

COALINGA-HURON RECREATION AND PARK DISTRICT

MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

**REPORT TO THE
FRESNO LOCAL AGENCY FORMATION COMMISSION**

MSR 22-02/USOI-207

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Public Review Period:
10-19/ 11-9

COALINGA-HURON RECREATION AND PARK DISTRICT

Recreation and park services to the Cities of Coalinga and Huron and
Landscape and Lighting Maintenance District in the City of Coalinga

District Contact

Manager: Tyler Hensley, General Manager
Address: 555 Monroe Street
Coalinga, CA 93210
Phone: 559-935-0727
Websites: <https://chrpd.org/>; <https://www.facebook.com/chrpd/>

Management Information

District Formation: 1971 (Fresno LAFCo file no. FD-39)

Principal Act: Recreation and Park District Act (Public Resources Code Section 5780 *et seq.*)

District Powers: The District provides public parks and recreation programs and maintains landscaped street medians in the City of Coalinga

Governing Body: Five-member Board of Directors elected by district for four-year terms

Board Members: Wendy Luna, President term expires 12/02/2022, District 4
Michelle Martin, Vice President term expires 12/04/2024, District 5
Monica Sigler, Treasurer term expires 12/02/2022, District 2
Tim Rodrick, Director term expires 12/04/2024, District 1
Joe Zavala, Director term expires 12/04/2024, District 3

Board Meetings: Held on the second Thursday of each month at 6:00 p.m., alternating between the Keck Community Center, 555 Monroe Street, Coalinga, and the Chesnut Building, 16501 West Palmer Avenue, Huron

Staffing: A General Manager oversees the District with 13 full-time, 22 part-time, and 2 contract employees

Service Information

Population served: 26,180

Sphere of Influence and service area: 550,006 acres

Infrastructure: Various facilities in the Cities of Coalinga and Huron; Camp Yeager near the community of Cambria in San Luis Obispo County

Fiscal Information

Budget: \$2,104,319 (Adopted FY 2021-22)

Sources of Funding: Property taxes, Landscape and Lighting Maintenance District assessments, facility user fees, grants, impact fees, and proceeds from sale of Measure N bonds

Administrative Policies

Master Plan: Yes – 2009 **Policies/Procedures:** Yes **By-laws:** No **Employee Handbook:** Yes

Previous SOI update: 2013 **Other:** California Special Districts Association, CSDA
Central Valley Local Chapter of CSDA, CVLC
California Association of Recreation & Park Districts, CARPD

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MUNICIPAL SERVICE REVIEW

FRESNO LAFCO MSR POLICY

The Local Agency Formation Commission (“LAFCo”) is charged with determining and updating the spheres of influence (“SOI”) for local agencies (special districts and cities) within the County of Fresno. SOIs are planning tools used to provide guidance for individual boundary change proposals. They discourage duplication of services by local agencies, identify the need for specific reorganization studies, and provide the basis for recommendations to local agencies for potential government reorganizations. Every determination made by LAFCo must be consistent with the SOI for that local agency.

This Municipal Service Review (“MSR”) has been prepared pursuant to the Commission’s MSR program and presents data and analysis in support of the Commission’s determinations pursuant to Government Code sections 56425 and 56430, to evaluate the District’s services, service policies, and financial practices in place to provide services in its existing SOI.

An MSR is required to prepare or update a local agency’s sphere of influence.¹ While the Commission is not required by law to make any changes to an SOI, the Commission may, at its discretion, opt to reaffirm, expand, or shrink an SOI, or approve, deny, or approve with conditions any changes of organization or reorganization impacting the governmental agency as a result of the information gathered during the MSR update process.²

In accordance with GC section 56066, Fresno County is the principal county for the CHRPD. Therefore, Fresno LAFCo is responsible for updating the SOI for the District consistent with GC section 56425.

ENVIRONMENTAL REVIEW

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (“CKH”) directs LAFCos to comply with the California Environmental Quality Act (“CEQA”).³ An MSR gathers data to present an independent assessment of services provided within a defined geographic area in the County and provides a foundation that may support future LAFCo actions. Therefore, an MSR is exempt under CEQA Statute and Guidelines section 15306, “Information Collection.”

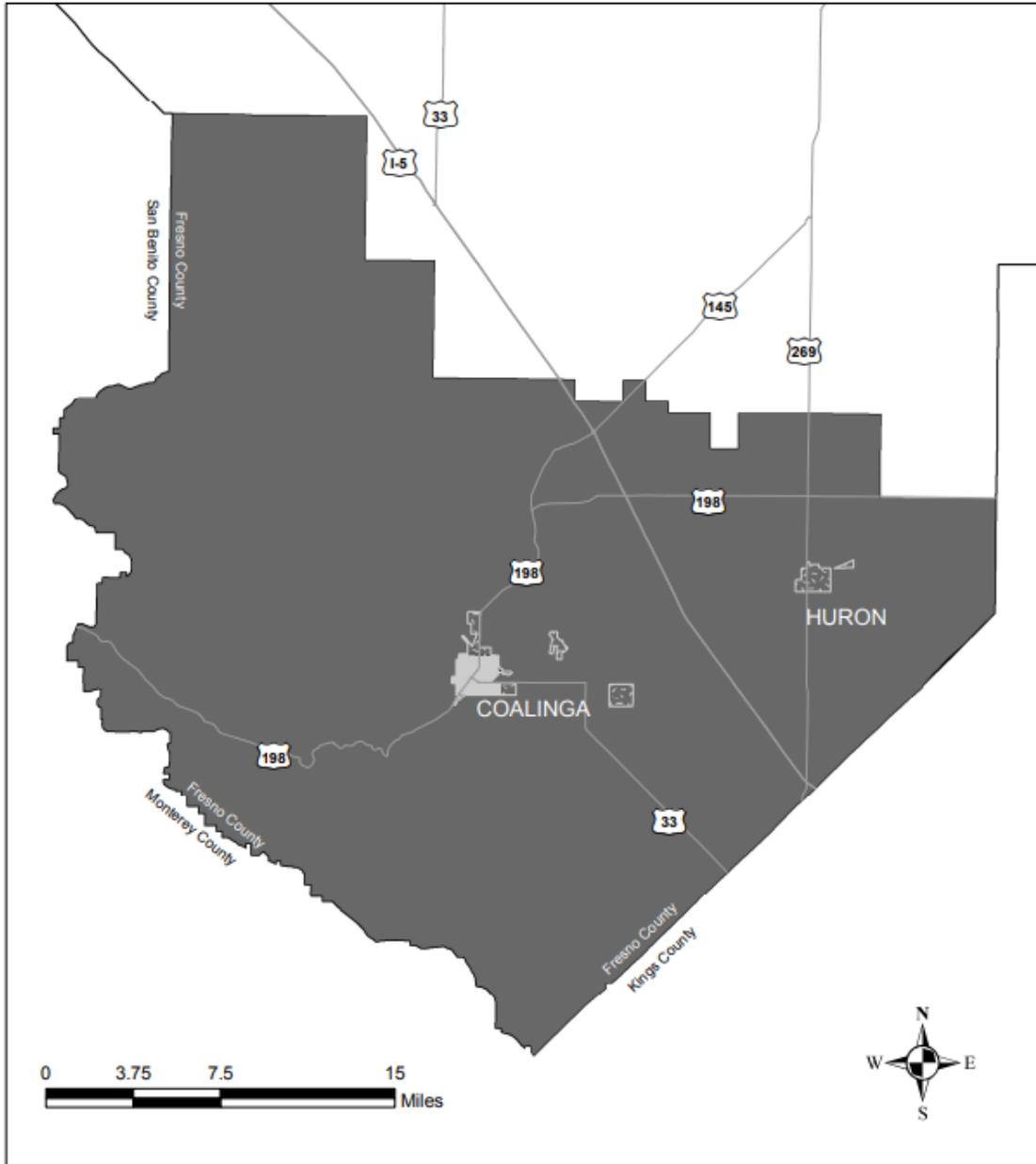
¹ California Government Code Section 56430.

