

Shasta Local Agency Formation Commission



DRAFT

Municipal Services Review
& Sphere of Influence Update

Shasta Lake Fire Protection District

September 2014

**Shasta Lake Fire Protection District
Municipal Service Review & Sphere of Influence Update**

- 1. Executive Summary.....
- 2. General Background
- 3. District Services.....
 - a. Infrastructure, Facilities, Services.....
 - b. Administration, Management, Operations.....
 - c. Fiscal.....
 - d. Governance.....
- 4. Regional context/Relevant services by other agencies
- 5. Agency Boundary & Proposed Sphere of Influence Service Area
- 6. Written Determinations for Municipal Service Review

 - a. Growth & population projections.....
 - b. Disadvantaged unincorporated communities (DUCs)
 - c. Present and planned capacity of public facilities
 - d. Adequacy of public services.....
 - e. Infrastructure Needs or Deficiencies
 - f. Financing Constraints and Opportunities
 - g. Opportunities for Rate Restructuring
 - h. Status of and Opportunities for Shared Facilities.....
 - i. Accountability for community service needs,
governmental structure and operational efficiencies

- 7. Written Determinations for Sphere of Influence Update

 - a. Present/planned land uses
 - b. Present and probable need for public facilities and services.....
 - c. Present capacity of public facilities/adequacy of services
 - d. Existence of social or economic communities of interest
 - e. Present and probable needs of disadvantaged unincorporated
communities within area.....

- 8. Conclusion.....
- 9. References
- 10. Exhibits.....
 - a. Map of proposed SOI Boundary
 - b. District Formation documents
 - c. District Five Year Strategic Plan 2011-2015
 - d. District Mission Statement & Purpose
 - e. Community Calculator – District area
 - f. Notice of Intent to Adopt CEQA Determination – Statutory Exemption PRC 21083
 - g. No Effect Determination – California Department of Fish & Wildlife

1. EXECUTIVE SUMMARY

Local agency formation commissions have been tasked with updating local agency municipal service reviews (MSR) and sphere of influence boundaries (SOI) every five years since 2008 [Government Code Section 56425 *et seq.*]. This study presents a baseline review of the District services and SOI needs, satisfying the requirements of this statute.

This baseline review seeks to associate the original formation purposes and activities of the Shasta Lake Fire Protection District with an understanding of its current day operations and future plans.

2. GENERAL BACKGROUND

a. Area Setting & Characteristics

The Shasta Lake Fire Protection District is located at the northern end of the Sacramento Valley. The majority of the District is situated west of Interstate 5 between Lake Shasta and the City of Redding. Shasta Lake FPD abuts the City of Redding on the south and southeast. The unincorporated community of Mountain Gate is located to the northeast, and other unincorporated areas are to the west.

There are several creeks and drainages flowing through the District, including Churn Creek, Moody Creek, Salt Creek, Clear Creek, Rich Gulch Creek, Little Churn Creek, and Nelson Creek. Most of the District is within the Churn Creek watershed. Combined with Stillwater Creek to the south, this watershed stretches almost to Anderson and encompasses 77,735 acres. These creeks and drainages shape development patterns by defining local topography, acting as barriers, and providing attractive natural features among urban land uses. Shasta Lake topography generally slopes from the north to the south and varies from rolling foothills down to the Sacramento valley floor.

The local climate is characterized by hot dry summers and mild winters, with typically light precipitation. The rainy season normally falls between October and March. California is experiencing its third year of severe drought, with potentially two more years of continued drought conditions expected. Groundwater levels and reservoirs have dropped significantly since 2011. As a result of this water loss, the Governor recently declared a state of emergency throughout California. Vegetation types consist primarily of blue oak-foothill pine woodland, a mixture of oak and conifer trees, with an understory of Manzanita and other shrubs, herbaceous plants, and grasses.

Land use within the District is determined by the City of Shasta Lake and is predominantly single-family residential, made up of 3,857 single-family housing units and 321 multiple-family units as of January 1, 2013, according to the Department of

Finance. Approximately 918 acres within the District's boundaries are zoned for industrial uses, generally along Ashby Road, within the Shasta Gateway Industrial Park, and the southwest section of the City. Commercial areas are located primarily along Shasta Dam Boulevard (State Route 151), Cascade Boulevard, and Twin View Boulevard.

b. Shasta Lake FPD History

The Shasta Lake Fire Protection District was formed in November 1994 when a consolidation request from Central Valley and Summit City Fire Protection Districts was approved by Shasta LAFCO. A "clean up" annexation in 1996 brought small overlapping portions of Buckeye Fire Protection District, Mountain Gate Community Services District, and CSA #1 – Shasta County Fire into the new district to make its boundary compatible with that of the City of Shasta Lake. The purpose of the reorganization was to provide a single fire protection agency for fire protection, emergency medical service, and other emergency services that may be needed within the City. The City of Shasta Lake does not provide fire or emergency services.

