

Les Baugh
County Member
James Yarbrough
City Member
Francie Sullivan
City Member
Larry Farr
City Member Alternate

Irwin Fust
Special District Member
Pam Giacomini
County Member Alternate
Brenda Haynes
Special District Member



Dick Fyten
Public Member
David Kehoe
County Member
Stephen Morgan
Special District Alternate
Bob Richardson
Public Member Alternate
George Williamson
Executive Officer
James M. Underwood
General Counsel
Kathy Bull
Office Manager

Agenda Item 8.h.

Meeting Date: August 4, 2016

From: George Williamson, Executive Officer

Subject: MSR/SOI Update – County Service Area Template

BACKGROUND:

The MSR/SOI Update process provides LAFCo with information to study current and future public service conditions and evaluate organizational options for fostering orderly growth and development, promoting the efficient delivery of services, and encouraging the preservation of open space and agricultural lands. The potential uses of this report are described below.

Municipal Service Review prior to Sphere of Influence Update

Prior to, and in order to prepare, update, or amend spheres of influence in accordance with LAFCO Act Section 56425, Shasta LAFCO conducts municipal services reviews as required under Section 56430.

Consider Jurisdictional Boundary Changes

LAFCo is not required to initiate any boundary changes based on service reviews. However, LAFCo, local agencies, or the public may subsequently use this report together with additional research and analysis, where necessary, to pursue changes in jurisdictional boundaries.

Resource for Further Studies

Other entities and the public may use this report for further studies and analysis of issues relating to services in Shasta County.

DISCUSSION:

For FY 2016-17 the Commission has budgeted for the updating of five CSA MSRs. This template will be used for this purpose.

RECOMMENDATION:

It is recommended that the Commission review the template and offer comments.

ATTACHMENT: County Service Area MSR/SOI Update –Template



COUNTY SERVICE AREA # _____
NAME HERE

Municipal Service Review &
Sphere of Influence Update

Commission Review

Draft Hearing- DATE

Final Adoption- DATE

SHASTA LOCAL AGENCY FORMATION COMMISSION

Commissioners

Les Baugh, County Member - District 5 Supervisor
David Kehoe, County Member - District 1 Supervisor
Francie Sullivan, City Member - City of Redding
James Yarbrough, City Member - City of Anderson
Brenda Haynes, Special District Member - Anderson Cottonwood Irrigation District
Irwin Fust, Special District Member - Clear Creek Community Services District
Dick Fyten, Public Member

Alternate Members:

Pam Giacomini, County Member - District 3 Supervisor
Larry Farr, City Member- City of Shasta Lake
Steve Morgan, Special District Member - Shasta Lake Fire Protection District
Bob Richardson, Public Member

Staff:

George Williamson, AICP, Executive Officer
Colette Metz, Analyst
Kathy Bull, Office Manager
Sarah West, Service Specialist
Jason Barnes, GIS Analyst
Leslie Marshall, Administrator
James M. Underwood, Legal Counsel

Acknowledgements:

LAFCo staff would like to thank the contributors to this Municipal Service Review and Sphere of Influence Update. Valuable assistance in completing this report was provided by: _____ . This report would not have been possible without their assistance.

Table of Contents

INTRODUCTION.....	2
SERVICE REVIEW DETERMINATIONS	2
USES OF THIS REPORT	3
REVIEW METHODS	3
COUNTY SERVICE AREA # ____ - _____.....	4
OVERVIEW	4
ACCOUNTABILITY AND GOVERNANCE	4
<i>Management Efficiencies</i>	5
POPULATION AND LAND USE	5
<i>Land Use</i>	5
<i>County Population and Growth</i>	5
<i>District Population and Growth</i>	<i>Error! Bookmark not defined.</i>
DISADVANTAGED UNINCORPORATED COMMUNITIES.....	5
SERVICES & INFRASTRUCTURE.....	5
<i>Services Overview</i>	5
<i>Infrastructure Overview</i>	5
<i>Present and Planned Capacity</i>	5
<i>Infrastructure Needs and Deficiencies</i>	6
SHARED FACILITIES.....	6
FINANCIAL INFORMATION	6
<i>Service Rates</i>	6
<i>Financing Constraints and Opportunities</i>	6
<i>Cost Avoidance Opportunities</i>	6
GOVERNANCE STRUCTURE OPTIONS	6
MUNICIPAL SERVICE REVIEW DETERMINATIONS	7
SPHERE OF INFLUENCE DETERMINATIONS.....	8
REFERENCES	8

List of Tables

TABLE 1: CSA _____ AGENCY PROFILE.....	4
TABLE 2: CSA _____ BOARD OF DIRECTORS – COUNTY BOARD OF SUPERVISORS	5
TABLE 3. CSA _____ REVENUES & EXPENDITURES	6
TABLE 4. CSA _____ FEE SCHEDULE	6

List of Figures

FIGURE 1. COUNTY SERVICE AREA _____.....	4
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INTRODUCTION

This report is prepared pursuant to legislation enacted in 2000, for each Local Agency Formation Commission (LAFCo) to conduct a comprehensive review of municipal services and update the spheres of influence (SOI) of all agencies under LAFCo jurisdiction. This service review focuses on County Service Area _____ (CSA _____ or CSA).

Service Review Determinations

Each LAFCo reviews and updates as needed, spheres of influence not less than once every five years and reviews municipal services prior to or in conjunction with sphere updates, as specified in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.). Service reviews respond to the identified need for a more coordinated and efficient public service structure to support California's anticipated growth.

