

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

January 4, 2018

TO: Each Member of the Commission

FROM: Paul Hood *PLH*
Executive Officer

SUBJECT: Consider Status Report 2016-17 Fiscal Year Billings from the County Assessor and County Elections

This is an Informational Report. No Action is Necessary

DISCUSSION

This matter was presented to the Commission at the October 5, 2017 meeting, as an Information Item and brought aback as a Business Item at the November 2, 2017 meeting. As the Commission is aware, on September 8, 2017, LAFCO staff received a claim from the County Assessor and Elections for 2016-17 land owner and registered voter verifications for LAFCO Application petition verification, mailings list, and protest hearings. The total amount of the 2016-17 billing was \$62,910.96, which was paid by Commission staff on October 2, 2017.

The reason for the billings, as explained by County Auditor's Office is that the Commission had a number of large applications in 2016-17 that required significant work by the County Assessor and Elections. These included the West Santa Ynez Annexation to the Santa Ynez Community Services District, Formation of Cuyama Basin Water District, and the Formation of the Los Olivos Community Services District. All of these proposals required a significant amount of signature verification by the County Assessor and Elections.

This was brought to the Commission's attention at the October and November because these billings are not included in the 2017-18 Final LAFCO Budget. LAFCO Staff was able to determine the 2016-17 billings associated with each proposal based on the number of hours and the hourly rate charged by the County Assessor and Elections for each proposal (**Exhibit A**).

At the November 2, 2017 meeting, the County Auditor and County Elections staff presented the billings process and county indirect costs which were included in the LAFCO billings.

In conclusion, the Commissions Schedule of Processing Fees allows these charges to be billed to the applicant for each proposal. This is because the initial processing fee is a deposit towards the

actual cost of processing a proposal. However, it was important for the Commission to verify that the 2016-17 billings were accurate and justifiable.

Status Report on Billings to Proponents:

The following proposals and the proportional amounts of the charges are as follows:

- LAFCO File 15-07: Formation of the Isla Vista CSD **\$404.78**
- LAFCO File 16-02: West Santa Ynez Annexation to the Santa Ynez Community Services District **\$29,097.66**
- LAFCO File: 16-02 Old Town Village Annexation to the Goleta Sanitary District **\$1,416.74**
- LAFCO File: 16-04 Formation of the Cuyama Basin Water District **\$5,962.47**
- LAFCO File 16-05: Curletti Annexation to the Laguna County Sanitation District **\$877.03**
- LAFCO File 17-05: Formation of the Los Olivos Community Services District **\$25,152.27**

On November 10, 2017, LAFCO staff sent invoices to the proponents of the changes of organization that resulted in the 2016-17 County Assessor and County Elections billings (**Exhibit B**).

To date, the proponents of the following proposals have remitted payments to LAFCO:

- LAFCO File 15-07: Formation of the Isla Vista CSD **\$404.78**
- LAFCO File: 16-02 Old Town Village Annexation to the Goleta Sanitary District **\$1,416.74**
- LAFCO File: 16-04 Formation of the Cuyama Basin Water District **\$5,962.47**
- LAFCO File 16-05: Curletti Annexation to the Laguna County Sanitation District **\$877.03**

The Board of Directors of the Santa Ynez CSD will consider payment at their meeting on December 20, 2017. The proponents of the Formation of the Los Olivos CSD have indicated that they will consider payment in early 2018.

Exhibits:

- Exhibit A Billing Spreadsheet
- Exhibit B LAFCO Invoices

Please contact the LAFCO office if you have any questions.

2016-17 LAFCO Billings

County Elections/Assessor

Elections Totals				
Hours	LAFCO File #	Proposal Name	Hourly Rate	Charge
67.5	16-02	West Santa Ynez Annexation to the Santa Ynez Community Services District	\$229.18	\$15,469.92
7.0	16-04	Formation of Cuyama Basin Water District	\$229.18	\$1,604.29
61.0	17-01	Formation of the Los Olivos Community Services District	\$229.18	\$13,980.23
Elections Total Time			Elections Total Charge	
135.50			\$31,054.44	
Assessor Totals				
Hours	LAFCO File #	Proposal Name	Hourly Rate	Charge
3.0	15-07	Formation of Isla Vista Community Services District	\$134.93	\$404.78
101.0	16-02	West Santa Ynez Annexation to the Santa Ynez Community Services District	\$134.93	\$13,627.74
10.5	16-03	Old Town Village Annexation to the Goleta Sanitary District	\$134.93	\$1,416.74
32.3	16-04	Formation of Cuyama Basin Water District	\$134.93	\$4,358.18
6.5	16-05	Curletti Annexation: Sphere of Influence Change and Annexation to the Laguna County Sanitation District	\$134.93	\$877.03
82.8	17-01	Formation of the Los Olivos Community Services District	\$134.93	\$11,172.05
Assessor Total Time			Assessor Total Charge	
236.1			\$31,856.52	
Elections/Assessor Totals				
Hours	LAFCO File #	Proposal Name		Charge
3.0	15-07	Formation of Isla Vista Community Services District		\$404.78
168.5	16-02	West Santa Ynez Annexation to the Santa Ynez Community Services District		\$29,097.66
10.5	16-03	Old Town Village Annexation to the Goleta Sanitary District		\$1,416.74
39.3	16-04	Formation of Cuyama Basin Water District		\$5,962.47
6.5	16-05	Curletti Annexation: Sphere of Influence Change and Annexation to the Laguna County Sanitation District		\$877.03
143.8	17-01	Formation of the Los Olivos Community Services District		\$25,152.27
Total Time			Total Charges	
371.60			\$62,910.96	

