

# South County Community Services Districts

Municipal Service Review &  
Sphere of Influence Update

Hunter Valley, Klamath, and Redwood Park  
Community Services Districts



Del Norte  
Local Agency Formation Commission

Commission Approved March 2022

# Del Norte Local Agency Formation Commission

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## Acknowledgements

LAFCo staff would like to thank the contributors to this Municipal Service Review. Input instrumental in completing this report was provided by each community service district.

|                   |                   |
|-------------------|-------------------|
| Hunter Valley CSD | Paul Crandall     |
| Redwood Park CSD  | Robert Nulph      |
| Klamath CSD       | Margaret Caldwell |

This report would not have been possible without their assistance.

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# INTRODUCTION

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This report is prepared pursuant to legislation enacted in 2000 that requires Local Agency Formation Commissions (LAFCos) to conduct a comprehensive review of municipal services and update the spheres of influence of all agencies under LAFCo's jurisdiction. This service review focuses on community service district services (CSD) in southern Del Norte County including Hunter Valley CSD, Klamath CSD, and Redwood Park CSD.

## Service Review Determinations

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.) requires LAFCo to review and update spheres of influence not less than once every five years and to review municipal services prior to or in conjunction with sphere updates. The requirement for service reviews arises from the identified need for a more coordinated and efficient public service structure to support California's anticipated growth.

Effective January 1, 2008, Government Code Section 56430 requires LAFCo to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determination with respect to each of the following topics:

- Growth and population projections for the affected area;
- The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence (effective July 1, 2012);
- Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies (including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence);
- Financial ability of the agency to provide services;
- Status of, and opportunities for, shared facilities;
- Accountability for community service needs, including governmental structure and operational efficiencies; and
- Any other matter affecting or related to effective or efficient service delivery, as required by Commission policy.

## Uses of This Report

The service review process provides LAFCo with a tool to study current and future public service conditions and to evaluate organizational options for fostering orderly growth and development, promoting the efficient delivery of services, and encouraging the preservation of open space and agricultural lands. The potential uses of this report are described below.

### Update Spheres of Influence

LAFCo will use this report as a basis to update the spheres of influence (SOI) of the districts. Markedly, spheres of influence designate the territory that LAFCo believes represents the affected agencies' appropriate future jurisdictions and service areas. All boundary changes, such as annexations, must be consistent with the affected agencies' spheres of influence with limited exceptions.

## Consider Jurisdictional Boundary Changes

LAFCo is not required to initiate any boundary changes based on service reviews. However, LAFCo, local agencies, or the public may subsequently use this report together with additional research and analysis, where necessary, to pursue changes in jurisdictional boundaries.

## Resource for Further Studies

Other entities and the public may use this report for further studies and analysis of issues relating to resource conservation services in Del Norte County.

## Review Methods

Each agency reviewed as part of this service review process demonstrated full accountability in disclosure of information and cooperation with LAFCo. The following information was considered in the service review:

- Agency-specific data: responses to LAFCo Requests for Information, budgets, fee schedules, maps, and district plans.
- Demographic data: U.S. Census Bureau; Department of Finance.
- Population projections: Department of Finance.
- Long-Term Debt: California State Controller.
- Revenue: California State Controller; Del Norte County Auditor/Controller; Comprehensive Annual Financial Reports.

Information gathered was analyzed and applied to make the required determinations for each agency. All information gathered for this report is filed by LAFCo for future reference.

## PURPOSE

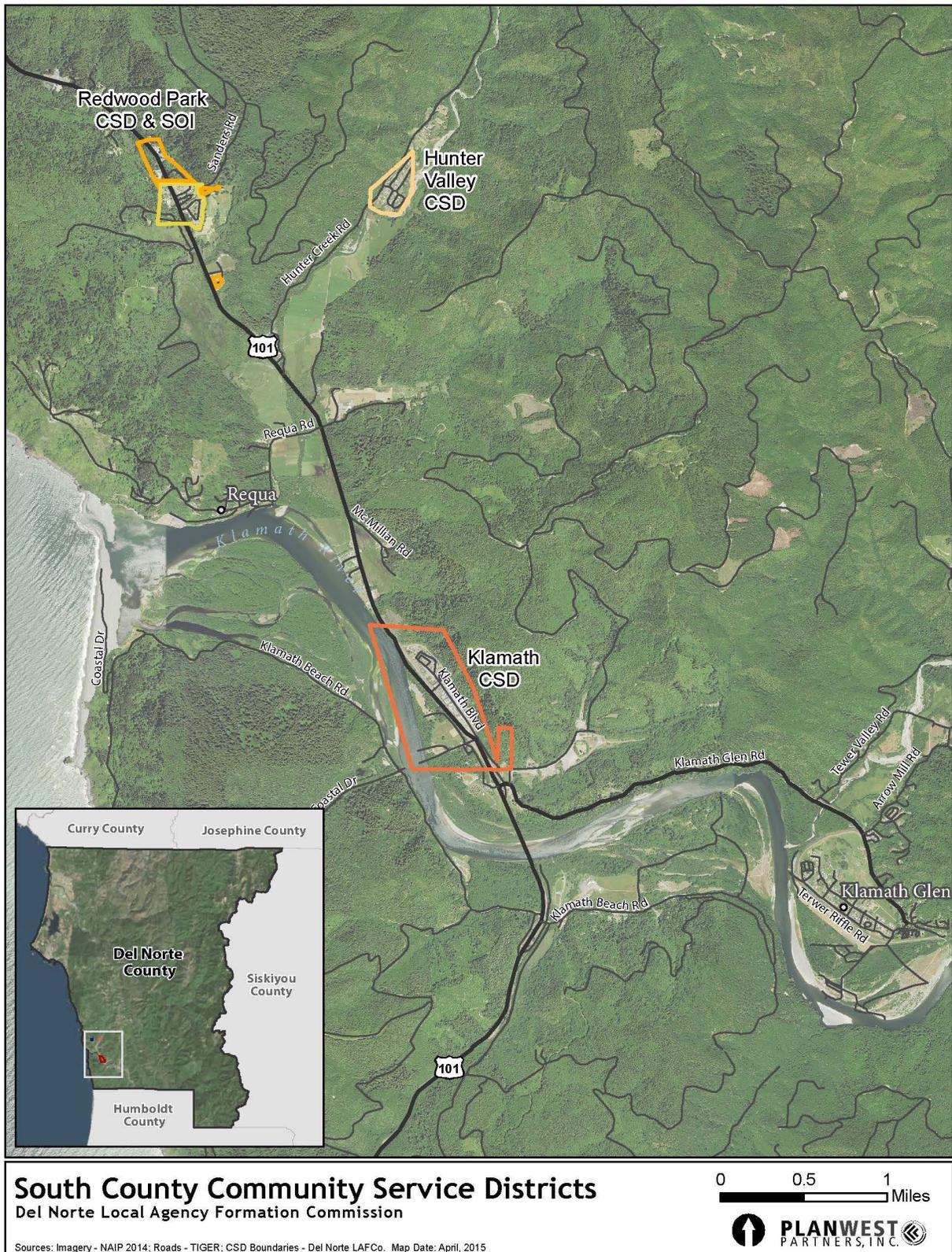
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This report focuses on the community services districts located in the Terwer /lower Klamath Valleys of southern Del Norte County, including: Hunter Valley CSD, Klamath CSD, and Redwood Park CSD (Figure 1). Due to the rural nature and topography in this region, water and wastewater services are not provided on a regional basis, but rather by small individual districts. In addition to the CSDs listed above, there are small community water systems in Requa and Klamath Glen managed by the Yurok Tribe; these water services are not subject to LAFCo review and are not discussed further in this document.

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 determinations regarding services provided by the three CSDs. This MSR serves to update the relevant data on services provided within each District's boundary and define appropriate spheres of influence.

Figure 1. Regional Community Services District Map



# HUNTER VALLEY COMMUNITY SERVICES DISTRICT

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## Overview

The Hunter Valley Community Services District (HVCSD) is located in southern Del Norte County, approximately 20 miles south of Crescent City, along Hunter Creek in the Terwer Valley, just north of the Klamath River and the community of Klamath.

