

MENDOCINO COUNTY BOARD OF SUPERVISORS



AGENDA ITEM SUBMISSION INSTRUCTIONS

Revised May, 2019



Creating a New Agenda Item

When you open the Legislative Files screen from Legistar > Files, the screen will always open in Search Mode. When you click the “New” button the screen will automatically display in Record Mode. You can only edit fields within Record Mode.

Click **New** in the Legislative Files module.

The system will create a unique identifier for your record, called a FILE ID. This is not the agenda item number, simply a code used to locate and identify your item.

The File ID, Status and In Control (Department) fields will auto-complete. Please note if you are doing a submission for a Department other than yours, please select that Department.

Select the **Agenda Date**. **(Note: All Regular agenda items must be pre-scheduled with the COB via emailing cobsupport@co.mendocino.ca.us)**

The system default “type of item” is Approval. Please be sure to change according to your specific item (Agreement, Resolution, etc.).

Upon creation, your item will be in a Draft status.

A screenshot of the Legistar web application's "New" record creation form. The interface has a green header bar with buttons: Save, Search, New (highlighted with a red box), Clear, Lock, Edit, Tools, and Browse. Below the header is an "EZ Text Search" field. The form contains several input fields: "File ID" with the value "11-" and a red warning "DO NOT TYPE IN THS BOX"; "In Control" set to "City Council"; "Status" set to "Draft"; "File Created" set to "4/26/2013"; "Agenda Date" (highlighted with a red box); and "Final Action". A "Title" field is also present. At the bottom, there are tabs for "Text File", "History", "Attachments", "Associations", "Details", and "Approval Tracking". Below these tabs are buttons for "Edit", "New", "Delete", and "View". On the right side, there is a "Version" field showing "1" and "1 [Current]".

Click **Save**

Entering Agenda Summary Text

Click **Edit** under the **Text File** tab.

DO NOT TYPE IN THE YELLOW BOX

To: Board of Supervisors
From: Sheriff-Coroner
Meeting Date: August 2, 2016

Department Contact:	Thomas D. Allman	Phone:	463-4085
Department Contact:	Rick Ehler	Phone:	467-6497

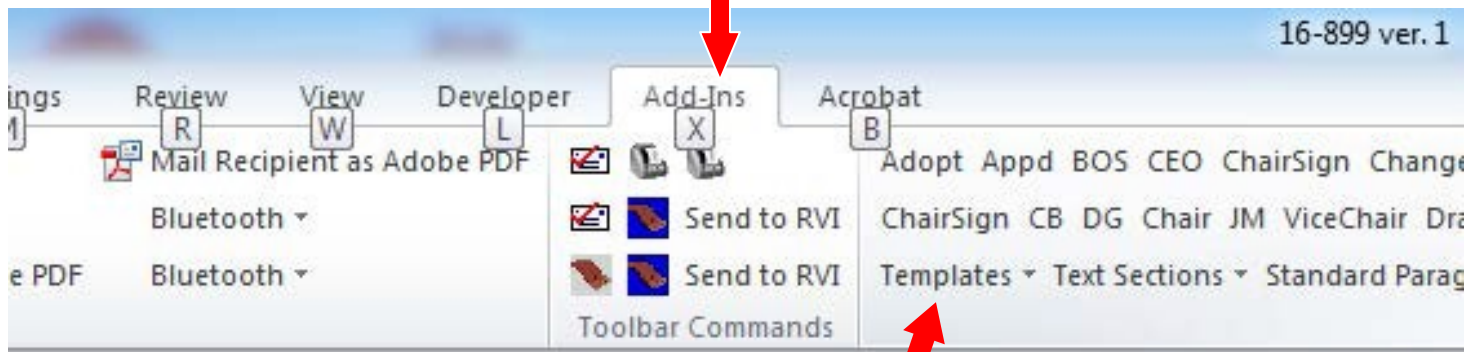
Item Type: Consent Agenda **Time Allocated for Item:** N/A

Agenda Title:
Adoption of Resolution authorizing the Mendocino County Emergency Services Director, the Sheriff-Coroner/Assistant Emergency Services Director, the Public Health Director or Designee, to Execute for, and on Behalf of, the County of Mendocino, Any Action Necessary for the Administration of the 2016 State Homeland Security Grant Program

Recommended Action/Motion:
Adopt Resolution authorizing the Mendocino County Sheriff-Coroner Office, Office of Emergency Services to submit an application for the 2016 Homeland Security Grant Program with the California Office of Emergency Services naming the Emergency Services Director, Assistant Emergency Services Director and Public Health Director or designee as authorized agents and return two signed and certified originals of the Resolution for submittal to the State of

A new blank word document will open

- Select "Ad-Ins"
- Select "Templates"



- Select Granicus Agenda Summary

The Agenda Summary template will then appear.

