



TIMELINE

January 29, 2020

LAFCO Published the results of the Special Study.

February 18, 2020

Council received the Public Review Draft Report from LAFCO

Council unanimously carried the motion to accept the recommendations for Options 1 and 2, survey the 1,400 homeowners, and discuss with the community by forwarding it to the Parks and Recreation Commission for their review and recommendation; and added the Rancho Rinconada Recreation and Park District Evaluation to the FY 2019-20 City Work Program.

Option 1: Maintain RRRPD's Current Governance (Status Quo)

RRRPD remains intact as an independent recreation and park district, and continues to operate and improve its programs, facilities and planning.

Option 2: Merger of RRRPD with the City of Cupertino

RRRPD would be dissolved and its functions, services, assets, and liabilities transferred to the City of Cupertino. The City would integrate RRRPD programs and facilities into current City operations and recreation planning. This option assumes that RRRPD's current property tax allocation would be entirely transferred to the City, and that all RRRPD services would be maintained at current levels (or better).

March 5, 2020

Parks and Recreation Commission Meeting

Commission provided feedback on RRRPD resident survey questions

March 7 to March 23, 2020

Survey was published and available online via [opentownhall.com](https://www.opentownhall.com)

Survey was advertised on the City's RRRPD project page

March 16, 2020

COVID SIP Order began (impacts to community outreach)



August 6, 2020

Parks and Recreation Commission Meeting

Commission reviewed survey results

- Response rate of 3.9% of RRRPD households (50 households)
- 65% of respondents indicated they preferred Option 2: Merger of RRRPD with the City
- Several responses indicated a lack of knowledge of the special district amongst its residents

August 14, 2020

RRRPD call for strategic plan due date

September 10, 2020

RRRPD Board selected Rauch Communication, Inc. as the vendor to execute strategic visioning process

- Estimated 6-month timeline to address a three-year strategic plan, background research and benchmarking, and community outreach

October 1, 2020

Parks and Recreation Commission Meeting

Commission received additional RRRPD usage data provided by the RRRPD General Manager

- 10% of RRRPD users are RRRPD residents (53 households)
- 34% of RRRPD users are Cupertino residents, including RRRPD residents (178 households)
- 66% of RRRPD are non-Cupertino residents (350 households)

Commission unanimously voted to recommend to the City Council Option 2: Merger of RRRPD with the City of Cupertino, as listed in the LAFCO report *Special Study: RRRPD Governance Options* based on the data received, including the LAFCO report, survey data, and usage information

**October 27, 2020**

The Assistant City Manager, Parks and Recreation Director, and Public Works Assistant Director met with Neelima Palacherla of LAFCO, who provided next steps if the City were to move forward with a merger of RRRPD.

LAFCO provided the application requirements including the plan for services, the resolution and proposed terms, and the LAFCO fee schedule which notes the \$12,122 cost for the application. Other potential costs associated include a call for an election once LAFCO completes the approval process, which is estimated between \$100,000 and \$200,000.

October 29, 2020

A memo was sent to the City Council, providing them an update on the work program item.

December 2, 2020

LAFCO held a meeting on this date and provided the following update to their Board:

UPDATE ON RANCHO RINCONADA RECREATION AND PARK DISTRICT SPECIAL STUDY The City of Cupertino's Parks and Recreation Commission has considered the Rancho Rinconada Recreation and Park District Special Study and has recommended that the City move forward with the potential merger of the District with the City of Cupertino. EO Palacherla met with City staff on October 27, 2020 to answer their questions on process and next steps. As requested by City staff, EO Palacherla then provided them with LAFCO's prior service reviews/ sphere of influence updates of the District and information on the application requirements and applicable fees, and election requirements.

