



# **Integration/Consolidation of Land Use and Development Services Programs**

October 30, 2012

# Background

- May 2011 – Organizational Review of DOT
- December 2011 – Board approved CAO proposed action plan
- Directed CAO to investigate feasibility of forming a Community Development Agency
  - Kim Kerr, Assistant CAO, to lead this effort

# Community Development Agency

## Exploration Process:

- Review of land use and community development services structures in other counties
- Communication with affected departments
- Communication with associated departments
- Communication with community stakeholders

# Anticipated Outcomes of Integration

- A unified leadership structure that maximizes opportunity for program and operational synergy
- Streamlining and simplifying processes for customers – “one stop shopping”
- Improved customer service through increased interaction and coordination between current department functions

# Anticipated Outcomes of Integration

- Succession planning by developing cross-functional teams
- Cohesive, well-integrated long term planning
- Consolidation of administrative and fiscal functions, including grants, contracts and IT support

# Primary Objective:

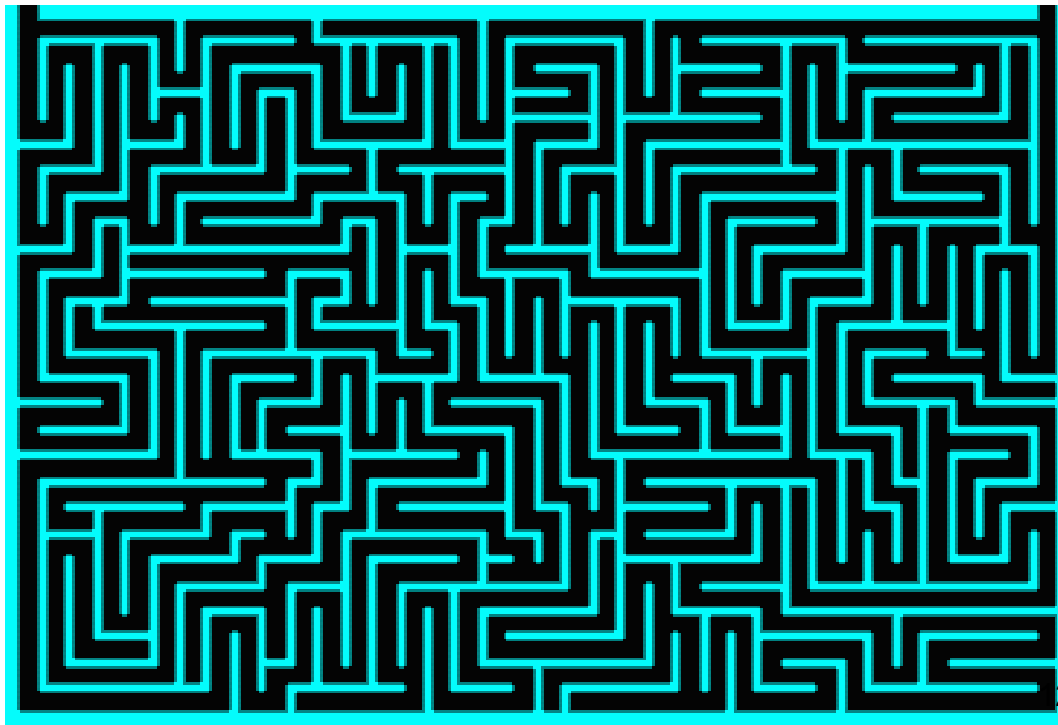


# The Development Application Process Should Not Be A Maze

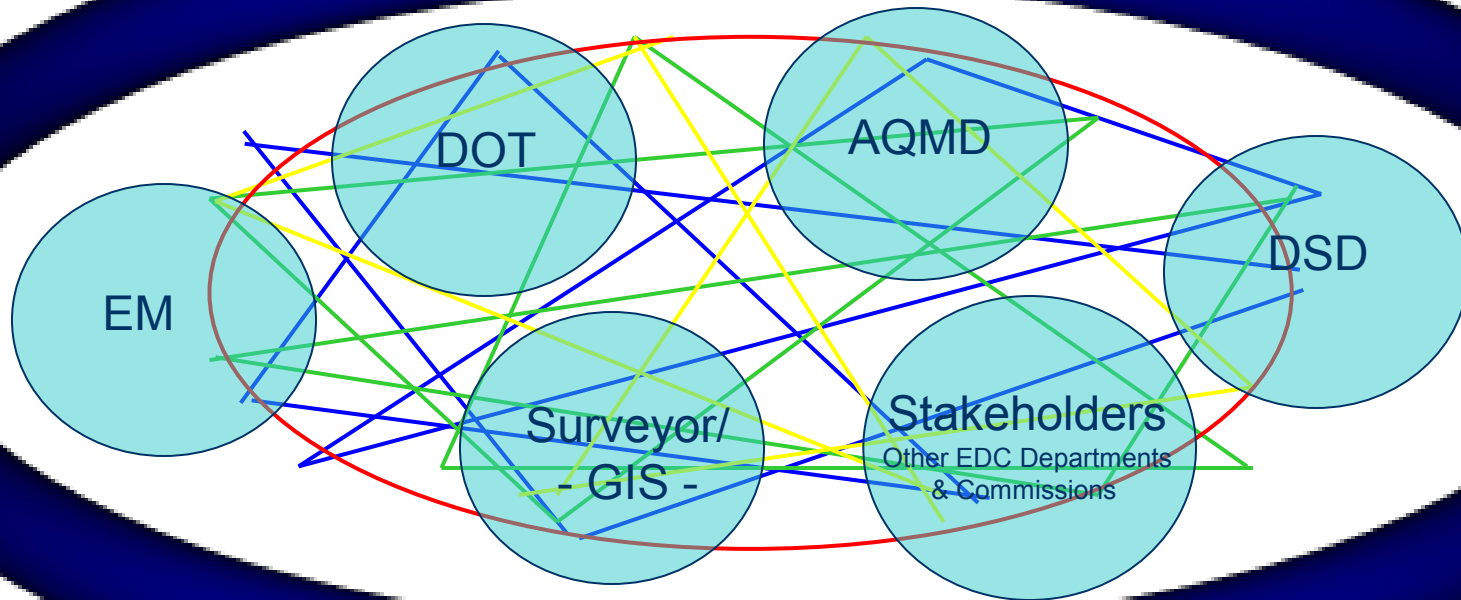
Start Here



Finish Here (hopefully)



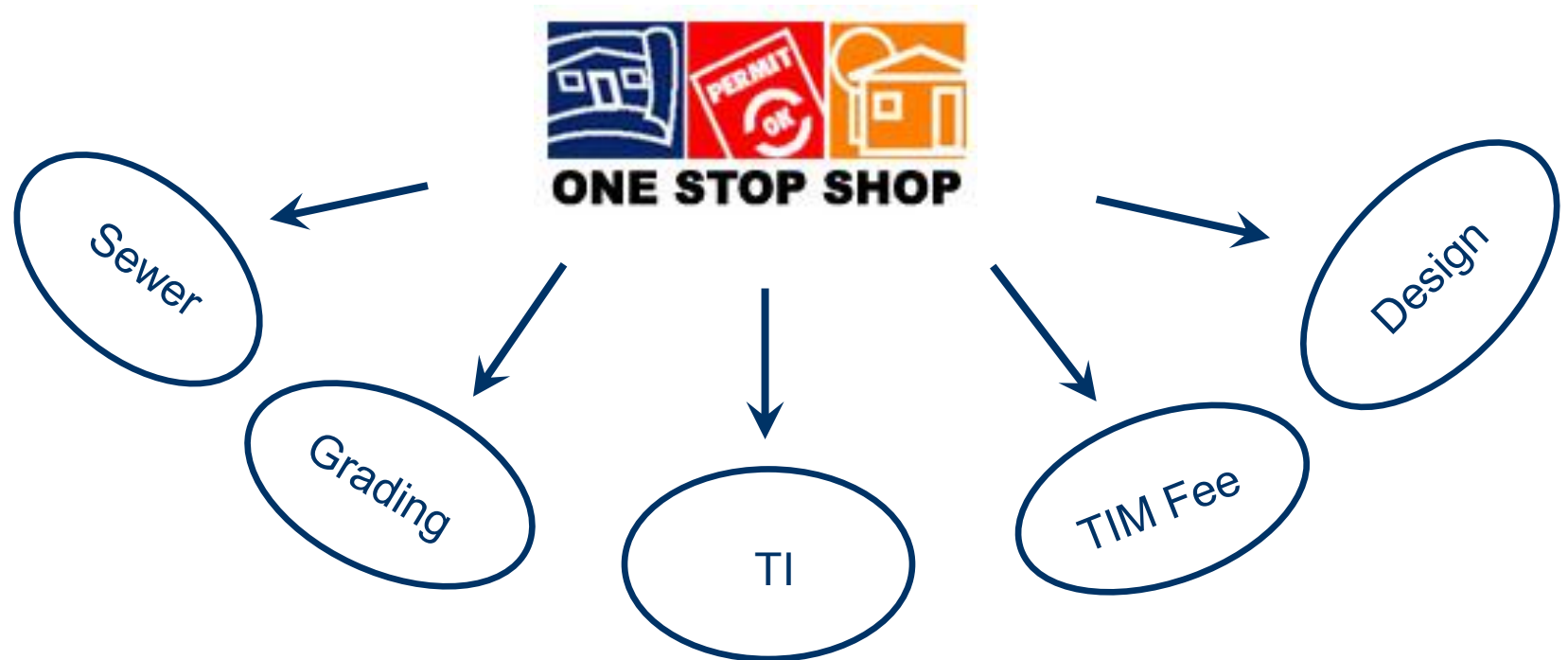
# Organizational & Cultural Changes Needed





