



# Mendocino County

## Legislation Text

---

File #: 21-0644, Version: 1

---

**To: Board of Supervisors**

**From:** Planning and Building Services

**Meeting Date:** June 8, 2021

**Department Contact:** John Burkes

**Phone:** 234-6650

**Department Contact:** Ignacio Gonzalez

**Phone:** 234-6650

**Item Type:** Regular Agenda

**Time Allocated for Item:** 30 Minutes

**Agenda Title:**

Discussion and Possible Action Including Presentation Regarding 1. Cost Analysis, Budget Allocation and Funding Needs to Create a Proactive Code Enforcement Division, Including Increased Staffing to Code Enforcement, the Sheriff's Office, County Counsel, and Cannabis Program, for Cannabis Complaints and Enforcement, Aligned with the Humboldt Model and 2. Reorganize the Code Enforcement Division to Allow for Promotion and Retention of Staff  
(Sponsor: Planning and Building Services)

**Recommended Action/Motion:**

Receive the presentation, discuss funding needs and increased budget allocation to create a proactive Code Enforcement Division, including 1. increased staffing to Code Enforcement, the Sheriff's Office, County Counsel, and Cannabis Program for cannabis enforcement, aligned with the Humboldt Model, and 2. allow for the reorganization of Code Enforcement for promotional opportunities to retain qualified staff.

**Previous Board/Board Committee Actions:**

On September 22, 2020, the Board of Supervisors requested that Planning and Building study Code Enforcement staffing and develop a reorganization plan. On April 12, 2021, the Board of Supervisors requested that Code Enforcement, the Sheriff's Office and Cannabis Program create a plan for cannabis enforcement aligned with the Humboldt Model. On May 11, 2021 the Board of Supervisors requested that the Code Enforcement Division, Sheriff's Office, County Counsel, and Cannabis Program present anticipated funding requirements with the budget hearings.

**Summary of Request:**

Planning and Building Services (PBS) has facilitated several meetings with the Sheriff's Office, County Counsel, and the Cannabis Program to create a plan for increased cannabis compliance, based on the Humboldt Model. The initial review and presentation to the Board of Supervisors regarding this plan was approved on May 11, 2021, with a request to bring back funding needs for each division. PBS estimates that an additional \$1,500,950.73 would be needed to fully staff the Code Enforcement Division in Fiscal Year 21/22. Please note that these figures are estimates, as Human Resources has not completed the class specification for the new Code Enforcement Division positions. County Counsel estimates an additional \$305,884.80; the Cannabis Program estimates, \$713,649.00 in funding needs, and the Sheriff's Office estimates an additional \$289,774.00 per Deputy Sheriff Sergeant, \$249,371.20 per Deputy Sheriff Coroner II, and \$98,820.80 per

Sheriffs Services Technician, annually; however they feel it will take time to hire sworn staff and may only hire the non-sworn staff at the beginning of the next fiscal year. Attached are more detailed spreadsheets, 1. Code Enforcement Division, 2. a combined spreadsheet with Cannabis, County Counsel and the Sheriff, and 3. Sheriff's Office classifications that would be utilized for enforcement.

**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:** see attached

**current f/y cost:** see attached

**annual recurring cost:** see attached

**budget clarification:** Total expense would depend on hire dates for staff or contract start dates.

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

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** N/A

---

**CEO Liaison:** Executive Office

**CEO Review:** No

**CEO Comments:**

**FOR COB USE ONLY**

---

Executed By: Atlas Pearson, Deputy Clerk I

Date: **JUNE 9, 2021**

Final Status: Approved with Modification

