

**LOCAL AGENCY FORMATION COMMISSION
REGULAR MEETING AGENDA**

Wednesday, April 12, 2006
9:00 a.m.

Board of Supervisors' Hearing Room, Room 381B
Kenneth Hahn Hall of Administration
500 West Temple Street, Los Angeles 90012

A person with a disability may contact the LAFCO office at (818) 254-2454 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.

NOTICE OF CLOSED SESSION

CS-1 PUBLIC EMPLOYEE APPOINTMENT

The Commission will meet in Closed Session pursuant to Government Code Section 54957 to discuss the appointment of a new Executive Officer.

1. **CALL MEETING TO ORDER.**
2. **PLEDGE OF ALLEGIANCE WILL BE LED BY CHAIRMAN PELLISSIER.**
3. **PUBLIC HEARINGS**
 - a. Los Angeles County Waterworks District No. 40, Annexation 2006-04.
 - b. Los Angeles County Sanitation District No. 14, Annexation 283
 - c. Los Angeles County Sanitation District No. 14, Annexation 301
 - d. Los Angeles County Sanitation District No. 14, Annexation 302
 - e. Los Angeles County Sanitation District No. 20, Annexation 74

4. **OTHER ITEMS**

- a. Consideration of process for appointment of new executive officer.
- b. Fiscal Year 2006-07 Preliminary Budget. (information purposes only)
- c. Injury/Illness Prevention Policy.
- d. Approve minutes of the meeting held March 22, 2006.
- e. Approve Operating Account Check Register for the month of February and March 2006.
- f. Receive and file Municipal Service Reviews and Spheres of Influence Update.
- g. Receive and file update on pending applications.

5. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on items that are 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.

6. **FUTURE MEETINGS**

April 26, 2006
May 10, 2006

7. **FUTURE AGENDA ITEMS**

Items not on the posted agenda which, if requested, will be referred to staff or placed on a future agenda for discussion and action by the Commission, or matters requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Commission subsequent to the posting of the agenda.

8. **ADJOURNMENT MOTION**

Staff Report

April 12, 2006

Agenda Item No. 3a

Los Angeles County Waterworks District Annexation No. 2006-04 (40-53/4-125)

The proposal before you is a request to annex 25.15 acres of uninhabited territory into the boundary of the Los Angeles County Waterworks District No. 40. The proposal was initiated by Frontier Homes.

Proposal Area: The project site is currently under development. The subdivision will consist of 101 single family lots in R-7000 zone.

Location: The parcel is located in the vicinity of 30th Street East and Newgrove Street, in the City of Lancaster.

Factors to be Considered pursuant to Government Code Section 56668:

1. *Population:* The Developer estimates the population to be 304 when the tract is fully built out and occupied.
2. *Landowner:* Frontier Homes and four individual owners.
3. *Topography, Natural Boundaries and Drainage Basins:* The parcel serves as an infill community.
4. *Zoning, Present and Future Land Use:* The site is zoned in the R-7000 (Single Family Residential, minimum lot size 7,000 square feet).
5. *Surrounding Land Use:* The overall land use is single family residential homes to the north, south and west. Two miles west of 30th Street East are commercial shopping centers.
6. *Assessed Value:* The total assessed land value is \$2,055,157.00, based on the 2004-05 tax bills.
7. *Governmental Services and Control, Availability and Adequacy:* Los Angeles County Waterworks District No. 40 has initiated water service to the recently purchased homes, in compliance with the out-of-agency water service agreement approved by LAFCO on December 14, 2005. Activation of the new water service has not presented a financial hardship to the existing community; nor will it result in changes to the existing level of service to the surrounding communities.

8. *Effects on agricultural or open-space lands:* There is no agricultural land near the property. There is however, some open space to the east. It has been zoned R-7000 single family residential.
9. *Boundaries and Lines of Assessment:* The project site conforms to recorded lines of assessment.
10. *Sphere of Influence:* The subject territory is within the sphere of influence of Los Angeles County Waterworks District No. 40.
11. *Tax Resolution:* All affected agencies have adopted the appropriate tax transfer resolution.
12. *Correspondence:* No correspondence has been received.

Public Facilities and Services: Public facilities and services will be provided at the same level as currently provided within the City of Lancaster.

