

4. ALMANOR RECREATION AND PARK DISTRICT

Almanor Recreation and Park District (ARPD) provides recreational opportunities for residents of Almanor Basin. This is the first Municipal Service Review (MSR) for the District.

AGENCY OVERVIEW

Background

An attempt to form Almanor Park and Recreation District was first made in 1988.⁹ The application for the new district was approved by LAFCo, but failed in a general election. In 1999, the second attempt was approved by both, the Commission and later by the voters.¹⁰ The District was formed to provide recreational opportunities and programs to residents of Almanor basin.

The principal act that governs the District is the Recreation and Park District Law.¹¹ The principal act empowers Recreation and Park Districts to 1) organize, promote, conduct, and advertise programs of community recreation, including, but not limited to, parks and open space, parking, transportation, and other related services that improve the community's quality of life, 2) establish systems of recreation and recreation facilities, including, but not limited to, parks and open space, and 3) acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, both inside and beyond the district's boundaries.¹² Districts must apply and obtain LAFCo approval to exercise latent powers, that is, those services authorized by the principal act but not provided by the district by the end of 2000.¹³

ARPD is located in the Lake Almanor area of Plumas County. The District is not adjacent to any other recreation and park districts. The closest park and recreation provider is Indian Valley Park and Recreation District located to the southeast of ARPD.

⁹ 1-F-88.

¹⁰ 1-F-99.

¹¹ California Public Resources Code §5780-5791

¹² California Public Resources Code §5786.

¹³ Government Code §56824.10.

Boundaries

The District's boundary is entirely within Plumas County and is the same as the boundary of Seneca Healthcare District. The boundary area includes the communities of Chester, Lake Almanor Country Club, Hamilton Branch, Lake Almanor West, Prattville, and East Shore. The District starts at the Shasta and Lassen County borders in the north, borders Tehama and Lassen counties in the west and east respectively, and extends to the southern shore of Lake Almanor. The District's boundaries encompass approximately 283 square miles.¹⁴

There have been no annexations to or detachments from the District since its formation.

Sphere of Influence

A Sphere of Influence (SOI) has not been adopted for ARPD. An SOI will be adopted during this round of SOI updates following the adoption of this MSR.

Extra-territorial Services

The District does not provide any extra-territorial services, but non-residents may use district-financed facilities and programs. Non-residents and residents are charged the same fees, as the District is not supported by property taxes.

Areas of Interest

The District did not identify any areas of interest.

¹⁴ Total agency area calculated in GIS software based on agency boundaries as of July 1, 2011. The data is not considered survey quality.

