



Solano Local Agency Formation Commission

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Staff Report

DATE: May 19, 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:

This past month a Request for Proposals to complete the service review for two water districts, Rural North Vacaville Water District and Maine Prairie Water District, and the resource conservation districts was emailed to five preselected consultants and posted on our website. The five consultants had previous experience with service reviews for these types of districts. Both of these service reviews were rated priority 1 in our workplan. We received one proposal in for each RFP. A staff report recommending authorizing the Interim Executive Officer to sign a contract will be considered on the May 19 agenda. When those contracts are awarded we will have contracts in place for all our Priority 1 district MSR.

The SID application is on hold pending revision of the Draft MSR to be sure the data is accurate and consistent with their recent Water Supply Analysis. Similarly the Vanden Meadows application is on hold pending a signed agreement to pay LAFCO fees and to indemnify LAFCO. Both those requirements are clearly outlined in LAFCO Policies. One other application that was received to detach territory from the Suisun City Sphere of Influence is also on hold until the applicant provides a sufficient deposit. The application maybe withdrawn pending the sale of the applicant's property.

Work is progressing on the fire district MSR. The contractor completed interviews in early December. The contractor has been circulating sections to the respective districts for review as to accuracy. The next step will be to submit a draft to LAFCO to review. It is anticipated a draft MSR will presented to the Commission at the August meeting.

The Draft Vacaville MSR was heard at our April meeting. Comments received at the April meeting will be incorporated into the Final MSR that will be submitted for approval at our next meeting. Staff also reviewed a draft of the Dixon MSR and made some comments regarding 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.
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 .
Worked 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 –ongoing.
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.
Reviewing the MSR and the application.
12. Municipal Service Review and Sphere of Influence updates for Dixon and Vacaville.
Reviewed a Draft of Dixon MSR will be before the Commission in June or August.
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.
Will be awarding the contract at the May special meeting.

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 ³	2013-14
Suisun City	2005	2010	1 ³	2013-14
Vacaville	2005	2010	1 ³	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 ⁴	2013-14
Water Districts	2009	2014	1 ⁴	2014-15
Resource Conservation Districts	2006	2011	1 ⁴	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.

³ Both Dixon and Vacaville MSRs in Draft form. Beginning work on Suisun City MSR.

⁴ Contractors selected and contracts to be awarded by May 19.