² Fresno Local Agency Formation Commission – Policies, Standards, and Procedures, Policy 112 - Municipal Service Review policy.

³ California Environmental Quality Act, Public Resources Code, Division 13, commencing with Section 21000.

FIGURE 1 – DISTRICT MAP

AC working on map



Fresno Local Agency Formation Commission Coalinga-Huron Recreation and Park District

Legend

-  District Area and SOI
-  City Areas
-  Cities Overlapping District

District Formed: 1971
 SOI Adopted: 5/19/1976
 SOI Updated: 9/12/2007

Map Date: October 2007
 District Area: 550,006 Acres
 Sphere Area: 550,006 Acres

BACKGROUND

The Coalinga-Huron Recreation and Park District (“District”) was formed in 1971⁴ and became operational in July 1972.⁵ It operates pursuant to the Recreation and Park District Act (Public Resources Code Section 5780 *et seq.*, hereafter “PRC”). Prior to the formation of the District, recreation facilities and operations were administered by a commission created by a Joint Powers Agreement between the Coalinga-Huron Unified School District (“CHUSD”) and the City of Coalinga.⁶ It was found necessary to form a District to administer the recreation program.⁷

The District functions independently from the County of Fresno and is not governed by another legislative body (either a city council or a county board of supervisors). The District board members are responsible for exercising powers granted by statute and their independent judgment on behalf of the interests of residents, property owners, and the community.

DISTRICT MISSION STATEMENT

According to the District’s Master Plan,

The mission of the Coalinga-Huron Recreation and Parks District is to enrich the lives of the citizens of Coalinga and Huron by providing safe, welcoming parks and recreation facilities and affordable, diverse recreation and human services activities for people of all ages to play, learn, contemplate, build community spirit and be good stewards of the environment.

DISTRICT SERVICE AREA

The District was formed in 1971 to provide services originally provided by the Coalinga-Huron Unified School District and follows the boundaries of the school district for the area inside Fresno County.⁸

The District’s service area and sphere of influence are coterminous and encompass 550,006 acres in the southwest portion of the County of Fresno. The jurisdictional boundaries include the northern most alignment at Elkhorn Avenue, the Fresno County line to the west, south, and east, and various avenues to the north. The District includes the Cities of Coalinga and Huron (**Figure 1 – District Map**).

According to the California State Controller’s Office, there are 103 recreation and park districts in California and two within Fresno County, Coalinga-Huron Recreation and Park District and Calwa Recreation and Park District.⁹

⁴ Fresno LAFCo resolution no. FD-39, April 5, 1971.

⁵ CHRPD “Personnel Policies and Procedure Manual,” June 2000.

⁶ Minutes from LAFCo hearing April 5, 1971.

⁷ “Questionnaire on proposal to form a special district,” Ralston L. Courtney, March 8, 1971, Fresno LAFCo file no. FD-39.

⁸ *Ibid.*

⁹ <https://districts.bythenumbers.sco.ca.gov/#!/year/2020/operating/0/activity/Recreation+and+Park/0/entityname?vis=barChart>.

AUTHORIZED DISTRICT SERVICES

The scope of District services is set forth in its principal act, Public Resource Code section 5786 *et seq.*, authorizing a recreation and park district to, among other things,

- Organize, promote, conduct, and advertise programs of community recreation, including, but not limited to, parks and open space, parking, transportation, and other related services that improve the community's quality of life; and
- Establish systems of recreation and recreation facilities, including, but not limited to, parks and open space; and
- Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, both inside and beyond the district's boundaries.¹⁰

The District functions under professional and legal standards for recreation and park agencies under the California Public Resources Code, the principal act for governance. The Fresno County Public Health Department establishes standards for the District's public pool operations and food services.¹¹

The District currently provides public parks and public recreation programs to its residents. It also manages certain landscaped street medians in the City of Coalinga.¹²

District facilities are used by both District residents and those from other parts of the region such as Lemoore, Avenal, Firebaugh, and Five Points.¹³

The District purchased the 13.36-acre Camp Pinecrest in Cambria from the CHUSD in 1974.¹⁴ It was later renamed Camp Yeager and now provides overnight rustic facilities for families and groups. Although owned and operated by the District, Camp Yeager is not located within the district service area. An undated property analysis concluded that "the subject is a public district that is not subject to taxation, therefore, no real estate taxes are imposed on the subject while in public ownership." The San Luis Obispo Assessor's staff confirmed that this property is tax exempt.¹⁵

The District manages Landscape and Lighting Maintenance District 1993-1A in the City of Coalinga.¹⁶ This is discussed in a later section of this MSR.

¹⁰ Public Resources Code, Division 5, Chapter 4, Recreation and Park Districts.

¹¹ MSR questionnaire response by Scott Yeager, January, 2007.

¹² MSR questionnaire response by Tyler Hensley, August, 2022.

¹³ 2009 Master Plan, "Recreation Facilities: Inventory and Review" section.

¹⁴ San Luis Obispo Assessor's Office, APN 013-111-004, September, 2022.

¹⁵ Aaronne Stoddard, Property Tax Manager, San Luis Obispo Assessor's Office, October 1, 2021.

¹⁶ Unless noted otherwise, all information related to LLMD 1993-1A in this MSR comes from the "Engineer's Report for Coalinga-Huron Recreation and Park District Landscape and Lighting Maintenance District 1993-1A (for) 2021-2022 Tax Year" by Tri City Engineering, Inc., June, 2021.

GROWTH AND POPULATION PROJECTIONS

The District does not have land use authority in its service area. It does not provide services that would directly affect the rate of population growth or induce population growth. Land uses in the District are regulated by the County of Fresno and the Cities of Coalinga and Huron for the portions of the District that are inside the cities' limits. The County of Fresno is the land use authority for the unincorporated land within the District and the Fresno County General Plan Land Use Element designates majority of the District's territory for agricultural use. The Coalinga and Huron general plans designate territory in their respective plan areas for a variety of urban density uses.

The 2020 Decennial Census reports that the Coalinga Census County Division ("CCD") has a population of 18,513 and the Huron CCD has a population of 7,376, resulting in a total population of the CCDs of 25,889.¹⁷ The two CCD boundaries do not entirely match the boundaries of the District, but provide an estimate for the population that benefits from the District's services.

According to the United States Census Bureau's QuickFacts, Coalinga's population in 2020 was 17,590; Huron's population in 2020 was 6,206.¹⁸ Population concentrations inside the District are focused within the City of Coalinga and within the City of Huron. Less populated areas exist in the unincorporated areas of the District.