# Development Application Process

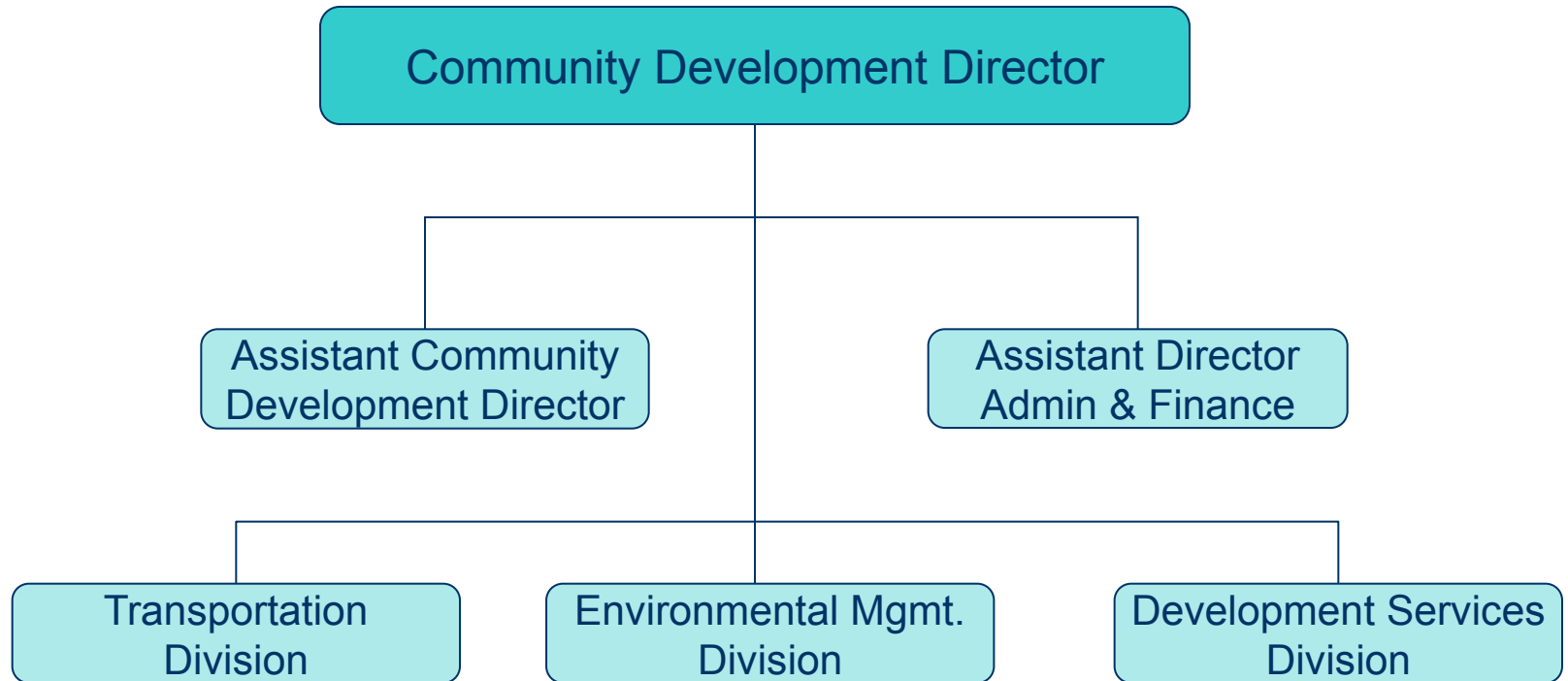
**One Stop = One Application**



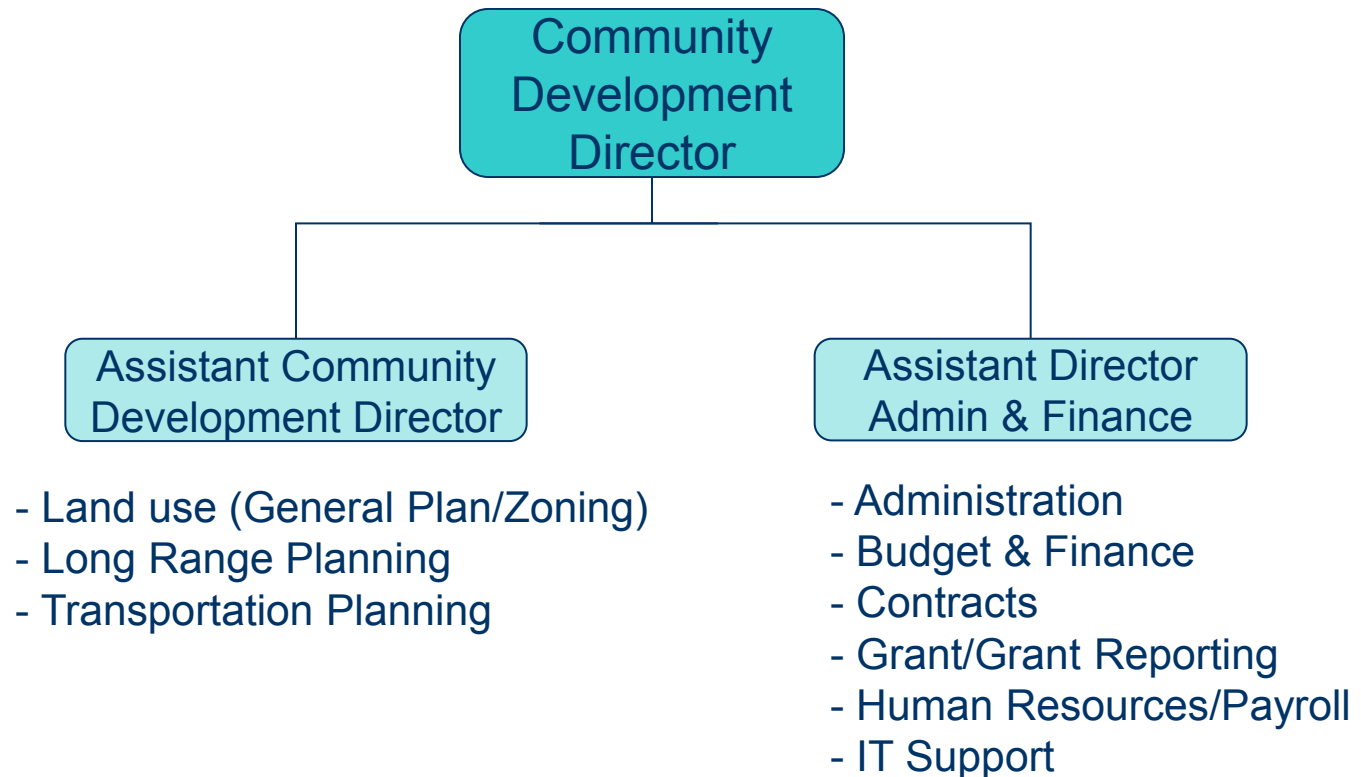
# Looking back...



# Organizational Structure



# Organizational Structure



# Organizational Structure-Divisions

## Transportation Division

- Construction
- County Engineer
- Design
- Discretionary Review
- Erosion Control
- Fleet Services
- Lab/Materials Testing
- NPDES
- Right of Way
- Road Ops/Fleet
- Survey
- Traffic Operations
- West Slope Road Ops
- Zones of Benefit

## Environmental Mgmt. Division

- Environ Health
- Haz Mat
- Household Haz Waste
- Liquid Waste
- Solid Waste
- Vector Control

## Development Services Division

- Building Services
- Code Enforcement
- Commercial Grading
- Current Planning Services

# New Positions

- Add new positions:
  - Director of Community Development,
  - Assistant Director of Community Development
  - Assistant Director of Administration & Finance
- Approve new job specifications and set salaries

# Initial Steps for Integration

1. Authorize the creation of the El Dorado County Community Development Agency
2. Establish job classifications & set salaries for Director of Community Development, Assistant Director of Community Development, and Assistant Director of Administration and Finance
3. Revise job specifications for current Director of Transportation, Director of Environmental Management and Director of Development Services to reflect the new Agency structure
4. Appoint Kim Kerr, Assistant Chief Administrative Officer, as Acting Community Development Agency Director
5. Human Resources will initiate recruitments for the new positions



***Questions or comments?***