

Voting Members

Donald Dear
Chair

Gerald McCallum
1st Vice-Chair

Margaret Finlay
2nd Vice-Chair

Kathryn Barger
John Lee
John Mirisch
Holly Mitchell
Francine Oschin
Vacant
(Independent
Special District)

Alternate Members

Anthony Bell
Michael Davitt
David Lesser
Mel Matthews
Hilda Solis
Vacant
(City of Los Angeles)

Staff

Paul Novak
Executive Officer

Adriana Romo
Deputy Executive Officer

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

80 South Lake Avenue
Suite 870
Pasadena, CA 91101
Phone: 626.204.6500
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www.lalafco.org

REVISED

LOCAL AGENCY FORMATION COMMISSION MEETING AGENDA

Wednesday, January 11th, 2023
9:00 a.m.

Room 381-B

Kenneth Hahn Hall of Administration
500 West Temple Street, Los Angeles 90012

Entrance to the Commission Meetings requires entry through security screening at any of the public entrances to the Kenneth Hahn Hall of Administration (KHHA):

- 225 N. Hill Street (first floor of KHHA)
- Civic Mall/ Grand Park, between KHHA and the Civil Court Building (second floor of the KHHA)

Entrance through any other exterior door of the KHHA is prohibited (all other entrances are locked) due to County of Los Angeles security restrictions.

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

This meeting is also available for members of the public to attend virtually by phone or web access as follows:

FOR MEMBERS OF THE PUBLIC

TO LISTEN BY TELEPHONE AND PROVIDE PUBLIC COMMENT DIAL:

1-213-306-3065

Access Code: 2598 425 4168 (English)

Password (phone): 73494333

OR TO LISTEN VIA WEB AND PROVIDE COMMENT:

<https://lacountyboardofsupervisors.webex.com/weblink/register/rd3ef33174ae98b6a587d1fa88413eeb2>

Password (web): SfHzgE33aH2

TO PROVIDE WRITTEN PUBLIC COMMENT: Any interested person may submit written opposition or comments by email at info@lalafco.org 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.

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 DEAR**
3. **DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)**
4. **SWEARING-IN OF SPEAKER(S)**
5. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on any items, including those items that are on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Public comments are limited to three minutes.

6. **CONSENT ITEM(S)**

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

- a. Approve Minutes of November 9, 2022
- b. Approve Operating Account Check Register for the month of November 2022
- c. Receive and file Update on Pending Proposals.
- d. Information Item(s) – Government Code §§ 56751 & 56857 (None)
- e. Miscellaneous Communications:
 - i. Letter of December 5, 2022, from David J. Lesser to Donald Dear, resigning his position as the Alternate Public Member
 - ii. Letter of December 7, 2022, from Paul Novak to Paul Krekorian, concerning the City of Los Angeles Alternate Member vacancy

7. **PUBLIC HEARING(S)**

(None)

8. **PROTEST HEARING(S)**

(None)

9. **OTHER ITEMS**

- a. Proposed Filing Fee Schedule
- b. Alternate Public Member Vacancy

10. **LEGISLATION**

- a. Legislative Update (None)

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. Written Update
- b. 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 8, 2023

March 8, 2023

April 12, 2023

15. **ADJOURNMENT**



DRAFT

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1st Vice-Chair

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www.lalafco.org

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

November 9, 2022

Present:

Donald Dear, Chair

Kathryn Barger
Margaret Finlay
Gerard McCallum
John Mirisch
Holly Mitchell
Francine Oschin

Anthony Bell, Alternate
Michael Davitt, Alternate
David Lesser, Alternate
Mel Matthews, Alternate

Paul Novak, Executive Officer
Tiffani Shin, Legal Counsel

Absent:

John Lee

Hilda Solis, Alternate

Vacant:

City of Los Angeles, Alternate Member
Independent Special District, Voting Member

1 CALL MEETING TO ORDER

The meeting was called to order at 8:32 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 Dear.

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. Commissioner Barger requested recusal from Agenda Item No. 6.d.i.

ANNOUNCEMENT

The EO noted that today's meeting was conducted 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". LAFCO's legal counsel has confirmed that the conduct of the meeting is consistent with State law.

The EO noted that all public hearing notices, and the agenda, clearly stated that interested persons were afforded 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 has 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 summarized verbally for the Commission (None).

4 SWEARING-IN OF SPEAKER(S)

The EO swore in one (1) member of the audience who planned to testify.

5 PUBLIC COMMENT

(None).

6 CONSENT ITEM(S)

The Commission took the following actions under Consent Item(s):

- a. Approved Minutes of October 12, 2022.
- b. Approved Operating Account Check Register for the month of October 2022.

- c. Received and filed update on Pending Proposals.
- e. Miscellaneous Communications – Memorandum of September 26, 2022 from Los Angeles County Department of Public Works Director Mark Pestrella concerning the Sativa Water System.
- f. Adopted the Resolution Making Determinations, including the California Environmental Quality Act determinations, Approving and Ordering Annexation No. 2021-08 to the Los Angeles County Waterworks District No. 40, Antelope Valley; Resolution No. 2022-22RMD.
- g. Miscellaneous Communications – Letter of October 18, 2022 from the Special District Risk Management Authority (SDRMA) Board President and President’s Special Acknowledgement Award to recognize no paid claims during the prior five consecutive years.

MOTION: McCallum SECOND: Mitchell APPROVED: 8-0-0
AYES: Barger, Finlay, Matthews (Alt. for VACANT), Mirisch, Mitchell, Oschin,
McCallum, Dear
NOES: None.
ABSTAIN: None.
ABSENT: Lee

6 CONSENT ITEM(S)

The Commission took the following action under Consent Item No. 6.d.i.:

- d. Information Item(s) – Government Code §§ 56751 & 56857.
 - i. Annexation No. 2022-06 to the Los Angeles County Waterworks District No. 40, Antelope Valley.

MOTION: McCallum SECOND: Mitchell APPROVED: 7-0-1
AYES: Finlay, Matthews (Alt. for VACANT), Mirisch, Mitchell, Oschin,
McCallum, Dear
NOES: None.
ABSTAIN: Barger
ABSENT: Lee

7 PUBLIC HEARING(S)

(None).

8 PROTEST HEARING(S)

The following item was called up for consideration:

- a. Reorganization No. 2020-01 to the City of Santa Clarita (Tesoro del Valle), Annexation of Parcel 1 to the Greater Los Angeles County Vector Control District, Annexation of Parcel 1 & 2 to the City of Santa Clarita.

The EO stated that this is the Commission protest hearing pursuant to Government Code Section 57000 *et seq.*, and that no written protest(s) have been received in advance of the hearing.

The protest hearing was opened to receive testimony and/or written protest(s). There being no testimony or written protest(s) submitted, the protest hearing was closed.

