

**RIM OF THE WORLD RECREATION AND PARK DISTRICT
DISTRICT PROFILE SUMMARY SHEET**

3149

District Contact Person(s):

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Date of Formation:

The Rim of the World Recreation & Park District was first formed by the
San Bernardino County Board of Supervisors in June of 1981 as a County
Service Area known as CSA 70 P-3. .

Principal Act:

On November 8, 1983, the voters within the District passed a ballot
measure that provided up to a \$10.00 per parcel Special Tax.

Improvement District(s): _____ YES ___X___ NO

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

Not applicable _____

Governing Body:

The Board of Directors derives its powers from legislation as set fourth in
the Public Resources Code and the Government Code. Members of the
Board of Directors are elected by the citizens of the District every two
years. Terms of Board members are four years in duration. Our Board
consist of 5 members; William Robert Reedy (Chairman), Hugh Bialecki
(Secretary), Laura Dyberg (Member), Ronald Pete Hall (Member) and
Davis Hopper (Member). _____

Membership:

ROWRPD is members of California Association for Park and Recreation
Indemnity. California Association of Recreation and Park Districts.

California Special District Risk Management Authority, California Special District Association, California Park and Recreation Society and all of our local Chambers of Commerce.

Public Meetings:

Our Board meets regularly on the 4th Monday of every month at 6:00 p.m. except November & December meetings are combined and held the first Monday of December. Special Board meetings and workshops are set periodically to discuss District/Public business. Board meetings are typically held at Districts main office unless other locations specified.

SERVICES

Currently Authorized Powers (Services):

SERVICE	FUNCTIONS
Recreation and Parks	Administration
	Recreation Programs
	Childcare Program
	Parks and sports fields Maint. & Oper.
	Senior Citizen/Community Centers

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

SERVICE	FUNCTIONS

Area Served: 110 Square Miles/ 70,000 Acres

Population: _____ (Outline source for figure)

Registered Voters: 16,193 As Of 9/14/09 (Date)

Services Provided Outside Agency Boundaries: None

SERVICE	PROVIDED TO WHOM	DATE OF CONTRACT	SUNSET DATE

Special charges for service outside boundaries:

Non applicable

Special policies for providing service outside boundaries:

Non applicable

SPHERE OF INFLUENCE

Established:

LAFCO Number	Resolution No./ Date Adopted	Location
2368	2078 1/21/87	

CHANGES: None

LAFCO Number	Resolution No./ Date Adopted	Type Of Change	Location

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
Blue Jay 2134, Cedar Glen 439, Crestline 10477, GVL 305, Lake Arrowhead 9792, Running Springs 5386, as recorded in the 2000 Census
 - b) Existing and projected within sphere of influence (not to include area within agency's boundaries) **Same as above, no growth expected**
2. General Plan **N/A**
 - 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 **N/A**
2. Water Service Plans/Studies **N/A**
 - a) Supply and demand information
3. Sewer Service Plans/Studies **N/A**
 - a) Capacity and demand information
4. Age and Condition of Facilities **N/A**
 - a) Water supply and distribution system
 - b) Wastewater collection and treatment
5. Capacity Analysis **N/A**
 - a) Number of service units available

- 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?

6. Future Development

- a) What additional infrastructure is needed?
Additional Park Facilities are needed, in particular ball fields.
- b) Description of additional facilities
- c) How will it be funded?
- d) Is there a schedule for improvement?

7. Reserve Capacity

- a) What is the policy? **The District would like to reserve 10% of the annual budget amount although no reserves currently exist.**
- b) Are there inter-ties with other agencies? **No**

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 **See Attached**
- b) Two most recent completed audits **See Attached**
- c) Service upgrades **N/A**
- d) Capital improvements **N/A**

2. Bond Rating **None**

3. Revenue Sources

- a) Identify
 - Special Assessment Revenue 46.76%**
 - Recreation Program Revenue 42.69%**
 - Rental Income 8.45%**
 - Donation 1.7%**
 - Other Income .39%**

b) Can they be expanded? **District is pursuing a proposed assessment increase scheduled for March, 2010. Rental income can increase if all leasable offices were at full occupancy. Rental income can increase due to increased use of facilities.**

4. Major Expenditure Categories

- a) Identify
 - Salaries and Benefits 61.47%**
 - Maintenance and Operations 18.5%**
 - Professional Services 10%**
 - Mortgage Payments 6%**
 - Program Supplies 4%**

b) What methods are used to control costs? **District obtains multiple quotes for supply purchases and improvement projects, purchases in bulk for reduced rates, and reduces staff whenever possible.**

5. Joint Financing Projects **N/A**

- 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 **Regional Parks provides facilities and services within the District service area**

7. Rely on Other Agencies

- a) Administrative functions **Current contract with Special Districts Dept.**
- b) Grant management **Current contract with Special Districts Dept.**
- c) In-house cost vs. outside cost **N/A**

