

***SANTA YNEZ COMMUNITY SERVICES DISTRICT*****MEMORANDUM**

**TO:** Board of Directors  
**FROM:** Michael LeBrun, Interim General Manager  
**DATE:** March 16, 2022  
**SUBJECT:** Review LAFCO Municipal Services Review Questionnaire

**Recommendation**

Review and discuss LAFCO questionnaire. Direct staff.

**Policy Implications**

The Local Area Formation Commission (LAFCO) is commencing its regular municipal service review for water, wastewater, recycled water and stormwater involved agencies within the County. The LAFCO review process provides an opportunity for the District to consider current service levels and future direction.

**Fiscal Implications**

In near term, staff time to answer the questionnaire and track the process. In the long-term, LAFCO is the agency that controls activation of District latent powers, expansion and contraction of District services boundaries, and thereby can have significant fiscal implications.

**Alternatives Considered**

None

**Discussion**

Local Area Formation Commissions were established in the late 1950's/early 1960' to help local government deal with urban growth.

Santa Barbara LAFCO is made up of two members from the Board of Supervisors, two members from incorporated Cities within the County, two members from Special Districts within the County, and one member from the public at large.

On February 3, 2022 the Commission directed its staff to prepare an updated services review for water, wastewater, stormwater, and recycled water services within the County.

To begin the update process, LAFCO staff sent a questionnaire to all involved agencies with a request for response by March 31, 2022 (Attachment 1). On February 3, 2022, LAFCO staff provided a schedule for the review process (Attachment 2) to the Commission. This schedule outlines a process that culminates with a LAFCO hearing in April 2023 to consider the updated services review.

The majority of the questionnaire deals with facts and figures regarding current District status eg. number of staff, facilities, finances, types of services. Section B. "Boundaries" and Section L.

“Other Information” deal with policy related topics such as plans for expanding or contracting services and/or boundaries.

Staff is confident we can provide answers to all question that are not policy related by the requested deadline of March 31. Developing answers to the policy related questions will likely take additional time, with Board input. District staff discussed this with LAFCO staff and agreed to keep LAFCO informed on MSR progress.

As background, staff has provided the two most recent Municipal Service Review updates LAFCO published for the District (2012 Update, Attachment 3; 2006 Update, Attachment 4) and a 2002 Memorandum from District Legal Counsel, subject “The Future of SYCSD” that summarizes the Boards strategic planning effort at that time.

This municipal services review and update provides the Board an opportunity to outline a strategic plan for the District.

Attachments:

1. February 9, 2022, LAFCO letter and questionnaire
2. LAFCO proposed service review schedule
3. April 2012 Service Review and Update for SYCSD
4. April 2006 Service Review and Update for SYCSD
5. December 2002 Memorandum, The Future of SYCSD

MARCH 16, 2022

ITEM 7.F.

ATTACHMENT 1

# LAFCO

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**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/568-2249  
www.sblafco.org ♦ lafco@sblafco.org

February 9, 2022

Michael LeBrun, General Manager  
Santa Ynez Community Services District  
P.O. Box 667  
Santa Ynez, CA. 93460-0667  
mike@syicsd.com

## **Program to Update Spheres of Influence and Municipal Service Review**

Dear Michael:

The law requires that Spheres of Influence be updated every five years. The Santa Barbara Local Agency Formation Commission (LAFCO) received a report from its staff regarding a proposed program and schedule to review and update Spheres of Influence for the cities and special districts in Santa Barbara County.

After receiving the report and discussing the update program on February 3, 2022, the Commission directed me to prepare a new Municipal Service Reviews (MSR) to update the Spheres of Influence. Updates will be prepared to include services related to water, wastewater, recycled water and stormwater services. Since your Agency provides some of these services directly, indirectly, or by contract, I am requesting information to assist our preparation in a new Municipal Service Review and Sphere of Influence.

In this regard, please complete the attached Santa Barbara LAFCO Municipal Service Review Survey and Questionnaire (**Attachment A**). The information contained in your response will be the basis for preparing a new Municipal Service Review and either readopting the agencies existing Sphere of Influence or adding or deleting areas from the agencies Sphere of Influence.

Please provide the requested information **no later than March 31, 2022**. I am available and willing to meet with you, other members of your staff, and attend a Board meeting to discuss this matter.

Enc:

Sincerely,



Mike Prater  
Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF SANTA BARBARA COUNTY**

**Comprehensive Water/Wastewater/Recycled  
Water/Stormwater Service & Sphere Review (Survey  
Questions – Deadline is March 31, 2022)**

**\*\*Please refer to page 7 for information on how to respond to this survey\*\***

| Survey Questions  | Agency Response  |
|---|--|
| <p><b>A. Overview:</b></p> <p>1) Administrative Office Address and Mailing Address (if different)</p> <p>2) Website Address</p> <p>3) Contact Information of LAFCO Liaison (for any follow-up questions)</p> <p>4) Number of Employees for entire agency. Please indicate whether employees are full-time, part-time, contract, etc.</p> <p>5) Number of Operators and their Grade Levels. Number of Emergency Operators available.</p> <p>6) Staffing experience and tenure to the agency. Please indicate # years each employee has been in the industry and the number of years with the current agency.</p> <p>7) Current Board/Council Members and Term Limits. Please indicate who is the current Board Chair/President.</p> <p>8) Board/Council Members background and years on the board. Background example indicate educator, finance, etc.</p> <p>9) Current Plant/Operations Manager. Please list for both Water Treatment and Wastewater Treatment, if applicable. Please indicate the number of years serving as the current Manager.</p> <p>10) Regular Board meeting date and location.</p> <p>11) Would you be able to participate in an online short survey as well or further encourage citizen participation in an online survey?</p> | <p>EXAMPLES: GM (1), Plant Manager (1) Operators (4) all grade levels, Admin (3), Other Staff (5)</p> <p>EXAMPLES: Supervisor (1) grade 4; or Operators (3) grade 1, etc</p> <p>EXAMPLES: Plant Manager 10 years in Industry w/ 3 years with the current agency.</p> <p>EXAMPLES: John/Jane Smith, Vice Chair – Nurse<br/>Jim/Sara Jones, President – Retail Sales</p> |

**B. Boundaries:**

- 1) Does your agency desire to change its existing jurisdictional boundary? If yes, please indicate the area(s) and reason(s).
- 2) Does your agency desire to change its existing sphere of influence boundary? If yes, please indicate the area(s) and reason(s).
- 3) Does your agency plan to or currently provide services outside its existing boundaries? If yes, please indicate the area(s) and reason(s).
- 4) Are there any overlaps or duplicate services being provided by another agency within your agency's boundaries?
- 5) Have consolidation or reorganization with others been considered in the past 5 years? Would this evaluation benefit your agency?

**C. Service Provisions**

Please indicate which services your agency provides related to the service review of Water/Wastewater/Recycled Water/Stormwater. Examples include

- 1) Collection
- 2) Treatment
- 3) Disposal
- 4) Recycled Water Use (list level of treatment)
- 5) Stormwater Management
- 6) Groundwater Sustainability Agency Member
- 7) Other

Please indicate whether your agency provides these services in-house or by-contract with another agency within your boundaries, and whether your agency provides a service outside your boundaries.

Please provide a current draft of your Groundwater Sustainability Plan (GSP).



|  |  |
|--|--|
| <p><b>D. Connection Types</b></p> <p>1) Total number of water, wastewater connections for each following type.</p> <ul style="list-style-type: none"> <li>a) Single Family</li> <li>b) Multi-Family</li> <li>c) Commercial</li> <li>d) Industrial</li> <li>e) Agricultural</li> <li>f) Other?</li> </ul>   |  |
| <p><b>E. Population</b></p> <p>1) Please provide population estimates for the following years: 2020, 2025, 2030, 2035, and 2040. If a population forecast is unavailable, please provide the current population count.</p> <p>2) Do you believe future population or housing will affect your agency's service capacity?</p> <p>3) Is your agency aware of any disadvantage communities within or adjacent to your boundary?</p> |  |
| <p><b>F. Capacity and System Demands</b></p> <p>1) Please indicate the permitted capacity and any estimated equivalent units. Provide any State Permitting Documents.</p> <p>2) Estimated annual demand in gallons and AF</p> <p>3) Estimate gallons per day for each resident or equivalent unit.</p> <p>4) Distribution/Collection and Storage description.</p> <p>5) Any other Information your agency tracks?</p>            | <p><b>EXAMPLES:</b><br/> 2020 Well A produced 22%, Well B produced 43%, etc. Or 1,800-2,000 gallons per minute, availability averaging 16,500 acre-feet per year</p> <p>estimated 129.3 gallons per day for each resident or 351.1 gallons per day for each occupied housing unit</p> <p>Maintains approximately 27.5 miles of various sized pipes. Two storage tanks that hold 1.8 million gallon of water.</p> |

