

County of Santa Clara

Environmental Resources Agency

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REC'D AUG 02 2004



OFF-AGENDA REPORT

August 2, 2004

To: Each Member of the Board of Supervisors
Pete Kutas, County Executive

From: W.T. Chow 
Director, Environmental Resources Agency

Subject: Referral from June 22, 2004 Board meeting (item 29) pertaining to the feasibility of a General Plan Maintenance Fee (GPMF)

It will not be feasible for the Environmental Resources Agency to complete the requested GPMF study, as specified in the attached Board referral, by August 6, 2004 (45 days after June 22, 2004) for the following reasons.

Staff will need more time to pre-test, revise and administer the survey and to develop the model and projections. Respondents will need time to complete the questionnaire. Staff will need time to compile, analyze and review the results, explain the assumptions and methodology, present the findings and prepare the transmittals. Staff is already spread thin on Board mandated programs and projects. Reassigning staff to a new study would detract from their progress. Workloads have increased because of current and anticipated vacancies, spawned by early retirements, staffing reductions, and attrition. It is difficult to predict how long these tasks will take to complete, especially with the freeze on filling vacancies. Survey respondents may also be overloaded, because of similar budget and staffing shortages, and may not respond (even when prompted) or may respond slowly.

Given these uncertainties, we ask that this report back be scheduled for presentation to HLUET in December and thereafter to FGOC and the Board of Supervisors. If the Board needs to review the study earlier, then the study can be presented to both HLUET and FGOC in December and thereafter to the Board of Supervisors.

At the request of Aaron Starr from Supervisor Kniss' office, the survey will focus on all other counties in California and the cities in Santa Clara, San Mateo, Alameda and Santa Cruz Counties.

attachment

c: Phyllis Perez

County of Santa Clara
Office of the Clerk of the Board



Board of Supervisors Referral
Meeting Date : June 22, 2004

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Referred to Office of the County Executive(Peter Kutras Jr.); Environmental Resources Agency(TIM CHOW);

Item # 29

Board Date June 22, 2004

Due Date Date Uncertain (On Agenda)

Subject Feasibility of a General Plan Maintenance Fee

Directive At the request of Supervisor Kniss, the Board directed the Administration to report to the Board through the Housing, Land Use, Environment and Transportation Committee, and the Finance and Government Operations Committee on the feasibility of the County instituting a General Plan Maintenance Fee.

CC: Office of Budget and Analysis(Leslie Crowell); Employee Services Agency(Tommy Nguyen); Supervisor Pete McHugh(Pete McHugh); Supervisor Donald F. Gage(Donald F. Gage); Supervisor James T. Beall, Jr.(James T. Beall, Jr.);