

RIO LINDA ELVERTA RECREATION AND PARK DISTRICT



MUNICIPAL SERVICES REVIEW
July 2013

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
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RIO LINDA ELVERTA RECREATION AND PARK DISTRICT

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DISTRICT SUMMARY PROFILE

Report Date: July 2013

District: Rio Linda Elverta Recreation and Park District
Location: 810 Oak Lane
 Rio Linda CA 95673

Telephone: 916/991-5929
FAX: 916/991-2892
E-mail: RLEparkdistrict@rcip.com
Website: RLEparks.org

Administrator: Wayne A. Lowery, District Administrator

Staffing: Six full time regular employees
 Three part time regular employees
 Thirty-five to fifty temporary/seasonal employees

Enabling Act: California Public Resources Code §5780

Services provided: Parks and Recreation

Area: 30 square miles, 19,200 acres

Sphere of influence: Coterminous with existing District boundary

Population: 25,000

Registered voters: 10,300

Formation Date: 1961 County Service Area #3
 1990 Dependent Special District
 1992 Independent Special District

Governing Body: Five member, elected board of directors

Latent powers: None

Total Budget: Fiscal Year 2013-14: \$1,316,701

Primary Revenue Source: Ad Valorem Property Tax

INTRODUCTION

The Rio Linda Elverta Recreation and Park District is an independent special district in Northwestern Sacramento County

Mission

The mission reflects the overarching principles of District operations and is consistent in its efforts to create a great community for residents of all ages and abilities. Nine key functions make up our Mission:

- Provide Recreational Experiences
- Foster Human Development
- Promote Health and Wellness
- Increase Cultural Experiences
- Facilitate Community Problem-solving
- Protect Natural Resources
- Strengthen Safety and Security
- Strengthen Community Image and Sense of Place
- Support Economic Development

Boundary

The District is bounded on the north by the Sacramento, Placer, and Sutter County lines and on the east by Watt Avenue, a jog westerly on Elverta Road and south on 28th Street to Elkhorn Boulevard to the topmost portion of McClellan Business Park, and continues in a southwestern direction along McClellan Business Park's boundary. The southern boundary is generally Ascot Avenue, Hwy 80, and Elkhorn Road. The western boundary runs south along Hwy 99/El Centro Road, Elkhorn Boulevard, Sacramento City limit by, and Gateway Park Boulevard. (Exhibit B)

Area

The District occupies approximately 30 square miles or 19,200 acres of land.

Population

Rio Linda Elverta Recreation and Park District population is approximately 25,000.

History

The Rio Linda Recreation and Park District was formed as County Service Area #3 by the Sacramento County Board of Supervisors and established under the Sacramento County Department of Parks and Recreation in fiscal year 1961-1962 to provide park and recreation services to the residents of the Rio Linda area. The community of Elverta was included in a

1985 annexation. In 1990, the Rio Linda Elverta Recreation and Park District was created as a dependent park district and became an independent district in 1993.

MANAGEMENT

Management Structure

Rio Linda Elverta Recreation and Park District is an independent special district governed by a five-member elected board of directors. The Board of Directors holds regular meetings on the third Wednesday of each month at 6:30 pm, at the Sacramento Northern Welcome/Visitors Center (Depot), 6730 Front Street, Rio Linda, California. Meeting notices are posted at the Rio Linda Elverta Community Center, the Depot, the Rio Linda Elverta Community Water District Office, and the District website (www.RLEparks.org). Board members receive a stipend of \$100 per meeting.

The Board of Directors appoints the District Administrator, who serves at-will and is responsible for policy implementation and the day-to-day operation of the district including the recruitment and supervision of district staff. Senior management employees include the Administrative Analyst, Park Supervisor and Recreation Supervisor.

Outreach

The Board of Directors encourages the public's involvement at all meetings. Besides posting the board meeting agendas, copies are sent to all residents who have requested notification, other local government officials, and area newspapers of general circulation.

Other services are marketed through a seasonal activity guide, a street side marquee, banners, flyers distributed at schools, a website (www.RLEParks.org), social media (Facebook), mass email notices, and local newspapers.

SERVICES

Services Provided

Rio Linda Elverta Recreation and Park District provides recreation programs, improved parks, and open space services to meet the recreational needs of community residents.