The 2009 Master Plan was adopted to guide the District in parks and recreation planning on a long-term basis.¹⁹ This Master Plan was an update of the District's *1975-1990 Master Plan of Parks* and relied on significant public input from the Coalinga and Huron communities. Between 2006 and 2008, the needs assessment process included a special meeting of the board, interviews of affiliates and associates, informal public surveys, a community workshop, and a meeting of the senior advisory commission. Based on the community input, the Master Plan presented separate chapters detailing the results of the public outreach and presenting an inventory of recreation facilities and resources. The summaries were focused on recreation facilities and resources desired by the community.

The Master Plan analyses focused on the community's interest in future recreational needs rather than relying on population growth. Its goals, policies, and action items developed through a community-based planning process of the Master Plan, clearly align with growth of the two cities in the District as a metric to evaluate the total acreage of park facilities. The District used the standard set by the City of Coalinga's Draft 2007 General Plan of three total park acres per 1,000 residents. In 2009, the Master Plan's Facility Standards section estimated that current existing overall park land in the district reflects more than adequate total acreage in reference to standards for a combined population of approximately 25,000 but is low on developed park acreage (2.16 acres per thousand).

The Master Plan projected a population increase of 2.6% annually with a District population projected to reach approximately 41,700 by 2029. With three total park acres per 1,000 residents, the goal for parkland by 2029 is 125 acres.

¹⁷ According to the U.S. Census Bureau, a Census County Division (CCD) is a subdivision of a county used by the United States Census Bureau for the purpose of presenting statistical data. A CCD is a relatively permanent statistical area delineated cooperatively by the Census Bureau and state and local government authorities.

¹⁸ U.S. Census Bureau QuickFacts data for the cities of Coalinga and Huron; Population, Census, April 1, 2020.

¹⁹ CHRPD 2009 Master Plan.

The District set a goal to further increase improved parkland in the community with the construction of the Youth Sports Park. The Master Plan observed that when 16 acres of the Youth Sports Park are developed, there will no longer be a deficit in improved park acreage. In fact, total available parkland, improved and unimproved combined, is 140 acres.

The Master plan noted a prominent and highly active senior citizen population in the District, most of who live in the City of Coalinga. The Master Plan noted, “generally, the elder adults are a uniquely valuable asset to the district in that they often have the rare resource of time to contribute to charitable activities and social programs that would otherwise constitute a void in the community.”

The population of school attendees from Huron accounted for almost 40% of the 4,300 students in the Coalinga-Huron Unified School District in Autumn 2008. Twice annually, approximately seven thousand people converge upon and disperse from Huron during lettuce harvest season, bringing both adults and youth into the region for a concentrated period of time.²⁰ The result of this situation is an even greater demand for and impact to recreation facilities and programs during these times.

²⁰ CHRPD 2009 Master Plan.

DISADVANTAGED UNINCORPORATED COMMUNITIES

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (“CKH”) requires LAFCo to make determinations regarding disadvantaged unincorporated communities (“DUCs”) when considering a change of organization, reorganization, SOI expansion, and when conducting municipal service reviews.

For any updates to a SOI of a local agency (city or special district) that provides public facilities or services related to sewer, municipal and industrial water, or structural fire protection, the Commission shall consider and prepare written determinations regarding the present and planned capacity of public facilities and adequacy of public services, and infrastructure needs or deficiencies for any DUC within or contiguous to the SOI of a city or special district.

GC section 56033.5 defines a DUC as: i) all or a portion of a “disadvantaged community” as defined by section 79505.5 of the Water Code (community with an annual median household income (“MHI”) that is less than 80 percent of the statewide annual median household income); and a status of ii) “inhabited territory” as defined by GC section 56046 (12 or more registered voters), or as determined by Commission policy. Fresno LAFCo policy further refines the definition of a DUC as having at least 15 dwelling units at a density not less than one unit per acre.

In 2015, the Fresno LAFCo adopted a DUC database management and implementation guidelines (“DUC database”) to fulfill its responsibility to periodically identify DUCs pursuant to Senate Bill 244 (Wolk). The DUC database established a system to identify, record, and track DUC locations within Fresno County using Geographic Information Systems (“GIS”).

GIS files are derived from the U.S. Census Bureau’s American Community Survey (“ACS”) compiled for the five-year period 2016-2020 to identify the demographic composition for the various census geographies. Although the ACS provides single-year estimates, the five-year estimate between years 2016-2020 provide more precise data and mapping information for analyzing small populations. The five-year reports are the most reliable form of information generated by the U.S. Census Bureau.²¹

The statewide MHI reported for years 2016 through 2020 was \$78,672. Hence, the calculated threshold for a DUC is any geographic unit with a reported MHI that is less than \$69,938. The census block group data was utilized to provide the economic and population backgrounds for this section of the MSR.

A large portion of the District is located within census geographic units that exceeded the threshold for Disadvantaged Communities as defined by California Water Code section 79505.5. Based Fresno LAFCo’s updated DUC database, the District does not contain any DUCs.²²

²¹ [3. Understanding and Using ACS Single-Year and Multiyear Estimates \(census.gov\)](https://www.census.gov/programs-surveys/acs/data.html)

²² http://www.fresnolafco.org/documents/staff-reports/February%202020/Final_DUC%20Narrative_02122020.pdf, 2022.

DISTRICT INFRASTRUCTURE

The District owns and operates various public facilities and provides recreation and park services at the locations identified below. Facilities with an asterisk are identified on the 2016 Bond Project List as eligible for bond-funded repairs or upgrades.

COALINGA FACILITIES

Keck Park and Community Center, 555 Monroe Street*

- 16 acres
- Park with picnic tables, concrete pathways, basketball and racquetball courts, eight-acre disc golf course, restrooms
- 11,000 square feet community center
- Assembly room to accommodate 200 for dining and 400 for dancing
- Meeting room can accommodate a maximum of 48 seated
- Kitchen
- District headquarters

Coalinga Fitness Center, 191 East Forest Street*

- 7,700 square feet
- Gymnasium
- Reception
- Bathrooms and showers
- Outdoor sand volleyball court²³

Welborn Recreation and Senior Center, 220 East Forest Street*

- 5,500 square feet
- Multi-use room that can accommodate 120 people sitting or dancing
- Senior Center and programs including potluck bingo, yoga, Tuesday Quilters, nutritional program, exercise – low impact stretch/strength
- Meeting room
- Kitchen
- Concrete paved area with shuffleboard striping
- Turf
- Horseshoe pits

Coalinga Swim Complex, Cherry and Falcon Lanes

- Operated by CHRPD in the summer²⁴

Olsen Park, 400 North Garfield Street*

- 12 acres
- Canopy with 12 15-foot picnic tables and benches
- Veteran's softball field with bleachers and shade netting
- Canopy and Stage

²³ To be converted to a basketball court and striped for pickle ball and volleyball, CHRPD Bond series C.

²⁴ Owned by Coalinga-Huron Unified School District, District Master Plan, 2009.

