



# Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Mary Linden, Executive Assistant

Approved by: Reva Feldman, City Manager

Date prepared: April 23, 2021

Meeting date: May 10, 2021

Subject: Point Dume Community Services District

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**RECOMMENDED ACTION:** 1) Discuss recommendations from the Local Agency Formation Commission (LAFCO) for the County of Los Angeles regarding the Point Dume Community Services District (PDCSD); and 2) Authorize the Mayor to submit a letter of support for or opposition to the recommendations.

**FISCAL IMPACT:** There is no fiscal impact associated with the recommended action.

**WORK PLAN:** This item was not included in the Adopted Work Plan for Fiscal Year 2020-2021. This project is part of normal staff operations.

**DISCUSSION:** The Point Dume Community Services District (PDCSD) was approved by LAFCO for formation on March 9, 1983 and formally established effective August 26, 1985.

On March 8, 2021, LAFCO sent a letter (Attachment 1) to the PDCSD Board with a Draft Municipal Service Review (MSR) and Sphere of Influence (SOI) Update (Attachment 2) for three Community Services Districts in Los Angeles County, including the PDCSD. Chapter 5 of the MSR/SOI (beginning on page 33) discusses the PDCSD.

LAFCO's proposed recommendation is to adopt a Zero SOI and dissolve the PDCSD. A decision on that recommendation is scheduled for the LAFCO meeting of May 12, 2021.

Some Point Dume residents have requested the City's support in opposing this recommendation. As is noted in the Draft MSR and SOI Update, PDCSD staff have informed LAFCO of the District's interest in providing a new class of service, that being a Point Dume fire brigade.

The Council is requested to discuss the LAFCO report and determine whether to have the Mayor issue a letter of support for or opposition to the recommended dissolution of the PDCSD.

ATTACHMENTS:

1. March 8, 2021 LAFCO letter to PDCSD
2. LAFCO Draft MSR and SOI Update

## **DRAFT Municipal Service Review**

### **Community Services Districts**

**Adopted January 10, 2018 and DATE**

This Municipal Service Review was conducted for the three (3) community services districts located in the County of Los Angeles:

- Bradbury Estates Community Services District;
- Pasadena Glen Community Services District; and
- Point Dume Community Services District.

The Commission adopted the MSR for the Bradbury Estates Community Services District and the Pasadena Glen Community Services District on January 10, 2018. The Commission adopted the MSR for the Point Dume Community Services District on DATE.

## **Chapter One: LAFCO Background**

### *Municipal Boundaries*

The State of California possesses the exclusive power to regulate boundary changes. Cities and special districts do not have the right to change their own boundaries without State approval.

The California Constitution (Article XI, Section 2.a) requires the Legislature to “prescribe [a] uniform procedure for city formation and provide for city powers.” The Legislature also has the authority to create, dissolve, or change the governing jurisdiction of special districts because they receive their powers only through State statutes.

The Legislature has created a “uniform process” for boundary changes for cities and special districts in the Cortese Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 *et seq.* or “Act”). The Act delegates the Legislature’s boundary powers over cities and special districts to Local Agency Formation Commissions (LAFCOs) established in each county in the State. The Act is the primary law that governs LAFCOs and sets forth the powers and duties of LAFCOs.

In addition to the Act, LAFCOs must comply with the following State laws:

- California Revenue and Taxation Code Sections 93 and 99. LAFCO considers the revenue and taxation implications of proposals and initiates the property tax negotiation process amongst agencies affected by the proposal.
- California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000 *et seq.*) and the related CEQA Guidelines (Title 14, California Code of Regulations)

Section 15000 *et seq*). Applications before LAFCO are considered to be “projects” under CEQA, which requires that potential environmental impacts be analyzed prior to Commission action.

- Ralph M. Brown Act (California Government Code Section 54950 *et seq*). Commonly known as the State’s “open meeting law,” the Brown Act ensures that the public has adequate opportunity to participate in the LAFCO process.
- Political Reform Act (California Government Code Section 81000 *et seq*). Commissioners, some LAFCO staff, and legal counsel are subject to the Political Reform Act, which requires the filing of annual reports of economic interests.

### What are LAFCO’s?

LAFCOs are public agencies with county-wide jurisdiction for the county in which they are located. LAFCOs oversee changes to local government boundaries involving the formation and expansion of cities and special districts.

In creating LAFCOs, the Legislature established four priorities: encourage orderly growth and development, promote the logical formation and determination of local agency boundaries, discourage urban sprawl, and preserve open-space and prime agricultural lands.

Created by the State but with local (not State) appointees, each of the 58 counties in the State of California has a LAFCO. Each LAFCO operates independently of other LAFCOs, and each LAFCO has authority only within its corresponding county.

While a LAFCO may purchase services from a county (i.e. legal counsel, employee benefits, payroll processing), LAFCO’s are not County agencies.

### Local Agency Formation Commission for the County of Los Angeles (“LA LAFCO”)

LA LAFCO regulates the boundaries of all 88 incorporated cities within the County of Los Angeles. LAFCO regulates most special district boundaries, including, but not limited to:

- California water districts
- Cemetery districts
- Community service districts (“CSDs”)
- County service areas (“CSAs”)
- County waterworks districts
- Fire protection districts
- Hospital and health care districts
- Irrigation districts
- Library districts
- Municipal utility districts
- Municipal water districts
- Reclamation districts
- Recreation and parks districts

- Resource conservation districts
- Sanitation districts
- Water replenishment districts

LAFCO does not regulate boundaries for the following public agencies:

- Air pollution control districts
- Bridge, highway, and thoroughfare districts
- Community college districts
- Community facility districts (aka “Mello-Roos” districts)
- Improvement districts
- Mutual water companies
- Private water companies
- Redevelopment agencies
- School districts
- Special assessment districts
- Transit and transportation districts

LAFCO does not regulate the boundaries of counties. County boundary adjustments are within the purview of the boards of supervisors for the involved counties.

State law specifically prohibits LAFCOs from imposing terms and conditions which “directly regulate land use, property development, or subdivision requirements.” In considering applications, however, State law requires that LAFCO take into account existing and proposed land uses, as well as General Plan and zoning designations, when rendering its decisions.

The Local Agency Formation Commission for the County of Los Angeles (LA LAFCO, the Commission, or LAFCO) is composed of nine (9) voting members:

- Two (2) members of the Los Angeles County Board of Supervisors (appointed by the Los Angeles County Board of Supervisors);
- One (1) member of the Los Angeles City Council (appointed by the Los Angeles City Council President);
- Two (2) members of city councils who represent the other 87 cities in the county other than the City of Los Angeles (elected by the City Selection Committee);
- Two (2) members who represent independent special districts (elected by the Independent Special Districts Selection Committee);
- One (1) member who represents the San Fernando Valley (appointed by the Los Angeles County Board of Supervisors); and
- One (1) member who represents the general public (elected by the other eight members).

LAFCO also has six (6) alternate members, one (1) for each of the six (6) categories above.

The Commission holds its “regular meetings” at 9:00 a.m. on the second Wednesday of each month. The Commission periodically schedules “special meetings” on a date other than the second Wednesday of the month. Commission meetings are held in Room 381B of the Kenneth Hahn Hall of Administration, located at 500 West Temple Street in downtown Los Angeles. Public notice, including the Commission agenda, is posted at the Commission meeting room and on LAFCO’s web-site ([www.lalafco.org](http://www.lalafco.org)).

The Commission appoints an Executive Officer. A small staff of less than ten (10), reports to the Executive Officer and Deputy Executive Officer.

LAFCO’s office is located at 80 South Lake (Suite 870) in the City of Pasadena. The office is open Monday through Thursday from 7:00 a.m. to 5:00 p.m. The office is closed on Fridays.

#### What are LAFCO’s responsibilities?

LAFCO oversees changes to local government boundaries involving the formation and expansion of cities and special districts. This includes annexations and detachments of territory to and/or from cities and special districts; incorporations of new cities; formations of new special districts; consolidations of cities or special districts; mergers of special districts with cities; and dissolutions of existing special districts. LAFCO also approves or disapproves proposals from cities and special districts to provide municipal services outside their jurisdictional boundaries (these public agencies can provide services outside of their boundaries under very limited circumstances).

An important tool used in implementing the Act is the adoption of a Sphere of Influence (SOI) for a jurisdiction. An SOI is defined by Government Code Section 56425 as “...a plan for the probable physical boundary and service area of a local agency.” An SOI represents an area adjacent to a city or special district where a jurisdiction might be reasonably expected to provide services over the next twenty (20) years. The SOI is generally the territory within which a city or special district is expected to annex.

LAFCO determines an initial SOI for each city and special district in the County. The Commission is also empowered to amend and update SOIs.

All jurisdictional changes, such as incorporations, annexations, and detachments, must be consistent with the affected agency’s Sphere of Influence, with limited exceptions.

#### Municipal Service Reviews

State law also mandates that LAFCO prepares Municipal Service Reviews (MSRs). An MSR is a comprehensive analysis of the municipal services, including an evaluation of existing and future service conditions, provided in a particular region, city, or special district. Related to the preparation of MSRs, and pursuant to State Law, LAFCOs must review and update SOIs “every five years, as necessary.” The Commission adopted MSRs for all cities and special districts in the County prior to the January 1, 2008 deadline (Round One).

Some LAFCOs prepare MSRs for each city and special district in their region every five years. Other LAFCOs do not prepare MSRs proactively; rather, when a city, special district, or petitioner wants to expand the boundaries of an SOI, LAFCO will then require the applicant to pay for the preparation of an MSR in advance of the SOI determination. Most LAFCOs take an intermediate approach, above, preparing MSRs for a select group of cities and special districts every five years. This is the approach taken by the Commission (LA LAFCO) at its meeting of March 9, 2011.

In the current round (Round Three), LAFCO is preparing MSRs for a total of nine (9) cities and eleven (11) special districts. To date, the Commission has adopted two of these MSRs (the Wrightwood Community Services District on January 8, 2020; and the Consolidated Fire Protection District of Los Angeles County on July 8, 2020).

In preparing MSRs, LAFCOs are required to make seven determinations:

- Growth and population projections for the affected area;
- The location and characteristics of any disadvantaged unincorporated communities (DUCs) within or contiguous to a city or district's SOI;
- Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs of deficiencies;
- Financial ability of agencies to provide services;
- Status of, and opportunities for, shared facilities;
- Accountability for community service needs, including governmental structure and operational efficiencies; and
- Any other matter related to effective or efficient service delivery.

Although State law requires the preparation of MSRs, the State does not provide funding to LAFCOs to perform this work. Some MSRs are prepared utilizing existing LAFCO staff; in other instances, LAFCO retains a consultant. This MSR was prepared in-house by LAFCO staff.

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## **Chapter Two: Community Services District Enabling Act** (Government Code Sections 61000 – 61226.5)

### **Community Services District Law**

The Legislature originally enacted the Community Services District (CSD) Law in 1951, and the Legislature re-enacted the Community Services District Law in 1955 (pursuant to Government Code Section 61001(a)(2)(3)).

### **Community Services District Law: 2006 Revisions**

In 2006, Senator Christine Kehoe, in partnership with representatives of individual CSDs and the California Special Districts Association (CSDA), sponsored legislation (SB 135) to overhaul the Community Services District Law. SB 135 was approved by the Legislature and signed by the Governor, and it took effect on January 1, 2006. The reforms involved several substantive and significant changes to the original Community Services District Law.<sup>1</sup>

In enacting the new CSD Law in 2006, the State Legislature (pursuant to Government Code Sections 61001(c)) expressed its intent, as follows:

- (1) To continue a broad statutory authority for a class of limited-purpose special districts to provide a wide variety of public facilities and services.
- (2) To encourage LAFCOs to use their municipal service reviews, spheres of influence, and boundary powers, where feasible and appropriate, to combine special districts that serve overlapping or adjacent territory into multifunction community services districts.
- (3) That residents, property owners, and public officials use the powers and procedures provided by the Community Services District Law to meet the diversity of the local conditions, circumstances, and resources.

