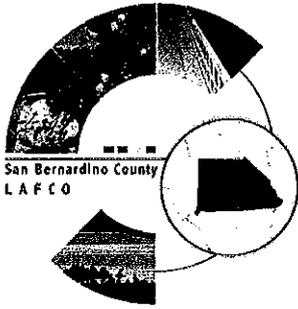


**LAFCO Letter Dated April 27, 2010 to  
County Special Districts Initiating Sphere  
Establishment and Staff Report Date  
April 1, 2010 for Initiation of  
Sphere of Influence**

**Attachment 1**



# LOCAL AGENCY FORMATION COMMISSION

215 North "D" Street, Suite 204 • San Bernardino, CA 92415-0490  
(909) 383-9900 • Fax (909) 383-9901  
E-mail: [lafco@lafco.sbcounty.gov](mailto:lafco@lafco.sbcounty.gov) • [www.sbclafco.org](http://www.sbclafco.org)

Established by the State of California to serve the Citizens, Cities, Special Districts and the County of San Bernardino

April 27, 2010

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Executive Officer

SAMUEL MARTINEZ  
Senior LAFCO Analyst

MICHAEL TUERPE  
LAFCO Analyst

*Vacant*  
Clerk to the Commission

ANGELA M. SCHELL  
Deputy Clerk to the Commission

REBECCA LOWERY  
Deputy Clerk to the Commission

## LEGAL COUNSEL

CLARK H. ALSOP

Mr. Jeffrey Rigney, Director  
County Special Districts Department  
157 West Fifth Street, Second Floor  
San Bernardino, CA 92415

Dear Mr. Rigney:

REF: Sphere of Influence Establishment for County Service  
Area 120 (North Etiwanda)

On April 21, 2010, the Commission initiated the sphere of influence establishment study for County Service Area 120 (CSA 120) which, as required by law, will include a service review for the agency. As noted in the staff report dated April 1, 2010, it is the practice of the Commission to establish the initial sphere of influence for an entity coterminous with its boundaries. This practice fulfills the requirements of law, but does not obligate a fledgling entity to plan for the extension of services beyond its boundaries. LAFCO staff will be evaluating a coterminous sphere of influence for CSA 120 to fulfill its legal requirements. There are no filing fees required for processing of a coterminous sphere.

However, if Special Districts wishes to have an expanded sphere of influence area evaluated as a part of this process, it will be incumbent upon the District to submit a sphere of influence expansion application and pay the appropriate fees. In doing this, the District will need to supply an application which includes a map and legal description of the sphere expansion area, the preparation of the appropriate forms, identification if additional services are contemplated (Government Code Section 56425(i) requires such an evaluation), the submission of the service review factors of consideration and payment of the filing fees. Initiation of this application will need to be provided by an adopted resolution of the Board of Supervisors.

Attached to this letter are the application forms, LAFCO Fee Schedule and municipal service review requirements for your review. Should you have any questions or wish to review this process in more detail, please do not hesitate to contact me at (909) 383-9900.

Sincerely,



KATHLEEN ROLLINGS-McDONALD  
Executive Officer

/krm

#### ATTACHMENTS

cc: Paul Biane, Second District Supervisor  
Tim Johnson, Second Supervisorial District  
Bob Page, Fifth Supervisorial District  
Gerry Newcombe, County Administrative Office  
Tim Millington, Regional Manager, Special Districts

**LOCAL AGENCY FORMATION COMMISSION  
COUNTY OF SAN BERNARDINO**

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DATE: APRIL 1, 2010   
FROM: SAMUEL MARTINEZ, Senior LAFCO Analyst  
TO: LOCAL AGENCY FORMATION COMMISSION

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SUBJECT: AGENDA ITEM #6 – Initiation of Sphere of Influence Establishment for  
County Service Area 120

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**RECOMMENDATION:**

Staff recommends that the Commission initiate the sphere of influence establishment study for County Service Area 120.

