



LOCAL AGENCY FORMATION COMMISSION

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March 12, 2014

To: LAFCo Commissioners
From: Martha Poyatos, Executive Officer
Subject: Consideration of Revised Schedule of Processing Fees

The Cortese-Knox-Hertzberg (CKH) Act governing LAFCo operations authorizes the Commission to establish a schedule of fees for processing applications and provides that the fees shall not exceed the estimated reasonable cost of providing the service. Processing fees must be adopted by resolution following a noticed public hearing as part of a regularly scheduled meeting. Fees were last revised in 2009.

San Mateo LAFCo's fee schedule categories include acreage and type of reorganization proposal. Fees are based on level of complexity of applications, County salary and benefit increases, and other service cost increases such as rent and County Counsel charges. It should be noted that in 2008, the County of San Mateo instituted a salary freeze that remained in effect until November 9, 2013.

Recommended revisions to the fee schedule include a 10 percent increase in operating costs reflecting an increase in salary and benefits and addition of a half-time Executive Secretary. The Commission has historically adopted fees with the goal of recovering a larger share of processing costs for individual proposals while not unreasonably discouraging boundary change applications. The Commission's Budget Committee consisting of Commissioners Alifano, Craig, and Horsley has reviewed and recommended approval of the fees. In reviewing the fees, the Budget Committee requested that an annual fee review policy be placed on a future Commission agenda.

State law requires the Commission to adopt processing fees by resolution. If approved, the new fee schedule would be applicable to proposals that are certified as complete on and after May 19, 2014 and would go into effect 60 days after adoption by LAFCo.

Recommendation

It is recommended that the Commission, by resolution, approve the attached revised schedule of processing fees, effective May 19, 2014, and direct staff to inform interested agencies and organizations.

SAN MATEO LAFCo FEE SCHEDULE
 Effective for Applications Accepted for Filing
 On or After ~~July 20, 2009~~ May 19, 2014

PROCESSING FEES
 (G.C. Sections 56383, 56654, and 56428)

Annexation or Detachment (City, District, or County Service Area)	Minor Applications (100% consent & exempt from CEQA)	Major Applications
<u>Acres</u>		
1 acre or less	\$1,170 .. \$1,287	\$1,678
1.1 - 4.9	\$1,416 .. \$1,558	\$2,293
5 - 9.9	\$1,846 .. \$2,030	\$2,768
10 - 19.9	\$2,154 .. \$2,360	\$3,216
20 - 29.9	\$2,461 .. \$2,707	\$3,692
30 - 49.9	\$3,076 .. \$4,077	\$4,614
50 +	\$3,692 .. \$4,061	\$5,538
District Formation		Actual Cost
Consolidation/Merger/Dissolution/Subsidiary District		\$ 12201,342
(Excludes legal notice and election costs)		
Municipal Service Review (Not initiated by LAFCo)		Actual Cost
Application for Addition of Special District Powers		Actual Cost plus Env. Fees
Dissolution for Inactivity		<u>\$509560</u>
Incorporation/Disincorporation		Actual Cost
State Controller's Review of Comprehensive Fiscal Analysis		Actual Cost
Reorganization (two or more changes of organization included in one proposal)		Sum of fees for individual actions, less 20%
Review of Outside Service Agreement		Same as above acreage fees
Noticed public hearing (if required)		Actual preparation and publication cost
Sphere of Influence Revision/Municipal Service Review		Actual Cost
Reconsideration pursuant to Section 56857		Actual cost/Deposit of <u>\$509560</u>

ENVIRONMENTAL REVIEW
 (P.R.C. Section 21089)

CEQA Exemption	No Charge
Review of Initial Study and preparation of Negative Declaration, OR determination that EIR is required	<u>\$280254-25</u> . plus publication cost
Extended Initial Study or Preparation of EIR	Actual Cost (over)

STATE FEES

The following fees are charged by State and County agencies and are listed below as public information to applicants. May be amended by State/County.

Department of Fish and Game Fees (F&GC Sec. 711.4): (set by State/County)

Negative Declaration \$1,9932,181.25

EIR 2,768.253,029,75

County Clerk - Document Handling Fee 50.00

The above fees may be required where LAFCo is the lead agency for environmental review and will be collected by LAFCo for transmittal to the County Clerk. Where LAFCo is responsible agency, copies of original Notice of Determination and receipt by Lead Agency is required.

State Board of Equalization Fees (G.C. Sect. 54902.5):

The conducting agency (city, county or district) may collect a State Board of Equalization filing fee for submittal to LAFCo with final proposal documents. The fee is based on acreage. Please consult LAFCo staff for details.

OTHER FEES

Photocopies 0.10 per page

PublicationsWill be set for each publication

Conforming Copy\$10 check payable to SM County Recorder

EXCEPTIONS: LAFCo processing fees may be waived by the Commission or the Executive Officer if financial hardship is demonstrated, OR if the application is in response to a LAFCo condition or recommendation. State and County Clerk fees may not be waived.

Rev 4/24/09 effective July 20, 2009
Revised 3/19/14 effective May 19, 2014