



## Solano Local Agency Formation Commission

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### Staff Report

DATE: October 15, 2018  
TO: Local Agency Formation Commission  
FROM: Michelle McIntyre  
SUBJECT: **Contract Award – Levee Maintenance and Reclamation District  
Municipal Service Review Study**

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### RECOMMENDATION:

The Commission authorize the Executive Officer to enter into a contract with Milani and Associates et al. to conduct the Levee Maintenance and Reclamation District Municipal Service Review study for 24 special districts in an amount not to exceed \$89,450. (A comprehensive list of the special districts is enclosed as Attachment A)

### BACKGROUND:

At our June meeting the Commission approved the work plan for the current fiscal year. Included in the work plan was the municipal service review update for the 25<sup>1</sup> levee maintenance and reclamation districts<sup>2</sup> throughout the county. The prior MSR conducted for these districts was completed in 2009. On July 3 staff issued a request for proposal (RFP) which was posted on LAFCO's website, CALAFCO's website, and emailed to list of 39 consultants. CALAFCO also emailed the RFP to their Associate Members.

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<sup>1</sup> An earlier list showed 26 districts, however; one district, the North Rio Vista Levee District, was identified as a special district by the State Controller's Office, but upon further investigation, LAFCO staff has found it is an assessment district not a special district and thus eliminated from the list.

<sup>2</sup> The list also included RD 2034, but noted the MSR will exclude RD 2034 from the study. The MSR for RD 2034 is to be conducted separately at the request and cost to the majority property owner who submitted a detachment petition.

#### Commissioners

Harry Price, Chair • Jim Spering, Vice-Chair • Pete Sanchez • Nancy Shopay • John Vasquez

#### Alternate Commissioners

Len Augustine • Shawn Smith • Skip Thomson

#### Staff

Rich Seithel, Executive Officer • Michelle McIntyre, Analyst • P. Scott Browne, Legal Counsel

As noted on the RFP, the intent of the MSR is to serve as a tool to facilitate dialogue among various stakeholders with the objective of coordinating, collaborating, enhancing services and efficiencies, and affordability of the affected districts; and to provide information to support LAFCO actions, including: sphere of influence update and potential boundary and/or governance changes. The scope of services identified six areas to be studied consistent with the State Law and the Commission's policies, as listed below:

1. Determinations on each seven factors required by California Government Code Section (GC §) 56430 of the Cortese-Knox-Hertzberg Act (CKH Act).
2. An identification of required governance and operational functions of the districts in accordance with their Principal Act/Enabling Legislation.
3. Identification of opportunities for collaboration with alternative service providers.
4. Implications of possible boundary changes including changes of organizations and reorganizations.
5. Analysis and recommendations for governance structure, enhancing services, efficiencies, and affordability.
6. Analysis and recommendations relative to the district's status as an active or inactive district pursuant to GC §56042 and GC §56879.

LAFCO received a bid from two qualified professional consulting firms who were subsequently interviewed by an interview panel. The interview panel was comprised of staff and two LAFCO Executive Officers from neighboring Bay Area LAFCOs whose counties have levee maintenance and/or reclamation districts. The interview was conducted on September 24<sup>th</sup> and the interview panel subsequently identified its top candidate. The Executive Officer then conducted reference checks and confirmed the top candidate, Milani and Associates, produces high quality reports that are concise, thorough, on time, and within budget.

Milani and Associates has been in business since 1999 providing broad based civil engineering consulting to private sector and municipal clients. Its President, Mike Milani, has been the Reclamation District Engineer for both Jersey Island and Bethel Island Reclamation Districts in Contra Costa County. Mr. Milani has also been a City Engineer and/or Surveyor for several local communities. Milani & Associates serves a wide range of clients, developing designs for needed infrastructure and land development. Mr. Milani has extensive experience in projects with local, State, and Federal resource agencies.

STAFF RECOMMENDATION:

Staff recommends the Commission authorize the Executive Officer to enter into a contract with Milani and Associates to conduct the Levee Maintenance and Reclamation District Municipal Service Review study for 24 agencies/special districts in an amount not to exceed \$89,450.

Attachment A: List of Special Districts to be included within the MSR study.

**List of Agencies Included in  
Levee Maintenance and Reclamation District  
Municipal Service Review Request (MSR) for Proposal (RFP)**

1. Collinsville Levee District
2. ~~North Rio Vista Levee Maintenance District (Removed from RFP)~~
3. Reclamation District 501
4. Reclamation District 536
5. Reclamation District 999
6. Reclamation District 1607
7. Reclamation District 1667
8. Reclamation District 2034 (Excluded from this MSR)
9. Reclamation District 2043
10. Reclamation District 2060
11. Reclamation District 2068
12. Reclamation District 2084
13. Reclamation District 2093
14. Reclamation District 2098
15. Reclamation District 2104
16. Reclamation District 2112
17. Reclamation District 2127
18. Reclamation District 2129
19. Reclamation District 2130
20. Reclamation District 2134
21. Reclamation District 2135
22. Reclamation District 2136
23. Reclamation District 2138
24. Reclamation District 2139
25. Reclamation District 2141
26. Reclamation District 2142