- Kitchen
- Playground
- Turn area and shade trees
- Restroom facility

Coalinga Sports Complex, 340 West Cambridge Avenue*

- 87 acres
- Soccer fields
- Softball fields
- Skatepark
- Concession stand
- Restrooms, shelter picnic tables, maintenance shed

HURON FACILITIES

Keenan Park and Community Center, 17094 Myrtle Street*

- 10 acres
- Soccer fields
- Kitchen
- Concession stand
- Powerhouse gym
- 12,000 square foot community center
- Assembly room accommodates 300 dining and 450 dancing
- Meeting room accommodates a maximum of 65 seated
- Restroom facility
- Playground, basketball court
- Hardball field
- Turf area, two shade arbors
- Picnic area

Chesnut Park and Recreation Center, 16501 Palmer Street*

- 15 acres
- 25-yard by 33-meter swimming pool
- Recreation pool
- Softball/baseball field
- Soccer field
- Canopy
- Turf area, two shade arbors
- Restroom facility

CAMBRIA FACILITY

Camp Yeager, 525 Ashby Lane, Cambria*

- 13.4 acres

- 18 cabins: 10 cabins sleep eight in bunk beds; two cabins sleep 12 in bunk beds; six cabins have either bunk beds or a full size or a combination of both; 7 cabins have their own bathroom complete with shower attached to the sleeping area²⁵
- Dining hall
- Kitchen, refrigerators and freezer, automatic dishwasher and large stainless steel counters for food preparation
- Recreation hall – ping pong tables and ample room for dances or meetings while at camp
- Stage for skits and campfire songs
- Campfire pit

Programs and Activities:

- Community Easter Egg Hunt
- Father-Daughter Dance
- Halloween Carnival
- Luminary Festival in the Park with Santa Claus
- Santa Breakfast
- Christmas Carnival after the Huron Parade
- Turkey Shoot
- Youth Sports – Baseball, Flag Football, Basketball, Soccer, Karate

LANDSCAPE & LIGHTING MAINTENANCE DISTRICT 1993-1A IN THE CITY OF COALINGA

Maintenance of landscaping, trees, shrubs and ground cover, irrigation systems and water meters as described further in section **District Finances**.

EQUIPMENT AND VEHICLES

The District owns various vehicles distributed throughout its facilities, which consist of:²⁶

- 2002 Ford E350 XLT 12-Passenger Van
- 2012 Ford F-250 XL
- 2012 Ford F-250 XL
- 2014 Ford F-150 STX
- 2020 Ford F-250 Super Duty
- 2020 Ford Fusion Hybrid
- 2021 Ford F-250

²⁵ CHRPD website, September 12, 2022.

²⁶ Coalinga-Huron Recreation and Park District Vehicle Schedule, 2021-22.

DISTRICT FINANCES

This section of the MSR analyzes financial information provided by the District to determine the District's revenue and financial systems in place to provide services to its constituents. The analysis is based on available financial data, adopted budget for Fiscal Year ("FY") 2021-2022, the audited financial statement for year ending June 30, 2020, the Lighting and Landscape Maintenance District (LLMD), Measure N – Bond Series A, B, and C, and communication with the General Manager.

The District acquires revenue from non-enterprise services, receiving a substantial amount of its support as property tax revenue. During the year ending June 30, 2020, property tax and assessments represent 79% of total revenue. However, property tax-based revenue is not sufficient to fund the District's operation and capital improvement costs. The District therefore relies on revenue from user fees, facility rental fees and services, grants, and impact fees to close the gap between revenue and expenditures.

The District regularly monitors grant opportunities and engages potential stakeholders and organizations to develop a strategic collaborative approach to pursue available grant funds. For the 2022-23 fiscal year, the District secured allocations from California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 – Per Capita Grant Program, amounting to \$177,952.²⁷ Chevron Products Company contributed grant funds to the District in the amount of \$15,000 for the 2021-22 fiscal year.

ADOPTED BUDGET

Consistent with policy, the District adopts a preliminary budget on or before July 1st which includes anticipated revenue and expenditures for the forthcoming fiscal year (FY) from July 1st to June 30th of each year.²⁸ The final budget is adopted during a duly noticed public hearing on or before August 30th each fiscal year after making any changes to the preliminary budget. The District accounts for various revenues and expenditures in spreadsheet format.

This fiscal year, District staff intends to provide its board members with a mid-year report to monitor the District's financial trend throughout the year. The budget may be revised by District board members during the year to consider unanticipated income deficits and/or expenditures. For the preparation of this MSR, the District provided LAFCo with adopted budgets from FY 2018-19, FY 2019-20, FY 2020-21, FY 2021-22, and FY 2022-23.

²⁷ https://www.parks.ca.gov/pages/1008/files/Per_Capita_All_Allocations_Table_7.1.20_2.2.21.pdf.

²⁸ Pursuant to PRC Section 5788 *et seq.*

	Adopted Budget		
	Revenue	Expenses	Variance ²⁹
FY 2018-19	1,920,508	1,920,508	-0-
FY 2019-20	1,957,628	2,159,163	-201,535
FY 2020-21	1,913,250	2,079,404	-166,154
FY 2021-22	2,104,319	2,187,942	-83,623
FY 2022-23	1,952,000	2,122,100	-170,100

According to the District's adopted budget for FY 2021-22, total District revenue amounted to \$2,104,319, while total expenditures amounted to \$2,187,942, a deficit of approximately \$83,623. Additional information is provided later in this section referencing the District's audited financial statements for year ending June 30, 2020.³⁰

One factor contributing to the deficit is the Landscape and Lighting Maintenance District (LLMD), which has operated at a net loss for more than five years. Additional information is provided later in the LLMD section.

Adopted Budget Fiscal Year 21-22

Category	Revenue	Levy Rev	Expenses
Levy Revenue		\$1,600,000	
RDA		50,000	
Interest Levy Revenue		5,000	
Administration - #001	\$ 19,219		\$ 672,278
Olsen Park - #002	13,000		181,168
Keck Park and Community Center - #003	28,500		178,229
Chesnut Park and Recreation Center - #004	1,800		120,303
Keenan Park and Community Center - #005	13,500		166,603
Coalinga Youth Sports Complex - #006	13,000		157,816
Coalinga Fitness Center - #007	63,000		123,550
Coalinga Recreation Programs - #008	57,600		70,524
Welborn Recreation and Senior Center - #009	19,200		70,724
Huron Recreation Programs - #010	47,500		117,874
Camp Yeager - #011	105,000		135,260
Huron Pool - #013	7,000		97,325
Total Operating Budget	388,319		2,091,654
Landscape & Lighting Maintenance District (LLMD) - #035	61,000		96,288
Impact Fees - #036	50,000		-0-
Total	\$ 499,319	\$1,655,000	\$ 2,187,942

²⁹ FY 2018-19 had a YTD variance of -\$72,652 as of June 30, 2019.

³⁰ CHRPD FY 2021-22 budget provided by General Manager Tyler Hensley.

The County of Fresno levies a land-based tax for the District that accounted for an adjusted net levy of \$1,567,515 based on assessed property values.³¹ Property is subject to general property taxation at a rate of \$1.00 per \$100 of assessed value, or 1%.³² The adjusted net levy is an estimate of tax monies to be received based on lien date information after all adjustments have been made to the adjusted gross levy. The lien date basis traditionally has been used to provide agencies with a consistent method of estimating taxes as opposed to the actual tax charge since Assessor’s roll changes are constantly adjusting the tax charge throughout the fiscal year.

AUDITOR’S REPORT

The District provided LAFCo a copy of its independent auditor’s report for the FY ending June 30, 2020.³³ The District’s financial audit was reviewed to determine the District’s fiscal status, assess financial practices, and review pertinent management findings. The District General Manager plans to follow up with the auditor and CHRPD Board of Directors in order to maintain transparency.

