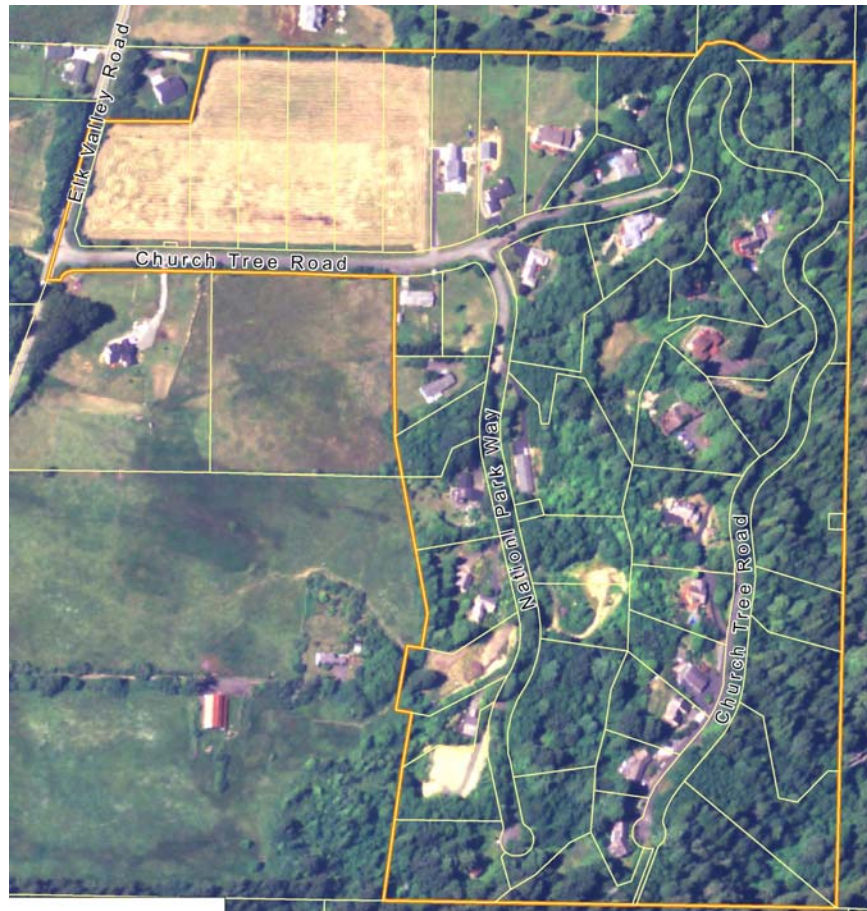


Municipal Service Review  
For a Community Services District  
Within Del Norte County

## Church Tree Community Services District



Prepared by:  
**Del Norte *Local Agency Formation Commission***  
May 2009

For Updating the Sphere of Influence Report

# TABLE OF CONTENTS

	Page
Introduction .....	1
Agency Profile.....	4
Governance Structure and Administration.....	4
Population and Land Use .....	5
Services Provided .....	5
Other Service Providers.....	7
Determinations .....	8
References.....	8

# LIST of TABLES and FIGURES

Figure 1: Church Tree CSD Boundary and Sphere of Influence.....	3
Table 1: Agency Profile .....	4
Table 2: Board of Directors .....	4

## **INTRODUCTION**

This Municipal Service Review (MSR) was prepared as part of a mandated review of the spheres of influence (SOI) of all government entities in the County by the Del Norte Local Agency Formation Commission (LAFCo). This report focuses on the Church Tree Community Service District (CTCSD). The purpose of this study is to examine and evaluate local governmental services in order to improve overall understanding of local service conditions and to enhance these conditions through comprehensive review and analysis. This MSR presents for the Commission's consideration a discussion, analysis, and recommendations regarding services provided by the CTCSD. The current SOI for the CTCSD was updated in 1975; this MSR serves to update the relevant data on services provided within the district's SOI. At this time, the SOI is not proposed to be amended.

### **Review Methods**

This MSR was prepared by LAFCo staff during March-May of 2009. The CTCSD completed an agency profile questionnaire, which provided LAFCo with the current status of district operations. The draft report was sent to district staff for review and clarification. All information gathered for this report is stored in Del Norte LAFCo files for future reference.

