



**MENDOCINO COUNTY EXECUTIVE OFFICE**  
**Board Directives: October 17 and 24, 2017**  
**Status Report/Update to Board on October 31, 2017\***

Directive:	Assigned:	Status:
GENERAL CONSENSUS OF THE BOARD that staff shall draft an Urgency Ordinance regarding price gouging in respect to contractor pricing for fire victims.	County Counsel	This will be before the Board on October 31, 2017, for first reading and/or direction.
GENERAL CONSENSUS OF THE BOARD that staff shall network with North Coast Builders Exchange to help provide appropriate information at the Local Assistance Center (LAC) regarding local contractors available for fire victims	Carmel Angelo	North Coast Builders Exchange contacted and they will assist in this effort.
GENERAL CONSENSUS OF THE BOARD that the Board is supportive of the CEO directing County resources where needed, in respect to the recovery effort.	Carmel Angelo	Ongoing.
GENERAL CONSENSUS OF THE BOARD that staff should meet with Redwood Valley Water Conservation District regarding moratorium on water restrictions and report back to the Board on either October 24, 2017, or October 31, 2017.	Nash Gonzalez/ Mary Lynn Hunt	Redwood Valley Water District Representative (RVWD) to be present at the October 24, 2017 BOS meeting.  Granville Poole, RVWD Board member was present at the October 24, 2017 meeting. Directive completed.
GENERAL CONSENSUS OF THE BOARD for staff to research FEMA requirements; and draft letter to local hotels encouraging them to register with FEMA so that their hotel rooms may be utilized (and paid for accordingly) for temporary housing for fire victims.	Tammy Moss Chandler	The County has posted Public Information about this opportunity and is working with West Company to complete individual outreach and explore how other business entities might register to provide this service.

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GENERAL CONSENSUS OF THE BOARD for staff to contact Farm Bureau requesting that they reach out to their membership regarding potential seasonal agricultural farm worker housing availability for fire victims.	Diane Curry	<p>Ms. Curry spoke with the Director of the Mendocino Farm Bureau Devon Jones. They were both of the same minds, that most seasonal employee housing is being used year round. An inquiry went out to membership and if any housing is available, Diane will forward to Recovery Director Tammy Moss Chandler.</p> <p>Currently there have not been any responses from farmers on available housing.</p>
GENERAL CONSENSUS OF THE BOARD for staff to send letter requesting that owners of short term rentals (who have a business license with us) to see if they would be willing to make their temporary housing available for fire victims.	Shari Schapmire	It would be best to use BID information, all names and mailing addresses are available. Further direction is requested by the Board.
<p><b>10/17/17 Directive:</b> GENERAL CONSENSUS OF THE BOARD for staff to reach out to the cities to see if they would be willing to send a similar letter to their constituents who might have short term rentals.</p> <p><b>10/24/17 Directive:</b> GENERAL CONSENSUS OF THE BOARD to clarify previous Directive regarding letters to owners of short term owners - We should not limit our outreach to just to those with available single family homes, but also those who may have extra room/bathroom available (licensed and who is already renting out).</p>	Shari Schapmire/ Sue Ranochak	<p>Bid information includes all city lodging operators inside incorporated city limits.</p> <p>In light of recent TOT recovery projects, BID information does include single family homeowners that are currently renting out all or a portion of their homes. Once the short-term rental letter has been drafted, BID data is available to utilize for mailing purposes.</p>
GENERAL CONSENSUS OF THE BOARD for staff to reach out to CAL FIRE to see if they can do an assessment regarding trees in fire-affected areas in the County to identify which need to be removed, with uniform marking consistent with other agencies.	Tammy Moss Chandler	Staff has received preliminary information from CalFire. CalOES is working with CalFire to have formal reports in the next two weeks.

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GENERAL CONSENSUS OF THE BOARD that staff shall create a Standing item for next few months in respect to fire recovery.	Janelle Rau	Completed.
GENERAL CONSENSUS OF THE BOARD that Planning and Building Services shall present an Urgency Ordinance which incorporates an Administrative Permit process, allowing fire victims (whose homes have been determined to be inhabitable) to utilize a trailer as their residence on their own property (or another parcel) for a period of 3 years, (must be self-contained, if they cannot connect to a septic system) if environmental conditions can be met. (Allow 2 travel trailers, depending on the number of permitted single family residences on site). Staff shall investigate options for multiple trailers for victims on one (not owner-occupied) parcel (depending on density). Mobile homes must go through standard building permit process (although can be expedited). Ordinance should contain a provision that should a contractor be tied to that particular re-built site, (which has the acreage and appropriate septic disposal) they are also allowed to utilize trailer as their residence during the time of the re-build. Ordinance should also create conditions where properties that have appropriate infrastructure allow multiple temporary units for fire victims on existing site; and incorporate a payment plan for deferred payment of Building Permit fees.	Nash Gonzalez/ Mary Lynn Hunt	<p>Staff and County Counsel are working with County Counsel and are finalizing the draft Ordinance. Staff is looking at the Governor's declaration as well as what CEQA exemptions apply to this ordinance.</p> <p>An Urgency Ordinance will be presented at the Board meeting on October 31, 2017.</p>

