

are collected annually by the Controller, and the Auditor invests any unallocated funds. This investment results in a small increase in the District's available funds.

The District reported that the current level of financing was sufficient for the most recent services provided; however, road assessments may need to be increased in order to cover the anticipated cost of resurfacing the road in the future.

Total revenues were \$3,246 in FY 18.¹⁷ Sources of income were property assessments (96 percent) and interest (four percent).

Each parcel within the District is assessed \$100 annually, except for two parcels which are assessed \$200 each. The assessment is not updated for inflation. The District would like assessments to increase to \$225 per parcel per year to address increasing costs of maintenance. The matter was discussed at a Board meeting in August 2007, but the District reported that residents did not respond favorably and an increase has not been readdressed since then.

In FY 2016-17, the District reported expenditures of \$200 for services and supplies.

The District has no formal policy on reserves, but aims to accumulate enough to fund regular chipsealing efforts. As of October 26, 2018, District reserves totaled \$27,194. The District had no long-term debt at the end of FY 17.

California law requires that all Special Districts have an independent audit or fiscal review annually.¹⁸ An audit had been done in 2002, but the District was unable to comply with the annual audit requirements due to the cost, and to the lack of a knowledgeable board. In 2004 the District was able to obtain a different audit schedule allowed by state law.¹⁹ The schedule is now set at an independent audit every fifth year. Financial reviews may be completed more frequently.

ROADWAY SERVICES

Nature and Extent

The District provides road maintenance services to one road, including paving and brush removal. Maintenance services are generally provided by contractors. Chipsealing is provided for the road every seven to ten years. Volunteers occasionally trim trees to allow truck access on roads.

Location

The District provides services within the District's boundaries. The District does not provide services outside of bounds.

Infrastructure

The District maintains approximately 1.1 miles of roadway. The roads were chip-sealed in 2015 for just over \$20,000, through a contract with an independent contractor. The

¹⁷ As reported by Auditor Controller.

¹⁸ Government Code §§61118 and 26909(a)(1).

¹⁹ Government Code §§61118 and 26909(b).

District reports that this price was particularly low, and will most likely increase approximately 50-100 percent in the next seven years. No new roads are planned, and there are no other infrastructure needs. The District roadway does not meet the design standards to be accepted into the County's public road system.

Service Adequacy

The District reports that it has had the means to provide adequate services in the past, but anticipates requiring increased financing to fund increased maintenance costs. The District has maintained an adequate reserve to fund needed street improvements to date. Preventative maintenance to minimize excessive costs is provided on a regular basis.

The road still appears to be in good condition after the most recent chip-seal. The drainage ditches also appear to be fairly clean.

Figure 2: Ridgewood Acres Street Profile

Street Service Profile			
<i>Service Configuration</i>			
Street Maintenance	Hired contractor	Drainage Maintenance	District/home-owners
<i>Service Demand</i>			
Street Sweeping Frequency:	Service not provided.		
<i>Circulation Description</i>			
The District maintains Ridge View Drive, which is a loop that connects to SR 104 at each end.			
<i>System Overview</i>			
Street Centerline Miles	1.1	Signalized Intersections	0
Privately maintained roads	1.1	Bridges	0
Publicly maintained roads	0	Other	NA
<i>Infrastructure Needs/Deficiencies</i>			
The road is repaved every seven years, which was most recently completed in 2015. There are no current infrastructure needs.			
<i>Service Adequacy</i>			
Street Miles Rehabilitated FY 17	0%	Costs per Street Mile ¹	\$0
Road maintenance performed in FY 15 consisted of repaving Ridge View Drive. The next repaving will be in FY 22.			
<i>Service Challenges</i>			
The District anticipates that maintenance costs will increase by 100 percent in the next seven years and an assessment increase will be necessary to finance adequate services.			
<i>Facility Sharing</i>			
Current Practices: None identified.			
Opportunities: The District transferred financial administration activities to the County.			
Notes: (1) CSD expenditures on road maintenance in FY 17 divided by centerline miles of street.			

SUMMARY OF DETERMINATIONS

Growth and Population Projections

- ❖ There has been no growth within the District since 1962 and no future growth requiring District services is anticipated within or adjacent to the District.

