



MEMO

Date: July 10, 2020 **Project No.:** 190235

To: Jose Henriquez, Executive Officer, El Dorado LAFCo

From: Jerome Keene, Senior Planner

Subject: Overview of El Dorado Hills Community Service District Municipal Service Review and Sphere of Influence Update

The El Dorado Hills Community Service District Municipal Services Review (MSR) and Sphere of Influence (SOI) Update provides a current snapshot of service delivery for Community Service District while also analyzing potential development areas to be annexed into the District and thus receiving services. The services of the District reviewed by the MSR include:

- Parks and Recreation
- Cable Television Franchise
- Solid Waste Collection
- Covenants, Conditions, and Restriction
- Street Lighting and Landscaping

The MSR also provides analysis for the statutory criteria set forth within the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH) as well as additional locally adopted requirements. These criteria are listed as follows:

- Growth and Population Projections
- Disadvantaged Unincorporated Communities
- Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies
- Financial Ability to Provide Services
- Status of, and Opportunities for, Shared Facilities
- Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies.
- The Potential Effect of Agency Services On Agricultural and Open Space Lands.

Overall, the District appears to provide an acceptable level of service to the current residents within its incorporated boundary. The District provides these aforementioned services in to its constituency. Within the MSR, each service, which is provided by the District, includes recommendations that the District should take into consideration in order to maintain its adequate service levels or possibly increase efficiency, if feasible. Furthermore,



recommendations are included sections that review the specific statutory requirements of local policy and CKH. A summary of the recommendations is included at the end of the memorandum.

Lastly, the MSR includes a review of the existing SOI for the District to determine if changes are necessary. In short, one issue factors into the SOI review/update and guide the report to the conclusion that with the inclusion of the areas of interest the District will adequately provide services throughout its service boundary. First, the District should have a greater participation in the review of development projects in proximity to the District SOI in order to ensure that dedications and the payment of appropriate fees are considered. Written determinations are included within the MSR consistent with the requirements of CKH that address the following:

- The present and planned land uses in the area, including agricultural and open-space lands.
- The present and probable need for public facilities and services in the area.
- The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
- The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
- The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

Following the written determinations, recommendations regarding the City's SOI are provided. These recommendations are as follows:

Recommendation 7.6.1 - *It is recommended that the El Dorado Hills Community Service District's Sphere of Influence be amended as proposed in the MSR to add the two areas of interest, as shown in Figure 1-2.*

Recommendation 7.6.2 - *The District should participate in the CEQA review process for development projects in order to ensure that proper dedications and payment of appropriate fees are considered during the approval of future project proposals within the SOI and anticipated for future annexation.*

Recommendation 7.6.3 - *If the District requirements for dedication and/or payment of appropriate fees are not included in the CEQA mitigation measures or conditions of approval. The District should request that LAFCO include the appropriate parkland dedications, payment of fees and/or establishment of a LLAD as a condition of annexation prior to issuance of a Certification of Completion.*

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Municipal Service Review Determinations

GROWTH AND POPULATION PROJECTIONS DETERMINATIONS

Determination 2.9-1: *The current population according to the 2018 U.S. Census Bureau American Community Survey, is 45,999.*

Determination 2.9-2: *The primary planning document for the District is the 2016 Parks and Recreation Master Plan.*

Determination 2.9-3: *The District has policies in place to assure that goals and objectives identified in the 2016 Master Plan are met by future developments.*

DISADVANTAGED UNINCORPORATED COMMUNITIES DETERMINATIONS

Determination 3.1-1: *El Dorado Hills Community Services District does not provide Water, Wastewater, and Structural Fire Protection.*

Determination 3.1-2: *There are no areas currently within the District's SOI that can be considered unincorporated disadvantaged communities due to median household income being below 80 percent of the statewide average.*

CAPITAL IMPROVEMENT PROGRAM DETERMINATIONS

Determination 4.1-1: *The District's CIP provides a foundation and planning tool to assist in the acquisition of land or construction of a building or facility to assure that service needs for the future are met.*

Determination 4.1-2: *The CIP aids in the implementation of the District's 2016 Parks Master Plan.*

Determination 4.1-3: *The District annually reviews its CIP during budget preparation to identify funding available to complete infrastructure and facility improvements identified in the Parks 2016 Master Plan.*

LANDSCAPING AND STREET LIGHTING DETERMINATIONS

Determination 4.2-1: *The District administers the funds and provides the service on behalf of all LLADs within the fiscal budget that is established annually by the Annual LLAD Report.*

Determination 4.2-2: *The District should continue to collect funds through the 25 LLADs.*

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Determination 4.2-3: The District should review all rates of LLADs every five years and include appropriate inflation measures when fees are updated to ensure the appropriate funds are collected annually.

