

## **RESOLUTION NO. 2019-0048**

Adopted by the Sacramento City Council

February 5, 2019

### **Approving Revised Staffing Plan for Cannabis Businesses**

#### **BACKGROUND**

- A. Beginning November 2016, the City Council has taken steps towards regulating cannabis businesses in the City of Sacramento in light of commercial cannabis becoming legal in the State of California.
- B. Over that period of time, the City has developed robust regulations for the entire commercial cannabis supply chain and has begun permitting for cultivation, manufacturing, testing, distribution, and adult use retail, in addition to medical retail which has been permitted by the City as early as 2012.
- C. The City Council complemented commercial cannabis regulations with a sound enforcement policy to address the urgent need to curb illegal residential cultivation in Sacramento's neighborhoods by amending its residential grow limits and imposing administrative penalties for violations.
- D. On November 28, 2017, the City Council approved a revised staffing plan in light of additional applications anticipated with Council's concurrent approval of regulations for distribution, delivery and adult use dispensaries.
- E. The number of applications for a Business Operating Permit (BOP) has exceeded targets and the staff time previously anticipated to process applications, issue permits and ensure compliance among operating businesses have increased significantly
- F. The staffing effort involved in administering appeal hearings associated with administrative penalties related to residential cultivation has also created a large volume of work that was not anticipated in the revised staffing plan approved in November 2017.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Council finds and determines that the background statements A through F are true.

Section 2. The City Manager or City Manager’s designee is authorized to approve the revised staffing plan for the Cannabis Policy and Enforcement program and make the necessary budget adjustments as outlined in the chart below:

| Classification                     | Department                      | FTE         | Change | Annual Labor Budget | Services and Supplies Budget |
|------------------------------------|---------------------------------|-------------|--------|---------------------|------------------------------|
| Customer Service Specialist        | Office of the City Manager/OCPE | 2.00        | Add    | \$ 151,263          | \$ 10,000                    |
| Senior Deputy City Attorney        | Office of the City Attorney     | 1.00        | Add    | \$ 208,532          |                              |
| Paralegal                          | Office of the City Attorney     | 1.00        | Add    | \$ 105,106          |                              |
| Legal Secretary                    | Office of the City Attorney     | 1.00        | Add    | \$ 86,783           |                              |
| Legal Staff Assistant              | Office of the City Attorney     | 1.00        | Add    | \$ 105,105          |                              |
| Animal Control Officer             | Code Enforcement                | (1.00)      | Delete | \$ (73,444)         |                              |
| Code Enforcement Officer           | Code Enforcement                | (2.00)      | Delete | \$ (184,918)        |                              |
| Buidling Inspector                 | Code Enforcement                | (1.00)      | Delete | \$ (114,464)        |                              |
| Junior Development Project Manager | Code Enforcement                | 1.00        | Add    | \$ 125,940          |                              |
| Customer Service Supervisor        | Finance                         | 1.00        | Add    | \$ 86,746           |                              |
| <b>Total FTE Change:</b>           |                                 | <b>4.00</b> |        | <b>\$ 496,649</b>   | <b>\$ 10,000</b>             |

| Classification                      | Project                              | FTE | Fund | Annual Labor Budget | Services and Supplies Budget |
|-------------------------------------|--------------------------------------|-----|------|---------------------|------------------------------|
|                                     | Cannabis Operations MYOP - 106420000 |     | 1001 |                     | \$ 47,500                    |
| <b>Total Services and Supplies:</b> |                                      |     |      |                     | <b>\$ 47,500</b>             |

Section 3. The City Manager or City Manager’s designee is authorized to adjust the Fiscal Year 2018/19 operating revenue for Community Development Department and adjust the expenditure budget in the Cannabis Policy and Enforcement Project (106420000) by the amount equal to Housing and Dangerous Building fines, fees, and penalties collected for related cannabis activities at year end.

Adopted by the City of Sacramento City Council on February 5, 2019, by the following vote:

Ayes: Members Guerra, Harris, Jennings, Schenirer and Mayor Steinberg

Noes: Members Ashby and Carr

Abstain: None

Absent: Members Hansen and Warren

Attest: **Mindy Cuppy** Digitally signed by Mindy Cuppy  
 Date: 2019.02.14 10:48:18  
 -08'00'  
 \_\_\_\_\_  
 Mindy Cuppy, City Clerk

*The presence of an electronic signature certifies that the foregoing is a true and correct copy as approved by the Sacramento City Council.*