

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482
Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

CHAIR

Jerry Ward
Public Member

VICE CHAIR

Holly Madrigal
Willits City Council

TREASURER

Doug Hammerstrom
Fort Bragg City Council

MEMBERS

Carre Brown
County Board
of Supervisors

John McCowen
County Board
of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

Vacant
Special District Member

ALTERNATE MEMBERS

Dan Hamburg
County Board
of Supervisors

Kevin Doble
Ukiah City Council

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

Regular Meetings
First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
of Supervisors Chambers
501 Low Gap Road

A G E N D A

Regular Meeting of Monday, May 2, 2016 9:00 AM
County Board of Supervisors Chambers 501 Low Gap Road, Ukiah, California

Call to Order and Roll Call

PUBLIC EXPRESSION

1. The Commission welcomes participation in the LAFCo meeting. Any person may address the Commission on any subject within the jurisdiction of LAFCo which is not on the agenda. There is a three minute limit and no action will be taken at this meeting. Individuals wishing to address the Commission under Public Expression are welcome to do so throughout the meeting.

NEW APPOINTMENTS

2. Confirmation of Independent Special District Election
3. Oath of Office for newly elected Commissioner

STAFFING SERVICES

4. Interviews: Contract Executive Officer Services
5. Independent Clerk Contract

CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial, and will be acted on by the Commission in a single action without discussion, unless a request is made by a Commissioner or a member of the public for discussion or separate action.

6. Approval of the April 4, 2016 Regular Meeting Summary Minutes
7. Approval of the April 2016 Claims
8. Acceptance of the Monthly Financial Report
9. Approval of the Revised Mendocino LAFCo Fee Schedule

PUBLIC HEARINGS

Any member of the public may address the Commission on public hearing items. The Chair may regulate the order of such presentations and reserves the right to limit the time allowed for each person to speak. Documents are available for review at www.mendolafco.org or by contacting the LAFCo office.

10. Millview County Water District Sphere of Influence Update (continued)
11. Irish Beach Water District Sphere of Influence Update
12. Noyo Harbor District Sphere of Influence Update

WORKSHOPS

Workshops are scheduled for Commission review of draft reports prior to noticing for hearing. Questions and comments from the Commission, participating agencies, and members of the public are welcome. Documents are available for review at www.mendolafco.org or by contacting the LAFCo office.

13. Willow County Water District Sphere of Influence Update (continued)
14. Mendocino Coast Healthcare District Sphere of Influence Update

MATTERS FOR DISCUSSION & POSSIBLE ACTION

The following discussion and business items are for review and possible action by the Commission. Questions and comments from the Commission, participating agencies, and members of the public are welcome.

15. Authorization for SHN Consulting Engineers & Geologists to Prepare a Revised Map/Description for the 2013 North of Ten Mile River Annexation to the Fort Bragg Rural Fire Protection District
16. Calpella County Water District Request for Annexation Deposit Fee Waiver/Reduction

INFORMATION/REPORT ITEMS

The following informational items are to report on current commission activities, communications, studies, legislation, and special projects. General direction to staff for future action may be provided by the Commission.

17. Status of MSR and SOI Updates
18. Correspondence
19. Executive Officer's Report (Verbal)
 - Status of CSDA Special District Training
20. Commissioner Reports, Comments or Questions (Verbal)
21. Legislation Report

ADJOURNMENT

The next Regular Commission Meeting is scheduled for
Monday, June 6, 2016 at 9:00 AM
in the County Board of Supervisors Chambers
501 Low Gap Road, Ukiah, California

Notes: Participation on LAFCo Matters

All persons are invited to testify and submit written comments to the Commission on public hearing items. Any challenge to a LAFCo action in Court may be limited to issues raised at a public hearing or submitted as written comments prior to the close of the public hearing.

Americans with Disabilities Act (ADA) Compliance: If you are a disabled person and need a disability-related modification or accommodation to participate in a meeting, please contact the LAFCo office at 707-463-4470, by e-mail to eo@mendolafco.org, or by FAX to 707-462-2088. Requests must be made as early as possible, and at least two full business days prior to the meeting.

Fair Political Practice Commission (FPPC) Notice: State Law requires that a participant in LAFCo proceedings who has a financial interest in a Commission decision, and who has made a campaign contribution of more than \$250 to any Commissioner in the past 12-months, must disclose the contribution. If you are affected, please notify the Commission prior to the agenda item.

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Confirmation of Independent Special District Election Results

Background

A nomination and election process, conducted by mail on behalf of the Independent Special District Selection Committee, has been conducted by the LAFCo Executive Officer in accordance with Government Code Section 56332. The vacant seat is for a regular special district member, previously held by Richard Shoemaker of the Russian River Flood Control and Water Conservation Improvement District, whose unexpired term ends on December 31, 2016.

Previously, a request for nominations was sent on October 15, 2015, which provided for the opportunity for independent special district boards to nominate candidates to fill the vacancy. The nomination period ended on December 15, 2015, with three (3) nominations received by the deadline, as follows:

- T. Dusty Dillion, Noyo Harbor District
- Charles “Tony” Orth, Brooktrails Township Community Services District
- Robert Page, Ukiah Valley Sanitation District

An official ballot to elect one candidate was sent to each independent special district on December 21, 2015. Due to the lack of a quorum of special districts submitting ballots, the deadline to submit ballots was extended 60 days. A quorum of ballots have been received and will be tabulated on April 28th. Election results will be mailed to all independent special districts and the candidate receiving the most votes will be seated at the Commission’s May 2 meeting.

Recommendation

Staff recommends the Commission confirm the election results, which will be provided at the meeting.

Attachments: None

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Staffing Services Ad-Hoc Committee
SUBJECT: Staffing Services

Background

The Commission released a Request for Proposal (RFP) seeking executive officer staffing services for FY 2016-17 and 2017-18. The Commission formed an ad-hoc committee to review proposals submitted.

Discussion

There were three responses to the RFP. The ad-hoc committee reviewed the proposals and scheduled interviews with all three respondents for Monday April 25th, 2016. Subsequent to those interviews the ad-hoc committee selected finalists for interviews with the full commission on May 2, 2016.

Recommendation

The Committee recommends the Commission interview the finalists selected and decide on a candidate for which to pursue reference checks and contract negotiations. The ad-hoc committee will then bring back a staffing services contract for commission consideration at the June meeting.

Attachments: none

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Executive Committee
SUBJECT: Independent Clerk Contract

Background

The Commission is considering an Independent Clerk Contract for staffing continuity. The contract would be with Elizabeth Salomone, who has providing clerk staffing services since 2012.

Discussion

LAFCo legal counsel Scott Browne has provided the LAFCo chair Jerry Ward with a draft Independent Clerk Contract. Jerry is having the draft contract reviewed by independent counsel with personnel and labor law expertise. The independent counsel review was not available at time of packet distribution. It will be sent to commission when received by staff.

Recommendation

Recommend the Commission consider the draft Independent Clerk Contract and provide direction as bringing the contract back for commission consideration at the June meeting.

Attachments: none

MENDOCINO

Local Agency Formation Commission

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Regular Meetings

First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
of Supervisors Chambers
501 Low Gap Road

Agenda Item No. 6

MINUTES

LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY

Regular Meeting of Monday, April 4, 2016

County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California

Call to Order

Chair Ward called the meeting to order at 9:03am.

Roll Call

Members Present:

Commissioners Carre Brown, Doug Hammerstrom, John McCowen, Theresa McNerlin(departed 12:32pm), and Jerry Ward

Members Absent:

Holly Madrigal

Alternate Members Present:

Commissioners Kevin Doble, Carol Rosenberg, and Angela Silver

Alternate Members Absent:

Dan Hamburg

Staff Present:

George Williamson, Executive Officer
Elizabeth Salomone, Clerk

Alternate Commissioner Silver immediately took seat as Special District Representative and Kevin Doble immediately took seat as City Representative.

CONSENT CALENDAR

Items 2 & 3 were pulled from the consent calendar.

1. Approval of the March 7, 2016 Regular Meeting Summary Minutes

Corrections for Item 1, March 7, 2016 Regular Meeting Summary Minutes:

Pg 4, Item 12, 4th paragraph to read: "... as noted by ~~the District~~ a member of the public..."

Pg 5 Item 15, to the last sentence add: "... to determine the possibility of developing a contract without creating an employee/employer relationship."

Pg 5 Item 16, Change "George Williams" to "George Williamson"

Pg 6 Item 19, under "Carre Brown Honored" change to read: Mendocino Women's Political Coalition."

Upon motion by Commissioner Brown and second by Commissioner McCowen the Consent Calendar Item 1 (March 7, 2016 Regular Meeting Summary Minutes) was approved by roll call vote:

Ayes: Brown, Doble, Hammerstrom, McCowen, McNerlin, Silver, and Ward

Absent: Madrigal

2. Approval of the March 2016 Claims
3. Acceptance of the Monthly Financial Report

Chair Ward stressed the importance of billing applicants before the work rather than in arrears.

City of Ukiah/ UVSD MSR Trust Fund. Discussion was held on how to track this trust fund, where the funds are held, and the communications with the City and District to settle this account. George Williamson was directed to annotate the tracking spreadsheet indicating the funds are held by the County and not in the Mendocino LAFCo bank accounts. Fund distribution instructions will be provided to the City and the District in a letter from LAFCo.

Fort Bragg FPD Detachment. George Williamson reported this application was approved by the Commission and filed with the State Board of Equalization. In 2013, the BOE responded noting the description did not meet their guidelines and that there were insufficient funds to approve the application. Mr. Williamson was recently asked by the Commission to look into the matter and after contacting the surveyor and the fire district, both have agreed to take steps to satisfy the BOE filing requirements. Mr. Williamson is overseeing application completion.

Petty Cash. Staff was directed to report the balance and activity of Petty Cash on the financial report.

Upon motion by Commissioner Brown and second by Commissioner McCowen, approval of the March 2016 Claims and acceptance of the Monthly Financial Report was approved by roll call vote:

Ayes: Brown, Doble, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

4. Public Expression

Tony Orth, Brooktrails Township CSD recommended that a preaddressed envelope and a clearly marked ballot be sent to the Independent Special Districts in the next election.

Dusty Dillon, Noyo Harbor District Commissioner expressed interest in sharing historical information on the Harbor. The Commission asked Mr. Dillon to present during the Public Hearing for the Noyo Harbor SOI Update and he agreed.

PUBLIC HEARINGS

5. Round Valley County Water District (CWD) Sphere of Influence Update (Continued)

Public Hearing Notice was published in the newspapers for the September 2015 regular meeting. The Public Hearing was continued to the December 2015 and February 2016 meetings and was continued again to this meeting.

George Williamson presented the SOI Update and recommended an SOI coterminous with the District boundary. Mr. Williamson complimented the General Manager and Board of the Round Valley CWD on their cooperation with all parties in developing the SOI Update.

Mr. Marder, General Manager, addressed the Commission stressing the following points:

1. The need for identifiable watershed for the Round Valley CWD
2. Continued cooperative working relationship with the Tribes

He noted the communication between the District and the Round Valley Indian Tribes are very positive and discussions indicate that the Tribes may be able to work within the previously proposed expanded SOI, sharing the mission to protect the watershed and conduct studies. Steps are being taken to develop an MOI between the two cooperating entities. Mr. Marder clarified that the District is not opposed to the Commission affirming a coterminous SOI at this time. Legal opinion on the District and Tribal interaction is being developed by the Tribes and upon finalization between the District and Tribes, presented to LAFCo. The Commission asked for the LAFCo legal opinion on this topic from Scott Brown for which he has already billed.

Comments and questions were offered by Commissioners McCowen, Brown, Ward, and Mr. Williamson.

The Public Hearing was closed at 9:38 am.

Upon motion by Commissioner McCowen and second by Commissioner Brown, Resolution No. 15-16-16 reaffirming the existing sphere of influence for the Round Valley CWD to remain coterminous with the District's boundary was adopted by roll call vote:

Ayes: Brown, Doble, Hammerstrom, McCowen, McNerlin, and Ward
Noes: Silver (stating reason as preference for dates of drafts to be included in final document)
Absent: Madrigal

6. Millview County Water District Sphere of Influence Update

Mr. Williamson presented the SOI Update and recommended a continuation of the Public Hearing as requested by the District in order for review by the District Board.

The Public Hearing was opened at 9:43 am.

Upon motion by Commissioner Brown and second by Commissioner McCowen, continuation of the Willow County Water District Sphere of Influence Update Public Hearing to May 2, 2016 was approved by unanimous vote.

Ayes: Commissioners Brown, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

The Public Hearing was continued to May 2, 2016.

7. Mendocino County Resource Conservation District Sphere of Influence Update

Mr. Williamson presented the SOI Update and recommended an expansion of the SOI to County Lines. Comments and questions were offered by Commissioners Rosenberg, McCowen, Brown, Doble, and George Williamson.

Discussion was held regarding the impact on Tribes within the proposed expanded SOI. It was noted MC RCD only acts pursuant to established agreements and the expanded SOI is an overlay that allows any entity in the County to seek services from the District.

The Public Hearing was opened at 9:46 am

Tony Orth, Brooktrails CSD, offered information that one of MC RCD's contracts is with Caltrans and is encountering controversy with the local tribes. He suggested including a tribal nations listing of contact and a slightly expanded comment on tribal relations within the document.

The Public Hearing was closed at 9:46 am.

Upon motion by Commissioner McCowen and second by Commissioner Doble, Resolution No. 15-16-17 expanding the MC RCD SOI to be coterminous with the Mendocino County boundary was adopted by unanimous vote.

Ayes: Commissioners Brown, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

8. Countywide Fire Protection Services Municipal Service Review

Albion-Little River FPD	Comptche CSD	Covelo FPD
Elk CSD	Hopland FPD	Leggett Valley FPD
Little Lake FPD	Long Valley FPD	Mendocino FPD
Piercy FPD	Potter Valley CSD	Redwood Valley-Calpella FPD
South Coast FPD	Westport VFC	Whale Gulch VFC

George Williamson presented the MSR Update and recommended adoption.

The Public Hearing was opened at 9:54am.

Tony Orth, Brooktrails CSD, requested the Commission approve the MSR for one year rather than five to accommodate issues that he anticipates will be changing within the next year as well as more detailed information.

The Public Hearing was closed at 9:46am.

Comments and questions were offered by Commissioners Brown, McCowen, and Hammerstrom.

Upon motion by Commissioner McNerlin and second by Commissioner Silver, Resolution No. 15-16-18 approving the Countywide Fire Protection Services MSR, changing the title from "Countywide" to Multi-District" in all appropriate documentation and updating the resolution to include the names of all the individual Districts included was adopted by unanimous vote.

Ayes: Commissioners Brown, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

9. Proposed Budget for Fiscal Year 2016-17

George Williamson presented and recommended approving the proposed budget.

The Public Hearing was opened 10:12am and closed at 10:12am

Comments and questions were offered by Commissioners Ward, McNerlin, Doble, McCowen, and Hammerstrom.

Reserves: The Policies & Procedures Committee is developing a Reserve Policy and offered justification for their recommendation of a 2% reduction in apportionment fees for the FY 2016-17 budget. The Committee has requested a financial analysis to support the development of a gradual reduction in appropriation fees with a parallel spend down of the reserves, as well as considering the Legal Reserve levels, and conducting this process in context with the Application Fee Schedule.

Tony Orth, Brooktrails CSD, thanked the Commission for their diligence and for developing a reserve policy.

Upon motion by Commissioner McCowen and second by Commissioner Hammerstrom, Resolution No. 15-16-19 approving the Proposed Operating Budget for FY 2016-17 was adopted by roll call vote with the following changes:

- Line 4000 Apportionment Fees to be decreased to \$120,000
- Audit Services should be \$3,025
- Fund Balance should be \$73,968
- Revising all totals as consistent with the above changes

Ayes: Commissioners Brown, Hammerstrom, McCowen, McNerlin, Silver, and Ward
Absent: Madrigal

Other Action: The Policy and Procedures Committee will bring a recommendation to the Commission.

Chair Ward called a break from 10:35am – 10:45am.

WORKSHOPS

10. Irish Beach Water District Sphere of Influence Update

George Williamson presented the draft SOI Update and recommended maintaining the existing SOI. He noted the recommendation accounts for areas that may receive District services in the future including the Moore's Annexation, and also avoids prematurely excluding the area which is a part of the De Ruiter detachment application. Comments and questions were offered by Commissioners McCowen, Brown, Hammerstrom, Doble, and George Williamson.

Commissioner McCowen questioned the appropriateness of the proposed SOI when the District has no realistic plan to provide service and considering the areas include land use and zoning that are incompatible with an urbanized District service model. He suggested a reduced SOI smaller than the District boundary. George Williamson explained the District supports the current SOI as it accounts for watershed management and monitoring, protection of the watershed, and location of facilities (wells and diversions.)

The following edits, comments, and questions were noted by the Commission:

- The following areas should be indicated on a map: land use, TPZ and Williamson Act Lands, zoning, and areas the District is not capable of serving.

Workshop Action:

- Staff to make the changes as noted above.
- The Irish Beach Water District SOI Update Public Hearing to be scheduled for May 2016.
- Invitation to Charlie Acker, District Manager, to attend the Public Hearing

11. Noyo Harbor District Sphere of Influence Update

George Williamson presented the SOI Update. Comments and questions were offered by Commissioners McCowen, Brown, Hammerstrom, Rosenberg, Doble, Silver and Ward.

Dusty Dillon, Noyo Harbor Commissioner, provided historical information on the District. On behalf of the District, he requested extending the SOI countywide or at least along the coastline. He stated the primary reason to increase the Districts SOI is to increase revenue, possibly through eligibility for grants. He received comments and questions from the Commission.

The Commission explained that by law, an expanded SOI would indicate the District's intention to annex in the annexed area and suggested much of the information presented will be appropriate to address in the next Municipal Service Review update. The Commission stressed that MSRs and SOIs can be reviewed sooner than the allocated 5 year time period and a firm plan for annexation would greatly support an expanded SOI.

Tony Orth, Brooktrails CSD and Certified California Citizen Naturalist, addressed the Commission in support of an expanded SOI to a minimum of the Noyo Harbor watershed, with intention of annexing areas to increase tax revenue to the District.

The following edits, comments, and questions were noted by the Commission:

- Pg 6, 1st Para, 2nd sentence: description does not coordinate with included map.
- Page 8 & 9: the siting of County of Mendocino General Plan – Development Element (DE) seems unnecessary for this District
- Clarification on the formation of the District as a Harbor or a Port. (answer not necessarily required in text.)
- Pg 8, 2nd Para, 2nd Para: District and LAFCo staff to work together to clarify the wording of this paragraph to correctly reflect the current status of dredge material disposal management.
- Invite a formal comment from City of Fort Bragg.

Workshop Action:

- Staff to make the changes as noted above.
- The Commission does not support an expanded SOI for the District at this time.
- The Noyo Harbor District SOI Update Public Hearing to be scheduled for May 2016.

12. Willow County Water District SOI Update

George Williamson presented the draft SOI Update and provided considerations for the proposed SOI reduction, noting the participation of the District Manager, Dave Redding. Comments and questions were offered by Commissioners McCowen, McNerlin, Doble, Rosenberg, Brown, and Hammerstrom.

Commissioner McCowen noted in Appendix A, Figure 3 there are approximately 85 connections on Rose Avenue and Yokayo Avenue that can be served by the City of Ukiah and questioned the reason this area is being recommended to stay within the Willow SOI, cautioning that careful examination is needed. Commissioner Doble noted that a detachment would need to be initiated by a District or City rather than LAFCo. Commissioner McCowen agreed, adding that a change of the SOI would be an indication from LAFCo of the appropriateness of a detachment.

The following edits, comments, and questions were noted by the Commission:

- Further research on the implications of a change of SOI regarding the approximate 85 connections on Rose and Yokayo Avenues, including impact to the District and review by the City of Ukiah for comment.
- Pg 7, III: Clarification of the use of “Pomo lane” as there is another Pomo Lane north of Ukiah.
- Pg 7, Out of District Service: have discrepancies in number of parcels.

Workshop Action:

- Staff to note comments above.
- The Willow County Water District SOI Update Workshop to continue to May 2016, and staff to include the adopted MSR in the agenda packet as a reference document.

MATTERS FOR DISCUSSION/POSSIBLE ACTION

13. MSR Completion Update

George Williamson presented. Clerk noted one correction on Pg 111: Laytonville County Water District is on the website. Chair Ward noted Mendocino Coast and Park Recreation District was authored by Mr. McMichael and Whale Gulch Volunteer Fire Company needs to be included on the list. Westport Volunteer Fire District will be renamed Fire Company.

There is no update on the Cemetery District MSRs and the last contact between Mr. Baracco and Mr. Williamson was that they would be completed by the end of the fiscal year. Mr. Baracco has not requested any payment recently and none has been issued.

Commissioner McCowen offered suggestions for updating the Update spreadsheet. Chair Ward asked for a similar update on SOIs for the May meeting. Commissioner Doble asked for hyperlinks within the MSRs and SOIs linking to their respective reports.

INFORMATION/REPORT ITEMS

14. Correspondence - No discussion was held.

15. Executive Officer's Report

CSDA Special District Training

Mr. Williamson reviewed the remaining trainings available.

16. Commissioners Reports, Comments or Questions

Carol Rosenberg provided a verbal report of the March 16th training, noting participants expressed their gratitude for the training and found it useful. Suggestions included more specific addressing of small districts. She shared that it was a good opportunity for Districts, LAFCo staff, and Commissioners to communicate. Comments and questions were offered by Commissioners Brown, McCowen, Silver, Doble, and Hammerstrom. Chair Ward asked staff to post materials on the website if possible.

Ad Hoc Executive Officer Services Committee. Commissioner Brown noted the Ad Hoc Committee is meeting on Friday, April 8, 2016 to review the proposals.

March 29, 2016 Executive Committee Meeting.

Chair Ward reported that LAFCo legal counsel advised there is not an issue with directly contracting with staff (clerk) as long as days and hours of work are not dictated by the Commission. Counsel is sending a sample contract for the Clerk. Comments and questions were offered by Commissioners McCowen, Doble, Brown, Hammerstrom, and Ward. Commissioner McCowen suggested an opinion from a labor law expert. Commissioner Hammerstrom noted this is a tax law issue. Commissioner Brown suggested a letter from legal counsel to memorialize the opinion. The Commission requested this item be placed on the May 2016 agenda.

17. Legislation Report

No report was offered.

ADJOURNMENT

There being no further business, at 12:47pm the meeting was adjourned to the next regular meeting on Monday, May 2, 2016 at 9:00 AM in the County Board of Supervisors Chambers at 501 Low Gap Road, Ukiah, California.

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: May 2, 2016
 TO: Mendocino Local Agency Formation Commission
 FROM: George Williamson, Executive Officer
 SUBJECT: Claims for April 2016

 The following claims are recommended for payment authorization:

Name	Account Description	Amount
Planwest Partners	5300 Basics Services: EO, Analyst, Administrator; 7501 SOI Updates; 6200 Bookkeeping; 5607 Office Equipment = \$ 5,908.90 5300 Basic Services: Clerk = \$ 1,715.00	\$ 7,623.90
Ukiah Valley Conf. Center	5502 Office space: \$ 400.00 5503 Work room: \$ 30.00 5603 Photocopy: TBD 5605 Postage: TBD	\$ 430.00+
P. Scott Browne	6300 Legal Counsel Monthly flat fee: \$500.00 plus additional costs	\$ 642.94
Ukiah Daily Journal Willits News	5900 Publication and Legal Notices (Public Hearing Notice for April 4, 2016 and EO Contract Services RFP Notice)	\$ 239.04
Fort Bragg Advocate-News	5900 Publication and Legal Notices (Public Hearing Notice for April 4, 2016 and EO Contract Services RFP Notice)	\$ 150.99

Please note that copies of all invoices, bank statements, and petty cash register were forwarded to Commission Treasurer.



INVOICE

DATE: April 22, 2016 INVOICE #: 16-218-04
TO: Mendocino LAFCo
PROJECT: LAFCo Planning Services & Expense (March 26- April 25, 2016)

March 26- April 25, 2016 COSTS SUMMARY

Table with 2 columns: Description and Amount. Rows include Acct 5300 - Basic Services Planwest (\$2,157.00), Acct 5300 - Basic Services Clerk Services - Beth Salomone (\$1,715.00), Acct 6200 - Bookkeeping (Other Services) (\$461.00), Acct 7501 - Sphere of Influence Updates (\$3,146.00), Acct 5607 - Office Equipment (\$144.90), and TOTAL AMOUNT DUE (\$7,623.90).

Basic Services Acct 5300

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (7 hours at \$108 per hour, \$756.00), Analyst, Colette Metz (10.50 hours at \$84 per hour, \$882.00), Clerk, Elizabeth Salomone (49 hours at \$35 per hour, \$1,715.00), GIS Analyst/Web (6.50 hours at \$62 per hour, \$403.00), Service Specialist (0 hours at \$58 per hour, \$0.00), and Administrative Analyst (2 hours at \$58 per hour, \$116.00).

Office Equipment Acct 5607

Table with 2 columns: Description and Amount. Row: Computer Upgrade Expenses (\$144.90).

Bookkeeping (Other Services) Acct 6200

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (2 hours at \$108 per hour, \$216.00) and Administrative Analyst (0.5 hours at \$58 per hour, \$29.00).

SOI Updates Acct 7501

Table with 3 columns: Description, Hours, and Rate. Rows include Executive Officer, George Williamson (1.5 hours at \$108 per hour, \$162.00), GIS Analyst/Web (21 hours at \$62 per hour, \$1,302.00), and Service Specialist (29 hours at \$58 per hour, \$1,682.00).

Basic Services

Prepared and posted agenda and packet materials and updated website. Coordinated meeting packet preparations, and staffed April 2016 commission meeting. Transcribed and reviewed draft April meeting minutes for review at May meeting. Staffed office in April. Started preparing May meeting agenda and staff reports. Posted notices, agendas and completed SOI Updates to website. Prepared and distributed hearing notices for publishing. Compiled claims for May agenda. Compiled agenda and packet materials for April committee meeting. Prepared materials and participated in policies and procedures committee meeting.

Responded to property owner inquiry regarding annexation to separate Ukiah Valley water and wastewater districts for services. Conferred with legal counsel and prepared application by petition materials. Responded to inquiries from member organizations and property owners on potential annexations and changes in organization. Updated application cost track for executive committee review. Provided analysis for reserve policy.

Other Services

Compiled claims for commissioner review and approval at April meeting. Entered claims into QuickBooks and prepared checks for claims to be authorized at May 2016 meeting. Reviewed FY 2014-15 audit materials with commission chair for submittal to Pehling and Pehling.

Sphere of Influence Updates

Prepared, distributed and presented Hearing Draft SOI Updates at April 2016 hearing for:

Millview County Water District Sphere of Influence Update (continued)

Irish Beach Water District Sphere of Influence Update

Noyo Harbor District Sphere of Influence Update

Prepared SOI workshop draft versions for:

Willow County Water District Sphere of Influence Update (continued)

Mendocino Coast Healthcare District Sphere of Influence Update.

Applications

No activity

CSDA Training Coordination

Coordinated Mendocino LAFCo and California Special Districts Association (CSDA) part-day April workshop in Willits. Arranged for insurance certificates for Ft Bragg training.

Invoice

 Print

Order Date: 4/19/2016

Order Number: 9149470804

Billing Address:

Jason Barnes

Planwest Partners

1125 16th St #200

Arcata, CA 95521

US

Qty	Product Name	Price	Extended Price
1	Power PDF Standard - Download <ul style="list-style-type: none"> Windows XP/Vista/Win7 Electronic Download 	\$99.99	\$99.99
		Sub-Total	\$99.99
		Tax	\$0.00
		Total	\$99.99

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School Street
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Invoice

**To: Planwest Partners
on behalf of Mendocino LAFCo**

Invoice Detail for Elizabeth Salomone

Hours

<u>Date</u>	5302 Contract <u>Services</u>	<u>Total Hours</u>
3/29/2016	4.00	4.00
3/30/2016	0.25	0.25
3/31/2016	2.00	2.00
4/4/2016	4.25	4.25
4/5/2016	5.25	5.25
4/7/2016	6.00	6.00
4/8/2016	3.50	3.50
4/11/2016	0.50	0.50
4/12/2016	4.25	4.25
4/13/2016	3.00	3.00
4/14/2016	4.25	4.25
4/15/2016	1.50	1.50
4/16/2016	1.00	1.00
4/19/2016	4.00	4.00
4/21/2016	5.00	5.00
4/23/2016	0.25	0.25
1/25/2016		0.00
	<hr/>	<hr/>
	49.00	49.00

Subtotal \$ 1,715.00

Expenses

none

Total Amount Due \$ 1,715.00

Law Offices of P. Scott Browne

131 South Auburn Street
Grass Valley, CA 95945

(530) 272-4250
(530) 272-1684 Fax

Marsha A. Burch
Of Counsel

Mendocino Lafco
200 South School Street, Suite F
Ukiah, CA 95482

Period Ending:

4/15/2016

Payment due by the 15th of next month

In Reference To: CLIENT CODE: MENDO-01

Professional Services

	<u>Hours</u>
3/16/2016 WJC Prepare and file Form 700	0.50
3/21/2016 PSB Review and respond to question re: Williamson Act land in sphere.	0.60
3/22/2016 PSB Participate in conference planning committee. (Time split between all LAFCo clients)	0.33
3/29/2016 PSB Travel to CALAFCo conference (Time split between all LAFCo clients).	1.00
3/30/2016 PSB CALAFCo Staff Workshop (Time split between LAFCo's).	1.33
3/31/2016 PSB CALAFCo Staff Workshop (Time split between LAFCo's).	1.33
4/1/2016 PSB CALAFCo Staff Workshop (Time split between all LAFCo clients).	0.66
4/5/2016 PSB Review and respond to emails from Jerry.	0.50
4/6/2016 PSB Telephone call from Jerry; Work on clerk agreement.	1.00
4/15/2016 PSB Complete clerks contract; Email to Ward.	0.75
SUBTOTAL:	[8.00]

	<u>Amount</u>
Total Professional Hours	8.00 \$500.00

Additional charges:

	<u>Amount</u>
4/1/2016 Hotel Accommodations for CALAFCo conference. (Cost split between all LAFCo clients)	108.36
4/15/2016 Airfare to CALAFCo conference (Cost split between all LAFCo clients).	34.58
	<hr/>
SUBTOTAL:	[142.94]
	<hr/>
Total costs	\$142.94
	<hr/>
Total billing this month	\$642.94
Per Representation Agreement, flat fee of \$500/month.	
Previous balance	\$536.80
 <u>Payments and Credit Activity</u>	
4/1/2016 Payment - Thank You. Check No. 1126	(\$536.80)
	<hr/>
Total payments and adjustments	(\$536.80)
	<hr/>
<i>TOTAL BALANCE NOW DUE</i>	<i>\$642.94</i>
	<hr/> <hr/>

Please make your check for this bill payable to P. SCOTT BROWNE, ATTORNEY. Please write the CLIENT CODE shown on this statement on your check to insure proper credit. Thank you!

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Monthly Financial Report

Application Revenues:

Payments received in March for Application Deposits:

David DeRuiter: \$63.00

Note: At Treasurer's direction, application revenues are being tracked separately, as they are not budgeted expenses, but reimbursable fees paid by applicants on separate cost recovery track.

Other Deposits:

None

Budgeted Expenses:

Attached is the updated budget track form with budget items, account numbers, and amounts for FY 2015-16 through April 2016. The March claims are also itemized in Agenda Item 3.

Petty Cash:

4/11/16: Staples (printer cartridges) \$73.51 BALANCE: \$126.49

(Note: Petty cash expenses allocated in budget track at time of expenditure)

Attachments: Budget Track Spreadsheet
Application Track Spreadsheet

Mendocino Local Agency Formation Commission
FY 2015-16 Budget Track - Through January 2016

Task	Account #s	FY 15-16 Budget Amendment	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	Year to Date	Remaining Budget*
Contract Services - Basic Services		\$59,000.00												
Basic Services - EO/Analyst/GIS	5300	\$41,000.00	\$5,213.00	\$4,819.00	\$4,270.00	\$6,532.00	\$5,303.00	\$4,478.00	\$1,979.00	\$1,921.00	\$2,976.00	\$2,157.00	\$39,648.00	\$1,352.00
Basic Services - Clerk	5300	\$18,000.00	\$1,216.25	\$1,837.50	\$1,251.25	\$1,540.00	\$1,715.00	\$1,461.25	\$1,732.50	\$1,636.25	\$1,426.25	\$1,715.00	\$15,531.25	\$2,468.75
Other Expenses		\$51,770.00												
Rent	5500													
Office Space	5502	\$4,675.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$3,875.00	\$800.00
Work Room	5503	\$360.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$300.00	\$60.00
Office Expenses	5600													
Office Supplies (petty cash)	5601	\$700.00	\$135.39	\$27.02	\$0.00	\$188.59				\$167.21		\$73.51	\$591.72	\$108.28
Photocopy	5603	\$1,000.00	\$104.40	\$16.10	\$105.50	\$299.79	\$6.80	\$172.20	\$87.96	\$15.80			\$808.55	\$191.45
Postage	5605	\$300.00	\$11.76	\$0.97	\$4.59	\$37.64	\$8.67	\$1.46		\$30.70			\$95.79	\$204.21
Office Equipment	5607	\$1,500.00										\$144.90	\$144.90	\$1,355.10
Internet & Website Costs	5700	\$1,200.00				\$45.54				\$198.00			\$243.54	\$956.46
Publication & Legal Notices	5900	\$2,000.00		\$261.45			\$225.57	\$213.18		\$244.68	\$301.70	\$390.03	\$1,636.61	\$363.39
Televising Meetings	6000	\$1,700.00	\$380.00							\$400.00			\$780.00	\$920.00
Audit Services	6100	\$3,025.00							\$3,025.00				\$3,025.00	\$0.00
Bookkeeping	6200	\$4,800.00	\$416.00	\$416.00	\$520.00	\$520.00	\$312.00	\$312.00	\$260.00	\$630.00	\$270.00	\$461.00	\$4,117.00	\$683.00
Legal Counsel (S Browne)	6300	\$6,000.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$536.80	\$642.94	\$5,179.74	\$820.26
A-87 Costs County Services	6400	\$2,010.00											\$0.00	\$2,010.00
Insurance - General Liability	6500	\$1,000.00											\$0.00	\$1,000.00
Memberships (CALAFCO/CSDA)	6600	\$2,000.00				\$1,156.00							\$1,156.00	\$844.00
In-County Travel & Stipends	6740	\$2,000.00							\$855.63	\$160.39	\$105.40		\$1,121.42	\$878.58
Travel & Lodging Expenses	6750	\$2,500.00			\$1,307.08		\$179.50						\$1,486.58	\$1,013.42
Conferences (Registrations)	6800	\$3,000.00	\$1,796.00				\$80.12						\$1,876.12	\$1,123.88
Special District Training Support	9000	\$12,000.00					\$338.00	\$78.00	\$39.00	\$5,294.00	\$1,020.00		\$6,769.00	\$5,231.00
MSR & SOI Updates		\$47,000.00												
MSR Reviews - Admin	7001	\$5,000.00						\$1,450.00	\$319.00	\$580.00	\$432.00	\$0.00	\$2,781.00	\$2,219.00
SOI Updates	7501	\$42,000.00	\$5,457.00	\$4,930.00	\$4,350.00	\$6,066.00	\$4,470.00	\$696.00	\$1,181.00	\$4,727.00	\$5,187.00	\$3,146.00	\$40,210.00	\$1,790.00
FY 2013-14 MSRs Finalization														
Barraco & Associates **	7000	\$6,300.00						\$306.25	\$78.75				\$385.00	\$5,915.00
Monthly/ Year to Date Totals			\$15,634.80	\$13,213.04	\$12,713.42	\$17,290.56	\$13,543.66	\$10,098.34	\$10,487.84	\$16,935.03	\$12,685.15	\$9,160.38	\$131,762.22	

* Amount remaining reflects prior year charges

** Amount reflects balance from prior year contract

Note: Account 5500 for Rent has been split out to show costs allocated to accounts 5502 (office space) and 5503 (work room) separately; Account 5600 has been split into 4 Accounts: 5601 (office supplies: petty cash), 5603 (photocopy), 5605 (postage), and 5607 (office equipment)

Acct 8000: Application Revenues tracked separately

Mendocino LAFCo Application Cost Track FY 2015-16			2016						
Application Name	Acct #	FY 14-15 Standing	2015/16 Deposits	April	Expenses to Date	Remaining Budget	Final Payment/ Reimbursement	Remaining Balance	Final Invoice
Filed Applications	8000								
Irish Beach WD Moores Annexation	8001	-\$610.56			\$0.00	-\$610.56		-\$610.56	sent
City of Ukiah/UVSD MSR Trust Fund	8002	\$11,000.00			\$0.00	\$11,000.00		\$11,000.00	
Fort Bragg FPD Detachment	8003	\$7,452.37			\$0.00	\$7,452.37		\$7,452.37	
Fort Bragg FPD North of Ten Mile Annexation	8004	\$0.00			\$0.00	\$0.00		\$0.00	
Schuster - Willits Detachment	8006	\$0.00			\$0.00	\$0.00		\$0.00	
City of Ukiah SOI Reduction	8008	-\$3,693.75	\$5,000.00		\$1,569.00	-\$262.75	\$262.75	\$0.00	complete- 2/1/16 check 1109
De Ruiters Detachment from Irish Beach WD	8009	\$1,419.00			\$1,482.00	-\$63.00	\$63.00	\$0.00	complete - 4/26/16
City of Ukiah Detachment of UVSD lands	8010	\$1,532.75			\$0.00	\$1,532.75		\$1,532.75	
RRFC/RVCWD Consolidation	8014	-\$624.00	\$624.00		\$0.00	\$0.00		\$0.00	complete- payment rec.
City of Ukiah SOI Reduction (EIR)	8015		\$20,000.00		\$12,462.44	\$7,537.56	\$7,537.56	\$0.00	complete- 2/1/16 check 1109

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: Fee Schedule Revision

Background

On February 29, 2016, the Policies and Procedures Committee met to review the current fee schedule and discuss necessary revisions. Sample fee schedules from other LAFCoS were reviewed and discussed. Based on direction from the Committee, staff prepared a Draft Fee Schedule Update (see Attachment 1).