Information Item No. 3

District Name
Contact:
FISCAL YEAR COSTS:

Local Agency Formation Commission (LAFCO)
Paul Hood
2016-17

	Amount	Hours	Rate w/o OH	Rate w/OH
Labor Summary Cost : 07/01/2016- 06/30/2017				
ASSESSOR LABOR COST:	18,180.87			
ASSESSOR INDIRECT COST RATE				
FUI 16-17:	75.22%			
	<u>13,675.65</u>			
Subtotal - Assessor	31,856.52			
ELECTIONS LABOR COST:				
ELECTIONS INDIRECT COST RATE				
FUI 16-17:	204.53%			
	<u>20,856.95</u>			
Subtotal - Elections	31,054.44			
Total Cost:	<u><u>62,910.96</u></u>	236.1	77.00	134.93
		135.5	75.26	229.18
		371.6		

Time Sheet Hours

Criteria: FromPP = 201614; ToPP = 201714; Activity = LAF; Dept = 062; Show POPAAE = Y; Show Daily = Y; Show Comments = Y; Exclude Codes = Y

Period	Employee	Prog	Activ	Earning Code	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Week1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Week2	Total	Comments					
201618	BISCHOF, CHRISTINE R	2000	LAF	REG	-	-	-	0.5	0.5	-	-	1.0	2.0	-	-	-	-	-	-	-	2.0	LAFCCO 16-02					
201615	HESS, SHEILA MARIE	2000	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3.0	LAFCCO 16-02					
201616	HESS, SHEILA MARIE	2000	LAF	REG	3.0	6.0	2.5	-	-	-	-	11.5	-	-	-	-	2.5	1.0	-	3.5	15.0	LAFCCO 16-02					
201617	HESS, SHEILA MARIE	2000	LAF	REG	-	-	-	-	-	-	-	2.0	-	-	-	-	-	-	-	-	2.0	LAFCCO 16-02					
201713	HESS, SHEILA MARIE	2000	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2.0	LAFCCO 17-01					
201616	MARKUM, BLAKE JOSEPH	2000	LAF	EXH	-	-	-	-	-	-	-	1.5	-	-	-	-	-	-	-	-	1.5	LAFCCO 16-02					
201617	MARKUM, BLAKE JOSEPH	2000	LAF	EXH	-	-	-	-	-	-	-	3.5	-	-	-	-	-	-	-	-	3.5	LAFCCO 16-02					
201615	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	-	2.0	3.0	2.0	-	-	-	-	7.0	7.0	LAFCCO 16-04 Cuyama					
201616	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	13.0	5.0	6.0	4.0	1.0	-	-	-	20.0	33.0	LAFCCO 16-02 ProtestForms					
201617	NORTON, MARGRET L	2000	LAF	REG	3.5	3.5	0.5	-	-	-	-	7.5	-	-	-	-	-	-	-	-	7.5	LAFCCO 16-02 ReviewProtest					
201625	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	-	4.5	1.5	-	-	-	-	-	6.0	6.0	LAFCCO 17-01 LosOlivosCSDProp					
201702	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	4.0	-	-	-	-	-	-	-	24.0	24.0	LAFCCO 17-01 LSOL-CSD					
201703	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	4.0	-	-	-	-	-	-	-	-	4.0	LAFCCO 17-01 Petition					
201706	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	2.0	4.0	4.0	6.0	0.5	-	-	-	14.5	16.5	LAFCCO 17-01					
201710	NORTON, MARGRET L	2000	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.5	0.5	LAFCCO 17-01 LSOL-CSD					
201711	NORTON, MARGRET L	2000	LAF	REG	7.0	1.0	-	-	-	-	-	8.0	-	-	-	-	-	-	-	-	8.0	LAFCCO 17-01 Lists/Labels					
																						135.5					
201614	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	0.5	0.5	-	-	-	1.0	-	-	-	-	-	-	-	1.0	LAFCCO 16-04					
201615	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	4.5	6.0	6.0	-	16.5	5.0	-	-	-	-	-	-	-	16.5	33.0	LAFCCO 15-07 (3.0), 16-02 (3.0), 16-04 (2)				
201616	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	4.0	6.5	4.0	-	14.5	5.5	6.0	6.5	1.5	4.0	-	-	-	23.5	38.0	LAFCCO 16-02				
201617	SNELLING, GREGORY J	4002	LAF	OTA	-	-	-	1.0	0.5	-	-	1.5	-	-	-	-	-	-	-	-	1.5	LAFCCO 16-02					
201618	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	6.5	6.5	7.0	-	20.0	4.0	4.0	5.0	4.5	-	-	-	-	17.5	37.5	LAFCCO 16-02				
201619	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	7.0	6.5	2.5	-	16.0	3.0	1.5	-	-	-	-	-	-	4.5	20.5	LAFCCO 16-02				
201622	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.5	LAFCCO 16-02					
201623	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	2.0	2.0	1.5	-	4.5	3.3	-	-	-	-	-	-	-	3.3	7.8	LAFCCO 16-04				
201702	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	5.5	-	-	-	-	-	-	-	-	2.0	7.5	LAFCCO 16-03				
201703	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3.5	LAFCCO 17-01					
201704	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	1.0	-	-	-	1.0	-	-	-	-	-	-	-	-	0.5	LAFCCO 17-01					
201705	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	4.5	6.0	-	-	10.5	3.5	-	-	-	-	-	-	-	3.5	14.0	LAFCCO 17-01				
201706	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	3.0	2.0	0.5	-	5.5	-	5.0	1.0	1.0	3.5	-	-	-	10.5	16.0	LAFCCO 17-01				
201707	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	1.0	6.0	7.0	-	14.0	2.0	-	-	-	-	-	-	-	7.0	21.0	LAFCCO 17-01				
201708	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3.0	LAFCCO 16-04					
201709	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2.0	LAFCCO 17-01					
201710	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.5	LAFCCO 17-01					
201711	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	0.5	-	-	-	0.5	3.0	6.0	4.0	5.5	5.0	-	-	-	23.5	24.0	LAFCCO 16-03 (3.0), 17-01 (21.0)				
201713	SNELLING, GREGORY J	4002	LAF	REG	-	-	-	-	-	-	-	0.5	-	-	-	-	-	-	-	-	2.8	2.8	LAFCCO 17-01				
																							236.1				
																								371.6			
																									371.60		
																									Totals		
																										143.80	
																										17-01	
																										Los Olivos CSD	
																										3.00	
																										15-07	
																											Isia Vista CSD
																											168.50
																											16-02
																											SY Annexation
																											10.50
																											16-03
																											Old Town Village Annexation
																											39.30
																											16-04
																											Cuyama Water District
																											6.50
																											16-05
																											Curletti Annexation
																											6.50
																											17-01
																											Los Olivos CSD
																											371.60