Under the CSD Law (SB 135), community services districts may be any of the following (pursuant to Government Code Sections 61001(b)):

- (1) A permanent form of governance that can provide locally adequate levels of public services.
- (2) An effective form of governance for combining two or more special districts that serve overlapping or adjacent territory into a multifunction special district.
- (3) A form of governance that can serve as an alternative to the incorporation of a new city.
- (4) A transitional form of governance as the community approaches cityhood.



## Governing Body

The governing body, which is established by law to administer the operation of a community services district, is composed of five (5) board of directors (pursuant to Government Code Section 61040).

Community services districts can be either independent or dependent: independent board of directors are elected by the district's voters or appointed to a fixed term of office by either the city council or board of supervisors. Dependent districts are governed by other existing legislative bodies such as a city council or board of supervisors. Larger independent districts have a professional manager, similar to a city manager or county administrator or chief executive officer, to assist the governing officials. The governing boards adopt policies that the general managers implement.<sup>2</sup>

SB 135 strengthened the community services districts' governance, as follows:

- Voters can elect directors at-large, by divisions, or from divisions (§ 61021 & 61025).
- Voters can convert dependent CSDs into independent districts (§ 61022 & 61027).
- All CSDs boards of directors must have five directors (§ 61040).
- Directors set policy; general managers implement policy (§ 61040 & 61051).
- Directors serve staggered, four-year terms (§ 61042).
- Directors must follow formal procedures (§ 61043, 61044 & 61045).
- General managers have defined roles (§61002(f) & 61051)<sup>3</sup>.

## Functions

The California Government Code provides for a broad array of powers and authority for a community services district. With the notable exception of land-use (planning and zoning) authority, a community services district can provide almost the same range of services as a city. A community services district can provide up to thirty-two (32) services. Each of the specific powers (below) must be approved by the Commission prior to service(s) being provided.

Within its boundaries, the specific powers (pursuant to Government Code Section 61100) a CSD board of directors may exercise, are as follows:

- (a) Supply water for any beneficial uses in the same manner as a municipal water district.
- (b) Collect, treat, or dispose of sewage, wastewater, recycled water, and storm water in the same manner as a sanitation district.
- (c) Collect, transfer, dispose of solid waste, and provide solid waste handling services, including, but not limited to, source reduction, recycling, and composting activities.
- (d) Provide fire protection services, rescue services, hazardous material emergency response services, and ambulance services in the same manner as a fire protection district.

- (e) Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open-space in the same manner as a recreation and park district.
- (f) Organize, promote, conduct, advertise programs of community recreation, in the same manner as a recreation and park district.
- (g) Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements.
- (h) Provide for the surveillance, prevention, abatement, and control of vectors and vectorborne diseases in the same manner as a mosquito abatement and vector control district.
- (i) Provide police protection and law enforcement services by establishing and operating a police department that employs peace officers.
- (j) Provide security services, including, but not limited to, burglar and fire alarm services, to protect lives and property.
- (k) Provide library services in the same manner as a library district.
- (l) Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental work.
- (m) Convert existing overhead electric and communications facilities, with the consent of the public agency or public utility that owns the facilities, to underground locations.
- (n) Provide emergency medical services.
- (o) Provide and maintain public airports and landing places for aerial traffic in the same manner as an airport district.
- (p) Provide transportation services.
- (q) Abate graffiti.
- (r) Plan, design, construct, improve, maintain, and operate flood protection facilities.
- (s) Acquire, construct, improve, maintain, and operate community facilities, including, but not limited to, community centers, libraries, theaters, museums, cultural facilities, and child care facilities.
- (t) Abate weeds and rubbish.
- (u) Acquire, construct, improve, maintain, and operate hydroelectric power generating facilities and transmission lines, consistent with the district's water supply and wastewater operations. The power generated shall be used for district purposes, or sold

to a public utility or another public agency that generates, uses, or sells electrical power. A district shall not acquire hydroelectric power generating facilities unless the facilities' owner agrees.

- (v) Acquire, construct, improve, maintain, and operate television translator facilities.
- (w) Remove snow from public streets, roads, easements, and rights-of-way.
- (x) Provide animal control services.
- (y) Control, abate, and eradicate pests, in the same manner as a pest abatement district.
- (z) Construct, maintain, and operate mailboxes on a district's property or rights-of-way.
- (aa) Provide mail delivery service under contract to the United States Postal Service.
- (ab) Own, operate, improve, and maintain cemeteries and provide interment services in the same manner as a public cemetery district.
- (ac) Finance the operations of area planning commissions formed pursuant to Section 65101.
- (ad) Finance the operations of municipal advisory councils formed pursuant to Section 31010.
- (ae) Acquire, own, improve, maintain, and operate land within or without the district for habitat mitigation or other environment protection purposes to mitigate the effects of projects undertaken by the district.
- (af) If a private person or entity is unable or unwilling to deploy broadband service, construct, own, improve, maintain, and operate broadband facilities and to provide broadband service. The district shall first make a reasonable effort to identify a private person or entity willing to deploy service. The authority granted by this subdivision shall expire when a private person or entity is ready, willing, and able to acquire, construct, improve, maintain, and operate broadband facilities and to provide broadband services, and to sell those services at a comparable cost and quality of service as provided by the district. At that time, the district shall do one of the following: (1) Diligently transfer its title, ownership, maintenance, control, and operation of those broadband facilities and services at a fair market value to that private person or entity, or (2) lease the operation of those broadband facilities at a fair market value to that private person or entity.

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The new CSD Law in 2006 (SB 135) clarified three (3) existing specific powers.

Within its boundaries, the specific powers that a board of directors may exercise, as follows:

- A district may provide electricity if LAFCO designated the district as the successor to another special district that was extinguished as the result of any change or organization or reorganization, that other special district had provided electricity pursuant to the principal act under which that other special district had operated (Government Code Section 61102).
- A district that acquires, constructs, improves, and maintains streets, road rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works pursuant to subdivision (I) of Section 61100 shall have the powers, duties, and authority of a county for those works (Government Code Section 61103).
- A district that acquires, constructs, improves, and maintains streets, road rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works pursuant to subdivision (I) of Section 61100 may grant franchises (Government Code Section 61104).

A district may provide new or extended services by contract or agreement outside its jurisdictional boundary only if it first requests and receives written approval from the Commission. A district may provide the facilities and services authorized by Section 61100 outside its boundaries, subject to approval by LAFCO for an Out-of-Agency Service Agreement (pursuant to Government Code Section 56133 and 61101).

**Exercise of New or Different Functions or Classes of Services (formerly known as “activation of latent powers”)**

New or different functions or classes of services are those powers authorized by the principal act under which the district was formed, but not currently exercised by a special district.

Commission proceedings for the exercise of new or different functions or classes of services (or divestiture of power to provide particular functions or classes of services), within all or part of the jurisdictional boundaries of a special district may be initiated by a resolution of application (pursuant to Government Code Section 56824.10).

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***Plan for Services***

A special district shall submit a plan for services with an application. The plan for services must include this information (pursuant to Government Code Section 56653(b)):

- (1) An enumeration and description of the services to be extended in the affected territory.
- (2) The level and range of those services.
- (3) An indication of when those services can feasibly be extended to the affected territory.
- (4) An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.
- (5) Information with respect to how those services will be financed.

The plan for services shall also include all of this information (pursuant to Government Code Section 56824.12(a)):

- (1) The total estimated cost to provide the new or different function or class of services within the special district's jurisdictional boundaries.
- (2) The estimated cost of the new or different function or class of services to customers within the special district's jurisdictional boundaries. The estimated costs may be identified by customer class.
- (3) An identification of existing providers, if any, of the new or different functions or class of services proposed to be provided and the potential fiscal impact to the customers of those existing providers.
- (4) A written summary of whether the new or different function or class of services or divestiture of the power to provide particular functions or classes of services, within all or part of the jurisdictional boundaries of a special district, pursuant to subdivision (b) of Section 56654, will involve the activation or divestiture of the power to provide a particular service or services, service function or functions, or class of services or services.
- (5) A plan for financing the establishment of the new or different function or class of services within the special district's jurisdictional boundaries.
- (6) Alternatives for the establishment of the new or different functions or class of services within the special district's jurisdictional boundaries.

The Commission shall not approve a proposal for the establishment of new or different functions or class of service unless the special district will have sufficient revenues to carry out the proposed new or different functions of class of services (Government Code Section 56824.14(a)) except as specified in Code Section 56824.14(1).

## Formation

A proposal to form a new district may be made by petition or by the adoption of a resolution of application by a legislative body of a county, city, or special district that contains any of the proposed territory to be included in the proposed district. The petition shall do all of the things required by Section 56700. Except for the provisions regarding the signers, the signatures, and the proponents, a resolution of application shall contain all of the matters specified for a petition in Section 61011. In addition, the petition shall include, (pursuant to Government Code Section 61011(a)), the following information:

- State which of the services listed in Section 61100 it is proposed that the district be authorized to provide upon formation.
- Set forth the proposed methods, including, but not limited to, special taxes, benefit assessments, and fee, by which the district will finance those services.
- Specify the method of selecting the initial board of directors, as provided in Chapter 1 (commencing with Section 61020) of Part 2.
- The petition shall be signed by not less than twenty-five percent (25%) of the registered voters residing in the area to be included in the district.

Prior to circulating petitions, the proponent shall file with the LAFCO Executive Officer a Notice of Intention that includes the name and mailing address of the proponent(s) and a written statement, not to exceed 500 words in length, setting forth the reasons for the proposal. After filing the Notice of Intention, the petition may be circulated for signatures (Government Code Section 61012).

The proposal to form a new district may also be made by the adoption of a resolution of application by the legislative body of any county, city, or special district that contains any of the territory proposed to be included in the district (Government Code Section 56859 & 61013).

After the formation proceedings have been initiated, LAFCO must conduct a noticed public hearing. After hearing public testimony, the Commission may either approve, modify, or deny the proposed formation. If it is approved, the Commission must also adopt terms and conditions for the formation, and establish a sphere of influence for the new district. The proposed formation is then scheduled for a protest hearing. At the protest hearing, the proceedings may be terminated if protested by fifty percent (50%) or more of the registered voters residing within the district. If no majority protest exists, the Commission shall either:

1. Order the formation subject to approval by the voters; or
2. Order the formation subject to approval by the voters of a special tax or by the property owners of a special benefit assessment.

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With respect to the proposed boundaries of a community services district, the following territory may be included upon formation pursuant to Government Code Section 61007.

1. Incorporated and/or unincorporated territory;
2. Contiguous or non-contiguous territory; and
3. Within one or more counties.

Territory within another community services district or another type of special district that provides the same proposed level of services shall not be included in a community services district.

### **Annexation**

After a district has been formed, the boundaries of the district may be altered and outlying incorporated or unincorporated territory in one or more counties may be annexed into the district. Proceedings are to be initiated pursuant to Section 56000 *et seq* of the Government Code.

### **CSDs in Los Angeles County**

There are three (3) community services districts located in the County of Los Angeles:

- Bradbury Estates Community Services District;
- Pasadena Glen Community Services District; and
- Point Dume Community Services District.

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### **Chapter Three: Bradbury Estates Community Services District**

The Bradbury Estates Community Services District (BECSD) was formed by LAFCO on December 28, 1995.

The population within the boundaries of the BECSD in 2010 (the most recent year for which data is available) was 370.<sup>4</sup> The BECSD is 858 acres (or 1.34 square miles) in size with a population density of 276 persons per square mile.

The BECSD consists of 146 parcels. Of the 146 parcels, 108 are assessed parcels (single-family homes). The remaining 38 parcels are vacant lots (mostly inaccessible due to steep terrain), open-space; and flood control and debris basins (located in the northeastern portion of the BECSD boundaries, south of the Angeles National Forest).