The Draft Fee Schedule provides a tiered cost structure associated with various changes of organization and reorganization proposals. This structure provides flexibility in setting deposit amounts based on whether a proposal has 100% property owner consent, which reduces costs associated with noticing and protest proceeding requirements. In addition, there are specific deposit amounts for sphere amendments concurrent with a boundary change proposal, as well as sphere updates not initiated by LAFCo. References to fee schedules are also provided for State Board of Equalization Change of Jurisdictional Boundary Fees and the California Department of Fish and Wildlife Environmental Document Filing Fees.

Included as part of the Draft Fee Schedule are associated fee policies related to deposits, billing procedures, outside assistance fees, legal counsel fees, indemnification, refund of fees, and waiver of fees. These policies clarify that all deposits are initial payments toward the actual costs of processing proposals, with all unexpended funds returned to the applicant.

Recommendation

This item is agendaized as part of the consent calendar. Accordingly, if interested, the Commission is invited to pull this item for additional discussion and/or to provide future direction with the concurrence of the Chair.

Attachments: 1) Draft Fee Schedule

Mendocino LAFCo Fee Schedule

(All fees are deposits, unless otherwise noted)

Boundary Changes – City or District Annexation, Detachment or Combination	
With 100% landowner consent - all owners within the affected territory have provided written consent to the proposed action	\$5,000 + CEQA fees + BOE fees
Without 100% landowner consent - all owners within the affected territory have not provided written consent to the proposed action	\$6,000 + CEQA fees + BOE fees
Complex proposal, as determined by EO, including but not limited to, the potential for substantial development (50 or more residential units or 10,000 square feet of non-residential development), significant effect on the community, and/or sphere of influence amendment	\$7,000 + CEQA fees + BOE fees
Sphere of Influence Amendments or Updates	
Sphere Amendment concurrent with annexation, detachment, or reorganization	+\$500
Sphere Update (not initiated by LAFCo)	\$2,500
Municipal Service Review Preparation	Actual cost
Other Changes of Organization or Reorganization	
District Formations, Dissolutions, or Consolidations	\$10,000
District Merger or Establishment of Subsidiary District(s)	\$5,000
District Activation or Deactivation of Latent Powers	\$2,500
City Incorporation or Disincorporation	\$15,000
Outside Agency Service Agreements	
Extension of Services by Contract or Agreement	\$2,500
Request for Exemption from G.C. Section 56133	\$500
Environmental Document (CEQA) Fees – LAFCo as Lead Agency	
Statutory/Categorical Exemption	\$100
Negative Declaration/Mitigated Negative Declaration	\$5,000
Environmental Impact Report (initial deposit in conjunction with payment schedule)	\$20,000
California Department of Fish and Wildlife Environmental Document Filing Fees	CDFW Filing Fees

State Board of Equalization Fees	
State Board of Equalization Change of Jurisdictional Boundary filing (<i>necessary for agencies that are funded by property taxes and/ or use the assessment roll for the collection of its revenue by reference to tax rate areas</i>)	BOE Filing Fees

Other Application Fees	
Pre-Application Fees	No charge limited to one hour of staff time, then actual cost
Petition Signature Verification by Registrar of Voters	Actual cost
Request for Reconsideration	\$1,000
Request for Time Extension to Complete Proceedings	\$500
Special Meeting or Hearing	\$1,000
Special or Supplemental Studies	Actual cost

Miscellaneous Service/Duplication Fees	
Copies of documents	\$.10 per page (after 10 pages)
Copies of Audio Recording	\$10 per CD
Staff Research/Archive Retrieval	No charge limited to one half-hour of staff time, then actual cost

Fee Policies

Deposits: Where indicated in the Fee Schedule, deposits toward the actual cost of processing proposals must be paid at the time an application is submitted. All deposits are initial payments toward the actual costs of processing proposals, including staff time and materials (e.g., noticing, postage, copying). Applicants must sign an At-Cost Fee Agreement, consenting to reimburse LAFCo for all costs incurred in processing, including pre-application assistance.

Billing Procedure:

Staff's work on applications, which includes overhead costs, is tracked on an hourly basis. LAFCo will provide monthly invoices to the applicant. If actual costs exceed the deposit amount, LAFCo will invoice the applicant for the additional costs. Processing of the application may be suspended until payment is received. All final invoices must be paid by the applicant prior to filing the Certificate of Completion. Any portion of the deposit not used for processing is refunded.

Outside Assistance Fees: The Commission may, at its sole discretion, contract for outside assistance in processing and review of an application. The types of assistance include, but are not limited to, legal, engineering, environmental, and planning. The estimated or actual costs, as determined by the Commission for such assistance shall be deposited with the Executive Officer before an application will be processed further.

Legal Counsel Fees: Applicants will be charged the actual costs of fees associated with legal consultation or review. While most applications do not require legal review, occasionally a proposal

will develop significant legal issues that require considerable legal counsel involvement. Legal fees must be paid in full prior the final processing of an application.

Indemnification:

As part of the application, applicant shall be required to sign an indemnification agreement for all reasonable expenses and attorney fees in connection with the application.

Refunds of Fees: Except for unused portions of deposits, all fees paid to LAFCo are non-refundable. If an application is withdrawn by the applicant prior to the time that the application has been publicly noticed for hearing by the Commission, all unexpended funds shall be returned to the applicant. Otherwise, payment of fees is not a guarantee of approval of the submitted proposal.

Waiver of Fees: The Commission may waive a fee in special circumstances or if it finds that payment would be detrimental or contrary to the public interest. Fees may be waived or reduced for applications filed in response to a condition imposed by or a recommendation made by the Commission. A request for waiver, including an explanation for the request, must be submitted in writing to the Commission. Staff will present the request to the Commission, along with analysis and recommendation, for its determination.

DRAFT

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Continued Public Hearing** for the Millview County Water District Sphere of Influence Update

Background

This is a continued public hearing item to consider the Draft SOI Update for the Millview County Water District (CWD), which provides water services to the unincorporated community just north of the City of Ukiah in the Ukiah Valley.

The Commission reviewed this draft SOI Update at a workshop in March and then noticed it for public hearing in April. At the April 4th hearing, this item was continued to May 2nd to allow more time for the District Board to review the update. The District Board has reviewed the item and approved the document. All changes made subsequent to the Commission's April workshop are denoted via strikeout/underline (see Attachment 1).

The Millview CWD's existing SOI extends beyond the their district boundary, and the District provides out of district services to several properties within their SOI. Recently, in September of 2015 the State Water Board's moratorium for new service connections to the District's water system was rescinded. The District indicates they are interested in annexing the out of district water service connections. Staff has indentified an updated reduced SOI which captures those properties receiving service and those properties with appropriate land use designations to receive municipal water services.

Recommendation

Staff recommends the Commission adopt Resolution No. 15-16-20 (Attachment 2), thereby approving a sphere of influence amendment (reduction) for the Millview County Water District to include only those properties receiving service and those properties with appropriate land use designations to receive municipal water services (See Exhibit A in Attachment 2).

Attachments: 1) Millview CWD SOI Update Hearing Draft
2) LAFCo Resolution No. 15-16-20
3) Proof of Publication for Public Hearings
- Fort Bragg Advocate-News
- Ukiah Daily Journal
- The Willits News

MENDOCINO **Local Agency Formation Commission**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482

MILLVIEW COUNTY WATER DISTRICT
SPHERE OF INFLUENCE UPDATE

Prepared in accordance with Government Code §56425

Update Dates

Commission Review

Administrative Draft Workshop- March 7, 2016

Draft Hearing- April 4, 2016

May 2, 2016

Final Adoption- DATE

Table of Contents

INTRODUCTION	3
OVERVIEW	3
REVIEW PERIOD	3
EVALUATION CONSIDERATIONS	3
General Guidelines for Determining Spheres of Influence	4
FIGURE 1	5
OVERVIEW	6
CURRENT AGENCY OPERATIONS	6
BACKGROUND	6
MUNICIPAL SERVICE REVIEW	6
SPHERE OF INFLUENCE	6
DISADVANTAGED UNINCORPORATED COMMUNITIES	7
Population and Growth	7
Land Use and Development	7
CAPACITY AND SERVICE	8
Water	8
Relevant Local Agencies and Communities of Interest	8
RELEVANT PLANNING AND SERVICE FACTORS	9
County of Mendocino General Plan- Development Element (DE)	9
UKIAH VALLEY AREA PLAN	10
WATER MANAGEMENT	10
Water Distribution and Infrastructure	10
DISCUSSION	11
Sphere of Influence	11
Water Supply	11
ANALYSIS	12
1.) Present and Planned Land Use	12
2.) Present and Probable Need for Public Facilities and Services	12
3.) Present Capacity of Facilities and Adequacy of Public Services	12
Based on the information reported in the 2013 MSR and the SWRCB letter of moratorium rescission, the District has sufficient infrastructure and capacity to serve existing customers (including those out of District). Should the District pursue annexation, further study may be needed regarding future service capacity.	12
4.) Social and Economic Communities of Interest	12
5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)	12
CONCLUSIONS	13
REFERENCES	13
APPENDIX A	14
FIGURE 2. Landuse Map	14
FIGURE 3. Williamson Act Contract Map	15

INTRODUCTION

OVERVIEW

This update is prepared in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act) which states, “In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local government agencies so as to advantageously provide for the present and future needs of the county and its communities, LAFCo shall develop and determine the Sphere of Influence (SOI) of each local governmental agency within the county” (GC §56425). A “SOI” is defined under the CKH Act as “.... a plan for the probable physical boundaries and service area of a local (government) agency” (GC §56076).

Decisions on organizational changes must be consistent with the SOI boundary and determinations. The adopted SOI is used by LAFCo as a policy guide in its consideration of boundary change proposals affecting each city and special district in Mendocino County. Other agencies and individuals use adopted SOIs to better understand the services provided by each local agency and the geographic area in which those services will be available. Clear public understanding of the planned geographic availability of urban services is crucial to the preservation of agricultural land and discouraging urban sprawl.

The following update will assess and recommend an appropriate Millview County Water District (Millview CWD or District) Sphere of Influence (SOI). The objective is to update Millview CWD’s SOI relative to current legislative directives, local policies, and agency preferences in justifying whether to (a) change or (b) maintain the designation. The update draws on information from the Millview CWD Municipal Services Review (MSR), which includes the evaluation of availability, adequacy, and capacity of services provided by the District.

REVIEW PERIOD

SOI reviews and updates typically occur every five years, or as needed. A local agency’s services are analyzed with a twenty year planning horizon, and a sphere is determined in a manner emphasizing a probable need for services within the next 5-10 years. Actual boundary change approvals, however, are subject to separate analysis with particular emphasis on determining whether the timing of the proposed action is appropriate.

EVALUATION CONSIDERATIONS

When updating the SOI, the Commission considers and adopts written determinations:

Sphere Determinations: Mandatory Written Statements

1. Present and planned land uses in the area, including agricultural and open space
 2. Present and probable need for public facilities and services in the area
 3. Present capacity of public facilities and adequacy of public services the agency provides or is authorized to provide
 4. Existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency
 5. If the agency provides services related to water, sewer, or fire, then the present and probable need for these services by any disadvantaged unincorporated communities within the existing sphere should be considered
-

Policies specific to Mendocino LAFCo are also considered along with determinations in administering the CKH Act in Mendocino County. This includes considering the merits of the SOI, or any changes, relative to the Commission's seven interrelated policies, as listed below, with respect to determining the appropriate SOI.

General Guidelines for Determining Spheres of Influence

The following is excerpted from *Mendocino LAFCo's 2016 Policies and Procedures*, "Chapter 9: Spheres of Influence, MSRs, and Special Studies":

Section 1. Spheres of Influence

Reduced Spheres

The Commission shall endeavor to maintain and expand, as needed, spheres of influence to accommodate planned and orderly urban development. The Commission shall, however, consider removal of land from an agency's sphere of influence if either of the following two conditions applies:

- the land is outside the affected agency's jurisdictional boundary but has been within the sphere of influence for 10 or more years; or
- the land is inside the affected agency's jurisdictional boundary but is not expected to be developed for urban uses or require urban-type services within the next 10 years.

Zero Spheres

LAFCo may adopt a "zero" sphere of influence encompassing no territory for an agency. This occurs if LAFCo determines that the public service functions of the agency are either nonexistent, no longer needed, or should be reallocated to some other agency (e.g., mergers, consolidations). The local agency which has been assigned a zero sphere should ultimately be dissolved.

Service Specific Spheres

If territory within the proposed sphere boundary of a local agency does not need all of the services of the agency, a "service specific" sphere of influence may be designated.

Agriculture and Open Space Lands

Territory not in need of urban services, including open space, agriculture, recreational, rural lands, or residential rural areas shall not be assigned to an agency's sphere of influence unless the area's exclusion would impede the planned, orderly and efficient development of the area. In addition, LAFCo may adopt a sphere of influence that excludes territory currently within that agency's boundaries. This may occur when LAFCo determines that the territory consists of agricultural lands, open space lands, or agricultural preserves whose preservation would be jeopardized by inclusion within an agency's sphere. Exclusion of these areas from an agency's sphere of influence indicates that detachment is appropriate.

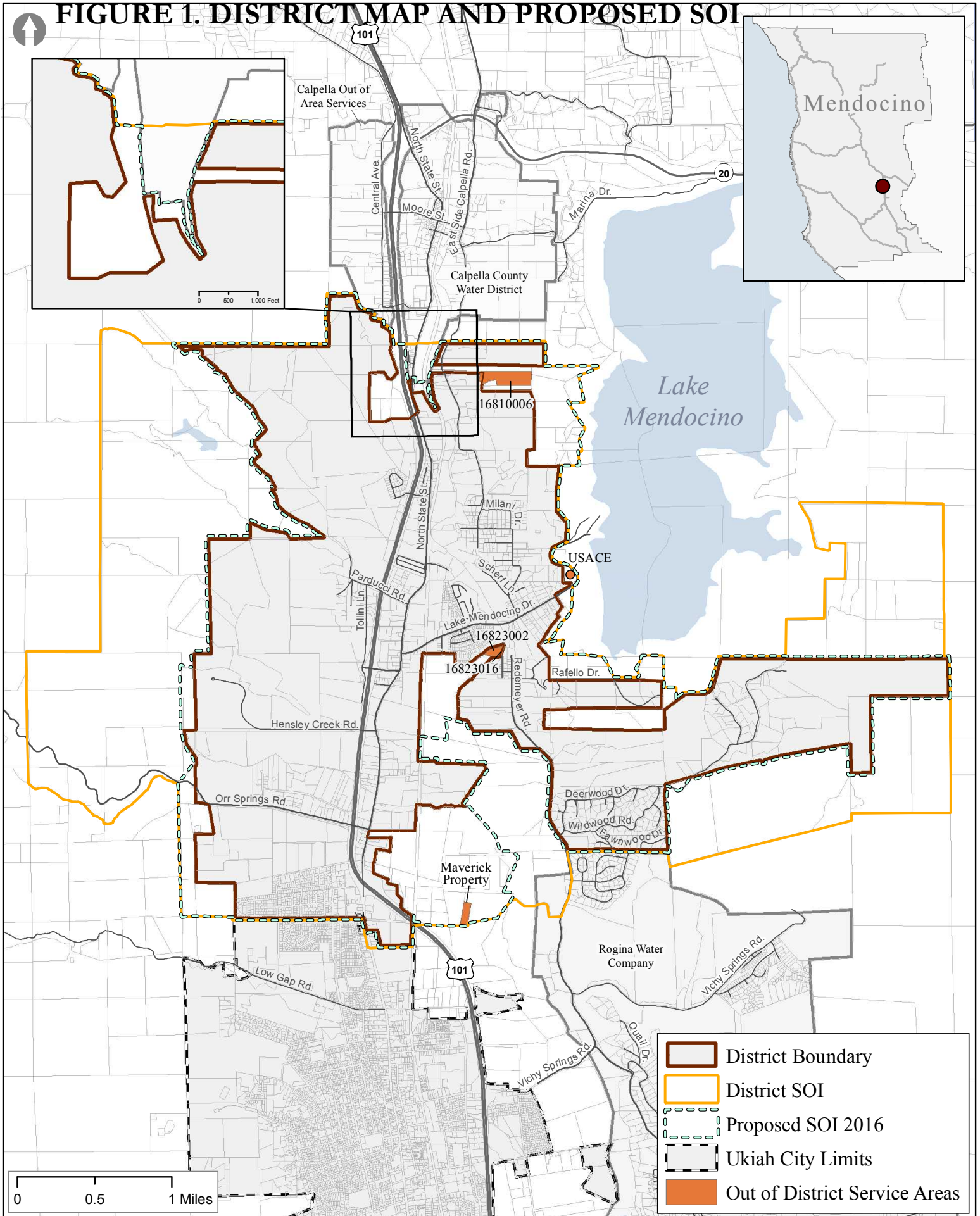
Annexations are not Mandatory

Before territory can be annexed to a city or district, it must be within the agency's sphere of influence (G.G. §56375.5). However, territory within an agency's sphere will not necessarily be annexed. A sphere is only one of several factors that are considered by LAFCo when evaluating changes of organization or reorganization.

Islands or Corridors

Sphere of influence boundaries shall not create islands or corridors unless it can be demonstrated that the irregular boundaries represent the most logical and orderly service area of an agency.

FIGURE 1. DISTRICT MAP AND PROPOSED SOI



Millview County Water District

Prepared for **PLANWEST PARTNERS, I.N.C.**
 Mendocino **LAFCo** by: Date: 2/29/2016

OVERVIEW

CURRENT AGENCY OPERATIONS

The Millview County Water District (Millview CWD or District) provides water services to residential users, commercial users, and fire service connections within District boundaries. The Millview CWD owns and operates a water treatment plant and a well field located adjacent to the treatment plant. The primary source for Millview CWD is surface water rights with the well field used as a secondary source (MSR 2013). [In January 2015 Millview began supplementing its surface water supply with groundwater from Well 6 and Well 35.](#) The District was under a state-ordered moratorium on new water service connections until September of 2015 when the moratorium was rescinded.

BACKGROUND

The Millview CWD was formed on November 19, 1956 by the Mendocino County Board of Supervisors under the California Water Code Section 30000. It is located in the northwest corner of the Ukiah Valley Area Plan (UVAP) and provides services to an 8.5-square-mile area northeast and immediately north of Ukiah city limits (MSR 2013).

MUNICIPAL SERVICE REVIEW

In 2012, LAFCo prepared the *Ukiah Valley Special Districts Municipal Service Review* (MSR) which included the Millview County Water District. The Millview CWD section was finalized and accepted by the Commission on May 8, 2013. MSRs are a prerequisite for establishing, amending, or updating spheres of influence. As such, much of the information contained herein comes directly from the Millview CWD MSR.

SPHERE OF INFLUENCE

The District reports it's SOI to be beyond its service boundary as shown in Figure 1. This update will consider the area the District considers to part of its SOI.

Out of District Service

The Millview CWD provides out of district services to several properties located outside their district boundary but within their existing SOI (See Figure 1). As reported by the District, these served areas include:

- Mendocino Industrial Park, which receives private fire service only, not drinking water (APN 170-190-15)
- Domestic water to private residences, including:
 - APN 168-230-16
 - APN 168-230-02
 - APN 168-100-06 (currently dormant but available)
- US Army Corps of Engineers at 1160 Lake Mendocino Drive
- Maverick Enterprises INC at 651 Ford Road
 - [This property has a contract for water with RRFC, independent of the District; however, the water is treated and wheeled to the property via the Millview CWD \(District Manager, April 2016\).](#)

- This property's representative has been in contact with LAFCo staff and expressed interest in possibly annexing into the District. They report that in April of 2013 a 12-inch main line was extended from in front of the Hanco Tire store in the Raley's shopping center to the 651 Ford Road site. Maverick secured the necessary easements from both Caltrans and the Railroad Authority. There is a provision that provides a formula for reimbursement to Maverick should adjacent property owners seek to connect.

DISADVANTAGED UNINCORPORATED COMMUNITIES

LAFCo is required to evaluate disadvantaged unincorporated communities (DUCs) as part of a SOI review, including "...the present and probable need for those public facilities and services of any DUCs within the existing sphere of influence" (GC §56425). A DUC is defined as any area with 12 or more registered voters where the median household income (MHI) is less than 80 percent of the statewide MHI. Within a DUC, three basic services are evaluated: water, sewage, and fire protection. Millview CWD provides water services, and is therefore only responsible for assuring that these services are adequately provided to communities.

No specific MHI estimates are available for the Millview area. The unincorporated community of Calpella to the north neighbors the District. The 2013 MSR estimates Calpella's median household income to be \$53,725, which is 93 percent of the California Median Household Income of \$57,708 (MSR 2013; pp. 3-5). Therefore, Calpella is not considered to be a DUC.

The southern extent of the District's border is the City of Ukiah. Ukiah has an estimated MHI of \$42,609 (Census Quickfacts, 2010), which is 73 percent of the California MHI, thereby qualifying it as disadvantaged. Ukiah is incorporated, and therefore does not qualify as a DUC. It stands to reason that sections of unincorporated territory surrounding the City may also qualify as disadvantaged, though no area has been identified as such at this time. Should the District pursue annexation, DUC communities within the District's vicinity may be examined further.

Population and Growth

The community within the Millview CWD is situated on the northern edge of the City of Ukiah's city limits. The 2013 MSR estimates a population of approximately 5,156 persons living within the Millview CWD. Using the conservative growth rate of 1 percent a year, the MSR projects a population of 5,568 in 2020. With a higher projected growth rate of 1.63 percent a year, the population in 2020 would be expected to reach 5,828 (MSR 2013).

Land Use and Development

Residential connections include mobile home parks, apartments, and single family homes. Around 40 percent of the land within the District is designated as resource land and approximately 30 percent is designated as remote or rural residential¹. Some of the resource parcels within District boundaries are subject to a contract under the Williamson Act². Other designations within the District include Suburban Residential, Commercial, and Industrial.

¹ All Land use designation information from Mendocino County GIS Parcel Information Layer. October, 2014.

CAPACITY AND SERVICE

Water

The Millview CWD maintains an emergency inter-tie with the City of Ukiah to the south and ~~the a consecutive system intertie with the~~ Calpella CWD to the north. ~~In addition, t~~The Millview CWD treats and wheels water to Calpella CWD. It contracts with Willow CWD for staffing and office services (District Manager, November 2015). The Millview CWD also contracts with the Redwood Valley CWD for management services (District Manager, April 2016). While Millview CWD shares office space and staff, it is governed by its own five-member Board of Directors (MSR 2013).

As reported in the 2013 MSR, the District was under a State imposed moratorium on new service connections since 2001 “in response to source and storage capacity deficiencies” (SWRCB 2015). In September of 2015, the State Water Resources Control Board (SWRCB) rescinded the moratorium.

The Millview CWD provides water to 1,489 connections (SWRCB 2015). The Millview CWD owns and operates a water treatment plant and well field located adjacent to the plant. The primary source for Millview CWD is surface water rights. The well field is used as a secondary source to provide water through the water treatment plant and to the distribution system for the majority of the year. During higher demand periods, ground water is blended with treated surface water. The District also wheels treated water to the Calpella CWD provided by Russian River Flood Control and Water Conservation Improvement District (RRFC) (MSR 2013).

The main water source is Russian River underflow and surface stream flows (UVAP, 2011). The Millview CWD produces about 1,522 acre-foot per year (AFY) of water from surface water rights. In addition, it can purchase up to 1,520 acre feet (AF) of Lake Mendocino water. Variation in supply can be caused by climatic conditions such as drought. Excluding 2009, production averaged 1,556 AFY and demand averaged 1,462 AFY. The surplus difference between production and demand is often sold to other water purveyors, such as the Calpella CWD. Under existing conditions, approximately 75 percent of the water produced is used for residential purposes. Commercial uses account for approximately 15 percent of the total production, and the remaining 10 percent is used for industrial and miscellaneous purposes. More water is used in the summer than in winter (MSR 2013).

The original moratorium order also addressed storage deficiency in Zone 1. Although no conditions were assigned related to storage capacity, SWRCB strongly advised in its rescission letter that Millview conduct a storage capacity evaluation based on the current Waterworks Standards.

The District reports in the 2013 MSR that their plant has sufficient capacity to meet estimated peak demand and has a storage capacity of 3.24 million gallons. According to the 2013 MSR, the Millview CWD’s existing infrastructure is sufficient to meet current demand; as additional supplies are secured, the Millview CWD would need to increase treatment plant capacity and storage to meet demands of additional new services.

Relevant Local Agencies and Communities of Interest

The District is in close proximity to other agencies and shares services and facilities with several other special districts. As discussed above, the Millview CWD maintains an emergency inter-tie with the City of Ukiah to the south and the Calpella County Water District (CCWD) to the north. In addition, the Millview CWD treats and wheels water to CCWD.

The Ukiah Valley Sanitation District provides sewer service to portions of the Millview CWD boundaries. The Millview CWD lies within the Ukiah Valley Fire District, which provides fire protection. It also lies within the Russian River Flood Control and Water Conservation Improvement District Boundary (RRFC). The Calpella CWD lies directly to the north of the Millview CWD and portions of the two boundaries are coterminous. The District also shares portions of its southern boundary with the City of Ukiah.

The District recently entered into a shared staffing agreement with the Willow County Water District [for operation and maintenance employees and a second agreement for management duties with the Redwood Valley County Water District](#). The Willow CWD also has shared staffing agreements with Calpella CWD, Redwood Valley CWD, and Hopland Public Utility District. The agreements represent a functional consolidation of these districts.

RELEVANT PLANNING AND SERVICE FACTORS

Local planning policies and land-use designations inform LAFCo SOI decisions. Below are relevant policies and service factors that are used as a guide.

County of Mendocino General Plan- Development Element (DE)

General Plan Water Supply and Sewer (Wastewater Treatment) Services Policies:

Policy DE-186: Coordinate community water and sewer services with General Plan land use densities and intensities.

Policy DE-187: The County supports efficient and adequate public water and sewer services through combined service agencies, shared facilities, or other inter-agency agreements.

Action Item DE-187.1: Work aggressively with water and sewer service providers to overcome current and projected system and supply deficiencies necessary to serve planned community growth.

Action Item DE-187.2: Support funding applications to improve and expand water and sewer service capabilities in areas planned for future growth or to resolve existing deficiencies.

Action Item DE-187.3: Work with communities and public water and sewer service entities to monitor, manage and/or maintain community-wide or decentralized water/sewer systems.

Policy DE-188: Encourage water and sewer service providers to incorporate water conservation, reclamation, and reuse.

- Encourage the development and use of innovative systems and technologies that promote water conservation, reclamation, and reuse.
- Encourage the development of systems that capture and use methane emissions from their operation.
- Encourage the development and use of innovative systems and technologies for the treatment of wastewater.

Policy DE-189: Oppose extension of water or sewer services to rural non-community areas when such extensions are inconsistent with land use and resource objectives of the General Plan, except where the extension is needed to address a clear public health hazard.

Policy DE-190: Development of residential, commercial, or industrial uses shall be supported by water supply and wastewater treatment systems adequate to serve the long-term needs of the intended density, intensity, and use.

Policy DE-191: Land use plans and development shall minimize impacts to the quality or quantity of drinking water supplies.

UKIAH VALLEY AREA PLAN

Excerpts from the Ukiah Valley Area Plan are below. Only items relevant to this document are included.

WATER MANAGEMENT

Water Distribution and Infrastructure

Community Water Services: There are five major providers of community water services in the Ukiah Valley. The City of Ukiah serves customers within the City, while Rogina Water Company and Millview, Calpella, and Willow County Water Districts serve the unincorporated areas. All suppliers are regulated by the [State Water Resources Control Board, Division of Drinking Water \(formerly known as the California Department of Health Services\)](#), and Rogina Water Company is additionally regulated by the California Public Utilities Commission. These water providers hold varying claims to water rights for current and future use.

The primary water source for water providers in the Valley is the Russian River and diversion of Eel River water with storage in Lake Mendocino. Property owners without access to the City or community systems obtain water from individual wells, springs or direct diversions of Russian River water. Some water needs are also supplied by wells that tap groundwater aquifers that are not connected to the underflow of the Russian River.

Policy WM1.1: Maintain and increase water supplies and systems for existing and future water system needs.

WM1.1a Identify Water Sources

Cooperate and coordinate with the City of Ukiah, LAFCO, the Water Agency, and local water districts in the provision of infrastructure and services within the Ukiah Valley.

WM1.2a Groundwater Stewardship Program

Assemble baseline information describing existing conditions of the Valley's groundwater system (quality, quantity, demand and re-supply), and develop a comprehensive groundwater protection program with specific protection and mitigation measures.

Policy WM2.1: Strive for efficient delivery of public water services.

WM2.1a Service Evaluation

Involve water agencies, City and agricultural water users in collaboration with LAFCO to perform mandated municipal service reviews.

WM 2.1b Water Rights and Distribution

Coordinate with water purveyors to actively participate in hearings and actions involving water rights and distribution of area water in order to ensure efficient and equitable use of available water rights and supplies.

DISCUSSION

Sphere of Influence

The Millview CWD provides water services external to the existing District boundary. It should be noted that the District has indicated an interest in annexation, though the extent of territory it wishes to include in an application has not been specified. This update reduces the District's existing sphere to remove the majority of agricultural lands and open space. Several areas are an exception to this:

- 1) The Maverick property and neighboring parcel, of which the Maverick property already receives service.
- 2) An area presently in the western part of the SOI between Orr Springs Road and the District boundary. This area is already within Ukiah Valley Sanitation District's boundary, changing how growth inducement concerns are evaluated.
- 3) The area already within the present SOI surrounding the US Army Corps of Engineers (USACE) property (See Figure 1). This SOI area (present and proposed) does not follow parcel lines, instead it follows a road right of way. The remaining USACE parcel is rather large and designated as open space (See Figure 2 in Appendix A).

The territory in the existing SOI which overlapped with Calpella CWD's boundary is also excluded from the updated SOI.

Shared Services

Recently, the Millview CWD entered into a staffing contract with the Willow CWD. The Willow CWD now provides office space, administrative staff, and field staff for Millview CWD, Redwood Valley CWD, Calpella CWD, and Hopland PUD. [In addition the Millview CWD also entered into an agreement with the Redwood Valley CWD to provide the services of a General Manager.](#) The shared staffing and management contracts are viewed as a step towards a functional consolidation between these agencies. Given the coordination of services between these districts, there may be opportunity to consider a structural consolidation in the future.

Water Supply

Water availability has long been an issue in the Ukiah Valley and is likely to constrain future development in the area (UVAP 2010, 6-3). Though not currently under a water moratorium, Millview CWD is a part of the regional community, utilizes the same water supply, and faces similar service challenges.

Challenges cited in the Ukiah Valley Area Plan include decreased water diversion from the Eel River, as well as difficulties and lengthy time inherent in developing new supplies in the face of increasing demand. Various unknowns complicating growth planning include the water rights of water purveyors, the definition of Russian River underflow versus groundwater, continued refinement of water agreements, and changes in imports from the Eel River through the Potter Valley Project (UVAP 2011, 6-3). Opportunities to help alleviate the Ukiah Valley water supply issues may be considered further at the regional level by LAFCO.

ANALYSIS

As presented in the introduction, when updating the SOI, the Commission considers and adopts written determinations. The following are the formal determinations for this SOI Update:

1.) Present and Planned Land Use

Similar to many other special districts in Mendocino County, the District boundary and existing SOI include agriculturally-designated lands and land under Williamson Act contract. The proposed 2016 SOI excludes the majority of territory identified as agricultural lands pursuant to GC §56016 and LAFCo's objective to preserve agricultural and open-space land.

The change of sphere designation to exclude these lands does not impact their non-serviced status, facilitates efficient patterns of land use, and is not likely to adversely impact the existing Williamson Act contracts, pursuant to GC §56426.6.

2.) Present and Probable Need for Public Facilities and Services

The Millview CWD provides out of district services to several properties within their existing SOI. The District reports that they are considering annexation and maintain a list of properties that wish to receive service or participate in annexation. Those properties receiving service outside of District boundaries represent a need for service external to District boundaries. Given present land use designations and services provided, growth and additional demand for services is anticipated.

3.) Present Capacity of Facilities and Adequacy of Public Services

Based on the information reported in the 2013 MSR and the SWRCB letter of moratorium rescission, the District has sufficient infrastructure and capacity to serve existing customers (including those out of District). Should the District pursue annexation, further study may be needed regarding future service capacity.

4.) Social and Economic Communities of Interest

The larger Ukiah Valley is a community of interest for purposes of coordinating common water supply and management needs. Multiple agencies provide water services in a community which shares geography and in most cases, the same water source. The District has a common interest with other local water purveyors to manage the water supply systems and watersheds of the Ukiah Valley.

5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)

The City of Ukiah qualifies as disadvantaged but is incorporated and therefore does not qualify as a DUC. It stands to reason that sections of unincorporated territory surrounding the City may also qualify as disadvantaged, though no area has been identified as such at this time. Should the District pursue annexation, DUC communities within the District's vicinity may be examined further.

CONCLUSIONS

This update considers the present SOI relative to services provided and its consistency with LAFCo policy. Those properties receiving service within the existing SOI should remain within the updated sphere. Territories recognized as agricultural or open space are removed from the previous SOI with the exceptions listed in the above discussion (See proposed SOI in Figure 1).

REFERENCES

(Census Quickfacts, 2010) U.S. Census Bureau: State and County QuickFacts.

