

MADELINE CLINE
DISTRICT 1
MAUREEN MULHEREN
DISTRICT 2
JOHN HASCHAK
DISTRICT 3
BERNIE NORVELL
DISTRICT 4
TED WILLIAMS
DISTRICT 5



DARCIE ANTLE
CHIEF EXECUTIVE OFFICER
CLERK OF THE BOARD

CHARLOTTE E. SCOTT
COUNTY COUNSEL

MENDOCINO COUNTY
BOARD OF SUPERVISORS AGENDA
REGULAR MEETING
October 21, 2025 - 9:00 AM

Meeting Location(s): 501 Low Gap Road, Room 1070, Ukiah, CA. 95482 (Board Chambers)

Zoom Link: <https://mendocinocounty.zoom.us/j/82248535957>

Zoom Phone Number (if joining via telephone): 1 669 900 9128 ; Zoom Webinar ID: 822 4853 5957

Listed below are some of the Board of Supervisors Public Engagement options. For streaming options and a complete list of ways to interact with agenda items (or more information on any of these listed) please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

Written Comment

- Submit online via the eComment platform at <https://mendocino.legistar.com/Calendar.aspx>

Verbal Comment

- Speak in person at any physical meeting location when the Chair calls for Public Comment
- Join the Zoom Webinar and use the "raise hand" feature when the Chair calls for Public Comment (if joining via telephone: press *9 to raise your hand, and *6 to unmute yourself when called)
- Leave a voicemail message, up to 3 minutes in length, by calling 707-234-6333

*Note: Voicemail comments will no longer be played back during Open Session, but are immediately available to the full Board of Supervisors upon submittal.

TIMED ITEMS

Item 4b will be heard no sooner than 11:00AM.

Please note that all times provided are considered approximate

1. OPEN SESSION (PLEDGE OF ALLEGIANCE AND ROLL CALL 9:00 A.M.)

The Mendocino County Board of Supervisors meets concurrently as the Board of Directors of the: In Home Supportive Services Public Authority Governing Board; Mendocino County Air Quality Management District; Mendocino County Public Facilities Corporation; and the Mendocino County Water Agency.

1a) Roll Call

1b) Pledge of Allegiance

2. PUBLIC EXPRESSION

Members of the public are welcome to address the Board on items not listed on the agenda, but within the jurisdiction of the Board of Supervisors. The Board is prohibited by law from taking action on matters not on the agenda.

Individuals wishing to address the Board under Public Expression are welcome to do so via any method listed on the front page of this agenda or on our Public Engagement page, at: <https://rb.gy/d3p0>

For more information on any of these methods, please call the Mendocino County Clerk of the Board at (707) 463-4441

3. CONSENT CALENDAR

The Consent Calendar is considered routine and non-controversial and will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed from the Consent Calendar for individual consideration.

See section at the end of this document for the full listing of Consent items.

4. REGULAR CALENDAR

**4a) Discussion and Possible Action Including Acceptance of Informational Report(s) from the Assessor/Clerk-Recorder/Registrar of Voters, Auditor-Controller/Treasurer-Tax Collector, District Attorney, Sheriff and Various County Department Heads or Designee(s)
(Sponsor: Executive Office)**

Recommended Action:

Accept any informational reports provided by the Assessor/Clerk-Recorder/Registrar of Voters, Auditor-Controller/Treasurer-Tax Collector, District Attorney, Sheriff and Various County Department Heads or Designee(s).

- 4b) **Discussion and Possible Action Including Adoption of Resolution of the Mendocino County Board of Supervisors Regarding the Potter Valley Project and the Loss of Water Supply Reliability (Sponsors: Supervisor Cline and Supervisor Norvell)**

Recommended Action:

Adopt Resolution regarding the Potter Valley Project and the loss of water supply reliability for Mendocino County; and authorize Chair to sign same.

