



COUNTY OF SISKIYOU LAFCo

LOCAL AGENCY FORMATION COMMISSION

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TERRY BARBER
EXECUTIVE OFFICER

GREG PLUCKER
DEPUTY EXECUTIVE OFFICER

DATE: May 3, 2011
TO: Chair and Members of the Siskiyou LAFCo
FROM: Greg Plucker, Deputy Executive Officer
SUBJECT: CONSIDERATION OF THE FINAL DRAFT OF THE COUNTY-WIDE MUNICIPAL SERVICES REVIEW AND SPHERE OF INFLUENCE UPDATE

SUMMARY OF RECOMMENDATIONS:

It is recommended that the Commission approve the attached Resolution adopting the County-Wide Municipal Services Reviews and Sphere of Influence Update for all nine cities within the County.

OVERVIEW:

State law requires that LAFCo review and update each city's Sphere of Influence every five years. Prior to, or in conjunction with this SOI update, LAFCo is required to conduct a Municipal Service Review (MSR) for each city.

At the January 5, 2010 LAFCo meeting, the Commission selected Pacific Municipal Consultants (PMC) to prepare the County-wide MSR/SOI report and authorized the Executive Officer to negotiate the final contract with PMC. On May 12, 2010, the contract was signed and work began on this comprehensive update.

The document before the Commission represents a considerable effort and extensive work with the individual cities throughout the County. As the Commission may recall, it has recently adopted MSR's for the cities of Etna and Yreka. As part of the adoption of the 2011 County-wide update, the Commission is being asked to readopt these MSR's in order to standardize the timing of the next MSR/SOI update and to create one comprehensive document for all of the cities in the County.

City Council Members

Rory McNeil, Chair
Tim Stearns, Commissioner
Phil Robustellini, Alternate

Board of Supervisor Members

Ed Valenzuela, Vice Chair
Grace Bennett, Commissioner
Michael Kobseff, Alternate Commissioner

Member-at-Large Members

VACANT, Commissioner
April Gray, Alternate Commissioner

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EXECUTIVE OFFICER'S REPORT:

Municipal Service Review

The Municipal Services Review process provides a current, formal, and comprehensive look at the provision of services within a City/district and is necessary prior to conducting an SOI update

In the MSR process, the MSR must address the following six factors and make a series of determinations on how each of the factors has been addressed:

1. Growth and population projections for the affected area;
2. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
3. Financial ability of agencies to provide services;
4. Status of, and opportunities for, shared facilities;
5. Accountability for community service needs, including governmental structure and operational efficiencies; and
6. Any other matter related to effective or efficient service delivery, as required by commission policy.

Sphere of Influence Update

Once the MSR determinations have been made, the next step is to determine the Sphere of Influence (SOI) of each local agency. In doing so, the Commission is required to consider and prepare determinations with respect to each of the following factors:

1. The present and planned land uses in the area, including agricultural and open space lands.
2. The present and probable need for public facilities and services in the area.
3. The present capacity of public facilities and adequacy of public services that the agency provides, or is authorized to provide.
4. The existence of any social or economic communities of interest in the area if the Commission determines they are relevant.

Because of the Commission is being asked to adopt a County-wide MSR, in order to simply the MSR/SOI review, analysis, and determinations for each city in the County, the following summary for each city has been prepared. For the various required

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MSR/SOI determinations, reference is made to the specific sections and page numbers within the County-wide MSR/SOI update document for ease of reference.

City of Dorris

Municipal Service Review Determinations

1. Growth and Population Projections – Page 1.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 1.2
3. Financial Ability of the City to Provide Services – Page 1.2
4. Status of, and Opportunities for, Shared Facilities – Page 1.2
5. Accountability for Community Service Needs – Page 1.3
6. Other Matters Required by Commission Policy – Page 1.3

MSR Summary

Based on the need to update the City's existing water infrastructure and limited revenues, it is recommended that the City continue its pursuit of grant monies. It is anticipated that with existing development fees, monthly user fees, and the periodic acquisition of grant monies, the City will be able to meet the demands for its public services within the current city limits.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 1.3
2. Present and Probable Need for Public Facilities and Services – Page 1.3
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 1.3
4. Existence of any Social or Economic Communities of Interest – Page 1.3

Sphere of Influence Summary

Based on the recommended determinations, it is recommended that LAFCo verify that it has reviewed the sphere of influence for the City of Dunsmuir pursuant to Government Code Section 56425(g) and that the current sphere of influence, without amendment, is appropriate and acceptable for the purpose of promoting the logical and orderly development of areas within the sphere.

