

Patrick Jones  
County Member

Irwin Fust  
Special District Member

Pamelyn Morgan  
City Member Alternate

Mary Rickert  
County Member Alternate

Stan Neutze  
City Member

Brenda Haynes  
Special District Member

Michael Dacquisto  
City Member



Larry Russell  
Public Member

Katharine Ann Campbell  
Public Member Alternate

Joe Chimenti  
County Member

George Williamson  
Executive Officer

Fred Ryness  
Special District Alternate

James M. Underwood  
General Counsel

Kathy Bull  
Manager

## Agenda Item: 7.e.

**Meeting Date:** October 6, 2022

**From:** George Williamson, Executive Officer & Kathy Bull, Office Manager

**Subject:** Deposit and Fee Schedule Update

### **Background:**

Shasta LAFCO policy establishes a schedule of fees and charges for application and other expenses beyond those in the annual budget. Changes to establish updated fees and charges, according to California Government Code § 66016, Shasta LAFCO has published notice of public hearing for October 6, 2022.

### **Discussion:**

There was a previous fee schedule update in 2020. A proposed Deposit and Fee Schedule 2022 update (Attachment 1) provides a change in verbiage, additions of out of service area and time extension fees and format changes. Deposits are held, and increased as necessary, until application completion. All costs are then accounted for, and any unexpended funds are returned to applicant or additional fees invoiced if the actual costs exceed the deposit.

### **Recommendation:**

Staff is recommending approval of the updated Deposit and Fee Schedule via Resolution 2022-16 or provide staff with further direction.

Attachments: Deposit and Fee Schedule 2022  
Resolution 2022-16

## Shasta LAFCO Deposit and Fee Schedule

<b><u>BOUNDARY CHANGES - REORGANIZATION PROPOSALS INVOLVING ANNEXATIONS, DETACHMENTS, CONSOLIDATIONS, DIVESTITURES</u></b>	
With 100% landowner consent - all owners within the affected territory have provided written consent to the proposed action	\$1,600 deposit towards actual costs + Environmental document review fee + CA Department of Fish & Wildlife fees + State Board of Equalization fees
Without 100% landowner consent and with fewer than 50 registered voters - all owners within the affected territory have not provided written consent to the proposed action	\$1,800 deposit towards actual costs + Environmental document review fee + CA Department of Fish & Wildlife fees + State Board of Equalization fees
Without 100% landowner consent and with more than 50 registered voters	\$2,500 deposit towards actual costs + CA Department of Fish & Wildlife fees + State Board of Equalization fees
Complex proposal, as determined by Executive Officer, may include (but not limited to) an EIR, substantial development (50+ units), significant community effect or sphere of influence expansion	\$5,000 deposit towards actual costs + CA Department of Fish & Wildlife fees + State Board of Equalization Fees
<b>SPHERE OF INFLUENCE UPDATES OR AMENDMENTS</b>	
Standard Update or Amendment	\$2,750 deposit toward actual costs + Environmental document review fee + CA Department of Fish & Wildlife fees if any
Concurrent with annexation or detachment.	\$750 deposit toward actual costs
<b><u>SERVICE EXTENSIONS</u></b>	
<a href="#"><u>Out of Area Service Extension-within Sphere of Influence</u></a>	<a href="#"><u>\$1,500 deposit towards actual costs</u></a>
<a href="#"><u>Out of Area Service Extension-outside Sphere of Influence for health &amp; Safety</u></a>	<a href="#"><u>\$1,800 deposit towards actual costs</u></a>
<b>PROPOSALS INVOLVING</b>	
District Formations, Dissolutions, Consolidations	\$5,000 deposit towards actual costs + CA Fish & Wildlife fees (if subject to CEQA) + State Board of Equalization fees
Incorporation	\$10,000 deposit towards actual costs + CA Fish & Wildlife fees + State Board of Equalization fees
<b>REVIEW OF ENVIRONMENTAL DOCUMENT RELATED TO PROPOSAL</b>	
Categorically Exempt	\$200 standard fee
Initial Study and Negative Declaration/Mitigated Negative Declaration	\$750 deposit towards actual costs
Initial Study and Environmental Impact Report	\$1,500 deposit towards actual costs
Environmental document preparation when LAFCO is Lead Agency	\$2,000 deposit towards actual cost of staff or consultant