CEQA: The City of Lancaster, as lead agency, certified a Negative Declaration on July 19, 2004.

Request for Waiver for Protest Hearing: LAFCO has received written consent from the property owners and all subject agencies consenting to the waiver of protest proceedings in accordance with Government Code Section 56663(c).

Conclusion: Annexation of the subject territory will allow the District to provide for continuity of water service to the residents of the subdivision. There is no other cost effective alternative.

Recommended Action:

1. Open the public hearing and receive testimony on the proposed annexation.
2. There being no further testimony, close the public hearing.
3. Adopt the Resolution Making Determinations and Ordering Annexation No. 2006-04 to Los Angeles County Waterworks District No. 40.

RESOLUTION NO. 2006-00RMD
RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
MAKING DETERMINATIONS APPROVING AND ORDERING
"ANNEXATION NO. 2006-04 (40-53/4-125)" TO THE
LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40

WHEREAS, an application for the proposed annexation of certain territory in the County of Los Angeles to the Los Angeles County Waterworks District No. 40, has been filed with the Executive Officer of the Local Agency Formation Commission for Los Angeles County (the "Commission"), pursuant to Title 5, Division 3, commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the proposed annexation consists of 25.15 ? acres of uninhabited territory in the City of Lancaster and is assigned the following distinctive short form designation: "Annexation No. 2006-04 to Los Angeles County Waterworks District No. 40;" and

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

WHEREAS, the principal reason for this annexation is to provide for continuity of water service to the Frontier Homes subdivision entitled for 101 single family residential units; and

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

WHEREAS, on April 12, 2006, after being duly and properly noticed, this proposal came for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission, acting in its role as a responsible agency with respect to Annexation 2006-04 to Los Angeles County Waterworks District No. 40, pursuant to State CEQA Guidelines Section 15096, certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the proposed project and the Negative Declaration adopted by the City of Lancaster, as lead agency, and has determined that the document adequately addresses the environment impacts of the proposed project. The Commission finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency, and hereby adopts by reference the environmental findings, previously adopted by the City of Lancaster, in connection with its approval of the project.
2. A description of the boundaries and map of the proposal, as approved by this Commission, is set forth in Exhibits A and B, attached hereto and by this reference incorporated herein.

3. The Commission hereby approves the annexation subject to the following terms and conditions:
 - a. The territory so annexed shall be subject to the payment of such service charges, assessments or taxes as the Los Angeles County Waterworks District No. 40 may legally impose.
 - b. The regular County assessment roll is utilized by the Los Angeles County Waterworks District No. 40.
 - c. The territory will not be taxed for existing bonded indebtedness of the Los Angeles County Waterworks District No. 40.

4. Pursuant to Government Code Section 56663(c), the Commission hereby finds and determines that:
 - a. The territory to be annexed is uninhabited;
 - b. All owners of land within the affected territory have given their written consent to the change of organization; and
 - c. All subject agencies have consented, in writing, to a waiver of commission protest proceedings.

Based thereon, protest proceedings are waived.

5. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the Los Angeles County Waterworks District No. 40.

6. The Executive Officer is directed to transmit a certified copy of this resolution to the General Manager of the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, et seq.

PASSED AND ADOPTED this 12th day of April 2006.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE, Executive Officer

STAFF REPORT

April 12, 2006

Agenda Item No. 3b

Annexation No. 283 To County Sanitation District No. 14

The following is an annexation of uninhabited territory to Los Angeles County Sanitation District No. 14. The annexation was initiated by the County Sanitation District at the request of the landowner, Patricia Cooper.

Annexation No. 283 contains 0.170 acres.

Location: The subject territory is located on Division Street approximately 500 feet south of its intersection with Avenue J-8 all within the City of Lancaster.

Present and Surrounding Land Uses: The present land use is an existing locksmith business. The surrounding land use is industrial, commercial and vacant.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: There is no planned development now or in the near future involving the subject territory.

Provision of Services: The subject territory is not currently serviced by the District. However, the area was included in the future service area of the District and the District's wastewater management needs were addressed in the Lancaster Water Reclamation Plant (LWRP) 2020 Plan and EIR. The District will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated by the subject territory.

CEQA: The project is exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15319(a). The annexation consists of an area containing an existing structure developed to the density allowed by the current zoning.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: To date staff has not received any correspondence in opposition to or in support of the annexation.