Complete the Agenda Summary by populating each text field (shown in gray), or selecting the appropriate drop down field. If you are pasting from another document, please use "unformatted text only. And paste only into the gray text fields" Do not type anywhere else in the template or make any other changes to the font or layout. When finished, click the save icon in the tool bar, and close the document using the x on the top right.

TO: Board of Supervisors

FROM: Choose an item. Choose an item.

MEETING DATE: Click here to enter a date.

DEPARTMENT CONTACT:

DEPARTMENT CONTACT:

PHONE:

PHONE:

ITEM TYPE: Choose an item.

TIME ALLOCATED FOR ITEM:

AGENDA TITLE:

RECOMMENDED ACTION/MOTION:

-

PREVIOUS BOARD/BOARD COMMITTEE ACTIONS:

SUMMARY OF REQUEST:

ALTERNATIVE ACTION/MOTION:

SUPERVISORIAL DISTRICT: Choose an item.

VOTE REQUIREMENT: Choose an item.

SUPPLEMENTAL INFORMATION AVAILABLE ONLINE AT:

FISCAL DETAILS:

SOURCE OF FUNDING:

CURRENT F/Y COST:

ANNUAL RECURRING COST:

BUDGETED IN CURRENT F/Y: Choose an item.

IF NO, PLEASE DESCRIBE:

REVENUE AGREEMENT: Choose an item.

BUDGET CLARIFICATION:

AGREEMENT/RESOLUTION/ORDINANCE APPROVED BY COUNTY COUNSEL: Choose an item.

CEO LIAISON: Choose an item.

CEO REVIEW: Choose an item.

CEO COMMENTS:

FOR COB USE ONLY

Executed By: Karla Van Hagen, Senior Deputy Clerk

Date: July 31, 2019

Note to Department

Number of Original Agreements Returned to Dept: Choose an item.

Original Agreement Delivered to Auditor? Choose an item.

Final Status: **ADOPTED**

Executed Item Number: **RESOLUTION 123**



Mendocino County Board of Supervisors Agenda Summary

Item #: 4e)

To: Board of Supervisors

From: County Counsel and Planning and Building Services and Treasurer - Tax Collector

Meeting Date: July 9, 2019

Department Contact: Matthew Kiedrowski

Phone: 234-6850

Department Contact: Brent Schultz

Phone: 234-6875

Department Contact: Shari Schapmire

Phone: 234-6885

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Adoption of Ordinance Amending Mendocino County Code Section 6.32.150 - Appeal Procedure of Mendocino County Code Chapter 6.32 - Cannabis Business Tax

Recommended Action/Motion:

Adopt Ordinance Amending Section 6.32.150 - Appeal Procedure of Mendocino County Code Chapter 6.32 - Cannabis Business Tax; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On August 2, 2016, Chapter 6.32, Cannabis Business Tax, Ordinance No. 4361, was adopted by the Board. The Board of Supervisors provided direction to staff on February 27, 2018, and March 27, 2018, regarding potential revisions to Chapter 6.32. On June 11, 2019, this Ordinance was introduced and first reading was waived.

Summary of Request:

After sending out the Cannabis Business Tax Minimum Due Invoices for the 2018 calendar year, staff of the Treasurer-Tax Collector's Office received numerous questions regarding the minimum tax due requirement, including regarding an appeals process.

On June 11, 2019, Staff presented certain amendments to Section 6.32.150 for Board of Supervisors consideration that would (1) allow for the delegation of the authority to hear appeals to a different body, (2) allow for the establishment of a fee for appeal applications and proceedings and (3) allow for the designation of a person other than the Clerk of the Board of Supervisors to organize and notice the appeal hearings.

Alternative Action/Motion:

Provide alternate direction.

Supervisory District: All

vote requirement: Majority

Item #: 4e)

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

budgeted in current f/y: No

if no, please describe:

revenue agreement: No

budget clarification: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Darcie Antle, Deputy CEO

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Lindsey Dunham, Deputy Clerk I

Date: July 10, 2019

Final Status: **Adopted**

Executed Item Number: **Ordinance** Number:
4432



Please note: You will no longer receive hard copies of Resolutions, Ordinances, or Approvals. Your executed records will instead be attached to your approved agenda item.