PARKS AND RECREATION SERVICES DETERMINATIONS

Determination 4.3-1: *For neighborhood parks, the District must develop an additional 17.54 acres of neighborhood park in order to meet the 1.5 acre LOS standards for neighborhood parks per 1,000 residents at buildout.*

Determination 4.3-2: *For village parks, the District should include an additional 20.57 acres of village park to meet the LOS of 1.5-acre of village park per 1,000 residents at buildout.*

Determination 4.3-3: *For community parks, based on that community park LOS standard 2.0 acres per 1,000 residents ratio, at buildout the District would need an approximate 33.76 acres to meet the LOS standard.*

Determination 4.3-4: *For recreation facilities, the District has established LOS ratios for these facilities. The District will be required to provide an additional 43 basketball courts in order to comply with the LOS standard of one basketball court per 1,000 residents. Additionally, the District will be required to provide an additional 28 tennis courts in order to meet the LOS standard of one tennis court per 1,500 residents, at buildout. For playground facilities, in order to be compliant, at buildout, the District will need to develop 23 additional playgrounds into park designs in order to be compliant with the LOS standard of one playground per 1,000 residents. The existing community center facilities do not meet the District's policy of one multiuse community center per 20,000 residents and with new centers developed at a minimum of 40,000 square feet. The District will need to develop one community center facility that is larger than 40,000 square feet.*

Determination 4.3-5: *Compile and maintain an accurate inventory of open space, private or public, within the District's boundary.*

Determination 4.3-6: *The District should work with the HOAs to inventory all available facilities in the next Parks Master Plan in order to properly quantify all available recreational facilities within the District.*

Determination 4.3-7: *The District should develop one community center facility that meets the minimum of 40,000 square feet.*



Determination 4.3-8: *Establish an inventory of trails managed and a LOS standard in order to keep up with the demand growth, which correlates with population growth.*

CC&R ADMINISTRATION, SOLID WASTE, AND CABLE TV FRANCHISE DETERMINATIONS

Determination 4.4-1: *Maintain all franchise agreements between Comcast, AT&T U-verse, and Waste Disposal.*

Determination 4.4-2: *Review existing franchise agreements and service reports in order to determine the level of service required in accordance with population growth.*

Determination 4.4-3: *Continue maintaining the enforcement of existing CC&Rs and establishing new CC&Rs to new developments that are located within the District.*

PLAN FOR FUTURE SERVICE/DEVELOPMENT

Determination 4.5-1: *The District should confirm with El Dorado County that the proper LOS standards that are applicable have been met during the development process of the County prior to annexation. If the following requirements have not been met then reconsideration of the proposed annexation should be considered due to the District not meeting park and open space minimum LOS requirements.*

Determination 4.5-2: *Address the potential impacts to the services provided by the District with the inclusion of approved projects and land that can be potentially developed (Southern area of interest) located within the areas of interest.*

Determination 4.5-3: *If developed land of the northern area of interest is annexed into the District, then the District shall correspond with the County in acquiring their fair share of the park development impact fees.*

Determination 4.5-4: *The District should review and monitor the existing franchise agreements and rates to ensure they are consistent with regional rates of similar services.*

Determination 4.5-5: *If annexed, establish a new LLAD for the proposed developments or incorporate them into existing adjacent LLADs if there is available capacity.*

DISTRICT BUDGET DETERMINATIONS

Determination 5.1-1: *The District will continue to receive \$10 per parcel in assessment revenues in the next fiscal year as a part of the Compliance and Design Review Committee sector of the CC&R Department.*

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Determination 5.1-2: *The District should work with the residents of Green Valley, La Cresta, Bass Lake A, and Oakridge to collaborate and devise a plan to address their specific funding issues.*

Determination 5.1-3: *The District should incorporate an inflation factor in all future rate or fees studies.*

Determination 5.1-3: *The District should identify a method of levying the maximizing authorized assessment that will result in contributions to the General Reserve in an Assessment District, the amount of the approved assessment which is levied upon the properties in said Assessment District should be reduced to an amount which is estimated to avoid contributions to the General Reserve for LLADs with a surplus in their General Reserve after a Reserve Study Update.*

Determination 5.1-4: *The District should reduce the Deferred Maintenance Reserves for the following LLADs: Stonegate, Green Valley, Promontory, Oaktree, La Cresta, Oakridge, Crescent Hills, Bass Lake A, Francisco Oaks, Valley View, and Lake Forest Park to cover shortfalls between the total levy assessment and the anticipated maintenance expenditures.*

Determination 5.1-5: *The District should secure a consistent funding source in order to finance the acquisition, development, and maintenance of parks and recreational facilities in order to meet the demand for such services.*

Determination 5.1-6: *The District should conduct a nexus study to determine the equitable development impact fee amount for projects within proximity to the District that are not already subject to District fees.*

STATUS OF, AND OPPORTUNITIES FOR, COST AVOIDANCE AND SHARED FACILITIES

Determination 5.2-1: *The District through joint-use agreements shares numerous facilities throughout the District's service area.*

Determination 5.2-2: *The District should continue implementing Policy A.5 from the 2016 Parks and Recreation Master Plan and enter into joint-use agreements wherever feasible and cost effective to expand on available parks and open space facilities or new recreational services.*

Determination 5.2-3: *The District should consider entering into a joint-use agreement with the future high school site on Latrobe Road.*

**ACCOUNTABILITY FOR COMMUNITY SERVICE NEEDS, INCLUDING GOVERNMENTAL STRUCTURE AND OPERATION EFFICIENCIES**

Determination 5.3-1: *The District should continue conducting open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the Board of Directors by residents.*

Determination 5.3-2: *The District should continue to utilize an organizational structure that obtains efficiency through department heads who oversee multiple divisions.*

Determination 5.3-3: *The District makes reports, documents, meeting agendas and other information available to the public that details operations and services provided by the District at the District Office as well as on its website.*

Determination 5.3-4: *The current District's structure is efficient, transparent and meets expectation of its residents with the resources available*

AGRICULTURAL AND OPEN SPACE LANDS

Determination 6.3-1: *The majority of land within the SOI is considered Grazing Land and therefore would not have direct impact on agricultural activities.*

Determination 6.3-2: *Expansion of the SOI could potentially impact adjacent open space lands and should be analyzed through the appropriate California Environmental Quality Act process during entitlement review by the Lead Agency.*

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