8. Per-Unit Service Costs **N/A**

- a) Identify
- b) Comparison with others

9. Identify current rates and plans. Please identify any planned rate changes. **N/A**

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. **District shares San Moritz ball fields at Lake Gregory through a lease with Regional Parks as well as maintaining Running Springs “Caplinger” ball field which is owned by the Rim of the World Unified School District.**

b) Future opportunities/options **Expanded shared facility opportunities exist with the School District and the proposed Lake Arrowhead Community Park could be developed as a joint enterprise with other local agencies.**

2. Duplication of Facilities

- a) Existing duplication? **No**
- b) Planned/future duplication? **No**
- c) Excess capacity available to outside customers? **No**
- d) Productivity ratings, if any, for staff **None**

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 **District budgets are published annually, containing revenue, operations and maintenance, equipment purchases and replacement, and capital improvement projects. The budget policies are established by the elected Board of Directors.**
- b) Policies for payment of stipend, benefits, travel, educational expenses of the governing body **N/A**
- c) Preparation/public involvement **Budgets are prepared by the District Manager and Administrative Assistant and reviewed and approved by the District Board of Directors. The proposed budget is presented to the Board of Directors at a general meeting/budget workshop. Public questions are contemplated and addressed at these meetings.**
- d) Analysis – revenues/reserves/expenditures **Expenditures and revenues are reviewed and approved at monthly general meetings by the District Board of Directors.**

2. Governing Body **The elected Board of Directors is the governing body for the District**

- a) Selection process **Board members serve four year terms**
- b) Representation (Districts, area-wide) **Board members serve as District wide officials.**
- c) Frequency of meetings **General meetings are held monthly on the last Monday of each month.**
- d) Brown Act compliance **Each board member receives training in Brown Act policy and completes and ethics training training.**
- e) Number of elections over last decade **Five**

3. Level of Service

- a) Meets or exceeds customer needs? **Meets customer needs**
- b) Customer satisfaction
 - i) Surveys **Major public surveys have been conducted three times in the last seven years, as well as ongoing survey solicitation through the District web site.**
 - ii) Complaint tracking **Complaints are addressed through staff review and Board involvement when necessary.**

4. Customer/Community Access

- a) Hours **The District office is open Monday thru Friday from 9am to 5pm except major holidays.**
- b) Newsletters **Brochures, fliers, and newsletters are distributed to local media and through the school system on a regular basis. They outline District programming and facilities that are available for all ages.**
- c) Website **The District website is updated on a weekly or as needed basis detailing programs, activities, and facility locations.**

- d) Media coverage **Media coverage is offered through two local newspapers. No local radio station exists.**
 - e) Cable/public access TV **No local public television exists.**
5. Regular Progress Reports
- a) Budget – major projects **District Budgets are published annually. Board members are updated monthly on capital development projects.**
 - b) Operations **Board members are updated on a monthly basis as to District operations and progress.**
 - c) Voter participation **N/A**
6. Does the agency recommend any government structure options (consolidation, reorganization, status quo)? **No**
- 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? **N/A**
- 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 **There is one full time benefited employee and three near full time (70-80 HPW) employees as well as on 20hpw seasonal maintenance employee and 14 part time child care employees.**
 - b) Technology (e.g. billing systems) **Staff uses quick books to monitor billing and payments and Excel for program rosters and facility rentals.**
 - c) Joint Powers Agreements
 - i) Identify and describe **The District is in a JPA with California Association for Park and Recreation Indemnity covering all aspects of the Districts operations and services.**
 - 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**

RECEIVED
NOV 03 2009

LAFCO
San Bernardino County

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: Rim of the World Recreation and Park 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.):

Rim of the World Unified School District Joint use agreement for use of school owned areas and facilities for recreation programs and licensed before and after school child care.

California Association for Park and Recreation Indemnity a joint powers authority comprised of California special districts for liability and property coverage

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.)
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).

Non applicable

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

General Plan Non applicable

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	<u>Adopted 1989 and copy enclosed</u>
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(i) et seq.

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

The ROWRPD provides administrative oversight of District per diem, board of directors directives on the functions of planning, organizing, staffing coordination, reporting, budgeting and evaluation. The district is comprised of four divisions: Administration, Facilities (parks, ball fields and senior/community centers) Recreation and Child Care.

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.

Parks, ball fields, childcare sites, senior / community centers and district office are all located within the designated service area boundaries established in 1985. LAFCO has current service area boundary map.

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.

District has on file a 19 year old document completed and adopted in 1990 called a 10 year Park and Recreation Master Plan. Master plan was provided to LAFCO more than 18 years ago.

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.

District intends to function as budget revenues allow to provide the following:

1. Recreation and park administration
2. Recreation programs
3. Maintenance and operation of indoor and outdoor recreation areas and facilities
4. Operate five child care sites
5. Senior / Community Centers

b) The present and probable need for public facilities and services in the area. There is definitely need for expanding and developing more public recreation areas and facilities.

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

The present needs and demands on existing recreation areas and facilities is evident by more persons desiring to utilize sports fields and indoor gyms. There aren't enough sports fields and indoor gyms within the District to support demand.

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

There has been an expressed opinion to follow the results of the 5 year recommendation of the Community Development Block Grant Program Report for more youth and services areas and facilities.

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: October 30, 2009



Signature of Official
REESE TROUSTEAD

INTERIM GEN MANAGER

Title

Printed Name