

**Morongo Valley
Community Services District**

**Service Review and Sphere Update
Response**

Attachment 2c

MORONGO VALLEY COMMUNITY SERVICES DISTRICT
DISTRICT PROFILE SUMMARY SHEET

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APR 13 2010
LAFCO
San Bernardino County

District Contact Person(s):

Meg Foley

Address:

P.O.Box 46 - 11207 Ocotillo St.
Morongo Valley, CA 92256

E-mail Address:

mvcsd@roadrunner.com

Website Address:

N/A

Date of Formation:

August 4, 1958

Principal Act:

Community Services District Law

Improvement District(s): YES X NO

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

Governing Body:

5 Member Elected Board of Directors

Membership:

- Carol Goldberg, President
- Chuck Osborne, Vice President
- Richard Brewer, Director of Finance
- Bill Egan, Fire Commissioner
- Hap Trowbridge, Park Director

Public Meetings:

regular public meetings held the 3rd Tuesday of every month, at
7:00 p.m. Special public meetings, as needed

SERVICES

Currently Authorized Powers (Services):

SERVICE	FUNCTIONS
Structural, watershed, prevention, paramedic, emergency first aid, rescue and suppression	Fire Protection
Park development, operation and recreation	Park & Recreation
Children's & Adult Library programming, public internet service	Library Service
Streetlighting	Streetlighting

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

SERVICE	FUNCTIONS

Area Served: 27.25 Square Miles/ 17,440 Acres

Population: 3485 – per 2000 census (Outline source for figure)

Registered Voters: 1754 As Of 11/2/2009 (Date)

Services Provided Outside Agency Boundaries:

SERVICE	PROVIDED TO WHOM	DATE OF CONTRACT	SUNSET DATE
Emergency response	Riverside & San Bernardino Counties	Mutual aid system	

Special charges for service outside boundaries:

N/A

Special policies for providing service outside boundaries:

N/A

SPHERE OF INFLUENCE

Established:

LAFCO Number	Resolution No./ Date Adopted	Location
1163	7/19/1972	

CHANGES:

LAFCO Number	Resolution No./ Date Adopted	Type Of Change	Location
2422	9/23/87	Expansion	
2655	3/20/91	Expansion & Reduction	

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**MUNICIPAL SERVICE REVIEW
Morongo Valley CSD**

3151

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 **(3485 – 2000 Census; projected 1.4% annual increase per Morongo Valley Community Plan)**
 - b) Existing and projected within sphere of influence (not to include area within agency's boundaries **(same as above)**)
2. General Plan
 - a) **Morongo Valley Community Plan, April 12, 2007**
 - b) Other – **none**
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 - **NA**
2. Water Service Plans/Studies - **NA**
 - a) Supply and demand information
3. Sewer Service Plans/Studies – **NA**
 - a) Capacity and demand information
4. Age and Condition of Facilities - **NA**
 - a) Water supply and distribution system
 - b) Wastewater collection and treatment
5. Capacity Analysis
 - a) Number of service units available - **3 Fire Engines; 2 Water Tenders**
 - b) Number of service units currently allocated – **3 Fire Engines; 2 Water Tenders**
 - c) Total number of service units within agency boundaries – **Same as above**
 - d) Total number of service units outside agencies boundaries. Are there out-of-agency contracts? **Mutual Aid pact** Is the out-of-agency rate different than the in-agency rate for service? **Unknown**

6. Future Development

- a) What additional infrastructure is needed? **None**
- b) Description of additional facilities - **NA**
- c) How will it be funded? **NA**
- d) Is there a schedule for improvement? **NA**

7. Reserve Capacity

- a) What is the policy? **NA**
- b) Are there inter-ties with other agencies? **Mutual Aid**

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 - **Attached**
- b) Two most recent completed audits - **Attached**
- c) Service upgrades **None**
- d) Capital improvements - **None**

2. Bond Rating **Unknown**

3. Revenue Sources

- a) Identify **Property Tax allocation; Assessment, Grants, Cost Recovery**
- b) Can they be expanded? **Yes, with voter approval**

4. Major Expenditure Categories

- a) Identify **See attached budgets**
- b) What methods are used to control costs? **Staff & Board review; Purchase Order System; External bookkeeper; Annual Audit**

5. Joint Financing Projects

- a) Does agency participate? **NO** If so, what are they? **NA**
- b) What are the policies? **NA**
- c) Please provide a copy of the agreement. **NA**

6. Overlapping/Duplicative Services - **None**

7. Rely on Other Agencies

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

8. Per-Unit Service Costs- **NOT AVAILABLE**

- a) Identify
- b) Comparison with others

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

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 – Short term agreement to house Bureau of Land Management Fire apparatus and crew @ Morongo Valley Station #462 so BLM can be closer to Big Morongo Canyon Preserve

b) Future opportunities/options Aforementioned agreement may be extended

2. Duplication of Facilities

a) Existing duplication? None

b) Planned/future duplication? None

c) Excess capacity available to outside customers? NA

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- Public Adoption per CA GC

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

c) Preparation/public involvement Discussion @ meetings re: Draft budget; public Adoption

d) Analysis – revenues/reserves/expenditures Minimum quarterly review – annual audit.