Attachments: [Resolution](#)

[10-21-25 Supervisor Williams Resolution](#)

- 4c) **Discussion and Possible Action Including Appointment of and Approval of Employment Agreement Between the Mendocino County Air Quality Management District Board of Directors and Glen Stephens to Serve as the Mendocino County Air Pollution Control Officer in the Amount of One Hundred and Forty Thousand, Six Hundred Ninety-One Dollars and Twenty Cents (\$140,691.20) Per Year with a Total Annual Compensation of Two Hundred Thirty-Nine Thousand, One Hundred Seventy-Five Dollars and Four Cents (\$239,175.04 includes Salary and Benefits) Commencing on October 26, 2025 (Sponsor: Mendocino County Air Quality Management District Board of Directors)**

Recommended Action:

Appoint Glen Stephens as the Mendocino County Air Pollution Control Officer and approve employment Agreement between the Mendocino County Air Quality Management District Board of Directors and Glen Stephens in the amount of one hundred and forty thousand, six hundred ninety-one dollars and twenty cents (\$140,691.20) per year with a total annual compensation of two hundred thirty-nine thousand, one hundred seventy-five dollars and four cents (\$239,175.04 includes salary and benefits) commencing on October 26, 2025; and authorize Chair to sign same.

Attachments: [Agreement 25-173](#)

- 4d) **Discussion and Possible Action to (1) Introduce and Waive First Reading of an Ordinance Amending Chapter 18.04 of the Mendocino County Code and Adopting by Reference, with Local Amendments, Selected Provisions, Chapters and Appendices of Title 24 of the California Code of Regulations, 2025 Editions of the California Building Standards Code, and Adopting Local Findings, and (2) to Set the Date of November 18, 2025, for a Noticed Public Hearing to Consider Adoption of the Proposed Ordinance (Sponsors: Planning and Building Services and County Counsel)**

Recommended Action:

Introduce and waive first reading of an Ordinance amending Chapter 18.04 of the Mendocino County Code and adopting by reference, with local amendments, selected provisions, chapters and appendices of Title 24 of the California Code of Regulations, 2025 Editions of the California Building Standards Code and adopting local findings, and set the date of November 18, 2025, for a Noticed Public Hearing to consider adoption of the proposed Ordinance.

Attachments: [1.2025 Building Code - Staff Memo](#)
[2025 Building Code - Ordinance - Clean](#)
[2025 Building Code - Ordinance - Redline](#)
[2025 Building Code - Ordinance Summary](#)
[BSC Bulletin 25-03 AB130 FINAL](#)

- 4e) **Chief Executive Officer's Report
(Sponsor: Executive Office)**

Recommended Action:

Accept the Chief Executive Officer's report.

Attachments: [10-17-25 CEO Report October - English](#)
[10-17-25 Reporte del CEO Octubre - Spanish](#)
[10-17-25 CEO Report October - English Hyperlink](#)
[10-17-25 Reporte del CEO Octubre - Spanish Hyperlink](#)

- 4f) **Discussion and Possible Action Including Review, Adoption, Amendment, Consideration or Ratification of Legislation Pursuant to the Adopted Legislative Platform
(Sponsor: Executive Office)**

Recommended Action:

Provide direction to staff on matters of legislation.

- 4g) **Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest (Sponsor: Board of Supervisors)**

Recommended Action:

Provide direction to staff on matters of legislation.

Attachments: [10-20-25 Proposed Ukiah Annexation AdHoc Report](#)

5. MODIFICATIONS TO AGENDA

Items added to the agenda subsequent to agenda publication, up to 72 hours in advance of the meeting, pursuant to Government Code section 54954.

6. CLOSED SESSION

Any public reports of action taken in the closed session will be made in accordance with Government Code sections 54957.1.

- 6a) **Pursuant to Government Code section 54956.9(d)(1) - Conference with Legal Counsel - Existing Litigation: One Case - Chamise Cubbison v. County of Mendocino, et al., Mendocino County Superior Court, Case No. 23CV01231**
- 6b) **Pursuant to Government Code section 54957 - Public Employee Appointment - Alternate Defender**
- 6c) **Pursuant to Government Code section 54956.9(d)(4) - Conference with Legal Counsel - Initiation of litigation: One case**

3. CONSENT CALENDAR - CONTINUED

The Consent Calendar is considered routine and non-controversial and will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed from the Consent Calendar for individual consideration.