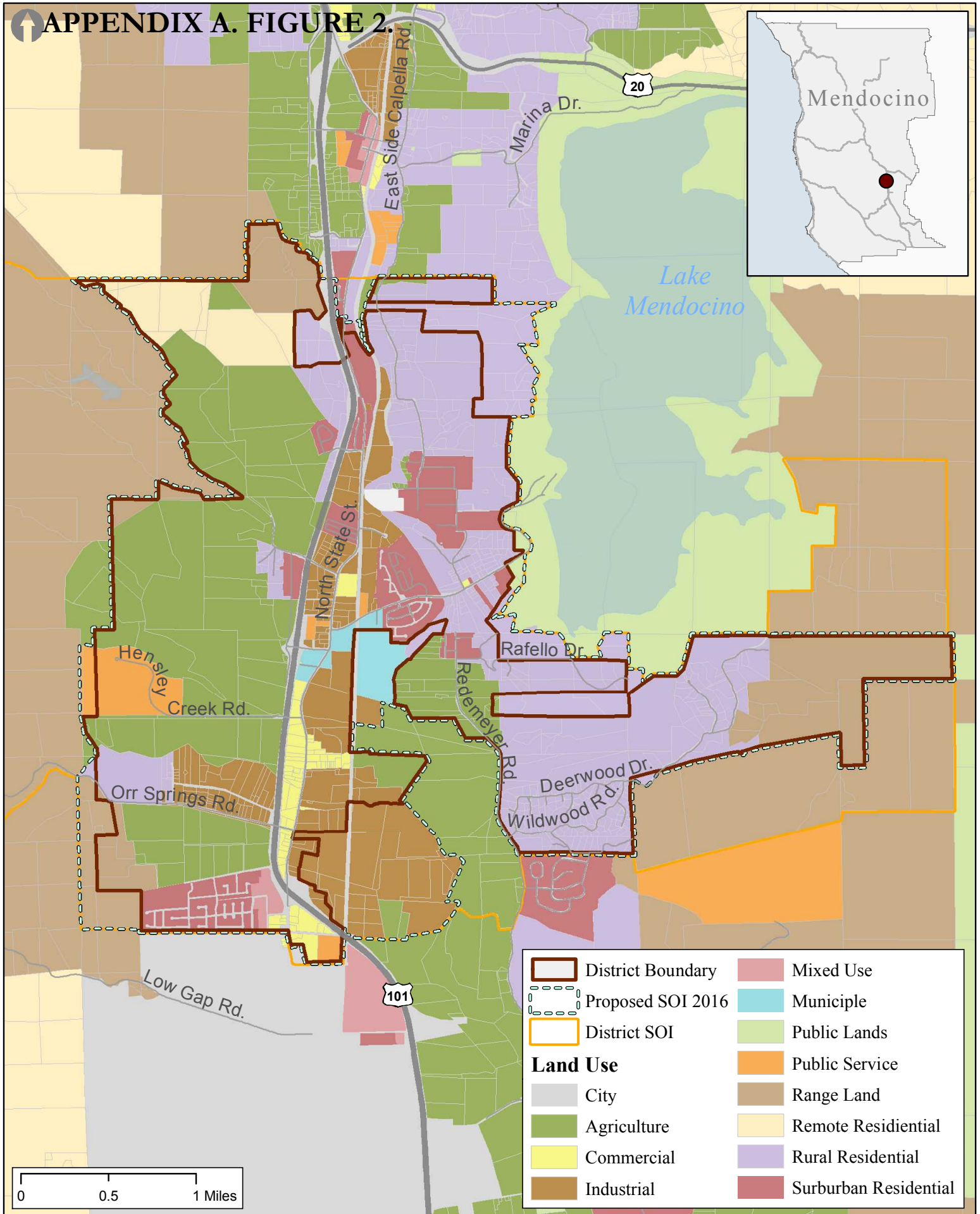
<http://quickfacts.census.gov/qfd/states/06000.html>

Mendocino LAFCo, 2004 Policies and Procedures, Chapter 5- Policies That May Apply for Some Applicants, D. Sphere of Influence.

(SWRCB 2015) State Water Resources Control Board. September 4th, 2015. Letter to MCWD. "Millview County Water District, ID 2310006 Compliance Order 02-03-01 C0-002 Rescinded".

(UVAP, 2011) County of Mendocino, Ukiah Valley Area Plan. August 2, 2011. Prepared by the Mendocino County Planning and Building Services.

Ukiah Valley Municipal Service Review, 2013. LAFCO of Mendocino County. May 6, 2013. E Mulberg & Associates

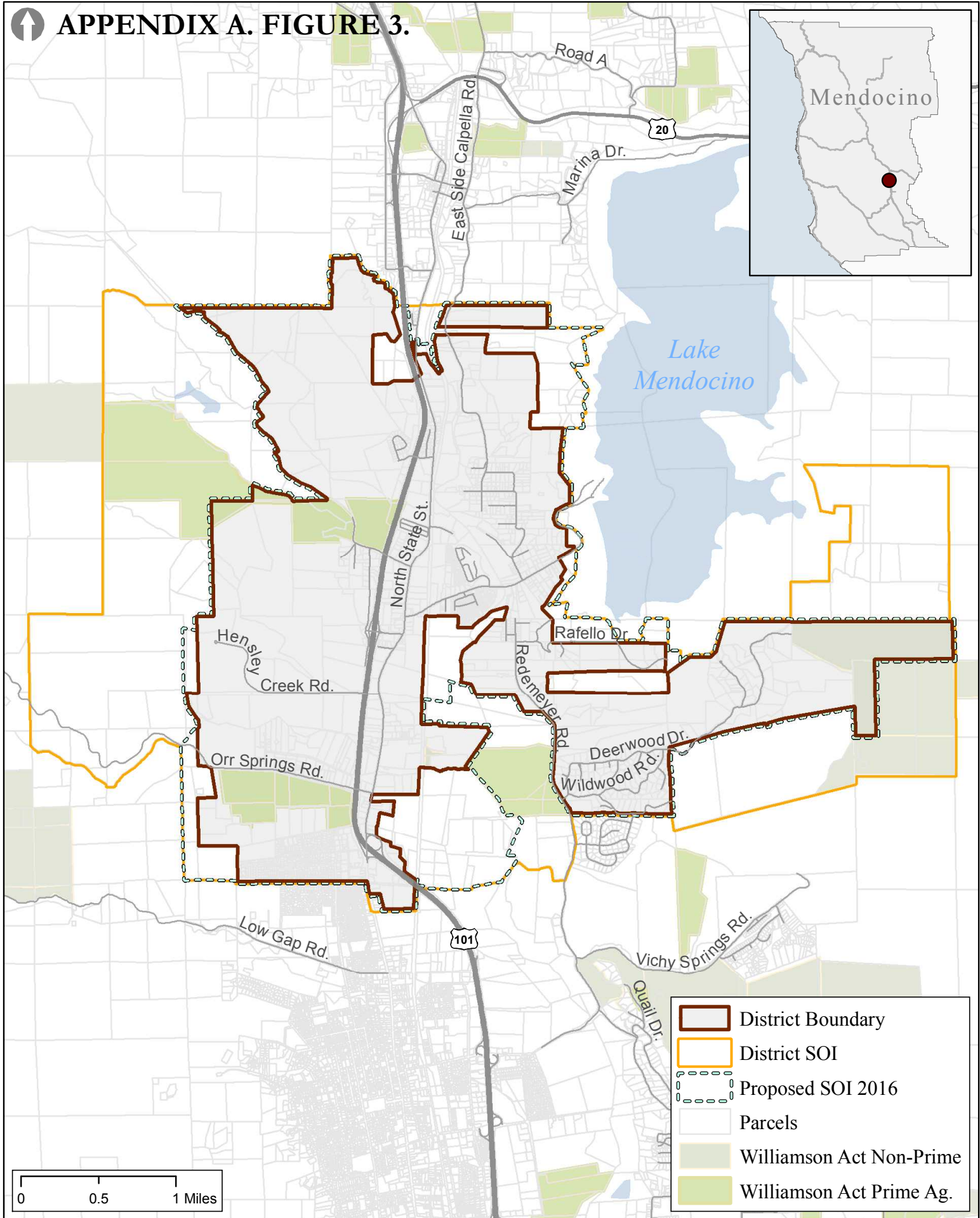


Millview County Water District

Land Use Designations

Sources: Boundaries: Mendocino County; Roads: US Census TIGER.

APPENDIX A. FIGURE 3.



Millview County Water District

Williamson Act Contract Map

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino **LAFCo** by: **PLANWEST PARTNERS, INC.**
 Date: 2/19/2016

Sources: Boundaries: Mendocino County; Roads: US Census TIGER. Packet Page 45
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MENDOCINO LOCAL AGENCY FORMATION COMMISSION

LAFCo Resolution No. 15-16-20

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
APPROVING THE MILLVIEW COUNTY WATER DISTRICT
SPHERE OF INFLUENCE UPDATE 2016**

WHEREAS, the Mendocino Local Agency Formation Commission, hereinafter referred to as the “Commission”, is authorized to establish, amend, and update spheres of influence for local governmental agencies whose jurisdictions are within Mendocino County; and

WHEREAS, the Commission conducted an update for the Millview County Water District’s sphere of influence pursuant to California Government Code Section 56425; and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Executive Officer’s report and recommendations on the sphere of influence update were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the sphere of influence update on April 4 and May 2, 2016; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56425.

NOW, THEREFORE, the Mendocino Local Agency Formation Commission does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. This sphere of influence update has been informed by the Commission’s earlier municipal service review on the Ukiah Valley special districts, for which the section on the Millview County Water District was accepted by the Commission on May 6, 2013.
2. The Commission, as Lead Agency, finds the update to the Millview County Water District’s sphere of influence is exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Section 15061(b)(3). This finding is based on the Commission determining with certainty the update will have no possibility of significantly effecting the environment given no new land use or municipal service authority is granted.
3. The Millview County Water District confirmed during the review of its sphere of influence that its services are currently limited to water services. Accordingly, the Commission waives the requirement for a statement of services prescribed under Government Code Section 56425(i).
4. This sphere of influence update is assigned the following distinctive short-term designation: “Millview County Water District Sphere of Influence Update 2016”
5. Pursuant to Government Code Section 56425(e), the Commission makes the written statement of determinations included in the Millview County Water District Sphere of Influence Update report, hereby incorporated by reference.

6. The Executive Officer shall revise the official records of the Commission to reflect this update of the Millview County Water District sphere of influence.

BE IT FURTHER RESOLVED that the Millview County Water District's sphere of influence is amended (reduced) to include only those properties currently receiving service within the existing SOI or with appropriate land use designations to receive municipal water services, as depicted in Exhibit "A".

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of May, 2016, by the following vote:

AYES:

NOES:

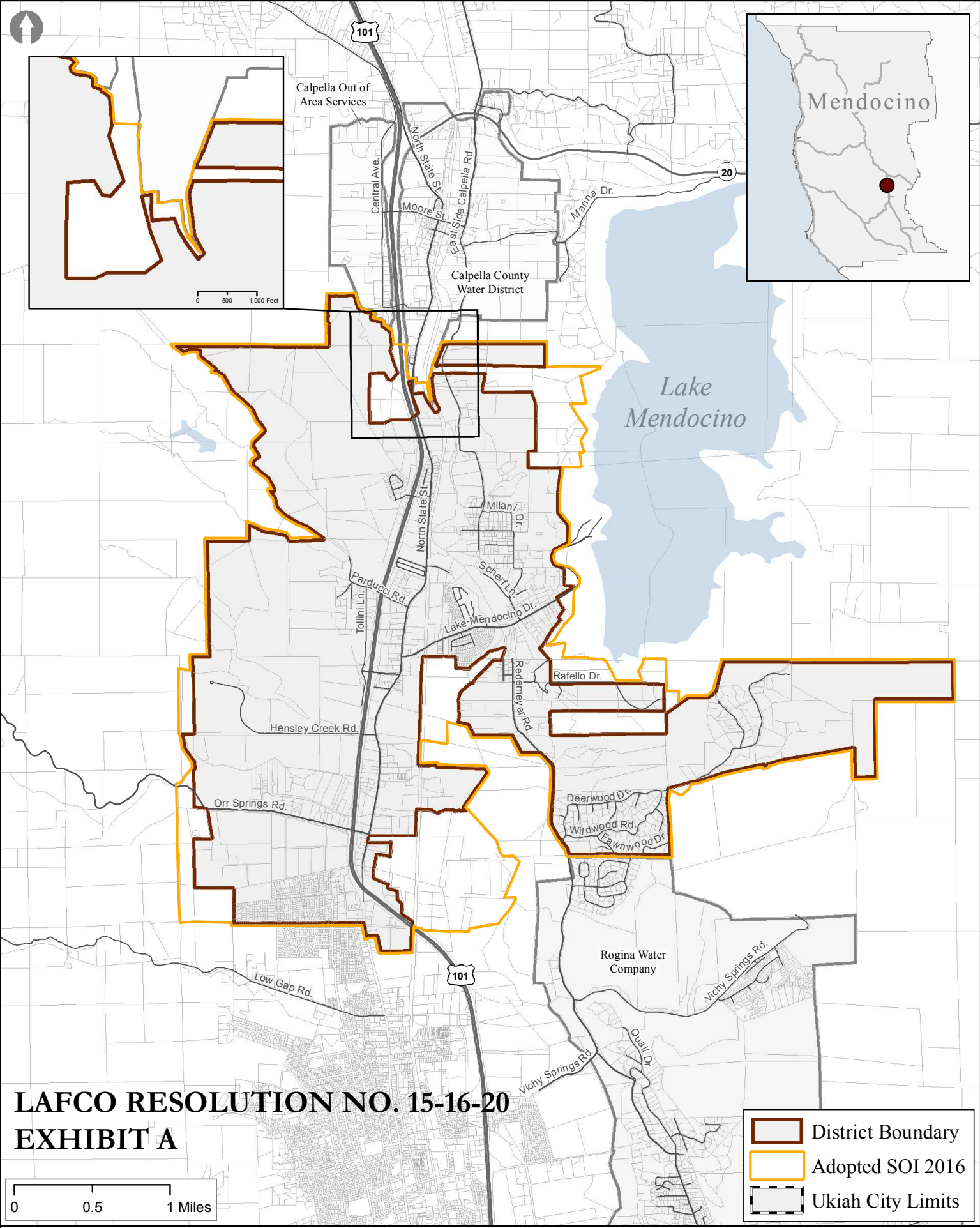
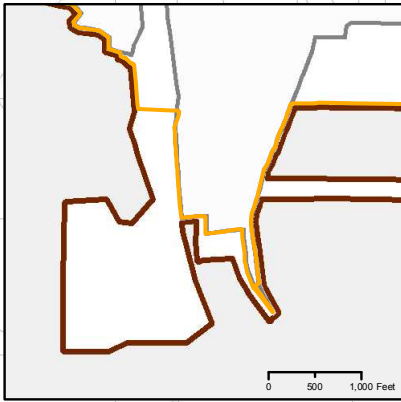
ABSTAIN:

ABSENT:

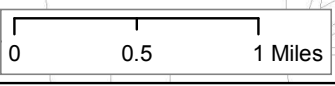
JERRY WARD, Chair




ATTEST:

GEORGE WILLIAMSON, Executive Officer



LAFCO RESOLUTION NO. 15-16-20 EXHIBIT A



-  District Boundary
-  Adopted SOI 2016
-  Ukiah City Limits

Millview County Water District

LAFCo Resolution No. 15-16-20
Sources: Boundaries: Mendocino County; Roads: US Census TIGER.

05-02-16
Packet Page 48

Page 3 of 3

Prepared for **PLANWEST PARTNERS, I.N.C.**
Mendocino LAFCo by: Date: 4/26/2016

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**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

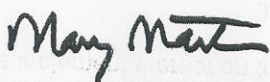
**STATE OF CALIFORNIA
COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the Office Clerk of the Fort Bragg Advocate-News, a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California under the date of May 9, 1952 - Case Number 9151, that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been printed in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates:

04/14/2016

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Ukiah, California,
April 14th, 2016



Mary Martin, LEGAL CLERK

Legal No. 0005709250

**Mendocino
LAFCo Notice of
Public Hearings**

NOTICE IS HEREBY GIVEN that on Monday, May 2, 2016, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold public hearings to consider the following:

- Irish Beach Water District Sphere of Influence Update
- Noyo Harbor District Sphere of Influence Update

Copies of all related documents are on file and may be reviewed at the LAFCo office. If you cannot attend the public hearing(s) described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolaftco.org; phone: (707) 463-4470.

All interested persons are invited to attend, be heard, and participate in the hearings.
BY ORDER OF
THE MENDO-

CINO LOCAL
AGENCY FOR-
MATION COM-
MISSION COM-
MISSION
GEORGE WIL-
LIAMSON, Exec-
utive Officer
Date Posted:
April 6, 2016
Publish:
04/14 /2016

Advertising Order Confirmation

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NOTICE IS HEREBY GIVEN that on Monday, May 2, 2016, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold public hearings to consider the following:

- Water District Irish Beach
- Sphere of Influence Update Noyo Harbor District Sphere of Influence Update

Copies of all related documents are on file and may be reviewed at the LAFCo office. If you cannot attend the public hearing(s) described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eomendolaifco.org; phone: (707) 463-4470. All interested persons are invited to attend, be heard, and participate in the hearings.

BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION
GEORGE WILLIAMSON, Executive Officer
Date Posted: April 6, 2016

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COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of The Willits News, a newspaper of general circulation, printed and published Every Wednesday and Friday in the City of Willits, California, County of Mendocino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, in the year 1903, Case Number 9150; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

04/08/2016

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Willits, California this 8th day of April, 2016.



Signature

Legal No. **0005706944**

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Mendocino LAFCo Notice of Public Hearings
NOTICE IS HEREBY GIVEN that on Monday, May 2, 2016, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, the Mendocino Local Agency Formation Commission (LAFCo) will hold public hearings to consider the following:
Fish Beach Water District Sphere of Influence Update
Noyo Harbor District Sphere of Influence Update
Copies of all related documents are on file and may be reviewed at the LAFCo office. If you cannot attend the public hearing(s) described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendoflaco.org; phone: (707) 463-4470.
All interested persons are invited to attend, be heard, and participate in the hearings.
BY ORDER OF THE MENDOCINO LOCAL AGENCY FORMATION COMMISSION
GEORGE WILLIAMSON, Executive Officer
Date Posted: April 6, 2016

04/08/2016

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Public Hearing** for the Irish Beach Water District Sphere of Influence Update

Background

This is a public hearing to consider the Draft SOI Update for the Irish Beach Water District (IBWD or District). The Commission reviewed the Draft SOI Update at a workshop in April. Comments and revisions are highlighted in track changes. Additional maps depicting zoning, timber harvest and Williamson Act contract lands have been added to the document.

The District provides treated water to landowners within Irish Beach, a coastal subdivision community consisting primarily of second homes. The District monitors groundwater resources and has an existing moratorium on drilling wells for those areas not presently served by district facilities within the District's boundaries (IBWD Resolution 2000-7). Additionally, the District provides administrative oversight of private and community septic system maintenance.

IBWD's existing SOI is coterminous with its boundary except for two parcels which together are commonly referred to as the Inn Site or the proposed Moore's Annexation. This SOI was established in 1994. No District services are provided outside the District boundary. Mendocino LAFCo has two applications on file for this District- the above mentioned Moore's Annexation (LAFCo Application A-2009-01) and the De Ruitter Detachment (LAFCo File No. D-2014-01). At the time of this analysis, the Moore's Annexation is on hold to allow time for the applicant to address necessary land use entitlements and environmental review at the County-level. The De Ruitter detachment application has been found incomplete due to the need to process an LCP Amendment prior to any action on an SOI reduction or detachment from the District boundary.

Staff recommends maintaining the existing SOI. Doing so accounts for all areas that may receive District services in the future, including the Moore's Annexation. Should progress be made on the De Ruitter detachment, a sphere of influence amendment may be considered at that time. Although there are lands not currently served by municipal services within the District boundary, many of the Districts water tanks and wells are within the timber and forest lands west of Irish Beach. The District has expressed their desire to maintain their current District boundary which provides for watershed and groundwater management activities.

Recommendation

Staff recommends the Commission adopt Resolution No. 15-16-21 (attachment 2), thereby reaffirming the existing sphere of influence for the Irish Beach County Water District. See Exhibit A in Attachment 2.

- Attachments: 1) Irish Beach WD Draft SOI Update
2) LAFCo Resolution No. 15-16-21

MENDOCINO **Local Agency Formation Commission**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482

Irish Beach Water District
SPHERE OF INFLUENCE UPDATE

Prepared in accordance with Government Code §56425

Update Dates

Commission Review

Administrative Draft Workshop- April 4, 2016

Draft Hearing- May 2, 2016

Final Adoption- DATE

Table of Contents

INTRODUCTION	3
OVERVIEW	3
REVIEW PERIOD	3
EVALUATION CONSIDERATIONS	3
General Guidelines for Determining Spheres of Influence	4
FIGURE 1.DISTRICT BOUNDARY.....	5
OVERVIEW	6
CURRENT AGENCY OPERATIONS	6
BACKGROUND	6
MUNICIPAL SERVICE REVIEW	6
SPHERE OF INFLUENCE.....	6
DISADVANTAGED UNINCORPORATED COMMUNITIES.....	8
POPULATION AND LAND USE	8
Population and Growth	8
CAPACITY AND SERVICE	8
Water Services.....	8
Wastewater Services.....	9
RELEVANT PLANNING AND SERVICE FACTORS.....	10
County of Mendocino General Plan- Development Element (DE).....	10
DISCUSSION	11
Sphere of Influence.....	11
ANALYSIS	11
1.) Present and Planned Land Use	11
2.) Present and Probable Need for Public Facilities and Services	11
3.) Present Capacity of Facilities and Adequacy of Public Services	11
4.) Social and Economic Communities of Interest.....	11
5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs).....	11
CONCLUSIONS	12
REFERENCES.....	12
APPENDIX A	13
FIGURE 2.DISTRICT LAND USE DESIGNATION MAP	13
FIGURE 3.LANDS UNDER WILLIAMSON ACT CONTRACTS MAP	14
FIGURE 4.DISTRICT ZONING MAP.....	15

INTRODUCTION

OVERVIEW

This update is prepared in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act) which states, “In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local government agencies so as to advantageously provide for the present and future needs of the county and its communities, LAFCo shall develop and determine the Sphere of Influence (SOI) of each local governmental agency within the county” (GC §56425). A “SOI” is defined under the CKH Act as “.... a plan for the probable physical boundaries and service area of a local (government) agency” (GC §56076).

Decisions on organizational changes must be consistent with the SOI boundary and determinations. The adopted SOI is used by LAFCo as a policy guide in its consideration of boundary change proposals affecting each city and special district in Mendocino County. Other agencies and individuals use adopted SOIs to better understand the services provided by each local agency and the geographic area in which those services will be available. Clear public understanding of the planned geographic availability of urban services is crucial to the preservation of agricultural land and discouraging urban sprawl.

The following update will assess and recommend an appropriate Sphere of Influence (SOI) for the Irish Beach Water District (IBWD or District). The objective is to update IBWD’s SOI relative to current legislative directives, local policies, and agency preferences in justifying whether to (a) change or (b) maintain the designation. The update draws on information from the IBWD Municipal Services Review (MSR), which includes the evaluation of availability, adequacy, and capacity of services provided by the District.

REVIEW PERIOD

SOI reviews and updates typically occur every five years, or as needed. A local agency’s services are analyzed with a twenty year planning horizon, and a sphere is determined in a manner emphasizing a probable need for services within the next 5-10 years. Actual boundary change approvals, however, are subject to separate analysis with particular emphasis on determining whether the timing of the proposed action is appropriate.

EVALUATION CONSIDERATIONS

When updating the SOI, the Commission considers and adopts written determinations:

Sphere Determinations: Mandatory Written Statements

1. Present and planned land uses in the area, including agricultural and open space
 2. Present and probable need for public facilities and services in the area
 3. Present capacity of public facilities and adequacy of public services the agency provides or is authorized to provide
 4. Existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency
 5. If the agency provides services related to water, sewer, or fire, then the present and probable need for these services by any disadvantaged unincorporated communities within the existing sphere should be considered
-

Policies specific to Mendocino LAFCo are also considered along with determinations in administering the CKH Act. This includes considering the merits of the SOI, or any changes, relative to the Commission's seven interrelated policies, as listed below, with respect to determining the appropriate SOI.

General Guidelines for Determining Spheres of Influence

The following is excerpted from *Mendocino LAFCo's 2016 Policies and Procedures*, "Chapter 9: Spheres of Influence, MSRs, and Special Studies":

Section 1. Spheres of Influence

Reduced Spheres

The Commission shall endeavor to maintain and expand, as needed, spheres of influence to accommodate planned and orderly urban development. The Commission shall, however, consider removal of land from an agency's sphere of influence if either of the following two conditions applies:

- the land is outside the affected agency's jurisdictional boundary but has been within the sphere of influence for 10 or more years; or
- the land is inside the affected agency's jurisdictional boundary but is not expected to be developed for urban uses or require urban-type services within the next 10 years.

Zero Spheres

LAFCo may adopt a "zero" sphere of influence encompassing no territory for an agency. This occurs if LAFCo determines that the public service functions of the agency are either nonexistent, no longer needed, or should be reallocated to some other agency (e.g., mergers, consolidations). The local agency which has been assigned a zero sphere should ultimately be dissolved.

Service Specific Spheres

If territory within the proposed sphere boundary of a local agency does not need all of the services of the agency, a "service specific" sphere of influence may be designated.

Agriculture and Open Space Lands

Territory not in need of urban services, including open space, agriculture, recreational, rural lands, or residential rural areas shall not be assigned to an agency's sphere of influence unless the area's exclusion would impede the planned, orderly and efficient development of the area. In addition, LAFCo may adopt a sphere of influence that excludes territory currently within that agency's boundaries. This may occur when LAFCo determines that the territory consists of agricultural lands, open space lands, or agricultural preserves whose preservation would be jeopardized by inclusion within an agency's sphere. Exclusion of these areas from an agency's sphere of influence indicates that detachment is appropriate.

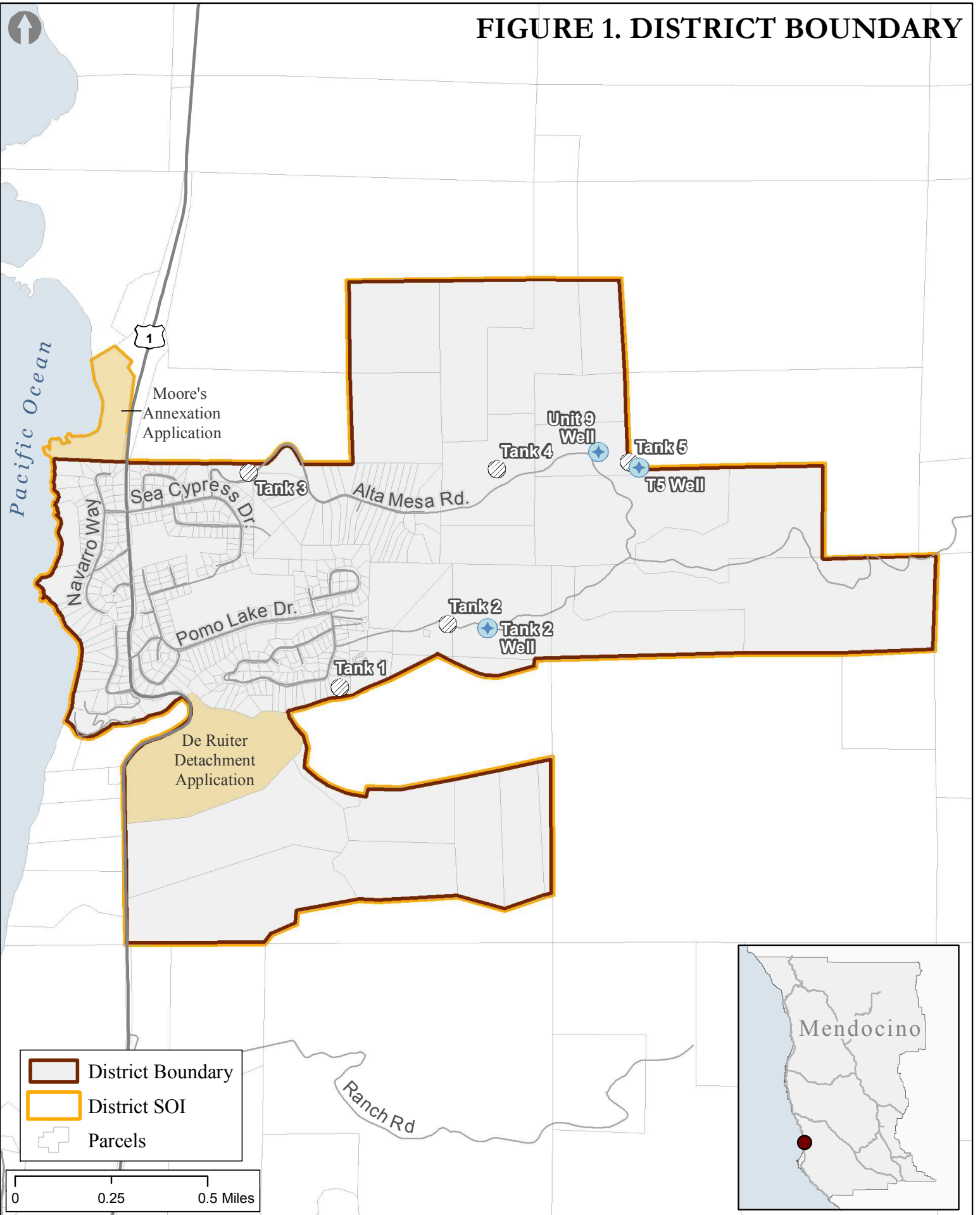
Annexations are not Mandatory

Before territory can be annexed to a city or district, it must be within the agency's sphere of influence (G.G. §56375.5). However, territory within an agency's sphere will not necessarily be annexed. A sphere is only one of several factors that are considered by LAFCo when evaluating changes of organization or reorganization.

Islands or Corridors

Sphere of influence boundaries shall not create islands or corridors unless it can be demonstrated that the irregular boundaries represent the most logical and orderly service area of an agency.

FIGURE 1. DISTRICT BOUNDARY



Irish Beach Water District

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: Date: 4/25/2016

OVERVIEW

CURRENT AGENCY OPERATIONS

The Irish Beach Water District (IBWD or District) provides treated water to landowners within Irish Beach, a subdivision primarily of second homes. The District monitors groundwater resources and has an existing moratorium on drilling wells for those areas not presently served by district facilities within District's boundaries (IBWD Resolution 2000-7). Additionally, the District provides administrative oversight of current and future private and community septic system maintenance (MSR 2014).

BACKGROUND

The District is located approximately four miles north of Manchester and eight miles south of Elk on Mendocino's south coast in the unincorporated area of southwestern Mendocino County. The District encompasses 1,294 acres (2.02 square miles) and serves the Irish Beach subdivision, of approximately 460 parcels, 200 of which are developed (MSR 2014).

IBWD is an independent special district formed pursuant to California Water District Law (State Water Code Section 34000-38501). IBWD was established on April 14, 1967 for the primary purpose of providing water to the community of Irish Beach. In 1980, under Health and Safety Code Section 6955 *et seq.*, the District added a wastewater disposal zone to its purview and provides oversight of existing and future private and community septic systems (MSR 2014).

Upon formation in 1967, the District consisted of 220 acres (LAFCo Resolution No. 67-2). In 1972, the Moore's annexation added 400 acres to the District (LAFCo Resolution No. 72-7). A second Moore's Annexation added an additional 720 acres to the District (LAFCo Resolution No. 75-14). The last completed boundary change was the Arnold detachment, which removed 112.23 acres from the District in December 1988 (LAFCo Resolution No. 88-9) (MSR 2014).

MUNICIPAL SERVICE REVIEW

In 2014, LAFCo prepared a countywide water and wastewater services MSR, which included the Irish Beach Water District. The IBWD MSR was approved by the Commission on November 3, 2014. A Municipal Service Review is a part of and a prerequisite for a SOI Update; as such, much of the information contained herein comes directly from the 2014 IBWD MSR.

SPHERE OF INFLUENCE

The District's Sphere of Influence (SOI) was last updated in 1994 to include APNs 131-110-04 and 131-110-36, commonly referred to as the "Inn Site" or the proposed Moore's Annexation. With the exception of this site, the SOI is otherwise coterminous with the District's boundaries (See Figure 1). The District considers this existing SOI to be appropriate and does not provide services to any properties outside the District boundary (MSR 2014). This update will consider maintaining the existing SOI.

Proposed Moore's Annexation

As discussed above, APN 131-110-04 and 131-110-36 are included in the existing District SOI. This area, consisting of approximately 17 acres of vacant land north of the Irish Beach Subdivision, is referred to as the "Inn Site" in the 2014 MSR and is also known as the proposed Moore's

IRISH BEACH WATER DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

Annexation (LAFCo Application A-2009-01). The District has a “will serve” contractual agreement with the property owner (MSR 2014).

The Inn Site is currently designated Range Lands with a Visitor Accommodation and Services Combining District (VAS) for hotel, inn or motel use types (*2C) as denoted on the Coastal Land Use Plan Map. This designation provides for an inn up to 20 units. However, given the constraints of the parcel, only a small portion of the site is developable and it is unlikely that an inn of that size would be feasible there. While an application was made for a use permit for an inn development in the early 1990s, it was ultimately withdrawn.

In 2006, the property owner applied to Mendocino County for a General Plan Amendment (GPA) and rezone of the Inn Site and other property within the District boundaries. This application seeks to change the Range Land zoning (160 acre minimum lot sizes) to Rural Residential with the potential for one acre lots.

In 2009, the property owner submitted an application to LAFCo to annex the Inn Site, which was placed on hold pending completion of the District MSR. Once the MSR was completed in 2014, the applicant again requested annexation based solely on currently allowable development. LAFCo reviewed the proposal on March 2, 2015 and acknowledged Coastal Commission comments that annexation and extension of water services to the subject property would require a Mendocino County Local Coastal Program (LCP) Amendment and further environmental review for purposes of amending the County’s certified Land Use Plan (LUP) prior to any action that would authorize changes to the District boundary and urban boundary line. At the time of this analysis, the LAFCo application is on hold to allow time for the applicant to address necessary land use entitlements and environmental review at the County-level.

Proposed De Ruiter Detachment

Mendocino LAFCo presently has an application on file for a property owner-initiated detachment of APN 132-210-22 from the IBWD. The detachment application was filed in October 8, 2014, and is known as the De Ruiter Detachment (LAFCo File No. D-2014-01). The property consists of approximately 60.5 acres within the District’s boundary and has been described in the past as part of a 196-acre property previously referred to as the “Nichols Ranch”. The District does not provide water services to this property, which is outside the Urban/Rural boundary. The property is located immediately south of Irish Gulch and is currently designated Range Land (RL-160).

The De Ruiter property is currently vacant with an existing well. Mendocino County Planning Department approved coastal development permit (CDP) #8-2014 in September 2014, authorizing construction of a single family residence, barn, guest cottage, driveway, and ancillary development on the subject site. The property owner has objected to restrictions in use of the existing well for residential purposes only.

In response to a LAFCo referral, the Coastal Commission commented on September 18, 2015 noting that an LCP Amendment and further environmental review is necessary “prior to any action that would authorize changes to the service district boundary”. According to this letter, additional review would be required “to understand the relationship between any access easements, water rights, and water sources on the subject property, and whether any of these water sources identified by IBWD currently serve or were envisioned under the certified LCP to eventually serve any of the parcels within the District”.

At the time of this analysis, this LAFCo application is on hold pending a LCP Amendment.

DISADVANTAGED UNINCORPORATED COMMUNITIES

LAFCo is required to evaluate disadvantaged unincorporated communities (DUCs) as part of a SOI review, including the location and characteristics of any such communities. A DUC is defined as any area with 12 or more registered voters where the median household income (MHI) is less than 80 percent of the statewide MHI. Within a DUC, three basic services are evaluated: water, sewage, and fire protection. The IBWD provides water services, and is therefore only responsible for assuring that this service is adequately provided to communities.

The Irish Beach Water District encompasses the majority of the community of Irish Beach. However Irish Beach is not a ‘census designated place’ (CDP), therefore the median household income amount is not available. Because Irish Beach is primarily a ‘second home’ residential area with higher value homes, it is not expected that the community qualifies as a DUC. In addition, Annual Consumer Confidence Reports issued by the District continue to find that the District provides safe and abundant water to the community (MSR 2014).

POPULATION AND LAND USE

Population and Growth

The District was established to serve the unincorporated community of Irish Beach, a subdivision located between Manchester and Elk on the southern Mendocino Coast. An estimated population of 65 resides in Irish Beach year-round, with increases by 250 seasonal residents at various times of the year (MSR 2014).

The 2010 Census for zip code 95459 consists of 67.1 square miles and includes the communities of Manchester and Irish Beach. Population within the zip code was tabulated at 504 in the 2010 Census, with an average population concentration of eight persons per square mile. Manchester, approximately four miles south of Irish Beach, is a census designated place (CDP) located within Census Tract 011102 in Mendocino County and has a population of 195. Although rural residential properties are scattered throughout the zip code area, Irish Beach is the only other planned community in the area. Between the Census years 2000 and 2010, the area experienced a decrease in population of 81 people, from 585 to 501, a loss of approximately 14 percent of the population (MSR 2014).

Given Irish Beach’s relatively isolated location and limited development potential, it’s unlikely to experience significant population increases in the next few decades. In the application for formation of the District in the late 1960s, a build-out population of 1,200 was estimated. However, the area has experienced little growth with only 200 of the 460 parcels currently developed. Additionally, the occupancy rate has been reduced substantially since the 1960s, which further reduces the projected build-out population. While the District has undergone a number of annexations since its formation, little to no development has occurred within those areas (MSR 2014).

CAPACITY AND SERVICE

Water Services

The District currently provides service to approximately 200 residential customers within the District. Annual demand for Irish Gulch water was estimated at 24.1 acre-feet per year (af/yr) in 2000. Maximum monthly use is approximately 920,000 gallons, or approximately 0.05 cfs, and was achieved in July of 1994 and 1995 (MSR 2014).

