

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
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**Agenda Number:**  
**Prepared on:** 6/10/03  
**Department Name:** CAO  
**Department No.:** 012  
**Agenda Date:** 7/8/03  
**Placement:** Administrative  
**Estimate Time:** 40 mins on 7/8/03  
**Continued Item:** YES  
**If Yes, date from:** 5/20/03

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**TO:** Board of Supervisors

**FROM:** Michael F. Brown, County Administrator

**STAFF CONTACT:** Scott Ullery, Deputy County Administrator  
568-2243

**SUBJECT:** The Santa Barbara Local Agency Formation Commission's (LAFCO) Municipal Service Reviews and Spheres of Influence Updates

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## Recommendations:

That the Board of Supervisors:

1. Receive a presentation from the LAFCO Executive Officer Bob Braitman on the Project Work Plan for conducting Municipal Service Reviews (MSR) and Sphere of Influence Updates.
2. Approve a plan for County participation in the LAFCO MSR and Sphere of Influence Update project as described in this Board Letter.

## Alignment with Board Strategic Plan:

An Efficient Government Able to Anticipate and Respond Effectively to the Needs of the Community. Critical Issue: Governance Structures.

## Executive Summary and Discussion:

One of LAFCO's responsibilities is to establish a sphere of influence for each city and special district in Santa Barbara County. Spheres of influence define the probable future geographic boundaries for each city and special district in order to plan and shape "the logical and orderly development and coordination of local government agencies" (California Government Code, Sec. 56425). Legislative amendments passed in 2000 and known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (AB 2838) require that each LAFCO conduct spheres of influence reviews at least every five years for each city and special district within their jurisdiction. In addition, AB 2838 requires that LAFCO conduct a MSR prior to or in conjunction with considering an action to establish or update a sphere of influence. The first round of sphere of influence updates must be completed no later than January 1, 2006.

A Technical Task Force made up of representatives from local jurisdictions, including the County of Santa Barbara, assisted LAFCO with creating a draft MSR Work Plan, including the schedule, policies, and procedures for completing

this mandated periodic review based on guidelines promulgated by the Governor's Office of Planning and Research. The MSR's will analyze each member agency's services and make a series of written determinations regarding the following nine topics: (1) infrastructure needs or deficiencies; (2) growth and population projections for the affected area; (3) financing constraints and opportunities; (4) cost avoidance opportunities; (5) opportunities for rate restructuring; (6) opportunities for shared facilities; (7) government structure options, including advantages and disadvantages of consolidation or reorganization of service providers; (8) evaluation of management efficiencies; and (9) local accountability and governance. The Work Plan calls for the preparation of fifteen MSR's covering 64 entities, to begin in June 2003 and be completed by December 2005.

The MSR Work Plan provides for consulting and collaborating with affected agencies. The LAFCO Executive Officer invited all affected agencies to review and comment on the draft Work Plan. As authorized by your Board on May 20, 2003, the County's comments were conveyed via a letter from the County Administrator to the LAFCO Executive Officer requesting the County's close involvement in the process (see Attachment A). Adoption of the Work Plan was scheduled to occur on June 5, 2003; however, the Commission postponed action on the item pending additional review and comment by affected agencies, particularly regarding the MSR "Request for Information" questionnaire to be completed by each agency. Further consideration of this subject is expected to occur at LAFCO's July 3, 2003 meeting.

#### **County Participation in the MSR and Sphere of Influence Update Process:**

In addition to authorizing the aforementioned comment letter from the County Administrator, your Board directed County staff to return with a proposed plan for participating in the LAFCO process, and to invite the LAFCO Executive Officer Bob Braitman to make a presentation. Mr. Braitman's PowerPoint presentation is included as Attachment B. The elements of the plan for participating in the LAFCO process are described below:

Purpose Because of the potential affect on the County of changes in spheres of influence, and the potential opportunity this process presents for addressing critical region-wide policy and service delivery issues, it is in the County's interest to participate in the process.

Procedure The LAFCO Executive Officer has agreed to involve the County as requested, and will provide County staff a copy of all responses to the "Request for Information" form. County staff will review all completed forms and related documentation for any apparent potential effects on County interests. If potential effects are apparent, the appropriate analysis will be undertaken and documented, and if in the judgment of staff formal written comments or other actions are warranted a Board letter with staff's recommendations will be prepared and docketed for your Board's consideration.

The County staff's reviews will be coordinated by the County Administrator's Office assisted by a committee made up of senior staff from Planning & Development, Public Works, County Counsel, and the Fire Department. The Project Manager in the County Administrator's Office and staff from relevant departments will carry out any necessary analysis.

Review Criteria Staff proposes to review MSR documentation and sphere of influence updates with particular focus on identifying any potential affects on the following areas of County (including the Fire District and the Laguna Sanitary District) interest:

- County revenues
- County jurisdictional interests
- Demands for County services
- Urban growth inducement
- Urban Limit Lines and General Plans

- Agricultural Land or Prime Agricultural Land;
- Regional housing needs and supply
- Opportunities for improving regional service provision and working collaboratively with other entities;
- Ability of communities to accommodate future growth;
- Site specific issues
- Other potential challenges and issues relevant to County government

**Mandates and Service Levels:**

The MSR's and sphere of influence updates are LAFCO mandates

**Fiscal and Facilities Impacts:**

The costs associated with the review process are expected to be minimal and able to be absorbed in department operating budgets.

**Concurrence:**

Department of Planning and Development

County Counsel

Fire Department

Department of Public Works

**Attachments:**

Attachment A: Board Agenda Letter and attachments from 5/20/03 meeting item A-29

Attachment B: Updating Spheres of Influence and Preparing Municipal Service Reviews