The BECSD's boundaries include one of two distinct gated communities located in the City of Bradbury (City), the Bradbury Estates. The second gated community, Woodlyn Lane, is not within the BECSD's boundaries. Of the total 858 acres within the BECSD, 833 acres is the gated community of Bradbury Estates and the remaining twenty-five (25) acres are vacant lots, open-space, and flood control and debris basins, located within the northern and western portions of the City.

The Bradbury Estates Community Services District and its Coterminous SOI boundaries includes sixty-eight percent (68%) of the City of Bradbury, and a small area within the City of Monrovia consisting of four (4) parcels and a portion of one (1) parcel (Reorganization No. 2016-08 to the City of Bradbury). The BECSD's boundaries are generally located south and east of the City of Monrovia, south of the Angeles National Forest, west of the City of Duarte; and south and southeast of the City of Bradbury (see Existing Bradbury Estates Community Services District Sphere of Influence, Exhibit 1, on Page 16). The topography of the BECSD includes flat areas, as well as steep hillside and mountainous terrain in various locations.

In 1994, a proposal was submitted to LAFCO by registered voter petition to form a community services district within a portion of the City of Bradbury, a small residential equestrian community located at the base of the San Gabriel Mountains. A portion of the BECSD boundary includes a former City of Bradbury special municipal tax district boundary which existed from 1973 to 1992. From 1993 to 1995, patrol services to the Bradbury Estates area were financed through a voluntary homeowner's association. The former City municipal tax district boundary plus additional territory formed the BECSD boundaries.<sup>5</sup>

The purpose of the BECSD is to provide a higher level of special patrol services, landscape maintenance, and road maintenance to the Bradbury Estates. This includes 24-hour security patrol, maintenance of all streets within the gated community, and landscape maintenance at the entryway and guard post.

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**Active Powers**

Active powers are defined as authorized functions and services that are already being provided by a special district within its boundaries.

The Bradbury Estates Community Services District is authorized to provide the following services:

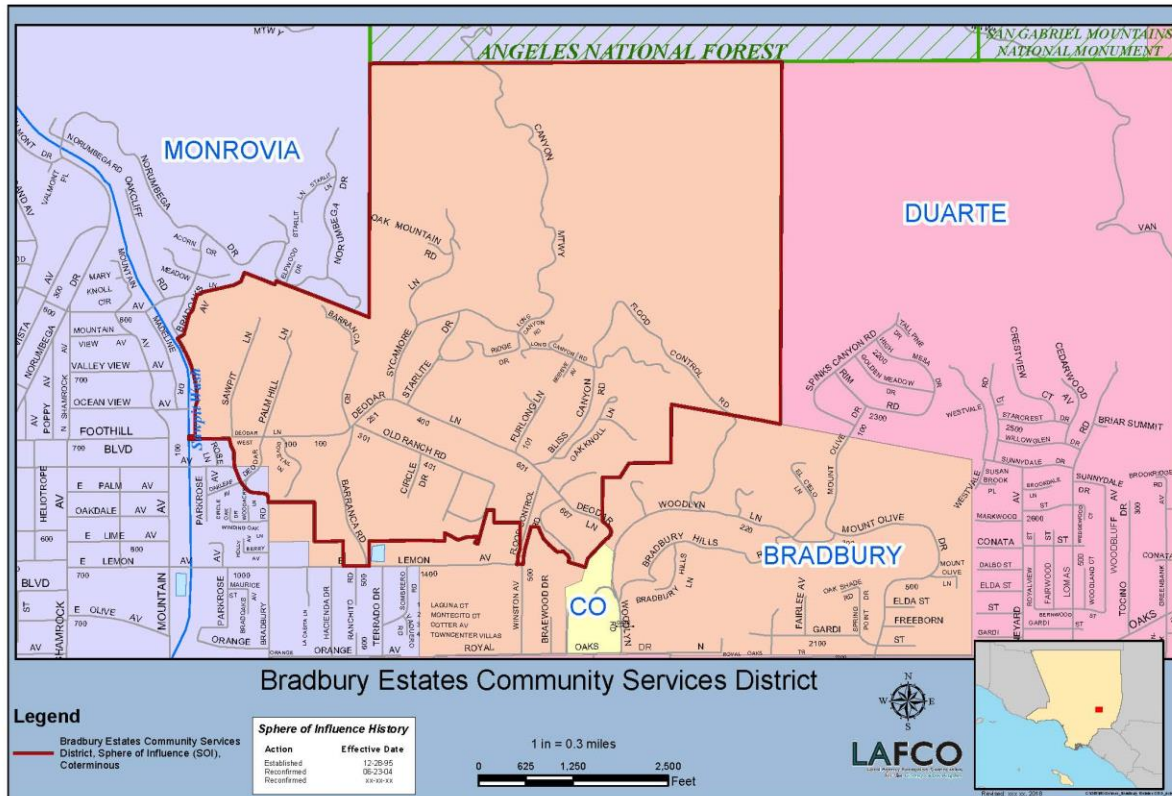
- Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public rights-of-way, and public easements (Government Code Section 61100(g)). BECSD maintains a landscaped public easement at a gated entryway and a guard post into the Bradbury Estates.
- Provide security services, including, but not limited to, burglar and fire alarm services, to protect life and property (Government Code Section 61100(j)). Securitas uniformed security guards are stationed 24 hours a day, 7 days a week, at a guard post at the gated entryway of the Bradbury Estates. The security guards monitor the entrance with closed circuit cameras, monitor incoming vehicles and delivery services, conduct perimeter checks, and provide overnight parking passes to guests who are visiting residents within the Bradbury Estates.
- Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and incidental work (Government Code Section 61100(l)). BECSD provides road construction, maintenance, repair, and street sweeping of all rights-of-way.

Any and all other powers not identified above, which the BECSD may propose to exercise, are considered to be new or different functions or classes of services (also known as “inactive powers” or “latent powers”). The BECSD is prohibited from exercising such new or different functions or classes of services without the advance, written approval of the Commission pursuant to Government Code Sections 56824.10 through 56824.14, inclusive, and as addressed elsewhere in the Act.

(Report continues on Page 16)

## Exhibit 1

## Existing Bradbury Estates Community Services District Sphere of Influence



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## **Bradbury Estates Community Services District**

### **Discussion and Determinations**

Government Code Section 56430 requires LAFCO to “conduct a service review of the municipal services” and to “prepare a written statement of its determinations” relative to several factors. This chapter addresses these factors and includes the recommended determinations.

#### *Population Projections*

According to the United States Census Bureau, the 2010 population of the Bradbury Estates Community Services District was 370.<sup>6</sup> The BECSD consists of a combination of large estate single-family homes, open-space; and flood control and debris basins, that is largely built-out.

The population within the SOI boundary within the Bradbury Estates Community Services District is unlikely to grow significantly over the next twenty (20) years.

#### **Determinations:**

- **Bradbury Estates Community Services District is in a suburban area that is largely built-out.**
- **The population is unlikely to grow significantly over the next twenty (20) years.**

#### *Disadvantaged Unincorporated Communities*

Pursuant to the State’s passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than eighty percent (80%) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

The Bradbury Estates Community Services District does not contain any unincorporated areas within its boundaries. There is one (1) small unincorporated area contiguous to the Bradbury Estates Community Services District and its SOI, located south of the BECSD and its SOI, but it does not contain a DUC.

#### **Determinations:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or contiguous to the Bradbury Estates Community Services District and its SOI.**

- **The Bradbury Estates Community Services District does not provide three core governmental services (water, wastewater, and structural fire protection) which are the focus of State Law concerning DUCs.**

*Present and Planned Capacity of Public Facilities*

The Bradbury Estates Community Services District owns and maintains two (2) parcels which consist of a guard post and landscaped public easements, at the intersection of East Oak Leaf Avenue and East Wildrose Avenue.

The BECSD has no employees, and contracts out for the following services: security services with Securitas (a company that provides a full spectrum of security services, officers, and technology); street sweeping; landscaping; and accounting services.<sup>7</sup>

The Bradbury Estates Community Services District's Board of Directors does not employ nor contract out for a General Manager.

Securitas uniformed security guards are stationed 24 hours a day, 7 days a week, at a guard post at the gated entryway of the Bradbury Estates. The security guards monitor the entrance with closed circuit cameras, monitor incoming vehicles and delivery services, conduct perimeter checks, and provide overnight parking passes to guests who are visiting residents within the Bradbury Estates.<sup>8</sup>

The City of Monrovia and the City of Bradbury entered into a Memorandum of Understanding (MOU) on January 17, 2017 to implement a Community Service Officer (CSO) program. This MOU agreement is paid by the City of Bradbury to the City of Monrovia to employ a City of Monrovia non-sworn part-time CSO who performs field-related public safety work within the entire City of Bradbury, including the gated area of Bradbury Estates. The CSO reports directly to the City of Monrovia Police Department. The CSO provides a full-service investigation of crimes that have already occurred which have little or no workable leads, including evidence collection (photographs, fingerprinting, DNA, etc.); enforces some municipal code violations; investigates non-injury traffic collisions; enforces parking restrictions; and performs other duties as negotiated. The CSO program remains in effect until June 30, 2018, at which time both cities may elect to renew the program.<sup>9</sup>

The City of Bradbury contracts with the Los Angeles County Sheriff's Department which provides general law enforcements services within the City of Bradbury, including the Bradbury Estates.<sup>10</sup>

Bradbury Estates Community Services District representatives do not anticipate any potential expansion of service or service delivery.<sup>11</sup>

BECSD representatives do not have any existing issues or problems with service delivery, equipment, or long-term capital improvements forecasted.<sup>12</sup>

The BECSD has provided services effectively for over two (2) decades. There is minimal new development within the Bradbury Estates Community Services District's SOI.

**Determination:**

- **At this time, the Bradbury Estates Community Services District has the ability to serve the needs of the BECSD.**

*Financial Ability of Agencies to Provide Services*

The BECSD's Fiscal Year 2016-2017 (most recent budget available) budget summary reflects \$580,996 in revenue (special assessments and interest income) and \$378,046 in expenses (\$254,276 in security services; \$62,146 in maintenance (roads and landscape); \$31,155 in business expenses; and \$30,469 in utilities) for a year-end balance of \$202,949.<sup>13</sup>

The BECSD has no long-term debt.<sup>14</sup>

The BECSD does not receive a portion of the 1% ad-valorem property tax. The BECSD is funded exclusively through property tax assessments.

For the Fiscal Year 2016-2017, the Bradbury Estates Community Services District received an assessment of \$5,140 per parcel. With 108 parcels assessed at \$5,140 per parcel, the BECSD received \$555,120 in assessments.<sup>15</sup>

In 1995, when the BECSD was originally formed/established, the BECSD levied a property tax assessment not to exceed \$1,500 per year, per parcel.<sup>16</sup> In 1998, the BECSD held a special election and the voters within the BECSD approved a measure which: one, eliminated the maximum assessment of \$1,500 per year; two, authorized the BECSD Board of Directors to increase the annual assessment per parcel, up to a maximum of two percent (2%) each year; and three, empowered the Board to "re-capture" the 2% assessment in later years for prior years in which no increase was assessed.<sup>17</sup> Depending on the BECSD's budgetary needs, the Board reconsiders the rate of assessment every year.<sup>18</sup>

In 1998, the assessment was \$3,600 per parcel.<sup>19</sup> The current assessment (FY 2017-2018) is \$5,140 per parcel.<sup>20</sup>

The chart below shows the annual assessment for the last four (4) fiscal years.

