



County of El Dorado

Chief Administrative Office

330 Fair Lane
Placerville, CA 95667-4197

Gayle Erbe-Hamlin
Chief Administrative Officer

Phone (530) 621-5530
Fax (530) 626-5730

November 5, 2010

TO: Gayle Erbe-Hamlin, Chief Administrative Officer

FR: Laura Schwartz, Principal Administrative Analyst

RE: Agenda item 10-0380, Parks Master Plan

I have several concerns regarding agenda item 10-0380, the amendment with Whitney Environmental Consulting for the Parks and Trails Master Plan. This item was originally submitted to me on July 1, 2010. After a review of the item, I had several concerns and sent an e-mail on July 2, 2010 to Jim Ware and Russ Nygaard stating my concerns and asking for additional information. The information was never received and after repeated follow up requests, I disapproved the item on August, 19, 2010. In late September the Board asked for an in depth discussion regarding the County Parks program. This discussion was scheduled for November 8, 2010. At that time I communicated to Russ and Jim that this would be a good time to bring back the Parks and Trails Master plan agenda item for consideration.

I received the item on Friday, November 5. I reviewed the item and still do not feel that my original concerns have been addressed. I spoke with Jim Ware this morning and indicated that I would approve the item as is, but would attach a memo stating my concerns for Board review.

To summarize my e-mail dated July 2, 2010, my concerns relate to the following:

- 1) What has been done to date? How has work already done for the City of Placerville tie to the new proposed scope of work?
- 2) Why is the contract expiration December 2012? Our belief was that this plan was almost done. Why is there a two year timeframe to complete this plan? Please provide a timeline associated with the scope of work.
- 3) What is the benefit to the proposed change in scope? How would we manage an Ad Hoc Advisory Committee?
- 4) What about staff costs for administering the contract? I don't think the number of \$237,949 is the true cost of the Master Plan. I have invoices totaling over \$12,000 as of 5/31/2010. What is the estimate for additional staff time?

I have discussed my concerns with Jim Ware and he agrees that these are valid questions that need to be addressed. Our recommendation is to move the item forward as is in order to allow

the opportunity for public comment. However we request that the Board take no action on the item at this time and continue the item to December 14, 2010 to allow the Department the opportunity to address the questions noted above.