

**CARRE BROWN**  
1st District  
Supervisor

**JOHN MCCOWEN**  
2nd District  
Supervisor  
Vice-Chair

**TOM WOODHOUSE**  
3rd District  
Supervisor

**DAN GJERDE**  
4th District  
Supervisor  
Chair

**DAN HAMBURG**  
5th District  
Supervisor



**CARMEL J. ANGELO**  
Chief Executive Officer/  
Clerk of the Board

**KATHARINE L. ELLIOTT**  
County Counsel

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## **MENDOCINO COUNTY BOARD OF SUPERVISORS**

### **ACTION MINUTES – December 19, 2016**

**DRAFT**

**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 9:01 A.M.)**

**Present:** Supervisor Carre Brown, Supervisor John McCowen, Chair Dan Gjerde, and Supervisor Dan Hamburg. Supervisor Tom Woodhouse absent. Chair Gjerde presiding.

**Staff Present:** Ms. Carmel J. Angelo, Chief Executive Officer; Ms. Katharine L. Elliott, County Counsel and Ms. Nicole French, Deputy Clerk of the Board II.

**The Pledge of Allegiance was led by:** Mr. Ben MacMillan.

#### **5G) DISCUSSION AND POSSIBLE ACTION REGARDING INFORMATIONAL PRESENTATION ON EMERGENCY MEDICAL SERVICES - SPONSOR: HEALTH AND HUMAN SERVICES AGENCY**

**Presenter/s:** Ms. Tammy Moss Chandler, Director, Health and Human Services Agency; and Ms. Jen Banks, EMS Coordinator, Coastal Valleys EMS Agency.

**Public Comment:** Mr. David Roderick.

**Board Action:** None.

**5A) DISCUSSION AND POSSIBLE APPROVAL OF A COUNTY SOCIAL MEDIA USE POLICY (POLICY No. 50) - SPONSOR: EXECUTIVE OFFICE**

**Presenter/s:** Ms. Sarah Dukett, Administrative Analyst, Executive Office.

**Public Comment:** None.

**Board Action:** Upon motion by Supervisor Brown, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors approves County Social Media Use Policy (Policy No. 50) directing staff to finalize based on the discussion of the Board of Supervisors. The motion carried by the following vote:

Aye: 4 - Supervisor Brown, Supervisor McCowen, Supervisor Gjerde, and Supervisor Hamburg

Absent: 1 - Supervisor Woodhouse

*ADJOURNED TO CLOSED SESSION AND LUNCH RECESS: 10:03 A.M.*

*THE BOARD OF SUPERVISORS JOINTLY CONVENED AS THE AIR QUALITY MANAGEMENT DISTRICT IN CONSIDERATION OF ITEM 9c)*

**9A) PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – CHIEF EXECUTIVE OFFICER**

**9B) PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – AIR POLLUTION CONTROL OFFICER**

**9C) PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE APPOINTMENT – INTERIM AIR POLLUTION CONTROL OFFICER**

**9D) PURSUANT TO GOVERNMENT CODE SECTION 54956.9(A) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: JOAN H. TURNER V. COUNTY OF MENDOCINO, DOUGLAS LOSAK, AN INDIVIDUAL. MENDOCINO COUNTY SUPERIOR COURT CASE No. SCUk CVG 15 0065679 000**

**~~9E) PURSUANT TO GOVERNMENT CODE SECTION 54957.6 – CONFERENCE WITH LABOR NEGOTIATOR AGENCY NEGOTIATORS: CARMEL J. ANGELO, HEATHER COFFMAN, HEIDI DUNHAM, ALAN FLORA, CHERIE JOHNSON AND DONNA WILLIAMSON; EMPLOYEE ORGANIZATION(S): ALL ITEM WITHDRAWN~~**

*RECONVENED IN OPEN SESSION: 1:40 P.M.*

**AGENDA ITEM NO. 9 – REPORT OUT OF CLOSED SESSION**

**Presenter:** Chair Gjerde.

**Board Action:** In the matter of agenda items 9a) and 9c) the agenda items have been continued to the December 20, 2016, meeting of the Board of Supervisors. In the matter of agenda items 9b) and 9d) direction was given to staff.