The Commission took the following action:

- Adopted the Resolution Making Determinations Ordering Reorganization No. 2020-01 to the City of Santa Clarita (Tesoro del Valle); Amendment to the Greater Los Angeles County Vector Control District Sphere of Influence; Resolution No. 2022-02PR.

MOTION:	Barger	SECOND:	Finlay	APPROVED:	8-0-0
AYES:	Barger, Finlay, Matthews (Alt. for VACANT), McCallum, Mirisch, Mitchell, Oschin, Dear				
NOES:	None.				
ABSTAIN:	None.				
ABSENT:	Lee				

9 OTHER ITEMS

The following item was called for consideration:

- a. Draft Records Retention and Destruction Policy.

The EO summarized the staff report on this item.

The Commission took the following actions:

- Adopted the Records Retention and Destruction Policy; and
- Directed staff to post the Records Retention and Destruction Policy to the Commission website.

MOTION: Finlay SECOND: Barger APPROVED: 8-0-0
AYES: Barger, Finlay, Matthews (Alt. for VACANT), McCallum, Mirisch,
Mitchell, Oschin, Dear
NOES: None.
ABSTAIN: None
ABSENT: Lee

9 OTHER ITEMS

The following item was called for consideration:

- b. Independent Auditor's Report for Fiscal Year 2021-22.

The EO summarized the staff report on this item.

Shannon Ayala (Certified Public Accountant, Davis Farr LLP) summarized the audit findings. Ms. Ayala indicated that there were no significant deficiencies, no material errors, nor any incidents. Ms. Ayala noted that a new accounting standard was implemented, relating to leases, by adopting Statement of Government Accounting Standards Board (GASB) Statement No. 87, Leases.

The Commission took the following action:

- Received and filed the Independent Auditor's Report, audited financial statements, and associated documents for Fiscal Year 2021-22, ending June 30, 2022.

MOTION: Finlay SECOND: Oschin APPROVED: 8-0-0
AYES: Barger, Finlay, Matthews (Alt. for VACANT), McCallum, Mirisch,
Mitchell, Oschin, Dear
NOES: None.
ABSTAIN: None.
ABSENT: Lee

10 LEGISLATION

(NONE – Legislature is in recess).

11 COMMISSIONERS' REPORT

(None).

12 EXECUTIVE OFFICER'S REPORT

- a. Written Update.
- b. Verbal Update.

The EO indicated that the January 11, 2023 Commission meeting will be held in-person at the Kenneth Hahn Hall of Administration (regular location) at 9:00 a.m. (regular time). He stated that staff will provide all Commissioners with detailed instructions regarding parking, entry, and security into the Hall of Administration. This will be the first in-person Commission meeting, since March 2020 due to the pandemic.

The EO congratulated Commissioner Finlay on her re-election to the Duarte City Council.

The EO wished the Commission, Legal Counsel, and staff, Happy Holidays and Happy New Year.

The Commission took the following action:

- Received and filed the Executive Officer's Report.

MOTION:	Finlay	SECOND:	Mirisch	APPROVED:	8-0-0
AYES:	Barger, Finlay, Matthews (Alt. for VACANT), McCallum, Mirisch, Mitchell, Oschin, Dear				
NOES:	None.				
ABSTAIN:	None.				
ABSENT:	Lee				

13 PUBLIC COMMENT

(None).

15 FUTURE MEETINGS

January 11, 2023
February 8, 2023
March 8, 2023

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15 ADJOURNMENT MOTION

Chair Dear adjourned the live virtual meeting at 8:52 a.m.

Respectfully submitted,

Paul Novak, AICP
Executive Officer

11:42 AM

11/30/22

Cash Basis

LA LAFCO
Register Report
November 2022

Type	Date	Num	Name	Paid Amount	Balance
Nov 22					
Bill Pmt -Check	11/07/2022	11431	SP Plus Corporation	-630.00	-630.00
Check	11/07/2022	WIRE	TRPF 80 South Lak...	-9,884.25	-10,514.25
Bill Pmt -Check	11/14/2022	11432	Wells Fargo-Elite C...	-6,331.37	-16,845.62
Bill Pmt -Check	11/14/2022	11433	Certified Records M...	-1,059.14	-17,904.76
Bill Pmt -Check	11/14/2022	11434	Charter Communica...	-447.90	-18,352.66
Bill Pmt -Check	11/14/2022	11435	CTS Clouds LLC	-945.00	-19,297.66
Bill Pmt -Check	11/14/2022	11436	FedEx	-20.89	-19,318.55
Bill Pmt -Check	11/14/2022	11437	LACERA-OPEB	-1,693.01	-21,011.56
Bill Pmt -Check	11/14/2022	11438	ODP Business Solut...	-181.23	-21,192.79
Bill Pmt -Check	11/14/2022	11439	Yvonne Green CPA	-425.00	-21,617.79
Bill Pmt -Check	11/14/2022	11440	FedEx	-42.41	-21,660.20
Check	11/14/2022	DD	Wells Fargo*	-7.04	-21,667.24
Check	11/15/2022	DD	Federal Tax Deposit	-6,837.31	-28,504.55
Check	11/15/2022	DD	State Income Tax	-1,988.70	-30,493.25
Check	11/15/2022	DD	Ambar De La Torre	-2,565.11	-33,058.36
Check	11/15/2022	DD	Douglass S Dorado	-3,604.50	-36,662.86
Check	11/15/2022	DD	Adriana L Flores	-1,519.06	-38,181.92
Check	11/15/2022	DD	Taylor J Morris	-2,433.41	-40,615.33
Check	11/15/2022	DD	Paul A Novak	-6,003.89	-46,619.22
Check	11/15/2022	DD	Alisha O'Brien	-2,665.54	-49,284.76
Check	11/15/2022	DD	Adriana Romo	-3,926.61	-53,211.37
Check	11/15/2022	DD	Paychex	-169.76	-53,381.13
Bill Pmt -Check	11/16/2022	11441	Eide Bailly	-1,398.00	-54,779.13
Bill Pmt -Check	11/16/2022	11442	FedEx	-27.04	-54,806.17
Check	11/25/2022	DD	ADP	-39.37	-54,845.54
Check	11/30/2022	90269...	Kathryn Barger	-132.98	-54,978.52
Check	11/30/2022	90269...	Margaret E Finlay	-138.52	-55,117.04
Check	11/30/2022	DD	Anthony E Bell	-138.52	-55,255.56
Check	11/30/2022	DD	Michael T Davitt	-138.52	-55,394.08
Check	11/30/2022	DD	Donald Dear	-138.53	-55,532.61
Check	11/30/2022	DD	David J Lesser	-138.53	-55,671.14
Check	11/30/2022	DD	Melvin L Matthews	-138.53	-55,809.67
Check	11/30/2022	DD	Gerard McCallum II	-138.53	-55,948.20
Check	11/30/2022	DD	John A Mirisch	-138.53	-56,086.73
Check	11/30/2022	DD	Holly J Mitchell	-134.20	-56,220.93
Check	11/30/2022	DD	Francine Oschin	-209.78	-56,430.71
Check	11/30/2022	DD	Federal Tax Deposit	-215.30	-56,646.01
Check	11/30/2022	DD	Federal Tax Deposit	-6,837.34	-63,483.35
Check	11/30/2022	DD	State Income Tax	-1,988.70	-65,472.05
Check	11/30/2022	DD	Ambar De La Torre	-2,565.10	-68,037.15
Check	11/30/2022	DD	Douglass S Dorado	-3,555.64	-71,592.79
Check	11/30/2022	DD	Adriana L Flores	-1,519.06	-73,111.85
Check	11/30/2022	DD	Taylor J Morris	-2,433.41	-75,545.26
Check	11/30/2022	DD	Paul A Novak	-5,983.90	-81,529.16
Check	11/30/2022	DD	Alisha O'Brien	-2,665.53	-84,194.69
Check	11/30/2022	DD	Adriana Romo	-3,926.60	-88,121.29
Bill Pmt -Check	11/30/2022	11443	ATT	-280.68	-88,401.97
Bill Pmt -Check	11/30/2022	11444	Canon Financial Ser...	-222.93	-88,624.90
Bill Pmt -Check	11/30/2022	11445	Davis Farr LLP	-4,005.00	-92,629.90
Bill Pmt -Check	11/30/2022	11446	FedEx	-142.88	-92,772.78
Bill Pmt -Check	11/30/2022	11447	LACERA	-19,528.05	-112,300.83
Bill Pmt -Check	11/30/2022	11448	ODP Business Solut...	-335.44	-112,636.27
Bill Pmt -Check	11/30/2022	11449	RSG, Inc.	-15,284.25	-127,920.52
Bill Pmt -Check	11/30/2022	11450	SP Plus Corporation	-630.00	-128,550.52
Bill Pmt -Check	11/30/2022	11451	The Lincoln National	-319.76	-128,870.28
Nov 22				-128,870.28	-128,870.28

