

**SACRAMENTO LOCAL AGENCY FORMATION COMMISSION**  
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May 5, 2004

TO: Sacramento Local Agency Formation Commission

FROM: Peter Brundage, Executive Officer  
Sacramento Local Agency Formation Commission

RE: **WORK PLAN STATUS REPORT**

This is an information only item. This status report is provided to apprise the Commission of the various projects which comprise your staff's workload.

The work plan demonstrates that your staff proactively works with the full spectrum of agencies subject to LAFCo oversight. While the timing of various projects is subject to the resources and priorities of the various governing bodies, your staff **collaborates early on, and progressively** through each stage of project development, in order to expedite LAFCo proceedings. The work plan is broken into five main categories:

- (I) Completed Projects;
- (II) Applications Submitted by Proponents;
- (III) Sacramento LAFCo Policy Development;
- (IV) Municipal Service Reviews and Sphere of Influence Updates; and
- (V) Other Long Term Projects.

Staff's first priority is proponent applications. Next are near term projects, such as the Municipal Service Review and Sphere of Influence Update for the City of Citrus Heights, and Policy Development for Commission adoption. The general program of Municipal Service Review and Sphere of Influence Updates will be conducted as resources allow. If you would like more information regarding specific projects, staff is available to more fully discuss any of these projects. Please do not hesitate to call.

**I. COMPLETED PROJECTS**

1. **Amend Sacramento Regional County Sanitation District Sphere of Influence to include City of West Sacramento.** Completed December 3, 2003.
2. **Sacramento Regional County Sanitation District Annexation of City of West Sacramento (04-01)**  
**CEQA: Negative Declaration**  
Staff report and environmental analysis revised; Sacramento Regional County Sanitation District negotiating with the City of West Sacramento conditions for proposed annexation. Initial Study/ Negative Declaration and Sphere of Influence Amendment approved December 3, 2003. Annexation scheduled for February 2004, after adoption of Waste Water Service Agreement by Sacramento Regional County Sanitation District and City of West Sacramento. Commission approved February, 2004. Conducting Authority Scheduled for March 12, 2004. No protest received. Waiting for Waste Water Services Agreement to be signed in order to file Certificate of Completion.
3. **City of Elk Grove Sphere of Influence and Concurrent Annexation of Laguna West to City of Elk Grove (05-01)**  
Initial Study/ Negative Declaration issued July 1, 2003.  
2,128 acres, estimated population 13,000.  
Executive Officer to act as Conducting Authority October 6, 2003.  
**Effective Date December 15, 2003.**  
Inadequate protest; Certificate of Completion filed with Recorder.
4. **Doral Point Estates Annexation to Citrus Heights Water District (08-03)**  
100% consent 1.3 acre annexation to Citrus Heights Water District.  
Set for hearing December 3, 2003 with waiver of conducting authority hearing.  
Effective date upon filing Certificate of Completion, December 10, 2003.
5. **Fair Share Housing.** Review current and proposed State law, including CEQA considerations; identify stakeholders; draft policy. Met with SACOG staff to discuss factors and requirements to redistribute RNHA after annexation and after incorporation. SACOG made presentation to the Commission on December 3, 2003.
6. **Incorporation Fee Policy.** Met with Roberta MacGlashan and Charles Rose to provide information for Sub-committee meeting scheduled on 9/5/03. Next Sub-Committee meeting held 10/16/03 with Illa Collin. Commission adopted November 3, 2003. No further action required.

7. **Davis Annexation to San Juan Water District** (05-03). Transfer of Jurisdiction to Placer County. Date of completion January 14, 2004.
8. **Nishi/Jury Multi-District Reorganization** (06-02). Transfer of Jurisdiction to Yolo LAFCo. Date of completion December 9, 2003.
9. **Transfer MOSCH Annexation to San Juan Water District (03-04)**  
Transfer of Jurisdiction to Placer LAFCo.
10. **Airgas NCN Inc. Reorganization [Annexation to City of Sacramento; Detachment from CSA #1, Sacramento Metropolitan Fire District, Southgate Recreation and Park District, County Water Agency, Zone 40.] (05-02)**  
6715 Florin Perkins Road; 14.38 acres; uninhabited, industrial. CEQA Responsible Agency comments provided June 2003. (City of Sacramento lead agency.) City Council approved 9/30/03. Property Tax Sharing Agreement adopted by Board of Supervisors on 9/16/03. City Council adopted Property Tax Sharing Agreement, Rezoning and Resolution of Initiation 9/30/03. City Council amended Resolution November 18, 2003 to clarify requested detachments; Application submission December 18, 2003. Hearing set for March 3, 2004. Project approved by Commission. Commission held Conducting Authority hearing April 7, 2004. Certificate of Completion issued April 9, 2004.
11. **Florin Resource Conservation District Annexation of Elk Grove Water Service Territory.** Two pre-application conferences with staff; application received from District January 5, 2004. Conduct CEQA review of Annexation of Elk Grove Water Works Service Area into Florin Resources Conservation District. Hearing set for March 3, 2004. Commission approved proposal with condition that Florin Resource Conservation District become a signatory to the Water Forum Agreement. Conducting Authority hearing set for April 7, 2004. Florin Resource Conservation District requested a Reconsideration, set for April 7, 2004, and requested a continuance to May 5, 2004.
12. **Reorganization of Florin-Elder Creek Cemetery District.** Dissolution and annexation to Elk Grove-Cosumnes Cemetery District. Elk Grove Cosumnes Cemetery District and LAFCo staff met with Supervisor Don Nottoli 9/15/03. The County of Sacramento adopted Resolution making Application for Reorganization on January 13, 2004. Resolution transmitted but needs additional exhibit of Legal description and map. The district is one parcel; the cemetery, which is not coterminous with the district boundary, is another parcel. Hearing on Reorganization proposal set for April 7, 2004. Conducting Authority proceeding May 17, 2004.