Upon formation, the new District inherited a total of three fire stations, seven engines, two patrol units, one rescue unit and two utility units. FPD Staff consisted of three chief officers and four firefighters. At that time, the population was approximately 9,000 within the City of Shasta Lake. Historically there has been a 2.33 percent annual growth rate in population.

The District mission statement is: 'To safely protect all lives, property and our environment from harm.'

The Shasta Lake FPD provides comprehensive emergency fire response services within the incorporated area of the City of Shasta Lake and to one square mile of unincorporated area east of the City.

The current District boundary encompasses an area of approximately 13 square miles and, other than one reorganization proposal to eliminate overlapping jurisdictional boundaries in 1996, has not changed in size since its formation. There are no current annexation plans for territory outside its jurisdiction, and the District has requested their SOI boundary remain coterminous with its existing boundary.

Shasta Lake FPD coordinates and cooperates with other fire agencies in the region under diverse automatic aid agreements to provide services to Shasta County residents and visitors. Dispatching for the district is provided through the E-911 system by SHASCOM and the SCFD/CDF Emergency Command Center in Redding.

3. AGENCY SERVICES

The Shasta Lake Fire Protection District services are authorized under the California Health and Safety Code (Section 13800 *et seq.*), and its operations are regulated by the Division 12 of that Code beginning with Section 13000 *et seq.*

The California Uniform Fire Code establishes requirements intended to provide safety and assistance to firefighters and emergency responders during emergency operations, and apply to the construction, alteration, maintenance, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure in California. It includes regulations regarding fire-resistance-rated construction, fire protection systems (i.e., alarm and sprinkler systems), fire service features such as fire apparatus access roads, and a means of egress, fire safety during construction and demolition, and wildland-urban interface (WUI) areas.

The City of Shasta Lake has established a General Plan, zoning ordinances, and regulations that address the need covering the cost for new fire protection facilities for new development. City General Plan Policy FS-e states: "Development in areas requiring additional levels of police and fire services shall participate in offsetting costs for the additional services."

The District is the authorized provider of fire protection and emergency medical and rescue services within the City. Shasta Lake FPD Ordinance 97-1 established requirements and standards for new development projects, including standards for hydrant spacing, fire flow, access, and roadways, as well as requiring adequate roadway widths. The ordinance was adopted January 13, 1997, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials or explosions. It provides for the issuance of permits for hazardous uses or operations, and established a bureau of fire prevention, defining its personnel and their powers and duties.

The District fire marshal regularly reviews all project permit requests for entitlement as they are presented to the City, making recommendations, presenting requirements and evaluating compliance with relevant state and local codes prior to City approval of any construction proposal.

a. Infrastructure, Facilities and Services

The Shasta Lake Fire Protection District established a strategic planning committee to determine infrastructure needs and analyze funding opportunities to meet those needs. The committee consists of the fire chief, two district board members, union representation, and a training officer. The committee typically convenes four or five times each year to address National Fire Protection Association (NFPA) standards and to consider Insurance Services Organization (ISO) standards. The committee also reviews past trends to help determine what improvements and/or

**Shasta Lake Fire Protection District
Municipal Service Review & Sphere of Influence Update**

changes could be implemented in order to provide the best possible service to customers.

The District developed a Five Year Strategic Plan for services in 2005 to address specific operational and capital needs required to provide a consistent level of services to a growing local population. This resulted in the replacement all vehicles except for Patrol 42, which was sold. An Impact Fee Benefit Plan was then adopted for new fire-related equipment, but did not include provisions for emergency medical equipment.

District offices were constructed on the first floor of Station 1, landscaping was installed at Station Two, and necessary roof repairs were made to identified structures. The Plan called for maintaining one Engine Company per 2500 people, and this goal remains on schedule. However the implementation of a 40 hour per week prevention officer, also part of the Plan, could not be achieved due to the lack of funding. In 2011 the existing Five Year Strategic Plan was reviewed, updated, and adopted to accommodating a 2011-2015 planning cycle, again with the main goal of maintaining adequate service levels in difficult economic times.

The District maintains three fire stations. Fire protection and medical apparatus and equipment are located at each of the fire stations. In 2012, the Shasta Lake Fire Protection District responded to 1406 emergency calls, 70% of which (995 of those calls) were medical in nature but did not require advanced life support services.

The present District vehicle replacement plan calls for a 10 year replacement cycle for light vehicles (pick-ups), and a 20 year replacement cycle for heavy vehicles (fire engines). Funding to assist in replacing this equipment has been secured through the earlier mentioned benefit assessment fee.

