

***North Humboldt Recreation and Park
District***



Municipal Service Review

January 2009

Prepared by:



HUMBOLDT
Local Agency Formation Commission

For Updating the Sphere of Influence Report

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INTRODUCTION

This Municipal Service Review (MSR) was prepared as part of a mandated review of the spheres of influence (SOI) of all government entities in the County by the Humboldt Local Agency Formation Commission (LAFCo). This report focuses on the North Humboldt Recreation and Park District (NHRPD). The purpose of this study is to examine and evaluate local governmental services in order to improve overall understanding of local service conditions and to enhance these conditions through comprehensive review and analysis. This MSR presents for the Commission’s consideration a discussion, analysis, and recommendations regarding services provided by the NHRPD. The SOI for the NHRPD was reviewed for update in 2006 and no changes were necessary. This MSR serves to update the relevant data on services provided within the District’s SOI. At this time, the SOI will not be amended.

Review Methods

This MSR was prepared by LAFCo staff during December 2008 / January 2009. The NHRPD completed an agency profile questionnaire, which provided LAFCo with the current status of District operations. The Infrastructure and Services Report that was compiled as part of the Humboldt County General Plan was also referenced for regional population and housing projections, as well as detailed descriptions of existing infrastructure. The draft report was sent to District staff for review and clarification. All information gathered for this report remains in Humboldt LAFCo files for future reference.

LOCAL AGENCY FORMATION COMMISSION AUTHORITY

Latent Powers, Enabling Legislation and Empowered Services

The fundamental role of the Local Agency Formation Commission (LAFCo) is to implement the Cortese-Knox-Hertzberg Act (The Act) consistent with local conditions and circumstances. The Act guides LAFCo's decisions. The major goals of LAFCo as established by The Act are to:

- Encourage orderly growth and development;
- Promote orderly development;
- Discourage urban sprawl;
- Preserve open-space and prime agricultural lands by guiding minimizing resource loss;
- Exercise its authority to ensure that affected populations receive efficient services;
- Promote logical formation and boundary modifications that direct the burdens and benefits of additional growth to those local agencies that are best suited to provide services;
- Make studies and obtain and furnish information which will contribute to the logical and reasonable development of local agencies to provide for present and future needs;
- Establish priorities by assessing and balancing community service needs with financial resources available to secure and provide community services and to encourage government structures that reflect local circumstances, conditions and financial resources;
- Determine whether new or existing agencies can feasibly provide needed services in a more efficient or accountable manner and, where deemed necessary,

As set fourth in § 56425 (g) of The Act, on or before January 1, 2008, and every five years thereafter, Humboldt LAFCo shall review and update each Sphere of Influence (SOI).

Additionally, an MSR shall be conducted with, or in conjunction with the action to establish or to update a SOI pursuant to The Act. Together, the SOI and MSR documents analyze the District's ability to serve existing and future residents.

In order to prepare and to update Spheres of Influence in accordance with § 56425, Humboldt LAFCo shall conduct a service review of the municipal services provided in the McKinleyville Community Services District (CSD). The commission shall include in the designated for service review area any other geographic area as is appropriate for an analysis of the services to be reviewed, and shall prepare a written statement of determinations with respect to the following:

- (1) Growth and population projections for the affected area;
- (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
- (3) Financial ability of agencies to provide services;
- (4) Status of, and opportunities for, shared facilities;
- (5) Accountability for community service needs, including governmental structure and operational efficiencies; and
- (6) Any other matter related to effective or efficient service delivery, as required by commission policy.

AGENCY PROFILE

The North Humboldt Recreation and Park District (NHRPD) is located along the northeastern border of the Humboldt Bay with the City of Arcata at its core. The district's boundary encompasses 60 square miles. The NHRPD serves the entire North Bay Area with users from the Cities of Arcata, Eureka, Trinidad, and Blue Lake, and the surrounding communities.

The NHRPD is a special district that was formed for the purpose of planning, acquisition, and construction of a community swimming facility, the Arcata Community Pool (ACP). The ACP is a non-profit agency serving educational, rehabilitative, and recreational purposes. The district's facility, the ACP, is located at 1150 16th street in the City of Arcata.

