

**YUCCA VALLEY AIRPORT DISTRICT
DISTRICT PROFILE SUMMARY SHEET**

District Contact Person(s):
Robert Dunn, Vice President

Address:
PO Box 2527, Yucca Valley, CA 92286

E-mail Address:

Website Address:

Date of Formation:
June 7, 1982

Principal Act:
California Airport District Act (Public Utilities Code Section 22001-22979)

Improvement District(s): _____YES NO

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

Governing Body:
Independent Board of Directors

Membership:
Christopher Hutchins, President
Robert Dunn, Vice President
Timothy W. Lewis, Treasurer
Robert Miehley, Director
Robert G. Young, Director

Public Meetings:
Second Wednesday of the month, held at the Yucca Valley Town Center

* Sheet completed by Michael Tuerpe, LAFCO Analyst, on June 17, 2009 and verified/amended by Robert Dunn, District Vice-President, on July 4, 2009.

SERVICES

Currently Authorized Powers (Services):

SERVICE	FUNCTIONS
Airport	Operations and maintenance

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

SERVICE	FUNCTIONS
N/A	N/A

Area Served: _____ Square Miles/ 200 Acres

Population: est. 50 (Outline source for figure)

Registered Voters: 32 As Of Nov 2008 (Date)

Services Provided Outside Agency Boundaries:

SERVICE	PROVIDED TO WHOM	DATE OF CONTRACT	SUNSET DATE
none			

Special charges for service outside boundaries:

none

Special policies for providing service outside boundaries:

none

SPHERE OF INFLUENCE

Established:

LAFCO Number	Resolution No./ Date Adopted	Location
2233	1872/June 10, 1983	Coterminous with boundary

CHANGES:

LAFCO Number	Resolution No./ Date Adopted	Type Of Change	Location
none			

MUNICIPAL SERVICE REVIEW

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. Growth and Population

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

1. Population Information (include identification of source for growth projection)
 - a) Existing and projected within agency boundary
There is an estimated population of 50 persons within the District. As of November 2008, there were 32 registered voters. Anticipated growth is expected to be minimal.
 - b) Existing and projected within sphere of influence (not to include area within agency's boundaries)
The District and its sphere of influence are coterminous.
2. General Plan
 - a) Excerpts regarding existing and projected growth
 - b) Other
3. Identify Significant Growth Areas none

II. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or 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 present and planned capacity. (Provide copies of documents where necessary).

1. Capital Improvement Plans/Studies none
2. Water Service Plans/Studies
 - a) Supply and demand information
3. Sewer Service Plans/Studies
 - a) Capacity and demand information

* Sheet completed by Michael Tuerpe, LAFCO Analyst, on June 17, 2009 and verified/amended by Robert Dunn, District Vice-President, on July 4, 2009.

4. Age and Condition of Facilities The runway is approximately 20 years old.
 - a) Water supply and distribution system
 - b) Wastewater collection and treatment

5. Capacity Analysis
 - a) Number of service units available
There are 25 parking spaces at the airport. The average occupancy is 15.

 - b) Number of service units currently allocated
 - c) Total number of service units within agency boundaries
 - d) Total number of service units outside agencies boundaries. Are there out-of-agency contracts? Is the out-of-agency rate different than the in-agency rate for service?
The District does not provide services outside of its boundaries.

6. Future Development
 - a) What additional infrastructure is needed?
The runway is approximately 20 years old. The District, through volunteers, seals cracks in the runway as needed. Slurry seal of the runway is a needed improvement but would cost roughly \$800,000.

 - b) Description of additional facilities
There are no planned major improvements to the airport. However, the construction of hangars and fuel tanks would provide additional amenities to the airport, which would require major funding and approval from the airport landowner since the District does not own the land.

 - c) How will it be funded?
There acquisition of funds to support slurry seal, hangars, and fuel tanks would require grant funding.

 - d) Is there a schedule for improvement? There is no schedule.

7. Reserve Capacity
 - a) What is the policy? There is no policy.
 - b) Are there inter-ties with other agencies? None

III. **Financial ability to provide services**

Purpose: To evaluate factors that affects the financing of providing services and needed improvements. To identify practices or opportunities that may help eliminate unnecessary costs. (Provide copies of documents where necessary).

1. Finance Documents/Plans for:
 - a) Two most recent adopted budgets
The District does not adopt annual budgets.

 - b) Two most recent completed audits

The District's audits are conducted by the County of San Bernardino through contract.

- c) Service upgrades
- d) Capital improvements There is no capital improvement plan.

2. Bond Rating

3. Revenue Sources

a) Identify

The sole source of revenue is use fees. The fee is a flat monthly fee for parking and access: \$55 access fee per parcel per pilot, \$60 for single engine and \$75 for twin engine and \$85 for port-a-port hangers.

b) Can they be expanded?

The District last increased its use fees in November 2008. There are no immediate plans to increase the fees.

4. Major Expenditure Categories

a) Identify

The major expenditures are insurance, Lighting and asphalt crack seal supplies.

b) What methods are used to control costs?

The District has no employees and utilizes volunteers for maintenance. The Board of Directors implement policy and coordinate maintenance and operations.

5. Joint Financing Projects

- a) Does agency participate? If so, what are they?
- b) What are the policies?
- c) Please provide a copy of the agreement.

6. Overlapping/Duplicative Services

There are no overlapping services. The nearest airport is a private airport located 11 miles away. The nearest public airport is the Twentynine Palms Airport located 26 miles to the east, operated by the County of San Bernardino Department of Airports.

