

## LAFCO Process Notes

### Key points for the LAFCO Process

The LAFCO Process is LONG and EXPENSIVE

- Will likely be 2-3 years in length; not uncommon
  - Could cost \$100,000, plus or minus
  - Hand-out on “General Procedures” from the San Bernardino County LAFCO
1. Initiate the Incorporation Process
    - 3 Ways of pursuing incorporation:
      - Petition of registered voters – this is what we anticipate doing
      - Petition of landowners
      - By resolution of a public agency
    - Before Gathering Signatures, MUST file a “Notice of Intent to Circulate Petition with LAFCO”
      - 6 months to collect signatures
      - Need signatures of 25% of the registered voters within the affected territory
      - Petitions submitted to LAFCO, who then verifies the signatures
      - Proponent should seek at least 10-15% more signatures to compensate for any invalid signers.
  2. Application to LAFCO; must include
    - Map and legal description of boundaries
    - Justification for the proposal
    - A plan for the transfer / providing of public services; and
    - Any other information requested by LAFCO
  3. LAFCO Staff Review – This may take up to 1 year!
    - Will review the applicant’s documents
    - Will conduct its own analyses and reviews
    - Will evaluate a Comprehensive Fiscal Analysis to
      - i. Ensure the new city is fiscally stable;
      - ii. Self-sufficient; and
      - iii. That the reallocation of revenues from/to the governmental agencies is fair and equitable
    - The concept of “Revenue Neutrality”: Revenue received by the County are substantially equal to the expenditures for services being transferred to the City
    - Application “approved,” then move on to ...
  4. LAFCO Commission Hearing
    - Public Hearing to consider the staff report and to hear testimony for / against
    - LAFCO will either approve, deny, or conditionally approve the application
  5. Request for Reconsideration
    - Within 30 days of LAFCO’s decision, any person or affected agency may file a request for reconsideration
  6. Public Vote on Incorporation
    - On the ballot of the next general election
    - Simple majority vote of affected persons to approve the incorporation