff.

Recommended Action:

Staff recommends that the Commission:

1. Provide direction to staff relative to the June 2022 and November 2022 Meetings;
2. Direct staff to revise the adopted Commission Meeting Schedule for Calendar Year 2022 on the LAFCO website, as necessary.

LOCAL AGENCY FORMATION COMMISSION

SCHEDULE OF MEETINGS

2022

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 nd Wednesday of the Month	
January 12	July 13
February 9	August 10
March 9	September 14
April 13	October 12
*May 11	November 9
June 8	December 14
January 11, 2023	

***The Board of Supervisors are scheduled to hold Budget Hearings in the month of May. Therefore, the May 11th LAFCO meeting may be relocated to room 374A.**

Voting Members

Jerry Gladbach
Chair

Donald Dear
1st Vice-Chair

Gerard McCallum
2nd Vice-Chair

Kathryn Barger
Richard Close
Margaret Finlay

John Mirisch
Holly Mitchell

Vacant
(City of Los Angeles)

Alternate Members

Lori Brogin-Falley

Michael Davitt

Janice Hahn

David Lesser

Mel Matthews

Vacant
(City of Los Angeles)

Staff

Paul Novak
Executive Officer

Adriana Romo
Deputy Executive Officer

Amber De La Torre
Doug Dorado
Adriana Flores
Alisha O'Brien

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

www.lalafco.org

December 6, 2021

The Honorable Holly J. Mitchell, Chair
Los Angeles County Board of Supervisors
Room 866, Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Chair Mitchell:

I am writing on behalf of the Local Agency Formation Commission for the County of Los Angeles (LAFCO or Commission).

On November 10, 2021, Commissioner Richard Close, the San Fernando Valley Voting Member of the Commission, announced his retirement. Commissioner Close was serving a four-year term that would otherwise end on May 2, 2022. Pursuant to Government Code Section 56326(b), the Los Angeles County Board of Supervisors is empowered to appoint the voting member and alternate member representing the San Fernando Valley. Prior appointments of a San Fernando Valley voting member or alternate member occurred by a motion and vote at a regular or special meeting of the Board of Supervisors.

The Commission has fifteen (15) members, composed of nine (9) voting members and six (6) alternate members. The combination of two (2) other existing vacancies, the retirement of Commissioner Close, and periodic absences of current members has the potential to present a challenge relative to achieving and maintain a quorum for Commission meetings.

Should you or your staff have any questions, please do not hesitate to contact me via email (pnovak@lalafco.org) or telephone (626/204-6500).

Thank you.

Sincerely,

Paul A. Novak, AICP
Executive Officer

Copies to:

- The Honorable Hilda Solis, Supervisor, 1st District
- The Honorable Sheila Kuehl, Supervisor, 3rd District
- The Honorable Janice Hahn, Supervisor, 4th District
- The Honorable Kathryn Barger, Supervisor, 5th District
- Honorable LAFCO Commissioners
- Ms. Celia Zavala, Executive Officer, Board of Supervisors
- Tiffani Shin, LAFCO Counsel
- Carole Suzuki, LAFCO Counsel



Local Agency Formation Commission
for the County of Los Angeles

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www.lalafco.org

December 7, 2021

The Honorable Nury Martinez
City Council President
City of Los Angeles
Room 470, City Hall
200 North Spring Street
Los Angeles, CA 90012

Dear Council President Martinez:

I am writing as the Chair of the Local Agency Formation Commission for the County of Los Angeles (LAFCO). Of the fifteen (15) members of the Commission (LAFCO), there are currently three (3) vacancies, two (2) of whom are individuals you appoint.

I am writing to request that you appoint a member of the City Council as the City of Los Angeles Voting Member, and appoint a member of the City Council as the City of Los Angeles Alternate Member, to the Commission (LAFCO), at your earliest convenience.

Pursuant to Government Code Section 56326(d), and as the presiding officer of the legislative body of the City of Los Angeles, you are the sole authority empowered to appoint Los Angeles City's Voting Member and Alternate Member on the Commission. The Voting Member position became vacant in November, 2020 (former Councilman David Ryu leaves office) and the Alternate Member position has been vacant since October of 2019 (when David Ryu was elevated to the Voting Member).

Should you or your staff have any questions, please do not hesitate to contact LAFCO Executive Officer Paul Novak (who can be reached via email at pnovak@lalafco.org or telephone at 626/250-6500).

Thank you.

Sincerely,

Jerry Gladbach
Chair

Copy to: LAFCO Commissioners
Mr. Ackley Padilla, Chief of Staff
Ms. Alexis Wesson, Deputy Chief of Staff
Mr. Max Podemski, Planning Director