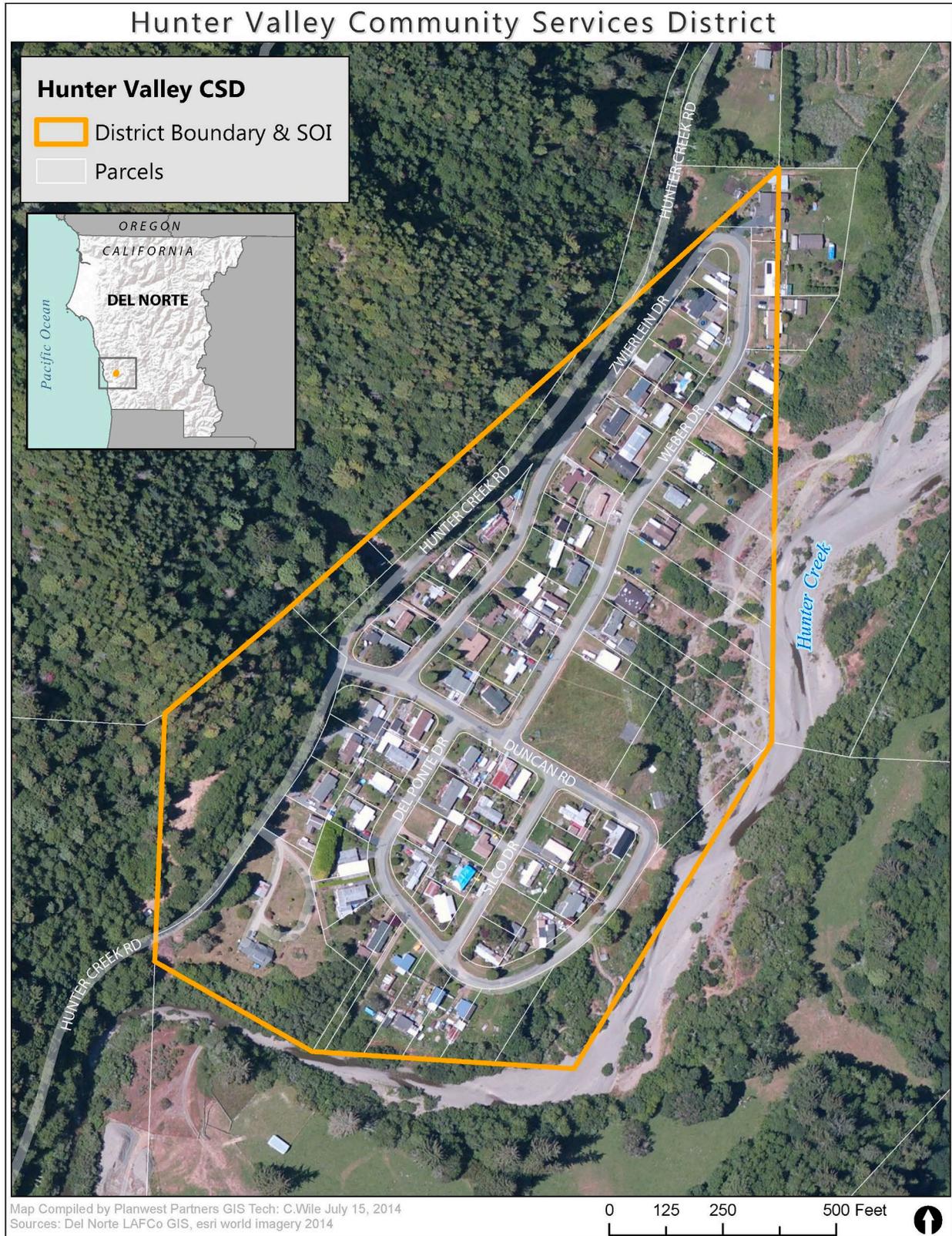
The HVCSD was formed by Resolution of the Del Norte County Board of Supervisors on May 3, 1965 under CSD Law, GC §61000. The special district was formed as an independent special district to provide potable water to residents within the Hunter Creek Subdivision. An annexation was last made to the District on April 24, 1967, in which 3 parcels totaling 5 ½ acres were annexed to the northwest of the old District boundary. The District’s SOI was adopted a short time later by Resolution 76-8 on June 22, 1976, and is coterminous with the District Boundary. The service area boundary for the HVCSD is shown on Figure 2.

| Mission Statement                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------|
| The Hunter Valley Community Services District mission is to provide sanitary, clear, fresh, and abundant water to our customers |

**Table 1: Hunter Valley CSD Agency Profile**

| Formation                   |                                                                                   |
|-----------------------------|-----------------------------------------------------------------------------------|
| <b>Agency Name</b>          | Hunter Valley Community Services District                                         |
| <b>Date of Formation</b>    | May 3, 1965                                                                       |
| <b>Enabling Legislation</b> | State of California GC §61000, et seq.                                            |
| Contact                     |                                                                                   |
| <b>Contact</b>              | Paul Crandall, Secretary Treasurer                                                |
| <b>E-mail</b>               | plcrandall@hughes.net                                                             |
| <b>District Office</b>      | 25 Del Ponte Drive Klamath, CA 95548                                              |
| <b>Mailing Address</b>      | Same as above                                                                     |
| <b>Phone</b>                | (707) 482-0369 <b>Fax:</b> same, call first                                       |
| <b>Website</b>              | <a href="https://www.huntermvalleycsd.com/">https://www.huntermvalleycsd.com/</a> |
| Governance                  |                                                                                   |
| <b>Governing Body</b>       | Board of Directors, elected, 4-year terms                                         |
| <b>Board Meetings</b>       | Monthly, first Friday of each month, at District Office                           |
| Services                    |                                                                                   |
| <b>Services Provided</b>    | Potable Water, Parks & Recreation                                                 |
| <b>Areas Served</b>         | Hunter Creek Subdivision                                                          |
| <b>Acres (District)</b>     | Approx. 38 <b>Population (District):</b> Approx. 178                              |

Figure 2. Hunter Valley CSD Boundary and Sphere of Influence



## Governance Structure and Administration

HVCSD is an independent special district that is governed by a five-member Board of Directors, elected by District residents, or appointed by the County Board of Supervisors. Board members are volunteers who serve four year terms and oversee District needs and services, along with budget issues. Board Members may be appointed by the Del Norte County Board of Supervisors in lieu of election if there are insufficient candidates to require an election. There are currently two vacancies on the Board. Board Members receive no compensation, or benefits. Table 4 below shows the existing Board composition.

**Table 2: Hunter Valley CSD Board of Directors**

| Board Member  | Title                           | Term Expiration |
|---------------|---------------------------------|-----------------|
| Paul Crandall | Secretary/Treasurer/Board Chair | December 2024   |
| Bob Rodgers   | Board Member                    | December 2022   |
| Sally Rodgers | Board Member                    | December 2024   |

The Board meets once per month on the first Friday of the month. Meetings are held at 25 Del Ponte Drive Klamath, CA 95548, and noticed verbally and by e-mail. The HVCSD maintains no office or staff. The district is operational 24/7 and district volunteers are available by phone to customers and members of the public.

## Population and Land Use

### Land Uses

The HVCSD contains the Hunter Creek Subdivision and associated residential development. Lands within the district are primarily designated rural residential and residential neighborhood, with a small portion designated general agriculture, resource conservation, and timberland; the District is surrounded by resource lands. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

### Current Population

The HVCSD serves a population that is primarily low and fixed income elderly, on disability or retirement (HVCSD, 2014). HVCSD currently serves 68 residential units within the Hunter Creek Subdivision. According to the State of California, Department of Finance, the average population per household in Del Norte County is 2.615. Therefore, the District's estimated population is 178.

### Projected Growth

According to the most recent Census information, the total Del Norte County population is 27,743. The Del Norte County population decreased slightly between 2010 and 2020 census. According to the Census, the Klamath Area of Del Norte County population was 1,088 in 2020. The Klamath Area population grew by 195 between 2010 and 2020 census.

There is limited area within the District that could be developed with additional housing units in the future. The HVCSD does not foresee significant growth within district boundaries, nor any increase in service demands as a result of population growth. The District will likely continue to develop at or less than the current county-wide rates of 0.4 percent per year, putting the HVCSD population at approximately 185 in 2025.

## Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

According to the American Community Survey, the median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which puts it at 56% of the California MHI. The Klamath Area MHI is \$35,455, which places it at 78% of the Del Norte County MHI and 44% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged." The Klamath Area unincorporated community qualifies as "disadvantaged."

The HVCSD provides one of the three basic services – water service – to areas that are considered disadvantaged. Structural fire protection services are the responsibility of the Klamath Fire Protection District. There are no sewer services within District boundaries; residents rely on individual septic systems.

## Present and Planned Facilities

### Services Provided

The HVCSD currently provides water service to 68 connections, with a maximum capacity of 80 connections. The District is operating at approximately 80 percent of its capacity. The HVCSD does not foresee changing, adding to, or expanding their District water services, beyond 80 connections.

### *Water Service*

The District's water is stored in a 10,000-gallon steel storage tank that is supplied from a pumphouse containing distribution pumps. The pumps provide 50 psi pressure water service in the lines serving District customers. There is a single hydrant located in front of the Klamath Fire Station. It is not permissible to draw water from the hydrant, except for emergencies. The District's water demand is approximately 156,000 gallons pumped per year. The District does not plan on changing to metered connections.

