



Solano LAFCO Commission Meeting

August 8, 2022

10:00 a.m.

6: CONSENT

AGENDA ITEM #6A:

A. Minutes June 13, 2022

AGENDA ITEM #6B:

B. Financial Reports – June 2022, July 2022

7: PUBLIC HEARING

AGENDA ITEM #7A:

LAFCO Project No. 2021-08 Rural North Vacaville Water District (RNVWD) Municipal Service Review (MSR)

7B: RNVWD MSR

Chronology

- February 14 Commission received the RNVWD Public Review Draft and opened a 30-day public review and comment period.
- May 3 Staff presented MSR findings and recommendations at an RNVWD Workshop.
- June 13 Final Draft agendized for Commission consideration. At RNVWD's request, the item was pulled from the Agenda.
- June 24 EO and RNVWD Board President meet to discuss MSR.
- July 20 EO and RNVWD management meet to discuss MSR and recommendations.
- August 4 LAFCO received email and comments from RNVWD and Coastland Civil concerning MSR and recommendations.

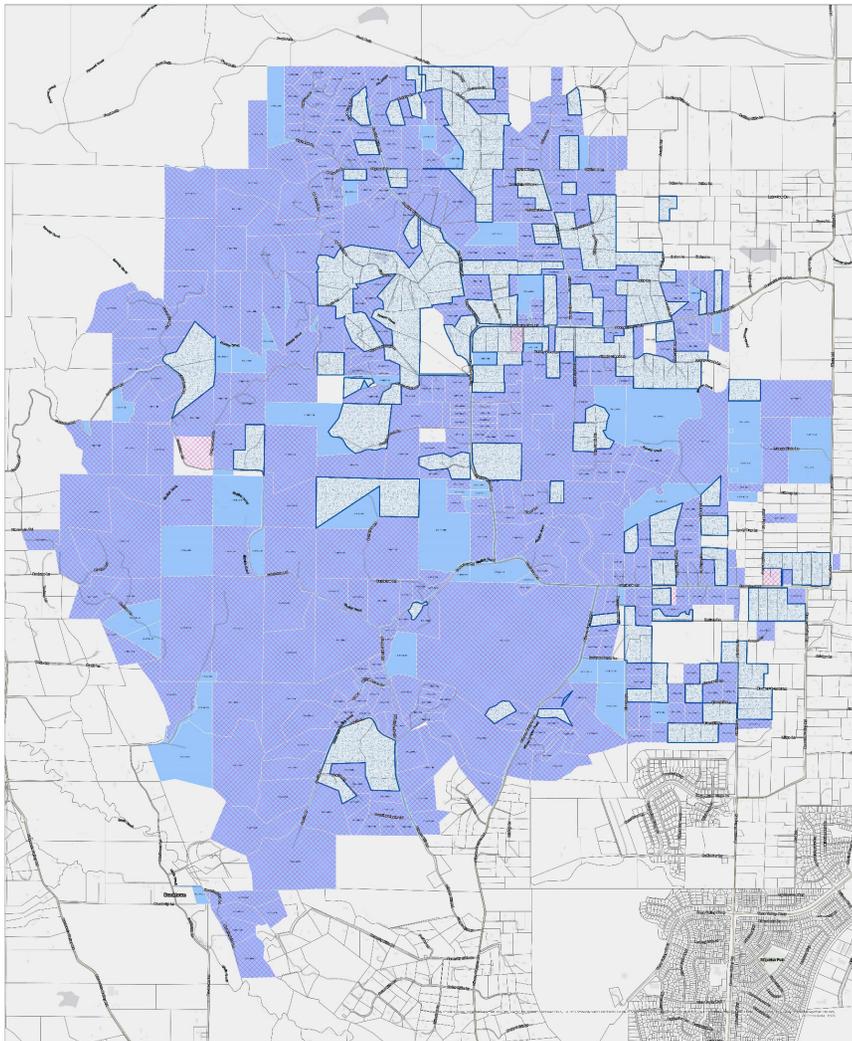
7B: RNVWD MSR

Four Foundational Elements

1. APN Inventory/Analysis (detailed data-base table)
 - APN #
 - # of water rights tied to that parcel
 - Acreage
 - Use code
 - Zoning
 - Situs address
 - Status (in-district; in SOI; outside of both)
2. Comment and Response Log
3. SOI Update Analysis
4. Recommendations

7B: RNVWD MSR

Rural North Vacaville Water District



Rural North Vacaville Water District Boundary, Sphere of Influence, Water Rights

Data Source: LAFCO Database Annexations and Detachments from 1998 to 2021, RNVWD Sphere of Influence Update in April 2016, Water Rights Data from RNVWD Control Group 09-16-21



Disclaimer: The information shown is intended to be used for general display only and is not to be used as an official map.