13. **County of Sacramento proponent for Formation of County Services Area No. 11 (CSA 11)** for police, animal control and park services to unincorporated areas within the Urban Services Boundary territory. Resolution of Application received from Board of Supervisors. Application has critical time line. Public Hearing scheduled for April 7, 2004. Commission approved Formation of CSA 11 and latent power for animal control services on April 7, 2004. Conducting Authority hearing scheduled for May 17, 2004.
14. **Aspen IV Annexation to Sacramento Regional County Sanitation District and County Sanitation District No. 1.** CEQA responsible agency comments provided to DERA (lead agency). Project pending completion of County entitlements. Commission approved April 7, 2004. The Commission conditioned issuance of Certificate of Completion upon reassurance from Sacramento Regional County Sanitation District that the City of Citrus Heights would not be impacted by this annexation. Assurance was received from SRCSD by LAFCo staff. The Commission had waived Conducting Authority hearing. Certificate of Completion issued April 19, 2004.
15. **Sacramento County Public Cemetery Districts Municipal Service Review and Sphere of Influence Update.** Circulate Draft MSR March 2004. Public hearing set for April 7, 2004. Commission adopted staff findings; no further action required.

## **II. APPLICATIONS SUBMITTED BY PROPONENTS**

1. **Annexation of Sacramento Regional County Sanitation District Pump Site in Yolo County to Sacramento Municipal Utility District.** Early consultation conferences with Regional Sanitation staff and SMUD staff. Resolution making application approved by SMUD on January 22, 2004. Advised Yolo County LAFCo. P G & E likely to oppose. PUC coordination. Application received; file is being opened.
2. **Report Back:** Adoption of Program Completion Certificate for Elk Grove Incorporation Mitigation Measures. Counsel is requesting a Waiver of Potential Conflict of Interest prior to proceeding with the Regional Transit Mitigation Measure. April 2004 meeting. City of Elk Grove requested a continuance to May 5, 2004.
3. **Proposed: Annexation of Courtland and Walnut Grove Sanitation Districts to Regional County Sanitation District.** Early consultation conferences with staff; complete application not yet received from District. Pre-application conference held with LAFCo staff 9/30/03. Resolution of Application approved November 12, 2003; forwarded to LAFCo for processing. Application processing has begun. Obtaining better legal descriptions and maps of proposal service area. Approval requested prior to July 1, 2004. Tentative June time frame.
4. **Wittenham Place Annexation to Citrus Heights Water District.** CEQA responsible agency comments provided to DERA (lead agency) for Initial Study preparation.
5. **Freeport Annexation to the City of Sacramento**  
City Council hearing April 20, 2004; Application received April 28, 2004; file to be opened May 3, 2004.
6. **Rancho Cordova Boundary Adjustment**  
A minor boundary adjustment is required to eliminate error discovered in legal description of new city.

### **III. SACRAMENTO LAFCO POLICY DEVELOPMENT**

Updates for Sacramento Local Agency Formation Commission Policies, Procedures and Guidelines. [Policies will be developed concurrently with one another. However, they may be presented for your consideration incrementally.]

1. **Criteria and Factors to be Considered for Sphere of Influence/Annexation.** Review current and proposed State law, including CEQA; identify stakeholders; draft policy. To be scheduled.
2. **Open Space and Agricultural Preservation Policy.** Review current and proposed State law, including CEQA; identify stakeholders; draft policy. Policy paper presented November 5, 2003. Outreach to continue. On November 24, 2003, met with Ann Baker, Sacramento County Open Space Coordinator, to discuss County role and LAFCo role in facilitating discussions between the cities and the County. Met 12/18/03 with John Roberts (Natomas Basin Conservancy). Met 1/15/04 with Mike Eaton (Nature Conservancy). Met 1/7/04 with Aimee Rutledge (Sacramento Open Space Conservancy). Met 1/27/04 with Frank Carl (County Agriculture Commissioner). Complete statewide LAFCo and Sacramento County and cities policy review 1/30/04. Presented to Commission March, 2004. Draft policy for public review May/ June.
3. **Water.** Review current and proposed State law, including CEQA; identify stakeholders; draft policy. Met with Water Forum staff. Presentation to be scheduled for May/June. Water Forum Staff will discuss purpose and policies adopted by the stakeholders that address water availability issues.
4. **Property Tax Sharing Agreement** policy discussion paper. Presented at October 1, 2003 Commission meeting. Completed: Distributed report to Cities, County and special districts October 16, 2003. Ongoing discussions with County, City of Sacramento and affected agencies. Develop policy language for Commission approval.