Almanor Recreation and Park District

Range 5 East

Range 6 East

Range 7 East

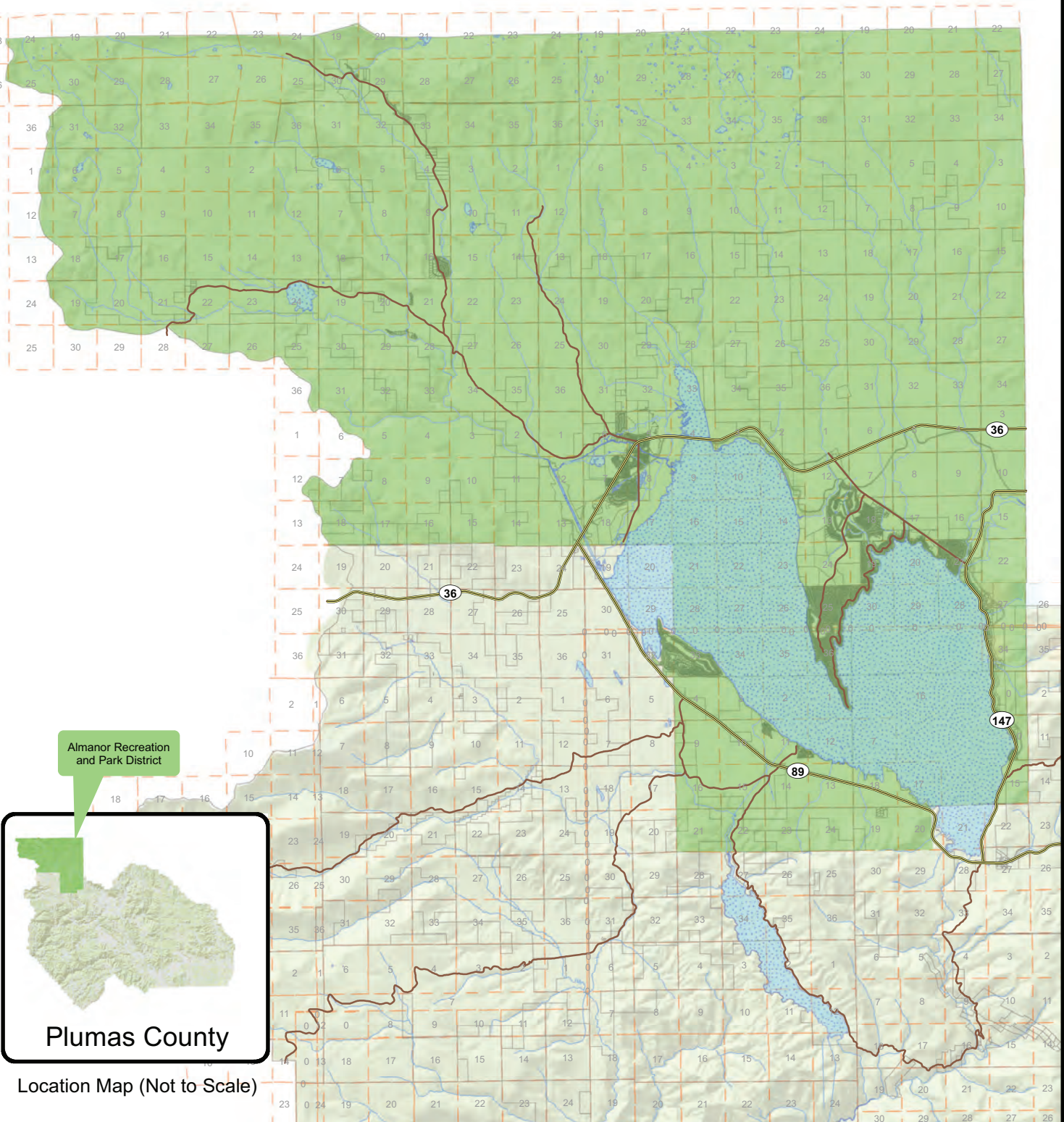
Range 8 East

Township 30 North

Township 29 North

Township 28 North

Township 27 North



Almanor Recreation and Park District

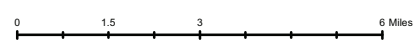
Plumas County

Location Map (Not to Scale)

Legend

- Highways
- Major Roads
- Stream / River
- Waterbodies

- Parcels
- Sectional Grid (MDB&M)
- Almanor Recreation and Park District



Almanor Recreation and Park District
 Resolution: 99-9
 Adopted: November 18, 1999

Almanor Recreation and Park District (SOI)
 Resolution: None
 Adopted:

Source: Plumas LAFCo
 Map Created 7/26/2012

Accountability and Governance

ARPD is governed by a five-member board of directors who are to be elected at-large to staggered four-year terms. The initial Board was appointed by the Board of Supervisors. There are currently four members, all of whom were appointed as the positions were uncontested. There has never been a contested election in the history of the District. The Board presently has one vacancy. Current board member names, positions, and term expiration dates are shown in Figure 4-2.

The Board meets on the fourth Monday of every month at 5:30 in the evening at the Almanor Basin Services Center at 372 Main Street in Chester. Board meeting agendas are posted at the post office in Chester and in the Chester Progressive newspaper. Minutes are emailed to interested parties, distributed at the following meetings and are available upon request.

Figure 4-2: Almanor Recreation and Park District Governing Body

Almanor Recreation and Park District				
<i>District Contact Information</i>				
Contact:	Wes Maston, Board President			
Address:	P.O. Box 325, Chester, CA 96020			
Telephone:	(530)258-2562			
Email/website:	arpdoffice@yahoo.com			
<i>Board of Directors</i>				
Member Name	Position	Term Expiration	Manner of Selection	Length of Term
Wes Maston	President	December 2013	Appointed	4 years
Julie Rhors	Vice President	December 2015	Appointed	4 years
Shane Bergmann	Secretary	December 2016	Appointed	4 years
Kari Delacour	Treasurer	December 2016	Appointed	4 years
Vacancy	N/A	N/A	N/A	N/A
<i>Meetings</i>				
Date:	Fourth Monday of every month at 5:30pm.			
Location:	Meetings are held at Almanor Basin Service Center at 372 Main Stree, Chester, CA.			
Agenda Distribution:	Posted at the post office in Chester and in Chester Progressive newspaper.			
Minutes Distribution:	Emailed to an email list, distributed at following meetings, and available upon request.			