### Infrastructure

HVCSD's water source is a single well located adjacent to Hunter Creek. According to the State Water Resources Control Board's (SWRCB) Drinking Water Information Clearinghouse DRINC Portal (<https://drinc.ca.gov>), the water for HVCSD is untreated. State sampling performed on May 27, 2014 indicated no deficiencies or contaminants. The District sanitizes the water system once per month with chlorine using a drip monitor. Total District water use is metered, however individual residential connections are not. Water is supplied to homes through 1" PVC supply lines on an unlimited basis. The District's water system consists of the following infrastructure:

- One well,
- One well pump,

- One 10,000 gallon storage tank,
- Two distribution pumps,
- One back-up generator, and
- A polyvinyl chloride (PVC) piping distribution system.

The HVCSD infrastructure is not designed to meet fire flow requirements. Water for structural fire suppression is provided by the Klamath Fire Protection District from a water tender.

### **Infrastructure Needs and Deficiencies**

HVCSD's water system is operating at 85% of its service capacity. The water system adequately serves the existing connections with no major deficiencies, however, the system is operating near its capacity. Also, in light of current statewide drought conditions HVCSD should consider metering all connections within the District and adopting conservation policies. The District does not have any outstanding infrastructure needs that could be addressed in a Capital Improvement Plan.

### **Planned Water System Upgrades**

HVCSD does not currently have a Capital Improvement Plan (CIP) or any planned upgrades.

The District is working to obtain the deed for the Hunter Creek Park property in the Hunter Creek Subdivision. The Park is currently being mowed by volunteer Hunter Creek Property owners. A lightly used industrial grade playground was donated to the District for the Park. It will be installed once the Park is deeded to Hunter Creek CSD.

### **Parks and Recreation Powers**

HVCSD activation of Parks and Recreation powers within the District boundary were approved by Del Norte LAFCo in January 2022, subject to conditions. With the activated powers, the District has requested the County of Del Norte transfer Hunter Creek Park to the District for park purposes. If the transfer is successful, the District will be responsible for maintaining and improving the park.

The District request for the park parcel is based on community interest in having the District managed it for park and recreation use. Property owners have expressed support for additional Parks and Recreation revenues that could be added to annual Water Fee invoices. The revenues will be used for park maintenance and improvement.

If the District receives the parcel from the County, they have plans to install a commercial grade playground and swing set. They have made improvements to the covered school bus stop on the parcel. The District has expressed their willingness to repair an existing basketball court by resurfacing the court, painting new court lines, refurbish the backboard, and installing a net. The District also plans to create a walking path around the park's perimeter, as well as refurbish the existing baseball field, as funds are available.

### **Shared Facilities**

The HVCSD does not currently contract with other districts to receive or provide shared facilities or services. Any future contracts would be dependent on the District's water system capacity. Although Klamath CSD and Redwood Park CSD operate within the region, due to the rural nature and topography of this area there are no opportunities for shared facilities at this time.

## Budget

The HVCSD revenues are comprised of annual water sales and late fees. The District's primary expenditures include District expenses (including utilities), equipment maintenance, and professional services. The District currently has no outstanding debt. The District has a relatively fixed income, so additional expenses such as annual auditing and increasing regulatory agency fees oftentimes prove cumbersome for the HVCSD.

The budgets below are for FY 2020-2022. The District should develop a reserve policy to facilitate saving for unexpected increases in district administrative costs and other unexpected maintenance costs.

**Table 3. Hunter Valley CSD Revenues & Expenditures**

|                                | FYE 2020           | FYE 2021           | FYE 2022           |
|--------------------------------|--------------------|--------------------|--------------------|
| <b>SERVICES &amp; SUPPLIES</b> |                    |                    |                    |
| 20150 Insurance                | \$0.00             | \$0.00             | \$0.00             |
| 20170 Maintenance of Equipment | \$3,000.00         | \$1,000.00         | \$1,500.00         |
| 20220 Office Expense           | \$500.00           | \$900.00           | \$700.00           |
| 20230 Professional Services    | \$4,200.00         | \$5,200.00         | \$5,300.00         |
| 20300 Utilities                | \$4,500.00         | \$5,600.00         | \$5,400.00         |
| <b>OTHER CHARGES</b>           |                    |                    |                    |
| 30500 Department Allotment     | \$0.00             | \$0.00             | \$0.00             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$12,200.00</b> | <b>\$12,700.00</b> | <b>\$12,900.00</b> |
| <b>REVENUES</b>                |                    |                    |                    |
| 90300 Interest                 | \$0.00             | \$0.00             | \$0.00             |
| 91000 Water                    | \$12,200.00        | \$12,700.00        | \$12,900.00        |
| <b>TOTAL REVENUES</b>          | <b>\$12,200.00</b> | <b>\$12,700.00</b> | <b>\$12,900.00</b> |
| <b>NET</b>                     | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>      |

The three year trend shows the maintenance of equipment funds are decreasing. Office Expense and Professional Services funds have increased since 2020. Utilities are expected to increase due to the increasing cost of electricity. The District has no insurance premium.

### Service Rates

The current annual HVCSD water rate for customers is \$200.00. Table 4 shows the HVCSD 2020-21 Fee Schedule. These charges are invoiced annually per connection and are not metered. According to a HVCSD cost comparison the District charges approximately half the monthly water charge compared to other districts in the region. The District water rates have no overage fees.

**Table 4. Hunter Valley CSD Rate Fee Schedule**

| <b>HVCSD Rate Fee Schedule 2020-2021</b>        |          |
|-------------------------------------------------|----------|
| Annual Water Fee                                | \$200.00 |
| Connection Fee                                  | \$75.00  |
| Reconnection Fee (disconnect after non-payment) | \$300.00 |
| Backhoe Fee (\$50/hr, 2hr min)                  | \$100.00 |
| Late Fee-Outstanding Balance-per month          | 10%      |
| Returned/Bounced Check Fee                      | \$25.00  |

The District could consider raising water rates comparable to other Districts to meet increased costs of annual auditing and regulatory agencies' fees. Also, in light of conservation practices HVCSD should consider metering connections, and developing a maximum water allotment per month, with subsequent fees for overages. The District should also encourage conservation.

# MSR Determinations: Hunter Valley CSD

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

The HVCSD serves 68 residential units and an estimated population of 178. There is limited land within the District that could be developed with additional housing units in the future; therefore population growth is expected to be minimal.

At the current County annual growth rate of 0.4 percent, the District's estimated 2025 population is 185; which would require approximately 70 connections, still within the District's maximum capacity of 80 connections.

## **Location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere**

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. HVCSD provides water service to all areas within its District boundary, including areas that are considered disadvantaged. There are no sewer services within the District; residents rely on individual septic systems.

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

The District provides adequate water service to its existing connections. The water system is operating at 85% of its capacity. There are 12 available connections; which would serve an additional population of approximately 31 people based on an average household size of 2.615 person. An increased population is projected for HVCSD over the next 10 years; and the District has capacity to serve anticipated growth.

HVCSD should consider metering water connections and implement conservation practices.

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

The HVCSD revenues come from water sales and late fees. The District budget indicates revenues exceeding expenses for FY 2010-11 and FY 2011-12. The District should develop a reserve policy to facilitate saving for increases in district administrative costs (i.e. annual auditing and regulatory agencies' fees) and other unexpected maintenance costs.

The District could consider raising water rates and developing a maximum water allotment per month, with subsequent fees for overages, comparable to other District's fees and charges.

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

The HVCSD does not currently contract with other districts to receive or provide shared facilities or services. Any future contracts would be dependent on the District's water system capacity. There are limited opportunities for the District to share facilities with adjacent local agencies due to geographical constraints.

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

The HVCSD is governed by a three-member Board of Directors that meets regularly. The members are elected by District residents and hold four year terms of office. The District has a General Manager and volunteers. The current government structure is operating efficiently and appears to provide the necessary services to its customers.

### **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 HVCSD.

## **Sphere of Influence Determinations: Hunter Valley CSD**

### **Sphere of Influence Status**

The current HVCSD SOI is coterminous with District boundaries and is sufficient to accommodate projected growth within the District over the next 10+ years. No services are provided outside of the District boundary or SOI. The District currently has no expansion plans. Based on the results of this MSR, no expansion or reduction to the HVCSD's SOI are necessary at this time.

### **Present and planned land uses in the area, including agricultural and open-space lands.**

Lands within the District are primarily designated rural residential and residential neighborhood; the District is surrounded by resource lands. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

### **Present and probable need for public facilities and services in the area.**

The HVCSD is meeting current water needs of District residents. There is limited land within the District that could be developed with additional housing units in the future; therefore population growth is expected to be minimal. It is anticipated that existing infrastructure and resources could accommodate future development within the District.

### **Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.**

The District provides adequate water service and has adequate capacity to serve customers within its existing service area boundary. The water system is currently operating at 85% of its capacity.

### **Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.**

The District provides water service to the Hunter Creek Subdivision which, according to the District, is primarily comprised of low income elderly residents on fixed incomes. There are no other communities of interest in the area.