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

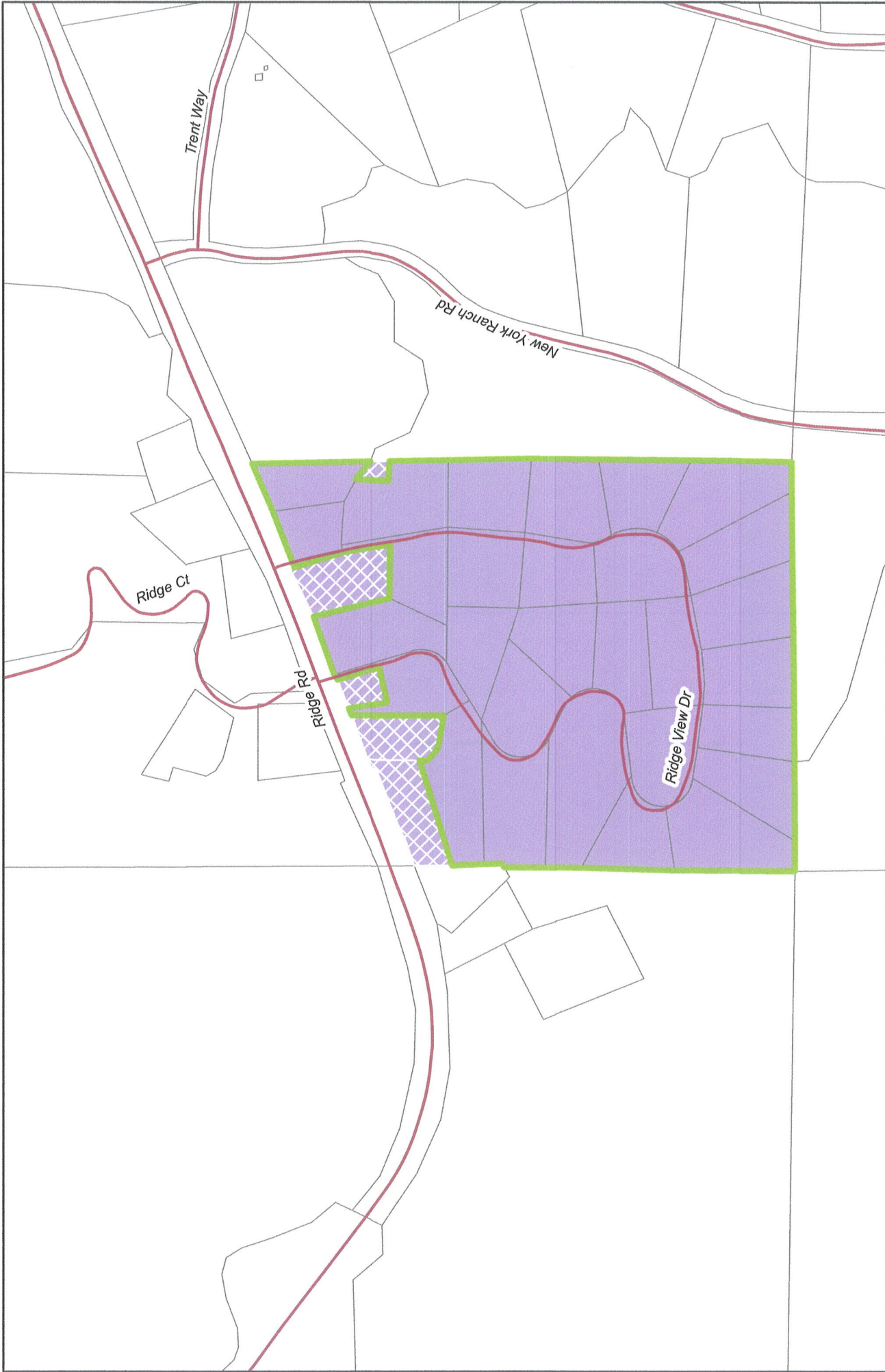
- ❖ The District does not provide services related to wastewater, municipal and industrial water, or structural fire protection; thus the requirements regarding identification of DUCs is not applicable.

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

- ❖ Present capacity of public facilities is sufficient, and service provision is adequate within financial constraints; the District chipseals its roadway every seven to ten years.
- ❖ Future capacity will remain constant.
- ❖ While the District reports that the roadway is in good to excellent condition, it is not constructed to minimum County standards and the long-term road maintenance needs may be problematic. The District anticipates major maintenance will be needed at some point in the future, however there is no plan in place to fund long term maintenance needs.

Financial ability of agencies to provide services

- ❖ The District reported that the current level of financing will not be sufficient to perform future maintenance due to increased costs. Continued assessments through 2022-2025 (i.e., when the next chipseal will be performed) plus current reserves should be enough to cover the cost of that maintenance if costs do not increase dramatically. However, that will most likely deplete all reserves. The current assessment levels are not high enough that there will then be sufficient funds for the subsequent chipseal in another seven to ten years. Options for the district include: increasing the assessment, bringing the roads up to County standards such that maintenance could be turned over to County Service Area 5, or dissolving the District and finding a way to privatize the maintenance.
- ❖ Residents were not receptive to a District-proposed assessment increase in August 2007.



Map created January 7, 2019 for Amador LAFCO by:
 Amador County Transportation Commission GIS staff
 117 Valley View Way, Sutter Creek CA 95665 (209) 267-2282

Ridgewood Acres Community Services District Boundary and Sphere of Influence

The Amador County Transportation Commission assumes no responsibility arising from the use of this information. THE MAPS AND ASSOCIATED DATA ARE PROVIDED WITHOUT WARRANTY OF ANY KIND, expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Do not make any business decisions based on this data before validating your decision with the appropriate County office.

Approved 1/17/2019
 LAFCO Resolution # 2019-03

- Ridgewood Acres CSD
- Parcel
- Unassessed Parcel
- Sphere of Influence
- County Road



AMADOR LAFCO
LOCAL AGENCY FORMATION COMMISSION

DRAFT

Notice of Exemption

TO: _____ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814
 County Clerk
County of Amador

FROM: Public Agency:
Amador LAFCO
810 Court Street, Jackson, 95642
Contact: 209-418-9377
amador.lafco@gmail.com

Project Title: Ridgewood Acres Community Service District Municipal Services Review Pursuant to Government Code 56430

Project Location – 4.5 miles from the intersection of SR49 and Ridge Rd
Project Location - County: Amador

Description of Project: Review of local government service provider

Name of Public Agency Approving Project: Amador LAFCO

Name of Person or Agency Carrying out Project: Amador LAFCO

Exempt Status: (check one)

Ministerial (Sec. 21080(b)(1);15268);

Declared Emergency (Sec.21080(b)(3);15269(a);

Categorical Exemption. State type and selection number:

Statutory Exemptions. State code number: 21102, 21150

Reasons why project is exempt: Descriptive and Planning Studies for Possible Future Action for which funding has not been approved.

