

**GLENN MCGOURTY**  
1st District  
Supervisor  
Chair

**MAUREEN  
MULHEREN**  
2nd District  
Supervisor  
Vice-Chair

**JOHN HASCHAK**  
3rd District  
Supervisor

**DAN GJERDE**  
4th District  
Supervisor

**TED WILLIAMS**  
5th District  
Supervisor



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**MENDOCINO COUNTY**  
**GENERAL GOVERNMENT COMMITTEE**  
**AGENDA**  
**REGULAR MEETING**  
**February 27, 2023 - 9:00 AM**

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This meeting will take place in the Board of Supervisors Chambers, at 501 Low Gap Road, Ukiah, California, and virtual attendance will be available via Zoom (pursuant to Government Code section 54953(e)(1)(A)). Meetings are live streamed and available for viewing at <https://www.youtube.com/MendocinoCountyVideo>

The public may also participate digitally in meetings in lieu of personal attendance. Comment may be made via written comment using our online eComment platform at <https://mendocino.legistar.com/Calendar.aspx>, or by joining the Zoom Webinar and using the "raise hand" feature when Public Comment is called. For details, please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

Zoom Webinar ID: 885 1458 2367  
Zoom Phone Number (if joining via telephone): 1 669 900 9128

**COMMITTEE MEMBERS: Supervisor Mulheren and Supervisor Haschak**

**1. CALL TO ORDER**

**2. COMMITTEE ACTION ITEMS**

- 2a) Discussion and Possible Action Including Providing Recommendations to Staff and Referral to the Board of Supervisors Recommending Approval of the County of Mendocino Cannabis Department Monthly Update for February**

**(Sponsor: Cannabis)**

**Recommended Action:**

*Provide recommendations to staff and a Referral to the Board of Supervisors recommending approval of the County of Mendocino Cannabis Department Monthly Update for February.*

**Attachments:** [FNL MCD Update February 20230216](#)

- 2b) Discussion and Possible Action Including Providing a Recommendation to the Board of Supervisors to Approve the Cannabis Department's Request to File a Local Jurisdiction Assistance Grants Program (LJAGP) Budget Amendment Reducing the Amount of Direct Grant Funds Available to Approximately \$3.6 Million and Redirecting the Balance of Approximately \$6.8 Million to Fund Expenses Associated with Timely Application Review that were Not Known to the Department when Filing the Original Application**

**(Sponsor: Cannabis)**

**Recommended Action:**

*Provide a recommendation to the Board of Supervisors to approve the Cannabis Department's request to file a Local Jurisdiction Assistance Grants Program (LJAGP) budget amendment reducing the amount of direct grant funds available to approximately \$3.6 million and redirecting the balance of approximately \$6.8 million to fund expenses associated with timely application review that were not known to the department when filing the original application.*

**Attachments:** [LJAGP Budget Amendment Staff Report](#)  
[PROPOSED LJAGP BUDGET AMENDMENT](#)  
[FNL APPROVED LJAGP BUDGET 2021](#)

**2c) Discussion and Possible Action Including Direction to Staff Regarding the Development of Mendocino County's 2023 Legislative Platform (Sponsor: Executive Office)**

Recommended Action:

*Provide direction to staff regarding the development of Mendocino County's 2023 Legislative Platform.*

**Attachments:** [Legislative Platform 2022 Update Draft 2.27.2023.pdf](#)  
[14. CSAC Presentation - CPRA Administration \(v 4\).pdf](#)

**2d) Discussion and Possible Action Including a Recommendation to the Board Regarding Applicant Notification of a Previously Approved Cannabis Business Tax Reduction, Establishment of a Cannabis Business Tax Penalty and Interest Amnesty Program, and a Prior Year Cannabis Business Tax Payment Plan (Sponsor: Supervisor Mulheren)**

Recommended Action:

*Recommend the Board direct staff to notify applicants of a previously approved Cannabis Business Tax reduction, and that the Board establish both a Cannabis Business Tax Penalty and Interest Amnesty Program, and a Prior Year Cannabis Business Tax Payment Plan.*

**3. OTHER BUSINESS**

**3a) PUBLIC EXPRESSION**

**3b) Approval of Minutes of January 23, 2023 Regular Meeting**

Recommended Action:

*Approve minutes of January 23, 2023 regular meeting.*

**Attachments:** [01-23-23 GGC Minutes](#)

**3c) ANNOUNCEMENTS**

**ADJOURNMENT**

**Additional Meeting Information for Interested Parties**

*For a full list of the latest available options by which to engage with agenda items, please visit <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>*

*All electronically submitted comment is immediately available to Supervisors, staff, and the general public by clicking this meetings eComment link at: <https://mendocino.legistar.com/Calendar.aspx>*

*LIVE WEB STREAMING OF COMMITTEE MEETINGS is available at <https://mendocino.legistar.com> or visit the Mendocino County YouTube channel. Meetings are also livestreamed from the Mendocino County Facebook page. For technical assistance, please contact the Clerk of the Board at (707) 463-4441. Please reference the departmental website to obtain additional resource information for the Board of Supervisors: [www.mendocinocounty.org/bos](http://www.mendocinocounty.org/bos)*

***Thank you for your interest in the proceedings of the General Government Committee.***



# Mendocino County Board of Supervisors Agenda Summary

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**Item #:** 2a)

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**To:** General Government Standing Committee

**From:** Cannabis

**Meeting Date:** February 27, 2023

**Department Contact:** Kristin Nevedal  
**CEO Contact:** Steve Dunicliff

**Phone:** 707-234-6680  
**Phone:** 707-463-4411

**Time Allocated:** 30 Minutes

**Agenda Title:**

Discussion and Possible Action Including Providing Recommendations to Staff and Referral to the Board of Supervisors Recommending Approval of the County of Mendocino Cannabis Department Monthly Update for February  
(Sponsor: Cannabis)

**Recommended Action/Motion:**

Provide recommendations to staff and a Referral to the Board of Supervisors recommending approval of the County of Mendocino Cannabis Department Monthly Update for February.

**Previous Board/Board Committee Actions:**

On April 19, 2022, the County of Mendocino Board of Supervisors directed Department staff to provide a written update during the second Board of Supervisors meeting, each month.

On August 16, 2022, the County of Mendocino Board of Supervisors referred the topic of Cannabis to the General Government Committee.

**Summary of Request/Referral:**

Department staff requests that the General Government Committee provide recommendations to staff regarding the above referenced monthly update and consider a referral to the Board of Supervisors recommending approval of the Department's Monthly Update.

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** N/A  
**current f/y cost:** N/A  
**annual recurring cost:** N/A  
**budget clarification:** N/A

**budgeted in current f/y:** N/A  
**if no, please describe:**  
**revenue agreement:** N/A

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**Item #: 2a)**

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**CEO Liaison:** Steve Dunnicliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Final Status: No Action Taken

Date: February 27, 2023



# County of Mendocino Cannabis Department Update, February 27, 2023

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## Local Equity Entrepreneur Program (Program)

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In the fall of 2022, the County applied to the Governor’s Office of Business and Economic Development (GO-Biz) for a fourth round of local jurisdiction equity grant funding. On January 30, 2023, the department was notified the County would not receive grant funding this round due to scoring less than 50 points on the grant application’s Section A.

Initial information suggested the low score may have been due to the amount of time it took the County to expend the first three rounds of awarded funding, of which over \$2M in funding remains and must be expended by October 2023. However, during a February 9, 2023, meeting with GO-Biz to discuss the application’s low score, department staff learned that the program’s current eligibility criteria played a key role in the low score.

While there was no disputing the terror and trauma caused to those who directly experienced the Campaign Against Marijuana Planting (CAMP) program, the lack of data showing that there is a disproportionate impact to those within 5-miles of a CAMP raid is of concern to the state. The lack of data showing that there is a disproportionate impact to individuals who have a sibling, parent, or child arrested and/or convicted of a cannabis offense is also of concern to the state.

The statutory intent of the local jurisdiction equity grant funding program is to provide support exclusively to individuals disproportionately impacted by the War on Drugs. As such, GO-Biz staff emphasized the importance of eligibility criteria that ensures the grant funds assist individuals directly impacted by the War on Drugs. The County could increase the score of the next local jurisdiction equity grant application by either providing data that explains the direct and disproportionate impact to individuals within 5-miles of a CAMP raid,

and/or reducing or eliminating the *5-mile radius* qualifier. In regard to both criteria, the County will need to adjust each to ensure that equity eligibility is only available to individuals directly impacted by the War on Drugs.

Additional points could be accomplished by establishing priority application processing opportunities, specialized permitting opportunities, and other programs that reduce barriers to entry specifically for local equity entrepreneurs.

## LEEP Budget Update

<b>Combined Funding Amount (Rounds 1, 2, &amp; 3)</b>	<b>\$ 5,321,293.14</b>
Expended to Date – LEEP Waivers	(\$ 644,768.23)
Expended to Date – LEEP Direct Grants	(\$ 2,604,573.06)
<b>Total Expended to Date</b>	<b>(\$ 3,249,341.29)*</b>
<b>Amount of Equity Funding Remaining</b>	<b>\$ 2,071,952.05</b>
Current Amount of Equity Funds Encumbered:	(\$ 874,426.56)**

\* Shows the combined amount awarded, to date, via the LEEP Waiver Program and the LEEP Direct Grant Program.

\*\* Has NOT been subtracted from the **Amount of Equity Funding Remaining**.

## Local Jurisdiction Assistance Grant Program (LJAGP)

### LJAGP Overview

In October 2021, the Department of Cannabis Control (DCC) announced the availability of \$100 million in funding for the Local Jurisdiction Assistance Grants Program (LJAGP). The LJAGP dedicates funding to local jurisdictions with the greatest needs to transition provisional licensees to annual licenses. The LJAGP is authorized by the Budget Act of 2021, Item 1115-101-0001 – For local assistance, found in Senate Bill 129 (2021).

Local jurisdictions eligible to receive grant funding represent those with significant numbers of provisional licenses who are legacy and equity applicants, and provisional licensees that are more likely to have arduous environmental compliance requirements associated with CEQA. The LJAGP allocated \$100 million on a one-time basis to aid local jurisdictions and their provisional licensees in completing CEQA compliance requirements necessary to achieve annual licensure. LJAGP funds may also be used to aid local jurisdictions in more expeditiously reviewing provisional licensee local requirements. Allowable uses are intended to encourage local jurisdictions to administer grant funds in ways that allow the DCC to transition provisional licenses to annual licenses more expeditiously without sacrificing California’s environmental commitments.

Additional funding was allocated to those local jurisdictions that have received grant funding from the state to support an already established local equity program. Grant Program funds are available for encumbrance prior to disbursement at any time during the grant period, but funds shall be expended no later than March 31, 2025.

The County of Mendocino was one of the 21 local jurisdictions deemed eligible for LJAGP funding and in January 2022, the county was awarded over \$17.5 million in assistance, a portion of which was set aside by county staff for the purpose of offering direct grants and fee waivers to qualified provisional license holders located within the unincorporated areas of Mendocino County.



## Timeline

Events (Events may be added to this table as determined necessary by the MCD)	Dates (Dates are tentative and may be modified)
Notice of Funding Availability Release with Draft Direct Grant Application and Application Guidelines	January 20, 2023
Application Guidelines and Application Forms Published	February 17, 2023
Question and Answers Period Opens	February 17, 2023
Application Submission Period Opens	February 20, 2023
Questions and Answers Period Due Date	February 24, 2023
Questions and Answers Posted	March 3, 2023
Last Day to Submit Applications	March 20, 2023
Grant Award Notification	April 2023

## Question and Answers Period

Questions regarding the LJAGP direct grant application and its requirements must be emailed to [CannabisGrants@MendocinoCounty.org](mailto:CannabisGrants@MendocinoCounty.org). The Mendocino Cannabis Department (department) receive questions by February 24, 2023, at 11:59 pm.

LJAGP direct grant applicants or interested parties may access the Questions and Answers web page from the [Cannabis Grants](#) web page. The department may group together similar or related questions or reword them for clarity. The department will post all Questions and Answers approximately one week after the deadline. The posted Questions and Answers are subject to updates. It is the LJAGP direct grant applicant's responsibility to check the Questions and Answers web page for the latest information.

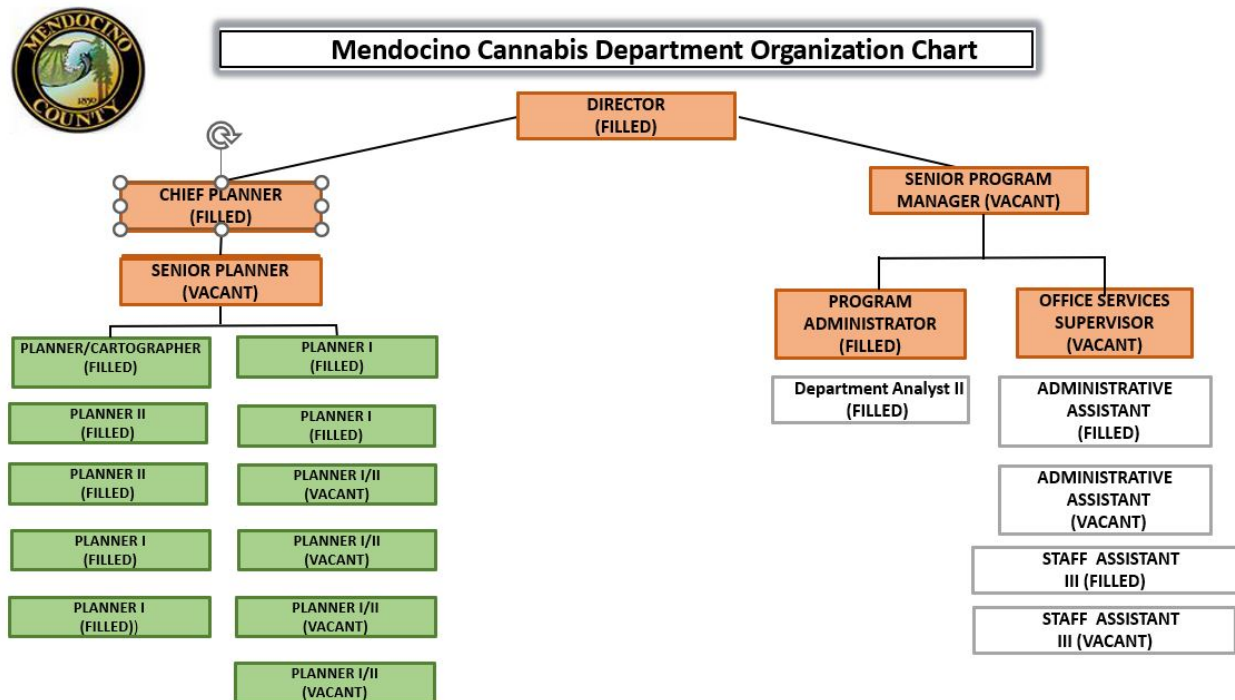
## LJAGP Budget Update

<b>LJAGP Award Amount</b>	<b>\$ 17,586,406.62</b>
Direct Technical Assistance Costs – Personnel	\$ 838,526.70
Direct Technical Assistance Costs – Personnel	(\$ 242,351.77)
Direct Technical Assistance Costs – Personnel	\$596,174.93
Direct Technical Assistance Costs - Other	\$ 1,664,700.00
Direct Technical Assistance Costs - Other	(\$ 0.00)
Direct Technical Assistance Costs - Other	<u>\$ 1,664,700.00</u>
Indirect/Administrative - Personnel	\$ 1,305,538.20
Indirect/Administrative - Personnel	(\$ 363,527.65)
Indirect/Administrative - Personnel	\$ 942,010.55
Indirect/Administrative - Other	\$ 13,777,641.72
Indirect/Administrative – Other <ul style="list-style-type: none"> <li>• Planet Labs (\$ 87,810.00)</li> <li>• Acella (\$ 347,748.93)</li> <li>• ClientFirst (\$12,473.75)</li> <li>• ARC GIS License (\$ 7,000.00)</li> </ul>	(\$ 455,032.68)
Indirect/Administrative - Other	<u>\$ 13,322,609.04</u>
<b>Amount of LJAGP Funding Remaining</b>	<b><u>\$ 16,525,494.52</u></b>

# Department Staffing & Contract Planning Services

Using an approved portion of the LJAGP funds received from the State, the County will engage contract planning services to assist department staff with reviewing applications for commercial cannabis cultivation and nursery operations in a timely matter that ensures applicants can meet State provisional licensing timelines.

