

# **\*\*AGENDA\*\***

## **AMADOR LOCAL AGENCY FORMATION COMMISSION**

**6:00 P.M. – THURSDAY MARCH 15, 2018  
810 COURT STREET, JACKSON  
BOARD OF SUPERVISORS CHAMBERS**

**Please Note: All LAFCO meetings are recorded. Anyone who wishes to address the Commission must speak from the podium and should print their name on the Meeting Speaker list, which is located on the podium.**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the LAFCO staff, at (209) 418-9377, by e-mail to [amador.lafco@gmail.com](mailto:amador.lafco@gmail.com). Requests must be made as early as possible, and at least two business days before the start of the meeting.

Meeting Materials are available for Public Review at the LAFCO desk, located at the County Planning Department, 810 Court Street, Jackson, and posted on the Amador LAFCO website.

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF THE MINUTES OF FEBRUARY 15, 2018**
- 5. APPROVAL OF CLAIMS TO MARCH 15, 2018**
- 6. PUBLIC FORUM –PUBLIC COMMENT**

Any person may address the Commission on any subject within the jurisdiction of LAFCO which is not on the agenda. No action may be taken at this meeting. There is a five (5) minute limit.

- 7. RIVER PINES PUBLIC UTILITY DISTRICT MUNICIPAL SERVICE REVIEW (MSR), 2018 UPDATE; RESOLUTION 2018-01 (public hearing)**

Commission will review the Final RPPUD Municipal Services Review Update and adopt Resolution 2018-01 and make determinations regarding RPPUD. CEQA: Public Resources Code Section 21102 and 21150, descriptive and planning study for possible future action for which funding has not been committed.

- 8. RIVER PINES PUBLIC UTILITY DISTRICT SPHERE OF INFLUENCE UPDATE AND AMENDMENT; RESOLUTION 2018-02 (public hearing)**

Sphere update and amendment to include parcels in El Dorado County where the district currently provides service. California Environmental Quality Act (CEQA): Exempt Section 15061(b)(3) no change in service or service area and no

possibility that the action taken by the Commission could have a significant effect on the environment.

**9. APPOINTMENT/REAPPOINTMENT OF ALTERNATE PUBLIC MEMBER, TERM 2018-2022.**

Expiring four-year term for Alternate Public Member; the commission may reappoint the current alternate public member or may give direction to staff to open a recruitment.

**10. OTHER BUSINESS, REPORTS**

- a. Correspondence
- b. Commissioner Announcements
- c. Executive Officer's Report
- d. Budget Reports (in the review binder at the dais)
- e. Project Status Report

**1. ADJOURNMENT**

Note: The next regular LAFCO meeting is scheduled for April 19, 2018.



Roseanne Chamberlain  
Executive Officer

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCO action in court you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. All written materials received by staff 48 hours before the hearing will be distributed to the Commission. If you wish to submit written material at the hearing, please supply 10 copies.

NOTE: State law requires that a participant in LAFCO proceedings who has a financial interest in the decision and who has made a campaign contribution to any Commissioner in the past year must disclose the contribution. If you are affected, please notify commission staff before the hearing.

**PLEASE DO NOT REMOVE POSTING BEFORE:  
February 16, 2018**

# AMADOR LAFCO



## LOCAL AGENCY FORMATION COMMISSION

810 COURT STREET ♦ JACKSON, CA 95642 ♦ (209) 223-6380

### MINUTES

February 15, 2018

DRAFT

This meeting was available via live audio streaming and was digitally recorded.

1. **Call to Order, Pledge of Allegiance & Roll Call**

The February 15, 2018, meeting of the Amador Local Agency Formation Commission (LAFCO), held at the County Administration Center, 810 Court Street, Jackson, California, was called to order by Chairman Crew at 6:05 p.m.

2. **Roll Call**

Members Present:

Pat Crew, Chairman  
Brian Oneto, County Member  
Dominic Atlan, City Member  
Jim Vinciguerra, Public Member

Staff Present:

Roseanne Chamberlain, Executive Officer  
Nancy Mees, Clerk to the Commission  
William Chamberlain, Legal Counsel

3. **Approval of Agenda for February 15, 2018**

**Motion:** It was moved by Commissioner Oneto, seconded by Commissioner Atlan, and carried unanimously to approve the agenda as submitted.

4. **Approval of the Minutes of January 18, 2018**

**Motion:** It was moved by Commissioner Vinciguerra, seconded by Commissioner Atlan, and carried unanimously to approve the Minutes for January 18, 2018, as submitted, with Commissioner Oneto abstaining.

5. **Approval of Claims to February 15, 2018**

**Motion:** It was moved by Commissioner Atlan, seconded by Commissioner Oneto, and carried unanimously to approve the Approval of Claims – Meeting Final, as submitted.

6. **Public Forum – Public Comment**

There was no public comment.

7. **Report of the City Selection Committee Meeting of 11:00 AM, Feb. 15, 2018; Appointment of Cities Representative and Alternate**

Executive Officer Chamberlain reported that she had attended the City Selection Committee Meeting and answered their questions as to how the city rotation works. The Committee appointed Tim Murphy to City Seat #1, Dominic Atlan to City Seat #2, and Sandy Kyles as the Alternate, with these appointments being for the 2017-2018 time period. The Committee will meet again in 2019 to appoint new Commissioners, and Sutter Creek will drop off the rotation at that time.

8. **River Pines Public Utility District, Public Review Draft Municipal Service Review (MSR), 2018 Update**

Executive Officer Chamberlain explained that the current draft will be improved and edited, but that staff needed approval to put the draft out for Public Hearing. She added that a proposed annexation is also in process that will clean up the issue of water service that has been provided to some parcels in El Dorado County that had occurred without the proper procedures being done.

