



CALAFCO

**Supporting our member LAFCoS in
fulfilling their statutory mission**

**Sphere of Influence (SOI) and
Municipal Service Update (MSR)**

Prepared for Trinity LAFCo

June 16, 2020





LAFCOs-SOIs-MSRs

Planning and Policy

LAFCOs are responsible for:

- ❖ Develop and update Spheres of Influence for cities and special districts
- ❖ Prepare Municipal Service Reviews for same
- ❖ Work on growth, AG preservation, and service delivery issues





LAFCOs-SOIs-MSRs

Planning and Policy

- ❖ Sphere is an area that might be served by a jurisdiction in the next 20 years
 - ◆ Updated every 5 years: “as needed”
- ❖ Municipal Service Review evaluates service capability
 - ◆ Basis for a Sphere of Influence decision
 - ◆ 7 factors are addressed





LAFCOs-SOIs-MSRs

Planning and Policy

- ❖ LAFCO determines a sphere of influence for each city and special district in the county.
- ❖ An area legally needs to be inside a sphere of influence to be annexed.
- ❖ After adoption, a sphere of influence is used as a factor in the review of proposals.





LAFCOs-SOIs-MSRs

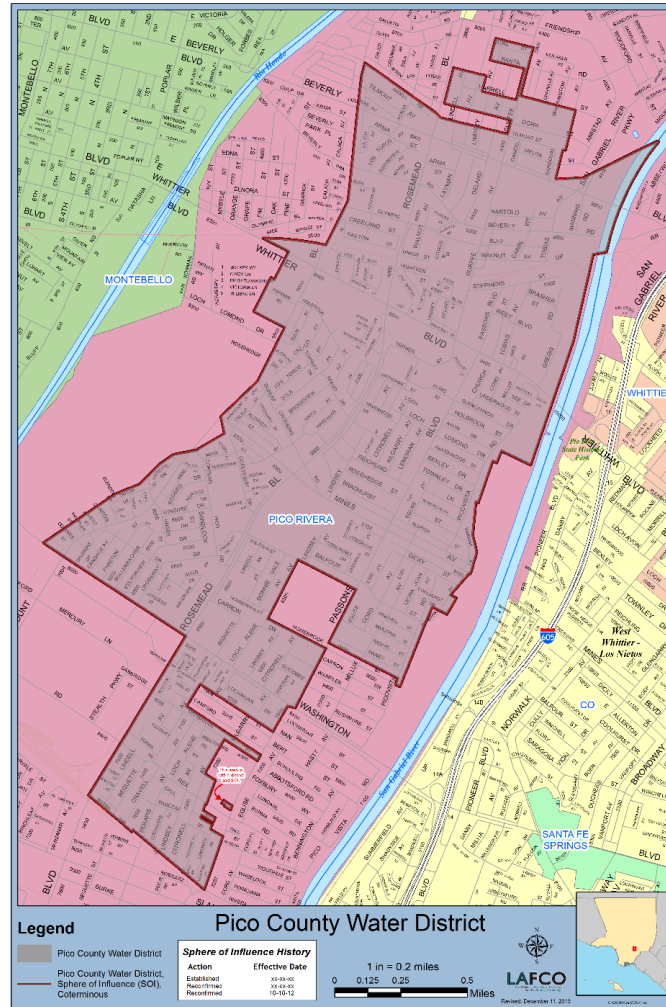
Planning and Policy

- ❖ To evaluate the jurisdiction's service capabilities
- ❖ To prepare the documentation: SOI Update, MSR, CEQA, Resolution
- ❖ To consider future annexations



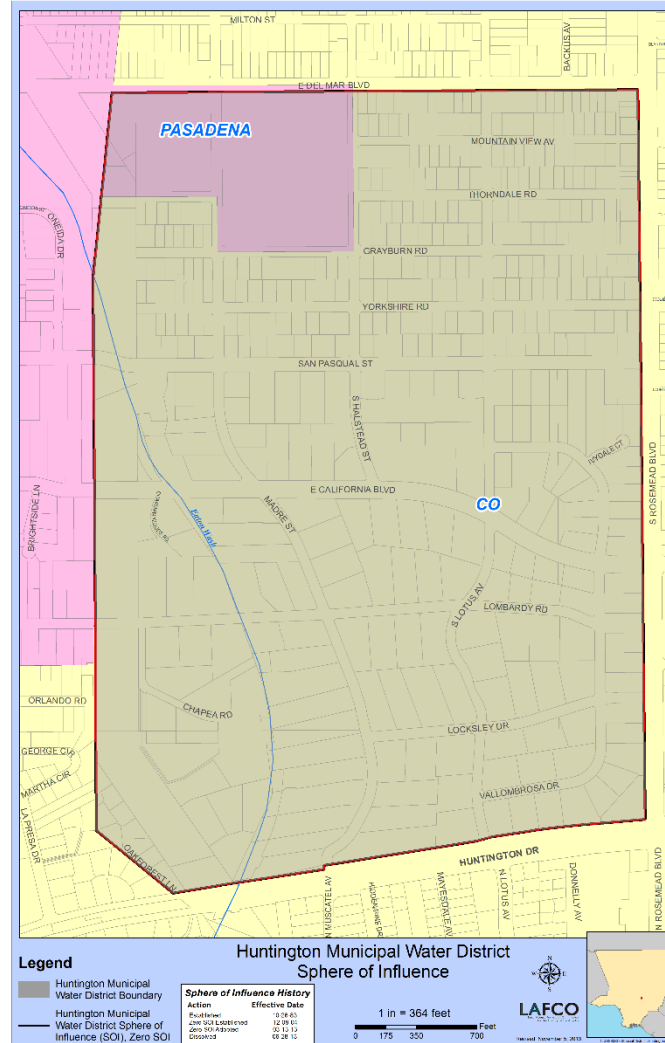


“Coterminous” SOL





“Zero” SOL





Preparing SOIs and MSRr

Approaches

❖ Geographically

- ◆ North County, South Bay, etc.

