

FINAL DRAFT

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**EL DORADO LOCAL AGENCY FORMATION  
COMMISSION (LAFCO)**

**CITY OF PLACERVILLE  
MUNICIPAL SERVICES REVIEW  
AND SPHERE OF INFLUENCE  
UPDATE**



AUGUST 2017

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**FINAL DRAFT**

# **CITY OF PLACERVILLE MUNICIPAL SERVICES REVIEW AND SPHERE OF INFLUENCE UPDATE**

**Prepared for:**

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## **SECTION 1 - INTRODUCTION**

### **1.1 - Role and Responsibility of Local Agency Formation Commission (LAFCo)**

The El Dorado Local Agency Formation Commission (LAFCo) is the oversight agency for special districts and cities within El Dorado County. The role of LAFCo under the Cortese-Knox-Hertzberg Reorganization Act of 2000 is to oversee local agency boundary changes and to adopt spheres of influence for local agencies. Among the purposes of LAFCOs are the discouragement of urban sprawl and the encouragement of the orderly formation and development of local agencies.

As such, LAFCo is considered the “watchdog” of local agencies by the State Legislature and is solely empowered with establishing spheres of influence that dictate the provision of future service delivery to orderly growth of that agency. Therefore, it is LAFCo’s responsibility to review the information available regarding services provided by an agency and make appropriate determinations that will establish future policy for future boundary decisions, such as annexations, for the corresponding jurisdiction.

### **1.2 - Municipal Service Review Purpose**

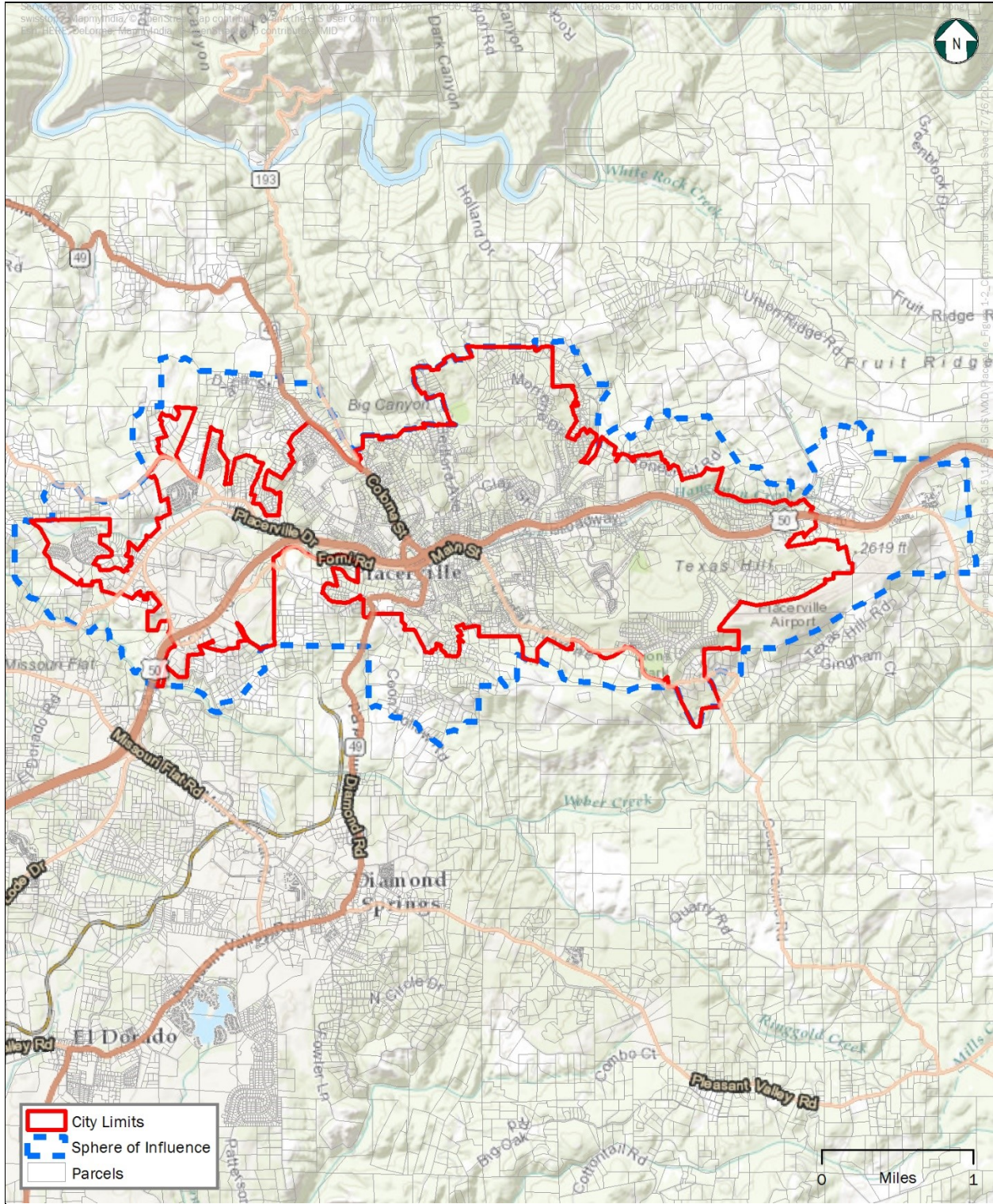
The Municipal Service Review (MSR) process is a comprehensive assessment of the ability of existing government agencies to effectively and efficiently provide services to residents and users. The form and content of the MSR is governed by requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) and the State of California’s Local Agency Formation Commission (LAFCo) MSR Guidelines (Guidelines), published in August 2003.


The CKH Act requires all LAFCOs, including El Dorado LAFCo, to prepare an MSR for each of its incorporated cities and special districts. The fundamental role of LAFCo is to implement the CKH Act by providing for the logical, efficient, and most appropriate formation of local municipalities, service areas, and special districts. These MSRs must be completed prior to, or in conjunction with, the update of a Sphere of Influence (SOI) or before LAFCo initiates any reorganization of district boundaries.

This review is intended to provide El Dorado LAFCo with all necessary and relevant information related to the operations and management of the City of Placerville (the City). The City is located 130 miles northeast of San Francisco, CA and 120 miles southwest of Reno, NV, in the Sierra Nevada Mountains (see Figures 1-1 and 1-2). The information in this report may be used in considering an update to the City’s SOI by El Dorado LAFCo or for other policy related decisions related to the City.







 **Figure 1-2**  
**City of Placerville City Limits and Sphere of Influence**

MSRs are intended to provide LAFCo with a comprehensive analysis of service provision by special districts and other service providers within the legislative authority of LAFCo. The MSR focuses on service providers within the area of the City and will make determinations in each area of evaluation, providing the basis for El Dorado LAFCo to review possible amendments to Sphere of Influence or possible reorganization, consolidation or annexation with those other service providers.

### **1.3 - Methodology and Approach**

The process of developing the MSR began with a kick off meeting to discuss the existing services provided by the City to its residents. Following the meeting, a comprehensive survey was sent to the City of Placerville staff. The purpose of the survey is to retrieve more specific and technical information regarding the City's operations and delivery of its various services. The information requested included documents such as planning and budgetary documents, adopted budgets, capital improvement programs, technical or special studies and any other records related to the provision of municipal services by the City.

### **1.4 - Public Review and Adoption Process**

Two drafts of the MSR document were presented to LAFCo. A first draft allowed for public comments and a final draft was presented to the Commission for formal acceptance that incorporates any revisions, corrections, and responses to comments received at the prior public workshop.

### **1.5 - Required Topic Areas of Analysis**

The MSR will contain analysis and conclusions, referred to in this document as determinations, regarding six topic areas set forth in the CKH Act. These areas of analysis contain the essential operational and management aspects of each service provider, and together constitute a complete review of the ability of the providers to meet the service demands of the residents and businesses within the City. The six topic areas used for analysis in this MSR are as follows:

1. Growth and Population Projections
2. Disadvantaged Unincorporated Communities
3. Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies
4. Financial Ability to Provide Services
5. Status of, and Opportunities for, Shared Facilities
6. Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies.
7. The potential effect of agency services on agricultural and open space lands.

An explanation of the specific operational and management aspects considered in each of these topic areas is provided below.

1. *Growth and Population Projections*

Service efficiency is linked to a service provider's ability to plan for the future need of a city while also meeting existing service demands. This section reviews projected service demands and needs based upon existing and anticipated growth patterns and population projections. This is found in Section 2.

2. *The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.*

Unincorporated disadvantaged communities, as defined by Water Code §79505.5, may lack basic infrastructure, such as water, sewer, or fire protection, because they may have been overlooked during the comprehensive land use planning process due to their socioeconomic status. To promote equality and environmental justice in accordance with adopted local policy and Senate Bill 244, which was adopted in 2011, the proximity of any disadvantaged community to existing service providers is analyzed and discussed in order to determine if the community should be included in the SOI of the City. This is found in Section 3.

3. *Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies*

Infrastructure can be evaluated in terms of condition, capacity, availability, quality and relationship to operational, capital improvement and finance planning. This section assesses the adequacy and quality of the service providers' physical infrastructure, and analyzes whether or not sufficient infrastructure and capital are in place (or planned for) to accommodate planned future growth and expansions. This is found in Section 4.

4. *Financial Ability to Provide Services*

This section analyzes the financial structure and health of the City with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the city's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed. This is found in Section 5.

5. *Status of, and Opportunities for, Shared Facilities*

Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section. Occurrences of facility sharing are listed and assessed for efficiency, and potential sharing opportunities that would serve to better deliver services are discussed. This is found in Section 5.2.

6. *Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies.*

This section addresses the adequacy and appropriateness of the agency's existing boundaries and sphere of influence, and evaluates the ability of the city to meet their service demands under their existing government structure. Also included in this section is an evaluation of compliance by the agency with public meeting and records laws. This is found in Section 5.3.

7. The potential effect of agency services on agricultural and open space lands.

This section addresses the added adopted policy of El Dorado LAFCo to analyze the agency's potential impacts of growth and its relationship to preservation of open space, important agricultural land and finite natural resources. This is found in Section 5.4.

### **1.6 - Issues Analyzed**

The City is empowered as a general law city, governed by state law and local ordinances, to provide services within its boundaries. The City of Placerville has several divisions, covering various services, including Police, Public Works and Recreation. Services provided by the Public Works Division include leaf pick-up service, and drainage service, and some lighting services. The City administers two lighting and landscaping maintenance districts (LLMD) that are located within the City limits. The City is not contracted to provide service to other service providers, with the notable exception of police services provided to the City of Auburn and other unincorporated areas outside of the City limits. The City is empowered to provide various municipal services, including the following, which will be addressed in this MSR:

- Capital Investment/Improvement Program
- Fire Suppression
- Police
- Landscaping and Lighting
- Parks and Recreation
- Road Maintenance
- Snow Removal
- Flood Control/Drainage
- Animal Control
- Water
- Wastewater

The preamble of the CKH Act contains a number of legislative findings and declarations that serve as a general guide for LAFCo's and their purpose for being. The first and main declaration is that:

*It is the policy of the state to encourage orderly growth and development, which are essential to the social and economic well-being of the state.*

The legislature goes on to make further declarations in CKH Section 56001 about how the determination of orderly local government boundaries is important to orderly growth and development. The legislature also makes the following declarations in Section 56001:

*The Legislature finds and declares that a single multipurpose governmental agency is accountable for community service needs and financial resources and, therefore, may be the best mechanism for establishing community service priorities especially in urban areas.*

*Nonetheless, the Legislature recognizes the critical role of many limited purpose agencies, especially in rural communities.*

*The legislature also finds that, whether governmental services are proposed to be provided by a single-purpose agency, several agencies, or a multipurpose agency, responsibility should be given to the agency or agencies that can best provide government services.*

The main issue to be addressed in this MSR process is to determine what local government structure(s) and service providers can best encourage the orderly growth and development and can best provide urban services to the residents of Placerville. Once that is determined by LAFCo, then questions regarding SOI and boundary change recommendations can be answered.

### **1.7 - Background, Setting and History**

The City of Placerville is located in the Sierra Nevada Foothills. It is a general law city in El Dorado County, CA. It was incorporated in 1854 and became the El Dorado County Seat in 1857. The City is governed by a Council/Manager form of government made up of five council members elected to four-year, overlapping terms. The fiscal year of the City is from each October 1 to September 30 of the following year.

The City is located in the western portion of El Dorado County, and is intersected by US Highway 50 and State Highway 49. Placerville is centrally located between Sacramento and South Lake Tahoe and has an elevation of approximately 1,800 feet. The City of Placerville has an official US Census year 2010 population of 10,389 residents<sup>1</sup>.

By 1854, Placerville, then known as Hangtown, had become the third largest town in California, surpassed only by San Francisco and Sacramento. On July 6, 1856, Placerville was nearly destroyed by a fire. From 1859 to 1866, the Placerville-Carson Road (later U.S. Highway 50) witnessed the greatest era of freighting and staging by horse-drawn vehicles ever known. Due to dispute with the railroad, the City of Placerville disbanded in 1873 and incorporated again in 1900 (City of Placerville, 2015). Placerville remains the location for many of the offices of the El Dorado County government.

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<sup>1</sup> United States Census Bureau, American Fact Finder, City of Placerville 2010 Demographic Profile

## **1.8 - Services Currently Provided**

The City is empowered as a general law city, governed by state law and local ordinances, to provide services within its boundaries. The City of Placerville has several divisions, covering various services, including Police, Public Works and Recreation. Services provided by the Public Works Division include street sweeping, snow removal, tree trimming, and some lighting services. The City administers two lighting and landscaping maintenance districts (LLMD) that are located within the City limits. The City is contracted to provide police services to the City of Auburn and other unincorporated areas outside of the City limits.

Table 1-1 illustrates the services that the City can provide. The matrix specifies whether the services that can and are being provided now or those services that are authorized but not being provided currently. The table also includes three nearby special districts that also provide some of the same services

**Provides** - means that the city or district is authorized by LAFCo and state law to provide the service and that the service is currently being provided. These services may continue to be provided by the city or district at their discretion.

**Authorized** - means that the city or district is authorized by LAFCo and state law to provide the service, but this service is not currently being provided by the district. The city has the authorization it needs from the state and LAFCo to begin providing these services at their discretion.

**Latent** - means that the city or district is authorized by state law to provide the service, but districts are first required to gain LAFCo approval before it may begin providing the service. The process to gain LAFCo approval is described in CKH Section 56824.10 et seq. It is similar to an annexation process, requiring an initiating resolution from the agency, followed by LAFCo approval after a public hearing.

**A blank box** - means that state law does not allow that type of special district to provide that service. These services, if needed, would have to be provided directly by City, the County, or by another overlapping special district that is authorized to provide the service.

**Table 1-1  
Current, Authorized and Latent Powers Matrix**

| <b>Municipal Service Type</b>                | <b>Placerville</b>            | <b>El Dorado Irrigation District</b> | <b>El Dorado County Fire District</b> |
|--|-------------------------------|--------------------------------------|---------------------------------------|
| Water supply                                 | <i>Authorized</i>             | <b>Provides</b>                      |                                       |
| Water distribution                           | <b>Provides</b>               | <b>Provides<sup>2</sup></b>          |                                       |
| Sewer collection                             | <b>Provides</b>               | <b>Provides</b>                      |                                       |
| Sewer treatment                              | <b>Provides</b>               |                                      |                                       |
| Storm drainage                               | <b>Provides</b>               |                                      |                                       |
| Flood control                                | <b>Provides</b>               |                                      |                                       |
| Generate and sell electricity                | <i>Authorized</i>             |                                      |                                       |
| Street construction                          | <b>Provides</b>               |                                      |                                       |
| Street maintenance                           | <b>Provides</b>               |                                      |                                       |
| Street lighting                              | <b>Provides</b>               |                                      |                                       |
| Street sweeping/Snow Plowing                 | <b>Provides</b>               |                                      |                                       |
| Street landscaping                           | <b>Provides</b>               |                                      |                                       |
| Solid waste collection, transfer, & disposal | <i>Authorized<sup>3</sup></i> |                                      |                                       |
| Police protection                            | <b>Provides</b>               |                                      |                                       |
| Fire protection                              | <i>Authorized</i>             |                                      | <b>Provides</b>                       |
| Animal control                               | <b>Provides<sup>4</sup></b>   |                                      |                                       |
| Parks / recreation                           | <b>Provides</b>               |                                      |                                       |
| Airports                                     | <b>Provides</b>               |                                      |                                       |
| Ambulance service                            | <i>Authorized</i>             |                                      | <b>Provides</b>                       |
| Emergency medical service                    | <i>Authorized</i>             |                                      | <b>Provides</b>                       |

<sup>2</sup> Provides water service to a portion of the City within the city limits.

<sup>3</sup> Provide through Franchise Agreement with El Dorado Disposal.

<sup>4</sup> Provided through contract with El Dorado County.

## **1.9 - Determinations**

*Determination 1.9-1 - El Dorado LAFCo has the power to determine the Sphere of Influence for the City of Placerville.*

*Determination 1.9-2 - A single multipurpose governmental agency, such as a city, County Service Area, Public Utility District or Community Services District, is the preferred entity by LAFCo and could be accountable for all community service needs and financial resources and, therefore, may be the best mechanism for establishing community service priorities especially in urban areas. Governmental services should be given to the agency or agencies that can best provide government services.*

*Determination 1.9-3 - The City of Placerville is currently providing the following services:*

- *Capital Investment/Improvement Program*
- *Police*
- *Landscaping and Lighting*
- *Parks and Recreation*
- *Road Maintenance*
- *Snow Removal*
- *Flood Control/Drainage*
- *Animal Control*
- *Water*
- *Wastewater*

*Determination 1.9-4 - The following services are provided by other agencies or private entities within or around the City of Placerville:*

- *Water (El Dorado Irrigation District provided to a portion of the City)*
- *Wastewater (El Dorado Irrigation District provided to a portion of the City)*
- *Fire Suppression (El Dorado County Fire District)*
- *Solid Waste Collection (El Dorado Disposal, a private company, collects solid waste under contract)*



## **SECTION 2 - GROWTH AND POPULATION PROJECTIONS**

The purpose of this section is to evaluate service needs based on existing and anticipated growth patterns and population projections. The MSR Guidelines call for LAFCo to determine historic and projected growth and absorption patterns in relationship to a service provider's boundaries and SOI. In addition, LAFCo is tasked with evaluating the impact and compatibility of such growth on and with land use plans, services, local government structures and growth patterns.

### **2.1 - Historical Data and Population Projections**

Historical population data and future projections have been obtained from the U.S. Census Bureau, and the California Department of Finance. For analysis purposes, this data is compared to other source data relating to growth and population including the City's General Plan population projections. According to the CA Department of Finance, the City's population is currently 10,673. Historical census data indicates that the City of Placerville had a population of 8,355 in 1990, 9,610 in 2000, and 10,389 in 2010.

The City's population as of January 1, 2014 was 10,415 ( U.S. Census, 2014).

According to United States Census Bureau, the City's population, as of January 1, 2013, was 10,383 (4,909 males and 5,050 females). The total number of housing units was 4,513. Of those 4,513 housing units, approximately 3,998 (88.5 percent) were occupied.

The 2009-2013 American Community Survey 5-year estimates states that the median total household income is \$44,096. Approximately 9,936 (95.6%) of the City's population identified their race as White.

Although the City's General Plan projects the 2020 population to be 16,000, it goes on to state that this number will be unlikely given the City's "physical limitations" to growth.

- Year 2010 Population: 10,389
- Year 2020 Population: 16,000 (General Plan Projection)
- Year 2030 Population: 20,000
- Year 2040 Population: 25,000

Table 2-1 compares the City of Placerville's population to the overall population of El Dorado County for years 1970, 1980, 1990, 2000, 2010, and projected for years 2020, 2030 and 2040.

**Table 2-1  
Comparison of Historical Population Growth – Placerville and El Dorado County  
1970-2040**

| Year              | Placerville |                            | El Dorado County |                            |
|-------------------|-------------|----------------------------|------------------|----------------------------|
|                   | Population  | Average Annual Growth Rate | Population       | Average Annual Growth Rate |
| 1970              | 5,416       | -                          | 43,833           | -                          |
| 1980              | 6,739       | 2.4%                       | 85,812           | 6.95%                      |
| 1990              | 8,355       | 2.39%                      | 125,995          | 3.91%                      |
| 2000              | 9,610       | 1.50%                      | 156,299          | 2.18%                      |
| 2010              | 10,389      | 0.81%                      | 179,722          | 1.76%                      |
| 2014              | 10,415      | 0.01%                      | 180,982          | 0.2%                       |
| 2020              | 16,000      | 5.4%                       | 190,850          | 5.4%                       |
| 2030 <sup>5</sup> | 20,738      | 2.6%                       | 201,509          | 5.5%                       |
| 2040              | 26,878      | 2.6%                       | 208,092          | 3.3%                       |

Source: General Plan Background Report, City of Placerville (Housing Element), Department of Finance Population Projections, American Fact Finder

As indicated in Table 2-1, and stated in the City’s General Plan, it is projected that Placerville’s population could reach approximately 16,000 by year 2020. Extrapolating its historical growth rate results in an estimated population of approximately 20,738 by 2030 and 26,878 by 2040.

At the time of the last approved MSR for the City, no significant growth or population increases were anticipated by City staff that would affect its ability to adequately provide parks and recreation, drainage maintenance, lighting, leaf pick-up, or police services (El Dorado LAFCo, 2007).

**2.2 - Planning Documents**

The following long-range planning documents have been adopted by the City: General Plan (Last Amended in 2014); Placerville Airport Land Use Compatibility Plan, 1993 City of Placerville Development Guide, and 2013-2021 Housing Element.

The City of Placerville plans for future growth through the implementation of policies and standards set forth in its General Plan. The General Plan is a long-term, comprehensive framework to guide physical, social and economic development within the community’s planning area. Placerville’s General Plan is a long-range guide for attaining the City’s goals within its ultimate service area and accommodating its population growth. The *City of Placerville General Plan*, last amended in 2014, coordinates all components of the City’s

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<sup>5</sup> The 2035 estimate for the City of Placerville, according to the Housing Element, would be 23,609. The 2030 and 2040 population estimates utilized the compounded, annual growth rate from 2020 to 2035, which was approximately 2.628 percent, to derive the amounts shown in Table 2-1.

physical development and sets objectives, policies and standards which guide future growth within the City's planning area. California State law requires Cities to prepare and adopt a Housing Element approximately every five years. The Housing Element also needs to be reviewed and approved by the California State Department of Housing and Community Development (HCD). The City of Placerville Housing Element, while part of the City's General Plan, is separately bound and was last updated in 2014. The City's General Plan provides the foundation and policy base to guide future growth within the City.

Lastly, the City is subject to the planning policies of the 2015-2035 El Dorado County Regional Transportation Plan (RTP). The RTP is designed to be a guide for the "systematic development of a balanced, comprehensive, multi-modal transportation system." This system includes but is not limited to: roadways, transit, aviation, freight movement, bikeways, pedestrian facilities, transportation systems management, and intelligent transportation systems.