Signature: _____ Date: 1/17/19 Title: Executive Officer

Signed by Lead Agency Date received for filing at OPR: _____
 Signed by Applicant

POSTED ON:

AGENDA ITEM #9

TO: ALL COMMISSIONERS, ALTERNATES
FROM: ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER
SUBJECT: **RIDGEWOOD ACRES COMMUNITY SERVICE DISTRICT SPHERE OF INFLUENCE;
LAFCO PROJECT #307; RESOLUTION #2019-03**
DATE: MEETING OF JANUARY 17, 2019

BACKGROUND:

The Municipal Services Review (MSR) for Ridgewood Acres Community Service District (RACSD) identified that the district was formed in 1974 to provide street maintenance services and water. Water Services transferred to AWA in 2003.

The boundaries of the district include the entire Ridgewood Acres subdivision. The sphere of influence for the district was adopted in 1974 and there is an unlabeled map associated with the records of that time, which excludes some property within the district from assessment. It appears that these parcels do not use the district roads, and are not assessed for services. This smaller area was approved for the sphere in 2009, and affirmed in 2014, thus allowing for the parcels to detach from the district in the future.

District operations are detailed in the Municipal Services Review. The report notes that RACSD functions simply as a pass through for collecting assessments and does not comply with minimum statutory requirements for CSDs. The report notes a number of deficiencies, including fewer board members than required. The district also enforces C, C &R's, which is not an authorized district power.

DISCUSSION:

The historic sphere of influence is coterminous with the district's service area, excluding land within its boundaries that do not need road maintenance services. The analysis and profile for the district is contained in the Municipal Services review and notes a number of deficiencies and challenges for the district. The district profile and information in the MSR is made a part of this action by reference.

The long-standing deficiencies and challenges noted in the MSR would substantiate an action by the Commission to set a zero sphere of influence. A zero sphere of influence would signal that the district should dissolve and/or reorganize, perhaps with another road maintenance district.

However, the Executive Officer recommends affirming the previously adopted coterminous sphere (less parcels which do not participate in the district). This alternative will allow LAFCO staff, the county supervisor for the area, and the three existing district board members to work on possible remedies to the district's problems in an effort to revitalize the district and bring it into conformance with state laws.

CEQA:

LAFCO is the lead agency for the project. The Executive Officer has reviewed the proposal and determined that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), Section 15061(b)(3) of the Public Resources Code, in that there is no change in services or service demand and no possibility that the project could have a negative effect on the environment (Notice of Exemption attached).

RECOMMENDATIONS:

1. Find that the adoption of the proposed sphere of influence for the Ridgewood Acres CSD is exempt from the provision of CEQA under Section 15061(b)(3)).
2. Approve LAFCO Resolution #2019-03 (draft attached), making determinations and adopting/affirming the sphere of influence for the Ridgewood Acres Community Services District, to be coterminous with the boundaries less those parcels within the boundaries where service is not provided and assessments are not charged.
3. Direct staff to contact the county supervisor for the area and the three existing district board members to initiate a plan to improve district functioning.
4. Direct staff to report back to the Commission on the district's progress in six months.

Attachments:

Resolution 2019-03 with Determinations (Exhibit B)

Map (Exhibit A)

Notice of Exemption

LOCAL AGENCY FORMATION COMMISSION

RESOLUTION MAKING DETERMINATIONS AND ADOPTING A SPHERE OF INFLUENCE FOR THE RIDGEWOOD ACRES COMMUNITY SERVICES DISTRICT

LAFCO RESOLUTION NUMBER 2019-03

WHEREAS, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act, commencing with §56000, et seq. of the Government Code, and specifically in accordance with §56425; and

WHEREAS, a comprehensive municipal services review has been completed and was found by LAFCO to be adequate and complete on January 17, 2019; and

WHEREAS, a written statement of the functions and classes of services provided by the Ranch House Community Services District was filed with LAFCO in 2005 and no changes to these services have occurred since that time; and

WHEREAS, the functions and classes of services authorized by LAFCO in January, 2006 are as follows: Acquire, construct, improve, and maintain streets, roads rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works, and there have been no changes to service since that time; and

WHEREAS, at the times and in the form and manner required by law, the Executive Officer has given notice of the hearing by this Commission; and upon the date, time and place specified in said notice of hearing and in any order or orders containing such hearing, the Commission has received, heard, discussed and considered all oral and written testimony related to the Sphere of Influence, including but not limited to comments, objections, the Executive Officer's written and oral report and recommendation, the environmental determination, the Municipal Services Review, previously adopted spheres of influence and proposed amendment to the historic sphere of influence;

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

1. The adoption of the Sphere of Influence for the Ridgewood Acres Community Services District is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) in that there is no possibility that the action taken by the Commission may have a significant effect on the environment.
2. The Sphere of Influence of the Ridgewood Acres Community Services District is determined and approved as shown on the attached map marked "Exhibit A", and includes all territory within the Districts boundaries, less parcels within the boundaries which are not currently receiving service and are not assessed by the District.
3. Determinations with respect to the Sphere of Influence for the Ridgewood Acres Community Services District are set forth and described in the attached "Exhibit B" and are incorporated herein by this reference.
4. The Executive Officer is hereby directed to file a Notice of Exemption in compliance with

