

September 4, 2003 (Agenda)

Local Agency Formation Commission
105 East Anapamu Street
Santa Barbara CA 93101

Revised Request for Information for Municipal Service Reviews

Dear Members of the Commission:

RECOMMENDATION

It is recommended that the Commission approve the enclosed Request for Information for use in the Municipal Service Review/Sphere of Influence Update program and authorize the staff to proceed with the program generally as described in the Work Plan.

DISCUSSION

On June 5 the Commission received a staff report outlining the approach in Santa Barbara County to comply with the legislative mandate to review and update Spheres of Influence in conjunction with preparing Municipal Service Reviews (MSRs) of local agencies.

The program as presented was developed with the help of a Technical Task Force created by the Commission with management staff from the County, cities, special districts and the Association of Governments. The following materials were presented to the Commission:

- Operational Policies - to provide direction for the overall process
- Work Plan - describing the approach to undertaking MSRs and updating SOIs.
- Schedule - describing a “standard sequence” to prepare and review MSRs and SOIs.
- Request for Information - as a foundational document to collect data from local agencies.

The Commission received these documents and the staff was directed to recirculate the Request for Information for further review by local agencies. This has occurred and the matter is back on the Commission agenda for approval.

Local Agency Formation Commission
May 8, 2003 (Agenda)
Page 2

In the past several weeks we have received comments regarding the Request for Information. We have modified the form to accommodate requested changes or explained to those commenting that some of the questions may not apply equally to all agencies and that these issues will be addressed during planned "kick off" meetings with each group of local agencies.

It is recommended the enclosed Request for Information be authorized for use in the MSR/SOI Update program. If approved we will proceed to schedule "kick off" meetings with local agencies in each of the geographic areas as described in the adoption schedule.

The MSR/SOI Update process will be staged, with studies of local agencies in one geographical area proceeding before another group of agencies. The intent is to distribute the staff work load and Commission hearing schedule over a period of time.

If you have any questions please contact the LAFCO office.

Sincerely,

BOB BRAITMAN
Executive Officer