



## AGENDA ITEM 8C

**MEETING:** January 15, 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 been working with the City on developing a logical SOI based on expected development in the next three to five years and the City's capacity to support that development. A draft MSR and SOI update is expected to be presented to the Commission in March 2020.

#### 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.

#### City of Trinidad MSR and SOI Update

Upcoming; 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. Currently, limited connections outside of the City are allowed due to aging infrastructure and limited capacity. It is anticipated that the Commission will receive a draft MSR and SOI Update for the City of Trinidad in May 2020.

#### Westhaven Community Service District MSR and SOI Update

Upcoming; the Westhaven CSD provides water service to approximately 230 connections in and around the community of Westhaven which lies 2.5 miles south of Trinidad on Highway 101. Due to the similar services and regional proximity of the town, this MSR and SOI update will be scheduled with the Trinidad MSR and SOI Update.

#### City of Fortuna MSR and SOI Update

Upcoming; 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. It is anticipated that the Commission will receive a draft MSR and SOI update in July 2020.

#### Palmer Creek Community Service District MSR and SOI Update

Upcoming; 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.

#### Updated Schedule

LAFCo staff will be utilizing additional staff resources to ensure that all MSR/SOI updates are substantially completed within the fiscal year. Subject to agency cooperation during data gathering and initial review of agency profiles, the proposed schedule for completion is as follows:

<b>Activity</b>	<b>Priority</b>	<b>Time Frame</b>
<b>Planning and Regulatory Activities</b>		
City of Arcata MSR/SOI Update	1	March 2020 Hearing
Jacoby Creek CWD MSR/SOI Update	2	March 2020 Hearing
City of Trinidad MSR/SOI Update	1	May 2020 Hearing
Westhaven CSD	2	May 2020 Hearing
City of Fortuna MSR/SOI Update	1	July 2020 Hearing
Palmer Creek CSD	2	July 2020 Hearing

#### **RECOMMENDATION**

Staff recommends the Commission receive and file this report.