



Mendocino County

Legislation Text

File #: 20-0836, **Version:** 1

To: Board of Supervisors

From: Planning and Building Services

Meeting Date: September 22, 2020

Department Contact: Brent Schultz

Phone: 234-6650

Department Contact: Julia Acker Krog

Phone: 234-6650

Item Type: Regular Agenda

Time Allocated for Item: 15 Mins

Agenda Title:

Discussion and Possible Action Regarding a Status Report on FY 2019-20 Board Goals, Directives and Priorities for Planning & Building Services (PBS), Approval of FY 2020-21 Proposed Goals, Directives, and Priorities for PBS, and Approval of Goals, Priorities and Directives that would Remain on Hold in Fiscal Year 2020-21

(Sponsor: Planning and Building Services)

Recommended Action/Motion:

Accept presentation regarding the status report on FY 2019-20 goals, directives and priorities for PBS, approve FY 2020-21 goals, directives and priorities for PBS, and recognition of goals, directives and priorities that would remain on hold in FY 2020-21.

Previous Board/Board Committee Actions:

On November 13, 2018 the Board provided initial direction on Priorities to the Planning and Building Services Director. Further discussion and direction occurred on March 26, 2019 related to Fiscal Year 2019-20 Goals, Directives & Priorities. These priorities were further changed at the April 16, 2019 meeting. On July 14, 2020, the Board directed staff to return with an updated priority list for consideration.

Summary of Request:

Historically, the first priority of Planning & Building Services is the processing of building permits (4,000 annually), discretionary planning applications (300 annually), responding to 300 daily email and phone inquiries while maintaining counter service, supporting 7 public hearing bodies, and responding to 800 code enforcement and health order calls for service. The current list of prioritized assignments in addition to these regular priorities exceeds the staffing capacity to quickly complete all of them. Direction from the Board will allow the Department to focus on and complete the most time sensitive or critical additional tasks. Attachment A represents a status report on FY 2019-20 Board Goals, Directives and Priorities for the Department. Attachment B represents proposed PBS Board Goals, Directives and Priorities for 2020/2021 that staff is recommending as the priorities for the coming fiscal year. Attachment C includes Board Directives that would remain on hold while a final Board list of top priority tasks is completed. It should be noted that while significant regular work and Board Directives were completed or progress was made, that turnover, PSPS, COVID and recent EOC responses took away significant staff time to complete the PBS workload.

Alternative Action/Motion:

Provide direction to staff.

Supervisory District: All

vote requirement: Majority

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

Agreement/Resolution/Ordinance Approved by County Counsel: No

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Choose an item.

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk I

Final Status:**Approved**

Date: September 23, 2020