AMADOR LAFCO

LOCAL AGENCY FORMATION COMMISSION

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 17st day of January 2019, by the following vote:

AYES:

NOES:

ABSENT:

Presiding Officer
Patrick Crew, Chairman

ATTEST:

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

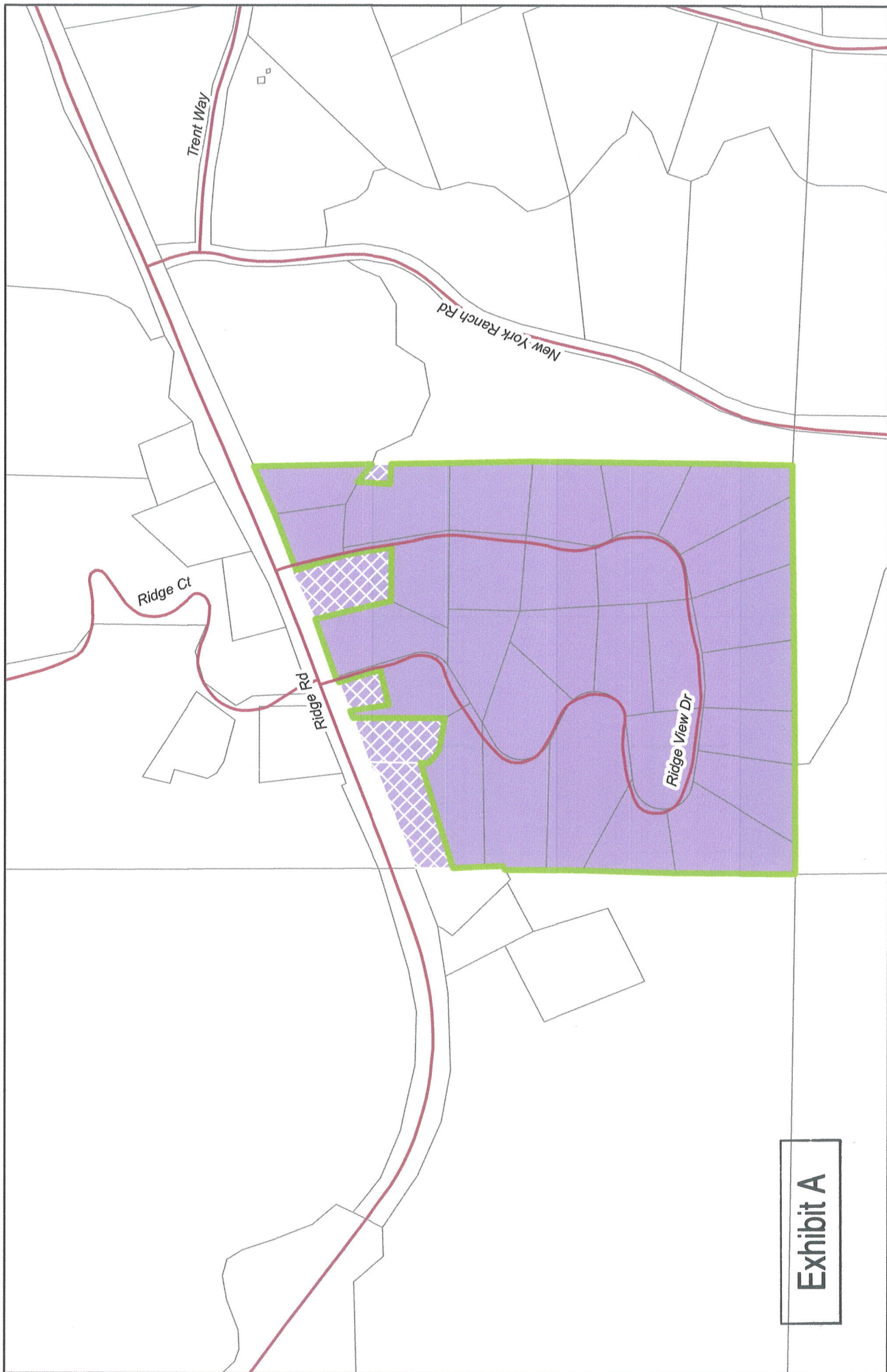


Exhibit A

Ridgewood Acres CSD Parcel
 Unassessed Parcel
 Sphere of Influence
 County Road



**Ridgewood Acres Community Services District
Boundary and Sphere of Influence**

Approved 1/17/2019
LAFCO Resolution # 2019-03

Map created January 7, 2019 for Amador LAFCO by:
Amador County Transportation Commission GIS staff
117 Valley View Way, Sutter Creek CA 95665 (209) 267-2282

The Amador County Transportation Commission assumes no responsibility arising from the use of this information. THE MAPS AND ASSOCIATED DATA ARE PROVIDED WITHOUT WARRANTY OF ANY KIND, expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Do not make any business decisions based on this data before validating your decision with the appropriate County office.