Microsoft Word Editor Limitations

When you use Microsoft Word as your editor in Legistar, while most formatting will carry over to Legistar properly, note that it may not appear in Legistar exactly as you have entered it in Word. This applies to the following:

Rich text format (RTF) code attributes such as bolding, font style and color, underlining, bulleted and numbered lists.

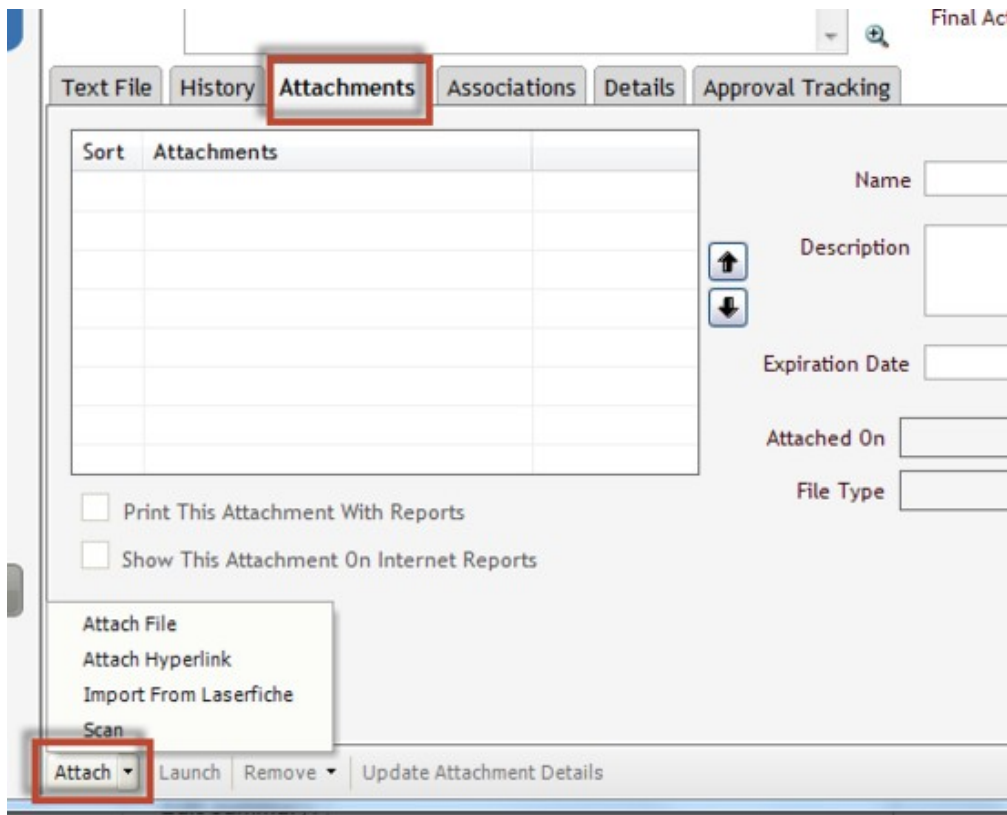
Indentation (Best practice is to use preset tabs) or tables.

The Preview screen under the Text File tab is the least perfect replication of your formatting in the Word document. The Text File Report offers the closest replication of the Word document. When you are in the Files module, you can run this report by clicking **Reports** and selecting the report name from the Reports menu.

Adding Attachments to Agenda Summaries

You can add attachments of any file type and size to agenda summaries. Complete the following steps from the Files Module while drafting a legislative file in Legistar:

1. Select the **Attachments** tab within the files module.
2. Click **Attach** from the bottom left-hand corner of the interface.
3. Select the **Attach File**, **Attach Hyperlink**, or **Scan** option.



(Warning! Attachment names should never include special characters (such as #, \$, or ^).

Adding an Attachment to an agenda summary

If you select...

Do this...

Attach File

Locate the file for import > click the Open button.

Note: There are no limits on file size though larger files will take a little longer to attach.

Note: If you attempt to attach an open Word document, the upload process is canceled, and an error message is displayed that instructs you to close the document before attaching it.

Attach Hyperlink

Enter a hyperlink in the field > click the OK button.

Tip for Success! If you need to delete a file, select the file and click **Remove**.

Managing Attachments

Opening an Attachment

Select an attachment from the Attachments menu.

Click **Launch** to open the attachment.