She also reported that numerous problems in the district had been noted by the 2014 MSR, and that River Pines PUD has been working on those: they have entered into a contract with Amador Water Agency to operate their water system, and they have hired a General Manager. All of these changes warrant an update of their MSR prior to approving a new Sphere of Influence and the annexation.

Ms. Chamberlain commented that staff was aware of some errors in the footnotes and would correct them. She added that she would be meeting with River Pines PUD to review some items, and then the edited Draft MSR would be sent to all affected agencies for comment prior to the Public Hearing. Commissioner Oneto asked if El Dorado County would be included, and Ms. Chamberlain responded in the affirmative. She added that the original service of water to the El Dorado County parcels probably happened because, at that time, the district did not know there was a process to annex parcels, so just did it.

Commissioner Crew opened the discussion to public comment. There was none, but Ms. Chamberlain introduced Rocky Raymond from River Pines PUD, who was in the audience.

**Motion:** It was moved by Commissioner Oneto, seconded by Commissioner Atlan, and carried unanimously to direct staff to release the Draft for a Public Hearing at the March 15, 2018, LAFCO Commission meeting.

9. **Overview and Discussion of SB 239 (2015)**

Executive Officer Chamberlain reported that Lockwood FPD was looking at entering into a contract with CalFire to provide staffing at the Dewdrop station. She stated she had reviewed the new legislation and determined that it did not apply to this contract. She then went to a CALAFCO U workshop where SB 239 was a topic on the agenda, and she presented the issue to those attending. Many of them disagreed with her analysis, so she referred it to Amador LAFCO legal counsel, who carefully reviewed the legislation. Counsel Chamberlain also determined that it did not apply to this contract. Mr. Chamberlain also contacted CALAFCO's counsel, who agreed with his review. Executive Officer Chamberlain added that she believes the legal opinion regarding this issue may be precedent for other LAFCOs in California. Counsel will be presenting



this issue at the upcoming CALAFCO annual meeting.

Legal Counsel Chamberlain added that he had also circulated his written opinion to the list serve for the other CALAFCO attorneys. Only one replied, and it was in agreement with his opinion.

**10. Policy Defining Municipal Services**

Executive Officer Chamberlain explained that the purpose of this policy addition is to define and clarify what municipal services are with respect to LAFCO activities.

**Motion:** It was moved by Commissioner Atlan, seconded by Commissioner Vinciguerra, and carried unanimously to add Section 8 defining municipal services to Amador LAFCOs adopted policies.

The Commission then realized it had missed the second staff recommendation on Agenda Item 9, and therefore directed staff to support or assist Lockwood FPD and CalFire with their agreement, if necessary.

**11. Support for Legislation to Provide Grant Funding to LAFCOs**

Executive Officer Chamberlain reported that the Legislature may be setting up a one-time grant funding for LAFCOs. Since Amador LAFCO only meets once a month at most, she would like to have a blanket authorization to write a letter supporting any such funding when it comes up. Hopefully there would be time for the Chair to sign, but if it were urgent, the letter could be sent under the Executive Officer's signature.

By consensus, the Commission authorized the Executive Officer to send letters of support under either the Chair's or the Executive Officer's signature.

**12. Other Business, Reports**

- a. Correspondence –none.
- b. Commissioner Announcements – none.
- c. Executive Officers Report – Ms. Chamberlain stated that everything had already been covered elsewhere on the agenda.
- d. Budget Report – in the review binder at the dais.
- e. Project Status Report – Referring to the Project Status Report in the packet, Commissioner Oneto asked whether he would have to recuse himself with respect to any action on the Drytown County Water District Annexation that was coming up. Executive Officer Chamberlain replied that she would talk to him about that after the meeting.

12. **Adjournment**

The next regular LAFCO meeting is scheduled for March 15, 2018. Chairman Crew adjourned the meeting at 6:32 p.m.

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Pat Crew, Presiding Officer  
LOCAL AGENCY FORMATION COMMISSION

ATTEST: \_\_\_\_\_  
Nancy Mees, Clerk to the Commission

# APPROVAL OF CLAIMS - PACKET DRAFT

AGENDA OF March 15, 2018

APPROVAL OF CLAIMS TO

March 15, 2018

Agenda Item 5

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>INV.DATE</u>	<u>AMOUNT</u>
<b>R Chamberlain</b> 2/15/2018-3/14/2018	Consulting Services Labor	3/15/2018 estimate	\$ 4,500.00
	Expense Total, includes mileage	3/15/2018 estimate	\$ 270.00
<b>N Mees</b> 2/15/2018-3/14/2018	Clerical & Admin Labor	3/15/2018 estimate	\$ 576.00
	Expenses		\$ -
<b>LAFCO Board</b>	Meeting Stipends (Maximum of 5 @ \$50.00)		\$ 250.00
	<b>TOTAL</b>		\$ 5,596.00

**\*\* Note: Denotes any invoices paid prior to Commission Approval, per Policy 2.3.7**

**CHAIR:**

\_\_\_\_\_  
**Presiding Officer**

**ATTEST:**

\_\_\_\_\_  
**Nancy Mees**  
CLERK TO THE COMMISSION

# **AMADOR LAFCO**

## **LOCAL AGENCY FORMATION COMMISSION**

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810 COURT STREET ♦ JACKSON, CA 95642-95334 ♦ (209) 418-9377

### **RESOLUTION MAKING DETERMINATIONS AND FINDINGS RELATED TO THE 2018 UPDATE OF THE RIVER PINES PUBLIC UTILITY DISTRICT MUNICIPAL SERVICES REVIEW**