Bradbury Estates Community Services Benefit Assessment (based on per parcel, per year)	
<u>Fiscal Year</u>	<u>Amount</u>
2014-2015	\$4,800
2015-2016	\$4,800
2016-2017	\$5,140
2017-2018	\$5,140

**Determination:**

- **The Bradbury Estates Community Services District has the financial ability to continue providing services at the current year budget levels.**

**Status of, and Opportunities for, Shared Facilities**

Together with the City of Bradbury Planning and Building Departments and the Bradbury Estates Association, development activity within the Bradbury Estates Community Services District is subject to review and approval by the BECSD Board of Directors before any construction activity is undertaken that may impact the existing or proposed street system, drainage system, or police or security services.<sup>21</sup>

**Determinations:**

- **The Bradbury Estates Community Services District works directly with the City of Bradbury and the Bradbury Estates Association to review and approve proposed new development and construction activities within the BECSD.**
- **There are no additional opportunities for shared facilities or services.**

**Accountability for Community Service Needs**

The governing body of Bradbury Estates Community Services District consists of a five-member Board of Directors. Board-members are elected by district, and they do not receive stipends.<sup>22</sup>

The Board of Directors conducts meetings at the Bradbury City Hall at 600 Winston Avenue, Bradbury, California, 91008 at 7:00 p.m. Board agendas are posted at the entryway guard post and at Bradbury City Hall. Notices of meetings are mailed to the residents within the BECSD. The Board meets twelve (12) times a year.<sup>23</sup>

The Bradbury Estates Community Services does not maintain a website. The City of Bradbury's website lists the board's president with contact information for the BECSD<sup>24</sup>.

**Determination:**

- **The Bradbury Estates Community Services District provides effective communication by posting Board agendas at the entryway guard post and at Bradbury City Hall, and notices of meetings are mailed to the residents within the BECSD. Given the limited number of assessed parcels (108 assessed parcels), and the fact that mailed notice is provided in advance of each meeting, a website is not necessary at this time.**

(Report continues on Page 21)

Other Matters

None.

**Determination:**

(No additional determinations)

(Report continues on Page 22)

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**Bradbury Estates Community Services District****SOI Recommendation****Bradbury Estates Community Services District SOI Recommendation:**

- **Reconfirm Bradbury Estates Community Services District's Existing Coterminous Sphere of Influence.** The Bradbury Estates Community Services District's Existing Coterminous SOI was established on December 28, 1995. On June 23, 2004, the Commission reconfirmed the Coterminous SOI in the course of adopting the Miscellaneous Government Services Municipal Service Review (see Bradbury Estates Community Services District Sphere of Influence, Exhibit 1, on Page 16). The Bradbury Estates Community Services District has no paid staff (all services are contracted out), and the BECSD's Board does not intend to make changes to its boundary. Future changes to the SOI boundaries are unlikely; LAFCO staff therefore recommends that the Commission reconfirm the existing Coterminous SOI for the Bradbury Estates Community Services District (see Proposed Bradbury Estates Community Services District Sphere of Influence, Exhibit 2, on Page 23).

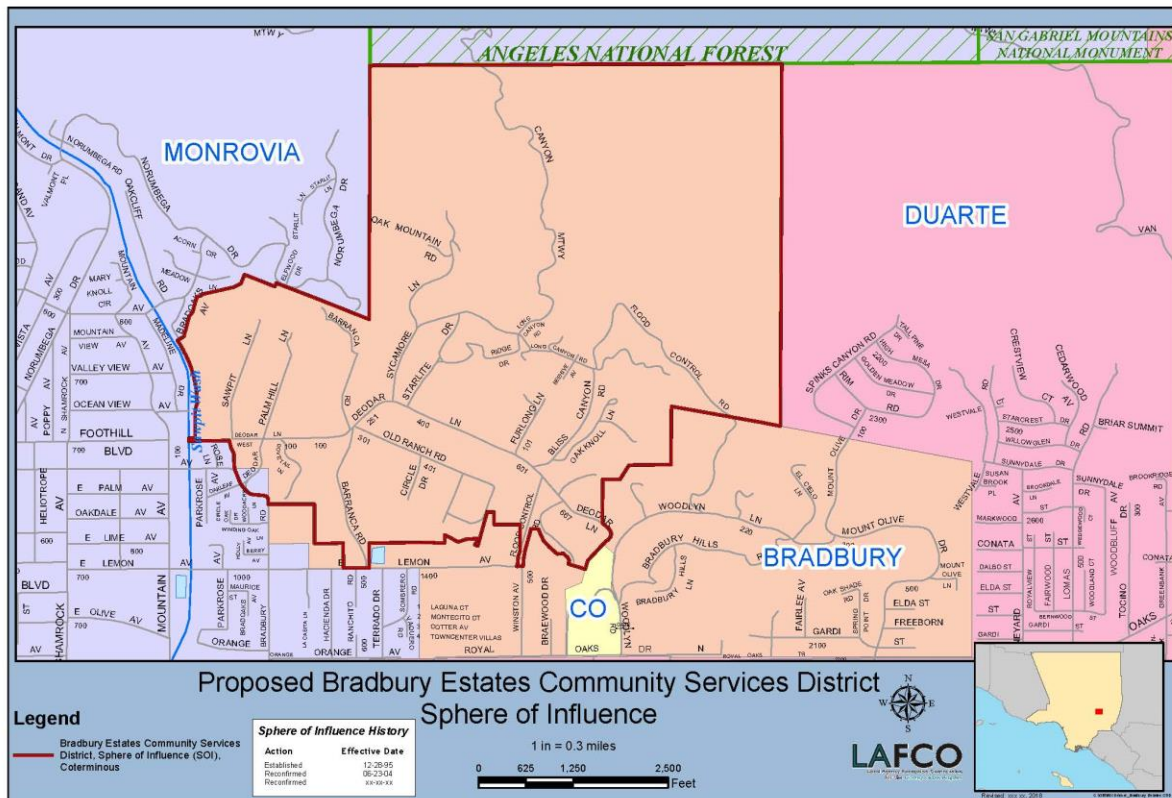
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## Exhibit 2

## Proposed Bradbury Estates Community Services District Sphere of Influence



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## **Chapter Four: Pasadena Glen Community Services District**

The Pasadena Glen Community Services District (PGCSD) was formed by LAFCO on June 27, 1994.

The population within the boundaries of the PGCSD in 2010 (the most recent year for which data is available) was 126.<sup>25</sup> The PGCSD is 26.20 acres (or 0.04 square miles) in size.

The PGCSD consists of 92 parcels. Of the 92 parcels, 65 are assessed parcels. The remaining 27 parcels are vacant lots, open-space; and flood control and debris basins. There are 56 single-family homes with the boundaries of the PGCSD<sup>26</sup>.

The Pasadena Glen Community Services District and its Coterminous SOI boundaries are located in unincorporated territory known as Pasadena Glen; south and west of the Angeles National Forest, and northeast of the City of Pasadena. The PGCSD's boundaries include the roadways of Pasadena Glen Road, Shaw Ranch Road, and portions of Old Grove Road and Vosburg Street (see Existing Pasadena Glen Community Services District Sphere of Influence, Exhibit 3, on Page 26). The topography of the PGCSD consists of hillside and canyons.

In October of 1993, a fire swept through the community of Pasadena Glen and destroyed 28 of the 65 homes in the area. In 1994, a proposal was submitted to LAFCO by registered voter petition to form a community services district. In addition to the immediate damage caused by the fire, the community continued to suffer from severe flooding as a result of the erosion from barren hillsides. In order for the homeowners to rebuild their destroyed homes, Los Angeles required that the community demonstrate a financial capability to fund the necessary road and flood control improvements.<sup>27</sup>

The purpose of the PGCSD is to construct, fund, and maintain the roadway (Pasadena Glen Road), including street turnouts for fire engine access and; to construct, fund, and maintain the storm water culverts (under Pasadena Glen Road and at the Winifred Canyon runoff) to divert the flow of water and mud away from residential homes and roads within the PGCSD.<sup>28</sup> Pasadena Glen Road is the primary access point to the community.

### **Active Powers**

Active powers are defined as authorized functions and services that are already being provided by a special district within its boundaries.

The Pasadena Glen Community Services District is authorized to provide the following services:

- Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and incidental work (Government Code Section 61100(l)). PGCSD maintains Pasadena Glen Road, Old Grove Road, and Shaw Ranch Road, including street turnouts for fire engine access and; to construct, fund, and maintain the storm water culverts (under Pasadena Glen Road and at the Winifred Canyon runoff) to divert the flow of water and mud away from residential homes and roads within the PGCSD.

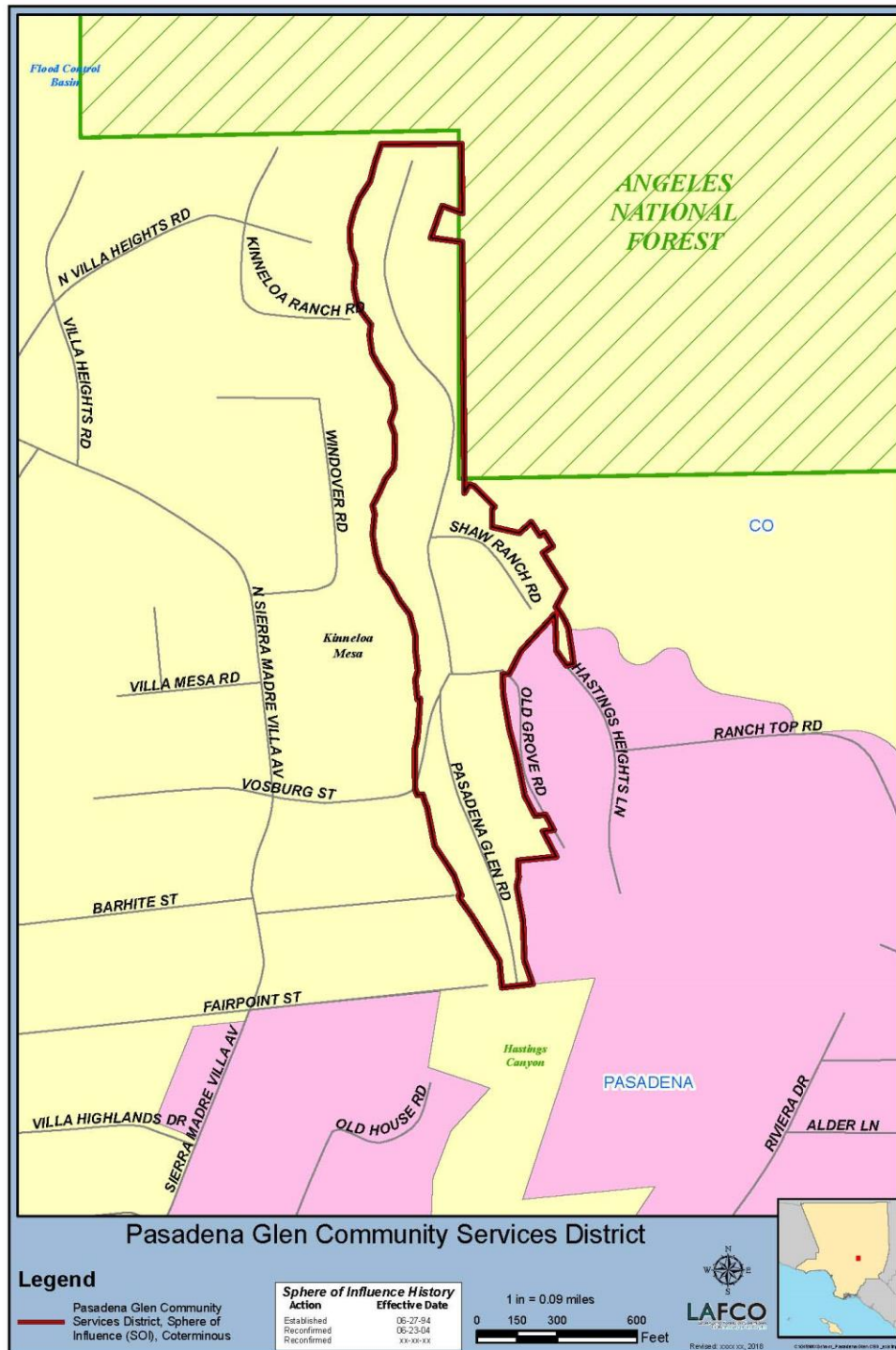
Any and all other powers not identified above, which the PGCSO may propose to exercise, are considered to be new or different functions or classes of services (also known as “inactive powers” or “latent powers”). The PGCSO is prohibited from exercising such new or different functions or classes of services without the advance, written approval of the Commission pursuant to Government Code Sections 56824.10 through 56824.14, inclusive, and as addressed elsewhere in the Act.