The screenshot shows a software interface with tabs: Text File, History, Attachments(1), Associations, Details, and Approval Tracking. The 'Attachments(1)' tab is active, displaying a table with columns 'Sort' and 'Attachments'. The first row has '1' in the 'Sort' column and '202' in the 'Attachments' column. To the right of the table are fields for 'Name' (containing '202'), 'Description', 'Expiration Date', 'Attached On' (containing '5/1/2'), and 'File Type' (containing 'DataF'). Below the table are two checked checkboxes: 'Print This Attachment With Reports' and 'Show This Attachment On Internet Reports'. At the bottom, there is a bar with buttons: 'Attach' (with a dropdown arrow), 'Launch' (highlighted with a red box), 'Remove' (with a dropdown arrow), and 'Update Attachment Details'.

You can name your file here after uploading.

To print attachments with the report, you must select both the **Print This Attachment with Reports** checkbox from the Attachments tab and the **Include Attachments** checkbox from the Destination section of the Reports interface.

Removing an Attachment

1. Select the attachment.
2. Click **Remove**. You can also click the **Remove** drop-down arrow and select **Remove All** to remove all attachments from the legislative file.
3. Click **Save**.

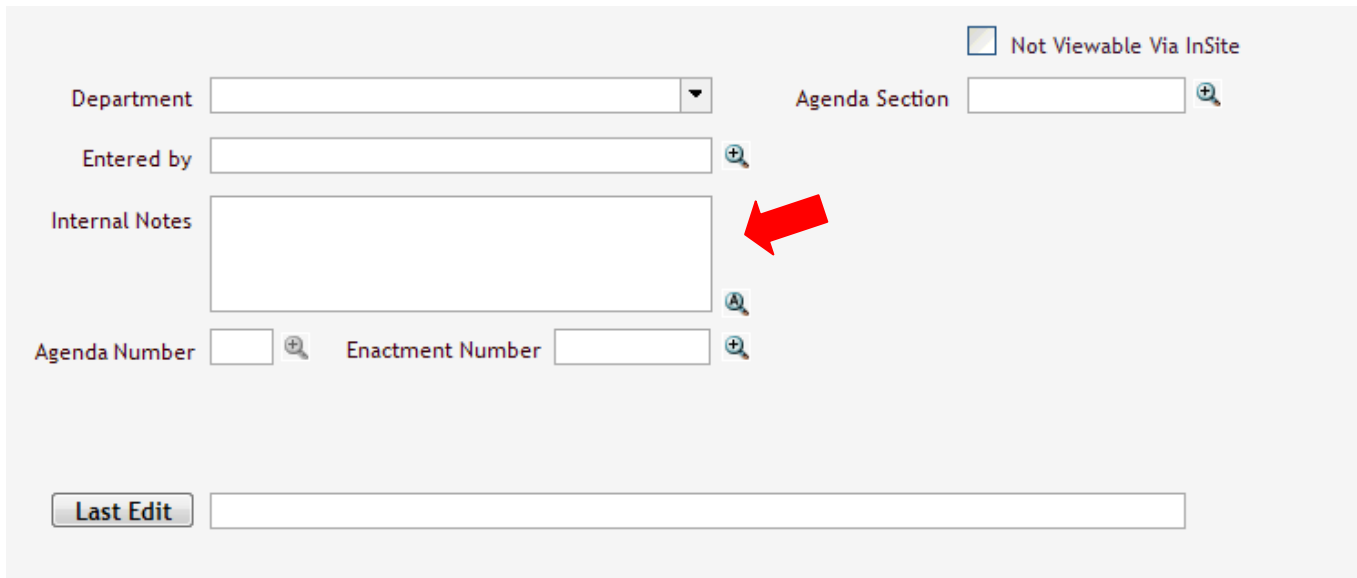
Editing Attachment Properties

1. Enter a new name in the **Name** field.
2. Enter a description in the **Description** field.
3. Click the **Update Attachment Details** button to update the fields with your new settings.

Please remember, if your item is an Agreement, you must scan/upload the signed, routed Agreement.

Special Instructions / Notes to Approvers

If your item requires special processing (or you want to provide some additional information regarding your submission) you can enter it in the **details** tab.



Not Viewable Via InSite

Department

Entered by

Internal Notes

Agenda Number Enactment Number

Last Edit

The Internal Notes section is a great place to leave a message to your approvers. For example if you need rush execution, a Minute Order, etc. you should place it here. This will NOT be viewable to the public.