ITEMS RECOMMENDED FOR APPROVAL:

MINUTES

- 3a) **Approval of Minutes of October 7, 2025, Regular Meeting**

Recommended Action:

Approve minutes of October 7, 2025, regular meeting.

Attachments: [10-07-25 Minutes](#)

BOARD OF SUPERVISORS

- 3b) **Adoption of Resolution Granting Permission for the Gualala Lions Club to Hold a Parade on Saturday, November 29, 2025, Between 6 p.m. and 7 p.m. along California State Highway 1 and Proceeding South from Mile Marker 1.64 to 0.76**

(Sponsor: Supervisors Williams)

Recommended Action:

Adopt Resolution granting permission for the Gualala Lions Club to hold a parade on Saturday, November 29, 2025, between 6 p.m. and 7 p.m. along California State Highway 1 and proceeding south from mile marker 1.64 to 0.76; and authorize Chair to sign same.

Attachments: [Resolution 25-165](#)
[Resolution](#)

- 3c) **Adoption of Proclamation of Gratitude for the Richard Lawrence Kilday Living Trust Endowment to the Fort Bragg Branch Library in the Amount of One Hundred Thousand Dollars (\$100,000); and Acceptance of Report of Donation and Deposit into the County's Fort Bragg Library Endowment Account**

(Sponsors: Library and Supervisor Norvell)

Recommended Action:

Adopt Proclamation of gratitude for the Richard Lawrence Kilday Living Trust endowment to the Fort Bragg Branch Library in the amount of one hundred thousand dollars (\$100,000); and accept report of donation and deposit into the County's Fort Bragg Library Endowment account.

Attachments: [Proclamation](#)

EXECUTIVE OFFICE

- 3d) **Approval of Agreement (Third Amendment to Agreement No. EO-23-14) with Self Insured Service Company, Dba Benefit Coordinators Corporation, in the Amount of \$125,000, to Continue Providing Administrative Services for the Employee Health Benefits Plan and Add the Family Advantage Health Plan Effective January 1, 2026, through December 31, 2026, Automatically Renewing Annually Thereafter, Extending the Termination Date from December 31, 2025, Until the Calendar Year in which a Rate Increase is Presented to the County**

Recommended Action:

Approve Agreement (third amendment to Agreement No. EO-23-14) with Self Insured Service Company, dba Benefit Coordinators Corporation, in the amount of \$125,000, to continue providing administrative services for the Employee Health Benefits Plan and add the Family Advantage Health Plan effective January 1, 2026, through December 31, 2026, automatically renewing annually thereafter, extending the termination date from December 31, 2025, until the calendar year in which a rate increase is presented to the County; authorize the Chief Executive Officer or Designee to approve future amendments that modify administrative fees in an amount equal to or less than 5% annually; and authorize Chair to sign same.

Attachments: [Agreement 25-168](#)

AIR QUALITY MANAGEMENT DISTRICT

- 3e) **Approval of Retroactive Lease Agreement with Willits Unified School District (WUSD) in the Annual Amount of \$600 (Total Amount \$6,000), to Allow the Mendocino County Air Quality Management District (AQMD) to Install and Maintain Trailer-Mounted Air Monitoring Equipment on WUSD Property, with a Ten (10) Year Term, Commencing on July 1, 2025**

Recommended Action:

Approve retroactive lease Agreement with Willits Unified School District (WUSD) in the annual amount of \$600 (total amount \$6,000), to allow AQMD to install and maintain trailer-mounted air monitoring equipment on WUSD property, with a ten (10) year term, commencing on July 1, 2025; authorize the Chief Executive Officer or designee to sign any future amendments that do not increase the maximum amount; and authorize Chair to sign same.