(Report continues on Page 26)

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## Exhibit 3

## Existing Pasadena Glen Community Services District Sphere of Influence



## **Pasadena Glen Community Services District**

### **Discussion and Determinations**

Government Code Section 56430 requires LAFCO to “conduct a service review of the municipal services” and to “prepare a written statement of its determinations” relative to several factors. This chapter addresses these factors and includes the recommended determinations.

#### **Population Projections**

According to the United States Census Bureau, the 2010 population of the Pasadena Glen Community Services District was 126.<sup>29</sup> The PGCSD consists of a combination of large estate single-family homes; and flood control and debris basins, that is largely built-out.

The population within the SOI boundary within the Pasadena Glen Community Services District is unlikely to grow significantly over the next twenty (20) years.

#### **Determinations:**

- **Pasadena Glen Community Services District is in a suburban area that is largely built-out.**
- **The population is unlikely to grow significantly over the next twenty (20) years.**

#### **Disadvantaged Unincorporated Communities**

Pursuant to the State’s passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than eighty percent (80%) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

The Pasadena Glen Community Services District is located entirely within unincorporated territory, but there are no DUCs within that unincorporated area. There is unincorporated territory, located north, northeast, west, and south, contiguous to the Pasadena Glen Community Services District and its SOI, but there are no DUCs within the unincorporated area.

#### **Determinations:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or contiguous to the Pasadena Glen Community Services District and its SOI.**

- **The Pasadena Glen Community Services District does not provide three core governmental services (water, wastewater, and structural fire protection) which are the focus of State Law concerning DUCs.**

#### Present and Planned Capacity of Public Facilities

The PGCSD has no employees, and contracts out for the following services: road and culvert maintenance, brush removal, general management, legal services, and accounting services.<sup>30</sup>

The Pasadena Glen Community Services District Board of Directors contracts out for a General Manager.<sup>31</sup>

Pasadena Glen Community Services District representatives do not anticipate any potential expansion of service or service delivery.<sup>32</sup>

PGCSD representatives indicated that there are existing issues or problems with maintenance of the roads resulting from private construction or other heavy uses. The PGCSD is responsible for maintaining roads within its boundaries, but is faced with a challenge due to activities that cause damage or deterioration to the roads. The Board of Directors is considering adopting an ordinance by requiring an encroachment permit for construction activities. Collecting these permit fees from construction activities will offset maintenance costs incurred by the PGCSD.<sup>33</sup>

The PGCSD has been serving the area effectively for over two (2) decades. During that time the culverts and roadways have proven to be adequate for the community's needs. There is minimal new development within the Pasadena Glen Community Services District's SOI.

#### **Determinations:**

- **The Pasadena Glen Community Services District's public facilities are adequate to meet the needs of the Pasadena Glen community.**
- **The Pasadena Glen Community Services District Board of Directors should continue its consideration of adopting an encroachment permit/fee to offset impacts upon Pasadena Glen Road from outside parties.**

#### Financial Ability of Agencies to Provide Services

The PGCSDs five-year financial statement ending June 30, 2014 (most recent budget available) started with \$63,554; reflects \$32,385 in revenue and \$19,378 in expenses with an excess of revenues over expenses of \$13,007 for a fiscal year-end balance of \$76,561.<sup>34</sup>

The PGCSDs Fiscal Year 2013-2014 ending June 30, 2014 reflects a balance of \$76,561 in the PGCSD checking and savings accounts.<sup>35</sup>

The PGCSD has no long-term debt.<sup>36</sup>

The PGCSO does not receive a portion of the 1% ad-valorem property tax. The PGCSO is funded exclusively through property tax assessments.

For Fiscal Year 2013-2014, PGCSO received \$32,301 in assessments.<sup>37</sup>

At formation, the PGCSO is authorized to levy an annual benefit assessment of \$500 per parcel. Assessments have not increased since the PGCSO was formed in 1994. The Board has no plans to increase the assessment at this time.<sup>38</sup>

**Determination:**

- **The Pasadena Glen Community Services District has the financial ability to continue to provide services to the residents within the Pasadena Glen area at current budget levels.**

*Status of, and Opportunities for, Shared Facilities*

The PGCSO provides limited services which directly benefit a small number of homeowners in the Pasadena Glen community. The PGCSO has maintained its limited public facilities consistently and adequately since the District's formation through the collection of assessments upon homeowners in Pasadena Glen. There are no apparent opportunities to share facilities with other agencies.

**Determination:**

- **There are no apparent opportunities to share facilities with other agencies.**

*Accountability for Community Service Needs*

The governing body of the Pasadena Glen Community Services District consists of a five-member Board of Directors, residents who live within the boundaries of the PGCSO. Board-members are elected at-large, and do not receive stipends.<sup>39</sup>

The Board of Directors conducts meetings on the fourth Tuesday of each month. Board agendas are posted at the community bulletin board at the entry point into Pasadena Glen. The PGCSO does not own or lease any property and therefore each meeting is held at a different location within the PGCSO's boundaries. Meetings are typically held at the home of one of the Board members. The Board meets twelve (12) times a year.<sup>40</sup>

The Pasadena Glen Community Services District does not maintain a website.

**Determination:**

- **The Pasadena Glen Community Services District provides effective communication by posting Board agendas at the community bulletin board at the entry point into Pasadena Glen. Given the limited number of assessed parcels (65**

assessed parcels), and existing noticing practices, a website is not necessary at this time.

Other Matters

None.

**Determination:**

(No additional determinations)

(Report continues on Page 31)

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**Pasadena Glen Community Services District****SOI Recommendation****Pasadena Glen Community Services District SOI Recommendation:**

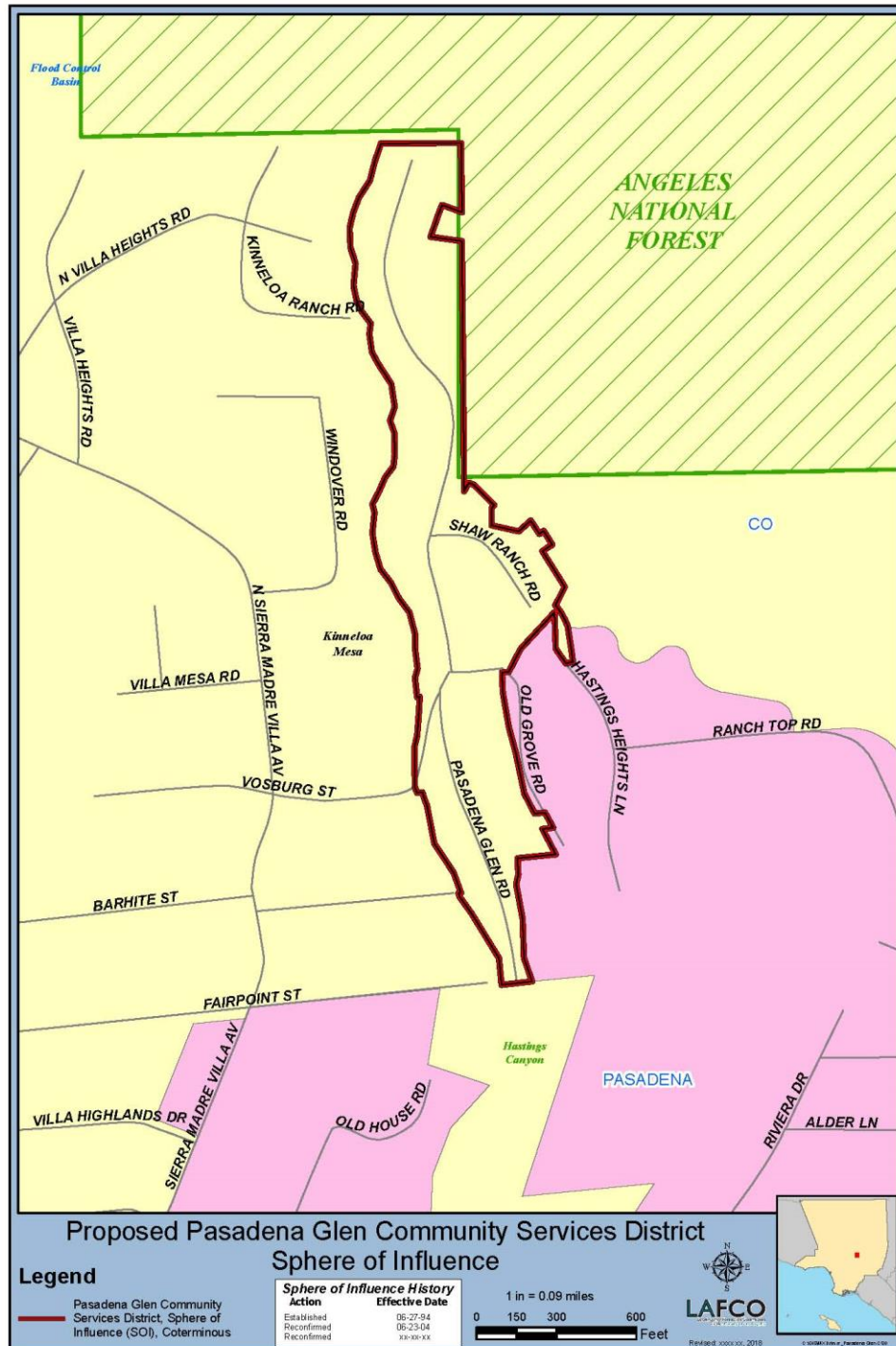
- **Reconfirm Pasadena Glen Community Services District's Existing Coterminous Sphere of Influence.** The Pasadena Glen Community Services District's Existing Coterminous SOI was established on June 27, 1994. On June 23, 2004, the Commission reconfirmed the Coterminous SOI in the course of adopting the Miscellaneous Government Services Municipal Service Review (see Existing Pasadena Glen Community Services District Sphere of Influence, Exhibit 3, on Page 26). The Pasadena Glen Community Services District has no paid staff (all services are contracted out), and the PGCSD's Board does not intend to make changes to its boundary. Future changes to the SOI boundaries are unlikely; LAFCO staff therefore recommends that the Commission reconfirm the existing Coterminous SOI for the Pasadena Glen Community Services District (see Proposed Pasadena Glen Community Services District Sphere of Influence, Exhibit 4, on Page 32).

(Report continues on Page 32)

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## Exhibit 4

## Proposed Pasadena Glen Community Services District Sphere of Influence



## Chapter Five: Point Dume Community Services District

The formation of the Point Dume Community Services District (PDCSD or District) was approved by the Commission on March 9, 1983. The effective date of the formation was August 26, 1985.

The population within the boundaries of the PDCSD in 2010 (the most recent year for which data is available) was 1,916<sup>41</sup>. The PDCSD is 872.97 acres (or 1.36 square miles) in size, with a population density of 1,409 persons per square mile.

There are 1,257 registered voters (as of February 26, 2020) within the boundaries of the PDCSD<sup>42</sup>.

The PDCSD consists of 793 parcels. Of these, 723 are assessed parcels (single-family homes and commercial); 16 are government-owned parcels, which include an elementary school, local parks, and state beaches (Point Dume State Beach and Point Dume State Nature Reserve); and 54 are vacant parcels (commercial, residential, and government-owned).<sup>43</sup> Several parcels are vacant because structures were destroyed during the Woolsey Fire in 2018.

The Point Dume Community Services District is located in the City of Malibu, within a coastal community known as Point Dume. The PDCSD's boundaries are generally located north of the Pacific Ocean, south of Pacific Coast Highway (State Route 1), south and east of the Point Dume Club of Malibu Mobile Home Park and Zuma Bay Villas, and west of the Paradise Cove Mobile Home Park (see Existing Point Dume Community Services District Sphere of Influence Map, Exhibit 5, on Page 36). The topography of the PDCSD consists of hillside bluffs and canyons.