Directive:	Assigned:	Status:
GENERAL CONSENSUS OF THE BOARD for staff to explore options regarding allowance of composting toilets or other alternative gray water systems for use in temporary housing for fire victims.	Trey Strickland	Currently there are no State or Mendocino County standards or regulations/code re: the installation, use, and maintenance of compost toilets, nor is there a local permit for the installation of a compost toilet. The State has published gray water systems standards, and those standards require that an onsite septic system (or sewer connection) also be in place, for black water and use during rain events. If a property owner wishes to install a compost toilet and/or gray water system, Environment Health gives credit for the decreased amount of water going into the septic system by permitting shorter leach lines and a smaller septic tank.
<p><b>10/17/17 Directive:</b> GENERAL CONSENSUS OF THE BOARD for Staff to explore legal parameters of what relief that Board could give for Cannabis Cultivators, including option to adjust or waive tax payment due.</p> <p><b>10/24/17 Directive:</b> GENERAL CONSENSUS OF THE BOARD regarding tax relief for Cannabis Cultivators - Anybody who was subject to a Mandatory Evacuation Order would not be subject to the minimum tax for this fiscal year; but still required to pay sales tax for gross receipts.</p>	<p>Katharine Elliott/ Matt Kiedrowski</p> <p>Shari Schapmire</p>	<p>This will be before the Board on October 24, 2017, for further direction regarding the issue of tax relief.</p> <p>Staff is currently informing all cannabis-related taxpayers, who are contacting our office, of the Board directive. A letter will be mailed to all program participants no later than November 3, 2017, detailing the Board directive, as well as including other information that needs to be shared.</p>
GENERAL CONSENSUS OF THE BOARD for Staff to check with Assessors' office to see if it is feasible for County to initiate self-review of property owner's whose homes have been affected by the fire, and include in next week's update.	Sue Ranochak	Yes, the Assessors' office will be doing both self-review and processing damage claim reports.
GENERAL CONSENSUS OF THE BOARD to investigate options for a Recovery Task Force, including what it looked like in Lake County, and report back to the Board next week to provide information found; alternately, explore option of creating a Recovery Ad Hoc Committee or referral to Standing Committee.	Carmel Angelo	The Recovery Task Force is a committee made up of County recovery staff that meet with the community monthly, as an information session. Lake County finds this to be an effective venue for information sharing. This is not a Brown Act Board committee meeting.

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GENERAL CONSENSUS OF THE BOARD that staff shall reach out to NCO to help make connections with property owners (currently non-licensed operators) who may be willing to house fire victims. Staff will return with additional information. Additionally, Chair McCowen will draft a letter to be reviewed by the CEO and the Treasurer-Tax Collector.	Carmel Angelo (NCO)  John McCowen (Letter)	A meeting with Patty Bruder, Executive Director for NCO, is scheduled for October 30, 2017.
GENERAL CONSENSUS OF THE BOARD that in respect to previous direction to outreach to cities, etc., staff should also include conversation with various Water Districts regarding water use/ potential penalties for those housing fire victims.	Carmel Angelo/ Sarah Dukett	In progress.
GENERAL CONSENSUS OF THE BOARD that Staff shall reach out to Lake County regarding issues with tree marking to determine how they handled/resolved that issue.	Carmel Angelo/Nash Gonzalez	In progress.
GENERAL CONSENSUS OF THE BOARD that staff shall make arrangements to have a representative from Cal OES, FEMA or the Army Corp of Engineers at the next meeting of the Board of Supervisors to address issues concerning debris removal and the concerns residents have regarding oversight with respect to septic lines and other various infrastructure that was not destroyed - to ensure that those won't be during the debris removal process. Board would like to be able to brief their constituents on how this will work, so the Board can guarantee the residents that no harm will come during the removal process.	Carmel Angelo/ Tammy Moss Chandler	Arrangements are being made for a representative to be present at the October 31, 2017, Board of Supervisors meeting.

Directive:	Assigned:	Status:
GENERAL CONSENSUS OF THE BOARD that if a resident is not intending to make it a permanent home (for temporary habitation only) on permanent foundation, then mobile homes should be allowed with an administrative permit, under the proposed Urgency Ordinance (must conform to State building code guidelines re: setbacks, power and gas lines, etc. and inspected by Planning and Building services)	Nash Gonzalez/ Mary Lynn Hunt	The Urgency Ordinance that is being presented to the Board on October 31, 2017, includes language that will allow the temporary placement of a mobile home/modular home not on a permanent foundation with the issuance of an Administrative Permit.
GENERAL CONSENSUS OF THE BOARD that Urgency Ordinance density should be adjusted to whatever is currently allowed - PLUS - the fire victim or contractor.	Nash Gonzalez/ Mary Lynn Hunt	The Urgency Ordinance that is being presented to the Board on October 31, 2017, includes language to allow for the placement of up to two fire victim residential Temporary Trailer Coaches/RV/Mobile Homes and a third for a contractor hired for fire recovery rebuild.
GENERAL CONSENSUS OF THE BOARD regarding the 60 day camping timeline - staff shall investigate creating an allowance to extend camping period another 60 days to accomplish clean-up if tied to fire victims only.	Nash Gonzalez/ Mary Lynn Hunt	Currently Mendocino County Code 20.168.035 Camping allows for camping up to 60 days within any 6 month period. Given the language, the length could be extended to allow for 120 days in a 12 month period at the Planning Director's discretion and would not require any change in the existing ordinance or the proposed Urgency Ordinance.
GENERAL CONSENSUS OF THE BOARD TO activate the cultivation cycles working group - and shall include Shari Schapmire, Treasurer-Tax Collector.	Carmel Angelo	Cultivation cycle working group has been activated. Initial phone conference with group scheduled for November 3, 2017.