

*Impacts of Proposed Revisions to the
El Dorado County Policy and Procedure Guidelines
for Creation and Administration of Zones of Benefit within a County Service Area, 2015*

The *Guidelines* were originally developed primarily as a guide for groups of property owners and residents in the County to establish road maintenance zones of benefit. The *Guidelines* were first adopted March 12, 1985, and last revised June 2, 1987.

Proposed Revisions and Impacts 2015

- Terminology and Government Code references updated for consistency with 2009 CSA Law, with savings clause and successor clause.

Impacts:

- Provides continuity in application of policies.
- “Grandfathers” policies and procedures unchanged since 1987.
- Draws a clear “line in the sand” for changes to existing zones and/or creation of new zones.
- Allows continued application of the *Guidelines* in the event specific references change, as occurred with CSA Law effective 2009.

- Definition of Terms has been added.

Impact:

- Greater clarity for user. 2015 updates reflect a broader application of the *Guidelines*.
- Provision is made for any proceedings associated with a zone of benefit to be initiated either by the Board of Supervisors, or by petition. The section pertaining to changes to a zone is clarified. Addressed changes to zones including boundaries and dissolution under a single Part IV, where 1987 *Guidelines* addressed Boundary Changes and Dissolution of a zone separately.

Impacts:

- Board may initiate boundary changes or dissolutions by making findings that it is in the public interest to do so.
- Boundary changes that include an annexation of territory still require approval of the affected property owners.

- Actual Cost section is added, which differentiates between actual costs associated with the formation or other change proceedings and the fees required by the California Board of Equalization with filing jurisdictional boundary changes, and also requires the applicant to cover the full cost of an action rather than defer the costs to be covered by future revenue collections, as is allowed in the 1987 version, and which amounted to a loan from County funds. The term “filing fee” is replaced with “deposit,” and the amount increased from \$200 to \$1,000. Description of mapping requirements is replaced with reference to Government Code they are provided.

Impacts:

- Costs associated with proceedings to establish or change a zone of benefit are charged at time and materials.

- The term and amount more accurately reflects the costs associated with conducting proceedings.
 - Establishes consistency between county and state mapping requirements.
- Financing section is added, which ties zone formation to a revenue stream, consistent with revisions to CSA Law. Detailed discussion of the approval processes for special taxes and benefit assessments are not included, as the proceedings for approval of funding sources are described in state law.

Impacts:

 - Prevents creation of “shell” or unfunded zones.
 - Distinguishes between special taxes and benefit assessments.
 - Ties approval of special taxes to mailed ballot election calendar under Elections Code 1500.
- References to advisory committees, appointments, purpose, responsibilities and activities are consolidated under Part V, Advisory Committee. Reference to recommendations on the amount of the annual assessment is deleted as it is not applicable.

Impacts:

 - None; changes are for consistency with state statutes and existing practice.
 - Added “fuel when purchased for pre-approved volunteer work” to the items eligible for reimbursement.

Impact:

 - Allows road zone committee participants to more easily obtain fuel for volunteer projects.
- Functions that apply to all zones of benefit, including Budget and Accounting, and Expenditures of Funds are included in Part VI, Administration of Zones of Benefit.

Impacts:

 - The *Guidelines* have broader application across county agencies.
 - All procurement and contracting procedures are those adopted by the County.
- References to functions and activities that are performed exclusively by County staff, including placement of direct charge on the tax roll for collection, annual confirmation of benefit assessments and reporting of special taxes are deleted from the *Guidelines*.

Impacts:

 - None; changes are for consistency with state statutes and existing practice.