In the early 1980s, and due to declining enrollment, the Santa Monica-Malibu Unified School District (SMMUSD) declared the existing Point Dume Elementary School site as surplus school. The school was closed, and vandalism occurred. Since there were few existing park and recreation programs in the area, a group of concerned citizens petitioned LAFCO (by registered voter petition) to form a community services district.<sup>44</sup>

The Los Angeles County Department of Regional Planning issued a conditional use permit (CUP) for to the Point Dume Community Center Association, Incorporated, in 1983, for the future PDCSD to utilize the surplus school site... [to establish, operate, and maintain a Community Services Center to provide pre-school through senior citizen activities related to education, recreation; and other service programs, utilizing the building of the vacated Point Dume Elementary School]. All activities were approved with the condition that all funds go to the operation and maintenance of the facility.<sup>45</sup>

The PDCSD was formed for the purpose of operating a community center at the Point Dume Elementary School for use as a meeting facility for senior citizen activities, Scout activities, arts and crafts, and recreation programs.<sup>46</sup>

Under a lease agreement with the SMMUSD, the PDCSD utilized the Point Dume Elementary School property as a community center (Malibu Community Center) from 1987 to 2012 for community events and activities (senior programs, Scouts clubs, arts and crafts, preschool

programs, dance studio, and reading and math programs).<sup>47</sup> In 2012, due to increasing student enrollment, the SMMUSD determined that the Point Dume Elementary School property was no longer a surplus property, and that SMMUSD would require the property for use as an elementary school; in so doing, the SMMUSD's action displaced the services then being provided by the PDCSD on the property. **Since 2012—for nearly a decade--the PDCSD has not provided any services to the community.**<sup>48</sup>

The PDCSD currently has three (3) Board members; a President with two (2) additional Board members<sup>49</sup>.

PDCSD representatives indicated that the purpose of the District is to operate and provide community involvement with various operations.<sup>50</sup>

### Active Powers

Active powers are those functions and services which are provided by a special district within its geographic boundaries, as authorized by LAFCO.

According to a PDCSD representative, the list of services provided by the PDCSD through year 2012 includes<sup>51</sup>:

- Maintain position as a primary service provider within the Point Dume Community Services District.
- Continuation of quality activity programs and community events.
- Teen activities – evenings and weekends.
- Sports workshops.
- Fundraising.
- Science or art classes offered through outside organizations.
- Bus trips for the community – museums, art galleries, sporting events, trips, seniors, local transportation.
- Provide for adequate fundraising and revenue enhancement.
- Establish better public relations and communications with local groups, parents, agencies, and the community.
- Work with others to establish a permanent site.
- Explore cooperative efforts with the City of Malibu, the Santa Monica-Malibu Unified School District, and California State Parks.
- Protection and beautification of the Point Dume community, and the PDCSD's natural resources.

Any and all other powers not identified above, which the PDCSD may propose to exercise, are considered to be new or different functions or classes of services. The PDCSD is prohibited from exercising such new or different functions or classes of services without the advance, written approval of the Commission pursuant to Government Code Sections 56824.10 through 56824.14, inclusive, and as addressed elsewhere in the Act.

**Exercise New or Different Functions or Classes of Services**

Staff representatives of the PDCSD indicated that the District is interested in providing a new class of service:

- Provide fire protection services, rescue services, hazardous material emergency response services, and ambulance services in the same manner as a fire protection district (Government Code Section 61100(d)). PDCSD anticipates establishing an all-volunteer staff fire brigade (Point Dume Fire Brigade) and provide fire life safety training<sup>52</sup>.

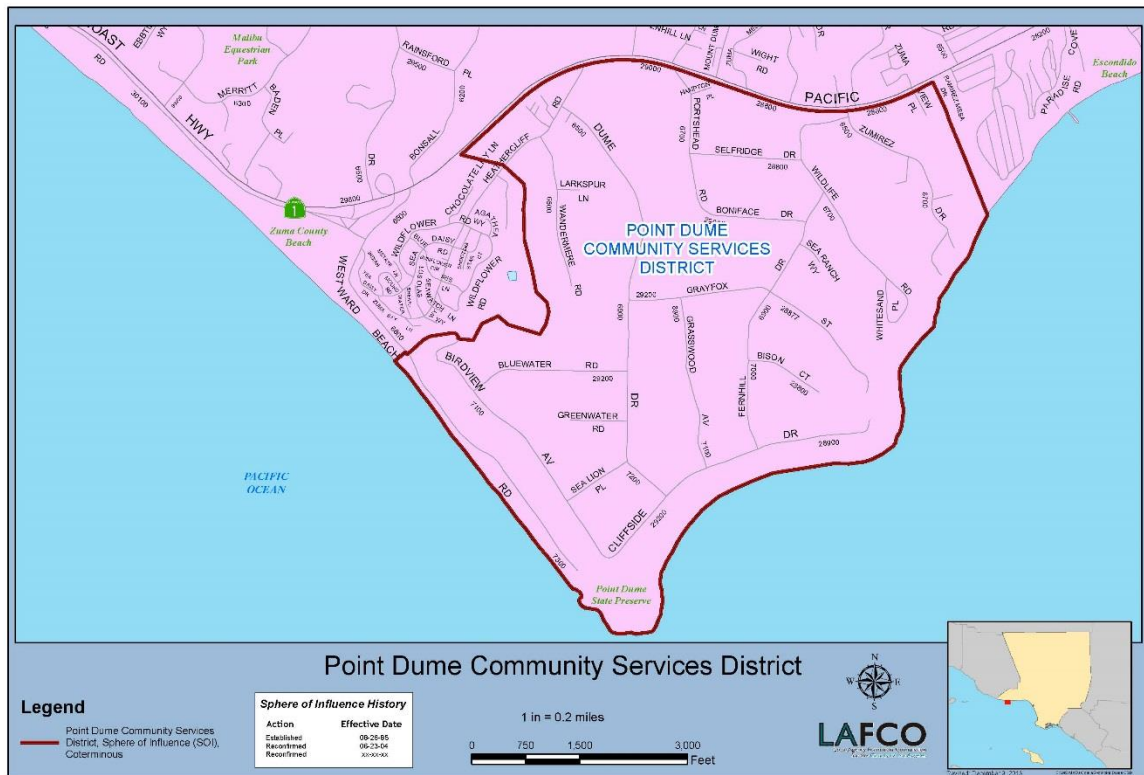
After the Woolsey Fire, and due to a perceived lack of fire protection resources amongst some Point Dume residents, PDCSD representatives expressed an interest in providing a new service by establishing a fire brigade for fire suppression, to provide fire life safety training such as proper equipment usage, cardiopulmonary resuscitation (CPR) and first aid training; and to conduct seminars for the community on fire preparedness. The fire brigade consists of a fire truck, fire equipment, and back-up generators (all donated to the PDCSD).

In order to provide this new function or service, the PDCSD would first have to file an application with a proposal with LAFCO to provide a new or different function or class of services with LAFCO pursuant to Government Code § 56428.12, and provide a plan of services required pursuant to Government Code Section 56653. Said plan of services must present a detailed plan of the services the district proposes to offer, as well as a plan to finance these services; further, the Commission can only approve the activation of these services if it determines that the plan is economically viable.

(Report continues on Page 36)

## Exhibit 5

## Existing Point Dume Community Services District Sphere of Influence



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## **Point Dume Community Services District**

### **Discussion and Determinations**

Government Code Section 56430 requires LAFCO to “conduct a service review of the municipal services” and to “prepare a written statement of its determinations” relative to several factors. This chapter addresses these factors and includes the recommended determinations.

#### *Population Projections*

According to the United States Census Bureau, the 2010 population of the Point Dume Community Services District was 1,916.<sup>53</sup> The PDCSD consists of a combination of large estate single-family homes, commercial, and open-space, that is mostly built-out.

The population within the SOI boundary within the Point Dume Community Services District is unlikely to grow significantly over the next twenty (20) years. The construction of new homes, to replace those destroyed in the 2018 Woolsey Fire, will have merely a negligible impact on the overall population within the boundaries of the PDCSD.

#### **Determinations:**

- **Point Dume Community Services District is located in a suburban area that is largely built-out.**
- **The population is unlikely to grow significantly over the next twenty (20) years.**

#### *Disadvantaged Unincorporated Communities*

Pursuant to the State’s passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than eighty percent (80%) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

The Point Dume Community Services District does not contain unincorporated areas or DUCs. There are no DUCs contiguous to the Point Dume Community Services District and its SOI.

#### **Determinations:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no unincorporated communities, and therefore no DUCs, within or contiguous to the Point Dume Community Services District and its SOI.**

- **The Point Dume Community Services District does not provide three core governmental services (water, wastewater, and structural fire protection) which are the focus of State Law concerning DUCs.**

*Present and Planned Capacity of Public Facilities, Adequacy of Public Services, and Infrastructure Needs or Deficiencies*

The Point Dume Community Services District currently does not provide any services and has not provided services since 2012 due to the reopening of Point Dume Elementary School.

As stated previously, the Commission approved the formation of the PDCSD (previously County unincorporated territory) in 1983.

Several years after the PDCSD was formed, the Commission approved the incorporation of the City of Malibu (City) in 1991. Since its incorporation, the City has established and developed a robust recreation and parks program with community facilities:

The City maintains six (6) active parks<sup>54</sup>:

- Charmlee Wilderness Park (532 acres within the Santa Monica Mountains)
- Las Flores Creek Park
- Legacy Park
- Malibu Bluffs Park (with skate park)
- Malibu Equestrian Park (Two riding arenas, picnic area, and restrooms. Open to the public for practice and recreational riding. Space is available for rent.)
- Trancas Canyon Park and Trancas Field (35 acres)

The City maintains the following community facilities<sup>55</sup>:

- Malibu Senior Center (located within City Hall), a 1,200-square foot senior center that offers a variety of recreational, fitness, cultural, and social events. The City also offers Dial-A-Ride and Meal on Wheels services to its senior citizens residents.
- Michael Landon Community Center (located within Malibu Bluffs Park), a community center where space available is available to rent for private parties, company picnics, and sports events.
- A community pool (located within Malibu High School) open year-round, offering swim lessons, water polo, aqua aerobics, and various water related sports and activities.<sup>56</sup>



- Multi-purpose rooms (located within City Hall) where space is available to rent for private parties, lectures, and company training.
- Malibu Civic Theater (City Hall, Council Chambers) where space is available to rent for musicals, concerts, and lectures.

The City provides the following recreation programs<sup>57</sup>:

- Children's sports and activities K -12 (basketball, volleyball, tennis, surfing, cross country, theater, nature walks)
- Youth and Teen (ballet, cartooning, violin, chess)
- After-school (Day Camps-soccer and basketball)
- Adult (various sports, Yoga, Tai Chi, social/ballroom dancing, violin)
- Contract Instructors (provide demonstrations on fitness, art, language)

The City of Malibu Community Services Department also holds annual and special events (Malibu's history and heritage, cultural and arts events, and holiday celebrations).

The City of Malibu includes a state park (Malibu Creek State Park), a park managed by the National Park Service (Solstice Canyon Park), and over 500 miles of hiking trails throughout the Santa Monica Mountains (Santa Monica Mountains National Recreation Area).<sup>58</sup>

The District was formed in the 1983 because there was no community center, nor were there any extensive park and recreation programs, in Malibu. Those circumstances differ, substantially, from what exists today. The City of Malibu has established, and manages, a comprehensive and robust set of parks and recreation programs and facilities. Further, the Santa Monica-Malibu Unified School District has terminated the PDCSD's lease on the elementary school site previously utilized by the PDCSD for a community center and re-opened the property as the Point Dume Elementary School.

The PDCSD has no employees, and is supported by an all volunteer staff of a Board President and two additional Board members<sup>60</sup>.

The PDCSD does not contract out with other agencies<sup>61</sup>.