In mid-November 2022, the department moved to its new location at 125 E Commercial Street in Willits. The move to Willits provided the department, for the first time since its establishment in the fall of 2021, the office space necessary to fill vacant positions. With the assistance of the County's Human Resources department, the cannabis department continues to seek qualified candidates for the following positions - Staff Assistant III, Administrative Assistant, Department Analyst, Office Services Supervisor, Planner level I & II, Senior Planner, and Senior Program Manager.

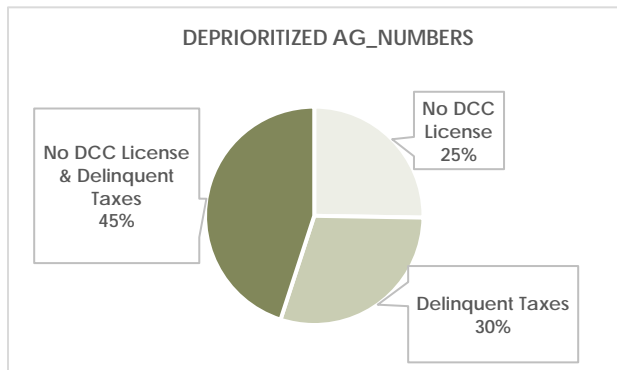


# Application Processing Update

## Priority Review Update

As of February 11, 2023, the Mendocino Cannabis Department (MCD) counted 832 active AG\_Numbers, meaning active applications and permits, for commercial cannabis cultivation and nursery operations. On May 17, 2022, the County of Mendocino Board of Supervisors directed staff to prioritize the review of applications that have active Department of Cannabis Control (DCC) licenses and have paid any associated local cannabis business tax. In response to the directive, staff notified applicants and permit holders that were delinquent in local cannabis business taxes and/or did not have an active DCC license on file resulting in the de-prioritization of the associated AG\_Number. De-prioritized AG\_Numbers are not eligible for application review until the noted deficiency(ies) have been cleared up.

Currently, 371 AG\_Numbers are deprioritized and not eligible for application review. The pie chart titled DEPRIORITIZED AG\_NUMBERS provides details of the compliance issues faced by the 371 AG\_Numbers that have been deprioritized

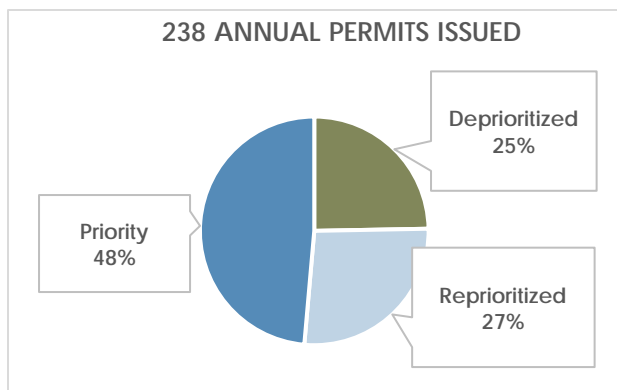


## Annual Permit Renewal Update

Of the 832 active AG\_Numbers in the department’s tracking system, 238 are associated with issued annual permits. The pie chart titled 238 ANNUAL PERMITS ISSUED, shows in dark blue annual permits that are eligible for application review. The light blue wedge, labeled Reprioritized, shows the percentage of annual permit holders that were deprioritized and have been reprioritized after clearing up the reason(s) for de-prioritization, and the olive-green colored wedge shows that 25% of the 238 issued annual permits are currently deprioritized and not eligible for application review.

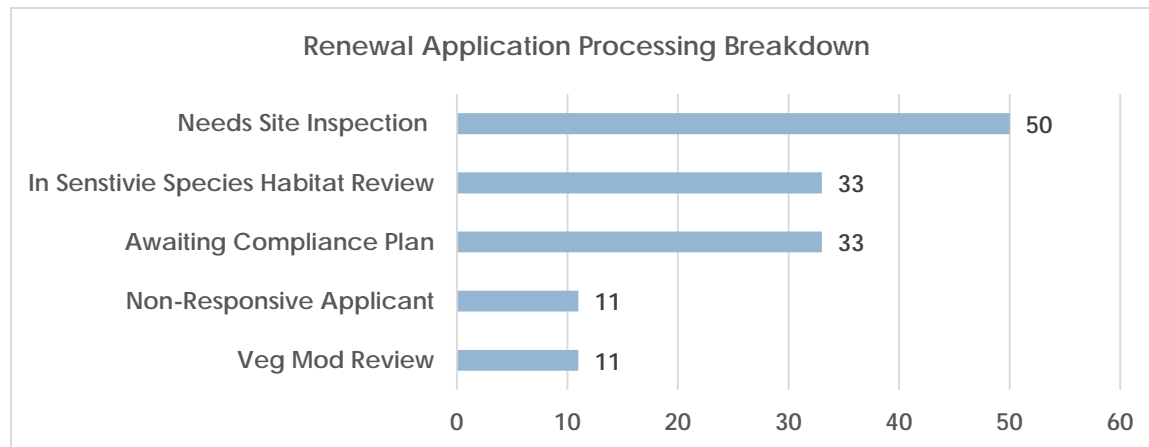
Department staff is currently focused on reviewing renewal application and has 166 renewal applications in the review queue, of which:

- 9 applications have been deprioritized for tax delinquency,
- 48 applications are awaiting review,
- 32 applications have been deemed complete, and
- 77 applications are under final review.



The department recently implemented an updated tracking system to gain insight into compliance and processing issues as they come up during renewal application.

Department staff continues to work with County Counsel to finalize the use of compliance plans to provide a pathway to permit issuance for renewal applicants with incomplete building permits, to finalize the review of applications where vegetation modification has been conducted, and to conduct denials as necessary.

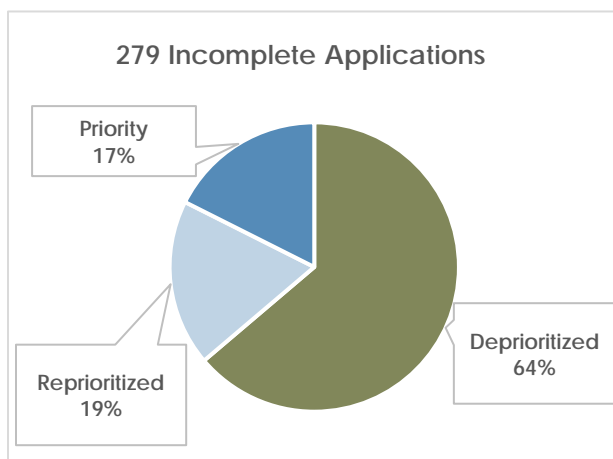


### Application Review Update

In addition to issued annual permits the department has 594 AG\_Numbers that are applications needing to be reviewed. Currently, 285 AG\_Numbers are considered incomplete applications while 309 AG\_Numbers are considered complete applications.

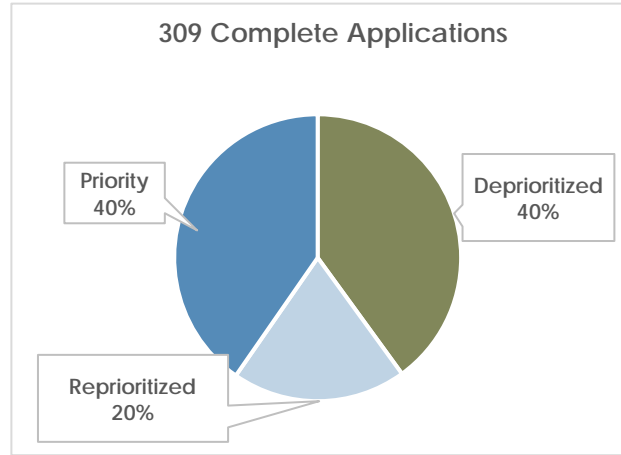
As the department completes the process of engaging contract planning services, in March 2023, department staff will assign complete applications that have not been deprioritized, to planning staff and contract planners for final review.

Of the 279 incomplete applications, or AG\_Numbers, 17% of incomplete applications have maintained priority review, 19% have corrected deficiencies allowing the application to be reprioritized for review, and 64% of the incomplete applications have been deprioritized and are not eligible for application review. Incomplete applications have the highest rate of deprioritization amongst AG\_Numbers.



Using the MC Portal, applicants have been able to complete 309 applications, or AG\_Numbers. However, of the 309 complete applications ready for review by department staff and contract planning services, 40% have been deprioritized meaning that 60% are eligible for application review.

To ensure that applicants holding provisional state licenses are eligible for license renewal on or after July 1, 2023 when the environmental requirements for renewal are elevated due to statutorily deadlines, the department will first review applications that have provisional licenses scheduled to renew in July 2023. As staff and contract planning services wrap up the first round of reviews, management will assign review of applications with provisional licenses that renew in August 2023, so on and so forth.



The department has provided the table below showing the estimated number of weeks it will take to review priority and reprioritized applications and renewal applications. The table below assumes the department will use a combination of Full Time Employees (FTE) and contract planners to conduct the reviews starting in March of 2023.

DCC RENEWAL TIMELINE	PRIORITY APPL	PRIORITY RENEWAL	HOURS	WEEKS W/ 27*	PROCESSING TIMELINE	
Jul-23	23	17	6300	7	MARCH 23	APRIL 23
Aug-23	12	13	3700	4	APRIL 23	MAY 23
Sep-23	25	11	6100	7	MAY 23	JULY 23
Oct-23	8	8	2400	3	JULY 23	AUG 23
Nov-23	10	10	3000	3	AUG 23	AUG 23
Dec-23	12	6	3000	3	SEPT 23	SEPT 23
Jan-24	11	5	2700	3	SEPT 23	OCT 23
Feb-24	11	5	2700	3	OCT 23	NOV 23
Mar-24	11	32	5400	6	NOV 23	DEC 23
Apr-24	17	24	5800	7	DEC 23	FEB 24
May-24	23	29	7500	9	FEB 24	APRIL 24
Jun-24	19	16	5400	6	APRIL 24	JUNE 24

\* Indicates the number of Full Time Employees (FTE) & Contract Planners



# Mendocino County Board of Supervisors Agenda Summary

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**Item #: 2b)**

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**To: General Government Standing Committee**

**From:** Cannabis

**Meeting Date:** February 27, 2023

**Department Contact:** Kristin Nevedal

**Phone:** 707-234-6680

**CEO Contact:** Steve Dunncliff

**Phone:** 707-463-4441

**Time Allocated:** 1 Hour

**Agenda Title:**

Discussion and Possible Action Including Providing a Recommendation to the Board of Supervisors to Approve the Cannabis Department's Request to File a Local Jurisdiction Assistance Grants Program (LJAGP) Budget Amendment Reducing the Amount of Direct Grant Funds Available to Approximately \$3.6 Million and Redirecting the Balance of Approximately \$6.8 Million to Fund Expenses Associated with Timely Application Review that were Not Known to the Department when Filing the Original Application  
(Sponsor: Cannabis)

**Recommended Action/Motion:**

Provide a recommendation to the Board of Supervisors to approve the Cannabis Department's request to file a Local Jurisdiction Assistance Grants Program (LJAGP) budget amendment reducing the amount of direct grant funds available to approximately \$3.6 million and redirecting the balance of approximately \$6.8 million to fund expenses associated with timely application review that were not known to the department when filing the original application.

**Previous Board/Board Committee Actions:**

On October 5, 2021, the Board of Supervisors directed staff to prepare an application for up to \$18,084,837.00 in Local Jurisdiction Assistance Grant Program (LJAGP) funding, and to bring the completed application back to the Board of Supervisors for review and approval at the October 26, 2021, Board of Supervisor's meeting.

On October 19, 2021, the Board of Supervisors established the Cannabis Program Department appointing Kristin Nevedal as Cannabis Program Director

On November 9, 2021, the board approved the submission of the Local Jurisdiction Assistance Grant Program application; and authorize the Cannabis Program Manager, or Department Head, to execute the grant agreement on behalf of the County of Mendocino should the grant be awarded.

**Summary of Request/Referral:**

County of Mendocino Cannabis Department staff requests that the General Government Standing Committee provide a recommendation to the Board of Supervisors to authorize the Cannabis Department Director to file the Local Jurisdiction Assistance Grants Program (LJAGP) budget amendment referenced above.

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**Item #: 2b)**

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The proposed budget amendment would redirect \$6,824,845.42 from the LJAGP Direct Grant and Fee Waiver Program to provide funding for the following expenses that were unknown to department staff when filing the LJAGP application in 2021. These expenses include the salaries of all currently allocated staff providing direct technical assistance and indirect administrative assistance with administering the LJAGP, increased contract planning services to ensure service availability through June 20, 2024, County Counsel expenses associated with the implementation of Chapters 10A.17 and 20.242, contract services for the completion of application review guidance materials, increased funding to cover the California Department of Fish and Wildlife contract, and expenses associated with the implementation of Acela.

**Supplemental Information Available Online At: N/A**

**Fiscal Details:**

**source of funding: N/A**

**current f/y cost: N/A**

**annual recurring cost: N/A**

**budget clarification: N/A**

**budgeted in current f/y: N/A**

**if no, please describe:**

**revenue agreement: N/A**

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**CEO Liaison:** Steve Dunicliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Final Status: Direction Given to Staff

Date: February 27, 2023





## COUNTY OF MENDOCINO CANNABIS DEPARTMENT

125 EAST COMMERCIAL ST • WILLITS  
CALIFORNIA • 95490

KRISTIN NEVEDAL, DIRECTOR

PHONE: 707-234-6680

FAX: 707-234-6337

[cannabisprogram@mendocinocounty.org](mailto:cannabisprogram@mendocinocounty.org)

<https://www.mendocinocounty.org/departments/cannabis-department>

### INTRODUCTION

The Local Jurisdiction Assistance Grant Program (LJAGP) was proposed by Governor Newsom in the 2021-2022 budget and passed by the Legislature providing funding to local jurisdictions to aid in the transitioning high numbers of provisional cannabis licenses into annual licenses. On September 14, 2021, the DCC released draft LJAGP guidelines and announced that eligible jurisdictions could submit applications from October 8, 2021, to November 15, 2021. Cannabis Program staff, which consisted of the Cannabis Program Manager, 3 – Planners Level I/II, 1 – Staff Assistant III, and 1 – Administrative Assistant, began executing the tasks necessary to submit a completed application packet.