The District follows the National Recreation and Park Association recommended standard of five to ten acres of park for every 1,000 population. Five park categories recognized in the District's 2006 Recreation Facilities Master Plan:

- Mini Parks. Generally less than two acres in size serving a concentrated or limited population.
- Neighborhood Parks. Small park areas of approximately five to fifteen acres serving a population of 2,000-5,000 within ¼ to ½ mile radius.
- Community Parks. Designed to accommodate a wider variety and higher intensity of recreational uses than a neighborhood park often including specialized facilities such as a community center or aquatic center. Intended to serve multiple neighborhoods reaching a population of 20,000 people in a one to two mile radius.
- School-Park Sites. Could provide neighborhood or community park services combining the design and use of recreational amenities jointly with a school site thereby increasing service potential for both the park and school system.
- Special Use Facilities or Areas. Usually do not fit into other park categories, often varying in character and use from traditional park sites. Special Use Facilities or Areas can provide unique recreational opportunities or preserve valuable environmental, cultural and/or historical resources.

Recreation programs

A variety of recreational, educational, and social-service activities are offered to serve all ages, interests, needs, and abilities. Programs include sports, camps, special interest classes, aquatics, senior citizen activities, and special events. Programs are offered throughout the year and often in cooperation or partnership with other organizations including the Chamber of Commerce, churches, service clubs, nonprofit organizations, local businesses, school districts, and other government agencies.

Parks and Facilities

The district provides seven improved parks totaling 47.32 acres. An additional 33.5 acres of unimproved park land is available for development. (Table No. 1). Amenities include sports fields, a dog park, play equipment, group picnic shelters, horse arena, community center, skate park, basketball, and tennis courts. A bicycle motocross track and quarter midget race track are offered through concession management. Gymnasiums, multipurpose rooms, class rooms, as well as a swimming pool are used for District recreation activities through joint use and rental agreements.

Besides sharing school facilities, the district operates two community centers to provide a variety of classes and special events as well as an opportunity to hold meetings and rental activities.

Future growth is approved for the Elverta Specific Plan Area in the northeast quadrant of the District. The land use plan of 1,744 acres is intended to provide a village-scaled community with an eventual build-out of up to 4,950 new homes. This will include a 15 acre community center, 38 acre sports-park, and more than 20 acres of planned neighborhood and community parks. Additionally, street landscape and 118 acres of open

space are contemplated. The District’s 2006 Park Master Plan addresses the standards required for future park and facility development.

**Park Descriptions
Table No. 1**

	PARK	AC	AMENITIES	NOTES
1	Babe Best Park	8.16	Baseball fields (4), playground, parking lot (2), restroom/snack bar.	Possible mini dog park in future; expand N/ parking lot.
2	Central Park Horse Arena Park	12.29	Horse arena, improved and unimproved parking; BMX track.	Access to bike trail; bridge access to Hayer Park.
3	Community Center Park	6.09	Community Center; district office; playground, horseshoe pits; basketball ct.; tennis court.; two playgrounds; parking lot; butterfly gardens; shuffleboard court; picnic shelter; trail access.	2006 Master Plan, Page VII-25 says Community Center Park is 12.5 acres (not 8.5 ac).
	Depot Park	4.1	Depot Center; gazebo; horse and pedestrian/bike trail.	
4	Harvey House Corporation Yard	1.25	Maintenance offices; garage; outdoor storage.	
5	Hayer Park	6.9	Parking lot; quarter midget race track; restroom/snack bar; picnic tables.	Adjacent to Rio Linda Preparatory Academy (TRUSD) sports fields and track.
6	Linda Creek Park	3.5	Open Space	In flood plain.
7	Northbrook Park	2.5	Play equipment; basketball court; fitness trail. [APN: 215-0140-014 & 016]	
8	Ponderosa Farm Park	30.0	Unimproved park [APN: 202-0030-034 (portion)]	Part of 80 acre tract of land; zoned AG-80 F. (Flood Zone: AE; A99; X.FEMA Map No. 0602620055D, dated 11/15/89)
9	Westside Park	7.28	Lighted softball field; volleyball ct.; dog park; restroom; parking lot. [APN: 214-0200-040 & 041]	Includes apx. 3.5 acres turf area with backstop and play equipment at Westside School (TRUSD).
10	Un-named Parcel	.09	Posts for hanging District banners are the only site improvement.	
TOTAL IMPROVED PROPERTY		46.56		
TOTAL UNIMPROVED PROPERTY		35.6		

INFRASTRUCTURE

Infrastructure needs are determined by the District's Board of Directors with input from staff, members of the public, youth athletic groups, community organizations, park neighbors, and surveys. In 2005 the District approved a master plan for future park facilities. The Park and Recreation Master Plan is reviewed annually and was formally updated in 2006. Through a memorandum of understanding, the District partners with the Twin Rivers Unified School District for use of gymnasiums, a swimming pool, and other facilities. Program services are also provided on school facilities through a partnership with the Elverta Joint Elementary School District.

