

IX. KNIGHTSEN TOWN COMMUNITY SERVICES DISTRICT

LOCATION, ADMINISTRATION AND OPERATIONS

The Knightsen Town Community Services District (KCSD) was created in 2005, and encompasses approximately 5,100 acres. It was formed to provide flood control and water quality (drainage services) for the community of Knightsen, which is a low area that receives runoff flow from nearby areas.

The District's boundaries and sphere of influence (SOI) are coterminous. A map of the District and its sphere is included as Figure IX.1.

CSDs can provide a variety of services that are enumerated in the CSD Law (Government Code §61000 et seq.). The KCSD is authorized to provide only flood control and water quality (drainage services). The District is not actively providing these types of services at this time, but is in the planning stages to do so. Other types of services, if desired, can be provided by the District only with LAFCO's approval.

Other Governmental Agencies that Overlap the District

All or portions of the KCSD are overlapped by the following special districts:

- Byron-Brentwood-Knightsen Union Cemetery District
- Contra Costa Mosquito and Vector Control District
- Contra Costa Resource Conservation District
- CSA EM-1 (Emergency Medical Services)
- CSA L-100 (Street Lighting)
- CSA P-6 (Police Protection)
- Diablo Water District
- East Contra Costa Fire Protection District
- East Contra Costa Irrigation District
- East Bay Regional Park District
- Reclamation District No. 2065 (Veale Tract)

The District is also within the boundaries of the Knightsen Town Advisory Council, which is an advisory council appointed by the County Board of Supervisors to provide advice regarding land use and related issues in Knightsen.

District Governance

A five-member board of directors chosen in District-wide elections governs the CSD. Part-time staff provides support.

The KCSD Board meets monthly at the Knightsen School. It does not currently have an office. The District posts notices and agendas at the Post Office.

INFRASTRUCTURE AND SERVICE PROVISIONS

In 2001, the County conducted a Water Quality Wetland Feasibility Study to analyze the feasibility of constructing water quality and flood control facilities to address the flooding and overflow problems in Knightsen. The first phase of a two-phase analysis concluded that to improve the drainage and water quality in Knightsen, the following are needed: (1) the construction of facilities designed for the treatment of storm water runoff, and (2) extended detention basin facilities.

The second phase of the study is intended to identify the location and types of water quality and flood control facilities that can and should be built in the area.

The KCSD was formed to provide a funding mechanism to fund the Phase II Feasibility Study and construction plan, provide the needed facilities, and enhance the basic water quality flood control services as previously provided by the County. The study has not been completed due to limited grant funding; the District is currently seeking funding.

Since its formation, the KCSD has not provided any physical services related to the purpose for which it was formed due to the lack of a completed plan and funds to construct the facilities. It presently owns no physical assets or improvements.

District Finances

District revenue is derived primarily from an annual parcel tax of \$50 per developed parcel and \$25 per undeveloped parcel within the KCSD boundaries. The current cap is \$200 per developed parcel and \$100 per undeveloped parcel.

The District indicates that its revenue for FY 2007-08 is \$26,775. Expenditures are projected to be equal to that amount, primarily for administrative costs such as a secretary (\$2,500), office expense (\$7,782), insurance (\$3,750), election costs (\$1,800) and professional services including legal and audit (\$5,400).

Until there are other sources of funding, annual administrative costs may continue to tap most of the annual budget. The cost to design and construct drainage improvements is expected to come from grant funds, which are tentative. The first step will be to complete the Phase II Feasibility Study and the construction plan; efforts are being made to obtain the needed funding.

SERVICE REVIEW DETERMINATIONS

Infrastructure Needs and Deficiencies

The KCSD has no physical assets. The Knightsen area needs improved drainage and reclamation services, the purpose for which the District was formed. At this time it is too early to know precisely the physical improvements the District will construct, or when these infrastructure improvements will be in place. The KCSD does not presently have a

plan or schedule for providing physical services, although preliminary planning is underway.

Growth and Population

The population residing within the District is estimated to be 1,415. Future population growth will depend on a number of factors, including the County general plan for the area that currently calls for continued low density, rural land uses in Knightsen. Projected growth for the Knightsen Town CSD is expected to be less than one percent annually. See Chapter II – AGENCY OVERVIEW for a discussion of growth and population.