|  |   |
|--|---|
| <p><b>G. Treatment Plants, Boosters, Lift Stations</b></p> <p>Please provide information for the following:</p> <ol style="list-style-type: none"> <li>1) Number of and type of treatment plants</li> <li>2) Name and location of treatment plants</li> <li>3) Built date of treatment plants</li> <li>4) Current condition of treatment plants</li> <li>5) Size, square footage/ acres of treatment plants</li> <li>6) Number of Boosters and Lift Stations</li> <li>7) Name/location of Boosters and Lift Stations</li> <li>8) Current condition of Boosters and Lift Stations</li> <li>9) Size, capacity of Boosters and Lift Stations</li> <li>10) Disposal process</li> </ol> <p>Are there any plans to upgrade current treatment plants or construct new treatment plants?</p> | <p><b>EXAMPLES:</b></p> <p>Describe treatment system and process.</p> <p>If available, a brief description of each pump station</p> <p>800 gpm, or 30hp motor, provide a brief description.</p> <p>Hauled off-site to landfill, percolation, etc.</p> |
| <p><b>H. Finances</b></p> <p>Please provide information for the following:</p> <ol style="list-style-type: none"> <li>1) Adopted Financial Statements (2018 to 2021)</li> <li>2) Adopted/Proposed Budgets (2021 and 2022)</li> <li>3) Capital Improvement Plans (if applicable)</li> <li>4) Any Pension/OPEB Obligations and payments</li> <li>5) Ending Fund Balance for 2021</li> <li>6) Total Fund Balance/Annual Revenue for 2021</li> <li>7) Revenue sources</li> <li>8) COVID Fund/Refund Applications (ARPA, Cares Act, Grants, etc.)</li> </ol>  |   |

**I. Water Supply Sources**

Please indicate which type of water supply and estimated acre-feet are available for your agency use: Examples include:

- 1) Groundwater
- 2) Surface Water
- 3) State Water
- 4) Recycled Water
- 5) Desalination
- 6) River Alluvium
- 7) Other(s)?

(Acre-Foot Estimates for each)

**J. Shared Services**

Please indicate whether your agency collaborates with other organizations through any of the following:

- 1) Exchange Agreement
- 2) Wheeling Arrangements
- 3) Lease Agreement
- 4) Memorandum of Understanding
- 5) Joint Power Authorities/Agreements
- 6) Other Contracts?

Please name the organizations and purpose that your agency collaborates with and provide documents, if possible. LAFCO would like to highlight these partnerships and joint efforts.

**K. Distribution/Collection Maintenance**

Please indicate which Inspection, Repair, Replacement, Upgrade or Addition your agency addressed during FY 2016 to 2021. Also indicate how many miles of system lines were addressed for each FY from 2016-2021:

- 1) Inspected
- 2) Cleaned
- 3) Replaced
- 4) Added
- 5) Video
- 6) Booster Stations addressed
- 7) Treatment Plant Upgrades, Repairs,
- 8) Other(s)?
- 9) Storm Drains

**EXAMPLES:**

120 miles of lines inspected in 2020  
 10 miles cleaned in 2019  
 15 miles replaced in 2020 & 25 miles in 2019  
 4 miles added in 2021, 6 miles in 2019, 7 miles in 2016  
 1 Booster replaced at (location) in 2018  
 Upgrades include (list components) in 2017, 2018, 2019  
 30 drains cleaned each year

**L. Other Information**

Please provide the following:

- 1) Rate Structure. Connection Fees, User Fees per Month for various types (SFR, MFR, MHP, Commercial, Industrial, etc)
- 2) Provide most recent Rate Study Report.
- 3) Does your agency have an emergency and disaster mitigation plan? If so, please provide a copy/link to review the document.
- 4) Does your agency have an Urban Water Management Plan? If so please provide a copy/link to review the document.
- 5) Does your agency have a Sewer System Management Plan? If so please provide a copy/link to review the document.
- 6) Please provide a copy/link to review the following documents? Master Plans, Strategic Plans, Conservation Plans, Reclaimed Water Reports/ Studies.
- 7) Has climate change affected your agency? Do you have a Climate Action plan?
- 8) How is your agency preparing for future service needs/demands? What strategies are used to direct growth/service demands where infrastructure is or will be available?
- 9) Are there any new or pending laws that have affected your agency? If so, please provide information on such laws/bills.
- 10) List agencies to which your agency is required to report and for what. Do you prepare or receive annual reports or inspections?
- 11) Describe your agencies efforts regarding Public Outreach?

**EXAMPLES:**

Please provide a sample billing residential of 10 units or equivalent for 1 unit = 100 cubic feet



| L. Other Information (continued)   |  |
|--|--|
| 12) How are the operations of your agency routinely evaluated, and by whom? Any procedures, customer feedback, etc.?         |  |
| 13) Are there any best practices or recent success stories you would like LAFCO to highlight in the upcoming service review? |  |
| 14) What opportunities/challenges does your agency face?   |  |
| 15) What regional collaboration does your agency participate in?   |  |
| 16) Are there any specific topics you would like LAFCO to analyze as part of the upcoming service review?                    |  |

### LAFCO Staff Comments

**Survey Responses:** If the requested information is available on the agency's website or online, please provide the hyperlink and direct us to the proper location. We understand that your time is limited, and LAFCO staff can retrieve the information if pointed in the right direction.

Thank you for participating in LAFCO's survey. Please send your responses to LAFCO no later than **Thursday, March 31, 2022**. Responses can be sent by email at [lafco@sblafco.org](mailto:lafco@sblafco.org). Feel free to contact LAFCO staff if you have any questions. The LAFCO office number is 805-568-3391.





MARCH 16, 2022

ITEM 7.F.

ATTACHMENT 2

**Water/Sewer/Recycled Water/Stormwater Agencies (33 in total)**  
**Proposed Service & Sphere Review Schedule**  
*(For Discussion Purposes Only - Dates Subject to Change)*

| <b>Pre-LAFCO Process</b>   | <b>Target Date</b>                  | <b>Description</b>  |
|--|-------------------------------------|---|
| Survey Distribution  | February 11, 2022                   | LAFCO will solicit comments and information from all affected agencies. This will be an opportunity to gather the necessary data to conduct a comprehensive report that will be a resource for the Commission, the affected agencies, and the general public.   |
| Discussion with Representatives  | Feb - March 2022                    | Prior to the development of the report, the Agencies and LAFCO should schedule a meeting (virtual, conference call, or in-person) to discuss certain items, including but not limited to:<br>*Purpose of the Service & Sphere Review<br>*Status of Agency (issues/concerns/future)<br>*Retrieval of required documents (ex. audited financial statements) |
| Survey Deadline  | March 31, 2022                      | This is the deadline to submit survey responses for each affected agency. Please notify LAFCO if more time is needed.   |
| <b>During LAFCO Process</b>  |                                     |   |
| Develop Administrative Draft of Service & Sphere Review                                | Late-Sept 2022                      | LAFCO staff will develop an administrative draft of the report that will fulfill the requirements outlined in Government Code Section 56425 (sphere determinations) and 56430 (service determinations).   |
| Distribute Administrative Draft to Agencies  | September 2022                      | LAFCO staff will provide the Agencies an advance copy of the draft report for feedback. The purpose of this internal assessment is to ensure accuracy of the information.   |
| Submit Comments on Administrative Draft  | November 2022                       | LAFCO encourages comments and questions to be submitted as soon as possible to ensure that the report addresses any discrepancies or issues prior to Commission consideration.  |
| Determine Environmental Document   | December 2022                       | Pursuant to State law, and based on local practices, LAFCO files an environmental document regarding the service review. If LAFCO staff has determined that the service review is exempted from CEQA, A Notice of Exemption will be recorded after the LAFCO hearing date.  |
| Advertise LAFCO Hearing in Newspaper   | January 20, 2023                    | Pursuant to State law, LAFCO will advertise the consideration of the Service & Sphere Review in a newspaper at least 21-days prior to the hearing date.   |
| Post Draft Service & Sphere Review on Website<br>Hold a meeting announcing the release | January 20, 2023 & February 2, 2023 | LAFCO publishes the meeting's agenda packet, with all staff reports and attachments, no later than the Thursday before the meeting date.  |
| Conduct LAFCO Hearing to Consider Service & Sphere Review                              | April 6, 2023                       | The Commission will consider the 2022 Service & Sphere Review in a public forum. The Agencies and members of the public will have an opportunity to address the Commission on this matter.  |
| <b>Post-LAFCO Process</b>  |                                     |   |
| Distribute Copies of the adopted Resolution and Service Sphere Review                  | May 2023                            | Copies of the signed resolution and 2022 Service & Sphere Review will be sent to the Agencies for their records. The report will also be available on LAFCO website.  |

MARCH 16, 2022

ITEM 7.F.

ATTACHMENT 3

# **SANTA YNEZ COMMUNITY SERVICES DISTRICT**

## **MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE**

Report to the  
**Santa Barbara Local Agency  
Formation Commission**

April 2012

AGENDA ITEM NO.   //  

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## 1. INTRODUCTION

This report regarding the Santa Ynez Community Services District was prepared by the Santa Barbara Local Agency Formation Commission ("LAFCO") in accordance with Section 56430 of the California Government Code. It responds to the requirement that LAFCO conduct a Municipal Service Review (MSR) to study the delivery of municipal services and update spheres of influence.