Attachments: [Agreement 25-169](#)

BEHAVIORAL HEALTH AND RECOVERY SERVICES

- 3f) **Adoption of Resolution Authorizing the Auditor Controller/Treasurer Tax Collector or Designee to Process and Pay for Outstanding Invoices, Totaling the Amount of \$38,035.80, From Various Psychiatric Hospitals, Clinics and Physician Offices for Mandated Services Provided to Qualified Mendocino County Mental Health Clients**

Recommended Action:

Adopt Resolution authorizing the Auditor Controller Treasurer/Tax Collector or designee to process and pay for outstanding invoices, totaling the amount of \$38,035.80, from various psychiatric hospitals, clinics and physician offices for mandated services provided to qualified Mendocino County mental health clients; and authorize Chair to sign same.

Attachments: [Resolution 25-166](#)
[Resolution](#)
[BOS-SUMMARY FOR APPROVAL-18](#)

COUNTY COUNSEL

- 3g) **Introduction and Waive First Reading of an Uncodified Ordinance Adopting the Mendocino County Sheriff's Office Military Equipment Use Policy Pursuant to AB 481 and Review of Military Equipment Annual Report**

Recommended Action:

Introduce and waive first reading of an uncodified ordinance adopting the Mendocino County Sheriff's Office Military Equipment Use Policy pursuant to AB 481; and review military equipment annual report.

Attachments: [Ordinance](#)
[Military Equipment Use Ordinance \(Incl. Policy/Report\)](#)
[Ordinance Summary](#)

HUMAN RESOURCES

- 3h) **Adoption of Resolution Amending the Position Allocation Table as Follows: Budget Unit 0715 (Health Benefits), Add 1.0 FTE, Senior Administrative Analyst \$88,046.40 - \$107,036.80/Annually; Delete 1.0 FTE, (Position No. 4399) Principal Administrative Analyst \$96,865.60 - \$117,748.80/Annually**

Recommended Action:

Adopt Resolution amending the Position Allocation Table as follows: budget unit 0715 (Health Benefits), add 1.0 FTE, Senior Administrative Analyst \$88,046.40 - \$107,036.80/annually; delete 1.0 FTE, (Position No. 4399) Principal Administrative Analyst \$96,865.60 - \$117,748.80/annually; and authorize Chair to sign same.

Attachments: [Resolution 25-167](#)
[Resolution](#)

- 3i) **Adoption of Resolution Authorizing the Destruction of Duplicate Records in the Human Resources Department**

Recommended Action:

Adopt Resolution authorizing the Human Resources Department to securely destroy physical records related to employment authorization that have been accurately digitized and preserved in accordance with U.S. Citizenship and Immigration Services (USCIS) 8 CFR Section 274 a.2 (2) applicable federal regulations, and the County's records retention policies.

Attachments: [Resolution 25-168](#)
[Resolution](#)

INFORMATION TECHNOLOGY

- 3j) **Approval of Agreement with Granicus, LLC, in the Amount of \$243,444 for the Purchase of Website Content Management System "OpenCities", Effective Upon Execution through June 30, 2030**

Recommended Action:

Approve Agreement with Granicus, LLC, in the amount of \$243,444 for the purchase of Website Content Management Systems "OpenCities", effective upon execution through June 30, 2030; authorize the Chief Executive Officer or their designee to sign any future amendments to the Agreement that do not increase the maximum amount; and authorize Chair to sign same.

Attachments: [Agreement 25-170](#)

LIBRARY

- 3k) **Adoption of Resolution Authorizing the Library Director or Designees to Accept Donations and to Annually Report on Donations Valued in Excess of Ten Thousand Dollars (\$10,000) and Immediately Report on Donations Valued at \$100,000 or More**

Recommended Action:

Adopt Resolution authorizing the Library Director or designees to accept donations and to annually report on donations valued in excess of ten thousand dollars (\$10,000) and immediately report on donations valued at \$100,000 or more; and authorize Chair to sign same.