7. Rely on Other Agencies none

- a) Administrative functions
- b) Grant management
- c) In-house cost vs. outside cost

8. Per-Unit Service Costs

- a) Identify
- b) Comparison with others

9. Identify current rates and plans. Please identify any planned rate changes..

The sole source of revenue is use fees. The fee is a flat monthly fee for parking and access: \$55 access fee, \$60 for single engine, \$75 for twin engine and \$85 for Port-a-port Hanger. The District last increased its use fees in November 2008. There are no immediate plans to increase the fees.

IV. Status of, and 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.

Although not formally shared, the military, County Fire, Cal Fire, County Sheriff, and the Calif Highway Patrol utilize the airport during emergencies.

b) Future opportunities/options

The airport land and improvements are owned by the Yucca Valley Airport Corporation. The Corporation has leased the airport and the improvements to the District. The lease is for a term of 25 years and expires in 2027.

2. Duplication of Facilities none

a) Existing duplication?

b) Planned/future duplication?

c) Excess capacity available to outside customers?

d) Productivity ratings, if any, for staff

V. Accountability for community service needs, including governmental structure and operational efficiencies

Purpose: To evaluate the accessibility and levels of public participation associated within the agency's decision-making and management processes, to consider the advantages and disadvantages of various government structures to provide public services, and to evaluate whether organizational changes to governmental structure can be made to improve the quality of public services in comparison to cost.

1. Budget

a) Policies

There are no budget policies, and the District does not formally adopt an annual budget.

b) Policies for payment of stipend, benefits, travel, educational expenses of the governing body

The members of the board do not receive any stipends or benefits.

c) Preparation/public involvement

d) Analysis – revenues/reserves/expenditures

Funds are insufficient to warrant reserves.

2. Governing Body

- a) Selection process elected.
- b) Representation (Districts, area-wide) at-large
- c) Frequency of meetings once a month
- d) Brown Act compliance

The District posts meeting notices at the airport and at the Town of Yucca Valley Town Center. The District also provides the notice to local radio and the local newspaper.

- e) Number of elections over last decade

3. Level of Service

- a) Meets or exceeds customer needs?

Given the nature of the airport and the reason for its boundaries being drawn to include only the surrounding interests of the airport, it meets the needs of those within its boundaries and to those who use it.

- b) Customer satisfaction

- i) Surveys
- ii) Complaint tracking

4. Customer/Community Access

- a) Hours
- b) Newsletters
- c) Website
- d) Media coverage
- e) Cable/public access TV

5. Regular Progress Reports

- a) Budget – major projects
- b) Operations
- c) Voter participation

6. Does the agency recommend any government structure options (consolidation, reorganization, status quo)?

The District recommends the status quo and does not recommend any other government structure options.

- a) Benefit to customers
- b) Services to be provided
- c) What would the hurdles be to consolidation/reorganization?

7. Does the agency have strategies or policies for future service delivery?

- a) Strategies for directing growth
- b) Infill
- c) Conservation
- d) Annexation policies
- e) Policies related to providing service outside agency boundaries

8. Operational Efficiencies

- a) Staffing Levels The District utilizes volunteers for maintenance work.
- b) Technology (e.g. billing systems)
- c) Joint Powers Agreements
 - i) Identify and describe
 - ii) Please provide copy of agreement
 - iii) Generally describe service area
 - iv) Describe any specific policies related to the agreement

MANDATORY FIVE YEAR SPHERE OF INFLUENCE UPDATE

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: Yucca Valley Airport District

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.):

The San Bernardino County Fire Protection District provides fire protection and response to the Yucca Valley Airport. The Town of Yucca Valley is the responsible agency for providing police protection within the Town limits, but the Town has chosen to contract with the San Bernardino County Sheriff for law enforcement services.

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.)

The District does not propose any alterations of its current sphere of influence as a part of this sphere of influence update.

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).

5. **CITIES:** Provide an outline of the dates for adoption and plans for update, if any, for:

General Plan _____ Elements if adopted separately _____ NAME	DATE OF ADOPTION/UPDATE PLANS

* Sheet completed by Michael Tuerpe, LAFCO Analyst, on June 17, 2009 and verified/amended by Robert Dunn, District Vice-President, on July 4, 2009.

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):	
Airport Master Plan	None _____
_____	_____
_____	_____

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(i) et seq.

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

The District operates and maintains an unmanned airport leased from a private corporation. It is listed as an unattended airport in the pilot's airport guide.

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.

The District maintains an unmanned airport with runway and parking spaces. There are no hangars, towers, and radios, and fuel service is not provided.

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.

The District does not have any master plans or studies.

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.

At the airport, the present and planned land uses are airport runway and parking. Within the remainder of the District, the properties are generally owned by those who

own airplanes or own airport related businesses. The boundaries of the District were drawn as to include only those properties directly affected by the airport. However, businesses have been developed within the District which includes a Wal-Mart. There are no agricultural lands.

- b) The present and probable need for public facilities and services in the area.

The boundaries of the District were drawn as to include only those properties directly affected by the airport and for the purpose to allow a public entity to acquire an airport.

- c) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

The airport has 25 parking spaces and the average occupancy rate is 15. The adequacy of the airport meets the needs of those within the District and those who use the airport. In addition, the military, County Fire, Cal Fire, and the County Sheriff utilize the airport during emergencies.

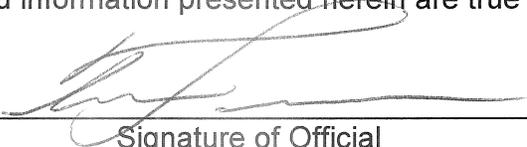
- d) The existence of any social or economic communities of interest in the area.

Social and economic communities of interest include the Town of Yucca Valley (the District wholly within the Towns' boundaries), the properties and businesses that utilize the airport, and the Wal-Mart located within the District.

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: July 4, 2009



Signature of Official

Timothy W. Lewis

Printed Name

Secretary / Treasurer

Title