City of Dunsmuir

Municipal Service Review Determinations

1. Growth and Population Projections – Page 2.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 2.2
3. Financial Ability of the City to Provide Services – Page 2.2
4. Status of, and Opportunities for, Shared Facilities – Page 2.2
5. Accountability for Community Service Needs – Page 2.3
6. Other Matters Required by Commission Policy – Page 2.3

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MSR Summary

Based on the need to update the City's existing water and sewer infrastructure, it is suggested that the City complete implementation of its recently adopted utility rate fee increase over the next two years. It is anticipated that with this rate increase, existing development fees, and the continued pursuit of grant monies, the City will acquire revenues necessary to meet the demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 2.6
2. Present and Probable Need for Public Facilities and Services – Page 2.6
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 2.6
4. Existence of any Social or Economic Communities of Interest – Page 2.6

Sphere of Influence Summary

Based on these recommended determinations, it is recommended that LAFCo verify that it has reviewed the sphere of influence for the City of Dunsmuir pursuant to Government Code Section 56425(g) and that the current sphere of influence, without amendment, is appropriate and acceptable for the purpose of promoting the logical and orderly development of areas within the sphere.

Town of Fort Jones

Municipal Service Review Determinations

1. Growth and Population Projections – Page 3.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 3.2
3. Financial Ability of the City to Provide Services – Page 3.3
4. Status of, and Opportunities for, Shared Facilities – Page 3.3
5. Accountability for Community Service Needs – Page 3.3
6. Other Matters Required by Commission Policy – Page 3.3

MSR Summary

Based on the need to update the Town's aging wastewater and water infrastructure, it is suggested that the Town adopt a financing strategy to update its aging wastewater and water infrastructure within the next year. One strategy would be to implement a development impact fee. It is also suggested that the Town continue to keep utility rates commensurate with the costs of operating and providing services, and implement rate increases as necessary. It is anticipated that with an appropriate increase in fees, and with the continued pursuit of grant monies, the Town will acquire revenues necessary to meet the increasing demands for its public services.

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Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 3.4
2. Present and Probable Need for Public Facilities and Services – Page 3.4
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 3.4
4. Existence of any Social or Economic Communities of Interest – Page 3.4

Sphere of Influence Summary

Based on these recommended determinations, it is further recommended for the proposed update of the City's Sphere of Influence that LAFCo verify that it has reviewed the Sphere of Influence for the Town of Fort Jones pursuant to Government Code Section 56425(g) and that the current Sphere of Influence, without amendment, is appropriate and acceptable for the purpose of promoting the logical and orderly development of the community.

City of Montague

Municipal Service Review Determinations

1. Growth and Population Projections – Page 4.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 4.2
3. Financial Ability of the City to Provide Services – Page 4.3
4. Status of, and Opportunities for, Shared Facilities – Page 4.3
5. Accountability for Community Service Needs – Page 4.3
6. Other Matters Required by Commission Policy – Not Applicable

MSR Summary

Based on the need to update the City's existing water and sewer infrastructure, as well as the City's long-term need for street improvements, it is suggested that the City complete implementation of its recently adopted utility rate fee increase over the next five years. It is anticipated that, with this rate increase, existing development fees, and the continued pursuit of grant monies, the City will more effectively acquire revenues necessary to meet demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 4.3
2. Present and Probable Need for Public Facilities and Services – Page 4.3
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 4.4
4. Existence of any Social or Economic Communities of Interest – Page 4.4

Sphere of Influence Summary

Based on these recommended determinations, it is recommended that LAFCo verify that it has reviewed the sphere of influence for the City of Montague pursuant to

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Government Code Section 56425(g), and that the current sphere of influence, without amendment, is appropriate and acceptable for the purpose of promoting the logical and orderly development of areas within the sphere.