### **2.3 - Planning Boundaries**

The City of Placerville is located in El Dorado County at the intersection of US Highway 50 and State Highway 49. It is approximately 44 miles east of Sacramento and 59 miles west of the city of South Lake Tahoe.

The City's General Plan defines the Placerville Study Area which is roughly coterminous with the Placerville Fire District boundary, with a small portion extending beyond the district limits in the southwestern area. It should be noted however that the Placerville Fire District hasn't existed since the early 1990s. Placerville's current (2015) SOI extends the Placerville Airport in the east to Weber Creek in the west and follows separation between smaller and larger parcels (that could be perceived an urban/suburban boundary line) to the prominent ridge line in the south. This boundary includes a total of approximately 6,294 acres of land within and surrounding the current (2015) city limits, which consists of approximately 3,740 acres (59.4 percent of SOI area).

### **2.4 - Annexations**

There are policies within the City's General Plan related to annexations:

**Policy 1** - The City shall give infill development of vacant lands within the city limits priority over development in areas to be annexed, whenever feasible.

**Policy 3** - Prior to annexation of any area, the City shall require preliminary planning for the area to identify the following:

Future land uses within the area.

- A. Street and highway improvements needed within and outside the area to support the proposed land use.
- B. Sewer, water, and drainage improvements needed to serve the area.
- C. Other community facilities and services that may be needed to serve the area.

- D. Estimates of cost for needed public facilities and services.
- E. Financing mechanisms to pay for such costs.

The preliminary plan shall be assessed to identify:

- A. Potential positive and negative impacts.
- B. Mitigation measures to eliminate or minimize and adverse impacts.
- C. Fiscal impacts.

**Policy 4** - If a proposed annexation is determined to be in the City's interest and is consistent with the goals and policies of the General Plan, the area shall be pre-zoned consistent with the General Plan.

**Policy 5** - The City shall develop, in cooperation with the County, a policy which deals with urban/nonurban development and land use which requires urban level services within Placerville's Urban Service Area. It is the City's policy that all proposed urban development within or near the City's Sphere of Influence shall be annexed to the City of Placerville.

**Policy 8** - The City shall aggressively pursue the annexation of the Sphere of Influence of the City of Placerville and areas beyond the Sphere of Influence in areas that are designated for urbanization. Urbanized areas in close proximity to the city shall be annexed to the City of Placerville.

Land within the City of Placerville's SOI boundary may be annexed into the City upon approval by the El Dorado County LAFCo, and in conformance with the City's General Plan policies regarding annexation. There are approximately 1,000 parcels (out of 1,317) within the existing SOI that are considered developed by the El Dorado Assessor's Office, as shown in Figure 2-1. The existence of developed areas outside the city limits and within the SOI was identified in the General Plan as being a potential limitation to growth and development by the City. The residential properties are typically larger than standard subdivision parcels developed in the City. Additionally, approximately 580 total parcels (approximately 57 percent) that have developed within the SOI appear to have been developed outside of the subdivision/parcel map process and may lack some infrastructure, such as municipal water and sewer.

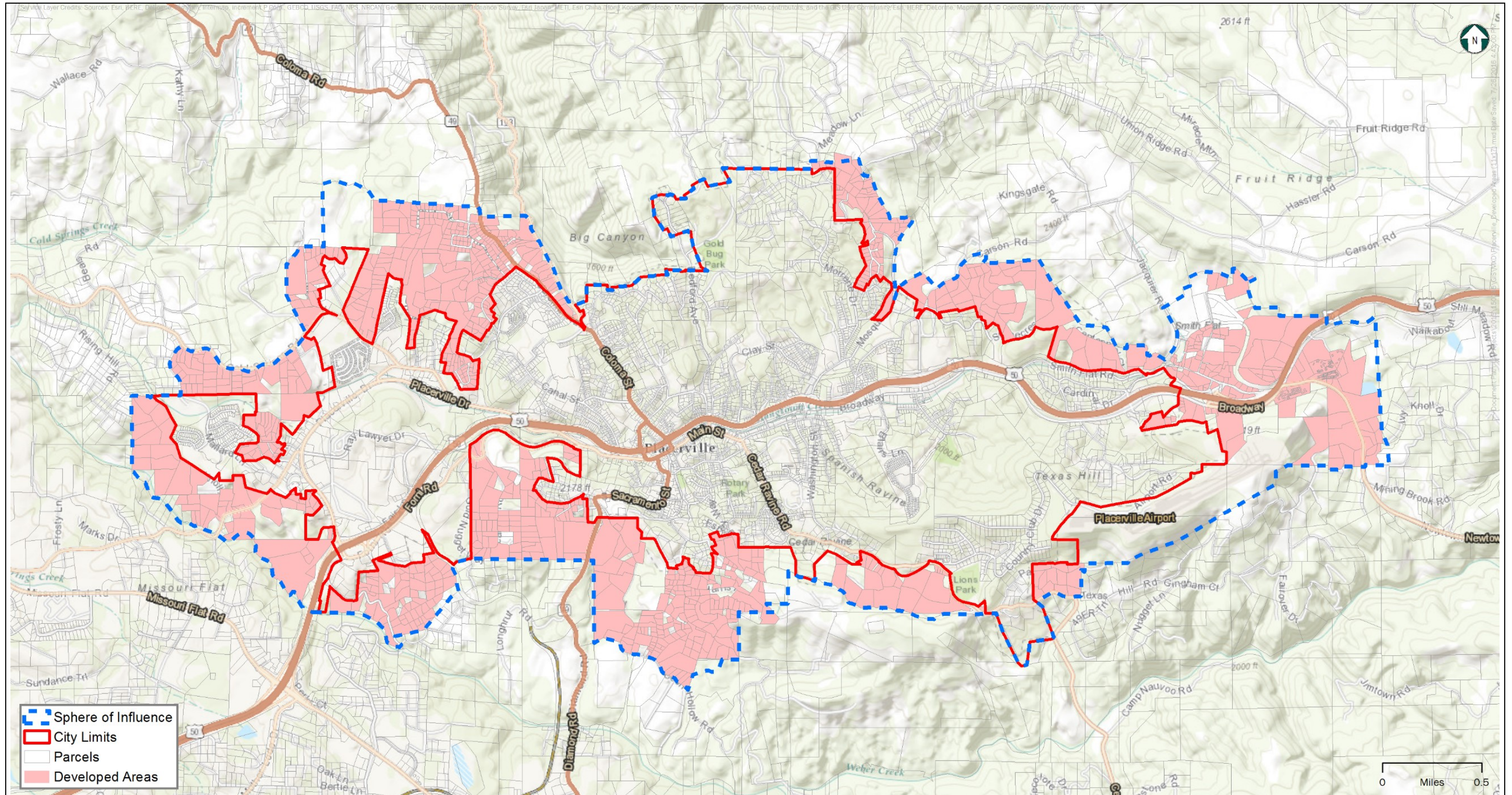


Figure 2-1  
Existing Developed Areas within SOI



## **2.5 - Land Use**

Land use in Placerville has historically centered around two considerations: 1. The desire to retain the City's unique heritage and character; and 2. The need to address problems presented by the City's unique topographical features. The City established its first planning commission and adopted its first zoning ordinance in 1961 (Placerville, 1989 (Revised 2004)).

The predominant land uses within the City are residential (Rural Residential and Low Density Residential), and commercial (Highway Commercial and Central Business District). Scattered open space designations are also included within the city limits utilized for the preservation of natural open space corridors and parks.

The unincorporated area within the City's sphere of influence primarily includes residential uses. Secondary uses include Planned Development Industrial, and Commercial uses. Also included in the unincorporated area is the Placerville Airport. Aside from open space areas, no territory within the City's sphere that is designated and actively utilized for agricultural purposes, including Timber Preserve Zones.

The City's 1989 General Plan Land Use Element, last amended in June 2013, serves as the overall guiding policy document for land use, development, and environmental quality for the City. The Land Use Element designates the general distribution and intensity of all present and future uses of land in the community. It outlines several policies relating to land management, and development within and surrounding the City. Some of these policies, which could be seen as applicable to the SOI amendment and MSR process, are reiterated below.

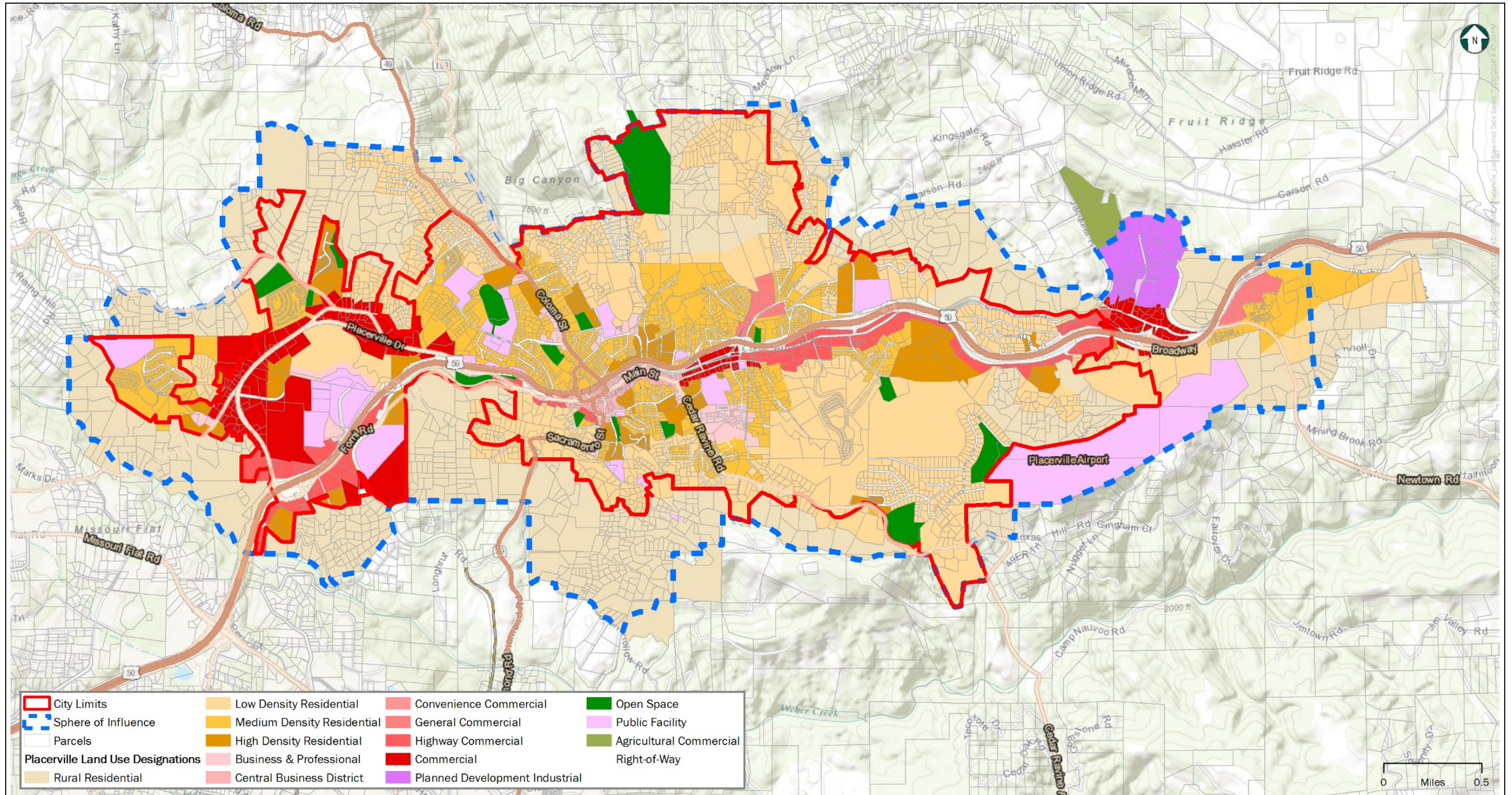


Figure 2-2  
 Existing General Plan Land Use Map



**Goal A: To provide for orderly development within well-defined urban boundaries.**

1. The City shall give infill development of vacant lands within the city limits priority over development in areas to be annexed, whenever feasible.
2. The City shall prepare and adopt an Urban Service Area Boundary identifying those areas to be provided full urban services within the time frame of the General Plan.
3. Prior to annexation of any area, the City shall require preliminary planning for the area to identify the following:
  - a. Future land uses within the area.
  - b. Street and highway improvements needed within and outside the area to support the proposed land use.
  - c. Sewer, water, and drainage improvements needed to serve the area.
  - d. Other community facilities and services that may be needed to serve the area.
  - e. Estimates of cost for needed public facilities and services.
  - f. Financing mechanisms to pay for such costs.

The preliminary plan shall be assessed to identify:

- a. Potential positive and negative impacts.
  - b. Mitigation measures to eliminate or minimize and adverse impacts.
  - c. Fiscal impacts.
4. If a proposed annexation is determined to be in the City's interest and is consistent with the goals and policies of the General Plan, the area shall be pre-zoned consistent with the General Plan.
5. The City shall develop, in cooperation with the County, a policy which deals with urban/nonurban development and land use which requires urban level services within Placerville's Urban Service Area. It is the City's policy that all proposed urban development within or near the City's Sphere of Influence shall be annexed to the City of Placerville.
6. The City shall encourage the continuation of agricultural, resource related, and low-intensity uses adjacent to Placerville's Sphere of Influence.

As prescribed by General Plan Policy, the City should undertake a review of its current land use demand and supply no less than once every five years. It is recommended that the City coordinate this process with the scheduled updates to its Sphere of Influence. Following mid-term General Plan reviews of land demand vs. supply, it is recommended that the City determine the need to explore opportunities to adjust its SOL. The process should include public participation, and stakeholder workshops.



## 2.6 - Regional Housing Needs Allocation/Plan (RHNA/P)

California's Housing Element Law (Government Code, §§ 65580 et seq.) mandates that Sacramento Area Council of Governments (SACOG) develop and approve a RHNA for its six-county region, including the counties of El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba, and their 22 cities. The RHNA must also include the Tahoe Basin portions of El Dorado and Placer counties, and the city of South Lake Tahoe, which are not normally within SACOG's planning area.

The 2013-2021 RHNP was adopted by SACOG on September 20, 2012. The RHNA establishes the total number of housing units that the City of Placerville must plan for within an eight-year planning period. Based on the adopted RHNA, each city and county must update the housing element of its general plan to demonstrate how the jurisdiction will meet the expected growth in housing need over this period of time.

According to Table 2-1, the City of Placerville will need 372 additional housing units based on the anticipated growth between January 1, 2013 to October 1, 2021. Of these 372 units, 133 of them must be designated for very low and low income individuals.

**Table 2-1  
 Placerville 2013-2020 Housing Allocation (RHNA)**

| Total # of Projected Units | Very Low | Low | Moderate | Above Moderate |
|----------------------------|----------|-----|----------|----------------|
| 372                        | 78       | 55  | 69       | 170            |

Source: 2013-2021 SACOG RHNA, Table 1

## 2.7 - Determinations

*Determination 2.7-1 - U.S. Census data indicates that the City had a 1990 population of 8,355, a 2000 population of 9,610, a 2010 population of 10,389 and a General Plan population projection of 16,000 by 2020. These trends indicate that the City's population is growing at an average annual rate of approximately 2.5%.*

*Determination 2.7-2 - Based upon historical population trends, at an average annual growth rate of 2.5%, Placerville's 2030 and 2040 population are projected to be approximately 20,000 and 26,000, respectively.*

*Determination 2.7-3 - The City plans for future growth through the implementation of policies and standards set forth in its General Plan. The City's General Plan was updated in 2014, and is a long-range guide for attaining the City's goals within its ultimate service area and accommodating its population growth. The City's General Plan provides a policy base to guide future growth within the City.*

*Determination 2.7-4 - The City also plans for future growth by staying in compliance with the County's RTP.*

*Determination 2.7-5 - Present needs for public facilities and services are currently being met. Probable needs for public facilities and services are not currently anticipated to vary from present needs, as future demands are expected to remain relatively the same. No significant growth or population increases are currently anticipated to affect the City's ability to provide of services. The City does not have any major plans for future expansion of boundaries.*

*Determination 2.7-6 - The City contains many policies in their General Plan that regulate future annexations.*

*Determination 2.7-7 - The City's updated General Plan contains a number of policies that serve to promote development on vacant and underdeveloped properties.*

*Determination 2.7-8 - As prescribed by the General Plan Update, the City should undertake a review of the land use demand and supply no less than once every five years. It is recommended that the City coordinate this process with scheduled SOI updates to determine any modifications that may be necessary.*

*Determination 2.7-9 - The predominant land uses within the City are residential (Rural Residential and Low Density Residential), and commercial (Highway Commercial and Central Business District). The unincorporated area within City's sphere of influence primarily includes residential uses. Secondary uses include Planned Development Industrial, and Commercial uses. Also included in the unincorporated area is the Placerville Airport.*

*Determination 2.7-10 - Based upon the existing General Plan designations within the Sphere of Influence, City of Placerville must plan to accommodate approximately 372 new dwelling units, within the existing SOI of the District.*

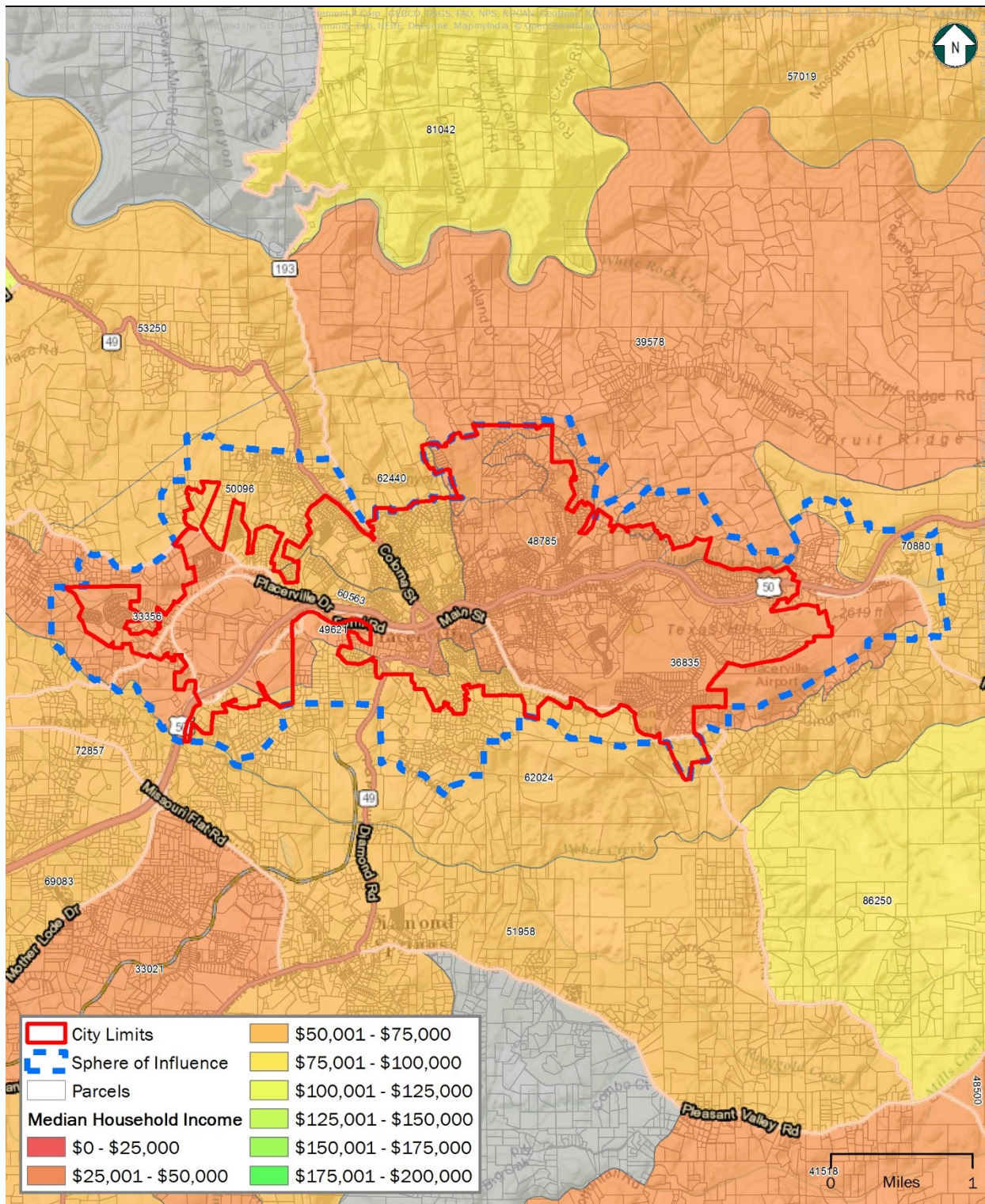
*Determination 2.7-11 - Of the 372 needed new dwelling units, approximately 133 (35.8%) must be a combination of Very Low (78) and Low-Income (55) units.*

### **SECTION 3 - DISADVANTAGED UNINCORPORATED COMMUNITIES**

Disadvantaged Unincorporated Communities (DUCs) are defined as inhabited territory (12 or more registered voters) that constitutes all or a portion of a community with an annual median household income that is less than 80 percent of the statewide annual median household income. These communities were identified as an area of concern by Senate Bill 244 that was adopted in State Law in 2011. These communities may lack essential municipal services such as water or sewer as they may have been developed prior to infrastructure being installed in proximity to them. Pursuant to State Law, LAFCo is now required to identify any adjacent DUCs and determine if they should be included with any SOI amendment.