Attachments: [Resolution 25-169](#)
[Resolution](#)

- 3l) **Approval of Grant Application for U.S. Department of Agriculture Community Facilities Direct Loan & Grant Program in the Amount of \$50,000 with Matching Library Capital Investment Funds of Approximately \$550,000 to Fund Purchase of New Hybrid Freightliner Library Bookmobile to Serve Residents of Rural Mendocino County**

Recommended Action:

Approve grant application for U.S. Department of Agriculture Community Facilities Direct Loan & Grant Program in the amount of \$50,000 with matching library capital investment funds of approximately \$550,000 to fund purchase of new hybrid freightliner library Bookmobile to serve residents of rural Mendocino County.

Attachments: [Grant Application MCL Bookmobile](#)

SOCIAL SERVICES

- 3m) **Approval of First Amendment to BOS Agreement 24-122 with Adventist Health Ukiah Valley in the Amount of \$100,000, for a New Total of \$250,000, to Provide Street Medicine Program Services to Unhoused, Unsheltered Medi-Cal Members in the Ukiah Valley Area Who Are Enrolled in Partnership HealthPlan of California, Effective Upon Signing through June 30, 2027**

Recommended Action:

Approve first amendment to BOS Agreement 24-122 with Adventist Health Ukiah Valley in the amount of \$100,000, for a new total of \$250,000 ,to provide street medicine services to unhoused, unsheltered Medi-Cal members in the Ukiah Valley area who are enrolled in Partnership HealthPlan of California, effective upon signing through June 30, 2027; authorize the Social Services Director or designee to sign any future amendments that do not increase the maximum amount; and authorize Chair to sign same.

Attachments: [Agreement 24-122-A1](#)

TRANSPORTATION/SOLID WASTE

- 3n) **Adoption of Resolution Approving Agreement (Department of Transportation Agreement Number 250037), with Routeware, Inc., for a Recyclist Software Three-Year Program Subscription in the Amount of \$71,731.54, for the Term of May 1, 2026, through April 30, 2029 (Countywide)**

Recommended Action:

Adopt Resolution approving Agreement (Department of Transportation Agreement Number 250037), with Routeware, Inc., for a Recyclist Software three-year program subscription in the amount of \$71,731.54, for the term of May 1, 2026, through April 30, 2029 (Countywide); and authorize Chair to sign same.

Attachments: [Resolution 25-170](#)
[Agreement 25-171](#)
[Resolution](#)

- 3o) **Adoption of Resolution Approving Memorandum of Agreement (Department of Transportation Agreement Number 250038) Between the Little River Airport Pilots Association and County of Mendocino, Regarding the Installation of a Ceilometer at Little River Airport (Little River Area)**

Recommended Action:

Adopt the Resolution approving Memorandum of Agreement (Department of Transportation Agreement Number 250038) between the Little River Airport Pilots Association and County of Mendocino, regarding the installation of a ceilometer at Little River Airport (Little River Area); and authorize Chair to sign same.

Attachments: [Resolution 25-171](#)
[Agreement 25-172](#)
[Resolution](#)

ADJOURNMENT

Additional Meeting Information for Interested Parties

For a full list of the latest available options by which to engage with agenda items, please visit <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

All electronically submitted comment is immediately available to Supervisors, staff, and the general public by clicking this meeting's eComment link at <https://mendocino.legistar.com/Calendar.aspx>

LIVE WEB STREAMING OF BOARD MEETINGS is available at <https://mendocino.legistar.com> or visit the Mendocino County YouTube channel. Meetings are also livestreamed from the Mendocino County Facebook page. For technical assistance, please contact the Clerk of the Board at (707) 463-4441. Please reference the departmental website to obtain additional resource information for the Board of Supervisors: www.mendocinocounty.org/bos

The Mendocino County Board of Board of Supervisors complies with the Americans with Disabilities Act (ADA) requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code 54953.2). Anyone requiring a reasonable accommodation to participate in a meeting of the Board of Supervisors or Affiliate Meeting Body should contact the Mendocino County Clerk of the Boards Office at (707) 463-4441, not less than 48 hours prior to the meeting.

Thank you for your interest in the proceedings of the Mendocino County Board of Supervisors.