Request for Waiver for Protest Hearing: LAFCO has received written consent from the property owner and all subject agencies for the waiver of protest proceedings in accordance with Government Code Section 56663(c).

RECOMMENDATIONS

1. Open the public hearing and receive testimony on the matter.
2. There being no further testimony, close the public hearing.
3. Approve the Resolution Making Determinations Approving and Ordering Annexation No. 283 to County Sanitation District No. 14.

RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
RESOLUTION NO. 2006- RD

MAKING DETERMINATIONS APPROVING AND ORDERING
CERTAIN UNINHABITED TERRITORY
DESIGNATED AS ANNEXATION NO. 283 ANNEXED TO
LOS ANGELES COUNTY SANITATION DISTRICT NO. 14

WHEREAS, the County Sanitation District No. 14 adopted a resolution of application to initiate proceedings before the Local Agency Formation Commission for Los Angeles County (the Commission) pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for the annexation of territory located in the City of Lancaster; and

WHEREAS, the principal reason for the proposed annexation is to provide offsite sewage disposal for an existing locksmith business; and

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

WHEREAS, the territory consists of 0.170 acres and is uninhabited; and

WHEREAS, the short-form designation given this proposal is "Annexation No. 283"; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a report, including his recommendation thereon; and

WHEREAS, on April 12, 2006, after being duly and properly noticed, this proposal came on for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and

all persons present were given an opportunity to hear and be heard with respect to this proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

2. The Commission finds that the proposed annexation is categorically exempt pursuant to State CEQA Guidelines Section 15319(a).
3. Annexation No. 283 to the County Sanitation District No. 14 is hereby approved subject to the following terms and conditions:
 - a. The property so annexed shall be subject to the payment of such service charges, assessments or taxes as the District may legally impose.
 - b. The regular County assessment roll is utilized by the District.
 - c. The affected territory will be taxed for existing general bonded indebtedness, if any, of the District.
4. Pursuant to Government Code Section 56663(c), the Commission hereby finds and determines that:
 - a. The territory to be annexed is uninhabited;
 - b. All owners of land within the affected territory have given their written consent to the change of organization; and
 - c. All subject agencies have consented, in writing, to a waiver of commission protest proceedings.

Based thereon, protest proceedings are waived.

4. The Commission hereby orders the uninhabited territory described in Exhibits

"A" and "B" annexed to the County Sanitation District No. 14.

5. The Executive Officer is directed to transmit a certified copy of this resolution to the General Manager of the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, et seq.

PASSED AND ADOPTED this 12th day of April 2006.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE
Executive Officer

STAFF REPORT

April 12, 2006

Agenda Item No. 3c

Annexation No. 301 To County Sanitation District No. 14

The following is an annexation of uninhabited territory to Los Angeles County Sanitation District No. 14. The annexation was initiated by the County Sanitation District at the request of the landowner, KB Homes.

Annexation No. 301 contains 30.559 acres.

Location: The subject territory is located at the southeast corner of Avenue M and 70th Street West all within the City of Palmdale.

Present and Surrounding Land Uses: The present land use is vacant land. The surrounding land use is residential to the north and vacant-residential to the south, east and west.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory will be developed into 83 single-family homes.

Provision of Services: The subject territory is not currently serviced by the District. However, the area was included in the future service area of the District and the District's wastewater management needs were addressed in the Lancaster Water Reclamation Plant (LWRP) 2020 Plan and EIR. The District will have adequate capacity to collect, treat and dispose of the wastewater anticipated to be generated by the subject territory.

CEQA: The negative declaration initiated by the City of Palmdale is adequate for consideration of this proposal.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: To date staff has not received any correspondence in opposition to or in support of the annexation.

RECOMMENDATIONS

1. Open the public hearing and receive testimony on the matter.
2. There being no further testimony, close the public hearing.
3. Approve the Resolution Making Determinations Approving and Ordering Annexation No. 301 to County Sanitation District No. 14.

RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
RESOLUTION NO. 2006-RD

MAKING DETERMINATIONS APPROVING AND ORDERING
CERTAIN UNINHABITED TERRITORY
DESIGNATED AS ANNEXATION NO. 301 ANNEXED TO
LOS ANGELES COUNTY SANITATION DISTRICT NO. 14

WHEREAS, the County Sanitation District No. 14 adopted a resolution of application to initiate proceedings before the Local Agency Formation Commission for Los Angeles County (the Commission) pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for the annexation of territory located in the City of Palmdale; and

WHEREAS, the principal reason for the proposed annexation is to provide offsite sewage disposal for a proposed development of 83 single-family homes; and

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

WHEREAS, the territory consists of 30.559 acres and is uninhabited; and

WHEREAS, the short-form designation given this proposal is "Annexation No. 301"; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a report, including his recommendation thereon; and

WHEREAS, on April 12, 2006, after being duly and properly noticed, this proposal came on for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this

proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Acting in its role as a responsible agency with respect to Annexation No. 301, and under State CEQA Guidelines Section 15096, the Commission certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the negative declaration adopted by the City of Palmdale and has determined that the document adequately addresses the environmental impacts of the project. The Commission also finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency, and hereby adopts by reference the environmental findings previously adopted by the lead agency in connection with its approval of the project.
2. Annexation No. 301 to the County Sanitation District No. 14 is hereby approved subject to the following terms and conditions:
 - a. The property so annexed shall be subject to the payment of such service charges, assessments or taxes as the District may legally impose.
 - b. The regular County assessment roll is utilized by the District.
 - c. The affected territory will be taxed for existing general bonded indebtedness, if any, of the District.
3. Pursuant to Government Code Section 56663(c), the Commission hereby finds and determines that:
 - a. The territory to be annexed is uninhabited;

- b. All owners of land within the affected territory have given their written consent to the change of organization; and
- c. All subject agencies have consented, in writing, to a waiver of commission protest proceedings.

Based thereon, protest proceedings are waived.

- 4. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the County Sanitation District No. 14.
- 5. The Executive Officer is directed to transmit a certified copy of this resolution to the General Manager of the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, et seq.

PASSED AND ADOPTED this 12th day of April 2006.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE
Executive Officer

STAFF REPORT

April 12, 2006

Agenda Item No. 3d

Annexation No. 302 To County Sanitation District No. 14

The following is an annexation of uninhabited territory to Los Angeles County Sanitation District No. 14. The annexation was initiated by the County Sanitation District at the request of the landowner, Pulte Home Corporation.

Annexation No. 302 contains 20.332 acres.

Location: The subject territory is located on Lancaster Boulevard approximately 150 feet west of its intersection with 30th West all within the City of Lancaster.

Present and Surrounding Land Uses: The present land use is vacant land. The surrounding land use is vacant, residential, and contains a public school.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory will be developed as 77 single-family homes.

Provision of Services: The subject territory is currently not serviced by the District. However, the area was included in the future service area of the District and the District's wastewater management needs were addressed in the Lancaster Water Reclamation Plant (LWRP) 2020 Plan and EIR. The District will have adequate capacity to collect, treat, and dispose of the wastewater anticipated to be generated by the subject territory.

CEQA: The mitigated negative declaration initiated by the city of Lancaster is adequate for consideration of this proposal.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: To date staff has not received any correspondence in opposition to or in support of the annexation.

RECOMMENDATIONS

1. Open the public hearing and receive testimony on the matter.
2. There being no further testimony, close the public hearing.
3. Approve the Resolution Making Determinations Approving and Ordering Annexation No. 302 to County Sanitation District No. 14.

RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
RESOLUTION NO. 2006-RD

MAKING DETERMINATIONS APPROVING AND ORDERING
CERTAIN UNINHABITED TERRITORY
DESIGNATED AS ANNEXATION NO. 302 ANNEXED TO
LOS ANGELES COUNTY SANITATION DISTRICT NO. 14

WHEREAS, the County Sanitation District No. 14 adopted a resolution of application to initiate proceedings before the Local Agency Formation Commission for Los Angeles County (the Commission) pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for the annexation of territory located in the City of Lancaster; and

WHEREAS, the principal reason for the proposed annexation is to provide off-site sewage disposal for a proposed development of 77 single-family homes; and

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

WHEREAS, the territory consists of 20.332 acres and is uninhabited; and

WHEREAS, the short-form designation given this proposal is "Annexation No. 302"; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a report, including his recommendation thereon; and