**For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.**

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. HVCSD provides water service to all areas within its District boundary, including areas that are considered disadvantaged. There are no sewer services within District boundaries; residents rely on individual septic systems and structural fire protection services are the responsibility of the Klamath Fire Protection District.

# KLAMATH COMMUNITY SERVICES DISTRICT

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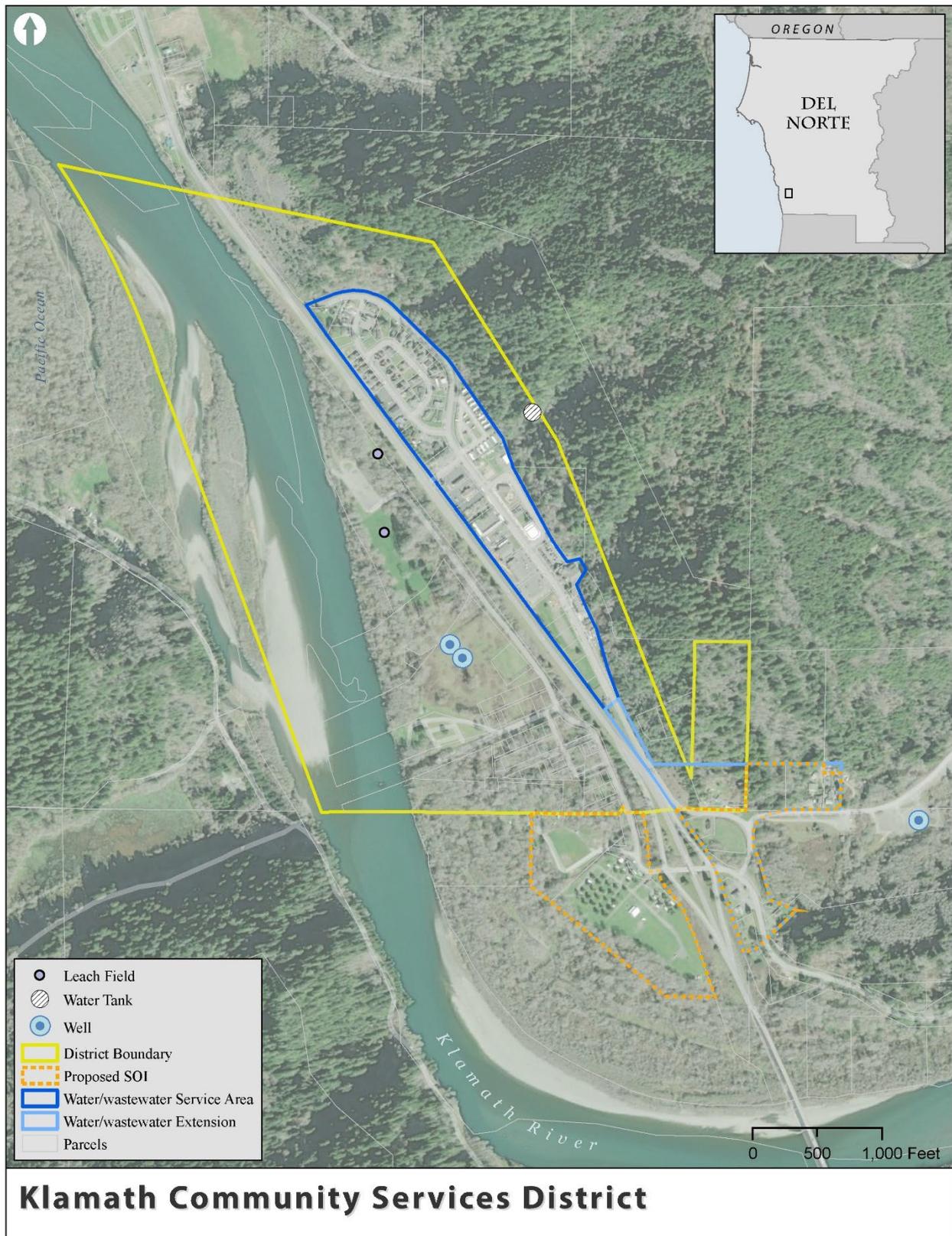
## Overview

The Klamath Community Services District (KCS D) is located in southern Del Norte County, CA, approximately 20 miles south of Crescent City and 55 miles north of Arcata. The Klamath CSD was formed June 14, 1965 for the purpose of providing water and wastewater services to the unincorporated community of Klamath. Klamath is located within the northern part of the Yurok Reservation and Klamath CSD serves Yurok Tribal, facilities, and housing at the relocated Klamath Townsite. This includes Tribal Headquarters, a Casino and Hotel. The District is approximately 0.44 square miles (285 acres), with a boundary that extends along both sides of Highway 101 for approximately one mile north of the Klamath Glen Road exit. The District extends west to the Klamath River and east to approximately 400 feet beyond existing development. The Klamath CSD service area boundary and SOI are shown on Figure 3.

**Table 5: Klamath CSD Agency Profile**

| Formation                   |                                                              |
|-----------------------------|--------------------------------------------------------------|
| <b>Agency Name</b>          | Klamath Community Service District                           |
| <b>Date of Formation</b>    | June 14, 1965                                                |
| <b>Enabling Legislation</b> | CA GC §61000, et seq.                                        |
| Contact                     |                                                              |
| <b>Contact</b>              | Margaret Caldwell, Board President                           |
| <b>Alternate Contact</b>    |                                                              |
| <b>Mailing Address</b>      | P.O. Box 430, Klamath, CA 95548                              |
| <b>E-mail</b>               | klamathcsd@gmail.com                                         |
| <b>Phone</b>                | (707) 482-0723                                               |
| Governance                  |                                                              |
| <b>Governing Body</b>       | Board of Directors, elected, 4-year term                     |
| <b>Board Meetings</b>       | Monthly, third Wednesday of each month, at 219 Salmon Avenue |
| Services and Facilities     |                                                              |
| <b>Services Provided</b>    | Water and Wastewater                                         |
| <b>Areas Served</b>         | Klamath town-site                                            |
| <b>Acres (District)</b>     | Approx. 319 <b>Population (District):</b> Approx. 240        |

Figure 3. Klamath CSD Boundary and Sphere of Influence



## Governance Structure and Administration

The Klamath CSD is an independent special district governed pursuant to Community Services District Law (GC §61000, et seq.), by a five member Board of Directors, elected for four-year terms by registered voters residing within the District. Board members must reside within District boundaries, and oversee District needs and services, along with budget issues. The Del Norte County Board of Supervisors may appoint members to the District's Board if there is a lack of candidates for election. A \$40 stipend is paid to each Director for each board meeting attended. Table 6 below shows the existing Board composition.

**Table 6: Klamath CSD Board of Directors**

| Board Member      | Title                   | Term Expiration |
|-------------------|-------------------------|-----------------|
| Margaret Caldwell | Board President         | 2022            |
| Veronica Downs    | Board Secretary /Clerk  | 2024            |
| Laurette Taylor   | Board President Pro-Tem | 2024            |
| Carol Nova        | Board Member            | 2024            |
| David Gensaw      | Board Member            | 2022            |

The Board of Directors meets on the third Wednesday of each month at the Klamath Community Center at 6p.m. Meetings are noticed at the post office, Klamath Market, and on bills sent out. The Annual Board Meeting is held the second Monday of December at 6pm at the Klamath Community Center.

The District employs part time staff, including a field operator, who is a CA water distribution/treatment operator, maintenance worker and a bookkeeper Contract staff includes a district engineer, a district attorney, and an auditor. The District office, located at 600 Klamath Mill Road, is open by appointment only.

The District has no website. SB 929 (McGuire) was signed into law on September 14, 2018 requiring all independent special districts to have and maintain a website by January 1, 2020. Only hardship-based findings, identified in a board resolution approved at a regular meeting, would allow a district to be exempt from establishing or maintaining a website. The District has adopted a hardship resolution citing findings of significantly limited financial resources and insufficient staff resources.

## Population and Land Use

### Land Uses

The Klamath CSD serves the unincorporated community of Klamath including a mix of residential and commercial uses and Tribal facilities. The District also contains lands designated public facility, resource conservation area, and timberland. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

### Current Population and Customers

According to the District, there are approximately 41 residential customers 20 commercial customers within the District boundaries. This includes the Village Mobile & RV Park which has 33 lots, two hotels, and one seasonal RV park. The District estimates a year-around population of 240. Due to seasonal tourism and recreational uses, the District estimates that the summer population exceeds 360.

### Projected Growth

According to the Census, the total Del Norte County population was 27,743 in 2020. The Del Norte County population decreased slightly between 2010 and 2020 census. According to the Census, the Klamath Area

of Del Norte County population was 1,088 in 2020. The Klamath Area population grew by 195 between 2010 and 2020 census.