AGENDA ITEM NO. 6.c. January 11, 2023						
PENDING PROPOSALS As of January 3, 2023						
		LAFCO Designation Number	Applicant	Description	Status	Est. Date of Completion
1	DD	Annexation 2006-12 to Los Angeles County Waterworks District No. 40, Antelope Valley	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 application. Email dated 1-30-13 waterworks stopped working on TTR, no water commitment. Emailed applicant 2-6-22	5/16/2006 Unknown
2	DD	Annexation No. 2006-46 to Los Angeles County Waterworks District No. 40, Antelope Valley	Los Angeles County Waterworks District No. 40, Antelope Valley	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 home.	Incomplete application. Email dated 1-30-13 waterworks stopped working on TTR, no water commitment. Emailed applicant 2-6-23	10/5/2006 Unknown
3	DD	Annexation No. 2011-17 (2006-50) to Los Angeles County Waterworks District No. 40, Antelope Valley	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 application. Email dated 1-30-13 waterworks stopped working on TTR, no water commitment. Emailed applicant 2-6-24	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.	Application complete, missing 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	Malix 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 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
8	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
9	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
10	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

		LAFCO Designation Number	Applicant	Description	Status	Date Filed	Est. Date of Completion
11	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
12	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
13	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
14	DD	Annexation No. 2021-02 to the Los Angeles County Waterworks District No. 40, Antelope Valley	Andrew J Eliopoulos	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 Eliopoulos 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	6/1/2021	Unknown
15	DD	Formation No. 2019-04 of the Acton/Agua Dulce Garbage Disposal District	County of Los Angeles	150,982 acres of inhabited territory. The affected territory is located in the unincorporated county area of Acton and Agua Dulce	Notice of Filing sent 9-29-21 financial info, CEQA, and approved map and geographic description.	9/14/2021	Unknown
16	DD	Formation No. 2019-05 East Antelope Valley Garbage Disposal District	County of Los Angeles	459,925 acres of inhabited territory. The affected territory is located in the unincorporated county area of the Antelope Valley, east of state route 14.	Notice of Filing sent 9-29-21 financial info, CEQA, and approved map and geographic description.	9/14/2021	Unknown
17	DD	Formation No. 2019-06 of the West Antelope Valley Garbage Disposal District	County of Los Angeles	293,394 acres of inhabited territory. The affected territory is located in the unincorporated county area of the Antelope Valley, west of state route 14.	Notice of Filing sent 9-29-21 financial info, CEQA, and approved map and geographic description.	9/14/2021	Unknown
18	DD	Formation No. 2021-07 of the Quartz Hill Garbage Disposal District	County of Los Angeles	6,575 acres of inhabited territory. The affected territory is located in the unincorporated county area of Quartz Hill	Notice of Filing sent 9-29-21 financial info, CEQA, and approved map and geographic description.	9/14/2021	Unknown
19	AD	Annexation 433 to District no. 14	Los Angeles County 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
20	AOB	Reorganization No. 2021-03 for the Artesia Cemetery District, the Downey Cemetery District, and the Little Lake Cemetery District	Artesia Cemetery District, and behalf of Downey Cemetery District and Little Lake Cemetery District	Reorganization of territory located within Cities of Bell Gardens, Bellflower, Cerritos, Downey, La Mirada, Lakewood, Paramount, Santa Fe Springs, South Gate; and Los Angeles County unincorporated territory (South Whittier).	Notice of Filing Sent 12-22-21 Incomplete filing: property tax transfer resolution.	12/20/2021	Unknown
21	DD	Annexation No. 2021-10 to the City of Bradbury	City of Bradbury	66± acres of uninhabited territory. The affected territory is located along Royal Oaks Drive North between Braewood Drive and Woodlyn Lane, adjacent to the City of Bradbury.	Notice of Filing sent 12-06-21 Incomplete Filing: property tax transfer resolution, limiting addresses map and list, and BOE fees	11/29/2021	Unknown

