

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Executive Office

**SUBMITTAL DATE:**  
November 18, 2003

**SUBJECT:** Wildomar Fiscal Analysis and Municipal Service Review

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Professional Services Agreement with MuniFinancial to prepare a Fiscal Analysis and Municipal Service Review of the Wildomar community and authorize the Chairman to sign the Agreement on behalf of the County.
2. Approve the Memorandum of Understanding (MOU) with the City of Murrieta for the preparation of the Wildomar Fiscal Analysis and Municipal Service Review and authorize the Chairman to sign the MOU on behalf of the County.
3. Direct the Auditor Controller to establish a fund in accordance with Section C of the MOU, for deposit of funds to be used exclusively for the Fiscal Analysis and Municipal Service Review.

**BACKGROUND:**

On February 25, 2003, the Board considered issues related to unincorporated communities becoming future cities and assisting citizen movements leading to incorporation. This issue was further considered by the Board at its meeting on March 11, 2003, when the Board of Supervisors directed the Executive Office, in consultation with Board members, to oversee requests from community groups for assistance in incorporation efforts.

(Cont. p. 2.)

*Katherine Gifford*

Katherine Gifford  
Senior Management Analyst

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 40,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	N/A	Budget Adjustment:	No
	Annual Net County Cost:	N/A	For Fiscal Year:	2004, 2005
<b>SOURCE OF FUNDS:</b> 1 <sup>st</sup> District DA Public Facilities Funds - Fund 30556				Positions To Be Deleted Per A-30 <input type="checkbox"/>
				Requires 4/5 Vote <input type="checkbox"/>

**C.E.O. RECOMMENDATION:** Approve

**County Executive Office Signature** *Barbara Runmore*

Dep't Recomm.:  Consent  Policy   
Per Exec. Ofc.:  Consent  Policy

**Prev. Agn. Ref.:**

**District:** First

**Agenda Number:**

RECEIVED WILDOMAR DISTRICT  
NOV 18 2003

3.59

## **F11: Wildomar Fiscal Analysis and Municipal Service Review**

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In February 2003, the City of Murrieta submitted applications to the Local Agency Formation Commission (LAFCO) that would amend the city's Sphere of Influence and annex portions of the Wildomar community. Following lengthy discussions with Supervisor Buster's office, LAFCO, community representatives and the city, it was determined that a fiscal analysis of three governance scenarios, i.e., incorporation, partial annexation, or full annexation of the Wildomar community, would provide critical information to all interested parties to evaluate the proposed actions before LAFCO. LAFCO regulations currently require a Municipal Service Review (MSR) prior to amending a sphere of influence. For this reason, an MSR for the Wildomar community is required.

A Request for Proposals (RFP) was circulated by County Purchasing. Following a review of the submitted proposals by County, LAFCO and city staff, it was determined that the proposal submitted by MuniFinancial met the requirements of the RFP and was the lowest bid, at \$92,500.

On October 23, 2003, the LAFCO Commission voted to fund the MSR portion of the study, which equates to about 20 percent of the total cost (not-to-exceed \$20,000) of the contract. The City of Murrieta considered the contract on November 18, 2003. The City approved the attached Memorandum of Understanding (MOU), which establishes that the County and City will share in the remaining funding of the study. The city committed to this funding, not to exceed \$50,000. The MOU also sets forth joint management of the MuniFinancial contract. The Board action today would similarly commit the County to funding the remaining portion of the contract, not to exceed \$40,000, and approval of the MOU.



**ORDINANCE 499 FEE COMPARISON**

Exhibit "D" cont.

ENCROACHMENT	Current Fee				Proposed Fee				% Increase		
	Permit Fee	Inspection Fee	Unit Inspection Fee	Total Permit Fee	Permit Fee	Inspection Fee	Unit Inspection Fee	Total Permit Fee	Permit Fee Increase %	Inspection Fee Increase %	Inspection Unit Fee Increase %

**EXTENSIVE**

Dry / Wet Utility trenches (less than 1000 feet)	\$124.00	\$111.00	plus	\$0.14 lf	varies	\$156.00	\$183.00	plus	\$0.20 lf	varies	26	65	43
Road Closures	\$124.00	\$56.00	per day		varies	\$156.00	\$91.50	per day		varies	26	63	
Street, Water, Sewer, Storm Drain (tr's / pm's only)	\$124.00	\$0.00			\$124.00	\$156.00	\$0.00			\$156.00	26	0	
Storm drains	\$124.00	\$111.00	plus	\$0.14 lf	varies	\$156.00	\$183.00	plus	\$0.20 lf	varies	26	65	43

**DEPOSIT BASED: (These items are proposed to be converted to Deposit Base Fee)**

					(initial deposit amount)								
Traffic signal	\$77.00	3% cost			varies	\$112.00	3% cost			varies	45	0	
Bridges and drainage structures	\$124.00	3% cost			varies	\$156.00	3% cost			varies	26	0	
Permanent poles / aerial cable	\$124.00	\$150.00	plus	\$0.14 lf	varies	\$156.00	\$183.00	plus	\$0.20 lf	varies	26	65	43
Dry / Wet Utility trenches (1000 feet +)	\$124.00	\$150.00	plus	\$0.14 lf	varies	\$405.00	\$183.00	plus	\$0.20 lf	varies		65	43

**PENALTIES**

Work done without benefit of permit (minor)			2 X fee	varies	\$250.00	plus	2 X fee	varies					
Work done without benefit of permit (involved)			2 X fee	varies	\$500.00	plus	2 X fee	varies					
Work done without benefit of permit (extensive)			2 X fee	varies	\$1,000.00	plus	2 X fee	varies					
Illegal cutting pavement (in addition to permit costs)	\$1,000.00		plus	\$0.25 sf	varies	\$1,000.00	plus	\$0.25 sf	varies				
Failure to notify County of work done under blanket permit	\$1,000.00		revoked	\$1,000.00		revoked	\$1,000.00						

**MISCELLANEOUS**

Miscellaneous Plan Review / Field Review				49.00	Current DBF Hourly Labor / Equipment Rates	Varies							
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<b>AVERAGE TOTAL % INCREASE</b>											42	41	43
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