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #1

November 10, 2017

TO: Jeff Hodge, District Manager,
Santa Ynez Community Services District

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**

**LAFCO File 16-02 West Santa Ynez Annexation to the Santa Ynez
Community Services District**

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$29,097.66**.

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #1

November 10, 2017

TO: Lisa Palmer, Chief Proponent
Formation of the Los Olivos Community Services District

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**
LAFCO File 17-01 Formation of the Los Olivos Community Services District

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$25,152.27**.

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #5

November 10, 2017

TO: Ernest Conant, Attorney
Formation of the Cuyama Basin Water District

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**

LAFCO File 16-04: Formation of the Cuyama Basin Water District

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$5,962.47**.

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #1

November 10, 2017

TO: Ben Besley, City Ventures
Old Town Village Annexation to the Goleta Sanitary District

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**

LAFCO File 16-03: Old Town Village Annexation to the Goleta Sanitary District

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$1,416.74**

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #1

November 10, 2017

TO: Martin Wilder, Manager,
Laguna County Sanitation District

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**

LAFCO File 16-05: Curletti Annexation to the Laguna County Sanitation District

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$877.03**.

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B

L A F C O M E M O R A N D U M

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION
105 East Anapamu Street ♦ Santa Barbara CA 93101 ♦ (805) 568-3391 ♦ Fax (805) 568-2249

INVOICE #1

November 10, 2017

TO: Dennis Bozanich, County Executive Office

FROM: Paul Hood
Executive Officer

SUBJECT: **2016-17 LAFCO Billing from County Elections/Assessor Office**

LAFCO File 15-07: Formation of the Isla Vista Community Services District

Please remit at your earliest convenience a check made out to "Santa Barbara LAFCO" in the amount of **\$404.78**

Please remit the above amount to: Santa Barbara LAFCO, Attn: Jacquelyne Alexander, Room 407, 105 East Anapamu Street, Santa Barbara, CA 93101.

Please contact the LAFCO office if you have any questions.

EXHIBIT B