Financing Constraints

The parcel tax constitutes the primary revenue source. The ability of the KCSD to provide the services for which it was formed will depend on the availability of grant funding, or on the willingness of residents and landowners within the District to authorize added local funding to construct and maintain the desired drainage facilities.

Until a master plan for improvements is prepared and approved by the District, it is too early to know the extent to which local funding will be needed (to) and to what extent State or other financing programs will be available to assist the community of Knightsen.

Opportunities for Shared Facilities

There do not appear to be opportunities for sharing facilities, though once the Phase II Study, construction plan and master plan are in place, there may be means to coordinate with neighboring community facilities.

Government Structure Options

The KCSD was formed in 2005 for a specific purpose. There do not appear to be other readily available governmental options to secure these services.

Cost Avoidance Opportunities

The formation of the KCSD was to create a mechanism to fund construction of drainage and water quality infrastructure. The District should give attention to identifying opportunities to avoid costs as it develops a capital improvement and funding program.

Opportunities for Rate Restructuring

The District's services are funded by parcel taxes, not fees or charges. Any rate restructuring would be based on the District's authorized parcel tax program.

Evaluation of Management Efficiencies

The District relies on a part-time staff for administrative support. Based on its recent formation and current situation, it is too early to evaluate management efficiencies.

Local Accountability and Local Government

The governing board is directly accountable to voters within the KCSD and has protocols to ensure public notice of District meetings and actions. Board meetings are held at the local Knightsen School. The KCSD utilizes public service announcements and has limited District information on the Knightsen Town Advisory Council website (<http://www.knightsen.net/index.html>). The District should consider posting meeting notices and other items of public interest the website.

SPHERE OF INFLUENCE RECOMMENDATIONS AND DETERMINATIONS

A Sphere of Influence (SOI) is defined by Government Code Section 56425 as a "Plan for the probable physical boundaries and service area of an agency, as determined by the Commission". An SOI is a planning tool used by an agency to conduct service and facility planning for areas which it intends to annex and serve in the future. The establishment or amendment of a sphere may take several forms. A sphere may be coterminous to an agency's service boundary, indicating that the agency is at its ultimate boundary configuration with no future growth anticipated in the near future. A sphere may extend beyond the current boundaries of the agency, indicating that future annexations are anticipated. A sphere may be smaller than the existing agency indicating that future detachments from the agency would be appropriate. The Commission may also adopt a "zero" sphere which would indicate that a potential dissolution of the agency may be appropriate.

The District's boundaries and SOI are coterminous. A map of the KCSD boundaries and sphere are included. The District indicates its boundary is correct at this time and there are no foreseeable plans to include or serve areas that are not now within the District.

With regard to the District's SOI, the Commission has at least two options:

- Maintain the status quo – no change to existing SO boundary
- Adopt a zero SOI – indicating that a potential dissolution may be appropriate

SPHERE OF INFLUENCE RECOMMENDATION

It is recommended that LAFCO retain the existing SOI and adopt the determinations below. In addition, it is recommended LAFCO require the KCSD to report within one year on the progress being made to develop a facilities improvement plan, and provide a timeline and potential funding mechanisms to implement the plan.

1. Present and planned land uses in the area, including agriculture and open-space;

Present land uses are largely rural, consisting of a mix of single-family homes, many on large lots and agricultural lands. No land use changes are planned. The KCSD has no land use authority.

2. Present and probable need for public facilities and services in the area;

Improved drainage services are needed, and are the purpose for which the District was formed. It is too early to know to what extent the District will be able to meet this need.

3. Present capacity of public facilities and adequacy of public service that the agency provides or is authorized to provide;

There are currently no KCSD owned facilities or services. The District is in the preliminary planning stages with regard to providing services and facilities.

4. Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

The District boundaries define the community of Knightsen and separate this area from adjacent or nearby communities such as Brentwood and Oakley.