### BACKGROUND

The awarded LJAGP budget, totaling \$17,586,406.62, is broken into four (4) primary expense categories that include:

- A. Direct Technical Assistance Costs – Personnel, includes expenses related to personnel that will provide direct technical assistance to the intent of the grant program. Personnel refers to full-time County staff.
- B. Direct Technical Assistance Costs – Other, includes expenses related to the direct support of the grant program, such as contract planning services.
- C. Indirect/Administrative – Personnel, includes expenses related to personnel that will provide indirect/administrative assistance to the intent of the grant program. Personnel refers to full-time County staff.
- D. Indirect/Administrative – Other, includes expenses related to the indirect/administrative support of the grant program. \_

The LJAGP budget template requires the applicant to enter the percentage of funds, for each cost, that will be expended during each of the four (4) years associated with the expenditure timeline. At the time of application drafting and submission, Program staff was preparing to transition into a stand-alone department. The Board of Supervisory officially formed the Cannabis Department on October 19, 2021.

### DISCUSSION

Cannabis Department staff recommends that the County apply for a LJAGP Budget Amendment to ensure adequate funding to ensure the timely processing of Phase 1 & 2 applications and Appendix G CEQA documents.

The following table provides a condensed summary of the proposed budget amendments. Itemized budget details can be found by reviewing the FNL Approved LJAGP Budget and the DRAFT LJAGP Budget Amendment, included in the agenda packet.



<b>COST CATEGORY</b>	<b>FUNDING AMOUNT</b>
<b>A. Direct Technical Assistance Costs – Personnel (Awarded)*</b> <ul style="list-style-type: none"> <li>A1-A13: 13 full-time department staff in FY 21-22 and FY 22-23</li> </ul>	<b>\$ 838,526.70</b>
<b><u>A. Direct Technical Assistance Costs – Personnel (Amended)**</u></b> <ul style="list-style-type: none"> <li>Zero department staff in FY 21-22</li> <li>A1-A19: 19 full-time department staff in FY 22-23, FY 23-24</li> </ul>	<b><u>\$3,632,178.78</u></b>
<b>B. Direct Technical Assistance Costs – Other (Awarded)*</b> <ul style="list-style-type: none"> <li>B1-B6: 6 contract planners for in FY 21-22 and FY 22-23</li> </ul>	<b>\$1,664,700.00</b>
<b><u>B. Direct Technical Assistance Costs – Other (Amended)**</u></b> <ul style="list-style-type: none"> <li>B1-B20: 20 contract planners including management and supervisor level planners in Q4 of FY 22-23 and in FY 23-24</li> <li>B21: Contract Planning Services to finalize the application and Appendix G Checklist review guidance materials</li> </ul>	<b><u>\$7,095,584.00</u></b>
<b>C. Indirect/Administrative Costs – Personnel (Awarded)*</b> <ul style="list-style-type: none"> <li>C1-C7: 7 full-time department staff in FY 21-22, FY 22-23, FY 23-24 and FY 24-25</li> </ul>	<b>\$1,305,538.20</b>
<b><u>C. Indirect/Administrative Costs – Personnel (Amended)**</u></b> <ul style="list-style-type: none"> <li>Zero full-time department staff in FY 21-22</li> <li>C1-C10: 10 full-time department staff in FY 22-23, FY 23-24 and FY 24-25</li> <li>C11: County Counsel</li> </ul>	<b><u>\$1,060,322.36</u></b>
<b>D. Indirect/Administrative Costs – Other (Awarded)</b> <ul style="list-style-type: none"> <li>D2-D4: Resource Innovation Institute (RII) Power Score compliance tool</li> <li>D5-D7: MC Portal for processing Annual Permit Renewals</li> <li>D8-D14: Upgrades to TRAKiT permit application management system</li> <li>D15: TRAKiT licenses for expanded staffing plan</li> <li>D16-D18: Field Inspection – wireless service and supplies</li> <li>D19: Client First: RFQ Development &amp; Analysis in FY 22-23</li> <li>D20-D21: Land Vision Aerial Imagery &amp; Planet Satellite Imagery</li> <li>D22: Workstations and supplies for department staff</li> <li>D23: Conferencing equipment</li> <li>D24: GIS Equipment</li> <li>D25: Docusign</li> <li>D27: Outside Agency Cost Recovery (CDFW)</li> <li>D26: Direct Grant Program (\$10,473,468.00)</li> </ul>	<b>\$13,777,641.72</b>
<b><u>D. Indirect/Administrative Costs – Other (Amended)</u></b> <ul style="list-style-type: none"> <li>D1: Direct Grant Program (\$3,648,662.58)</li> <li>D2: Client First: RFQ Development &amp; Analysis in FY 22-23</li> <li>D3-D5: Acella platform, implementation, and project management</li> <li>D6: Planet Satellite Imagery</li> <li>D7-D8: Field Inspection – wireless service and supplies</li> <li>D9: Workstations and supplies for department staff</li> <li>D10: Conferencing equipment</li> <li>D11: ESRI: Arch-GIS license for cartographer planner</li> <li>D12: GIS Equipment</li> <li>D13: Docusign</li> <li>D14: Outside Agency Cost Recovery – CDFW</li> <li>D15: Color Printer</li> </ul>	<b><u>\$5,798,321.48</u></b>

\* Details can be found on the FNL Approved LJAGP Budget, budget worksheet tab

\*\* Details can be found on the DRAFT LJAGP Budget Amendment, budget worksheet tab

## Application Budget

<b>Jurisdiction Name</b>	
<b>Total Grant Amount Requested:</b>	

### Personnel that will provide direct technical assistance to support the intent of 1

Personnel Classification		Role in Grant Program
<i>Example</i>	<i>Local Planner</i>	<i>Reviews CEQA documentation provided by applicants.</i>
A1	Program Director (Filled)	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
A2	Sr Program Manager (Vacant)	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
A3	Chief Planner (Filled)	Phase 1 & 2 permit review and Appendix G
A4	Sr Planner (Vacant)	Phase 1 & 2 permit review and Appendix G
A5	Program Administrator (Filled)	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
A6	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A7	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A8	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A9	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A10	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A11	Planner I/II (Filled)	Phase 1 & 2 permit review and Appendix G
A12	Planner I/II (Nina?)	Phase 1 & 2 permit review and Appendix G
A13	Planner I/II (Greg)?	Phase 1 & 2 permit review and Appendix G
A14	Planner I/II (Vacant)	Phase 1 & 2 permit review and Appendix G
A15	Planner I/II (Vacant)	Phase 1 & 2 permit review and Appendix G
A16	Cartographer Planner (Filled)	Supplychain wide permit and CEQA review. Pre-site inspection mapping, tree clearing prohibition
A17	Department Analyst II (Filled)	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
A18	Staff Asst III (Filled)	File Management for Phase 1 & 2 permit review and Appendix G Checklist
A19	Staff Asst III (Vacant)	File Management for Contracted Services

### Items that provi

<b>Cost Category / Service or Vendor (if known)</b>		<b>Description</b>
<b>Example</b>	<b>Contractual / Environment Consultants</b>	<b>Contractor to assist with the development of a PEIR for the county.</b>
B1	Contractual Principal Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B2	Contractual Senior Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B3	Contractual Senior Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B4	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B5	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B6	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B7	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B8	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B9	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B10	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B11	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B12	Contractual Associate Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B13	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B14	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B15	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B16	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B17	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B18	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B19	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review

B20	Contractual Assistant Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B21	Contractual Planning Services	Completion of application permit review guidance materials, SSHR review materials, and Appendix G drafting and review materials.

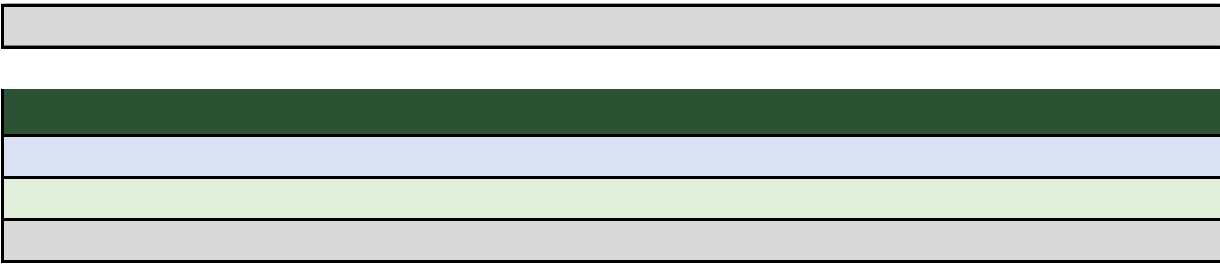
**To provide or fund administrative assistance to support the inte**

Personnel Classification		Role in Grant Program
<i>Example</i>	<i>Accounting Analyst</i>	<i>To track expenditures associated with the grant.</i>
C1	Program Director (Filled)	General Oversight and Direct Grant Policy Development and Direct Grant Execution
C2	Sr Program Manager (Vacant)	General Oversight and Direct Grant Policy Development and Direct Grant Execution
C3	Chief Planner (Filled)	Direct Grant Application Review
C4	Program Administrator (Filled)	General Oversight and Direct Grant Policy Development and Direct Grant Execution
	Offices Services Supervisor (Vacant)	Execution of Direct Grant Program
C6	Department Analyst (Filled)	Expenditure Tracking
C7	Admin Asst (Filled)	Grant Application Underwriting / Agreement &
C8	Admin Asst (Vacant)	Grant Application Underwriting / Agreement &
C9	Staff Asst III (Filled)	Grant Application Underwriting
C10	Staff Asst III (Vacant)	Grant Application Underwriting
C11	County Counsel	LJAGP Direct Grant Program Implementation, Grant Agreement Review, Chapter 10A.17 and MND Implementation, and CFBL transition

**Items that provide admini**

Cost Category / Service or Vendor (if known)		Description
<i>EX</i>	<i>Facilities / Headquarters</i>	<i>Costs associated with office space for direct technical assistance staff.</i>
D1	Direct Grant Program	MCP and PBS applicants and permit holders are eligible

D2	Professional Services	Client First: RFQ Development & Analysis Onetime Expense Q1/Q2 FY 22/23 (amount reduced)
D3	Informational Technology Systems	0.5 FTE - Senior Application Developer/Analyst for Accela implementation needs (GIS, systems, data transfer, etc)
D4	Professional Services	Accela project management contract with Averro
D5	Professional Services	Carasoft: Accela Cannabis Program, including implementation by VIP
D6	Professional Services	Planet: Satellite Imagery
D7	Professional Services	Field Inspection - Wireless Service
D8	Supplies	Field Inspection Technology: Ipad, Screen Protectors, Ipad cases, Apple Pencil <b>Onetime Expense Q3/Q4 FY 21-22</b>
D9	Supplies	Costs associated with work stations for direct technical staff. <b>Onetime Expense</b>
D10	Supplies	Conferencing Equipment - public information and educational sessions, and remote permit hearings <b>Onetime Expense</b>
D11	Professional Services	ESRI: Arch-GIS license for cartographer planner
D12	Supplies	GIS Equipment: Workstation & mapping printer for cartographer planner. <b>Onetime Expense</b>
D13	Informational Technology Systems	DocuSign: All permits and compliance affidavits must be signed in person to be executed. DocuSign will allow for the streamlining of permit issuance and gathering of compliance affidavit signatures
D14	Services	Outside Agency Cost Recovery - CDFW
D15	Equipment	Color Printer



**County of Mendocino**

**A. Direct Technical Assistance Costs - Personnel**

the grant program. Include the cost of salary and benefits for time spent in the jurisdiction.

Annual Salary & Benefits	FY 21-22 Percentage of Time	FY 22-23 Percentage of Time
\$ 150,000.00	0.50	0.75
\$ 190,107.03	0.00	0.65
\$ 158,438.97	0.00	0.15
\$ 157,123.57	0.00	0.65
\$ 141,075.79	0.00	0.10
\$ 138,149.04	0.00	0.10
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.95
\$ 128,053.41	0.00	0.50
\$ 128,053.41	0.00	0.70
\$ 128,053.41	0.00	0.10
\$ 128,053.41	0.00	0.10
\$ 128,053.41	0.00	0.85
\$ 111,775.44	0.00	0.10
\$ 63,138.82	0.00	0.50
\$ 63,138.82	0.00	0.10

**B. Direct Technical Assistance Costs - Other**

the grant program. Include the cost of salary and benefits for time spent in the jurisdiction.

<b>Annual Cost</b>	<b>FY 21-22 Percentage of Costs</b>	<b>FY 22-23 Percentage of Costs</b>
<b>\$ 500,000.00</b>	<b>1.00</b>	<b>0.50</b>
\$ 386,880.00	0.00	0.30
\$ 322,000.00	0.00	0.30
\$ 322,000.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 278,720.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30
\$ 235,040.00	0.00	0.30



\$ 235,040.00	0.00	0.30
\$ 50,000.00	0.00	1.00

**C. Indirect/Administrative - Personnel**

ent of the grant program. Cost of salary and wages for time spent s

Annual Salary & Benefits	FY 21-22 Percentage of Time	FY 22-23 Percentage of Time
\$ 89,000.00	0.25	0.25
\$ 190,107.03	0.00	0.20
\$ 158,438.97	0.00	0.10
\$ 157,123.57	0.00	0.25
\$ 138,149.04	0.00	0.74
\$ 83,527.39	0.00	0.10
\$ 111,775.44	0.00	0.50
\$ 75,733.69	0.00	0.75
\$ 75,733.69	0.00	0.10
\$ 63,138.82	0.00	0.25
\$ 63,138.82	0.00	0.10
\$ 240,000.00	0.00	1.00

**D. Indirect/Administrative - Other**

strative or indirect support to the intent of the grant program.