PDCSD representatives indicated that they do not have any existing issues or problems with service delivery, equipment, nor any long-term capital improvements forecasted<sup>62</sup>.

Aside from the option of submitting an application to LAFCO to provide a new class of service (specifically Government Code Section 61100(d)), the PDCSD is considering the formation of a fire brigade with an all-volunteer staff (the Point Dume Fire Brigade) to provide fire suppression and fire life safety training<sup>63</sup>. Staff believes that the formation of a fire safe council is better suited to address fire service deficiencies within the Point Dume community.

## Fire Safe Councils

The California Fire Safe Council (CFSC), a non-profit corporation, was originally formed as a project of the California Department of Forestry and Fire Protection (CAL FIRE) in 1993. In 2012, and under the leadership of the California Fire Alliance, CFSC became a “one-stop shop” for its members to submit grant applications through CFSC’s Grants Clearinghouse, which includes four primary federal agencies: US Department of Agricultural, US Forest Service, Department of Interior Bureau of Land Management, US National Park Service, and the US Fish & Wildlife Service provide funding for various programs and projects. These agencies provide large master grants to CFSC to conduct, select, manage, and monitor subgrants to local community groups such as Fire Safe Councils (FSCs), homeowner associations, local government, fire departments, and other entities working on wildfire prevention.<sup>64</sup>

CFSC also secures grant funding from insurance companies. CFSC is currently working in partnership with State Farm Insurance Company to develop a grant program to create new local fire safe councils.<sup>65</sup>

CFSC supports local FSC’s through its membership through grant distribution, monitoring grants, and providing resources and information.<sup>66</sup>

FSCs, formed and established through the CFSC, are local community-led organizations which receive funding through private and public donations, and through CFSC membership (distribution of federal funding) that mobilizes residents to protect their homes, communities, and environments from catastrophic wildfire. Many FSCs are formed after a fire by local residents who are committed to making their communities safer. FSCs often collaborate with federal, state, and local (county, city, and special district) fire officials. These partnerships effectively reduce and prevent wildfire losses, increase the insurability by increasing community safety, forge partnerships with first responders, and acquire resources to assist in fire prevention<sup>67</sup>.

FSCs can also receive funding through donated time, monetary donations, and in-kind donations, such as a business donating computers or office furniture<sup>68</sup>. These in-kind donations build long-term partnerships with local businesses, community groups, and government offices to provide cooperative programs and projects to fire safety.<sup>69</sup>

Most FSCs are usually all volunteer staff; with the exception where an executive director is paid staff. Board members do not receive stipends. A local fire council is a voice for the community. FSCs provide educational outreach programs and training, educational pamphlets, newsletters, e-newsletters. FSCs can help prevent fires and ensure better fire protection by providing homeowners with training on brush clearance and provide a defensible space around the perimeter of their properties and hosting local seminars or workshops on fire prevention. A local FSC can disseminate information to residents regarding exits routes and monitor traffic. FSC’s collaborate with local and county fire authorities and have full battalions, if necessary. Forming an FSC is a funding mechanism to support local fire safety.<sup>70</sup>

There are eighteen (18) local fire safe councils within Los Angeles County. Two (2) of these - the Coral Canyon Fire Safety Alliance and the Horizon Hills Fire Safe Council<sup>71</sup>—are 4.68± and 1.55± miles<sup>72</sup> away from Point Dume CSD office, respectively. These two (2) fire safe councils

are in the general area of Point Dume CSD. Given the close proximity to established FSCs, the residents of the Point Dume area should explore joining either one of these existing FSCs.

### **Forming a New Fire Safe Council – General Information**

To form a new fire safe council, interested parties must submit an application with the CFSC. Once approved, the representatives of the fire safe council conduct several meetings to inform the local public and recruit volunteers. Its members establish a Board of Directors, a mission statement, objectives, name of the proposed FSC, and determine whether to seek non-profit status. Once the new FSC is established, its members inform the community through various news outlets (television, radio, newspaper, social media), issue press releases, and continue to engage the public and initiate fire partnerships with its residents, business-owners, community groups, and local governments.<sup>73</sup>

### **Determinations:**

- **The Point Dume Community Services District has not provided services in nine (9) years to the residents within its jurisdictional boundary.**
- **At this time, the Point Dume Community Services District does not have the ability—including the essential resources, finances, and demonstrated organizational capacity—to serve the needs of the residents within its jurisdictional boundary.**
- **The Point Dume Community Services District does not have the public facilities, nor access to public facilities, to provide services.**
- **Point Dume Community Services District representatives have expressed a desire to form a fire brigade with an all-volunteer staff to provide fire suppression and fire life safety training. Rather than activating a new function or class of service—a complicated, lengthy, and challenging process, with no guarantee of a successful outcome—joining with an existing, nearby fire safe council (due to close proximity of two (2) other FSCs located in the Point Dume area), or forming a new fire safe council may be a simpler, faster, and more efficient means of attaining the same goal for Point Dume, separate and apart from, the functions and services provided by the PDCSD.**

### *Financial Ability of Agencies to Provide Services*

PDCSD's checking account summary, December 7, 2019 through January 8, 2020 has a balance of \$308.07, and a savings account summary, December 13, 2019 through January 14, 2020 has a balance of \$16,766.78. The Board President is the only PDCSD representative who has access to the checking and savings accounts.<sup>74</sup>

Yearly audits can be costly especially for districts with small budget. In 2011, the Los Angeles Board of Supervisor approved a five-year audit cycle for the Point Dume Community Services District<sup>75</sup>. The Point Dume Community Services District total assets for Fiscal Year 2013-2014 is

\$18,516.<sup>76</sup> Representatives of the District indicated that it has been a number of years since an audit has been prepared by a Certified Public Accountant<sup>77</sup>.

The PDCSD has no long-term debt.<sup>78</sup>

The PDCSD does not receive a portion of the one-percent (1%) ad-valorem property tax. The Point Dume Community Services District is primarily funded through private donations, fundraising, and grants.<sup>71</sup> The last time the PDCSD received grant funding was twenty-five (25) years ago, which was utilized to secure office space.<sup>79</sup>

According to a PDCSD representatives, all archived files and financial information (budgets and audits) were destroyed in the November 2018 Woolsey Fire<sup>80</sup>.

**Determination:**

- **The Point Dume Community Services District does not have the financial ability to continue to provide services to the residents within the Point Dume area at current budget levels.**

*Status of, and Opportunities for, Shared Facilities*

The PDCSD is currently not providing services, and there appears to be no opportunities to share facilities with other agencies<sup>81</sup>. Since the closure of its community center in 2012, PDCSD representatives have not established any partnerships with other public or private partners relative to the sharing of facilities.

**Determination:**

- **There are no identified opportunities to share facilities with other agencies.**

*Accountability for Community Service Needs*

The governing body of the Point Dume Community Services District usually consists of a five-member Board of Directors. Currently there are three (3) active Board Members<sup>82</sup>. Board-members are either elected or they are appointed in-lieu of an election by the Los Angeles County Board of Supervisors, and they do not receive stipends.<sup>83</sup>

The Board of Directors meets annually, conducting its meetings at members' homes.<sup>84</sup>

Passed in late 2018, Senate Bill 929 is a law requiring all independent special districts in California to create and maintain a website (with specified information about the district). by January of 2020.<sup>85</sup> Staff representatives have indicated that there is no set date to launching a website.<sup>86</sup> Since the Point Dume Community Services District does not currently maintain a website, it is in violation of the provisions of SB 929 (now codified as Government Code §§ 6270.6 and 53087.8).

**Determinations:**

- Point Dume Community Services District Board member meet once a year.
- District's representatives do not maintain a website, as required by State law, and do not have a plan for establishing a website by a date certain.
- PDCSD does not provide any services to its residents, nor does it have a documented plan for providing any services in the future.
- Given that the PDCSD has only three (3) members (instead of five) on its Board of Directors, the Board meets only once per year, the District provides no services, and the District has no website nor plans to establish a website, the PDCSD is not accountable to the community service needs and is not operating in a transparent manner.

Other Matters

None.

**Determination:**

(No additional determinations)

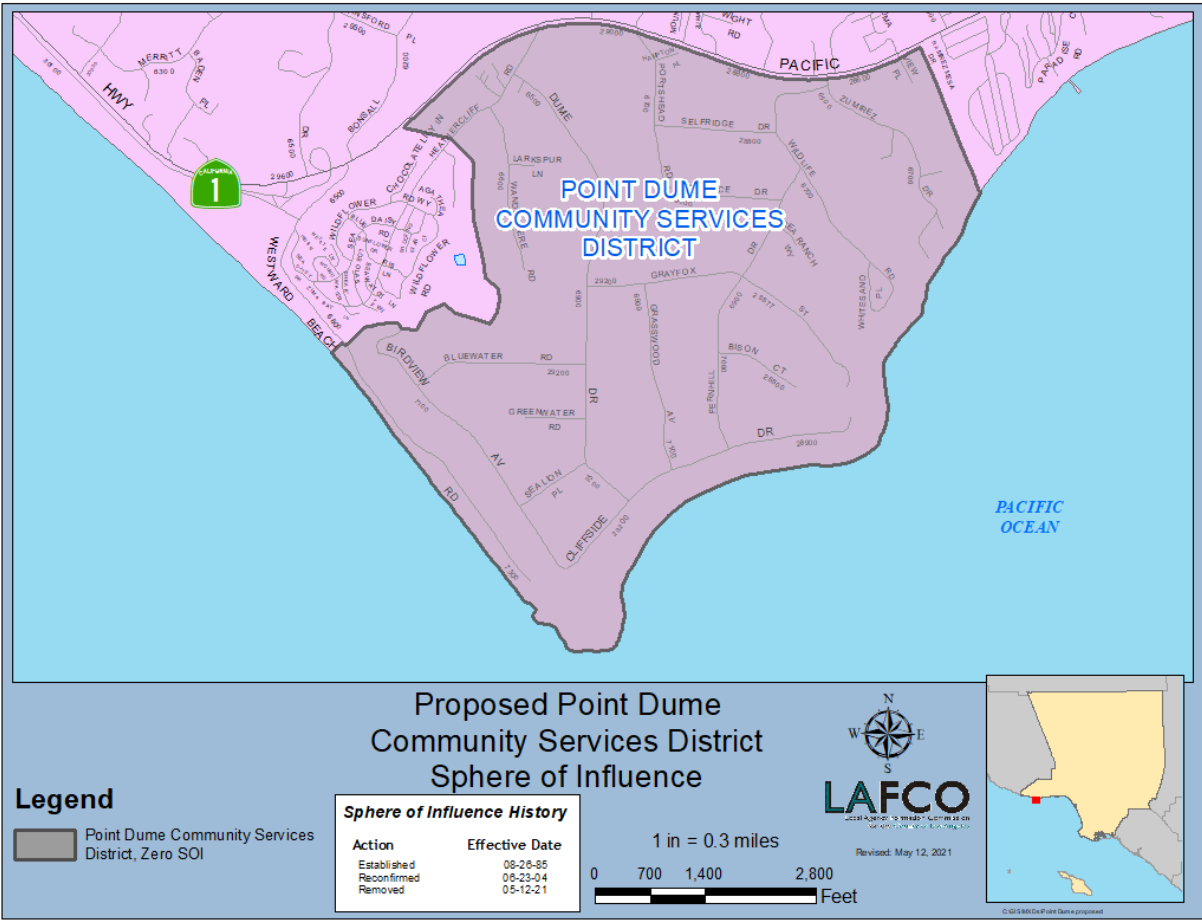
**Point Dume Community Services District****SOI Recommendations****Point Dume Community Services District SOI Recommendations:**

- **Adopt a Zero Sphere of Influence (Zero SOI) for the Point Dume Community Services District.** As noted in the Commission SOI Policy (adopted in 2019), the Commission adopts a Zero SOI when it determines that the functions, services, assets, and liabilities of that city or special district should ultimately be re-assigned to another public agency or service provider. A Zero SOI is for a city or special district that includes no territory. In this particular instance, the PDCSD has provided on services for nearly a decade, so there are no specific services for LAFCO to “re-assign” to another provider; further, since its incorporation in 1986, the City of Malibu has established, and now operates and manages, a comprehensive and robust range of park and recreation facilities, programs, and services.
- **Dissolve the Point Dume Community Services District.** The Point Dume Community Services District’s Existing Coterminous SOI was established on August 26, 1985. On June 23, 2004, the Commission reconfirmed the Coterminous SOI in the course of adopting the Miscellaneous Government Services Municipal Service Review (see Point Dume Community Services District Sphere of Influence, Exhibit 5, on Page 36). The Point Dume Community Services District has not provided services since 2012, and it has not formulated a feasible plan, nor demonstrated that it has the financial ability and resources necessary to reinstate services previously provided. The District did not start a shuttle service (as intended), nor has it demonstrated any substantial progress toward plans of starting a fire brigade. The District does not have a full board (5 members), it holds no regular meetings, it maintains no website, it has not staff, it does not rent office/facility space, and it is behind on audits. The City of Malibu provides services all of those services that the PDCSD previously provided. Dissolution of the District would not impact the residents of the Point Dume area, as the City of Malibu provides a level of service that meets or exceeds the level of service previously provided by the PDCSD (prior to 2012). LAFCO staff therefore recommends that the Commission adopt a Zero SOI for the existing Coterminous District’s SOI; and, further, staff recommends that the Commission direct staff to present a resolution to initiate a dissolution of the Point Dume Community Services District (see Proposed Point Dume Community Services District Zero Sphere of Influence, Exhibit 6, on Page 45).

