

**EXECUTIVE OFFICER'S AGENDA REPORT
DECEMBER 4, 2019**

TO: LAFCO Commissioners

FROM: Sara Lytle-Pinhey, Executive Officer *SLP*

SUBJECT: 2020 WORK PROGRAM - MUNICIPAL SERVICE REVIEW & SPHERE OF INFLUENCE UPDATES

RECOMMENDATION

Staff recommends that the Commission consider adoption of a work program to guide completion of Municipal Service Reviews (MSRs) and Sphere of Influence (SOI) updates for 2020. The Commission may direct Staff to prioritize certain updates as needed.

DISCUSSION

One of LAFCO's responsibilities includes a periodic review of spheres of influence for each city and special district. As part of this process a municipal service review must also be completed, outlining the services provided by the agency and making a series of determinations. Stanislaus LAFCO typically combines these into one document (referred to as a MSR-SOI) for better use of staff time and resources.

The requirement for reviewing and updating a sphere of influence is outlined in Government Code section 56425(g) which states, "on or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence." Consistent with that section, Stanislaus LAFCO has generally made it a goal to initiate MSR-SOI updates for the special districts every five years, as these serve as a means for the Commission to check-in with various districts and service demands throughout the County.

For cities, the Commission has interpreted the "as necessary" provision in the above code section as coinciding with a city's General Plan update or proposed sphere of influence modification. City MSR-SOI updates are generally more detailed and time consuming than those of special districts and are often completed by a consultant in conjunction with an application to LAFCO.

The Commission's policies state that it is preferred that municipal service reviews be completed by LAFCO staff where possible to avoid additional costs of using outside consultants. The Commission's policies also state that in order to be cost-effective, MSR-SOI updates will be completed using existing information and documents that are available (e.g. master plans, general plans, budgets, etc) and are not intended to initiate new analyses.

Prior Year's Work Program

In 2019, LAFCO Staff completed MSR updates for the following districts:

- East Stanislaus Resource Conservation District
- West Stanislaus Resource Conservation District
- Crows Landing Community Services District
- Grayson Community Services District
- Westley Community Services District
- Hills Ferry Cemetery District

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- Knights Ferry Cemetery District
- Patterson Cemetery District

Staff also initiated the process for an update to the municipal service review for the Denair and Keyes Community Services District which will overlap into the 2020 goal below.

2020 Goals - Special Districts

To stay aligned with the five-year goal, Staff will begin MSR updates for the following special districts in 2020:

- Denair Community Services District
- Keyes Community Services District
- Del Puerto Healthcare District
- Westside Community Healthcare District
- Oak Valley Hospital District
- Orestimba Creek Flood Control District
- Sand Creek Flood Control District

A draft schedule for all the special districts, organized by the date of the last update is attached. The special districts are grouped together by the target year for adoption of a new MSR-SOI update.

Upcoming City Updates

City MSR-SOI updates are typically initiated by the cities and/or their consultant in conjunction with a general plan update and/or a proposed sphere of influence amendment. In 2019, the Commission approved a minor change to the sphere of influence for the City of Turlock. Staff recommended that this change also be accompanied by an MSR update, which the City agreed to prepare and was also approved by the Commission. Staff will continue to coordinate with cities that may be updating general plans or mater plans to ensure this information is incorporated into their subsequent MSR updates.

CONCLUSION

Staff believes that the proposed work program can be reasonably completed throughout the year. Paid applications (e.g. annexations, out-of-boundary service extensions) have required processing deadlines that are given precedence over Municipal Service Reviews and Sphere of Influence updates and may delay individual updates. Likewise, tasks involved with upcoming projects (e.g. responses to environmental referrals, pre-application meetings, etc.) may also delay MSR-SOI goals. Staff will continue to keep the Commission apprised of the progress in meeting the goals of the 2020 Work Program throughout the year.

Attachments:

- Special Districts MSR & SOI Update Schedule*
- Cities MSR & SOI Updates*

SPECIAL DISTRICTS
MSR & SOI UPDATE SCHEDULE - BY YEAR

	DISTRICT	LAST MSR COMPLETED
2020	Community Services District - Denair and Keyes	August 27, 2014
	Healthcare & Hospital Districts - Del Puerto Healthcare, Westside Community Healthcare, and Oak Valley Hospital Districts	January 28, 2015
	Flood Control Districts - Orestimba Creek and Sand Creek	December 2, 2015
2021	Water District - Western Hills	January 27, 2016
	Community Services District - Monterey Park Tract	January 27, 2016
	County Service Areas (CSAs) -- 24 total	February 24, 2016
	Westside Irrigation & Water Districts - Patterson and West Stanislaus IDs; Eastin, El Solyo, Del Puerto, and Oak Flat WDs	July 27, 2016
	Fire Protection Districts - Burbank-Paradise, Ceres Rural, Denair, Mountain View, Turlock Rural, Westport, Woodland, Hughson, Industrial, Keyes, Salida, Stanislaus Consolidated, West Stanislaus and Oakdale Rural	July 27, 2016
	Community Services District - Knights Ferry	August 24, 2016
2022	Irrigation Districts - Modesto Irrigation District	February 22, 2017
	Turlock Irrigation District	April 26, 2017
	Community Services District - Riverdale Park Tract	May 24, 2017
	Sanitary District Empire Sanitary District	August 23, 2017
	Water District - Eastside Water District	September 27, 2017
2023	Drainage District - Newman Drainage District	March 28, 2018
	Sanitary District - Salida Sanitary District	May 23, 2018
	Water District - Rock Creek Water District	June 27, 2018
	Mosquito Abatement Districts - Turlock and Eastside	September 26, 2018
	Irrigation District - Oakdale Irrigation District	December 5, 2018
2024	Resource Conservation Districts - East Stanislaus and West Stanislaus	May 22, 2019
	Cemetery Districts - Hills Ferry, Knights Ferry and Patterson	August 28, 2019
	Community Services District - Crows Landing, Grayson, Westley	December 4, 2019

CITIES
ADOPTED MUNICIPAL SERVICE REVIEWS (MSRs) &
SPHERE OF INFLUENCE (SOI) UPDATES

CITY	MSR-SOI ADOPTION	NOTES
Ceres	February 22, 2012	<i>City recently completed a General Plan Update (no SOI proposal included)</i>
Hughson	August 24, 2005	-
Modesto	September 22, 2004	<i>City recently completed a General Plan Update (no SOI proposal included)</i>
Newman	January 28, 2009	-
Oakdale	July 22, 2015	<i>Completed SOI modification (with simultaneous annexation)</i>
Patterson	December 4, 2013	-
Riverbank	July 27, 2016	<i>MSR approved as part of a SOI modification</i>
Turlock	August 28, 2019	<i>MSR approved as part of minor SOI modification</i>
Waterford	August 22, 2007	-

Stanislaus LAFCO, Nov. 2019