Table 1: Agency Profile Table

Agency Name	Date of Formation	Enabling Legislation
North Humboldt Recreation and Park District	October 8, 1968	Public Resources Code Section 5780
Contact Person	Contact Title	Email/Website
Dave Nakamura	Director	dwn1@humboldt.edu www.humboldt.edu/cntract
Mailing Address	Physical Address	Phone/Fax
1150 16 th Street Arcata, CA 95521	1150 16 th Street Arcata, CA 95521	Phone: (707) 822-6801 Fax: (707) 822-6384

Governance Structure and Administration

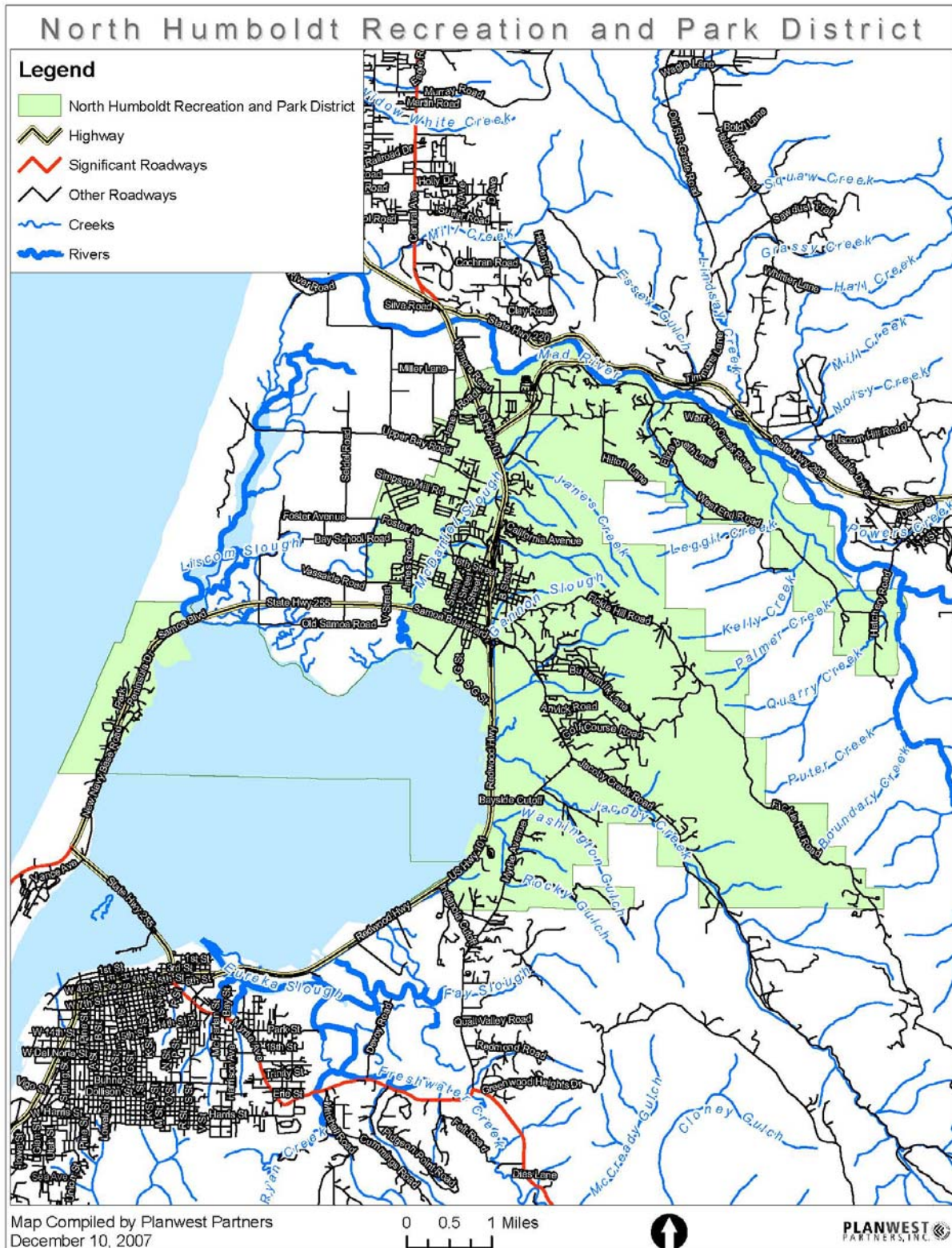
The NHRPD was formed October 8, 1968 by Resolution No. 68-101 of the Humboldt County Board of Supervisors, pursuant to provisions of chapter 4, Division 5 of the Public Resources Code, Section 5780. The District is governed by a five member Board of Directors elected by district residents. The current Board of Directors is listed in table 2, below.

