

**TABLE 1**  
**LAFCO DEPOSITS, CHARGE OUT RATES and AGENCY FEES**

TYPE OF PROPOSAL	DEPOSIT
Annexation/Detachment/Reorganization	Adpt. 10-15-2007
Agency Owned	\$ 2,000
0 – 5 acres	\$ 3,000
5.1 – 40 acres	\$ 5,000
40.1 -99 acres	\$ 15,000
100+ acres	\$ 30,000
Consolidation	\$ 7,500
Dissolution	\$ 7,500
District Formation	\$ 7,500
Out of Agency Service Contract Requests	\$ Based on acreage rates for annexation.
Out of Agency Service Contract Requests (Related to Public Health and Safety)	\$ 500
Disincorporation	\$ 7,500
Reconsideration of a LAFCo Determination	\$ 2,000
Sphere of Influence Amendment	
Concurrent with annexation	\$ 1,500
Agency request	\$ 3,000
Use of Latent Powers	\$ 1,500
Environmental Document with LAFCo as Lead Agency	
Initial Environmental Study	\$ 1,500
Preparation of Negative Declaration	\$ 4,000
Initial EIR (NOP, RFP, Consultant Selection)	\$ 7,500
EIR Preparation	Contract Amount + 20% for Processing

**Note: All amounts are subject to increase during the project if the Executive Officer determines that the magnitude of the project justifies the increase.**

- A) All deposits, charge out rates and agency fees are initial payments toward the total cost of processing ("project cost"). Project cost is defined as staff time plus materials. Staff charge-out rates are listed

below, and include personnel costs plus a percentage of LAFCo administrative overhead for long-term planning costs which facilitate changes of organizations. Materials include, but are not limited to, charges for advertisement of hearings, petition reviews, as well as fees charged for project reviews by affected agencies.

- B) Pre-Application Expenses. In many cases, LAFCo is required to commence work on a project before an application is actually received. Such work includes working with the lead agency on environmental review and other processing issues. Applicants will be charged for this pre-application work as part of the LAFCo cost of processing the application.
- C) Applicants are also responsible for payment of appropriate State Board of Equalization fees, County Surveyor, EIR preparation fees, Fish and Game fees, and County Recording Fees. A schedule of processing fees for the State Board of Equalization is included in the LAFCo application packet.
- D) Staff time will be monitored against the deposit on file with LAFCo; if the cost of processing an application begins to exceed the deposited amount, additional deposits will be required. Any hearing on the application may be continued pending receipt of the additional deposit.
- E) If extensive staff assistance is required prior to receipt of an application, a deposit will be required at the time the work is requested.
- F) Absent compelling circumstances, the Commission will not normally adjust or waive fees. The proponent may, however, request a waiver or reduction from the Commission. Any applicant who believes that a bill for expenses or request for additional deposit is unjustified may request that the matter be reviewed by the Commission. Such request must be made in writing within 30 days of the billing or notification of the request for additional deposit. The matter will then be placed upon the next available agenda. The billing or additional deposit must be timely paid under protest before any review will be held. If the billing or fee is not timely paid, LAFCo may suspend further processing of the application.
- G) All final bills must be paid by the applicant prior to filing of the Certificate of Completion or during other times during the LAFCo process as deemed appropriate by the Executive Officer.
- H) Charges for Reconsideration of a LAFCo determination are the responsibility of the requesting party.

**2. LAFCo Staff Charge-Out Rates:**

Executive Officer ..... \$200/hour  
Clerk ..... \$100/hour

LAFCo Attorney.....\$160/hour

### 3. Miscellaneous Costs

- A) Special Meetings ..... \$3000 Deposit toward Total Cost  
*The total cost includes Commissioner per diem, mileage, and staff administrative time.*
- B) Staff Research and Studies ..... Project Cost  
*Charges for staff time begin after the first half-hour.*
- C) Agenda Subscription..... \$20/year  
*(E-mailed agendas provided free of charge upon request.)*
- D) Copies of Staff Reports & other documents @ ..... 15 cents/page (first 10 pages free)

### 4. Other Agency Costs

- A) The State of California's Board of Equalization charges a statement of boundary change fee. Applicants should contact LAFCo for the most current information on this fee. Payment is not required until such time that the Commission has approved the project.
- B) The Solano County Assessor's office charges a mapping fee based on number of Assessor Parcel Numbers involved. Applicants should contact LAFCo for the most current information on this fee. Payment is not required until such time that the Commission has approved the project.
- C) California Fish and Game fees apply to all environmental documents which are not ruled exempt under the California Environmental Quality Act. The LEAD Agency shall make any required payment of said fees after consultation with regional Fish and Game personnel. Receipts of said payments, or documentation justifying exemption, must be provided to LAFCo at time of application submission.
- D) Applicants shall make payment for Solano County recordation fee. Applicants should contact LAFCo for the most current information on this fee. Payment is not required until such time that the Commission has approved the project.

*Approved by the Solano Local Agency Formation Commission: October 10, 2007  
Effective Date: December 15, 2007*

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Shaun Pritchard, Executive Officer