December 10, 2020

New RRRPD Board was seated



PROCESS OVERVIEW AND SUPPORTING DOCUMENTS

Process Overview

TABLE 5 SUMMARY OF LAFCO PROCEEDINGS FOR REORGANIZATION PROCESS

Item	Governance Options	
	OPTION 2 RRRPD Merger with City of Cupertino	OPTION 3 RRRPD becomes a Subsidiary District to Cupertino
1. Initiation of Proposal	Proposal shall contain a description of changes, proposed terms and conditions, boundaries and map of affected territory, and other items (Sec. 56700).	Same as Option 2.
Petition	Signed by 5% of registered voters of RRRPD OR 5% of City voters outside the district (GC §56866).	Same as Option 2.
Resolution by Affected Agency Sec. 56654	RRRPD or the City may adopt a resolution to initiate the proposal, and provide notice to LAFCO and each interested and subject agency 21 days before adoption. Must contain a plan for services per §56653.	Same as Option 2.
Resolution by LAFCO Sec. 56375(a)(2) & §56881	LAFCO may initiate only if consistent with a LAFCO study / service review / sphere of influence review and LAFCO finds: 1) Costs are substantially similar or less than alternatives; 2) The change promotes public access and accountability for services and financial resources.	Same as Option 2.
2. Processing of the Application (non-LAFCO initiated)	Upon receipt of application, LAFCO provides mailed notice to each affected agency, and within 30 days determines if application is complete (Sec. 56658).	Within 10 days of proposal receipt, LAFCO notifies affected district. Within 35 days of receiving notice district may adopt and file with LAFCO 1) resolution consenting; OR 2) resolution of intent to file an alternative proposal (Sec. 56861).
Property Tax Transfer	City Council and BoS adopt resolutions of property tax transfer per Rev. & Tax Code Sec. §99(b).	N/A
Certificate of Filing Sec. 56658	A certificate of filing is issued when application is deemed complete, and no sooner than 20 days after mailing notice.	If district files intention to adopt an alternative proposal, LAFCO takes no action for 70 days to allow district to submit a complete alternative proposal (Sec. 56862).
Hearing & Notification Sec. 56658 and 56660 and 56665	LAFCO sets hearing within 90 days after Certificate issued, or application accepted. Notice posted at least 21 days prior, and report distributed 5 days prior to hearing.	Same as Option 2. LAFCO analyzes and reports on original proposal and alternative at the same hearing.
Adoption of Resolution Sec. 56880 et seq.	No later than 35 days after hearing, LAFCO adopts resolution to approve/disapprove, including any terms and conditions (Sec. 56886) or alternatives. Note: LAFCO may not order a merger without City consent (Sec. 57107c).	No later than 35 days after hearing, LAFCO adopts resolution denying both proposals, or approving one (Sec. 56863). Note: LAFCO may not order establishment of subsidiary district without City consent (Sec. 57107c).
Protest Hearing Sec. 57002	Within 35 days of resolution, LAFCO sets date and provides notice for protest hearing that must be held between 21 and 60 days after notice is given.	Upon request of district, the protest hearing shall be at least 90 days but no more than 135 days from date notice is given
Protest Thresholds	LAFCO approves reorganization subject to confirmation of voters in an election (§57107) if proposal was initiated by petition or resolution and (1) RRRPD has not objected to proposal by resolution and at least 25% of # of landowners within affected territory who own at least 25% of assessed value of land within the territory OR at least 25% of voters within the affected territory submit written protest or (2) RRRPD has objected to proposal by resolution and at least 25% of # of landowners within any subject agency within the affected territory who own at least 25% of the assessed value of land within the territory OR at least 25% of voters within any subject agency within the affected territory submit written protest. If proposal was initiated by LAFCO, order a merger or establishment of subsidiary district subject to confirmation of voters in an election if written protest is submitted by at least 10% of # of landowners within the affected territory who own 10% assessed value of land within the territory OR at least 10% of the voters within the territory. Otherwise no election is required.	Same as Option 2.
Election	Prior to conclusion of protest hearing, a petition to request election signed by at least 10% of registered voters in RRRPD may be filed with LAFCO (§57108). LAFCO will review for sufficiency and forward to City and City must call, hold and conduct election on question of a merger or establishment of subsidiary district only within RRRPD.	Same as Option 2.
Certificate of Completion Sec. 57001 & 57200 et seq.	LAFCO files Certificate of Completion within one year after resolution. of approval (or within 90 days after election if required as a result of Protest Hearing).	Same as Option 2.
Note: this table summarizes key provisions to provide general overview only; the reader should consult codes for specific language and requirements which may not be detailed in this table. Code Sections refer to the Government Code unless otherwise indicated.		
		January 29, 2020