The MSR evaluates services provided by the District and issues regarding its sphere of influence. This report describes service delivery and related issues for LAFCO to consider and presents determinations as required by law. The decision to approve or disapprove any determinations or policies rests entirely with the Commission.

Written determinations regarding the MSR and sphere of influence update are provided for the Commission's consideration. This report is an informational document and does not substitute for discretionary decisions that can only be made by the Commission.

This Report is subject to reconsideration and revision as directed by the LAFCO staff or by the Commission during the course of its deliberations.

## 2. MUNICIPAL SERVICE REVIEW

### Description of District

The Santa Ynez Community Services District was formed November 15, 1971 and operates pursuant to the Community Services District Act (Government Code Section 61000 et seq.).

It is located in northern Santa Barbara County, primarily north of State Highway 246, three miles east of the City of Solvang and about a mile and a half west of State Highway 154.

The District is governed by a five-member board of directors, elected at-large. A General Manager is responsible for administrative functions.

The District's sphere of influence is larger than its boundaries, particularly in the western portion of the District, allowing for future annexations. A map is included.

### District Services

The District collects and transports wastewater. Effluent from the District is treated and disposed of by the City of Solvang's wastewater treatment plant.

The District, by contract, maintains the collection lines, pump station and wastewater treatment plant for the Chumash Tribe Indian Reservation.

The District provides streetlighting, illuminating street lights in the community.

### Other Governmental Agencies within the District

Local agencies that overlap the District are the Cachuma Resource Conservation District, County Service Area 32 (Law Enforcement), Oak Hill Cemetery District, Mosquito and Vector Control District of Santa Barbara County, Santa Barbara County Fire Protection District and Santa Ynez River Water Conservation District and SYRWCD Improvement District No. 1.

### 3. MSR DETERMINATIONS

This portion of the report addresses the factors specified in LAFCO's governing statute for the MSR for the Santa Ynez CSD.

#### **Infrastructure Needs and Deficiencies**

The District owns and operates the sewage collection system within its boundaries, an infrastructure sufficient for current demand. Treatment and disposal of sewage is provided by the treatment plant owned and managed by the City of Solvang. The District owns 0.29 million gallons per day (average dry weather flow) of the treatment capacity, an amount that appears to be sufficient for the District's current and projected needs.

There are areas west of the District, but within its sphere, that are served by individual on-site septic disposal systems. There have been annexations to the District as property owners seek connection to the District's wastewater collection system. It is assumed this trend will continue.

#### **Growth and Population Projections**

The District indicates it accepts the Santa Barbara County Association of Government's Forecast 2000 growth projections for use in Municipal Service Reviews.

#### **Financing Constraints and Opportunities**

It is reasonable to conclude that the District's adopted service fees, contract with the Chumash Tribe and fees for new connections and projects will avoid long-term, unfunded financial obligations for improvements or maintenance.

#### **Cost-Avoidance Opportunities**

There are no obvious cost avoidance opportunities in wastewater operations though the idea of sharing overhead and administrative costs with other agencies is a potential.

#### **Opportunities for Rate Restructuring**

There are no obvious opportunities for rate restructuring.

### **Opportunities for Shared Facilities**

Significant sharing is occurring in wastewater by joint use of the Solvang treatment plant.

### **Government Structure Options.**

The District indicated it is not interested and sees no advantage in merging with other agencies.

### **Management Efficiencies**

The District exhibits the characteristics of a well-managed small agency operating efficiently and serving its residents and customers effectively.

### **Local Accountability and Governance**

The Board of Directors is elected by and accountable to the voters who reside in the District.

## **4. SPHERE OF INFLUENCE REVIEW AND UPDATE**

### Description of Current Sphere of Influence

The District's sphere of influence is larger than its boundaries, particularly in the western portion of the District, allowing for future annexations. A map is included.

### Sphere of Influence Determinations

Inasmuch as no changes in the sphere of influence are proposed at this time it is not necessary for the Commission to adopt or approve any determinations.

## **5. ACKNOWLEDGEMENTS & REFERENCES**

The Santa Barbara LAFCO staff prepared this Municipal Service Review. Responsibility for any errors or omissions rests with those who prepared the report.

The District provided the basic information and documents upon which this evaluation is based.

Mapping services were provided by the County Surveyor.

## **6. RECOMMENDATIONS**

In consideration of information gathered and evaluated during the Municipal Service Review it is recommended the Commission affirm the current Sphere of Influence and that it not be expanded or revised at this time.

RESOLUTION OF THE  
SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION  
MAKING WRITTEN DETERMINATIONS AND CEQA FINDINGS  
AND UPDATING THE SPHERE OF INFLUENCE OF THE SANTA YNEZ  
COMMUNITY SERVICES DISTRICT

WHEREAS, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act (Government Code Section 56425 et seq.) the Commission is required to review and update, as necessary, adopted spheres of influence not less than once every five years, and

WHEREAS, Government Code Section 56430 directs the Commission in updating spheres of influence to conduct a review of municipal services not later than the time it considers an action to establish or update a sphere of influence, and

WHEREAS, the Commission has conducted municipal service reviews for local agencies within the Santa Ynez Valley, including the Santa Ynez Community Services District, and

WHEREAS, in the manner required by law, the Executive Officer has given notice of the public hearing by the Commission on the proposal; and

WHEREAS, the Commission has heard, discussed and considered all relevant evidence, including but not limited to, the Executive Officer report and recommendation, any environmental documents, applicable general and specific plans and all testimony, correspondence and exhibits received during the public hearing, all of which are included herein by reference.

NOW THEREFORE, IT IS RESOLVED, DETERMINED AND ORDERED as follows:

1. The project before the Commission is an update of the Sphere of Influence of the Santa Ynez Community Services District.
2. The Commission finds this update to be exempt from CEQA because no change in the sphere of influence is being adopted.
3. The Sphere of Influence is hereby updated and no change is made to the boundaries of the sphere as shown on the attached map.
4. This resolution is adopted on April 5, 2012 and is effective on the date signed by the Chair.

AYES:

NOES:

ABSTAINS:

ABSENT:

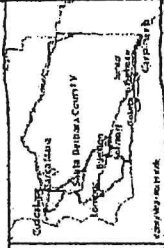
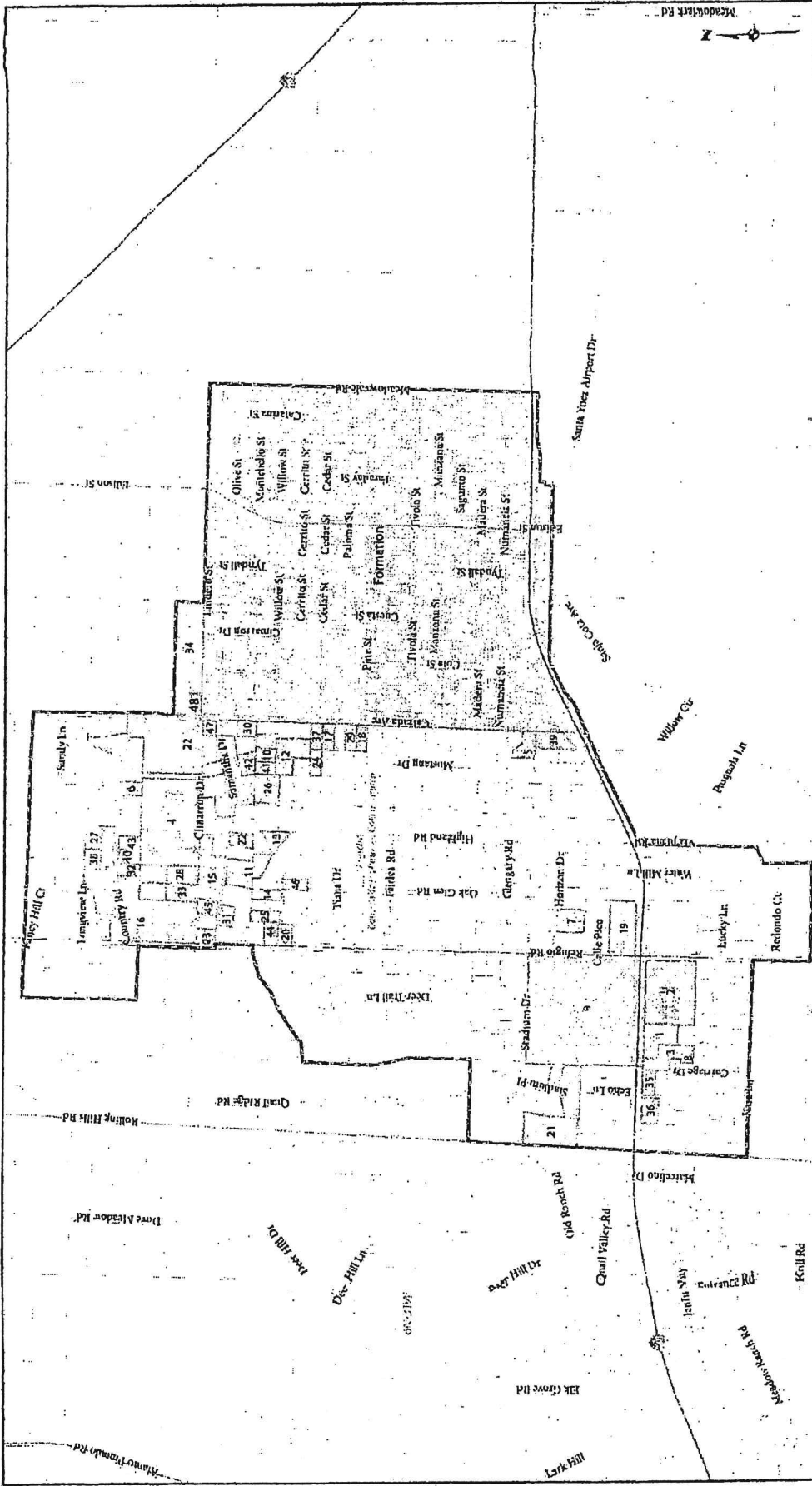
Dated: \_\_\_\_\_