#### **LAFCO RESOLUTION NO. 2018-01**

WHEREAS, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act, commencing with §56000, et seq., of the Government Code, specifically in accordance with §56430, requiring a review of municipal services provided in the county; and

WHEREAS, LAFCO initiated and conducted a service review of all municipal services in all areas of Amador County in 2008, and prepared a comprehensive update and review of agencies and services in 2014 and has now completed a review and update of the services of River Pines Public Utility District; and

WHEREAS, the Commission held a noticed public hearing of the River Pines Public Utility District municipal services review on March 15, 2018, received and heard testimony and comment related to the report, its findings and determinations;

NOW, THEREFORE, BE IT HEREBY RESOLVED, DETERMINED AND ORDERED as follows:

1. The River Pines Public Utility District Municipal Services Review of 2018 is found to be exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21102 and 21150 in that it is a descriptive and planning study for possible future action for which funding has not been committed.
2. The River Pines Services Review is found to be adequate and complete pursuant to the requirements of Government Code Section 56430 and determinations regarding municipal services are approved as set forth and described in the attached "Exhibit A" and by this reference incorporated herein.
3. The Executive Officer is hereby directed to file a Notice of Exemption in compliance with the California Environmental Quality Act and local ordinances implementing the same.

The foregoing resolution was duly passed and adopted by the Local Agency Formation Commission of the County of Amador at a regular meeting thereof, held on the 15<sup>th</sup> day of March, 2018, by the following vote:

AYES:

NOES:

ABSENT:

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Presiding Officer  
Patrick Crew, Chairman

ATTEST:

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Nancy Mees  
Clerk to the Commission  
Amador Local Agency Formation Commission  
Amador County, California

## SUMMARY OF DETERMINATIONS

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### Growth and population projections

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- ❖ Future growth is expected to be limited, because there are only a few undeveloped properties within the District's boundaries with no current planned or proposed development projects.
- ❖ The District discourages expansion of its service area since growth potential for its facilities are limited and may not be adequate for serving outside the current service area. Costs to connect may be prohibitively expensive for some landowners, and district financial reserves are minimal.

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### Location & characteristics of any disadvantaged communities within or contiguous to the sphere of influence

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- ❖ River Pines is a census designated place and a severely disadvantaged unincorporated community with a median annual household income of \$28,500. The community has significant public facilities and service deficiencies. The District's grant application, if successful, will remediate deficiencies associated with water service. The district is encouraged to exercise its powers to add other needed community services such as solid waste collection.

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

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- ❖ The District's demand has been fairly stable in recent years and future demand is expected to be limited.
- ❖ RPPUD has considerable infrastructure needs and deficiencies and has made substantial progress toward making needed improvements. Planning grants were obtained, with a planning study completed in 2016 for a new distribution system, an environmental analysis and engineering specifications and plans completed in 2018. The construction application is awaiting final district board approval for funding to replace the existing distribution system, add additional water storage, and provide required fire coverage.
- ❖ The existing water capacity is inadequate. While the District is able to meet peak day demand for domestic uses for parcels in its service area, it cannot meet fire flow demand. Additional planned storage and system improvements will enhance reliability and resolve this inadequacy within the area currently served by the District.

- ❖ The District faces challenges in delivering adequate water services. Past and present regulatory violations and evaluations are being addressed through a contract for operations by Amador Water Agency and the application for grant funding for system improvements. Planned system improvements will enhance the District's ability to deliver adequate water services.
- ❖ District planning efforts have improved as required by the grant application process. The district should continue to seek improvements to meet state standards for technical, managerial, and financial ability.
- ❖ The District has adequate wastewater treatment capacity to meet average dry weather demand, and although the facility's design capacity equal to current peak wet weather flow, reportedly the plant can accommodate peak flows of 0.088 mgd.
- ❖ As of 2016, the wastewater collection system is regularly inspected via the SCADA system.
- ❖ Staffing deficiencies have been improved through a contract with Amador Water Agency for operation of the system. The contract with AWA has reduced cost to ratepayers and increased the district's ability to safely provide essential water and wastewater services. The District's appointment and retention of a General Manager further improves and stabilizes the district services.

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### Financial ability of agencies to provide services

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- ❖ RPPUD reports that current financing is sufficient to deliver services, and that capital costs are incorporated into the rate structure. The District has now established a Capital Improvement account. The District is relying on one-time state grant funding for renovating and upgrading the system. As of 2018, there is no long term capital improvement plan, and LAFCO urges the District to make long term plans for its system and operations.
- ❖ Fiscal accountability has improved since the 2014 MSR.

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

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- ❖ The District now contracts with AWA for all daily operations, maintenance, emergency and technical services and week-end on-call. This provides a higher level of service and reliability for the future.
- ❖ No future opportunities to share facilities were identified by the District.
- ❖ The District is geographically isolated from other providers of water and wastewater service, reducing the opportunities for intergovernmental sharing and cooperation.



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

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- ❖ The District has significantly enhanced transparency and accountability since the 2014 MSR update. District staff and board members fully cooperated with LAFCO and the MSR process. The appointment of a General Manager and the enhanced web-site have greatly increased the transparency and accessibility of district information.
- ❖ The District inappropriately serves connections outside its boundaries in El Dorado County. As noted, the District has proposed annexation of all these properties with a goal of improving accountability to citizens within and outside the current boundaries.
- ❖ The District has been facing challenges in regulatory compliance and providing adequate services for many years. The District has taken steps to remediate many of its internal and operational problems, including its contract with Amador Water Agency, staffing changes and significant changes in district policy.
- ❖ The District is hopeful to be able to secure grant funding for a major system rehabilitation and renovation. If successful, this effort will result in important system efficiencies for the entire service area, including parcels now served outside the boundaries.