The District contains vacant residential and commercial lands that will likely continue to develop at or near the current county-wide rates of 0.4 percent per year, putting the Klamath CSD population at approximately 250 in 2025. The District projects a population of approximately 260 in 2025.

The SOI expansion is located on the southeast corner of the district boundary. This portion of the approved SOI location already receives water from the District.

### **Sphere of Influence**

The current Sphere of Influence (SOI) is coterminous with the District Boundary. There is a water service area that extends outside the District boundary, to the South and Southeast. This area was approved for a SOI expansion, in anticipation of future annexation.

### **Disadvantaged Unincorporated Communities**

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

According to the American Community Survey 5-Year Estimates, the median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which puts it at 56% of the California MHI. The Klamath Area MHI is \$35,455, which places it at 78% of the Del Norte County MHI and 44% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged." The Klamath Area unincorporated community qualifies as "disadvantaged."

The Klamath CSD provides two of the three basic services – water and wastewater services – to areas that are considered disadvantaged. Structural fire protection services are the responsibility of the Klamath Fire Protection District.

## **Present and Planned Facilities**

### **Services Provided**

The Klamath CSD currently provides the following services:

- Water storage and distribution; and
- Wastewater collection, treatment, and disposal.

A summary of services, facilities and capacity follows.

### ***Water Service***

The Klamath CSD water infrastructure includes three active wells, one 125,000 gallon water storage tank, and a water distribution system. Water is metered and supplied to homes through 3/4" supply lines. The Klamath CSD serves approximately 63 water connections. This includes 41 residential connections, 20 commercial connections, and 2 irrigation connections for landscaping. The District overall annual average water use is approximately 48,000 gallons per day. The commercial facilities connected to the water system including the Yurok hotel/casino, Knowledge and Cultural Park, Yurok Administrative Center, and Tribe Justice Center. The water system was designed to meet both domestic water and fire flow requirements. There is currently a water moratorium until a new tank is constructed and brought online. It is anticipated that the Tribe's Emergency Operations Center will be connected when the moratorium is lifted and new rates are established. Planned improvements include a new storage tank and connection to the existing system. The district is currently awaiting construction grants to address these issues.

### ***Wastewater Service***

The Klamath CSD is responsible for collection, treatment, and disposal of the community's wastewater. The present service area consists of commercial and residential areas within the Klamath CSD. As of 2021, the wastewater system has 56 connections that include 25 single sewer line connection and 31 multiple service sewer line connections. The District provides approximately 37 residential and 12 commercial wastewater service connections as of 2021. These numbers have not changed due to a North Coast Regional Water Quality Control Board (NCRWQCB) Cease and Desist Order placed on the wastewater system. The wastewater system is capable of serving 49 connections.

Existing facilities consist of a gravity collection system and transmission lines including two pumping stations, a package type contact stabilization treatment facility, and a system of leachfields. The wastewater collection system includes 3,000 feet of 8-inch and 1,950 feet of 6-inch Vitrified Clay Pipe (VCP); 10 manholes; two 200 gallon per minute (GPM) lift station pumps and vault; chambered septic tank; two 50 GPM effluent pumps; and sewer forcemain (Yurok Tribe, 2012). The existing wastewater leachfields are located directly west of the Klamath community and U.S. Highway 101, and directly east and in the vicinity of the Klamath River. The leachfield system is on Del Norte County land leased to Klamath CSD for wastewater disposal. Waste discharge requirements are set by the NCRWQCB and must approve system expansion and increased wastewater flows. The District is currently preparing engineering plans to address these issues.

A sewer force-main located adjacent to the wastewater treatment facility and on the west side of Hwy 101 was replaced after 2006 storms. In 2012, 900 feet of new 4-in HDPE sewer force-main was installed on the east side of Hwy 101 and crossing to the west side of the highway in the vicinity of the leachfield system, removing the threat of Klamath River caused force-main damage. Two new leachfields were installed in 2009 to replace leachfield capacity lost to the Klamath River, one was replaced via United Indian Health Services (UIHS) funding while the other was replaced via FEMA funding.

Two new effluent pumps and new pump chamber were constructed in 2015 to bring the wastewater system and current operation more into compliance with NCRWQCB standards. The overall wastewater collection piping condition was evaluated in an Inflow and Infiltration (I/I) Study completed by Graysky Engineering. Average annual wastewater flows are 15,192 gallons per day (GPD) with a range of between 11,500-20,000 GPD.

In 2018, KCD received grant funding for a wastewater system upgrade. This includes engineering and installing a package treatment plant with increased capacity. The update includes additional influent and effluent pumping stations, an electrical building, and an additional drain field.

## **Infrastructure Needs and Deficiencies**

### ***Water***

The Klamath CSD's water system is being updated with a new tank. The water system renovation planning project, per the Yurok Tribe, has not been completed according to the 2014 agreement. An application for a Water Engineering Grant, a capitol replacement, has been submitted through the California Rural Water Association. The existing tank roof received storm damage. It has been sufficiently repaired and is operational until the new tank is brought online.

Rural Counties Assistance Corporation (RCAC) conducted a Financial Report in 2018, that included the following water system information. "Seasonal usage fluctuations are relatively small and insignificant among residential users. The commercial customers' monthly water usage shows an irregular, high water usage during the months of December to March. Other than this single irregularity, the customers seem to follow a consistent monthly water usage pattern. KCSD currently uses a tiered block rate with four customer classes: 600 CF Included, 2000 CF Included, 6,000 CF Included, except for Green Diamond with a flat rate. While the overage usage rate charges are the same for the first three customer classes, Green Diamond has a flat rate of \$80.00 with no overage "

### ***Wastewater***

The Engineering grant for the wastewater plant expansion has been completed, but they are currently waiting for a construction grant.

#### ***Wastewater System Renovation Planning Project***

The RCAC 2018 Financial Report, prepared with grant funding, reviewed long-term wastewater treatment and disposal options for the Klamath community. The feasibility study included the following:

"The wastewater system has 56 connections consisting of 25 single sewer line connection and 31 multiple service sewer line connections. The system currently has an influent pumping station, primary treatment station, effluent pumping station, wastewater treatment facility and five drain fields. There are four septic tanks, three primary treatment septic tanks, and one effluent tank. There are four submersible pumps, two influent pump, and two effluent pumps.

Due to the need for increased capacity, KCSD has been provided a grant to expand their wastewater system with the help of Stover Engineering. Some of the KCSD wastewater system infrastructure improvements include additional influent and effluent pumping stations, an electrical building and an additional drain field."

## **Planned Water System Upgrades**

The Yurok Tribe has entered into an agreement with the District to provide capital improvements such as a new water storage tank and a new well. The Wastewater System Renovation Planning Project described above will help guide future wastewater system improvements. The water system renovation has not been started or been completed in accordance with the agreement. The District is preparing a Capital Improvement Plan (CIP).

## Other Service Providers

The County of Del Norte provides general governmental services including social services, emergency services, planning, county roads and parks, etc. to the unincorporated areas of Del Norte County. Law Enforcement is provided by the Del Norte County Sheriff's Office and fire protection is provided by the Klamath Fire Protection District and California Department of Forestry and Fire Protection (CAL FIRE).

The Yurok Tribe provides various governmental and social services to Tribal members within the Klamath community including but not limited to: governance, planning, emergency services, and environmental services. The hotel/casino (Holiday Inn Express Redwood Hotel Casino), and Yurok Tribe Justice Center, all have self-contained wastewater treatment systems. The Yurok Tribe's Administration building is served by the Klamath CSD wastewater system. The Yurok Tribe has connected the Justice Center to the Klamath CSD system.

## Shared Facilities

Klamath CSD and Redwood Park CSD contract with the same licensed field operator. Although Klamath CSD and Redwood Park CSD operate within the region, due to the rural nature and topography of this area there are limited opportunities for shared facilities at this time.

## Budget

The majority of water and wastewater revenues come from service charges, but funding also comes from connection fees, late charges, grant funds and other smaller sources. Equipment repair and maintenance, permit and professional fees, wages and insurance are some of the larger expenditures incurred by the District. A summary of Klamath CSD Operating Revenues & Expenditures for Fiscal Years 2019-2021 are shown in Table 7 below. The

**Table 7. Klamath CSD Operating Revenues & Expenditures**

|                             | FYE 2019           | FYE 2020           | FYE 2021            |
|-----------------------------|--------------------|--------------------|---------------------|
| Operating Income            | \$71,358.00        | \$77,335.00        | \$103,068.00        |
| Operating Expense           | \$60,846.00        | \$65,617.00        | \$94,611.00         |
| Net Operating Income (Loss) | \$10,512.00        | \$13,718.00        | \$8,457.00          |
| Other Income                | \$86,200.00        | \$4,895.00         | \$2,870.00          |
| Other Expense               | \$20,205.00        | \$23,757.00        | \$29,090.00         |
| Net Other Income (Loss)     | \$65,995.00        | -\$18,862.00       | -\$26,220.00        |
| <b>TOTAL Net Income</b>     | <b>\$76,507.00</b> | <b>-\$7,144.00</b> | <b>-\$22,210.00</b> |

Source: Klamath CSD

Operating income, operating expense, and other expense have increased in the past three fiscal years. Other Income has decreased in that time. The District provided financial audits for Fiscal Years 2018, 2019 and 2020. In the Statement of Net Position for the most recent audit, the following was reported as of June 30, 2020:

|                    |              |
|--------------------|--------------|
| Total Assets:      | \$1,538,384  |
| Total Liabilities  | \$ 438,537   |
| Total Net Position | \$ 1,099,847 |

## Service Rates

The 2018 RCAC Financial Report included the following rate information: Water rates are based on the actual District financial need. Water related revenue covers costs of procuring, treating, and distributing water within its service area, plus any administrative costs and reserves. The same applied to the wastewater rates. Proposed rates are based on the KCSD's Budget, Capital Replacement Program, and a sales forecast.