All vehicles and apparatus are monitored on a daily, weekly, and monthly basis. The service schedule is based upon time used or accrued mileage. Most oil changes on apparatus are scheduled based on hour meter readings due to pumping in place. As an example, fire engines get a full service at 3,000 miles, 200 hours or 365 days - whichever occurs first. Annual pump tests are also done according to NFPA Guidelines.

A list of current apparatus follows:

Fire Engines	Shasta Lake Fire Protection District	Estimated Value
Engine 42	2009 Sutphen 1750 GPM Pumper	\$328,541
Engine 242	1982 Van Pelt 1500 GPM Pumper	\$0
Engine 342	1994 FL-70 Freightliner 1000 GPM Pumper	\$20,995
Engine 542	2002 FL-80 Freightliner 750 GPM Pumper	\$96,882
Engine 642	1995 FL-70 Freightliner 500 GPM Pumper	\$23,723

**Shasta Lake Fire Protection District
Municipal Service Review & Sphere of Influence Update**

Other Vehicles		Estimated Value
WT 42	1986 Peterbilt 3000 Gallon Water Tanker 500 GPM	\$41,000
C42	2008 Ford F-250 Ext Cab 4x4 Pickup Command Vehicle	\$21,698
B42	2012 Ford F-250 Ext Cab 4x4 Pickup Command Vehicle	\$32,000
B242	2009 Ford F-250 Ext Cab 4x4 Pickup Command Vehicle	\$23,255
U42	1994 Chevrolet C-2500 Ext Cab Pickup Utility Vehicle	\$0 (to be sold)
R42	1996 Chevrolet 3500 HD Rescue Truck	\$0 (used as utility truck)
P42 new	2014 Ford Super Duty Type 550 Patrol (w/emergency equipment)	\$190,000

Station 1 is located at 4126 Ashby Court. This station is staffed 24 hours a day by paid staff. A five-member crew is on duty Monday thru Friday from 8 a.m. to 5 p.m., and a two-member crew is on duty from 5 p.m. to 8 a.m. In the past three additional seasonal firefighters would be hired during fire season; current budgetary constraints have curtailed the hiring of seasonal firefighting staff. All administrative duties are conducted out of this station, including burn permits and plan checks.

The station houses advanced life support rescue units (Rescue 42 and Patrol 42); one of these units is also a brush patrol for wildland fires. Two Type 1 engines (Engine 42 and 242) and three Type 3 engines, (Engines 342, 542, and 642) are also housed there. All engines are equipped for Basic Life Support (BLS). Station 1 also houses a breathing air trailer. This station was built in the 1940's and is not up to earthquake standards, nor does it adequately meet current District needs for personnel or storage space. The firefighter's dorm and sleeping quarters are located directly above the engine bay area which does not currently have a building exhaust system to remove equipment fumes.

Station 2 is located at 5270 Akrich Street. It is currently unstaffed, and is used for apparatus storage only.

Station 3 is located at 13791 Lake Boulevard. It is currently unstaffed and is used for training and apparatus storage. District volunteer personnel respond from Station 1 as needed with apparatus stored at this station. It houses a Type 1 water tender, a Type 2 engine equipped for advanced life support calls, and has a classroom for training. One quad trailer and two quad runners used for rescues and fires are also housed at this station. Regular board meetings are also held at this station.

The District, on average, is able to respond to most any location inside their boundaries within five minutes of dispatch. They maintain a working relationship and mutual aid agreement with the Mountain Gate Community Services District fire department. The agreement states that Mountain Gate CSD will provide one backup

**Shasta Lake Fire Protection District
Municipal Service Review & Sphere of Influence Update**

fire engine when Shasta Lake FPD is dispatched to an incident, and in return Shasta Lake FPD will provide one backup engine to Mountain Gate CSD when they are dispatched.

There is a mutual aid agreement in place with Shasta County Fire (CSA #1) for the unincorporated areas outside the City of Shasta Lake but within the District. A master mutual aid agreement between Shasta Lake FPD and state (Cal Fire, OES) and adjacent federal (USFS, BLM, NPS, USFWS) agencies, covers the entire state and is particularly useful in coordinating responses during Northern California's very active wildland fire suppression activities.

One common standard used for planning fire facilities is a rating provided by the Insurance Services Organization (ISO). The insurance industry uses ISO ratings to assist in determining insurance premiums for building owners. The ISO rating is based on travel distance (not travel time) to/from the nearest fire station, and other factors such as availability of water supply for fire protection. Currently the District has an ISO rating class of 4/8.