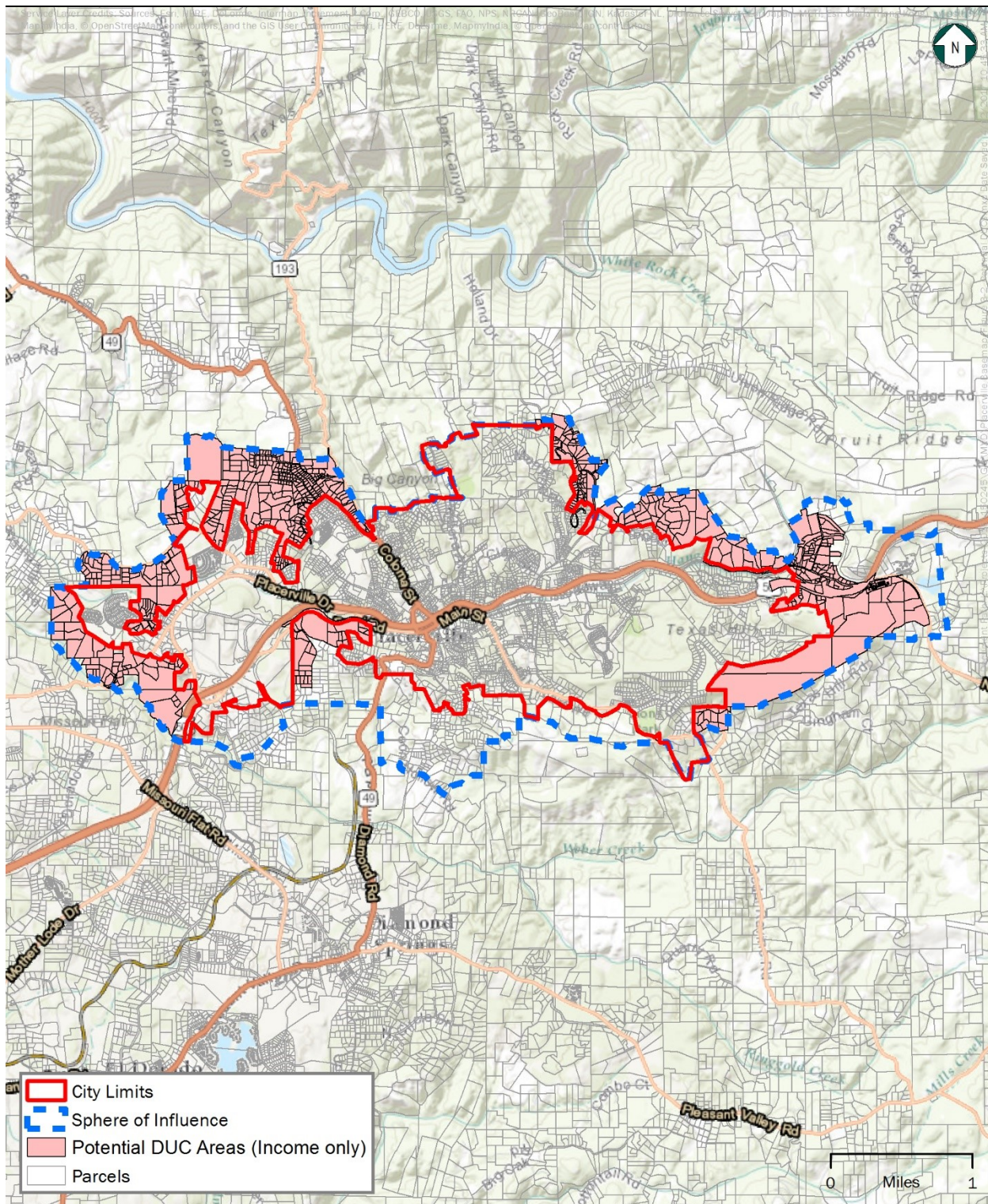
There are six areas outside the existing city limits which have a median household income (MHI) below \$51,600, which was 80 percent of California's median household income (United States Census Bureau, 2015). These areas are identified as Census Tract 310 Block Group 3 (\$50,096 MHI), Census Tract 310 Block 4 (\$33,356 MHI), Census Tract 311 Block 1 (\$48,785 MHI), Census Tract 311 Block 3 (\$39,578 MHI), Census Tract 312 Block 2 (\$36,835 MHI) and Census Tract 312 Block 3 (\$49,621 MHI). It is unclear how many registered voters actually reside in these areas (Figure 3-1 and Figure 3-2). However, pursuant to Government Code Section 56430, disadvantaged unincorporated communities also lack water, waste water, and structural fire protection services. These areas are covered by the El Dorado Irrigation District (water and waste water services) and the El Dorado County Fire District (fire protection). In the case of water and waste water services, the neighborhoods have the same current provider as a portion of the City.


It can be determined that, although these areas meet the definition of a DUC as it pertains to income level, these neighborhoods are currently receiving the identified services of water, waste water and structural fire protection; and, therefore, there are not any areas within proximity of the City that should be considered a DUC.



**Figure 3-1**  
**Median Household Income (2015)**





 **Figure 3-2**  
**Potential Disadvantaged Unincorporated Communities**

### **3.1 - Determinations**

*Determination 3.1-1 - There are areas currently within the City's SOI that can be considered unincorporated disadvantaged communities due to median household income being below 80 percent of the statewide average.*

*Determination 3.1-2 - These identified areas currently receive water and waste water services from the El Dorado Irrigation District.*

*Determination 3.1-3 - These identified areas currently receive structural fire protection from the El Dorado County Fire District.*

*Determination 3.1-4 - Due to the identified areas receiving the essential municipal services of water, waste water and structural fire protection, there are not any communities within the existing Sphere of Influence that may be considered a disadvantaged unincorporated community.*

## **SECTION 4 - PRESENT AND PLANNED CAPACITY OF PUBLIC FACILITIES AND ADEQUACY OF PUBLIC SERVICES, INCLUDING INFRASTRUCTURE NEEDS OR DEFICIENCIES**

The purpose of this section is to evaluate the infrastructure needs and deficiencies of the City of Placerville in terms of availability of resources, capacity to deliver services, condition of facilities, planned improvements, service quality, and levels of service.

LAFCO is responsible for determining that an agency requesting an SOI amendment is reasonably capable of providing needed resources and basic infrastructure to serve areas within the City and its SOI. It is important that these findings of infrastructure and resource availability are made when revisions to the SOI and annexations occur. LAFCO accomplishes this by evaluating the resources and services to be expanded in line with increasing demands.

### **4.1 - Capital Improvement Program (2015/2016)**

The proposed Capital Improvement Program, summarized below, is for Fiscal Year 2015-2016. The projects identified in the CIP all enhance the City's ability to deliver essential municipal services to residents within the city limits. Money from the Measure H Fund has been identified as the primary funding source for these projects. Placerville Voters approved Measure H in November 2010, which is a 0.25% add on sales tax that can be used to pay for sewer and water rate relief, debt, and infrastructure improvements. This ensures that funds are properly allocated to the uses for which the funds were originally established and not reallocated without review by the City Council.

The list of projects includes:

**Elm Court Waterline Replacement (CIP #41601)** - This project replaces approximately 500 linear feet of water main that currently shares a trench with an active and existing sewer main pipe line. The existing water main is physically located below the sewer pipe which causes concern in its current state as the sewer pipe is compromised from root intrusion.

**Conrad Street Sewer Line Replacement (CIP #41602)** - This project replaces approximately 800 linear feet of sewer main located on Conrad Street. The existing sewer line resides almost directly below the road surface (4" of cover) and has been crushed in places due to weight of vehicles from daily traffic. In its current condition, this pipe is not maintainable and only option is replacement.

Below is the budget summary for the adopted CIP projects for FY 2015/16 (Table 4-1).

Lastly, with the passage of Measure L in November 2016, the City will begin receiving approximately \$2 million annually as part of a half-cent sales tax to further enhance CIP projects related to water, sewer and roads (Lakey, 2016). Once implemented, the use of these funds should be reviewed accordingly during the next MSR update for the City.

**Table 4-1**  
**Proposed Capital Improvement Program - Fiscal Year 2015/2016**

| <b>Project</b>                       | <b>Measure H Fund</b> |
|--------------------------------------|-----------------------|
| Elm Court Water Line Replacement     | \$60,000              |
| Conrad Street Sewer Line Replacement | \$120,000             |
| <b>Total</b>                         | <b>\$180,000</b>      |

Source: Adopted Budget, City of Placerville

**4.1.1 - DETERMINATIONS**

*Determination 4.1-1 - The City's CIP provides a foundation and planning tool to assist in the orderly acquisition of municipal facilities and to assure that service needs for the future are met.*

*Determination 4.1-2 - The CIP identifies two (2) revenue sources from which CIP projects are funded, provides a comprehensive description of each revenue source, and describes how the resources are allocated.*

*Determination 4.1-3 - The use of Measure L funds should be reviewed as part of the next MSR update for the City to analyze the impact of the additional revenue on roads, water and sewer improvements and operations.*



## **4.2 - Fire Suppression and Emergency Response Services**

### **4.2.1 - SUMMARY OF PRIOR MSR FINDINGS**

At one time, Placerville had an established Fire Division; however, the City contracted with the Placerville Fire Protection District in FY 1980-1981 to provide fire protection services to the City. From 1989 to 1990, the City of Placerville and the Placerville Fire Protection District discussed consolidation. These discussions expanded to include fire protection districts in Pollock Pines/Camino, Shingle Springs, and Pleasant Valley (El Dorado LAFCo, 2006).

The annexation of the City of Placerville and the reorganization of the Placerville, Pleasant Valley, Shingle Springs, and Pollock Pines/Camino Fire Protection Districts on January 3, 1991 resulted in the formation of the El Dorado County Fire Protection District (ECF). The Countywide Fire Suppression and Emergency Services MSR from 2007 identified that the Fire Division shares facilities with the Police Division in the Public Safety Building. Those facilities were identified as being inadequate and new facilities were being investigated (El Dorado LAFCo, 2006).

Initially, under the newly formed El Dorado County Fire Protection District, the City of Placerville chose to pay an annually adjusted fee for fire protection and related services. In Fiscal Year 1993-94 the State shifted property tax revenues from local entities to the Education Revenue Augmentation Fund (ERAF). ECF was exempt from this tax shift; however, the City of Placerville would lose upwards of \$100,000. The City adopted resolution No. 5776 on May 10, 1994, transferring property taxes to the ECF. The City negotiated a transfer of its property tax base and 80% of the property tax increment to ECF. ECF continues to provide services into present day under an agreement that went into effect in 2001 (El Dorado LAFCo, 2006).

### **4.2.2 - CURRENT CONDITIONS**

ECF's agreement with the City automatically renews every year, unless notification of intent to withdraw is served by either party. Under the agreement, ECF provides fire prevention, fire training, inspections (including fire hydrants), plan checks, and weed abatement, in exchange for the property tax terms outlined immediately above.

The ISO rating, which was last evaluated in September 2000, provides insight into the local ability of the agency to provide fire protection. It takes into account the agency's investment, infrastructure, environment and natural hazards to create a rating for insurance purposes (ISO Mitigation - Working Together for Safer Communities, 2017). The City's ISO rating with 1 being the best, 10 being the worst, was 6/9, (City of Placerville, 2008). This rating for the City is driven by multiple factors, likely centering on the natural forest landscape and mountainous terrain. In more recent years, drought conditions likely would affect this rating as well.

The City has identified in its General Plan, Public Facilities and Services Element, to encourage a ISO rating of 4 or better within the city limits. Additionally, the City will work with the fire providers to establish stations and other support, as needed, to help improve this rating. As discussed in this section, the City and District have identified needs and improvements to address deficiencies within the service area in hopes to continually improve service delivery. However, until the rating is improved, the existing sphere of influence should be left unchanged.

The City of Placerville is supported by firefighters out of the ECF's two local stations (Station 24 and 25); Station 25 is staffed 24 hours a day, 7 days a week by an Engine Company and a Medic Unit. The engine is staffed with one Captain-EMT or Captain-Paramedic, one Firefighter-EMT or Firefighter-Paramedic, and one Apprentice Firefighter. Station 26 was designed to be a public safety building, housing both the Placerville Fire Division and the Placerville Police; however the Fire Division out grew their space in the station. The Police Division now occupies Station 26 with the exception of the engine bays. Volunteer and off-duty personnel go to Station 26 only when there is a call for service and they respond with the district's aerial ladder housed at the station.

In addition, Station 24 is an unstaffed station. It currently houses Foam 24, a converted Type 1 engine, designed to be used on flammable/combustible liquid spills and/or fires. It also is being used to house an antique parade engine. The medic unit is staffed with a Firefighter-Paramedic and either a second Firefighter-Paramedic or a Firefighter-EMT. Volunteers and off-duty personnel staff other apparatus housed at Station 25 when there is a need for additional response.

Despite the identified obstacles to providing services and volunteer staffing, the District's response time had been reduced by 19 percent since 2002 as of 2012. The average response time for the District was 9 minutes and 19 seconds.

New projects within the city limits are routed to ECF for fire-related comments (Placerville, 2015). ECF receives funds from multiple sources including: reserves, property taxes, homeowners tax relief, taxes-penalties, direct assessment, federal/state reimbursements, interest, plan check fees, and ambulance admin fee.

Emergency response services for the City are provided through the El Dorado County Emergency Services Agency (ECESA), which the ECF is a member agency and contracted service provider through the West Slope Joint Powers Authority. These services are provided through El Dorado County with collaboration with the local agencies within the City. ECESA uses Computer Aided Dispatch (CAD) to compile response data monthly to ensure times remain at an acceptable level. Furthermore, ECESA has specific data indicators ranging from, but limited to, personnel levels, equipment and supplies, and skills maintenance/competency to monitor levels of service available for member agencies, such as the City (El Dorado County Emergency Medical Services Agency, 2016). In terms of response time, ECESA reported that their 90th percentile response time was 11 minutes in urban areas, such as the City, which is consistent with ECF's response time.

### ***Needs and Deficiencies***

As fire service is provided by the ECF, all the needs and deficiencies are predominantly the responsibility of the District. The City, as a customer to the District, should work to identify areas of deficiency and forward those concerns to the District, who may properly plan and budget to solve these issues.

The District does have a Five Year Plan that covers the years of 2011 to 2016. That plan includes a current needs and mitigations section that aims to solve potential deficiencies within its boundaries. The plan also includes identification of station and equipment upgrades and repairs that need to be conducted within the study period.

As noted previously, Station 25 is staffed 24 hours per day but has been identified as a high priority to be replaced in an effort to provide additional space to accommodate the increased staffing over the years as well as the need to house additional apparatus and equipment. Priority 3.5 – Level of Service specifically seeks to put Station 25 as the highest priority for replacement, once construction of Station 28, in Shingle Springs, was complete (which appears to have occurred in early 2012). This item identifies a need to locate additional funding sources in order to facilitate the relocation of the station which is estimated at \$4.5 million (El Dorado County Fire Protection District, 2011).

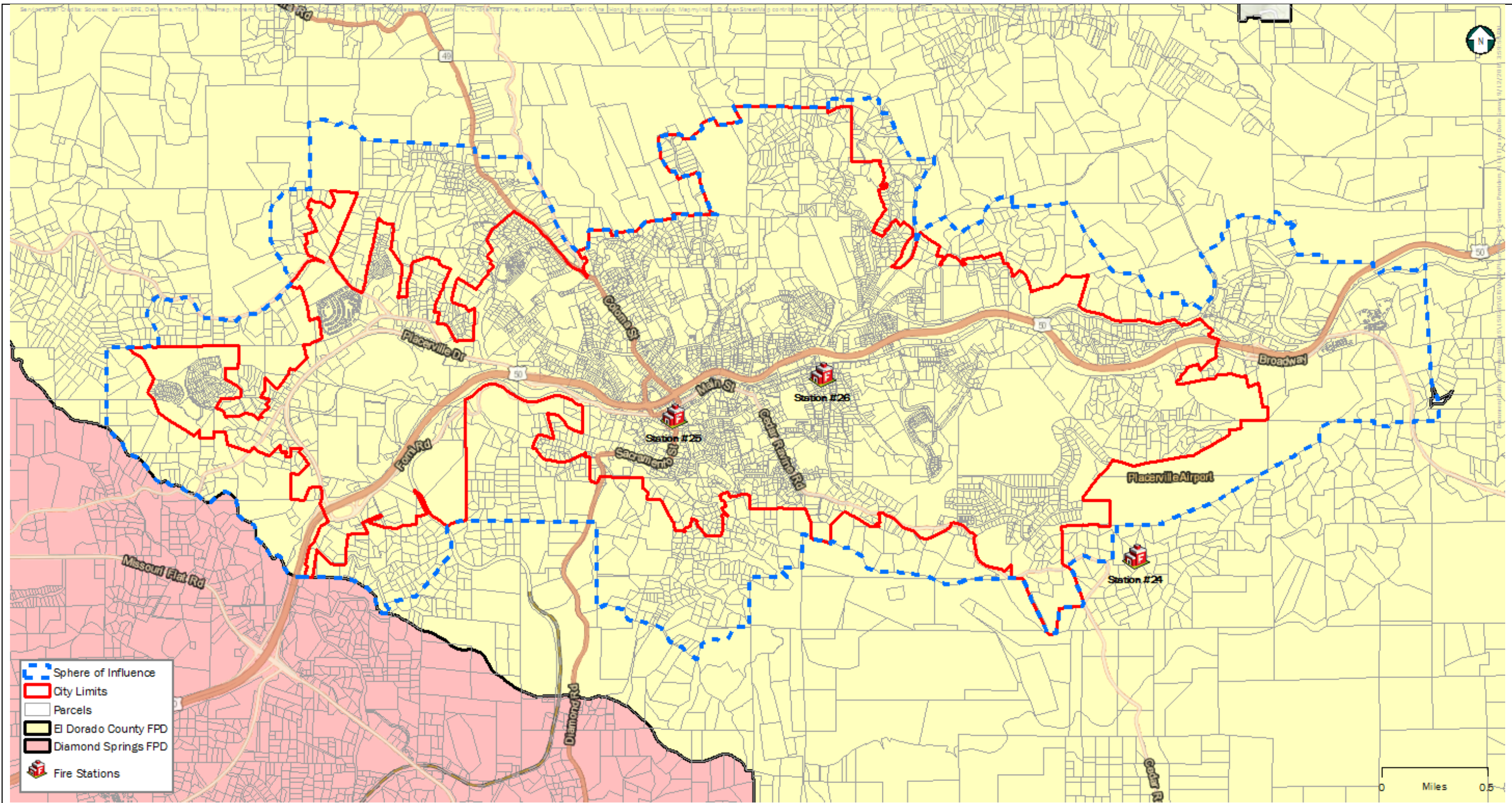
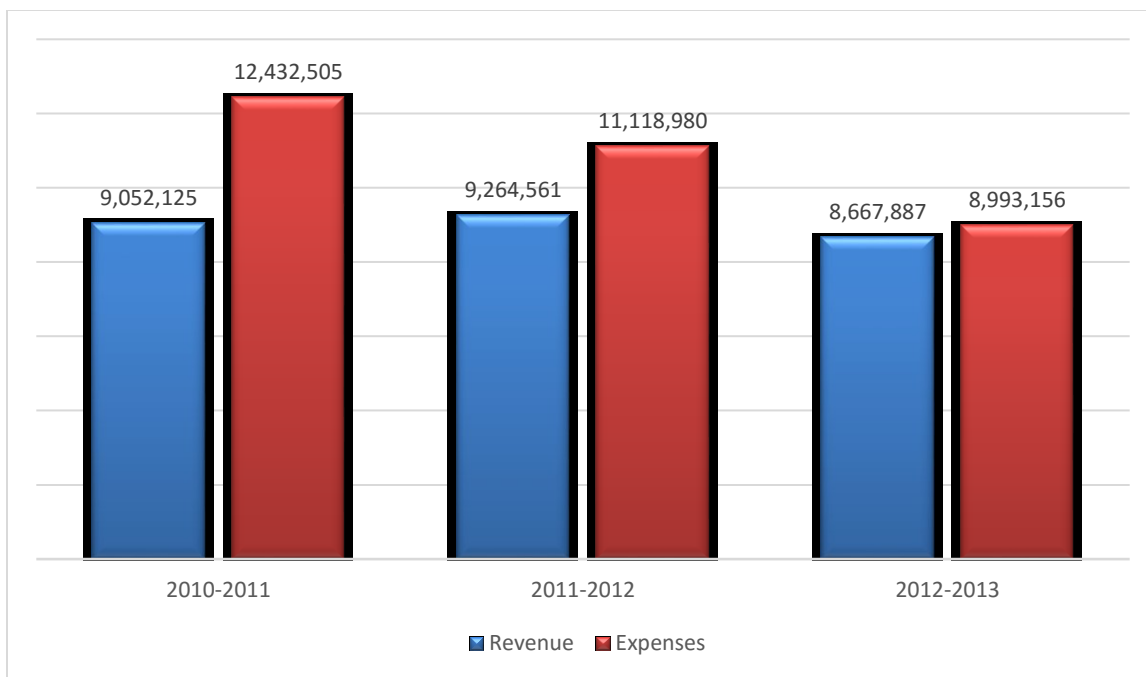


Figure 4-1  
Fire Service Providers and Facilities



As shown in Chart 4-1, the District has more recently begun to curtail spending consistent with their collected revenues. More recent information is not readily available but it would be important for the District to maintain a sustainable budget process and implementation in order to keep the District viable. However, a subsequent MSR pertaining to the ECF operations would likely better identify overall deficiency needs and potential for reorganization, if needed.

**Chart 4-1**  
**El Dorado County Fire Protection District Adopted Budgets (2010-2013)**



**4.2.3 - DETERMINATIONS**

*Determination 4.2-1 - Fire Protection Services are provided solely by the El Dorado County Fire Protection District.*

*Determination 4.2-2 - The City coordinates with the El Dorado County Fire Protection District for various projects and development services reviews.*

*Determination 4.2-3 - Station 25, the City’s lone, fully staffed facility, has been identified by El Dorado County Fire Protection District to be replaced immediately, if funding sources can be secured.*

*Determination 4.2-4 - In order to facilitate Station 25’s replacement, the District and City should coordinate to identify cost reduction possibilities, such as collocation or conversion of existing facilities, in order to expedite the replacement in a cost-effective manner, if possible.*

*Determination 4.2-5 - The City should continue to work with the District to improve the ISO rating in order to achieve the General Plan's goal of a four (4) or better. Until that rating is achieved or other metric shows improvement in overall coverage, the Sphere of Influence of the City should remain unchanged.*

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## **4.3 - Police**

### **4.3.1 - SUMMARY OF PRIOR MSR FINDINGS**

At the time of the last adopted MSR (2008), the CIP Budget identified the need for laminate flooring and interior painting to be performed within the public safety building. The entire project cost was estimated to be \$22,800 and was appropriated from the General Capital Improvement Fund (El Dorado LAFCo, 2007).

Also at that time, the Division underwent a needs assessment to determine what facilities and equipment were required to serve the growing population. Three options that were being explored; expansion of the current building that housed the Police Division, the use of an existing building within the City, or the construction of a new building within the City.

The last MSR identified that the Police Chief expressed concern regarding the fluctuating population within the City of Placerville. Because the City is a tourist destination, the permanent residential population does not accurately reflect the actual weekend or seasonal population. The Division aims to maintain staffing levels, based on the permanent population, however they are not always adequate and the Chief expressed concerns regarding casinos in the area, as these may increase the level of crime and the level of demand placed on the Division.

Additionally, the City is contracted to provide police services to the City of Auburn and other unincorporated areas outside of the City limits. More specifically, the City Police Division provides SWAT team services outside the City, under a Memorandum of Understanding (MOU) with the City of Auburn and the County Sheriff. The City's Police Division works with these two agencies to manage a regional SWAT team; the Foot Hills, Integrated Remediating SWAT Team (FHIRST).