Water Supply

The Irish Beach Water District has four developed sources of water, and one additional partially developed well source: 1) the upper diversion on Irish Gulch (SWRCB Permit No. 15580); 2) the well (Well 9) located east of the main subdivision; 3) the lower diversion on Irish Gulch (Permit No. 20443); and 4) the new well (Well 5) located southeast of Well 9. The additional partially developed well (Well 2) is located east of Tank 2, and was developed with the property owner's permission. This well has been drilled, cased and tested, but has not yet been connected to the system or had utilities connected to it. Well 9 production volume has diminished in the past few years. The District maintains that the current water system capacity is adequately sized for existing development with some room for growth. In correspondence from the District to LAFCo in 1994, the District provided a "Plan for Services" and estimated its capacity to provide water service to 425 parcels (MSR 2014).

A mitigated negative declaration (MND) prepared for an extension of time for SWRCB Permit No. 15580 (Irish Gulch Water Rights) indicated that the District will require 0.292 cfs (211.4 af/yr) at full build-out, which is anticipated to be achieved sometime between 2038 and 2067. The District also has property and a trust fund to develop an additional water source and treatment plant when required (MSR 2014).

Infrastructure and Facilities

The District has five water storage facilities, a pipeline network, hydrant system, and a water treatment plant. IBWD has approximately 7.6 miles of pipeline, ranging from 6 to 2 inches in diameter. Parts of the District's distribution system dates from 1965, with sections added over the years, the newest of which was installed in 2000. Over 83 percent of the District's distribution and transmission system is more than 30 years old. Much of this system has an estimated useful life of 40 years. To address aging infrastructure needs, a Proposition 218 Assessment was passed by District voters in early the 2000s. The assessment funds are kept in a special reserve account specifically for capital improvements including but not limited to replacement of pipelines, pumps, valves, tanks, hydrants, and connections (MSR 2014).

Wastewater Services

In 1980 the IBWD passed a Resolution of Intention to form a wastewater disposal zone under Health and Safety Code Sections 6955, et seq. The purpose of the establishment of the zone was to monitor, maintain, repair, replace and pump wastewater disposal systems after such systems are initially installed pursuant to County Health and/or Regional Water Quality Control Board permits and standards on properties previously established as building sites within the subdivision known as Irish Beach. The District was not required to go through LAFCo to initiate the zone (MSR 2014).

As such, the District is responsible for maintaining individual wastewater disposal system records, including date of installation, as-built plans of installed systems and service records of systems. It is also under the purview of the District to send to new owners and owners of new systems information regarding maintenance practices that should be followed and local contractors that provide service. To enforce this, IBWD passed Resolution No. 93-5, which requires that all septic tanks be inspected and/or pumped if necessary every five years by a registered sanitarian or a septic tank operator. In 2011, the District passed Resolution No. 2011-2 to establish discharge limits of waste that may contaminate the waters of the state flowing through Irish Beach (MSR 2014).

The District does not own, lease, operate or maintain any wastewater facilities or collection systems. District responsibilities regarding wastewater are limited to keeping individual septic system records and reminding owners to properly maintain their systems. Based on information provided by the District regarding facilities, management practice and accountability, and financing, IBWD's service appears to be adequate (MSR 2014).

RELEVANT PLANNING AND SERVICE FACTORS

Local planning policies and land-use designations inform LAFCo SOI decisions. Below are relevant policies and service factors that are used as a guide.

County of Mendocino General Plan- Development Element (DE)

General Plan Water Supply and Sewer (Wastewater Treatment) Services Policies:

Policy DE-186: Coordinate community water and sewer services with General Plan land use densities and intensities.

Policy DE-187: The County supports efficient and adequate public water and sewer services through combined service agencies, shared facilities, or other inter-agency agreements.

Action Item DE-187.1: Work aggressively with water and sewer service providers to overcome current and projected system and supply deficiencies necessary to serve planned community growth.

Action Item DE-187.2: Support funding applications to improve and expand water and sewer service capabilities in areas planned for future growth or to resolve existing deficiencies.

Action Item DE-187.3: Work with communities and public water and sewer service entities to monitor, manage and/or maintain community-wide or decentralized water/sewer systems.

Policy DE-188: Encourage water and sewer service providers to incorporate water conservation, reclamation, and reuse.

- Encourage the development and use of innovative systems and technologies that promote water conservation, reclamation, and reuse.
- Encourage the development of systems that capture and use methane emissions from their operation.
- Encourage the development and use of innovative systems and technologies for the treatment of wastewater.

Policy DE-189: Oppose extension of water or sewer services to rural non-community areas when such extensions are inconsistent with land use and resource objectives of the General Plan, except where the extension is needed to address a clear public health hazard.

Policy DE-190: Development of residential, commercial, or industrial uses shall be supported by water supply and wastewater treatment systems adequate to serve the long-term needs of the intended density, intensity, and use.

Policy DE-191: Land use plans and development shall minimize impacts to the quality or quantity of drinking water supplies.

DISCUSSION

Sphere of Influence

This update considers maintaining the existing SOI. The District considers its SOI to be appropriate and does not provide services to any properties outside the SOI boundary (MSR 2014).

Presently there are two applications on file with Mendocino LAFCo regarding IBWD boundaries, one annexation proposal and one detachment proposal (see above SOI discussion). Maintaining the existing SOI accounts for all areas that may receive District services, including the most recent Moore's Annexation. Should the De Ruiter property be detached from the District, a sphere of influence amendment for reduction may be considered at that time. Amending the sphere now to reflect the potential detachment is premature.

ANALYSIS

As presented in the introduction, when updating the SOI, the Commission considers and adopts written determinations. The following are the formal determinations for this SOI Update:

1.) Present and Planned Land Use

The current landuse designation for the Moore's Annexation area is Range Land. However, as a part of the annexation application process, the property owner is seeking a change in landuse designation. Maintaining the SOI to include this area does not impact the land use designation decision by the County. Should the land use designation change, inclusion of the subject property in tot the District will be considered further.

2.) Present and Probable Need for Public Facilities and Services

Given Irish Beach's relatively isolated location and limited development potential, it's unlikely to experience significant population increases in the next few decades. A need for district services is anticipated to continue present levels with little to no growth. The annexation application on file signifies a continued need for service in that portion of the SOI not within District boundaries.

3.) Present Capacity of Facilities and Adequacy of Public Services

The current water system capacity appears to be adequately sized for existing development with some room for growth. The District also has property and a trust fund to develop an additional water source and treatment plant when required. Given the low anticipated growth rate, the District should have sufficient water supply and service capability for the planning horizon of this document.

4.) Social and Economic Communities of Interest

The IBWD serves the community of Irish Beach which is the primary community of interest for this SOI Update. There are no other communities in the immediate area.

5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)

The District has not been identified as a DUC, nor are there any DUCs within the vicinity which have been identified that should be considered for service by the District.

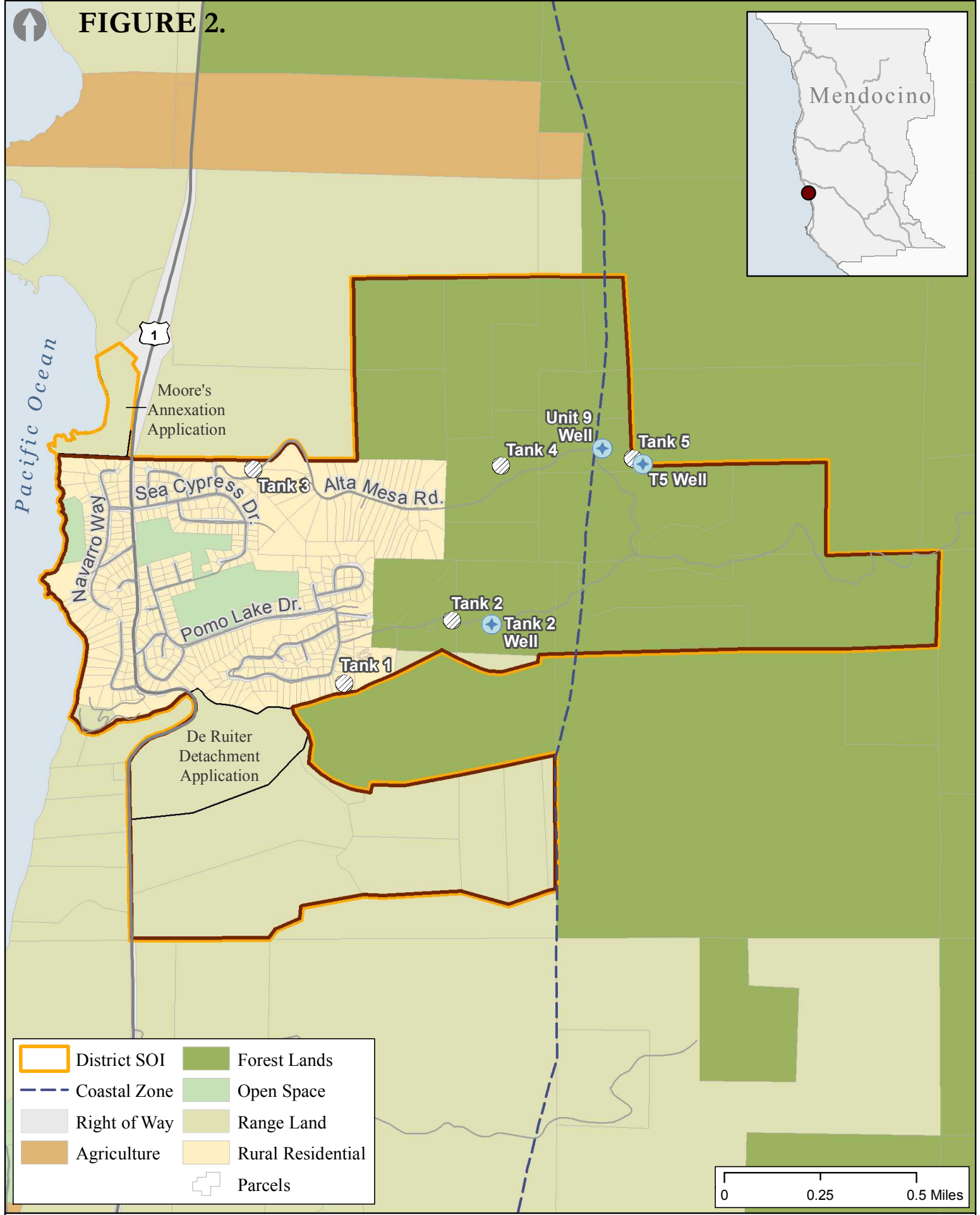
CONCLUSIONS

This update considers the present SOI relative to services provided and its consistency with LAFCo policy. The current SOI for the District is coterminous with the exception of the proposed Moore's Annexation site, which is outside of the current District boundary and urban limit line. Given that no services are provided outside of the District SOI and given the District indicates no future plans for service beyond the applications on file, an updated SOI that remains the same as the existing SOI boundary is sufficient (See SOI in Figure 1).

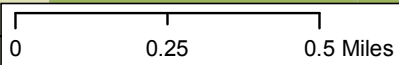
REFERENCES

- (MSR, 2014) "Mendocino Local Agency Formation Commission, Final Water and Wastewater Municipal Service Review: Caspar South Water District, Elk County Water District, Gualala Community Services District, Irish Beach Water District, Laytonville County Water District, Pacific Reefs Water District, Round Valley County Water District, Westport County Water District. October 2014". Prepared by: Kateri Harrison, SWALE, Inc.; Uma Hinman, Uma Hinman Consulting. Final approval October 6, 2014.

FIGURE 2.



- District SOI
- Coastal Zone
- Right of Way
- Agriculture
- Forest Lands
- Open Space
- Range Land
- Rural Residential
- Parcels



Irish Beach Water District

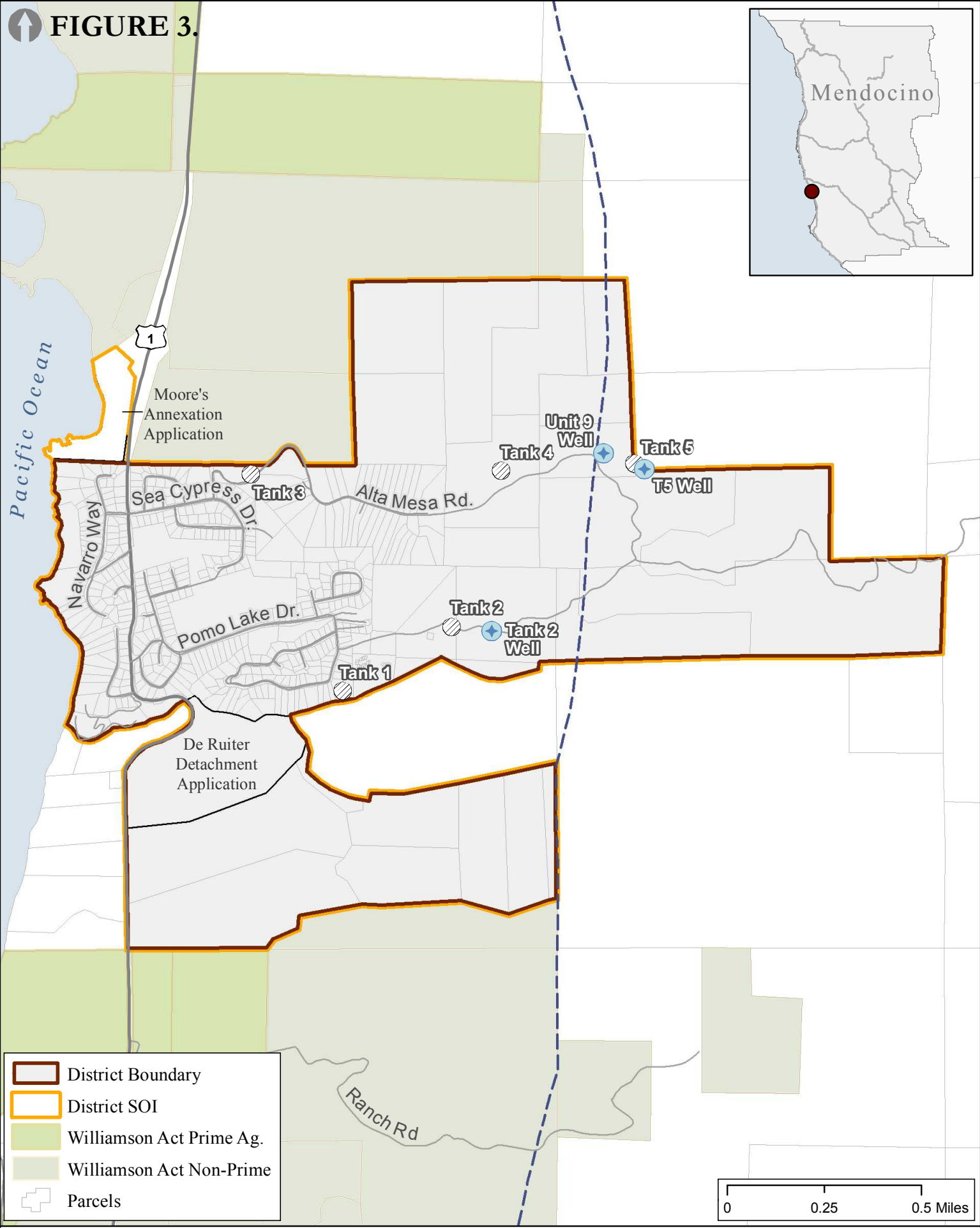
Land Use Designations






Sources: Land Use: Mendocino County; Roads: US Census TIGER.

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: Date: 4/25/2016

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FIGURE 3.



-  District Boundary
-  District SOI
-  Williamson Act Prime Ag.
-  Williamson Act Non-Prime
-  Parcels

Irish Beach Water District

Williamson Act Agriculture Lands

Sources: Williamson Lands: Mendocino County; Roads: US Census TIGER.

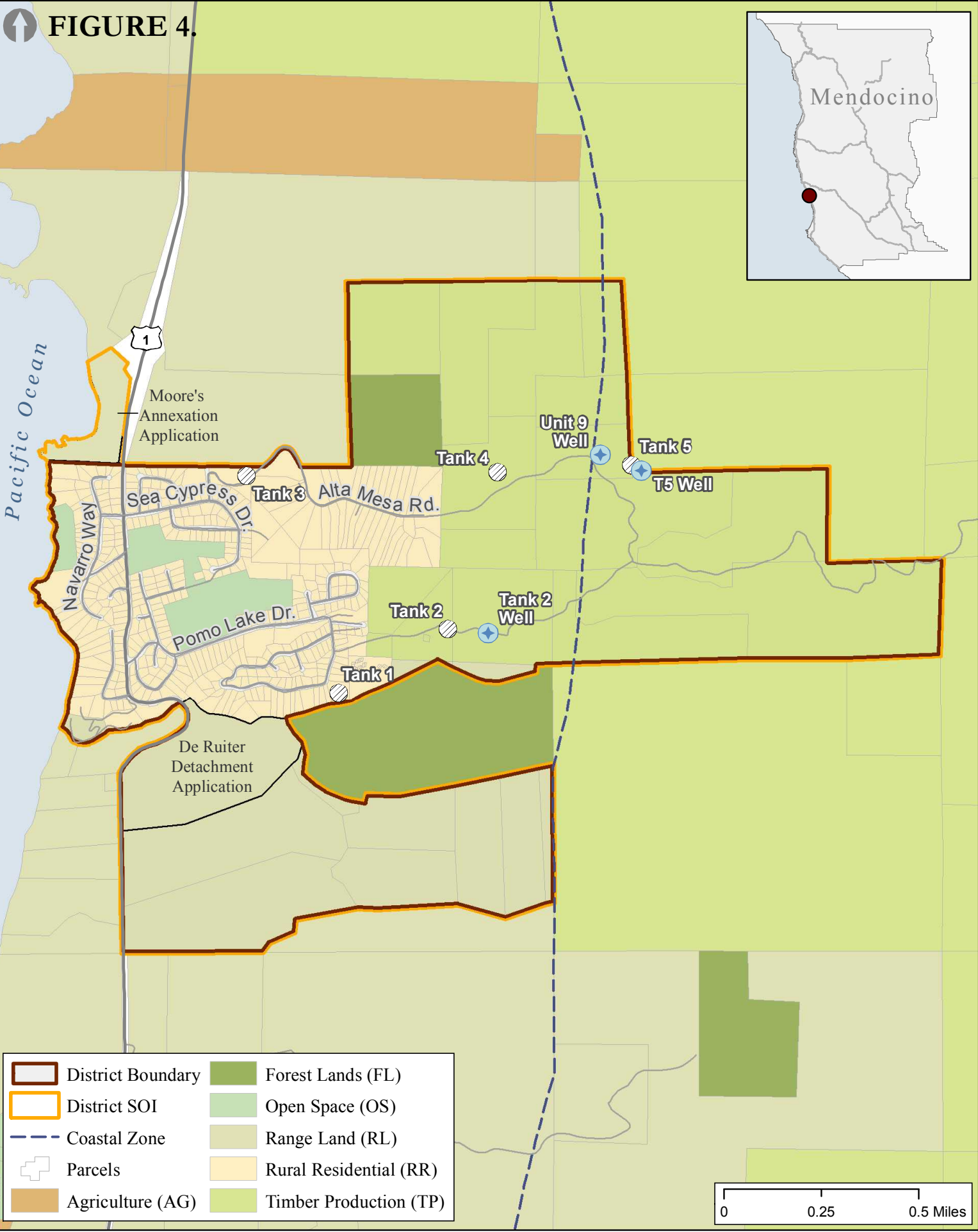
Prepared for **PLANWEST PARTNERS, INC.**

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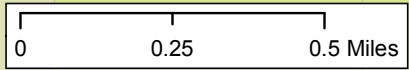
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FIGURE 4.



- | | |
|-------------------|------------------------|
| District Boundary | Forest Lands (FL) |
| District SOI | Open Space (OS) |
| Coastal Zone | Range Land (RL) |
| Parcels | Rural Residential (RR) |
| Agriculture (AG) | Timber Production (TP) |



Irish Beach Water District Zoning

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: Date: 4/25/2016

MENDOCINO LOCAL AGENCY FORMATION COMMISSION

LAFCo Resolution No. 15-16-21

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
APPROVING THE IRISH BEACH WATER DISTRICT
SPHERE OF INFLUENCE UPDATE 2016**

WHEREAS, the Mendocino Local Agency Formation Commission, hereinafter referred to as the “Commission”, is authorized to establish, amend, and update spheres of influence for local governmental agencies whose jurisdictions are within Mendocino County; and

WHEREAS, the Commission conducted an update for the Irish Beach Water District’s sphere of influence pursuant to California Government Code Section 56425; and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Executive Officer’s report and recommendations on the sphere of influence update were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the sphere of influence update on May 2, 2016; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56425.

NOW, THEREFORE, the Mendocino Local Agency Formation Commission does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. This sphere of influence update has been appropriately informed by the Commission’s earlier municipal service review on countywide water and wastewater services, for which the section on the Irish Beach Water District was accepted by the Commission on October 6, 2014.
2. The Commission, as Lead Agency, finds the update to the Irish Beach Water District’s sphere of influence is exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Section 15061(b)(3). This finding is based on the Commission determining with certainty the update will have no possibility of significantly effecting the environment given no new land use or municipal service authority is granted.
3. The Irish Beach Water District confirmed during the review of its sphere of influence that its services are currently limited to water, septic system monitoring, and groundwater monitoring. Accordingly, the Commission waives the requirement for a statement of services prescribed under Government Code Section 56425(i).
4. This sphere of influence update is assigned the following distinctive short-term designation: “Pacific Reefs Water District Sphere of Influence Update 2016”

5. Pursuant to Government Code Section 56425(e), the Commission makes the written statement of determinations included in the Irish Beach Water District Sphere of Influence Update report, hereby incorporated by reference.
6. The Executive Officer shall revise the official records of the Commission to reflect this update of the Irish Beach Water District's sphere of influence.

BE IT FURTHER RESOLVED that the Irish Beach Water District's sphere of influence is reaffirmed to remain coterminous with the District boundary, as depicted in Exhibit "A".

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of May, 2016, by the following vote:

AYES:

NOES:

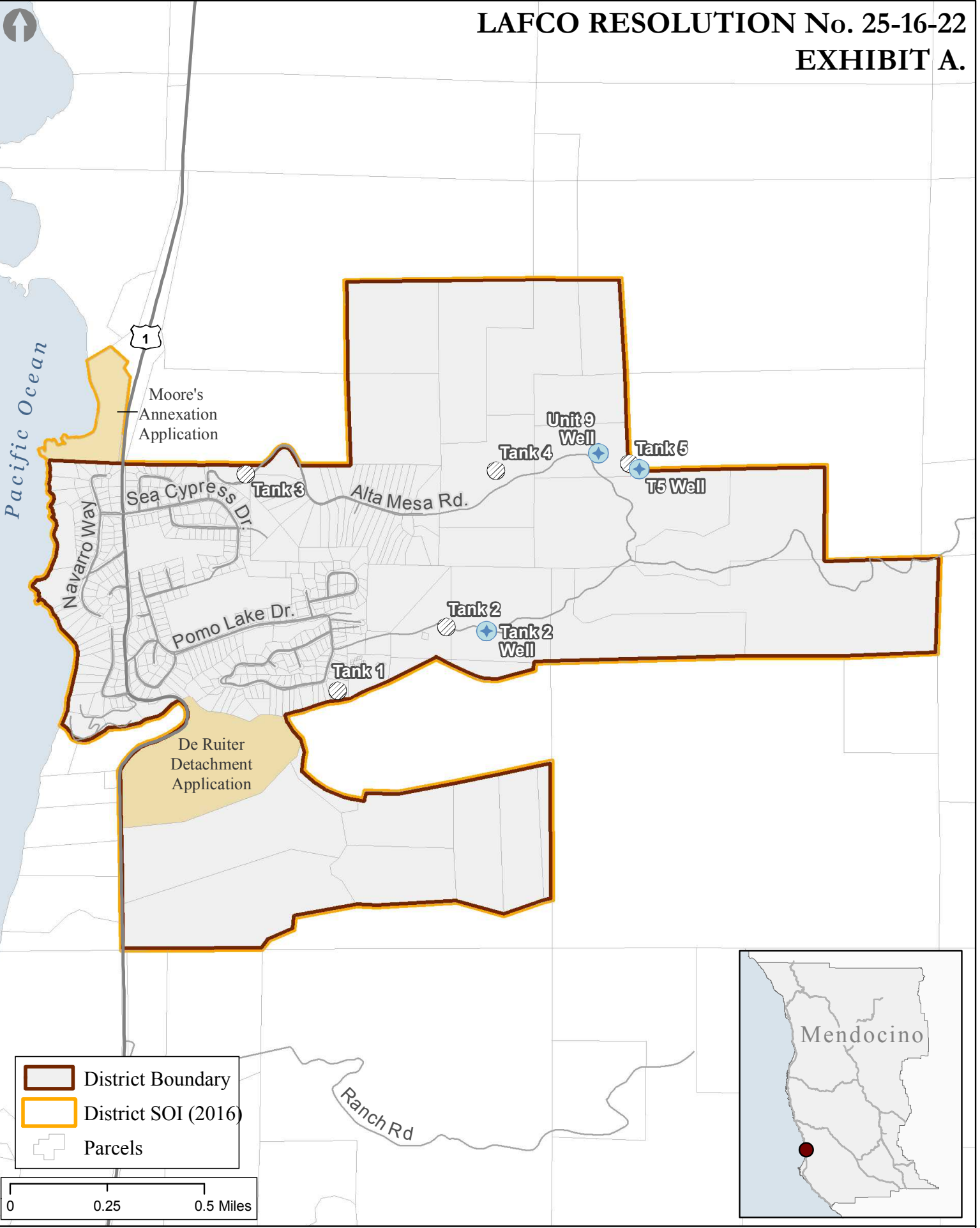
ABSTAIN:

ABSENT:

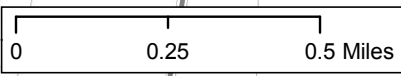
JERRY WARD, Chair

ATTEST:

GEORGE WILLIAMSON, Executive Officer



	District Boundary
	District SOI (2016)
	Parcels



Irish Beach Water District
LAFCo Resolution No. 15-16-21

Sources: Boundaries: Mendocino County; Roads: US Census TIGER.
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MENDOCINO Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Public Hearing** for the Noyo Harbor District Sphere of Influence Update

Background

This is a public hearing to consider the Draft SOI Update for the Noyo Harbor District (NHD or District). The Commission reviewed the Draft SOI Update at a workshop in April. Comments and revisions are highlighted in track changes (see Attachment 1).

NHD provides port and harbor services to residents and visitors of the City of Fort Bragg and surrounding area. The District operates the harbor, docks, and related facilities of Noyo Harbor. The District's existing SOI is coterminous with the District boundary. The 2014 Noyo Harbor District Municipal Service Review recommended considering a sphere expansion to include what it defined as the District's service area, estimated to be about 225 square miles. The District originally requested its SOI be expanded to include all of Mendocino County. Staff finds that there is insufficient evidence to support the entire County as the District's SOI at this time. The update recommends maintaining the SOI as coterminous with the existing boundary (see Resolution, Attachment 2).

At the April workshop the District requested that an alternative expanded SOI be considered, one which captured the potential future provision of District services along the Coast. In addition to the staff recommended coterminous SOI, staff has identified an alternative SOI for Commission consideration. The alternative SOI would follow the coastline, using the Coastal Zone Boundary as the eastern border. It would extend a quarter mile offshore, its northern terminus being the County line and its southern terminus being the Garcia River (see Attachment 3).

Recommendation

Staff recommends the Commission hold a public hearing on this item and consider the following options regarding this document:

- 1) Accept the staff recommended draft SOI Update as is, which maintains a coterminous Sphere of Influence and adopt Resolution No. 15-16-22 (Attachment 2), thereby affirming the the sphere of influence as coterminous.
- 2) Accept the alternative expanded SOI, continue the public hearing to June 6, 2016 and direct staff make requested revisions.

Attachments: 1) Noyo Harbor District Draft SOI Update
2) Resolution No. 15-16-22
3) Alternative SOI Reference Map

MENDOCINO **Local Agency Formation Commission**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482

NOYO HARBOR DISTRICT
SPHERE OF INFLUENCE UPDATE

Prepared in accordance with Government Code §56425

Update Dates

Commission Review

Administrative Draft Workshop- April 4, 2016

Draft Hearing- May 2, 2016

Final Adoption- DATE

Table of Contents

INTRODUCTION	3
OVERVIEW	3
REVIEW PERIOD	3
EVALUATION CONSIDERATIONS	3
General Guidelines for Determining Spheres of Influence	4
FIGURE 1	5
OVERVIEW	6
CURRENT AGENCY OPERATIONS	6
BACKGROUND	6
MUNICIPAL SERVICE REVIEW	6
SPHERE OF INFLUENCE	6
DISADVANTAGED UNINCORPORATED COMMUNITIES	6
POPULATION AND LAND USE	7
Population and Growth	7
Land Use and Development	7
CAPACITY AND SERVICE	7
Services	7
Funding for Services	8
Service Adequacy	8
RELEVANT PLANNING AND SERVICE FACTORS	ERROR! BOOKMARK NOT DEFINED.
County of Mendocino General Plan- Development Element (DE)	Error! Bookmark not defined.
DISCUSSION	9
ANALYSIS	10
1.) Present and Planned Land Use	10
2.) Present and Probable Need for Public Facilities and Services	10
3.) Present Capacity of Facilities and Adequacy of Public Services	10
4.) Social and Economic Communities of Interest	10
5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)	11
CONCLUSIONS	11
REFERENCES	11

INTRODUCTION

OVERVIEW

This update is prepared in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act) which states, “In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local government agencies so as to advantageously provide for the present and future needs of the county and its communities, LAFCo shall develop and determine the Sphere of Influence (SOI) of each local governmental agency within the county” (GC §56425). A “SOI” is defined under the CKH Act as “.... a plan for the probable physical boundaries and service area of a local (government) agency” (GC §56076).

Decisions on organizational changes must be consistent with the SOI boundary and determinations. The adopted SOI is used by LAFCo as a policy guide in its consideration of boundary change proposals affecting each city and special district in Mendocino County. Other agencies and individuals use adopted SOIs to better understand the services provided by each local agency and the geographic area in which those services will be available. Clear public understanding of the planned geographic availability of urban services is crucial to the preservation of agricultural land and discouraging urban sprawl.

The following update will assess and recommend an appropriate Noyo Harbor District (NHD or District) Sphere of Influence (SOI). The objective is to update NHD’s SOI relative to current legislative directives, local policies, and agency preferences in justifying whether to (a) change or (b) maintain the designation. The update draws on information from the Noyo Harbor District Municipal Services Review (MSR), which includes the evaluation of availability, adequacy, and capacity of services provided by the District.

REVIEW PERIOD

SOI reviews and updates typically occur every five years, or as needed. A local agency’s services are analyzed with a twenty year planning horizon, and a sphere is determined in a manner emphasizing a probable need for services within the next 5-10 years. Actual boundary change approvals, however, are subject to separate analysis with particular emphasis on determining whether the timing of the proposed action is appropriate.

EVALUATION CONSIDERATIONS

When updating the SOI, the Commission considers and adopts written determinations:

Sphere Determinations: Mandatory Written Statements

1. Present and planned land uses in the area, including agricultural and open space.
 2. Present and probable need for public facilities and services in the area.
 3. Present capacity of public facilities and adequacy of public services the agency provides or is authorized to provide.
 4. Existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency.
 5. If the agency provides services related to water, sewer, or fire, then the present and probable need for these services by any disadvantaged unincorporated communities within the existing sphere should be considered
-

Policies specific to Mendocino LAFCo are also considered along with determinations in administering the CKH Act in Mendocino County. This includes considering the merits of the SOI, or any changes, relative to the Commission's seven interrelated policies, as listed below, with respect to determining the appropriate SOI.

General Guidelines for Determining Spheres of Influence

The following is excerpted from *Mendocino LAFCo's 2016 Policies and Procedures*, "Chapter 9: Spheres of Influence, MSRs, and Special Studies":

Section 1. Spheres of Influence

Reduced Spheres

The Commission shall endeavor to maintain and expand, as needed, spheres of influence to accommodate planned and orderly urban development. The Commission shall, however, consider removal of land from an agency's sphere of influence if either of the following two conditions apply:

- the land is outside the affected agency's jurisdictional boundary but has been within the sphere of influence for 10 or more years; or
- the land is inside the affected agency's jurisdictional boundary but is not expected to be developed for urban uses or require urban-type services within the next 10 years.

Zero Spheres

LAFCo may adopt a "zero" sphere of influence encompassing no territory for an agency. This occurs if LAFCo determines that the public service functions of the agency are either nonexistent, no longer needed, or should be reallocated to some other agency (e.g., mergers, consolidations). The local agency which has been assigned a zero sphere should ultimately be dissolved.

Service Specific Spheres

If territory within the proposed sphere boundary of a local agency does not need all of the services of the agency, a "service specific" sphere of influence may be designated.

Agriculture and Open Space Lands

Territory not in need of urban services, including open space, agriculture, recreational, rural lands, or residential rural areas shall not be assigned to an agency's sphere of influence unless the area's exclusion would impede the planned, orderly and efficient development of the area. In addition, LAFCo may adopt a sphere of influence that excludes territory currently within that agency's boundaries. This may occur when LAFCo determines that the territory consists of agricultural lands, open space lands, or agricultural preserves whose preservation would be jeopardized by inclusion within an agency's sphere. Exclusion of these areas from an agency's sphere of influence indicates that detachment is appropriate.

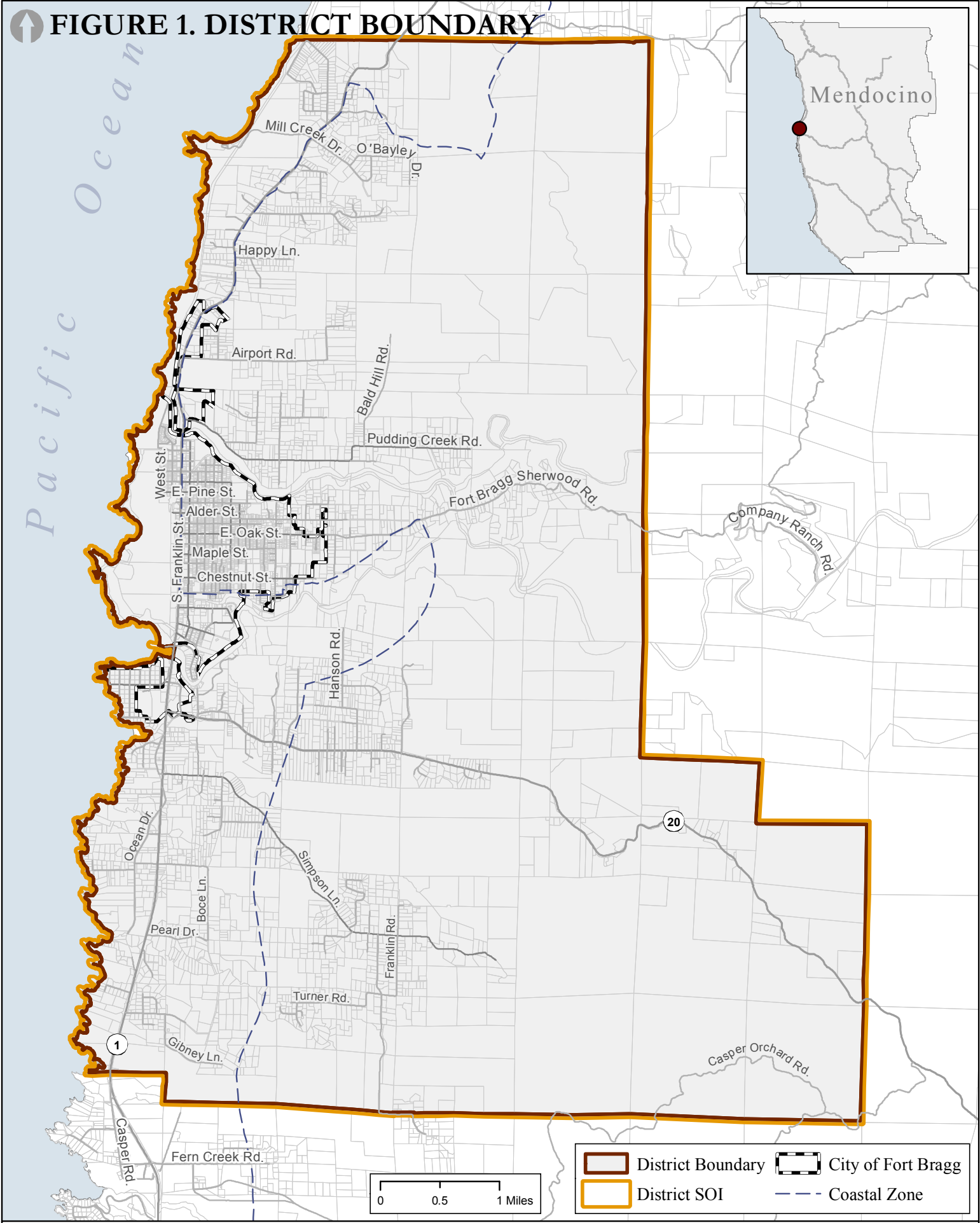
Annexations are not Mandatory

Before territory can be annexed to a city or district, it must be within the agency's sphere of influence (G.G. §56375.5). However, territory within an agency's sphere will not necessarily be annexed. A sphere is only one of several factors that are considered by LAFCo when evaluating changes of organization or reorganization.

