



AGENDA ITEM 8B

MEETING: May 20, 2020
TO: Humboldt LAFCo Commissioners
FROM: Colette Metz Santsche, Executive Officer
SUBJECT: **Status of MSR Preparations**
The Commission will receive a report summarizing activity on MSR/SOI Updates including an updated FY 19/20 MSR workplan and schedule.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act directs Local Agency Formation Commissions (LAFCos) to regularly prepare municipal service reviews (MSRs) in conjunction with establishing and updating each local agency's sphere of influence (SOI). The legislative intent of MSRs is to proactively assess the availability and sufficiency of local governmental services. MSRs may also lead LAFCos to take other actions under their authority, such as forming, consolidating, or dissolving one or more local agencies in addition to any related sphere changes. As part of the proposed budget for FY 2019-20 a workplan was provided that included six different MSR and SOI updates.

DISCUSSION

Following is a summary of FY 2019-20 MSR Updates.

City of Blue Lake MSR and SOI Update

Complete; City of Blue Lake MSR and SOI Update was prepared in July 2019 and was approved by the Commission by adoption of Resolution No. 19-03.

City of Arcata MSR and SOI Update

In progress; the City of Arcata covers a wide range of services including water, wastewater, parks and recreation, police services, street maintenance, and many others. This MSR and SOI update will primarily focus on the City's capacity to provide additional water and wastewater services along with an overview of the City's other services. LAFCo staff has prepared an administrative draft which will be provided to the City for review and comment. Staff is also working on updating the City's SOI and will provide an updated map as part of the administrative draft MSR.

Jacoby Creek County Water District MSR and SOI Update

In progress; the Jacoby Creek CWD obtains all of its water from the City of Arcata and supplies it to the community of Jacoby Creek to the east of Highway 101 along Graham Road and Jacoby Creek Road. Since the City of Arcata supplies the water and maintains the infrastructure, this MSR and SOI Update will be scheduled as part of the City MSR and SOI Update. LAFCo staff has contacted the current Chairman of the Board and is awaiting additional information to include in the MSR.

City of Trinidad MSR and SOI Update

In progress; the City of Trinidad provides several services to the area including police, volunteer fire, street maintenance, stormwater, and water services. This MSR and SOI update will highlight the City's capacity to provide water to the area in anticipation of future development projects. Staff met with City of Trinidad Planners to discuss the MSR and potential updates to the SOI. Additional information has been received from the City and is being incorporated in to the administrative draft.

Westhaven CSD MSR and SOI Update

In progress; Westhaven CSD provides water services to district residents. This MSR and SOI update will be scheduled as part of the City of Trinidad MSR and SOI Update. Staff has had preliminary discussions with the current General Manager and has requested additional information to include in the MSR.

City of Fortuna MSR and SOI Update

In progress; the City of Fortuna offers a wide range of services including water, wastewater, street maintenance, stormwater, police, and parks and recreation services. The last MSR was conducted in 2008. Since then there have been annexations to the City and further growth. Staff has begun pulling together resource documents for the MSR and will be reaching out to the City for coordination and additional information.

Palmer Creek Community Service District MSR and SOI Update

In progress; Palmer Creek CSD provides water and wastewater services to portions of unincorporated area to the west of Fortuna. This CSD lies within the SOI for the City of Fortuna. As such, this MSR and SOI update will be scheduled as part of the City of Fortuna MSR and SOI update. LAFCo staff has been working with District staff to obtain information on water and wastewater systems. Information is being incorporated into the draft document which will be provided to the District for review once complete.

Updated Schedule

LAFCo staff will be utilizing additional staff resources to ensure that all MSR/SOI updates are substantially completed within the fiscal year. MSR/SOI Hearings will likely continue into the first part of the next fiscal year. The proposed schedule for completion is as follows:

| Activity | Priority | Time Frame |
|---|-----------------|-------------------|
| Planning and Regulatory Activities | | |
| City of Arcata MSR/SOI Update | 1 | July 2020 Hearing |
| Jacoby Creek CWD MSR/SOI Update | 2 | July 2020 Hearing |
| City of Trinidad MSR/SOI Update | 1 | Sept 2020 Hearing |
| Westhaven CSD MSR/SOI Update | 2 | Sept 2020 Hearing |
| City of Fortuna MSR/SOI Update | 1 | Nov 2020 Hearing |
| Palmer Creek CSD | 2 | Nov 2020 Hearing |

RECOMMENDATION

Staff recommends the Commission receive and file this report.