

## REPORT TO CITY COUNCIL

**DATE:** AUGUST 12, 2020

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** NATHAN HAMBURGER, CITY MANAGER

**BY:** RAMIRO S. ADEVA III, ASSISTANT CITY MANAGER  
ALLISON COOK, ASSISTANT PLANNING DIRECTOR

**SUBJECT:** COMMENT LETTER ON LAFCO PUBLIC REVIEW DRAFT MUNICIPAL SERVICE REVIEW AND SOI UPDATE

---

The purpose of this item is to present to the City Council a draft comment letter on the Public Review Draft Municipal Service Review (MSR) and Sphere of Influence (SOI) Update. These documents were prepared by Policy Consulting Services, LLC for the Los Angeles County Local Agency Formation Commission (LAFCO).

At the July 22, 2020 City Council meeting, staff of Policy Consulting Services, LLC presented key findings of the Draft MSR and SOI Update to the Council. City Council accepted the presentation and directed staff to work with the Annexation Committee to compile comments on the Draft MSR and SOI Update and prepare a letter to be sent prior to the public review deadline.

On August 6, 2020, staff met with the Annexation Committee to review comments on the documents, including those forwarded to staff by individual City Councilmembers after the July 22, 2020 meeting. Staff provided a draft comment letter for the Committee's review. Comments of the Committee were incorporated into the letter, which is attached to this report.

The deadline for submitting comments to LAFCO via its consultant is August 13, 2020. A public hearing to approve the MSR and SOI Update is scheduled with the LAFCO Commission on September 9, 2020. If acceptable to the City Council, staff would submit the attached comment letter by August 13, 2020.

### RECOMMENDATION

Staff respectfully requests the City Council direct staff to finalize the comment letter on the Public Review Draft MSR and SOI Update and forward the letter to LAFCO and its consultant.

Attachment: Draft Comment Letter for Public Review Draft MSR and SOI Update

[Date]

Jennifer Stephenson  
Principal  
Policy Consulting Associates LLC  
5050 Laguna Boulevard, #112-711  
Elk Grove, CA 95758

SUBJECT: COMMENTS ON PUBLIC REVIEW DRAFT MSR AND SOI UPDATE FOR CITIES OF AGOURA HILLS, CALABASAS, HIDDEN HILLS AND WESTLAKE VILLAGE

Dear Ms. Stephenson:

We appreciate the opportunity to provide comments on the Public Review Draft Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) Updates for the cities of Agoura Hills, Calabasas, Hidden Hills and Westlake Village (dated July 17, 2020). Based on your presentation of the MSR and SOI updates to the City Council on July 22, 2020, and City Council and staff review of the document, the City of Agoura Hills has the following comments.

#### General Comment

The MSR recommends that Area I on Agoura Road, east of Liberty Canyon Road, be considered an Area of Concern, with the possibility of a Cooperative Agreement for the area between the cities of Agoura Hills and Calabasas, as well as Los Angeles County.

We request that Area I be placed within the City of Agoura Hills' SOI for the reasons listed in the City's November 2018 application for annexation and SOI amendment to the Los Angeles County Local Agency Formation Commission (LAFCO) (Proposal Designation No. 2018-12, "Liberty Canyon").

#### Specific Comments

- Page 4, 2<sup>nd</sup> bullet at top of page, 5<sup>th</sup> bullet under "The City of Calabasas," page 31, 1<sup>st</sup> paragraph, and page 51 last paragraph: please correct the text to state that the cities of Agoura Hills and Calabasas have not entered into any agreements about Area I. The City of Calabasas provided a written list of items that were part of initial talks between the two cities as part of its annexation and SOI amendment request to LAFCO. However, the City, including in particular the City Council, never approved an agreement.

- Page 10, 5<sup>th</sup> paragraph: please include the City of Thousand Oaks in the list of jurisdictions bordering the City of Agoura Hills, as is noted on page 15.
- Page 12, 2<sup>nd</sup> row of table, 3<sup>rd</sup> column: The City of Calabasas is the lead agency of the Las Virgenes Parking Authority responsible for administrating parking citation appeals.
- Page 18 under “Review of Departmental Performance”: include a discussion of the Planning Division.
- Page 22, 2<sup>nd</sup> and 3<sup>rd</sup> columns of table: a General Plan amendment adopted by the City Council in 2019 resulted in some minor changes to the acreage by land use in the City. Please correct the Commercial Retail/Service category to have 102.5 acres and the Commercial – Planned category, which should be corrected to “Planned Development,” to have 850.4 acres, with corresponding changes in percent of total column.
- Page 29 under “Area ‘L’”: please note that the City annexation and SOI amendment application submitted November 2015 to LAFCO (Proposal Designation 2015-10) also includes Santa Monica Mountains Conservancy land to the north, and part of the Caltrans right-of-way land to the south, of the formerly proposed Agoura Equestrian Estates project parcels, at the request of LAFCO staff.

Thank you for the opportunity to provide these comments. If you have any questions, please contact our Assistant City Manager, Ramiro Adeva, at 818-597-7353 or email at [radeva@agourahillscity.org](mailto:radeva@agourahillscity.org). Thank you.

Sincerely,

Illece Buckley Weber  
Mayor

Cc:

City Council of Agoura Hills  
Nathan Hamburger, City Manager  
Ramiro Adeva, Assistant City Manager  
Allison Cook, Assistant Planning Director