

**COUNTY SERVICE AREA 82 SEARLES VALLEY DISTRICT  
DISTRICT PROFILE SUMMARY SHEET**

**District Contact Person(s):**

Thomas L. Sutton, Director, Special Districts Department  
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**Address:**

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www.specialdistricts.org

RECEIVED  
JUN 19 2008

**Date of Formation:**

June 28, 1976

LAFCO  
San Bernardino County

**Principal Act:**

Sanitation, park and recreation, cemetery, animal control and streetlighting services

Improvement District(s):  YES  NO

If yes, please indicate name and define area of service (include map).

**Governing Body:**

San Bernardino County Board of Supervisors  
CSA 82 Municipal Advisory Commission

**Membership:**

Brad Mitzelfelt, First District  
Paul Biane, Second District  
Dennis Hansberger, Third District  
Gary Ovitt, Fourth District  
Josie Gonzales, Fifth District

**Public Meetings:**

San Bernardino County Board of Supervisors meet every Tuesday, except for those following Monday holidays and as otherwise scheduled. The advisory commission meets quarterly on the 4<sup>th</sup> Wednesday

## SERVICES

Currently Authorized Powers (Services):

SERVICE	FUNCTIONS
Sanitation	Sewer systems operations and maintenance
Park and Recreation	maintenance and operations
Street lighting	maintenance and operations

Latent Powers (Services) -- those services authorized by the Agency's principal act, but not activated through the LAFCO process:

SERVICE	FUNCTIONS
Not Applicable	

Area Served: 1,900 Acres

Population: \_\_\_\_\_ (Outline source for figure)

Registered Voters: \_\_\_\_\_ As Of \_\_\_\_\_ (Date)

Services Provided Outside Agency Boundaries:

SERVICE	PROVIDED TO WHOM	DATE OF CONTRACT	SUNSET DATE
Not Applicable			

Special charges for service outside boundaries:  
 Not Applicable

Special policies for providing service outside boundaries:  
 Not Applicable

## SPHERE OF INFLUENCE

Established:

LAFCO Number	Resolution No./ Date Adopted	Location
LAFCO 1568	1170	

CHANGES:

LAFCO Number	Resolution No./ Date Adopted	Type Of Change	Location
	87-388	Ambulance service	
	87-167	Re-organize CSA 82	
3000	2989	Fire re-organize	

**MUNICIPAL SERVICE REVIEW**  
(Government Code Section 56430)

RECEIVED  
JUN 19 2000

LAPCO  
San Bernardino County

**INTRODUCTION:** The following provides an outline of the mandatory determinations for a municipal service review as set out in Government Code Section 56430. In addition it provides an explanation of the purpose of the determination and the issues to be considered. While no agency will be required to respond to each of the issues identified below, this list is intended to be illustrative of the scope of issues that might be relevant to a local agency service review. Please review the list and identify those issues that are relevant to your agency and develop narrative responses to each determination.

**I. Infrastructure Needs and Deficiencies**

Purpose: To evaluate the infrastructure needs and deficiencies of a jurisdiction in terms of capacity, condition of facility, service quality and levels of services and its relationship to existing and planned service users.

**1. Capital Improvement Plans/Studies**

The Capital Improvement Plans are budgeted as part of the Special District Department annual budget. The plan includes projects that are developed as part of a master planning effort to improve infrastructure deficiencies. Projects for County Service Area 82 include replacement of the field crew office and refurbishing roadside park restrooms.