(Report continues on Page 45)

Exhibit 6

Proposed Point Dume Community Services District Zero Sphere of Influence



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## Community Services Districts

### Municipal Service Review

#### Footnotes

Footnotes:

1. *Community Needs, Community Services: A Legislative History of SB 135 (Kehoe) and the "Community Services District Law"*, Senate Local Government Committee, March 2006, Page 1.
2. *About Special Districts Guide*, California Special Districts Association, Last Updated: January 1, 2016; Page 2.
3. *Community Needs, Community Services: A Legislative History of SB 135 (Kehoe) and the "Community Services District Law"*, Senate Local Government Committee, March 2006, Page 3.
4. 2010 United States Census Bureau data.
5. Local Agency Formation Commission for the County of Los Angeles, Agenda, March 8, 1995.
6. 2010 United States Census Bureau data.
7. E-mail from Richard Hale, City Council Member, City of Bradbury, to Alisha O'Brien; July 7, 2017.
8. Telephone conversation with Richard Hale, City Council Member, City of Bradbury; August 9, 2017.
9. Memorandum of Understanding Agreement, dated January 17, 2017, between the City of Monrovia and the City of Bradbury.
10. Telephone conversation with Kevin Kearney, City Manager, City of Bradbury; September 14, 2017.
11. E-mail from Richard Hale, City Council Member, City of Bradbury, to Alisha O'Brien; July 7, 2017.
12. Ibid.
13. Bradbury Estates Community Services District, Fiscal Year 2016-2017 Budget, CSD Income & Expenses, Page 2.



14. Telephone conversation with Richard Hale, City Council Member, City of Bradbury; August 9, 2017.
15. Bradbury Estates Community Services District, Fiscal Year 2016-2017 Budget, CSD Income & Expenses, Page 2.
16. Local Agency Formation Commission for the County of Los Angeles, Agenda, March 8, 1995.
17. Resolution No. 98-6-2 A Resolution of the Board of Directors of the Bradbury Estates Community Services District Tabulating Assessment Ballots, Finding that a Majority Protest was not Made, Confirming the Increased Assessment and Directing Recordation of a Notice of Assessment; and accompanied Second Amendment to Engineer's Report for the Bradbury Estates Community Services District Cities of Bradbury & Monrovia, State of California, June 1998.
18. Telephone conversation with Richard Hale, City Council Member, City of Bradbury; August 9, 2017.
19. Resolution No. 98-6-2 A Resolution of the Board of Directors of the Bradbury Estates Community Services District Tabulating Assessment Ballots, Finding that a Majority Protest was not Made, Confirming the Increased Assessment and Directing Recordation of a Notice of Assessment; and accompanied Second Amendment to Engineer's Report for the Bradbury Estates Community Services District Cities of Bradbury & Monrovia, State of California, June 1998.
20. Bradbury Estates Community Services District, Fiscal Year 2016-2017 Budget, CSD Income & Expenses, Page 2.
21. *Bradbury Estates Community Services District Ordinance No. 14-01 Attachment "A" Design Guidelines*, May 12, 2014, Page 4.
22. E-mail from Richard Hale, City Council Member, City of Bradbury; September 26, 2017.
23. Telephone conversation with Richard Hale, City Council Member, City of Bradbury; August 9, 2017.
24. City Hall, County, State and Fed Resources, City of Bradbury Website; August 17, 2017.
25. 2010 United States Census Bureau data.
26. Letter from Michael Maurer (Associate, Best Best & Krieger) to Alisha O'Brien (Government Analyst, LAFCO); of December 5, 2017.
27. Local Agency Formation Commission for the County of Los Angeles, Agenda, April 27, 1994.

28. Letter from Michael Maurer (Associate, Best Best & Krieger) to Alisha O'Brien (Government Analyst, LAFCO); of December 5, 2017.
29. 2010 United States Census Bureau data.
30. Letter from Michael Maurer (Associate, Best Best & Krieger) to Alisha O'Brien (Government Analyst, LAFCO); of December 5, 2017.
31. Letter from Michael Maurer (Associate, Best Best & Krieger) to Paul Novak (Executive Officer, LAFCO); of September 1, 2017.
32. Ibid.
33. Ibid.
34. Pasadena Glen Community Services District, Statements of the Last Five Years ended June 30, 2014, Statement of Activities, Page 7.
35. Pasadena Glen Community Services District, Statements of the Last Five Years ended June 30, 2014, Statement of Activities, Page 8.
36. Letter from Michael Maurer (Associate, Best Best & Krieger) to Alisha O'Brien (Government Analyst, LAFCO); of December 5, 2017.
37. Pasadena Glen Community Services District, Statements of the Last Five Years ended June 30, 2014, Statement of Activities, Page 7.
38. Letter from Michael Maurer (Associate, Best Best & Krieger) to Alisha O'Brien (Government Analyst, LAFCO); of December 5, 2017.
39. Letter from Michael Maurer (Associate, Best Best & Krieger) to Paul Novak (Executive Officer, LAFCO); of September 1, 2017.
40. Ibid.
41. 2010 United States Census Bureau data.
42. Los Angeles County Registrar-Recorder/County Clerk, February 26, 2020.
43. Michael Henderson, GIS Data, January 29, 2020.
44. Local Agency Formation Commission for the County of Los Angeles, Agenda, March 9, 1983.

45. County of Los Angeles, Board of Supervisors, Conditional Use Permit Case No. 2166-(4), Zoning Board Hearing Date: December 21, 1982.
46. Resolution of the Board of Supervisors of the County of Los Angeles Initiating Proceedings for Formation of the Point Dume Community Services District, 1985.
47. E-mail from Kathy Stevens, Paul Majors' (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; February 14, 2020.
48. E-mail from Kathy Stevens, Paul Majors' (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; August 7, 2019.
49. Ibid.
50. Ibid.
51. Ibid
52. Ibid
53. 2010 United States Census Bureau data.
54. City Government, City Departments, Community Services, Facilities & Parks, Parks & Facilities Listing, City of Malibu Website; October 21, 2020.
55. Ibid.
56. Telephone conversation with Kate Gallo, Recreation Supervisor, City of Malibu; October 21, 2020.
57. Community Services, Parks & Recreation, Services, City of Malibu Website; October 21, 2020.
58. Resources, Beach, Park & Attractions, Parks, City of Malibu Website; October 21, 2020.
59. County of Los Angeles, Board of Supervisors, Conditional Use Permit Case No. 2166-(4), Zoning Board Hearing Date: December 21, 1982.
60. E-mail from Kathy Stevens, Paul Majors' (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.
61. E-mail from Kathy Stevens, Paul Majors' (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; August 7, 2019.
62. Ibid.
63. Ibid.

64. About Us, About, California Fire Safe Council Website; April 2, 2020.
65. Resources, Start a New Fire Safe Council, California Fire Safe Council Website; April 2, 2020.
66. Telephone conversation with Elizabeth LaMar, Grants Specialist, California Fire Safe Council; May 11, 2020.
67. Resources, Fire Safe Councils, California Fire Safe Council Website; April 2, 2020.
68. Telephone conversation with Elizabeth LaMar, Grants Specialist, California Fire Safe Council; May 11, 2020.
69. California Fire Safe Council, Fire Safe Council Handbook, March 2020, Page 15.
70. Ibid.
71. Resources, Fire Safe Councils, Map of Fire Safe Councils, California Fire Safe Council: April 2, 2020.
72. Michael Henderson, GIS Data, May 14, 2020.
73. California Fire Safe Council, Fire Safe Council Handbook, March 2020, Pages 3-7.
74. E-mail from Kathy Stevens, Paul Majors' (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.
75. Los Angeles County Board of Supervisors, Recommendation as submitted by Supervisor Yaroslavsky: Replace the Point Dume Community Services District (District) annual audit with an audit covering a five-year period, performed in accordance with professional annual revenues of the District do not exceed \$50,0000; approved on March 22, 2011.
76. State Controller's Office, Point Dume Community Services District, Total Assets FY 2013-14; [www.bythenumbers.sco.ca.gov](http://www.bythenumbers.sco.ca.gov).
77. E-mail from Paul Major, Board President, Point Dume Community Services District, to Alisha O'Brien: March 30, 2020.
78. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.
79. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; August 7, 2019.
80. Ibid
81. Ibid.

82. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.
83. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; August 7, 2019.
84. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.
85. Streamline Website, downloaded July 20, 2020.
86. E-mail from Kathy Stevens, Paul Major's (Board President) personal assistant, Point Dume Community Services District, to Alisha O'Brien; January 29, 2020.

Voting Members  
Jerry Giebach  
Chair

Donald Dear  
1st Vice-Chair

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2nd Vice-Chair

Kathryn Barger  
Richard Close  
Margaret Finlay  
John Mirisch  
Holly Mitchell  
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(City of Los Angeles)

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Janice Hahn  
David Lesser  
Mel Mathews  
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March 8, 2021

Paul Major  
Board President  
Point Dume Community Services District  
28990 CA-1 Suite 210  
Malibu, CA 90265

*via FedEx for Tuesday Delivery*

Dear Mr. Major:

I am writing to inform you that LAFCO has prepared the enclosed Draft Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Point Dume Community Services District (PDCSD).

As you may be aware, Los Angeles LAFCO is tasked with preparing MSR's for special districts (including community services districts) within Los Angeles County, and adopting a SOI not less than every five (5) years, pursuant to Government Code § 56425. The last MSR and SOI update prepared for the PDCSD was in 2012.

You are being provided with thirty (30) days in which to review the Draft MSR and SOI Update for the Point Dume Community Services District and submit comments to LAFCO. Please submit comments and/or concerns, if any, by 5:00 p.m. on **April 8, 2021**. Staff tentatively anticipates scheduling the MSR and SOI Update for consideration at the May 12, 2021 Commission (LAFCO) Meeting.

By copy of this letter, I am also soliciting input from Los Angeles County Supervisor Sheila Kuehl and the City of Malibu.

Should you have any questions or concerns, please do not hesitate to contact me or LAFCO Executive Officer Paul A. Novak.

Thank you.

Sincerely,



Alisha O'Brien  
Government Analyst

Enclosure

Copy to: Reva Feldman, City Manager, City of Malibu (via e-mail)  
Timothy Lippman, Planning Deputy, Supervisor Kuehl's Office (via e-mail)