WHEREAS, on April 12, 2006, after being duly and properly noticed, this proposal came on for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this

proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Acting in its role as a responsible agency with respect to Annexation No. 302, and under State CEQA Guidelines Section 15096, the Commission certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the mitigated negative declaration adopted by the City of Lancaster and has determined that the document adequately addresses the environmental impacts of the project. The Commission also finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency, and hereby adopts by reference the environmental findings previously adopted by the lead agency in connection with its approval of the project.
2. Annexation No. 302 to the County Sanitation District No. 14 is hereby approved subject to the following terms and conditions:
 - a. The property so annexed shall be subject to the payment of such service charges, assessments or taxes as the District may legally impose.
 - b. The regular County assessment roll is utilized by the District.
 - c. The affected territory will be taxed for existing general bonded indebtedness, if any, of the District.
3. Pursuant to Government Code Section 56663(c), the Commission hereby finds and determines that:
 - a. The territory to be annexed is uninhabited;

- b. All owners of land within the affected territory have given their written consent to the change of organization; and
- c. All subject agencies have consented, in writing, to a waiver of commission protest proceedings.

Based thereon, protest proceedings are waived.

- 4. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the County Sanitation District No. 14.
- 5. The Executive Officer is directed to transmit a certified copy of this resolution to the General Manager of the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, et seq.

PASSED AND ADOPTED this 12th day of April 2006.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE
Executive Officer

STAFF REPORT

April 12, 2006

Agenda Item No. 3e

Annexation No. 74 To County Sanitation District No. 20

The following is an annexation of uninhabited territory to Los Angeles County Sanitation District No. 20. The annexation was initiated by the County Sanitation District at the request of the landowners, Covina, LLC. and Pacific Communities Builder, Inc.

Annexation No. 74 contains 17.675 acres.

Location: The subject territory is located at the southwest corner of Avenue S-8 and 40th Street East all within the City of Palmdale.

Present and Surrounding Land Uses: The present land use is vacant land. The surrounding land use is residential, vacant and vacant residential.

Sphere of Influence: The proposed annexation is consistent with the adopted spheres of influence for all affected agencies.

Proposed Development: The territory is proposed to be developed as 64 single-family homes.

Provision of Services: The subject territory is not currently serviced by the District. However, the area was included in the future service area of the District and the District's wastewater management needs were addressed in the Lancaster Water Reclamation Plant Stage IV Expansion Project Report. The District will have adequate capacity to collect, treat, and dispose of the wastewater anticipated to be generated by the subject territory.

CEQA: The mitigated negative declaration initiated by the City of Palmdale is adequate for consideration of this proposal.

Tax Transfer: All affected agencies have adopted the appropriate tax transfer resolution.

Correspondence: To date staff has not received any correspondence in opposition to or in support of the annexation.

RECOMMENDATIONS

1. Open the public hearing and receive testimony on the matter.
2. There being no further testimony, close the public hearing.
3. Approve the Resolution Making Determinations Approving and Ordering Annexation No. 74 to County Sanitation District No. 20.

RESOLUTION OF THE LOCAL AGENCY FORMATION
COMMISSION FOR LOS ANGELES COUNTY
RESOLUTION NO. 2006-RD

MAKING DETERMINATIONS APPROVING AND ORDERING
CERTAIN UNINHABITED TERRITORY
DESIGNATED AS ANNEXATION NO. 74 ANNEXED TO
LOS ANGELES COUNTY SANITATION DISTRICT NO. 20

WHEREAS, the County Sanitation District No. 20 adopted a resolution of application to initiate proceedings before the Local Agency Formation Commission for Los Angeles County (the Commission) pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with section 56000, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), for the annexation of territory located in the City of Palmdale; and

WHEREAS, the principal reason for the proposed annexation is to provide off-site sewage disposal for a proposed development of 64 single-family homes; and

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

WHEREAS, the territory consists of 17.675 acres and is uninhabited; and

WHEREAS, the short-form designation given this proposal is "Annexation No. 74"; and

WHEREAS, the Executive Officer has reviewed the proposal and submitted to the Commission a report, including his recommendation thereon; and

WHEREAS, on April 12, 2006, after being duly and properly noticed, this proposal came on for hearing at which time this Commission heard and received all oral and written testimony, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this

proposal and the report of the Executive Officer.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Acting in its role as a responsible agency with respect to Annexation No. 74, and under State CEQA Guidelines Section 15096, the Commission certifies that it has independently considered and reached its own conclusions regarding the environmental effects of the project and the mitigated negative declaration adopted by the City of Palmdale and has determined that the document adequately addresses the environmental impacts of the project. The Commission also finds that it has complied with the requirements of CEQA with respect to the process for a responsible agency, and hereby adopts by reference the environmental findings previously adopted by the lead agency in connection with its approval of the project.
2. Annexation No. 74 to the County Sanitation District No. 20 is hereby approved subject to the following terms and conditions:
 - a. The property so annexed shall be subject to the payment of such service charges, assessments or taxes as the District may legally impose.
 - b. The regular County assessment roll is utilized by the District.
 - c. The affected territory will be taxed for existing general bonded indebtedness, if any, of the District.
3. Pursuant to Government Code Section 56663(c), the Commission hereby finds and determines that:
 - a. The territory to be annexed is uninhabited;

- b. All owners of land within the affected territory have given their written consent to the change of organization; and
- c. All subject agencies have consented, in writing, to a waiver of commission protest proceedings.

Based thereon, protest proceedings are waived.

- 4. The Commission hereby orders the uninhabited territory described in Exhibits "A" and "B" annexed to the County Sanitation District No. 20.
- 5. The Executive Officer is directed to transmit a certified copy of this resolution to the General Manager of the District, upon the District's payment of the applicable fees required by Government Code Section 54902.5 and prepare, execute and file a certificate of completion with the appropriate public agencies, pursuant to Government Code Section 57200, et seq.

PASSED AND ADOPTED this 12th day of April 2006.

Ayes:

Noes:

Absent:

Abstain:

LARRY J. CALEMINE
Executive Officer

STAFF REPORT

APRIL 24, 2006

LAFCO PRELIMINARY OPERATING BUDGET

Fiscal Year 2006/2007
AGENDA ITEM No. 4.b.

For Informational Purposes Only, Receive And File

The proposed Preliminary Budget for fiscal year 2006/2007 is attached to this staff report. This Preliminary Budget reflects line item increases and decreases from FY 2005/2006 to FY 2006/2007 in operating expense and revenue sources. In addition In addition to processing applications for annexations and reorganization of local governments, LAFCO continues to devote staff and consultant time and resources in completing the State Legislature's directive regarding the preparation and completion of Sphere of Influence updates and Municipal Service Reviews.

Expenses:

Total expenses for FY 2006/2007 are estimated at \$1,078,392.00 compared to the \$1,192,339.78 for FY 2005/2006. This Preliminary Budget is estimated to result in a (\$113,947.78) or a (9.6%) decrease from the prior year budget. Salaries and Employee Benefits are adjusted to reflect a basic cost of living increase as provided for in all employee employment contracts. All other expenses have been adjusted, up or down, to reflect staff's best estimate of cost.

Revenues:

While it is difficult to project future revenues, staff has once again applied an amount of \$100,000 to the projected revenue stream. It appears that while the construction shows tendencies of becoming soft, the projected revenue stream should still be appropriate inasmuch as there is still need for infrastructure growth in many of the development areas.

Allocation Among Local Agencies:

The allocation of LAFCO's projected \$978,392 net operating costs, as indicated on the attached LAFCO Preliminary Budget for FY 2006/2007, is calculated pursuant to Government Code Section 56381.16.

**Staff Report
April 12, 2006**

Agenda Item No. 4c

**Requirement for a Written
Injury/Illness Prevention Program
(IIPP)**

Background:

Effective FY, 2005-2006 LAFCO changed its Workers' Compensation Program from the State Fund to the Special District Risk Management Authority (SDRMA).

The cost for the State Fund Workers' Compensation Program, FY 2004-2005, was \$43,200. The budget for FY 2005-2006 with the SDRMA is \$28,400. The year end final fee is expected to be within plus or minus 1% of that budget which will result in a projected savings of approximately \$14,800.

The projected budget for FY 2006-2007 is calculated at an increase of 3.9% or \$29,500.