■ Rural North Vacaville Water District
■ Rural North Vacaville Water District Sphere of Influence
■ Parcel with Water Rights

Path: C:\Users\jqu\Documents\Project\Rural_North_Vacaville_Water_District_Facilities\RNVD\Boundary Mapping 1998 to 2021\RNVD Boundary Mapping 1998 to 2021.aprx Date Saved: 12/08/2021 9:25 AM

		Parcels	Parcels with a Single Water Rights	Parcels with Multiple Water Rights	Parcels with No Water Rights
CURRENT	In District	480	381	25	74
	In SOI	217	1	0	216
	Outside	3	3	0	0
	Total	700	385	25	290

		Purchased	District Owned	Total
WATER RIGHTS	In District	516		
	In SOI	1		
	Outside	3		
	Total	520	13	533

POTENTIAL SUBDIVISION GROWTH	In District	259		
	In SOI	32		
	Outside	0		
	Total	291		

Current Parcels w/o Water Rights	290
Potential Subdivided Parcel Growth	291
<i>Subtotal Potential Parcel Growth</i>	<i>581</i>
<i>Less Parcels with Multiple Water Rights</i>	<i>25</i>
<i>Less District Owned Water Rights</i>	<i>13</i>
Potential Water Rights Needed	543

¹ RNVWD Water Rights Tracking Sheet; Email dated 8/23/21



Solano LAFCO

Rural North Vacaville

Water District

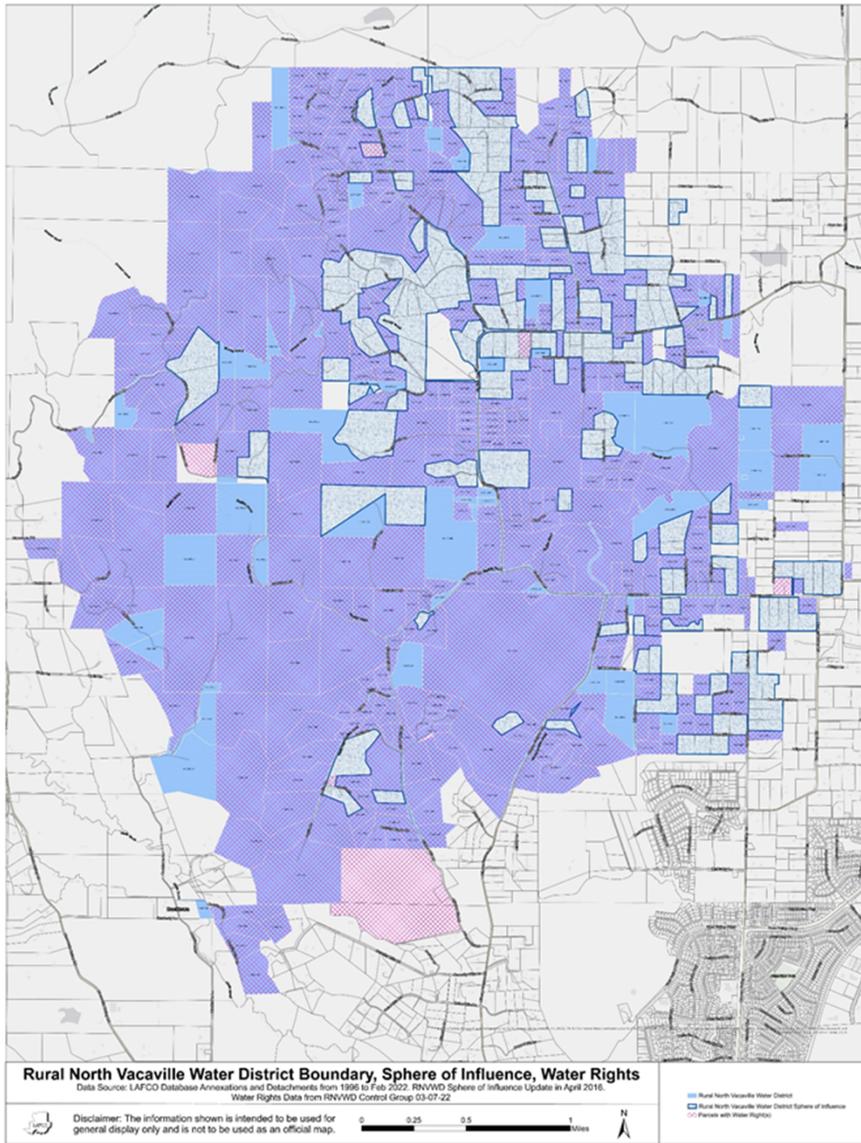
Municipal Service Review

May 3, 2022

AGENDA

1. Introduction to LAFCO
2. District Formation History
3. Parcel Data
4. Water Rights Overview
5. Research Areas
6. Production/Consumption Analysis
7. Recommendations