LOCAL AGENCY FORMATION COMMISSION

Exhibit B TO LAFCO RESOLUTION NO. 2019-03

RESOLUTION MAKING DETERMINATIONS AND ADOPTING/AFFIRMING A SPHERE OF INFLUENCE FOR THE RIDGEWOOD ACRES COMMUNITY SERVICES DISTRICT

1. No changes to the present and planned land uses in and around the Ridgewood Acres Community Services District are anticipated within the planning horizon of this sphere of influence, including agricultural and open space lands.
2. No changes in the present and probable need for public facilities and services in and around the Ridgewood Acres Community Services District are anticipated within the planning horizon of this sphere of influence.
3. The Commission recognizes that the District may not currently comply with most provisions of the laws governing the operations of community services districts and has considered a zero sphere of influence for the District. LAFCO urges the board of directors to take steps to comply with these provisions and remediate the deficiencies noted in the MSR. This sphere is approved in anticipation of those changes.
4. The Commission has not identified any community of social and economic interest that is relevant to this sphere action.
5. The commission recognizes that the Ridgewood Acres Community Services District boundary currently includes parcels which do not receive services and are not assessed for services and determines that these parcels shall be excluded from the sphere of influence to allow for a future detachment from the boundaries of the district.

AMADOR LAFCO

LOCAL AGENCY FORMATION COMMISSION

DRAFT

Notice of Exemption

TO: _____ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814
 County Clerk
County of Amador

FROM: Public Agency:
Amador LAFCO
810 Court Street, Jackson, 95642
Contact: 209-418-9377
amador.lafco@gmail.com

Project Title: 1) Affirm a Coterminous Sphere of Influence for Ridgewood Acres CSD (RACSD) & 2) Affirm the Existing Sphere of Influence for Drytown County Water District (DCWD)

Project Location - Specific: 1) RACSD is 4.5 miles from the intersection of SR49 and Ridge Rd; 2) DCWD is 3 miles south of the City of Plymouth

Project Location - City: NA **Project Location - County:** Amador

Description of Project: Affirm the current spheres of influence for RHECSD & DCWD

Name of Public Agency Approving Project: Amador LAFCO

Name of Person or Agency Carrying out Project: Amador LAFCO

Exempt Status: (check one)

Ministerial

Declared Emergency

Categorical Exemption Section 15061(b)(3)

Statutory Exemptions. State code number:

Reasons why project is exempt: Section 15061(b)(3) of the Public Resources Code, in that there is no change in services or service demand and no possibility that the project could have a negative effect on the environment.

Signature: _____ Date: 1/17/19 Title: Executive Officer

Signed by Lead Agency Date received for filing at OPR: _____
 Signed by Applicant

POSTED ON:

AGENDA ITEM #10

TO: ALL COMMISSIONERS, ALTERNATES
FROM: ROSEANNE CHAMBERLAIN, EXECUTIVE OFFICER
SUBJECT: PUBLIC REVIEW DRAFT MUNICIPAL SERVICE REVIEW (MSR), 2019 UPDATE,
PINE GROVE COMMUNITY SERVICES DISTRICT (LAFCO PROJECT #308)
DATE: MEETING OF JANUARY 17, 2019

BACKGROUND:

The Public Review Draft Municipal Service Review (MSR) for Pine Grove Community Services District is attached.

DISTRICT HISTORY & BACKGROUND:

The district was formed in November 19, 1965, to provide “domestic and commercial supply of water, and fire protection facilities, including hydrants.” In 1994, PGCS D was annexed to Amador Fire Protection District (AFPD) and fire and emergency service was transferred to AFPD. The district purchases wholesale treated water from Amador Water Agency and continues to provide reliable water service to its customers within and outside the boundaries. Properties outside the district were connected into the system at a time when the district was unaware of the requirements for LAFCO annexations and has a long-standing desire to annex those parcels and eliminate the boundary service mis-match.

DISCUSSION:

Pine Grove is a disadvantaged unincorporated community and the district may be eligible for grant funding for system renovation and improvements as noted in the MSR.

STAFF RECOMMENDATIONS:

1. Receive the Draft MSR and direct staff to circulate the report for comment.
2. Set the public hearing for the final action on the MSR for the next LAFCO meeting.

Attachments:

Public Review Draft MSR 2019 Update for PGCD
Draft District Map (boundary verification and mapping is underway)

PINE GROVE COMMUNITY SERVICES DISTRICT

Pine Grove Community Services District (PGCSD) provides retail water delivery and public park services.

AGENCY OVERVIEW

Background

Pine Grove Community Services District (PGCSD) was formed on November 19, 1965, as an independent special district.¹ PGCSD was formed to provide “domestic and commercial supply of water, and fire protection facilities, including hydrants.”² In 1994, PGCSD was annexed to Amador Fire Protection District (AFPD) and service was transferred to AFPD.

The principal act that governs the District is Community Services District Law.³ CSDs may potentially provide a wide array of services, including water supply, wastewater, solid waste, police and fire protection, street lighting and landscaping, airport, recreation and parks, mosquito abatement, library services; street maintenance and drainage services, ambulance service, utility undergrounding, transportation, graffiti abatement, flood protection, weed abatement, and hydroelectric power, among various other services. CSDs are required to gain LAFCO approval to provide those services permitted by the principal act but not already being performed by the end of 2005 (i.e., latent powers).⁴ LAFCO approved the PGCSD’s provision of water and park and recreation services on February 23, 2006, as the District had provided these services by the end of 2005. LAFCO reauthorized these services in 2010.⁵

Boundary

The PGCSD boundary includes the community of Pine Grove, which is located in central Amador County, along SR 88 and Ridge Road. The boundary area encompasses the town center area (designated in the Amador County General Plan) and portions of the community zoned for low-density and suburban residential, and commercial uses. The boundary extends east to west along Ridge Road (SR 104) and SR 88 from Druid Lane to Mt. Zion Road, north along Lupe Road and Pine Grove Volcano Road, and south along Irishtown Road and Spagnoli Mine Road. The District has a boundary area of approximately 524 acres (0.82 square miles).