The current water rates for Klamath CSD are set based on a RCAC study, see Table 8. There are base rates set by meter size and additional water charges are applied for overages. The rates for water are based on a tiered block rate and has customer classes.

Current wastewater rates are \$50.00/ month based on the Equivalent Dwelling Units (EDU) per EPA plus .006/cubic foot of water usage. KCSD has a total of 99 EDU. The District has identified that the sewer rates are not covering the costs of operation. The District has requested grant funding through the RCAC to perform a rate study to address this issue.

**Table 8. Klamath CSD Water Rates.**

| Meter Size | Base                         | Per (100 cubic ft.) |
|------------|------------------------------|---------------------|
| 3/4"       | \$30.39                      | \$0.09              |
| 1"         | \$50.65                      | \$0.09              |
| 1 1/2"     | \$101.29                     | \$0.09              |
| 2"         | \$162.07                     | \$0.09              |
| 3"         | \$324.13                     | \$0.09              |
| 4"         | \$506.46                     | \$0.09              |
| 5"         | Calculated to Specifications | \$0.09              |
| 6"         | Calculated to Specifications | \$0.09              |

**Table 9. Klamath CSD Wastewater Rates.**

| Rate Selected per EDU |
|-----------------------|
| \$29.00               |
| \$36.00               |
| \$43.00               |
| \$50.00               |
| \$57.00               |

# MSR Determinations: Klamath CSD

## Growth and population projections for the affected area

The Klamath CSD serves both a permanent population and a visitor population within the existing boundaries, based on District estimates. Both are expected to increase in the coming years.

The unincorporated community of Klamath will likely continue to develop at or near the current County annual growth rate of 0.4 percent. The District projects a population of approximately 260 in 2025. The visitor population may increase as well as a hotel expansion is being considered by the Yurok Tribe.

## Location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. The Klamath CSD provides two of the three basic services – water and wastewater services – to areas that are considered disadvantaged. The town of Klamath is located within the northern part of the Yurok Reservation and Klamath CSD serves Yurok Tribal lands, facilities, and housing.

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

The District's water system adequately serves the existing connections with no major deficiencies. The Klamath CSD serves residential water connections, and commercial facilities including a hotel/casino, a Yurok Knowledge and Cultural Facility, Yurok Administrative Center and the Yurok Tribe Justice Center. The water system was designed to meet both domestic water and fire flow requirements. The Yurok Tribe has an agreement with the District for improvements such as a new water storage tank and a new well.

There are plans in preparation for upgrading the community systems, to comply with NCRWQCB standards. The current wastewater system is operating at capacity. In order for expansion of the wastewater system to be considered Klamath CSD will need to upgrade to a pressurized package system. The District is continuing to work on system upgrades. Costs are projected to be \$6.5 million and financed by grant funding.

## Financial ability of agencies to provide services

The majority of water and wastewater revenues come from service charges, but funding also comes from connection fees, late charges, grant funds and other smaller sources. Equipment repair and maintenance, permit and professional fees, wages and insurance are some of the larger expenditures incurred by the District. The District has identified that the sewer rates are not covering the costs of operation. The District has requested grant funding thru the RCAC to perform a rate study to address this issue.

Based on the most recent financial audit total District assets of \$1,538,384 exceed total liabilities of \$438,537, for a net position of \$ 1,099,847.

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

Klamath CSD and Redwood Park CSD contract with the same licensed field operator. There are limited opportunities for the District to share facilities with adjacent local agencies due to geographical constraints, and governance factors. The District coordinates with the Yurok Tribe.

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

The Klamath CSD is governed by a five-member Board of Directors that meets regularly. The members are elected by District residents and hold four year terms of office. The District employs one part-time employee as a maintenance worker. The current government structure appears to be operating efficiently and to provide the necessary services to its customers.

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

There are no further matters related to effective or efficient service delivery to report at this time.

## **Sphere of Influence Determinations: Klamath CSD**

### **Sphere of Influence Status**

According to LAFCo files, the Klamath CSD SOI is described as “the development just south of the District boundary” (Del Norte LAFCo Resolution 76-06). Commission approved the SOI shown on Figure 3, which should be sufficient to accommodate projected growth within the District for the next 5 years.

### **Present and planned land uses in the area, including agricultural and open-space lands.**

The Klamath CSD serves the unincorporated community of Klamath including a mix of residential, commercial uses, and Tribal uses. The District also contains lands designated public facility, resource conservation area, and timberland.

### **Present and probable need for public facilities and services in the area.**

The Klamath CSD current water/wastewater service area encompasses developed and undeveloped lands on the east side of Highway 101. The Klamath CSD is meeting current water needs of District residents. It is anticipated that existing water infrastructure and resources could accommodate future development within the District. The District is currently working on a feasibility study that will help guide future wastewater system improvements to allow for service expansion. The hotel/casino (Holiday Inn Express Redwood Hotel Casino), and Yurok Tribe Justice Center, all have self-contained wastewater treatment systems. The Yurok Tribe’s Administration building is served by the Klamath CSD wastewater system. The Yurok Tribe has connected the Justice Center to the Klamath CSD system.

**Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.**

The District currently has adequate capacity to provide necessary water service within its existing boundary. The current wastewater system is operating at capacity, the NCRWQCB will not allow system expansion due to its location in the 100-year floodplain. In order for expansion of the wastewater system to be considered Klamath CSD will need to locate an alternate wastewater disposal location. The District is currently working with the Rural Counties Assistance Corporation (RCAC) on grant funding to conduct a feasibility study to analyze long-term community wastewater treatment and disposal options.

**Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.**

The community of Klamath is located within the northern part of the Yurok Reservation; Klamath CSD serves Yurok Tribal lands, facilities, and housing.

**For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.**

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. The Klamath CSD provides water and wastewater services to an area that qualifies as a disadvantaged unincorporated community. Structural fire protection services are the responsibility of the Klamath Fire Protection District.