**2. Water Service Plans/Studies**

a) Supply and demand information- Not Applicable

**3. Sewer Service Plans/Studies**

a) Capacity and demand information- Not Applicable

**4. Age and Condition of Facilities**

a) Water supply and distribution system- Not Applicable

b) Wastewater collection and treatment

County Service Area 82 is responsible for collection, treatment and disposal of domestic wastewater and septage from the communities of Pioneer Point and Trona and utilizes several large septic tank systems for wastewater treatment prior to disposing of the effluent in the Searles Valley Mineral Inc. recharge trench on the Searles Lake bed. Septage is pumped from the tanks at two to four year intervals and discharged to ponds and allowed to dry. Disposal facilities are the Searles Valley Mineral Inc. recharge trench on the west side of Searles Lake bed at Trona and sludge drying beds on the east side of the Searles Lake bed near Trona.

c) Park

The park is one acre gravel and dirt parcel with a large parking area, two restrooms- one for women and one for men, four picnic tables with wood shade roof. There is a Kiosk display that gives visitors a brief history of Trona and current activities. The park and restrooms are located on Trona Road.

d) Streetlights

Street Lamp inventory consist of 63 high pressure sodium vapor lamps: 10 lamps are 5800L multiple, 8 are 16000L multiple and 45 are 9500L multiple.

5. Capacity Analysis

a) Number of service units available

Sewer system: The domestic sewage collection and disposal system serving the residential community consists of several large septic tank systems. The designed flow to the facility is 0.096mgd for the North Pioneer Point system; 0.031mgd for the South Pioneer Point system; and 0.12mgd for the Trona system. The total combined effluent flow of wastewater is not to exceed 0.247mgd.

b) Number of service units currently allocated

CSA 82 sewer services consists of 780 EDU's compromised of the following: 586 active residential customer accounts; and 194 accounts that are multiple EDU accounts. No new EDU's projected at for fiscal year 2008/2009.

SEWER HISTORICAL EDUS								TOTAL PROJECTED EDUS	
	2001	2002	2003	2004	2005	2006	2007	3/31/2008	6/30/2008
<b>CSA 82</b>	787	786	785	783	783	783	780	780	780

SEWER HISTORICAL AND NEW EDUS									
	2001	2002	2003	2004	2005	2006	2007	2008	
<b>CSA 82</b>	1	-1	-2	0	0	0	-3	0	

c) Total number of service units within agency boundaries

The Districts flow to the facility is unmetered and has been estimated from potable water usage. Estimated present flow is 0.052mgd for the North Pioneer Point system; 0.022mgd for the South Pioneer Point system; and 0.11mgd for the Trona system. The total combined effluent flow of wastewater is 0.184mgd.

6. Future Development

a) What additional infrastructure is needed?

Infrastructure improvement needed to repair the sewage system:  
 Relining or repair of pipe sections that may have slipped joints or cracks..

b) Description of additional facilities

c) How will it be funded?

Sewer infrastructure improvements projects will be funded from District revenue. The restroom refurbish is funded by a grant from Community Development and Housing funds.

d) Is there a schedule for improvement?

Funding for CSA 82 Capital Improvement Projects budgeted fiscal year 2008/2009.

7. Reserve Capacity

a) What is the policy?

## II. Growth and Population

Purpose: To evaluate service needs based upon existing and anticipated growth patterns and population projections.

1. Population Information

a) Existing and projected within agency boundary (include identification of source for growth projection)

The service area has a population of 1,885 (US Census, 2000), approximately 1,900 in 2005 with zero growth estimates according to District staff. The annual growth rate is considerably lower than the overall growth rate of SB County.

b) Existing and projected within sphere of influence (include source for growth projection)

CSA 82 Searles Valley sphere of influence comprises the communities of Pioneer Point and Trona

2. General Plan

a) Excerpts regarding existing and projected growth

Historical trends indicate zero to negative growth within the area

b) Other

3. Identify Significant Growth Areas- Not Applicable

## III. Financing Opportunities and Constraints

Purpose: To evaluate factors that affect the financing of needed improvements.

1. Finance Plans for (provide copies of documents where necessary) include:

a) Service upgrades

b) Capacity improvements

c) Revenue source- Sewer Service- Not Applicable

2. Bond Rating- Not Applicable

3. Joint Financing Projects

a) Does agency participate? - Sewer Service- Not Applicable

b) What are policies? - Sewer Service- Not Applicable

#### 4. Revenue Sources

Revenue sources for service related activities are classified as either enterprise or non-enterprise, depending on the source of their funding. Enterprise activities are financed entirely or predominantly by establishing user fees to cover cost. Sanitation services are operated as special district enterprise activities.

