



Solano Local Agency Formation Commission

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Staff Report

DATE: April 13, 2015
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Executive Officer
SUBJECT: **FY14/15 Work Plan Status Report**

RECOMMENDATION: The Commission receives the work plan status report.

BACKGROUND:

Each year the Commission adopts a work plan that includes anticipated applications as well as other administrative activities. The work plan for FY 2014-2015 was developed during the annual budget process.

DISCUSSION:

We engaged the County Auditor's Office to conduct our biannual audit in January. Work on the audit is nearly complete. Staff should receive the results in time for the Commission to review and accept at our June meeting.

Staff has also been active in preparing the FY 15/16 budget. The Finance Committee convened on March 24 to review and forward the proposed budget for consideration by the full Commission at our meeting today. The Commission is required by Cortese-Knox-Hertzberg to adopt a proposed budget by May 1 and a Final budget by June 15. Our meeting schedule allows us to meet those deadlines. After approval of the Proposed Budget staff will meet with the planning directors and city managers to go over the budget and solicit comments to be considered for the Final FY15/16 Budget.

After approval of the proposed budget, we anticipate reviewing our fee schedule policy and updating it. We will be working with the City Mangers Group to review the amendments to the policy.

We are still processing an application from SID for annexations and detachments. The detachment of the Tri-Point Homes property was withdrawn. We anticipate the application will

be resubmitted to detach all the territory include the landscape medians, since the City of Vacaville will be providing both potable and recycled water for landscaping to the subdivision. We also received additional applications from SID for detachment of Madison and Campus areas and annexation of the Frank, King-Keune-Wood, and North Village #6 to SID so they could provide potable and irrigation water to those areas.

As you may recall we approved an application from a landowner to annex to the City of Fairfield to remedy a failed septic system at our December meeting. The applicant is reconsidering his decision to annex based on the cost of satisfying the conditions of approval. As a result no certificate of completion has been issued or recorded.

The Fire Committee met in December to review the outcome of the municipal service review and work with the fire chiefs on going forward with suggestions for improved services. The meeting was attended by representatives from the districts, city departments, as well as Solano County Office of Emergency Services and members of the public. The fire departments asked LAFCO to facilitate the setting of goals and objectives. At our February meeting the Commission directed staff to submit a letter for the Chair's signature to the County Board of Supervisors requesting their assistance with improving fire service delivery in the County.

The Policy Committee met to review Standard 11. For the most part the standard seems to be working as intended. However there is a wide range of terms for mitigation. The Committee suggested hiring a consultant to provide some guidance to the Commission on setting terms. The consultant began work in March as is expected to be completed shortly. The recommendations will be reviewed by the Policy Committee and then forwarded for approval at our June meeting.

Staff has also participated on CALAFCO Staff Workshop program committee. The workshop is scheduled for April 15-17 in Grass Valley. Staff will be moderating a session on consolidation options and making presentations on Standard 11 and how we manage our website.

Completed

1. Vacaville - Vanden Meadows annexation, sphere update, and MSR.
2. Dixon MSR.
3. Fire District MSR.
4. Assisted CALAFCO with election for Board of Directors.
5. Bay Area Clerks meeting.
6. Bay Area Executive Officers meeting.

7. MSR for Rural North Vacaville Water District and Maine Prairie County Water District.
8. Supported Fire, Finance, and Policy Committees.

In Progress

1. Update Fee Schedule.
2. MSR for resource conservation districts – Administrative Draft in review.
3. Continue staff service on CALAFCO subcommittees and assist with staff workshops and conference planning.
4. Develop FY 2015-16 Budget with input from the County and Cities – met with Finance Committee on March 24 and on the April 2015 agenda.
5. Continue staff collaboration with other Bay Area LAFCO staff.
6. Assist the Auditor with the 2014-15 Audit – met with the Auditor’s office in January.
7. Investigate consolidation of fire districts – sent letter to County to ask for assistance.
8. Fairfield – detachment of area along I-80 – met with Fairfield staff.
9. SID Annexation / Detachments
 - a. Madison - detachment
 - b. N. Village #6 - annexation
 - c. King/Wood/Keune - annexation
 - d. Frank Property – annexation

To Be Completed

City Applications

1. Vallejo - Vallejo Marine Terminal annexation- discussed project with applicant.
2. Vacaville – Potential annexation of Freese properties.
3. Dixon – Assist the City with the transition from the JPA with SID to other water service provider.

4. Dixon - Assist the City with the North Dixon Annexation proposal for the Commission's consideration. The applicant is working on the CEQA analysis.
5. Fairfield – island annexations.

Special District Applications

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.
2. Other Solano Irrigation District annexations and detachments.
 - a. Dittmer Change of Organization
 - b. Northbay Change of Organization
 - c. Singh Property Change of Organization
 - d. A&T Ranches Change of Organization
 - e. ICON Aircraft Change of Organization
3. Formation of two County Service Areas - Wood Creek 66 / Green Valley.
4. Process other changes of organization/reorganization.

Municipal Service Reviews / Sphere of Influence Updates

5. Complete Municipal Service Review and Sphere of Influence updates for Suisun City, and Vallejo.
6. Complete sphere update for Rural North Vacaville Water District.
7. Complete MSR for sewer districts.
8. Peterson Road SOI amendment for Suisun City submitted by landowner.
9. Additional service reviews and sphere updates – see attached schedule.

Administrative

10. Continue staff support for the Commission's committees.

11. Continue to review and update LAFCO policies.
12. Maintain LAFCO website.
13. Continue staff service on CALAFCO subcommittees as well as assist with staff workshops and conference planning.
14. Continue staff collaboration with other Bay Area LAFCO staff.

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>
Suisun City	2005	2010	1	2013-14
Rio Vista	2006	2011	2	2014-15
Benicia	2005	2010	2	2014-15
Vallejo	2004	2009	2	2014-15
Fairfield	2012	2017	2	2017-18
Dixon ²	2014	2019	2	MSR complete
Vacaville ²	2014	2019	2	MSR complete
<u>Special Districts</u>				
Resource Conservation Districts	2006	2011	1	in progress
Sanitation Districts	2007	2012	2	2014-15
Mosquito Abatement	2006	2011	3	2014-15
Reclamation Districts	2009	2014	4	as needed
Recreation Districts	2006	2011	5	as needed
Cemetery Districts	2012	2017	5	as needed
Fire Districts ³	2014	2019	1	MSR Complete
Water Districts	2009	2020	1	MSR Complete

¹Spheres of Influence are updated as necessary.

²Cities are working on their General Plan updates and SOI will be updated at that time.

³ Sphere updates needed