The auditor’s report indicates that at the time the financial audit was performed, the District’s financial practices conformed with accounting principles generally accepted in the United States of America. According to the auditor’s report, District accounts are organized on the basis of specific functions with each fund considered to be a separate accounting entity. The District reports the following governmental funds and District balance sheet:

- **General Fund** – the general operating fund used to account for all revenue and expenditures of the District except those required legally to be accounted for in another fund.
- **Capital Projects Fund** – established to account for all the bond proceeds for the acquisition, improvement, and/or construction of major capital facilities.
- **Debt Service Fund** – accounts for the accumulation of resources for, and the payment of, governmental long-term debt principal and interest, consisting of general obligation bonds issued in May 2017, August 2018, and June 2019.³⁴

Balance Sheet – Governmental Funds				
	General Fund	Capital Projects Fund	Debt Service Fund	Total June 30, 2020
Total Assets	\$1,216,176	\$8,426,239	\$588,584	\$10,230,999
Total Liabilities	\$117,561	\$67,538	\$308,179	\$493,278
Fund Balance	\$1,098,615	\$8,358,701	\$280,405	\$9,737,721

The District utilizes two banking depositories, first with Fresno County Treasury for collected property taxes, and second with Union Bank for general operating fund purposes and bond proceeds series A, B, and C. Each bond series is held in a separate account from the general revenue funds.

³¹ Schedule of Levies for Fiscal Year 2021-22, Fresno County Auditor-Controller/Treasurer-Tax Collector, March 25, 2022.

³² As required by Senate Bill 1656, Statutes of 1978.

³³ Coalinga-Huron Recreation and Park District, Financial Statements and Independent Auditor’s Report for the Year ended June 30, 2020, Cuttone & Mastro, CPAs, December 30, 2020.

³⁴ Ibid.

LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT 1993-1A

The District manages and operates Landscape and Lighting Maintenance District 1993-1A (LLMD) which is within the City of Coalinga.³⁵ According to the Engineer's Report,

The maintenance and incidentals for improvements consist of landscaping, trees, shrubs and ground cover, irrigation systems, irrigation controllers, valves, sprinklers and bubblers, two (2) inch meters and water services to all landscaping and trail with minor irrigation. The landscaping areas include medians consisting of Bordeaux Way, Chardonnay Lane, Merced Avenue, Burgundy Way, Lucille Avenue (north side only), and the minor trail along Warthan Creek serving Tract No. 5451 and El Rancho Boulevard serving Tract No. 5344 and Tract No. 5339.

The District's FY 2021-22 adopted budget estimates \$61,000 in revenue and \$96,288 in expenses for the LLMD, a deficit of \$35,288. Estimated costs include landscaping, irrigation, water, electrical, and incidentals for three tracts in Dorothy Allen Estates, Dorothy Allen Estates II, and Warthan Creek Estates I. A Fresno-based landscape company is contracted to maintain the medians.³⁶

Tax assessments are collected for the District's LLMD, amounting to \$63,307.04 with the following individual assessments:

- Tract No. 5451 – \$28,712.16
- Tract No. 5344 – \$11,738.88
- Tract No. 5339 – \$22,856.00

The District is concerned for the LLMD's recurring budgetary deficit where operating costs consistently exceed assessments. The LLMD initially formed in 1993 to establish an additional source of revenue for the District. As of FY 2018-19, it no longer generates a net gain. At its July 8, 2021, meeting, the District board adopted resolution 20/21-26. Meeting minutes read:

General Manager Lisa Gonzalez presented this resolution. President Luna is interested in finding out how to get out of this contract due to the loss [sic] the district takes every year, a motion was made by Vice President Michelle Martin to renew the Landscaping and Lighting Maintenance with the pending business of getting informed on how to get out of the contract for future years, seconded by Monica Sigler 5-0-0-0.

As a short-term solution, the District may petition bids from local landscaping companies to maintain the LLMD for a reasonable fare in order to reduce operating costs. As a long-term solution, the District may opt to relinquish LLMD services to the City of Coalinga. Discussions are underway between the District and the City of Coalinga to consider the feasibility of transferring LLMD services from the District to the City. For resolute action, both District and City must agree to "transfer jurisdiction over the district to the city council of the city by a joint resolution setting forth the mutually agreed upon terms and conditions under which the transfer is to take place."³⁷

³⁵ Engineer's Report for Coalinga-Huron Recreation and Park District Landscape and Lighting Maintenance District 1993-1A for 2021-22 tax year, Oscar M. Ramirez, P.E., Tri City Engineering, June, 2021.

³⁶ Correspondence with General Manager Tyler Hensley.

³⁷ Streets and Highway Code, Division 15, Part 2, Article 2, sec. 22612.

BOND MEASURE N

On November 8, 2016, voters in the District approved the Coalinga-Huron Recreation and Park District General Obligation Bond of 2016, or Measure N.³⁸ The measure authorized the governing board of the District to issue and sell bonds in the maximum amount of \$14,900,000. The bond proceeds were to be expended to renovate, repair, replace or upgrade existing park facilities, and construct and equip new facilities, including acquiring maintenance and operational equipment or the acquisition of rights to real property for completing any project. Bonds were to be utilized and spent within three years of acquisition.³⁹ However, extenuating circumstances from COVID-19 extended the bond terms without default. Isom Advisors of Walnut Creek was instrumental in securing the General Obligation Bonds for the District.⁴⁰

BOND PROJECT LIST

The Bond Project List in Measure N describes the specific projects the District proposes to finance with proceeds from the sale of the bonds. The District may only use bond proceeds for the purposes specified in the Measure. The projects identified on the List and authorized to be completed sites including Keck Park and Community Center, Olsen Park, Welborn Recreation Center, Coalinga Fitness Center, Coalinga Sports Complex, Camp Yeager, Keenan Park, and Community Center, and Chesnut Park.⁴¹

ACCOUNTABILITY SAFEGUARDS

Measure N includes two specific provisions in order that the District's voters and taxpayers may be assured that their money will be spent wisely to address specific facilities needs of the District.⁴²

The first provision is establishment by the Board of an **Independent Citizens' Oversight Committee** to ensure bond proceeds are spent only for the projects listed in the Bond Project List.

The District provided LAFCo with a photocopy of a March 5, 2018 letter from the General Manager to the Oversight Committee thanking members for volunteering to serve on the Measure N Bond Oversight Committee and announcing its first meeting to be held on March 22, 2018 at the Keck Community Center in Coalinga.

According to the General Manager, members of the Oversight Committee expressed a lack of interest in holding annual meetings to report to the Board as the terms and conditions of Measure N require.⁴³ Following the initial March 22, 2018 meeting, attempts to reconvene have been thwarted.

³⁸ Fresno County Election Summary Report November 8, 2016 Consolidated Presidential General Election, website: <http://www2.co.fresno.ca.us/2850/Results/Results20161108.htm>, 2021.

³⁹ PRC, Division 5, Chapter 4, sec. 5790.5

⁴⁰ Bryan Moore with Isom Advisors, a Division of Urban Futures Inc.

⁴¹ The full text of the measure and a complete list of District-wide projects are presented in Exhibit A-1, Ballot Measure.

⁴² Ibid.

⁴³ Ibid.

The second provision is establishment by the Board of a **bond proceeds account** in which of the proceeds of the sale of bonds were deposited. As long as any proceeds of the bonds remained unexpended, the General Manager or such other employee as may perform substantially similar duties, is directed by the Measure to report annually to the Board on the expenditure of the bond proceeds.⁴⁴

FURTHER SPECIFICATIONS

The Auditor's report delineates two governmental funds related to management of the 2016 Measure N bond proceeds:

Capital Projects Fund – A capital projects fund has been established to account for all of the bond proceeds for the acquisition, improvement and/or construction of major capital facilities by the District.