##### a) Identify

Operating revenue for sanitation services provided in the district are from sewer charges and connection fees.

##### b) Can they be expanded? - Sewer Service- Not Applicable

#### IV. Cost Avoidance Opportunities

Purpose: To identify practices or opportunities that may help eliminate unnecessary costs.

##### 1. Overlapping/Duplicative Services- Sewer Service- Not Applicable

##### 2. Joint Agency Practices- Not Applicable

##### a) Identify

The Special Districts Department of San Bernardino County consolidates many of the administrative and technical functions and costs necessary to administer, manage and provide operational services in the district.

##### b) Reduce costs?

CSA 82 benefits from the economy of jointly provided financial, administrative, construction and managerial support services provided through the Special District Department.

##### 3. Rely on Other Agencies

##### a) Administrative functions

Provided by Special District Department.

##### b) Grant management

Provided by Special District Department.

##### c) In-house cost vs. outside cost

Not specifically evaluated

##### 4. Growth Management Strategies

##### a) Strategies for directing growth- Not Applicable

##### b) Infill- Not Applicable

##### c) Conservation- Not Applicable

##### d) Annexation policies

Procedures for changing special district boundaries are defined by legislature in the 1985 Cortese-Knox Local Government Reorganization Act, which sets uniform requirements for initiating boundary changes. If an annexation proposal is approved by LAFCO, a proposal to change the boundaries is sent to the County Board of Supervisors. The Supervisors hold public hearings and review written protest.

e) Policies related to providing service outside agency boundaries  
 Provision to provide services outside the district boundaries are defined through contract negotiation. Upon legal counsel review and approval, the contracts are submitted to the County Board of Supervisors for approval.

5. Level of Service

- a) Meets or exceeds customer needs?
- b) Customer satisfaction

6. Per-Unit Service Costs

a) Identify

Sewer Services- The owner of each house, building or property connected to the public sewer pays a Sewer User Charge based upon assigned Equivalent Dwelling Units (EDU). The EDU for each property shall be established in accordance with the State of California Uniform Plumbing Code. The Sewer User Charge per month per assigned EDU for fiscal year 08/09 is:

DISTRICT	EXISTING MONTHLY RATE 2007/08	PROPOSED MONTHLY RATE 2008/09
County Service Area 82	\$25.25	\$30.30

b) Comparison with others

**MONTHLY RATE COMPARISON PER THE STATE WATER RESOURCES  
 CONTROL BOARD**

AGENCY	2007/08 SURVEY
Running Springs Water co.	\$25.83
City of Ridgecrest	\$10.00
Helendale Community Services District	\$36.64
City of Bishop	\$20.00
Inyokern Community Services District	\$23.00
County Service Area 82	\$25.25

**V. Rate Restructuring**

Purpose: To identify opportunities to positively impact rates without decreasing service levels.

The annual rate restructuring process takes multiple factors into consideration to develop proposed rates and changes for public consideration. These factors include allocated staffing, and district staffing costs, existing connections, proposed connections, proposed expansion and/ or replacement projects, grants, loans and money in reserve. Rate restructuring since fiscal year 2000 has had a significant impact on bringing revenues in line with ongoing district operating costs. Working with local communities and advisory boards to find workable solutions regarding cost containment and financing

infrastructural improvements needed in the district is continuously ongoing. Working to resolve infrastructure deficiencies affecting the district's ability to provide safe and adequate sewer service to these unincorporated communities has typically resulted in multiple construction projects.

1. Rate restructuring is considered by:
  - a) Use of consumer price index- Not Applicable
  - b) Identify ways to compare rates

Sanitation rates are based on the costs associated with operations and maintenance and locally funded capital improvement projects

2. Identify current rates and plans, if any, for rate changes

The current sewer rate in CSA 82 for Fiscal Year 2007/2008 is \$25.25 and for Fiscal Year 08/09 is \$30.30.