Islands or Corridors

Sphere of influence boundaries shall not create islands or corridors unless it can be demonstrated that the irregular boundaries represent the most logical and orderly service area of an agency.

FIGURE 1. DISTRICT BOUNDARY



Noyo Harbor District

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: Date: 3/21/2016

Sources: Boundaries: Mendocino County; Roads: US Census TIGER.

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OVERVIEW

CURRENT AGENCY OPERATIONS

Noyo Harbor District is located on the central coast of Mendocino County. The District encompasses 43 square miles, including the City of Fort Bragg, and is bordered by Little Valley Road on the north and Jughandle Creek on the south. NHD provides port and harbor services to residents and visitors and operates the harbor, docks, and related facilities; (MSR 2014).

NHD is governed by an appointed five-member Commission: two appointments by the Fort Bragg City Council, two appointments by the Mendocino County Board of Supervisors (BOS), and one appointment by consensus of the City Council and the BOS.

BACKGROUND

NHD was formed in October 1950 as an independent special district. The District was formed to organize, fund, administer, and maintain the Noyo Harbor. The principal act that governs the District is the Harbors and Navigation Code of the State of California ([HNC §6200 et seq.](#)). Upon formation in 1950, the Noyo Harbor District was formed as a port district pursuant to Section 6231 of the Harbors and Navigation Code. While the chosen name for the District is confusing, it is actually a port district. The District has not undertaken any annexations or detachments since its formation (MSR 2014).

MUNICIPAL SERVICE REVIEW

A Municipal Service Review (MSR) was adopted for NHD by the LAFCo Commission on February 3, 2014. A MSR is a part of and a prerequisite for a SOI Update; as such, much of the information contained herein comes directly from the 2014 Noyo Harbor District MSR.

SPHERE OF INFLUENCE

The Sphere of Influence (SOI) for NHD was established in 1994, and is coterminous with the District boundary (MSR 2014). The 2014 MSR recommended considering a sphere expansion to include what it defined as the District's service area, estimated to be about 225 square miles. The District has requested its SOI be expanded to include all of Mendocino County. This update considers expanding the SOI to capture the District's likely service area or alternately maintaining the SOI as coterminous.

DISADVANTAGED UNINCORPORATED COMMUNITIES

LAFCo is required to evaluate disadvantaged unincorporated communities (DUCs) as part of an SOI review, including the location and characteristics of any such communities. A DUC is defined as any area with 12 or more registered voters where the median household income (MHI) is less than 80 percent of the statewide MHI. Within a DUC, three basic services are evaluated: water, sewage, and fire protection.

Within the Noyo Harbor District Boundary and SOI, there exists one Disadvantaged Unincorporated Community (DUC). This is Cleone, a 'census designated place' with an estimated population of 618, and located at the north end of the district adjacent to the coast. Cleone qualifies as a DUC because its median household income of \$43,920 is less than 80% of the State median household income of \$61,632; or 71.3% (MSR 2014). However, NHD does not

provide water, sewer or structural fire protection services, and is therefore not responsible for assuring that these services are adequately provided to the Cleone community.

POPULATION AND LAND USE

Population and Growth

There are approximately 10,000 residents within the District, of which approximately 7,250 are within the City of Fort Bragg. NHD reported that population of the District has declined since 2008 mainly due to the closure of the lumber mill. Declining population trends have been negatively affecting district service demand; however, an even stronger negative effect is seen from the decline of fisheries (MSR 2014).

NHD reported that it did not have capacity to provide services to possible future growth. To do so, the District would have to expand in terms of personnel, facilities and boat slips, many of which had been destroyed by the tsunami tidal surge in March 2011 (MSR 2014).

Land Use and Development

The District boundary area is approximately 43 square miles, of which 2.8 square miles are also within the City of Fort Bragg city limits. A majority of the land uses within the District are residential, commercial and industrial within the city limits, and open area, forest lands, and agricultural areas beyond. The harbor area itself is not within the city limits, so land use authority remains with the County of Mendocino (MSR 2014).

CAPACITY AND SERVICE

NHD serves customers and their boats from all over the world. About 45% of clients using the marina are from outside the District boundary. Industrial vessels, fishermen, commercial fishing vessels, and sport and pleasure fishing boats come from all over northern California because the NHD marina can accommodate large boats. In addition, the District accommodates a significant number of world-wide cruisers (MSR 2014).

Several jurisdictions share responsibility for the Noyo Harbor, which is located entirely within Mendocino County's jurisdiction; but is also within the City of Fort Bragg Sphere of Influence. The U.S. Army Corps of Engineers is responsible for maintaining the channel. The State Department of Fish and Wildlife, the State Department of Boating and Waterways, the California Coastal Commission, the County of Mendocino, and the City of Fort Bragg have partial responsibility and jurisdiction in the area (MSR 2014).

Services

NHD provides harbor-related services to residents and visitors of the District and owns and operates select parcels and facilities in Noyo Harbor. These include:

- A pier, a marina, one launch ramp, parking lot, a park facility for community events, four public restrooms, one public shower, and the District office building.
- Managing a second public launch ramp owned by the State Department of Boating and Waterways.
- Collecting rents for the State for the use of tideland and keeps these rents for the maintenance of public facilities.
- Managing the pier motor oil recycling center for customers of the facility.
- Storage facilities for boats, gear and equipment.
- Launching services for the Mendocino County Sheriff's Office patrol boat free of charge.

NHD projects its service demand through its annual budgeting process; by studies conducted by USACE; and by responding to specific conditions. NHD has 256 berths which are nearly always occupied; with approximately 43% of the moored boats being commercial craft. During the summer months, the marina and the parking lot are fully occupied. The District maintains a lengthy wait list and believes that there is an additional demand for more boat slips and a larger parking lot during summer. There is additional room for expansion of both; however, the District would have to obtain grant funding to make expansion possible (MSR 2014).

The District is responsible for dredge material management and disposal. ~~Due to recent~~ changes in the classification of the Noyo Harbor dredge material and associated increased costs of disposal, ~~The the~~ District does not have the financial resources to dispose of the channel dredging material. The District is working to transfer channel dredge material disposal responsibility to the Army Corps of Engineers (MSR 2014).

Funding for Services

NHD reported that current revenues were adequate for District operations, but inadequate to complete necessary capital improvements. Challenges include the recent economic downturn, closure of fisheries, and silting that became a problem in 2005-2006, and which creates navigating hazards. In addition, the damage to Noyo Harbor from the tsunami was fairly extensive (MSR 2014).

NHD identified multiple opportunities for additional financing sources and cost avoidance, including soliciting political assistance to cope with the costs of dredging and removing of soils, and applying for grants from the State Department of Boating and Waterways to construct new a bathroom facility, repave the parking lot; and rehabilitate the launch ramp (MSR 2014).

The District also charges for tow services, boat repair in parking lot fees, miscellaneous use of facilities, main pier, hoist, yearly parking permit, fees for lower launch ramp, ground rent, annual permit to launch and/or park, daily parking permit, bumpers, oil spill, and use of Grader Park. District residents and non-residents are charged equal fees (MSR 2014).

The Department of Boating and Waterways owns the land and has paid for the construction of the Noyo Public Access Facility, which is used by NHD to provide services and collect rents (MSR 2014).

Service Adequacy

Based on the information about facilities offered, management practices and accountability discussed in the previous sections, NHD's level of service appears to be adequate. NHD offers a broad range of harbor facilities and services and would like to further expand if funding becomes available. The facilities and services provided are appropriate to the needs of district residents and non-residents (MSR 2014).

Presently, the District's facilities have marginal capacity to provide adequate services. There are multiple infrastructure needs for which NHD does not have sufficient funding. NHD does not have enough capacity to provide services to future growth. The District would have to expand in terms of personnel, facilities and number of boat slips (MSR 2014).

DISCUSSION

Sphere of Influence

The District has requested that their SOI be expanded to include all of Mendocino County, which they believe captures their service area, defined by where harbor facilities users originate. There are no other public harbor facilities between Noyo Harbor and Shelter Cove approximately 90 miles to the north or between Noyo Harbor and Point Arena Cove approximately 40 miles to the south. NHD receives tax revenue within District boundaries, and is contemplating the possibility of annexing additional territory in order to enhance its ability to raise revenue to provide essential harbor services (District Manager, December 2015). The District maintains a lengthy boat slips wait list and believes that there is an additional demand for more slips during summer and a larger parking lot. There is additional room for expansion of both; however, the NHD would have to obtain funding to make expansion possible (MSR 2014).

While the 2014 MSR reports that NHD's level of service appears to be adequate and that it is well-managed, it also reports that the District's facilities have marginal capacity to provide adequate services and that there are multiple infrastructure needs for which NHD does not have sufficient funding. NHD does not have enough capacity to provide services to future growth (MSR 2014).

Although additional tax revenue via annexation may be an option, there is the question of capacity and perceived service area. Mendocino County has large rural areas with both coastal and inland communities. While the Noyo Harbor District operates the only public harbor in the region for at least 40 miles in every direction, this does not guarantee that a substantial percentage of Mendocino County residents utilize the Noyo Harbor facilities. The distance and travel time, particularly for the inland communities such as Ukiah pose a barrier to access.

Additionally, as mentioned above, within Mendocino County the City of Point Arena 40 miles south of the Noyo Harbor District also operates Harbor facilities and arguably serves a similar County population. In order to extend a SOI to encompass the whole of the County additional analysis should be conducted to better understand the District's customer-base demographics prior to expanding the District's SOI to the entire County.

An annexation has the possibility of increasing user demand for services, demand which the District does not have the capacity to handle (MSR 2014). District capacity building within existing boundaries via grant funded planning and infrastructure improvements may better position the NHD for future annexation. In 2013, Mendocino County received a Community Development Block Grant Planning and Technical Assistance award for the preparation of a Noyo Harbor Economic Revitalization Study and Development Design Criteria. The County was unable to enter a contract with consultation firm within the grant financial deadline and the grant award was retracted. This was a missed opportunity for the District. Future grant awards should be carefully managed to properly support the District.

Finally, it may be helpful to look at NHD boundaries in the context of comparison to other similar districts. There are a total of thirteen harbor and port districts in California that were formed and operate under the provisions of the Harbors and Navigation Code (Special Districts Annual Report, 2012-2013, California State Controller). Of these districts, the Noyo Harbor District is one of six that receives income from taxes or special assessments. The other five include- Crescent City

Harbor District; Humboldt Bay Harbor, Recreation, and Conservation District; Moss Landing Harbor District; San Mateo County Harbor District; and Ventura Port District. Of these six only two have county-wide district boundaries- the Humboldt Bay Harbor, Recreation, and Conservation District and the San Mateo County Harbor District. It should be noted that San Mateo County Harbor District has been assigned a zero sphere by San Mateo County LAFCo (San Mateo LAFCo District MSR, 2015). The majority of port and harbor districts who receive taxes have District boundaries similar in scope to NHD's existing boundary. They also generally rely on user fees and grants to provide for the majority of their budget.

ANALYSIS

As presented in the introduction, when updating the SOI, the Commission considers and adopts written determinations. The following are the formal determinations for this SOI Update:

1.) Present and Planned Land Use

With 3,506 square miles of land, Mendocino County is the 15th largest county in California with approximately 25 people per a square mile (Census Quickfacts, 2010). The 2010 United States Census reported that Mendocino County had a population of 87, 841. The estimated District population of 10,000 accounts for approximately 11 percent of the County's population. Therefore the District's boundary and existing SOI already capture a significant amount of the County's coastal population. Given the rural nature of the County and both distinct inland and coastal communities, there is insufficient evidence to support the entire county as the District's service area. Additionally, the physical location of services provided is currently within District boundaries. No services are provided outside of the District, although users of District services may originate from outside of District boundaries.

2.) Present and Probable Need for Public Facilities and Services

Although the District has seen a reduction in population, there is an ongoing demand for harbor and port facilities. The District believes that there is an additional demand for more boat slips and expanded infrastructure. There is additional room for expansion of both; however, the District would have to obtain funding to make expansion possible.

3.) Present Capacity of Facilities and Adequacy of Public Services

NHD is well managed and its level of service appears to be adequate. The District's facilities have marginal capacity to provide adequate services and there are multiple infrastructure needs for which NHD does not have sufficient funding. NHD reported that it does not have capacity to provide services to possible future growth. To do so, the District would have to expand in terms of personnel, facilities and boat slips.

4.) Social and Economic Communities of Interest

The NHD encompasses the City of Fort Bragg and unincorporated lands surrounding the City. It provides a variety of facilities, for commercial, recreational and visitor-serving use- available to the District population and to visitors. The District estimates that 45 percent of clients using the marina are from outside the District boundary. Therefore the County of Mendocino as a whole is a community of social and economic interest. Further analysis may be done to calculate facility users who originate from the County at large.

5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)

The District does not provide water, sewer or fire protection services. No further analysis is needed.

CONCLUSIONS

This update serves to reaffirm the District's SOI boundary to be coterminous with the existing District boundary as there is insufficient evidence to support the entire County as the District's SOI. This conclusion is based on the following considerations:

- 1) The estimated District population of 10,000 accounts for approximately 11 percent of the County's population. Therefore, the District's boundary and existing SOI already capture a substantial amount of the County's coastal population.
- 2) The City of Point Arena - also offers harbor-related services along the southern coast of Mendocino County.
- 3) The physical location of services currently provided is within the District's boundary. No services are provided outside of the District, although users of District services may originate from outside of the District's boundary.
- 4) NHD does not have capacity at this time to provide expanded services to support a larger service area.
- 5) An SOI expansion which better captures the out of district user-base may be warranted in the future, but additional analysis is needed prior to such an action.

See SOI in Figure 1.

REFERENCES

(Census Quickfacts, 2010) United States Census Bureau. Census Quick Facts- Mendocino County, <http://www.census.gov/quickfacts/table/PST045215/06045>

(MSR 2014) Mendocino County Local Agency Formation Commission. February 3, 2014. Noyo Harbor District Municipal Service Review. <http://www.mendolafco.org/msr/Noyo%20Harbor%20MSR%20-%20Approved%2002-03-14.pdf>

(San Mateo LAFCo, 2015) San Mateo County Local Agency Formation Commission. July 15, 2015. San Mateo County Harbor District Municipal Service Review. <http://lafco.smcgov.org/documents/san-mateo-county-harbor-district-final-7-15-2015>

(Special Districts Annual Report, 2012-2013, California State Controller) California State Controller's Office. "Special Districts Annual Report, 2012-2013. http://www.sco.ca.gov/Files-ARD-Local/LocRep/1112_special_districts.pdf

MENDOCINO LOCAL AGENCY FORMATION COMMISSION

LAFCo Resolution No. 15-16-22

**A RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF MENDOCINO COUNTY
APPROVING THE NOYO HARBOR DISTRICT
SPHERE OF INFLUENCE UPDATE 2016**

WHEREAS, the Mendocino Local Agency Formation Commission, hereinafter referred to as the “Commission”, is authorized to establish, amend, and update spheres of influence for local governmental agencies whose jurisdictions are within Mendocino County; and

WHEREAS, the Commission conducted an update for the Noyo Harbor District’s sphere of influence pursuant to California Government Code Section 56425; and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Executive Officer’s report and recommendations on the sphere of influence update were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public hearing held on the sphere of influence update on May 2, 2016; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56425.

NOW, THEREFORE, the Mendocino Local Agency Formation Commission does hereby RESOLVE, DETERMINE, and ORDER as follows:

1. This sphere of influence update has been appropriately informed by the Commission’s earlier municipal service review of Noyo Harbor District, which was accepted by the Commission on February 3, 2014.
2. The Commission, as Lead Agency, finds the update to the Noyo Harbor District’s sphere of influence is exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Section 15061(b)(3). This finding is based on the Commission determining with certainty the update will have no possibility of significantly effecting the environment given no new land use or municipal service authority is granted.
3. The Noyo Harbor District confirmed during the review of its sphere of influence that its services are currently limited port and harbor services. Accordingly, the Commission waives the requirement for a statement of services prescribed under Government Code Section 56425(i).
4. This sphere of influence update is assigned the following distinctive short-term designation: “Noyo Harbor District Sphere of Influence Update 2016”
5. Pursuant to Government Code Section 56425(e), the Commission makes the written statement of determinations included in the Noyo Harbor District Sphere of Influence Update report, hereby incorporated by reference.

6. The Executive Officer shall revise the official records of the Commission to reflect this update of the Noyo Harbor District's sphere of influence.

BE IT FURTHER RESOLVED that the Noyo Harbor District's sphere of influence is reaffirmed to remain coterminous with the District boundary, as depicted in Exhibit "A".

The foregoing Resolution was passed and duly adopted at a regular meeting of the Mendocino Local Agency Formation Commission held on this 2nd day of May, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

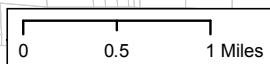
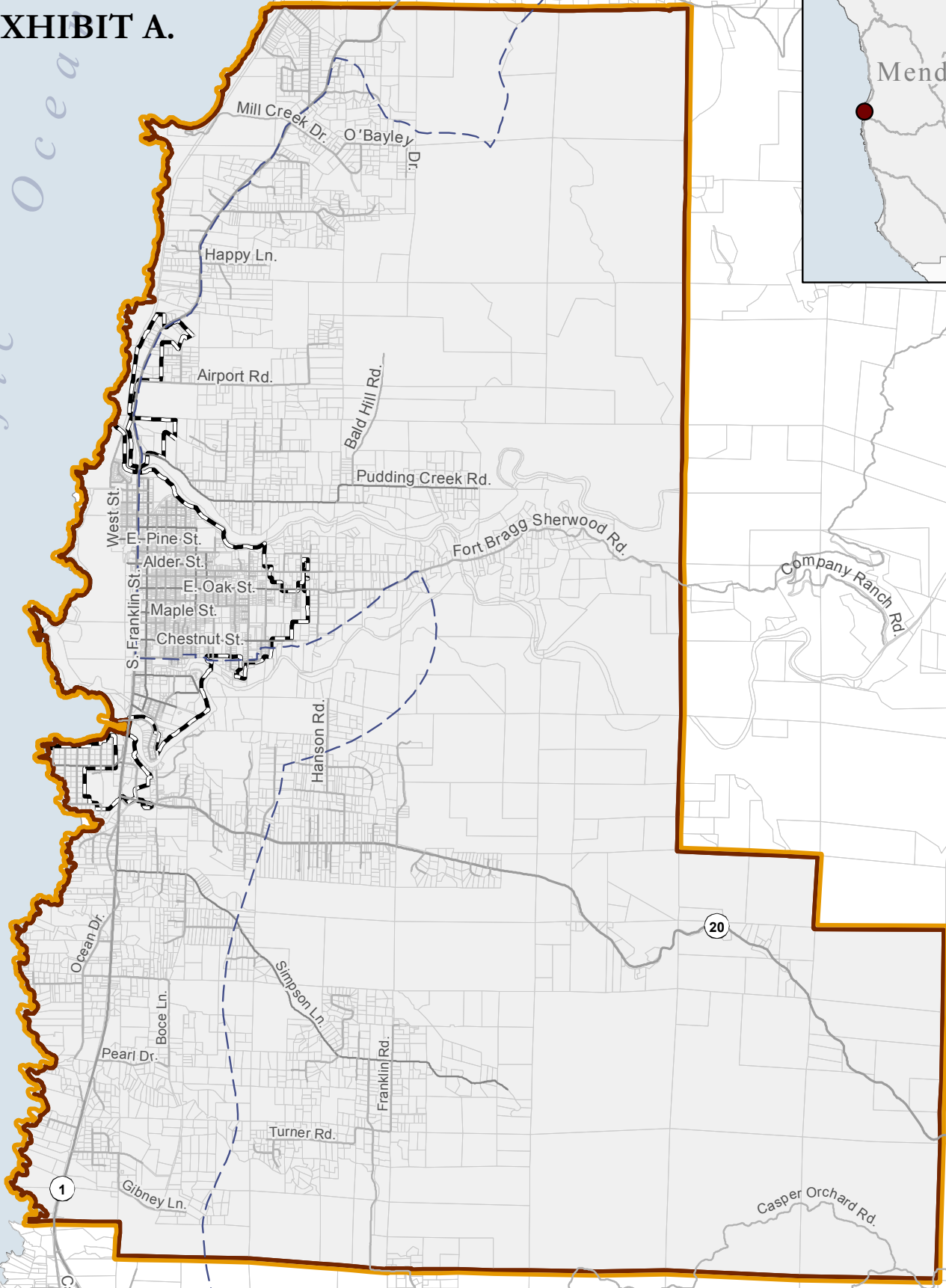
JERRY WARD, Chair

ATTEST:

GEORGE WILLIAMSON, Executive Officer

LAFCo RESOLUTION No. 15-16-22
EXHIBIT A.

Pacific Ocean

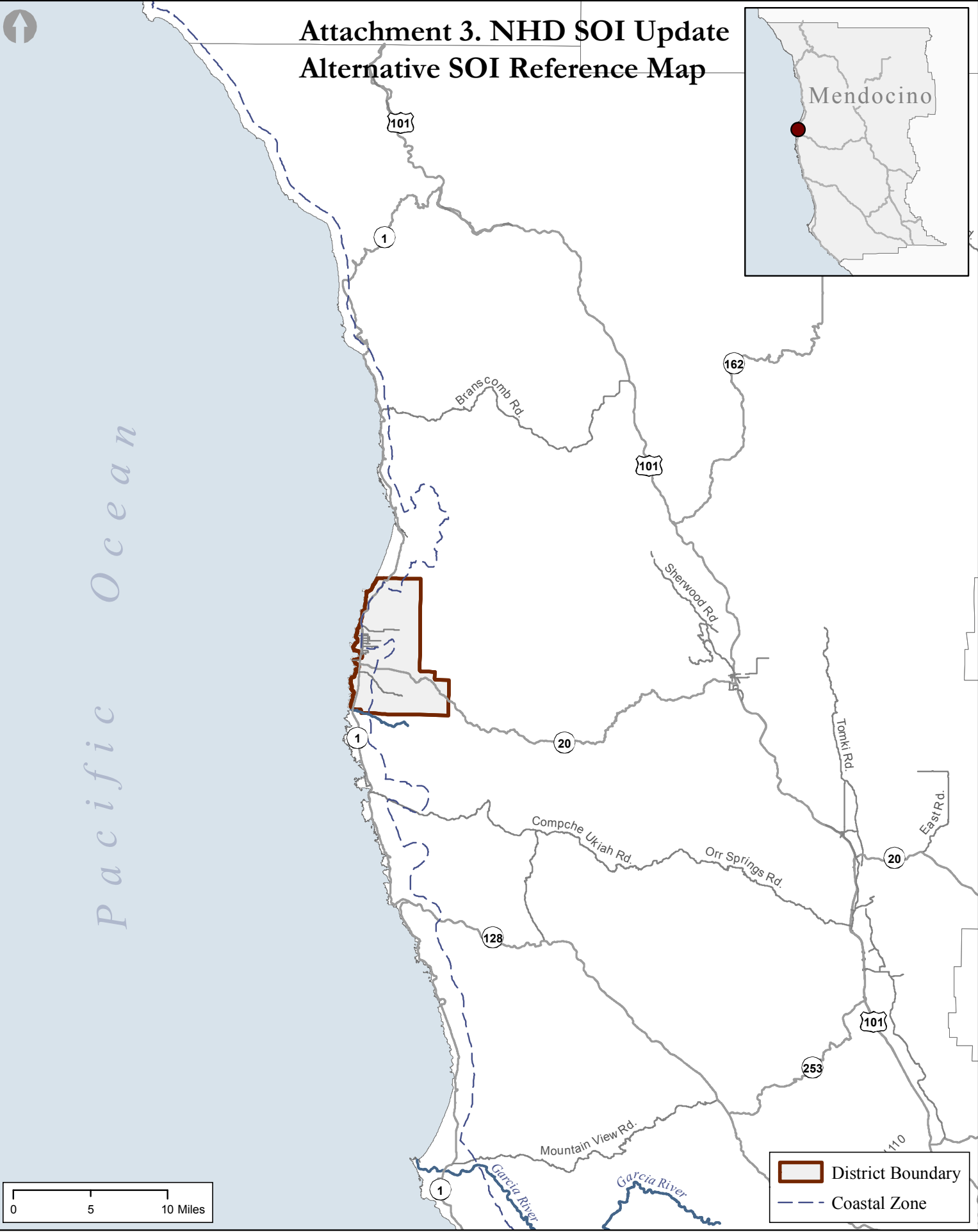


- District Boundary
- City of Fort Bragg
- District SOI (2016)
- Coastal Zone

Noyo Harbor District
 LAFCo Resolution No. 15-16-22

Sources: Boundaries: Mendocino County; Roads: US Census TIGER.
 Path: D:\Planwest_GIS\projects\current\Mendocino_LAFCo\Other_Districts\Noyo_Harbor_District.mxd

Attachment 3. NHD SOI Update Alternative SOI Reference Map



Noyo Harbor District

Prepared for
Mendocino
LAFCo by: **PLANWEST PARTNERS, INC.**

MENDOCINO Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Continued Workshop** for the Willow County Water District Sphere of Influence Update

Background

This is a continued workshop for the Willow County Water District (District) Draft SOI Update. The District's current SOI extends beyond the District boundary, and out of district services are provided to approximately 106 parcels within the SOI.

The SOI includes lands in both the Ukiah's city limit and rural agricultural areas. There are several areas (approximately 123 parcels in total) where the District service area overlaps with Ukiah's city limits. A reduced SOI excluding the majority of agricultural lands and minimizing the overlap between the City and District are recommended.

The SOI update was reviewed in workshop at the April 4th 2016 meeting, and continued to the May 2nd meeting. The commission directed staff to request comment from the City of Ukiah and further research the City/District overlaps. There are 80 connections in the Yokayo and Rose Avenues areas currently serviced by the District which are within both the District's boundary and the Ukiah city limit. The District first provided service to this area and the City of Ukiah later annexed the territory. It is reported in the 2013 District MSR that the District continued to serve the area after City annexation to maintain revenue stability. No formal agreement between the two agencies regarding this annexation has been located.

The District has noted that they would like to continue serving this area based on historical precedence and financial stability. The City of Ukiah submitted comments, noting that they are able to serve the overlap areas and requesting these be removed from the District's SOI (see attachment 2).

Staff recommends the Commission maintain the current District SOI (except for the removal of resource lands not served), and adopt the following sphere condition:

“A Memorandum of Agreement (MOA) between the Willow County Water District and the City of Ukiah shall be prepared for overlap areas with mutually acceptable terms for service provision prior to any SOI amendment or detachment approval by LAFCo for these areas. The MOA does not supersede or limit the existing planning or environmental review process of the participating jurisdictions. The MOA's intent is to ensure District and City coordination and cooperation on planning, service delivery, and development.”

Such an MOA would allow the District and the City to work together to determine which agency serves what area. The MOA condition must be met before either agency pursues a sphere or boundary changes. Having a MOA in place will also address future service overlaps and provide for better regional planning of water service to local residents.

Recommendation

Staff recommends the Commission hold a workshop on the Draft SOI Update; provide comments and requested revisions, and direct staff to notice the matter for public hearing at the Commission's June 6, 2016 meeting.

Attachments: 1) Willow County Water District Draft SOI Update
2) City of Ukiah Letter

MENDOCINO **Local Agency Formation Commission**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482

WILLOW COUNTY WATER DISTRICT
SPHERE OF INFLUENCE UPDATE

Prepared in accordance with Government Code §56425

Update Dates

Commission Review

Administrative Draft Workshop- April 4, 2016

May 2, 2016

Draft Hearing- June 2, 2016 (tentative)

Final Adoption- DATE

Table of Contents

INTRODUCTION	3
OVERVIEW	3
REVIEW PERIOD	3
EVALUATION CONSIDERATIONS	3
General Guidelines for Determining Spheres of Influence	4
FIGURE 1.DISTRICT BOUNDARY.....	5
OVERVIEW	6
CURRENT AGENCY OPERATIONS	6
BACKGROUND	6
MUNICIPAL SERVICE REVIEW	6
SPHERE OF INFLUENCE.....	6
FIGURE 2.DISTRICT SERVICE AREA REFERENCE MAP.....	10
DISADVANTAGED UNINCORPORATED COMMUNITIES.....	11
POPULATION AND LAND USE	11
Population and Growth	11
Land Use and Development	11
CAPACITY AND SERVICE	12
Water	12
Supply and Storage.....	12
Relevant Local Agencies and Communities of Interest.....	12
RELEVANT PLANNING AND SERVICE FACTORS.....	12
County of Mendocino General Plan- Development Element (DE).....	12
DISCUSSION	13
SPHERE OF INFLUENCE.....	13
WATER SUPPLY	15
ANALYSIS	15
1.) Present and Planned Land Use	15
2.) Present and Probable Need for Public Facilities and Services	15
3.) Present Capacity of Facilities and Adequacy of Public Services	16
4.) Social and Economic Communities of Interest.....	16
5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs).....	16
CONCLUSIONS	16
REFERENCES.....	17
APPENDIX A.....	18
FIGURE 3.DISTRICT LAND USE DESIGNATION MAP	18
FIGURE 4.LANDS UNDER WILLIAMSON ACT CONTRACTS MAP	19

INTRODUCTION

OVERVIEW

This update is prepared in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act) which states, “In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local government agencies so as to advantageously provide for the present and future needs of the county and its communities, LAFCo shall develop and determine the Sphere of Influence (SOI) of each local governmental agency within the county” (GC §56425). A “SOI” is defined under the CKH Act as “.... a plan for the probable physical boundaries and service area of a local (government) agency” (GC §56076).

Decisions on organizational changes must be consistent with the SOI boundary and determinations. The adopted SOI is used by LAFCo as a policy guide in its consideration of boundary change proposals affecting each city and special district in Mendocino County. Other agencies and individuals use adopted SOIs to better understand the services provided by each local agency and the geographic area in which those services will be available. Clear public understanding of the planned geographic availability of urban services is crucial to the preservation of agricultural land and discouraging urban sprawl.

The following update will assess and recommend an appropriate Sphere of Influence (SOI) for the Willow County Water District (Willow CWD or District). The objective is to update Willow CWD’s SOI relative to current legislative directives, local policies, and agency preferences in justifying whether to (a) change or (b) maintain the designation. The update draws on information from the Willow CWD Municipal Services Review (MSR), which includes the evaluation of availability, adequacy, and capacity of services provided by the District.

REVIEW PERIOD

SOI reviews and updates typically occur every five years, or as needed. A local agency’s services are analyzed with a twenty year planning horizon, and a sphere is determined in a manner emphasizing a probable need for services within the next 5-10 years. Actual boundary change approvals, however, are subject to separate analysis with particular emphasis on determining whether the timing of the proposed action is appropriate.

EVALUATION CONSIDERATIONS

When updating the SOI, the Commission considers and adopts written determinations:

Sphere Determinations: Mandatory Written Statements

1. Present and planned land uses in the area, including agricultural and open space
 2. Present and probable need for public facilities and services in the area
 3. Present capacity of public facilities and adequacy of public services the agency provides or is authorized to provide
 4. Existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency
 5. If the agency provides services related to water, sewer, or fire, then the present and probable need for these services by any disadvantaged unincorporated communities within the existing sphere should be considered
-

Policies specific to Mendocino LAFCo are also considered along with determinations in administering the CKH Act. This includes considering the merits of the SOI, or any changes, relative to the Commission’s seven interrelated policies, as listed below, with respect to determining the appropriate SOI.

General Guidelines for Determining Spheres of Influence

The following is excerpted from *Mendocino LAFCo’s 2016 Policies and Procedures*, “Chapter 9: Spheres of Influence, MSRs, and Special Studies”:

Section 1. Spheres of Influence

Reduced Spheres

The Commission shall endeavor to maintain and expand, as needed, spheres of influence to accommodate planned and orderly urban development. The Commission shall, however, consider removal of land from an agency’s sphere of influence if either of the following two conditions apply:

- the land is outside the affected agency’s jurisdictional boundary but has been within the sphere of influence for 10 or more years; or
- the land is inside the affected agency’s jurisdictional boundary but is not expected to be developed for urban uses or require urban-type services within the next 10 years.

Zero Spheres

LAFCo may adopt a “zero” sphere of influence encompassing no territory for an agency. This occurs if LAFCo determines that the public service functions of the agency are either nonexistent, no longer needed, or should be reallocated to some other agency (e.g., mergers, consolidations). The local agency which has been assigned a zero sphere should ultimately be dissolved.

Service Specific Spheres

If territory within the proposed sphere boundary of a local agency does not need all of the services of the agency, a “service specific” sphere of influence may be designated.

Agriculture and Open Space Lands

Territory not in need of urban services, including open space, agriculture, recreational, rural lands, or residential rural areas shall not be assigned to an agency’s sphere of influence unless the area’s exclusion would impede the planned, orderly and efficient development of the area. In addition, LAFCo may adopt a sphere of influence that excludes territory currently within that agency’s boundaries. This may occur when LAFCo determines that the territory consists of agricultural lands, open space lands, or agricultural preserves whose preservation would be jeopardized by inclusion within an agency’s sphere. Exclusion of these areas from an agency’s sphere of influence indicates that detachment is appropriate.

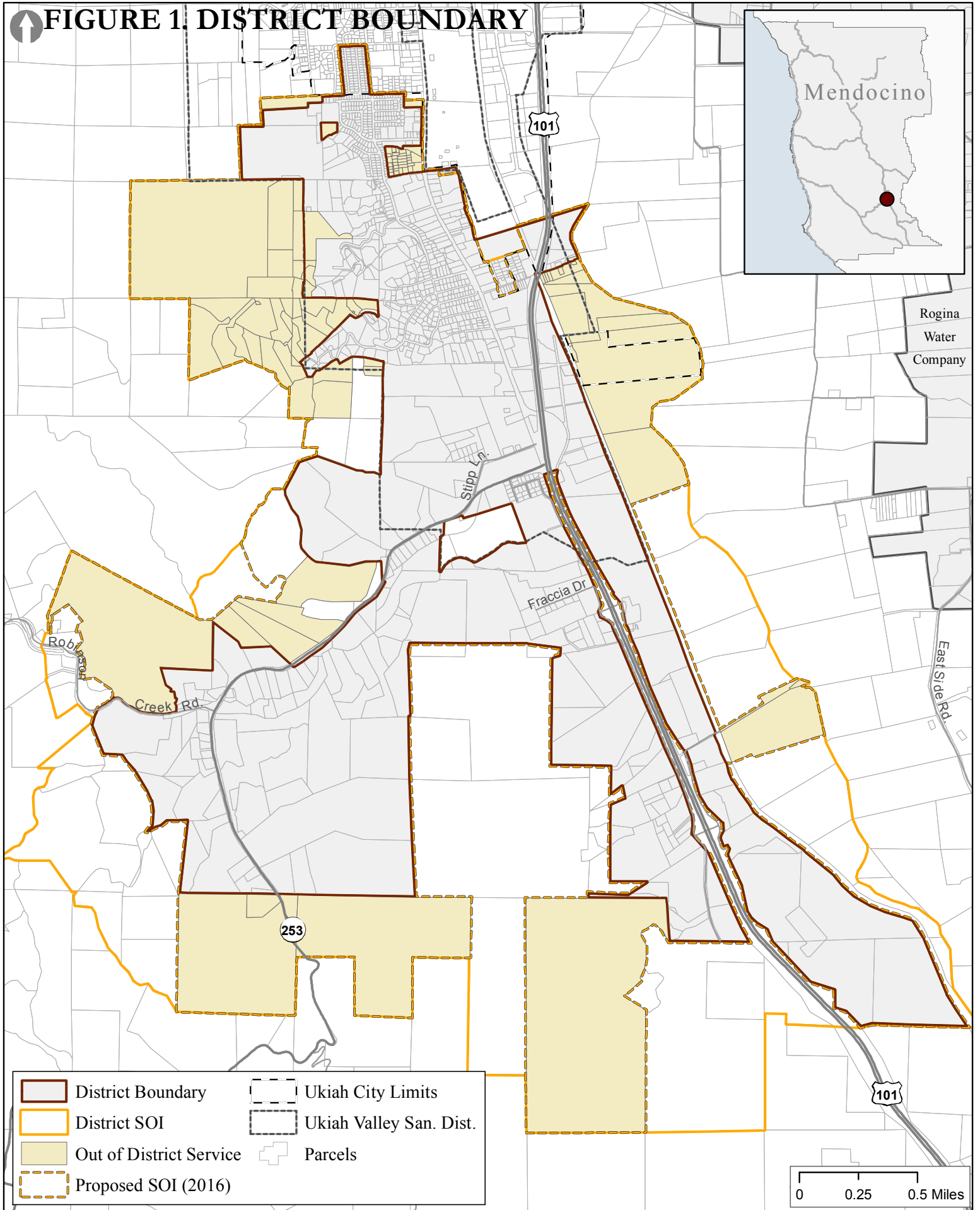
Annexations are not Mandatory

Before territory can be annexed to a city or district, it must be within the agency’s sphere of influence (G.G. §56375.5). However, territory within an agency’s sphere will not necessarily be annexed. A sphere is only one of several factors that are considered by LAFCo when evaluating changes of organization or reorganization.