Effective January 1, 2008, Government Code Section 56430 requires LAFCo to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determination with respect to each of the following topics:

1. Growth and population projections for the affected area;
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence (effective July 1, 2012);
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies (including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence);
4. Financial ability of the agency to provide services;
5. Status of, and opportunities for, shared facilities;
6. Accountability for community service needs, including governmental structure and operational efficiencies; and
7. Any other matter affecting or related to effective or efficient service delivery, as required by Commission policy.

State Guidelines and Commission policies encourage stakeholder cooperation in MSR preparation. This review analyzes existing and future County Service Areas (CSAs) services. The CSAs are located in various unincorporated areas of Shasta County. The Service Review will also provide a basis to evaluate, and make changes to the Spheres of Influence, if appropriate.

Service Review Uses

The service review process provides LAFCo with a tool to study current and future public service conditions and to evaluate organizational options for fostering orderly growth and development, promoting the efficient delivery of services, and encouraging the preservation of open space and agricultural lands. The potential uses of this report are described below.

Update Spheres of Influence

Prior to, and in order to prepare, update, or amend spheres of influence in accordance with Section 56425 of the LAFCO Act, Shasta LAFCO shall conduct municipal services reviews as required under Section 56430 of the statute.

Consider Jurisdictional Boundary Changes

LAFCo is not required to initiate any boundary changes based on service reviews. However, LAFCo, local agencies, or the public may subsequently use this report together with additional research and analysis, where necessary, to pursue changes in jurisdictional boundaries.

Resource for Further Studies

Other entities and the public may use this report for further studies and analysis of issues relating to services in Shasta County.

Review Methods

The agency reviewed as part of this service review process demonstrated ____ accountability in disclosure of information and cooperation with LAFCo. The following information was considered in the service review:

- Agency-specific data: responses to LAFCo Requests for Information, budgets, maps, and district plans.
- Demographic data: U.S. Census Bureau; Department of Finance.
- Finances: _____.

Information gathered was analyzed and applied to make the required determinations for each agency. All information gathered for this report is filed by LAFCo for future reference.

COUNTY SERVICE AREA # _____ - _____

Overview

The CSA #__ service area is located in__ Shasta County, about __ miles east of __ and __ of State Route 299 East just past the _____. ____ Road and ____ Creek Road serve as main access routes to the area.

Formation

CSA #__ was formed in __ with the intent to seek major facility improvements. This led to securing ____ grants and loans for that purpose. Construction began on intakes, transmission lines, treatment plant, and a ____ gallon storage tank in ____

Service Boundary and Sphere of Influence

The CSA Service boundary and sphere of influence are shown on Figure 1. The sphere of influence is/is not coterminous with the CSA Boundary.

Other Service Providers

Wastewater Treatment and Water Service (If not provided by CSA)

Other Service Providers

Table 1: CSA _____ Agency Profile

Formation	
Agency Name	County Service Area (CSA) _____
Formation Date	
Enabling Legislation	California Government Code §25210 et seq.
Contact	
Contact	
E-mail	
Website	
District Office	
Mailing Address	
Phone/ Fax	
Governance	
Governing Body	Board of Directors (County Board of Supervisors)
Board Meetings	
Staffing	
Services	
Services Provided	
Areas Served	

Figure 1. County Service Area Boundary and Sphere of Influence

Accountability and Governance

The Shasta County Board of Supervisors serves as the CSA ____ Board of Directors.

Table 2: CSA _____ Board of Directors – County Board of Supervisors

Board Member	Title
David Kehoe	Supervisor, District 1
Leonard Moty	Supervisor, District 2
Pam Giacomini	Supervisor, District 3
Bill Schappell	Supervisor, District 4
Les Baugh	Supervisor, District 5

Management Efficiencies

Population and Land Use

Land Use

County Land Use overview

County / Service Area Population and Growth

Census based population and General Plan based population growth

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. A disadvantaged unincorporated community (DUC) is defined as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income (pursuant to Government Code Section 56033.5 and Water Code Section 79505.5).

Services & Infrastructure

Services Overview

Infrastructure Overview

Present and Planned Capacity

Infrastructure Needs and Deficiencies

Infrastructure Needs

Funding Needs

Shared Facilities

Financial Information

Table 3. CSA _____ Revenues & Expenditures

Revenue	Actual 2014-15	Actual 2015-16	Adopted 2016-17
Total Revenue	\$0	\$0	\$0
Expenses			
Total Expenses (without depreciation)	\$0	\$0	\$0
Net Total (Deficit)	\$0	\$0	\$0

Source:

Service Rates

Table 4. CSA _____ Fee Schedule

Insert Fee Schedule

Financing Constraints and Opportunities

Cost Avoidance Opportunities

Governance Structure Options

MUNICIPAL SERVICE REVIEW DETERMINATIONS

This chapter addresses determinations as specified in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56430). As part of the municipal service review process, each LAFCo makes written determinations for each of the categories listed below.

Growth and population projections

determination

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the Sphere of Influence

determination

Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies

determination

Financial ability of agencies to provide services

determination

Status of, and opportunities for, shared facilities

determination

Accountability for community service needs, including governmental structure and operational efficiencies

determination

Any other matter related to effective or efficient service delivery, as required by commission policy

determination

SPHERE OF INFLUENCE DETERMINATIONS

Present and planned land uses in the area, including agricultural and open-space lands.

determination

Present and probable need for public facilities and services in the area.

determination

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

determination

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

determination

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.

determination

REFERENCES

Reference list