

May 14, 2013

Honorable Mike Wasserman
Chairperson, LAFCO of Santa Clara County
70 West Hedding Street
11th Floor, East Wing
San Jose, CA 95110

**RE: Implementation of the Recommendations of LAFCO's Special Districts Service Review:
Phase I**

Dear Chairman Wasserman and Members of the LAFCO of Santa Clara County:

The Rancho Rinconada Recreation and Park District Board of Directors reviewed the recommendations of LAFCO's Special Districts Service Review and approved this letter in response.

We appreciate the guidance given to Rancho and will continue to strive for the highest standards in good governance. Rancho Rinconada Board of Directors and the District Manager have been working to implement LAFCO's recommendations through the following actions:

1. Addressed through strategic plan

Prepare business plan for next 3 to 5 years

We expect the strategic plan to be prepared by the end of June 2014.

Adopt a multi-year capital improvement program

The groundwork for a capital improvement plan is in July's manager's report. The capital improvement plan will be fleshed out as part of the strategic plan.

Define and designate reserves for contingencies and capital needs separate from the operating cash balance

This item will be addressed as part of the capital improvement section of the strategic plan.

Thoroughly track use of the pool (public swim, lap swim, lessons, and swim team)

We have been going through a thorough overhaul of our filing and recording systems. Finding, troubleshooting, and implementing a suitable and inexpensive system will require more time. We expect to have a good system up and running within the next year.

Conduct recreation needs assessment and assess current use of facility

Our current tracking systems are inadequate to easily, cheaply, and accurately assess our current use. As mentioned in the previously, we are moving to a system where we can easily collect and analyze usage data. This will likely roll out of the next year and a half after we have completed modernizing our systems

Develop and adopt goals, objectives, and performance measures

The strategic plan will have specific short and long term objectives with performance based on how successfully and quickly the plan is implemented.

2. Already Addressed

Adopt a policy on expense reimbursements

Policy 4025, which covers expense reimbursement, was passed on July 9th.

File copy of annual budget with County Auditor, as legally required

This item was already filed with John Cruz from the county on June 14th. We will continue to do so.

Advertise in newspapers and mail information to residents re: Board vacancies and District's services

The next board election is one and a half years away and will be advertised thoroughly when the time comes.

Consider conducting a fees survey of similar service providers and charging higher rates for non-residents

Fee survey was conducted in the Spring and we began charging higher rates for non-residents and residents alike starting June 1st. The increases ranged from 25% to 375%. As such, another increase would cause widespread discontent with our patrons. We would ideally like to wait at least 1 or 2 years to implement another increase. The fee increases will be reviewed annually and will be added to the strategic plan.

We appreciate the recommendations outlined in the 2013 LAFCO Special Districts Service Review, and will do our part to ensure that they are carried out with transparency, accountability, and efficiency.

Sincerely,



Miriam Salo, President

Rancho Rinconada Recreation and Park District