		LAFCO Designation Number	Applicant	Description	Status	Date Filed	Est. Date of Completion
22	DD	Annexation No. 2021-09 to the City of Whittier	City of Whittier	58± acres of inhabited territory. The affected territory is located along Whittier Blvd. between Interstate 605 and Sorensen Ave, adjacent to the City of Whittier.	Notice of Filing sent 12-22-21 Incomplete Filing: property tax transfer resolution, limiting addresses map and list, approved map and geographic description, and BOE fees	12/13/2021	Unknown
23	DD	Reorganization No. 2019-04 to the City of La Verne	Saint George Properties, LLC	19.44± acres of uninhabited territory. The affected territory is located north of Baseline Road and Japonica Avenue, adjacent to the City of La Verne.	Notice of Filing sent 12-22-21 Incomplete Filing: property tax transfer resolution, BOE fees and 2nd application submittal	12/21/2021	Unknown
24	DD	Reorganization No. 2021-11 to the City of Los Angeles	Television City Studios, LLC	.64± acres of uninhabited territory. The affected territory is located south of the intersection of Beverly Blvd and Genesee Ave, surrounded by the City of Los Angeles.	Notice of Filing sent 3-9-22: property tax transfer resolution, limiting address map & list, pre-zoning ordinance, and BOE fees	12/29/2021	Unknown
25	AOB	Annexation No. 2022-01 to the Los Angeles County Waterworks District No. 40, Antelope Valley	Royal Investors, LLC	30± acres of uninhabited territory. The affected territory is generally located at northwest corner of 40th Street East and Lancaster Boulevard, within the City of Lancaster.	Notice of Filing Sent 02-01-22 Incomplete filing: property tax transfer resolution, approved map and geographic description	1/20/2022	Unknown
26	AD	Annexation 434 to District no. 14	Los Angeles County Sanitation Districts	40.26 acres of uninhabited territory. The affected territory is located on the southwest corner of 20th Street West and Avenue D, all within Unincorporated Los Angeles County.	Notice of Filing Sent 05-17-22 Incomplete filing: property tax transfer resolution.	5/16/2022	Unknown
27	AD	Annexation 102 to District no. 20	Los Angeles County Sanitation Districts	2.56 acres of uninhabited territory. The affected territory is located on the south side of Avenue L approximately 400 feet east of 60th Street East, all within the City of Palmdale.	Notice of Filing Sent 05-17-22 Incomplete filing: property tax transfer resolution.	5/17/2022	Unknown
28	AD	Annexation 763 to District no. 21	Los Angeles County Sanitation Districts	0.44 acres of uninhabited territory. The affected territory is located on the east side of Mountain Avenue approximately 100 feet south of Sage Street, all within Unincorporated Los Angeles County.	Notice of Filing Sent 05-17-22 Incomplete filing: property tax transfer resolution.	5/18/2022	Unknown
29	AD	Annexation 768 to District no. 21	Los Angeles County Sanitation Districts	2.75 acres of uninhabited territory. The affected territory is located on the southwest corner of San Jose Hills Road and Atterbury Drive, all within the City of Walnut.	Notice of Filing Sent 05-17-22 Incomplete filing: property tax transfer resolution.	5/19/2022	Unknown
30	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1109	Los Angeles County Sanitation Districts	1.6 acres of uninhabited territory. The affected territory is located on Sloan Canyon Road approximately 350 feet north of Meadow Grass Drive, all within Unincorporated Los Angeles County.	Notice of Filing Sent 05-17-22 Incomplete filing: property tax transfer resolution.	5/20/2022	Unknown
31	AD	Annexation 58 to District no. 2	Los Angeles County Sanitation Districts	7.37 acres of uninhabited territory. The affected territory is located on the northwest corner of Marianna Avenue and Worth Street, all within the City of Los Angeles.	Notice of Filing Sent 09-29-22 Incomplete filing: property tax transfer resolution. Notice of Filing sent not sent.	9/27/2022	Unknown
32		Annexation No. 2022-06 to the Los Angeles County Waterworks District No. 40, Antelope Valley	New Anaverde, LLC	1,553 acres of uninhabited territory. The affected territory is generally located southeast of the intersection of Elizabeth Lake Road and Ranch Center Drive.	Need better map and geographic description to start. Incomplete filing: property tax transfer resolution, NOD, LLC documentation, approved map and geographic description.	9/29/2022	Unknown
33	AD	Annexation 767 to District no. 21	Los Angeles County Sanitation Districts	0.32 acres of uninhabited territory. The affected territory is located on the east side of Garey Avenue approximately 100 feet south of White Oak Drive, all within unincorporated Los Angeles County.	Notice of Filing Sent 10-19-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown
34	AD	Annexation 440 to District no. 22	Los Angeles County Sanitation Districts	1.1 acres of uninhabited territory. The affected territory is located on the south side of Holt Avenue approximately 350 feet east of Grand Avenue, all within the City of West Covina.	Notice of Filing Sent 10-19-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown

		LAFCO Designation Number	Applicant	Description	Status	Date Filed	Est. Date of Completion
35	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1107	Los Angeles County Sanitation Districts	9.88 acres of uninhabited territory. The affected territory is located on the west side of Sierra Highway at Soledad Canyon Road, all within the City of Santa Clarita.	Notice of Filing Sent 10-19-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown
36	AD	Santa Clarita Valley Sanitation District of Los Angeles County Annexation 1108	Los Angeles County Sanitation Districts	4.41 acres of uninhabited territory. The affected territory is located on the east side of Alderbrook Drive approximately 100 feet north of Oak Orchard Road, all within the city of Santa Clarita.	Notice of Filing Sent 10-19-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown
37	AD	Annexation 769 to District no. 21	Los Angeles County Sanitation Districts	2.36 acres of uninhabited territory. The affected territory is located on the east side of Fruit Street approximately 600 feet north of Foothill Boulevard, all within the City of La Verne.	Notice of Filing Sent 10-25-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown
38	AD	Annexation 439 to District no. 22	Los Angeles County Sanitation Districts	4.29 acres of uninhabited territory. The affected territory is located on Winston Avenue approximately 200 feet south of Lemon Avenue, all within the City of Bradbury.	Notice of Filing Sent 10-25-22 Incomplete filing: property tax transfer resolution.	10/13/2022	Unknown
39	AD	Annexation 765 to District no. 21	Los Angeles County Sanitation Districts	0.75 acres of uninhabited territory. The affected territory is located on the south side of Annellen Street approximately 300 feet east of Hacienda Boulevard, all within unincorporated Los Angeles County.	Notice of Filing Sent 11-22-22 Incomplete filing: property tax transfer resolution.	11/21/2022	Unknown
40	AD	Annexation 438 to District no. 22	Los Angeles County Sanitation Districts	0.98 acres of uninhabited territory. The affected territory is located on Cameron Avenue approximately 160 feet south of Navaro Lane, all within the City of West Covina.	Notice of Filing Sent 11-22-22 Incomplete filing: property tax transfer resolution.	11/21/2022	Unknown
41	DD	Detachment No. 2022-08 from Los Angeles County Waterworks District No. 36, Val Verde	Claremont Homes, Inc.	73 acres of uninhabited territory. The affected territory is located southwest corner of Mandolin Canyon Road and Sloan Canyon Road, all within unincorporated Los Angeles County (Castaic)	Incomplete application submitted. Waiting for documents to start detachment process.	12/13/2022	Unknown

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REC'D LAFCO
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December 5, 2022

VIA EMAIL AND U.S. MAIL

Hon. Donald Dear, Chair
LAFCO for the County of Los Angeles
80 South Lake Avenue
Pasadena, CA 91101

Re: Letter of Resignation

Dear Chair Dear:

This letter regrettably serves as my resignation as the Alternate Public Member of Local Agency Formation Commission for the County of Los Angeles (LAFCO).