You may also find history regarding your item in this section. Clicking “**last edit**” will tell you who, when and what changes may have been made to your item.

Once the agenda has been published, you can also find the **Agenda number** for your item here.

Once the item has been executed, you can also find your **Enactment number** here. Agreement Number, Resolution Number, Ordinance Number)

Selecting and Starting an Approval Tracking Request

Complete the following steps from the Files module. You can also open a file from the Recent Files pane in the upper right-hand quadrant of the Home module.

Open an agenda summary and verify you are in Edit Record Mode. Select the **Approval Tracking** tab.

Click the **Add Sequence** drop-down menu and select the appropriate sequence.

The screenshot shows the Legistar - Legislative Files (Edit Record Mode) window. The interface includes a sidebar with navigation icons for Home, Files, Agendas, Minutes, Search, and Exit. The main content area has a top menu bar with options like Save, Search, New, Clear, Lock, Edit, Tools, Browse, Reports, and Help. Below this is a search bar and a form for file details including File ID (TMP-023), Type (Resolution), Status (Review Cancelled), In Control (City Council), Title (Proposal for implementation of citywide single-stream curbside recycling program), File Created (5/24/2016), Agenda Date (5/26/2016), and Final Action. The 'Approval Tracking' tab is selected and highlighted with a red box. Below the tabs is a table with columns: Seq #, Approver Name, Due Days, Action Type, and En. A red arrow points to the '- Add Sequence -' drop-down menu at the bottom of the table. To the right of the table is a form for Approver Name, Action Type, Email Template, and Due Days. At the bottom of the interface, there are buttons for Manage Approver, Approver Action, and Search. A red arrow points to the 'Start' button at the bottom of the interface.

Text File | Attachments | Associations | Details | Approval Tracking (5) | History

Requester: Brynn Warriner

Seq #	Approver Name	Due Days	Action Type	Email Template	Status
01	Ken Slattery	3	Approver	Individual Review Request	
02	Matt Bishop	3	Approver	Individual Review Request	
03	Elizabeth Cattermole	3	Approver	Individual Review Request	
04	Jon Johanson	3	Approver	Individual Review Request	
05	Ernie Granillo	0	FYI	FYI Notification	

- Add Sequence - | Save As | **Start** | Cancel | Escalate | 1 of 5 | New | Delete

Starting the Sequence -

Confirm that the names in the sequence display in the window after you begin the sequence.

Confirm that the file status changes to Approval Review. Legistar will send an email to the first approver in the sequence.

Please note that your item will NOT be submitted for agenda inclusion until you hit the START button.

Note: After you start the **Approval Tracking process**, the file can be edited **only** by the assigned approver/s.

Approval Process

Tracking your item through the approval process - Upon initiation, your item's status will be draft. Once you start the approval process, the status will change to "approval review." Once the review and approval process is complete, the status will change to either Consent Agenda (for consent items) or Agenda Ready (regular items).

The screenshot shows the top section of the application interface. At the top is a green navigation bar with buttons: Save, Search, New, Clear, Lock, Edit, Tools, and Browse. Below this is an 'EZ Text Search' field. To the right of the search field are input fields for 'File ID', 'Type', 'Status', 'Department', and 'Title'. The 'Status' dropdown menu is open, showing a list of status options: Agenda Ready, Approval Cancelled, Approval Paused, Approval Review, Consent Agenda, Draft, Failed, Filed, First Reading, and Held. Below the input fields is a tabbed interface with tabs: Agenda Summary, Attachments, Associations, Details, Approval Tracking, and Minutes History. The 'Approval Tracking' tab is selected. Below the tabs are buttons: Edit, New, Delete, View, and Import...

The Final status of the item is available once the Board has heard the item, via the minutes history tab.

The screenshot shows the 'Minutes History' tab selected in the tabbed interface. The 'File ID' is 16-736, 'Type' is Ordinance, and 'Status' is Passed. The 'Department' is Planning and Building Services. The 'Title' is 'Noticed Public Hearing - Adoption of Ordinance Amendment OA_2015-0003, Amending the County Coastal Zoning Code (Title 20, Division II) Modifying the Permitting Process for Certain Types of Wireless Communication Facilities and Adoption of Resolution Authorizing Planning'. The 'File Created' date is 6/27/2016, 'Agenda Date' is 7/12/2016, and 'Final Action' is 7/12/2016. The 'Minutes History' table shows one entry: Date 7/12/2016, Acting Body Board of Supervisors, Action Taken Adopted. To the right of the table is a form for 'Version 1' with fields for Action Date (7/12/2016), Time (09:00 AM), Acting Body (Board of Supervisors), Action Taken (Adopted), Sent To, Due Date, Return, Action Note (Presenter/s: Mr. Andy), Motion Text (Upon motion by Supervisor Hamburg, secor), and Result (Pass, Fail, None).