Annual Cost	FY 21-22 Percentage of Costs	FY 22-23 Percentage of Costs
\$ 1,250,000.00	0.02	0.02
\$ 10,473,468.00	0.00	0.75

\$ 12,473.75	0.00	1.00
\$ 116,790.00	0.00	1.00
\$ 75,000.00	0.00	1.00
\$ 455,373.87	0.00	0.80
\$ 351,240.00	0.00	1.00
\$ 5,000.00	0.00	0.25
\$ 7,421.30	0.00	0.25
\$ 47,965.20	0.00	0.75
\$ 4,665.50	0.00	1.00
\$ 7,000.00	0.00	1.00
\$ 50,000.00	0.00	0.00
\$ 41,159.33	0.00	0.25
\$ 231,654.00	0.00	1.00
\$ 10,896.12	0.00	0.25

<b>E. TOTALS</b>

\$ 17,586,406.62

Spent working on the grant by the employees of		TOTAL
FY 23-24 Percentage of Time	FY 24-25 Percentage of Time	
1.00	1.00	\$ 487,500.00
0.50	0.40	\$ 294,665.89
0.25	0.15	\$ 87,141.43
0.50	0.25	\$ 219,973.00
0.75	0.35	\$ 169,290.95
0.25	0.15	\$ 69,074.52
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 268,912.16
0.80	0.35	\$ 211,288.13
0.80	0.35	\$ 236,898.81
0.80	0.35	\$ 160,066.76
0.80	0.35	\$ 160,066.76
0.75	0.35	\$ 249,704.15
0.10	0.05	\$ 27,943.86
0.50	0.25	\$ 78,923.52
0.50	0.25	\$ 53,667.99
<b>Direct Technical Assistance Costs - Personnel</b>		<b>\$ 3,632,178.78</b>

<b>FY 23-24 Percentage of Costs</b>	<b>FY 24-25 Percentage of Costs</b>	<b>TOTAL</b>
<i>0.50</i>	<i>0.50</i>	\$ <i>1,250,000.00</i>
1.00		\$ <i>502,944.00</i>
1.00		\$ <i>418,600.00</i>
1.00		\$ <i>418,600.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>362,336.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>
1.00		\$ <i>305,552.00</i>

1.00		\$ 305,552.00
0.00	0.00	\$ 50,000.00
<b>Direct Technical Assistance Costs - Other</b>		<b>\$ 7,095,584.00</b>

Supporting the work of the grant.		
FY 23-24 Percentage of Time	FY 24-25 Percentage of Time	TOTAL
0.25	0.25	\$ 89,000.00
0.25	0.25	\$ 133,074.92
0.5	0.25	\$ 134,673.12
0.25	0	\$ 78,561.79
0.5	0.25	\$ 205,842.08
0.5	0.25	\$ 70,998.28
0.5	0.5	\$ 167,663.15
0.5	0.5	\$ 132,533.97
0.5	0.5	\$ 83,307.06
0.25	0	\$ 31,569.41
0.25	0	\$ 22,098.59
0.5	0	\$ 360,000.00
<b>Indirect/Administrative Costs - Personnel</b>		<b>\$ 1,060,322.36</b>

FY 23-24 Percentage of Costs	FY 24-25 Percentage of Costs	TOTAL
0.02	0.01	\$ 81,250.00
0.25	0.00	\$ 3,648,662.58

0.00	0.00	\$ <b>12,473.75</b>
0.00	0.00	\$ <b>116,790.00</b>
0.00	0.00	\$ <b>75,000.00</b>
0.10	0.10	\$ <b>455,373.87</b>
1.00	1.00	\$ <b>1,053,720.00</b>
1.00	1.00	\$ <b>11,250.00</b>
0.50	0.25	\$ <b>7,421.30</b>
0.25	0.00	\$ <b>47,965.20</b>
0.00	0.00	\$ <b>4,665.50</b>
1.00	1.00	\$ <b>21,000.00</b>
1.00	0.00	\$ <b>50,000.00</b>
0.50	0.50	\$ <b>51,449.16</b>
0.00	0.00	\$ <b>231,654.00</b>
0.50	0.25	\$ <b>10,896.12</b>

<b>Indirect Administrative Costs - Other</b>	<b>\$</b>	<b>5,798,321.48</b>	
<b><i>Direct Technical Assistance Costs - TOTAL</i></b>	<b>\$</b>	<b>10,727,762.78</b>	
<b><i>Indirect/Administrative Costs - TOTAL</i></b>	<b>\$</b>	<b>6,858,643.85</b>	
<b>GRAND TOTAL</b>	<b>\$</b>	<b>17,586,406.62</b>	
	<b>\$</b>	<b>17,586,406.62</b>	<b>\$ (0.00)</b>













## Application Budget

<b>Jurisdiction Name</b>	
<b>Total Grant Amount Requested:</b>	\$

<b>Personnel that will provide direct technical assistance to support the intent of 1</b>		
<b>Personnel Classification</b>		<b>Role in Grant Program</b>
<i>Example</i>	<i>Local Planner</i>	<i>Reviews CEQA documentation provided by applicants.</i>
A1	Program Director	Phase 1 & 2 permit review and Appendix G
A2	Program Manager	Phase 1 & 2 permit review and Appendix G
A3	Chief Planner	Phase 1 & 2 permit review and Appendix G
A4	Program Administrator	Phase 1 & 2 permit review and Appendix G
A5	Planner I/II	Phase 1 & 2 permit review and Appendix G
A6	Planner I/II	Phase 1 & 2 permit review and Appendix G
A7	Planner I/II	Phase 1 & 2 permit review and Appendix G
A8	Planner I/II	Phase 1 & 2 permit review and Appendix G
A9	Planner I/II	Phase 1 & 2 permit review and Appendix G
A10	Department Analyst	Phase 1 & 2 permit review and Appendix G
A11	Admin Asst	Phase 1 & 2 permit review and Appendix G
A12	Admin Asst	File Management for Contracted Services
A13	Cartographer Planner	Supplychain wide permit and CEQA review. Pre-site inspection mapping, tree clearing prohibition

<b>Items that provide</b>		
<b>Cost Category / Service or Vendor (if known)</b>		<b>Description</b>
<i>Example</i>	<i>Contractual / Environment Consultants</i>	<i>Contractor to assist with the development of a PEIR for the county.</i>
B1	Contractual Planner Tech / Planner Asst	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B2	Contractual Planner Tech / Planner Asst	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B3	Contractual Planner Tech / Planner Asst	Phase 1 & 2 permit review and Appendix G Checklist Development/Review

B4	Contractual Senior / Principal Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B5	Contractual Senior / Principal Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review
B6	Contractual Senior / Principal Planner	Phase 1 & 2 permit review and Appendix G Checklist Development/Review

To provide or fund administrative assistance to support the inte		
Personnel Classification		Role in Grant Program
<i>Example</i>	<i>Accounting Analyst</i>	<i>To track expenditures associated with the grant.</i>
C1	Program Director	General Oversight and Direct Grant Policy
C2	Program Manager	General Oversight and Direct Grant Policy
C3	Program Administrator	General Oversight and Direct Grant Policy
C4	Chief Planner	Direct Grant Application Review
C5	Offices Services Supervisor	Execution of Direct Grant Program
C6	Department Analyst	Expenditure Tracking
C7	Admin Asst	Grant Application Underwriting

Items that provide admini		
Cost Category / Service or Vendor (if known)		Description
<i>EX</i>	<i>Facilities / Headquarters</i>	<i>Costs associated with office space for direct technical assistance staff.</i>
D2	Informational Technology Systems	Power Score / RII: Costs associated with initial start-up and Mendocino customization <b>Onetime Expense Q3/Q4 FY 21-22</b>
D3	Professional Services	Power Score / RII: Costs associated with annual user fee (\$350/user x 932 users)
D4	Professional Services	Client First: Project Manage the API plug-in of the Power Score into the County's electronic application portal system, build out of the public facing data entry system, and API data transfer from the portal system to the TRAKiT permit tracking platform. <b>Onetime Expense Q3/Q4 FY 21-22</b>

D5	Informational Technology Systems	Renewal Application Portal System: Hosted on the County's website - County Informational Services Staff Developer (132 hours x \$82.06/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D6	Informational Technology Systems	Renewal Application Portal System: Hosted on the County's website - County Informational Services Senior Staff Developer (132 hours x \$132.17/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D7	Professional Services	Client First: Project manage the development of the Renewal Application Portal System and API development ensuring that the application materials provided by the Portal are automatically transferred into the TRAKiT permit tracking system. (100 hours x \$205/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D8	Professional Services	Client First: Write report software that exports the LJAGP Permitting Metric data from TRAKiT Custom Screens (96 hours x \$175.00/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D9	Professional Services	Client First: TRAKiT Custom Screen Update for CFBL's includes CFBL process design, configuration, testing, training, and incorporation of applicable Planning Permits - admin permits, minor permits, major use permits (50 hours x \$175.00/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D10	Professional Services	Client First: TRAKiT Custom Screen Update for Cultivation and Nursery permits includes AG process design, configuration, testing, and training. (40 hours x \$175.00/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D11	Professional Services	Client First: TRAKiT Custom Screens report run for both CFBL and AG (cultivation & nursery) permits (8 hours per report x \$175.00 x quarterly reporting)



D12	Professional Services	Client First: TRAKiT Administrative Support (40 hours x \$175.00/hour)
D13	Professional Services	Client First: TRAKIT Project Management of TRAKIT Custom Screen Development, maintenance, and updates (70 hours x \$208.00/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D14	Informational Technology Systems	TRAKiT Licensing agreements for department staff and consultants <b>Onetime Expense Q3/Q4 FY 21-22</b>
D15	Informational Technology Systems	TRAKiT Annual Service Charge (\$250/month/user)
D16	Supplies	Field Inspection Technology: Ipads, Screen Protectors, Ipad cases, Apple Pencil <b>Onetime Expense Q3/Q4 FY 21-22</b>
D17	Professional Services	Client First: Field Inspection Technology developemnt including the digitization of inspection checklist and API development that allows the data entered into the Ipad to automatically upload into TRAKiT (40 hours x \$175.00/hour) <b>Onetime Expense Q3/Q4 FY 21-22</b>
D18	Field Inspection Technology	Wireless Service
D19	Professional Services	Client First: RFQ Development & Analysis <b>Onetime Expense Q3/Q4 FY 21-22</b>
D20	Informational Technology Systems	Planet: Satellite Imagery
D21	Informational Technology Systems	Land Vision: Aerial Imagery
D22	Supplies	Costs associated with work stations for direct technical staff. <b>Onetime Expense Q3/Q4 FY 21-22</b>
D23	Supplies	Conferencing Equipement - public information and educational sessions, and remote permit hearings <b>Onetime Expense Q3/Q4 FY 21-22</b>
D24	Supplies	GIS Equipment: Workstation for cartographer planner. <b>Onetime Expense Q3/Q4 FY 21-22</b>

D25	Informational Technology Systems	DocuSign: All permits and compliance affidavits must be signed in person to be executed. DocuSign will allow for the streamlining of permit issuance and gathering of compliance affidavit signatures
D26	Direct Grant Program	MCP and PBS applicants and permit holders are eligible
D27	Services	Outside Agency Cost Recovery


**County of Mendocino**

**A. Direct Technical Assistance Costs - Personnel**

the grant program. Include the cost of salary and benefits for time spent in the jurisdiction.

Annual Salary & Benefits	FY 21-22 Percentage of Time	FY 22-23 Percentage of Time
\$ 150,000.00	0.50	0.75
\$ 187,012.00	0.30	0.02
\$ 127,340.00	0.28	0.02
\$ 116,795.00	0.27	0.27
\$ 92,130.00	0.06	0.02
\$ 94,456.00	0.42	0.37
\$ 94,456.00	0.42	0.37
\$ 94,456.00	0.42	0.37
\$ 94,456.00	0.42	0.37
\$ 94,456.00	0.42	0.37
\$ 73,915.00	0.06	0.06
\$ 54,831.00	0.38	0.23
\$ 54,831.00	0.45	1.00
\$ 101,864.00	0.45	1.00

**B. Direct Technical Assistance Costs - Other**

include direct benefits to the intent of the grant program.

Annual Cost	FY 21-22 Percentage of Costs	FY 22-23 Percentage of Costs
\$ 500,000.00	1.00	0.50
\$ 270,000.00	0.47	0.16
\$ 270,000.00	0.47	0.16
\$ 270,000.00	0.47	0.16

\$	384,800.00	0.47	0.53
\$	384,800.00	0.47	0.53
\$	384,800.00	0.47	0.53

**C. Indirect/Administrative - Personnel**

ent of the grant program. Cost of salary and wages for time spent s

Annual Salary & Benefits	FY 21-22 Percentage of Time	FY 22-23 Percentage of Time
\$ 89,000.00	0.25	0.25
\$ 187,012.00	0.15	0.3
\$ 127,340.00	0.3	0.3
\$ 92,130.00	0.3	0.6
\$ 116,795.00	0.25	0.5
\$ 64,503.00	0.4	0.75
\$ 73,915.00	0.4	0.8
\$ 54,831.00	0.4	0.8

**D. Indirect/Administrative - Other**

strative or indirect support to the intent of the grant program.

Annual Cost	FY 21-22 Percentage of Costs	FY 22-23 Percentage of Costs
\$ 1,250,000.00	0.02	0.02
\$ 15,000.00	0.25	0.25
\$ 286,300.00	0.50	1.00
\$ 19,500.00	0.25	0.25

\$ 10,831.92	0.25	0.25
\$ 17,446.44	0.25	0.25
\$ 20,500.00	0.25	0.25
\$ 16,800.00	0.25	0.25
\$ 8,750.00	0.25	0.25
\$ 7,000.00	0.25	0.25
\$ 5,600.00	0.50	1.00

\$ 7,000.00	0.50	1.00
\$ 14,560.00	0.25	0.25
\$ 40,000.00	0.25	0.25
\$ 60,000.00	0.50	1.00
\$ 7,421.30	0.25	0.25
\$ 7,000.00	0.25	0.25
\$ 210.00	0.50	1.00
\$ 19,500.00	0.25	0.25
\$ 351,240.00	0.50	1.00
\$ 39,400.00	0.50	1.00
\$ 47,965.20	0.25	0.25
\$ 4,665.50	0.25	0.25
\$ 92,030.70	0.25	0.25

\$ 41,159.33	0.50	1.00
\$ 10,473,468.00	0.25	0.50
\$ 187,020.00	0.25	0.50

<b>E. TOTALS</b>		

<b>18,084,837.00</b>
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Spent working on the grant by the employees of		TOTAL
FY 23-24 Percentage of Time	FY 24-25 Percentage of Time	
1.00	1.00	\$ 487,500.00
		\$ 59,843.84
		\$ 38,202.00
		\$ 63,069.30
		\$ 7,370.40
		\$ 74,620.24
		\$ 74,620.24
		\$ 74,620.24
		\$ 74,620.24
		\$ 74,620.24
		\$ 8,869.80
		\$ 33,446.91
0.50		\$ 106,920.45
0.00	0.00	\$ 147,702.80
<b>Direct Technical Assistance Costs - Personnel</b>		<b>\$ 838,526.70</b>

		TOTAL
FY 23-24 Percentage of Costs	FY 24-25 Percentage of Costs	
0.50	0.50	\$ 1,250,000.00
		\$ 170,100.00
		\$ 170,100.00
		\$ 170,100.00



		\$ 384,800.00
		\$ 384,800.00
		\$ 384,800.00
<b>Direct Technical Assistance Costs - Other</b>		<b>\$ 1,664,700.00</b>

Supporting the work of the grant.		
FY 23-24 Percentage of Time	FY 24-25 Percentage of Time	TOTAL
0.25	0.25	\$ 89,000.00
0.3	0.3	\$ 196,362.60
0.3	0.3	\$ 152,808.00
0.6	0.6	\$ 193,473.00
0.5	0.5	\$ 204,391.25
0.75	0.75	\$ 170,932.95
0.8	0.8	\$ 180,608.40
0.8	0.8	\$ 206,962.00
<b>Indirect/Administrative Costs - Personnel</b>		<b>\$ 1,305,538.20</b>

FY 23-24 Percentage of Costs	FY 24-25 Percentage of Costs	TOTAL
0.02	0.01	\$ 81,250.00
0.25	0.25	\$ 15,000.00
1.00	1.00	\$ 1,002,050.00
0.25	0.25	\$ 19,500.00

0.25	0.25	\$ <b>10,831.92</b>
0.25	0.25	\$ <b>17,446.44</b>
0.25	0.25	\$ <b>20,500.00</b>
0.25	0.25	\$ <b>16,800.00</b>
0.25	0.25	\$ <b>8,750.00</b>
0.25	0.25	\$ <b>7,000.00</b>
1.00	1.00	\$ <b>19,600.00</b>

1.00	1.00	\$ 24,500.00
0.25	0.25	\$ 14,560.00
0.25	0.25	\$ 40,000.00
1.00	1.00	\$ 210,000.00
0.25	0.25	\$ 7,421.30
0.25	0.25	\$ 7,000.00
1.00	1.00	\$ 735.00
0.25	0.25	\$ 19,500.00
1.00	1.00	\$ 1,229,340.00
1.00	1.00	\$ 137,900.00
0.25	0.25	\$ 47,965.20
0.25	0.25	\$ 4,665.50
0.25	0.25	\$ 92,030.70

1.00	1.00	\$ 144,057.66
0.25	0.00	\$ 10,473,468.00
0.25	0.00	\$ 187,020.00
<b>Indirect/Administrative Costs - Other</b>		<b>\$ 13,777,641.72</b>

<b>Direct Technical Assistance Costs - TOTAL</b>		<b>\$ 2,503,226.70</b>
<b>Indirect/Administrative Costs - TOTAL</b>		<b>\$ 15,083,179.92</b>
<b>GRAND TOTAL</b>		<b>\$ 17,586,406.62</b>



# Mendocino County Board of Supervisors Agenda Summary

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**Item #: 2C)**

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**To: General Government Standing Committee**

**From:** Executive Office

**Meeting Date:** February 27, 2023

**Department Contact:** Darcie Antle  
**CEO Contact:** Tim Hallman

**Phone:** 707-463-4441  
**Phone:** 707-463-4441

**Time Allocated:** 30 Minutes

**Agenda Title:**

Discussion and Possible Action Including Direction to Staff Regarding the Development of Mendocino County's 2023 Legislative Platform  
(Sponsor: Executive Office)

**Recommended Action/Motion:**

Provide direction to staff regarding the development of Mendocino County's 2023 Legislative Platform.