\_\_\_\_\_  
Chair, Santa Barbara Local Agency Formation Commission

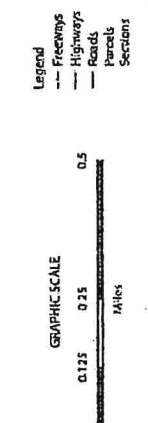
ATTEST

\_\_\_\_\_  
Mary Everett, Clerk, Santa Barbara Local Agency Formation Commission





- Legend**
- Freeways
  - Highways
  - Roads
  - Parcels
  - Sections
- Ranches and Townships**
- Sphere of Influence
  - Formation
  - Annexation
  - Detachment



**Santa Ynez Community Services District**

Compiled by the Office of the County Surrogate in January of 2012. Formed by LAFCO Resolution 77-73, recorded 11/29/17. Last Acreage 48. LAFCO 11-07. Validating Annexation, 12/05/2011. Sphere 09/19/2004. See boundary activity table at <http://www.countyofsb.org/pwv/pwvservice.aspx?ac=23280>

LAFCO is not responsible for any errors or omissions in this map. The County Surrogate is not responsible for any errors or omissions in this map. The County Surrogate is not responsible for any errors or omissions in this map. The County Surrogate is not responsible for any errors or omissions in this map.

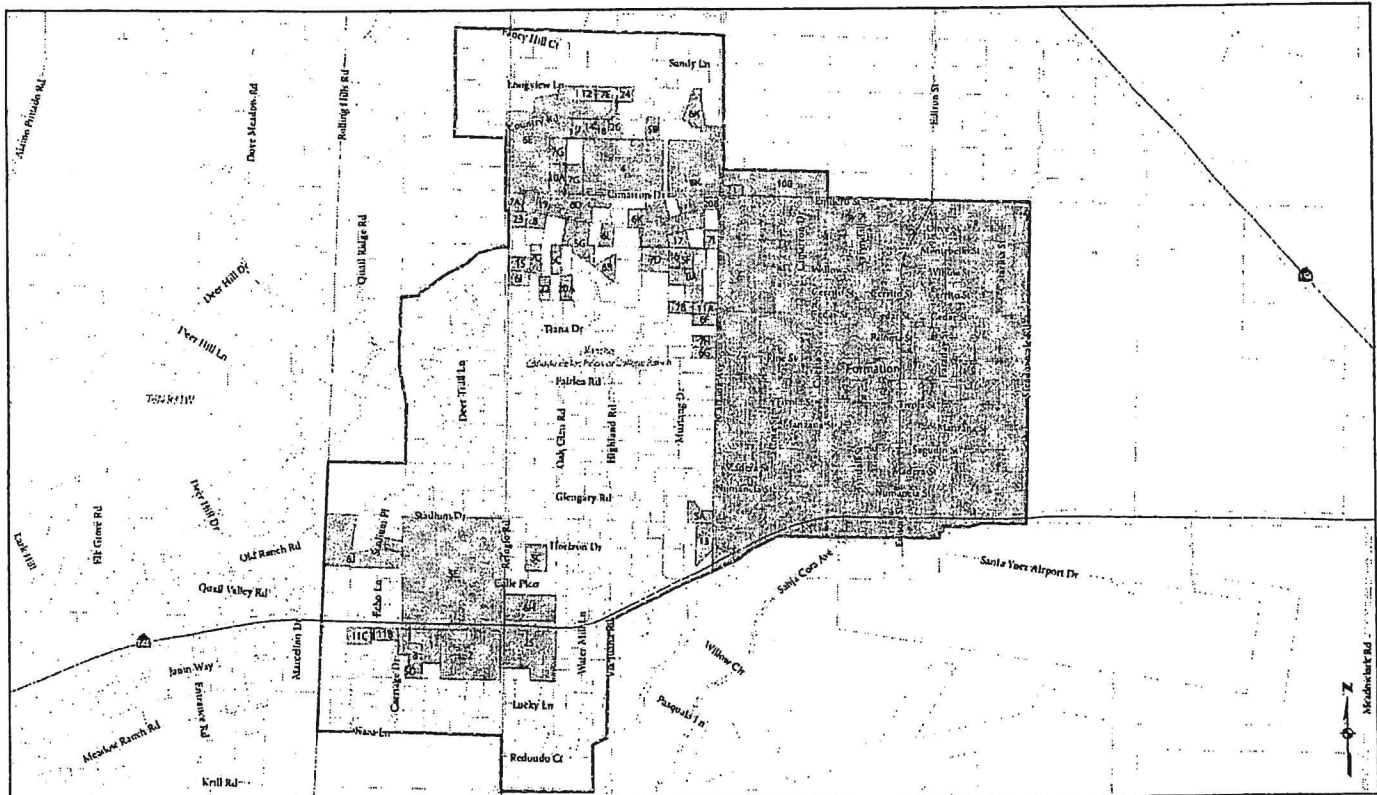


# Santa Ynez Community Services District Boundary Activity

See map at <http://www.countyofsb.org/pwd/pwsurveyor.aspx?id=23260>

| InternalNo | Title                  | Type       | Effective  | LAFCO Res  | LAFCO No   | LAFCO Date | Recorded     | Instrument |
|------------|------------------------|------------|------------|------------|------------|------------|--------------|------------|
| 0          | Formation SYCSD        | Formation  | 11/29/1971 | 71-773.555 | 1971-FD-02 | 11/29/1971 | 1971-0038783 |            |
| 1          | El Rancho Market       | Annexation | 12/17/1982 | 82-629     | 80-AD-12   | 12/14/1982 | 1982-0053070 |            |
| 2          | Foss Mobile Home Park  | Annexation | 3/22/1985  | 84-684     | 84-AD-05   | 3/22/1985  | 1985-0014286 |            |
| 3          | Friendship Lane        | Annexation | 10/23/1991 | 91-820     | 90-AD-02   | 10/18/1991 | 1991-0071262 |            |
| 4          | Sinclair               | Annexation | 11/17/1995 | 95-11      | 1995-11    | 9/7/1995   | 1995-0064566 |            |
| 5          | Westside #1 A          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 6          | Westside #1 B          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 7          | Westside #1 C          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 8          | Westside #1 D          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 9          | Westside #1 E          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 10         | Westside #1 F          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 11         | Westside #1 G          | Annexation | 12/18/1996 | 96-03      | 1996-03    | 11/7/1996  | 1996-0075576 |            |
| 12         | Westside #2 A          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 13         | Westside #2 B          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 14         | Westside #2 C          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 15         | Westside #2 D          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 16         | Westside #2 E          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 17         | Westside #2 F          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 18         | Westside #2 G          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 19         | Westside #2 H          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 20         | Westside #2 I          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 21         | Westside #2 J          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 22         | Westside #2 L          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 22         | Westside #2 K          | Annexation | 9/14/1998  | 98-01      | 1998-01    | 2/5/1998   | 1998-0070465 |            |
| 23         | Westside #3 A          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 24         | Westside #3 B          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 25         | Westside #3 C          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 26         | Westside #3 D          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 27         | Westside #3 E          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 28         | Westside #3 G          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 29         | Westside #3 H          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 30         | Westside #3 I          | Annexation | 11/10/2000 | 00-23      | 2000-23    | 10/5/2000  | 2000-0062203 |            |
| 31         | Phillips               | Annexation | 7/30/2001  | 01-06      | 2001-06    | 7/9/2001   | 2001-0082191 |            |
| 32         | Elder                  | Annexation | 1/2/2002   | 01-14      | 2001-14    | 12/6/2001  | 2002-0000763 |            |
| 33         | Drake/Seymour Parcel A | Annexation | 1/22/2002  | 01-16      | 2001-16    | 12/6/2001  | 2002-0006181 |            |
| 34         | Drake/Seymour Parcel B | Annexation | 1/22/2002  | 01-16      | 2001-16    | 12/6/2001  | 2002-0006181 |            |