Anderson Fire Protection District	5/8
Buckeye Fire Protection District	3
Burney Fire Protection District	5/9
Castella Fire Protection District	5/8B
Cottonwood Fire Protection District	5/7
Fall River Mills Fire Protection District	6
Happy Valley Fire Protection District	5/8B
McArthur Fire Protection District	6
Millville Fire Protection District	6/8
Shasta Lake Fire Protection District	4/8

b. Administration, Management and Operations

When preparing or updating a municipal service review, information about administrative, management and operational functions, including assuring internal organization and agency policies, rules, and regulations are evaluated with respect to efficiencies and/or cost avoidance opportunities.

The Shasta Lake Fire Protection District Board of Directors operates as the administrative and financial governing body of the District. Overall management of the District is the responsibility of the Fire Chief, whose primary responsibility is the planning and implementation of short and long range goals of the Department, as well as oversight and management of all District personnel and all fiscal operations, purchases, human resource management and community relations. The battalion chief is charged with oversight of all fire prevention activities. The battalion chief in charge of training is

responsible for the training of all personnel and also serves as the equipment officer, which includes purchase and maintenance.

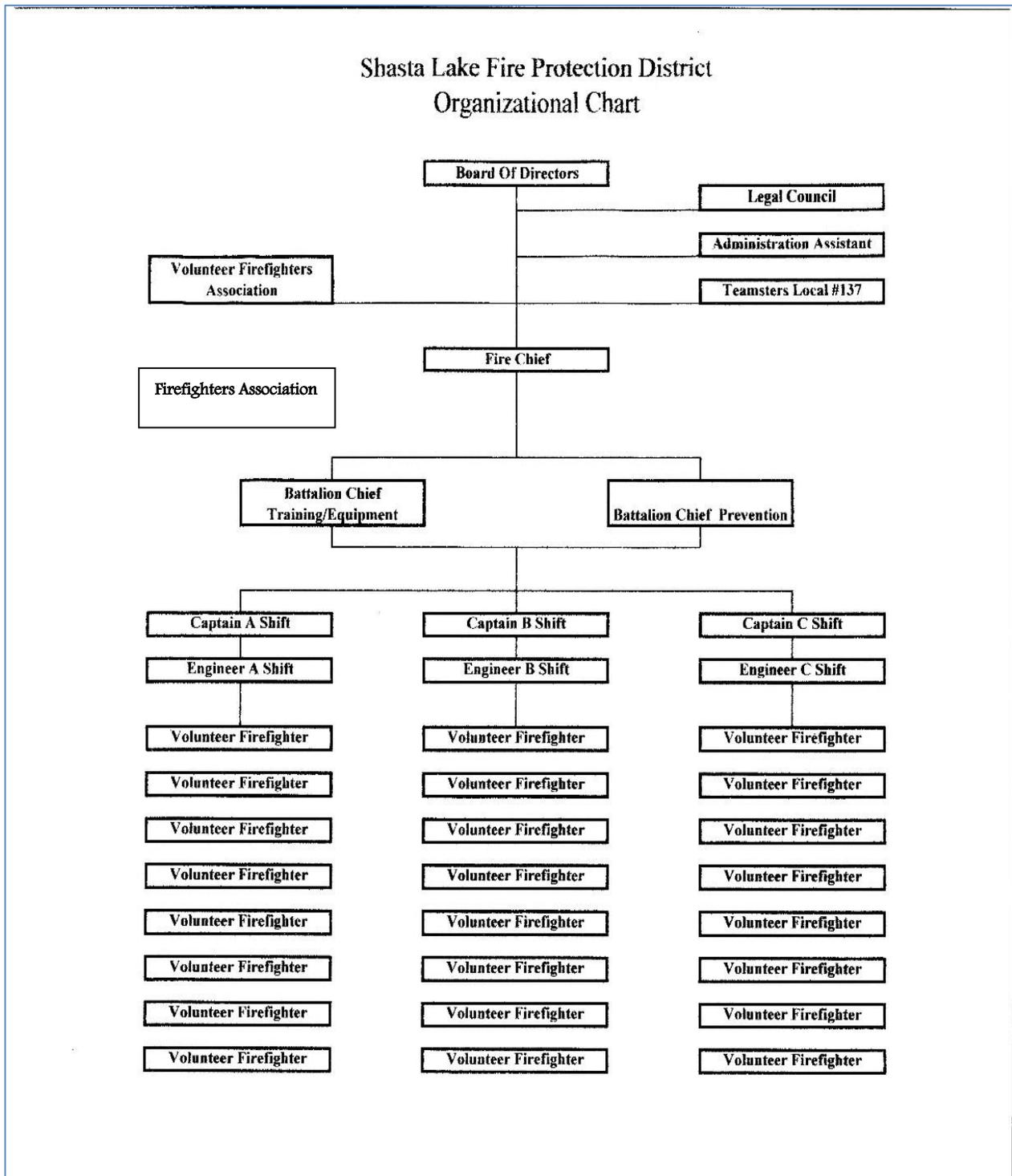
The District currently employs one fire chief, two battalion chiefs, three captains, three engineers, one administrative assistant, and fifteen volunteer firefighters. Current budget constraints have precluded the hiring seasonal firefighters for the past several fire seasons. With a current population of approximately 10,000, the ratio of firefighters to residents is 2.6 per 1,000 residents. The volunteers are split into three companies and respond to calls as needed. All personnel are issued an employee handbook upon hire. Payroll was previously contracted out, but is now done in-house. Annual audits, attorney needs and impact or assessment fee studies are contracted out on an as-needed basis.

