

To: Olin Woods, Chair, and Members of the
Yolo County Local Agency Formation Commission

From: Elizabeth Castro Kemper, Executive Officer
Terri Tuck, Commission Clerk

Date: February 23, 2009

Subject: Consider work management information for 2008/09 and projections for
2009/10

Recommended Action

1. Consider the following information provided by staff on tasks and projects prepared and completed during fiscal year 2008/09 and projected projects for 2009/10.
2. Adopt the revised Municipal Service Review and Sphere of Influence Study review and update schedule (Attachment A).

Reason for Recommended Action

This information is to provide the Commission with an overview of the proposals and projects for the present year and those projected for next year in relation to budget and time management.

Background

Throughout fiscal year 2008/09 the Yolo LAFCO will have initiated and considered a wide range of municipal service reviews and spheres of influence studies for special districts and cities. In addition, by the end of this fiscal year, the Commission will have reviewed proposals for various boundary changes and organizational projects. The specifics of the current and projected work are as follows:

Municipal Service Reviews and Spheres of Influence

Completed Spheres of Influence and Service Reviews in 2008/09

1. Madison Community Services District
2. City of Davis

COMMISSIONERS

*★ Public Member Olin Woods, Chair ★
★ County Member Matt Rexroad, Vice Chair ★
★ City Members Tom McMasters-Stone, Stephen Souza ★ County Member Helen M. Thomson ★*

ALTERNATE COMMISSIONERS

★ Public Member Robert Ramming ★ City Member Skip Davies ★ County Member Jim Provenza ★

STAFF

*★ Executive Officer Elizabeth Castro Kemper ★ Senior Management Analyst Elisa Carvalho ★
★ Commission Clerk Terri Tuck ★ Commission Counsel Robyn Truitt Drivon ★*

- El Macero County Service Area № 1
- Willowbank County Service Area № 12
- 3. City of Winters
 - Winters Fire Protection District
- 4. City of West Sacramento
 - Garcia Bend County Service Area № 9
- 5. Yolo County Resource Conservation District
- 6. Yolo County Free Library District

Municipal Service Reviews and Spheres of Influence in preparation (2008/09)

1. Yolo Port District

Municipal Service Reviews and Spheres of Influence planned reviews

1. City of Woodland
 - Springlake Fire Protection District
2. Wild Wings County Service Area
3. As a combined region with consideration to park & recreation services study :
 - Esparto Community Services District
 - Madison Community Services District
 - Madison Esparto Regional County Service Area № 13 (MERCOSA)
4. Combined review for fire services:
 - Capay Fire Protection District
 - Esparto Fire Protection District
 - Madison Fire Protection District
 - Willow Oak Fire Protection District
5. Evaluate for specific reconsideration by region:
 - Cemetery Districts
 - Reclamation Districts
 - Water Districts

Boundary Changes and Organizational Projects

Completed projects (2008/09)

1. Orciuoli Annexation to the Esparto Community Services District and Madison-Esparto Regional County Service Area (MERCOSA)
2. E. Parker/Story Reorganization to the Esparto Community Services District
3. Dixon Corporate Commons Annexation to the Yolo County Resource Conservation District

Proposals under review (2008/09)

1. Peart Annexation to the Yolo County Resource Conservation District
2. West Sacramento Reclamation Districts Consolidation (Commission initiated)

Applications and projects anticipated – under preliminary review (2008/09)

1. Capay Cottages Subdivision Annexation to the Esparto Community Services District

2. Deterding Out of Agency Agreement to Esparto CSD
3. Yolo County Flood Control & Water Conservation District Annexation
4. Kaufman Annexation to Madison CSD

CALAFCO Activities

Completed 2008-09

1. Legislative review of CALAFCO proposals, in particular the rewriting of county service area law
2. Library of Standards forms
3. Regional planning with SACOG and member LAFCO's

Current Activity (ongoing)

1. Planning committee for and participants in the 2009 CALAFCO staff workshop this spring
 - o LAFCO 101 (Kemper)
 - o Session #5 - LAFCO and Land Use Planning – How do LAFCO's fit in? (Carvalho)
 - o Session #6 - LAFCO Clerks' Skill Builder: Accounting & Bookkeeping (Tuck)
 - o Session #8 – Clerk to Analyst – Skills needed to make the move (Carvalho)
 - o Session #11 - Mentoring new EO's: Leadership, Communication, Vision, Media, and other handy tips! (Kemper)

SACOG Activities

1. Rural Urban Connection Strategies (RUCS) meetings (Kemper/Carvalho)
2. SACOG Planner Committee Meetings (Carvalho)

Local Activities

Completed 2008/09

1. Yolo County Agricultural Working Group meeting (Carvalho)
2. Final update to the Commission on migrant housing (Carvalho)

Current Activity with Yolo County (ongoing)

1. Development Review Committee (DRC) meetings (Carvalho)
2. Health and Safety meetings (Tuck)
3. Information Technology Planning Committee meetings (Tuck)

Training and Educational Activities

Yolo LAFCO Presentations:

1. Provided presentation to statewide audiences on Yolo LAFCO Agricultural Conservation Policy for the following:
 - a. Agriculture and Open Space Mitigation Policy, Practices and Definitions Course sponsored by CALAFCO University (Carvalho)

- b. Agricultural Land Preservation Workshop hosted by Fresno LAFCO in cooperation with the American Farmland Trust (Kemper)
2. LAFCO 101 presentation to the City of Winters Rotary Club (Kemper)
3. Yolo County 101 presentation: Boards, Commissions & Committees (Kemper)
4. Presentation to Wild Wings County Service Area regarding responsibilities and authority (Kemper)