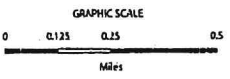
| InternalNo | Title                         | Type       | Effective  | LAFCO_Res | LAFCO_No | LAFCO_Date | Recorded  | Instrument   |
|------------|-------------------------------|------------|------------|-----------|----------|------------|-----------|--------------|
| 35         | Westside #4 Parcel 1          | Annexation | 1/22/2002  | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002 | 2002-0006182 |
| 36         | Westside #4 Parcel 2          | Annexation | 1/22/2002  | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002 | 2002-0006182 |
| 37         | Westside #4 Parcel 3          | Annexation | 1/22/2002  | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002 | 2002-0006182 |
| 38         | Asselstine                    | Annexation | 7/5/2002   | 02-07     | 2002-07  | 5/2/2002   | 7/5/2002  | 2002-0065209 |
| 39         | Pacheco Annex                 | Annexation | 6/1/2005   | 04-09     | 2004-09  | 12/2/2004  | 6/1/2005  | 2005-0051272 |
| 40         | Ignacio                       | Annexation | 9/7/2005   | 05-10     | 2005-10  | 6/2/2005   | 9/7/2005  | 2005-0087008 |
| 41         | Malmelster Annex              | Annexation | 12/23/2005 | 05-15     | 2005-15  | 11/3/2005  | 4/19/2006 | 2006-0031007 |
| 42         | Gardner Annex                 | Annexation | 6/1/2006   | 05-12     | 2005-12  | 8/4/2005   | 6/1/2006  | 2006-0044109 |
| 43         | Poot Annexation               | Annexation | 6/1/2006   | 06-04     | 2006-04  | 4/6/2006   | 6/1/2006  | 2006-0044108 |
| 44         | Stewart Annexation            | Annexation | 10/4/2006  | 06-08     | 2006-08  | 5/4/2006   | 10/4/2006 | 2006-0077980 |
| 45         | Valdes Annexation             | Annexation | 3/10/2008  | 07-19     | 2007-19  | 2/7/2008   | 3/10/2008 | 2008-0013465 |
| 46         | Brundidge Annexation Parcel A | Annexation | 11/2/2009  | 09-07     | 2009-07  | 11/2/2009  | 11/2/2009 | 2009-0066340 |
| 47         | Brundidge Annexation Parcel B | Annexation | 11/2/2009  | 09-07     | 2009-07  | 11/2/2009  | 11/2/2009 | 2009-0066340 |
| 48         | Wuiffang Annexation           | Annexation | 12/5/2011  | 11-07     | 2011-07  | 9/3/2011   | 12/5/2011 | 2011-0070814 |
|            | SYCSD Sphere of Influence     | SOI        | 9/15/2004  |           |          | 9/15/2004  |           |              |



### Santa Ynez Community Services District

Compiled by the Office of the County Surveyor on 4/6/2016. Formed by Board of Supervisors Resolution 71-773, Recorded 11/29/1971, Last Action: 26, LAFCO 14-08, Flores Annex, 12/30/2014, Sphere: 04/05/2017  
 See boundary activity table at <http://www.countysurveyor.org/pwml/pwmlsurveyor.aspx?id=23260>

NOTE: THE DISTRICT'S LIABILITY IS LIMITED TO THE BEST OF ITS KNOWLEDGE AND BELIEF. THE DISTRICT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION, REPORTS, OR RECOMMENDATIONS PROVIDED TO ANY PARTY. THE DISTRICT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION, REPORTS, OR RECOMMENDATIONS PROVIDED TO ANY PARTY. THE DISTRICT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION, REPORTS, OR RECOMMENDATIONS PROVIDED TO ANY PARTY.



- Legend**
- Freeways
  - Highways
  - Roads
  - Parcels
  - Sections
  - Ranches and townships
  - Sphere of influence
  - Formation
  - Annexation
  - Detachment



## Santa Ynez Community Services District Boundary Activity

See map at <http://www.countyofsb.org/pwd/pwsurveyor.aspx?id=23260>

| InternalNo | Title                         | Type       | Effective  | BOS_Res | BOS_Date   | LAFCO_Res | LAFCO_No   | LAFCO_Date | Recorded   | Instrument   |
|------------|-------------------------------|------------|------------|---------|------------|-----------|------------|------------|------------|--------------|
| 0          | Formation SYCSD               | Formation  | 11/29/1971 | 71-773  | 11/15/1971 | 71-246    | 1971-FD-02 | 7/22/1971  | 11/29/1971 | 1971-0038783 |
| 1          | El Rancho Market Annex.       | Annexation | 12/17/1982 |         |            | 82-629    | 80-AD-12   | 12/14/1982 | 12/17/1982 | 1982-0053070 |
| 2          | Foss Mobile Home Park Annex.  | Annexation | 3/22/1985  |         |            | 84-684    | 84-AD-05   | 3/18/1985  | 3/22/1985  | 1985-0014286 |
| 3          | Friendship Lane Annex.        | Annexation | 10/23/1991 |         |            | 91-820    | 90-AD-02   | 10/18/1991 | 10/23/1991 | 1991-0071262 |
| 4          | Sinclair Annex.               | Annexation | 11/17/1995 |         |            | 95-11     | 1995-11    | 9/7/1995   | 11/17/1995 | 1995-0064566 |
| 5A         | Westside Annex. #1 Parcel A   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5B         | Westside Annex. #1 Parcel B   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5C         | Westside Annex. #1 Parcel C   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5D         | Westside Annex. #1 Parcel D   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5E         | Westside Annex. #1 Parcel E   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5F         | Westside Annex. #1 Parcel F   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 5G         | Westside Annex. #1 Parcel G   | Annexation | 12/18/1996 |         |            | 96-03     | 1996-03    | 11/7/1996  | 12/18/1996 | 1996-0075576 |
| 6A         | Westside Annex. #2 Parcel A   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6B         | Westside Annex. #2 Parcel B   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6C         | Westside Annex. #2 Parcel C   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6D         | Westside Annex. #2 Parcel D   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6E         | Westside Annex. #2 Parcel E   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6F         | Westside Annex. #2 Parcel F   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6G         | Westside Annex. #2 Parcel G   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6H         | Westside Annex. #2 Parcel H   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6I         | Westside Annex. #2 Parcel I   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6J         | Westside Annex. #2 Parcel J   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6K         | Westside Annex. #2 Parcel K   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 6L         | Westside Annex. #2 Parcel L   | Annexation | 9/14/1998  |         |            | 98-01     | 1998-01    | 2/5/1998   | 9/14/1998  | 1998-0070465 |
| 7A         | Westside Annex. #3 Parcel A   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7B         | Westside Annex. #3 Parcel B   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7C         | Westside Annex. #3 Parcel C   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7D         | Westside Annex. #3 Parcel D   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7E         | Westside Annex. #3 Parcel E   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7G         | Westside Annex. #3 Parcel G   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7H         | Westside Annex. #3 Parcel H   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 7I         | Westside Annex. #3 Parcel I   | Annexation | 11/10/2000 |         |            | 00-23     | 2000-23    | 10/5/2000  | 11/10/2000 | 2000-0062203 |
| 8          | Phillips Annex.               | Annexation | 7/30/2001  |         |            | 01-06     | 2001-06    | 7/9/2001   | 9/25/2001  | 2001-0082191 |
| 9          | Elder Annex.                  | Annexation | 1/2/2002   |         |            | 01-14     | 2001-14    | 12/6/2001  | 1/2/2002   | 2002-0000763 |
| 10A        | Drake/Seymour Annex. Parcel A | Annexation | 1/22/2002  |         |            | 01-16     | 2001-16    | 12/6/2001  | 1/22/2002  | 2002-0006181 |
| 10B        | Drake/Seymour Annex. Parcel B | Annexation | 1/22/2002  |         |            | 01-16     | 2001-16    | 12/6/2001  | 1/22/2002  | 2002-0006181 |