Requirement for an Injury/Illness Prevention Program

While there is a significant monetary savings in using the SDRMA program, there are some administrative requirements not required by the State Fund. Each month the SDRMA issues a booklet to each employee identified as the Safety Meeting Material. The employees are expected to read the material and confirm that they did so. The subject material is very useful and informative. LAFCO must also participate in an annual occupational safety audit. Furthermore, the Safety Officer, in this case, LAFCO's Deputy Executive Officer, is required to write an Injury/Illness Prevention Program to be approved by the Commission. The goal of the Program is to identify and eliminate conditions, practices, policies and procedures that compromise workplace safety. The Program is based upon a model provided by SDRMA and tailored to meet LAFCO's particular needs. A copy of the Program is attached.

Recommendation:

Staff recommends that the Commission approve the attached Program.

**LOCAL AGENCY FORMATION COMMISSION
(LAFCO)
INJURY & ILLNESS
PREVENTION PROGRAM (IIPP)**

Safety Policy

No function at the LAFCO is so critical as to require or justify a compromise of safety and health.

LAFCO believes that everyone benefits from a safe and healthful work environment. We are committed to maintaining a safe workplace and to complying with applicable laws and regulations governing safety.

To achieve this goal, LAFCO has adopted an *Injury & Illness Prevention Program* (IIPP). This program is everyone's responsibility as we work together to identify and eliminate conditions, practices, policies and procedures that compromise safety.

To this end, each and every employee has the authority to take action to prevent mishaps within the guidelines of this program.

It takes a positive and genuine effort to assure a safe work environment. The alternative is wasted money and wasted time due to occupational injuries and illness and their associated pain and suffering.

Our expectations are that everyone will:

1. Do the right thing the first time.
2. Seek to integrate safety into all tasks.
3. Avoid taking short cuts.
4. Take time to assure a safe workplace.
5. Have a safe and healthy work experience here at LAFCO.

Please join me in striving to achieve our ultimate goal of an injury-free workplace.

Sandor L. Winger
Deputy Executive Officer
IIPP Administrator

Date

Responsibilities

1. Managers/Supervisors

Managers and supervisors have the responsibility of providing a safe place to work including office facilities, equipment, standards and procedures, adequate supervision and recognition for a job done properly

2. IIPP Administrator

The IIPP Administrator has the responsibility for the implementation, maintenance, and update of this policy.

3. Employees

Employees have the responsibility of performing their tasks properly and safely. They are to assure themselves that they know how to do the job properly, and ask for additional training or assistance when they feel there is a gap in their ability, knowledge, or training. They should never undertake any task, job, or operation unless they are able to perform it safely.

Compliance

1. Management Responsibility

Management is responsible for ensuring that organizational safety and health policies are clearly communicated and understood by employees. Managers and supervisors are expected to enforce the rules fairly and uniformly.

2. Employee Responsibility

All employees are responsible for using safe work practices, for following directives, policies and procedures, and for assisting in maintaining a safe work environment.

3. Health and Safety Reviews

Employees will participate in the review of SDRMA safety documentation and will be required to comply with safe working practices.

4. Employee Training

Employees who are unaware of correct safety and health procedures will be trained or retrained.

5. Employee Correction

Employees who fail to follow safe work practices and/or procedures, or who violate organizational rules or directives, are subject to disciplinary action, up to and including termination.

Supervisors discipline employees for safety violations in a manner considered appropriate by organizational management. A suggested pattern for normal discipline is as follows.

- a. First Offense - The employee is given verbal counseling.
- b. Second Offense - The employee is given a written warning. The documentation outlines the nature of the offense, what action the employee must take to correct the problem, and warns the employee that another violation may result in suspension.
- c. Third Offense - The employee will be subject to disciplinary action as deemed appropriate up to and possibly including termination.

Communication

1. Two-Way Communication

Management recognizes that open, two-way communication between management and staff on health and safety issues is essential to an injury-free, productive workplace.

2. The Organization's System of Communication

The following system of communication is designed to facilitate a continuous flow of safety and health information between management and staff in a form that is readily understandable.

- a. An orientation program is given to all new employees and includes a review of the *Injury & Illness Prevention Program* and a discussion of policies and procedures that the employee is expected to follow.
- b. The organization will be given monthly issues of the SDRMA safety bulletins for review. Each employee is expected to read and acknowledge that s/he has done so.
- c. Other methods of communicating pertinent to health and safety information are used as they are identified.