On November 8, 2022, I was a candidate for election to the Manhattan Beach City Council. Today the Los Angeles County Registrar-Recorder / County Clerk certified election results confirming I won one of the two open Council positions. I am scheduled to be sworn-in to office on December 13, 2022.

The LAFCO Alternate Public Member cannot be a City Council Member, which necessitates my resignation.

It has been a privilege to serve on LAFCO for the past three years. Beyond my interest in matters before the commission, I enjoyed the camaraderie among its members and staff. It is tough to leave now just as LAFCO plans to meet in person again following virtual meetings for most of my tenure.

Best wishes.

Sincerely,



David J. Lesser

cc: Paul Novak, Executive Director

Voting Members

Donald Dear
Chair

Gerald McCallum
1st Vice-Chair

Margaret Finlay
2nd Vice-Chair

Kathryn Barger
John Lee

John Mirisch
Holly Mitchell

Francine Oschin
Vacant

(Independent
Special District)

Alternate Members

Anthony Bell
Michael Davitt

David Lesser
Mel Matthews

Hilda Solis
Vacant

(City of Los Angeles)

Staff

Paul Novak
Executive Officer

Adriana Romo
Deputy Executive Officer

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

80 South Lake Avenue
Suite 870
Pasadena, CA 91101
Phone: 626.204.6500
Fax: 626.204.6507

www.lalafco.org

December 7, 2022

The Honorable Paul Krekorian
City Council President
City of Los Angeles
Room 435, City Hall
200 North Spring Street
Los Angeles, CA 90012

via U.S. Mail

Dear Council President Krekorian:

I am seeking your assistance in filling a vacancy on the Local Agency Formation Commission for the County of Los Angeles ("Commission" or "LAFCO"). Specifically, **I am writing to request that you appoint a member of the City Council as the City of Los Angeles Alternate Member to the Commission 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 City of Los Angeles Alternate Voting Member has been vacant since late 2019; combined with two (2) other existing vacancies on the Commission, this can become an issue in terms of securing a quorum.

Should you or your staff have any questions, please do not hesitate to contact me via email (pnovak@lalafco.org) or telephone (626/250-6500).

Thank you.

Sincerely,

Paul A. Novak, AICP
Executive Officer

Copy to: LAFCO Commissioners
Mr. Karo Torossian, Chief of Staff

Staff Report
January 11, 2023

Agenda Item No. 9.a.
Proposed Filing Fee Schedule

Summary:

Staff recommends that the Commission review and consider a proposed filing fee schedule for proposals (applications) filed with LAFCO; direct staff to transmit the proposed filing fee schedule to representatives of Los Angeles County and the cities and independent special districts in Los Angeles County; and direct staff to schedule a public hearing for the February 8, 2023 Commission Meeting.

Background:

Government Code § 56383 states that the “commission may establish a schedule of fees and a schedule of service charges.” The current filing fee schedule has been in place since January 1, 2006, and it is available on the LAFCO website.

LAFCOs collect fees for the filing of proposals to recover the costs of staff time incurred to receive, review, and analyze each proposal. There are three primary methods of collecting fees:

- Fixed: A “per proposal” fee is assessed, with variations for the type of proposal (change of organization, reorganization), the size (acreage) of the affected territory, and other divisions.
- Deposit/Labor: The applicant pays a deposit at the time of filing the proposal. Staff tracks all time expended on the proposal, and the applicant is billed on a regular basis for all labor costs incurred. LAFCO provides for adjustments (additional fees collected, or a return of an unused deposit), as necessary.
- Hybrid: Most filing fees are a fixed “per proposal” fee, with more complicated actions (i.e., city incorporations, certain Municipal Service Reviews) billed on a deposit/labor basis.

As far back in time as staff can ascertain, LA LAFCO has used the hybrid model. The vast majority of proposals are filed by payment of a fixed fee, with some variations, generally associated with size (acreage) of the affected territory. Notable exceptions include the most recent cityhood proposal (East Los Angeles, 2012), the Santa Clarita Valley Water Agency (SCVWA) Application for Conditions (2018), and the SCVWA MSR & Sphere of Influence (SOI) Update (2020).

The two primary advantages of fixed fees are: one, applicants can ascertain most filing fees by reviewing the LAFCO fee schedule, which is accessible and user-friendly; and two, fixed fees do not require staff to track the hours expended on each proposal. In the two recent instances involving a deposit/labor method of billing (both involving the SCVWA), the time involved tracking staff labor costs, ascertaining attorney labor time, and invoicing the SCVWA, was burdensome.

The disadvantage of a fixed fee is that the charge defers to the “average” labor costs to process a proposal, whereas the amount of labor time will necessarily vary from one proposal to another. Staff feels strongly that the advantages of a fixed fee system offset the disadvantage.

LAFCO staff also prepares, processes, and analyzes many proposals and reports for which cost recovery is not feasible. Most MSRs and SOI Updates, and even those for which a consultant prepares the initial draft documents, require considerable effort by LAFCO staff. Although the State requires LAFCOs to perform this work, there is no associated allocation of State funding to cover these costs (arguably, these efforts are “unfunded mandates”).

For any “commission-initiated” proposals—which, by their nature, do not involve an outside party filing a proposal—no filing fee is paid to LAFCO. The two most recent examples—dissolution of the Huntington Municipal Water District (2013) and the dissolution of the former Sativa County Water District in 2019—involved several hundred hours of staff and attorney time. Even when a proposed Commission-initiated action does not ensue—for example, the proposed establishment of a subsidiary district for the Ridgecrest Ranchos Recreation and Park District in 2017, or the proposed dissolution of the Point Dume Community Services District in 2021—staff and legal counsel have already expended significant time, for which there is no cost recovery.

Staff routinely communicates with stakeholders (public agency representatives, landowners, community association representatives, and the public) concerning LAFCO policies and procedures, as well as inquiries about potential applications (annexations, district dissolutions, city incorporations, and district formations), for which there is no cost recovery structure. Staff provides information to the public for both, as well as formally upon the receipt of Public Record Act requests.

Methodology:

Staff has researched the filing fees collected by several other LAFCOs. In addition to obtaining information from websites, staff communicated with colleagues at other LAFCOs, both to ensure accuracy and to be certain that comparisons to LA LAFCO’s filing fees are fair and equitable.

Staff identified all components of work on an individual proposal (application), which include initial review and consultation, verification of map and geographic descriptions, pre-hearing coordination, public notice (for public hearing and protest hearing), staff report (for public hearing and protest hearing), Commission meeting, and post-commission approvals. All LAFCO employees then estimated the typical number of hours expended on each task. Separately, the EO and Deputy EO reviewed County Counsel invoices for several months and identified the average amount of time counsel expended to review staff reports, consult with LAFCO staff, and attend Commission Meetings. After further review, refinement, and adjustments by the EO and DEO, the total time for a typical proposal was obtained.