City of Mt. Shasta

Municipal Service Review Determinations

1. Growth and Population Projections – Page 5.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 5.2
3. Financial Ability of the City to Provide Services – Page 5.2
4. Status of, and Opportunities for, Shared Facilities – Page 5.3
5. Accountability for Community Service Needs – Page 5.3
6. Other Matters Required by Commission Policy – Not Applicable

MSR Summary

Based on the need to update the City's existing water and sewer infrastructure, it is suggested that the City implement a utility rate fee increase in the near future. It is anticipated that with this rate increase, existing development fees and the continued pursuit of grant monies the City will acquire revenues necessary to meet the demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 5.6
2. Present and Probable Need for Public Facilities and Services – Page 5.6
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 5.6
4. Existence of any Social or Economic Communities of Interest – Page 5.6

Sphere of Influence Summary

Based on these recommended determinations, it is further recommended that LAFCo verify that it has reviewed the sphere of influence for the City of Mt. Shasta pursuant to Government Code Section 56425(g) and that the current sphere of influence, without amendment, is appropriate and acceptable for the purpose of promoting the logical and orderly development of areas within the sphere.

City of Tulelake

Municipal Service Review Determinations

1. Growth and Population Projections – Page 6.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 6.2
3. Financial Ability of the City to Provide Services – Page 6.2
4. Status of, and Opportunities for, Shared Facilities – Page 6.3
5. Accountability for Community Service Needs – Page 6.3

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6. Other Matters Required by Commission Policy – Page 6.3

MSR Summary

Based on the need to update the City's existing wastewater infrastructure and limited revenues, it is recommended that the City continue its pursuit of grant funds. It is anticipated that with existing development fees, monthly user fees, and the periodic acquisition of grant monies, the City will be able to meet the demands for its public services within the current city limits.

It is noted that the Tulelake-Butte Valley Fairgrounds is within the City's sphere of influence and is already being served by City infrastructure, but the land has not been annexed to the City. While the existing arrangement may be acceptable, consideration by LAFCo is recommended as to why annexation should not be pursued in the future.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 6.3
2. Present and Probable Need for Public Facilities and Services – Page 6.3
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 6.3
4. Existence of any Social or Economic Communities of Interest – Page 6.4

Sphere of Influence Summary

Based on these recommended determinations, it is further recommended for the proposed update of the City's Sphere of Influence that LAFCo verify that it has reviewed the Sphere of Influence for the City of Tulelake pursuant to Government Code Section 56425(g) and that the current Sphere of Influence, without amendment, is found to be appropriate and acceptable for the purpose of promoting the logical and orderly development of the community.

City of Weed

Municipal Service Review Determinations

1. Growth and Population Projections – Page 7.2
2. Capacity of Public Facilities and Adequacy of Public Services – Page 7.2
3. Financial Ability of the City to Provide Services – Page 7.2
4. Status of, and Opportunities for, Shared Facilities – Page 7.3
5. Accountability for Community Service Needs – Page 7.3
6. Other Matters Required by Commission Policy – Not Applicable

MSR Summary

Based on the need to update the City's existing water and sewer infrastructure, as well as the City's long-term need for a new public safety facility, it is suggested that the City adopt and implement development impact fees within the next year. It is also suggested

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that the City continue to keep utility rates commiserate with the costs of operating and providing services, and implement rate increases as necessary. It is anticipated that with an appropriate increase in fees, and with the continued pursuit of grant monies, the City will acquire revenues necessary to meet the increasing demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 7.3
2. Present and Probable Need for Public Facilities and Services – Page 7.3
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 7.3
4. Existence of any Social or Economic Communities of Interest – Page 7.4

Sphere of Influence Summary

Based on the recommended determinations above, it is recommended that LAFCo verify that it has reviewed the Sphere of Influence for the City of Weed pursuant to Government Code Section 56425(g) and that the current Sphere of Influence is acceptable for the purpose of promoting the logical and orderly development of the area around the City until such time as the City reconsiders its General Plan relating to planning and land use within that Sphere.