# ***RIVER PINES PUBLIC UTILITY DISTRICT***

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River Pines Public Utility District (RPPUD) provides retail water delivery, wastewater collection and wastewater treatment and disposal services.

## **AGENCY OVERVIEW**

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### ***Background***

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RPPUD was formed on July 24, 1961, as an independent special district.<sup>1</sup> RPPUD was formed to provide water services to the River Pines community. The sewer system was completed in 1988, to address public health hazards from failing private septic systems. LAFCO authorized water and sewer related services in 2012 in conjunction with adopting a sphere of influence for the district.

The principal act that governs the District is the Public Utility District Act.<sup>2</sup> The principal act empowers the District to acquire, construct, own, operate, control, or use works for supplying light, water, power, heat, transportation, telephone service, or other means of communication, or means for the disposal of garbage, sewage, or refuse matter.<sup>3</sup> In addition, the District may acquire, construct, own, complete, use, and operate a fire department, street lighting system, public parks and other recreation facilities, and provide for the drainage of roads, streets, and public places.<sup>4</sup> Districts must apply and obtain LAFCO approval to exercise services authorized by the principal act but not already provided (i.e., latent powers) by the district at the end of 2000.<sup>5</sup>

### ***Boundary***

The RPPUD boundary area encompasses the community of River Pines, which is located in northern Amador County. The boundary area encompasses the portion of the community zoned for low-density residential uses, and excludes outlying parcels zoned for suburban-residential use. The boundary extends north to the South Fork of the Cosumnes River, east to Meadow View Road, south to include parcels on Spring Lane and Circle Avenue, and west to include parcels on Pigeon Trail and Emigrant Trail Roads. The District has a boundary area of approximately 84 acres. The district is known to provide service to three parcels outside its boundaries within Amador County and to approximately 13 properties in El Dorado County. There are no known records for the El Dorado County service extension in the Amador or El Dorado LAFCO files.

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<sup>1</sup> Formation date is from Board of Equalization records.

<sup>2</sup> Public Utilities Code §15501-17501.

<sup>3</sup> Public Utilities Code §16461.

<sup>4</sup> Public Utilities Code §16463.

<sup>5</sup> Government Code §56824.10.

Sphere of Influence

The District’s sphere of influence (SOI) was first adopted by LAFCO in 1976. The current SOI, which was last updated in 2012,<sup>6</sup> includes all territory within district boundaries plus parcels outside the boundaries within Amador County. Parcels located within El Dorado County, which are receiving service from the District are not included in the sphere of influence and are anticipated for annexation in the near future. The District’s SOI consists of two non-contiguous areas, the western portion of which is outside of the District’s boundaries. An update and amendment of the sphere of influence is proposed by River Pines (LAFCO Project #296 and the parcels currently receiving service in El Dorado County are proposed for annexation by the district (LAFCO Project #292).

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**Local Accountability and Governance**  
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RPPUD is governed by a five-member board of directors. Directors are elected, although they are occasionally appointed if necessary to fill vacancies. The most recent contested election was held in 2017.

**Figure 1: RPPUD Governing Body**

<b>River Pines PUD</b>			
<b><i>Governing Body</i></b>			
	<b>Name</b>	<b>Position</b>	<b>Term Ends</b>
<i>Members</i>	Richard Miller	Chair	December 2019
	Rocky Raymond	Vice Chair	December 2021
	Anita Ebbinghausen	Director	December 2019
	Mark Etter	Director	December 2021
	Patrick Henry	Director	December 2021
<i>Manner of Selection</i>	Members are elected at large via biennial elections in odd numbered years.		
<i>Length of Term</i>	4 years.		
<i>Meetings</i>	Center at 22900 Canyon Way		
<i>Agenda Distribution</i>	Posted at the Town Hall and Store bulletin board in town; District Website		
<i>Minutes Distribution</i>	Available upon request; posted on District Website		
<b><i>Contact</i></b>			
<i>Contact</i>	General Manager		
<i>Mailing Address</i>	P.O. Box 70, River Pines, CA 95675		
<i>Phone</i>	209-245-6723		
<i>Email/Website</i>	rppud@riverpinespud.org		

<sup>6</sup> LAFCO Resolution 2012-03.

The District informs constituents by mail or through the District's website. District website is maintained with all of the District's documents, financials, etc. Board position vacancies are posted in the same locations as the Agendas.

Candidates for a board position typically conduct outreach by visiting constituents in person.

With regard to customer service, the District reported that complaints are most often related to water quality and fire flow. Complaints may be submitted to the General Manager via mail, phone, fax, email, or in person. The District reported that the number of complaints received in 2012 was unknown. As of this update (2018) the District notes that complaints are still somewhat related to water quality. Lack of fire hydrants have made it nearly impossible for owners to obtain insurance and/or financing to build vacant lots. Complaints may be made to the General Manager via mail, phone, fax, email or through the website.

The District reported that it had no prosecuted Brown Act violations in recent history. However, in the past, there have been decisions within the scope of the District's responsibilities made without accompanying board actions. Several board members were recalled and voted out of office in 2005. There was also a successful recall in 2011.

The District demonstrated accountability in its disclosure of information and cooperation with LAFCO. The District was cooperative with the MSR process but was unable to provide some of the requested information. The General Manager hopes to improve the District's accountability and disclosure and has made great strides in this effort.

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## Management

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As of 2018, District staff includes a General Manager who is sub-contracted and works approximately a 40 hour week with office hours Monday - Thursday. All plant operations are sub-contracted with Amador Water Agency (AWA).