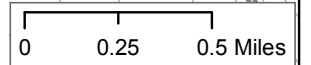
Islands or Corridors

Sphere of influence boundaries shall not create islands or corridors unless it can be demonstrated that the irregular boundaries represent the most logical and orderly service area of an agency.

FIGURE 1. DISTRICT BOUNDARY



- | | | | |
|--|-------------------------|--|-------------------------|
| | District Boundary | | Ukiah City Limits |
| | District SOI | | Ukiah Valley San. Dist. |
| | Out of District Service | | Parcels |
| | Proposed SOI (2016) | | |



Willow County Water District

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: Date: 3/25/2016

OVERVIEW

CURRENT AGENCY OPERATIONS

The Willow County Water District (Willow CWD or District) provides water service to approximately 990 residential and 60 commercial connections in the unincorporated area south of the City of Ukiah, located within the Ukiah Valley (MSR 2013). Figure 1 shows the Willow CWD boundaries.

The Willow CWD provides treated water to domestic and irrigation connections. Several sources are utilized including wells, surface water, and Lake Mendocino water. The District has agreements with other water agencies to provide staffing and management services for these agencies, including: Calpella CWD, Hopland PUD, Millview CWD, Redwood Valley CWD, and River Estates Mutual Water Company.

BACKGROUND

The Willow CWD, formed as an independent special district on July 20, 1950 pursuant to County Water District Law (Division 12, Section 30000-33901 of the California Water Code). The District is governed by a five member board of directors who are elected at-large for four year terms by constituents within the District.

MUNICIPAL SERVICE REVIEW

A municipal service review (MSR) for the District was conducted as a part of a larger study of the Ukiah Valley in 2013, known as the *Ukiah Valley Special Districts Final Municipal Service Review*. The Willow CWD's section of this report was adopted May 6th, 2013. A Municipal Service Review is a part of and a prerequisite for a SOI Update; as such, much of the information contained herein comes directly from the Willow CWD portion of the 2013 MSR.

SPHERE OF INFLUENCE

The District reports its current SOI extends beyond its service boundary as shown in Figure 1. This update considers the area the District serves in the updated SOI. The current SOI also includes lands in the City of Ukiah's city limit and unserved rural agricultural areas. As such, these areas warrant analysis in relation to LAFCo policy. Please note the following description and numbering corresponds with Figure 2, District Service Areas.

- 1) ***District/City Boundary Overlap:*** There are several areas (123 parcels in total) where the Willow CWD overlaps/provides services to territory that is within Ukiah's city limits. These served areas include:
 - a) The neighborhood of South Dora, Rose, and Yokayo Streets, located south of Wabash Avenue and north of Beacon Lane (See Figure 2). Consisting of 85 customers, this area was annexed to the City; however, in order to maintain revenue stability the Willow CWD continues to provide service (MSR 2013). This area is within both the District's boundary and SOI, as well within the City limits.
 - b) Territory surrounding the Ukiah Municipal Airport. The Airport is owned and operated by the City of Ukiah and is within the City limits. The airport facility is along the northeast

WILLOW COUNTY WATER DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

border of Willow CWD's boundary, generally along State Street. Several parcels that are now considered a part of the airport are within District boundaries, as described below.

- I. APNs 003-330-69 and -70. These two parcels are within the Willow CWD boundary and outside of the existing City limits [\(see Figure 2\)](#). The City and the District have an [informal](#) agreement that these parcels are served by the City, and they are therefore not within the existing District SOI. The parcels are designated as Commercial and currently house airport infrastructure.
 - II. APN 180-120-03. This parcel is at the southern end of the airport and is within both the District boundary and City limits [\(see Figure 2\)](#). The City and the District also have an [informal](#) agreement that this parcel is served by the City, and it is therefore not within the existing District SOI. The parcel is currently in use as a part of the airport runway infrastructure.
 - III. Approximately 28 small parcels at the southernmost tip of the airport, west of Pomo Lane and east of State Street, along the north and south sides of Norgard Lane [\(see Figure 2\)](#). These parcels are within the District's boundary and SOI, as well as the Ukiah City limits. They are currently an empty field at the end of the airport runway. The District indicates they are not providing service to this area. APNs 184-061-03, -04, -05, -07, -08, -09, -12, -13, -14, -15, -16, -17; 184-062-01, -03, -07, -09, -10, -12, -13, -14, -16; 184-070-02, -03, -04, -05, -06, -07 -08.
 - IV. APNs 180-120-04 and 184-080-01. This territory is on the southeastern border of the airport, between Highway 101 and the airport runway [\(see Figure 2\)](#). This area is within the District's boundary and SOI, and well as the Ukiah City limits. The District reports it provides water services to this territory, which is currently under a Williamson Act contract and in agricultural production as a grape vineyard.
- c) The City of Ukiah Wastewater Treatment Plant. APNs 184-100-05, -07, -08, -09, -10, and -11 [\(see Figure 2\)](#). These parcels contain the City's wastewater treatment plant and the Mendocino County Animal Control facility (APN 184-100-07). The area is outside of the Willow CWD boundary, but within its SOI. All parcels except APN 184-100-04 are within the Ukiah City limits [\(note: this parcel was not included in the 123 parcel total noted at the beginning of this section\)](#). The District reports that it provides service to the entire area.
- 2) **Out of District Service:** The Willow CWD provides out of district services to multiple properties (approximately 106 parcels, including the 6 reported above in *City Overlap* part 3) located outside their district boundary but within their existing SOI. The District reports that these connections all occurred prior to 2001. Although the District provides what it considers as agricultural water to several of these properties, all water provided by the District is treated, potable water. These served areas are described below, [and their numbering corresponds with the labeling in Figure 2, District Service Areas](#) ~~(See Figure 2, District Service Areas)~~.
- a) A residential area between South Dora Street and State Street, located north of Jefferson Lane [\(see Figure 2\)](#). This area consists of 33 parcels, designated for use as Suburban Residential, Mixed Use, and Commercial. The area is substantially surrounded by District territory, and is not within the Ukiah City limits. The area is also within the Ukiah Valley Sanitation District (UVSD) service boundary. [APN's: 003-420-35; 003-430-21, -023, -024, -](#)

WILLOW COUNTY WATER DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

[30, -31, -33, -35, -42, -45, -46, -47, -48, -50, -51, -53, -55, -60, -63, -64, -65, -66, -68, -70, -71, -72, -74, -75, -76, -77, -78, -79, and -80.](#)

- b) Two adjacent parcels along the northern District boundary-APNs 003-260-48 and 003-390-48 [\(see Figure 2\)](#). Located adjacent to the District's northwestern boundary, APN 003-260-48 is designated as Rural Residential. Located adjacent to the District's northeastern boundary, APN 003-390-48 is designated as Commercial and is in use as a car wash. Both of these parcels are also within the UVSD service boundary.
- c) Northern island area-APN 003-410-25. This parcel is in the northern portion of the District and is entirely surrounded by District territory, though the parcel itself is not considered to be within the District boundary [\(see Figure 2\)](#). Designated as Suburban Residential, this area is in use as a parking lot. The area is also within the UVSD service boundary.
- d) Crestview Drive area. This area is along the District's northwestern boundary [\(see Figure 2\)](#) and is designated as Rangeland. The area is forested and developed with low-density residential uses. APNs 157-150-03, -06, -07, and 180-240-01 are fully outside the District's boundary, while APNs 180-160-05, -06, and 182-023-01 are partially located within the District. These split parcels are also partially within the UVSD service boundary.
- e) Oak Knoll Road area. Located just south of the Crestview Drive area [\(see Figure 2\)](#), these parcels are designated for Remote Residential use and contain scattered residences along Fircrest Drive and Oak Knoll Road. Several of the parcels are also within the UVSD's service boundary. [Consisting of thirty parcels, this area contains APNs: 157-150-05,-157-160-16, -17,-18; 157-170-02, -03, -04, -05, -13, -21, -22, -023, -27, -31, -33, -34, -43, -44, -47, -49, -50, -51, -52, -53; 157-180-09, -10, -17, -19, -20; and 180-160-04.](#)
- f) Boonville Road/Shepard Lane area [\(see Figure 2\)](#). APN's 046-271-10, 185-260-18, -24, and -25 are all designated remote residential and receive service. APN 185-110-22 also receives service in this area and is designated as Rangeland. It appears to support a residence on the property.
- g) Boonville Road area south of the District's boundary. APNs 046-290-03, -44, -45, and 046-300-01 are all adjacent to the District's southern border near Boonville Road [\(see Figure 2\)](#). With the exception of APN 046-290-03 (designated as Remote Residential) these parcels are designated as Rangeland and contain scattered residences.
- h) Burkehill Road area south of the District's boundary. APN 046-300-60 receives service from the District [\(see Figure 2\)](#). This parcel is designated as Range Land and is currently under a Williamson Act contract with the County of Mendocino for which a notice of non-renewal has been filed (Mendocino County Assessor's Office, Personal communication, March 17, 2016).
- i) El Roble Road area-APNs 186-030-01, 184-240-04, and -05. This area located east of the District along El Roble Road [\(see Figure 2\)](#) is designated for Agriculture and Public Service use. The agriculturally-designated parcel [\(186-030-01\)](#) is currently in production as an orchard.
- j) Two agricultural areas surrounding the Wastewater Treatment Plant-APNs, 184-080-28, 184-090-01, -06, -07, 184-100-04, [184-160-01](#), and 184-150-01 [\(see Figure 2\)](#). These parcels are adjacent to the District's eastern boundary and are located north and south of the above

WILLOW COUNTY WATER DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

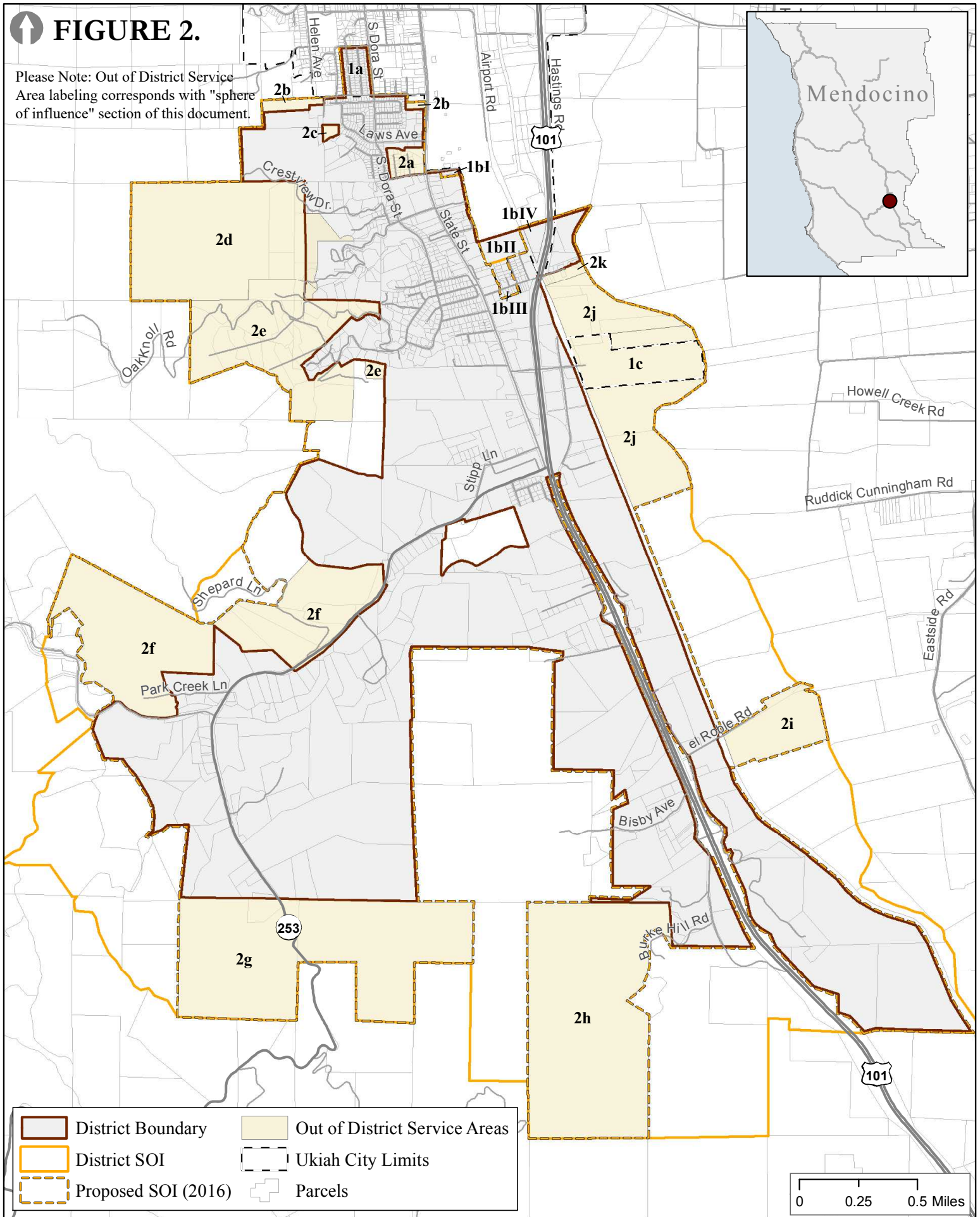
mentioned City of Ukiah Wastewater Treatment Plant. All of the parcels are designated for agricultural use and, with the exception of APN 184-090-06 and 184-~~160~~150-01, are currently under a Williamson Act contract with the County of Mendocino. All lands in this area are in agricultural production. APNs 184-090-06 and 184-090-01 are also within UVSD's service boundary.

- k) North of the aforementioned agricultural area described under item "j" and adjacent to the Willow CWD-APNs 184-080-08, -09, -10, -11, -13, -20, and -27 ([see Figure 2](#)). These parcels are also designated for agricultural use, but are presently developed with residential uses. All parcels except APN 184-080-13 are within UVSD boundaries.

DRAFT

FIGURE 2.

Please Note: Out of District Service Area labeling corresponds with "sphere of influence" section of this document.



Willow County Water District
District Service Areas

Sources: Boundaries: Mendocino County; Roads: US Census TIGER.

DISADVANTAGED UNINCORPORATED COMMUNITIES

LAFCo evaluates disadvantaged unincorporated communities (DUCs) as part of an SOI review, including the location and characteristics of any such communities. A DUC is defined as any area with 12 or more registered voters where the median household income (MHI) is less than 80 percent of the statewide MHI. Within a DUC, three basic services are evaluated: water, sewage, and fire protection. The Willow CWD provides water services, and is therefore only responsible for assuring that this service is adequately provided to communities.

No specific MHI estimates are available for the area which Willow CWD encompasses. The community of Hopland approximately five miles to the south meets the definition of a disadvantaged unincorporated community. The community of Hopland has an MHI of \$44,700, which is 77% of the statewide MHI of \$57,708 (MSR 2013). The Hopland community receives municipal services from the Hopland Public Utility District, which provides water and sewer, and the Hopland Volunteer Fire District, which provides fire protection.

The northern extent of the District's border is the City of Ukiah. Ukiah has an estimated MHI of \$42,609 (Census FactFinder, 2010), which is 73 percent of the California MHI, thereby qualifying it as disadvantaged. Ukiah is incorporated, and therefore does not qualify as a DUC. However, it stands to reason that sections of unincorporated territory surrounding the City may also qualify as disadvantaged, though no area has been identified as such at this time. Should the District pursue annexation, DUC communities within the District's vicinity may be examined further.

POPULATION AND LAND USE

Population and Growth

The community served by the Willow CWD is situated at the City of Ukiah's southern boundary. The Willow CWD shares a common boundary with the City in some areas, and the boundaries overlap in other areas. According to the Ukiah Valley Municipal Service Review, the 2012 Willow CWD population was estimated at 3,910 residents. A 2020 District population of 4,222 residents is estimated based on a conservative 1.0 percent annual growth rate and 4,418 residents based on higher growth estimate of 1.63 percent (MSR 2013).

Land Use and Development

Similar to many other special districts in Mendocino County, the Willow CWD boundary and existing SOI include agriculturally-designated lands and land under Williamson Act contract. Around 30 percent of the land within the District is designated as some sort of resource land and approximately 60 percent is designated as suburban, remote, or rural residential¹ (See Figure 3 in Appendix A). Some of the resource parcels within District boundaries are subject to a contract under the Williamson Act² (See Figure 4 in Appendix A). Other designations within the District include Commercial and Industrial.

Within the existing SOI the majority of territory is designated as either Rangeland or Agricultural. Again, many of these parcels also have Williamson Act contracts associated with them (See Figure 4

¹ All Land use designation information from Mendocino County GIS Parcel Information Layer. October, 2014.

in Appendix A). Other designations in the existing SOI include Rural and Remote Residential, and Public Service.

CAPACITY AND SERVICE

Water

The Willow CWD provides treated water to both domestic and irrigation water connections. Domestic production ranges up to 1,200 acre feet per year (AFY) and irrigation water may be up to 100 acre feet (AF). Production declined from 2006 to 2009, which coincided with a severe drought in the area. During that period, Lake Mendocino water levels receded to record lows, and mandatory rationing—a 50-percent reduction in water use—was instituted by the Mendocino County Board of Supervisors. Water usage in 2004, a year of near-average precipitation and a year with no extraordinary water conservation efforts, is considered more typical of an average year. Domestic production was 1,137 AF and agricultural production was 73 AF in 2004, for a total of 1,210 AF. The average production over the ten-year period was 1,094 AF, with 94 percent for domestic use and 6 percent for irrigation (MSR 2013).

Demand in 2010 was 1,301 AF and is expected to increase to 1,904 AF in 2030 if required conservation measures are not put in place. Total supply from all sources is estimated at 2,681 AF in a normal year and 2,308 AF in an extended dry year. On that basis, the Willow CWD has sufficient capacity to meet anticipated demand (MSR 2013).

Supply and Storage

The Willow CWD has surface water rights for 1,440 AFY from November to June and 726 AFY year round through diversion of underflow of the Russian River. The Willow CWD also contracts with RRFC for 515 AFY. The Willow CWD has five wells, of which three are used only during dry months. The total capacity of the two well fields is 2,700 gallons per minute. In addition, there are nine storage tanks with a capacity of 1,348,000 gallons. The Willow CWD recently replaced one of its 100,000-gallon storage tanks with a 350,000-gallon tank. As such, Willow CWD now has a storage capacity of 1.598 million gallons (MSR 2013).

Relevant Local Agencies and Communities of Interest

The District has adjacent and overlapping borders with the City of Ukiah (See Figure 1). The Ukiah Valley Fire District, which provides fire protection services, encompasses the Willow CWD. Wastewater services are provided by the Ukiah Valley Sanitation District, though their service area only covers the northern half of the Willow CWD. Willow CWD also lies within the Russian River Flood Control and Water Conservation Improvement District Boundary (RRFC). The RRFC contracts with the Willow CWD to supply surface water to the Willow CWD.

RELEVANT PLANNING AND SERVICE FACTORS

Local planning policies and land-use designations inform LAFCo SOI decisions. Below are relevant policies and service factors that are used as a guide.

County of Mendocino General Plan- Development Element (DE)

General Plan Water Supply and Sewer (Wastewater Treatment) Services Policies:

Policy DE-186: Coordinate community water and sewer services with General Plan land use densities and intensities.

Policy DE-187: The County supports efficient and adequate public water and sewer services through combined service agencies, shared facilities, or other inter-agency agreements.

Action Item DE-187.1: Work aggressively with water and sewer service providers to overcome current and projected system and supply deficiencies necessary to serve planned community growth.

Action Item DE-187.2: Support funding applications to improve and expand water and sewer service capabilities in areas planned for future growth or to resolve existing deficiencies.

Action Item DE-187.3: Work with communities and public water and sewer service entities to monitor, manage and/or maintain community-wide or decentralized water/sewer systems.

Policy DE-188: Encourage water and sewer service providers to incorporate water conservation, reclamation, and reuse.

- Encourage the development and use of innovative systems and technologies that promote water conservation, reclamation, and reuse.
- Encourage the development of systems that capture and use methane emissions from their operation.
- Encourage the development and use of innovative systems and technologies for the treatment of wastewater.

Policy DE-189: Oppose extension of water or sewer services to rural non-community areas when such extensions are inconsistent with land use and resource objectives of the General Plan, except where the extension is needed to address a clear public health hazard.

Policy DE-190: Development of residential, commercial, or industrial uses shall be supported by water supply and wastewater treatment systems adequate to serve the long-term needs of the intended density, intensity, and use.

Policy DE-191: Land use plans and development shall minimize impacts to the quality or quantity of drinking water supplies.

DISCUSSION

SPHERE OF INFLUENCE

This update considers the existing SOI as depicted in Figure 1 and proposes an updated SOI consistent with the area the District presently serves within the updated SOI.

District/City Overlap

Among the purposes of the commission are efficiently providing government services and encouraging the orderly formation and development of local agencies based upon local conditions and circumstances (GC §56301). As discussed above, the District service area (including some out of district services) overlaps with the City of Ukiah's boundary. Territory overlap between the two agencies providing the same service should be minimized to facilitate efficient services and orderly formation.

WILLOW COUNTY WATER DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

Those overlap territories not receiving services from the District should be removed from the District's SOI. These include those territories identified in items "1bI", "1bII", and "1bIII" discussed above in the "Sphere of Influence" section (See Figure 2). Those territories within both the District's boundary and the City's boundary which receive services from the District should continue to be within the District's SOI. This includes the 85 customers discussed in item "1a" and the agricultural territories in "1bIV". Additionally, those territories within the City's boundary that are receiving service from the District should remain within the District's SOI; this includes those properties discussed in item "1C". No other boundary overlaps are identified at this time.

Out of District Service

Retaining those parcels designated as Suburban Residential, Rural Residential, and Remote Residential within the District's SOI is consistent with LAFCo policy. All out of district properties receiving service from the District on or before January 1, 2001 are exempt from LAFCo out-of-district-service approval (GC §56133(e)(4)). This includes all areas receiving service identified in the SOI.

Lands designated for agricultural or open space uses are typically not included in spheres for purposes of discouraging urban sprawl and preserving open space and prime agricultural lands. Nonetheless, similar to many other special districts in Mendocino County, the District's boundary and existing SOI include agriculturally-designated lands and land under Williamson Act contract (See Appendix A, Figure 4). This update proposes to exclude from the District SOI the majority of territory identified as agricultural land pursuant to GC §56016, consistent with LAFCo's objective to preserve agricultural and open-space land (See Appendix A Figures 3 & 4). However, this proposed reduced SOI maintains those areas already receiving service which have agricultural land uses because these services benefit the agricultural land uses occurring on the properties.

With respect to the areas under Williamson Act contract, those properties currently served will also remain in the SOI. These Williamson Act contracts will not experience a sphere change and therefore are not subject to GC §56426.6. In addition, the change of sphere designation to exclude non-served contracted lands would not impact their non-serviced status, would facilitate efficient land use patterns, and would not adversely impact the existing Williamson Act contracts in accordance with GC §56426.6.

There are two island areas within the District boundary which are not a part of the Willow CWD, but which are wholly surrounded by District territory. The northern island area-APN 003-410-25 receives service and is designated as Suburban Residential. The southern island area- APNs 185-050-03, -04, and -05 are all agriculturally designated and do not water receive service from the District. Typically, to promote orderly boundaries and the efficient delivery of services, the creation of islands or substantially surrounded territory are discouraged, particularly within an annexation process. Maintaining both of these islands within the SOI for the Willow CWD supports the orderly formation and development of the District's boundary.

Should annexation be proposed in the future, the potential for agricultural land conversion should be evaluated based on LAFCo policies. Pursuant to GC §56668(e), any proposed annexation shall demonstrate the effect of the proposal on maintaining the physical and economic integrity of agricultural lands. In accordance with GC §56377, development shall be guided away from existing prime agricultural lands towards areas containing nonprime agricultural lands, unless that action

would not promote the planned, orderly, efficient development of an area. Additionally, local policies and standards adopted by Mendocino LAFCo for agricultural lands should be considered.

SHARED SERVICES

The District has agreements with other water agencies to provide staffing and management services for these agencies, including: Calpella CWD, Hopland PUD, Millview CWD, Redwood Valley CWD, and River Estates Mutual Water Company. The shared staffing and management contracts are viewed as a step towards a functional consolidation between these agencies. Given the coordination of services between these districts, there may be opportunity to consider a structural consolidation in the future.

WATER SUPPLY

Water availability has long been an issue in the Ukiah Valley and is likely to constrain future development in the area (UVAP 2010, 6-3). Though not under a water moratorium, Willow CWD is a part of the regional community, utilizes the same water supply, and faces similar service challenges.

Challenges cited in the Ukiah Valley Area Plan include decreased water diversion from the Eel River, as well as difficulties and lengthy time inherent in developing new supplies in the face of increasing demand. Various unknowns complicating growth planning include the water rights of water purveyors, the definition of Russian River underflow versus groundwater, continued refinement of water agreements, and changes in imports from the Eel River through the Potter Valley Project”(UVAP 2011, 6-3). Opportunities to help alleviate the Ukiah Valley water supply issues may be considered further at the regional level by LAFCo.

ANALYSIS

As presented in the introduction, when updating the SOI, the Commission considers and adopts written determinations. The following are the formal determinations for this SOI Update:

1.) Present and Planned Land Use

The existing SOI includes agriculturally-designated lands and land under Williamson Act contract. This update proposes to exclude the majority of territory identified as agricultural lands pursuant to GC §56016 and LAFCo’s objective to preserve agricultural and open-space land. However this proposed reduced SOI maintains those areas already receiving water service which have agricultural land uses because these services benefit the agricultural uses occurring on the properties.

The change of sphere designation to exclude non-served Williamson Act contracted lands does not impact their unserved status, facilitates efficient patterns of land use, and is not likely to adversely impact the existing Williamson Act contracts in accordance with GC §56426.6.

2.) Present and Probable Need for Public Facilities and Services

The Willow CWD provides out of district services to approximately 106 parcels within their existing SOI. The District reports that they are considering annexation of some or all of the properties receiving services within the existing SOI. Those properties receiving service outside of District boundaries represent a need for service external to District boundaries. A 2020 District population of 4,222 is estimated based on a conservative 1.0 percent annual growth rate and 4,418 based on higher growth estimate of 1.63 percent. Given this estimated growth, additional demand for services within the District and SOI are anticipated.

3.) Present Capacity of Facilities and Adequacy of Public Services

Demand for water services from the District is expected to increase to 1,904 AF by 2030 if required conservation measures are not put in place. Total supply from all sources is estimated at 2,681 AF in a normal year and 2,308 AF in an extended dry year. On this basis, the District has sufficient capacity to meet anticipated demand within the District and reduced SOI.

4.) Social and Economic Communities of Interest

The larger Ukiah Valley is a community of interest for purposes of coordinating common water supply and management needs. Multiple agencies provide water services in a community which shares geography and in most cases, the same water source. The District has a common interest with other local water purveyors to manage the water supply systems and watersheds of the Ukiah Valley.

5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)

The City of Ukiah has been identified as disadvantaged but is incorporated and therefore does not qualify as a DUC. It stands to reason that sections of unincorporated territory surrounding the City may also qualify as disadvantaged, though no area has been identified as such at this time. Should the District pursue annexation, DUC communities within the District's vicinity may be examined further.

CONCLUSIONS

This update considers the existing SOI relative to services provided and its consistency with LAFCo policies. The existing SOI should be reduced to exclude the majority of territory identified as agricultural lands pursuant to GC §56016 and consistent with LAFCo's objective to preserve agricultural and open-space land. The following considerations guide the proposed SOI reduction:

1. Those properties receiving service within the existing SOI remain within the proposed updated sphere.
2. Those properties designated as Suburban Residential, Rural Residential and Remote Residential within the District's SOI are considered appropriate to receive municipal water services consistent with LAFCo policy. They remain within the proposed updated SOI.
3. Those properties which overlap with the City of Ukiah boundary and do not receive services from the District are excluded from the proposed updated sphere.
4. APNs 003-330-69 and -70, which are within the District's boundary, should also be excluded from the District's proposed updated SOI as they do not receive District service. Both the District and City have agreed that the City serves this area.
5. Territories recognized as agricultural, rangeland, or open space are removed from the SOI with the exceptions of those territories receiving services and the island territories listed in the above *Discussion* section.

See proposed 2016 SOI in Figure 1.

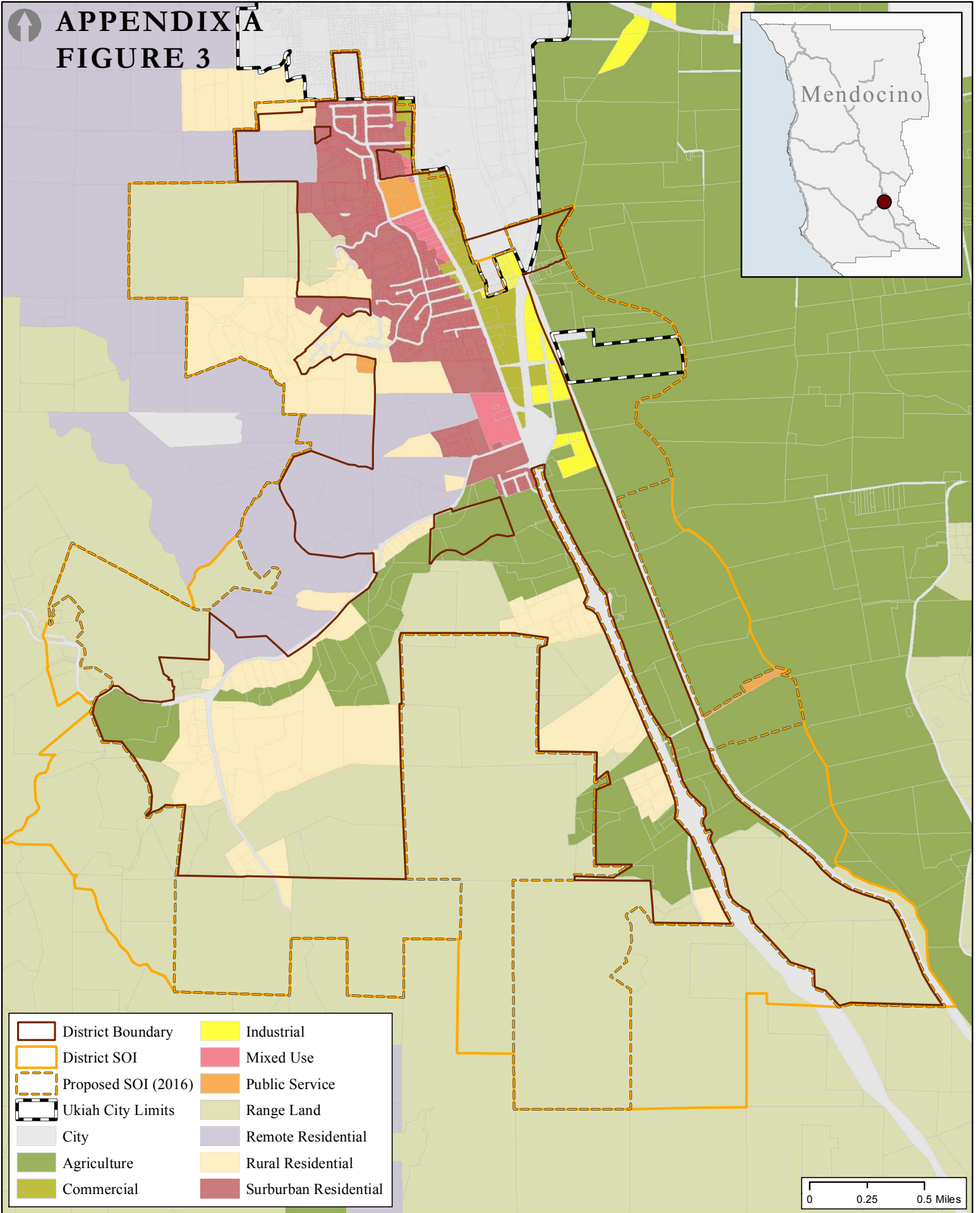
Further consideration may be given to the water supply issues in the Ukiah Valley and the potential for consolidation of multiple agencies providing water services within this area.

REFERENCES

- (Census American FactFinder, 2010) United States Census Bureau. Community Facts- City of Ukiah, California.
http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml?src=bkmk
- (UVAP 2011) Mendocino County. Ukiah Valley Area Plan, August 2011.
<http://www.co.mendocino.ca.us/planning/UVAP.htm>
- Ukiah Valley Municipal Service Review, 2013. LAFCO of Mendocino County. May 6, 2013. E Mulberg & Associates

DRAFT

APPENDIX A
FIGURE 3

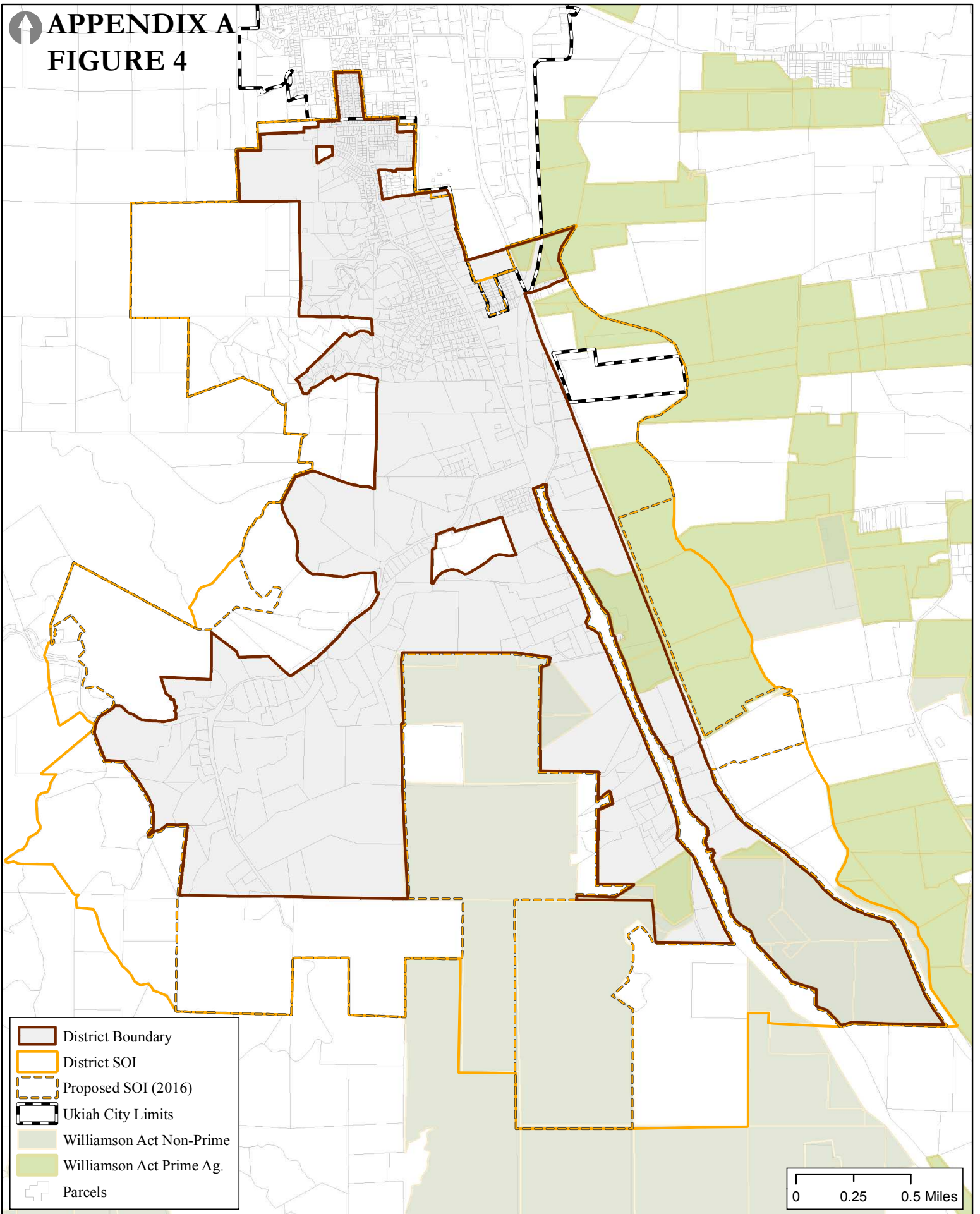









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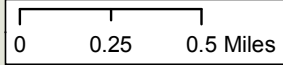
Willow County Water District
Land Use Designations

Prepared for **PLANWEST PARTNERS, INC.**
Mendocino
LAFCo by: Date: 3/16/2016

APPENDIX A
FIGURE 4



	District Boundary
	District SOI
	Proposed SOI (2016)
	Ukiah City Limits
	Williamson Act Non-Prime
	Williamson Act Prime Ag.
	Parcels



Willow County Water District
Williamson Act Agriculture Lands

Prepared for **PLANWEST PARTNERS, INC.**
Mendocino
LAFCo by: Date: 3/25/2016



City of Ukiah

April 21, 2016

George Williamson, Executive Officer
Local Agency Formation Commission
200 South School Street
Ukiah, CA 95482
Email: eo@mendolafco.org

RE: Willow County Water District Draft Sphere of Influence Update

Dear George,

Thank you for seeking the City of Ukiah's comments concerning the draft Sphere of Influence (SOI) for the Willow County Water District. As you mention in your referral letter, there are a number of parcels (approximately 92) located within the City limits that are proposed do be included in the new SOI for the District, and your Commission is interested in the City's comments.