#### **IV. MUNICIPAL SERVICE REVIEWS AND SPHERE OF INFLUENCE UPDATES**

1. **City of Citrus Heights Municipal Service Review and Sphere of Influence Update. (06-03)** Consultation with County and City of Citrus Heights Planning staff July 2003. City of Citrus Heights adopted September, 2003, its Resolution Making Application for an Amended Sphere of Influence. Staff collaboration on consultant selection for Municipal Service Review. Citrus Heights staff is preparing public outreach material, schedule, and economic analysis. Outreach expected to occur Spring, 2004.
2. Reclamation District #1000 Municipal Service Review and Sphere of Influence Update. Circulate draft May/June 2004.
3. Resource Conservation District MSR. Draft report under preparation. Draft MSR to be circulated August 2004.
4. Information and Draft MSR for Sacramento Metropolitan Fire District is in progress. To distribute Draft MSR for review and comment (May 3, 2004); set for public hearing June 2, 2004.
5. Rural Reclamation Districts Municipal Service Review(s) and Sphere of Influence Update(s). Circulate Draft MSR June/July 2004.
6. Sacramento Regional County Sanitation District Municipal Service Review and Sphere of Influence Update. To be scheduled.
7. County Sanitation District No. 1 Municipal Service Review and Sphere of Influence Update. To be scheduled.
8. MSR Request for Information questionnaire to be mailed to all independent districts and cities in order to provide LAFCo with required information for MSR. After information is received by LAFCo, information will be evaluated and MSR preparation schedule will be updated.

## V. OTHER LONG TERM PROJECTS

These are projects where initial contact with LAFCo staff has been made and an application is not expected within an immediate time frame.

1. SMUD Annexation of Territory within Yolo County. SMUD is conducting preliminary studies.
2. Natomas Panhandle Annexation to City of Sacramento. City is reviewing RFP for EIR consultants. Initial Public Scoping meeting 12/4/03. City stakeholders working group convened March, 2004. CEQA review to follow working group process. LAFCo to work with City in its outreach efforts.
3. 49'er Truck Stop Annexation to City of Sacramento.  
(I-80 and El Centro Road)
4. Formation of Long Island Community Services District.
5. Natomas Joint Vision. Collaborate with City and County in preparation of environmental documentation.
6. El Centro Road and Sacramento Regional County Sanitation District and County Sanitation District No. 1 Out of Service Area/ Service Contracts.
7. **Florin Resource Conservation District Annexation of Susan B. Gains Building**  
(within City of Sacramento). Proposal to annex single parcel to District. Proposal on hold per proponent.
8. **Detachment of Sacramento Suburban Water District Service Area from the City of Sacramento near Arden Fair Shopping Mall.** Initial consultation with affected agencies February, 2004.



## **TENTATIVE AGENDA SCHEDULE**

### **January 7, 2004**

- Commission meeting cancelled.

### **February 4, 2004**

- County Presentation on Municipal Services
- Review Audit Findings.
- Annexation of City of West Sacramento to Sacramento Regional County Sanitation District

### **March 3, 2004**

- Air Gas Inc. Reorganization [Annexation to City of Sacramento]
- Circulate Draft Cemetery Municipal Services Review
- Florin Resource Conservation District Annexation of Elk Grove Water Service Area

### **April 7, 2004**

- Circulate Proposed 2004-05 Budget for comments
- Adopt Final Cemetery Municipal Services Review
- Formation of County Service Area No. 11
- Reorganization of Florin Elder Creek Cemetery District with Elk Grove-Cosumnes Cemetery District
- Cemetery District Municipal Service Review & SOI Update
- Aspen IV Reorganization [SRCSD & CSD #1]

### **May 5, 2004**

- Adopt Proposed Budget FY 04-05
- Adopt Proposed Work Plan 04-05
- Elk Grove Incorporation Mitigation Measures
- Circulate Sacramento Metropolitan Fire District Draft MSR

**June 2, 2004**

- Sphere Of Influence Amendment and Annexation of Courtland and Walnut Grove Sanitation sites to Sacramento Regional County Sanitation District.
- SMUD Annexation of Regional Sanitation Pumping Site in Yolo County
- Adopt Final Budget and Work Plan for FY 2004-05
- Adopt Findings for Sacramento Metropolitan Fire District Municipal Service Review and Sphere of Influence Update
- Circulate Resource Conservation Districts Draft Municipal Service Review

**July 7, 2004**

- Tentative cancellation of meeting due to July 4th Recess.

**August 4, 2004**

- Circulate Draft MSR for Rural Reclamation Districts
- Presentation: Sacramento County General Plan

PB:Maf

(Status)