### **4.3.2 - CURRENT CONDITIONS**

The Placerville Police Division (PPD) has a total of 27.5 approved staff members for the 2014/2015 fiscal year. This includes 1 police chief, 2 Police Commanders, 4 Police Sergeants, 12 Police Officers, 1.5 Police Services Assistants, 1 Senior Police Dispatcher, 4 Police Dispatchers, 1 Police Property/Evidence officer, and 1 Executive Assistant to the Chief of Police. The 2015/2016 budget includes 16.4 positions in the Patrol Division, 1 position in the Investigations Division, 6.5 positions for the Records and Dispatch Division, and 4 positions in the Police Administration Division (Placerville, 2015).

The primary operating fund for the City's police, public works and recreation divisions come from the City's General Fund. Additional funding comes from the Gas Tax Fund and state and federal grant programs. The City has a fee schedule and collects fees for services with respect to the permitting of development projects.

The Police Division is housed in the public safety building, which, according to the last MSR, does not provide adequate space. Alternatives are being researched, however; prior to the availability of a new location, the division is planning to complete some improvement projects for the public safety building. Revenue sources for projects identified in the CIP comes from various city taxes, grants and funds and the CIP budget is approved with the City's operating budget. The recent improvement CIP projects include repairs to the roof as well as the entryway for the Police Station located on Main Street, totaling \$12,000.

Divisions within the Police Division include: the Patrol Division, Investigations Division, Records and Dispatch Division and the Police Administration Division. These divisions and their related programs, if any, will be detailed further in this section. A complete review is included in each annual budget. A summary of the 2013/2014 division achievements is attached as Appendix A.

### **Mutual Aid Service**

The City of Placerville has a mutual aid agreement with the El Dorado County Sheriff's Office (EDSO) to provide service on an as needed basis. The Police Division has responded to 179 requests for assistance from the El Dorado County Sheriff's Office (EDSO) in the last two years (January 2014-December 2015). Of the total calls, 86 calls were immediate response calls to assist EDSO, 88 were general requests for assistance. A total of 42 calls out (23.4 percent) of the 179 requests were outside the city's jurisdiction, of which, it appears that approximately 17 total call were outside the SOI of the City as well.

Additionally, there were 5 calls where a Placerville Police Officer was requested by EDSO to conduct an evaluation for driving under the influence (DUI). As a full service municipal police department, Placerville Police Officers are trained and certified in evaluating DUI's, and handling traffic collision investigations whereas, unincorporated require the El Dorado County Sheriff's Office to request assistance from CHP to handle traffic related matters. (Police Division, 2016).

The Police Division has readily offered and provided mutual aid to other agencies to include assisting with law enforcement activities on the Western Slope during both the recent Sand Fire and King Fire. Conversely, the City has not made a request for mutual aid to another agency for over five years, which is reflective its existing resource capacity and sustainable organizational structure (Police Division, 2016). However, although the City provides mutual aid outside of its boundaries, it is not clear if the City is being reimbursed for its services by other agencies that require assistance.

### **Facilities and Infrastructure**

The Police Division facility (Station 26) maintains its location at 730 Main Street where it shares facilities with the Fire Division.

There were two line-items totaling \$12,000 in the 2014/2015 fiscal year adopted CIP budget that relate to Police Division. They are:



- Police Division Roof Repair (CIP #41501)

The existing roof has exceeded its useful life. The scope of work includes performing minor roof repairs as needed to afford more time to identify funding for a complete roof replacement. \$10,000 has been allocated from the General CIP Fund to cover the cost for this project.

- Police Division Entryway Repair (CIP #41502)

The existing concrete entryway to the Police Division has numerous cracks and has shifted to the point that it must be repaired to avoid trip hazards. The scope of work involves grinding down lifted sections of walkway until funding for the complete replacement of the entryway can be identified. \$2,000 has been allocated from the General CIP Fund to cover the cost for this project.

The current facility was not identified as having any deficiencies during the last MSR cycle that reviewed the Police Division infrastructure. However, in the FY 2014-15 Budget, the CIP identified two improvement projects that would provide some upgrades to the existing facility. The improvements include a server upgrade that would add virtual servers to the current network infrastructure. Additional improvements include the installation of fence, gates, entry controls, lighting and other ancillary equipment for the facility.

The only other correctional facility within the City belongs to the El Dorado County Sheriff. The Sheriff's Office operates the Placerville Jail located at 300 Forni Road. The 243 bed facility houses both pre-sentenced and post-sentenced male and female defendants and is funded by through the County budgeting process.

### ***Police Services and Programs***

A total of 27.5 overall positions have been permanently allocated for 2014/2015 fiscal year which is a 3% increase from 2013/2014 fiscal year. Overall, staffing has remained at a rather constant level from 2011 to present (Placerville, 2014).

The *Administrative Division* is responsible for the overall leadership and managerial duties at the Police Division. This Division is staffed with the Chief of Police and his Administrative Assistant.

The *Patrol Services Division* responds to calls and makes arrests. 520 physical arrests were made in 2013 and approximately 700 citations were written for violations. The K-9 unit is also under this division.

The *Investigations Division* is responsible for recovering stolen property, tracking sex offenders, and investigating child abuse/neglect as well as sexual assault crimes. Due to staffing constraints in the Patrol Division, the Lieutenant was temporarily assigned as the primary investigator.

The *Records and Dispatch Division* is a primary answering point for the residents of the City of Placerville. The Dispatch center answers 9-1-1, seven digit emergency, and non-emergency calls and dispatches police officers. The Dispatch center also assists with records processing and entering information into the records management system.

The Placerville Police Division Records Division is charged with processing all reports and disseminating those reports to their proper locations. Records staff is also the first contact a citizen has when they come into the lobby of the police station. The Records Division also handles and keeps the records current on all; sex, arson and drug registrants in the City.

**Crime Statistics**

Crime statistics for Placerville were obtained from the Office of the Attorney General and are shown in Table 4-2 and Table 4-3 below.

**Table 4-2  
2011-2014 Reported Crime Statistics (Category I Crimes)**

| Category            | 2011 | 2012 | 2013 | 2014 |
|---------------------|------|------|------|------|
| Violent Crime       | 60   | 47   | 41   | 30   |
| Homicide            | 1    | 1    | 0    | 1    |
| Forcible Rape       | 2    | 0    | 0    | 0    |
| Robbery             | 11   | 8    | 7    | 3    |
| Aggravated Assault  | 46   | 39   | 31   | 27   |
| Kidnapping          | 0    | 0    | 3    | 0    |
| Burglary            | 18   | 12   | 16   | 8    |
| Theft               | 9    | 10   | 8    | 7    |
| Motor vehicle theft | 5    | 4    | 7    | 4    |
| Arson               | 0    | 2    | 2    | 1    |

Source: [oag.ca.gov/crimes](http://oag.ca.gov/crimes)

**Table 4-3  
Number of Arrests by Placerville Police Division**

| Category          | 2011 | 2012 | 2013 | 2014 |
|-------------------|------|------|------|------|
| Violent Offenses  | 60   | 47   | 41   | 30   |
| Property Offenses | 32   | 30   | 33   | 22   |
| Drug Offenses     | 25   | 38   | 43   | 62   |
| Sex Offenses      | 1    | 7    | 4    | 2    |

Source: [oag.ca.gov/crimes](http://oag.ca.gov/crimes)

The division saw a 12% increase in money allocation for the 2014/2015 fiscal year compared to the 2013/2014 fiscal year. The 2015/2016 fiscal year proposed budget for the

Police Division is \$3,988,041, which if approved, would be an approximate 4% increase from the previous fiscal year. Table 4-4 shows the entirety of funding sources for the department.

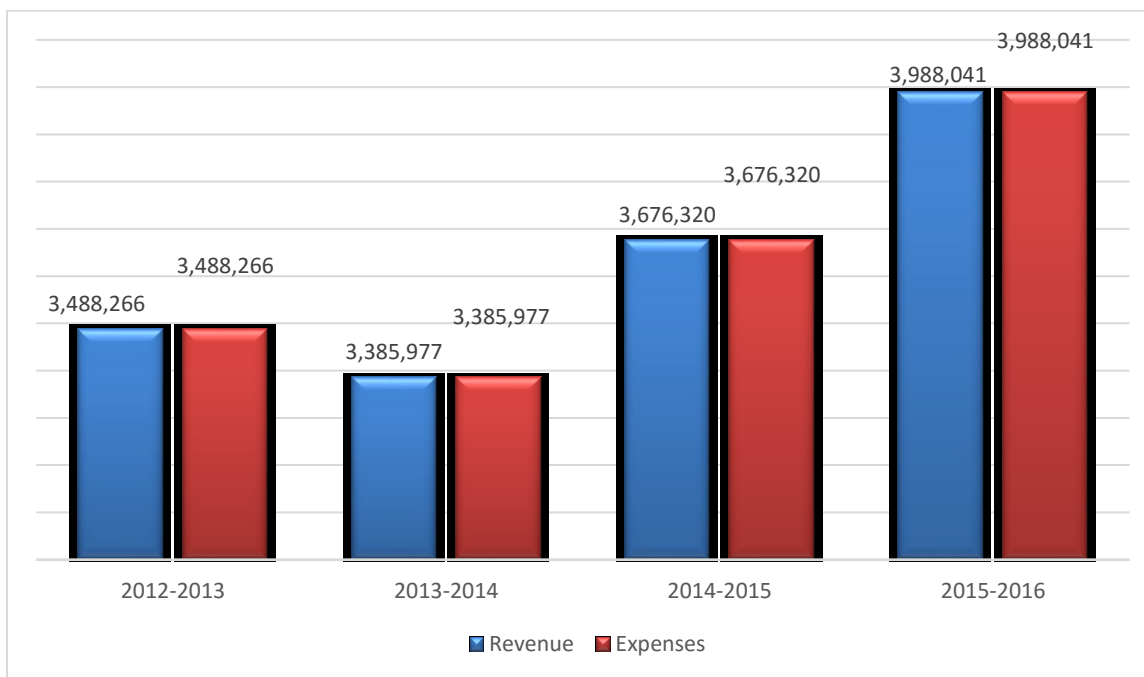
**Table 4-4**  
**Funding Sources for the Placerville Police Division (FY 2012-2015)**

| Funding Sources    | FY 2012/13         | FY 2013/14         | Estimate Actual<br>2014/15 | Proposed<br>2015/16 | % Change<br>from 2014/15 |
|--------------------|--------------------|--------------------|----------------------------|---------------------|--------------------------|
| General Fund       | \$2,229,384        | \$2,222,153        | \$2,247,516                | \$2,520,969         | 4%                       |
| Measure J          | \$820,474          | \$743,714          | \$889,316                  | \$941,846           | -2%                      |
| Grants             | \$258,039          | \$217,037          | \$349,854                  | \$340,143           | 28%                      |
| Fines/Forfeitures  | \$131,919          | \$112,718          | \$132,230                  | \$115,500           | 0%                       |
| POST Reimbursement | \$2,116            | \$6,273            | \$12,064                   | \$19,583            | 39%                      |
| Other Revenues     | \$45,884           | \$46,133           | \$45,340                   | \$50,000            | 0%                       |
| <b>Total</b>       | <b>\$3,488,266</b> | <b>\$3,348,028</b> | <b>\$3,676,320</b>         | <b>\$3,988,041</b>  | <b>4%</b>                |

Source: City of Placerville, Adopted Budget FY 15/16

The adopted operating budget for the last three fiscal years is shown below.

**Chart 4-2**  
**Police Budget (FY 2012-2015)**



The adopted operating budget for 2014/2015 fiscal year is broken down below to show the different operating budgets for each of the divisions within the Police Department.

**Table 4-5  
Operating Budget for Division within the Police Division**

| Divisions within the Police<br>Division | FY 2012/13         | FY 2013/14         | Estimate Actual<br>2013/14 | Proposed<br>2015/16 |
|---|--------------------|--------------------|----------------------------|---------------------|
| Patrol Services                         | \$2,065,695        | \$1,966,314        | \$2,264,882                | \$2,473,531         |
| Investigations                          | \$154,166          | \$212,400          | \$195,936                  | \$171,005           |
| Police Records/Dispatch                 | \$568,957          | \$604,501          | \$562,869                  | \$562,869           |
| Administration                          | \$699,448          | \$564,813          | \$780,636                  | \$780,636           |
| <b>Total</b>                            | <b>\$3,488,266</b> | <b>\$3,348,028</b> | <b>\$3,676,320</b>         | <b>\$3,988,041</b>  |

Source: City of Placerville, Adopted Budget FY 15/16

The General Plan has policies related to levels of service of the police division. The General Plan identifies goals for the police division. Those goals and accompanying policies in the City's General Plan are, as follows:

**Goal E (Public Services):** To ensure that at least the current levels of public police and fire services are maintained as new development occurs.

1. The City shall endeavor through adequate staffing and patrol arrangements to maintain the minimum feasible police response times for emergency calls. The City's response time goals shall be three minutes for emergency calls, seven minutes for priority calls, and ten minutes for routine calls.

**Goal E (Health and Safety):** To minimize crime and promote the personal security of Placerville residents.

1. The Placerville Police Division shall continue to promote neighborhood security programs and provide crime prevention training for neighborhood groups and associations.
2. Residential areas shall be designed to ensure the provision of adequate police services and to promote self-policing of individual communities.
3. The City shall promote the design of new development and the installation of security equipment aimed at crime prevention. To this end, the Police Division shall review proposed subdivisions, medium and high density projects, and commercial and industrial projects to ensure that these features are considered in the design of the projects.

The City's Police Division responded to approximately 19,643 calls for service in 2015, an increase from 16,365 calls in 2014. The average response time to Priority "A" calls for 2015 was approximately 4:34 minutes, up from 4:27 minutes from 2014. It was noted in the budget that the Police Division will work to maintain average response time to Priority "A" calls to 5:00 minutes or less. These response times are better than the benchmarks recommended by the General Plan (Placerville, 2015).

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As part of the City's Police Division Strategic Plan, the Division aimed to increasing the development of community policing assigning specific neighborhoods to specific police officers to act as liaisons for residents. The Strategic Plan implements many policies measures which implement Goal E of the Healthy and Safety Element. Additional programs include, but not limited to, the adoption of a Problem Oriented Policing philosophy, increased in real-time information sources through its website and social media apps, continued professional training for officers, establishment of a reserve officer unit, and improving facilities and infrastructure associated with law enforcement (Police Division, 2016).

#### **4.3.3 - DETERMINATIONS**

*Determination 4.3-1 - The Police Division is located at 730 Main Street where it shares facilities with the Fire Division.*

*Determination 4.3-2 - The City utilizes a variety of financing sources in order to offset the expenditures utilized by law enforcement but maintains fiscally sound practices for operations.*

*Determination 4.3-3 - The City provides an annual report (Municipal Services Review) that provides an overview of the operations and management of the Police Division while identifying current issues, activity, and potential needs of the Division.*

*Determination 4.3-4 - The Police Division has adopted a Strategic Plan from 2015-2017 that projects future activity, programs for residents, and enhancement needs, such as technology upgrades, that should occur over the next two years.*

*Determination 4.3-5 - The Police Division provides mutual aid to other agencies outside of the City Limits within the Sphere of Influence and, in some instances, beyond the Sphere of Influence. The City does not appear to be impacted by providing mutual aid to other agencies, however, it is unclear if the agency is being reimbursed by said agencies for time spent.*

## **4.4 - Landscape and Lighting**

### **4.4.1 - SUMMARY OF PRIOR MSR FINDINGS**

Lighting services are performed through the City's Public Works Division. The City provides lighting services along streets and City-owned parking lots within its commercial districts. In addition, the City administers two lighting and landscaping maintenance districts (LLMD) that are located within the City limits. The Orchard Hill LLMD provides maintenance to the Orchard Hill Park, on-site and off-site landscaping, and maintenance and operation of street lights within the Orchard Hill Subdivision. The Cottonwood Park LLMD provides street lighting services and maintenance to areas of open space and the future George F. Duffey Park. The City also provides some lighting services in residential districts within the City (City of Placerville, 2008).

### **4.4.2 - CURRENT CONDITIONS**

During the 2014/2015 fiscal year, City staff worked to maintain approximately 103 acres of parks, four miles of trails and ten acres of open space (Placerville, 2015). The budget for the 2015/2016 fiscal year includes revenue to maintain approximately 105 acres of park, four miles of trails, and eight acres of open space. Other total parks budget, revenue from the Orchard Hill/Cottonwood (Duffey Park) LLMD comprises only 3 percent of the total budget.

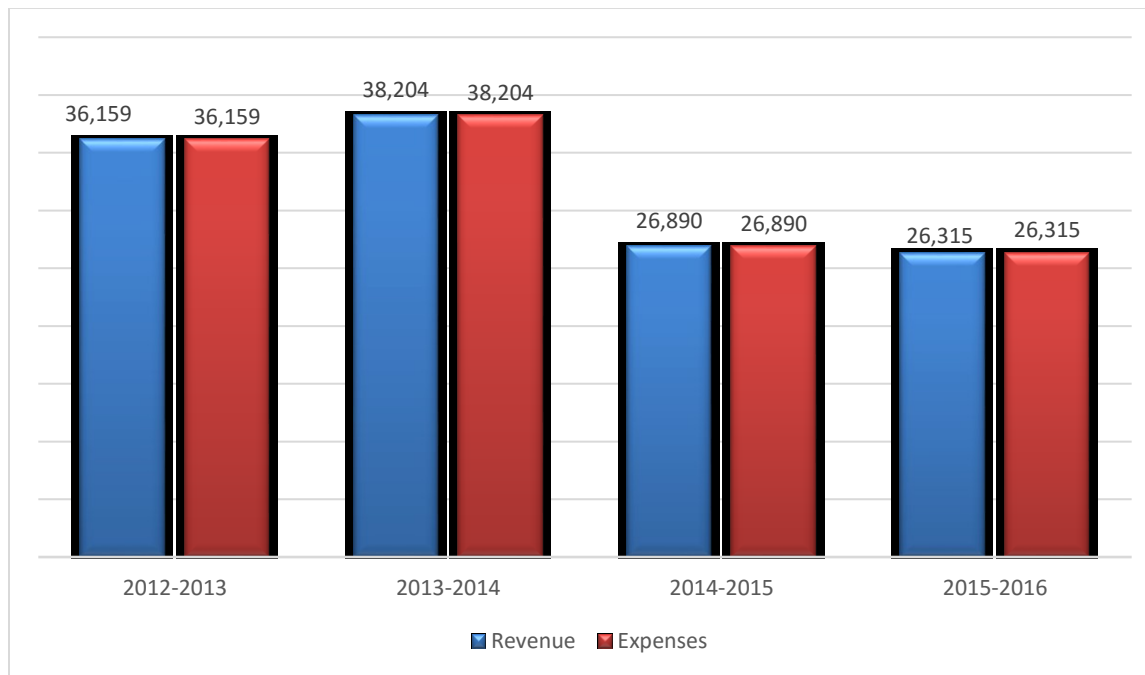
The Facilities Maintenance Division is responsible for administering the funds collected for both the maintenance of Orchard Hill and Duffey Park. The funds collected through the LLMD are specialized and may only be utilized for maintenance activities associated for these two park areas. The funds remain segregated from other park revenues and expenditures to ensure they are only spent on these two park areas.

It appears that for budgeting purposes, the two districts are a combined line item for revenues and expenditures. This method of budgeting gives the appearance that the funds are possibly being comingled. Each of these funds is considered a special assessment fund which are used for the financing of public improvements or services deemed to benefit the properties that pay into the fund. It is unclear whether these funds are being expended only within their respective district boundaries only; but, it would be recommended that they be shown individually during the budgeting process in order to establish that they are stand-alone entities with a corresponding financing mechanism that is meant to not be interspersed with other funds.

The City spent approximately 205 hours at Orchard Hill Park and 105 hours at Duffey Park to maintain grounds and landscape areas, which only comprises 4.1 percent of the total park maintenance hours for the Division. This would be slightly, proportionally more than the 3 percent collected of the total parks budget. Conversely, the funding for the districts has been in decline over the previous budgets (Chart 4-3). The City in May 2016 adopted a resolution with an engineer's report to increase funding levels in accordance with a status quo level of

service. The proposed amount (\$34,719) would bring the funding to a level more consistent with the 2012/2013 and 2013/2014 Fiscal Years (Warren, 2016).

**Chart 4-3**  
**Orchard Hill and Cottonwood LLMD Combined Budget (FY 2012 to 2015)**



#### 4.4.3 - DETERMINATIONS

*Determination 4.4-1 - The City collects funds through two Landscape and Lighting Maintenance Districts (LLMD), the Orchard Hill LLMD and Cottonwood Park LLMD.*

*Determination 4.4-2 - The Orchard Hill LLMD supports the operations and maintenance of Orchard Hill Park within the Orchard Hill Subdivision.*

*Determination 4.4-3 - The Cottonwood Park LLMD supports the operations and maintenance of George F. Duffey Park.*

*Determination 4.4-4 - The City's Facilities Maintenance Division administers the funds and provides the service on behalf of both LLMDs within the fiscal budget that is established annually by the City Council.*

*Determination 4.4-5 - The City should consider separating the LLMD's in the annual budget to show that separate amounts be collected for the respective special assessment area.*

## **4.5 - Parks and Recreation**

### **4.5.1 - SUMMARY OF PRIOR MSR FINDINGS**

At the time of the last adopted MSR, the City had appropriated budgets for the following CIP projects; Corporation Yard Improvements (CIP #40415), \$250,000, Gold Bug Park Restroom Renovation (CIP 40416), \$198,000, Benham Park Safety Improvements (CIP #40501), \$10,010, Lions Park Tot Lot Development, \$120,000, Gold Bug Park Fire Safe Plan (CIP #40719), \$67,500, Stamp Mill Exterior Painting (CIP #40802), \$9,600, Lions Park Safety Fencing (CIP #40803), \$7,200, Recreation and Parks Facilities Master Plan (CIP #40804), \$48,000, El Dorado Trail Repair and Resurfacing (CIP #40805), \$21,600, Benham Park Basketball Court Improvements (CIP #40806), \$18,000, Main Street Sidewalk Planters (CIP #40808), \$12,000, and the Facility Impact Fee Study (CIP #40809), \$40,000.

The Parks and Recreation Division rents out the aquatic center and other facilities and rents out the Town Hall for use by the public. At the time of the last MSR, the City had not indicated when parks and recreation fees will be updated next.

### **4.5.2 - CURRENT CONDITIONS**

Parks and recreation services are provided by the City's Recreation and Parks Division, which is operated out of the Town Hall Building at 549 Main Street. The division's responsibilities include:

- Planning and carrying out recreational opportunities for all segments of the community;
- Maintenance, operation and development of parkland and open space;
- Maintenance of City facilities.

These functions are delivered with a staff of approximately 4<sup>6</sup> employees. These positions include 0.7 persons to serve the capacity of the Parks and Facility Maintenance Superintendent, 2.6 persons for Maintenance Workers, and 1 person as Gold Bug Park and Maintenance Worker II. The division also relies heavily upon community resources to meet its responsibilities. Hundreds of volunteers and part-time employees are annually enlisted to deliver the vast services of the division.