### **Statutory Authority**

The fundamental role of the Local Agency Formation Commission (LAFCo) is to implement the Cortese-Knox-Hertzberg Act (Act) consistent with local conditions and circumstances. The Act guides LAFCo's decisions. The major goals of LAFCo as established by the Act are to:

- Encourage orderly growth and development;
- Promote orderly development;
- Discourage urban sprawl;
- Preserve open-space and prime agricultural lands by guiding minimizing resource loss;
- Exercise its authority to ensure that affected populations receive efficient services;
- Promote logical formation and boundary modifications that direct the burdens and benefits of additional growth to those local agencies that are best suited to provide services;
- Make studies and obtain and furnish information which will contribute to the logical and reasonable development of local agencies to provide for present and future needs;

- Establish priorities by assessing and balancing community service needs with financial resources available to secure and provide community services and to encourage government structures that reflect local circumstances, conditions and financial resources;
- Determine whether new or existing agencies can feasibly provide needed services in a more efficient or accountable manner and, where deemed necessary,

As set forth in §56425(g) of the Act, on or before January 1, 2008, and every five years thereafter, Humboldt LAFCo shall review and update each Sphere of Influence (SOI). An MSR shall be conducted prior to, as a part of, or in conjunction with, the action to adopt, amend, or revise an SOI pursuant to the Act. Together, the SOI and MSR documents analyze the District's ability to serve existing and future residents.

In accordance with §56430 of the Act, in preparation for adopting, amending, or revising an SOI, Humboldt LAFCo shall comprehensively review all services and public service providers within the designated geographic area. The Commission shall prepare a written statement of determinations on six subject areas as pursuant to state law; these determinations may be utilized in future decision-making about the provision of services, appropriate boundaries, changes of organizations, and need to revise or update SOIs. LAFCO is required to make written determinations on the following:

1. Growth and population projections for the affected area;
2. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
3. Financing ability of agencies to provide services;
4. Status of and, opportunities for, shared facilities;
5. Accountability for community service needs, including governmental structure and operational efficiencies;
6. Any other matter related to effective or efficient service delivery, as required by commission policy.

Figure 1: Church Tree CSD Boundary and Sphere of Influence



## **AGENCY PROFILE**

The Church Tree Community Services District (CTCSD) is located approximately four miles northeast of the City of Crescent City, which is 350 miles north of San Francisco on the Pacific Coast. The district is located along the western border of the Jedediah Smith Redwoods State Park and covers approximately 64 acres.

### **Formation**

The CTCSD was formed by Resolution of the Del Norte County Board of Supervisors on May 11, 1970. The special district was formed for the purpose of providing potable water for the Church Tree Subdivision.

**Table 1: Agency Profile**

<b>Agency Name</b>	<b>Date of Formation</b>	<b>Enabling Legislation</b>
Church Tree Community Services District	May 11, 1970	California Government Code 61000
<b>Contact Person</b>	<b>Contact Title</b>	<b>Email/Website</b>
Harold Washmuth	Secretary	Email: <a href="mailto:washmuth@charter.net">washmuth@charter.net</a>
Jim Nelson	President	<a href="mailto:nelsonjl@charter.net">nelsonjl@charter.net</a>
<b>Mailing Address</b>	<b>Physical Address</b>	<b>Phone/Fax</b>
Church Tree CSD 251 Church Tree Road Crescent City, CA 95531	N/A	Phone: (707) 465-1753

### **Governance Structure and Administration**

CTCSD is governed by a five member Board of Directors that is elected by district residents. The Board meets when deemed necessary and meeting dates and agendas are posted at the district's pump house 72 hours prior to the meeting.

**Table 2: Board of Directors**

<b>Board Member</b>	<b>Title</b>
Jim Nelson	President
Harold Washmuth	Secretary
Roy Magnuson	Director
Tim Criteser	Director
Vacant seat	Director

## **Population and Land Use**

### **County Population and Growth**

According to the State of California, Department of Finance, Del Norte County has an estimated 2008 population of 29,419<sup>i</sup>. Del Norte County's 2007 population growth rate was 0.7%<sup>ii</sup>. According to the Del Norte County General Plan 2030, the County's estimated 2030 population is 42,420.

