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**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCO)**  
**EXECUTIVE OFFICER'S REPORT**

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**AGENDA ITEM No. 5D**

**DATE:** July 8, 2015

**TO:** Fresno Local Agency Formation Commission

**FROM:** David E. Fey, AICP, Executive Officer 

**SUBJECT:** Raisin City Water District Progress Report

**RECOMMENDATION:** Receive and file

Attached for the Commission's information is a progress report from the Secretary of the Raisin City Water District.

The RCWD's Municipal Service Review will be considered by the Commission at its October 14 public hearing

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**RAISIN CITY WATER DISTRICT**  
1100 West Shaw Avenue, Suite 148  
Fresno, California 93711  
559-229-4740



June 30, 2015

David E. Fey, AICP  
Executive Officer  
Fresno LAFCo  
2607 Fresno Street, Ste B  
Fresno, California 93721

David,

I am writing to provide the Fresno County Local Agency Formation Commission (the "LAFCo") an update of the activities of the Raisin City Water District (the "District") over the past several weeks. Since the June 3, 2015, LAFCo hearing, there has been a great deal of activity in the District.

District activities and accomplishments include the following:

- **Improving District Administration.** The District is in the process of establishing a more professional structure for the administration of the District. This process began before the Commission hearing, and I was specifically engaged by the District to organize and coordinate the District's administrative activities. My duties include financial reporting, organizing the District's records, and assisting the Board of Directors to comply with various public agency regulations, while at the same time supporting their work to comply with the District's mandate.
- **Relocation of District Offices.** The District has moved the District Office to a new publicly accessible location, located at 1100 West Shaw Avenue, Fresno, California 93711. This location is open during regular business hours, and provides an access point for the District on a full-time basis.
- **Relocation of District Board Meetings.** The District recently moved the location of Board of Directors meetings to a more public setting. The Board of Directors is now holding its meetings at the Raisin City Elementary School, which is within the District boundaries, and is conveniently accessible to the public.

- **Bylaw Amendments.** The District is in the process of amending its Bylaws to provide for regular Board of Directors meetings on the second Tuesday of each month.
- **Public Outreach and Education.** At the last Board meeting, members of the public addressed the Board during the public comment period. Based on comments made by the public, it became apparent to the Board that many members of public do not have a full understanding of what the District does, or why the District was formed. The District is in the process of preparing a hand out for the public that will provide more information about the purpose of the District. The District has also been in contact with some of the individuals who spoke at the June 3, 2015, LAFCo meeting.
- **District Elections.** The District's biennial elections will be held this fall. The Board decided to delay the election date to October 27, 2015, to provide more time for public notice and participation in the election. It should be noted that the procedures being utilized by the District far exceed those required by the Uniform District Election Law, including the (i) mailing of notice to all landowners within the District, and (ii) the publication and mailing of notice in both English and Spanish.
- **Outreach Regarding SGMA.** The District is performing outreach activities with landowners within the District regarding the Sustainable Groundwater Management Act ("SGMA"). Among other things, the District has scheduled a District landowner meeting in August where information regarding SGMA, and the District's plans and opportunities for compliance, will be discussed.
- **Pursuit of Funding for the Groundwater Recharge Projects.** The District continues to pursue funding for the Phase 2 Expansion of the McMullin On-Farm Flood Water Recapture Project, a District sponsored and District located groundwater recharge project.
- **Investigate District Property Lien Policy.** The District is planning to review prior District policy for the filing of liens on District property that had unpaid assessments. This review will also investigate whether liens were properly released after the unpaid assessment was subsequently paid.
- **Interaction with Other Agencies.** The District is participating with the Kings River Conservation District ("KRCD") in the Lower Kings Groundwater Basin Group to coordinate the implementation of the Sustainable Groundwater Management Act. KRCD staff will be making a presentation at the District SGMA landowner meeting. The District is also planning to join the Kings Basin Water Authority. This agency is working to prepare an Integrated Regional Water Management plan to protect and improve the water resources of the region.

If you have any questions about the information that I have provided please do not hesitate to contact me.

Sincerely,

Raisin City Water District

A handwritten signature in black ink, appearing to read 'S. Heintz', written over a horizontal line.

Stephen Heintz,  
Secretary

SCH;s

cc: Gere Gunlund  
John Kinsey