Post MSR Publishing Stats



		Parcels	Parcels with a Single Water Rights	Parcels with Multiple Water Rights	Parcels with No Water Rights
CURRENT	In District	486	387	25	68
	In SOI	211	3	0	208
	Outside	7	7	0	0
	Total	704	397	25	276

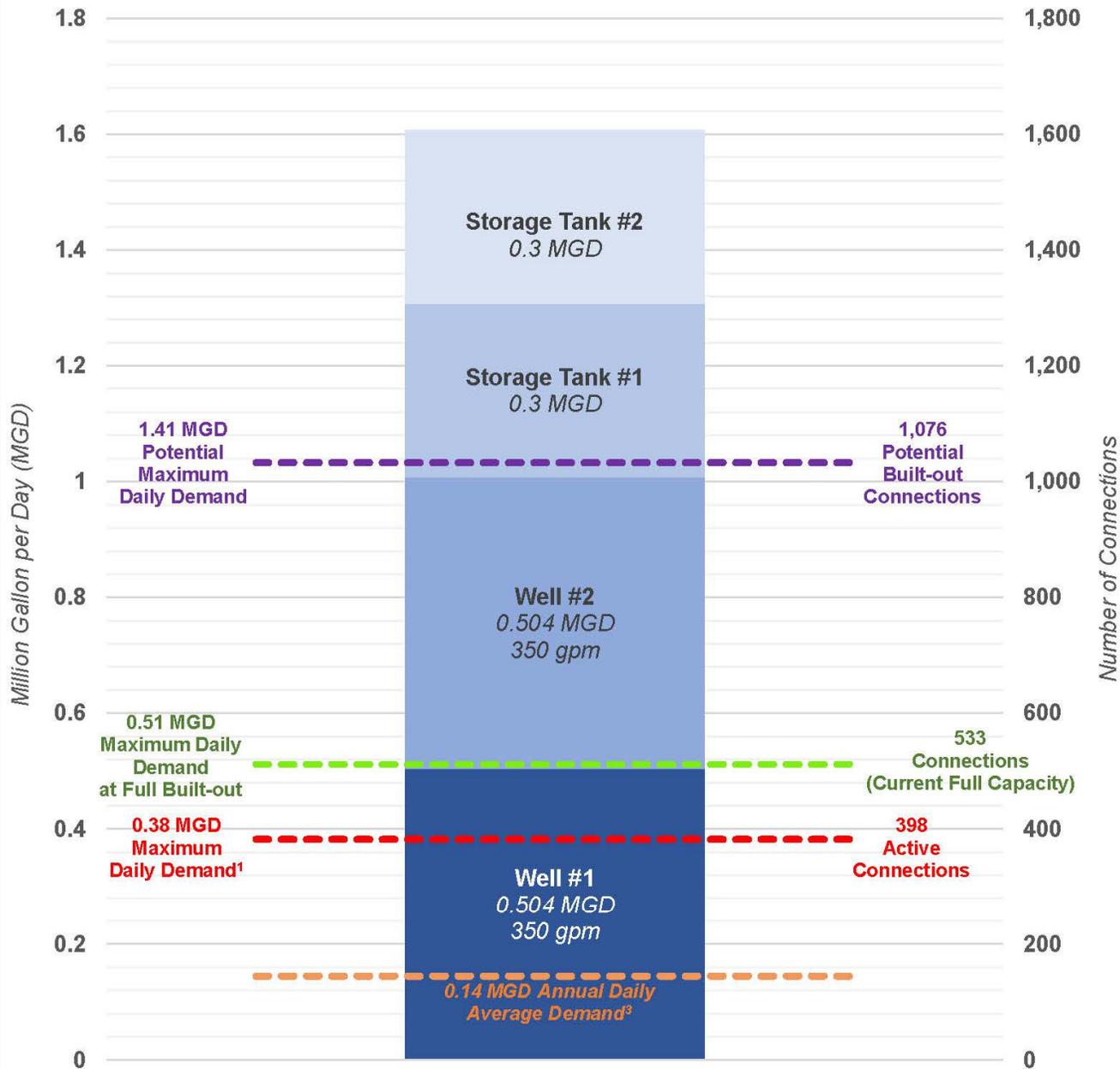
		Purchased	District Owned	Total
WATER RIGHTS	In District	522		
	In SOI	3		
	Outside	7		
	Total	532	1	533