LAFCO records of the District’s boundary history include 21 annexations and one detachment. The District serves additional parcels outside its boundaries. The District has

¹ Formation date is from Board of Equalization records.

² Board of Supervisors resolution 1088.

³ Government Code §61000-61226.5.

⁴ Government Code §61106.

⁵ LAFCO Resolution 2010-04.

long planned to annex the out-of-district parcels, however in December 2013, the District decided to proceed with the additional parcels at a later date. As of this writing the District has not yet initiated an annexation of those parcels.

Careful boundary research and verification of District boundaries is being completed as part of this review. No discrepancies between the research results and previously identified boundaries have been identified to date. Minor boundary corrections along road rights-of-way or parcel lines may be needed. The final verified boundary map will be completed with the final MSR documents.

Sphere of Influence

The District's original SOI was adopted in 1976, but the resolution does not include any description of its geographic area. Undated maps showing various sphere boundary lines are found in the LAFCO files, but it is unclear whether these were proposals or whether one might have been the adopted sphere of influence. All represent very large areas surrounding the district. In 2010, LAFCO amended the SOI for PGCSD to include all territory within the District's bounds, areas where the district currently provides service, and areas where future services are planned.⁶

Local Accountability and Governance

PGCSD is governed by a five-member governing body. Directors are to be selected via elections at large; however, in practice, positions have not been contested and members are appointed by the Board of Supervisors.

⁶ LAFCO Resolution 2010-04.

Figure 1: PGCS D Governing Body

Pine Grove Community Services District			
Governing Body			
	Name	Position	Term Ends
<i>Members</i>	Robert G. Blair	Vice-President	12/19
	R.J. Rick Shultz	President	12/19
	Paul G Johnson	Director	12/21
	Jay D. Ollig	Director	12/21
	Richard Schlaman	Finance Director	12/22
<i>Manner of Selection</i>	Elections at large; appointment by Board of Supervisors for uncontested positions		
<i>Length of Term</i>	Four years, staggered		
<i>Meetings</i>	Date: First Thursday	Location: District Office, Pine Grove	
<i>Agenda Distribution</i>	website		
<i>Minutes Distribution</i>	By request , on the website, at meetings		
Contact			
<i>Contact</i>	General Manager, Lori Arnberg		
<i>Mailing Address</i>	P.O. Box 367, Pine Grove, CA, 95665		
<i>Phone</i>	(209) 296-7188		
<i>Email</i>	pgcomser@volcano.net		
<i>Website</i>	www.pgcsd.org		

The District informs constituents by posting agendas at its office and on their web site at www.pgcsd.org. Minutes are available by request, on the web site and at monthly meetings. Public outreach efforts include messages on an electronic message board, on the website, and through an automated emergency alert system, as well as flyers or mailings as special issues arise.

With regard to customer service, complaints may be submitted to the District in writing, or in person to the General Manager. Customers with complaints may also attend district meetings. The District reported that complaints most often relate to billing and water leak issues, and that it received approximately eight complaints in 2018. The district website has an on-line option for paying bills which addresses the majority of complaints as many customers have requested this payment option.

The District reported that it had no Brown Act violations in recent history. All new board members receive a copy of the Brown Act. Every January, the General Manager notifies the members of any changes in the law pertaining to the Brown Act.

The District demonstrated accountability in its disclosure of information and cooperation with LAFCO. The agency responded to LAFCO’s written questionnaires and cooperated with document requests promptly and efficiently.

Management

The principal act requires that districts have five-member governing boards and appoint a general manager to implement board policies.⁷ The District is managed by a part-time General Manager and is staffed by a water manager. Both employees work approximately 20 hours per week. The General Manager reports directly to the board at regular meetings. The General Manager and water manager perform written reports monthly based on a task list outlined for their positions. The General Manager and members of the Board of Directors maintain required trainings, including Ethics and Harassment Prevention.

PGCSD performs employee evaluations on an annual basis, and informally evaluates the performance of its employees monthly at its meetings.

In order to improve operational efficiency, the District has developed a Strategic Plan and a system repair and upgrade schedule. The District's strategic plan includes capital improvements. The following improvements will be funded through grants from the State Water Board in the year 2019:

- Replace all three water tanks with a new 500,000-gallon water tank.
- Replace all residential meters to increase accuracy as well as improve efficiency. Meter data will be automatically read through a radio data collection system.
- Add ten Master Meters to help segregate system analysis and better identify areas with possible leaks.

The District will be seeking further grant opportunities to replace all Commercial Meters or will self-fund that effort when the residential meters are installed.

The District will be seeking additional grant funding for infrastructure replacement, with a plan to replace old and small sized water lines. In order for the District to effectively plan for infrastructure replacement, a contracted Engineer has been hired to complete a water model of the system.

The District will be connecting the Pine Grove Cemetery and Pine Grove Park to well water in 2019 to reduce the use of treated drinking water for irrigation.

District financial planning efforts include annual preparation of a budget and annually audited financial statements. The most recent audited financial statement provided by the District was for FY 18. In the financial statements the auditor found PGCSD presented fairly and in all material respects, the assets, liabilities and net assets of the District as of June 2018.

Management practices include risk management. The District's insurance includes a commercial package policy for general liability, worker's compensation, auto liability and wrongful acts coverage that provides limits of liability of \$1 million per occurrence and \$3 million aggregate annually.

The District began providing medical benefits to their employees in December 2018.

⁷ Government Codes §61040 and 61050.

