



Legislation Text

File #: 24-471, Version: 1

Memorandum

Date: May 7, 2024

To: The Honorable Lake County Board of Supervisors

From: Mireya G. Turner, Community Development Director

Subject: Adopt Resolution Amending Resolution No. 2023-117, Establishing Position Allocations for FY 2023-2024, Budget Unit 2702 (Planning), to delete one Cannabis Program Manager, and add one Senior Planner Allocation.

Executive Summary: Staff requests the Board adopt resolution to amend the position allocation for Budget Unit 2702 Planning Division. We propose to delete one (1) Cannabis Program Manager and add one (1) Senior Planner allocation.

Over the last 18 months, Staff education, experience, and capacity have increased to the level that all permit applications, both cannabis-related and other permit types, as well as the annual cannabis compliance monitoring visits, can be managed in-house by our Planning Staff. With the larger, and more complex current Planning projects, including but not limited to the LakeCounty2050 Update and the Maha Guenoc Valley Multi-Use Development, one additional experienced Planner would be very helpful.

Staff recommends the Board adopt the Resolution to amend the position allocation for Budget Unit 2702 Planning Division, to delete the Cannabis Program Manager position, and add one Senior Planner position.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply):

☒ Not applicable

☐ Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in "Executive Summary")

☐ Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)

☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

☐ Not applicable

☐ Well-being of Residents

☐ Public Safety

☐ Disaster Prevention, Preparedness, Recovery

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Economic Development | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action: Adopt Resolution Amending Resolution No. 2023-117, Establishing Position Allocations for FY 2023-2024, Budget Unit 2702 (Planning), to delete one Cannabis Program Manager, and add one Senior Planner Allocation.