| InternalNo | Title                       | Type       | Effective  | BOS_Res | BOS_Date | LAFCO_Res | LAFCO_No | LAFCO_Date | Recorded   | Instrument   |
|------------|-----------------------------|------------|------------|---------|----------|-----------|----------|------------|------------|--------------|
| 11A        | Westside Annex. #4 Parcel A | Annexation | 1/22/2002  |         |          | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002  | 2002-0006182 |
| 11B        | Westside Annex. #4 Parcel B | Annexation | 1/22/2002  |         |          | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002  | 2002-0006182 |
| 11C        | Westside Annex. #4 Parcel C | Annexation | 1/22/2002  |         |          | 01-15     | 2001-15  | 12/6/2001  | 1/22/2002  | 2002-0006182 |
| 12         | Asselstine Annex.           | Annexation | 7/5/2002   |         |          | 02-07     | 2002-07  | 5/2/2002   | 7/5/2002   | 2002-0065209 |
| 13         | Pacheco Annex.              | Annexation | 6/1/2005   |         |          | 04-09     | 2004-09  | 12/2/2004  | 6/1/2005   | 2005-0051272 |
| 14         | Ignacio Annex.              | Annexation | 9/7/2005   |         |          | 05-10     | 2005-10  | 6/2/2005   | 9/7/2005   | 2005-0087008 |
| 15         | Malmeister Annex.           | Annexation | 12/23/2005 |         |          | 05-15     | 2005-15  | 11/3/2005  | 4/19/2006  | 2006-0031007 |
| 16         | Gardner Annex.              | Annexation | 6/1/2006   |         |          | 05-12     | 2005-12  | 8/4/2005   | 6/1/2006   | 2006-0044109 |
| 17         | Poor Annex.                 | Annexation | 6/1/2006   |         |          | 06-04     | 2006-04  | 4/6/2006   | 6/1/2006   | 2006-0044108 |
| 18         | Stewart Annex.              | Annexation | 10/4/2006  |         |          | 06-08     | 2006-08  | 5/4/2006   | 10/4/2006  | 2006-0077980 |
| 19         | Valdes Annex.               | Annexation | 3/10/2008  |         |          | 07-19     | 2007-19  | 2/7/2008   | 3/10/2008  | 2008-0013465 |
| 20A        | Brundidge Annex. Parcel A   | Annexation | 11/2/2009  |         |          | 09-07     | 2009-07  | 11/2/2009  | 11/2/2009  | 2009-0066340 |
| 20B        | Brundidge Annex. Parcel B   | Annexation | 11/2/2009  |         |          | 09-07     | 2009-07  | 11/2/2009  | 11/2/2009  | 2009-0066340 |
| 21         | Wulfang Annex.              | Annexation | 12/5/2011  |         |          | 11-07     | 2011-07  | 9/3/2011   | 12/5/2011  | 2011-0070814 |
| 22         | Doherty Annex.              | Annexation | 4/23/2012  |         |          | 11-06     | 2011-06  | 8/4/2011   | 4/23/2012  | 2012-0025501 |
| 23         | Rankin Annex.               | Annexation | 12/20/2013 |         |          | 13-11     | 2013-11  | 11/7/2013  | 12/20/2013 | 2013-0079445 |
| 24         | Raney Annex.                | Annexation | 9/30/2014  |         |          | 13-06     | 2013-06  | 6/6/2013   | 9/30/2014  | 2014-0044769 |
| 25         | Golden Inn Annex.           | Annexation | 12/30/2014 |         |          | 14-07     | 2014-07  | 11/6/2014  | 12/30/2014 | 2014-0060229 |
| 26         | Flores Annex.               | Annexation | 12/30/2014 |         |          | 14-08     | 2014-08  | 11/6/2014  | 12/30/2014 | 2014-0060228 |
|            | SYCSD Sphere of Influence   | SOI        | 4/5/2012   |         |          |           |          | 4/5/2012   |            |              |

MARCH 16, 2022

ITEM 7.F.

ATTACHMENT 4

**SANTA YNEZ COMMUNITY  
SERVICES DISTRICT**

**MUNICIPAL SERVICE REVIEW AND  
SPHERE OF INFLUENCE UPDATE**

Report to the  
**Santa Barbara Local Agency  
Formation Commission**

April 2006

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## 1. INTRODUCTION

This report regarding the Santa Ynez Community Services District was prepared by the Santa Barbara Local Agency Formation Commission ("LAFCO") in accordance with Section 56430 of the California Government Code. It responds to the requirement that LAFCO conduct a Municipal Service Review (MSR) to study the delivery of municipal services and update spheres of influence.

The MSR evaluates services provided by the District and issues regarding its sphere of influence. MSR Guidelines prepared by the State Office of Planning and Research were referred to in developing information, performing analysis and organizing this study.

This report describes service delivery and related issues for LAFCO to consider and presents determinations as required by law. The decision to approve or disapprove any determinations or policies rests entirely with the Commission.

Written determinations regarding the MSR and sphere of influence update are provided for the Commission's consideration. This report is an informational document and does not substitute for discretionary decisions that can only be made by the Commission.

This Report is subject to reconsideration and revision as directed by the LAFCO staff or by the Commission during the course of its deliberations.

## 2. MUNICIPAL SERVICE REVIEW

### Description of District

The Santa Ynez Community Services District was formed November 15, 1971 and operates pursuant to the Community Services District Act (Government Code, Section 61000 et seq.).

It is located in northern Santa Barbara County, north of and adjacent to State Highway 246, three miles east of the City of Solvang and approximately a mile and a half west of State Highway 154.

The District is governed by a five-member board of directors, elected at-large. A General Manager is responsible for administrative functions.

The District's sphere of influence is larger than its boundaries, particularly in the western portion of the District, allowing for significant future annexations. A map of the District and its sphere are included.

The District's Mission Statement is included as part of this report.

### District Services

The District collects and transports wastewater. Effluent from the District is treated and disposed of by the City of Solvang's wastewater treatment plant. The District serves approximately 680 connections.

The District, by contract, maintains the collection lines, pump station and wastewater treatment plant for the Chumash Tribe Indian Reservation.

The District provides streetlighting, illuminating 10 street lights in the community.

### Other Governmental Agencies within the District

Local agencies that overlap the District are the Cachuma Resource Conservation District, County Service Area 32 (Law Enforcement), Oak Hill Cemetery District, Santa Barbara Coastal Vector Control District, Santa Barbara County Fire Protection District and Santa Ynez Valley Water Conservation District.

## 3. MSR DETERMINATIONS

This portion of the report addresses the factors specified in LAFCO's governing statute for the MSR for the Santa Ynez CSD.

### **Infrastructure Needs and Deficiencies**

The District owns and operates the sewage collection system within its boundaries, an infrastructure sufficient for current demand. Treatment and disposal of sewage is provided by the treatment plant owned and managed by the City of Solvang. The District owns 0.29 million gallons per day (average dry weather flow) of the treatment capacity, an amount that appears to be sufficient for the District's current and projected needs.

There are areas west of the District, but within its sphere, that are served by individual on-site septic disposal systems. There have been a series of annexations to the District over the past several years as individual properties in this area seek connection to the District's wastewater collection system. It is assumed this trend will continue.

The District is in the process of adopting a ten-year capital improvement plan.

### **Growth and Population Projections**

The District indicates it accepts the Santa Barbara County Association of Government's Forecast 2000 growth projections for use in Municipal Service Reviews.

### **Financing Constraints and Opportunities**

It is reasonable to conclude that the District's adopted service fees, contract with the Chumash Tribe and fees for new connections and projects will avoid long-term, unfunded financial obligations for improvements or maintenance.

### **Cost-Avoidance Opportunities**

There are no obvious cost avoidance opportunities in wastewater operations though the idea of sharing overhead and administrative costs with other agencies is a potential.

In late 2002 the District Board conducted a planning workshop. At that time the concept of dissolving and having the City of Solvang assume responsibility for maintaining and operating the collection system was discussed, but not supported due to concerns for retaining the current representation for District residents through the Board of Directors.

### **Opportunities for Rate Restructuring**

There are no obvious opportunities for rate restructuring.

### **Opportunities for Shared Facilities**

Significant sharing is occurring in wastewater by joint use of the Solvang treatment plant.

### **Government Structure Options**

There may be benefits to “merge” or “combine” the District with Improvement District No. 1 of the Santa Ynez River Water Conservation District (SYRWCD ID#1) that provides retail water service to the Santa Ynez area.

In addition to possible economies by sharing administration and field staff, such a change would establish a publicly accountable agency to provide both water distribution and sewage collection, public works activities with many similar functional activities.

The District, in response to the draft report, indicates “it is not interested and see no advantage in merging with any other agency and is uncertain it is possible to merge with the SYRWCD ID#1 due to the water code that it was formed under.” Further, the District indicated “the citizens of Santa Ynez are better served by this District and expressed their desire to continue to serve in the capacity of a Community Services District looking to serve the community with future needs.”

### **Management Efficiencies**

The District exhibits the characteristics of a well-managed small agency operating efficiently and serving its residents and customers effectively.

### **Local Accountability and Governance**

The District is a relatively compact government, which enhances the ability of the public to participate in its activities. The Board of Directors is elected by and accountable to the voters who reside in the District. The District recently distributed its first newsletter, requesting feedback from its customers.

## **4. SPHERE OF INFLUENCE REVIEW AND UPDATE**

### Description of Current Sphere of Influence

The District’s sphere of influence is larger than its boundaries, particularly in the western portion of the District, allowing for significant future annexations. A map of the District and its sphere are included.

### No Proposed Sphere Changes

In response to the MSR Request for Information, the District responded as follows:

Do you feel that your agency’s boundary is correct at this time? Yes

*The staff feels this response pertains more to the District sphere than its current boundaries given the continuing number of annexations that are submitted for approval.*

Are there areas your agency desires or plans to serve that are not now within its boundaries or its sphere of influence? No

Are there areas your agency currently serves that might be served more efficiently by another agency? No

Sphere of Influence Determinations

Inasmuch as no changes in the sphere of influence are proposed at this time it is not necessary for the Commission to adopt or approve any determinations.