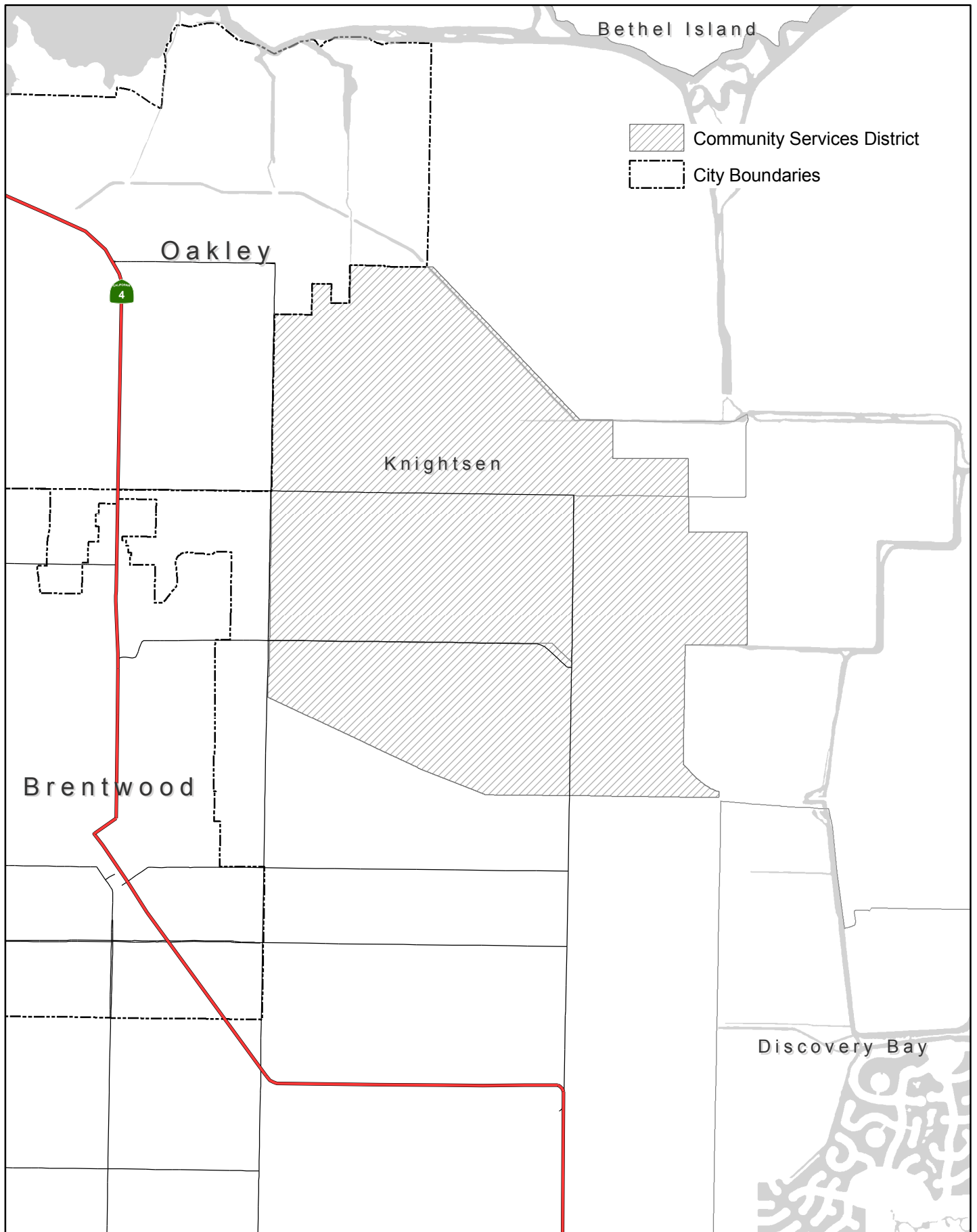
5. Existence of agricultural preserves or other important agricultural or open space land in the area which could be considered within an agency's SOI, and the effect on maintaining the physical and economic integrity of such resources in the event that such resources are within a SOI of a local governmental agency.

There are agricultural or open space lands within the District; the ability to provide adequate drainage or reclamation services may positively affect the ability for these lands to continue to remain in productive agricultural use.

6. Nature, location, extent, functions & classes of services to be provided.

The District is authorized to provide flood control and water quality (drainage) services to the Knightsen community, although it is not currently providing these services.

Knightsen Community Services District



Map created 8/28/2006
by Contra Costa County Community Development, GIS Group
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This map was created by the Contra Costa County Community Development Department with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes no responsibility for its accuracy. This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.