Service Demand and Growth

Existing land uses in the District's boundary are primarily low-density and suburban residential (i.e. from three units per acre to one unit per five acres, on average), and commercial properties. Commercial areas are concentrated along SR 104, through the center of the district boundary. The District reports that it serves approximately 63 commercial properties.

Economic activity within the District includes retail, medical, legal, and telecommunications services. Employers include the United States Post Office, Pine Cone Drug Store, Pine Grove Market, Amador Cremation and Funeral, ACES Waste Services, and Volcano Telephone.

The district reports 327 water connections to residential properties within District bounds. The estimated population within District bounds is 900.⁸ The District's population density is 843 per square mile, compared to the countywide density of 64.

The District reported that service demand has not increased in recent years. Service demand may increase with development, as many property owners have split their five-acre parcels into four separate lots. For planning purposes, PGCSO continues to project less than three percent growth annually to forecast service needs.

Projected growth within the District is currently based on planned developments which continue to build out very slowly. The District eventually anticipates an additional one to two commercial units as part of the Pine Grove Bluffs development.

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 (DUCs) 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.⁹

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.¹⁰

The California Department of Water Resources (DWR) has developed a mapping tool to assist in determining which communities meet the disadvantaged communities median

⁸ The population estimate for the District is the product of the number of water connections within the boundary area and the average household size (2.3) in Amador County in 2009-2011, according to the United States Census Bureau.

⁹ Government Code §56033.5.

¹⁰ LAFCO Policy 7.3, adopted 2-16-17.

household income definition.¹¹ DWR identified disadvantaged communities within Amador County¹². Current Median Household Income is \$48,120. The State considers Pine Grove to be a disadvantaged community and the district may be eligible for grant funding to improve water services.

LAFCO policy 7.3, adopted February 16, 2017, defines disadvantaged communities as those consisting of 15 dwelling units at a density not less than one unit per acre. Pine Grove CSD is a DUC by this standard.

LAFCO policy 7.7 adopted February 16, 2017, further defines a Legacy Community as a geographically isolated community that meets DUC criteria and is at least 50 years old. Pine Grove is a legacy community.

The District along with other regional providers do provide services for water, wastewater, and structural fire protection within the Pine Grove area at adequate levels.

Financing

Total Revenue in FY 2018 was \$538,616. Primary revenue sources were water sales (68%), Assessments (8%), and Park (14%, including \$1,307.00 monthly from AT & T cell tower rental fee). The district does not receive revenues from property taxes.

Total expenditures for the year were \$134,410. Costs were primarily composed of Cost of Goods Sold (52%), Professional fees (5%), Depreciation (11%), Payroll (21%), and other (11%).

The District's target level for financial reserves is \$60,000 annually. In FY 2018 the District ended with \$1,421,901 net assets.

¹¹ 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.

¹² 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.

WATER SERVICES

This section describes the nature, extent and location of the water services provided as well as key infrastructure and water sources. The tables provide further information and indicators of the agency's water service supplies, demand, financing, service adequacy, and facilities.

Nature and Extent

PGCSD purchases treated water from AWA through the Central Amador Water Project (CAWP) and distributes it to residential and commercial users. The District does not provide water treatment services. The District provides necessary maintenance and operation of the water distribution system directly through its part-time water manager.

The District does not produce or use recycled water, and does not practice conjunctive use.

The District is a member of California Special Districts Association (CSDA) and California Rural Water Association (CRWA).

Location

PGCSD provides services within its bounds and has connections to parcels outside the district. There are less than ten parcels within district bounds that are still on private wells and are not served by the District.

Infrastructure

Key infrastructure includes the District's office, three storage tanks, 11 miles of distribution pipeline, and a well.

PGCSD purchases treated surface water from Tiger Creek Reservoir from AWA. The water is treated at AWA's Buckhorn Treatment Plant, passes through the CAWP transmission pipeline, and fills the three storage tanks serving the District. The District is not aware of any constraints on the amount that AWA will supply to the District for service within its current boundaries. During times of water shortage, AWA has the prerogative to ration water to the District; however, that has never occurred. The District must apply to AWA for a commitment to serve additional connections outside of bounds.

The District reported that water purchased from AWA is generally of excellent quality and there have been no contaminant issues.

The District uses groundwater for non-potable uses. The District maintains a single well at the district office. The well is used primarily to fill the AFD water tender and to provide bulk water to developers for construction sites. The well was built prior to 1960, but was refurbished in 2018 and is in good condition, as identified by the District. Well water will also be extended to the park and the Pine Grove Cemetery to reduce use of treated water in these landscape applications. The District reports that water purchased from AWA is generally of excellent quality and there have been no contaminate issues. The 2018 Annual Consumer Confidence Report indicates that Pine Grove Community Service District met all standards.

The District owns and maintains 3 storage tanks. The tanks will be removed in 2018 and replaced with a new 500,000-gallon capacity tank. In the event of emergencies or when the new tank needs to be off-line temporarily for cleaning or repairs, the District is able to pull water directly from the CAWP system.

The distribution system consists of 11 miles of PVC (65%) and asbestos-cement (35%) pipes. DPH identified the pipes as being in generally good condition; however, the District reported that the pipes are undersized with four to six-inch mains in some areas and in need of replacement with eight to 12-inch pipes. The District lacks funding to replace all of its undersized pipes; consequently, replacement is done on an as-needed basis. The District plans to begin regular upgrading and upsizing of the existing pipelines in 2013-2015. The District identified a challenge maintaining sufficient pressure for fire flow and is in the process of identifying options to maintain the ISO recommended flow of 1,000 gpm for residential areas and 1,500 to 2,000 gpm in commercial areas.