Capital Improvement Projects

The need to provide new capital improvements is based on policies developed in the District's 2006 Park and Recreation Master Plan and public demand. Priorities for new projects consider:

- Ability to meet broad public need
- Availability of outside revenue resources
- Financial ability to provide ongoing maintenance and operation
- Socio-economic and quality of life impact
- Ability to coordinate with other projects to minimize environmental impacts and maximize use of resources.

The District utilizes facilities or other organizations to expand its ability to provide services and avoid project duplication. These can include schools, churches, and commercial properties. The Rio Linda Elverta Community Center (7,272 sf) is recognized as an Emergency Preparedness Center by Sacramento County.

Deferred Maintenance

In 2011, the District contracted with an independent engineering firm to conduct a review of all facilities and park amenities resulting in a thirty year analysis of infrastructure conditions, life expectancy, and repair or replacement projection costs. The report provides a year-to year recommendation of maintaining a replacement reserve fund for all capital facilities and equipment. The District annually adds and/or withdraws from the deferred maintenance reserves based on current and projected needs.

The study evaluated all fixed assets including building and park structures, landscaping, parking lots, etc. Interior and exterior improvements such as paint, plumbing, roofing were considered along with prior and anticipated wear.

FINANCES

Revenue Sources

The District's primary revenue source is the ad valorem property tax. In FY 2013, the Appropriations (Gann) Limit was \$982,995 while the Secured Property Tax Income was \$660,772, well within the established limit. Budgeted tax revenues in all categories were \$718,752. Other principle sources of revenue include Facility Rentals (\$22,960), Recreation Fees (\$124,659), and maintenance services to the Sacramento Area Flood Control Agency (\$23,500). Total budgeted revenues in FY 2013 of \$1,221,549 included one-time sources such as grants and transfers from reserve accounts. Total budgeted expenses in FY 2013 were \$959,376.

Revenue Constraints and Opportunities

With the passage of Proposition 1A in 2004, property tax revenues stabilized after several years of transfers by the State Legislature to the Educational Revenue Augmentation Fund (ERAF). This was followed by the decline in property tax assessed valuations starting in 2006. Recently assessed values appear to have stabilized and moderate growth in property tax income is expected in the next several years. The District receives only about 4% of the 1% assessed value of the annual property tax collected which severely limits its ability to maintain existing facilities and provide adequate administrative support and recreation services. Faced with declining tax revenues, the District recently initiated salary and wage freezes, work furloughs, a reduction in force by not filling vacant positions, downgraded management positions, and postponed deferred maintenance projects.

The pending development of the Elverta Village Specific Plan area will provide not only new facilities to meet the needs of future residents but increased property tax revenues which, through a broad economy of scale, will help sustain District operations. The District now receives a park impact fee (\$6,567 for Single Family Residential) for new development. The Elverta Village Specific Plan is conditioned to provide an ongoing park maintenance revenue source which will likely be either a Community Facilities District (Mello-Roos) or Benefit Assessment District.

Reserve Funds

The District maintains several reserve funds to assure adequate funds for future costs. The ongoing funds include (a) contingency reserves for unanticipated expenses, (b) compensated absences to fund employee leave banks, (c) Park Impact and In Lieu (Quimby) fees, and (d) deferred maintenance. The reserves help insure that expenditure impacts on annual operational monies is minimal.

DETERMINATIONS d

The Rio Linda Elverta Recreation and Park District effectively meets the recreational needs of the Rio Linda Elverta community. The potential for future growth in the Elverta and possibly other areas will have a significant, positive financial impact on its ability to expand services. The District will continue to strive to satisfy the recreational needs of residents by providing a wide range of recreation programs, park facilities, and other opportunities to enrich the quality of life. The cost of addressing future capital project needs as well as to maintain current facility infrastructure without identifying new revenue source is the current largest challenge.

Management

The District has an adequate management structure, staff, and facility sharing arrangements to ensure efficient management and provide parks and recreation services to the community at a reasonable cost. The District is efficiently structured and organized. The District provides the public with adequate information and opportunity for input and involvement in District Activities.

District Services

The District is able to appropriately gauge the demand and provide parkland, recreational facilities and programming to meet the needs of the community. The District provides adequate levels of service for parks and recreational facilities. The District effectively meets the needs of existing and future populations of the service area.

Infrastructure

The District provides adequate levels of service and park maintenance. Through financial planning and capital improvement projects, the District is able to replace, improve and renovate amenities in the park and provide safe and enjoyable facilities for residents. The acquisition and development program has not required long term indebtedness.

Finance

The District's financial position is adequate and planned opportunities in the future will enhance the District's fiscal position. Though there are revenue constraints, the District is able to continue to serve residents. The District also takes advantage of various grants and private donations to improve infrastructure and services provided. All of the Rio Linda Elverta Recreation and Park District's annual independent audits have resulted in an unqualified report.

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