POTENTIAL SUBDIVISION GROWTH	In District	259		
	In SOI	32		
	Outside	0		
	Total	291		

Current Parcels w/o Water Rights	276
Potential Subdivided Parcel Growth	291
<i>Subtotal Potential Parcel Growth</i>	<i>567</i>
<i>Less Parcels with Multiple Water Rights</i>	<i>25</i>
<i>Less District Owned Water Rights</i>	<i>1</i>
Potential Water Rights Needed	541

¹ RNVWD Water Rights Tracking Sheet; Email dated March 2022

RNVWD Water System

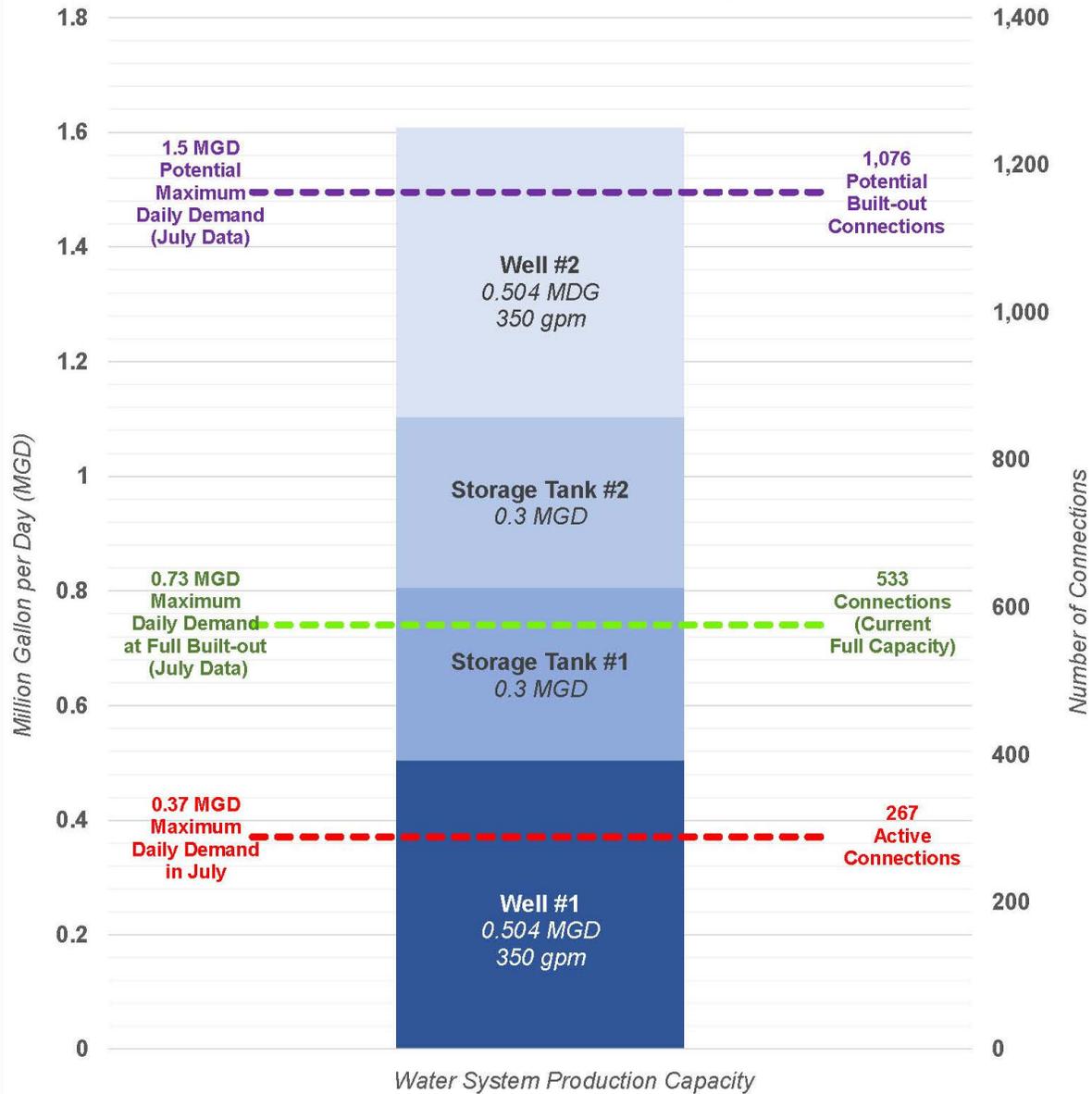


Water System Production Capacity

Notes: ¹Maximum Daily Demand = Peak Month Consumption / No. of Days in Month x 1.5 Peaking Factor
²Consumption Rate = Maximum Daily Demand / No. of Active Connections
³Annual Daily Average Demand = Annual Total Consumption / 365