Educational Participation:

1. Sacramento Valley Forum: Mapping Our Future (Carvalho)
2. ESRI Learning Center training-
 - ArcGIS Desktop 1: Getting Started with GIS (Carvalho)
 - ArcGIS Desktop 2: Tools and Functionality (Carvalho)
3. County of Yolo supervisor training (Carvalho)
4. Career Track Seminar: The Ultimate Supervisor (Carvalho)
5. County of Yolo training:
 - a. Financial System Overview (Carvalho/Tuck)
 - b. New evaluations (Kemper/Carvalho)

Upcoming Activities

1. Presentations:
 - a. Mitigating Issues of Ag Land Preservation in the Valley Workshop sponsored by the Great Valley Center and hosted by The Central Valley Land Trust Council (Carvalho)
2. County of Yolo training:
 - a. Budget Process and Management-March '09 (Carvalho/Tuck)
 - b. Financial-April '09 (Carvalho/Tuck)

Administrative

Completed 2008-09

1. Special District Directory and implemented online version
2. Updated and completed MSR/SOI and Proposal Listings for in house use

Current Activity (ongoing)

1. Succession planning for Executive Officers retirement in late 2009
2. Budget and fee schedule monitoring
3. Complete archiving (SIRE) of LAFCO historical documents and files for public and staff access
4. Insure LAFCO forms are updated and consistent with current policies
5. Web page monitoring, updating and improvements

Attachment: 2009 Municipal Service Review and Sphere of Influence Study Review and Update Schedule

Study being prepared

2/23/09

S-033	Sac-Yolo Port District	In Progress		
MSR/SOI Review and Update Schedule (56425(g))				
	City/District	Review Date	Finished	Resolution #
	City of Woodland	2007	12/16/2002	2002-10
	Springlake Fire District	2008	1/17/2003	2003-01
	Wild Wings CSA #14	2008	8/25/2003	2003-10
	Esparto Community Services District	2008	3/24/2003	2003-04
	Madison Community Services District	2013	6/23/2008	2008-04
	Madison -Esparto Regional County Service Area #14 (MERCESA)	2010	3/28/2005	2005-10
	Capay Cemetery District	2008	9/22/2003	2003-12
	Cottonwood Cemetery District	2008	9/22/2003	2003-12
	Davis Cemetery District	2008	9/22/2003	2003-12
	Knights Landing Cemetery District	2008	9/22/2003	2003-12
	Mary's Cemetery District	2008	9/22/2003	2003-12
	Winters Cemetery District	2008	9/22/2003	2003-12
	Capay Fire District	2009	12/2/2004	2004-11
	Esparto Fire District	2009	10/25/2004	2004-08
	Madison Fire District	2009	12/2/2004	2004-12
	Willow Oak Fire District	2009	12/2/2004	2004-10
	Dunnigan Water District	2010	3/28/2005	2005-05
	Yolo-Zamora Water District	2010	3/28/2005	2005-05
	Knights Landing Ridge Drainage District	2010	3/28/2005	2005-05
	Reclamation District 108	2010	3/28/2005	2005-05
	Reclamation District 150	2010	3/28/2005	2005-05
	Reclamation District 307	2010	3/28/2005	2005-05
	Reclamation District 537	2010	3/28/2005	2005-05
	Reclamation District 730	2010	3/28/2005	2005-05
	Reclamation District 765	2010	3/28/2005	2005-05
	Reclamation District 785	2010	3/28/2005	2005-05
	Reclamation District 787	2010	3/28/2005	2005-05
	Reclamation District 811	2010	3/28/2005	2005-05
	Reclamation District 820	2010	3/28/2005	2005-05
	Reclamation District 827	2010	3/28/2005	2005-05
	Reclamation District 2035	2010	3/28/2005	2005-05
	Reclamation District 2076	2010	3/28/2005	2005-05
	Reclamation District 2120	2010	3/28/2005	2005-05
	Dunnigan Fire District	2010	9/19/2005	2005-14
	Yolo Fire District	2010	9/19/2005	2005-15
	Zamora Fire District	2010	9/19/2005	2005-16
	Knights Landing Fire District	2010	12/5/2005	2005-18
	Dunnigan CSA # 11	2011	2/27/2006	2006-01
	Snowball CSA # 6	2011	3/27/2006	2006-02
	Knights Landing Community Services District	2011	9/25/2006	2006-04
	North Davis Meadows CSA # 10	2011	10/23/2006	2006-06
	Cacheville Community Services District	2011	10/23/2006	2006-05
	Elkhorn Fire District	2012	3/26/2007	2007-01
	Clarksburg Fire District	2012	6/25/2007	2007-06
	East Davis Fire District	2012	12/10/2007	2007-08
	No Man's Land Fire District	2012	12/10/2007	2007-08
	West Plainfield Fire District	2012	12/10/2007	2007-09
	Yolo County Resource Conservation District	2013	5/12/2008	2008-03
	City of Davis	2013	6/23/2008	2008-05
	El Macero CSA # 1	2013	6/23/2008	2008-05
	Willowbank CSA # 12	2013	6/23/2008	2008-05
	City of Winters	2013	9/22/2008	2008-08
	Winters Fire District	2013	9/22/2008	2008-08
	Yolo County Free Library District	2013	12/8/2008	2008-12
	City of West Sacramento	2014	1/26/2009	2009-01
	Garcia Bend CSA # 9	2014	1/26/2009	2009-01