Debt Service Fund – A debt service fund accounts for the accumulation of resources for, and the payment of, governmental long-term debt principal and interest. The governmental long-term debt services by the Debt Service Fund consists of general obligation bonds issued in May 2017 (Series A), August 2018 (Series B), and June 2019 (Series C).

SERIES A, B, AND C BOND SALES AND BOND-FUNDED FACILITY IMPROVEMENTS

In May 2017, the District issued **Series A** general obligation bonds of \$4,000,000 with a net original issue premium of \$72,259.35 for total reportable proceeds of \$4,072,259.35. The bond proceeds are to be used to finance the renovation, repair, replacement or upgrade of facilities, construct new facilities, and pay costs of issuing the bonds. The bonds are payable from the levy of ad valorem taxes upon all property within the District subject to taxation. The bonds shall mature on August 1st in each of the years, 2018, 2019, 2029, 2032, 2033, 2034, 2035, 2037, 2039, 2042, and 2046. The bonds bear interest at rates 3.125% to 8.0% per annum.⁴⁵

The District provided LAFCo with Series A Bond Reports dated January 2, 2018, and June 18, 2018, that presented an engineer's opinion of probable construction costs for the Sports Complex. The project summary includes subtotals for general site improvements, a 225' Little League baseball field, and a 300' softball field, all of which require clearing and demolition, grading and drainage, site construction, utilities, irrigation and planting, and manufactured sports surfaces.

The State of California's Annual Debt Transparency Report provides a snapshot at the close of reporting periods coinciding with the fiscal year end. All Series A bond proceeds have been spent and applied to projects.

⁴⁴ Fresno County Counsel, "Coalinga-Huron Recreation and Park District Impartial Analysis," August 26, 2016.

⁴⁵ Coalinga-Huron Recreation and Park District, Financial Statements and Independent Auditor's Report for the Year ended June 30, 2020, Cuttone & Mastro, CPAs, December 30, 2020.

Reportable Proceeds Bond Series A			
Report Period End	Begin	Spent	Remain
06/30/2017	\$4,072,259.35	\$297,310.48	\$3,774,948.87
06/30/2018	3,774,948.87	573,452.06	3,201,496.81
06/30/2019	3,201,496.81	2,787,135.39	414,361.42
06/30/2020	414,361.42	414,361.42	0.00
06/30/2021	0.00	0.00	0.00

In August 2018, the District issued **Series B** general obligation bonds of \$5,500,000 with a net original issue premium of \$212,549.75 for total reportable proceeds of \$5,712,549.75. The bond proceeds are to be used to finance the renovation, repair, replacement or upgrade of facilities, construct new facilities, and pay costs of issuing the bonds. The bonds are payable from the levy of ad valorem taxes upon all property within the District subject to taxation by the District. The bonds are the second issuance pursuant to the Bond Authorization. The bonds shall mature on August 1st in each of the years, 2019, 2020, and 2028 through 2050. The bonds bear interest at rates 3.0% to 5.0% per annum.⁴⁶

The District provided LAFCo with a Series B Bond Report dated May 2021 that provides cost estimates and year-to-date expenditures for multiple projects as follows:

Project	Estimated Cost	YTD Expenditures
Sports Complex		\$1,243,902
Keenan Park -Soccer Field -Restroom Facility -Picnic Area -Exterior Paint -Playground (ADA)	\$1,060,000	\$1,556,736
Chesnut Park -Restroom Facility -Ball Field Upgrades -Equipment Upgrade -Picnic Area	\$1,026,000	\$1,594,273
Keck Park -Playground (ADA)	\$427,000	\$407,861
Olsen Park -Playground (ADA)	\$153,000	\$146,811
All Parks -Security Cameras	\$58,000	\$63,806
Camp Yeager -Rec Hall	\$375,000	\$387,274
Fitness Center	\$3,726	\$3,726
Total		\$5,403,395

⁴⁶ Coalinga-Huron Recreation and Park District, Financial Statements and Independent Auditor's Report for the Year ended June 30, 2020, Cuttone & Mastro, CPAs, December 30, 2020.

The State of California’s Annual Debt Transparency Report provides a snapshot at the close of reporting periods coinciding with the fiscal year end. As of June 30, 2021, Series B bond proceeds have a remaining balance of \$333,721.98.

Reportable Proceeds Bond Series B			
Report Period End	Begin	Spent	Remain
06/30/2019	\$5,712,549.75	\$760,164.77	\$4,952,384.98
06/30/2020	\$4,952,384.98	\$1,731,016.58	\$3,221,368.40
06/30/2021	\$3,221,368.40	\$2,887,646.42	\$333,721.98

In June 2020, the District issued **Series C** general obligation bonds of \$5,400,000 with a net original issue premium of \$366,215 for total reportable proceeds of \$5,766,215. The bond proceeds are to be used to finance the renovation, repair, replacement or upgrade of facilities, construct new facilities, and pay costs of issuing the bonds. The bonds are payable from the levy of ad valorem taxes upon all property within the District subject to taxation by the District. The bonds are the third issuance pursuant to the Bond Authorization. The bonds shall mature on August 1st in each of the years, 2021, 2027, and 2047 through 2053. The bonds will bear interest at rates 3.0% to 4.0% per annum.⁴⁷

The State of California’s Annual Debt Transparency Report provides a snapshot at the close of reporting periods coinciding with the fiscal year end. As of June 30, 2021, Series C bond proceeds have a remaining balance of \$4,338,014.

Reportable Proceeds Bond Series C			
Report Period End	Begin	Spent	Remain
06/30/2020	\$5,766,215.00	\$239,940.50	\$5,526,274.50
06/30/2021	\$5,526,274.50	\$1,188,260.50	\$4,338,014.00

In summary, proceeds from Bond Series A are wholly invested in infrastructure projects with a balance of \$0. Bond Series B proceeds remain at \$333,721 and Bond Series C proceeds remain at \$4,338,014 as of June 30, 2021.

⁴⁷ Coalinga-Huron Recreation and Park District, Financial Statements and Independent Auditor’s Report for the Year ended June 30, 2020, Cuttone & Mastro, CPAs, December 30, 2020.

OPPORTUNITIES FOR SHARED FACILITIES

The Coalinga Community Swimming Pool, owned by the CHUSD, is operated in the summer by the District and is used by many residents of Coalinga and Huron. The soccer fields at the Middle School in Huron are used for soccer programs. West Hills community College allows the use of its tennis courts for District tennis lessons.⁴⁸ Kern County Superintendent of Schools formerly maintained a lease with the District for the use of Camp Yeager, however, the lease is now terminated.

The District maintains cooperative programs with the following organizations:

- American Youth Soccer Organization, Coalinga Girls Softball Association
- Youth baseball
- Youth football (including both football and cheerleading)
- Babe Ruth Baseball
- Economic Opportunity Commission Summer Lunch Program
- West Hills Community College
- Coalinga-Huron Library District⁴⁹

GOVERNMENT ACCOUNTABILITY

This section of the MSR considers various topics, such as compliance with state disclosure laws, the Ralph M. Brown Act, public participation, i.e. open meetings, accessible staff, election processes, and the agency's governing structure. Additionally, this considers the agency's level of participation with the Commission's MSR program.

