

# **Santa Barbara Local Agency Formation Commission**

## **Preparation and Adoption Schedule for Municipal Service Reviews**

### **Significant Dates**

June 5, 2003	LAFCO approved work plan and form; authorizes staff to initiate studies
June 2003 to October 2005	Prepare and approve Municipal Service Reviews
Dec 31, 2005	Deadline to review and update Spheres of Influence

### **Sequence of Steps to Prepare MSRs and SOIs**

Kick Off	Convene meeting with affected local agencies to distribute Request for Information forms, answer questions
60 days	Local agencies gather and submit data
60 days	LAFCO staff checks facts, follows-up on Requests for Information and identifies special studies if indicated by the provided data Undertake studies and prepare environmental reporting as appropriate for the specific Sphere of Influence updates
30 days	Distribute draft report for local agency review prior to LAFCO hearing
60 days	LAFCO conducts public hearings to consider (a) Municipal Service Reviews and (b) adopt updated Spheres of Influence
Post Hearing	Update maps of local agency boundaries and Spheres of Influence