In addition to the required agendas and minutes, the District occasionally publishes articles in a newspaper to inform its residents about specific programs or events. ARPD also has fundraisers, such as Fun Run and Memorial Day food booth at a crafts fair with posters of recent district activities.

If a customer is dissatisfied with District's services, complaints may be submitted to the Board of Directors at board meetings. The person responsible for handling complaints is the President of the Board. The District reported that there were no complaints in 2011. Complaints received in prior years were regarding the proposed per parcel tax.

ARPD demonstrated partial accountability and transparency in its disclosure of information and cooperation with Plumas LAFCo. The District was unable to respond to questionnaires and interview requests in a timely fashion; however, all information was eventually provided.

Planning and Management Practices

The District has no employees and is managed by the volunteer Board of Directors, as such, the District does not conduct employee evaluations or track of employee productivity. One district volunteer acts as the contract soccer manager but does not receive compensation, but instead passes on payments from ARPD to the soccer coaches and referees.

The District reported that it does not conduct formal evaluations of district performance as a whole, such as benchmarking or annual reports. But it performs reviews of its specific activities, such as fun run and soccer program.

The District's financial planning efforts include an annually adopted budget. The financial statements are audited every five years. ARPD is looking into having a financial review done instead of an audit because of a small budget. Financial statements were most recently audited in FY 08-09. The District does not adopt other planning documents, such as a capital improvement plan or master plan. Capital improvement projects are planned for in the budget.

Existing Demand and Growth Projections

Designated land uses within the District consist primarily of general forest, general agriculture and timberland production in the northern part of ARPD, and recreational, residential and commercial around Lake Almanor.¹⁵ The total boundary area of ARPD is approximately 283 square miles.

Population

There are approximately 3,957 residents within the District, based on census tract population in the 2010 Census.¹⁶

It is estimated by the District that the population of the Lake Almanor Basin grows to over 20,000 during the summer season from a winter population of 5,000.¹⁷

¹⁵ Plumas County Parcel Application.

¹⁶ Census Tracts 5.01 and 5.02 in Plumas County.

¹⁷ www.senecahospital.org

Existing Demand

The District reported that it had observed no change in service demand in the last few years. Demand usually increased in the summer months, due to the influx of tourists into the area.

Projected Growth and Development

Although no formal population projections have been made by the District, ARPD believes there will be limited or no growth in the next few years. ARPD does not track the number of program registrants, but plans its activities based on the amount of money coming in. The District reports that it does not find it necessary to project demand because population is currently staying fairly steady.

The State Department of Finance (DOF) projects that the population of Plumas County will grow by five percent in the next 10 years. Thus, the average annual population growth in the County is anticipated to be approximately 0.5 percent. Based on these projections, the District's population would increase from 3,957 in 2010 to approximately 4,155 in 2020. It is anticipated that demand for service within the District will increase minimally based on the DOF population growth projections through 2020.

There are two potential developments within the District, both of which are currently on hold. The Walker Ranch development contains 1,800 undeveloped lots and an 18-hole golf course. Another planned project is the Dyer Mountain Ski Resort, which is stalled due to litigation. If built, there is the potential for an increase in both, off-season residents and seasonal population.

At present, ARPD has the capacity to serve the anticipated minimal growth in demand at existing service levels. Should significant development come to fruition, ARPD would like need to enhance services offered as residents begin to expect more urban service levels.

Growth Strategies

The District is not a land use authority, and does not hold primary responsibility for implementing growth strategies. The land use authority for unincorporated areas is the County. The District does not take part in reviewing plans for proposed developments.

ARPD reported that it would like its SOI to include primarily the developed territory around the Lake, and exclude the northern portion of its bounds that consists primarily of forest. ARPD would also like to include the community of Westwood (in Lassen County) within its SOI. Although the local utility district offers park facilities in Westwood, the the area lacks a soccer program. No other governance alternatives were identified.

Financing

The District reported that the current financing level was adequate to deliver services. No constraints or challenges to financing were identified.

The District's total revenues for FY 10-11 were \$17,164. Revenue sources included income from charges for services (96.5 percent), donations (three percent) and use of money and property (0.5 percent).

ARPD has been surviving on user fees and money from fundraisers. It was reported that revenues have been staying constant for the last few years. The largest revenue source is soccer fees.