## **VI. Opportunities for Shared Facilities**

Purpose: To evaluate the opportunities for a jurisdiction to share facilities and resources to develop more efficient service delivery systems.

1. Shared Facilities
  - a) Existing – flood, parks, groundwater storage, etc. - Not Applicable
  - b) Future opportunities/options- Not Applicable
2. Duplication of Facilities
  - a) Existing duplication? - Not Applicable
  - b) Planned/future duplication? - Not Applicable
  - c) Excess capacity available to outside customers? - Not Applicable
  - d) Productivity ratings, if any, for staff- Not Applicable

## **VII. Government Structure Options**

Purpose: To consider the advantages and disadvantages of various government structures to provide public services.

1. Agency Recommendation
  - a) Government structure options
  - b) Benefits to customers

Due to the size and location of CSA82, the communities are best served and benefit from economies of scale while paying minimal costs for services received as a county service area.

2. Hurdles to Consolidation/Reorganization

Size and location of the district make consolidation unlikely.

3. Recommended Options
  - a) Benefit to customers

b) Services to be provided

**VIII. Evaluation of Management Efficiencies**

Purpose: To evaluate whether organizational changes to governmental structure can be made to improve the quality of public services in comparison to cost.

1. Training Opportunities

The Special Districts Department has established policies for professional training and career development. Employees are encouraged to pursue educational opportunities and to participate in organizations that augment their contribution as District employees.

2. Staffing Levels

CSA 82 pays an allocated share of administrative and district staffing cost. Allocated costs are based on two criteria; district size and number of customers. Administration is measured by the number of customers while field maintenance and operations is tied to the size of the district.

3. Technology

a) Billing systems

4. Budget

a) Policies

CSA 82 budgets in conjunction with the County's annual budgeting process and are fully compliant with legal requirements and County administrative policy.

b) Policy for payment of stipend, benefits, travel, educational expenses of governing body - Not Applicable

c) Preparation/public involvement

Noticing to the public will normally be given in writing of all proposed and/or implemented changes in fees and charges. Community meetings and public hearings are scheduled to provide a forum for public involvement. Where conditions warrant and in emergencies, the District may resort to notification by telephone, messenger, newspaper, or radio, or any other media available which has significant public exposure.

d) Analysis – revenues/reserves/expenditures

Expenditures and revenues are reviewed on a monthly basis by management. Budgets are reviewed by management and the County's Administrative Office prior to submission to County Board of Supervisors. Annually, County Auditor/Controller audits and prepares a consolidated financial report of expenditure, revenue and reserves.

5. Joint Powers Agreements

a) Identify and describe- Not Applicable

**IX. Local Accountability and Governance**

Purpose: To evaluate the accessibility and levels of public participation associated within the agency's decision-making and management processes.

1. Governing Body

San Bernardino County Board of Supervisors

a) Selection process

The San Bernardino County Board of Supervisor governs CSA 82, within the boundaries of the First Supervisorial District. The First District Supervisor is selected through voter participation every four years. The Board forms district commissions and the District Supervisor appoints commissioners.

b) Representation (Districts, area-wide)

CSA 82 Municipal Advisory Commission

c) Frequency of meetings

The Board of Supervisor meet every Tuesday, the MAC meet quarterly on the 4th<sup>th</sup> Wednesday on the month.

d) Brown Act compliance

Rules for complying with the Brown Act are explained to Commission member by Department staff in training sessions. Each Commission member is giving a specially prepared binder of the Brown Act with rules for compliance included for future reference. The CSA 82 MAC also has an appointed Secretary who maintains for the advisory group.

e) Number of elections over last decade

2. Customer Feedback

a) Surveys

b) Complaint tracking

Customer complaints are recording into the billing system on the customers account. Most complains are resolved at the customer representative level. Any dispute that may escalate is reviewed by management for determination, prompt response and resolution.

