



Solano Local Agency Formation Commission

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Staff Report

DATE: March 21, 2016
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Executive Officer
SUBJECT: **FY15/16 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 2015-2016 was developed during the annual budget process.

DISCUSSION:

As we continue our progress to complete the projects identified in our work plan we can report progress on the updates to the MSR for the cities of Suisun City and Benicia. LAFCO staff is working with staff from Suisun City and Benicia to share the workload by assuming responsibility for five of the seven chapters in the MSR. We have encouraged city staff to develop the sections on present and planned capacity and the financial sections since they have that information. The City of Suisun City will be updating their sphere and Benicia is working on annexations that will be coming before the Commission. Staff received the administrative draft of the MSR and is awaiting responses to comments for additional information before it can be considered a Draft document.

We received an application from SID for the detachment of portions of Brighton Landing including a detention basin, owned by the City of Vacaville, but outside city limits. Staff is reviewing the application for completeness and referral letters have been sent to affected agencies.

We are processing an application for the detachment of a section of McGary Rd. from the City of Fairfield. The detachment is part of an agreement between the City and the County whereby the City would oversee repairs needed as a result of the landslide on Red Top Road. Once

repairs were complete the County would resume road maintenance responsibilities. One of the issues raised is who would provide emergency services to that section of Interstate 80 and McGary Rd. The City and the Cordelia Fire Protection District have an automatic aid agreement. However in order to maintain that agreement primary responsibility needs to be shifted to the District. Staff is working with the applicant and the District to resolve that issue so the detachment can go forward.

We have been processing the Rural North Vacaville Water District (RNVWD) sphere of influence update. The SOI will include those parcels that receive water for fire hydrants from the District and pay an assessment. We anticipate the Commission will hear the SOI update at the March 21 meeting.

On January 4 Solano LAFCO issued an RFP for the MSR update for the Fairfield-Suisun Sewer District and the Greater Vallejo Sanitation and Flood Control District. We received one proposal from SWALE Inc. Staff along with representatives from the two sewer districts reviewed the proposal and determined it was acceptable. Staff contacted references who confirmed that SWALE would be able to complete the MSR and provide a report of high quality. The Commission will be asked to authorize the Executive Officer to enter into a contract for the MSR. Work is to begin on May 1.

Staff continues to support CALAFCO. At the November 13 CALAFCO Board of Directors meeting Michelle McIntyre was appointed as one of the alternates to the CALAFCO Legislation Committee. Michelle has been attending meetings and will be presenting an oral report. In addition the Executive Officer was requested by CALAFCO to assist CSDA with a guide to district formation. The Draft of the formation guide is complete and is expected to be available in June or July of this year.

Completed

1. SID Annexation / Detachments.
 - a. Madison - detachment
 - b. King/Wood/Keune Change of Organization – annexation
 - c. Frank Property – Change of Organization –annexation
 - d. Southtown and Vanden Meadows - detachment
2. Rural North Vacaville Water District Welch Property Annexation.
3. SOI updates for Dixon RCD and Suisun RCD.
4. SOI update for Maine Prairie Water District.
5. Rural North Vacaville Water District Sphere update.

6. MOU for HR services.
7. Continue staff service on CALAFCO subcommittees as well as assist with staff workshops and conference planning.
 - a. CALAFCO Nomination Committee
 - b. District Formation Handbook
 - c. Alternate to Legislative Committee

In Progress

1. Fairfield – McGary Road detachment.
2. Dixon - Assist the City with the North Dixon Annexation proposal for the Commission's consideration. The applicant is working on the CEQA analysis.
3. MSR update for Suisun City – Reviewing Administrative Draft.
4. MSR and SOI update for Benicia - working with city staff to complete a draft.
5. The Solano Irrigation District -Brighton Landing, Vacaville – The application consists of a detachment of territory within Vacaville city limits and a detention basin that lies in SID territory.
6. MSR and SOI update for Vallejo.
7. Continue staff service on CALAFCO subcommittees as well as assist with staff workshops and conference planning.
8. Complete MSR for sewer districts – Commission to select a consultant on March 21.
9. Continue to review and update LAFCO policies.

To Be Completed

City Applications

1. Benicia – Goodyear Rd annexation.
2. Vacaville – Roberts Ranch.

Special District Applications

1. Other Solano Irrigation District annexations and detachments.

- a. N. Village #6 Change of Organization - postponed to FY16/17
- b. Dittmer Change of Organization – postponed to FY16/17
3. Solano RCD update SOI and investigate annexation of unserved territory.
4. Formation of two County Service Areas - Wood Creek 60 / Green Valley.
5. Process other changes of organization/reorganization.

Municipal Service Reviews / Sphere of Influence Updates

1. Rio Vista – MSR and SOI update.
2. Vacaville - MSR and SOI update.
3. Additional service reviews and sphere updates – see attached schedule.

Administrative

1. Update fee schedule with current salaries and benefits and get input from city managers.
2. MOUs for mitigation measure for agricultural mitigation with County and cities.
3. Continue staff support for the Commission’s committees.
4. Maintain LAFCO website.
5. Continue staff collaboration with other Bay Area LAFCO staff.

No Longer Being Considered

1. Vallejo - Vallejo Marine Terminal annexation.
2. Fairfield – island annexations.
3. Peterson Road SOI amendment for Suisun City submitted by landowner.
4. Vacaville – Potential annexation of Freese properties.
5. SID Reorganizations
 - a. Northbay Change of Organization - FY 16-17

- b. Singh Property Change of Organization
- c. A&T Ranches Change of Organization
- d. ICON Aircraft Change of Organization

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 ²	2005	2010	1	in progress
Rio Vista	2006	2011	2	2015-16
Benicia	2005	2010	2	in progress
Vallejo	2004	2009	2	on hold
Fairfield	2012	2017	2	2017-18
Dixon ²	2014	2019	2	MSR complete
Vacaville ²	2014	2019	2	MSR complete
<u>Special Districts</u>				
Sanitation Districts	2006	2011	2	in progress
Mosquito Abatement	2006	2011	3	2015-16
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
Resource Conservation Districts	2006	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