To improve operational efficiency, the District has reduced the number of its personnel. Remaining independent of AWA as a separate independent district is the District's goal to increase accountability and promote lower customer rates. The primary management challenge remains the difficulty recruiting qualified employees to a small community.

The District did not report any performance evaluation practices, such as tracking workload, monitoring productivity, or evaluating operations in 2014. As of 2018, the General Manager notes productivity is monitored and evaluated.

RPPUD conducts employee evaluations annually, and evaluates new employees after they complete their first three months.

As of 2014, the District did not have a master plan for its water or wastewater system, and did not routinely prepare a capital improvement plan. RPPUD has successfully proceeded in the process of applying for a grant to repair the water storage and delivery system. Grant funding was received for the new well (Well 03R) which was awarded by U.S.D.A. The District also received a Planning Grant for a new distribution system which includes lines, pipes, meters, fire flow, pressures, etc., which were awarded through California Development Block Grant (C.D.B.G) and Proposition 1 - Drinking Water State Revolving Fund (D.W.S.R.F). Those plans are substantially complete and the District is now



in the process of submitting for a construction grant (D.W.S.R.F and U.S.D.A)for this work, which includes work in the El Dorado County service area.

District financial planning efforts include annual preparation of budgets. Audits were performed annually for 2012 through 2017. All audit reports are now located on the District's website for review.

As of 2016, the General Manager notes that Policy and Procedures are currently being developed. An Employee Handbook has been adopted. IIPP has been updated and adopted (2016). Policy and Procedures continue to be adopted; new Bylaws are planned to be adopted within the next couple of months as well.

Management practices include risk management. The District's insurance includes liability coverage of the buildings and property and also Errors and Omissions coverage for the Board and employees.

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## Service Demand and Growth

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Existing land uses in the District's boundary are primarily low-density residential (i.e., three units per acre on average) with four commercial properties located on Shenandoah Road, three public service properties, and vacant parcels scattered throughout the community. The Post Office was removed.

Economic activity in the District's service area includes retail and governmental services. Employers include the River Pines Market and RPPUD.

There are approximately 219 water connections within the District bounds. The estimated population within district bounds is 504.<sup>7</sup> The District's population density is 3,877 per square mile, compared to the countywide density of 64.

The District reported that service demand had been stable in recent years. The number of connections has increased by 19 (10 percent) since 2008.

Future growth is expected to be limited, because there are only a few undeveloped properties within the District's bounds. There are planned construction projects and District is currently in process of submitting its grant application for the new distribution system. This project will give 275,000 gallons of water storage, all new distribution lines, new meters, fire hydrants, pressure reducer valves, isolation valves for repair work.

There were 52 standby accounts within District bounds in 2013 and no standby accounts outside bounds. The \$6,000,000 improvements will enable the district to serve all the parcels within its boundaries.

The District is not interested in expanding its service area, indicating that, absent grant funding for the new system, current facilities are probably not adequate for serving the maximum customer base, the cost to connect may be prohibitively expensive, and financial reserves are minimal. The District intends to annex those properties outside the boundaries that are currently receiving service.

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<sup>7</sup> The population estimate for the District is the product of the number of water connections within the boundary area and average household size (2.3) in Amador County in 2009-2011, according to the United States Census Bureau.

The District is not a land use authority, and does not hold primary responsibility for implementing growth strategies.

### Disadvantaged Unincorporated Communities

LAFCO is required to evaluate disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. A disadvantaged unincorporated community is defined as any area with 12 or more registered voters, or as determined by commission policy, where the median household income is less than 80 percent of the statewide annual median.<sup>8</sup>

The California Department of Water Resources (DWR) has developed a mapping tool to assist in determining which communities meet the disadvantaged communities median household income definition.<sup>9</sup> DWR identified nine disadvantaged communities within Amador County—three of which are cities and are therefore not considered unincorporated.<sup>10</sup> The community of River Pines, which is also a River Pines Census Designated Place with the population of 574, is considered a severely disadvantaged unincorporated community.

In conjunction with its grant funding application, the district conducted an income survey that closed and completed the week of January 29, 2018. The median income is \$28,500 and River Pines is considered a Severely Disadvantaged Community.

Any MSR conducted by LAFCO for a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, shall identify any DUCs within and contiguous to the sphere of influence of that city or special district and describe the present and probable needs and deficiencies for the provision of those public facilities and services within such DUC.<sup>11</sup>

A legacy community is a geographically isolated community that meets DUC criteria, is at least 50 years old, and is beyond the adopted sphere of influence of any city.<sup>12</sup>

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## Financing

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RPPUD reports that its current financing level is sufficient to deliver services, and that all capital costs are incorporated into the rate structure. The MSR earlier MSR research suggested the District has significant unmet capital needs, some of which had not been evaluated, indicating likely underfunding of capital replacement. RPPUD has secured grant funding for water storage and distribution planning. The District is currently (2018) trying to obtain a grant for construction of a new distribution system.

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<sup>8</sup> Government Code §56033.5.

<sup>9</sup> Based on census data, the median household income in the State of California in 2010 was \$57,708, 80 percent of which is \$46,166.

<sup>10</sup> DWR maps and GIS files are derived from the US Census Bureau's American Community Survey (ACS) and are compiled for the five-year period 2006-2010.

<sup>11</sup> LAFCO Policy 7.3 Adopted 2-16-17

<sup>12</sup> LAFCO Policy 7.7 Adopted 2-16-17

The District tracks its finances through two enterprise funds, one for water and the other for wastewater. Total revenue in FY 11-12 was \$289,555. \$308,352 was the total revenue for 16-17.

