

DATE: 4/20/99 AGENDA ITEM # 18
() APPROVED () DENIED
() CONTINUED

TO: JAMES L. APP, CITY MANAGER
FROM: BOB LATA, COMMUNITY DEVELOPMENT DIRECTOR *BL*
SUBJECT: PROCESS FOR PREPARING SPHERE OF INFLUENCE PROPOSAL
DATE: APRIL 20, 1999

Needs: For the City Council to consider the options and provide staff with direction regarding the most appropriate process for preparing a new Sphere of Influence proposal. The proposal would be used in an application to the Local Agency Formation Commission (LAFCO).

- Facts:
1. The City Council has expressed interest in up-dating the City's Sphere of Influence. The Sphere of Influence is subject to approval of LAFCO.
 2. Per direction from City Council at the January 19, 1999 meeting, City staff met with LAFCO staff to discuss how to up-date the City's Sphere of Influence. Attached is a memo dated February 16, 1999, summarizing the information gathered from LAFCO staff, and describing the basis for the City's desire to up-date the Sphere of Influence.
 3. As noted by the February 16 memo, LAFCO staff has recommended that the City prepare and submit a proposed Sphere of Influence map, along with justification in terms of the City's ability to provide services.
 4. The February 16 memo also identifies some options for the process of determining the appropriate Sphere of Influence.
 5. In order to submit a Sphere of Influence proposal to LAFCO, staff is seeking City Council direction as to the most appropriate process to establish the City's desired Sphere of Influence lines.

Analysis and Conclusion: A new Sphere of Influence proposal could be prepared in a number of different ways. Three alternative approaches are presented for City Council consideration:

RIMC CODE: Community Development Department
FILE/CAT: Advance Planning
DATE: March 30, 1999
SUBJECT: Sphere of Influence Lines
RETENTION: Permanent

1. Prepare alternative Sphere boundaries, seek Planning Commission review and recommendation, and forward the recommendation for City Council consideration; or
2. Set a joint workshop for the Planning Commission and City Council to discuss and reach a consensus on boundaries to be proposed; or
3. For the City Council to provide direction as to a preliminary concept for Planning Commission evaluation and recommendation.

As noted in the attached memo of February 16, 1999, the City's ability to provide services to the subject area during the coming twenty years would be part of the justification presented to LAFCO for their consideration.

Policy

Reference: General Plan; LAFCO standards for Sphere of Influence boundaries

Fiscal

Impact: It is estimated that the cost of a Sphere of Influence up-date would be about \$5,000; a budget proposal for this amount has been included as part of the 1999-2000 Fiscal Year Budget. The fiscal impact of alternative ways in which the City determines the content of its Sphere of Influence boundaries should be limited to staff time.

Options:

- a. For the City Council to discuss the options and determine the most appropriate way to prepare a Sphere of Influence proposal that would be suitable for submission to LAFCO.
- b. Amend, modify or reject Option "a".

Attachments:

1. Memo of February 16, 1999 regarding Sphere of Influence Process
2. Basis for Up-Date Request, Paso Robles Sphere of Influence
3. Current Sphere of Influence Map

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TO: James L. App, City Manager
FROM: Bob Lata, Community Development Director
SUBJECT: Sphere of Influence Process
DATE: February 16, 1999

Consistent with Council direction from the January 19, 1999 City Council meeting, staff met with Paul Hood, Executive Director of the Local Agency Formation Commission (LAFCO). The purpose of the meeting was to discuss the process and procedure involved in an up-date of the City's Sphere of Influence.

Attached for reference purposes are:

- A copy of the Sphere of Influence boundary map received from LAFCO; and
- Justification statements designed to support a request for a Sphere of Influence up-date.

Questions posed and responses received:

1. How can the City initiate / cause LAFCO to initiate an up-date of the City's Sphere of Influence?

By City Council Resolution, including an Exhibit map reflecting the City's proposal for changes to the Sphere boundaries.

