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July 11, 2012 (Agenda)

July 11, 2012  
 Agenda Item 7

Contra Costa Local Agency Formation Commission (LAFCO)  
 651 Pine Street, Sixth Floor  
 Martinez, CA 94553

**Workshop - Municipal Services Review/Sphere of Influence Updates  
 Library Services**

Dear Commissioners:

BACKGROUND

**What are Municipal Service Reviews**

Municipal Service Reviews (MSRs) provide an assessment of the ability of local government agencies (i.e., counties, cities, special districts) to effectively and efficiently provide services to residents and users. The form and content of the MSR is provided for in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH).

The purpose of MSRs is to provide information to the Commission to use in updating spheres of influence (SOIs) and considering future boundary changes for each local agency. LAFCO is not required to initiate boundary or SOI changes as part of service reviews. LAFCO, local agencies and the public may subsequently use the MSRs together with additional studies, where necessary, to pursue changes in jurisdictional boundaries, including annexations, reorganizations, district formations, consolidations, and in considering the extension of municipal services outside an agency's jurisdictional boundaries.

Government Code §56375(a) gives LAFCO the power to initiate certain types of boundary changes consistent with MSRs and SOI studies. These boundary changes include:

- Consolidation of districts (joining two or more districts into a single successor district)
- Dissolution (termination of a district and its corporate powers)
- Merger (termination of a district by merging that district with a city)
- Establishing a subsidiary district (i.e., a city council becomes the board of directors of a district)
- Forming a new district or districts
- A reorganization that includes any of the above

## **State Law Requirements**

The CKH requires LAFCO to update the SOI for each local agency under its jurisdiction every five years, as needed; and that an MSR be prepared prior to or in conjunction with the SOI update.

Government Code §56430 requires that service reviews include an analysis and written statement of determinations with respect to various factors, including growth and population; present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies; financial ability of agencies to provide services; opportunities for shared facilities; government and operational efficiencies, and other factors related to service delivery.

## **MSRs/SOI Updates in Contra Costa County**

In February 2006, the Commission approved an MSR/SOI work plan to complete baseline MSRs/SOI updates for all cities and special districts using a team of consultants and LAFCO staff. The approach involves a combination of countywide, sub-regional, and agency specific reviews.

To date, LAFCO has completed inaugural countywide reviews covering healthcare, water, wastewater, fire and emergency, reclamation, cemetery, mosquito/vector control, park & recreation, resource conservation and law enforcement services. Also, the Commission has completed sub-regional MSRs covering cities and community service districts. The remaining first round reviews include library services and miscellaneous County Service Areas (CSAs)

On July 11, the Commission will hold a workshop and receive a preliminary overview of the MSR covering library services.

## **DISCUSSION**

The MSR overview will focus on services provided by the following local agencies: Contra Costa County, City of Richmond, and CSAs LIB-2, LIB-10, LIB-12 AND LIB-13. Further, information regarding other service providers, such as colleges and universities, will be presented in order to provide a comprehensive overview of library services in Contra Costa County.

At the workshop on July 11, the MSR consultant will present an overview of the preliminary findings on library services. The Commission will be asked to provide comments on the preliminary findings. The consultant is also working on a review of several miscellaneous CSAs covering drainage, street lighting and transportation demand management services which will be included in a separate MSR report. Both the library service and miscellaneous CSA Public Review Draft MSR reports are expected to be released in August-September, with a public hearing to follow.

## **RECOMMENDATIONS**

1. Receive the staff report and consultant presentation,
2. Provide comments, and
3. Direct the project team to release the Public Review Draft reports with a public hearing to follow.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER