



Solano Local Agency Formation Commission

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Staff Report

DATE: December 12, 2016
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Executive Officer
SUBJECT: **FY 16/17 Work Plan Status Report**

RECOMMENDATION: The Commission receive and file the update on the work plan for FY 16/17.

BACKGROUND:

Each year the Commission adopts a work plan that includes anticipated applications as well as other administrative activities. The work plan is used in estimating fee revenues for the annual budget.

DISCUSSION:

These last two months staff focused on municipal service reviews for the City of Benicia and the sanitation districts, Fairfield-Suisun Sewer District and Vallejo Sanitation and Flood Control District. Staff worked with the City of Benicia to complete the draft that will be before the Commission in December. As with Suisun City staff offered to prepare all but the facilities and financial sections of the MSR. Those two sections rely on city staff to provide information while the other sections of the MSR can be completed through searching the internet along with documents provided by the city. The purpose of this method was to reduce the time for city staff yet complete the MSR in a reasonable amount of time. The Draft MSR will be heard at the December 12 meeting. In order to accommodate the City's request to allow City Planning Commission and the City Council to comment, the comment period was extended to January 31, 2017. The final is expected to be heard at the February meeting.

Staff also discussed updating the MSR for the City of Rio Vista. Staff will be meeting with city staff to review the process and initiate the study.

Staff continues to work with CALAFCO. Most recently the Executive Officer was added to the workgroup that will produce a white paper on agricultural preservation policies.

In addition, through consultation with SID, a couple projects in the work plan were no longer under consideration as potential annexation areas. They include the Dittmer property, the North Cordelia area, the North Village #6 and the Catherine Johnson property. They were moved to the "No longer being considered" section of the work plan.

Completed

1. Work with Policy Committee to amend existing LAFCO Policies including: Purchasing, and Fee Schedule.
2. Updated leave accrual policy.
3. RFP for audit services.

In Progress

1. Sanitation Districts – MSR and SOI Draft on December Agenda
2. Benicia – MSR and SOI Update Draft on December Agenda
3. Rio Vista – MSR and SOI update
4. Work with Policy Committee to amend existing LAFCO Policies including: Standards and Application and By-laws.
5. Establish MOUs for agricultural mitigation with County and cities.
6. Continue staff service on CALAFCO Legislative Committee as well as assist with staff workshops and conference planning.
7. Participation in working group for white paper on agricultural preservation policies and identification of disadvantaged unincorporated communities.
8. Hiring a student intern – job announcement will be sent to universities and Solano Community College

To Be Completed

City Applications

1. Suisun City- Logistics Center Annexation – met with consultant
2. Suisun City- Mt. Cavalry Baptist Church Annexation
3. Vacaville – Robert’s Ranch
4. Vacaville – Eldridge Property Island Annexation
5. Dixon – Pedrick Road Annexation

Special District Applications

1. Other Solano Irrigation District annexations and detachments.

Detachment No. 2015-304, AM/PM Gas Station-Store
Detachment No. 2015-305, Brighton Landing Phase 2, (lots 7 and 8)
Detachment No. 2014-302, Campus Estates

2. Solano RCD update SOI and investigate annexation of unserved territory.
3. Formation of two County Service Areas - Wood Creek 60 / Green Valley.
4. Formation of a county-wide recreation and open space district – may seek special legislation
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 may be submitted in the spring
3. Vallejo -MSR and SOI update for Vallejo.
4. Fire Districts – SOI updates
5. Additional service reviews and sphere updates – see attached schedule.

Administrative

1. Continue staff support for the Commission’s committees.
2. Maintain LAFCO website.
3. Continue staff collaboration with other Bay Area LAFCO staff.
4. Continue staff service on CALAFCO Legislative Committee as well as assist with staff workshops and conference planning.
5. Assist special districts in forming a local CSDA chapter.

No Longer Being Considered

1. Benicia – Goodyear Rd annexation.
2. Dixon - Assist the City with the North Dixon Annexation proposal for the Commission’s consideration.
3. Annexation No. 2014-203, Dittmer property to SID
4. Annexation No. 2014-204, North Cordelia area to SID
5. Annexation No. 2014-205, North Village #6 (originally submitted as 2014-214) to SID

6. Annexation No. 2016-208, Catherine Johnson property to SID

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>
Benicia	2005	2010	1	in progress
Vacaville ²	2014	2016	1	2016-17
Vallejo	2004	2009	1	on hold
Rio Vista	2006	2011	2	2016-17
Fairfield	2012	2017	2	2017-18
Dixon ²	2014	2019	2	MSR complete
Suisun City	2016	2021	1	MSR complete
<u>Special Districts</u>				
Sanitation Districts	2006	2011	2	in progress
Recreation Districts	2006	2016	1	2016-17
Cemetery Districts	2012	2017	2	2016-17
Mosquito Abatement	2006	2011	3	2017-18
Reclamation Districts	2009	2014	4	as needed
Fire Districts ¹	2014	2019	1	MSR Complete
Water Districts	2009	2020	1	MSR Complete
Resource Conservation Districts	2006	2020	1	MSR Complete

¹Sphere updates needed

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