Main revenue sources are property taxes (two percent), water and sewer fee income (86 percent), and variable income, which consists of broken locks, door hanger fee, late fees, reconnection fees, returned check fees, transfer fees, and water usage (11 percent). Additional sources include interest income, repair labor, and town hall rental, which together constitute about one percent. Customers may now pay their bills through the District website. In 2016 the Board voted to accept credit cards and debit card payments. Payments may be made through the District's website or to office staff. The General Manager was able to find a company that does not charge the District merchant fees. Instead the consumer is charged \$2.95 per transaction.

The District charges water fees for initiation of new service, monthly usage, late fees, door hanger fees, bank fees, returned checks, reconnection following lock-off, monthly standby assessment, monthly voluntary lock off, service calls, and connection impact. The monthly base service rate is \$60.38 for both commercial and residential properties and as last increased by 10% October 1, 2017. The District uses a tier rate fee schedule for water usage. There is no water usage included in the base rate.

Sewer rates include a monthly residential charge of \$57.75, a monthly commercial charge of \$66.70, and a connection water impact fee of \$7,500.

Standby assessment fees are "restricted" funds and may not be used in the general fund for expenses. Standby fees are used toward a customer's impact fee should they decide to develop the property.

Voluntary Lock-Off fees are for parcels with water/sewer service where the structure is no longer on the property. The voluntary lock off fees are "reserved" funds and may not be used in the general fund for expenses. Voluntary Lock-Off fees are used toward repairs or improvements to the system.

Total expenditures for FY 16-17 were \$327,458. (\$196,167 -suppliers; \$131,291 - employees) The year-end financial report is posted on the website and shows the percentages of each expense. Other expenditures include automobile expenses, bank charges, board member related expenses, contracted expenses, office expenses, property taxes, and repairs and maintenance as noted in the final financial report.

Additional information can be obtained from the 2017 year end audit which can also be found on the District's website.

RPPUD participated in a joint financing arrangement with the County. RPPUD and the County formed a JPA for purposes of water capital financing, however records of this agreement have not yet been found.



## WATER SERVICES

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### Nature and Extent

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RPPUD supplies treated water to domestic users. Water services include groundwater pumping, treatment of groundwater, distribution and billing. The District does not produce or use recycled water, and does not practice conjunctive use. As of 2016, the District also has a complete SCADA system for water and wastewater.

The District operations rely on AWA staff (via contract) for services; for example, AWA conducted repairs in 2007 of leaking distribution lines. RPPUD contracted with AWA for certain backup managerial and technical services to qualify for a State Revolving Fund loan to finance capital improvements in 1999.

As of 2017, the District contracted with AWA for all water, sewer, distribution and technical operations. AWA also provides emergency on-call services. AWA may be used if the District needs access to their heavy equipment also.

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### Location

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RPPUD provides services within its bounds to 219 connections. The District's service area extends beyond its boundary area and in El Dorado County where RPPUD serves 15 additional connections.

There are parcels not presently receiving service within the district; including 52 standby accounts within District bounds as of 2018. There have been no new developments of vacant lots. The California drought, lack of fire hydrants and limited water storage make insurance and financing almost impossible to obtain.

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### Infrastructure

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The District's water sources are from groundwater. The well water is chlorinated prior to distribution.

There are a total of three wells. Well No. 2, Well No. 3-R and Well No. 6-R). Key infrastructure includes water supplies. Well 6-R runs only once a week to keep it running for emergency backup only. Well 2 and Well 3-R are groundwater - these are the District's two main Wells. Well 2 yields 30gpm and Well 3-R yields 35 gpm. These two main Wells are operated congruently.

The groundwater source is shallow, fractured rock fissures underlying the River Pines community.

Well 2 was drilled 200 ft. deeper in 2015 and is still very much an active water source. Before it was drilled deeper it would dry up in late spring and would not be available through the summer when the District had to rely solely on Well 6-R. Well No. 6-R was drilled in 1998, and yields 60 gpm. Well 6-R needs a down hole transducer to monitor the water level. The groundwater at Well No. 6-R is classified as groundwater under the direct influence of surface water. While Wells 2 and 3-R have transducers, Well 6-R is too narrow to install.

Well No. 6-R was permitted in April 2006 after the district installed treatment for microbiological contamination through the State Revolving Fund. Before 2006, Well No. 6-R was being used only in conjunction with a Boil Water Order for meeting the water demand. Groundwater at Well No. 6-R is filtered with Rosedale filtration equipment. The drinking water in Well No. 6-R is not vulnerable to contamination from gas stations, but is affected by individual septic systems according the General Manager. There have been no “boil Water” orders since 2006.

E. coli was detected in a raw Well No. 6 sample taken in March 2012. The California Department of Health Services in Stockton was notified, and its instructions were to increase the amount of chlorine used in the treatment process. All treated water samples taken from the distribution system during the same time periods were free of E. coli. No other contaminants were detected in the water from either well. Well 6-R has always been the only Well with contamination risks.

Diversion from the Cosumnes River under district water rights is currently inactive due to water availability and the need for the District to purchase and install a flow measuring device required by the permit, However, the District still holds the permits for the diversion. The permit provides the District to divert surface water from the South Fork Cosumnes River, which flows through the east part of the community. The District holds water rights to divert up to 126.4 af from the South Fork Cosumnes River for municipal purposes, and may divert at a maximum rate of .204 cfs.<sup>13</sup> The State will not permit the District to use its slow sand filter for surface water, and that filter and its water line is going to be demolished in conjunction with system upgrades.