RNVWD Water System



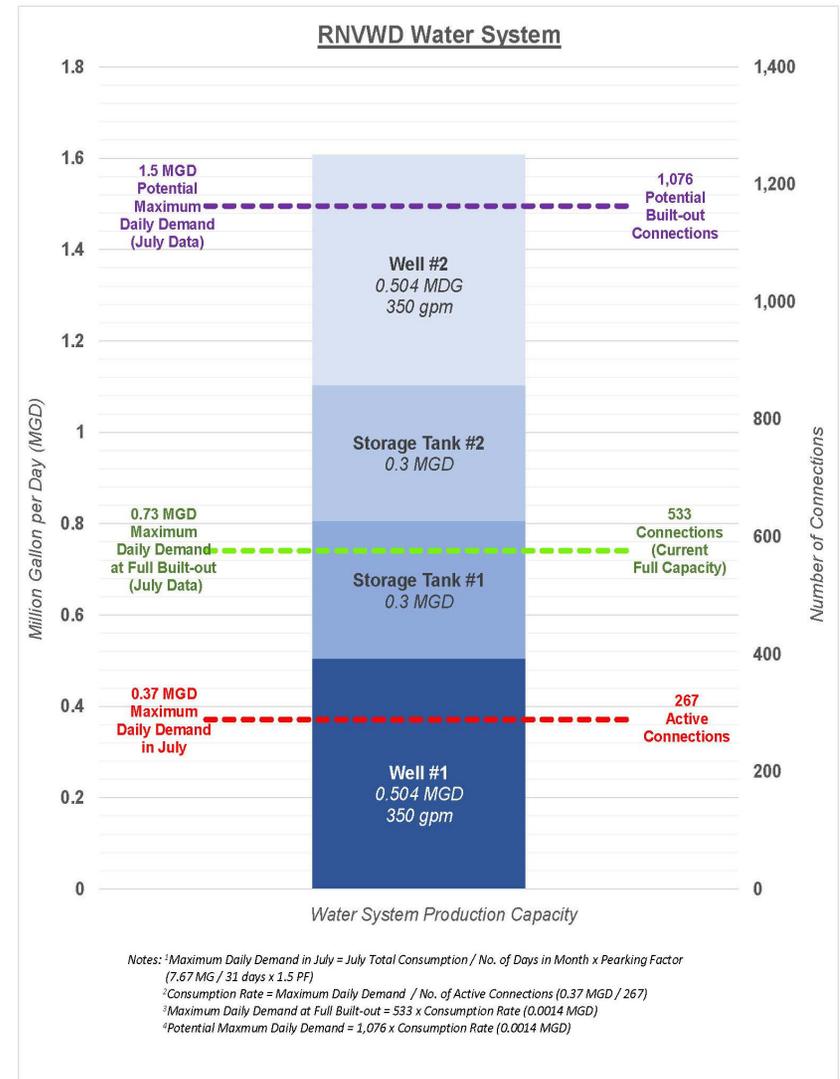
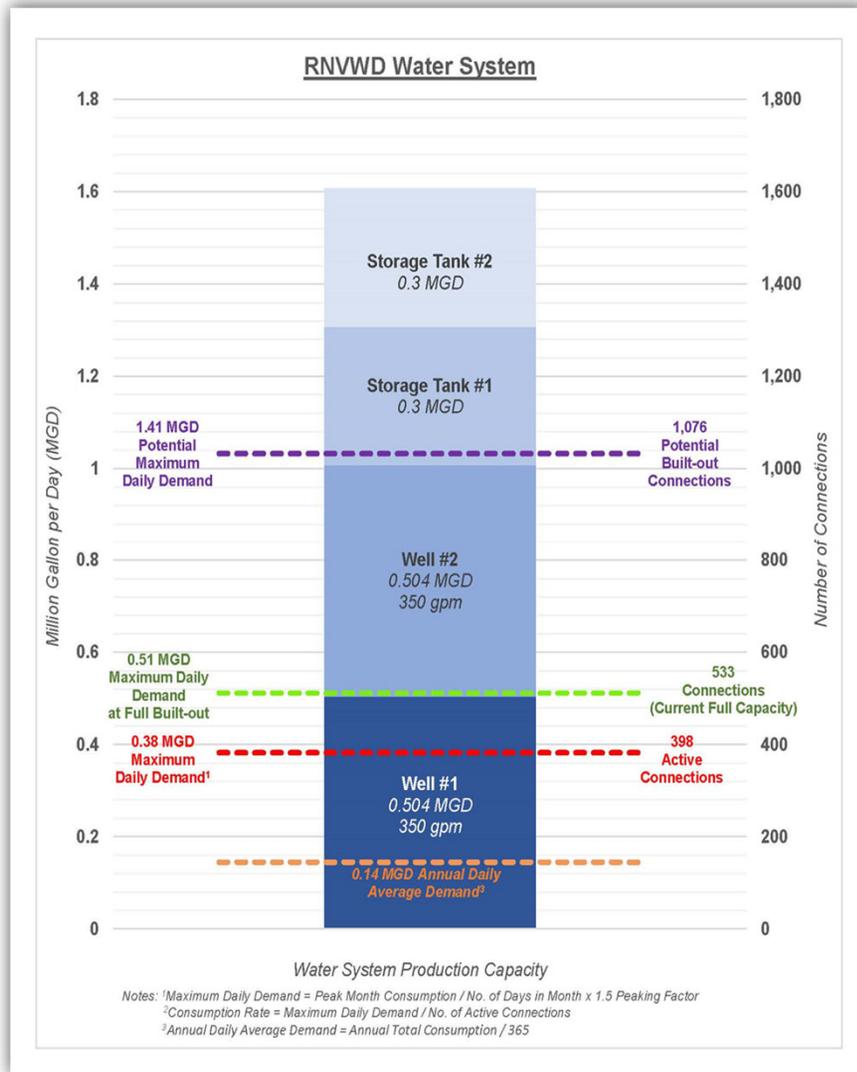
Notes: ¹Maximum Daily Demand in July = July Total Consumption / No. of Days in Month x Peaking Factor
 (7.67 MG / 31 days x 1.5 PF)

