



AGENDA ITEM 7A

MEETING: July 16, 2014
TO: Humboldt LAFCo Commissioners
FROM: Colette Metz, Administrator
SUBJECT: **Countywide Park and Recreation Services Municipal Service Review and Sphere of Influence Updates for the Rohner Community Recreation and Park District and the North Humboldt Recreation and Park District**
The Commission will receive an update on the Countywide Recreation and Park Services Municipal Service Review. Staff recommends this public hearing item be continued until the January 2015 meeting to allow the Rohner Community Recreation and Park District (RCRPD) Board to address possible reorganization options.

BACKGROUND

At the May 21, 2014 LAFCo meeting, staff presented a preliminary draft municipal service review for countywide recreation and park services. The draft service review includes an inventory of local recreation and park service providers and an in-depth review of the following recreation and park districts:

- North Humboldt Recreation and Park District (Arcata area)
- Rohner Community Recreation and Park District (Fortuna area)

Staff provided a range of "Governance Structure Options" for potential reorganization of the Rohner Community Recreation and Park District (RCRPD), including:

1. Maintain RCRPD as a dependent special district (status quo)
2. Establish the RCRPD as a subsidiary district of the City of Fortuna
3. Dissolve the RCRPD

The preliminary draft of the service review was presented for discussion purposes only. Service review determinations were not prepared and staff did not provide recommendations on the sphere of influence or reorganization options at the May 21 LAFCo meeting. The Commission directed staff to meet with RCRPD Board members and further identify opportunities for reorganization options.

DISCUSSION

On June 25, the RCRPD held a special meeting at the Rec Hall in Rohner Park. The following were in attendance: Allan Baird, Board President; Jacques Debets, Board member; Christina Boon, City of Fortuna Recreation Office Supervisor; Troy Nicolini, LAFCo Commissioner; George Williamson, LAFCo Executive Officer; and Colette Metz, LAFCo Administrator. The meeting agenda is provided in Attachment A.

At the meeting, each governance structure option was discussed. The District's clear preference is to maintain the district (status quo) with steps to improve district transparency and accountability. A summary of identified improvements is included in Attachment B. Staff agreed to meet with the RCRPD in six months to review the District's progress. It is therefore recommended that the Commission continue to the public hearing on the municipal service review and sphere of influence until after this time period in order for LAFCo to be able to make the necessary determinations.

RECOMMENDATION

Staff recommends the Commission hear staff's presentation and continue the public hearing for January 21, 2015.

Attachments:

Attachment A: RCRPD Special Meeting Agenda

Attachment B: LAFCo staff letter to RCRPD President

We May Disagree, But We Will Be Respectful of One Another
All Comments Will Be Directed to the Issue at Hand, and Addressed to the Rohner Community
Recreation & Park District.
Personal Attacks are Unacceptable

I. OPENING

- A. Call meeting to order
- B. Roll Call – Members Introductions

II. APPROVAL OF MINUTES – None to approve

III. BUSINESS

- A. Review of Draft Municipal Service Review and discussion of LAFCo-recommended governance structure options for the Rohner Community Recreation and Park District

IV. ORAL COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

Pursuant to Government Code Section 54957.5, any non-confidential documents or writings that the City distributes, less than 72 hours before a regular meeting, to all or a majority of the legislative body's members must be made available to members of the public at the same time as the distribution. Documents and information related to the agenda topics are available for review at the City of Fortuna Parks and Recreation Office, 5 Park Street, between the hours of 9:00 AM to 4:00 PM. Members of the public are invited to come to the meeting and comment. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Recreation Office Supervisor at 725-7620. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Christina Boone, Rohner Community Recreation & Park District Secretary

ATTACHMENT B



June 27, 2014

Allan Baird, President
Rohner Community Recreation and Park District
PO Box 396
Fortuna, CA 95540

Subject: REVIEW OF DRAFT MUNICIPAL SERVICE REVIEW AND DISCUSSION OF LAFCO-RECOMMENDED GOVERNANCE STRUCTURE OPTIONS FOR THE ROHNER COMMUNITY RECREATION AND PARK DISTRICT

Commission member Troy Nicolini, administrator Colette Metz and I appreciated the opportunity to attend the Rohner Community Recreation and Park District (RCRPD) special meeting on June 25, 2014 at the Rohner Park Rec Hall. Your report on the District's past accomplishments and discussion of the future needs of the District moving forward was most helpful.

The draft municipal service review identifies several governance structure options for the RCRPD in response to services, funding and board activity levels. The governance structure options being considered by LAFCo are as follows:

1. Maintain RCRPD as a depended special district (status quo)
2. Establish the RCRPD as a subsidiary district of the City of Fortuna
3. Dissolve the RCRPD

At the District Board meeting, you and the other attending board member expressed interest in maintaining the RCRPD with steps to improve district transparency and accountability. To accomplish this goal, and for LAFCo to be able to make the necessary municipal service review determinations, the following would be required:

Board Accountability and Governance:

- Ensure board positions are properly filled and advertise board positions when there are vacancies
- Hold regularly scheduled meetings on a quarterly basis
- Establish a mailing address/contact information for District
- Develop a plan to enhance outreach to district residents in an effort to increase interest in board activities.

District Management and Staffing:

- Adopt bylaws with administrative and financial protocol consistent with California Public Resources Code §5780-5791 (Recreation and Park District Law) and other applicable laws

- Establish long-term goals to guide district functions
- Develop a formal agreement with the City of Fortuna for administrative support services (optional)
- Work to find a grant writer

District Financing:

- Maintain/hold funds in District account
- Confirm that annual audits are being completed
- Approve annual budget and submit to County Auditor

LAFCo staff appreciates the District Board's dedication to make the above referenced improvements. As discussed, we are available to attend another Board meeting in six months to review the District's progress. Please contact staff at 445-7508 if you have any questions.

Sincerely,

George Williamson, AICP
LAFCo Executive Officer