City of Etna

Municipal Service Review Determinations

1. Growth and Population Projections – Page 8.1
2. Capacity of Public Facilities and Adequacy of Public Services – Page 8.1
3. Financial Ability of the City to Provide Services – Page 8.1
4. Status of, and Opportunities for, Shared Facilities – Page 8.2
5. Accountability for Community Service Needs – Page 8.2
6. Other Matters Required by Commission Policy – Page 8.2

MSR Summary

Based on the need to update the City's existing infrastructure, it is suggested that the City complete the implementation of its recently adopted utility rate fee increase. It is anticipated that with the increase in fees, and with the continued pursuit of grant monies, the City will acquire revenues necessary to meet the increasing demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 8.2
2. Present and Probable Need for Public Facilities and Services – Page 8.2
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 8.2
4. Existence of any Social or Economic Communities of Interest – Page 8.2

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Sphere of Influence Summary

Based on the recommended determinations above, it is recommended that LAFCo verify that it has reviewed the Sphere of Influence for the City of Etna pursuant to Government Code Section 56425(g) and that the current Sphere of Influence is acceptable for the purpose of promoting the logical and orderly development of the area around the City.

City of Yreka

Municipal Service Review Determinations

1. Growth and Population Projections – Page 9.1
2. Capacity of Public Facilities and Adequacy of Public Services – Page 9.1
3. Financial Ability of the City to Provide Services – Page 9.1
4. Status of, and Opportunities for, Shared Facilities – Page 9.2
5. Accountability for Community Service Needs – Page 9.2
6. Other Matters Required by Commission Policy – Page 9.2

MSR Summary

Based on the need to update the City's existing infrastructure, it is suggested that the City complete the implementation of its recently adopted utility rate fee increase. It is anticipated that with the increase in fees, and with the continued pursuit of grant monies, the City will acquire revenues necessary to meet the increasing demands for its public services.

Sphere of Influence Update Determinations

1. Present and Planned Land Uses in the Area – Page 9.2
2. Present and Probable Need for Public Facilities and Services – Page 9.2
3. Present Capacity of Public Facilities/Adequacy of Public Services – Page 9.3
4. Existence of any Social or Economic Communities of Interest – Page 9.3

Sphere of Influence Summary

Government Code Section 56425(e) requires that, in determining the sphere of influence of each local agency, the commission shall consider and prepare a written statement of its determinations with respect to the above listed items. Staff has reviewed the MSR and, three areas have been identified that should be considered for addition to the sphere of influence as part of this update. Attached please find a figure depicting what staff, at this time, is suggesting should be considered for the proposed sphere of influence boundaries. LAFCo staff recommends that the Commission update the sphere of influence to incorporate these modifications.

CEQA CONSIDERATIONS:

The California Environmental Quality Act ("CEQA") requires that the Commission undertake and review an environmental analysis before granting approval of a project, as defined by CEQA. The MSR is categorically exempt from the preparation of environmental documentation under a classification related to information gathering (Class 6 - Regulation section 15306), which states: "Class 6 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded." Furthermore, the MSR qualifies for a general exemption from environmental review based upon CEQA Regulation section 15061(b)(3), which states: "The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." Since there are no land use changes or environmental impact created by this MSR, there is no possibility that this MSR may have a significant effect on the environment.

RECOMMENDATION:

1. Open the Public Hearing on the Final Draft MSR and take any public comments;
2. Close the Public Hearing;
3. Provide any final comments that the Commission may have on the Final Draft;
and
4. Approve the attached Resolution (2011-02) making the required determinations and adopting the County-wide 2011 Municipal Service Review and Sphere of Update for all of the cities within the County.

RESOLUTION NO. 2011-02

**RESOLUTION of the SISKIYOU COUNTY
LOCAL AGENCY FORMATION COMMISSION
MAKING DETERMINATIONS AND ADOPTING
THE MUNICIPAL SERVICES REVIEWS AND SPHERE OF INFLUENCE UPDATES
FOR THE CITIES OF DORRIS, DUNSMUIR, ETNA, FORT JONES, MONTAGUE,
MT. SHASTA, TULELAKE, WEED, AND YREKA.**

RESOLVED by the Local Agency Formation Commission of the County of Siskiyou, State of California, that

WHEREAS, State law requires that each LAFCo review and update each city's Sphere of Influence every five years and that prior to, or in conjunction with an agency's SOI update, LAFCo is required to conduct a Municipal Service Review (MSR) for each city;