At this time the budget revenues do not support the addition of new paid personnel. As funds become available through local growth and public support, there could be an opportunity to hire a full-time prevention position to assist the prevention battalion chief. Currently the prevention battalion chief has a full schedule doing plan checks, public education, business inspections and fire investigation. They also serve as the acting duty officer every third week which means they must respond to calls and take on incident commander and control duties. This is a position that will see further activity as growth continues. Past issues regarding employee turnover are no longer at issue.

In 2010 a Five Year Training Plan was created and implemented. It delineates and determines achievement of three basic phases of training: new hire; probationary; and recurrent or promotional. Annual training for paid personnel and volunteers includes: ethics (qualified personnel), sexual harassment, SIDS, HazMat, extrication, medical first aid and CPR, ongoing development of structure and wildland firefighting, and vehicle fires.

The District is a member of the following organizations:

Fire Districts Association of California
California Special Districts Association
California Fire Chiefs Association
Fire Chiefs Association of Shasta County
Shasta County Fire Training Officers Association
Fire Prevention Officers Association of Shasta County



c. Fiscal

The District manages a very conservative budget, providing due diligence on all fiscal matters and records.

The Shasta Lake Fire Protection District budget for the fiscal year 2012-13 was \$1,521,888 and is included in the appendices. Most of the revenue is received from property taxes, other governmental agencies and charges for current services, including impact fees and assessment fees. A \$67,000 grant was received in 2011 for the purchase of 10 training laptops with fire simulator software.

Capital equipment needs, such as new fire engines and rescue equipment, are typically paid from the operating budget and assessment fee revenue. Personnel, training, operating and maintenance needs are also paid out of the operating budget. Due to the multitude of demands on the operating budget, sufficient revenue to purchase all needed capital equipment and facilities has obviously been limited.

There is currently no income available to cover the costs of providing emergency medical services because current tax revenues are designated specifically for fire protection services. In 2012, 70% of the calls were for medical assistance. Since this is a tremendous and costly service provided by the District with no designated funding, in order to stay competitive they will have to determine how to pay for these services in the future.

The Board of Directors operates as the governing body and financial committee for the Shasta Lake Fire Protection District, approving all expenditures and financial policies. The annual budget is drafted by the fire chief, who make recommendations for approval to the Board. All expenditures are presented to the Board for review, comment and approval on a monthly basis. Once each quarter the Board receives a Budget verses Actual statement. Monies are invested by the Shasta County Treasurer.

Shasta Lake Fire Protection District Municipal Service Review & Sphere of Influence Update