Table 2: NHRPD Board of Directors.

Board Member	Title	Term Expiration
Ronald Fritzsche	Director	November 2011
Verne Skjonsby	Vice Chair	November 2009
Jan Ross	Director	November 2009
Harvey Kelsey	Director	November 2009
Paul Jeffrey Peacock	Treasurer	November 2011

The NHRPD Board holds monthly public meetings at the ACP at 1150 16th Street in Arcata. The meetings are noticed in the ACP entryway in accordance with the Brown Act. The district office is open Monday through Friday from 6:00 AM to 9:00 PM and Saturday and Sunday from 12:00 PM to 6:00 PM.

Figure 1: Boundary and Sphere of Influence



Population and Land Use

County Population and Growth

According to the State of California Department of Finance, Humboldt County has an estimated 2008 population of 132,821. The County grew at an overall rate of 0.6% during 2007ⁱ.

Assuming this growth continues, the population of Humboldt County will have a 2025 population of approximately 147,000.

District Population and Housing Projections

The NHRPD boundary includes the City of Arcata, Manila, Jacoby Creek, and Glendale. The 2008 population within the NHRPD boundary is approximately 20,000. According to the State of California Department of Finance, the population growth rate for both the City of Arcata and the unincorporated areas of the County is 0.8%ⁱⁱ. The District will have a 2025 population of approximately 22,700.

The ACP is a public facility that also serves a population residing outside the district boundary. The NHRPD serves the populations of the Cities of Blue Lake, Eureka, Trinidad, and the surrounding communities of the northern Humboldt Bay Region.

According to the City of Arcata Housing Element, Arcata had 7,614 housing units in 2003ⁱⁱⁱ. As part of the Humboldt County General Plan Update, the County has defined Urban Study Areas (USA) within special districts in order to develop land use planning scenarios and to focus the analysis for timing and location of new facilities. The report identifies an Arcata USA that is expected to receive 205 additional housing units by 2025^{iv}. Arcata city policies encourage infill development; focusing development efforts on existing residentially zoned lands within the City.

Services Provided

The NHRPD provides educational, recreational, and rehabilitative services to the members of its district through the ACP. The ACP facility provides the following services:

1. swim lessons,
2. lifeguard certification courses,
3. scuba diving courses through the National Association of Underwater Instructors (NAUI),
4. cardiopulmonary resuscitation (CPR) certification,
5. first aid training courses,
6. kayaking lessons,
7. recreational swim nights for adults and family,
8. exercise classes, and
9. lap swimming.

The NHRPD employs two full time and forty part time staff.

Infrastructure

The district has one facility, the ACP, which is located at 1150 16th Street in Arcata. The ACP facility lies on a 0.9 acre parcel. The facility includes a pool that ranges in depth from 2-12 feet. The pool is divided into four main areas allowing multiple activities to occur simultaneously. The pool has a 122 foot long slide. The pool bottom is covered in polyvinyl chloride (PVC), an alternative to the traditional plaster used on pool bottoms, that is less abrasive to users feet.

The ACP has a state of the art water treatment system that uses ultra violet (UV) light to reduce chloramines in the water. This method reduces the occurrence of eye and respiratory irritation and also reduces the amount of chlorine that is needed for disinfection.

The ACP facility has a locker and shower area covered in the same PVC vinyl that covers the pool bottom. The ACP facility has a hot tub and sauna area with a patio. The patio includes two barbeque pits, picnic tables, and lounge chairs for social gatherings. The facility also has an aerobic/weight room with the following exercise equipment:

- 2 treadmills,
- 1 elliptical trainer,
- 2 exercise bikes,
- 2 stairmasters,
- a 12 station weight circuit, and
- 2 dumbbell sets.

Infrastructure Needs and Deficiencies

The NHRPD has no infrastructure needs or deficiencies at this time.