The City Council discussed this matter at its April 20, 2016 meeting and concluded that parcels located in the City limits should logically be served by the City and that these parcels should be detached from the District. It is unknown why the detachment(s) did not occur at the time of annexation. Preliminary review reveals that the City has the capacity to serve these parcels and in the case of the Rose Avenue/Yokayo Drive overlap area, switching service to the City would not be difficult. Staff is prepared to begin discussions with the District about this issue.

The City is experiencing governance issues with other parcels within the City limits that happen to be overlapped and served by a special district. Similarly, the City is pursuing the detachment of these parcels from that district, which is a challenging task so many years after the fact of annexation.

The City recommends that the new Willow County Water District Sphere of Influence not include parcels located within the City limits.

If you have any questions, please feel free to contact City staff – Charley Stump, Director of Planning and Community Development, 463-6219 / cstump@cityofukiah.com or Tim Eriksen, Director of Public Works/City Engineer, 463-6280 / teriksen@cityofukiah.com.

Sincerely,

Stephen G. Scalmanini
Mayor

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Workshop** for the Mendocino Coast Healthcare District Sphere of Influence Update

Background

This is a workshop to introduce the Draft SOI Update for the Mendocino Coast Healthcare District (MCHD or District). The Mendocino Coast Healthcare District (MCHD) owns and operates the critical access Mendocino Coast District Hospital and the North Coast Family Health Center (a primary care rural health clinic). Both facilities are located in the City of Fort Bragg. The District also provides home healthcare services, ambulance, and hospice services along the Coast of Mendocino County. The District's current SOI is coterminous with the District boundary.

The District's 2014 MSR reported that the District had a Secondary Service Area located outside District boundaries. Further conversation with the District revealed that this Secondary Service Area accounted for where residents utilizing District services originate from, and does not signify the provision of District services in the Secondary Service Area. With the exception of occasional goodwill ambulance responses, the District does not provide services outside its District boundary.

The document recommends an affirmation of the coterminous SOI with the District boundaries.

Recommendation

Staff recommends the Commission hold a workshop on the Draft SOI Update; provide comments and requested revisions, and direct staff to notice the matter for public hearing at the Commission's June 6, 2016 meeting.

Attachments: 1) Mendocino Coast Healthcare District Draft SOI Update

MENDOCINO **Local Agency Formation Commission**

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, California 95482

**MENDOCINO COAST HEALTHCARE
DISTRICT**

SPHERE OF INFLUENCE UPDATE

Prepared in accordance with Government Code §56425

Update Dates

Commission Review

Administrative Draft Workshop- May 2, 2016

Draft Hearing- June 2, 2016 (tentative)

Final Adoption- DATE

Table of Contents

INTRODUCTION	3
OVERVIEW	3
REVIEW PERIOD	3
EVALUATION CONSIDERATIONS	3
General Guidelines for Determining Spheres of Influence	4
FIGURE 1. DISTRICT BOUNDARY AND SPHERE OF INFLUENCE	5
OVERVIEW	6
CURRENT AGENCY OPERATIONS	6
BACKGROUND	6
MUNICIPAL SERVICE REVIEW	6
SPHERE OF INFLUENCE	6
DISADVANTAGED UNINCORPORATED COMMUNITIES	6
POPULATION AND LAND USE	7
Population and Growth	7
Land Use and Development	7
CAPACITY AND SERVICE	7
Relevant Services	7
Demand for Services and Capacity	8
Financial Ability to Provide Services	9
DISCUSSION	9
Sphere of Influence	9
ANALYSIS	10
1.) Present and Planned Land Use	10
2.) Present and Probable Need for Public Facilities and Services	10
3.) Present Capacity of Facilities and Adequacy of Public Services	10
4.) Social and Economic Communities of Interest	10
5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)	10
CONCLUSIONS	10
REFERENCES	11
APPENDIX A	11
FIGURE 2. DISTRICT PRIMARY AND SECONDARY SERVICE AREAS	11

INTRODUCTION

OVERVIEW

This update is prepared in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act) which states, “In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local government agencies so as to advantageously provide for the present and future needs of the county and its communities, LAFCo shall develop and determine the Sphere of Influence (SOI) of each local governmental agency within the county” (GC §56425). A “SOI” is defined under the CKH Act as “.... a plan for the probable physical boundaries and service area of a local (government) agency” (GC §56076).

Decisions on organizational changes must be consistent with the SOI boundary and determinations. The adopted SOI is used by LAFCo as a policy guide in its consideration of boundary change proposals affecting each city and special district in Mendocino County. Other agencies and individuals use adopted SOIs to better understand the services provided by each local agency and the geographic area in which those services will be available. Clear public understanding of the planned geographic availability of urban services is crucial to the preservation of agricultural land and discouraging urban sprawl.

The following update will assess and recommend an appropriate Mendocino Coast Healthcare District (MCHD or District) Sphere of Influence (SOI). The objective is to establish MCHD’s SOI relative to current legislative directives, local policies, and agency preferences in justifying whether to (a) change or (b) maintain the designation. The update draws on information from the MCHD’s Municipal Services Review (MSR), which includes the evaluation of availability, adequacy, and capacity of services provided by the District.

REVIEW PERIOD

SOI reviews and updates typically occur every five years, or as needed. A local agency’s services are analyzed with a twenty year planning horizon, and a sphere is determined in a manner emphasizing a probable need for services within the next 5-10 years. Actual boundary change approvals, however, are subject to separate analysis with particular emphasis on determining whether the timing of the proposed action is appropriate.

EVALUATION CONSIDERATIONS

When updating the SOI, the Commission considers and adopts written determinations:

Sphere Determinations: Mandatory Written Statements

1. Present and planned land uses in the area, including agricultural and open space.
 2. Present and probable need for public facilities and services in the area.
 3. Present capacity of public facilities and adequacy of public services the agency provides or is authorized to provide.
 4. Existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency.
 5. If the city or district provides water, sewer, or fire, the present and probable need for those services of any disadvantaged unincorporated communities within the existing sphere.
-

MENDOCINO HEALTHCARE DISTRICT SPHERE OF INFLUENCE UPDATE
MENDOCINO LAFCO

Policies specific to Mendocino LAFCo are also considered along with determinations in administering the CKH Act in Mendocino County. This includes considering the merits of the SOI, or any changes, relative to the Commission's seven interrelated policies, as listed below, with respect to determining the appropriate SOI.

General Guidelines for Determining Spheres of Influence

The following is excerpted from *Mendocino LAFCo's 2004 Policies and Procedures*, "Chapter 5: Policies That May Apply for Some Applicants":

1. Territory that is currently receiving services from a local agency shall be considered for inclusion within that agency's sphere. Territory that is projected to need services within the next 5-10 years may be considered for inclusion within an agency's sphere, depending on a number of factors required to be reviewed by LAFCo. Additional territory may be considered for inclusion if information is available that will enable the Commission to make determinations as required by Section 56425.
2. Territory will not be considered for inclusion within a city's sphere of influence unless the area is included within the city's general plan land use or annexation element.
3. A special district that provides services, which ultimately will be provided by another agency (e.g. mergers, consolidations) will be assigned a zero sphere.
4. When more than one agency can serve an area, agency service capabilities, costs for providing services, input from the affected community, and LAFCo's policies will be factors in determining a sphere boundary.
5. If additional information is necessary to determine a sphere boundary a partial sphere may be approved and a special study area may be designated.
6. A local agency may be assigned a coterminous sphere with its existing boundaries if:
 - There is no anticipated need for the agency's services outside its existing boundaries.
 - There is insufficient information to support inclusion of areas outside the agency's boundaries in a sphere of influence.
 - The agency does not have the service capacity, access to resources (e.g. water rights) or financial ability to serve an area outside its boundaries.
 - The agency's boundaries are contiguous with the boundaries of other agencies providing similar services.
 - The agency's boundaries are contiguous with the sphere of influence boundaries previously assigned to another agency providing similar services.
 - The agency requests that their sphere of influence be coterminous with their boundaries.
7. If territory within the proposed sphere boundary of a local agency does not need all of the services of the agency, a service specific sphere of influence may be designated.



FIGURE 1.

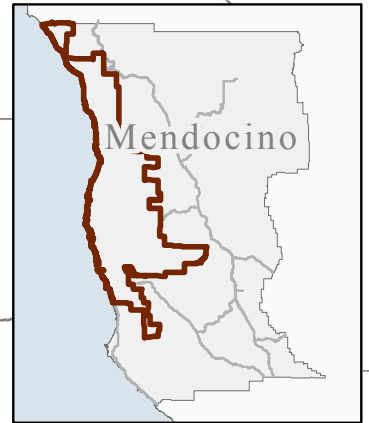
HUMBOLDT

TRINITY

MENDOCINO

Southern Humboldt
Community Healthcare District

Mendocino



Rockport

Laytonville

Branscomb Rd.

Fort Bragg

Sherwood Rd.

162

20

Willits

Tonki Rd.

LAKE

Mendocino

Compche Ukiah Rd.

Orr Springs Rd.

Ukiah

Elk

128

253

1

Mountain View Rd.

Point Arena

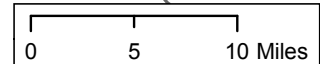
101

Gualala

SONOMA

Pacific Ocean

 District Boundary
 SOI



Mendocino Coast Healthcare District

Prepared for **PLANWEST PARTNERS, INC.**
 Mendocino LAFCo by: 
 Date: 4/25/2016

OVERVIEW

CURRENT AGENCY OPERATIONS

The Mendocino Coast Healthcare District (MCHD) owns and operates the critical access Mendocino Coast District Hospital, the North Coast Family Health Center (a primary care rural health clinic), home healthcare services, ambulance, and hospice services along the coast of Mendocino County (MSR 2014).

BACKGROUND

MCHD was formed as an independent special district on January 17, 1967 by a vote of the District's constituents for the purpose of constructing a public hospital to serve the people of Mendocino County and continues to operate as a local healthcare district pursuant to California Health & Safety Code Section 3200, et seq. The hospital was completed in 1971. The principal act that governs the District is the Local Healthcare District Law which empowers healthcare districts to provide medical services, emergency medical, ambulance, and any other services relating to the protection of residents' health and lives. Districts must apply and obtain LAFCo approval to exercise services authorized by the principal act which are not already provided (i.e., latent powers) by the district at the end of 2000 (MSR 2014).

MCHD encompasses approximately 680 square miles and extends about 70 miles south from the Humboldt/Mendocino County line. The District is bordered on the west by the Pacific Ocean and includes the City of Fort Bragg and the communities of Westport, Cleone, Caspar, Mendocino, Little River, Albion, Comptche, and Elk. (Refer to Figure 1) Both, the hospital and the rural health clinic are located in the City of Fort Bragg.

MUNICIPAL SERVICE REVIEW

A Municipal Service Review (MSR) was adopted for MCHD by the LAFCo Commission on August 4, 2014. A MSR is a part of and a prerequisite for a SOI Update; as such, much of the information contained herein comes directly from the 2014 MCHD MSR.

SPHERE OF INFLUENCE

Sphere of Influence

The District's Sphere of Influence (SOI) is coterminous with its boundaries; refer to Figure 1 (MSR 2014). In addition to service to residents within the District, MCHD also serves an area along the south coast of Mendocino (Manchester, Point Arena and Gualala,), which the District calls their Secondary Service Area (Refer to Figure 2 in Appendix A). Residents in these communities do not contribute revenue to the District, nor can they be charged additional fees for services. The same applies to non-residents (visitors and tourists) who require District services while on the Mendocino Coast. The 2014 MSR recommended that this secondary service area be considered for inclusion within an updated SOI and possibly annexed into the District.

DISADVANTAGED UNINCORPORATED COMMUNITIES

LAFCo is required to evaluate disadvantaged unincorporated communities (DUCs) as part of an SOI review, including the location and characteristics of any such communities. A DUC is defined as any area with 12 or more registered voters where the median household income (MHI) is less

than 80 percent of the statewide MHI. Within a DUC, three basic services are evaluated: water, sewage, and fire protection. The MCHD does not provide these services and is therefore not responsible are adequately provided to the communities.

POPULATION AND LAND USE

Population and Growth

In the 2014 MSR the District reported that their estimated population within the District boundary was approximately 28,000 residents. Its population density was estimated at 41 residents per square mile, compared to the countywide population density of approximately 22 residents per square mile. MCHD reported that the population within its bounds had been decreasing over the last five years; however, no formal population projections have been prepared by MCHD (MSR 2014).

The California Department of Finance (DOF) projects a population growth average of 9.5 percent every 10 years for the entirety of Mendocino County (MSR 2014). If the population within District boundaries were to grow at this rate, the District's population would reach 30,660 by the year 2020. The District contains the City of Fort Bragg, who estimates that growth in its inland areas will continue to occur at a slow but regular pace (less than 0.5 percent per year) as experienced in the last decade (MSR 2014). Along the coastal areas, similarly, the City is expecting growth at a slow but regular pace (one to two percent per year) as during the last decade (MSR 2014).

Land Use and Development

As noted above, the District encompasses the City of Fort Bragg, the town of Mendocino, and various smaller coastal communities. The District is not a land use authority, and does not hold primary responsibility for implementing growth strategies. The City of Fort Bragg is the land use authority within the city boundaries, while Mendocino County is the land use authority for the unincorporated areas within the District. Within the unincorporated areas, designated land uses within the District consist primarily of timberland production, grazing, and rural residential development (MSR 2014).

CAPACITY AND SERVICE

Relevant Services

The MCHD owns and operates an acute-care critical access hospital and a primary-care rural health clinic, both of which are located in Fort Bragg. The District also provides hospice services and home healthcare services (MSR 2014).

Hospital

Mendocino Coast District Hospital is a 25-bed acute care facility licensed by the State of California Department of Health Services and accredited by The Joint Commission on Accreditation of Healthcare Organizations. The hospital provides emergency, inpatient and outpatient services, and healthcare education to prevent, manage and treat chronic and acute conditions. Fifteen of the hospital's acute care medical/surgical beds are licensed by the California State Department of Public Health for utilization as swing beds for use as either acute care beds or as skilled nursing beds, as the need demands (MSR 2014).

Clinic

In 2007, the District purchased a local physician group and converted the practice into a provider-based rural health clinic. The purchase of the North Coast Family Health Center permits the District to maintain a continuity of care for primary care services in the community, and provides an additional revenue source for the District. The clinic offers primary care and specialty care services to the community, including family practice, internal medicine, women's health, general medicine, nephrology, endocrinology, ophthalmology, orthopedics, osteopathy, podiatry, pediatrics, diabetes education, bone densitometry, pacemaker checks, and spinal adjustments (MSR 2014).

Home Health Care Program

Under the direction of a referring physician, the home care program provides skilled healthcare and social services to the patient and family in familiar and comfortable surroundings. The home care team promotes family integrity and independence by teaching families the skills they need to care for the home patient. All referrals and communications are received through the Fort Bragg Home Healthcare office (MSR 2014).

Ambulance Service

The hospital is designated as a "base hospital." It monitors local and countywide emergency radio channels and can dispatch two advanced life support ambulances to any location in the District. The District operates one ambulance in Fort Bragg and one in Mendocino (MSR 2014). The District reports that the ambulance will occasionally answer calls outside the District boundary. This type of service is common among medical responders and is typically known as "goodwill" service.

Other Providers

Other providers deliver similar services within or adjacent to MCHD bounds, including private physicians. One of the providers is Venice Group, which provides outpatient lab services. There is also the Mendocino Coast Clinic, which is a federally qualified, not-for-profit, health center (MSR 2014). The Southern Humboldt Community Healthcare District (SHCHD) provides similar services to portions of northern Mendocino County (see Figure 1). There is no overlap between these two Districts. Although the SHCHD provides services in Mendocino County, its primary LAFCo is the Humboldt County LAFCo.

Demand for Services and Capacity

Demand

In the 2014 MSR the District reported that demand for services had decreased slightly over the previous three years (approximately 2% per year). In addition to the population decline within the District's bounds, MCHD also attributes the decreased demand for services to outflow of patients to larger hospitals, and to the fact that customers are healthier because of the focus on preventative medicine. The District also reported that they expect a slight increase in demand within their bounds over the next 10 years (MSR 2014).

Capacity

By 2030, MCHD will be required to replace the main hospital building because it will no longer meet the State of California earthquake requirements. The District has already commenced facility planning for this eventual need. In addition, the District has planned a number of other minor capital improvement projects, including replacing the nurse call system, adding a new telephone switchboard, and replacing flooring materials in multiple departments of the hospital. The District's

hospital had an overall occupancy rate of 57.8 percent in FY 12-13, compared to a statewide average of 59.5 percent. This occupancy rates suggest that service adequacy is satisfactory, and there are enough hospital beds in the area to serve patients as needed (MSR 2014).

However, the emergency room is currently beyond capacity on major weekends and holidays. The rural health clinic is also expected to have a substantially increased number of visits and require additional facilities to handle the increase in population. Currently, the North Coast Family Health Center has about 30,000 medical visits per year. With an increase in this number, it will require an increase in the number of providers and facilities to deliver the needed services (MSR 2014).

With the increase in population, there is anticipated to be an increase in inpatient census at the hospital, which will impact the other ancillary services associated with inpatient care, such as the laboratory operation, food nutritional services, and diagnostic services. The only department that would reportedly be able to handle the increase in demand is the new diagnostic imaging center that opened in 2011 (MSR 2014).

The adequacy of hospital facilities and services in meeting the needs of District residents can be also gauged by the extent to which residents travel outside their region to receive hospital services. The rates were calculated based on patient discharge data from the Office of Statewide Health Planning and Development. About 82 percent of residents who live within MCHD boundaries patronize the District hospital.

Financial Ability to Provide Services

As with most rural hospitals and districts in California, MCHD struggles financially. The financial stability of MCHD has been impacted by the closures of the Georgia Pacific Mill, reductions in the fishing and logging industry on the coast, and reductions in various reimbursement rates (MSR 2014). In 2006, the District's financing situation improved after the hospital was converted to critical access hospital (CAH) and started receiving Medicare reimbursements. However, a combination of the recession, a need for sterilized surgical equipment, and a slight loss of market share to larger hospital operators damaged the district's operating position. It is challenging for rural area hospitals to recruit physicians, and as a consequence, lack of available physicians causes an outflow of patients from the area to larger hospitals (MSR 2014).

On October 17, 2012, MCHD filed a voluntary petition for bankruptcy. The approximate amount of pre-bankruptcy debt was \$1,991,000. The District is currently taking several steps to implement operational improvements by the time it exits from bankruptcy. MCHD had to decrease its personnel and combine some positions at the hospital (MSR 2014).

Although MCHD reported that current financial levels were adequate to deliver services, the District's revenue stream significantly decreased in FY 12-13—falling short of expenditures by over \$3.2 million (MSR 2014).

DISCUSSION

Sphere of Influence

MCHD does not typically provide services external to their boundary. Although District patrons may originate from outside the District, they receive services within District boundaries and are charged a fee for services rendered. The exception this is the occasional “goodwill” ambulance

response outside District boundaries. Such responses are common among districts which provide medical response and do not necessarily warrant an expanded SOI. The District indicates that their current District boundary and SOI meet their needs, and they do not anticipate any expansion of services in the near future (District Representative, personal communication, April 22, 2016). A coterminous SOI fits the present and anticipated near-future needs of the District.

ANALYSIS

As presented in the introduction, when updating the SOI, the Commission considers and adopts written determinations. The following are the formal determinations for this SOI Update:

1.) Present and Planned Land Use

The MCHD consists of the City of Fort Bragg, various unincorporated communities, and unincorporated resource and rural residential land uses in Mendocino County. The Mendocino County General Plan designates the majority of land as Forest Land and Remote Residential.

2.) Present and Probable Need for Public Facilities and Services

The MCHD provides healthcare facilities and services to an estimated District population of 28,000 residents. Additional residents travel from outside District boundaries to utilize services. The Mendocino Coast District Hospital is a Critical Access Hospital, which is a federal designation given to acute care hospitals located in rural areas over 35 miles from another hospital. Given the population served and distance to other medical providers, there is an ongoing need for the District's facilities and services.

3.) Present Capacity of Facilities and Adequacy of Public Services

The MCHD provides a range of healthcare services and facilities, including the Mendocino Coast District Hospital and North Coast Family Health Center. The 2014 MSR deemed services provide by the District to be adequate, although the District's financial health is of concerning. A coterminous SOI is appropriate for the District given capacity and financial ability.

4.) Social and Economic Communities of Interest

The MCHD supports the mutual social and economic interests of the communities in coastal Mendocino County by providing vital emergency care and other healthcare services. No areas of social or economic interest are known that are not already being served by the District.

5.) Present and Probable Need for Water, Sewer, or Fire Protection Services for Disadvantaged Unincorporated Communities (DUCs)

The District does not provide water, sewer or fire protection services. No further analysis is needed.

CONCLUSIONS

This update serves to reaffirm the District's SOI boundary to be coterminous with the existing District boundary. See SOI in Figure 1.

REFERENCES

(MSR 2014) Mendocino Local Agency Formation Commission. “Mendocino Coast Healthcare District Municipal Service Review”, adopted August 4, 2014. Prepared for the Commission by Policy Consulting Associates, LLC.

APPENDIX A

FIGURE 2. DISTRICT PRIMARY AND SECONDARY SERVICE AREAS



MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Executive Officer Williamson
SUBJECT: Fort Bragg Rural Fire Protection District Annexation Boundary Review

Background

LAFCo staff has researched the status and boundaries for the North of Ten Mile River Annexation to the Fort Bragg Rural Fire Protection District (FBRFPD), submitted and approved by LAFCo in 2013. It has been determined that during the annexation process, two different and conflicting District boundary lines were created, resulting in the use of an incorrect northern boundary line during annexation finalization (See Attachment 1). There is now a gap between the boundary line of Township 19 and 20 North and the Ten Mile River, resulting in an island of District territory that is not contiguous to the main boundary. The boundary issue appears to have come from the use of an incorrect district boundary line used in a *draft* LAFCo map for a previous annexation (see Attachment 2), instead of the correct district boundary line as shown in a final adopted map of said previous annexation per LAFCO File No. 93-4 (see Attachment 3).

Ultimately, LAFCo Resolution No. 12-13-04 included a map and boundary description that referenced the incorrect District boundary. This resolution was included in the Certificate of Completion, which was recorded with the Mendocino County Recorder's Office and included in the Statement of Boundary Change filing to the Board of Equalization (BOE). Considering the BOE would have only updated the Tax Rate Areas for the annexation area, there is no need to re-file with the BOE. However, an updated map and boundary description is needed so that a corrected Certificate of Completion can be recorded and the updated documents provided to the BOE for their files.

Discussion

This matter was discussed at the February 2016 Executive Committee meeting where staff reported the above mentioned actions. The Committee noted that the Commission may have to incur costs for this as it was an error in the LAFCo record. Based on Executive Committee direction, staff contacted Ft. Bragg Rural FPD Chief Orsi and solicited a bid from SHN for the revised map and description (see Attachment C).

Recommendation

Staff recommends the Commission authorize a payment not to exceed \$2,000 in order to have a revised map and description prepared for the North of Ten Mile River Annexation.

- Attachments: 1) District Boundary Map
2) *Draft* LAFCo map for LAFCO File No. 93-4
3) Final adopted map for LAFCO File No. 93-4
4) SHN Bid

Attachment 1: Existing District Boundary



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TEN MILE DUNES NP

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STATE PARK

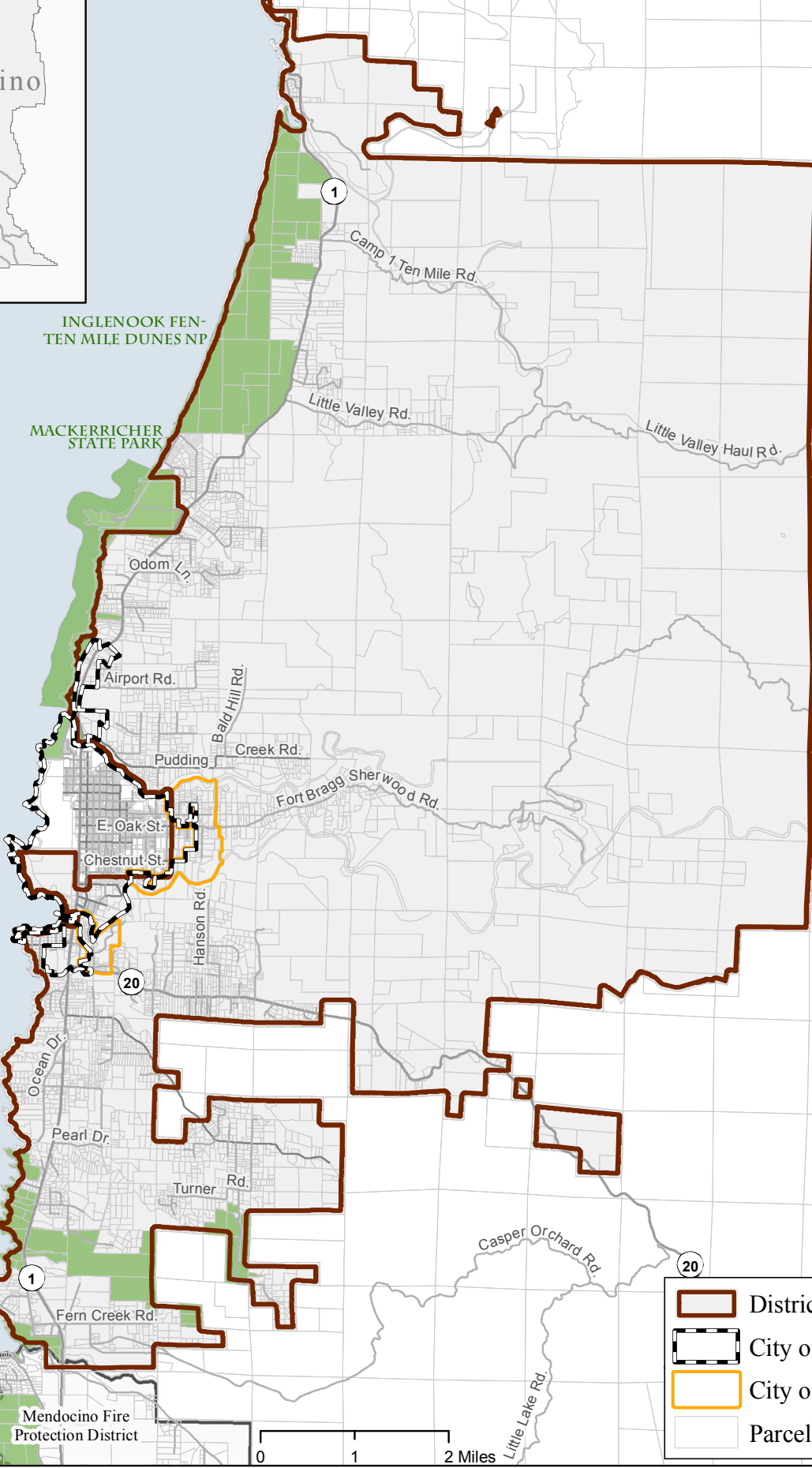
Pacific Ocean

JUG HANDLE SNR

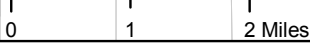
CASPAR
HEADLANDS SB

POINT CABRILLO
LIGHT STATION SHP

Mendocino Fire
Protection District



	District Boundary
	City of Fort Bragg
	City of Fort Bragg SOI
	Parcels

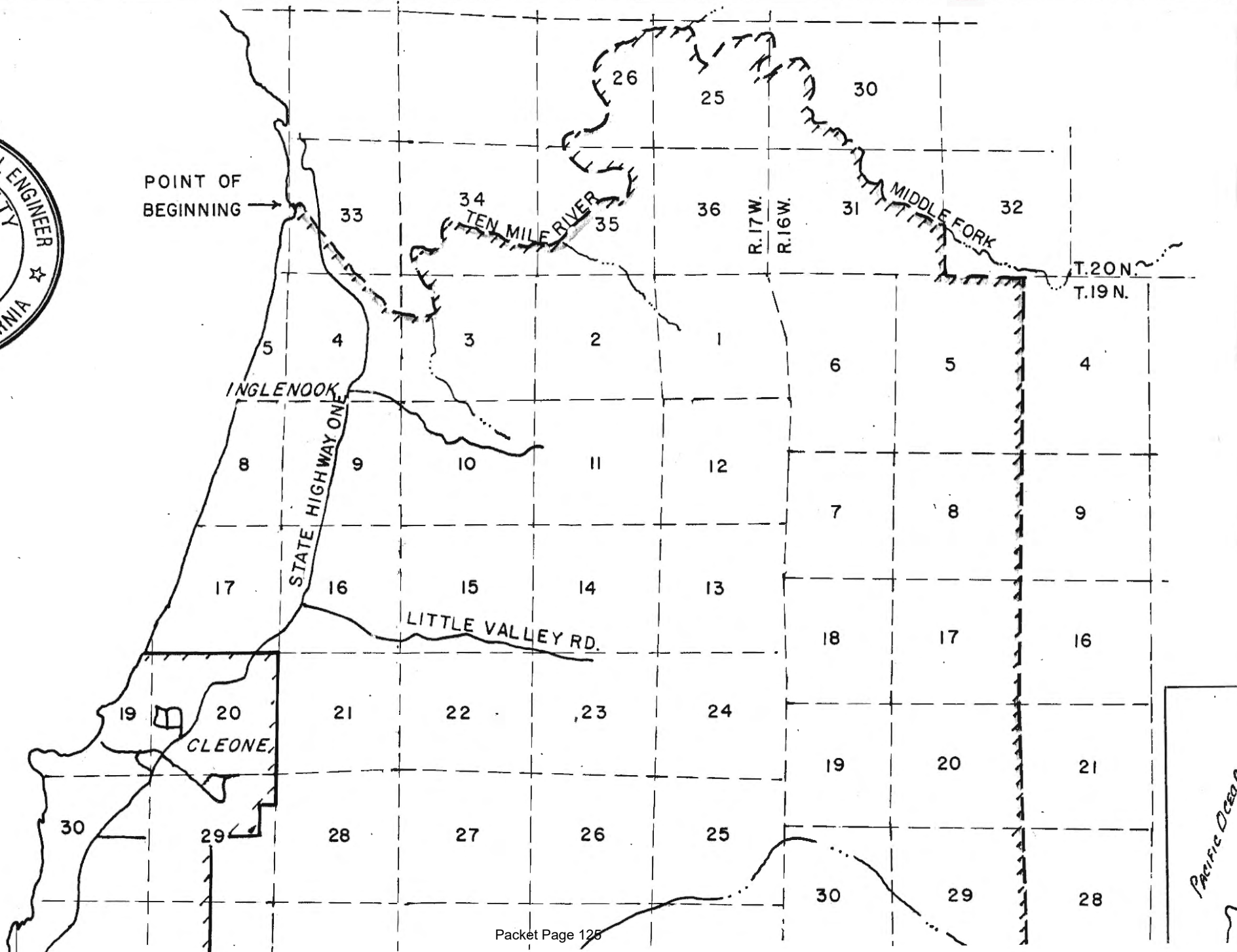


Fort Bragg Rural Fire Protection District

Prepared for **PLANWEST PARTNERS, INC.**

Mendocino LAFCo by: Date: 8/25/2015

ES
ET



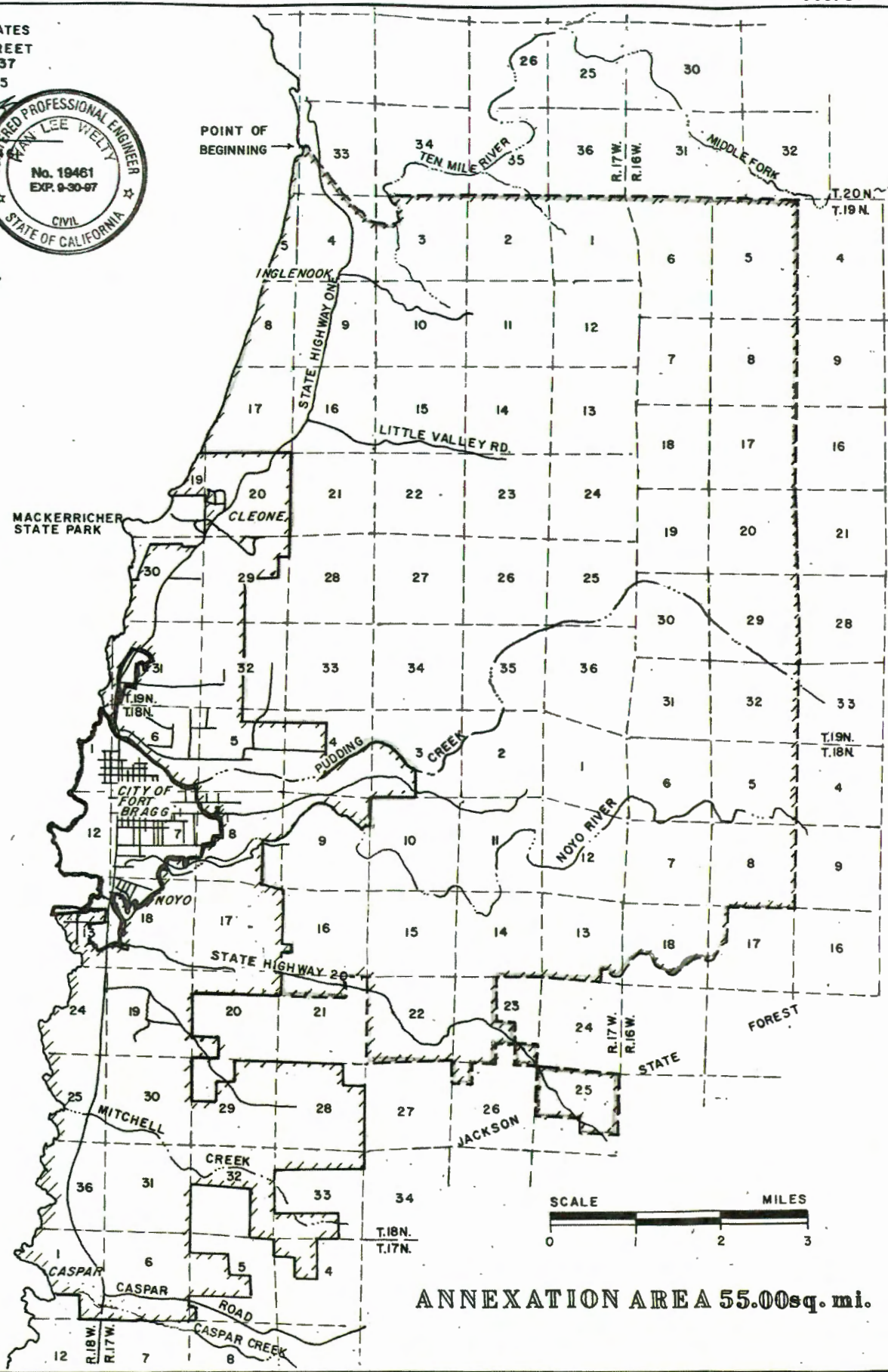
MAP PREPARED BY: I.L. WELTY & ASSOCIATES
 703 NORTH MAIN STREET
 FORT BRAGG, CA. 95437
 PHONE: (707)964-8865



 EXISTING DISTRICT BOUNDARY

 ANNEXATION BOUNDARY

PACIFIC OCEAN



ANNEXATION AREA 55.00sq. mi.