3. Access

a) Hours

The Water and Sanitation Division's, Victorville Business office operates between 8:00am and 4:00pm, Monday through Friday except major holidays.

b) Newsletters

The Water and Sanitation Division does not currently publish a newsletter but utilizes the billing statement to keep customers informed. Additionally the Division may enclose fliers with the billing statements.

c) Website

The Water and Sanitation Division is accessible through the Special Districts website at [www.specialdistricts.org](http://www.specialdistricts.org).

d) Media coverage- Not Applicable

e) Cable/public access TV- Not Applicable

4. Regular Progress Reports

a) Budget – major projects

District budgets are published annually, containing operations and maintenance, replacement, expansion and capital improvement plans. The budgets are distributed to management, including commission members during scheduled meetings referred to as budget workshops. Commission members are briefed on the various aspects of the budgets. Public questions and comments are contemplated and addressed. Commissioners make recommendations to the Board of Supervisors. The District provides customer written notification of proposed sanitation rates and facility charge changes.

b) Operations

Monthly/quarterly financial reports are provide to Commission members during regular scheduled commission meetings.

c) Voter participation

District customer are notified of rate presentation meetings and encouraged to attend. Mailers containing proposed increases or decreases to district fees and charges and the change impact on the average user are provided by the District.

**MANDATORY FIVE YEAR  
SPHERE OF INFLUENCE REVIEW**  
(Government Code Section 56425)

**INTRODUCTION:** The questions on this form are designed to obtain data about the entity's existing sphere of influence to allow the Commission and its staff to begin to assess the mandated sphere update process. You are encouraged to include any additional information that you believe is pertinent to the process. Use additional sheets where necessary and/or include any relevant documents.

1. NAME OF AGENCY: County Service Area 82 Searles Valley (CSA 82)
2. Provide an identification of the entities that provide service to your agency. Please indicate whether they are public or private entities and include subsidiary districts in this description. Please include a description of City or District-governed agencies (i.e., redevelopment agency, development corporations, joint powers authorities, improvement districts, etc.):

CSA 82, Searles Valley, a dependent special district governed by the County of San Bernardino Board of Supervisors provides sewer and park services. The district is also authorized to provide street lighting, fire protection, cemetery and animal control services.

The County of San Bernardino Special Districts Department consolidates many of the administrative and technical functions necessary to manage sewer and park services. CSA 82 benefits from the economy of jointly provided financial, administrative, construction and managerial support services provided by the Special Districts Department.

CSA 82 receives services from a number of public and private entities per attached list.

3. Provide a narrative description of anticipated alterations in the agency's current sphere of influence that should be considered in this review. This identification should include any potential development that would require a sphere of influence amendment for implementation, etc. (If additional room for response is necessary, please attach additional sheets to this form.)

CSA 82 is situated near the Searles Lake (elevation 1,616 feet mean sea level), a large dry lake, whose basin surface is encrusted with mineral salts. Portions of the lakebed have historically been, and continue to be, used for waste disposal. The surrounding terrain is mountainous. The predominant economic activity is mining and mineral extraction.

There are no plans to modify the CSA 82 sphere of influence.

4. CITIES: Provide an outline of negotiations with the County of San Bernardino related to any sphere change anticipated. Please include an outline of agreements on boundaries, development standards, zoning requirements, if any. This is required pursuant to Government Code Section 56425(b).

N/A

5. CITIES: Provide an outline of the dates for adoption and plans for update, if any, for: General Plan: CSA 82 is covered within the County General Plan.

Elements if adopted separately: N/A

6. CITIES/SPECIAL DISTRICTS: For the services provided by the agency identify the appropriate document below and provide an outline of the date of adoption, schedule for update, copy of the document and copy of environmental document, if applicable:

Master Plan for Water Utility	_____
Master Plan for Sewer Utility	_____
Master Plan for Fire Service	_____
Master Plan for Park Service	_____
Urban Water Management Plan	_____
(with copy of certification from Department of Water Resources)	
Other (Please name):	
_____	_____
_____	_____

7. SPECIAL DISTRICTS: Provide an outline of the following items related to the services provided by the District. This response is specifically required by Government Code Section 56425(h) et seq.