The City of Placerville Recreation and Parks Division publishes a quarterly activity guide to showcase activities and events that the residents and tourists can take part in. The City offers a number of league sports including adult and youth basketball, adult softball and volleyball, and swim team. Classes offered include Arts and Crafts, Step Aerobics, Weights and Stretch, Pilates, Yoga, Tai Chi, Karate/Taekwondo Self Defense, and Dance, among others. Other

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<sup>6</sup> The 2015/2016 fiscal year budget allocated funds to employ 4.3 employees for the Department.



youth sports camps for children include Mighty Mites Sports Camps, Junior Lifeguard Camp, Cougar Football, Junior Football, soccer, cheerleading, and tennis.

Parks and Recreation Services were budgeted at approximately \$1.6 million in the 2014-15 budget, an increase of 1.6% from the prior year estimate. Recreation fees comprise less than half of the expenditures with the remaining funding coming from discretionary funds.

A departmental review is included in each annual budget. A summary of the 2013/2014 departmental achievements is attached as Appendix A.

The City's General Plan identifies a goal of five (5) acres per 1,000 residents within the city limits (Goal D, Policy 2). The City currently maintains 103 acres of parks, five miles of trails and ten acres of open space for a total of 118 acres of recreational space. Based on the population of 10,415 (2014), the acreage of recreational space available should be approximately 52.1 acres to meet the General Plan goal of five (5) acres per 1,000 residents. Currently, the City has enough park space, without any more being developed, to satisfy this requirement for a population up to 23,600 residents (11.3 acres per 1,000 residents).

**2015/2016 Budget (Placerville, 2015)**

According to the proposed 2015/2016 fiscal year budget, the following breakdown shows the allocation for each parks program in the City of Placerville. The Parks and Recreation Divisions maintain 105 acres of park, four miles of trails, and eight acres of open space while also providing a wide variety of recreational activities for residents of Placerville.

**Table 4-6  
Division Budget by Program (Parks)**

| Division Budget by Program | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|----------------------------|---------------------|-------------------------------|-----------------------|
| General Parks Maintenance  | \$80,227            | \$44,537                      | \$52,681              |
| Lions Park                 | \$109,653           | \$148,030                     | \$150,028             |
| Gold Bug Park              | \$84,254            | \$97,472                      | \$110,526             |
| Rotary Park                | \$54,659            | \$42,520                      | \$44,138              |
| City Park                  | \$57,519            | \$62,172                      | \$64,039              |
| Lumsden Park               | \$30,534            | \$23,239                      | \$22,916              |
| Hangtown Creek             | \$3,177             | \$5,000                       | \$2,000               |
| City Cemeteries            | \$22,261            | \$6,036                       | \$3,495               |
| Community Gardens          | \$3,118             | \$500                         | \$500                 |
| El Dorado Trail            | \$8,780             | \$18,413                      | \$24,715              |
| Orchard Hill/Duffy LLMD    | \$38,204            | \$26,890                      | \$26,315              |
| Other Grounds              | \$39,321            | \$105,936                     | \$113,612             |
| <b>Total</b>               | <b>\$531,707</b>    | <b>\$580,745</b>              | <b>\$614,965</b>      |

Source: Proposed Budget FY 15-16

**Table 4-7**  
**Division Budget by Program (Recreation)**

| <b>Division Budget by Program</b> | <b>Actual<br/>2013/2014</b> | <b>Estimated Actual<br/>2014/2015</b> | <b>Proposed<br/>2015/2016</b> |
|-----------------------------------|-----------------------------|---------------------------------------|-------------------------------|
| Special Interest Programs         | \$37,761                    | \$22,050                              | \$25,001                      |
| Sports Camps and Teams            | \$285,191                   | \$342,227                             | \$385,662                     |
| Gold Bug Park Admissions          | \$61,647                    | \$99,235                              | \$136,927                     |
| Aquatics                          | \$205,322                   | \$236,858                             | \$248,986                     |
| Special Events                    | \$6,168                     | \$9,548                               | \$9,548                       |
| Recreation – General              | \$148,909                   | \$165,424                             | \$179,484                     |
| <b>Total</b>                      | <b>\$738,998</b>            | <b>\$880,465</b>                      | <b>\$985,608</b>              |

Source: Proposed Budget FY 15-16

**4.5.3 - DETERMINATIONS**

*Determination 4.5-1 - The City actively maintains parks and provides a variety of recreational services to the residents of Placerville.*

*Determination 4.5-2 - The City diligently tracks maintenance and service hours at various facilities in order to properly budget and allocate staff appropriately.*

*Determination 4.5-3 - The City seeks volunteers to supplement the existing workforce in order to maintain its parks and recreational facility while also creating a feeling of community ownership of open space areas for residents.*

## **4.6 - Road Maintenance/Snow Removal**

### **4.6.1 - SUMMARY OF PRIOR MSR FINDINGS**

According to the last adopted MSR, the City's current roadway infrastructure at that time was comprised of approximately 53 miles of roadway within the City's boundaries.

The City's Division of Public Works, through its "Streets and Roads Division," maintains the roadway infrastructure and necessary facilities. The Division services the roadway by providing pavement patching, street striping, sign installation and removal, street sweeping, snow removal and street sanding, storm drain maintenance, weed abatement, tree trimming and removal, graffiti removal, and the annual lawn and leaf pick up program. The Division's Engineering Division administers the majority of the City's Capital Improvement Program projects.

The Division has their own equipment, tools, and materials to maintain the streets and to construct additional streets as necessary. The Division also maintains the storm drains that remove water from the streets. The Division provides snow plow services to City streets and sands icy roads, when necessary.

The overall quality of the roadway infrastructure within the City is mixed, depending on location and frequency of maintenance. The City considers most of the street system to be generally adequate to accommodate existing uses. However, portions of the current roadway infrastructure are considered by the City to be aging and deteriorated, due to inadequate funding available for maintenance. The City has been unable to develop an effective road system improvement program because transportation revenues from the state are population based and do not account for the regional traffic going through its streets.

The City has worked with the El Dorado County Transportation Commission to evaluate the condition of the City's street system and develop an updated pavement management program to guide future maintenance and repair efforts. With this evaluation, the City should be able to determine the roadways that are in need of repair and maintenance, and identify the appropriate funding source (City of Placerville, 2008).

It was concluded at that time that the existing needs for public roadway facilities and services within the City of Placerville were being met at a minimum. The City anticipated that it was able to meet probable needs for public roadway facilities and services. The capacity of the City of Placerville's public roadway facilities provided appeared to be just sufficient to serve the existing community (PMC, 2007).

### **4.6.2 - CURRENT CONDITIONS**

Several city streets connect to major public roadways, including State Highway 49 and U.S. Highway 50, as well as various County maintained thoroughfares. Pedestrian facilities include sidewalks, crosswalks, and pedestrian signals.

The City’s Streets and Roads Division still maintains approximately 53 miles of City streets as of the 2014/2015 fiscal year. This included sweeping streets once a week, plowing and sanding streets during winter conditions, and graffiti removal, among other services.

The City’s budget identifies several funds which are set up primarily for the implementation of transportation improvements, including the General Fund, Gas Tax, and Benefit Assessment Districts (Placerville, 2015).

According to the 2015/2016 fiscal year budget, the Streets and Roads budget will be decreased by 5 percent compared to the 14/15 fiscal year budget. The same level of service is still expected to remain. The decrease in funding comes from the loss of revenue from the Transportation Fund and a decrease in funds from the Gas Tax.

According to the proposed 2015/2016 fiscal year budget, the following breakdown shows the allocation for Community Services Streets and Roads Division in the City of Placerville. The Divisions employs 2.4 full time staff positions consisting of maintenance works and an operations manager, who splits time between roads and other public works divisions.

**Table 4-8  
Division Budget by Program (Streets and Roads)**

| Division Budget by Program    | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|-------------------------------|---------------------|-------------------------------|-----------------------|
| Street Sweeping               | \$15,741            | \$38,926                      | \$29,799              |
| Curbs, Gutters, and Sidewalks | \$34,716            | \$38,733                      | \$37,735              |
| Street Signs and Markings     | \$52,670            | \$67,048                      | \$66,094              |
| Storm Drains                  | \$7,633             | \$21,079                      | \$38,265              |
| Traffic Signals and Lights    | \$101,630           | \$131,320                     | \$110,613             |
| Street Sanding/Snow Removal   | \$15,462            | \$9,000                       | \$9,000               |
| General Street Maintenance    | \$311,765           | \$279,629                     | \$298,199             |
| <b>Total</b>                  | <b>\$539,617</b>    | <b>\$585,735</b>              | <b>\$589,705</b>      |

Source: Proposed Budget FY 15-16

**Table 4-9**  
**Division Budget by Funding Source (Street and Roads)**

| Division Budget by Source           | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|-------------------------------------|---------------------|-------------------------------|-----------------------|
| General Fund Discretionary Revenues | \$200,573           | \$272,433                     | \$297,520             |
| Gas Tax                             | \$309,047           | \$305,382                     | \$263,617             |
| Transportation Fund                 | \$29,997            | \$0                           | \$0                   |
| Benefit Assessment Districts        | \$-                 | \$7,910                       | \$28,568              |
| <b>Total</b>                        | <b>\$539,617</b>    | <b>\$585,735</b>              | <b>\$589,705</b>      |

Source: Proposed Budget FY 15-16

**4.6.3 - DETERMINATIONS**

*Determination 4.6-1 - The City constructs transportation improvements through the implementation of goals and policies set forth in the City’s General Plan Circulation Element, and other plans, including the 2015-2035 El Dorado County Regional Transportation Plan.*

*Determination 4.6-2 - The City’s CIP ensures that Placerville can continue to provide transportation related infrastructure for the efficient road maintenance. The continuous implementation of General Plan Circulation Element goals and policies also guides the City in meeting the future transportation needs of the community.*

*Determination 4.6-3 - The City actively maintains the existing road systems and provides street sweeping services within the City limits, with the exception of State Highways.*

*Determination 4.6-4 - The City should coordinate road improvements along with other infrastructure projects, such as sewer and water line replacements, in order to efficiently utilize limited funds available.*

## **4.7 - Flood Control/Drainage**

### **4.7.1 - SUMMARY OF PRIOR MSR FINDINGS**

At the time of the last adopted MSR, the CIP budget included the National Pollution Discharge Elimination System Storm Water Permit Implementation (CIP #40707). The City has prepared, in accordance with State and Federal Regulation, a Storm Water Management Plan. The CIP Budget identified \$60,000 in costs associated with the implementation of the SWMP. \$50,000 is projected to be utilized for engineering services. The remaining \$10,000 is to be utilized for SWMP project management.

Drainage services are performed through the Public Works Division, which maintains the storm drainage system that is located throughout the City. The City has prepared, in accordance with State and Federal Regulation, a Storm Water Management Plan (SWMP). The City's SWMP has been approved by the State Water Resources Control Board, with implementation carried out by the City on an ongoing basis (City of Placerville, 2008).

### **4.7.2 - CURRENT CONDITIONS**

The City of Placerville Community Services Division maintains a storm drain system that is separate from the sewer system, and is regulated by the US Environmental Protection Agency (EPA). The City's storm drainage system is extensive, covering all areas of the city. Urban runoff from areas located within the City limits is primarily discharged to Hangtown Creek, a tributary to Weber Creek and the South Fork of the American River (El Dorado LAFCo, 2007).

The City has a Storm Water Management Plan that was adopted in 2005. The plan provides guidance for the City to protect water quality from urban runoff pollution by addressing the various sources of pollution, such as the general public, municipal activities and development (Owen Engineering & Management Consultants, Inc., 2005).

The City's CIP ensures that Placerville can continue to provide storm drainage infrastructure to the growing community in future years. Capital storm drain projects assist in alleviating flooding conditions in the community and provide for a safer and cleaner environment. However, no projects were identified for the Fiscal Year 2015/2016 pertaining to storm drainage. The last CIP that included a storm water or drainage project was in Fiscal Year 2011/2012 (CIP #41203) for a Storm Water Pollution Prevention Plan (SWPPP) For the Hangtown Creek Water Reclamation Facility, and to update the City's Storm Water Management Plan (SWMP) as required by the State Water Resources Control Board under the re-issued Industrial Storm Water and Small Municipal Storm Water Permits (City of Placerville, 2011).

Storm drains are also maintained under the Streets and Roads Division of Community Services. However, it has been noted by City Administration that securing adequate staffing levels to meet mandated storm drainage requirements, along with water and sewer as well.

This lack of adequate staffing to meet state mandated requirements has only allowed a portion of these requirements to be met. The City notes and is aware that a funding source to fund staffing in order to meet these ever changing requirements is important to avoid additional fiscal penalties for non-compliance (Placerville, 2014).

#### **4.7.3 - DETERMINATIONS**

*Determination 4.7-1 - The City of Placerville maintains a storm drain system which is separate from the sewer system, and is regulated by the US Environmental Protection Agency (EPA).*

*Determination 4.7-2 - The City's CIP ensures that Placerville can continue to provide storm drainage infrastructure to the growing community in future years.*

*Determination 4.7-3 - No projects were identified in the City's 2015/2016 CIP relating to the storm drainage system. The City should utilize the CIP in the future to address storm drain system improvements as funds allows.*

*Determination 4.7-4 - The City should continue actively address potential staffing issues that may limit the ability to meet ever-changing state mandated regulations related to storm drainage by seeking new and stable financial resources.*

*Determination 4.7-5 - The City implements the NPDES required Storm Water Management Plan.*

*Determination 4.7-6 - The City should consider reviewing and updating the Storm Water Management Plan, which was previously adopted in 2005, in order to maintain compliance with current state and local regulations.*

## **4.8 - Animal Control**

### **4.8.1 - SUMMARY OF PRIOR MSR FINDINGS**

Animal Control services have not previously been reviewed by LAFCo in a prior MSR.

### **4.8.2 - CURRENT CONDITIONS**

According to City Staff, animal control services performed within the city limits are provided by El Dorado County. The City pays a contractual rate to the County for services rendered on an annual basis. The Animal Services Division is within the Public Health Division of El Dorado County. There is currently approximately 12 staff dedicated to providing animal control services throughout the County.

The County previously operated a single facility in the City located at 511 Placerville Drive. This facility was considered temporary solution until a new facility could be constructed. In 2014, the new facility was constructed and opened at 6435 Capitol Avenue in Diamond Springs, which is located approximately five (5) miles southwest of Placerville. At the facility, the County provides mandated services such as rabies control, impoundment of animals at large, investigations of aggressive dogs threatening humans and livestock, sheltering stray animals, veterinary treatment for sick or injured animals, animal licensing, and enforcement of State and local animal laws (Chief Administrative Office, 2015).

### **4.8.3 - DETERMINATIONS**

*Determination 4.8-1 - The City currently pays El Dorado County for animal control services within the city limits.*

*Determination 4.8-2 - El Dorado County has existing facilities within proximity to the city limits to serve residents of Placerville with animal control services.*

*Determination 4.8-3 - The current arrangement for providing animal control service to the residents of Placerville is adequate.*



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## **4.9 - Water**

### **4.9.1 - SUMMARY OF PRIOR MSR FINDINGS**

The City of Placerville receives its water supply from the El Dorado Irrigation District (EID) through an agreement entered into in 1999. Per the terms of the agreement, EID delivers and sells water to the City at historic use levels based on normal growth increases under normal operating conditions. EID conveys treated water to the periphery of the City's water service area via fourteen connections, and the City then distributes it through a system owned and operated by the City. Placerville's water system infrastructure includes a distribution system with three pumps, 37 miles of pipeline and one 40,000 gallon storage tank. The City's water service area encompasses a majority of its incorporated area and some parcels outside city boundaries. EID serves the remainder of the city and surrounding areas. The majority of Placerville's water demands are for residential use. In 2006, the City had 3,064 water service accounts of which 85 percent are residential, 14 percent are commercial and multi-family residential, and one percent are City connections (City of Placerville, 2008).

### **4.9.2 - CURRENT CONDITIONS**

The City of Placerville receives water from EID on a wholesale purchase basis. Placerville is EID's largest customer, with total cost of potable water of approximately \$426,993 in 2014 (City of Placerville, 2016). This amount may have decreased from prior years due to conservation measures being mandated at both state and local levels. The City acquires water from EID and delivers it through an existing water system. The City owns and operates the conveyance system to deliver water to residents within the City Limits (Figure 4-2).

Water rates for operation and maintenance of the water system were last adopted in 2014 (City of Placerville, 2014). The rates are adjusted annually during the budgeting process in order to fund the acquisition of water from EID as well. In January 2106, the City entered into a new agreement with EID through 2020 to purchase water is needed for residents of Placerville.

Water service throughout the City is also subsidized by Measure H, which allocates a portion of the tax towards deferred maintenance of the water system. In the 2015/2016 Fiscal Year, upon recommendation from the Measure H Committee, the budget includes \$528,667 in water and sewer line replacement funds. These projects include the continuation of the Main Street Project and various other high priority water and sewer line replacement projects (Placerville, 2015). The budget for the Water and Sewer Lines division shows that water line funding comprises, on average, approximately 45 percent of the division's financial resources. This funding primarily is reliant on the City updating and annually revisiting the adequacy to the Water Enterprise rates.

The review of the rates, annually and being proactive regarding updating their annual rates, allows the City to maintain adequate funding to address issues as they arise. Common maintenance as well as "hot spot" areas are both funded utilizing these funds. Therefore, it

is important for the City to review their adequacy to ensure that the level of service is being maintained accordingly.

**Table 4-10**  
**Division Budget by Category (Water Acquisition and Delivery)**

| Division Budget by Source | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|---------------------------|---------------------|-------------------------------|-----------------------|
| Personnel                 | \$83,380            | \$111,843                     | \$121,156             |
| Materials and Supplies    | \$500,874           | \$522,251                     | \$522,251             |
| Contract Services         | \$24,367            | \$14,150                      | \$18,730              |
| Overhead                  | \$88,000            | \$88,000                      | \$88,000              |
| Other Expenses            | \$3,696             | \$11,200                      | \$20,200              |
| Capital Outlay            | \$-                 | \$-                           | \$-                   |
| <b>Total</b>              | <b>\$700,317</b>    | <b>\$747,444</b>              | <b>\$770,337</b>      |

Notes: Capital Outlay is listed within the Sewer and Water Line budget shown in Table 4-11.

Source: Proposed Budget FY 15-16

**Table 4-11**  
**Division Budget by Category (Water and Sewer Lines)**

| Division Budget by Source | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|---------------------------|---------------------|-------------------------------|-----------------------|
| Personnel                 | \$516,629           | \$597,464                     | \$695,956             |
| Materials and Supplies    | \$67,439            | \$101,488                     | \$98,250              |
| Contract Services         | \$91,314            | \$125,270                     | \$127,050             |
| Overhead                  | \$149,000           | \$149,000                     | \$149,000             |
| Other Expenses            | \$2,529             | \$9,517                       | \$11,717              |
| Capital Outlay            | \$16,605            | \$4,081                       | \$33,360              |
| <b>Total</b>              | <b>\$843,516</b>    | <b>\$986,820</b>              | <b>\$1,115,333</b>    |

Notes: This budget depicts funding for personnel that shares duties for both sewer and water lines in Placerville.

Source: Proposed Budget FY 15-16

### **Water Supply and Usage**

Given California's drought conditions, Placerville, like other agencies throughout the state, was subject to water restrictions and conservation measures. The City, because its water source comes from EID, was subject to identical restrictions as the balance of EID's service area. In 2015, the City was subject to State 2 water conservation measures as a result of Governor Brown's Executive Order B-29-15 ordering local agencies implement measures to achieve a 25 percent reduction.

However, at its May 2, 2016 regular meeting, the EID Board of Directors rescinded the State 2 Water Restrictions that had been in effect since February 2014. EID credits the lifting of these restrictions on various investments in infrastructure and the acquisition of additional

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water rights. Additionally, EID does not expect the implementation of any new measures beyond those made permanent by the Governor's more recent Executive Order, B-37-16 (El Dorado Irrigation District, 2016).

Regardless, the City, for the foreseeable future, is tied to the ability of EID to maintain their water rights, acquire new rights, and maintain its infrastructure in order to provide a sufficient water supply. The City's responsibility for delivery is focused strictly on purchase from EID and maintenance of its conveyance system, all of which are funded by the Water Enterprise fund and subsidized by Measure H.

#### **4.9.3 - DETERMINATIONS**

*Determination 4.9-1 - The City has an agreement to receive its water supply from the El Dorado Irrigation District.*

*Determination 4.9-2 - The City is subject to the rate and fee schedule established by EID and passes these costs onto residents that receive service.*

*Determination 4.9-3 - The City maintains and repairs conveyance infrastructure for water services within the City's service area.*

*Determination 4.9-4 - The City should continually monitor its review and update its agreement with EID in order to ensure that water is available for its residents at a cost that is reasonable for the service received.*

*Determination 4.9-5 - The City should continue to coordinate repairs and upgrades to the water system through the CIP and time those improvements with streets and sewer projects in order to maximize financial resources.*

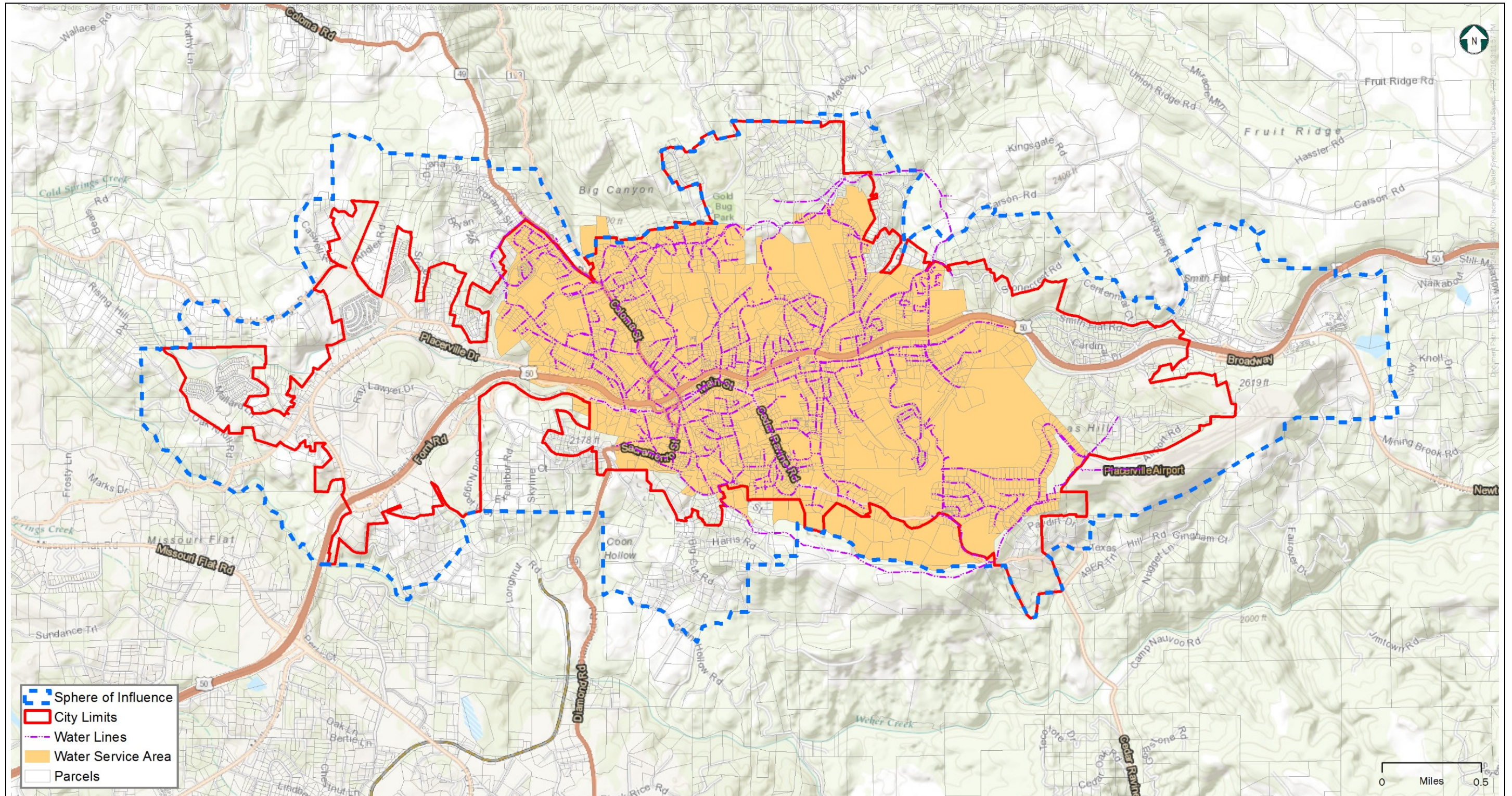


Figure 4-2  
City of Placerville Water System



## **4.10 - Wastewater**

### **4.10.1 - SUMMARY OF PRIOR MSR FINDINGS**

Placerville's wastewater service area encompasses most of the Hangtown Creek watershed, which includes areas that are outside City boundaries. The City's wastewater infrastructure system consists of 54 miles of wastewater collection pipelines, a treatment plant, three lift stations and discharge facilities. Wastewater is treated at the City's Hangtown Creek Water Reclamation Facility located on Coolwater Creek Road. Treated wastewater is discharged into Hangtown Creek per the City's National Pollutant Discharge Elimination System (NPDES) permit.

