



Solano Local Agency Formation Commission

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Staff Report

DATE: April 14, 2014
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Interim Executive Officer
SUBJECT: **FY13/14 Workplan Status Report**

RECOMMENDATION: The Commission receive the workplan status report.

BACKGROUND:

At the April 8, 2013 the Commission adopted a workplan for FY13/14. As presented, projects are divided into three categories: completed, in progress, and to be completed.

DISCUSSION:

The Finance Committee met on March 13 to review the Draft Proposed Budget. A couple adjustments were made, most notably to update our maps for cities and districts to reflect any changes of organization that occurred since they were last produced. The city map was dated 2008 many of the district maps date to 2006. The Draft Proposed budget was circulated to city managers and planning directors for comments, including a presentation at the monthly Planning Directors Lunch as well as the City Managers meeting on March 26. The City Managers commented that service reviews should be done in-house and suggested maps should be done by County staff since they would be used by several County departments in addition to LAFCO. It should be noted that all maps would use the same data and the production would be based on cost and availability. LAFCO's MOU with the County for IT services does not include GIS mapping and there is an unknown cost. An amended MOU is needed for the County to provide the service.

SID has submitted an application for a sphere update and near term sphere. We are processing those applications and completed an updated MSR. We circulated the MSR beginning on January 31 and ending February 28, 2014. The Commission received a presentation at the February meeting. Originally the application for the sphere update was to be addressed at the April meeting, however SID has requested we delay final consideration of the MSR. SID's two pending applications, the Quinn Crossing Apartment detachment and Vacaville Southtown Clean-up, will be heard when the MSR is approved.

Work has begun on the fire district MSR. The contractor completed interviews in early December. The contractor will present a draft to the Commission at the August meeting. In addition the MSR updates for Vacaville and Dixon have begun and are in progress.

Two RFP's were circulated to provide MSR's for two water districts, Rural North Vacaville and Maine Prairie, and the resource conservations districts. Rural North Vacaville has submitted an application for a sphere update to include parcels that receive water for their fire hydrants. Since their current MSR is out of date the sphere application cannot be approved until the MSR is completed.

We also received an application from the Johnson brothers to detach their property from the Suisun City sphere of influence. The application requires some CEQA review before it can be considered by the Commission.

We also continue to work with the City of Vacaville on the Vanden Meadows Project and the City of Dixon on their application for the North Dixon Annexation. Staff received the Vanden Meadows application on April 3, but it is under review for completeness

Completed

1. Digitizing LAFCO's archives including creating a database for LAFCO records.
2. Blue Mountain annexation to Rural North Vacaville Water and sphere update.
3. Develop FY 2014-15 Budget through the finance committee with input from the County and Cities.

In Progress

1. The Solano Irrigation District -Brighton Landing, Vacaville – The application consists of a detachment of territory within Vacaville city limits that lies in SID territory.
Application forthcoming before the end of the fiscal year and will likely be processed in FY14-15.
2. Solano Irrigation District sphere of influence and MSR update – scheduled for the June meeting.
3. Investigate consolidation of fire districts. MSR will be a key document.
4. Municipal Service Reviews for six fire districts.
Contract signed. Consultant working on an initial draft.

5. Continue staff collaboration with other Bay Area LAFCO staff.
Working with other Bay Area LAFCOs for a coastal regional meeting in June. We communicate regularly with other Bay Area LAFCOs.
6. Continue staff service on CALAFCO subcommittees as well as assist with staff workshops and conference planning .
Working with the program committee on sessions for the CALAFCO conference. The Interim EO has been appointed Chair of the nominations committee to recruit candidates for the board and conduct the election.
7. Continue staff support to the Fire Protection District Subcommittee – supporting other LAFCO committees as well.
8. Continue to review and update LAFCO policies.
9. Maintain LAFCO website.
10. Dixon - Assist the City with the North Dixon Annexation proposal for the Commission’s consideration. The City is now the lead agency.
Applicant working on CEQA document.
11. Assist City of Vacaville with a reorganization located south of the Southtown Development, in the Vanden Meadows project.
Awaiting the MSR. The application was submitted on April 3.
12. Municipal Service Review and Sphere of Influence updates for Dixon and Vacaville.
Draft of Dixon MSR to be before the Commission in June.
13. Suisun City -
Working with the City on the municipal service review and sphere of influence update.
14. Rural North Vacaville Water District MSR and sphere of influence.
RFP out in March contract to be awarded in June.

To Be Completed

1. Additional service reviews and sphere updates – see attached schedule.
2. Process other changes of organization/reorganization – none so far.

3. Other Solano Irrigation District annexations and detachments.
4. Formation of two County Service Areas - Wood Creek 66 / Green Valley – commented on recirculated DEIR for Middle Green Valley. Expect both CSA’s before LAFCO in FY 14/15.

Table 1: Municipal Service Review and Sphere of Influence Update¹ Schedule

<u>Cities</u>	<u>Last MSR</u>	<u>Next Update Due</u>	<u>Priority</u>	<u>Update Scheduled</u>
Dixon	2005	2010	1	2013-14
Suisun City	2005	2010	1	2013-14
Vacaville	2005	2010	1	2013-14
Fairfield	2008	2013	2	2014-15
Rio Vista	2006	2011	2	2014-15
Benicia	2005	2010	2	2014-15
Vallejo	2004	2009	2	2014-15
<u>Special Districts</u>				
Fire Districts ²	2006	2011	1	2013-14
Water Districts	2009	2014	1	2014-15
Resource Conservation Districts	2006	2011	1	2014-15
Sanitation Districts	2007	2012	2	2014-15
Mosquito Abatement	2006	2011	3	2014-15
Reclamation Districts	2009	2014	4	as needed
Cemetery Districts	2012	2017	5	as needed
Recreation Districts	2006	2011	5	as needed

¹Spheres of Influence are updated as necessary.

² Have retained Policy Consulting Associates to complete the MSR. Scheduled for completion in October

2014.