- a) Provide a written statement specifying the functions and/or classes of service provided by your District.

The Special Districts Department's goal, in CSA 82, is to provide sewer collection and disposal services and park maintenance in an efficient and economic manner.

- b) Provide a written description of the nature, location and extent of the functions and/or classes of service outlined above. Where the service area is less than the boundaries of the District provide a map depiction of the location.

On January 28, 1976 County Service Area No. 82 was formed. The Board of Supervisors approved the reorganization, which in effect dissolved the existing five special districts and created CSA 82 with four improvement zones to provide the differing levels of service to the several areas. In the new reorganized set up, San Bernardino County Service Area 1 & 22 with enlarged boundaries became CSA 82 with the following powers: sanitation and sewer, street lighting, fire protection, cemetery, animal control and parks and recreation. Argus Fire District became Improvement Zone SV1 to provide fire protection; Searles Valley Fire Protection District became Improvement Zone SV2 for fire protection. CSA 1 (Trona) became Improvement Zone SV3 to provide sanitation, park and recreation, and streetlights. Pioneer Point Sanitation District became Improvement Zone SV4 to provide sanitation-sewer services. Board action June 6, 2000, subsequently dissolved Improvement Zone SV3 and SV4 and service provisions were transferred to County Service Area 82. The services being provided in both zones were identical, and there was no economical or operational advantage in keeping the zones separated.

On October 26, 1987, based on the initial request of the Searles Valley Municipal Advisory Council, the Board of Supervisors adopted resolution No. 87-388, authorizing ambulance service within County Service Area 82 SV1.

The domestic sewage collection and disposal system serving the residential community consisted of several large septic tanks systems. The design flow to the facility is 0.096 mgd for the North Pioneer Point system; 0.031 mgd for the South Pioneer Point system; and 0.12 mgd for the Trona system. The total combined effluent flow of wastewater is not to exceed 0.247mgd.

Presently the District provides sewer services to 782 EDU's in the communities of Searles Valley, Trona, and Pioneer Point.

The Park is a one-acre gravel & dirt parcel with a large parking area, two rest rooms-one for men and one for women, 4 picnic tables with wood shade roofs. There is a small billboard display on the restroom building that gives visitors a brief history of Trona and current activities. The park and restrooms are located on Trona Road.

- c) Provide a brief outline of master plans adopted for each of the services listed above including a summary of their findings and the date of their adoption. If master plans are required to be filed with a County, State or Federal agency please note the date of their acceptance. Provide a copy of the master plans with this document if not previously provided to the LAFCO staff office including a copy of the environmental determination associated with the document.

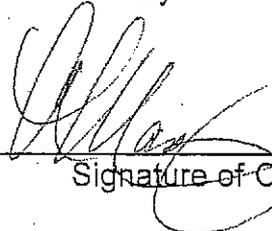
As noted above, the relevant master planning documents are: N/A

8. Provide a response to the four factors outlined in Government Code Section 56425 required for a sphere of influence review outlined as follows:
- a) The present and planned land uses in the area, including agricultural and open-space lands. CSA 82 is predominantly zoned for residential development with minimal established industrial areas. Park and open space applications are limited to existing facilities only. There are no planned amendments to the existing zoning per the County General Plan.
  - b) The present and probable need for public facilities and services in the area.  
Not applicable for sewer service
  - c) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. Not applicable for sewer service
  - d) The existence of any social or economic communities of interest in the area. N/A

### CERTIFICATION

I hereby certify that the statements furnished above and in the attached supplements, exhibits, and documents present the date and information required for this mandatory review to the best of my ability, and that the facts, statements, and information presented herein are true and correct to the best of my knowledge and belief.

DATE: 9/20/05



\_\_\_\_\_  
Signature of Official

LISA MANNING

\_\_\_\_\_  
Printed Name

DEPUTY CHIEF

\_\_\_\_\_  
Title