2. Governing Body

a) Selection process General Elections

b) Representation (Districts, area-wide) Morongo Valley CSD

c) Frequency of meetings monthly

d) Brown Act compliance Yes

e) Number of elections over last decade – every two years

3. Level of Service

a) Meets or exceeds customer needs?

b) Customer satisfaction

i) Surveys NA

ii) Complaint tracking Yes

4. Customer/Community Access
 - a) Hours FD – 24 hours/7days per week/365 per yr.
 - b) Newsletters – column in community newsletter
 - c) Website – info. on a community site, no CSD site
 - d) Media coverage - Yes
 - e) Cable/public access TV No

5. Regular Progress Reports
 - a) Budget – major projects yes, track grants, major expenses, regular updates to Directors
 - b) Operations – monthly reports
 - c) Voter participation – comments during meetings

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?
 - a) Strategies for directing growth plans to upgrade apparatus
 - b) Infill NA
 - c) Conservation NA
 - d) Annexation policies no policies
 - e) Policies related to providing service outside agency boundaries Mutual Aid pacts.

8. Operational Efficiencies
 - a) Staffing Levels Fire Department: 6 F/T; 14 P/T & volunteer; CSD - 1 GM; 1 Groundsman; 1 P/t Office worker.
 - b) Technology (e.g. billing systems) lap tops interfaced w. ICEMA to transmit onsite patient info.
 - c) Joint Powers Agreements NA
 - i) Identify and describe
 - ii) Please provide copy of agreement
 - iii) Generally describe service area
 - iv) Describe any specific policies related to the agreement

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MANDATORY FIVE YEAR SPHERE OF INFLUENCE UPDATE

LAFCD
San Bernardino County

1. NAME OF AGENCY: Morongo Valley Community Services 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.):

- 1) County Of San Bernardino (public entity) – Police;road maintenance:flood control;elections
- 2) Morongo Basin Ambulance (private entity)
- 3) Mutual Aid/ Auto Aid w. neighboring Fire Departments in San Bernardino & Riverside Counties

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.)

We would like to annex Sections 1, 2, 8 and the portions of sections 10, 11, 12 and 18 that are currently within our sphere but not within District Boundaries. We have not begun any formal process as of this writing.

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).

NA

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

General Plan Morongo Valley Community Plan - adopted 3/13/07

Elements if adopted separately

NAME	DATE OF ADOPTION/UPDATE PLANS
_____	_____
_____	_____

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	_____ NA _____
Master Plan for Sewer Utility	_____ NA _____
Master Plan for Fire Service	_____ in process of developing _____
Master Plan for Park Service	_____ adopted 7/07 review in 2013 _____
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.

- 1) MVCSD provides structural fire suppression and prevention services; paramedic services; emergency first aid; watershed protection.
- 2) MVCSD owns park lands and has the authority to develop parks, run parks and recreation; operations and acquire and develop new parklands.
- 3) the MVCSD operates one childrens' library and one library for older patrons, offering library services and internet access.
- 4) The MVCSD maintains and finances streetlighting on the surface streets of the district.

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 Fire Department provides service to the entire District and responds to emergencies within the Sphere of Influence. The MVCSD operates 2 parks within District Boundaries. Library Services are available to any residents (or non- residents) Streetlights are located at regular intervals in highly developed portions of the District. In outlying areas the lights are spaced farther apart.

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.

Park Strategic Plan (attached) outlines current and planned park usages. It was created in 2007 and scheduled for update in 2013.

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.

We anticipate developing 2 separate parks when funds allow. The Fire Department continues to enhance services and expand apparatus to keep up with population growth. We would like to annex several sections and partial sections we currently service.

b) The present and probable need for public facilities and services in the area. Emergency services, no plans to develop park lands in the current sphere of influence.

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

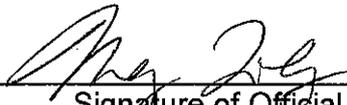
We anticipate expanding emergency services and recreation opportunities as growth mandates.

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

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: Nov 20, 2009


Signature of Official

Meg Foley
Printed Name

General Manager, Morongo Valley CSD
Title