In reviewing the fees for other LAFCOs, staff noted that most of the fees charged in different categories were based upon the size of the affected territory, with ranges from as few as four (4) categories to as many as eight (8) categories. After reviewing the various categories for several LAFCOs, staff decided to recommend reducing the current six (6) categories utilized by LA LAFCO to five (5) categories.

Finally, staff took the average time expended per job classification (EO, DEO, Clerk, GIS Tech, and Analyst) and multiplied the subtotals by the burdened labor rate for each position to determine total labor costs. The burdened labor rate includes both the hourly rate (wages) per employee, as well as the costs of benefits (employer-paid pension contribution, medical insurance, dental insurance, and short-term/long-term disability insurance). Staff added the average cost for newspaper publication for each proposal. Upon completion of this effort, staff determined that the cost to process an average proposal is \$10,721.

Eide Bailly (LAFCO's accountant) reviewed the calculation of fully burdened labor rates and found them accurately compiled and consistent with industry practices. Furthermore, Eide Bailly concluded that the substantiations of costs to provide services and the methodology used in calculating the proposed fees follow best practices for appropriate cost recovery. Davis Farr LLP (LAFCO's independent auditor) reviewed the calculation of fully burdened labor rates and concurred that the burdened labor rates and calculations are appropriate.

Fees Collected by LAFCO and paid to other public agencies:

In order to complete its work, LAFCO requires the review and approval by other public agencies, which include:

- Los Angeles County Registrar-Recorder/County Clerk: The RRCC collects a fee when LAFCO posts a Notice of Determination (NOD) or a Notice of Exemption (NOE); (the NOD and NOE reduce the statute of limitations in which a legal claim may be initiated). These efforts occur when the Commission, in its role as a responsible agency pursuant to the California Environmental Quality Act (CEQA), certifies an NOD or NOE adopted by a lead agency. The current RRCC filing fee is \$75.00 per NOD or NOE.
- Los Angeles County Assessor: The Assessor bills LAFCO for its review of Tax Rate Area (TRA) information for all proposals. Upon receipt of a proposal from LAFCO, the Assessor currently bills LAFCO based upon the number of involved parcels (\$20/parcel), up to a maximum of \$1,500.00 per proposal.
- State of California Board of Equalization: The BOE charges a fee whenever LAFCO files a Statement of Boundary Change (LAFCO's final action concerning a proposal) to adjust the property taxes allocated within each TRA in the affected territory. These BOE fees are different for each proposal, and are based upon the size, the number of public agencies involved, and the number of TRAs in a proposal.

Staff routinely secures a check from the applicant payable to the involved public agency in advance. In certain instances, LAFCO will advance the fee and collect reimbursement from the applicant thereafter. These fees are collected/paid on a simple "pass through" basis.

While most applicants willingly pay these fees, occasionally an applicant has objected that these fees are not specifically identified in LAFCO's filing fee schedule. Staff is, therefore, proposing to identify these fees in its filing fee schedule, in the interest of transparency and informing potential applicants and stakeholders of all potential fees associated with LAFCO proposals.

New Fees:

Pursuant to its review of all costs incurred, as well as its review of fees assessed by other LAFCOs, staff is proposing to add the following new fees to its schedule of filing fees in order to achieve an actual cost recovery for these services:

1. Additional Polygon Map Review: Applicants provide LAFCO with a map and geographic description for each proposal, which the LAFCO GIS Technician reviews for accuracy and completeness. After conducting the review, the GIS Tech sends requested corrections and revisions to the preparer; several iterations are often required before the GIS Tech approves the final map and geographic description. While many proposals involve one polygon—that is, one discrete geographic area—some involve multiple polygons, and this adds significantly to the time and effort involved in the GIS Tech’s review. Staff proposes to charge an additional “per polygon” fee of \$750/polygon for any proposal which involves two (2) or more separate polygons. While the proposed fee appropriately assigns costs to the involved workload, staff anticipates that this fee will apply to relatively few proposals.
2. Multiple County Proposal: For any proposal which includes territory in another county (other than Los Angeles County), staff proposes that the applicant pay an additional \$2,000 per county. The fee would recover additional newspaper publishing costs (any proposal in multiple counties must be advertised in a “newspaper of general circulation” in each involved county) as well as staff time coordinating with staff of the involved LAFCO and the involved county (generally the Auditor, Assessor, and Treasurer-Tax Collector for that county).
3. Request for a Special” Commission Hearing: For any applicant-requested special hearing of the Commission, the applicant shall pay a fee of \$5,000. The fee would recover the cost of commissioner stipends, staff and attorney labor time, facility charges (room usage, recording, audio/video needs), and newspaper publication/mailed notice costs. While the proposed fee appropriately assigns costs to the involved workload, staff anticipates that this fee will apply to relatively few proposals.
4. Executive Officer Special Hearing: For any applicant-requested hearing conducted by the Executive Officer (generally, and as authorized by Commission policy, the EO’s conduct of a protest hearing on behalf of the Commission, although there could be other unique requests for an EO hearing), the applicant shall pay \$3,500. The fee would recover staff and attorney labor time as well as any facility charges (room usage, recording, audio/video needs), and newspaper publication/mailed notice costs.
5. Transfer of Jurisdiction to Another LAFCO: Pursuant to Government Code § 56388, a LAFCO may transfer authority to another LAFCO upon approval of both commissions. Additionally, and consistent with authority defined in Government Code § 56375(q), which empowers a commission to enter into agreements with the commission of another county, the Commission has adopted separate Memoranda of Understanding (MOUs) with Orange LAFCO (2011), San Bernardino LAFCO (2011), and Ventura LAFCO (2020) concerning the proposed exchange of principal county status for annexing territory in the county other than the principal county. Staff proposes that the applicant pay a fee of \$1,500, which

would recover the cost to notice the item and prepare the staff report, for legal counsel to review, and associated commission consideration at a monthly meeting.

6. California Environmental Quality Act (CEQA) Lead Agency for a Notice of Determination (NOD) or Notice of Exemption (NOE): Staff proposes to charge the applicant \$1,000 to prepare the appropriate CEQA clearance (NOD or NOE). Because staff is rarely the lead agency, this fee would be assessed infrequently. Because the costs to prepare a negative declaration, mitigated negative declaration, or environmental impact report vary significantly, said costs would continue to be charged on a deposit/labor bases for staff and attorney time.

As noted herein, most of these new fees will impact a relatively small handful of proposals filed with LAFCO. Nevertheless, since they all represent increased costs to LAFCO, it makes sense to establish fees to recover the costs involved, rather than those costs being absorbed collectively by the public agencies which pay annual assessments to LAFCO.