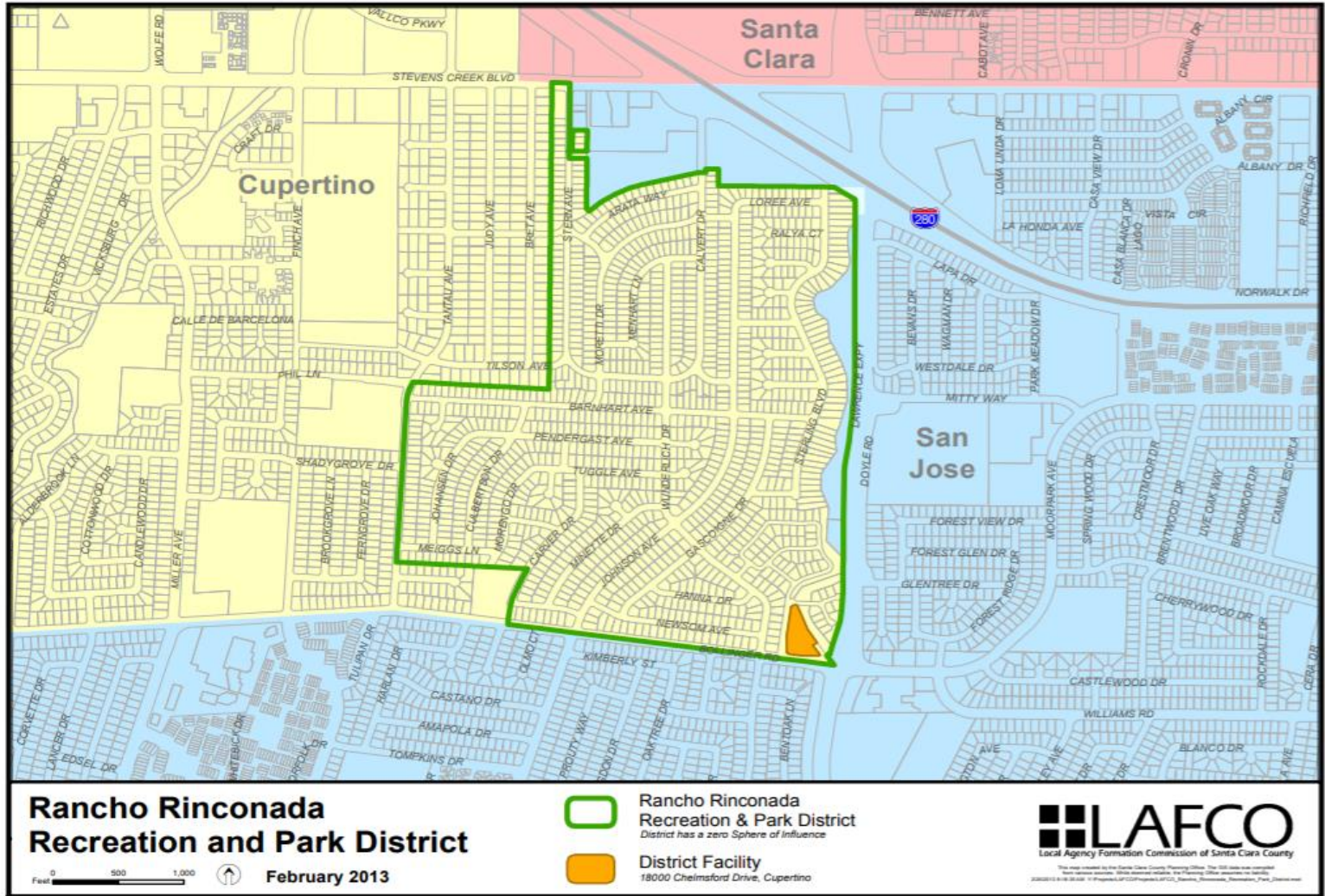
CUPERTINO

RANCHO RINCONADA RECREATION AND PARK DISTRICT (RRRPD) TIMELINE AND OVERVIEW

RANCHO RINCONADA | CUPERTINO PARKS AND RECREATION DEPARTMENT

Document 1

FIGURE 1 RRRPD BOUNDARIES



**Document 2 – Estimated Expenses**

Item	Description	Amount
LAFCO Application	Application to merge Rancho Rinconada Recreation and Park District with the City of Cupertino.	\$12,122
Community Outreach and Election Fees	If an election is required, outreach would be conducted to inform the community. Prior to conclusion of protest hearing, a petition to request election signed by at least 10% of registered voters in RRRPD may be filed with LAFCO. In such case, the City must call, hold and conduct election on question of a merger or establishment of subsidiary district only within RRRPD.	Could cost up to \$100,000 to \$200,000
Facility Assessment	Pool audit conducted by Jim Wheeler of Total Aquatic Management (TAM). Audit Includes: perimeter fencing, pool decks, pool surface, permanent equipment (ladders, guard chairs, diving blocks), pool building (entry, office, locker rooms, floors and walls, lights), storage areas, mechanical room (pumps, filters, heaters, electrical panels, chemical feeders), chemical storage, signs, and security.	Not to exceed \$3,500
Facility Upgrades	Financial impact is dependent on the outcome of the facility assessment and further examination of the facility by Public Works and IT.	\$350,000 plus



Document 3 - Considerations

CONSIDERATIONS

1. Parking – Rancho Rinconada Recreation and Park District (RRRPD) has a total of 27 parking spots. The facility is located within a private housing community and the surrounding roads are also private, creating another parking challenge since staff and participants are unable to park along private roads. Currently, participants and staff are directed to park on Wunderlich Drive, one block away, if overflow parking is needed. Adequate