The District is not supported by property taxes or a special assessment. ARPD charges district residents and non-residents equal fees. Truman Collins Multi-Use Park user fees are \$20 per day, \$100 per week, and \$200 per month. Soccer fees are \$30 per individual player or a maximum of \$70 per family. The District charges \$25 per runner for early registration and \$30 for later registration for Fun Run.

The District's expenditures in FY 10-11 were \$17,623. Expenditures were composed of services and supplies (97 percent) and salaries and benefits (three percent). ARPD has minimal expenses since it is operated by volunteers.

ARPD reported that its expenditures were usually nearly equal to revenues.

Capital improvements are identified in the annual budget; ARPD tries to plan for capital improvements a few years ahead on an as-needed basis. The District does not adopt any other capital planning documents, such as a strategic plan. Capital improvements are financed entirely out of regular revenue sources and donations.

ARPD does not have any long-term debt.

The District has a financial reserve that was originally earmarked for a pool, which was ultimately not constructed because the District was unable to pass a tax measure to finance its maintenance. ARPD has \$43,905 in its reserve, \$4,095 out of which is restricted and will be returned to the funding sources since the pool was never built.

The District is a member of a joint power authority (JPA), called California Association for Park and Recreation Indemnity (CAPRI) for insurance purposes.

PARK SERVICES

Service Overview

The District provides recreational opportunities for the residents of the Almanor Basin. Non-residents also may use ARPD facilities and participate in the activities provided by the District. ARPD provides a soccer program in the spring and fall, organizes a Fourth of July Fun Run, operates a field used by the District, makes available space to Little League baseball, runs a bridge club held at a senior center, and is starting an adult softball program.

ARPD contracts with Chester PUD for fire, EMS, water, and wastewater services. Chester PUD provides services to ARPD through an out-of-area service agreement (OASA).¹⁸ An agreement was entered into by Chester PUD, Collins Pine Company and the Almanor Recreation and Park District in 2010 for a 20-year lease of property known as the Truman Collins Sports Complex on a 2.3-acre area needing water, wastewater and fire and EMS services provided by Chester PUD. ARPD, through the Collins Pine Company, filed a Plumas LAFCo OASA application for approval and Chester PUD has agreed to serve and provide the 2.3-acre sports complex area with domestic water and fire and EMS services and in the future with wastewater services.

Staffing

The District has volunteer staff and is run by a volunteer Board of Directors. ARPD employed an office manager in the past, but decided to transition that money to recreational programs instead. The District has a soccer manager who operates as a contractor-volunteer. The soccer manager employs soccer coaches and referees.

Facilities and Capacity

ARPD operates the Truman Collins Sports Complex—a soccer and baseball field, which is used for activities organized by the District and by other organizations, such as Little League and Chester Junior-High School. The complex is operated by ARPD and leased from the Collins Pine Company.

The field was reported to be fairly new and in good condition; however, location and planning was slightly lacking at the time it was built. The complex is open daily during daylight hours as there are no lights on the field per the use agreement with Collins Pine Company.

¹⁸ 2010-OASA-001.

The District augments the facilities that are available for its use through shared use agreements with the local schools. At present, the high school team softball team makes use of the District's field, and ARPD makes use of the high school football field. ARPD also collaborates with the school district on joint financing of necessary improvements. For example, ARPD is financing the materials necessary for the high school to construct a soccer storage shed.

Infrastructure Needs

The District reported that it had performed a major water project last winter and was also completing some sprinkler work. Additionally, the District identified a need for soccer storage, which was constructed in the summer of 2012.

Challenges

The primary challenge for the District is lack of financing, due to the absence of any tax or special assessment revenue.

Service Adequacy

Based on the information regarding facilities offered, financing adequacy, management practices, and accountability discussed in the previous sections, ARPD's level of service appears to be moderately adequate.

ARPD offers a limited range of recreational facilities and programs for district residents. However, the activities provided seem to be appropriate to the needs of community residents, and the District is working on adding more recreational programs, such as adult softball.

Although ARPD reported that its financing was adequate, there is not sufficient funding to hire a qualified recreation professional. As indicated by the District in its proposal for formation and funding, a stable district cannot depend on volunteers to dependably perform functions such as developing and scheduling programs, recruiting and training volunteers, writing and administering grants, and managing the "business" of the recreation district. Despite financing difficulties, the District, which does not have tax or special assessment funding, is attempting to operate efficiently with the current level of funding. ARPD shares its facility with other agencies, and makes use of other entities' facilities for district programs. Another example of efficiency is the sharing of certain expenses with other institutions, such as the soccer storage shed at the high school.