In 1999 however, the wastewater treatment plant was determined to be out of compliance with the discharge requirements under the NPDES permit. Consequently, the Regional Water Quality Control Board issued a Cease and Desist order with the requirement that the City upgrade the treatment plant to bring it into compliance with the discharge requirements. Construction on the upgrades is underway, and project completion is estimated for mid-2009. Upon completion, the Hangtown Creek Water Reclamation Facility will have a dry weather capacity of 2.3 million gallons per day.

### **4.10.2 - CURRENT CONDITIONS**

The Hangtown Creek Water Reclamation Facility provides sewer treatment to over 3,500 residential and commercial accounts. Its mission is to protect public health and the environment by providing state of the industry wastewater treatment services. The construction upgrades, which were mentioned as part of the prior MSR review, were completed in May 2009. The facility upgrades included nutrient removal, replacement of gaseous chlorine disinfection, and upgraded sludge digestion, all of which were needed in order comply with the Regional Water Control Board's Cease and Desist order. Currently, the City appears to be in compliance with the Board's discharge and operating requirements.

According to a meeting with City staff in May 2015, the facility is currently at approximately 50% capacity. In addition to serving the City of Placerville, the facility was also designed to serve areas in the unincorporated areas as well, with a few of these areas already being served, only after approval by LAFCo.

According to the Placerville 2015-2016 fiscal year budget, the plant was successfully operated and maintained. It complied with all regulatory requirements and reports. City staff worked with the Regional WQCB staff in development of a new 5-year NPDES Discharge Permit and successfully negotiated a more favorable permit with fewer sampling requirements.

The Water Reclamation Facility Division proposed no additional staffing levels for the 2015-2016 fiscal year. They expect to be able to successfully provide the same level of service as the previous fiscal year.

However, the City has managed to renew its National Pollutant Discharge Elimination System (NPDES) permit with the California Regional Water Quality Control Board (Central Valley Region). The updated NPDES permit was approved in August 2014 and will not need to be updated until 2019. Given the prior indications of potential staffing difficulties, the City should consider strategic planning in future budgets in order to ensure that appropriate staff is available to work on the NPDES update for 2019.

There is a specific budget adopted for just maintenance and operations of the reclamation facility. The funding source for this division is tied directly to the Sewer Enterprise fund, which relies on collection of rates and fees for sewer service from customers. The City's diligence in updating and reviewing these rates is essential in ensuring that money is available to provide the appropriate level of service.

**Table 4-12**  
**Division Budget by Category (Water Reclamation Facility)**

| <b>Division Budget by Source</b> | <b>Actual<br/>2013/2014</b> | <b>Estimated Actual<br/>2014/2015</b> | <b>Proposed<br/>2015/2016</b> |
|----------------------------------|-----------------------------|---------------------------------------|-------------------------------|
| Personnel                        | \$961,473                   | \$1,006,933                           | \$994,491                     |
| Materials and Supplies           | \$259,951                   | \$305,000                             | \$328,500                     |
| Contract Services                | \$586,395                   | \$696,453                             | \$674,400                     |
| Overhead                         | \$215,000                   | \$215,000                             | \$215,000                     |
| Other Expenses                   | \$45,821                    | \$57,200                              | \$56,700                      |
| Capital Outlay                   | \$8,490                     | \$8,330                               | \$5,555                       |
| <b>Total</b>                     | <b>\$2,077,130</b>          | <b>\$2,288,916</b>                    | <b>\$2,274,646</b>            |

Source: Proposed Budget FY 15-16

As stated in Section 4.9, the Water and Sewer Lines Division splits its personnel between maintaining and operating both the water and sewer conveyance systems within the City. The Sewer Enterprise funds comprises approximately 55 percent of the funding source for the Division. These funds are reliant on the sewer rates being updated and revised in accordance with operation and maintenance needs as well as being subsidized through Measure H.

Furthermore, the City has designed the capacity of its wastewater reclamation plant to accommodate city flows as well as those from properties located outside the City. These flows were planned as part of the upgrade capacity as they were already being served by the City. The majority of the land within the existing SOI consists of rural, single family development that is likely serviced by septic systems. Other, denser development areas, such as mobile home parks or smaller lot, residential subdivisions, are currently being serviced by the City. If there were an annexation or development that required wastewater service at an urban level within the existing SOI, the City has capacity to extend its facilities. However, it would likely be more practical for development to be annexed to the City rather than allowing extraterritorial service connections.

**Table 4-13**  
**Division Budget by Category (Water and Sewer Lines)**

| Division Budget by Source | Actual<br>2013/2014 | Estimated Actual<br>2014/2015 | Proposed<br>2015/2016 |
|---------------------------|---------------------|-------------------------------|-----------------------|
| Personnel                 | \$516,629           | \$597,464                     | \$695,956             |
| Materials and Supplies    | \$67,439            | \$101,488                     | \$98,250              |
| Contract Services         | \$91,314            | \$125,270                     | \$127,050             |
| Overhead                  | \$149,000           | \$149,000                     | \$149,000             |
| Other Expenses            | \$2,529             | \$9,517                       | \$11,717              |
| Capital Outlay            | \$16,605            | \$4,081                       | \$33,360              |
| <b>Total</b>              | <b>\$843,516</b>    | <b>\$986,820</b>              | <b>\$1,115,333</b>    |

Notes: This budget, which identical to Table 4-11, depicts funding for personnel that shares duties for both sewer and water lines in Placerville.

Source: Proposed Budget FY 15-16

### **4.10.3 - DETERMINATIONS**

***Determination 4.10-1** - The Hangtown Creek Water Reclamation facility provides sewer treatment to over 3,500 residential and commercial accounts, in addition to also serving adjacent unincorporated areas.*

***Determination 4.10-2** - The Hangtown Creek Water Reclamation facility is currently at 50 percent of capacity.*

***Determination 4.10-3** - The Water Reclamation Facility Division proposes no additional staffing levels for the 2015-2016 fiscal year and is expected to be able to successfully provide the same level of service as the previous fiscal year. In the event that service levels decline, the City would address the potential need for additional staffing during the annual budgeting process and as funding allows.*

***Determination 4.10-4** - The City is currently servicing properties outside of the city limits. The balance of unserved parcels are rural, residential parcels that likely do not require urban wastewater service. In the event that a property requires service, the City should encourage annexation in order to provide timely and efficient service.*

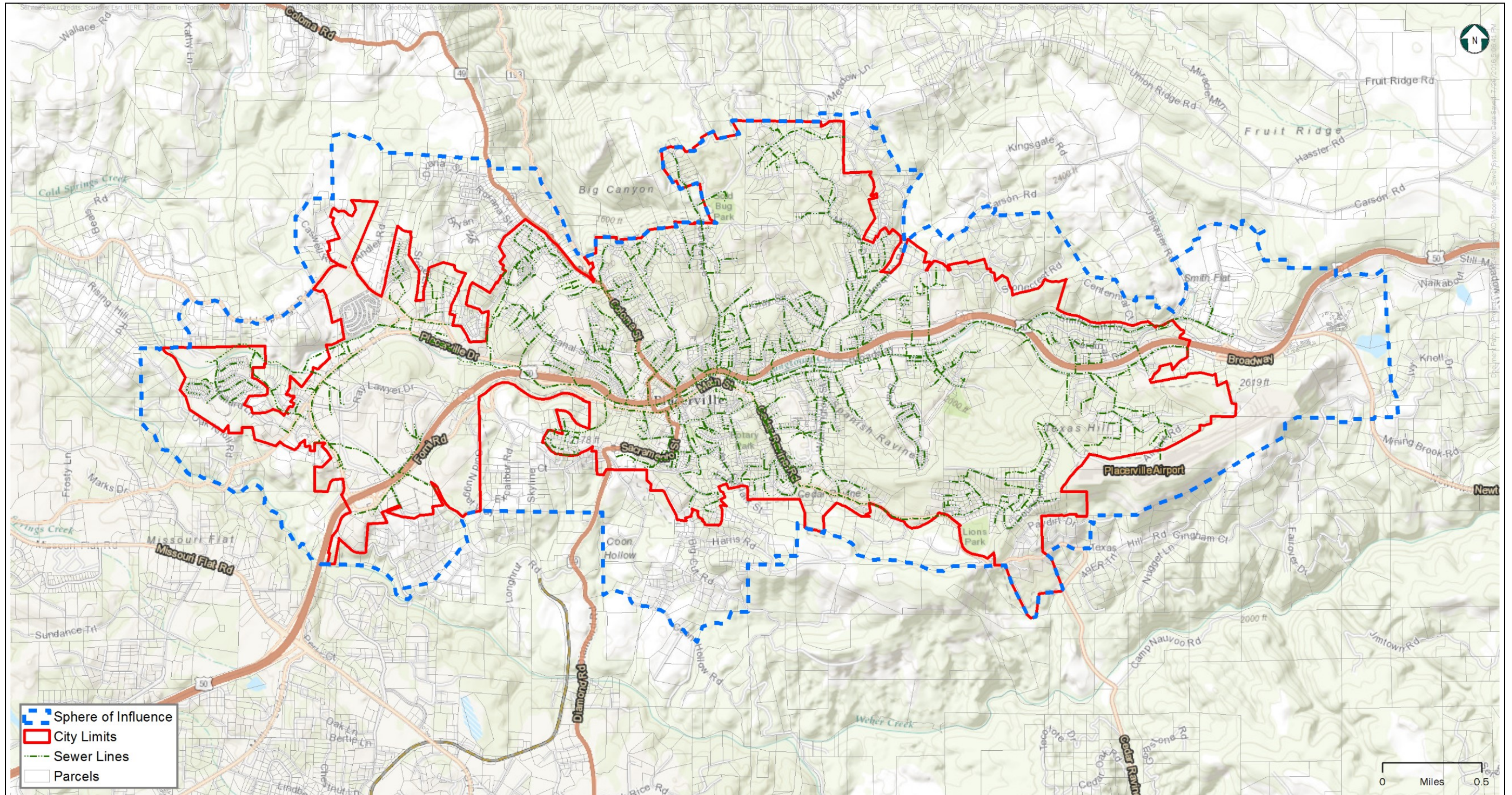


Figure 4-3  
City of Placerville Sewer System





#### **4.11 - Plans for Future Services**

As previously discussed, there do not appear to be any new or major annexations proposed within the Sphere of Influence of the City at this time. The only areas that would need to be planned for service existing developed properties within the existing SOI that may require municipal service in the event their private facilities fail. In the event that these properties require service, they would likely finance the installation of appropriately sized conveyance infrastructure consistent with City standards or adopted master plans. Other services within the immediate areas within the SOI would likely see limited lapse in coverage for other municipal services such as fire protection or law enforcement as they already receive coverage from existing agencies.

Discussions with Staff did revolve around potential expansion of the SOI to include adjacent areas for development, mainly the Missouri Flat area located to the west of the existing city limits and SOI along Highway 50. This area lies along the opposite side of Weber Creek, creating potential issues for extension of city infrastructure. Additionally, as this area is within the unincorporated County and currently being developed, significant discussions regarding agreements for items such as tax or revenue sharing would be required as this area provides a tax base for County operations as well.

However, initiation of discussions with the County for potential expansion into this area would be beneficial for the City, as there has been past concerns regarding potential lack of additional territory for viable expansion of the incorporated boundaries to accommodate future growth. Collaborative discussions with the County about potential expansion areas, such as Missouri Flats, would be paramount to ensure that both entities meet their obligations from a service and logical growth standpoint.

However, until such discussions take place, the plan of services for the City's future growth would be confined to the existing SOI and existing parcels within the SOI consistent with applicable master plans and City standards.

##### **4.11.1 - DETERMINATIONS**

*Determination 4.11-1 - The City currently has no major annexations or plans for service that expand beyond the existing SOI.*

*Determination 4.11-2 - The City may be a service provider in the future for adjacent, existing properties within the SOI in the event that property owners or future requires assistance or no longer is able to operate.*

*Determination 4.11-3 - The City may consider adjacent areas for future development through collaboration with El Dorado County and other applicable service providers to ensure that potential expansion of services to accommodate future growth are logical and allows both agencies to meet service obligations.*

## **SECTION 5 - FINANCIAL ABILITY TO PROVIDE SERVICES**

This section analyzes the financial structure and health of the City of Placerville with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed.

An examination of financing includes an evaluation of the fiscal impacts of potential development, and probable mechanisms to finance needed improvements and services. Evaluating these issues is important to ensure new development does not excessively burden existing infrastructure and the ability of the City to fund existing improvements and services.

An examination of rate restructuring should identify impacts on rates and fees for services and facilities, and recognize opportunities to positively impact rates without decreasing service levels. The focus is on whether there are viable options to increase the City's efficiency through rate restructuring prior to any SOI adjustment.

Annual audit reports and financial statements for the City were reviewed in accordance with the MSR Guidelines. The purpose of this review is to determine fiscal viability, suitability of current funding practices, and potential fiscal impacts resulting from new legislation.

### **5.1 - City Budget**

The FY 2015-2016 Annual Budget reflects the City Council's goals and targets, and continues funding sufficient to maintain basic service levels. The budget includes assumptions and directions included in the CIP and Multi-year Financial Plan. The City's projected total revenue sources amounts to \$17,659,772 (Placerville, 2015).

The City's General Fund resources are designated between discretionary and non-discretionary funds. Discretionary revenues, which include property tax, sales tax, utility user tax, motor vehicle in-lieu (MVL) tax and other miscellaneous revenues are used solely to support public safety, and parks and community service programs. Non-discretionary revenues, which include various permits, fees, and charges, support the services that generate those revenues. This differentiation allows those services that have specific, identifiable users to be funded by user charges, thereby protecting the "discretionary funds" for public safety, and parks and community services (Placerville, 2015).

General Fund revenues from FY 2014-2015 to FY 2015-2016 increased from \$7,492,456 to \$7,812,223. The City has a fee schedule and collects fees for services with respect to the permitting of development projects. The increase could be attributed to a slight increase in sales tax revenue and construction permit revenue. However, there is still a concern for city funds because of the recession due to the fact that business activity may not be reflecting any change in revenues collected through taxes. Proposed General Fund Operating Budget for FY

2015-2016 includes \$3,988,041 for the Police Division, \$3,404,054 within the Development Services Division and \$4,801,525 within the Community Services Division, which provides parks and recreation services (Placerville, 2015).

### **5.1.1 - RATES AND FEES**

The City sets rates and fees for parks and community services, administrative services, police services, fire and ambulance services, development services; public works service fees (Water, Sewer, Parks Storm Drainage, etc.), the Fire Protection Facilities impact fees, as well as the Ambulance Service fees. All other services (e.g., natural gas, cable, etc.) are provided by existing providers whose rates are established through mechanisms that are not governed by the City. If and when the City ultimately assumes jurisdiction of areas in the SOI, the City would then set the standard rates and fees in these newly incorporated areas for any and all services provided by the City.

### **5.1.2 - DEVELOPMENT IMPACT FEES**

The imposition of development impact fees is based on the premise that new growth and development should pay its proportionate share of the cost of providing needed new infrastructure. Fees are based on Government Code §66000 et seq., which requires the agency setting the fee to: (a) identify the purpose of the fee; (b) identify the use to which the fee will be put; (c) determine the nexus between the type of development charged the fee, the amount of the fee and its use; and (d) determine the reasonable relationship between the need for the public facility or improvement and the project upon which the fee is imposed.

The City levies a series of development impact fees (sewer, storm water drainage, water, roads, parks & recreation, and public safety protection facilities) to offset the impacts of new development. Beyond fees established in accordance with Government Code §66000 et seq., the City may also establish fees or exactions through the development agreement process. Development impact fees can be charged to match the actual costs of the infrastructure construction only. Currently, there is not an adequate provision to require long-term funding of the municipal services needed for new development through a one-time development impact fee.

### **5.1.3 - OPPORTUNITIES FOR RATE/FEE RESTRUCTURING**

The City of Placerville Fee Schedule is subject to periodic comprehensive revisions and updates. Established by Resolution #7625, the City's development fees were last updated on July 8, 2008. There is not any evidence suggesting that the City would not be able to provide services to the SOI areas for fees consistent with citywide fees for such services.

#### **5.1.4 - PROPOSITION 218**

Proposition 218 restricts local government's ability to impose assessments property related fees and other local governmental revenue raising methods. This initiative, approved in 1996, applies to nearly 7,000 cities, counties, special districts, schools, community college districts, redevelopment agencies, and regional organizations. The proposition requires that all new taxes and most charges on property owners are subject to voter approval, especially to the tools of using property related fees to fund governmental services instead of funding property-related services. Of potential concern is the long-term effect the proposition has created in any local government's ability to fill the growing divide between infrastructure needs and the provision of governmental services for the new infrastructure. However, Proposition 218 has not proven to be a factor in limiting the City's ability to provide services (Placerville, 2014).

#### **5.1.5 - DETERMINATIONS**

*Determination 5.1-1 - The City annually conducts an open, transparent budgeting process aimed at balancing the needs of the City with the financial resources available.*

*Determination 5.1-2 - The City attempts to utilize other forms of revenue available besides property taxes and fees, such as grants, in order to supplement its revenue stream.*

*Determination 5.1-3 - The services provided by the City are not generally subject to Proposition 218 and are adjusted annual to account for costs and inflation to allow for cost recovery.*

*Determination 5.1-4 - There is no evidence suggesting that the City would be unable to provide services to the SOI areas for fees consistent with citywide fees for services. Since the City's common practice is to review these fees and adopted revised fees annually, it can be assumed that future years will follow the same review and update procedure in order to ensure that full cost recovery is obtained for services rendered.*

*Determination 5.1-5 - The City's utilization of an open and sound budgeting process allows the City to be financially able to provide an adequate level of service to residents.*

## **5.2 - Status of, and Opportunities for, Cost Avoidance and Shared Facilities**

Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section, along with cost avoidance measures that are already being utilized. Occurrences of facilities sharing are listed and assessed for efficiency. Potential sharing opportunities that could result in better delivery of services is also discussed.

An examination of cost avoidance opportunities should identify practices and opportunities that may help eliminate unnecessary or excessive costs to provide services. Such costs may be derived from a variety of factors including: duplication of service efforts and facilities; inefficient budgeting practices; higher than necessary administration and operating cost ratios; inefficient use of outsourcing opportunities; and inefficient service boundaries.

An examination of opportunities for shared facilities should determine if public service costs can be reduced as a result of identification and development of opportunities for sharing facilities and resources. The benefits of sharing costs for facilities are numerous, including: pooling of funds to enjoy economies of scale; reduced service duplications; diversion of administrative functions of some facilities; reduced costs; and providing better overall service.

Maximizing opportunities to share facilities allows for a level of service that may not otherwise be possible under normal funding constraints; however, facilities sharing opportunities are not without their challenges. When a municipality enters into a shared agreement, it generally relinquishes a portion of its control of the facility. Additionally, the facility may not be entirely suited to accommodate the municipality's needs.

The City is in close proximity to multiple other agencies as well as their corresponding facilities. Agencies such as the El Dorado Irrigation District (EID), El Dorado County, and El Dorado County Fire Protection District (ECF) all operate facilities or provide some form of service within or directly adjacent the city limits. For instance, there are three fire stations operated by the fire district within the City that could be utilized to meet community needs, such distribution of sand bags during storms.

Additionally, the City shares infrastructure within the same physical area as other agencies. The City maintains roadways while EID may have water lines easements within the right-of-way. Coordination between the agencies for improvements to parallel or adjacent infrastructure would potential split materials or workforce costs on various capital projects. This collaboration may occur annually as the agencies are developing their improvement programs in order to properly align their work plans as well as coordinate appropriate funding for joint projects.

Lastly, the City does work with agencies to provide mutual aid, if needed, for law enforcement. The City Police Division has responded to calls for service outside the city limits to assist the El Dorado Sheriff's Office. However, it was unclear if the City received reimbursement for these services or if assistance provided by the Sheriff's Office on City calls for service was financially neutral. Consideration of a reimbursement agreement between

the two agencies to ensure that both agencies are made whole fiscally for law enforcement services may be warranted if it is found during the annual budgets or other auditing exercises that either agency is losing money through mutual aid.