2. What are the steps that this process would take?

A Sphere of Influence Report would be prepared. In light of current LAFCO staffing, it will probably be necessary to hire a contract person / consultant to do the analysis for LAFCO; the City would need to share in this cost.

3. What is the time frame for completion of this process?

Assuming that a Negative Declaration of environmental impact is adopted, the process should take about six (6) months.

4. What, if any, costs to the City are associated with the process of up-dating the City's Sphere of Influence?

There will be an application fee to LAFCO, plus the above referenced share in the cost of analysis by LAFCO. The LAFCO filing fee would be \$2500, and a rough

estimate of this cost of additional LAFCO analysis would be about \$1000. Depending upon the nature of the Sphere boundary request, it could become necessary to seek consultant analysis; if a consultant is needed, that would be an additional cost.

5. Are there other policy issues / factors that the City should be aware of that would impact the process of up-dating the City's Sphere of Influence?

None are apparent at this time (the Urban Reserve Line reflected in the County's Salinas Area Plan is consistent with the LAFCO Sphere lines; if the LAFCO Sphere lines change, then it would be anticipated that the County Urban Reserve Lines would be adjusted to maintain consistency).

6. Is there other information regarding the process that the City needs to be aware of?

The Sphere of Influence boundary analysis will focus on two lines:

- a. *The Sphere of Service - - a line reflecting properties that are likely to be annexed and provided with services within a ten (10) year time frame; and*
- b. *The Sphere of Influence - - a line including land that would likely be annexed to the City within twenty (20) years.*

Consideration of appropriate Sphere of Service and Sphere of Influence lines by LAFCO will include a justification for the geographic areas that are proposed for the two Sphere categories, and a focus on the City's ability to provide services within the 20-year period.

Services addressed by LAFCO analysis would include:

- *Sewage treatment capacity*
- *Water supply and delivery*
- *Police and Fire Department facilities and staffing*

The City would need to support a LAFCO request for new Sphere boundaries documentation. The documentation would include, but not be limited to:

- *Justification of the need for the extent of geographic expansion projected for the next twenty year period (considering development potential within the existing City boundaries plus the proposed Sphere boundaries);*

- Plans for facilities and staffing to provide the range of municipal services to the areas that are proposed to be within the Sphere of Service and Sphere of Influence boundaries.

Options:

Based on the foregoing, a first step in the process would be to define possible Sphere of Service and Sphere of Influence boundaries. Alternative approaches:

1. Prepare alternative Sphere boundaries, seek Planning Commission review and recommendation, and forward the recommendation for City Council consideration; or
2. Set a joint workshop for the Planning Commission and City Council to discuss and reach a consensus on boundaries to be proposed; or
3. For the City Council to provide direction as to a preliminary concept for Planning Commission evaluation and recommendation.

Please advise if you have questions, need further information, or wish to discuss.

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Paso Robles Sphere of Influence

Basis for Up-Date Request

Section 56000 of the California Government Code states that "...the commission shall adopt such sphere, and shall periodically review and update the adopted sphere of influence."

It has been over a decade since the last formal up-date of the City's Sphere of Influence.

By definition from LAFCO's policies and criteria, a Sphere of Influence is "*A plan for the probable physical boundaries and service area of a local agency. The area around a local agency within which territory is eligible for annexation and the extension of urban services within a twenty year period.*"

The current Paso Robles Land Use Element is designed to address patterns of growth and development through the year 2010.

Further, the current infrastructure capacities and capital improvement programs are focused on the population and service demands associated with the City in the year 2010.

The City of Paso Robles intends to up-date its General Plan, focusing on the next twenty year period (2000-2020).

A key component to the General Plan up-date is the programming of infrastructure and capital improvements necessary to service the General Plan area.

For that reason, it is important to the City's General Plan up-date effort to identify the probable physical boundaries of the City of Paso Robles in the year 2020.

Adopted Sphere of Influence and Sphere of Service for the City of Paso Robles

