



**Local Agency Formation Commission**  
**LAFCO of Napa County**

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**December 3, 2007**  
**Agenda Item No. 8a**

November 27, 2007

**TO:** Local Agency Formation Commission

**FROM:** Keene Simonds, Executive Officer

**SUBJECT: Progress Report on the Current Study Schedule (Discussion)**

The Commission will receive a progress report on its current study schedule for municipal service reviews and sphere of influence reviews for 2001 to 2007. The report is being presented for discussion.

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The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires Local Agency Formation Commissions (LAFCOs) to review and update each local agency's sphere of influence by January 1, 2008 and every five years thereafter as needed. As part of this requirement, LAFCOs must also prepare municipal service reviews to determine the adequacy and range of governmental services that are being provided within its jurisdiction. The collective purpose of these reviews is to inform LAFCO and make it more proactive in fulfilling its legislative mandate to coordinate the orderly development of local governmental agencies and services.

**Discussion**

On October 11, 2001, LAFCO of Napa County adopted its current study schedule for municipal service reviews and sphere of influence reviews. The study schedule was modified on March 11, 2004 to consolidate and add certain municipal service reviews at the recommendation of the Executive Officer. The modification to the study schedule also adjusted several projected starting dates to reflect the two year delay by the State Office of Planning and Research in issuing final municipal service review guidelines.

At the conclusion of the December 3<sup>rd</sup> meeting, it is anticipated that LAFCO will have completed 11 of its 14 scheduled municipal service reviews and 16 of its 21 scheduled sphere of influence reviews. Regrettably, the remaining scheduled reviews will not be completed by the January 1, 2008 statutory deadline. The principal factor contributing to the delay in completing the current schedule involves recent and current vacancies in LAFCO's two full-time budgeted positions over the last two years.

Staff is currently working with LAFCO's recently contracted consultant, Baracco and Associates, to prepare the three municipal service reviews remaining in the current study schedule. These remaining municipal service reviews are for the City of Calistoga, City of St. Helena, and a joint-review of the Monticello and Pope Valley Public Cemetery Districts. It is expected that draft and final municipal service reviews will be presented to the Commission at its February and March meetings, respectively.

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Keene Simonds  
Executive Officer

The completion of the three remaining municipal service reviews will allow staff to prepare sphere of influence reviews for the four affected agencies for Commission review no later than the April meeting. Staff also anticipates completing the sphere of influence review for the Congress Valley Water District for Commission consideration at the February meeting. (The sphere review of the Congress Valley Water District was initiated in 2005, but suspended at the District's request to evaluate apparent discrepancies between its records and LAFCO records relating to the location of the District's jurisdictional boundary.) The completion of all five remaining sphere of influence reviews will complete the current study schedule.

A complete listing of the status of all municipal service reviews and sphere of influence reviews included in the current study schedule is attached.

Attachment: as stated

**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
STUDY SCHEDULE (2001-2007)**

Adopted October 11, 2001

Amended March 11, 2004

**Scheduled Municipal Service Reviews**

<b>Municipal Service Review</b>	<b>Start Date</b>	<b>Status</b>
City of American Canyon	October 2002	Completed August 2003
Napa County Mosquito Abatement District	September 2003	Completed February 2005
City of Napa	June 2004	Completed April 2005
Comprehensive Water Service Study	June 2002	Completed June 2004
Comprehensive Study of Wastewater Service	November 2004	Completed October 2006
Comprehensive Study of Lighting/Landscaping	January 2005	Completed August 2006
Napa River Reclamation District No. 2109	February 2005	Completed August 2005
Comprehensive Study of Fire Protection Services	August 2005	Completed February 2007
Napa County Resource Conservation District	June 2006	Completed February 2007
Napa County Flood Control & Water District	December 2006	Completed June 2007
Town of Yountville	January 2007	Completed August 2007
City of Calistoga	October 2007	Active
City of St. Helena	October 2007	Active
Comprehensive Study of Public Cemeteries	October 2007	Active

**Scheduled Sphere of Influence Reviews**

<b>Sphere of Influence Review</b>	<b>Start Date</b>	<b>Status</b>
City of American Canyon	February 2003	Completed February 2004
Napa County Mosquito Abatement District	November 2004	Completed February 2005
City of Napa	July 2004	Completed June 2005
Congress Valley Water District	January 2005	Active
Napa Sanitation District	October 2005	Completed August 2006
Napa County Resource Conservation District	November 2006	Completed February 2007
Silverado Community Services District	December 2006	Completed April 2007
Napa River Reclamation District No. 2109	December 2006	Completed April 2007
Los Carneros Water District	January 2007	Completed June 2007
Circle Oaks County Water District	February 2007	Completed June 2007
Napa County Flood Control & Water District	February 2007	Completed June 2007
Town of Yountville	February 2007	Completed August 2007
American Canyon Fire Protection District	February 2007	Completed October 2007
County Service Area No. 3	June 2007	Completed October 2007
Lake Berryessa Resort Improvement District	October 2007	Completed December 2007*
Napa-Berryessa Resort Improvement District	October 2007	Completed December 2007*
Spanish Flat Water District	October 2007	Completed December 2007*
City of Calistoga	December 2007	Pending
City of St. Helena	December 2007	Pending
Monticello Public Cemetery District	December 2007	Pending
Pope Valley Cemetery District	December 2007	Pending

\* Pending Commission Approval

November 27, 2007