### **5.2.1 - DETERMINATIONS**

*Determination 5.2-1 - The City collaborates with multiple other agencies for the delivery of services within the city limits.*

*Determination 5.2-2 - The City should coordinate capital projects with agencies that also have infrastructure within proposed project areas in an effort to split costs.*

*Determination 5.2-3 - If projects or delivery of services do involve other agencies, the City should formalize any coordination in a shared facilities/services agreement, or other appropriate instrument, in order to provide details and conditions for how services delivery will be conducted and shared between the agencies.*

*Determination 5.2-4 - The City should review the mutual aid agreement or any other appropriate agreement (i.e., Tax Sharing Agreement) with El Dorado County to determine if the City is losing money by providing services outside the city limits. If it is found that the agreement is not fiscally neutral, the City should attempt to enter into an agreement for services being provided outside the city limits.*

### **5.3 - Accountability for Community Service Needs, including Governmental Structure and Operation Efficiencies**

This section addresses the adequacy and appropriateness of the City of Placerville's existing boundary and sphere of influence, assesses the management structure and overall managerial practices of the City, and evaluates the ability of the City to meet its service demands under its existing government structure. Also included in this section is an evaluation of compliance by the City with public meeting and records laws.

An examination of government structure should consider the advantages and disadvantages of various government structures that could provide public services. In reviewing potential government structure options, consideration may be given to service delivery quality and cost, regulatory or government frameworks, financial feasibility, operational practicality, and public preference.

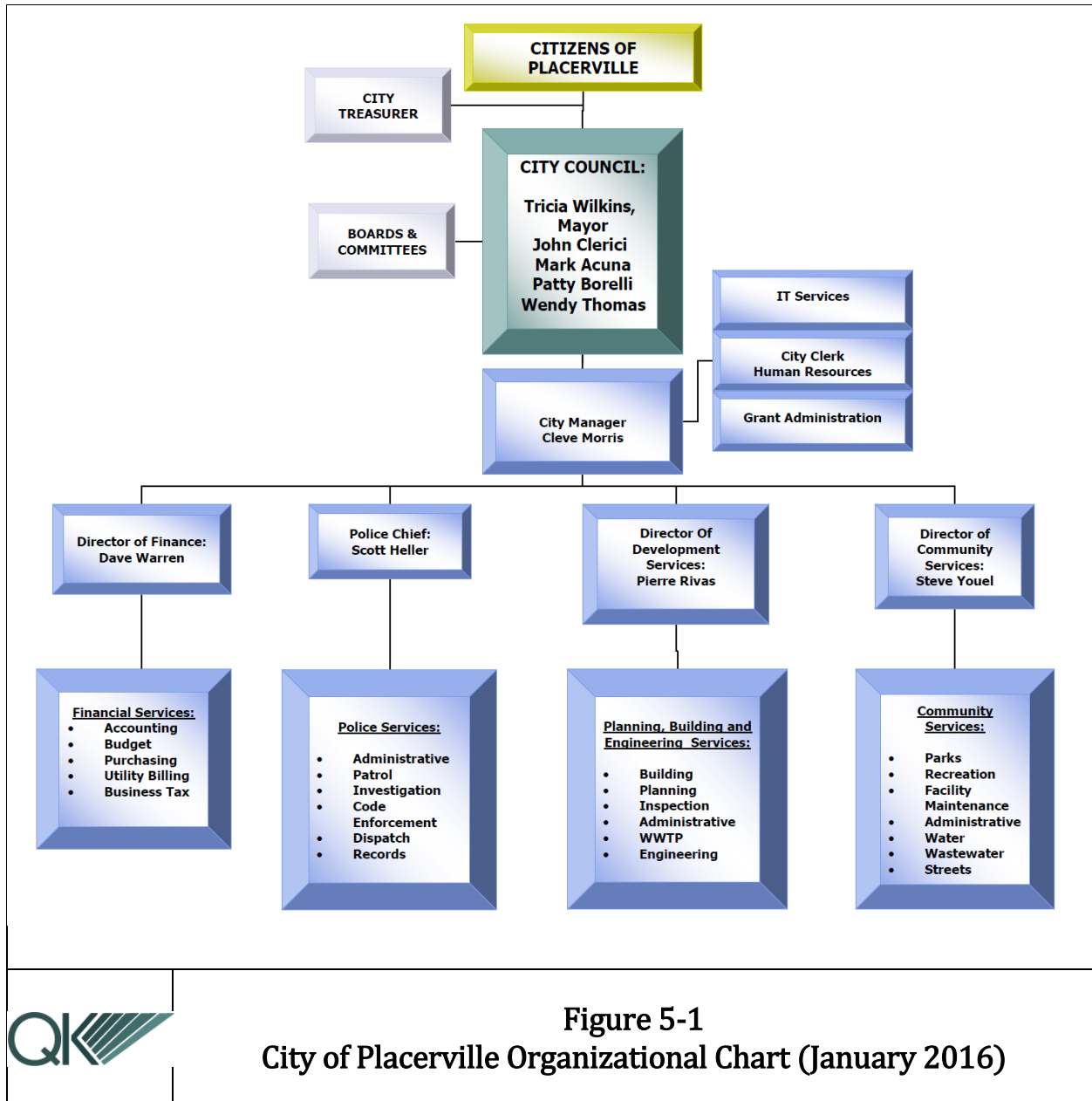
An examination of local accountability should evaluate the accessibility to and levels of public participation with the agency's management and decision-making processes. The MSR Guidelines note measures such as legislative and bureaucratic accountability, public participation, and easy accessibility to public documents and information as important in ensuring public participation in the decision-making process.

#### **5.3.1 - ORGANIZATIONAL STRUCTURE**

The City of Placerville operates under the council-manager form of government. The Chief Executive Officer is the City Manager who is appointed by the City Council and carries out City policies. All other division heads in the City serve at will to the City Manager. The City consists of five primary divisions, the City Manager's Office, Finance, Police, Development Services and Community Services. Divisions of each may allow for more specialized allocation of tasks as well. Specifically, the City Manager's Office has the responsibility to ensure the needs and concerns of the community and the City, as an organization, are properly addressed through day to day business.

The City Council is responsible for governing as well as establishing the overall priorities and direction for the City's municipal government. The Council's responsibilities include the adoption of City ordinances and policies, approval of programs, services, projects, contracts and agreements, adoption of the annual budget, and establishment of short- and long-term goals for the City. Actions of the Council, including opportunities for public involvement and public hearings, are regulated in accordance with applicable statutes and City procedures. The organizational chart for the City is illustrated on Figure 5-1.

The City Council is elected on an at-large basis. Once elected, it is the duty of each Councilmember to represent the interests of all residents of the City. However, this structure of election allows residents to elect all council members but may result in areas of the City being unrepresented.



Source: City of Placerville, Adopted Budget FY 2015/16

There are four appointed advisory commissions and boards who assist the City Council in making policy decisions:

- Airport Land Use Commission
- Recreation and Parks Commission
- Community Pride Committee
- Historical Advisory Committee
- Measure H Sales Tax Committee
- Economic Development Advisory Committee
- Planning Commission



Citizens have an opportunity to participate in the implementation of local policies by serving on a board or commission. Each commission and board is comprised of either elected officials or citizens who work to provide services to the community while assisting the Council in achieving goals established by the citizens and elected officials. A summary of the City's divisions and the various services they provide to the residents of Placerville is provided below.

### ***City Manager's Office***

The City Manager's office oversees the human resources functions of the City, prepares administrative policies that all divisions follow, coordinates and monitors the City budget, directs community and economic development activities and oversees the City's risk management program. The office is comprised of Manager, Administration, City Clerk, Human Resources, and Information Technology. The City Manager position is appointed by the City Council, with the current City Manager being affirmed in 2011 (City of Placerville, 2016).

### ***Financial Services***

The Financial Services Division manages all the City's financial and investment activities in a manner that is consistent with prudent, sound, and useful accounting practices and legal requirements. The Division provides and maintains the City's financial and investment activities in a manner that is consistent with sound and prudent accounting practices and legal requirements. Additionally, it provides and oversees the City's accounts receivable, accounts payable, budget, financial analysis, payroll, purchasing, records management in a manner that is applicable and responsive to the needs and interests of the City (Placerville, 2015).

### ***Police Division***

The City's Police Services Division consists of the following divisions: Administrative, Patrol, Investigative, Code Enforcement, Dispatch, and Records.

The Administrative Division oversees general management and budgeting for the Division. This division oversees the review and implementation of division-wide policies for day to day operations of all division employees in order to achieve pre-established strategies and goals for Placerville.

The Patrol Division consists of officers that actively provide immediate law enforcement assistance during service requests to residents of Placerville. The division responded to approximately 16,500 calls for service and wrote approximately 2,100 crime/incident reports during the 2014/2015 fiscal year.

The Investigative Division investigates various crimes such as burglaries, stolen property, murders. The Total clearance rate for 2014 burglaries was 22.4% down from 2013 which

was 28.6% and recovered approximately 62 percent of property which was stolen during 2014.

The Code Enforcement Division is situated within the Police Division according to the Organization Chart, however, it works closely with Development Services in order to clear zoning and building code compliance cases.

The Dispatch Division dispatch proper enforcement teams to an emergency within Placerville. They provide radio communication services for the Police Division and aid with coordination with other emergency agencies, such as Fire or Ambulance services, while handling telephone requests for routine and emergency services to City residents twenty-four hours a day, seven days a week.

The Records Division is responsible for the management, organizing and storage of all Police Division related documentation, reports, evidence and other supporting information from law enforcement activities (Placerville, 2015).

### ***Development Services***

The City's Development Services Division consists of the following divisions: Administration Building, Planning, Engineering and Wastewater Treatment.

The Administration Division oversees and manages the other four divisions while also providing assistance in regards to budgeting, special projects, and records.

The Building Division issues building permits and performs inspections for compliance with California Building Code for all construction. The division also investigates building, American Disabilities Act (ADA) compliance and substandard housing complaints in collaboration with Code Enforcement.

The Planning Division provides planning, land use and zoning services that are intended to protect, maintain and develop an attractive, safe, and healthy community by providing planning services to the general public, project applicants, and other City Divisions. The Planning Division implements the City General Plan, Zoning Ordinance, City Design Standards, Sign Ordinances and other land use related regulations. Primary functions address property development and land use activities occurring in the city. Such responsibilities include project review of plans for property development, including permitting for both public and private projects.

The Engineering Division is charged with the task of safeguarding life, health, property, and public welfare through review, design, bid and construction of public improvement projects constructed on City property and within the City's right-of-way. The division is also responsible for implementing the Capital Improvement Program, water quality programs to reduce the pollutant loads which flow into, and are discharged from the City's storm water infrastructure, and issuing permits for grading activities and other Engineering related development projects, both public and private (Placerville, 2015).

The Wastewater Treatment Division operates and maintains the Hangtown Creek Water Reclamation Facility. The division ensures compliance with all regulatory requirements and completes all reporting as well pertaining to wastewater treatment for the City.

### **Community Services**

The Community Services Division consists of the following divisions: Parks and Recreation, Facility Maintenance, Administrative, Water and Sewer, and Streets.

The Parks and Recreation Division's responsibilities include planning and carrying out recreational opportunities for all segments of the community, maintenance, operation and development of parkland and open space.

The Facilities Maintenance Division maintains 40,000 square feet of building, facilities and other grounds owned by the City of Placerville. It also aids in implementation of Capital Improvement Projects.

The Administrative Division meets with community groups, committees and commission in support of City programs, services, and park improvements. The division also provides daily oversight of all other divisions with the Community Services Division.

The Water and Sewer Division operates and maintains the water distribution lines within the City while also providing other services such as water line and valve replacement, water pressure assessments, water quality call/investigation and line break repairs. It also performs a variety of wastewater line maintenance and operations functions such as sewer line repair and replacement, manhole rehabilitation and maintenance of other infrastructure related to the wastewater collection system.

The Streets Division maintains and repairs the 53 miles of roadways within Placerville. The division's maintenance activities include: patching pavement, sign installation/repair, graffiti removal, street sweeping, removing hazardous trees and brush, and cleaning storm drains (*Placerville, 2015*).

### **5.3.2 - PRACTICES AND PERFORMANCE**

As noted earlier, the City of Placerville operates under the Council-Manager form of municipal government. Councilmembers are elected at large for four-year terms of office. Two and three Councilmembers will be elected alternately at the general municipal election in November of even-numbered years. The Council elects the Mayor, who serves a one-year term.

The City Council meets on the second and fourth Tuesdays of each month. Special meetings and workshops are scheduled as needed. Meetings are held at 6:00 p.m. at the Town Hall, located at 549 Main Street. Agendas are posted in the front window at City Hall on Fridays. Agendas, as well as supporting materials, are available on this website. Meeting length varies depending on the amount of items placed on the agenda and each items complexity.

The City is required to follow the open meeting law set forth in the Brown Act (California Government Code Section 54950 et seq.). The intent of this legislation is to ensure that deliberations and actions of a legislative body be conducted openly and that all persons be permitted to attend any meeting except as otherwise provided in the law. Agendas must be posted at least 72 hours in advance of a meeting, and information made available to the Council must also be available to the public.

The City of Placerville goes beyond the requirements of the Brown Act in seeking to involve the public. Rather than adhering to the 72 agenda posting requirement, the City posts agendas 120 hours prior to the meeting. The City posts agendas in the City Hall window, on the City's website and on the City's Facebook page. They utilize the City's utility bills to send notices of special events or informational flyers. The utility bills are sent to ratepayers on odd-numbered months. Following City Council meetings, the video tapes are uploaded to YouTube for the public's information and review.

There appear to be ample opportunities for public involvement and input at regularly scheduled meetings. The agenda is posted at numerous locations, including the City's website and sent to local media and other subscribers. Council agendas and packets are posted and available for public review by the end of the business day on the Thursday preceding each regularly scheduled Council meeting. Public notices (pursuant to the Government Code) are published to advertise certain types of hearings and press releases are issued to inform the public on significant city-wide issues and projects. Six to ten members of the public normally attend any given Council or Planning Commission meeting, however that number is known to increase based on the relevance to the public of any particular item on the agenda.

Despite resources increasing, resources are being allocated to make other improvements within the City rather than hiring new employees, as shown in Chart 5-1. The ratio of managers to workers appears to be appropriate, especially considering the City reorganized staffing to keep employee levels constant, beginning with the 2011/12 Fiscal Year. The City and the various divisions have various policies and procedures related to personnel, provision of services, customer relations and relationships with other agencies. The City seems to be operating in fashion aimed to satisfy the incoming workload with existing employees without significant change, as there has not been significant growth within Placerville that would facilitate a rapid influx of significant projects.

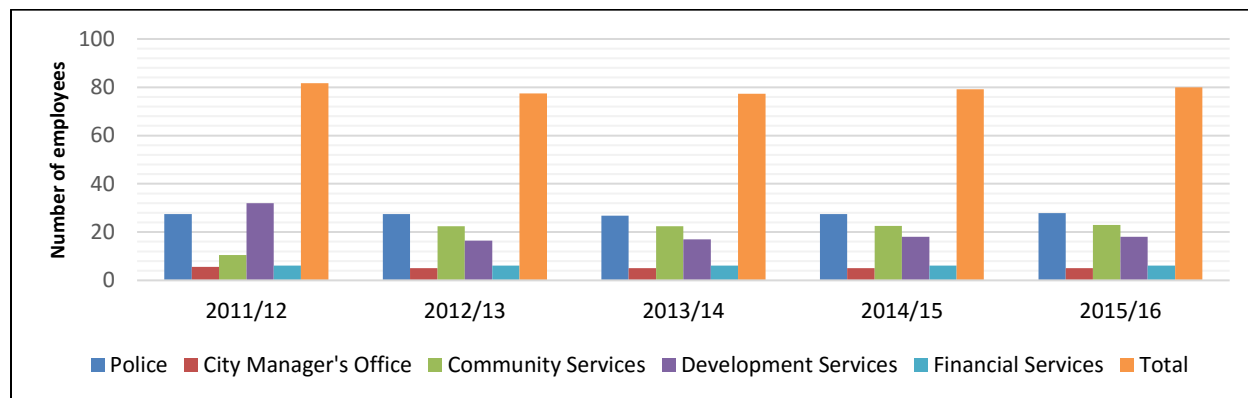
The Public Works Division and Community Development Division existed in the 2011/12 fiscal year but was disbanded into the current configuration of Community and Development Services. The organization appears to be for operation and management purposes only, as staffing levels overall were not impacted by the reorganization and remained constant since the change.

The City's management structure is relatively simple and is well suited to the type of operations undertaken by the City. The linear management structure ensures an appropriate reporting mechanism and accountability of tracing activities or projects from technical staff to managers to administration and finally the Council. Furthermore, it allows for clear

delineation of duties throughout the City for which the public can easily identify bring forward their own issues, questions or projects.

The City’s budget process is a key mechanism used to review efficiencies in the management of City services and programs. The annual budget process includes a review of previous year tasks and responsibilities, identifying specific goals and programs for the upcoming year, and allocation of funding to carry out those programs. The budget is adopted through a public hearing process by the City Council.

**Chart 5-1  
 City Staff Levels (2005-2015)**



As a municipality, the City is structured to meet the needs and expectations of urban/suburban levels of development. As a multiple service provider with established service systems, the City would be able to efficiently provide a comprehensive range of services. With existing and planned development within the SOI, the extension of infrastructure and services into these areas would be logical and generally more efficient than if provided by other utilities. Provision of services and infrastructure provided by the City into the SOI should not overlap or conflict with other service providers. The inclusion of the SOI areas into the City is not anticipated to have a significant effect on the governmental structure of the City.

**5.3.3 - DETERMINATIONS**

*Determination 5.3-1 - The City Council is elected at-large and utilizes a rotating mayor format, which serves for a term of one year. This may prevent some areas of the City from being represented by on the City Council.*

*Determination 5.3-2 - The City conducts open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the City Council by residents.*

*Determination 5.3-3 - The City utilizes an organizational structure that obtains efficiency through division heads who oversee multiple divisions.*

*Determination 5.3-4 - The City makes reports, documents, council agendas and other information available to the public that details operations and services provided by the City at City Hall as well as on its website.*

*Determination 5.3-5 - The current City structure is efficient, transparent and meets expectation of its residents with the resources available.*

## **SECTION 6 - AGRICULTURAL AND OPEN SPACE LANDS**

This section addresses El Dorado Policy Section 5.25 related to the potential effect of agency services on agricultural and open space lands. The additional policy is not required by CKH but does reflect that mandates of LAFCo of “preserving open-space and prime agricultural lands” through the review of boundaries of local agencies.

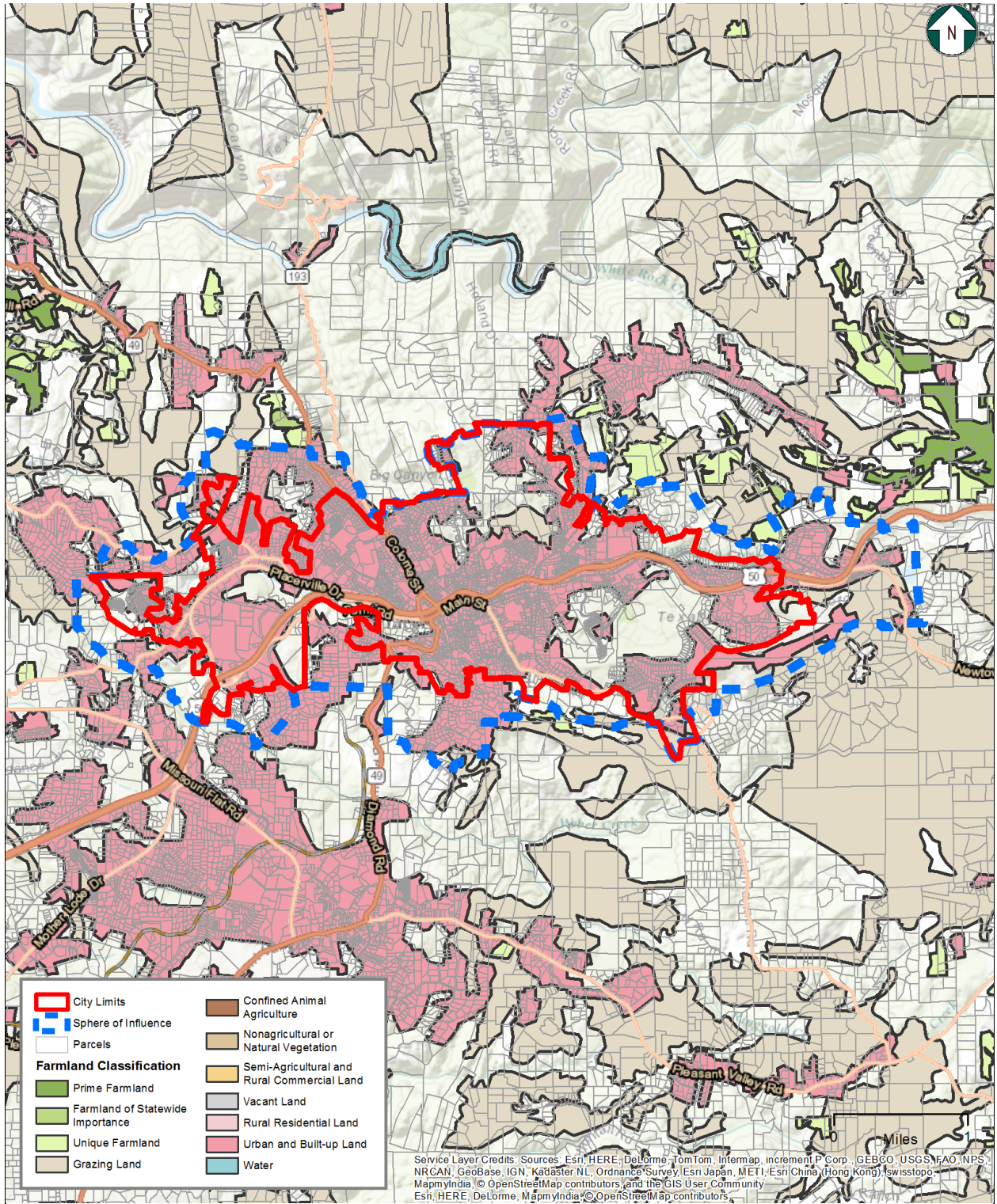
### **6.1 - Agricultural Lands**

The Department of Conservation, Division of Land Resource Protection, manages the Farmland Monitoring and Mapping Program (FMMP) throughout California. The FMMP produces maps and statistical data used for analyzing impacts on California’s agricultural resources. Agricultural land is rated according to soil quality and irrigation status; the best quality land is called Prime Farmland. The maps are updated every two years with the use of a computer mapping system, aerial imagery, public review, and field reconnaissance (Department of Conservation, State of California, 2015).

The FMMP designates areas within the existing SOI for the City as predominantly urban or built-up as well as much of it being unsurveyed due to inadequacy as farmland for various reasons. Areas located to the west, directly outside the existing SOI, are also designated as urban or built up lands that have developed within unincorporated El Dorado County.

There are other areas within the SOI that are also designated as non-agricultural or natural vegetation. The vast majority of these areas are located outside of the existing SOI of the City and would suggest that these areas are largely part of the open space setting surrounding the City. The area is largely forested areas under the control of public agencies for their management.

Apart from these aforementioned areas, areas within the SOI are not viable lands for agriculture. Therefore, there would not be any impacts to agriculture lands in conjunction with the application of services by the City.