Final Budget SHASTA LAKE FIRE PROT. DIST.	2012/2013 Resolution 12-06 Proposed Budget	Cost Ctr: 00445 REVENUE SHASTA LAKE FIRE DIST.	BUDGET 2012-2013 Proposed Budget
SALARIES			
011000 REGULAR SALARIES	\$525,072	101000 CURR SEC TAX	\$431,251.00
017000 EXTRA HELP	\$500	101011 CUR SEC D TEETER	\$0.00
018100 EMPLOYER SHARE OASDI	\$8,000	101012 RDA RESIDUAL PROPERTY TAX	\$45,000.00
018201 EMPLOYER SHARE RETIREMENT	\$174,000	101100 SUPPLEMENTAL TAXES CURR	\$749.00
018300 EMPLOYER SHARE HEALTH INS	\$152,194	101111 SUP CUR TEETER	\$0.00
018400 EMPLOYER SHR UNEMP INS	\$6,000	102000 CURR UNSEC TAX	\$22,929.00
018500 WORKERS COMP EXPOSURE	\$48,000	103000 PRIOR YEAR SEC TAX	\$0
018307 POST RETIREMENT HEALTH BEN FUND	\$0	103010 SUPPLEMENTAL TAX-PRIOR	\$0
		103011 SUP TX PY TEETER	\$0
		104000 PR YR TAXES UNSEC	\$0
TOTAL SALARIES & BENEFITS	\$913,766	TOTAL TAXES	\$499,929
SERVICES AND SUPPLIES			
032300 CLOTHING ALLOWANCE	\$7,965	318560 FIRE PROTECTION FINES	\$0
032500 COMMUNICATIONS EXPENSE	\$3,500	420000 INTEREST	\$1,965
032700 FOOD ITEMS	\$500	TOTAL MONEY FROM REVENUE & PROP	\$1,965
032900 HOUSEHOLD EXPENSE	\$1,300	546000 HOE EXEMPTION	\$8,000
033100 INSURANCE EXPENSE	\$13,500	563173 RDA PRE-94 PASS THRU PT-FAC	
033500 MAINTENANCE OF EQUIPMENT	\$5,000	563174 RDA 1290 PASS THRU PT-FAC	\$445,427
033526 MAINT EQUIP VEHICLES	\$8,000	563175 RDA PASS THRU	\$0
033543 MAINT FIRE HYDRANT	\$500	TOTAL INTRGVRNMNTL REVNS	\$453,427
033700 MAINT OF STRUCTURES	\$5,000	668154 SA FR SPPRSSN CRR	\$130,000
033900 MEDICAL SUPPLIES	\$2,000	668235 SA SHST LK FR PRT	\$0
034100 MEMBERSHIPS	\$3,500	671000 CHECK BLUEPRINTS	\$500
034309 MISC XP PRIOR PRD REV ADJ	\$1,028	692021 OUT OF DISTRICT RESPONSE	\$0
034500 OFFICE EXPENSE	\$4,000	692100 PHOTO COPIES	\$0
034533 OFFICE EXPENSE TRAINING MATERIALS	\$250	692968 WEED ABATEMENT	\$0
034800 PROF & SPECIAL SERVICES*	\$45,000	693065 IMPACT FEE	\$0
034801 PROF ACCOUNTING SVS	\$3,500	TOTAL CHARGES FOR SERVICES	\$130,500
034803 PROF ADVERTISING & MARKETING	\$200	792500 DONATIONS	\$0
034893 CHGS AUD PROP TAX SVS	\$16,703	797600 MISCELLANEOUS SALES	\$0
034900 PUB & LEGAL NOTICES	\$500	799300 MISC. REVENUE	\$0
035100 RENTS & LEASES OF EQUIPMENT	\$200	799600 INS LOSS & REFUNDS	\$0
035500 MINOR EQUIPMENT	\$11,000	896100 SALE FIXED ASSETS	\$0
035534 MINOR EQUIPMENT FIRE EQUIPMENT	\$4,000	TOTAL OTHER REVENUE	\$0
035528 MINOR EQUIPMENT SOFTWARE	\$3,000	TOTAL REVENUE	\$1,085,821
035700 SPECIAL DEPT. EXPENSE	\$8,000	FUND BAL. PRIOR YR.	\$436,067
035900 TRANSPORTATION & TRAVEL	\$500	TOTAL DEPT REVENUE & FUND BALANCE	\$1,521,888
035940 TRANSPORTATION & TRAVEL FUEL	\$14,000	TOTAL EXPENDITURES AND RESERVES	\$1,521,888
036100 UTILITIES	\$18,000	BALANCE	(\$0)
TOTAL SERVICES AND SUPPLIES	\$180,646	PETTY CASH \$250.00	
OTHER CHARGES		BOARD RESOLUTION 12-06	
050224 RET L/T DT FIRE ENGINE	\$112,222.00	_____	
050324 INT L/T DT FIRE ENGINE	\$16,837.00	Name & Date	
050800 TAXES & ASSESSMENTS	\$500	_____	
051387 LAFCO	\$2,585	_____	
TOTAL OTHER CHARGES	\$132,144	_____	
FIXED ASSETS		_____	
065000 Fixed Asssets Equipment	\$16,493	_____	
061026 New Fire Station	\$0	_____	
New Utility	\$46,000	_____	
New Patrol	\$140,925	_____	
TOTAL FIXED ASSETS	\$203,418	_____	
TOTAL EXPENDITURES	\$1,429,974	APPROPRIATION LIMIT FOR 2011/2012	
009000 RESERVE FOR CONTINGENCY		\$1,628,871.60	
RESERVE FOR ASSESSMENT	\$0		
009305 F/B DES CASH FLOW (NOT AVAIL)	\$91,914		
TOTAL RESERVES	\$91,914		
TOTAL EXPENDITURES & RESERVES	\$1,521,888		
REVENUE	\$1,085,821		
EXPENDITURES	\$1,429,974		
BALANCE FROM RESERVES	\$344,153		

d. Governance

The District is a registered-voter district. The Board of Directors operates as the governing body for the Shasta Lake Fire Protection District and consists of five members, elected at-large, who serve a four-year term. Board terms are staggered to promote continuity. Board members are required to live within the district boundaries. If a board member moves his or her permanent residence outside district boundaries, that seat automatically becomes vacant.