**Previous Board/Board Committee Actions:**

Since 2016, the development of the Legislative Platform has been referred to the Board of Supervisor's General Government Standing Committee.

**Summary of Request/Referral:**

Pursuant to County Policy No. 19, the Board of Supervisors adopts an annual Legislative Platform reflecting the County priorities for legislative advocacy, state and federal funding, and issues of interest to local government. The Executive Office requests direction and input from the Standing Committee on legislative priorities for the 2023 Legislative Platform.

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** N/A  
**current f/y cost:** N/A  
**annual recurring cost:** N/A  
**budget clarification:** N/A

**budgeted in current f/y:** N/A  
**if no, please describe:**  
**revenue agreement:** N/A

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**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

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**Item #: 2c)**

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**FOR COB USE ONLY**

Executed By: Atlas Pearson, Senior Deputy Clerk

Final Status: No Action Taken

Date: February 27, 2023



DRAFT



# COUNTY OF MENDOCINO

STATE OF CALIFORNIA



2023

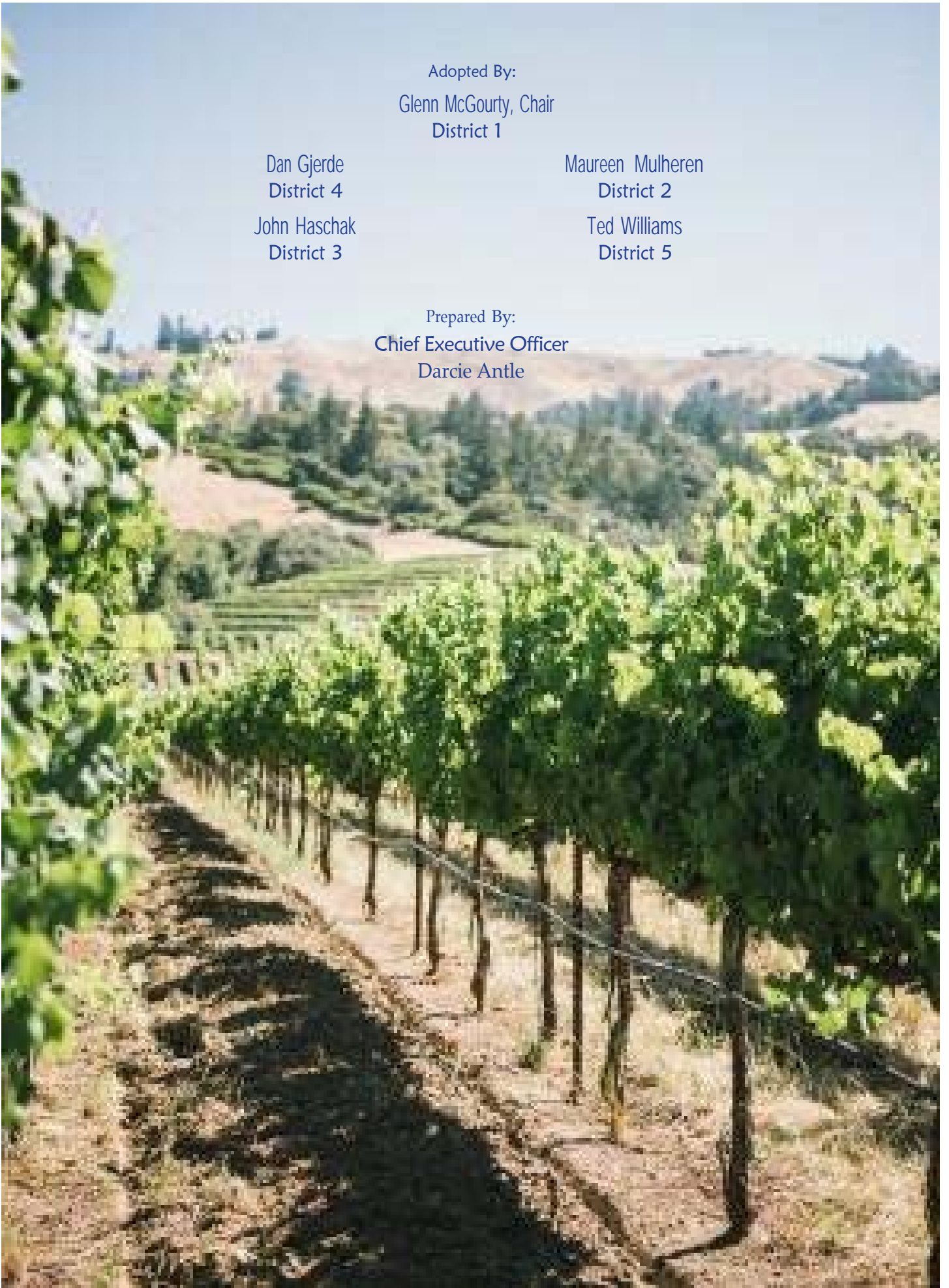
# LEGISLATIVE PLATFORM

Adopted By:  
Glenn McGourty, Chair  
District 1

Dan Gjerde  
District 4  
John Haschak  
District 3

Maureen Mulheren  
District 2  
Ted Williams  
District 5

Prepared By:  
Chief Executive Officer  
Darcie Antle







# COUNTY OF MENDOCINO

## 2023 LEGISLATIVE PLATFORM

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## MISSION STATEMENT

The Mendocino County Board of Supervisors' mission is to create and maintain a responsive and responsible government that enhances the quality of life of the people of Mendocino County.

The County's mission is to deliver services that meet: Public safety, health, social, cultural, education, transportation, economic, and environmental needs of our communities.

### ***Goals to achieve our Mission Statement:***

- ◆ To treat all people with dignity and respect. To create a County employee culture where each citizen is treated in a courteous, professional, and sensitive manner.
- ◆ To forge effective working relationships within the community in both the private and public sectors. Through such cooperation we can maximize services to our citizens. Having engaged people will achieve organizational goals.
- ◆ To develop a work environment and employee culture that strives for excellence. Training and development opportunities and career advancement will be highly valued by the organization.
- ◆ To streamline our governmental processes so that excellent service delivery is responsive, reliable, and cost effective. Productivity and efficiency are important organizational values which result in maximum benefits for all concerned.
- ◆ To manage our fiscal resources effectively and responsibly. To plan and budget in a way that recognizes the financial limitations of the County, and enhances the long term economic viability of the County and its citizens.

**Adopted August 19, 1999**

By the Mendocino County Board of Supervisors

### BOARD OF SUPERVISORS

The Board of Supervisors is the legislative body of Mendocino County government. The Board adopts policies, establishes programs, appoints certain non-elected department heads, and adopts annual budgets for all County departments. The Board of Supervisors also serves as the governing board for two special districts: the Mendocino County Water Agency, and the Mendocino County Air Quality Management District. Supervisors also serve on regional agencies and as ex-officio members on the boards of county service districts. The Board of Supervisors is a five-member board elected by district on the basis of population, as required by State law. Supervisors are elected on a non-partisan basis and serve for a term of four years. Along with the Board's committee and agency appointments, Supervisors also elect a Chairperson and Vice Chairperson annually among themselves.



**Glenn McGourty**  
District 1



**Maureen Mulheren**  
District 2



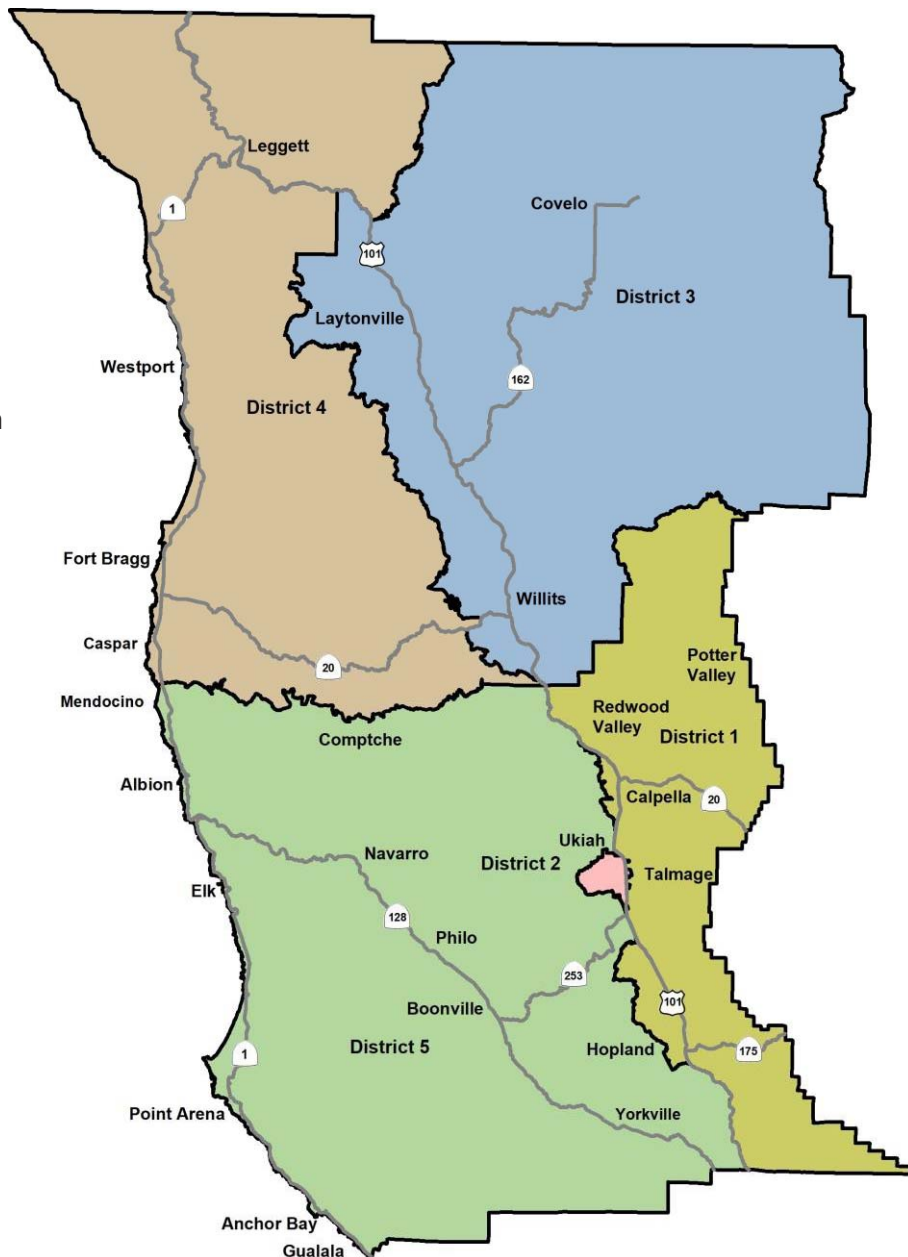
**John Haschak**  
District 3



**Dan Gjerde**  
District 4



**Ted Williams**  
District 5





# COUNTY OF MENDOCINO

## OVERVIEW

### MENDOCINO COUNTY WINE - WAVES - WILDERNESS

Mendocino County is located about 100 miles north of San Francisco and is bordered by Sonoma County to the south, Humboldt and Trinity Counties to the north, Lake County to the east and the Pacific Ocean to the west. The County has a population of approximately 91,305 with about 16,600 people living in Ukiah, the largest city and the County seat. Additionally, there are three incorporated cities: Willits, Fort Bragg and Point Arena. Mendocino County encompasses an area of over two million acres or approximately 3,500 square miles and is known for its redwood forests, 120+ miles of rugged coastline, picturesque villages and award-winning wineries - and is larger than the States of Rhode Island and Delaware combined. There are seven parks located throughout the County – each with its own “personality”, showcasing a different facet of Mendocino County’s wealth of natural resources. . Residents and visitors enjoy camping, fishing and water sports at Lake Mendocino as well as throughout the coastal areas of Mendocino County. Combining the best of the outdoors with the finest aspects of living well, Mendocino County embodies the very best that California and Mother Nature have to offer.