The District’s water right requires it to maintain a minimum instream flow of 15 gpm, and to install a device to measure instream flow. In addition, RPPUD has rights to divert an additional three af in water from the same source for recreational use during the summer months.<sup>14</sup> The District does not presently have rights to store diverted Cosumnes River water, but could apply for such rights in the future to enhance water reliability. RPPUD has another 15 af in water rights from Slate Creek, a tributary to the south fork of the Cosumnes River, which may be used year-round for domestic purposes. The Slate Creek source is not presently used. The Cosumnes River surface water source is generally good quality; however, it is affected by livestock in upstream fields. All potential surface water diversions are currently inactive.

The daily average flow of the South Fork Cosumnes River varies over the course of the year. The greatest flows occur between January and April; during rainy weather, the District relies on its groundwater source due to permit requirements, turbidity in the surface water and associated treatment issues. The daily average flow exceeded the instream flow requirement of 15 gpm even in the driest months (0.6 cfs in September), based on river gage monitoring by U.S. Geological Survey between 1958 and 1980.<sup>15</sup> Since then, flows have declined, and there are times when there is no surface flow in the river. From July to

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<sup>13</sup> State Water Resources Control Board, permit 20878, last updated Nov. 6, 1996.

<sup>14</sup> State Water Resources Control Board, permit 20878, last updated Nov. 6, 1996.

<sup>15</sup> Daily average flow was calculated by U.S. Geological Survey for a gage located just downstream of River Pines that was operational from 1958 through 1980 (State Water Resources Control Board, *Decision 1634*, 1996, p. 8).

November, the river is typically dry at the surface. In 2001, as the river became unusable due to extremely low flow, and RPPUD increased its reliance on groundwater sources.

The RPPUD surface water treatment system is being deactivated and dismantled. DWR no longer permits the use of district's treatment system.

The District has a total of 135,000 gallons of storage capacity. By comparison, peak day demand is 45,000 gallons. In other words, the District's stored water capacity would accommodate about one day of peak demand. One of the storage tanks (on Circle Avenue) needs to be replaced. There are no interties between the RPPUD system and neighboring water systems.

The distribution network consists of 4.8 miles of water mains. Per March 2016 Rehabilitation Study - the majority of the distribution system, which was placed in early 1927, consist of 3/4 inch to 4 inch diameter water lines with various materials (Galvanized Pipe, Polyvinyl Chloride Pipe, Polyethylene Pipe, Asbestos Cement Pipe, Copper).

The 2014 MSR noted that the largest distribution main is undersized, and needs to be upgraded to the current six-inch diameter standard. The most recent (2017) state inspection notes that most of the mains are in fair condition. Approximately 20 percent contain asbestos-cement pipelines. The PVC mains and the AC mains are in good condition. The District had approximately 22 distribution system service breaks and leaks in 2017, all of which were repaired. The 2017 Annual Inspection Report pointed out that District's emergency notification plan, which was last updated in 2016, needed to be updated due to personnel changes. As 2018, the District's emergency notification plan was up to date. Updating and replacing the system is the District's current challenge (financial) and this sometimes caused problems in consistently maintaining the system.

There are two separate pressure zones—one in the River Pines community and another in the portion of the service area in the El Dorado County area served by the District.

Fire flow is deficient, as indicated by the impact on water pressure when hydrants are opened, although the District needs to conduct modeling to determine precisely how deficient and to identify solutions and associated costs. Currently there are 18 fire hydrants. To provide adequate protection hydrants should be placed at intervals no more than about 300 feet. In 2017, the District conducted the modeling and planning to rectify these issues and these changes will be included with the new Distribution project.

The 2014 MSR noted the District does not own the equipment (e.g., backhoe, jackhammer) for performing most types of distribution system repairs. The District now contracts with AWA for operations.

The District's regulatory record includes deficiencies dating to 1997-8 DPH conducted a technical, managerial and financial (TMF) assessment of the District in 1999, and concluded that RPPUD had TMF deficiencies. DPH issued a notice of violation to the District in 2007 for having served old, stagnant water that had been left in a well contact tank for more than six months, and indicated that RPPUD "ran poor operations during this time and needs a good

operations plan for preventing this and other situations in the future.”<sup>16</sup> RPPUD reported that it

had subsequently prepared a plan. As of 2018, AWA has implemented a schedule to comply with all State requirements.

The 2014 MSR noted the distribution system did not have the ability to shut off certain locations for repairs without affecting the majority of the customers. This has been addressed in the new distribution plans.

The 2014 Municipal Service Review noted the absence of drought planning by the district. A drought plan, including mandatory water reduction and fines, was adopted and implemented in 2015. Water use was reduced by approximately 37% under the drought management plan.

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<sup>16</sup> California Department of Public Health, *Notice of Violation No. 03-10-07NOV-003*, 2007, p. 5.