3. Safety Suggestions and Hazard Reporting

- a. All employees are encouraged to inform their supervisors, or other management personnel of any matter which they perceive to be a workplace hazard, or a potential workplace hazard. They are also encouraged to report suggestions for safety improvement.
- b. This reporting can be done orally or in writing. If done in writing, the notification may be given directly to the supervisor, the IIPP Administrator or other management personnel.
- c. No employee shall be retaliated against for reporting hazards or potential hazards, or for making suggestions related to safety.

- d. Management reviews all suggestions and hazard reports.
- e. If employees provide their names in regard to the notification, they are informed of what is being done.
- f. The resolution will be communicated to employees.

Hazard Identification & Evaluation

Inspection of the workplace is the primary tool used to identify unsafe conditions and practices. While we encourage all employees to continuously identify and correct hazards and poor safety practices, certain situations require formal evaluation and documentation.

1. Safety Inspections

Internal safety inspections are conducted on a monthly basis. Hazards found are corrected on the spot or recommendations are submitted for future corrections.

2. Additional Inspections

Inspections are also conducted in accordance with Cal-OSHA requirements:

- a. Whenever new substances, processes, procedures or equipment present a new safety or health hazard.
- b. Whenever management/supervision become aware of a new or previously unrecognized hazard, either independently or by receipt of information from an employee.
- c. Whenever it is appropriate to conduct an unannounced inspection.

Injury/Illness Investigation

1. Investigation

All accidents resulting in injury or property damage, however slight, including "near-hits," are investigated to determine the primary and contributing causes within seven working days of the initial report. Corrective action will be taken and documented immediately upon conclusion of any review and/or investigation. The responsibility to see that this investigation is performed rests with the IIPP Administrator.

2. Reporting to Cal-OSHA

The following incidents are reported orally, in person or by telephone, to the closest Area office of Cal-OSHA within 8 hours of occurrence:

- a. Fatalities
- b. In-patient hospitalization of three or more employees

The following information must be given:

- | | |
|---|------------------------------------|
| *Establishment name | *Contact person |
| *Location of incident | *Phone number |
| *Time of the incident | *Brief description of the incident |
| *Number of fatalities or hospitalized employees | |

Correction of Hazards

When a hazard exists, it is corrected on a timely basis based on the severity of the hazard.

The correction process is based upon information obtained from employees, inspections, and investigations.

Training

1. Orientation - New Employees

The IIPP Administrator or the Human Resources Manager conducts the initial orientation on general safety. The orientation includes a review of:

a. The Injury & Illness Prevention Program (IIPP)

All new hires are given a copy of the IIPP and any rules and regulations that apply to their work environment.

b. Emergency Action Plan (if applicable)

All new employees are given a copy of those aspects of the Emergency Action Plan that pertain to them per the lease instructions.

c. Fire Prevention Plan (if applicable)

All new employees are given a copy of those aspects of the Fire Prevention Plan that pertain to them per the lease instructions.

During general employee safety orientation, employees are provided with information about their “right-to-know” about hazardous substances in their work environment.

e. Specific accident prevention tips will be provided via the SDRMA monthly educational program.

2. Specific Organization-Wide Training

Each of the following training programs are given as specifically directed below:

- a. Emergency Action Plan (as dictated by the building evacuation program)
4. Specialized Training
- a. Supervisors are trained in their responsibilities for the safety and health of their employees.

Supervisors are trained in the hazards and risks faced by the employees under their immediate direction if they are not already knowledgeable.
 - b. Managers/supervisors/IIPP Administrator:
 - 1) Determine safety-training needs
 - 2) Implement new training programs.
 - 3) Evaluate the effectiveness of these programs.
 - c. In addition, training is provided whenever:
 - 1) New substances, processes, procedures or equipment pose a new hazard and there is a lack of skill or knowledge to deal with the situation.
 - 2) Management, supervision, the IIPP Administrator become aware of a previously unrecognized hazard and there is a lack of skill or knowledge to deal with the hazard.

Recordkeeping

LAFCO maintains records for the purpose of:

1. Tracking and evaluating the Organization's loss experience and loss exposures.
2. Tracking and evaluating the safety activities that have been accomplished.
3. Providing a documentation of the safety activities.

All documentation is maintained on site for two years after the year that the safety activity was completed. After that time, the Organization determines how long such records should be kept based upon the Organization's legal requirements including Federal, State, and local regulations.