WHEREAS, to provide the most comprehensive MSR/SOI update possible, Siskiyou LAFCo has directed its staff to prepare one comprehensive MSR/SOI which includes all of the cities within the County;

WHEREAS, per Government Code Section 56430, prior to consideration of the required Sphere of Influence update for all of the cities in the County, Municipal Service Reviews have been prepared for each city; and

WHEREAS, to foster public participation and agency contribution to the greatest extent possible, the proposed comprehensive draft MSR/SOI update was noticed for a public hearing before the Commission; and

WHEREAS, the Executive Officer set May 3, 2011 as the hearing date on the adoption of the final Draft of the MSR/SOI update and gave the required notice of hearing; and

WHEREAS, the Commission held a public hearing on adoption of the MSR on May 3, 2011, and received any and all public testimony and the Executive Officer's report at said hearing; and

WHEREAS, the Commission has reviewed the record and determined that adoption of the MSR is categorically exempt from the California Environmental Quality Act pursuant to Sections 15306 (basic data collection and research) and 15061(b)(3) (no possible environmental impact); and

WHEREAS, the Commission has considered the factors pertinent to the adoption of the MSR for the each city in the County in accordance with the Government Code and made its determinations for said MSR adoption; and

WHEREAS, the Commission has considered the factors pertinent to the adoption of the SOI update for the each city in the County in accordance with the Government Code and made its determinations for said SOI update.

NOW, THEREFORE, it is HEREBY ORDERED and DETERMINED as follows:

Section 1. This Commission determined that adoption of the Municipal Services Review/Sphere of Influence Update is categorically exempt from the California Environmental Quality Act pursuant to Sections 15306 and 15061(b)(3); and

Section 2. The Local Agency Formation Commission, in accordance with the Government Code has made MSR determinations for (1) Growth and Population Projections; (2) Capacity of Public Facilities and Adequacy of Public Services; (3) Financial Ability of the City to Provide Services; (4) Status of, and Opportunities for, Shared Facilities; (5) Accountability for Community Service Needs; and (6) Other Matters Required by Commission Policy for the cities of DORRIS, DUNSMUIR, ETNA, FORT JONES, MONTAGUE, MT. SHASTA, TULELAKE, WEED, AND YREKA as detailed in the comprehensive MSR/SOI update prepared by Pacific Municipal Consultants dated April 2011 herein incorporated by reference; and

Section 3. In accordance with Government Code, this Commission hereby adopts the Municipal Services Reviews for the cities of DORRIS, DUNSMUIR, ETNA, FORT JONES, MONTAGUE, MT. SHASTA, TULELAKE, WEED, AND YREKA as detailed in the comprehensive MSR/SOI update prepared by Pacific Municipal Consultants dated April 2011 herein incorporated by reference as a prerequisite to updating each city's Sphere of Influence in accordance with the Government Code; and

Section 4. The Local Agency Formation Commission, in accordance with the Government Code has made the SOI determinations for (1) Present and Planned Land Uses in the Area; (2) Present and Probable Need for Public Facilities and Services; (3) Present Capacity of Public Facilities/Adequacy of Public Services; and (4) Existence of any Social or Economic Communities of Interest the cities of DORRIS, DUNSMUIR, ETNA, FORT JONES, MONTAGUE, MT. SHASTA, TULELAKE, WEED, AND YREKA as detailed in the comprehensive MSR/SOI update prepared by Pacific Municipal Consultants dated April 2011 herein incorporated by reference; and

Section 5. In accordance with Government Code, this Commission hereby readopts the existing Sphere of Influences for the cities of DORRIS, DUNSMUIR, ETNA, FORT JONES, MONTAGUE, MT. SHASTA, TULELAKE, and WEED, and does hereby amend and adopt the new Sphere of Influence for the City of YREKA as detailed in the comprehensive MSR/SOI update prepared by Pacific Municipal Consultants dated April 2011 herein incorporated by reference in accordance with Government Code.

PASSED AND ADOPTED at a regular meeting of the Local Agency Formation Commission of the County of Siskiyou, State of California, on the 3rd day of May, 2011 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

SISKIYOU LOCAL AGENCY FORMATION COMMISSION

Rory McNeil, Chairperson

ATTEST:
Vurl Trytten, Clerk to the Commission

By: _____