The most recent inspection and report by the State Water Resources Control Board (SWRCB) on file with the Amador County Environmental Management Department is dated June 2, 2017. The report notes that the tanks and distribution system appear to be well maintained and all chemical monitoring is up to date. The water system is noted to be in good condition. The following additional items were noted:

- Minor debris located at tank site
- Water storage access hatch not properly secured with bolts
- Flushing plan to be filed with SWRCB
- Water quality monitoring for phosphates, schedule for future monitoring
- No detectable concentration of asbestos in the distribution system

Figure 2: PGCSD Water Profile

Pine Grove CSD				
Water Service Configuration & Infrastructure				
Water Service	Provider(s)	Water Service	Provider(s)	
Retail Water	Direct	Groundwater Recharge	None	
Wholesale Water	AWA	Groundwater Extraction	Direct	
Water Treatment	AWA	Recycled Water	None	
Service Area Description				
Retail Water	The PGCSD boundary includes the community of Pine Grove, located along SR 88. The service area extends west along SR 88 from Druid Lane to Mt. Zion Road, north along Lupe Road and Pine Grove Volcano Road, and south along Irishtown Road and Spagnoli Mine Road.			
Wholesale Water	NA			
Recycled Water	NA			
Boundary Area	0.8 sq. miles	Population (2013)	900	
System Overview				
Average Daily Demand	0.1 mg	Peak Day Demand ²	NP	
Supply	The District is not aware of any limits on the amount of water that can be purchased from AWA to serve the current District bounds. The capacity of the District's distribution system was not provided.			
Major Facilities				
Facility Name	Type	Capacity	Condition	Yr Built
Storage Tank 1	Storage	98,000 gal.	Poor	1987
Storage Tank 2	Storage	283,000 gal.	Poor	1987
The above tanks will be replaced in 2019 with one 500,000 gal. tank				
Well	Nonpotable Well	140 gpm	Good	Re-built 2018
Other Infrastructure				
Reservoirs	0	Storage Capacity (mg)	0.38 mg	
Pump Stations	0	Pressure Zones	1	
Production Wells	1	Pipe Miles	11 miles	
Infrastructure Needs and Deficiencies				
Infrastructure needs identified by the District include improved water pressure, fire flow, replacement of undersized four and six-inch mains, replacement of out of date lines, replacement of water tank and				
Facility-Sharing and Regional Collaboration				
Current Practices: The District currently receives treated water from the AWA Buckhorn Treatment Plant through CAWP pipelines, in conjunction with other CAWP members. In addition, the District shares its building with AFPD and the District rents out space for a cellular tower.				
Opportunities: The District did not identify any future opportunities for facility sharing.				
Notes:				
(1) NA means Not Applicable, NP means Not Provided, mg means millions of gallons, af means acre-feet.				
(2) Although the District did not report the Peak Day Demand number, it reported that September 6, 2012 was the day in which demand peaked in the District.				

continued

Pine Grove CSD							
Water Demand and Supply							
Service Connections		Total	Inside Bounds	Outside Bounds			
Total		388	388	0			
Irrigation/Landscape		0	0	0			
Domestic		324	324	0			
Commercial/Industrial/Institutiona		64	64	0			
Recycled		0	0	0			
Other		0	0	0			
Average Annual Demand Information (Acre-Feet per Year) ¹							
	2000	2005	2010	2015	2020	2025	2030
Total	NP	154.0	227.0	79.0	NP	NP	NP
Residential	NP	NP	NP	NP	NP	NP	NP
Commercial/Industrial	NP	NP	NP	NP	NP	NP	NP
Irrigation/Landscape	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Water Sources		Supply (Acre-Feet/Year)					
Source	Type	Average		Maximum	Safe/Firm		
Purchased water from AWA	Surface	123.0		150	NP		
Hard rock well - non-potable	Groundwater	NP		> 1 ²	NP		
Supply Information (Acre-feet per Year)							
	2000	2005	2010	2015	2020	2025	2030
Total	150.2	161.3	NP	111	NP	NP	NP
Imported	150.2	161.3	NP	111	NP	NP	NP
Groundwater	0	0	0	0	0	0	0
Surface	0	0	0	0	0	0	0
Recycled	0	0	0	0	0	0	0
Drought Supply and Plans							
Drought Supply (af) ¹	Year 1: NP	Year 2: NP		Year 3: NP			
Significant Droughts	1976, 1977, 1988-94, 2007-2009, 2015						
Storage Practices	Storage is for short-term emergencies only.						
Drought Plan	The District relies on AWA for all drought planning activities, as water is purchased from AWA. Even during multiple-year droughts, AWA has received its full water rights and has never enacted curtailments.						
Water Conservation Practices							
CUWCC Signatory	No						
Metering	Yes						
Conservation Pricing	No						
Other Practices	The District recommends conservation through postings on their website and electronic message board						
Notes:							
(1) Projections based on the District's assumptions of approximately 3 additional connections annually. The average use per connection is 1,000 cubic feet every 60 days.							
(2) The District reported that contractors purchase the well water by the container or truck fill-up on an as-needed basis. A truck load ranges from 100 gallons to 2-3 thousand gallons per fill-up; thus, in a year the District supply via well is far less than a single acre-foot annually.							
(3) http://www.water.ca.gov/waterconditions/drought/pubs.cfm							

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