

Economic Development Task Force Quarterly Report, First Quarter October 2020- January 2021

Background: On August 11, 2020, your Board of Supervisors approved the formation of the Economic Development Task Force (EDTF). Supervisors Simon and Crandell were appointed as Board representatives. And also appointed included representatives from the Assessor-Recorder, Community Development, Public Works, Water Resources; Administration and Special Districts Departments.

As a County, we expressed the economic development priorities through Vision 2028 as *“Consider and promote the well-being and economic resilience of every Lake County resident; maintain a transparent County government that is responsive, efficient, effective, and fair; grow our economy and spur creation of quality local jobs by focused economic development, foster a business-friendly environment, pursue funding to strengthen communities.”*

The EDTF recognizes that in order to achieve these outcomes for our communities, it is necessary to identify and address barriers as well as opportunities, to these priorities.

At the first EDTF meeting held October 8, 2020, the task force committed to the three-pronged approach for their review:

- a. **Efficiencies Analysis:** Revenue-generating processes; gaps; streamlining processes; discussion with pertinent departments; recommendations for increasing efficiencies
- b. **Governing plans:** Updates, General Plan, area plans, , possible need for a Unified Development Ordinance, comprehensive plan, strategic economic development plan
- c. **Capacity:** Identifying capacity gaps and discussing ways to address those gaps. and recommendations identified

The EDTF recognizes the power of knowledge and understanding a topic area before taking action or making recommendations. The EDTF seeks to be educated on subject matter so they can advocate for Department Heads and create an environment to speak plainly and present subject matter for the EDTF. Toward that goal, Department Heads would be invited to meetings as subject experts on topics relevant to their department(s).

First quarter topics were:

Electronic payments; Overview of property tax optimization; streamlining permitting and development of a Unified Development Ordinance; Infrastructure Growth and Capacity; Cannabis: Impacts, revenue, economic development landscape.

1. **Topic: Electronic Payments.** The EDTF identified County-Wide acceptance of electronic payments as their first item of discussion. As key financial offices, the Auditor-Controller and Treasurer-Tax Collector shared a comprehensive presentation of what broad implementation would entail.

Recommendation: Formation of an Implementation Team to consist of a representative from the Auditor-Controller, Treasurer-Tax Collector, Informational Technology (IT), Administration, Community Development, and Special Districts. The Implementation Team will work to identify all inputs and variables necessary to create and issue an RFP to hire a vendor to fulfill the goal of implementation within the 2021 calendar year. The Team will report out regularly to the EDTF to ensure they have adequate resources to accomplish this goal.

Action: Direction to staff to move forward with Implementation Team.

2. **Topic: Infrastructure Growth and capacity.** The EDTF was fortunate to have an in-depth presentation on the Full Circle project, dating back approximately ten years, by Special Districts Administrator Jan Copping. Jan's retirement takes with it her many years of historical knowledge and experience, but she graciously shared extensively with the group in great detail. In November, Scott Harter succeeded as the Special Districts Administrator, and has taken on Special District's representation on the EDTF.

Recommendation: Special Districts will explore planning grant funding opportunities and analyze all aspects of initiating this long-term significant infrastructure project including all phases of engineering, capital funding, and construction feasibility analysis and service fee studies.

Action: The EDTF will provide a mid-year summary Q2 to include recommendations if indicated.

3. **Topic: Overview of Cannabis revenue.** The EDTF invited Patrick Sullivan, Tax Administrator to present an overview of cannabis revenue from Measure C. Discussion included capacity concerns for Code Enforcement, hiring for the newly formed Cannabis Department, diversification of our economic development landscape.

Recommendation: Discussion to be continued in Q2.

4. **Topic: Streamlining Permitting, Benefits of adopting a Unified Development Ordinance.** Community Development shared a SWOT-type presentation on permitting challenges within the current Acela system; need to move from paper to electronic records; suggestions and recommendations for streamlining records and permitting; and comprehensive overview of the benefits of adopting a Unified Development Ordinance (UDO) to address the need for much overdue comprehensive ordinance review, resultant inconsistencies multiple ad hoc updates have led to, and to incorporate best practice principles. UDOs are typically done in conjunction with General Plan updates.

Recommendation: After conferring with the Lake County Planning Commission, Community Development will explore planning grant opportunities to hire a consultant to transition Chapter 21 Zoning Ordinance to a Unified Development Ordinance as well as complete a comprehensive update to the General Plan. Typically these activities are completed simultaneously as the General Plan informs the Zoning Ordinance. The EDTF will schedule a presentation with OpenGov software to understand and compare capabilities with current Acela system. IT Director to be invited guest. The EDTF will re-visit the recommendation to create a UDO, updates to General Plan.

Action: The EDTF will provide a mid-year summary Q2 to include recommendations, estimated costs, and time frame, if indicated.