Planned Improvements

The NHRPD follows a routine maintenance schedule for efficient operation of the ACP facility. The district has no planned improvements at this time.

Other Service Providers

The district's water, wastewater, and stormwater drainage services are provided by the City of Arcata. Fire protection services are provided by the Arcata Fire Protection District. Law Enforcement is provided by the City of Arcata and the County of Humboldt.

Budget

The NHRPD's total projected revenue for the fiscal year 2008-2009 is \$641,435. The district's primary sources of revenue are admission fees (41%), property taxes (22%), and swim lessons / contract classes (27%). The district's projected expenditures for the fiscal year 2008-2009 are \$641,435. Primary expenditures are employee salaries/benefits (51%), facilities and equipment (19%), and administrative services (12%).

The district has repaid debt from the construction of the ACP facility and currently has no substantial outstanding debt. Table 4, below, compares the district's actual budget figures from 2007-2008 with their proposed budget figures for 2008-2009.

Table 3: NHRPD Budget Summary

	2007-2008 Actual	2008-2009 Proposed
Total Revenues	\$634,990	\$641,435
Total Expenditures	620,936	641,435
Balance	14,054	0

Table 4: Admission Rates

One Visit	Regular	Discount
Adult	\$6.50	\$5.00
Senior	\$5.50	\$4.25
Youth	\$4.50	\$3.50
Ten Visit Pass	Regular	Discount
Adult	\$52.00	--
Senior	\$46.00	--
Youth	\$35.00	--
One Month Pass*	Regular	Discount
Adult	\$54.00	\$42.00
Senior	\$49.00	\$37.00
Youth	\$41.00	\$30.00
Family	\$102.00	\$80.00
Three Month Pass*	Regular	Discount
Adult	\$148.00	\$115.00
Senior	\$138.00	\$108.00
Youth	\$102.00	\$80.00
Family	\$275.00	\$230.00
Season Pass*	Regular	Discount
Adult	\$395.00	\$310.00
Senior	\$355.00	\$280.00
Youth	\$240.00	\$190.00
Family	\$685.00	\$550.00

Youth (4 - 17), Adult (18 - 61) , Senior (62 +) , Children 3 years and under are FREE

Discount Recipients: A.F.D.C./Medi-Cal (Must Show Proof)

MSR DETERMINATIONS

Growth and population projections for the affected area

The NHRPD has a 2008 population of approximately 20,000 and is expected to have a 2025 population of 22,700. The City of Arcata is expected to receive approximately 205 additional housing units during the same time period. The NHRPD serves populations outside of its boundary including the Cities of Blue Lake, Eureka, Trinidad, and the surrounding communities of the northern Humboldt Bay Region.

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

The NHRPD adequately meets the needs of the district and currently has no infrastructure needs or deficiencies.

Financing ability of agencies to provide services

The district does not have any substantial debt. The admission fees, property tax revenue, and lesson fees provide adequate revenue to finance facility operations and maintenance.

Status of and, opportunities for, shared facilities

The district has one facility that is used by residents living within the district's boundary, as well as residents from the surrounding areas. The facility is available to individuals and groups for a fee. There are no further opportunities for shared facilities at this time.

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

The NHRPD is governed by a five member Board of Directors, elected by its residents. The district holds monthly public meetings that are noticed in accordance with the Brown Act. District staff can be reached during regular business hours by phone, email, or in person at the district office.

Any other matter related to effective or efficient service delivery, as required by commission policy

There are no further matters pertaining to the NHRPD's services to report in this Municipal Service Review.

SOI STATUS

It is concluded that the current NHRPD SOI is sufficient for future growth, according to projections used for this report. Based on the results of this MSR, no amendments to the NHRPD SOI are necessary at this time.

REFERENCES

ⁱ State of California; Department of Finance. 2008. *Population Estimates with Annual Percentage Change*.
<http://www.dof.ca.gov/research/demographic/reports/>.

ⁱⁱ *ibid*

ⁱⁱⁱ City of Arcata 2003 Housing Element. Adopted March 17, 2004.

^{iv} Humboldt County General Plan Update: Community Infrastructure and Services Technical Report. July 2008.
http://co.humboldt.ca.us/planning/gp/PrelimHearingDraft/Group7c/Technical%20Report/Comm_Inf_Serv_Tech_Report.pdf