### COUNTY STRUCTURE

Mendocino County is a general law county established in 1850 by the State legislature and is a political subdivision, or unit, of the State. The County is represented by five non-partisan, elected members comprising the Board of Supervisors. The Board of Supervisors is the governing body and sets policy and priorities for the County. The County is responsible for providing municipal programs and services in unincorporated areas of the County, and its powers are limited to those granted by the State. The County implements many programs in the areas of health, welfare and law enforcement, which are mandated, regulated and mostly funded by the State. The Board of Supervisors has limited authority over the policy and administration of these programs. The County also provides local services, such as public safety, libraries, a museum, land-use planning, county road construction and maintenance, disaster prevention, recovery, resiliency and mitigation

### COMMUNITY PROFILE

US Census Bureau Quick Facts	Mendocino County	California
Population, 2020 US Census	91,601	39,538,223
Population, 2010 (April 1) estimates base	87,850	37,254,519
Percent change, April 4, 2010 to July 1, 2020	1.04%	6.1%
Persons under 5 years, percent, 2020	5%	6.0%
Persons under 18 years, percent, 2020	21.1%	22.5%
Persons 65 years and over, percent, 2020	23.1%	14.8%

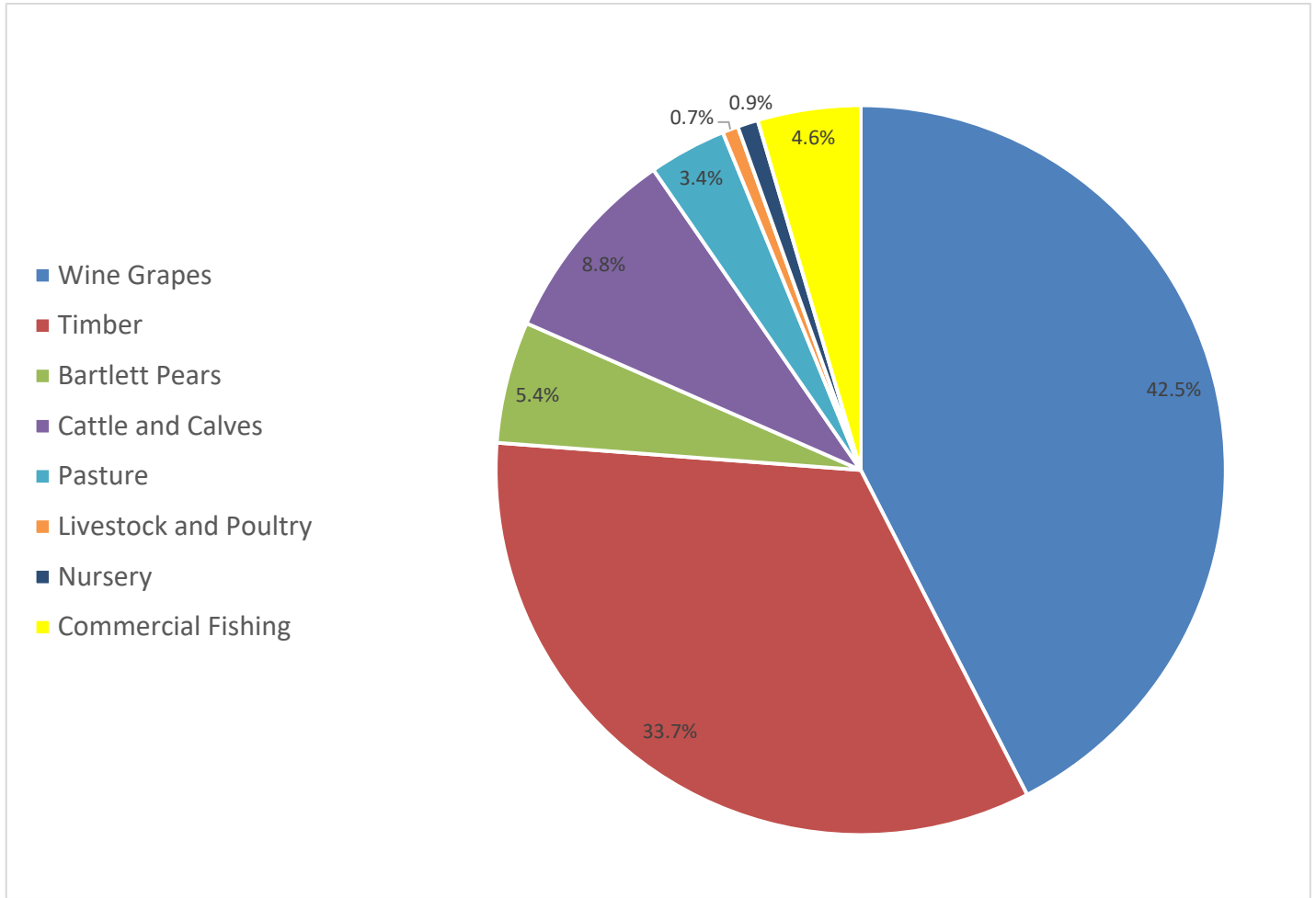
**Mendocino County Community Indicators**

Median Household Income (2021)	\$56,378
Median Value of Owner Occupied Home	\$388,500
Median Gross Rent	\$1,200
Poverty Rate (2021)	16.1%

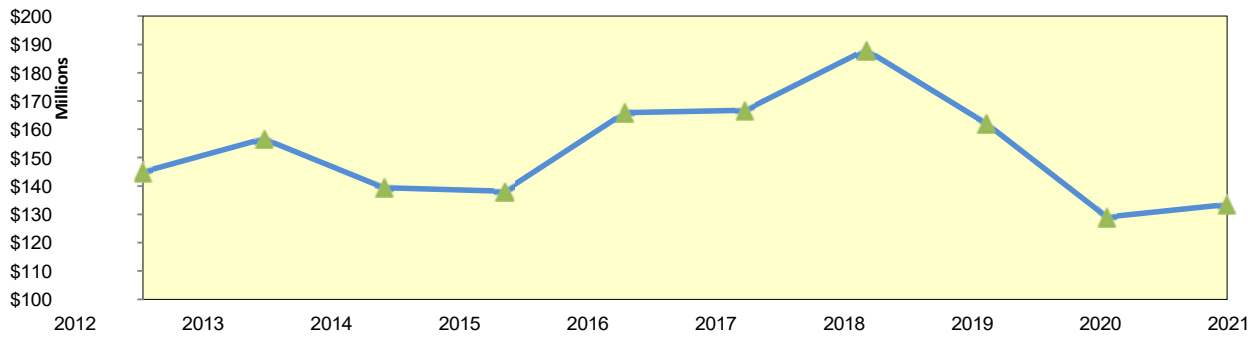


Source: State of California, Employment Development Department  
 United States Department of Labor, Bureau of Labor Statistics

**AGRICULTURE VALUE  
2021 CROP REPORT**



**VALUE OF MENDOCINO COUNTY AGRICULTURE (EXCLUDING TIMBER) 2012-2021**





# COUNTY OF MENDOCINO

## 2023 LEGISLATIVE PLATFORM

### LEGISLATIVE PLATFORM OVERVIEW

Pursuant to County Policy No. 19, the Board of Supervisors adopts an annual Legislative Platform reflecting the County priorities for legislative advocacy, State and Federal funding, and issues of interest to local government and communities. The purpose of this Legislative Platform is to clearly outline the positions of the County on priority issues and matters that impact the County's ability to operate effectively, while allowing the considerations of legislative and budget issues that arise during the legislative session. In keeping with the past practice, the Board referred the development of the 2023 Legislative Platform to the General Government Standing Committee, comprised of Supervisor Maureen Mulheren and Supervisor Dan Gjerde, to work with County Department Heads and Executive Office staff in developing a framework of issues for Board consideration.

On January xx, 2023, the Board adopted the 2023 Legislative Platform reflecting the County's legislative priorities and policies for the upcoming legislative cycle. In adopting an annual legislative advocacy platform, the Board of Supervisors strives to enhance the quality of life in Mendocino County through effective state and Federal legislation.

### STATE AND FEDERAL LEGISLATIVE PRIORITIES AND FOCUS AREAS

In adopting this year's legislative platform, the following serve as Mendocino County's priorities and focus areas for Federal and State legislative advocacy:

### **DISASTER PREVENTION, RECOVERY, RESILIENCY AND MITIGATION**

**ISSUE:** During the 2017 Redwood Complex Fire, Mendocino County suffered tremendous loss, 36,000 acres were burnt, homes were lost, agricultural land was damaged, and watersheds were affected. However, this does not touch on the loss of lives. In the midst of disaster recovery, Mendocino communities continue to be hit hard by unprecedented disasters, including significant fires in 2018, 2020 and 2021 along with public safety power shut offs in 2019, drought, COVID-19 public health emergency, and severe winter storms. The devastation of these events will live on for decades. The support of the State and Federal government in both appropriations and policy changes are vital as the County continues to rebuild resilient communities and prepare for the "new normal" of increasingly catastrophic natural disasters.

### **STATE ACTION**

- Support efforts to enact legislation, regulations, and executive orders that ease the burden and promote rapid recovery and preparedness for future disasters.
- Support maximum reimbursement for loss and damages for the County and for residents recovering from wildfires or natural disasters.

- Support additional funding at a local level for disaster preparedness and recovery.
- Advocate for the State to evaluate regulations and requirements for grants, housing projects and mitigation projects for opportunities to streamline processes and provide exemption when necessary.
- Advocate and support State protection for homeowner’s insurance availability and affordability in fire prone areas.
- Support funding for Wildfire Prevention including the development and/or improvement of second access routes and emergency egress for communities in the wildland urban interface.
- Support funding for the assessment and removal of dead and dying hazardous trees.

**FEDERAL ACTION**

- Support maximum reimbursement for loss and damages for the County and for residents recovering from wildfires or natural disasters.
- Support implementation of new requirements that limit “funding claw backs” and oppose efforts to withhold disaster recovery payments to Mendocino County.
- Advocate for additional FEMA technical assistance for counties to assist staff in navigating direct assistance programs and regulatory requirements for approved disaster projects.

**COVID-19 RESPONSE AND RECOVERY**

**ISSUE:** Since January 2020, the County has been part of a coordinated public health response involving the Federal Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH). The Director of Emergency Services/Chief Executive Officer, Carmel Angelo declared a Local Emergency and the Health Officer declared a Local Health Emergency on March 4, 2020. The County’s response efforts to protect human life and minimize the strain on the health care system during the COVID-19 pandemic is estimated to exceed \$28 million in 2020. Costs include labor, essential supplies and materials, contracts with public health and technical consultants, testing, education, and outreach, contacting investigation and tracing, motel rooms for homeless individuals, preparation and operation costs for the health emergency alternative care facility, staff overtime costs, and emergency food relief programs.

**STATE ACTION**

- Support ongoing State provided COVID-19 testing sites to assist Mendocino County in meeting State required testing thresholds.
- Support State resources to assist counties in vaccine distribution, which may require special refrigeration and other expenses for distribution.
- Support ongoing and increased assistance by the State in providing epidemiologist and bilingual/bicultural contact investigators and tracers.
- Support ongoing operational funding for project HomeKey projects.
- Support continued flexible funding for COVID-19 response and recovery to assist counties in providing services including, but not limited to emergency operations, isolation and quarantine housing, economic development, and testing.
- Support maximum reimbursement for the County’s COVID-19 emergency protective measure required to respond to the pandemic.
- Advocate for continued support for wastewater surveillance as a new, important method of early and ongoing assessment of community risk from infections.



### **FEDERAL ACTION**

- Support ongoing Federal coronavirus aid to local government to support the COVID-19 response including, but not limited to testing, vaccines, isolation/quarantine housing and economic recovery.
- Support maximum reimbursement from FEMA for County COVID-19 emergency protective measure required to respond to the pandemic.
- Support additional flexibility for the American Rescue Plan Act

### **NATURAL RESOURCES**

**ISSUE:** Mendocino County supports efforts to conserve and preserve the county's natural resources to help restore its fisheries, maintain healthy forests, support clean reliable water supplies, and ensure agriculture is preserved for future generations. The County supports activities and polices that promote responsible land management that integrate local government involvement in Federal and State land management decisions. The County supports increased State and Federal funding for public land management to address deferred maintenance of infrastructure in forests and fire prevention and mitigation activities.

### **STATE ACTION**

- Support local control in the implementation of the Sustainable Groundwater Management Act (SGMA) and development/implementation of a Groundwater Sustainability Plan (GSP).
- Support State funding for implementation of Groundwater Sustainability Plans (GSP).
- Support State funding for storm water infrastructure improvements and compliance with storm water quality regulations.
- Advocate for recycling and organic waste reduction legislation that take into account the needs of rural communities.
- Advocate for legislation to allow and streamline the process for water districts to consolidate districts. Support State funding for drought response and infrastructure to facilitate water resiliency in rural communities.
- Support State funding for flood response and infrastructure, as droughts happen, floods follow including post-wildfire debris flows.
- Support the restoration of Williamson Act (the California Land Conservation Act) Subvention funds. Mendocino County, like most other rural counties, is dependent on State funding to offset the loss of property tax revenue to the County. Without a resumption of subvention payments, the County budget will suffer a detrimental impact.
- Support Restorative funding for the Division of Measurement Standards, within the California Department of Food and Agriculture to ensure that consumer protection and commercial device accuracy support is maintained.
- Support the development and expansion of Cap-and-Trade funding programs specifically targeted at rural communities.
- Years of extremely dry conditions are taking a toll on forested lands across the State with rapid tree mortality. The County supports State and Federal local assistance, financial resources, regulatory relief and assistance with outreach and coordination efforts to address health and safety risk from dead and dying trees, including areas within the coastal range overseen by the California Coastal Commission.

- Advocate for legislation that would address the formation of a governing authority for the Potter Valley Project.
- Advocate for State funding to assist the Inland Water and Power Commission and Planning Agreement Parties in the Federal Energy Regulatory Commission (FERC) re-licensing process for the Potter Valley Project
- Advocate for legislation that would address the formation of governing authority for the Potter Valley Project that includes Mendocino County representation.
- Advocate for State funding to assist the Mendocino County Inland Water and Power Commission in preserving the water supply provided by the Potter Valley Project for the thousands of people who use the water domestically, for agriculture, and for environmental uses in the Russian River watershed.
- Prioritize projects that reduce or prohibit development and vehicle miles traveled potential on conservation lands, open space, agriculture and working lands, and important watersheds.
- Promote new and innovative programs and projects that reduce or sequester greenhouse gases, including vegetation management, urban greening, and land use planning.
- Ensure any new State climate action mandates include full cost recovery by counties.
- Support focusing on parks and open space lands, as public natural resources, in the provision of carbon neutrality.

#### **FEDERAL ACTION**

- Engage in the re-licensing process for FERC Project No. 77 – the Potter Valley Hydroelectric Project and other related items to achieve Mendocino County goals.
- Support the Mendocino County Inland Water and Power Commission and the Two-Basin Partnership efforts to re-license the Potter Valley Hydroelectric Project.
- Monitor the legal challenges to the Waters of the United States rule (by the EPA and Army Corps) aimed at re-defining the definition of "Waters of the US" inside the Clean Water.
  - Continue to advocate for developing a new rule that would not inappropriately or unnecessarily expand coverage to new land features or waters or broaden the overall jurisdiction of the agencies. Additionally, the detrimental impacts and burdens to municipalities and agriculture nationwide could be more thoroughly assessed and minimized.
  - Support Congressional efforts to establish a more effective definition of "Waters of the U.S."
- Support restoring full mandatory funding for the Payments in Lieu of Taxes (PILT) program, which compensates public lands counties for untaxable Federal land.
- Support long-term Federal reauthorization and full funding for Secure Rural Schools and Community Self-Determination Act (SRS), which provides funding for rural counties and school districts to replace revenue from dwindling forest receipts due to national decline in timber harvesting.
- Engage with United States Forest Service, Bureau of Land Management, and other Federal land management agencies to ensure that local communities are consulted regarding land management issues including recreation, fire management and law enforcement.
- Engage in the efforts with to preserve the water supply provided by the Potter Valley Project for the thousands of people who use the water domestically, for agriculture, and for environmental uses in the Russian River watershed.
- Support the Mendocino County Inland Water and Power Commission in the efforts with the U.S. Army Corps of Engineers to raise Coyote Dam at Lake Mendocino and secure the related water supply.

## **ECONOMIC AND COMMUNITY DEVELOPMENT**

**ISSUE:** Mendocino County advocates for economic and community development opportunities suitable for rural community's unique character through business development. The County supports legislative efforts designed to foster economic development tools and funding options for effective programs and job creation. The County supports legislative efforts that promote strategic land use and development practices that maintain and/or increase local control.