Board meetings are held the second Monday of the month at 7:00 pm inside Station Three at 13791 Lake Blvd in Shasta Lake. Agendas are posted outside the station and are available to the public 72 hours in advance of each meeting. Meetings are subject to the Ralph M. Brown Act and all State laws pertaining to notification of public meetings on District matters. Meeting notices include the date, time, place and purpose of the meeting.

The District is a member of the following organizations: Fire Districts Association of California, Special Districts Association of California, California Fire Chiefs, and the Shasta County Fire Chiefs-Training Officers-Prevention Officers.

4. REGIONAL CONTEXT/RELEVANT SERVICES BY OTHER AGENCIES

Land use and building regulation services are provided by the City of Shasta Lake, as are law enforcement, road services and other general services provided to residents within city limits. The unincorporated areas of the District are served by Shasta County and its various departments and agencies.

There currently are no discussions about a need for further reorganization or consolidation between neighboring fire protection agencies, nor any indication that the City of Shasta Lake is interested in absorbing the services and responsibilities of the Shasta Lake Fire Protection District. Any future proposal of this nature would come before Shasta LAFCO for review and recommendations and, most likely, a vote of those living within the area.

5. AGENCY BOUNDARY AND PROPOSED SPHERE OF INFLUENCE UPDATE MAPS.

The majority of the Shasta Lake Fire Protection District's service area is located within the city limits of Shasta Lake, with one square mile of the District sited east of I-5 in unincorporated territory. It is proposed the Commission set the SOI boundary to be coterminous with the existing District boundary, as shown on the enclosed map of proposed SOI Boundary Update at the end of this report.

6. WRITTEN DETERMINATIONS FOR THE MUNICIPAL SERVICE REVIEW

a. Growth & Population Projections

Development and growth within the Shasta Lake Fire Protection District will be primarily guided by the rate of development of Phase II and Phase III areas of the original subdivision map. District operations and program growth will be included and considered during development permit processes for these areas so as to effectively meet expected service needs.

b. Disadvantaged Unincorporated Communities (DUCs)

Senate Bill 244 (2011) governing the identification of disadvantaged communities requires both counties and cities to undertake an inventory of these areas during updates of their General Plan Housing Element. In addition, LAFCOs are mandated to make determinations about disadvantaged communities within an agency or within its periodic municipal service review and sphere of influence updates, and with any boundary changes.

The median per capita income for the state is \$46,477, and a local unincorporated community whose median per capita income falls below 80% of this figure would qualify for designation as a DUC. Although the District area is primarily within the City of Shasta Lake, the unincorporated area serviced by the District has more than 12 registered voters and therefore qualifies as a “Disadvantaged Unincorporated Community.” The median per capita income calculation for the Shasta Lake Fire Protection District service area is estimated to be near \$21,755.

A “community” is defined in SB 244 as an inhabited area within a city that is comprised of no less than 10 dwellings adjacent or in close proximity to one another, or at least 12 registered voters within the identified area. There is no unincorporated territory within the City of Shasta Lake or within its sphere of influence boundary at this time, the District does contain clusters of development outside city limits.

Analysis by the City, to take place during specific General Plan element updates, includes evaluation of unmet service needs of these areas (i.e. failing septic systems, water or drainage issues, etc.). This can include such “communities” as trailer parks or resort areas. The District will want to be familiar with development of this data for future planning purposes since issues identified can directly affect service levels and requirements. With identification of these special areas and City plans and policies established to address their service needs, LAFCO will be able to incorporate that data during the next round of municipal service reviews and sphere of influence updates in 2019.

Areas within the City may also qualify as a “Disadvantaged Community.” LAFCO is using a California State Parks (www.parks.ca.gov) to provide a guide estimating income and population levels (see attached sheets). The population counts shown on these reports only encompass a two mile diameter and may not reflect the actual population assigned to those areas.

Learn more about the Disadvantaged Communities process from a useful State Technical Advisory which can be downloaded from the Shasta LAFCO website at www.shasta.lafco.ca.gov under the “Resources” tab.

c. Present and Planned of Public Facilities

The District regularly monitors capital improvement, equipment, and staffing needs through its Five Year Strategic Plan, which is due to be updated for 2016-2020. Future development will pay its pro rata share of costs for services, facilities, and staffing through District Ordinance 97-1 and the City of Shasta Lake permit processing regulations, and its zoning ordinances, General Plan policies.

d. Adequacy of Public Services

District facilities are very adequate for its current service needs. It also has the ability to establish sufficient access to resource systems for future funding through the City of Shasta Lake development permit process, grants. The potential remains available for identifying projects the public may be willing to support financially, such as specialized service, infrastructure and equipment. The District has the capacity to serve the areas within the proposed sphere of influence boundaries is consistent with current levels of service. The cost of extension of services will continue to be closely tied to development permit approvals by both the County and the City, and by future growth.