# REDWOOD PARK COMMUNITY SERVICES DISTRICT

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## Overview

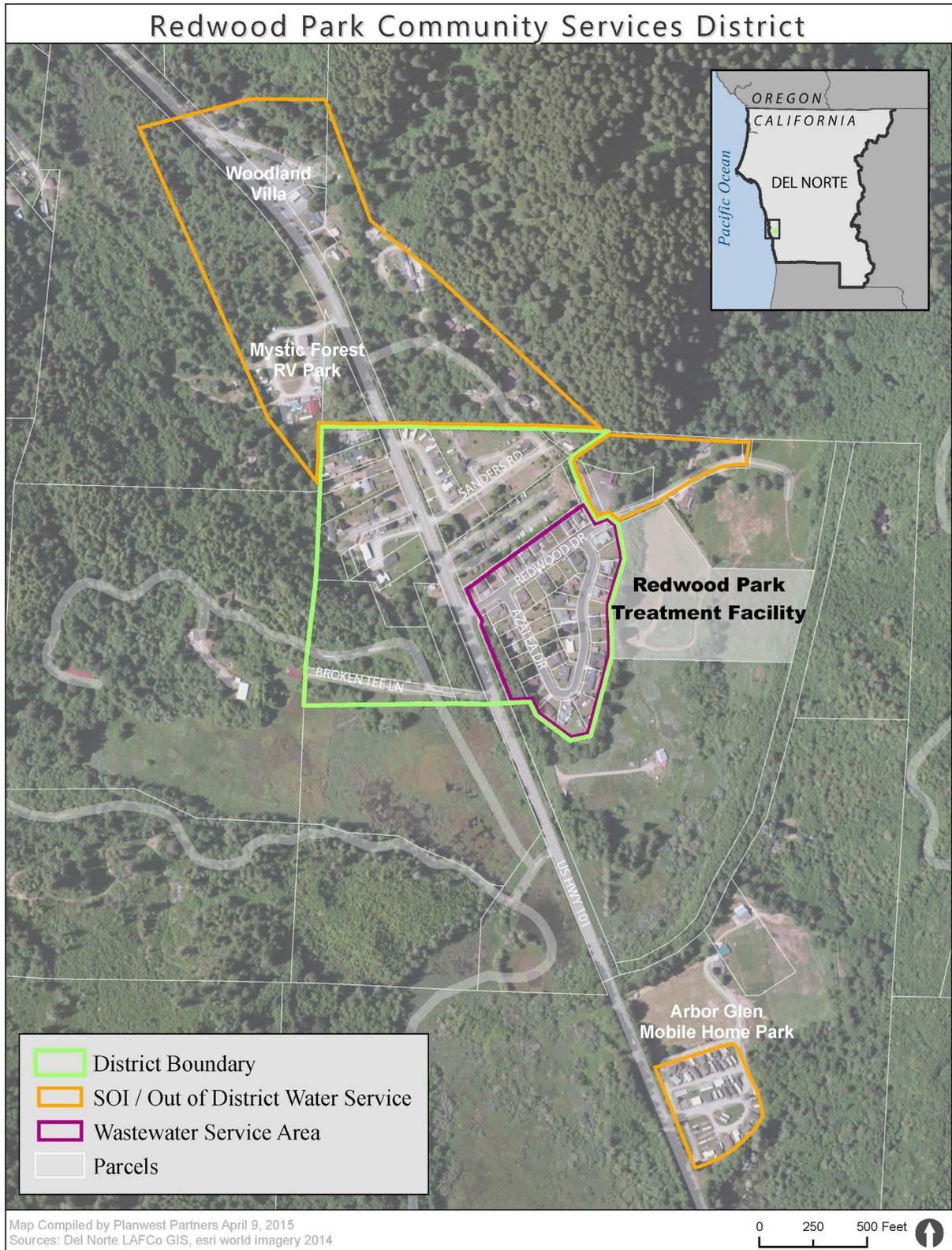
The Redwood Park Community Services District (RPCSD) is located in the Terwer Valley of southern Del Norte County, along Highway 101, 17 miles south of Crescent City. The District lies approximately three miles inland from the Pacific Ocean just north of the mouth of the Klamath River and covers approximately 40 acres. Figure 4 below shows RPCSD’s service areas.

The RPCSD was formed around 1960, when Simpson Timber Company transferred the subdivision of Redwood Park and its infrastructure to the landowners. Upon this transfer, the RPCSD was formed, providing potable water and wastewater services to district residents. The RPCSD’s SOI was adopted on June 22, 1976 and according to LAFCo files, includes the areas of High Prairie, Sander’s Court, Redwood Camp, Marigold Camp, and Woodland Villa. A map of these sphere areas could not be found; however the District identified current out of District water service areas shown on Figure 4.

**Table 10: Redwood Park CSD Agency Profile**

| Formation                   |                                           |
|-----------------------------|-------------------------------------------|
| <b>Agency Name</b>          | Redwood Park Community Services District  |
| <b>Date of Formation</b>    | 1960                                      |
| <b>Enabling Legislation</b> | State of California GC §61000, et seq.    |
| Contact                     |                                           |
| <b>Contact</b>              | Robert Nulph, Chairperson                 |
| <b>Contact Phone</b>        | (707) 954-8166                            |
| <b>Alternate Contact</b>    |                                           |
| <b>Alt. Contact Phone</b>   |                                           |
| <b>E-mail</b>               | rnulph@delnorte.k12.ca.us                 |
| <b>District Office</b>      | 110 Redwood Drive Klamath, CA 95548       |
| <b>Mailing Address</b>      | P.O. Box 650 Klamath, CA 95548            |
| <b>Phone</b>                | (707) 954-8166                            |
| Governance                  |                                           |
| <b>Governing Body</b>       | Board of Directors                        |
| <b>Board Meetings</b>       | As needed, usually 4 to 6 times/year      |
| Services and Facilities     |                                           |
| <b>Services Provided</b>    | Water and Sewer                           |
| <b>Areas Served</b>         | Redwood Park Subdivision                  |
| <b>Acres (District)</b>     | Approx. 40 <b>Population:</b> Approx. 300 |

Figure 4. Redwood Park CSD Boundary and Sphere of Influence



# Governance Structure and Administration

The RPCSD is an independent special district that is governed pursuant to Community Services District Law (GC §61000, et seq.) by a five-member Board of Directors, elected by District residents to serve four-year terms. In recent years, Board Members have been appointed, due to lack of interest. Table 11, below, shows the existing Board composition. Board Members are all volunteer and receive no monetary compensation.

**Table 11: Redwood Park CSD Board of Directors**

| Board Member    | Title                        | Term Expiration |
|-----------------|------------------------------|-----------------|
| Robert Nulph    | Chairperson                  |                 |
| Bonnie Peterson | Director                     |                 |
| vacant          | Director                     |                 |
| Gail Tarbell    | Director Secretary/Treasurer |                 |
| vacant          | Director /                   |                 |

Board meetings are scheduled as needed, typically four to six times per year, and held at the Secretary/Treasurer’s home. The agenda is posted at the local post office and gas station 72 hours prior to the meeting.

The RPCSD staffing is a licensed water technician and serves as the District water operator. The RPCSD does not have a formal office, but Board members are available by phone to customers.

The District has no website. SB 929 (McGuire) was signed into law on September 14, 2018 requiring all independent special districts to have and maintain a website by January 1, 2020. Only hardship-based findings, identified in a board resolution approved at a regular meeting, would allow a district to be exempt from establishing or maintaining a website. The findings may include inadequate internet access; significantly limited financial resources; or insufficient staff resources.

## Population and Land Use

### Land Uses

District lands are primarily designated rural residential, residential neighborhood, and visitor-serving commercial, with a small portion designated prime agriculture. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

### Current Population

The RPCSD estimates the service area population to be approximately 300 residents; this includes approximately 150 residents within the District boundary and approximately 150 residents outside the District boundary.

### Projected Growth

According to the Census, the total Del Norte County population was 27,743 in 2020. The Del Norte County decreased slightly between 2010 and 2020 census. According to the Census, the Klamath Area of Del Norte County population was 1,088 in 2020. The Klamath Area population grew by 195 between 2010 and 2020 census.

The RPCSD does not anticipate considerable growth within the District, or a significant increase in service demands as a result of population growth and will likely continue to develop at or near the current county-wide rates of 0.4 percent per year, putting the RPCSD population at approximately 313 in 2025.

### **Disadvantaged Unincorporated Communities**

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

According to the American Community Survey 5-Year Estimates, the median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which puts it at 56% of the California MHI. The Klamath Area MHI is \$35,455, which places it at 78% of the Del Norte County MHI and 44% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged." The Klamath Area unincorporated community qualifies as "disadvantaged."

The RPCSD provides two of the three basic services – water and wastewater services –to areas that are considered disadvantaged. There are areas adjacent to District boundaries that do not have a wastewater service provider and rely on private septic systems. Structural fire protection services are the responsibility of the Klamath Fire Protection District.

## **Present and Planned Facilities**

### **Services Provided**

The RPCSD currently provides water service to residents within and outside of the District boundary as shown on Figure 4. Wastewater services are only provided to the Redwood Park subdivision (Figure 4). A summary of services, facilities and capacity follows.

#### ***Water***

The RPCSD provides water services to 34 residential connections and 10 commercial industrial connections according to the Electronic Annual Report (EAR) for 2020 the District has filed with the State Waterboard. Some of these connections serve an entire mobile home park or multiple residential units.

The RPCSD water system facilities include: one 60 foot deep groundwater well, a gravity fed pipeline distribution system, one 15 horsepower pump and two redwood storage tanks including one 60,000 gallon and one 150,000 gallon tank. The RPCSD water is metered, and is typically supplied to homes through ¾-inch supply lines. Mystic Forest RV Park has a two-inch water line and Arbor Glen Mobile Home and RV Park has a one-inch water line and two on-site 2,500 gallon storage tanks. The District's total amount of water delivered annually is 25 million gallons (MG) based on the 2020 EAR filed with the State Waterboards, none of which is recycled.