²Consumption Rate = Maximum Daily Demand / No. of Active Connections (0.37 MGD / 267)

³Maximum Daily Demand at Full Built-out = 533 x Consumption Rate (0.0014 MGD)

⁴Potential Maximum Daily Demand = 1,076 x Consumption Rate (0.0014 MGD)

398 vs 267 connections



Resolution #2022-09 Recommendations

- 1) District reconciliation with the Registrar of Voters eligibility list and adoption of boundary map.
- 2) District initiates a 5 and 10-year strategic/infrastructure plan that address the need for water service to parcels within the District without water rights/service.
- 3) District provide a new/updated engineering report and aquifer monitoring program.
- 4) District will conduct regular monitoring of groundwater levels and work with neighboring water provider agencies and local GSA.
- 5) Recommend that the District review and address its “First Come, First Serve” Water Rights Policy and its impact on parcels within the District without water rights and/or service connections.
- 6) District to serially number the District’s 533 “water rights” for tracking purposes.
- 7) Adopt a new policy requiring “will serve” letters that demonstrate the District intends to provide service, has the ability to serve the parcel(s) requesting annexation, confirm APN is located within the SOI, and that the District has the capacity to meet State Water Works Standards including MDD requirements per CCR §64544.



RNVWD Project Analysis

- California Environmental Quality Act (CEQA)
 - The Municipal Service Review for the Rural North Vacaville Water District is found to be exempt from CEQA under Section 15306.

- Statutory Considerations
 - Staff's analysis confirms the project is consistent with the seven factors in Govt Code Section 56430 for .

7B: RNVWD MSR

Recommended Commission Actions

- **RECEIVE** and **ADOPT** the RNVWD Final Municipal Service Review;
- **ADOPT** LAFCO Resolution #2022-09

8: BUSINESS ITEMS

AGENDA ITEM #8A:

LAFCO Project No. 2022-01: 3864 Joslin Lane Annexation (APN # 0105-190-070) to the Rural North Vacaville Water District



Project Description



- 1.24-acre parcel zoned rural single-family residential
- Parcel is within the District's SOI.
- There is 100% landowner consent.
- Project area is uninhabited.
- District has provided a will-serve letter and agreement for a water service connection right.
- This water connection is within the 533-connection system design.
- This property is seeking a more reliable source of water and is contiguous to the water line.



