

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF FEBRUARY 28, 2007

REGULAR MEETING

TO: Ted Long, Chairman, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer

AGENDA ITEM #6: PUBLIC HEARING TO CONSIDER AND ADOPT THE
PROPOSED WORK PLAN FOR FISCAL YEAR 2007-08

RECOMMENDATION

Staff recommends that the Commission:

1. Receive the information related to the Proposed Work Plan for Fiscal Year 2007-08
2. Adopt the Proposed Work Plan for 2007-08

REASON FOR RECOMMENDED ACTION

A Work Plan must be adopted in conjunction with the budget to fulfill the purposes and programs of State Law and local policy.

BACKGROUND

The following is respectfully submitted as the Proposed Work Plan for Fiscal Year (FY) 2007-08. The Ad Hoc Committee worked with staff to research and identify these items as the primary initiatives for LAFCO staff. The Commission has the discretion to add or delete any items from this list.

New Initiatives for FY 2007-08 Work Plan

- Explore options for completing the Municipal Services Reviews of all agencies. In FY 2006-07, one MSR was completed and three were initiated. Based upon all completed and initiated MSRs, 32 out of the county's 56 agencies would have been reviewed. Unless additional funding is found, El Dorado LAFCO may not complete its MSRs (and subsequent spheres of influence) for 24 agencies in time for the January 1, 2008 legislative deadline.
- Develop options for the Commission to ensure no stoppage occurs as a result of not completing the MSRs by the legislative deadline.

- Adopt SOIs for at least 32 agencies whose MSR has been completed and adopted by the Commission.
- Approximately four new projects/applications will be received within the next fiscal year. This number is in addition to one or two applications that have a reasonable chance of carrying over to FY 2007-08. The County Planning Department and El Dorado Irrigation District conclude that eleven LAFCO applications are imminent; however, the agencies' timelines differ from those of LAFCO. The number of projects was reduced to four given the slow down in the housing market, the general quietness of permit applications at County Planning and from the immediate past experience: LAFCO anticipated ten new projects last year but received only four. It is a more conservative estimate to expect that less than half of those imminent applications would apply to LAFCO next year. Consequently, planning on fees for only four applications may be the more prudent approach. The fees were derived based on a four-level complexity scale, from "Simple" to "Very Complex." After a review of the projects categorized as imminent and their level of progress within EID's and County Planning's respective processes, staff expects to receive one "Simple" project, one "Moderate" project and two "Complex" projects. None of the expected projects are "Very Complex" in nature.
- Determine a project plan for the next MSR five-year cycle, including modifying the method for studying agencies, possible funding sources and determining a scheduled order for updating the agencies' SOIs.
- The LAFCO Office lease expires in November 2008; however, the lease includes five (5) two-year extensions. Determine whether LAFCO will exercise the first extension, negotiate a new lease or relocate to a new office.
- Partner with the County Assessor's Office and the County Auditor-Controller's Office for a tax rate area clean-up project (the start date will most likely be at the end of the next fiscal year).
- Explore the possibility of contracting with a different payroll service.
- Explore digital archiving solutions for old files.

2006-07 Work Plan Initiatives That Are Recommended to Continue Into 2007-08

- Continue the process improvement efforts started last year. The average processing time for routine, non-controversial petitions is 10 months for four projects that began on January 1, 2006. Prior to that date, the average processing time was 20 months. The goal is to reduce the average processing time for these types of projects to six to eight months within three years.
- Partner with agencies and County departments to identify opportunities for information sharing and process improvements. In addition, LAFCO staff should build or enhance working relationships with local agencies' governing boards and its staff.
- Partner with the City of Placerville, the fire suppression agencies, two community services districts and El Dorado Irrigation District (EID) on separate multi-year projects of interest to all agencies. The City of Placerville is considering annexing unincorporated areas that are substantially surrounded by the City. The fire

agencies plan on annexing islands, resolve issues for lands outside of a district and possibly realign service boundaries to reflect resource deployment. Two CSDs are actively pursuing dissolution. EID is exploring annexing islands within its service territory.

- Training for staff should continue at all available and low-cost venues as possible.
- Coordinate LAFCO training sessions for new commissioners as time allows.
- Continue to purge and organize records, maps and archive materials, both in physical and digital format, to speed research.