### **STATE ACTION**

- Oppose efforts that would divert SB 1 transportation funds from road and highway projects.
- Support legislation that fosters, promotes, and creates incentives for the adoption, use, and economic benefits of renewable and sustainable energy endeavors benefitting Mendocino County.
- Support legislation that provides ongoing State funding for mandated planning projects such as the Regional Housing Needs Assessment, Sustainable Communities Strategy (SCS), General Plan Housing Element updates, and other planning initiatives under AB 32 and SB 375.
- Promote a full range of housing in all communities to better address the housing needs and solutions in rural communities.
- Support the repeal of Article 34 of the California Constitution, which would reduce administrative burden on local governments around affordable housing development.
- Support expansion of State tax incentives for the provision of affordable housing. The tax codes and financial industry regulations need to be revised to provide stimulus to produce affordable housing, particularly for median, low, and very low-income households.
- Oppose legislation that creates restrictions on local control of land use and development.
- Oppose legislative actions or reform measures that penalize jurisdictions for non-compliance with state-mandated Housing Element update schedules.
- Broadband Deployment
  - Support “Dig Once/Trench Once” and other policies which streamline the deployment of conduit for underground fiber-optic and electrical cables and minimize regulatory burdens and permitting processes for deployment of internet connectivity.
  - Advocate to maximize broadband infrastructure investment and equitable county-wide connectivity from the delivery of Middle and Last Mile projects under SB 156 and other State and Federal funds. In addition to explore options that would include wireless and satellite technology in providing internet service delivery where underground fiber-optic is not possible or feasible.
- Support and monitor the development and deployment of a robust county-wide Middle Mile open access fiber-optic backbone to stimulate economic development and affordable broadband availability to homes, businesses, schools, libraries, public safety facilities, health services, and other institutions throughout Mendocino County.
- Advocate for complete and accurate broadband connectivity data needed for smart policy and design decisions required to effectively bridge the growing digital divide.
- Advocate to strongly encourage, if not require, last mile to the consumer broadband providers to supply equitable service to all potential customers as part of a new area service acquisition.
- Advocate for support for installation of solar power and hydro-power as renewable energy sources.

### **FEDERAL ACTION**

- Support efforts by the Administration and Congress to increase the nation's infrastructure investments to help promote economic development, public safety and overall mobility through

a comprehensive infrastructure package, surface transportation reauthorization and water resources bill.

- Advocate for complete and accurate broadband connectivity data, which is necessary to effectively bridge the growing digital divide as the Federal government relies on this information to determine the true need for critical broadband resources.
- Supports the deployment and availability of broadband and emerging technology, to rural communities to ensure equitable economic and educational opportunities for all.
- Advocate for Federal funding for rural airport infrastructure projects.
- Advocate for the expansion of Federal tax credits to better meet the statewide need for subsidized affordable housing units.
- Advocate for a change in Federal tax law to eliminate current tax incentives for short term rentals, as these Federal tax incentives are leading to the conversion of housing for year-round residents to a commercial use of housing for the purpose of short-term rentals for visitors.

## HEALTH AND HUMAN SERVICES

**ISSUE:** Counties are mandated to protect Californians against threats of widespread disease and illness and are tasked with promoting health and wellness. Mendocino County supports and encourages the use of multi-jurisdictional approaches to health care. Mendocino County supports the maximum amount of flexibility in managing programs and adequate and secure State and Federal funding to accomplish mandated services. Counties should have the ability to expand or consolidate facilities, services, and program contracts to provide a comprehensive level of service and accountability and achieve maximum cost effectiveness.

### STATE ACTION

- Support legislative efforts to provide sustaining wages to IHSS workers while limiting the County's obligation to increases in local required funding.
- Support efforts to sustain or restore funding for Health and Human Services safety-net programs and regulations, including: CalFresh Categorical Eligibility; School Lunch Programs; Health Care Enrollment (inmates); Preventing Elder and Dependent Care Abuse; Fees and Charges for Residential Care Facilities for the Elderly; Long-Term Care Ombudsman Program; Drug Abuse Prevention and Safe Disposal Program; Childhood Vaccinations; and Child Welfare Services.
- Advocate for the allocation of additional realignment revenues. Current cost-sharing ratios no longer reflect counties' long-term ability to control costs in the programs.
- Support additional funding and programs that provide improved access to local mental health services, including increased and consistent funding for mental health housing programs, crisis support, and jail diversion programs and services for foster youth with complex needs.
- Support insurance parity for mental health services to ensure residents with private insurance have the same services available as those with Medi-Cal.
- Advocate for the legislature to review the innovation component of the Mental Health Services Act for accountability. Innovation in rural, suburban, and urban counties vary drastically and should be evaluated based on local demographics.
- Support sustainable funding for Emergency Medical Services (EMS) Systems.
- Support funding incentives for homeless providers who develop and implement meaningful and integrated workforce development programs.
- Support funding for small business wage subsidies to hire homeless and recently homeless individuals.
- Continue to monitor legislative efforts that provide sustaining wages for IHSS workers while limiting the County's obligation to increase local funding.

### **FEDERAL ACTION**

- Support for a new Centers for Medicare and Medicaid Services (CMS) Medicaid waivers for California. The new Cal-AIM waiver proposal is essential to enhance services at the local level particularly in regard to mental health, substance use treatment services and homeless services.
  - Medicaid/Medi-Cal waiver projects have allowed for substantial funding and local expansion of services outside of traditional Medi-Cal billable services, including the Whole Person Care waiver pilot that has enhanced mental health and homeless services. And more recently, the Drug Medi-Cal Organized Deliver System pilot to expand substance use treatment services.

### **PUBLIC SAFETY**

**ISSUE:** Mendocino County strongly supports community safety by providing high quality public safety services to maintain health and safety standards for its residents. The County supports additional State and Federal funding and tools to enhance law enforcement programs and the safety of its residents and public safety employees. It is recognized that the State, and not the county, is responsible for trial court operations costs and any growth in those costs in the future. Nevertheless, counties continue to be responsible for justice-related services, such as, but not limited to, probation, prosecutorial and defense services, as well as the provision of local juvenile and adult detention facilities. Therefore, it is imperative there is secure, stable, and sufficient funding allocated to Mendocino County to fulfil the State responsibilities mandated to the local level to implement. The County firmly oppose future and further unfunded State mandates.

### **STATE ACTION**

- Ensure that adequate, secure, and stable funding is provided to implement the evidence-based practices mandated by realignment.
  - The County believes that the State should assume cost increases associated with state-imposed program changes and expansions, as well as Federal maintenance of effort mandates.
  - Oppose State and/or Federal funding reductions that shift responsibility for services, administration or fiscal support to counties.
- Support additional State funding for the Sheriff's Office, Probation, Public Defender, and District Attorney to implement money bail reform as it relates to the Humphrey decision and bills like SB 262.
- Support secure and adequate funding for the implementation of SB 823.
- Oppose legislation that would directly or indirectly shift costs related to State prisoners that are transferred under realignment to counties.
- Support additional permanent and stable State back-fill to cover the counties revenue loss resulting from AB 1869, the recent removal of criminal justice fines, fee, and penalties by the Legislature.
- Support permanent, stable, and consistent funding of SB 678 in light of AB 1950.
- Oppose any additional State efforts to change criminal justice fines, fees, and penalties without providing a corresponding revenue back-fill that is permanent and stable.

### **FEDERAL ACTION**

- Support amending the Medicaid Inmate Exclusion Policy under the Social Security Act to remove limitations on Medicaid, Medicare, and Children's Health Insurance Program (CHIP) and Veteran's Affairs health services benefits for pre-trial inmates of public institutions.
- Support policies and programs that divert non-violent individuals struggling with mental illness and/or substance use disorders from local jails into more appropriate treatment services.

## CANNABIS

**ISSUE:** Mendocino County is a pre-eminent producer county in the State of California, home to a very large number of multi-generational cultivators, manufacturers, and other added-value cannabis industry participants. In every license category, consideration must be given to the difficulties facing small cannabis operators in rural communities, unable to compete in the emerging legal market if it demands large sums of investment to scale up and meet regulatory requirements. Mendocino County supports the State’s implementation of the Medical and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA) and will continue to advocate maintaining local government’s flexibility and authority to address individual community needs through local control measures. Mendocino County supports Federal initiatives to either repeal or modify the Federal prohibition of cannabis and encourages Federal recognition of State laws regulating cannabis.

### STATE ACTION

- Advocate for a reduction in the State excise tax as a means to support the economic recovery of small businesses and quell competition with the illicit market.
- Advocate for statutory changes that eliminate project-specific CEQA analysis as an annual licensing requirement and instead allow the Department of Cannabis Control (DCC) to accept the CEQA compliance pathways set forth by local jurisdictions, including pathways that provide ministerial permits and principally permit commercial cannabis activities.
- Advocate for cannabis cultivation to be considered an agricultural crop produced for human consumption and regulated in the California Food and Agricultural Code rather than the Business and Professions Code.
- Advocate for the removal of the state regulatory prohibition on cannabis activities within a residence so that local jurisdictions can implement cottage industry codes allowing commercial cannabis businesses the ability to conduct activities analogous to those of non-cannabis related cottage industry businesses.
- Advocate for licensed commercial cannabis business to have access to state-funded disaster relief programs and grant programs.
- Advocate for the simplification of the state’s commercial cannabis regulations in a manner that reduces barriers to entry into the legal market, protects public health and safety, and ensures a regulated environment for commercial cannabis activities that does not impose such barriers as to perpetuate, rather than reduce and eliminate, the illicit market for cannabis.
- Advocate for the ability of licensed cultivators to conduct multiple types of cultivation under a single license.
- Advocate that the DCC establish a simple process for cultivation license holders to conduct cultivation license type changes and cultivation license size changes.
- Advocate that the DCC establishes a process for state cultivation license holders to fallow all or a portion of the allowed mature plant canopy.
- Advocate that the DCC all for “batch tagging” of mature cannabis plants and harvested cannabis material in METRC similarly to what is currently allowed for immature plant tagging.
- Advocate for regulatory reform that allows locally permitted and state licensed cultivators to:
  - a) receive genetic material from any permitted and licensed commercial cannabis business entity,
  - b) transfer genetic material to other permitted and licensed cultivators,
  - c) receive genetic material from members of the public, not to exceed personal adult use allowances
  - d) enter no-source cannabis seeds into METRC in unlimited amounts because cannabis seeds

are not federally restricted.

- Advocate for the removal of the 4-acre cap on Cannabis Cooperative Associations to allow economy of scale for small farmers.
- Advocate for state and federal policy changes that establishes opportunities for cultivators, processors, and manufactures to engage in direct-to-consumer sales, including through on-farm sales, cannabis events, direct to consumer deliver operations, and direct to consumer shipping.
- Advocate that the DCC conduct annual audits of licensed distribution businesses to monitor how much cannabis material being sold within the supply chain is produced by permitted and licensed cultivators and how much is produced by unpermitted and unlicensed cultivators.
- Advocate for the California Department of Food and Agriculture to develop educational materials and guidance document that clarify and support the development of appellation of origin petitions.
- Advocate for the promulgation of comprehensive labeling requirements for all cannabis geographical indications, including county of origin, city of origin, city and county of origin, and appellation of origin designations.
- Advocate for the California Department of Food and Agriculture to be sufficiently funded to manage the appellation of origin program and the establishment of a petition review panel.
- Advocate for state and federal legislation and funding to combat illegal trespass cultivation of cannabis on public and private lands. Support adequate funding to address illegal water diversion, water pollution, erosion, poisoning of wildlife, and other environmental damage associated with trespass cannabis growing operations.

#### **FEDERAL ACTION**

- The county supports federal legislation that allows cannabis to be regulated at the federal level, including removing cannabis from Schedule 1 of the Controlled Substances Act. The county takes the position that any change to the legal status of cannabis at the federal level must be accompanied by a thorough regulatory framework that delineates the clear roles and responsibilities of the jurisdictions involved.
- Support efforts at the federal level to allow for and make available banking and other financial services to cannabis operators in order to minimize the use of cash.
- Advocate for changes to the Federal Tax Code to ensure that state licensed commercial cannabis businesses are taxed in the same manner as non-cannabis businesses, including but not limited to, advocating for the elimination of Federal Tax Code Section 280E.

## **Homelessness**

**ISSUE:** Mendocino County has a large population of Homelessness although the core of the homeless population is in the city of Ukiah, the majority of resources are also located in Ukiah. Limited housing and rental availability is a large contribution for continued transient and homeless growth within the county. There is a community impact on local businesses, and they are being affected by the homeless population encampments that need to be addressed. There are resources that may be being underutilized because of the lack of knowledge to the homeless population.

#### **STATE ACTION**

- ACCESS Integrated Care Management: Fully operationalize the ACCESS initiative care coordination teams to coordinate care for key health and social services (e.g., mental health substance use, MediCal, Social Security, primary health, and general assistance enrollments etc.) which are critical determinants of successful entering and maintaining sheltering and housing

placements.

- Increase or sustain funding to prevent and end homelessness through direct allocations to either to the county directly or the local continuum of care (COC) as the counties are responsible for the broad scope of services and mandates provided to successfully move individuals out of homelessness; Sustainable and flexible State funding sources to enable communities to serve more people with outreach, shelter, eviction prevention, supportive housing, and short term rent assistance programs; Establishment of immediate solutions to address encampments.
- Increased opportunities such as Project Homekey providing funding, separate regulatory rules specific to address immediate needs; multi-element approaches to address homelessness and mental illness including cooccurring substance use disorders; and incentivized alignment of health, human services, and housing programs by facilitating data sharing, and providing one-time funding for systems redesign efforts undertaken by willing counties.
- Create new sources of funding and incentive programs to produce affordable housing through incentivized jurisdictional cooperation and regional housing planning
- Preserve mobile home parks as a valuable housing resource
- Improving rent stabilization tools including protections from displacement and unreasonable rent increases for mobile home park tenants.
- Ensuring that code enforcement does not result in closure of mobile home parks (or other affordable housing) unless it is an immediate danger to life, health and safety.
- Address disparities in housing through: Ensuring that disaster recovery resources reach all impacted households, including those with the lowest incomes who are often the hardest hit by disasters and have the fewest resources to recover.
- Advocate for increasing accessibility to levels of support from Federal and State food programs.
- Advocate for funding to assist local businesses with security, clean up, and restoration due to homelessness.

#### **FEDERAL ACTION**

- Homeless Prevention Assistance: Rental Assistance and Rapid Rehousing Support to prevent individuals at risk of losing their housing, especially during the COVID-19 pandemic that has tremendous financial impacts on low-income individuals and families



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# COUNTY OF MENDOCINO

## STATE AND FEDERAL REPRESENTATIVES

DRAFT

### STATE REPRESENTATIVES:

**JIM WOOD, ASSEMBLYMAN (D)**

2<sup>nd</sup> Assembly District

Website: <http://a02.asmdc.org>

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Phone: (916) 319-2002 – Sacramento Office

**MIKE MCGUIRE, STATE SENATOR (D)**

2<sup>nd</sup> Senate District

Website: <http://sd02.senate.ca.gov/>

Phone: (707) 468-8914 – Ukiah Office

Phone: (916) 651-4002 – Sacramento Office

### CONGRESSIONAL REPRESENTATIVES:

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2<sup>nd</sup> Congressional District

United States House of Representatives

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**ALEJANDRO "ALEX" PADILLA, SENATOR (D)**

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# CALIFORNIA PUBLIC RECORDS ACT

- **California Public Records Act (“PRA”)**
  - Previously found in Cal. Gov’t Code § 6250, et seq.
  - Under AB 473 (2021) PRA is recodified and reorganized effective January 1, 2023, and will be found in Cal. Gov’t Code § 7920.000, et seq.
- **Under the PRA:**
  - A public record is defined as “any writing containing information relating to the conduct of the public’s business prepared, owned, used, or retained by any state or local agency regardless of its physical form or characteristics.” Gov’t Code § 6252(e)
  - Members of public can request copies of public records from State and local government agencies.
  - Responding agency must conduct a reasonable search for responsive records.
  - Agency must promptly respond to the requester as to the whether it has responsive records and will comply with the request.
  - Agency must produce non-exempt responsive records and generally can only charge the cost of duplicating the records.