**5I) DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION FROM MENDOCINO COUNTY TOURISM COMMISSION (MCTC) EXECUTIVE DIRECTOR BRENT HAUGEN, ON THE MCTC 2015 2016 ANNUAL REPORT, AND AN UPDATE ON MCTC'S CURRENT ACTIVITIES RELATED TO MARKETING AND PUBLIC RELATIONS - SPONSOR: PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Brent Haugen, Executive Director, Mendocino County Tourism Commission

**Public Comment:** None.

**Board Action:** None.

**5J) DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION ON THE REDWOOD COMMUNITY SERVICES (RCS) HOUSING FIRST PROJECT TO UPDATE THE BOARD ON CHANGES, OBSTACLES, AND THE ESTIMATED COMPLETION DATE - SPONSOR: PLANNING AND BUILDING SERVICES**

**Presenter/s:** Ms. Camille Schraeder, Executive Director, Redwood Community Services; Ms. Sage Wolf, Quality Assurance Analyst, Redwood Community Services; and Ms. Anne Molgaard, Chief Operational Officer, Health and Human Services Agency.

**Public Comment:** Ms. Chandra Gonzales.

**Board Action:** None.

**5L) INFORMATIONAL UPDATE ON THE STATUS OF THE MENDOCINO TOWN LOCAL COASTAL PLAN AMENDMENT (LCPA) AND POSSIBLE DIRECTION OR CONSIDERATION OF COASTAL COMMISSION COMMENTS REGARDING THE SUBMITTED MENDOCINO TOWN LCPA - SPONSOR: PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services.

**Public Comment:** None.

**Board Action:** None.

**5K) DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION OF THE DEPARTMENT OF PLANNING AND BUILDING SERVICES DEVELOPMENT ACTIVITY REPORT FOR THE MONTH OF NOVEMBER, 2016 - SPONSOR: PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services.

**Public Comment:** None.

**Board Action:** None.

**5H) DISCUSSION AND POSSIBLE DIRECTION REGARDING PRESENTATION ON PROPOSED ADOPTION OF THE 2016 CALIFORNIA BUILDING STANDARDS CODE WITH PROPOSED LOCAL AMENDMENTS TO TITLE 18 OF THE MENDOCINO COUNTY CODE - SPONSOR: PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; Mr. Michael Lockett, Chief Building Official, Planning and Building Services; and Mr. Matthew Kiedrowski, Deputy County Counsel.

**Public Comment:** None.

**Board Action:** None.

*RECESS: 3:15 P.M. – 3:32 P.M.*

**5B) DISCUSSION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF ORDINANCE CREATING NEW CHAPTER OF COUNTY CODE ESTABLISHING OFFICE OF COUNTY HEARING OFFICER TO SATISFY DUE PROCESS REQUIREMENTS IN CONFORMANCE WITH LANGUAGE IN CALIFORNIA GOVERNMENT CODE AND APPLICABLE TO MULTIPLE DEPARTMENTS - SPONSORS: COUNTY COUNSEL AND PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; and Mr. Michael Makdisi, Deputy County Counsel.

**Public Comment:** Mr. Lee Howard.

**Board Action:** Upon motion by Supervisor Hamburg, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors introduces and waives first reading of an ordinance creating Chapter 2.76 of the County Code establishing the Office of County Hearing Officer. The motion carried by the following vote:

Aye: 4 - Supervisor Brown, Supervisor McCowen, Supervisor Gjerde, and Supervisor Hamburg

Absent: 1 - Supervisor Woodhouse

**5C) DISCUSSION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF ORDINANCE CREATING NEW CHAPTER OF COUNTY CODE ESTABLISHING ADMINISTRATIVE CITATION AND PENALTY PROCEDURES TO BE USED BY MULTIPLE DEPARTMENTS AND APPLICABLE TO ANY VIOLATION OF COUNTY CODE - SPONSORS: COUNTY COUNSEL AND PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; and Mr. Michael Makdisi, Deputy County Counsel.