<b>OTHER FEES</b>	
Pre-application Review & Consultation	Actual cost charged after first 2 hours of staff consulting time per pre-app agreement
Request for Reconsideration	\$1,000 standard fee
Special or Supplemental Studies	Actual cost of staff or consultant services
Request for District Latent Powers Activation or Expansion	\$1,000 deposit towards actual cost
Special Meeting or Hearing	\$1,000 deposit towards actual cost
Municipal Service Review (not Commission initiated)	\$2,000 deposit towards actual cost
<a href="#">Request for Time Extension</a>	<a href="#">\$1,800 deposit towards actual cost</a>
<b>MISCELLANEOUS</b>	
Petition Signature Verification	<a href="#">Actual</a> Costs <a href="#">as set assessed</a> by Registrar of Voters
Copies of documents	\$.10 per page (after ten pages)
Annual Print Agenda (not packet) Mailing Fee	\$25
<b>CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE FEES</b>	
Paid at the time of filing environmental document (Set by CDFW)	
Negative Declaration/Mitigated Negative Declaration* <i>[F &amp; G Code Section 713]</i>	Actual Costs as set by agency
Environmental Impact Report* <i>[F &amp; G Code Section 713]</i>	Actual Costs as set by agency
No Effect Determination (NED) (must be filed)** <i>[F&amp;G Code §711.14 (d)(1); Gov. Code §15260-15333]</i>	\$25 (for LAFCO printing and distribution costs)
County Clerk Processing Fee (for all applications)***	Actual Costs <a href="#">s</a> as set by County
<p>* California Department of Fish and Wildlife fee, as indicated above, is a state agency charge payable when LAFCO as lead agency for environmental review files NOD or when LAFCO determines that such a fee has not been paid during or after lead agency consideration of the proposal.</p> <p>** A "No Effect" determination has no filing fee, copies must be submitted with County Clerk filing.</p> <p>*** A check (payable to the County Clerk) must be submitted to LAFCO for payment of County Clerk environmental document processing fees.</p>	
<b>STATE BOARD OF EQUALIZATION FEES (Set by SBOE)</b>	
<a href="#">Fee (Set by SBOE)</a> to be submitted <a href="#">to Shasta LAFCO</a> after Shasta LAFCO <a href="#">Commission</a> approval and prior to County Clerk filing. Checks made payable to "State Board of Equalization" <a href="#">with</a> ; reference <a href="#">to</a> : "Tax Area Services Section, MIC 59"	
<a href="#">Statement of Boundary Change - Form 400</a>	Actual Costs as set by agency

**SHASTA LOCAL AGENCY FORMATION COMMISSION  
LAFCO RESOLUTION 2022-16**

**RESOLUTION OF THE SHASTA LOCAL AGENCY FORMATION COMMISSION  
ADOPTING AN UPDATED DEPOSIT AND FEE SCHEDULE**

**WHEREAS**, under the provisions of California Government Code Section 56383 the Commission is authorized to establish a schedule of deposits; and

**WHEREAS**, State law specifies that LAFCO's fees shall not exceed the estimated reasonable costs of LAFCO proceedings; and

**WHEREAS**, the Commission has an adopted fee schedule as provided by law; and

**WHEREAS**, in accordance with California Government Code Section 56150, proper notice has been given and a public hearing was held regarding revisions to the schedule of deposits: and

**WHEREAS**, at a noticed public hearing on October 6, 2022, the Commission reviewed and considered an updated fee schedule to include a new fee for processing an "Out of Area Service Extension", "Request for Time Extension", and verbiage clarification; and

**WHEREAS**, the Commission has heard and considered all oral and written comments provided on the updated fee schedule.

**NOW, THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:**

1. The deposit and fee schedule set forth in the attached Exhibit A is hereby adopted, effective October 6, 2022.
2. The Executive Officer is directed to notify member organizations of the newly adopted deposit and fee schedule and post on the Shasta LAFCO website.

**THE FOREGOING RESOLUTION** was passed and duly adopted at a regular meeting of the Shasta LAFCO Commission on the 6<sup>th</sup> day of October 2022, and adopted by the following votes:

AYES:  
NOES:  
ABSTAINS:  
ABSENT:

Dated: \_\_\_\_\_

\_\_\_\_\_  
*Stan Neutze, Chairman*  
Shasta Local Agency Formation Commission

Attest:  
Dated: \_\_\_\_\_

\_\_\_\_\_  
*Kathy Bull, LAFCO Manager*  
Shasta Local Agency Formation Commission