**Figure 6-1**  
**Important Farmland (FMMP)**



## **6.2 - Open Space Lands**

As stated previously, the area within the SOI for the City is listed as urban and built up land according to the Department of Conservation. The limited areas within the SOI that is not developed is planned for low intensity rural residential in accordance with the General Plan. Areas directly beyond and adjacent to the SOI would be more consistent with open space lands as the area is largely undeveloped and remains in its natural state. Therefore, an expansion into this area would require additional environmental analysis to determine the overall impacts of such a conversion as well as amendments to the General Plan

As a result, the existing SOI appears to maintain proper separation between potential future development and adjacent open space lands. Expansion into that area would be premature until further environmental and land use analysis is conducted by the City.

## **6.3 - Determinations**

*Determination 6.3-1 - The City would not impact any agricultural lands through the delivery of services within the city limits or the existing SOI as there are not any agricultural lands present.*

*Determination 6.3-2 - The City would not impact any open space lands through the delivery of services within the city limits or the SOI.*

*Determination 6.3-3 - Expansion of the SOI could potentially impact adjacent open space lands and should be analyzed through the appropriate General Plan Amendment and California Environmental Quality Act processes in order to determine appropriate areas for expansion.*

## **SECTION 7 - SPHERE OF INFLUENCE REVIEW**

### **7.1 - Sphere of Influence Overview**

As part of any Sphere of Influence review, LAFCo is required to consider all of the information presented in the Municipal Service Review conducted for that agency. Additionally, LAFCo must also make written statement of its determinations for that agency regarding the following:

1. The present and planned land uses in the area, including agricultural and open-space lands.
2. The present and probable need for public facilities and services in the area.
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
5. The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

After a written determination has been made with respect to the aforementioned areas of review, LAFCo may adopt a Sphere of Influence (SOI) that is appropriate for the agency's provision of service.

This section of the report fulfills the requirements of Government Code Section 56425 and allows LAFCo to adopt an SOI that is consistent with the written determinations for the City of Placerville.

### **7.2 - Present and Planned Land Uses**

The City adopts and maintains a General Plan. The Placerville General Plan was originally adopted in 1989 and was recently amended in December 2004. More recently, the Land Use Element was specifically amended in June 2013. At that time, the City adopted policies to target areas designated for urban development within the City to accommodate identified growth projections.

Therefore, the current SOI would appear to be adequate to meet present and future service needs of residents. The SOI covers adjacent, existing neighborhoods which may need services in the future in the event that their service provider is no longer able to operate. The City would be able to possibly step in as successor agency in the future.

### **7.3 - Present and Probable Need for Public Facilities and Services**

The City provides a wide range of services to its residents while being supplemented by other agencies within its city limits. The City also coordinates with other agencies that overlap or are directly adjacent to the city limits through contracts or other to best provide services in a comprehensive manner.

Water service for the City is subject to the contractual agreements with EID. Therefore, contractual agreements should be review in concert with growth projections of the City. The most recent agreement appears to have been adopted in February 2016. The agreement states that water shall be delivered to the City “at historic use levels, including normal growth increases.” The life of the agreement would until 2020 (City of Placerville, 2016).

With the Land Use Element being adopted in 2013, land use growth considerations and projections have been set relatively recently. These projections should be used by the City to insure that water purchases mirror potential growth needs.

Other services within the SOI would be subject to fees established for providing said service. Therefore, prior to service being received, the prospective resident must agree to compensate the City for service. As result, potential growth essentially forced to commit to financially support the appropriate division prior to the service being needed and delivered.

The only probable need for public facilities would be for existing communities within the SOI that are likely being serviced by private facilities such as wells and septic systems. The City, through its General Plan, has identified these areas and would be able to possibly step in as successor agency in the future if needed by surrounding residents.

**7.3.1 - DISADVANTAGED UNINCORPORATED COMMUNITIES**

The City does not provide water or wastewater service within the SOI as these services are provided by the EID. Therefore, there are no disadvantaged unincorporated communities (DUC) impacted as it relates to water and wastewater service.

However, pursuant to Government Code Section 56430, disadvantaged unincorporated communities also lack water, waste water, and structural fire protection services. These areas are covered by the El Dorado Irrigation District (water and waste water services) and the El Dorado County Fire District (fire protection). In the case of water and waste water services, the neighborhoods have the same current provider as a portion of the City.

There are DUCs within the SOI, however, as described above, they are already receiving water, wastewater and structural fire protection from existing agencies capable of servicing these communities.

**7.4 - Present Capacity of Public Facilities and Adequacy of Public Services**

The City currently provides a level of service which is satisfactory to meet the needs of residents and the visitor population that inhabits the area during peak times of the year. The city actively reviews its service levels and sets goals and achievements that allows for easy review on annual basis to determine if additional resources must be allocated.

The CIP also aids in providing enhancements to public facilities or infrastructure for residents. The annual establishment of the CIP gives the City the ability to allocate or divert funds from areas of lesser need to areas of critical need.

The City has planned accordingly through the CIP, annual budget, and adoption of the General Plan Public Facilities Element to meet future growth consistent with projections.

**7.5 - Existence of Any Social or Economic Communities of Interest**

As stated in Section 3, there are currently communities of social or economic interest within or adjacent to the existing SOI. However, those areas are currently served with water, wastewater and structural fire protection by other agencies or districts. Therefore, there is no immediate responsibility of the City to extend services into these areas.

Furthermore, many of these communities are non-contiguous with the City and likely create an annexation proposal inconsistent with local policies as well as CKH. However, by keeping these communities within the SOI, it would allow the City to be a viable alternative, under the provisions of Government Code §56133 and subject to the policies of El Dorado LAFCo, in the event than an existing service provider is longer able to do so

**7.6 - Placerville Sphere of Influence Recommendations**

As shown in the MSR and throughout the determinations of this document, the City of Placerville is currently providing services at an adequate level to its citizens. The City is accountable to its customers through the City Council, which are elected at-large. The City is subject to its own unique characteristics, such as topographic constraints and overall location, to attempt to maintain a secure stream of funding through rates and assessments. However, given its impediments, the City methodically crafts budgets that aim to provide levels of service in various areas for its residential population.

The growth of the City appears to have curtailed recently, despite recent projections estimating 16,000 residents by 2020. This estimate would seem to be rather conservative considering the population of the City as of July 2015 was just 10,650, only 261 more than 2010. Growth within the City has been slowed and has allowed for services and infrastructure planning to catch up with the needs of residents. Additionally, the City has amended its Land Use Element as recently to 2013 to plan for future growth without planning beyond the SOI. As a result, unless there is an amendment to General Plan or a significant change in growth patterns, the SOI should be considered acceptable to meet present and future growth of the City.

**Recommendation 7.6.1** - *It is recommended that the City of Placerville’s Sphere of Influence remain unchanged.*

**Recommendation 7.6.2** - *Until the City completes an environmental review in accordance with CEQA and comprehensive amendment to the General Plan to identify impacts for potential areas of new growth, the City’s existing SOI is acceptable to accommodate present and future growth needs for residents.*

**Recommendation 7.6.3** - *Until the City completes an environmental review in accordance with CEQA and comprehensive amendment to the General Plan to identify impacts for*

*potential areas of new growth, the capacity of public facilities is currently being reviewed annually by the City to accommodate the present and future needs of residents in a responsible manner.*

**Recommendation 7.6.4** – *The supplemental service providers for the City, such as, but not limited to, El Dorado County or El Dorado Irrigation District, should be consulted early on during any SOI amendment process in order to insure that services not provided by the City would still be available to be delivered efficiently to potential future residents.*

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## **APPENDIX A - 2014/15 DEPARTMENT REVIEWS (PLACERVILLE, 2015)**

### ***Police Department Review***

#### ***PATROL DIVISION***

- For the fiscal year we estimate 650 physical arrests (excluding cited and released).
- Wrote approximately 700 citations for moving and non-moving violations. (Note: excludes any parking citations –parking enforcement conducted via contract services).
- Responded to approximately 16,500 calls for service and wrote approximately 2,100 crime/incident reports.
- Received first place in the California (#4 in the Nation) for National Night Out participation, 2014.
- Patrol staff continued progress on directed community policing projects with the Historic Downtown, Transients, the Skate park/Fairgrounds, Ivy House Lot, Benham Park and Placerville Drive/Gangs. These issues and future efforts will continue in to next year.
- The popular and successful K-9 Program has continued for the fourteenth year. A new K9 was purchased and certified for
- patrol and narcotic detection.
- Dealt with 1,485 transient related calls for service which is a 35% increase from 13/14. This represents the lowest percentage increase since tracking began.
- Continued with the SRO program at EDHS and PUSD.
- Developed and released to the community a Placerville Police App for mobile phones and tablets.
- Replaced 1 patrol vehicle in the fleet, added 2 patrol bicycles and one electric motorcycle.
- Obtained grant funds through Homeland Security Grant to fund a camera system on Main Street and initiated the project.
- Assisted in mutual aid with EDSO for 2 large fires (King and Sand) in El Dorado County.
- Actively recruited and hired one Reserve Officer.
- Actively recruited and hired one Commander for the Support Services Division.
- Hired 2 additional full time Police Officers.
- Developed and implemented a 2015-2017 Strategic Plan, identifying four focus points to include; Community Service, Professional Development, Internal Operations, and Capital Improvement.

#### ***INVESTIGATIONS DIVISION***

- There were 58 reported burglaries in 2014, down from 91 in 2013, a decrease of 36%. Total clearance rate for 2014 burglaries is 22.4% down from 2013 which was 28.6%.



- Estimated dollar value amount of property reported stolen for 2014 was \$255,989. Estimated value of property recovered for 2014 is \$158,226, equating to 62% property value recovered.
- Investigated 1 case involving suspected child abuse/neglect and child molestation.
- Investigated 3 reported cases of sexual assault.
- Monitored approximately 15 registered sex offenders during 2014.
- Continued to use the TRAK System that was purchased through grant funding.

### ***RECORDS AND DISPATCH DIVISION***

- Received a high volume of customer service telephone calls, each taking several minutes to handle.
- Responded to over 6,500 customers at the front counter consuming several minutes per contact.
- Processed approximately 2,100 crime/incident reports.
- Purged appropriate records and property in accordance with state law and retention procedures.
- Processed 19 vehicle abatement reports, resulting in 16 voluntary and 3 mandatory removals for calendar year 2014.
- Conducted 969 (789 billable) live scan sessions involving arrest bookings, youth league coaches and employment background checks in 2014.
- Dispatched approximately 16,500 calls for service from the 9-1-1 dispatch center.
- Obtained new dispatch office equipment and updated carpeting.
- Two dispatch positions continue to be unfunded.
- Coordinated another citywide effort to get surplus property to an auction company.
- Continued implementation of the false alarm billing process.
- Continued implementation of the wireless E911 call taking and related geographic mapping.
- Completed thorough inventory of evidence, accounting for over 3,500 pieces of evidence.
- Restructured supervision in dispatch and records to have one dispatch lead and a Commander of Support Services.

### ***POLICE ADMINISTRATION DIVISION***

- Established 2-Year Strategic Plan.
- Continued efforts to recruit, test and train sworn and civilian personnel in an attempt to maintain staffing. Two sworn, two dispatch positions and the CSO position continue to be unfunded.
- Trained sworn officers in basic and advanced Mental Health/Crisis Intervention practices in partnership with Folsom PD.
- Staff deployment and scheduling for patrol and dispatch continue to be modified to account for reduced staffing and cost savings.

- Worked with multi-disciplinary organizations in an effort to develop alternatives for youth.
- Continue to organize directed transient offender enforcement and outreach operations.
- Awarded 14/15 Office of Traffic Safety grant to focus on traffic safety.
- Conducted comprehensive monthly staff meetings to provide continued growth and progress toward organizational goals and objectives.
- Continued the comprehensive and detailed updates to the Department General Policy Manual. Created Duty and Conduct, Uniform, Report Writing and Property and Evidence Manuals.
- Utilized Homeland Security (HLS) grant funding for downtown camera system project and replacement of mobile data computers for patrol cars.
- Actively participated in regional disaster preparedness exercises and emergency operations including the “Sand” and “King” fires.
- Actively participate on Social Media Sites- Facebook and Twitter to increase public awareness and participation with COPPS programs.
- Authored and submitted application for an OTS grant for FY 2015/16 that will enhance DUI enforcement.
- Completed “shovel-ready” plan for Public Safety Building Renovation Project relying heavily upon the Council authorized Needs Assessment/Master Plan from 2002.
- Completed an assessment plan of the Police Range Facility.

### ***PATROL DIVISION***

- Continue Focus Points in the Strategic Plan of Community Service, Professional Development, Internal Operations and Capital Improvement.
- Promote the COPPS philosophy in neighborhoods and business areas. Utilizing social media, Twitter, Facebook, & Nixle, to further develop the partnership with the community.
- Place emphasis on problem oriented policing including use of crime analysis and mapping and use of effective tactics and planning, rapid deployment to identified chronic problems, and relentless assessment and follow-up to all public safety issues.
- Utilize Reserve Officers, Bike Patrol and Electric Motorcycle for increased patrols on bike and jogging trails and special events to increase service levels and quality of life for the community.
- Implement body worn cameras to enhance accountability and transparency and augment current in-car cameras.
- Increase downtown foot patrols.
- Continue to develop all personnel through training.
- Work to reduce area burglaries and to maintain average response time to Priority “A” calls to 5:00 minutes or less.
- Deployment of the SRO, Traffic Officer and Problem Oriented Policing Officers. This would enhance public safety responses but would have to be identified as priority goals.

- Further develop Traffic Safety Programs and continue to seek funds through OTS grants.
- Implement Watch Commander citizen follow-up audits as a way to measure and increase quality of police services.
- Pursue CALEA accreditation.

### ***INVESTIGATIONS DIVISION***

- Increase Investigations Section staffing to establish a Problem Oriented Policing Team to proactively address quality of life issues along with following up on serious crimes.
- Continue conducting thorough investigations on all serious criminal offenses.
- Maintain the burglary clearance rate and property recovery rate at a minimum of 20%.
- Continue involvement in the El Dorado County Child Abuse Prevention Council, Foster Youth Human Trafficking Team to increase public awareness and education.
- Continue involvement in the El Dorado County Elder Protection Unit and the Child Protection Unit to increase collaboration with outside agencies.
- Participate in a regional Investigator's monthly meeting to improve information sharing with outside agencies.
- Participate in monthly Crime Alert meetings.
- Utilize progressive technology to assist in investigations.
- Create case clearance annual report.
- Increase effectiveness with surveillance efforts for all types of reported crimes.
- Continue to aggressively investigate cases involving narcotics and gang related crimes.
- Provide contemporary training and information regarding active investigations to patrol of crime trends.

### ***RECORDS AND DISPATCH DIVISION***

- Continue to work with department staff in an effort to comply with on-going training requirements for dispatchers.
- Create and maintain a perpetually current eligibility list for dispatch/records technicians in an effort to expedite the hiring process when an opening exists.
- Continue efforts toward total automation of records handling process to become nearly paperless.
- Complete ongoing property and evidence audits.
- Continue the process of auctioning and purging surplus property.
- Recruit and hire one full time DRT and per diem DRT's to assist with staffing and reduce overtime.
- Pursue standards of performance and statistical data collection in alignment with CALEA standards.

### ***POLICE ADMINISTRATION DIVISION***

- Implementation of Strategic Plan.
- Continue with the recruitment, testing, hiring and training of sworn and civilian personnel.
- Continue aggressively seeking grants and/or other funding opportunities that might become available.
- Continue to streamline and improve the Community Oriented Policing and Problem Solving (COPPS) practices. This could include further implementation of crime analysis and mapping and continuation of a Community Survey and use of random Customer Satisfaction Surveys.
- Continue involvement with the Police Chief's Associations both on the regional and State levels in an effort to learn/share ideas and enhance administrative effectiveness.
- Continue involvement in both the County and Regional Law Enforcement Manager's Associations.
- Continue professional growth and succession planning of Command Staff.
- Continue implementing staff deployment and scheduling plans for allocation and assignment of all positions with an approach towards balance of service, efficiency and cost savings as the current primary goal.
- Continue collaboration with area schools to provide a School Resource Officer.
- Complete a training plan for all sworn and non-sworn personnel in an effort to maintain POST compliance and satisfy State mandated training requirements.
- Continue to manage the Citizen's Option for Policing (COPS) grant, the CHRP and CHP grants and the Federal Homeland Security grant programs that we have received over recent years.
- Continue to seek a funding source to implement the recommendations made in the Public Safety Building Needs Assessment/Master Plan.
- Continue researching needs and funding sources to implement needed safety improvements for the Police Range Facility.
- Continue to catch up on deferred replacement of vehicles and equipment needs.

### ***Parks and Recreation Department Review***

#### ***PARKS DIVISION***

- Maintained 103 acres of parks, four miles of trails and ten acres of open space.
- Spent approximately 7,455 hours in the maintenance of parks, open space and other grounds.
- Spent approximately 1,720 hours at Gold Bug Park in both grounds and building maintenance.
- Spent approximately 1,950 hours at Lions Park in a variety of maintenance functions including: grounds, turf, playground/tot-lot, tennis courts, athletic fields and facility maintenance.

- Spent approximately 250 hours at City Park to maintain all grounds.
- Spent approximately 305 hours at Rotary Park to maintain all grounds.
- Spent approximately 155 hours at Lumsden Park to maintain all grounds.
- Spent approximately 205 hours at Orchard Hill Park to maintain grounds and landscape areas.
- Spent approximately 2,000 hours at the El Dorado Trail maintaining all grounds.
- Spent approximately 870 hours within other grounds areas, such as: cemeteries, adopt-a-spots, caboose visitor center, rights-of-way, and several small park areas performing grounds and facility maintenance and weed abatement program along streets and parkways.
- Worked with local volunteers to decorate Christmas Trees on Broadway, Main Street, and Placerville Drive.
- Worked with local volunteer groups to make improvements to the El Dorado Trail.
- Worked with local volunteer groups to make improvements to Gold Bug Park.
- Worked with local volunteer group to replace grass infield at Rotary Park.
- Worked with Community Pride volunteers to maintain 20 gardens throughout town.
- Made fire safety improvements to trails and roadways at Gold Bug Park.
- Performed tree trimming/removal work throughout Park System.
- Renovation of softball infields at Lions Park.
- Made improvements to irrigation system at Lions Park.
- Assist the Placerville Rotary Club with park improvements at Rotary Park.
- Assisted with the removal of illegal camp sites.

### **RECREATION DIVISION**

- Created three Recreation Program Activity Guides with a distribution of approximately 14,000 recipients per issue.
- Developed strategies to increase visibility and public awareness of recreation offerings.
- Implemented new Sports Camps with a special emphasis on younger age groups.
- Conducted a Youth Basketball League consisting of 718 participants participating in four divisions from grades K-8.
- Accommodated over 1,200 participants in learn to swim program.
- Implemented “extended” aquatics activities to include Junior Lifeguard Camps, Swimming Lesson Aide Training and Water
- Exercise.
- Administered Youth Assistance Fund. Solicited for and distributed over \$5,500 of assistance to local youths.
- Conducted four Adult 5 on 5 Basketball Leagues with an average of six teams per league. Each league ran for approximately two
- months.
- Conducted five Adult 3 on 3 Basketball Leagues with an average of eight teams per league. Each league ran for approximately two

- months.
- Conducted three Adult Softball Leagues with approximately 242 teams combined in spring, summer, and fall leagues.
- Conducted five volleyball leagues comprised of 35 teams.
- Co-sponsored five Special Events (Halloween Spooktacular, Fishing Derby, Festival of Lights, Christmas Parade, National Night Out)
- Made improvements to Activity Guide and distribution system.
- Conducted guided tours of Gold Bug Mine and Stamp Mill.
- Accommodated general public tours of Gold Bug Mine.
- Open Priest Mine at Gold Bug Park for Presidents Day Weekend and Labor Day Weekend.
- Took over full operations of Hatti's Gift Shop at Gold Bug Park.
- Held Blacksmith Shop Open House at Gold Bug Park.
- Built bleacher benches for students to sit on during tours in the Stamp Mill.

### ***Water and Sewer Lines Department Review***

- Continued to operate and maintain approximately 45 miles of water distribution lines.
- Performed a variety of water line division maintenance and operations functions, to include: water line and valve replacement, water pressure assessment, water quality calls/investigations and line break repairs.
- Completed water line repair work service requests.
- Continued to operate and maintain approximately 50 miles of sewer collection lines.
- Performed a variety of wastewater line division maintenance and operations functions, to include: sewer line repair and replacement, manhole rehabilitation and maintenance of other infrastructure related to the wastewater collection system.
- Completed sewer line repair work service requests.
- Implemented Backflow Prevention Program.
- Made strides to implement the City's Sanitary Sewer Management Plan.
- Implemented Fat, Oils and Grease Program.
- Implemented Annual Sewer Collection System Flushing Program.
- Assisted Engineering with mapping of sewer and water Lines.

### ***Water Acquisition and Delivery Department Review***

- Completed annual water quality report to customers and Department of Health Services.
- Responded to water quality calls and conduct investigations related to distribution system problems.
- Performed weekly water sampling, testing and reporting.
- Conducted bi-monthly reading of all water meters within the City service area.

- Replaced defective water meters.
- Implement Citywide Backflow Certification Program for all City owned devices and all private devices.
- Implement a Valve Exercise and Fire Hydrant Flushing Program.
- Implement Cross-Connection Prevention Program.
- Repaired and maintained pressure relief valves.
- Conducted flood control measures in Hangtown Creek.

### ***Wastewater (Water Reclamation Facility) Review***

- Successfully operated and maintained the Hangtown Creek Water Reclamation Facility.
- Complied with all regulatory requirements and reports.
- Worked with Regional WQCB staff in development of a new 5-year NPDES Discharge Permit and successfully negotiated a more favorable permit with fewer sampling requirements.
- Evaluated methods to reduce over concentration of zinc in effluent and received modification to Discharge Permit allowing for zinc concentration compliance by 2017.
- Conducted laboratory testing, analysis and reporting program as necessary for plant operation and required by NPDES permit.
- Continued working towards compliance with effluent discharge temperature Cease and Desist Order.
- Maintained three sanitary sewer lift stations and two park restroom pump stations.
- Continued design of improvements for the Madrone and Giovanni sewer left stations.
- Furthered sewer collection system inventory and analysis program.

### ***Streets and Roads Department Review***

- Maintained approximately 53 miles of City streets.
- Patched pavement throughout the City.
- Continued street painting, sign installation and repair, and graffiti removal program.
- Swept streets one day per week.
- Completed work service requests for street work.
- Removed hazardous trees and brush.
- Plowed & sanded streets during winter conditions.
- Cleaned storm drains.
- Continued weed abatement program in conjunction with Recreation and Parks Department.
- Continued support activities for special events.
- Continued to support Engineering in inventorying infrastructure.
- Assisted with the removal of illegal camp sites.
- Implemented Street Striping Program.
- Maintained City gas and diesel Fleet.

- Filled Potholes.
- Continued Street Sign Replacement Program.