❖ By Function

- ◆ All cemetery districts, fire districts, etc.

❖ Function/Geography

- ◆ North County cemetery districts, South Bay fire districts, etc.

❖ Single Agency

- ◆ City of Pleasantville, Lovelywood Estates Community Services District





Preparing SOIs and MSRs

- ❖ Working with Jurisdictions – to prepare SOI
- ❖ “Collaborative” Process
- ❖ Compiling Information:
 - ◆ General Plans, EIRs, Capital Improvement Plans, Service Maps,
 - ◆ Budgets, Audits
 - ◆ Future development proposals
 - ◆ Outside documents





Sphere Update Process



Step I: Information Gathering
Study Areas-GP, Service Docs, Financials



Step II: Preparing Documents
SOI Update-MSR-CEQA: On-going



Step III: Public Review
45-60 Day Period

Step IV: Public Hearings





Preparing SOIs and MSRs

Determinations

- ❖ Present and planned land uses in the area, including agriculture, and open space lands;
- ❖ Present and probable need for public facilities and services in the area;
- ❖ Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide; and
- ❖ Existence of social or economic communities of interest in the area.





Preparing SOIs and MSRs

Municipal Service Reviews

- ❖ Review the jurisdiction's service capability present and future
- ❖ Look for opportunities for more efficient public services
- ❖ Needs to be completed for a sphere of influence update
- ❖ Six factors need to be addressed





Preparing SOIs and MSRr

CKH-Service Review Factors

❖ Growth and Population

- ◆ Growth rates and forecasted build-out
- ◆ MOA provides a mechanism for the City and the County to work together on growth issues
- ◆ City/County General Plan provides for the growth and development of the City





Preparing SOIs and MSRs

CKH-Service Review Factors

❖ **Disadvantaged Unincorporated Communities**

- ◆ DUCs- inhabited areas with less than 80% of State median income
- ◆ Identified in or adjacent to the SOI
- ◆ Considered when areas are annexed





Preparing SOIs and MSRs

CKH-Service Review Factors

❖ Infrastructure Needs or Deficiencies

- ◆ Water resources to serve the development
- ◆ Water supplies in place prior to annexing territory
- ◆ Wastewater Treatment Plant capacity-condition
- ◆ Police and fire services
- ◆ Roads - Circulation Element





Preparing SOIs and MSR's

CKH-Service Review Factors

❖ Financial ability of Agency

- ◆ Overall fiscal health-not an audit
- ◆ Budget process
- ◆ Capital improvement plans, development impact fees, and developer-required
- ◆ Water and sewer rates
- ◆ Revenues: local hotel tax, sales tax, fees, and local property taxes
- ◆ Fund Balance Reserves





Preparing SOIs and MSRs

CKH-Service Review Factors

- ❖ **Status of, and Opportunity for, Shared Facilities**
 - ◆ Works cooperatively with a variety of Agencies?
 - ◆ Distinction between City and County services in the SOI study areas are clear
 - ◆ Identify opportunities that might help





Preparing SOIs and MSRs

CKH-Service Review Factors

❖ Local Accountability and Governance

- ◆ Regular budget reviews and goal-setting workshops to keep the public informed
- ◆ Annual audits are completed and made available to the public
- ◆ Well-organized and equipped administratively to serve the recommended Sphere of Influence





Preparing SOIs and MSRs

MEMORANDUM OF AGREEMENT (MOA)

- ❖ MOA is approved by the City and County
- ❖ Purpose and Process:
 - ◆ Agreement on the SOI boundary
 - ◆ Recognizes need to coordinate
 - ◆ Uses both City and County General Plans
 - ◆ This MOA identifies provisions for possible future development





LAFCOs-SOIs-MSRs

Planning and Policy

Summary

- ❖ SOIs plan for orderly development
- ❖ MSRs review services to be provided
- ❖ SOI/MSR done together can be an effective tool
- ❖ MSR is an informational document
- ❖ Use it to inform decisions
- ❖ MSR can be added to-but there is a limit





Using LAFCO, MSRs and SOIs as a Resource

- ❖ Historical, current and trending info – 50+ year record of formations and boundary changes
- ❖ SOI studies since early '70s; MSRs since early 2000s; GIS data layers and maps
- ❖ Strong knowledge of local issues and intricacies – what has been tried, what hasn't, and what options should be considered to solve local issues
- ❖ Shared service models, studies and exchanges; information about other local service delivery options
- ❖ Model inter-agency agreements
- ❖ Models for tax sharing, revenue generation, governance options, social justice, etc.





CALAFCO Contact Info

Pamela Miller, Executive Director

1020 12th Street, Suite 222

Sacramento, CA 95814

info@calafco.org

pmiller@calafco.org

916-442-6536

www.calafco.org