RNVWD Project Analysis

- California Environmental Quality Act (CEQA)
 - The District, as the Lead Agency, has determined the proposal to be exempt from CEQA according to Section 15061(b)(3). As the Responsible Agency LAFCO is filing a Notice of Exemption.

- Statutory and Policy Considerations
 - Staff's analysis confirms the project is consistent with existing state law and the Commission's adopted Standards (1-11).

- Waive conducting authority proceedings
 - Parcel is uninhabited and there is 100% landowner consent.



Terms and Conditions

1. Commission orders the proposed change of organization without an election (GC § 56885.5)
2. Immediately following LAFCO approval, property owners shall submit warrants to LAFCO for the CA SBOE totaling \$350 and the Solano County Assessor-Recorder for \$109.
3. The effective date of the change of organization shall be the date of the recordation made with the County Recorder of the Certificate of Completion.



Recommendations

1. **ADOPT**

- Resolution approving the 3864 Joslin Lane (APN 0105-190-070) annexation

2. **REVIEW** and **CONSIDER**

- The Notice of Exemption (NOE) as the Responsible Agency pursuant to CEQA 15096

2. **WAIVE**

- Conducting authority proceedings pursuant to GC § 56662

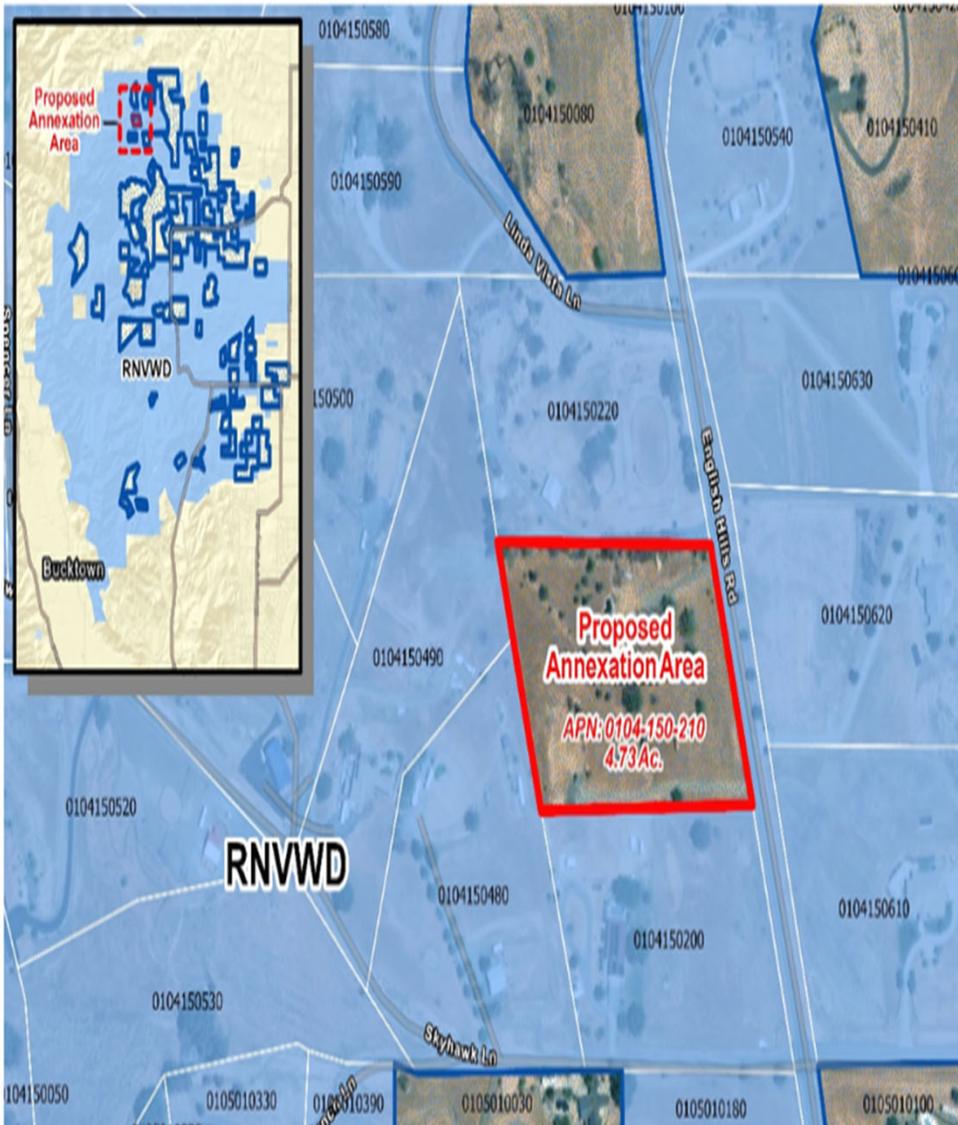
8: BUSINESS ITEMS

AGENDA ITEM #8B:

LAFCO Project No. 2022-02: 7853 English Hills Road (APN 0104-150-210) Annexation to the Rural North Vacaville Water District



Project Description



- 4.73-acre parcel zoned rural single-family residential
- Parcel is within the District's SOI.
- There is 100% landowner consent.
- Project area is uninhabited.
- District has provided a will-serve letter and agreement for a water service connection right.
- This water connection is within the 533-connection system design and is contiguous to the line.
- This property's well-head and house were lost in the LNU fire.



RNVWD Project Analysis

- California Environmental Quality Act (CEQA)
 - The District, as the Lead Agency, has determined the proposal to be exempt from CEQA according to Section 15061(b)(3). As the Responsible Agency LAFCO is filing a Notice of Exemption.

- Statutory and Policy Considerations
 - Staff's analysis confirms the project is consistent with existing state law and the Commission's adopted Standards (1-11).

- Waive conducting authority proceedings
 - Parcel is uninhabited and there is 100% landowner consent.



Terms and Conditions

1. Commission orders the proposed change of organization without an election (GC § 56885.5)
2. Immediately following LAFCO approval, property owners shall submit warrants to LAFCO for the CA SBOE totaling \$350 and the Solano County Assessor-Recorder for \$109.
3. The effective date of the change of organization shall be the date of the recordation made with the County Recorder of the Certificate of Completion.



Recommendations

1. **ADOPT**

- Resolution approving the 7853 English Hills Road annexation

2. **REVIEW** and **CONSIDER**

- The Notice of Exemption (NOE) as the Responsible Agency pursuant to CEQA 15096

2. **WAIVE**

- Conducting authority proceedings pursuant to GC § 56662

8: BUSINESS ITEMS

AGENDA ITEM #8C:

Contract for Website Services with Proudcity

8.C: Contract for Website Services

Purpose and Benefits

- Addresses FY 22-23 Workplan task
- Immediate need
- Staff management and control
- Familiar design
- Easier to navigate

8.C: Contract for Website Services

Current Services

- Website template from Verizon Business, cannot customize
- Requires specialized knowledge for computer coding
- No technical support
- Site updates take 24- to 48-hrs to complete
- Limited document size

8.C: Contract for Website Services

Research

- Spoke with Count IT Department Head
- Reviewed other jurisdictions' websites
 - Cities in Solano County, other LAFCOs
- Researched and spoke with other companies services and costs
 - Granicus, MuniCode, CivicPlus, EVOgov, other 3rd parties

8.C: Contract for Website Services

ProudCity Services

- Immediately work with staff to transfer documents and build new website
- Same web address, but new host, domain, and server
- 24-hour technical support
- Training and onboarding for staff to manage website
- Staff will have access and can update, with immediate results

8.C: Contract for Website Services

ProudCity Services

Description	Unit Price	Cost to LAFCO
ProudCity Standard Plan • Web, Service Center, Forms, Documents, Payments, Care, Safe	\$0.002 per resident/ month County Pop: 447,000	\$10,728 per year (subscription)
ProudCity Meetings	\$600 per year	\$0
ProudCity Meeting setup	\$500	\$0
ProudCity Onboarding • 90 day launch, training, customization	\$4,000	\$4,000 (one-time payment)
Summary		Total
Year 1 – Subscription + Onboarding		\$14,728
Recurring annual subscription (ongoing)		\$10,728 per year

8.C: Contract for Website Services

Recommended Actions

- AUTHORIZE, by simple motion, the Executive Officer to execute a contract with ProudCity for website hosting and maintenance services for a one-time set cost of \$4,000, and an on-going annual cost of \$10,728. (Total of \$14,728 for year 1)

Executive Officer Updates

- Recruitment

- Resumes
- subcontracting

- Fire Reorganization

- Sales Tax Measure
- Cordelia Reserves
- Govt Code § 53134

- Suisun Logistic Centers

- EIR
- MSR/SOI update

- CALAFCO Conference

- Wed 10/19 – Fri 10/21
- New Port Beach Hyatt
- Reservations

Closed Session

NEXT MEETING

October 17, 2022

