



Legislation Text

File #: 16-0069, **Version:** 3

Community Development Services, Planning and Building Department, recommending the Board review and provide direction on the draft Revised Long Range Planning Projects and Ongoing Responsibilities Matrix for Fiscal Year 2017/18, as follows:

- 1) Review the draft Revised Matrix, and the resulting recommended project prioritization;
- 2) Direct Planning staff to modify the draft Revised Matrix, if necessary, to better reflect the Board's current priorities; and
- 3) Endorse a final Matrix that prioritizes County-initiated land use, housing, transportation and storm water projects managed by the Long Range Planning Unit. (Est. Time: 30 Min.)

FUNDING: N/A

DEPARTMENT RECOMMENDATION

In order to prioritize County-initiated land use, housing, transportation, and storm water projects and the related Long Range Planning (LRP) workload and budget, Planning staff recommends the Board:

- 1) Review the draft Revised Matrix, and the resulting recommended project prioritization;
- 2) Direct Planning staff to modify the draft Revised Matrix, if necessary, to better reflect the Board's current priorities; and
- 3) Endorse a final Matrix that prioritizes County-initiated land use, housing, transportation and storm water projects managed by the LRP Unit.

DISCUSSION / BACKGROUND

On February 9, 2016 (Item 23), LRP staff presented a 2016 draft Matrix that prioritized County-initiated land use, transportation, and storm water projects managed by the LRP Unit. This Matrix evaluated each project relative to how it addresses four key priorities:

- 1) Get projects done by finishing what we've started;
- 2) Economic development ;
- 3) Set a strong County-wide foundation; and
- 4) Address requirements.

The second page of the February 9, 2016 Matrix included a summary of other major LRP projects and ongoing responsibilities. The Board endorsed this prioritization Matrix as presented with one change, the addition of the Water Ordinance in the top tier of the priorities (Attachment 2A).

Since the Board's adoption of LRP's first prioritization Matrix on February 24, 2015 (Item 47), several projects have been completed and new projects have been initiated. On February 28, 2017 (Item 31), a draft updated Fiscal Year 2017/18 Matrix was presented by LRP staff for the Board's consideration that accounted for these changes (Attachment 2B). In addition to previous priorities that were used to evaluate project prioritization, this Matrix was also updated to reflect the Board's adopted County Strategic Plan Goals:

- 1) Good Governance
- 2) Economic Development
- 3) Infrastructure

- 4) Public Safety
- 5) Healthy Communities

The February 28th updated Matrix also provided the recommended prioritization and the approximate LRP staff resources necessary for each project over Fiscal Year 2017/18 (expressed in Full-Time Equivalent [FTE] staff positions, which equates to approximately 2,080 hours per year). The LRP Unit has approximately 10 FTE staff positions dedicated to land use, housing, transportation, and storm water projects, and 2 administrative support staff.

The February 28 updated Matrix further identified some projects/activities that may have significant, but presently indeterminate, staff and budget impacts. Estimated FTE staff positions for these projects/activities were not included, as these projects were included on the Matrix under Community-Based Planning/Opportunities Areas, and on the second page at the bottom of the Storm Water Projects, under "Trash Amendments."

Due to the recent reorganization of the Community Development Agency, now known as Community Development Services, Planning staff has recognized a need to revise the February 28 updated Matrix to reflect a reprioritization of projects. Attachment 3A provides the recommended draft Revised Matrix, which includes the:

- 1) Sequential numbered list, color coded to reflect staff recommended priorities (with Priority 1 projects in green, Priority 2 projects in gold, Priority 3 projects in pink, and ongoing projects in white);
- 2) Project title;
- 3) Board priority status approved on February 28, 2017 (with Priority 1 projects in green, Priority 2 projects in gold, Priority 3 projects in pink);
- 4) Project stage (per Project Management Process Group: Initiating, Planning, Executing, Monitoring and Closing);
- 5) Implementation status; and
- 6) Estimated completion date.

Attachment 3B is a corresponding table listing each project on the draft Revised Matrix, with brief project descriptions. This Matrix does not contain other tasks not directly related to specific projects including, but not limited to, meeting with and fielding questions from other County staff and the public, special projects, providing and attending staff trainings. The LRP Unit currently has two vacancies, which will impact the timeline for completion of some projects.

ALTERNATIVES

The Board could choose to direct Planning staff to modify the draft Revised Matrix to better reflect the Board's current priorities.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION

It is recommended that the Board consider the item and provide direction to staff.

FINANCIAL IMPACT

There is no change to Net County Cost associated with this item.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance, Infrastructure, and Economic Development.

CONTACT

Roger Trout, Director,
Community Development Services, Planning and Building Department