e. Infrastructure Needs or Deficiencies

District monitors and evaluates service needs, many of which have been identified in Section 3 of this report. Correlation of operational, capital improvement, and finance plans are appropriate for the size of the District and its service area at this time. The Board of Directors’ management systems for these services are in place, and it is working diligently to resolve identified infrastructure needs and deficiencies.

f. Financing Constraints and Opportunities

The Shasta Lake Fire Protection District derives its funding from a number of taxes, fees and charges levied for services provided, as identified on page 12 of this report. District strives to maintain a reasonable nexus between fees and charges levied and the cost of the service provided, seeking to be as efficient and innovative as possible in maximizing use of existing fiscal resources.

g. Opportunities for Rate Restructuring

There are inherent statutory limitations on the District's ability to restructure its rates or fees, and regularly review fees and charges levied so as to maintain a nexus between rates and actual costs.

District is not an enterprise service agency, yet it will want to employ effective procedures, identify conditions that could impact future revenues, and give due consideration to timely restructuring opportunities reflective of their responsibilities to avoid impairing the quality of services provided.

h. Status of and Opportunities for Shared Facilities

There are presently inherent limitations – economically, geographically, jurisdictionally, and operationally – on District services and/or facilities being extended to or shared with other areas or agencies outside its proposed SOI boundary without first establishing contractual agreements beneficial to the District and its citizens.

i. Accountability for Community Service needs, governmental structure, and operational efficiencies.

The District meets monthly (or more often as needed), notices meetings, and offers the public an opportunity to participate in their meetings, which are mainly focused on provision of services, maintenance of facilities and equipment, and staffing needs. District continues to foster effective internal organization that provides efficient, quality services to the citizens within the District.

7. WRITTEN DETERMINATIONS FOR THE SPHERE OF INFLUENCE UPDATE

a. Present and planned land uses

The City of Shasta Lake designates much of the area served as residential, commercial and industrial, with some larger lots in the outlying areas. Shasta County designates the unincorporated areas of the District as rural residential and some agricultural uses.

This is a rural area community area emerging into more urban uses with development either clustered within Shasta Lake city limits, or scattered about on secondary roads to the east.

b. Present and probable need for public facilities; adequacy of services

The District identified ongoing capital improvement and staffing needs and has adopted plans to maintain and upgrade existing service systems.

c. Present capacity of public facilities and adequacy of services

Facilities are adequate for the size of the community it serves, but improvements will need to be made in several areas identified in their Five Year Strategic Plan. Extension of services will necessarily be tied to development of parcels, both within the City and within the unincorporated areas of the District.

d. Existence of social or economic communities of interest

The District is located just north of the City of Redding. It is expected the City of Shasta Lake will begin growing again as the economy improves. The cities of Redding and Anderson both provide additional major shopping and service industry hubs for local residents.

e. Present and probable needs of disadvantaged unincorporated communities (DUCs) within the area.

As identified in the MSR section, the District service area qualifies as a disadvantaged community. The City of Shasta Lake will be undertaking a study of disadvantaged communities within city limits as part of their General Plan update and additional information should be available for an expanded analysis of this designation during the next MSR/SOI Update which will be due in 2019.

Although there is no unincorporated territory currently within the City, the City will be undertaking a study of disadvantaged communities, as defined in Senate Bill 244, for disadvantaged areas located within their boundaries during their next General Plan update. Data from that work will provide additional information for use by Shasta LAFCO for an expanded analysis of this designation during the 2019 round of MSR/SOI Updates, and by the Shasta Lake Fire Protection District in its long range planning activities and plans.

8. CONCLUSION

In this review, Shasta LAFCO has endeavored to accurately assess the current services and organizational status of the District as a provider of fire and emergency services based upon information available at this time. This is the first update review of the District and its services since its formation in 1994. It is anticipated that additional useful data will be brought forward as future development of its territory occurs. LAFCO has made what we believe are substantiated determinations based upon prescribed statutory factors.

It is recommended that the municipal service review and sphere of influence update for the District be adopted as proposed on the enclosed SOI update map.

9. REFERENCES

- a. District (interviews, records)
- b. County of Shasta Departments
- c. Shasta LAFCO files for this district.
- d. Internet research on various sites.

10. EXHIBITS

- a. Map of proposed SOI Boundary
- b. District Formation documents
- c. District Five Year Strategic Plan 2011-2015
- d. District Mission Statement & Purpose
- e. Community Calculator – District area
- f. Notice of Intent to Adopt CEQA Determination – Statutory Exemption PRC 21083
- g. No Effect Determination – California Department of Fish & Wildlife