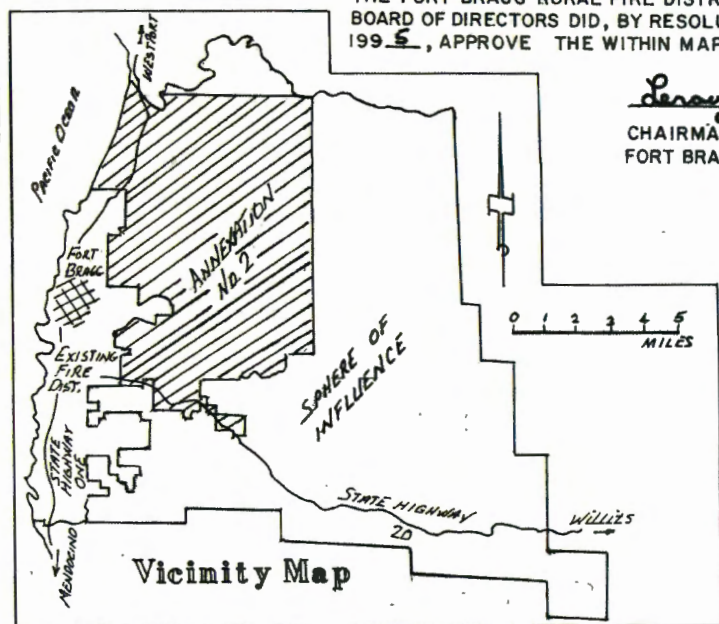
ACCEPTANCE CERTIFICATE
 I, Bruce A. Alfano, CHAIRMAN OF THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF MENDOCINO, STATE OF CALIFORNIA, HEREBY CERTIFY THAT SAID LOCAL AGENCY FORMATION COMMISSION, BY RESOLUTION, ON THE 6th DAY OF February, 1995, APPROVED THE WITHIN MAP.

Bruce A. Alfano
 CHAIRMAN
 LOCAL AGENCY FORMATION COMMISSION

CERTIFICATE OF COMPLETION
 RECORDED June 6, 1995, BOOK 2256, PAGE 382.

AUTHORIZATION CERTIFICATE
 I, Henry H. Dunlap, CHAIRMAN OF THE BOARD OF DIRECTORS OF THE FORT BRAGG RURAL FIRE DISTRICT, HEREBY CERTIFY THAT SAID BOARD OF DIRECTORS DID, BY RESOLUTION DATE 16 MAY, 1995, APPROVE THE WITHIN MAP.

Henry H. Dunlap
 CHAIRMAN
 FORT BRAGG RURAL FIRE DISTRICT



**NORTHEAST
 ANNEXATION NO. 2
 FORT BRAGG RURAL FIRE
 DISTRICT**
 Mendocino County, California

June, 1994

Lafco File No. 93-4

EXHIBIT "B"

Ref. 11/17/94
 11/17/95
 LAFCO # 93-4

158

Attachment 4: SHN Bid



CONSULTING ENGINEERS & GEOLOGISTS, INC.

335 S. Main St. • Willits, CA 95490-3977 • 707/459-4518 • FAX: 707/459-1884 • willitsinfo@shn-engr.com

Reference: 413021

April 12, 2016

George Williamson, AICP
Executive Officer
Mendocino LAFCo
200 School Street
Ukiah, CA 95482

Subject: Revisions to the Fort Bragg RFPD 2013 Annexation

Dear Mr. Williamson :

Thank you for your recent email and phone conversation regarding revisions to the 2013 Annexation to the Fort Bragg Rural Fire Protection District (RFPD).

We have reviewed the requested changes to the 2013 Annexation Map and Legal Description. We propose to prepare a revised Annexation Map and Legal Description based on the requested revisions for initial review by Mendocino LAFCo and RFPD and then by the State Board of Equalization. After completion of the review by the agencies, we will provide the final Annexation Map on Mylar, a hard copy of the Legal Description and a digital file of both to Mendocino LAFCo.

The cost for the above work will be \$2,000. We trust that this meets your needs. Please do not hesitate to call or email if you have questions or need to discuss. Thank you for this opportunity to be of service to you and Mendocino LAFCo.

Sincerely,

SHN Consulting Engineers & Geologists, Inc.

A handwritten signature in blue ink that reads "Thomas M. Herman". The signature is written in a cursive, flowing style.

Thomas M. Herman
Regional Manager

TMH:amg

**MENDOCINO
Local Agency Formation Commission**

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: Executive Officer Williamson
SUBJECT: Calpella County Water District (CWD) Request for Annexation Deposit Fee Waiver/Reduction

Background

The Calpella CWD provides water and wastewater services to the community of Calpella in the Ukiah Valley. The District also provides out of district water services to an area adjacent to the district boundary known as the Central Avenue Area. This “Out of District Service Area” has been receiving water services since 2000 and was part of past annexation proposals that were disapproved by LAFCo. The 2013 Ukiah Valley MSR noted that annexation of this area should be considered in the future. At the February 1, 2016 LAFCo meeting, the Commission approved a SOI amendment (reduction) for the Calpella CWD to include only those areas within the Out of District Service Area and District boundary (Resolution No. 15-16-11).

The District has expressed interest in annexing the Central Avenue Area now that the MSR and SOI Update are complete. At the March 7, 2016 LAFCo meeting, the Commission reviewed a letter from the Calpella CWD requesting a LAFCo fee waiver/reduction to support the District’s third attempt to annex this Out of District Service Area (see Attachment 1). The Commission directed staff to coordinate with the District to document past costs and identify the amount of fee waiver/reduction that’s being sought.

Discussion

Draft Policy on Waiver of Fees

In January 4, 2016, the Commission adopted a revised Policies and Procedures Manual that includes both administrative and boundary change related policies. Subsequently, a Fee Schedule Update was considered by the Policies and Procedures Committee on February 29, 2016 (see Agenda Item 9). This Fee Schedule Update includes applicable fee policies for applications, including deposits and reimbursements, billing procedure, outside assistance fees (when necessary), and waiver of fees. The section regarding “Waiver of Fees” is provided below:

“The Commission may waive a fee in special circumstances or if it finds that payment would be detrimental or contrary to the public interest. Fees may be waived or reduced for applications filed in response to a condition imposed by or a recommendation made by the Commission. A request for waiver, including an explanation for the request, must be

submitted in writing to the Commission. Staff will present the request to the Commission, along with analysis and recommendation, for its determination.”

The above policy provides for the Commission’s consideration of fee waiver requests on a case-by-case basis, and would require a staff analysis and recommendation.

Itemization of Past Annexation Costs

The Calpella CWD has provided LAFCo with an itemization of the District’s annexation costs associated with the 2000 Annexation (see Attachment 2). Annexation costs, including environmental review and mapping, totaled \$10,673.75. It is assumed that the mapping, application, and environmental review fees that are typically born by the applicant prior to application filing could be used as a basis for the new application to LAFCo.

Estimation of Proposed Annexation Costs

There are District-related costs associated with preparing application materials as well as LAFCo-related costs associated with processing the application. An estimation of these costs are included below.

District-related Costs: (Total staff time estimated at \$2,000)

- Environmental Review (exemption)
- Notice and public hearing to adopt Resolution of Application
- Application Form and Plan for Services
- Boundary Map and Description
- State Board of Equalization Fees (only necessary if property taxes will be received within the annexation area)

LAFCo-related Costs: (Total deposit request \$6,000*)

- Notice of Filing (referral to affected and interested agencies)
- Application review for completeness
- Confirmation of property tax exchange agreement with Mendocino County (agreement is expected to be for zero share of property taxes)
- Certificate of Filing (once application is deemed complete)
- Schedule hearing and notify agencies
- Mailed notices to each landowner and registered voter within affected area (and within 300 feet of external boundary)
- Legal notice in newspaper
- Staff report, findings, resolution, and environmental determination
- Municipal Service Review revision (if necessary)
- Commission Hearing
- Protest Hearing (unless waived)
- Completion of any terms and conditions
- Certificate of Completion (once all terms have been satisfied)
- State Board of Equalization filing (if necessary)

**Please note, this deposit amount is estimated using the Draft Fee Schedule as proposed in Agenda Item 9. It is anticipated the proposal would be submitted without 100 percent property owner consent based on the size and number of landowners within the annexation area.*

District Request for Fee Waiver of LAFCo-related Costs

The District is requesting full relief and 100% waiver of all LAFCo-related application processing costs. These costs are estimated at \$6,000 based on the Draft Fee Schedule, currently under review by the Policies and Procedures Committee. Please note, this amount could change based on their review and the Commission's ultimate review and adoption.

Based on the Draft Fee Waiver policy described above, the District is a viable candidate for fee waiver. The District has indicated they have experienced a financial burden and hardship from multiple applications for annexation being denied for this area. In addition, this out of district service area has been identified as an appropriate candidate for annexation, both in the MSR and SOI reports. This could support a fee waiver filed "in response to a recommendation made by the Commission".

Recommendation

Staff recommends the Commission consider approving the requested fee waiver of LAFCo-related application processing fees consisting of the initial deposit. Any additional costs above the initial deposit amount would be borne by the District.

Attachments: 1) Calpella CWD letter dated February 20, 2016
2) Calpella CWD Past Annexation Cost Breakdown

Attachment 1: Calpella CWD letter dated February 20, 2016

Calpella County Water District
151 Laws Avenue
Ukiah, CA 95482
(707) 462-2666

February 20, 2016

George Williamson
Mendocino County LAFCO Counsel

Re: Calpella County Water District Annexation.

Calpella County Water District (CCWD) applied for annexation of Central Avenue into the district in 2001 and again in 2004. Each time the requests were turned down due to the Commission's concern of a lack of water in the future. The price tag of the requests totaled over \$20,000. Money that the District could ill afford.

In 2013 the MSR report was adopted with the recommendation that CCWD annex Central Avenue into the district (see attached report A). This year the SOI was adopted and the recommendation in this report is also to annex Central Avenue into the District (see attached report B) also included is the February LAFCO Staff report and the 2013 Grand Jury report.


Calpella County Water District wants to proceed with the annexation of Central Avenue as represented in the two reports that LAFCO has now adopted. CCWD would also like LAFCO to consider removing their fees or providing a discount to the process given that LAFCO now recommends annexation which it rejected in 2001 and 2004. In 2001, a substantial amount of money was spent on studies and reports that have provided the basis for LAFCO's recommendation of the annexation in 2016. CCWD has also lost money in taxes from 2001 to present because the annexation was not approved.

CCWD water is supplied by its own well at 20% and purchases the remaining 80% from Millview County Water District. In 2014 Millview successfully removed the water moratorium that many of the Water Districts have been under for 15 years. With that ruling, Calpella is now in a position to purchase more water rights from Russian River Flood Control.

In the 2013 MSR report a sentence stated that CCWD had insufficient water for CURRENT users. Before the report was adopted a correction was submitted to changed the word to FUTURE users. That correction was never made and LAFCO approved the MSR with the incorrect reference and with annexation still recommended. That incorrect reference of "current" versus "future" has been very distressing in the preparation of this years SOI. The result has been several rewrites and several meetings between board members and the CCWD GM Dave Redding and Planwest. CCWD's SOI has been on the LAFCO Commission's agenda 4 or 5 times. This is too much time and money spent by both CCWD and LAFCO.

CCWD believes that Mendocino LAFCO has committed a disservice which has resulted in undue hardship to the water district and that LAFCO is in a position to restore relations. CCWD urges LAFCO to consider the recommendation to remove or reduce the fees taking into consideration the money already spent on this annexation approval.

Thank you,

A handwritten signature in blue ink that reads "Steve Bogart". The signature is written in a cursive style with a long, sweeping underline.

Steve Bogart
Board Chairman

EXHIBIT
A

Taken directly from the 2013 LAFCO MSR report

Calpella County Water District

The Calpella County Water District (CCWD) was formed in 1955 under the County Water District Law. The CCWD provides water and sewer to the Calpella Community. The CCWD is located in the northwest corner of the Ukiah Valley Area Plan (UVAP), and it currently provides water to 140 residential and 25 commercial water connections and sewer services to approximately 103 sewer connections in the community of Calpella and surrounding area. The CCWD serves an area of approximately 1,297 acres. In addition, there is an area to the west that is not part of the CCWD but where services are provided through an out-of-area service agreement to provide water for non-agricultural uses. The area consists of 46 parcels and approximately 233 acres. The CCWD boundaries along with the present sphere of influence are shown in Exhibit 4.1-1.

Growth and Population Projections for the Affected Area

The current population of the CCWD is estimated at 679. The unincorporated portion of the Ukiah Valley is expected to grow at a rate of 1.00 to 1.63 percent annual. Economic conditions would favor the lower rate, so the estimated population of the CCWD is expected to be approximately 730 by 2020.

Disadvantaged Unincorporated Communities

There are no disadvantaged unincorporated communities in the vicinity of the CCWD boundaries.

Present and Planned Capacity of Public Facilities

The average normal year demand is 119 AF. The CCWD operates one well with a capacity of 40 AF and in order to meet demand must contract with RRFC for the remainder. Because of geographical constraints, the CCWD must contract with Millview County Water District for treatment and transport. Because of the uncertainty in water supply, the CCWD is under a new hookup moratorium.

The CCWD serves 103 sewer connections and operates a wastewater treatment plant. The capacity of the plant was increased to 80,000 gpd. In 2007, the average daily flow rate was estimated at 32,000 gallons. The CCWD has additional treatment capacity and can accommodate up to 1,000 residents, which is about 300 more than the current population of the CCWD.

Financial Ability of Agencies to Provide Services

Revenue sources are water sales, sewer charges, and limited amount of property taxes. Relative proportions are property tax, 8 percent; sewer charges, 39 percent; and water sales, 53 percent. The CCWD has a budget of income averaging approximately \$207,000 and expenses averaging approximately \$223,000. The actuals for FY 2007–08 through FY 2009–10 also show deficits.

In 1979, the CCWD secured a revenue bond for \$31,300. The bond is due in 2019. The CCWD pays \$1,000 a year to repay the bond.

2-14

LAFCO of Mendocino County

Ukiah Valley Special Districts

Final Municipal Service Review Executive Summary

Status of and Opportunities for Shared Facilities

The CCWD shares office space with the Willow County Water District. The CCWD has a contract with WCWD for staff services that includes administrative services as well as operations. The CCWD has no employees.

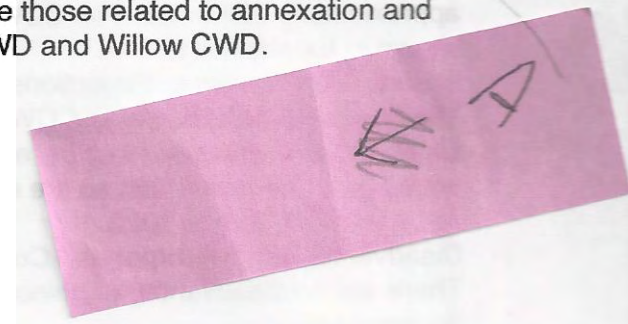
Government Structure and Accountability

The CCWD is governed by a five-member board elected at large to four-year staggered terms. Board member receives a stipend of \$40 per meeting up to \$80 per month. The board meets on second Wednesday of each month at 6 p.m. at Calpella Elementary School on Moore Street in Calpella.

Meeting notices are posted on the front door of the CCWD Office on Laws Avenue and as required by the Brown Act. The CCWD keeps a mailing list of interested parties who receive a notice by mail. The CCWD does not maintain a website.

The CCWD and the Commission should consider a change in organization that could include annexation of the Out of Area Service Agreement (OASA) area and/or consolidation with Willow CWD.

Matters Related to Effective or Efficient Service Delivery Required by Commission Policy
The only LAFCO policies that could affect service delivery are those related to annexation and consolidation, should that action be of interest to Calpella CWD and Willow CWD.



Example B

Involve water agencies, City and agricultural water users in collaboration with LAFCO to perform mandated municipal service reviews.

WM 2.1b Water Rights and Distribution

Coordinate with water purveyors to actively participate in hearings and actions involving water rights and distribution of area water in order to ensure efficient and equitable use of available water rights and supplies.

DISCUSSION

Annexation

The 2013 MSR provided the following recommendation: "Calpella CWD provides water services to the area of the Central Avenue corridor west of US 101. The District has been providing services since 2001. According to LAFCo policies, Calpella CWD should consider annexation. One concern with annexation is that the District is under a moratorium for new water service connections. Since the Calpella CWD already provides services, there would be no additional hookups that would violate the moratorium. Annexation may allow the District to collect some additional property tax revenue. Since the average of revenues and expenditures has shown a deficit in the last couple of years, the added property tax may help resolve the deficit. Should the District pursue annexation, it may have to establish two zones of services. One zone would provide water and sewer. The other zone would provide water only" (MSR 2013).

Consolidation

The 2013 MSR provided the following recommendation: "Willow CWD has management agreements with both Calpella CWD and Hopland PUD whereby Willow CWD provides office space, administrative staff, and field staff for the two districts. Both Calpella and Hopland have no employees, so the management agreements represent a functional consolidation of the three districts. Other than maintaining separate boards of directors, Calpella CWD and HPUD are essentially one with Willow CWD. Given this arrangement, the Districts should consider consolidation so that policies and service delivery are consistent. The three districts have not yet consolidated because they desire to maintain community identity. Although having separate districts is one way to maintain identity, other ways include community advisory councils that would be made up of concerned residents of Calpella and Hopland. Community advisory councils would be able to focus on their respective communities and have standing with the board of directors. Other options include establishing districts so that representation on the board would be sure to include residents of Calpella and Hopland. Nevertheless, the three districts should evaluate the options" (MSR 2013).

As of November 2015, WCWD now also has management agreements with Millview CWD and Redwood Valley CWD, further functionally consolidating the region's water service providers.

Water Supply

Water availability has long been an issue in the Ukiah Valley and is a likely constraint to future development in the Valley, further complicated by legal, environmental, political and socioeconomic issues (UVAP 2011). In the MSR process the District identified water supply demand stemming from growth in the Ukiah Valley as a key issue for ensuring adequate future service to Valley

LAFCo
Staff Report

Calpella
Annexation

Agenda Item No. 5

MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: February 1, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: **Public Hearing** for Calpella County Water District Sphere of Influence Update

Background

This is a public hearing item to consider a reduction of the Calpella County Water District's (CWD) sphere of influence (SOI). The Commission reviewed the draft SOI Update at a public workshop in January. Comments and revisions made to the document subsequent to the January workshop are highlighted in track changes.

Calpella CWD provides water and wastewater services to the community of Calpella in the Ukiah Valley. The District was a part of the 2013 Ukiah Valley MSR. The MSR includes recommendations for consolidating the Calpella CWD, Willow CWD, and Hopland Public Utility District (PUD) due to shared staffing and management between these agencies. It is important to note that similar staffing agreements have since been extended to the Millview CWD and Redwood Valley CWD.

Calpella CWD provides out of district water services to an area adjacent to the district boundary known as the Central Avenue Area. This Out of District Service Area has been receiving water services since 2000 and is within the District's current SOI, which includes other areas not currently receiving services beyond the Out of District Service Area. Similar to other water providers in this region, the District is under a moratorium for new water service hook ups. Water supply for Ukiah Valley residents continues to be a regional concern.

Considering the current SOI includes areas not currently served by the Calpella CWD, a sphere of influence amendment (reduction) is proposed to include only those areas within the Out of District Service Area and District boundary. A reduced SOI would allow the District to consider annexing their Out of District Service Area in the future.

Recommendation

Staff recommends the Commission adopt Resolution No. 15-16-11 (attachment 2), thereby approving a sphere of influence amendment (reduction) for the Calpella County Water District to include only those areas within the Out of District Service Area and District boundary.

- Attachments: 1) Calpella CWD SOI Update Hearing Draft
2) LAFCo Resolution No. 15-16-11
3) Proof of Publications
- Notice of hearing for budget amendment and SOI updates in Fort Bragg
 - Notice of hearing for budget amendment and SOI updates in Ukiah
 - Notice of hearing for budget amendment and SOI updates in Willits

needs of fractured communities, each attempting to retain local autonomy over the service providers in their jurisdiction.

The Mendocino LAFCo is renovating its operations to more reflect the purpose of the Local Government Reorganization Act of 2000. The intent of the Act may find its fruition when it is applied to resolving the interagency difficulties that are found in our county. Other than the use of veto power over improper expansion proposals, the power of objective planning and findings of efficiencies of operations will allow LAFCo to accomplish its responsibilities.

LAFCo Problem Areas

Within the jurisdiction of Mendocino County LAFCo there are existing problems and new ones developing.

The availability of water is questionable in some special districts. There is a moratorium in new service connections prohibiting new growth.

There are several water districts in the Ukiah Valley, each competing for resources and service area. A study made by a UVSD consultant in April 2012 entitled "Consolidation of Wastewater and Water Services in the Ukiah Valley" illustrates the difficulties and benefits of consolidating all the various water districts, wastewater plants, and resources into one public agency.

There are two wastewater agencies, the City of Ukiah and the UVSD, utilizing the same wastewater treatment plant and infrastructure with competing and conflicting interests. The City of Ukiah is desirous of expanding by annexation into areas that are serviced by UVSD.

The splintering of special districts that have developed over many years as the valley and the coastal communities grew has resulted in a fragmentation of services with all the attendant problems. None of the special districts have sufficient resources for necessary upgrades or meeting new state requirements, or have enough political clout to effect change in regulations.

The reluctance of governing officials to reduce their local control of services is a hindrance toward improvement through the merging of assets and resources.

FINDINGS

- F1. The Mendocino County LAFCo has not met the requirements of the Cortese-Knox-Hertsberg Act of 2000.
- F2. The new contract with Baracco Associates as EO of Mendocino County LAFCo has focused the LAFCo board on meeting their responsibilities.
- F3. The significant areas of concern for LAFCo to address are the problems of water and sewer service in the valley.

Calpella County Water District

P.O. Box 115

Calpella, California 95418

(707) 462-2666 • Fax (707) 462-2687

March 29, 2016

Local Agency Formation Commission
200 South School Street
Ukiah, CA 95482
Attn: Sarah West

LAFCO Annexation Fee	\$2,500.00
State Board of Equalization	700.00
Mendocino County Clerk Recorder	25.00

Consulting:

Mapping & Application	7,048.75
CEQA	1,500.00

Out of District Service Agreement To LAFCO, Prepared by District	300.00
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MENDOCINO
Local Agency Formation Commission

Staff Report

DATE: May 2, 2016
TO: Mendocino Local Agency Formation Commission
FROM: George Williamson, Executive Officer
SUBJECT: MSR and SOI Completion Update

Background

At the April 4th 2016 meeting, staff provided a table which presented an overview of all agencies and their current MSR status. At this meeting the Commission requested a similar update be provided for the sphere of influence update documents. Staff has provided an updated narrative overview of staff's progress, which was originally presented at the January 2016 meeting (see Attachment 1). A table format for SOI Updates has also been provided (see Attachment 2), as well as the most current version of the MSR status table (see Attachment 3).

Recommendation

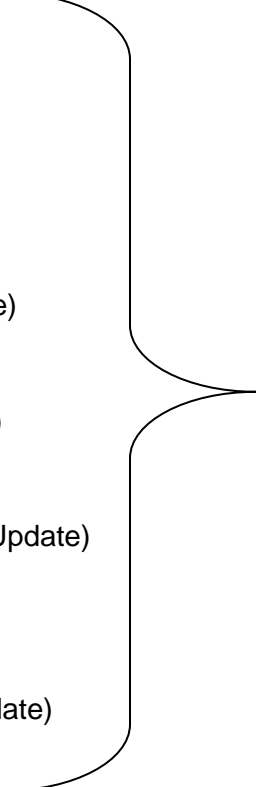
This item has been agenized for information only. Staff recommends the Commission review and discuss the report and provide additional direction, as necessary.

Attachments: 1) SOI Update Narrative
2) SOI Update Overview Table
3) MSR Overview Table

Mendocino Local Agency Formation Commission
SOI Update – Planwest Partners Work Program Summary-
as Amended February 1st, 2016

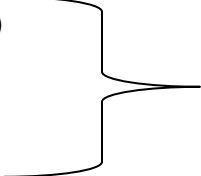
Fiscal Year 2015-16

City of Point Arena (SOI Update)
Elk County Water District (SOI Update)
Westport County Water District (SOI Update)
Caspar South Water District (SOI Update)
Pacific Reefs Water District (SOI Update)
Laytonville County Water District (SOI Update)
Anderson Valley CSD (SOI Update)
Gualala CSD (January hearing) (SOI Update)
Calpella County Water District (SOI Update)
Redwood Valley County Water District (SOI Update)
Hopland Public Utility District (SOI Update)
Potter Valley Irrigation District (SOI Update)
Round Valley County Water District (SOI Update)
Mendocino County RCD (SOI Update)



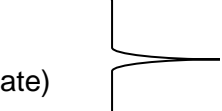
Completed

Millview County Water District (SOI Update)
Irish Beach Water District (SOI Update)
Noyo Harbor District (SOI Update)



May 2016 Public Hearing

Willow County Water District (SOI Update)
Mendocino Coast Healthcare District (SOI Update)



Scheduled for June 2016 Public Hearing

**Mendocino Local Agency Formation Commission
SOI Update Work Program Summary-
New Executive Officer Contract**

Fiscal Year 2016-17-

Ukiah Valley Sanitation District (SOI Update)

Russian River Flood Control and WCID (SOI Update)

City of Willits (SOI Update)

Brooktrails Township CSD (*combined MSR and SOI Update to 2010 document*)

City of Fort Bragg (*combined MSR and SOI Update to 2008 document*)

Covelo CSD (*combined MSR and SOI Update to 2010 document*)

Mendocino City CSD (*combined MSR and SOI Update to 2008 document*)

Mendocino Coast Rec & Park District (*combined MSR and SOI Update to 2008 document*)

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Fort Bragg Rural FPD (*combined MSR and SOI Update*)

Redwood Coast FPD (*combined MSR and SOI Update*)

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Fire-Related District SOI Updates

Albion-Little River FD

Comptche CSD

Covelo FPD

Elk CSD

Hopland FPD

Leggett Valley FPD

Little Lake FPD

Long Valley FPD

Mendocino FPD

Piercy FPD

Potter Valley CSD

Redwood Valley-Calpella FD

South Coast FPD

Ukiah Valley FPD

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Anderson Valley Cemetery District (*combined MSR and SOI Update*)

Cemetery District of the Redwoods (*combined MSR and SOI Update*)

Covelo Public Cemetery District (*combined MSR and SOI Update*)

Hopland Cemetery District (*combined MSR and SOI Update*)

Mendocino-little River Cemetery District (*combined MSR and SOI Update*)

Potter Valley Cemetery District (*combined MSR and SOI Update*)

Russian River Cemetery District (*combined MSR and SOI Update*)

Westport-Ten Mile Cemetery District (*combined MSR and SOI Update*)

Type	Agency	SOI Preparer	Date of Comm. Adoption This Update Cycle (FY 2015-16 & 2016-17)	Notes
CEM	Anderson Valley Cemetery District	FY 2016-17	None Adopted	
CEM	Cemetery District of the Redwoods	FY 2016-17	None Adopted	
CEM	Covelo Public Cemetery District	FY 2016-17	None Adopted	
CEM	Hopland Cemetery District	FY 2016-17	None Adopted	
CEM	Mendocino-Little River Cemetery District	FY 2016-17	None Adopted	
CEM	Potter Valley Cemetery District	FY 2016-17	None Adopted	
CEM	Russian River Cemetery District	FY 2016-17	None Adopted	
CEM	Westport-Ten Mile Cemetery District	FY 2016-17	None Adopted	
CITY	City of Fort Bragg	FY 2016-17	None Adopted	Previous 2008 adopted SOI available on website
CITY	City of Point Arena	Planwest Partners	Nov 2015	Available on website
CITY	City of Ukiah	FY 2016-17	None Adopted	
CITY	City of Willits	FY 2016-17	None Adopted	
CONS	Mendocino County Resource Conservation District	Planwest Partners	Apr 2016	Available on website
CSD	Anderson Valley Community Services District	Planwest Partners	Dec 2015	Available on website
CSD	Brooktrails Township Community Services District	FY 2016-17	None Adopted	
CSD	Covelo Community Services District	FY 2016-17	None Adopted	Previous 2010 adopted SOI available on website
CSD	Gualala Community Services District	Planwest Partners	Jan 2016	Available on website
CSD	Mendocino City Community Services District	FY 2016-17	None Adopted	Previous 2008 adopted SOI available on website
FIRE	Albion-Little River Fire Protection District	FY 2016-17	None Adopted	
FIRE	Comptche Community Services District	FY 2016-17	None Adopted	
FIRE	Covelo Fire Protection District	FY 2016-17	None Adopted	
FIRE	Elk Community Services District	FY 2016-17	None Adopted	
FIRE	Fort Bragg Rural Fire Protection District	FY 2016-17	None Adopted	
FIRE	Hopland Fire Protection District	FY 2016-17	None Adopted	
FIRE	Leggett Valley Fire Protection District	FY 2016-17	None Adopted	
FIRE	Little Lake Fire Protection District	FY 2016-17	None Adopted	
FIRE	Long Valley Fire Protection District	FY 2016-17	None Adopted	
FIRE	Mendocino Fire Protection District	FY 2016-17	None Adopted	

Mendocino LAFCo SOI Overview as of April 21, 2016

FIRE	Piercy Fire Protection District	FY 2016-17	None Adopted	
FIRE	Potter Valley Community Services District	FY 2016-17	None Adopted	
FIRE	Redwood Coast Fire Protection District	FY 2016-17	None Adopted	Previous 2006 adopted SOI available on website
FIRE	Redwood Valley-Calpella Fire Protection District	FY 2016-17	None Adopted	
FIRE	South Coast Fire Protection District	FY 2016-17	None Adopted	
FIRE	Westport Volunteer Fire Company	NA	NA	Not a special district
FIRE	Whale Gulch Volunteer Fire Company	NA	NA	Not a special district
HARBOR	Noyo Harbor District	Planwest Partners	In Progress	Scheduled for May 2, 2016 public hearing
HEALTH	Mendocino Coast Health Care District	Planwest Partners	In Progress	Scheduled for May 2, 2016 workshop
PARK	Mendocino Coast Recreation and Park District	FY 2016-17	None Adopted	
UVD	Calpella County Water District	Planwest Partners	Feb 2016	Available on website
UVD	Hopland Public Utility District	Planwest Partners	Mar 2016	Available on website
UVD	Millview County Water District	Planwest Partners	In Progress	Scheduled for May 2, 2016 public hearing
UVD	Potter Valley Irrigation District	Planwest Partners	Mar 2016	Available on website
UVD	Redwood Valley County Water District	Planwest Partners	Feb 2016	Available on website
UVD	Russian River Flood Control and WCID	FY 2016-17	None Adopted	
UVD	Ukiah Valley Fire Protection District	FY 2016-17	None Adopted	
UVD	Ukiah Valley Sanitation District	FY 2016-17	None Adopted	
UVD	Willow County Water District	Planwest Partners	In Progress	Scheduled for May 2, 2016 workshop
WAT	Caspar South Water District	Planwest Partners	Nov 2015	Available on website
WAT	Elk County Water District	Planwest Partners	Nov 2014	Available on website
WAT	Irish Beach Water District	Planwest Partners	In Progress	Scheduled for May 2, 2016 public hearing
WAT	Laytonville County Water District	Planwest Partners	Dec 2015	Available on website
WAT	Pacific Reefs Water District	Planwest Partners	Nov 2015	Available on website
WAT	Round Valley County Water District	Planwest Partners	Apr 2016	Available on website
WAT	Westport County Water District	Planwest Partners	Nov 2015	Available on website

Type	Agency	MSR Preparer	Date of Comm. Final Adoption	Adopted Document Present in LAFCo Records	Notes
CEM	Anderson Valley Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Cemetery District of the Redwoods	Baracco	None Adopted	None Adopted	None Adopted
CEM	Covelo Public Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Hopland Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Mendocino-Little River Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Potter Valley Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Russian River Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CEM	Westport-Ten Mile Cemetery District	Baracco	None Adopted	None Adopted	None Adopted
CITY	City of Fort Bragg	2008: McMichael	Aug 2008	Present	Available on website
CITY	City of Point Arena	Baracco	Feb 2015	Present	Available on website
CITY	City of Ukiah	Mulberg	Sept 2012	Present	Available on website
CITY	City of Willits	Baracco	Feb 2015	No	Adopted version in progress by staff
CONS	Mendocino County Resource Conservation District	Baracco	Aug 2014	Present	Available on website
CSD	Anderson Valley Community Services District	Baracco	Feb 2014	Present	Available on website
CSD	Brooktrails Township Community Services District	2010: McMichael	Oct 2010	Present	Available on website
CSD	Covelo Community Services District	2010: McMichael	Sept 2010	Present	Available on website
CSD	Gualala Community Services District	Baracco	Oct 2014	Present	Available on website
CSD	Mendocino City Community Services District	2008: McMichael	Nov 2008	Present	Available on website
FIRE	Albion-Little River Fire Protection District	Baracco	Nov 2015	Present	Available on website
FIRE	Comptche Community Services District	Baracco	Mar 2016	Present	Available on website
FIRE	Covelo Fire Protection District	Baracco	Mar 2015	Present	Available on website
FIRE	Elk Community Services District	Baracco	Mar 2016	Present	Available on website
FIRE	Fort Bragg Rural Fire Protection District	2011: Barraco	Sept 2011	Present	Available on website
FIRE	Hopland Fire Protection District	Baracco	Mar 2015	Present	Available on website
FIRE	Leggett Valley Fire Protection District	Baracco	Mar 2015	Present	Available on website
FIRE	Little Lake Fire Protection District	Baracco	Mar 2015	Present	Available on website

**Mendocino LAFCo MSR Overview as of April
21, 2016**

FIRE	Long Valley Fire Protection District	Baracco	Mar 2015	Present	Available on website
FIRE	Mendocino Fire Protection District	Baracco	Nov 2015	Present	Available on website
FIRE	Piercy Fire Protection District	Baracco	Mar 2016	Present	Available on website
FIRE	Potter Valley Community Services District	Baracco	Nov 2015	Present	Available on website
FIRE	Redwood Coast Fire Protection District	2006: McMichael	Oct 2006	Present	Available on website
FIRE	Redwood Valley-Calpella Fire Protection District	Baracco	Nov 2015	Present	Available on website
FIRE	South Coast Fire Protection District	Baracco	Mar 2016	Present	Available on website
FIRE	Westport Volunteer Fire Company	Baracco	Mar 2016	Present	Available on website
FIRE	Whale Gulch Volunteer Fire Company	Baracco	Mar 2016	Present	Available on website
HARBOR	Noyo Harbor District	Baracco	Feb 2014	Present	Available on website
HEALTH	Mendocino Coast Health Care District	Baracco	Aug 2014	Present	Available on website
PARK	Mendocino Coast Recreation and Park District	2008: McMichael	Aug 2008	Present	Available on website
UVD	Calpella County Water District	Mulberg	May 2013	Present	Available on website
UVD	Hopland Public Utility District	Mulberg	Mar 2013	Present	Available on website
UVD	Millview County Water District	Mulberg	May 2013	Present	Available on website
UVD	Potter Valley Irrigation District	Mulberg	May 2013	Present	Available on website
UVD	Redwood Valley County Water District	Mulberg	May 2013	Present	Available on website
UVD	Russian River Flood Control and WCID	Mulberg	May 2013	Present	Available on website
UVD	Ukiah Valley Fire Protection District	Mulberg	May 2013	Present	Available on website
UVD	Ukiah Valley Sanitation District	Baracco	Mar 2014	No	Adopted version in progress by staff
UVD	Willow County Water District	Mulberg	May 2013	Present	Available on website
WAT	Caspar South Water District	Baracco	Dec 2014	Present	Available on website
WAT	Elk County Water District	Baracco	Oct 2014	Present	Available on website
WAT	Irish Beach Water District	Baracco	Nov 2014	Present	Available on website
WAT	Laytonville County Water District	Baracco	Oct 2014	No	Available on website
WAT	Pacific Reefs Water District	Baracco	Oct 2014	Present	Available on website
WAT	Round Valley County Water District	Baracco	Oct 2014	Present	Available on website
WAT	Westport County Water District	Baracco	Oct 2014	Present	Available on website