The County General Plan guides land use decisions within Del Norte County and the CTCSD's jurisdiction.

### **District Population and Housing Projections**

The CTCSD currently serves a population of 40. At the County's growth rate of 0.7%, this will result in a 2025 population of 45. The Church Tree subdivision is essentially built out. The remaining lots would be difficult to develop due to steep slopes and on-site sewage limitations.

## **Services**

The CTCSD provides water service to a small hillside area east of Elk Valley Road. The district serves 26 connections and approximately 40 residents within its boundary. The district currently has no paid staff. All agency decisions are overseen by the Board of Directors.

### **Water Source**

The CTCSD purchases water from the City of Crescent City who then distributes the water to the district's customers. Crescent City's water source is groundwater from the Smith River aquifer. The Smith River drainage basin covers 700 square miles and produces approximately 2.9 million acre feet of water per year (AFY), providing an abundant supply of high quality fresh water to the City of Crescent City and the surrounding communities<sup>iii</sup>.

### **Infrastructure**

The district currently utilizes the following infrastructure:

- One pump,
- One 35,000 gallon water tank,
- Two miles of water line, and
- Three fire hydrants.

The CTCSD's water system is capable of serving 40 connections and is therefore operating at 65% of its total service capacity.

### **Infrastructure Needs and Deficiencies**

The district reports no infrastructure needs or deficiencies.

## **Planned Upgrades**

The district plans to install three new fire hydrants.

## **Other Service Providers**

The CTCSD receives fire protection and emergency medical services from the Crescent Fire Protection District and the California Department of Forestry and Fire Protection (CAL FIRE). Law enforcement and general governmental services are provided by the County.

## **Budget**

The CTCSD is a small district that operates on a modest budget. Crescent City distributes water to the district and bills the district's customers directly at the county rate, which is slightly higher than the city rate. The district receives a small amount of tax revenue which covers the water system's maintenance and operation costs. The CTCSD has no outstanding debt.

## **MSR DETERMINATIONS**

### **Growth and population projections for the affected area**

The CTCSD serves 26 residential units and an estimated 2008 population of 40. At the county's current population growth rate, the district had an estimated 2025 population of 45. However, there are approximately 50 parcels within the CTCSD boundary, only 26 are currently served by the district. If development should occur on the district's vacant parcels, the CTCSD's population would approximately double.

### **Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies**

The district's water system is capable of serving 40 connections and is currently operating at 65% of its capacity. There are currently no infrastructure or service deficiencies to report. A water system expansion would be necessary for the district to reach full build out within its boundary.

### **Financing ability of agencies to provide services**

The CTCSD provides adequate water service to its customers under the existing rate structure. The water system infrastructure is in good working condition and is insured to cover any unexpected damages. The district does not have any financial constraints to report.

### **Status of and, opportunities for, shared facilities**

The CTCSD has minimal facilities and utilizes Crescent City's administrative staff and office space. There are no further opportunities for shared facilities.



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

The CTCSD Board holds public meetings as needed and meetings are noticed in accordance with the Brown Act. The Board members are elected by District residents and hold four year terms of office. The current government structure is operating efficiently, and appears to have sufficient governance structure and operational capacity, no change is needed.

**Any other matter related to effective or efficient service delivery, as required by commission policy**

There are no further matters to report related to the water service provided by the CTCSD.

**SOI STATUS**

The CTCSD's SOI is sufficient and no changes are recommended at this time.

## REFERENCES

---

<sup>i</sup> State of California, Department of Finance, E-1 Population Estimates for Cities, Counties and the State with Annual Percent Change — January 1, 2007 and 2008. Sacramento, California, May 2008

<sup>ii</sup> *ibid*

<sup>iii</sup> *2005 Urban Water Management Plan: Crescent City, CA*. December 2006. Prepared by Winzler and Kelly for the Crescent City Public Works Department. Last accessed on May 14, 2009.  
[http://www.crescentcity.org/Forms/PW/CC\\_UWMP%202006\\_FINAL.pdf](http://www.crescentcity.org/Forms/PW/CC_UWMP%202006_FINAL.pdf).