



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES

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MEMORANDUM

DATE: SEPTEMBER 14, 2021
TO: HONORABLE BOARD OF SUPERVISORS
FROM: JOHN BURKES, CODE ENFORCEMENT SUPERVISOR
RE: CODE ENFORCEMENT UPDATE NARRATIVE FOR PRESENTATION

Code Enforcement has been continuously working on the Enhanced Cannabis Enforcement Plan implementation and Code Enforcement reorganization as directed by the Board of Supervisors. Since the direction was given on 05/11/21, Code Enforcement has hired and trained an Administrative Assistant and Staff Assistant III. Code Enforcement hired three entry level Code Enforcement Officers to start training on September 20, 2021.

The Planning and Building Services Department will be bringing an agenda item for an update to the position allocation table for Board consideration on September 14, 2021. This will create the divisional structure outlined in the Code Enforcement reorganization plan, as directed by the Board, by adding new classification positions of Code Enforcement Division Manager, Code Enforcement Supervisor, and re-configuration of the Code Enforcement Officer II (journey level) and Code Enforcement Officer I (entry level).

The Board of Supervisors requested additional information and clarification regarding the Code Enforcement information provided in the August 17, 2021 CEO Report at the August 17, 2021 Board Meeting. In addition to the revised charts in the presentation, Code Enforcement is also providing clarification on specific items as follows;

Law Enforcement Referrals

Code Enforcement displays the total referrals to Law Enforcement in the presentation. However, outcomes are not included for several reasons. First, Code Enforcement typically refers complaints with suspected criminal activity and/or major watershed violations to Mendocino County Sheriff's Department and California Department of Fish and Wildlife. Second, Law Enforcement will address the complaints as their schedule allows. Lastly, when there are joint enforcement actions taken that include both Law Enforcement and Code Enforcement, Code Enforcement will not be informed of the status of any potential criminal investigation.

In-Program Referrals

Code Enforcement is currently investigating all complaints on locations that have permits or are in application to the Mendocino County Cannabis Program. The status of outcomes related to Code Enforcement Actions are included in the presentation.

Penalties for Non-permitted Commercial Cannabis Cultivation

Code Enforcement will issue Citations when responsible parties refuse to abate non-permitted commercial cannabis cultivation. Frequently, after imposition of the citation, responsible parties abate the non-permitted commercial cannabis cultivation to stop the accrual of additional penalties. Then the citation is either paid in

full, entered into settlement and a compliance plan, is referred to County Counsel to seek a court judgement, or any combination thereof. That is why there is a difference between "Amount of Penalties Issued" and "Amount of Penalties Collected" in the data charts.