5. ACKNOWLEDGEMENTS & REFERENCES

The Santa Barbara LAFCO staff prepared this Municipal Service Review. Responsibility for any errors or omissions rests with those who prepared the report.

The Santa Ynez CSD's General Manager Bobbie Martin was instrumental in providing the basic information and documents upon which the evaluation is based.

Mapping services were provided by JDL Mapping.

Available Documentation

The "Request for Information for Municipal Service Reviews" submitted by the District and the supporting documents referred to therein are available in the LAFCO office.

6. RECOMMENDATIONS

In consideration of information gathered and evaluated during the Municipal Service Review it is recommended the Commission affirm the current Sphere of Influence and that it not be expanded or revised at this time.

## SANTA YNEZ VALLEY COMMUNITY SERVICES DISTRICT

### Mission Statement

The mission of the District is to respond to the needs of its citizens and represent them, as a group, at local and regional levels in solving local problems affecting the common good. To fulfill that mission, the Board of Directors of the Santa Ynez Community Services District is committed to the following legislative policy:

- To respond to community needs within the District's sphere of influence (said sphere being subject to future revision and amendment pursuant to Government Code) to the full extent of the District's authority and the purposes for which it was formed;
- To support orderly growth and development which is essential to the social, fiscal and economic well-being of the community as an integral part of the Santa Ynez Valley and which responds sensitively to environmental concerns and available natural resources; and
- To set priorities for community services by weighing actual and future needs against all available financial resources and to manage public funds in a manner both fiscally sound and conservative.

The Board further finds that the common good is best served when all policies are based upon the most complete information that can be assembled, the counsel of reliable, independent experts is sought, and the District is administered fairly, objectively and without deference to special or self interests.

MARCH 16, 2022

ITEM 7.F.

ATTACHMENT 5

## MEMORANDUM

**TO:** Board of Directors – Santa Ynez Community Services District  
**FROM:** Richard G. Battles  
**RE:** The Future of SYCSD  
**DATE:** December 18, 2002

---

### I. INTRODUCTION

On November 16, 2002, the Santa Ynez Community Services District (the “District”) held a Board of Directors planning workshop at the District’s boardroom. The workshop was facilitated by Bob Rauch of Rauch Communication Consultants. Present at the workshop were the District’s five directors, Daniel Beattie, Larry Bishop, Gino Filippin, David Higgins and Curtis Moniot; the District’s General Manager, Bonnie Ottoman; the District’s Secretary/Treasurer, Diane Willee; the District’s legal counsel, Richard Battles of Mullen & Henzell LLP; and the facilitator, Bob Rauch, of Rauch Communication Consultants.

The following purposes of the workshop were identified:

- See beyond the daily details of agenda items and focus on the big picture
- Envision the long-term direction the District is choosing
- Take the necessary time to get beyond short-range tactical positions
- Develop Board and Staff consensus around a common long-range strategy

One of the issues discussed at the workshop was the role of the District, both current and future. At the conclusion of that discussion, legal counsel was directed to prepare a “White Paper” describing the various options and concepts considered by the Board and explaining why the District is considering an expansion of its present role. This memorandum constitutes the White Paper requested by the Board.

### II. ROLE OF DISTRICT AND OPTIONS FOR THE FUTURE

A. Current Role. The District currently owns and operates a wastewater collection system that serves portions of the town of Santa Ynez as well as the Santa Ynez Indian



Reservation. Wastewater is transported through the District's collection system to a wastewater treatment plant that is owned and operated by the city of Solvang. Pursuant to a contract between the District and the city of Solvang, the District owns 0.29 million gallons per day (average dry weather flow) of the treatment capacity in the Solvang wastewater treatment plant.

Under its enabling legislation, the Community Services District Act (Government Code Sections 61000 et seq.), the District has the authority to perform essentially all of the same services that a city can perform, with the exception of land use regulation. The only powers presently exercised by the District relate to the ownership, operation and maintenance of its wastewater collection system, the operation and maintenance of the Reservation's collection system and the payment for street lighting in Santa Ynez.

**B. Dissolution of District.** One of the options discussed at the workshop in connection with the District's future was the possible dissolution of the District or the merger of the District into another public agency, with the District then going out of business. One such scenario would involve the city of Solvang taking over the District's operations and providing wastewater collection, treatment and disposal services to both the town of Santa Ynez and the Reservation. The Board felt that the District represents a responsive and efficient form of local government and provides a valuable service to its constituents. It was felt that having sewer service provided by the city of Solvang or some other agency would result in a less representative and less effective form of government. Accordingly, the consensus of the Board was that the District should not dissolve, should not merge into another agency, and should not otherwise go out of business.

**C. Remain Static.** The Board also discussed the option of the District remaining static for the foreseeable future. This would mean that the District would not provide additional capacity to the Reservation, would not seek to provide service to presently unserved areas within its jurisdictional boundaries, would not consider providing service to outlying areas currently in need of service, such as Janin Acres and the towns of Ballard and Los Olivos, and would not expand the scope of its services to include other powers conferred upon it under its enabling act. The Board felt that, if the District were to remain static in the future, the expanding needs of the Reservation and of the larger community would necessarily be met by another agency (possibly the city of Solvang) and that, over time, the District would not remain a viable public agency and would ultimately be dissolved or otherwise forced out of business. Therefore, the consensus of

the Board was that the District should not remain static. This means that the District will actively look for ways to meet the additional capacity needs of the Reservation, and also look for ways to serve the presently unserved properties within the District and outlying areas such as Janin Acres, Ballard and Los Olivos. The District will also consider whether there are any other needs in the community that could be met by an expansion of the District's current services to include the exercise of other powers authorized under its enabling act.

**D. Future Reservation Capacity Needs.** The Board next focused on whether the District should attempt to meet the future increased capacity needs of the Reservation. For a number of reasons, the Board decided that the District should attempt to meet the Reservation's future needs. First, the District views the Reservation as a valued customer of the District, even though it is located outside the District's jurisdictional boundaries. Second, the District is interested in ensuring that the wastewater needs of the entire area are met. Third, if the District does not provide the additional wastewater capacity for the Reservation in the future, the Reservation will be forced to either acquire the capacity directly from Solvang or construct its own onsite "package plant".

If the Reservation were to acquire additional needed capacity from Solvang, this would not be a desirable arrangement because, in the District's view, it makes little sense to create overlapping contractual relationships and service responsibilities with respect to the Reservation's sewer service. The District is already providing service to the Reservation outside of its jurisdictional boundaries, and the interests of orderly governmental service boundaries would not be well served by creating yet another out-of-area service agreement. The District also believes it is illogical for the Reservation to obtain a portion of its sewage service capacity from the District and the balance from Solvang, particularly where all of the wastewater will presumably be flowing through the District's collection system. In addition, because the Reservation would presumably be required to use the District's collection system to transport wastewater capacity purchased from Solvang, the Reservation and the District would be required to develop and negotiate a potentially complicated pricing formula for such use. Additionally, the District's Board does not believe it should make its limited collection system capacity available for purposes of transporting wastewater attributable to an agreement between the Reservation and Solvang. In short, an arrangement whereby the Reservation purchased additional capacity from Solvang would unnecessarily complicate the existing relationship

between the parties. The District believes it makes far more sense to handle any sale of additional capacity to the Reservation utilizing the existing contractual arrangements.

The District would also have concerns if the Reservation were to construct and operate a package plant for wastewater treatment. This is true because the Reservation's primary focus is obviously not on wastewater treatment. Although the Reservation could hire qualified personnel to operate a package plant, the District believes that the Reservation and the broader community would be better served and better protected if the Reservation's wastewater is collected, treated and disposed of by a public agency with the expertise and resources to responsibly operate and manage the wastewater systems under the jurisdiction of and review by State regulatory agencies.

The District has a few options for providing additional capacity to the Reservation. The simplest approach would be to make additional incremental purchases of capacity in the Solvang treatment plant as the needs of the Reservation increase. This approach would require negotiation with Solvang for each new purchase and the amendment of the existing agreement between the District and Solvang. In connection with the amendment of the existing agreement with Solvang, the District may wish to negotiate other changes to the agreement to expand the District's role in maintaining and operating the Solvang treatment plant and to make the agreement more along the lines of a traditional joint powers agreement.

A second option would be for the District to construct its own package plant (also known as a "decentralized" plant) for wastewater treatment. Such a plant would be located on land acquired by the District and could be used to serve the Reservation and possibly other areas as well.

A third option would be for the District or the Reservation to construct a package plant on the Reservation's property. The plant would be operated by the District and would be owned in whole or in part by the District. Such a plant would serve the Reservation and potentially other areas also.

The package plant options are further discussed below.