**Public Comment:** Ms. Janette Petterson; Mr. Evan Johnson; and Mr. Lee Howard.

**Board Action:** Upon motion by Supervisor McCowen seconded by Supervisor Hamburg IT IS ORDERED that the Board of Supervisors introduces and waives first reading of an ordinance creating Chapter 1.08, as amended, establishing administrative citation and penalty procedures. The motion carried by the following vote:

Aye: 4 - Supervisor Brown, Supervisor McCowen, Supervisor Gjerde, and Supervisor Hamburg

Absent: 1 - Supervisor Woodhouse

**5D) DISCUSSION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF ORDINANCE REVISING COUNTY CODE CHAPTER 8.75, REVISING PUBLIC NUISANCE ABATEMENT PROCEDURES APPLICABLE TO MULTIPLE DEPARTMENTS - SPONSORS: COUNTY COUNSEL AND PLANNING AND BUILDING SERVICES**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; and Mr. Michael Makdisi, Deputy County Counsel.

**Public Comment:** None.

**Board Action:** Upon motion by Supervisor Hamburg, seconded by Supervisor Brown, IT IS ORDERED that the Board of Supervisors introduces and waives first reading of an ordinance creating Chapter 8.75, establishing cannabis specific nuisance abatement and code enforcement procedures.. The motion carried by the following vote:

Aye: 4 - Supervisor Brown, Supervisor McCowen, Supervisor Gjerde, and Supervisor Hamburg

Absent: 1 - Supervisor Woodhouse

*SUPERVISOR HAMBURG RECUSED HIMSELF FROM ITEMS 5(e) AND 5(f)*

*SUPERVISOR HAMBURG ABSENT AT 4:21 P.M.*

**5E) DISCUSSION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF ORDINANCE CREATING NEW CHAPTER OF COUNTY CODE ESTABLISHING CANNABIS SPECIFIC NUISANCE ABATEMENT AND CODE ENFORCEMENT PROCEDURES TO BE USED BY MULTIPLE DEPARTMENTS - SPONSOR: COUNTY COUNSEL**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; and Mr. Michael Makdisi, Deputy County Counsel.

**Public Comment:** Mr. Craig Petterson; Ms. Susan Schnidler; and Ms. Sarah Bodnar.

**Board Action:** Upon motion by Supervisor McCowen seconded by Supervisor Brown IT IS ORDERED that the Board of Supervisors introduces and waives first reading of an ordinance creating Chapter 8.76, establishing cannabis specific nuisance abatement and code enforcement procedures; further directing staff to include language in the ordinance prior to it's adoption to include summary abatement specific to cannabis. The motion carried by the following vote:

Aye: 3 - Supervisor Brown, Supervisor McCowen, and Supervisor Gjerde

Absent: 1 - Supervisor Woodhouse

Recused: 1 - Supervisor Hamburg

**5F) DISCUSSION AND POSSIBLE ACTION TO INTRODUCE AND WAIVE FIRST READING OF ORDINANCE REVISING CHAPTER 9.31 CHANGING A REFERENCE REFERRING TO THE CURRENT NUISANCE ABATEMENT PROCEDURES TO THE NEW CANNABIS SPECIFIC NUISANCE ABATEMENT PROCEDURES, WHICH WILL BE USED BY MULTIPLE DEPARTMENTS - SPONSOR: COUNTY COUNSEL**

**Presenter/s:** Mr. Steve Dunncliff, Director, Planning and Building Services; and Mr. Michael Makdisi, Deputy County Counsel.

**Public Comment:** None.

**Board Action:** Upon motion by Supervisor McCowen seconded by Supervisor Brown IT IS ORDERED that the Board of Supervisors introduces and waives first reading of an ordinance creating Chapter 8.76, establishing cannabis specific nuisance abatement and code enforcement procedures; further directing staff to include language in the ordinance prior to it's adoption to include summary abatement specific to cannabis. The motion carried by the following vote:

Aye: 3 - Supervisor Brown, Supervisor McCowen, and Supervisor Gjerde

Absent: 1 - Supervisor Woodhouse

Recused: 1 - Supervisor Hamburg

THERE BEING NOTHING FURTHER TO COME BEFORE THE BOARD, THE MENDOCINO COUNTY BOARD OF SUPERVISORS ADJOURNED AT 5:04 P.M.

Attest: Nicole French  
Deputy Clerk of the Board

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DAN GJERDE, 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) 3463-4441.
- 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.co.mendocino.ca.us/bos](http://www.co.mendocino.ca.us/bos)
- 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.co.mendocino.ca.us/bos](http://www.co.mendocino.ca.us/bos)

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