

**APPROVED**

**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 RANCH HOUSE ESTATES COMMUNITY SERVICE  
DISTRICT MUNICIPAL SERVICES REVIEW**

**LAFCO RESOLUTION NO. 2018-09**

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 Ranch House Estates Community Service District (RHECSD); and

WHEREAS, the Commission held a noticed public hearing of the Ranch House Estates Community Service District municipal services review on November 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:

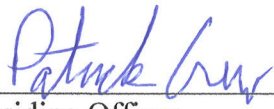
1. The Ranch House Estates Community Service District Municipal Service Review of 2018 is found to be exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Sections 21102 and 21150 in that it is a descriptive and planning study for possible future action for which funding has not been committed.
2. The Ranch House Estates Community Service District Municipal Service Review is found to be adequate and complete pursuant to the requirements of Government Code Section 56430. 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 November, 2018, by the following vote:


AYES: CREW, VINCIGUERRA, BOITANO, ATLAN, MURPHY

NOES: NONE

ABSENT: NONE

  
\_\_\_\_\_  
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

### Growth and population projections

- ❖ There has been no growth within the District as the area is entirely built-out. No future growth is anticipated.

### The Location and Characteristics of Disadvantaged Unincorporated Communities Within or Contiguous to the Agency's SOI

- ❖ Since the District does not provide services related to wastewater, municipal and industrial water, or structural fire protection, the policies regarding identification of DUCs does not apply.

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

- ❖ Present and planned capacity of public facilities is sufficient, and service provision is adequate, as the District chip-sealed all roads in 2016.
- ❖ All roads appear to be in good to excellent condition, and no current infrastructure needs were identified.
- ❖ It has only been two years since the last complete resurfacing. Therefore, it still remains to be seen whether the new plan for chip and seal every ten years, with crack filling every five years in between will be adequate over a longer period of time under the new maintenance plan.

### Financial ability of agencies to provide services

- ❖ As reported in the previous MSR, current financing level appears to be adequate to deliver services.
- ❖ The District maintains a fund balance that will allow it to continue providing services into the future under the new maintenance plan.
- ❖ The District's assets appear to be entirely represented by the cash maintained in the County treasury and the District's capital asset, which is the road resurfacing.
- ❖ With the new Board in place, the annual certification of assessments are back in place, and the District should continue to receive annual revenue.

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

- ❖ The District does not currently share facilities and did not identify any opportunities for shared facilities.

- ❖ Were the District to bring the streets and drainage up to County standards, the roads could be dedicated to the County, thus alleviating the need for a special district. County Service Area (CSA) 5 presently provides street maintenance to several zones located throughout the County. The cost to do such upgrades is unknown.

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

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- ❖ Since the 2014 MSR, Ranch House Estates CSD has made substantial improvements, including the installation of a functioning board, regular board meetings, adoption of bylaws and policies, appointment of a General Manager, transfer of accounting duties to the County Auditor, adoption of a financially feasible schedule for audits and financial oversight, and institution of a plan for regular road maintenance.
- ❖ Communication and transparency have improved since the last MSR. Regular quarterly meetings are held, and notices, agendas and minutes are timely posted on a community bulletin board in a prominent location. Although agendas are brief, they appear to adequately identify what actions will be taken at each meeting.
- ❖ The District needs to insure that it continues to transmit terms of office for Board Members and annual Form 700s to the County Elections Office. There appears to be some discrepancy in the transmittal of terms of office, but it is unclear whether it is due to a lack of organization in the files at the Elections Office, or the failure of the District to make the transmittal.
- ❖ There is no formal complaint process and no procedure for handling Public Records Act requests. While these may have been handled informally in the past, reliable procedures to comply with state laws will improve District accountability and transparency.
- ❖ Board Members and the General Manager should have sexual harassment training, as well as training to comply with the Brown Act and Public Records Act. The Board is trying to comply with Ethics Training.
- ❖ Due to the passage of SB929, the District will need to set up and maintain a website that complies with the requirements of the new legislation, as well as previously enacted legislation, by January 1, 2020.
- ❖ The most recent audit, completed for the fiscal years ending in 2016 and 2017, was presented to the Board on May 22, 2018. The audit found no material misrepresentations in the District's financial reports. The only issue raised regarded the lack of insurance and the questions of ownership of the roads.
- ❖ The District needs to continue to pursue a way in which it can affordably acquire both liability insurance and Errors & Omissions insurance.
- ❖ The District may want to pursue an action to declare the roadway property abandoned, and its subsequent transference by the County to the District. This would not be necessary, however, if the District were to decide to upgrade the roads and drainage to County standards, and then dedicate the roads to the County for



maintenance. It would then be up to the County to declare the abandonment of the roadways on its own behalf.

- ❖ The District does have its financial reports filed with the State Controller by the County Auditor. The most recent figures appearing on the State Controller's website are for 2016.