The District appears to be well managed by the Board of Directors which keeps its affairs organized, prepares a budget before the beginning of the fiscal year, conducts periodic financial audits, maintains current financial records, and plans for capital needs and growth.

ARPD demonstrates accountability and transparency to its customers by making its agendas and minutes available to the public, making efforts to engage and educate constituents through outreach activities beyond the required activities, and cooperating with the MSR process and information disclosure. It is recommended that all districts maintain a website where public documents are made available to the public to enhance transparency and accountability. The District’s accountability appears to be constrained, as indicated by a lack of interest in serving on the Board and the District’s lack of a timely response to the requests for the MSR. ARPD has one board vacancy, and has not had contested elections in the history of the District.

Figure 4-3: Almanor Recreation and Park District Service Adequacy

Park and Recreational Services			
<i>Facility</i>	<i>Owner</i>	<i>Condition</i>	<i>Maintenance</i>
Truman Collins Sports Complex	Collins Pine	Good	ARPD
<i>Service Challenges</i>			
The biggest challenge is a lack of funding, due to the absence of tax or special assessment revenue.			
<i>Facility Needs/Deficiencies</i>			
There is a need for a soccer storage shed. The project is planned to be completed this year.			
<i>Facility Sharing</i>			
Current Practices:			
The District shares it's soccer and baseball field with Little League and with the Chester High School. ARPD uses the school's football field, and the community senior center for its bridge club. The District also organizes games with Central Plumas Park and Recreation District in Quincy.			
Future Opportunities:			
The District constantly explores additional opportunities for facility and resource sharing.			
<i>Recreation Cost per Resident</i>	\$4.5	<i>Residents per Facility</i>	3,957.00

ALMANOR RECREATION AND PARK DISTRICT DETERMINATIONS

Growth and Population Projections

- ❖ The estimated population served by ARPD is about 3,957 residents. The summer population goes up to about four times the number of permanent residents.
- ❖ Over the past few years the District has experienced little or no growth in population. The demand for services has stayed fairly consistent.
- ❖ Little or no growth in population and in service demand is expected within the District in the next few years.
- ❖ There are two potential developments within the District, both of which are currently on hold.

The Location and Characteristics of Disadvantaged Unincorporated Communities Within or Contiguous to the Agency's SOI

- ❖ The population threshold by which Plumas LAFCo will define a community is yet to be determined. Specific disadvantaged unincorporated communities and characteristics of the communities will be identified when appropriate as other areas are to be annexed to the District.

Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies

- ❖ The District's current facilities have the capacity to adequately serve existing demand. Should any significant growth occur, the District will likely need to begin offering a higher level of service to address the residents' needs. Necessary enhancements may include hiring a qualified recreation professional to manage the District, fundraising and expanding recreational programs and facilities.
- ❖ The District identified a soccer storage shed, which was constructed this year.
- ❖ ARPD plans for its capital improvements annually in the budget on an as-needed basis.

Financial Ability of Agencies to Provide Services

- ❖ ARPD does not receive property tax or parcel assessment income; it is almost entirely supported by user fees revenue and some minor donations.
- ❖ ARPD reports that its financing is adequate; however, the District has been forced to minimize expenditures (by relying entirely on volunteers) and capitalize on facility sharing and joint financing arrangements in order to stay within budget each year.
- ❖ ARPD does not have any long-term debt.

Status of, and Opportunities for, Shared Facilities

- ❖ The District shares its facility with the Little League and Chester Junior High School. ARPD also makes use of the facilities of other entities, such as the Chester High School football field and the community senior center for its programs. The District also collaborates with Central Plumas Park and Recreation District.
- ❖ The District continuously explores additional opportunities for facility and resource sharing to minimize expenses.

Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies

- ❖ ARPD demonstrated accountability and transparency by disclosing financial and service related information in response to LAFCo requests. Due to the volunteer nature of ARPD, the District faced challenges in providing a timely response to requests; however, ultimately all information was provided.
- ❖ It is recommended that all agencies maintain websites where public documents are made available.
- ❖ An SOI reduction to detach the northern forest area from the District was identified as an option.
- ❖ The District indicated that it would be interested in offering soccer in the community of Westwood in Lassen County.