Figure 2: RPPUD Water Profile

River Pines PUD				
Water Service Configuration & Infrastructure				
Water Service	Provider(s)	Water Service	Provider(s)	
Retail Water	Direct	Groundwater Recharge	None	
Wholesale Water	Direct	Groundwater Extraction	Direct	
Water Treatment	Direct	Recycled Water	None	
Service Area Description				
Retail Water	RPPUD boundary area and connections outside of the boundary area in Amador and El Dorado Counties.			
Wholesale Water	River Pines			
Recycled Water	NA			
Boundary Area	0.1 sq. miles	Population	504	
System Overview				
Average Daily Demand	0.032 mgd	Peak Day Demand	0.04 mgd	
Supply	0.032 mgd			
Major Facilities				
Facility Name	Type	Capacity	Condition	Yr Built
Slow sand filter	surface treatment	None	Poor	1994
Well No. 02	well	35 gpm	Excellent	1976
Well No. 06R	well	65 gpm	Excellent	1998
Well No. 03R	well	35 gpm	Excellent	2014
Jaybird	storage tank	75,000 gal	Fair	1982
Circle Ave. contact	unused	0		1954
Circle Ave. storage	storage tank	63,000 gal	Poor	1964
Well No. 06R contact	contact tank	12,000 gal	Good	2005
Other Infrastructure				
Reservoirs	0	Storage Capacity (mg)	0.17	
Pump Stations	4	Pressure Zones	2	
Production Wells	3	Pipe Miles	4.8 miles	
Other:	18 fire hydrants			
Infrastructure Needs and Deficiencies				
<p>Well 06R needs down hole transducer to monitor the water level. - The slow sand filter's permit has been revoked due to high operation cost and a need for a flow meter to be installed downstream of the diversion point to comply with the water rights permit. Fire flow is deficient, as indicated by the impact on water pressure when hydrants are opened. The District has completed a study and planning to identify solutions and associated costs. Generally, the District lacks certain equipment needed for water operations. The District does not own the proper equipment (e.g., backhoe, jackhammer) for performing most types of distribution system repairs.</p>				
Facility-Sharing and Regional Collaboration				
<b>Current Practices:</b> RPPUD contracts with AWA for all operation services.				
<b>Opportunities:</b> Currently has contract with AWA for all operation needs.				
Notes:				
(1) NA means Not Applicable, NP means Not Provided, mg means millions of gallons, af means acre-feet.				

Continued



**River Pines PUD**

**Water Demand and Supply**

<b>Service Connections</b>		<b>Total</b>	<b>Bounds</b>	<b>Outside Bounds</b>			
Total		234	219	15			
Irrigation/Landscape		0	0	0			
Domestic		229	214	15			
Commercial/Industrial/Institutional		4	4	0			
Recycled		0	0	0			
Other		0	0	0			
<b>Average Annual Demand Information (Acre-Feet per Year)<sup>1</sup></b>							
	<b>2000</b>	<b>2005</b>	<b>2010</b>	<b>2015</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>
Total	NP	35	35.8	35	NP	NP	NP
Residential	NP	34	34.8	34	NP	NP	NP
Commercial/Industrial	NP	1	1	1	NP	NP	NP
Irrigation/Landscape	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
<b>Water Sources</b>		<b>Supply (Acre-Feet/Year)</b>					
<b>Source</b>	<b>Type</b>	<b>Average</b>		<b>Maximum</b>		<b>Safe/Firm</b>	
South Fork Cosumnes River	Surface	0.0		0		Not in Use	
Slate Creek	Surface	0.0		0		Not in Use	
Groundwater wells	Groundwater	NP		35.8		2017 Actual 34.4"	
<b>Supply Information (Acre-feet per Year)</b>							
	<b>2000</b>	<b>2005</b>	<b>2010</b>	<b>2017</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>
Total	NP	NP	NP	34	NP	NP	NP
Imported	0.0	0.0	0	0	0	0	0
Groundwater	NP	NP	NP	34	NP	NP	NP
Surface	0	0	0	0	0	0	NP
Recycled	0	0	0	0	0	0	0
<b>Drought Supply and Plans</b>							
Drought Supply (af) <sup>1</sup>	Year 1: NP		Year 2: NP		Year 3: NP		
Significant Droughts	1976, 1977, 1988-94, 2007-2009, 2013-2016						
Storage Practices	District water storage capacity amounts to 60 percent of peak day demand.						
Drought Plan	Adopted 2015						
<b>Water Conservation Practices</b>							
CUWCC Signatory	No						
Metering	Yes, 100 percent of connections are metered						
Conservation Pricing	Rate schedule includes water use charges, with gradually higher rates for greater use.						
Other Practices	None.						
Notes:							
(1) Firm or safe water supply from the surface water source and aquifer is unknown. Limits of water during drought are unknown.							

**Continued**

**River Pines PUD**

**Water Rates and Financing**

<b>Domestic Water Rates-Ongoing Charges FY 13<sup>1</sup></b>			
	<b>Rate Description</b>	<b>Charges</b>	<b>Consumption<sup>2</sup></b>
Residential	\$60.38/month base + use charge	\$ 97.01	7,600 gal/month
<b>Special Rates</b>			
None			
<b>Rate-Setting Procedures</b>			
Policy Description	The District has an increasing block rate schedule; greater water use pays higher rates. \$10/month standby charge for parcels within bounds that are not actively served. \$35/month voluntary lock off charge for parcels within bounds that have no structure.		
Most Recent Rate Change	2017	Frequency of Rate Changes	Every 3-5 years
<b>Water Development Fees and Requirements</b>			
Connection Fee Approach	Properties paying standby charges get to have those payments applied to new impact fee.		
Impact Fee Timing	Due prior to connection.		
Impact Fee Amount	\$7,500/Single Family Unit		
<b>Land Dedication Requirements</b>			
Development Impact Fee			
<b>Water Enterprise Revenues, FY 17</b>			<b>Expenditures, FY 17</b>
<b>Source</b>	<b>Amount</b>	<b>%</b>	<b>Amount</b>
Total	\$308,408	100%	Total \$318,431
Rates & charges	\$131,488	43%	Administration \$47,664
Property tax	\$6,883	2%	O & M \$88,172
Grants	\$132,117	43%	Capital Depreciation \$40,972
Interest	\$1,174	0%	Debt \$9,500
Connection Fees	\$395	0%	Purchased Water \$0
Variable Income	\$36,351	12%	Other \$132,123
Notes:			
(1) Rates include water-related service charges and usage charges.			
(2) Water use assumptions were used to calculate average monthly bills. Assumed use levels are consistent countywide for comparison purposes.			

**Continued**