Accountability for community service needs, including governmental structure and operational efficiencies is evaluated as part of the MSR Program to encourage the orderly formation of local government agencies, create logical boundaries, and promote the efficient delivery of services. This MSR is an informational document that will be used by LAFCo, other local agencies, and the public at large to examine the government structure of the District.

The District is an independent special district with a separate board of directors, and functions independently from the County of Fresno. The District is not governed by other legislative bodies, neither a city council nor a county board of supervisors.

The District operates under the authority granted by Recreation and Park District Act (Public Resources Code section 5780 et seq.), which requires each recreation and park district to have a board of directors comprised of five members. Each board member must be a voter of the district and serve for a fixed term of four years.

⁴⁸ Master Plan, Section II: Needs Assessment, "Alternative Recreation Facilities," 2009.

⁴⁹ MSR questionnaire response by Tyler Hensley, August, 2022.

Furthermore, consistent with Recreation and Park District Law, the District has adopted policies and procedures that provide a full disclosure for board members, employees, and the public about how the District conducts its business.

Revised and adopted in June 2000, the District has a *Personnel Policies and Procedure Manual* composed of the following sections:

- The community
- Goals and objectives
- Personnel policies
- Compensation and related benefits
- Disciplinary or corrective action
- Sexual harassment policy, and
- Organizational structure and job descriptions

Adopted in August 2009, the District has a *Master Plan 2009-2029* to,

- Provide a road map for the CHRPD to continue providing high-quality parks and recreation services to the communities of Coalinga and Huron;
- Prioritize recreation and park needs to the year 2029 for use as a framework for the expansion and improvements throughout the District; and
- Make recommendations for operations and maintenance, expansion, and improvements of recreation facilities and programs.⁵⁰

The District is governed by a five-member Board of Directors elected by district. For purposes of representation, the District is divided into five districts, each represented by a member of the Board of Directors. The most recent board election was held in 2020.⁵¹ Board members may receive compensation in one no-cost-rental at any District facility, not exceeding four days. Board members shall be compensated in 50% reduction of rental fees outside of the one free four-day rental of any facility and applies to two rentals.⁵²

The District board has appointed the acting General Manager to the role of finance officer pursuant to PRC sec. 5784.9 (e). An annual written report is provided from the finance officer to the Board of Directors.

Meeting agendas are posted a minimum of 72 hours before each meeting at the District office, the Keenan Community Center and Senior Center. A copy is published in the local paper and posted in the public libraries in Coalinga and Huron. Public notices are displayed outside of the District office. The District posts meeting agendas, hearing information, and general information on its website at <https://chrpd.org/>. Informal District information and community events can also be found on the District's social media account on Facebook.

District board meetings are open to the public. Opportunity to address the District board on items not on the agenda is provided on each meeting agenda.

⁵⁰ CHRPD 2009-2029 Master Plan, 2009.

⁵¹ District 2 board member was appointed mid-term after the unexpected passing of the previously elected board member. Elections for District 2 will be held in November 2022 and take effect in December 2022.

⁵² CHRPD Resolution 21/22-02, Board of Directors Compensation, October 14, 2021.

Meetings of the District board are conducted by the District president in a manner consistent with the policies of the District, and generally accepted Rules of Order. The District board biennially elects one of its members to serve as the District President, another member to serve as a Vice-President, and another to serve as Secretary to the Board.

The District President presides at all meetings of the board, announces decisions on all subjects, decides all questions of orders, subjects, and signs all board ordinances, resolutions, and contracts approved by the District board.

The District is an active member of the California Special District Association (CSDA), Central Valley Local Chapter of CSDA (CVLC), and California Association of Recreation and Park Districts (CARPD). CSDA provides a strong voice for all independent special districts in California by promoting legislative representation, educational resources, and special district support and collaboration. CVLC encompasses all of Fresno, Kings, and Tulare counties to provide a local forum for member districts to discuss and consider issues of importance to special districts.

As previously noted, the District has one appointed full-time General Manager responsible for the daily operations of the District with the support of 13 full-time employees, 22 part-time employees, 2 contract employees, and various volunteers. The General Manager reports directly to the District board, and oversees office staff and service contracts, monitors the recreation programs, schedules maintenance programs, and oversees the District's annual budget.

The District's legal counsel services are retained through Fennemore Dowling Aaron LLP, a full-service law firm with membership in the State Capital Law Firm Group, an organization comprised of top government relations legal professionals.

**ANY OTHER MATTERS RELATED TO EFFECTIVE OR EFFICIENT
SERVICE DELIVERY**

None.

MSR DETERMINATIONS

This portion of the report addresses the factors specified in the governing statute for MSRs and provides analysis in conformance with GC section 56425 and Fresno LAFCo policy. Pursuant to GC section 56430, the Commission has prepared the following written determinations.

GROWTH AND POPULATION PROJECTIONS FOR THE AFFECTED AREA

- Population concentrations within the District are focused within the City of Coalinga and the City of Huron. The unincorporated areas of the District are sparsely populated.
- According to the U.S. Census – Coalinga Census County Division and Huron Census County Division, 2020, there is an estimated population of 25,889 within the District’s boundaries.
- Commission policy for determining spheres of influence uses a 20-year planning horizon.⁵³
- District services do not directly facilitate or affect the rate of growth, location of population development, support or induce population growth.

THE LOCATION AND CHARACTERISTICS OF ANY DISADVANTAGED UNINCORPORATED COMMUNITIES WITHIN OR CONTIGUOUS TO THE SPHERE OF INFLUENCE

- LAFCo did not identify any DUCs within the District’s boundaries as defined by Fresno LAFCo policy during the preparation of this report.
- For the purposes of this section, services provided by the District are not related to public facilities or services involving sewers, municipal and industrial water, or structural fire protection.

PRESENT AND PLANNED CAPACITY OF PUBLIC FACILITIES AND INFRASTRUCTURE NEEDS OR DEFICIENCIES

- The District owns various public facilities that include Keck Park and Community Center, Coalinga Fitness Center, Welborn Recreation and Senior Center, Olsen Park, Coalinga Sports Complex, Keenan Park and Community Center, Chesnut Park and Recreation Center, and Camp Yeager.
- The District’s facilities serve as host to local events, from youth sports to community Easter egg hunts.
- The District owns equipment, tools, and machinery needed to maintain adequate public facilities and fulfill its responsibility to the Coalinga-Huron area. The District’s management and board annually review and identify the District’s infrastructure needs, repairs, and improvement expenditures and allocate funding for the upcoming year.
- The District’s facilities are adequate to meet current demand. With the application of Measure N proceeds, facilities and services will be expanded and brought up to ADA standards.

⁵³ Fresno LAFCo policy 112.6.1, Municipal Service Review policy, June 8, 2022.