Implementation Schedule:

Staff recommends that the new filing fees be implemented gradually, as follows:

- January 11, 2023: Commission considers draft filing fee schedule, which staff then transmits to public agencies;
- February 8, 2023: Commission approves schedule of filing fees; and
- July 1, 2023: Schedule of filing fees takes effect

Staff is aware of three (3) public agencies currently drafting proposals to submit to LAFCO, and staff has communicated with agency representatives well in advance that the proposed filing fee schedule would come before the Commission in early 2023. Should the Commission approve the new filing fee schedule, staff would notify representatives of the County, as well as the cities and special districts in Los Angeles County, that the new fees will take effect on July 1, 2023. Staff is committed to working closely with potential applicants to expedite the filing of proposals in advance of the new fees taking effect.

Annual Adjustments and Comprehensive Review of filing fees:

Once a new schedule of filing fees is implemented (presumably July 1, 2023), staff proposes that fees be reviewed/adjusted thereafter on the following schedule:

- August 1st of each year: Filing fees would increase by the amount of the increase in the Consumer Price Index (for Urban Wage Earners and Clerical Workers published by the U.S. Bureau of Labor Statistics for the Los Angeles-Long Beach-Anaheim Area). In advance (the annual CPI is generally available in mid-July of each year), staff would notify the representatives of the County, the cities and special districts in Los Angeles County, of the revised fees and update the filing fee schedule on the LAFCO website.
- Every five years, beginning in July-August of 2028: Staff will conduct a thorough review and analysis of the existing calculations of tasks, hours expended, and burdened labor rates (the assumptions behind this report), identify the then-current costs, and make a recommendation to the commission if any changes to the filing fee schedule are warranted.

Conclusions:

Given the methodology employed to calculate the proposed filing fees, as well as the independent review by LAFCO's CPA and independent auditor, staff is consistent that the proposed filing fees are consistent with the statutory requirement of Government Code § 56383, in that the fees and rates do not exceed the estimated reasonable cost of providing the corresponding service for which they are charged.

With respect to the proposed changes to existing filing fees, staff notes the following:

1. LAFCO's filing fees have been constant for more than sixteen (16) years, with no allowances for increased costs. Given the current estimates of costs, it is clear that LAFCO is not recovering the true costs to process proposals.
2. Reducing the number of categories in fixed fees (from six (six) to five (5) categories) will simplify the filing fee schedule. The proposal to combine the two lowest existing fee categories (affected territory of three (3) acres or less and affected territory of ten (10) acres or less) into one category means that more applicants will pay the lowest filing fee.
3. The proposed fixed fees for a typical change or organization or reorganization, which range from \$5,600 to \$14,000, are consistent with the fees charged by several other LAFCOs, including Fresno, Riverside, San Bernardino, and San Mateo LAFCOs.
4. The collection of filing fees supplements LAFCO's primary source of revenues, which are the assessments paid by the County, the cities, and the special districts. While the payment of a filing fee directly benefits the involved agency, the benefits to those agencies paying annual assessments to LAFCO are less clear and more indirect. Given the foregoing, it is logical to endeavor to recover the estimated reasonable cost of providing the corresponding service to process proposals from the applicant, consistent with Government Code § 56383, rather than subsidizing those costs utilizing LAFCO's public agency assessments.

Recommended Action:

Staff recommends that the Commission:

1. Consider the proposed Schedule of Filing Fees;
2. Direct staff to transmit the proposed filing fee schedule to representatives of Los Angeles County and the cities and independent special districts in Los Angeles County;
3. Direct staff to schedule a public hearing for the February 8, 2023 Commission Meeting, consistent with Government Code § 66016.

PROPOSED FEES

PART ONE: FIXED FEES (Proposals Submitted to LAFCO)

Change of Organization (Annexation or Detachment)

<u>Affected Territory Acreage</u>	
9.99 Acres or less	\$5,600
10.00 to 24.99 Acres	\$7,500
25.00 to 49.99 Acres	\$9,500
50.00 to 99.99 Acres	\$11,500
100.00 Acres or more	\$14,000

All fees are include GIS Tech review of one (1) polygon of affected territory. For any proposal with more than one polygon of affected territory, the fee shall be increased by \$750/polygon

Reorganizations

Affected Territory Acreage

9.99 Acres or less	\$6,720
10.00 to 24.99 Acres	\$9,000
25.00 to 49.99 Acres	\$11,400
50.00 to 99.99 Acres	\$13,800
100.00 Acres or more	\$16,800

All fees are include GIS Tech review of one (1) polygon of affected territory. For any proposal with more than one polygon of affected territory, the fee shall be increased by \$750/polygon

Sphere of Influence Amendments/Updates/Changes

With associated change of

organization or

reorganization

Without other action

9.99 Acres or less	\$3,000
10.00 to 24.99 Acres	\$3,500
25.00 to 49.99 Acres	\$5,000
50.00 to 99.99 Acres	\$6,000
100.00 Acres or more	\$7,000

EXISTING FEES

PART ONE: FIXED FEES (Proposals Submitted to LAFCO)

Change of Organization (Annexation or Detachment)

<u>Affected Territory Acreage</u>	
0-4.99 Acres	\$2,500
5 to 9.99 Acres	\$3,000
10 to 24.99 Acres	\$3,500
25 to 49.99 Acres	\$5,000
50 to 99.99 Acres	\$6,000
100+ Acres	\$7,000
160+ Acres	\$8,000

Reorganizations

Affected Territory Acreage

0-4.99 Acres	\$3,000.0
5 to 9.99 Acres	\$3,600.0
10 to 24.99 Acres	\$4,200.0
25 to 49.99 Acres	\$6,000.0
50 to 99.99 Acres	\$7,200.0
100+ Acres	\$8,400.0

Sphere of Influence Amendments/Updates/Changes

With associated change of

organization or

reorganization

Without other action

0-4.99 Acres	\$2,500
5 to 9.99 Acres	\$3,000
10 to 24.99 Acres	\$3,500
25 to 49.99 Acres	\$5,000
50 to 99.99 Acres	\$60,000
100+ Acres	\$7,000

PROPOSED FEES

Multiple County Proposal

Any proposal involving two or more counties \$2,000 per additional County

Out-of-Agency Service

56133(b) & (c) Service Requests and 56133(e) Exemption Requests \$5,700

PART TWO: FIXED FEES (SPECIAL REQUESTS)

Request for Reconsideration Fifty-Percent (50%) of initial filing fee

Request to schedule a "special meeting" of the Commission \$5,000

Request to schedule a "special meeting" conducted by the Executive Officer \$3,500

Request transfer of jurisdiction to/from another Commission (LAFCO) \$1,500

CEQA Lead Agency Request for NOD/NOE \$1,000

PART THREE: ACTUAL COST AND/OR VARIABLE FEES

Out-of-Agency Request Pursuant to 56134 Actual Cost of Staff, Consultant, and Legal Counsel