**E. Unserved Areas within District.** The Board indicated that it continues to be interested in serving those properties within the District that are not presently connected to the District's collection system and are on septic systems. The District recognized that a number of these septic systems are failing and that the presence of septic systems is having an adverse

effect on water quality and the environment. The District presently has sufficient capacity in the Solvang treatment plant to serve the unconnected properties. However, the District has been unable to provide service to these properties because of the cost of constructing the necessary collection facilities and the fact that an insufficient percentage of the property owners are willing to pay for an extension of the District's system to serve their properties. No easy solutions appear available. The District will continue to (a) monitor the situation, (b) explore options for financing an extension of its system to serve presently unconnected properties within the District, and (c) maintain an open dialogue with the affected property owners and other agencies to identify opportunities for connecting additional properties to the District's system.

F. Service to Outlying Areas. The Board discussed the fact that there are a number of areas outside the District's jurisdictional boundaries that are presently on septic systems and are in need of sewer service. These areas include the towns of Ballard and Los Olivos and the Janin Acres subdivision. Consistent with the position taken by the District that it should attempt to expand its role to address all of the currently unmet needs for governmental services in the area, the District is interested in exploring options for providing sewer service to the various outlying areas.

One approach for providing sewer service to outlying areas would be to purchase additional capacity in the Solvang treatment plant and construct sewer main extensions to the areas sought to be served. Depending on the amount of capacity required, this approach could require an expansion of the existing Solvang treatment plant or bringing back on line the original Solvang treatment plant that is currently sitting idle. As part of the purchase of additional capacity and/or the expansion of the Solvang treatment plant, the District could attempt to restructure its existing agreement with Solvang to give the District a more active role in the operation and maintenance of the treatment plant and to structure the agreement more along the lines of a traditional joint powers agreement.

It is believed that it would be prohibitively expensive to construct a mainline extension running along Alamo Pintado Road connecting the towns of Ballard and Los Olivos directly to the Solvang treatment plant. An engineering estimate will need to be obtained to confirm this fact. It was also discussed that the construction of such a mainline extension would be viewed as growth-inducing because it would facilitate the development of large agricultural parcels located along Alamo Pintado Road. One approach for addressing this growth inducement concern would

be to ensure that the mainline extension had enough capacity only to serve the towns of Ballard and Los Olivos (together with any anticipated build out of those communities), and that the line not have sufficient capacity to allow for the connection of currently undeveloped agricultural parcels along Alamo Pintado Road.

A second approach that was discussed for providing sewer service to the towns of Ballard and Los Olivos, and possibly Janin Acres and other areas, was the construction of one or more package plants for wastewater treatment. Such an approach would place the treatment facilities in the immediate vicinity of the area to be served. Any such package plants would need to be permitted by the Regional Water Quality Control Board and receive either a Waste Discharge Requirement permit (in the case of land disposal of the treated effluent) or an NPDES permit (in the case of discharge of the treated effluent into a waterway). An engineering study would be required to determine the cost of constructing one or more package plants and to otherwise evaluate the feasibility of such an approach.

A third option for providing sewer service to outlying areas would be to acquire a portion of the capacity of the Reservation's onsite package plant, if the Reservation elects to proceed with the construction of such a plant. A discussion of how such an arrangement might be structured is set forth under Heading H. below. Serving outlying areas using a treatment plant located on the Reservation would raise the same issues discussed above relating to the construction of mainline extensions. Such extensions could be prohibitively expensive and could be viewed as growth inducing.

**G. Operation of Reservation Package Plant.** In the event the Reservation proceeds with the construction of a package wastewater treatment plant to meet its additional capacity needs, the operation of the plant needs to be considered. The Reservation has discussed with the District the possibility of having the District operate the plant. As discussed under Heading D. above, the District believes it would be in the best interests of the Reservation and the larger community to have the Reservation package plant operated by a governmental agency with the expertise and resources to run the facility, subject to the jurisdiction of and review by State regulatory agencies.

The District has indicated tentatively that it may be willing to take on the operation of the Reservation's package plant. Because the District presently operates only a collection system and does not have staff with the required certifications to operate a wastewater treatment plant,

the District would either need to hire one or more additional employees to operate the package plant or contract with a third party for the operation of the plant. The Board discussed the fact that the District's willingness to operate the Reservation's package plant should not be construed as the District's facilitating or encouraging the Reservation to construct such a plant. Rather, it would only be after the Reservation had already made the decision to construct a package plant that the District would enter into discussions with the Reservation regarding its future operation.

The operation of the Reservation package plant by the District could be handled by an amendment to the existing capacity agreement between the District and the Reservation or by a separate contract. Such a contract would grant the District the right to enter onto the Reservation property for purposes of operating the plant, would set forth the manner in which the District is to be paid for handling the plant operation and address the parties' other rights and obligations in connection with the arrangement.

**H. Ownership of Capacity in Reservation Package Plant.** In the event the Reservation proceeds with the construction of a package plant for wastewater treatment, it anticipates that the plant would have capacity of 200,000 gallons per day (gpd). The package plant could be expanded to 400,000 gpd. The Reservation's currently projected additional capacity demand associated with pending projects is 55,000 gpd. Accordingly, the Reservation's package plant would have an initial surplus capacity of 145,000 gpd. All or a portion of this excess capacity could be acquired by the District and used to serve outlying areas such as Ballard, Los Olivos and Janin Acres. In addition, although the District's current capacity entitlement in the Solvang treatment plant will be sufficient to serve the build out within the District's existing jurisdictional boundaries, the District could consider utilizing the excess capacity acquired from the Reservation to serve some or all of the properties within its jurisdictional boundaries. In this regard, it may be the case that treatment through the Reservation's package plant could be accomplished at a lower cost than the District is paying to the city of Solvang.

A number of issues would need to be addressed if the District were to acquire a portion of the capacity in the Reservation's package plant. First, if the District were to acquire a portion of the capacity, it would presumably also undertake the operation of the plant. This issue is discussed under Heading G., above.



Second, it would need to be decided whether the District would own simply a share of the capacity in the Reservation's package plant (similar to the District's arrangement with Solvang), or whether the District would actually own the physical facilities associated with the package plant. If the District were to own the facilities, it would need to be decided whether its ownership would be of all of the facilities or just the portion which relates to the District's share of capacity.

Third, if the District acquired an ownership interest in the Reservation's package plant, it would be necessary to ensure that the District had the continued ability to access the plant. This would best be accomplished by having an easement granted to the District by the Bureau of Indian Affairs.

Fourth, whether the District acquired only a capacity right in the Reservation package plant or the actual ownership of all or a portion of the facilities, it would need to be determined if and how the District pays for such capacity entitlement or facilities. One approach would be for the Reservation to simply grant the entitlement to the District in consideration for the District's agreement to operate the plant on the Reservation's behalf. The extent to which the District would then charge the Reservation for its operational costs would need to be determined. If the Reservation requires the District to pay for the capacity or the facility, the District could perhaps pay that obligation over time from revenues generated from additional service provided through the added capacity. Under this approach the Reservation would, in effect, be financing the District's acquisition of the capacity or facilities.

Another alternative would be for the District to obtain public financing through bonds, assessment districts, certificates of participation or some similar method to pay for the capacity or for the package plant facilities. This would be a significantly more complicated process than having the Reservation finance the acquisition.

The contract between the District and Solvang will also need to be reviewed to determine whether the District has the ability to terminate the agreement and/or whether it would be possible to sell back to Solvang the District's current capacity entitlement. This would become an important issue if the acquisition by the District of capacity in the Reservation package plant made it possible for the District to discontinue some or all of its use of the Solvang treatment plant.

### **III. Engineering Evaluation**

In order to further evaluate the options discussed above, it will be necessary to obtain an engineering estimate of the wastewater capacity demands for Ballard, Los Olivos and Janin Acres. An engineering study should also be obtained to provide preliminary cost estimates for design, permitting and construction and identify engineering constraints with respect to the following:

- construction of mainline extension from Solvang treatment plant to the towns of Ballard and Los Olivos
- construction of local collection systems for the towns of Ballard and Los Olivos
- construction of package plant(s) to serve the towns of Ballard and Los Olivos
- construction of mainline extension to connect Janin Acres to District's existing collection system
- construction of local collection system for Janin Acres.
- construction of mainline extension connecting Ballard and Los Olivos to new Reservation package plant
- construction of mainline extension connecting Janin Acres to new Reservation package plant
- construction of mainline extension from new Reservation package plant to District's existing collection system
- Acquisition of additional capacity in Solvang treatment plant
- Acquisition of land for District package plant

The District already has information regarding the cost to construct mainline extensions to serve currently unserved areas within the District. Once the other engineering evaluations listed above have been completed, the District may be in the position to rule out certain options and can further analyze which courses of action it wishes to pursue.

### **IV. Role of General Manager**

The District's General Manager is planning to retire at the end of 2003. In recruiting a new General Manager, the District will need to take into consideration the District's potentially



expanding role, as discussed in this White Paper, and ensure the new General Manager has the necessary qualifications to continue to serve the District in the future.

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