# PRA ADMINISTRATION IS COSTLY

- Number of records that are created and maintained by governmental agencies has grown due to new laws and technological developments.
- Many records held by agencies contain confidential information such as medical information, social security and drivers license numbers, records of pending investigations, which cannot be disclosed.
- Under Proposition 42 (2014), State does not need to reimburse local governments for the cost of complying with open government laws such as the PRA.
- In the event of a lawsuit, local agency has burden of proof that records not produced are exempt from disclosure and if the local agency loses, the local agency must pay the requester's attorneys' fees and costs.

# COORDINATED, DUPLICATIVE PRA DEMANDS

- Local agency may receive numerous similar sounding form requests seeking voluminous records.
- Requests are sometimes accompanied with demands that a litigation hold be placed on records along with the mass filing of similar sounding claims for damages.
- Such requests may be coordinated with organizers encouraging followers to include a suggested list of records.
- Even though requests are similar, each requester may have different demands and interpretations of the requests.
- This situation has become much more frequent in the election context following the 2020 election.
- Washington Post reports that election officers throughout the country have reported that record requests have quadrupled since 2018. (WaPo, 9-11-22)

# HIGH FREQUENCY PRA LITIGANTS

- Characterized by serial requesters sending numerous requests to agencies quickly followed by lawsuits if there is any delay in production or suggestion that records may be withheld.
- For example, a frequent requester asks for a crime victim's name from the wrong office of an agency. An employee in that office mistakenly advised requester that they need a subpoena. The next day, the requester filed a CPRA petition in the superior court, even though agency's attorney had asked requester in a prior CPRA matter to contact her for help with any other CPRA requests before filing suit. Agency quickly provides requested record, but requester nonetheless seeks attorneys' fees.
- Possible legislative remedy could be to create notice and cure provisions similar to those applicable to "high frequency litigants" in disability access lawsuits.

# PRA LAWSUITS AS A DISCOVERY VEHICLE

- The key issues in a PRA case are whether the responding agency has responsive records and, if so, whether the agency wrongfully withheld them.
- The PRA states that: “The court shall decide the case after examining the record in camera, ... papers filed by the parties and any oral argument and additional evidence as the court may allow.”
- In *City of Los Angeles v. Superior Ct.*, 9 Cal. App. 5th 272 (2017), court held that discovery was permissible in a PRA case to assess an agency's good faith in searching for records.
- In *Western Resources Legal Center v. San Benito County* (2022), trial court allowed broad discovery of the records requested through the PRA, plus discovery into subject matter of the requested records. Case is now before the Court of Appeal.

# COST RECOVERY FOR PRA REQUESTS

- Under the California PRA, agencies can only recover the “direct costs of duplication.” Cal. Gov't Code §§ 6253, 6253.9.
- Nonchargeable ancillary costs under the California Public Records Act (PRA) include staff time involved in searching the records, reviewing records for information exempt from disclosure under law, and deleting such exempt information.
- Increasingly, with electronic records, requesters will ask for voluminous electronic record to be emailed or downloaded to avoid any duplication costs.
- Possible legislative remedies could include updating cost recovery provisions of the PRA to better enable agencies to recover PRA administration costs.
  - Federal FOIA provides for three types of fees that may be assessed in response to FOIA requests: search, review, and duplication. Also, the fees that may be charged to a particular requester are dependent on the requester's fee category. 5 U.S.C. § 552(a)(4).
  - State Survey of Public Record Fee is provided.





# Mendocino County Board of Supervisors Agenda Summary

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**Item #:** 2d)

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**To:** General Government Standing Committee

**From:** Supervisor Mulheren

**Meeting Date:** February 27, 2023

**Department Contact:** Kristin Nevedal

**Phone:** 707-234-6680

**CEO Contact:** Steve Dunncliff

**Phone:** 707-463-4441

**Time Allocated:** 15 Minutes

**Agenda Title:**

Discussion and Possible Action Including a Recommendation to the Board Regarding Applicant Notification of a Previously Approved Cannabis Business Tax Reduction, Establishment of a Cannabis Business Tax Penalty and Interest Amnesty Program, and a Prior Year Cannabis Business Tax Payment Plan  
(Sponsor: Supervisor Mulheren)

**Recommended Action/Motion:**

Recommend the Board direct staff to notify applicants of a previously approved Cannabis Business Tax reduction, and that the Board establish both a Cannabis Business Tax Penalty and Interest Amnesty Program, and a Prior Year Cannabis Business Tax Payment Plan.

**Previous Board/Board Committee Actions:**

April 19, 2022 the Board approved a 50% reduction of Cannabis Business Tax for a period of two years, starting in tax year 2022-23.

**Summary of Request/Referral:**

Due to meeting timing, and urgent action being needed, Supervisor Mulheren is requesting that a discussion regarding a Cannabis Business Tax Penalty and Interest Amnesty Program (Amnesty Program) and Prior Year Payment Plan (Payment Plan) be heard briefly by the General Government Committee and that a more robust agenda item with applicant data and back tax estimates will come to the full Board on March 14, 2023.

Per the discussion at the Board's April 19, 2022 meeting, cannabis cultivators are struggling with both market conditions and the cost of local and state regulations. In an effort to reduce this strain, and allow a larger number of cultivators to enter the regulated market through the local permit program, Supervisor Mulheren is requesting a recommendation from the Committee to bring an item to the full Board on March 14, 2023, that would include direction to the Treasurer-Tax Collector and Mendocino Cannabis Department to notify Cannabis Program applicants of the previously approved 50% reduction in Cannabis Business Tax for years 2022-23 and 2023-24.

In addition to this notification of the Board's prior action, Supervisor Mulheren is suggesting an Amnesty Program for penalties and interest from years 2019, 2020, 2021, 2022. Finally, Supervisor Mulheren is recommending establishment of a Prior Year Cannabis Business Tax Payment Plan for payment of all back

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**Item #: 2d)**

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taxes from years 2019, 2020, 2021, 2022. The Payment Plan is intended to allow applicants to stay in the Program and catch up on their deferred taxes over three years, while keeping current with new taxes as they are due. Supervisor Mulheren's proposal for this Payment Plan is:

1. 25% of Cannabis Business Taxes due, for prior years 2019, 2020, 2021, 2022, by May 31, 2023
2. 50% of Cannabis Business Taxes due, for prior years 2019, 2020, 2021, 2022, by June 30, 2024
3. 25% of Cannabis Business Taxes due, for prior years 2019, 2020, 2021, 2022, by June 30, 2025

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** Cannabis Business Tax

**current f/y cost:** N/A

**annual recurring cost:** N/A

**budget clarification:** Implementation of this plan will lead to a currently indeterminate amount of additional taxes.

**budgeted in current f/y:** No

**if no, please describe:**

**revenue agreement:** N/A

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**CEO Liaison:** Executive Office

**CEO Review:** Choose an item.

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Final Status: Direction Given to Staff

Date: February 27, 2023





# Mendocino County Board of Supervisors Agenda Summary

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**Item #:** 3b)

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**To:** General Government Standing Committee

**From:** Executive Office

**Meeting Date:** February 27, 2023

**Department Contact:** Atlas Pearson

**Phone:** 707-463-4441

**CEO Contact:** Darcie Antle

**Phone:** 707-463-4441

**Time Allocated:** 15 Minutes

**Agenda Title:**

Approval of Minutes of January 23, 2023 Regular Meeting

**Recommended Action/Motion:**

Approve minutes of January 23, 2023 regular meeting.

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**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Senior Deputy Clerk

Final Status: Approved

Date: February 27, 2023



GLENN MCGOURTY  
1st District  
Supervisor  
Chair

MAUREEN MULHEREN  
2nd District  
Supervisor  
Vice-Chair

JOHN HASCHAK  
3rd District  
Supervisor

DAN GJERDE  
4th District  
Supervisor

TED WILLIAMS  
5th District  
Supervisor



DARCIE ANTLE  
Chief Executive Officer/  
Clerk of the Board

CHRISTIAN M. CURTIS  
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## **MENDOCINO COUNTY GENERAL GOVERNMENT COMMITTEE ACTION MINUTES – January 23, 2023**

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF MENDOCINO - STATE OF CALIFORNIA  
FAIR STATEMENT OF PROCEEDINGS  
(PURSUANT TO CALIFORNIA GOVERNMENT CODE §25150)**

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### **AGENDA ITEM NO. 1 – OPEN SESSION (PLEDGE OF ALLEGIANCE AND ROLL CALL 9:00 A.M.)**

**Present:** Committee Member/Supervisor Maureen Mulheren and Committee Member/Chair John Haschak. Chair Haschak presiding.

**Staff Present:** Darcie Antle, Chief Executive Officer; Christian M. Curtis, County Counsel; Atlas M.A. Pearson, Senior Deputy Clerk of the Board; Kim Saylor, Deputy Clerk of the Board; and Lillian Bearden, Deputy Clerk of the Board.

**The Pledge of Allegiance was led by:** Supervisor Haschak.

**AGENDA ITEM NO. 2 – REGULAR CALENDAR**

**2A) DISCUSSION AND POSSIBLE ACTION INCLUDING DIRECTION TO STAFF REGARDING THE DEVELOPMENT OF MENDOCINO COUNTY’S 2023 LEGISLATIVE PLATFORM - SPONSOR: EXECUTIVE OFFICE**

**Presenter/s:** Dylan Knowles, Administrative Analyst.

**Public Comment:** Hannah Nelson; Paul Hansbury; and Corinne Powell.

**Board Action:** No Action Taken.

**2B) DISCUSSION AND POSSIBLE ACTION INCLUDING PROVIDING RECOMMENDATIONS TO STAFF REGARDING THE LOCAL JURISDICTION ASSISTANCE GRANTS PROGRAM DIRECT GRANT AND FEE WAIVER PROGRAM APPLICATION GUIDANCE MANUAL (LJAGP APPLICATION GUIDANCE MANUAL); AND REFERRAL OF THE MANUAL TO THE BOARD OF SUPERVISORS WITH A RECOMMENDATION THAT IT BE APPROVED - SPONSOR: CANNABIS**

**Presenter/s:** Kristin Nevedal, Director, Cannabis.

**Public Comment:** Scott Ward; Hannah Nelson; Chantal Simone Pietre; Monique Ramirez; Susan Tibbon; Paul Hansbury; Tamara Kislak; and Jude Thilman.

**Board Action:** Upon motion by Supervisor Mulheren, seconded by Supervisor Haschak, IT IS ORDERED that the General Government Committee provides recommendations to staff regarding the Local Jurisdiction Assistance Grant Program Direct Grant and Fee Waiver Application Guidance Manual (LJAGP Application Guidance Manual); refers the Manual to the Board of Supervisors with a recommendation that it be approved; directs staff to upload questions that were asked during the meeting to the online Q&A; and directs staff to bring an update back at the June GGC Meeting.

Aye: 2 – Supervisor Mulheren and Supervisor Haschak

No: 0 – None

Absent: 0 – None

**2C) DISCUSSION AND POSSIBLE ACTION INCLUDING PROVIDING RECOMMENDATIONS TO STAFF; AND REFERRAL OF THE APPROVAL OF THE COUNTY OF MENDOCINO CANNABIS DEPARTMENT MONTHLY UPDATE FOR JANUARY TO THE BOARD OF SUPERVISORS - SPONSOR: CANNABIS**

**Presenter/s:** Kristin Nevedal, Director, Cannabis.

**Public Comment:** Susan Tibbon; Scott Ward; Hannah Nelson; Monique Ramirez; and Corinne Powell.

**Board Action:** Upon motion by Supervisor Mulheren, seconded by Haschak, IT IS ORDERED that the General Government Committee provides recommendations to staff; and refers the approval of the County of Mendocino Cannabis Department Monthly Update for January to the Board of Supervisors. The motion carried by the following vote:

Aye: 2 – Supervisor Mulheren and Supervisor Haschak

No: 0 – None

Absent: 0 – None

**AGENDA ITEM NO. 3 – OTHER BUSINESS**

**3A) PUBLIC EXPRESSION**

**Presenter/s:** Hannah Nelson; Paul Hansbury; and Corinne Powell.

**3B) APPROVAL OF MINUTES OF OCTOBER 17, 2022 REGULAR MEETING - SPONSOR: EXECUTIVE OFFICE/CLERK OF THE BOARD**

**Presenter/s:** Atlas Pearson, Senior Deputy Clerk of the Board.

**Public Comment:** None.

**Board Action:** Upon motion by Supervisor Mulheren, seconded by Haschak, IT IS ORDERED that the General Government Committee approves minutes of October 17, 2022 regular meeting. The motion carried by the following vote:

Aye: 2 – Supervisor Mulheren and Supervisor Haschak

No: 0 – None

Absent: 0 – None

**3C) APPROVAL OF MINUTES OF DECEMBER 12, 2022 REGULAR MEETING - SPONSOR: EXECUTIVE OFFICE/CLERK OF THE BOARD**

**Presenter/s:** Atlas Pearson, Senior Deputy Clerk of the Board.

**Public Comment:** None.

**Board Action:** Upon motion by Supervisor Mulheren, seconded by Haschak, IT IS ORDERED that the General Government Committee approves minutes of December 12, 2022 regular meeting. The motion carried by the following vote:

Aye: 2 – Supervisor Mulheren and Supervisor Haschak

No: 0 – None

Absent: 0 – None

THERE BEING NOTHING FURTHER TO COME BEFORE THE BOARD, THE MENDOCINO COUNTY BOARD OF SUPERVISORS ADJOURNED AT 12:20 P.M.

Attest: ATLAS M.A. PEARSON  
Senior Deputy Clerk of the Board

  
\_\_\_\_\_  
JOHN HASCHAK, Chair

  
\_\_\_\_\_

**NOTICE: PUBLISHED MINUTES OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS MEETINGS**

- Effective March 1, 2009, Board of Supervisors minutes will be produced in “action only” format. As an alternative service, public access to recorded Board proceedings will be available on the Board of Supervisors’ website in indexed audio format
- LIVE WEB STREAMING OF BOARD MEETINGS is now available via the County’s YouTube Channel. If technical assistance is needed, please contact The Mendocino County Executive Office at (707) 463-4441.
- Minutes are considered draft until adopted/approved by the Board of Supervisors
- The Board of Supervisors’ action minutes are also posted on the County of Mendocino website at: [www.mendocinocounty.org/government/board-of-supervisors](http://www.mendocinocounty.org/government/board-of-supervisors)
- To request an official record of a meeting of the Mendocino County Board of Supervisors, please contact the Executive Office at (707) 463-4441
- Please reference the departmental website to obtain additional resource information for the Board of Supervisors and Clerk of the Board: [www.mendocinocounty.org/government/board-of-supervisors](http://www.mendocinocounty.org/government/board-of-supervisors)

***Thank you for your interest in the proceedings of the Mendocino County Board of Supervisors***