#### **Table 12 Water Rates**

| Customer Class & Billing Tiers - | Base Rate | Unit of Measure (UOM) | Cost per UOM |
|----------------------------------|-----------|-----------------------|--------------|
| <b>Residential</b>               |           |                       |              |
| Tier 1                           | \$22.50   | 5                     | \$22.50      |
| Tier 2                           | \$0.00    | 6                     | +0.015       |
| Tier 3                           | \$0.00    | 7                     | +0.02        |
| Tier 4                           | \$0.00    | 8                     | +0.025       |
| Tier 5                           | \$0.00    | 9                     | +0.03        |
| Tier 6                           | \$0.00    | 10                    | +0.035       |
| <b>Commercial</b>                |           |                       |              |
| Tier 1                           | \$150.00  | 500                   | \$150.00     |
| Tier 2                           | \$0.00    | 100                   | +0.015       |
| Tier 3                           | \$0.00    | 100                   | +0.02        |
| Tier 4                           | \$0.00    | 100                   | +0.25        |
| Tier 5                           | \$0.00    | 100                   | +0.03        |
| Tier 6                           | \$0.00    | 100                   | +0.035       |

Electronic Annual Report (EAR) for 2020 filed with State Waterboard

### ***Wastewater***

The District serves 40 wastewater connections, exclusively within the Redwood Park subdivision. The RPCSD's wastewater system consists of 0.25 miles of six inch mains, a gravity collection system, two lift stations, Imhoff tank, and five-acre leach field. The wastewater treatment facility is located adjacent to and east of the District Boundary and has a capacity of 15,400 gallons per day.

### **Infrastructure Needs and Deficiencies**

#### ***Water***

The RPCSD water system is in fair condition and adequately serves the District's residents at this time. Much of the District's infrastructure was installed in the 1950's by Simpson Timber Company and will likely need replacement within the next 20 years. The District's 150,000 gallon redwood water tank is leaking and needs replacement. Some of the system's piping currently needs repair/replacement and the District needs additional storage capacity to adequately provide water in an emergency.

#### ***Wastewater***

The wastewater system serves a small portion of the District. The sewer mains will need replacement in the future.

### **Planned Upgrades**

RPCSD does not have a Capital Improvement Plan (CIP) or any planned upgrades for water or wastewater at this time. The District is seeking grant funding to assist with replacing the 150,000 gallon water tank.

### **Other Service Providers**

The County of Del Norte provides general governmental services including social services, emergency services, planning, county roads and parks, etc. to the unincorporated areas of Del Norte County. Law Enforcement is provided by the Del Norte County Sheriff's Office and fire protection is provided by the Klamath Fire Protection District (FPD) and California Department of Forestry and Fire Protection (CAL FIRE).

Annual standpipe inspections are conducted by the Klamath FPD, They recommend that all dry barrel fixtures be replaced with wet barrel fixtures for improved fire response.

## Shared Facilities

Redwood Park CSD and Klamath CSD contract with the same licensed water operator. The RPCSD does not currently contract with other districts to receive or provide shared facilities or services. Due to the rural nature and topography of the region, there are limited opportunities for shared facilities at this time.

## Budget

All of RPCSD revenue comes from sales of water and wastewater services. The District receives no Federal, State, or County funds. The District’s primary expenditures include routine maintenance costs and professional services. All work is provided by volunteers. The RPCSD has no outstanding debt.

**Table 13. Redwood Park CSD Revenues & Expenditures** *TO BE COMPLETED*

|                                 | FYE 2019            | FYE 2020            | FYE 2021            |
|---------------------------------|---------------------|---------------------|---------------------|
| <b>OPERATING REVENUES</b>       |                     |                     |                     |
| Charges for services            | \$43,161.00         | \$43,429.00         | \$39,527.00         |
| <b>OPERATING EXPENSES</b>       |                     |                     |                     |
| Chemicals                       | \$571.00            | \$589.00            | \$769.00            |
| Dues and Fees                   | \$6,807.00          | \$8,252.00          | \$8,771.00          |
| Insurance                       | \$2,260.00          | \$2,209.00          | \$2,318.00          |
| Office Expense                  | \$1,203.00          | \$1,597.00          | \$1,208.00          |
| Professional Services           | \$5,566.00          | \$8,228.00          | \$5,794.00          |
| Repairs and Maintenance         | \$3,639.00          | \$2,089.00          | \$3,809.00          |
| Sewer and Water Lab Testing     | \$520.00            | \$585.00            | \$1,140.00          |
| Utilities                       | \$4,386.00          | \$4,630.00          | \$3,476.00          |
| Depreciation                    | \$18,609.00         | \$18,608.00         | \$7,549.00          |
| <b>TOTAL OPERATING EXPENSES</b> | <b>\$43,561.00</b>  | <b>\$46,787.00</b>  | <b>\$34,834.00</b>  |
| <b>NET</b>                      | <b>\$330,092.00</b> | <b>\$326,740.00</b> | <b>\$378,267.00</b> |

Sources: Redwood Park Financial Audits

## Service Rates

The current water rate for RPCSD is \$10.00 per month base rate with additional charges per cubic foot of water use. Wastewater fees are \$20.00 per month. According to the RPCSD, current rates cover operation of the District, however the district is looking into increasing their rates to generate more revenue for district services and maintenance.

# MSR Determinations: Redwood Park CSD

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

The RPCSD estimates the service area population to be approximately 300 residents; this includes approximately 150 residents within the District boundary and approximately 150 residents outside the District boundary.

The District largely contains rural residential lands and will likely continue to develop at or near the current county-wide growth rate of 0.4 percent per year, putting the District population at approximately 313 in 2025.

## **Location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere**

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. RPCSD provides water service to all areas within its District boundary, and wastewater service to a portion of the District. Water service is also provided to mobile home/RV parks located in the District's SOI. There are areas within and adjacent to District boundaries that do not have a wastewater service provider and rely on private septic systems.

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

The RPCSD's existing infrastructure and facilities are adequate to provide water and wastewater services to its customers. The District's 150,000 gallon water storage tank is leaking and needs to be replaced.

The District will need the following upgrades in the future to continue providing this level of service: some of the system's water system piping currently needs repair/replacement; the District needs additional storage capacity to adequately provide water in an emergency; and the wastewater mainlines will need to be replaced in the future. Standpipes for fire supply connections also need to be upgraded.

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

All of RPCSD's revenue comes from sales of water and wastewater services. According to the previous three years budgets, the RPCSD has had excess revenues totaling an average \$10,000 per year. The District should develop a reserve policy as well as a Capital Improvement Plan to facilitate saving for future expenses related to district maintenance, and infrastructure repairs and replacements.

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

Redwood Park CSD and Klamath CSD contract with the same licensed water operator. There are limited opportunities for the District to share facilities with adjacent local agencies due to geographical constraints.

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

The RPCSD is governed by a five-member Board of Directors that meets regularly. The members are elected by District residents and hold four year terms of office. The District has no paid staff; one board member is

a licensed water technician and serves as the District water operator. The current government structure is operating efficiently and appears to provide the necessary services to its customers.

**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 services provided by the RPCSD.

## **Sphere of Influence Determinations: Redwood Park CSD**

### **Sphere of Influence Status**

According to LAFCo files RPCSD's SOI was adopted on June 22, 1976 and includes the areas of High Prairie, Sander's Court, Redwood Camp, Marigold Camp, and Woodland Villa. A map of these sphere areas could not be found; however, the District identified current out of District water service areas (Figure 4). This SOI update will include those areas that are currently receiving out of District water services.

### **Present and planned land uses in the area, including agricultural and open-space lands.**

Lands within the District are primarily designated rural residential, residential neighborhood and visitor-serving commercial, with a small portion designated prime agriculture. The District is surrounded by resource lands, mostly timber and agriculture. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

### **Present and probable need for public facilities and services in the area.**

The RPCSD is meeting current water and wastewater needs of its customers. The RPCSD does not anticipate considerable growth within the District, or a significant increase in service demands as a result of population growth. It is anticipated that existing infrastructure and resources could accommodate future development within the District and SOI.

### **Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.**

The District provides adequate services and has the capacity to provide the necessary water and wastewater services to its customers.

### **Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.**

Sphere areas that are currently receiving water service include, but are not limited to Arbor Glen Mobile Home Park located on the east side of U.S. Highway 101 south of the District boundary; Mystic River RV Park located on the west side of U.S. Highway 101 north of the District boundary; and Woodland Villa located on the east side of U.S. Highway 101 north of the District boundary.

### **For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable**

**need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.**

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged; RPCSD provides services to areas that are considered disadvantaged. The District is currently providing water service to areas that are outside its boundary but within the sphere including Arbor Glen Mobile Home Park, Mystic River RV Park and Woodland Villa. Sewer services within District boundaries are limited to the Redwood Park subdivision, all other residents rely on private septic systems. Structural fire protection services are the responsibility of the Klamath Fire Protection District.

## REFERENCES

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Hunter Valley CSD (HVCSD) Municipal Service Review Questionnaire. Completed by Paul Crandall.

Klamath CSD (KCSD), Municipal Service Review Questionnaire. Completed by Margaret Caldwell.

Klamath CSD (KCSD), Financial Audits, completed by Don Reynolds

Redwood Park CSD (RPCSD) Municipal Service Review Questionnaire

Redwood Park CSD (RPCSD), Financial Audits

State Water Resources Control Board (SWRCB), Drinking Water Information Clearinghouse Portal, accessed <http://drinc.ca.gov/dnn/default.aspx>

Request for Bids, Engineering Professional Services for Klamath Long Term Wastewater Feasibility Study Yurok Tribe.