EXISTING FEES

Multiple County Proposal

Any proposal involving two or more counties No existing fee

Out-of-Agency Service

56133(b) & (c) Service Requests and 56133(e) Exemption Requests \$2,000

PART TWO: FIXED FEES (SPECIAL REQUESTS)

Request for Reconsideration Fifty-Percent (50%) of initial filing fee

Request to schedule a "special meeting" of the Commission No existing fee

Request to schedule a "special meeting" conducted by the Executive Officer No existing fee

Request transfer of jurisdiction to/from another Commission (LAFCO) No existing fee

CEQA Lead Agency Request for NOD/NOE No Charge

PART THREE: ACTUAL COST AND/OR VARIABLE FEES

Out-of-Agency Request Pursuant to 56134 No existing fee

PROPOSED Fees

EXISTING Fees

CEQA Lead Agency Request for Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report	Actual Cost of Staff, Consultant, and Legal Counsel	CEQA Lead Agency Request for Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report	Actual Cost
Appeal CFA to State Controller's Office (SCO)	Actual Cost, as determined by SCO	Appeal CFA to State Controller's Office (SCO)	Actual Cost, as determine by SCO
Special Reorganization	Actual Cost of Staff, Consultant, and Legal Counsel	Special Reorganization	\$10,000
Request for non-scheduled Municipal Service Review (MSR)	Actual Cost of Staff, Consultant, and Legal Counsel	Request for non-scheduled Municipal Service Review (MSR)	Actual Cost
Incorporation, Dissolution, or Consolidation	Actual Cost of Staff, Consultant, and Legal Counsel	Incorporation, Dissolution, or Consolidation	\$7,500
District Formation	Actual Cost of Staff, Consultant, and Legal Counsel	District Formation	\$7,500
District Dissolution, Consolidation, or Merger	Actual Cost of Staff, Consultant, and Legal Counsel	District Dissolution, Consolidation, or Merger	\$5,000
Establish Subsidiary District	Actual Cost of Staff, Consultant, and Legal Counsel	Establish Subsidiary District	\$4,000

Staff Report

January 11, 2023

Agenda Item No. 9.b.

Alternate Public Member Vacancy

Government Code Section 56331 provides that the Commission “may . . . appoint one alternate public member who may serve and vote in place of a regular public member who is absent or who disqualifies himself or herself from participating in a meeting of the commission.” The resignation of David J. Lesser creates a vacancy in the position of Alternate Public Member. Pursuant to Government Code Section 56331, the Alternate Public Member may not be an officer or employee of the County of Los Angeles or any city or special district within the County.

Staff recommends that the Commission consider the following process to appoint the Alternate Public Member:

- Direct staff to post the Notice of Vacancy on the Commission's website;
- Issue a press release announcing the vacancy and distribute to media organizations;
- Transmit copies of the Notice of Vacancy to representatives of:
 - County of Los Angeles;
 - Cities in Los Angeles County;
 - Independent special districts in Los Angeles County;
 - Los Angeles County, Los Angeles City, and any other available public agency notification lists (homeowner associations, civic associations, other public stakeholders) used for noticing public hearing.
 - Members of Los Angeles City’s Neighborhood Councils;
 - Business-related organizations, such as chambers of commerce and economic development associations;
 - Southern California Association of Governments (“SCAG”) and the regional Councils of Government (COGs); and
 - Any other groups or individuals, as determined by the Executive Officer and Deputy Executive Officer, who may have an interest in the position or may assist in publicizing the vacancy.

- Chair Dear would appoint an ad-hoc committee of up to four members, convene a meeting to screen the initial round of applicants, and make recommendations of no more than 8 finalists for consideration by the Commission;
- The Commission interviews finalists identified by the ad hoc committee; and
- The Commission appoints an Alternate Public Member to serve out the remaining term of former Alternate Public Member David lesser, which expires on May 6, 2024.

Staff proposes the following schedule:

January 12, 2023	Issue Notice of Vacancy
Monday, March 13, 2023	Deadline to submit applications to LAFCO
Mid-to Late March, 2023	Ad Hoc Committee identifies finalists
April 5, 2023	Commission interviews finalists
May 10, 2023	Commission appoints Alternate Public Member

Staff recommends that the Commission:

1. Direct the Executive Officer to post the Notice of Vacancy of Alternate Public Member and transmit copies as described in this staff report;
2. Direct the Executive Officer to publicize the Alternate Public Member vacancy as described in this staff report; and
3. Authorize the Chair to appoint a 4-member Ad Hoc Committee of the Commission to screen the initial round of applicants, and make recommendations for a group of no more than 8 finalists for consideration by the Commission; and
4. Direct staff to agendize the interview of finalists for the Regular Meeting of the Commission on Wednesday, April 5, 2023; and
5. Nominate and appoint an Alternate Public Member at the regular meeting of the Commission on Wednesday, May 10, 2023.

Staff Report

January 11, 2023

Agenda Item No. 12.a.

Executive Officer's Written Report

The Executive Officer reports the following:

- **Commission Vacancies:** There are three (3) vacancies on the Commission:
 1. **Special District Voting Member:** This position became vacant in July of 2022. The independent special districts nominated four (4) candidates. At the close of the voting period (November 30, 2022), votes received were one (1) vote shy of the quorum required by law. Consistent with State law, the Executive Officer extended the voting period to January 27, 2023. Should a quorum of votes be received by that date, a new Special District Voting Member would be seated for the February 8, 2023 Commission Meeting.
 2. **Alternate Public Member:** (See discussion in Agenda Item No. 9.c.).
 3. **Los Angeles City Alternate Member:** This position has been vacant since late 2019 (see letter to Los Angeles City Council President Paul Krekorian requesting he fill the vacancy in Agenda Item 6.e.ii.).
- **Meeting Accommodations:** Staff would like to acknowledge the extraordinary efforts of Los Angeles County Board of Supervisors Executive Office staff relative to LAFCO's audio/video needs. Their support enables the Commission to meet in-person and accommodate virtual audio testimony.
- **February 11, 2023 Meeting:** Staff plans to agendize three recurring updates (mid-year budget report, mid-year investment report, and Procurement and Reporting Policy Annual Report for 2022) for the February 11th Meeting.
- **Legislative Update:** Staff did not provide a Legislative Update (typically Agenda Item No. 10.a.). Although the Legislature reconvened in a special session in December of 2022, minimal business is being conducted. The Legislature reconvened on January 4, 2023, and a Legislative Update will be provided for the February 8th Commission Meeting.
- **Southern Region LAFCO Meeting:** Representatives of the six Southern Region LAFCOs (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and San Diego) are meeting virtually during the week of January 23-27 (exact date and time is to be determined).

Staff Recommendation:

1. Receive and file the Executive Officer's Report.