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

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**AGENDA ITEM No. 11**

**DATE:** July 17, 2013

**TO:** Fresno Local Agency Formation Commission

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

**SUBJECT:** **Consider Continuing – Municipal Service Review and Sphere of Influence Update Prepared for the Biola Community Service District.**

**Recommendation:**

Continue to the August 7, 2013 Regular LAFCo Hearing to allow staff time to work with the District to prepare the most accurate and complete MSR possible for Commission consideration.

**Summary / Background**

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires LAFCo to review and update, as necessary, special district Spheres of Influence (SOIs) every five years. Prior to, or in conjunction with an agency's SOI update, LAFCo is required to conduct a *Municipal Service Review* (MSR) for each agency.

Municipal Service Reviews provide a comprehensive review of the services provided by a city or district and present recommendations with regard to the condition and adequacy of these services and whether or not modifications to a city or district's SOI are necessary. MSRs can be used as informational tools by LAFCo and local agencies in evaluating the efficiencies of current district operations and may suggest changes in order to better serve the public.

Staff has been in contact with the District and was provided with some information to update the MSR. Late comment on the draft MSR from the District requested substantive changes too late to meet the deadline to prepare for the Commission's July 17 hearing.

Staff is requesting the continuation to have the time to incorporate the changes into the record to be able to bring the most complete and accurate MSR to the Commission for consideration.

**Descriptions:**

**Biola Community Service District** encompasses 242 acres and provides street lighting, solid waste, water, sewer, and storm drainage services to the Community of Biola.