

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**  
MEMORANDUM

**TO:** Board of Directors  
**FROM:** Loch A. Dreizler, General Manager  
**DATE:** August 16, 2023  
**SUBJECT:** Discuss the process for annexing the lower southwest corner of the Santa Ynez Community Services District (SYCSD).

**Recommendation:** For reference, see the attached graphic.

Review and discuss the process for annexing the lower southwest corner of the Santa Ynez Community Services District (SYCSD).

**Recommended Motion:** The staff is not recommending a motion for this meeting, but a motion could be made depending on the Board review and discussion.

**Policy Implications:** In 2000, the State Legislature passed AB 2838 (Chapter 761, Statutes of 2000), making the broadest and most significant set of sweeping changes to local government reorganization law since the creation of Local Agency Formation Commissions (LAFCOs). In addition to renaming the act the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (“CKH Act”), AB 2838 affirmed and strengthened the role of LAFCO in helping shape the future physical and economic growth and development of the State, including once again, the role of LAFCO in annexation proceedings.

**Fiscal Implications:**

- \$7,500 to \$10,000 for associated fees with LAFCO
- There is an economy of scale, mainly in District Staff time to annex multiple properties versus annexing individual properties slowly over time.

**Alternatives Considered:** None

**Discussion:**

1. There are approximately 71 properties in the un-annexed portion of the District.
2. Note: Two of the blue properties should be indicated as being served, and two of the properties on Lucky Lane will likely be served before the end of the year.
3. Turn Frequently Asked Questions about Annexation DRAFT into a color brochure for future reference and ease of distribution.

The annexation process is the same as for the two Lucky Lane properties. It entails a larger boundary and a protest process. In general, the following would be required for areas shown in pink – shown in the attached graphic.

**If the District decides to pursue Annexation, the following 10 steps represent the minimum that would be necessary.**

1. Do additional public outreach with the community to ensure the process is understood.
2. Do additional public outreach with the community to get a pulse on the amount of support for Annexation.
3. Have a Board meeting to discuss the results of the public outreach.
4. If the Board decides that it would be beneficial to pursue Annexation - a Resolution of Application from the SYCSD to LAFCO, including a Plan for Services outlining the needs and capacity to serve all properties, would be submitted to LAFCO.
5. CEQA determination by the SYCSD – though likely exempt, would still require a determination.
6. Completed LAFCO Application Processing paperwork
7. Prepare a Map and Legal Descriptions of the entire annexing territory (this should include roadways and all parcels.
8. Mailing Labels for all landowners proposed to be annexed, plus a 300-foot buffer;
  - a. Provide mailing labels for all registered voters proposed to be annexed;
9. Pay applicable fees,
  - a. Filing Fee of \$5,680
  - b. CEQA \$1,000 responsible agency payable to SBLAFCO
  - c. Map & Legal Fees = \$1,100 payable to SB County Surveyor
  - d. The Property Tax Exchange process applies to the County of Santa Barbara;
10. Protest Proceeding is applicable unless all 100% of landowners sign a consent form.

**Attachment(s):**

1. District Graphic of Sewer Service Status
2. Annexation Flow Chart
3. DRAFT Frequently Asked Questions about Annexation