FINANCIAL ABILITY OF AGENCY TO PROVIDE SERVICES

- Consistent with District policy, the District prepares and adopts an annual budget before July 31st of each year. The District's budget includes anticipated revenues and expenditures for the forthcoming fiscal year which begins July 1st and concludes June 30th of each year. The budget includes the District's goals, objectives, and board of directors' supported projects for the upcoming year.
- The District's primary source of revenue is the annual property tax charged to all parcels within the District boundary. The District receives its share of the 1% property tax based on taxation through the Fresno County Auditor-Controller/Treasurer-Tax Collector.
- District staff provides its board members an annual report and comparison of its previous year's financial activities to monitor the District's financial trend during the year. The budgets may be revised by the District's Board during the year to consider unanticipated income deficits and/or expenditures.
- For Fiscal Year 2021-22, the District's revenue amounted to \$2,104,319 and expenditures amounted to \$2,187,942, a deficit of \$83,623. A portion of the deficit is due to the operating costs for the Landscape and Lighting Maintenance District.
- The District's annual tax-based revenue provides approximately 79% of the District annual financial support. The District's facility rental fees and services, user fees, and grants provide supplemental revenue for the District.
- The District has adopted a facility rental fee schedule. Rental fees have not increased since 2019.
- The District's practices, as reported by the District's audited financial statements, conformed to the generally accepted accounting principles (GAAP).
- At the time this service review was prepared, the District's total net position was positive, with total assets exceeding total liabilities. The District's financial management practices and revenue activity indicated a fiscal deficit based on fiscal year's 2018-19 through 2022-23. The proceeds from Measure N bonds apply to construct and improve facilities and generate increased revenue over time.
- The General Manager recognizes the District will need to take preparatory actions to supplement their budget. The General Manager is looking to implement fee increases, conduct a program assessment, and possibly a tax increase. If minimum wage increases to \$17/hour, the GM will look to hire more full-time employees and reduce the number of part-time employees.

STATUS OF, AND OPPORTUNITIES FOR, SHARED FACILITIES

- The District offers facility rentals to individuals and organizations both inside and outside the District.

ACCOUNTABILITY FOR COMMUNITY SERVICE NEEDS, INCLUDING GOVERNMENT STRUCTURE AND OPERATIONAL EFFICIENCIES

- The District is governed by a five-member board of directors, elected by district, and functions independently from the County of Fresno.
- The District has adopted policies and procedures and a master plan in place that provide a full disclosure on how the District conducts business for board members, staff, and the public.
- Every two years, board members are required by District policy to participate in training that covers sexual harassment. In addition, general ethics principles and specific laws concerning conflict of interest are prerequisites for office and government transparency.
- District board members may receive compensation in one no-cost-rental at any District facility, not exceeding four days. Board members shall be compensated in 50% reduction of rental fees outside of the one free four-day rental of any facility and applies to two rentals.
- District's information is readily available and access to its public record can be easily attained through the District's website: <https://chrpd.org/>.
- Regular District board meetings are held on the second Thursday of each month at 6:00 p.m., alternating between the Keck Community Center, 555 Monroe Street, Coalinga, and the Chesnut Building, 16501 West Palmer Avenue, Huron. Each agenda is posted 72 hours in advance of a board meeting for public review at the Keck Community Center main entrance.
- Each board meeting agenda includes an opportunity for the public to address the board on items not on the agenda, and within the jurisdiction of the District. Individuals or organizations interested in addressing the District board are encouraged to contact District staff first so staff can identify a date to be placed on the agenda.
- The District has one appointed General Manager responsible to carry out the District's day-to-day operation, implement District policies, and oversee supporting staff and the District's public facilities. The General Manager is assisted by 13 full-time employees, 22 part-time employees, and 2 contract employees.
- The District is an active member of the California Special District Association (CSDA), Central Valley Local Chapter of CSDA (CVLC), and California Association of Recreation & Park Districts (CARPD).
- The District's government structure is appropriate to ensure adequate services are provided within its service area.

ANY OTHER MATTER RELATED TO EFFECTIVE OR EFFICIENT SERVICE DELIVERY, AS REQUIRED BY COMMISSION POLICY

- None.

SPHERE OF INFLUENCE UPDATE

When Fresno LAFCo updates, amends, revises, or affirms a sphere of influence for a local governmental agency within its purview, it must adopt specific determinations with respect to the following factors:

PRESENT AND PLANNED LAND USES, INCLUDING AGRICULTURAL AND OPEN-SPACE LANDS

- The City of Coalinga and the City of Huron are the land use authorities within the incorporated areas of the District's service area. Their respective land use plans show a mix of urban land uses. The Cities of Coalinga and Huron general plans designate urban land uses for areas identified within their SOIs, respectively.
- The County of Fresno is the land use authority for unincorporated land located within the District. The Fresno County General Plan designates the majority of unincorporated land within the District's service area for agricultural uses. No substantive population growth is planned within the unincorporated area.

PRESENT AND PROBABLE NEED FOR PUBLIC FACILITIES AND SERVICES IN THE AREA

- Existing District facilities have sufficient capacity to meet the District's current service demand.

PRESENT CAPACITY OF PUBLIC FACILITIES AND ADEQUACY OF PUBLIC SERVICES THAT THE AGENCY PROVIDES OR IS AUTHORIZED TO PROVIDE

- The District's facilities are adequate to continue supporting the District's mission to enrich the lives of the citizens of Coalinga and Huron by providing safe, welcoming parks and recreation facilities and affordable, diverse recreation and human services activities for people of all ages to play, learn, contemplate, build community spirit and be good stewards of the environment.

EXISTENCE OF ANY SOCIAL OR ECONOMIC COMMUNITIES OR INTEREST IN THE AREA IF THE COMMISSION DETERMINES THAT THEY ARE RELEVANT TO THE AGENCY

- As observed by LAFCo, there are no social or economic communities of interest that exist near the District relevant to the agency's service provisions.

THE PRESENT AND PROBABLE NEED FOR THOSE PUBLIC FACILITIES AND SERVICES OF ANY DISADVANTAGED UNINCORPORATED COMMUNITIES WITHIN THE EXISTING SPHERE OF INFLUENCE

- For the purposes of this section, services provided by the District do not support growth or induce population growth. Services provided by the District would not present a direct benefit to a disadvantage unincorporated community.

RECOMMENDATIONS

In consideration of information gathered and evaluated during the Municipal Service Review, it is recommended the Commission:

- Receive this report and any public testimony regarding the proposed Municipal Service Review and proposed Sphere of Influence update.
- Find that the Municipal Service Review is exempt from the California Environmental Quality Act pursuant to section 15306 (Information Collection).
- Approve the recommended Municipal Service Review determinations, together with any changes deemed appropriate.
- Approve the recommended Sphere of Influence determinations, together with any changes deemed appropriate.
- Affirm the existing Coalinga-Huron Recreation and Parks District SOI.
- Transfer jurisdiction of the Landscape and Lighting Maintenance District from the District to the City of Coalinga by a joint resolution with mutually agreed upon terms and conditions. In the short term, petition bids for local landscaping companies to maintain the LLMD for a reasonable fare.
- Retain rental fees for Camp Yeager in a separate account from other District tax revenues. Camp Yeager is a tax-exempt property outside the district service area whereas the remainder of the District's revenue is tax generated from within the district service area, to avoid commingling of funds.

ACKNOWLEDGMENTS

This Municipal Service Review update was prepared by Fresno LAFCO. General Manager Tyler Hensley provided substantial information included in this service review. Fresno LAFCo staff extends its appreciation to the staff of the District for their assistance in the development of this Municipal Service Review.

Available Documentation – documents used for the preparation of this report consist of public records and are available at the Fresno Local Agency Formation Commission Office located at:

Fresno Local Agency Formation Commission
2607 Fresno Street, Suite B
Fresno, California 93721

The Municipal Service Review is available on Fresno LAFCo's website, <http://www.fresnolafco.org/default.asp>

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