**BACKGROUND:**

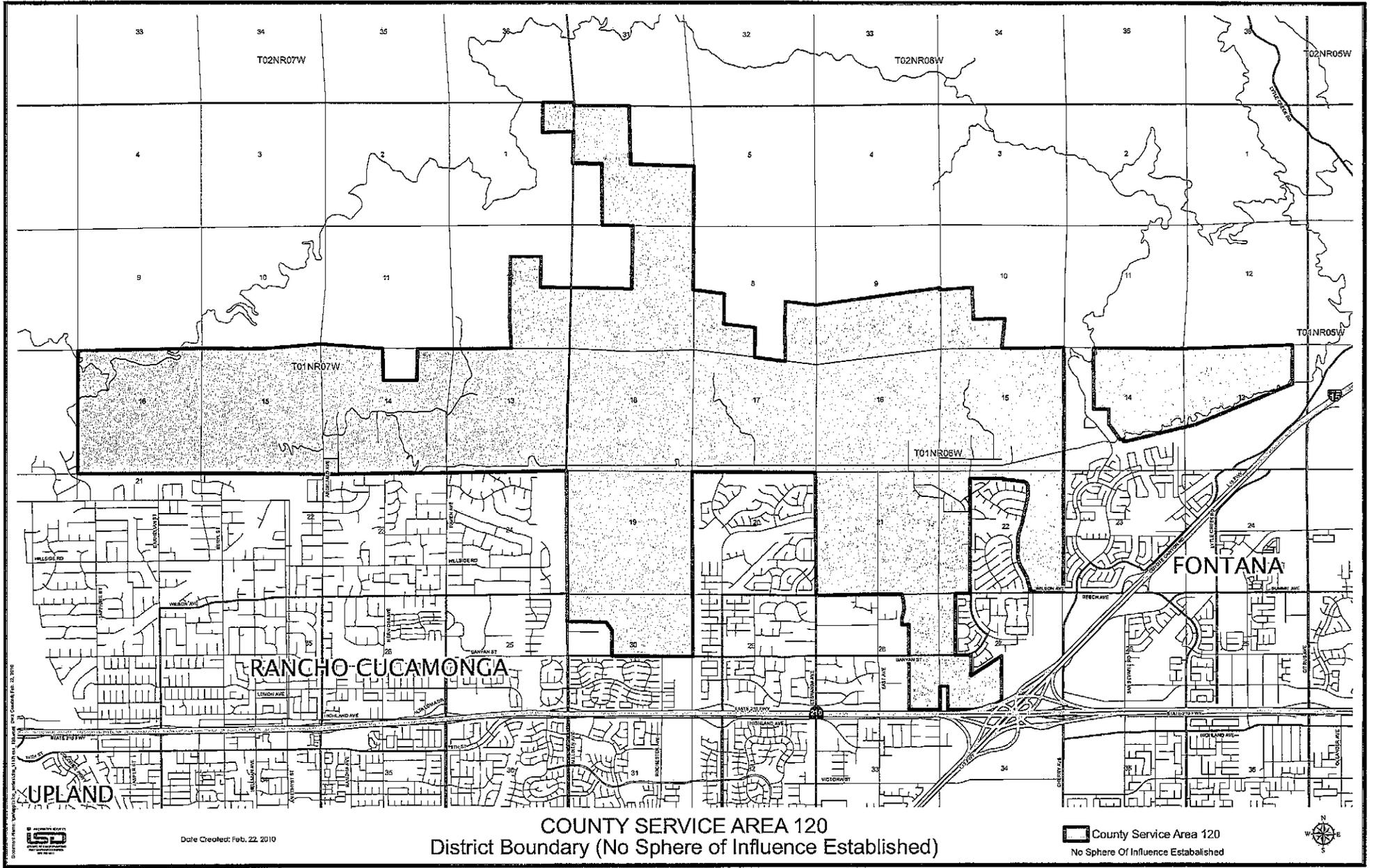
County Service Area (CSA) 120 was officially formed on July 1, 2009. The Government Code requires the definition of a sphere of influence for all public agencies under the Commission's jurisdiction. By practice, the Commission has utilized the direction of 56426.5 to provide for the sphere of influence establishment within one year of the formation of a new district. Therefore LAFCO staff is recommending that the Commission initiate the sphere of influence establishment for CSA 120. Upon initiation, LAFCO staff will begin coordination with the County Special District's Department on the preparation of the required documents for the review.

In the past, it has been the Commission's practice to establish the initial sphere of influence coterminous with the entity's boundaries. In this way, the Commission fulfills the requirement for assignment of a sphere of influence, but does not obligate the new entity to assume planning for extension of service(s) beyond its existing boundaries while still in the process of establishing its operations, staffing, internal operating procedures, etc. In keeping with this practice, staff is recommending that the Commission identify that the review area will be coterminous with CSA 120's existing boundaries. Since this action will be initiated by the Commission and no change in service area or functions/services provided are contemplated, no filing fees will be assessed for processing.

However, if CSA 120 expresses a desire to expand the territory for its sphere of influence establishment beyond its existing boundaries or requests a review of additional functions or services, staff will consider this as a new application. As an application, it will be subject to the payment of all filing fees for processing a sphere of influence proposal or service expansion request as well as submission of the required forms, plans, and other application materials.

  
vsm

Attachment



**COUNTY SERVICE AREA 120**  
**District Boundary (No Sphere of Influence Established)**

County Service Area 120  
 No Sphere Of Influence Established



Date Created: Feb. 22, 2010



COUNTY SERVICE AREA 120, RANCHO CUCAMONGA, FONTANA, UPLAND, CALIFORNIA  
 DATE CREATED: FEB. 22, 2010