parking is fundamental to the success of the facility. There is no room to expand the parking lot without significant alterations to the property and the only alternative greatly impacts the neighborhood. The number of available parking spaces will drastically impact the types of programs offered, the number of participants allowed, and as a result, total revenue. With a minimum of seven staff working each hour, current configurations would result in 20 parking spots being available for participant use.
2. Pool Size and Facility Layout– The pool at Rancho Rinconada is relatively small and oddly shaped. With only 5 lap lanes programming and participation numbers would be impacted by the size and layout of the pool. A maximum of five swim lessons could be offered at one time. In comparison to the pools at Blackberry Farm where a maximum of 12 lessons can be offered at one time.
3. Facility infrastructure – Rancho Rinconada is an older facility that needs considerable upgrades. The City Facilities Division assessed the pools and buildings and based on a visual inspection determined that, although dated, the facility is in “serviceable condition”. Initial capital improvements, according to Public Works, would be exterior ADA upgrades, locker room upgrades, life safety and security systems compliance and the upgrades to the kitchen area in the community room for an estimated cost of \$350,000. Staff recommends a complete facility audit by Total Aquatic Management to assess perimeter fencing, pool deck, pool surface, permanent equipment (ladders, guard chairs, diving blocks), pool building (entry, offices, locker rooms, floors/walls, lights), storage area, mechanical room (pumps, filters, heaters, electrical panels, chemical feeders), chemical storage, signs, and security.
4. RRRPD will also need significant IT infrastructure updates – hardware, software, access to the network, high speed internet, and a phone switch.