

**LOCAL AGENCY FORMATION COMMISSION
MEETING AGENDA**

Wednesday, December 8, 2010
9:00 a.m.

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

A person with a disability may contact the LAFCO office at (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.

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

1. **CALL MEETING TO ORDER.**
2. **PLEDGE OF ALLEGIANCE WILL BE LED BY CHAIRMAN GLADBACH.**
3. **GOVERNMENT CODE § 56857 NOTICE**
(For Informational Purposes Only, Receive and File)

Upon receipt of any proposed change of organization or reorganization that includes the annexation of territory to any district, if the proposal is not filed by the district to which annexation is proposed, Government Code Section 56857 requires LAFCO to place the proposal on its agenda for informational purposes only.

- a. Quartz Hill Water District Annexation No. 2010-09.

4. **CONSENT ITEMS**

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

- a. Operating Account and Check Register of the month of November 2010.
- b. Receive and file update on pending applications.

5. **OTHER ITEMS**

- a. Consideration of Executive Officer employment agreement.
- b. Authorization to contract for Audit Services.
- c. East Los Angeles Incorporation Status Report.

6. **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.

7. **FUTURE MEETINGS**

January 12, 2011
February 9, 2011
March 9, 2011
April 13, 2011

8. **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.

9. **ADJOURNMENT MOTION**

Staff Report

December 8, 2010

Agenda Item No. 3.a.

GOVERNMENT CODE § 56857 NOTICES

(For Informational Purposes Only, Receive and File)

Upon receipt of any proposed change of organization or reorganization that includes the annexation of territory to any district, if the proposal is not filed by the district to which annexation of territory is proposed, Government Code section 56857 requires LAFCO to place the proposal on its agenda for informational purposes only. Within 60 days of the meeting date, the annexing district may adopt and submit to LAFCO a resolution requesting termination of the annexation proceedings. The law requires that the annexing district "present written findings supported by substantial evidence in the record that the termination request is justified by a financial or service related concern." Prior to the Commission's determination of termination of proceedings the resolution is subject to judicial review.

Waiver of 60-Day Termination Period

Under section 56857, LAFCO may not hear and consider the proposed annexation until the 60-day termination period has expired. The Code provides, however, that the Commission may waive the 60-day termination period if the annexing district adopts and submits to LAFCO a resolution supporting the change of organization or reorganization.

The following is a summary of the annexation proposal filed with LAFCO:

a. *Project Description – Annexation 2010-09 to Quartz Hill Water District.*

The landowner, Antelope Valley Sikh Center, filed an application to annex 4.89 acres of vacant land to Quartz Hill Water District. The project includes future construction of a religious center.

Project Location - The project site is located west of 30th Street West, between Avenue M and Avenue L-8, in the unincorporated area adjacent to Palmdale.

Recommended Action

Receive and file.

Staff Report

December 8, 2010

Executive Officer Employment Agreement

Agenda Item No. 5.a.

On October 27, 2010, after conducting two rounds of Executive Officer candidate interviews, your Commission directed the Chairman of the Commission to negotiate a contract for employment with Paul Novak for the position of Executive Officer. The Executive Officer employment agreement is attached and has been approved as to form by Legal Counsel. The proposed agreement will be effective January 3, 2011, if approved by your Commission.

Recommendation

Approve the employment agreement and authorize the Chairman to sign it.

Staff Report

December 8, 2010

Agenda Item 5.b.

Contract for Audit Services Fiscal Years Ending 2008, 2009, 2010, 2011 and 2012

In 2008, four southern California LAFCOs - Orange, Riverside, San Bernardino, and San Diego, issued a joint Request for Proposals, and subsequently, awarded a three-year contract to the accounting firm of Lance, Soll & Lunghard (LSL), to audit the financial statements of each respective LAFCO. One of the contract provisions provided an option to extend for two additional years. Los Angeles LAFCO has an opportunity to join in the final two years of the joint contract at the group discount rate.

The last audit of the financial statements was performed for fiscal year ending 2007. The previous contract price for audit services was \$26,000 for three fiscal years. LSL has submitted a fixed fee of \$27,750 to audit the books for fiscal years ending 2008, 2009, 2010, 2011; and \$7,468 for fiscal year 2012. The FY 2010-11 Final Budget appropriated \$35,000 to cover the costs of the financial audits as well as bookkeeping services through the fiscal year ending 2011. An appropriation will be included in the fiscal year 2011-12 budget to cover the \$7,468 fixed cost for the final year audit.

Recommended Action:

1. Authorize the Executive officer to enter into a two-year contract, subject to approval as to form by legal counsel, with the accounting firm of Lance, Soll & Lunghard (LSL) to perform an audit of the financial statements for Fiscal Years ending 2008, 2009, 2010 and 2011, at a fixed fee of \$27,750; and for a fee of \$7,468 for Fiscal Year ending 2012.
2. Authorize the Executive Officer to enter into a two year contract, subject to approval as to form by legal counsel, with LSL to provide monthly bookkeeping and compilation services, at a fixed fee of \$5,250 for the initial contract year and \$5,407 for the final year.