If for any reason your item is rejected, you must add a NEW approval sequence and select START!

Searching

Your dashboard is not the only way to access a file. You may also search for it a number of ways.

Recent Agendas

4/18/2017 - Board of Supervisors - Regular Meeting

3/21/2017 - Board of Supervisors - Regular Meeting

5/23/2017 - Board of Supervisors - Special Meeting

5/8/2017 - Public Health, Safety, and Resources Committee

5/2/2017 - Board of Supervisors - Regular Meeting

2/7/2017 - Board of Supervisors - Regular Meeting

8/16/2016 - Board of Supervisors - Regular Meeting

3/7/2017 - Board of Supervisors - Regular Meeting

1/27/2017 - Board of Supervisors - Board Workshop

5/8/2017 - General Government Committee

4/17/2017 - Board of Supervisors - Regular Meeting

3/13/2017 - Public Health, Safety, and Resources Committee

3/13/2017 - General Government Committee - MEETING CANCELED

2/13/2017 - Public Health, Safety, and Resources Committee - MEETING CANCELED

2/13/2017 - General Government Committee - MEETING CANCELED

4/10/2017 - Public Health, Safety, and Resources Committee

5/16/2017 - Board of Supervisors - Regular Meeting

Recent Minutes

5/2/2017 - Board of Supervisors - Regular Meeting

4/18/2017 - Board of Supervisors - Regular Meeting

4/17/2017 - Board of Supervisors - Regular Meeting

3/20/2017 - Board of Supervisors - Regular Meeting

4/4/2017 - Board of Supervisors - Regular Meeting

3/28/2017 - Board of Supervisors - Special Meeting

3/21/2017 - Board of Supervisors - Regular Meeting

3/7/2017 - Board of Supervisors - Regular Meeting

2/14/2017 - Board of Supervisors - Regular Meeting

2/7/2017 - Board of Supervisors - Regular Meeting

1/27/2017 - Board of Supervisors - Board Workshop

1/23/2017 - Board of Supervisors - Joint Meeting with the Behavioral Health Advisory Board

3/13/2017 - General Government Committee - MEETING CANCELED

12/19/2016 - Board of Supervisors - Regular Meeting

12/20/2016 - Board of Supervisors - Regular Meeting

12/12/2016 - Public Health, Safety, and Resources Committee - MEETING CANCELED

12/6/2016 - Board of Supervisors - Regular Meeting

Recent Files

17-0311 - Presentation and Possible Action Regarding the Third Quarter Budget Report on the Status of County Departmental Budgets an...

17-0192 - Adoption of Resolution Adopting Changes to the Position Allocation Table as Follows: Health and Human Services Agency (HHS...

17-0343 - Authorization for the Mendocino County Library to Offer a Fee Amnesty Period from June 10, 2017 Through June 16, 2017 in R...

17-0349 - Approval of Agreement with Derek Cole for an Amount Not to Exceed \$50,000 for Legal Representation

17-0330 - Discussion and Possible Approval of the Mendocino County Lodging Business Improvement District (BID) Annual Report; Adoptio...

17-0340 - Noticed Public Hearing - Discussion and Possible Action to Introduce and Waive First Reading of an Ordinance Adopting Chapt...

17-0345 - Recommended Action/Motion:

17-0190 - Discussion and Possible Action Related to an Update from the County's Community Choice Aggregation Energy Provider, Sono...

17-0295 - Adoption of Resolution Approving Notice of Completion and Release of Contract Surety, Department of Transportation Contrac...

17-0334 - Approval of Intergovernmental Transfer (IGT), Transfer of Public Funds Agreement #16-93687 with the California Department...

17-0324 - Approval of Agreement with Redwood Community Services, Inc., DEA Arbor Outpatient Drug Free Clinic in the Amount of \$105...

17-0287 - Public Workshop - Discussion and Possible Direction to Staff Regarding a Presentation on Proposed Business License Ordinance...

17-0315 - Approval of Amendments to Conflict of Interest Code for Anderson Valley Unified School District

17-0339 - Adoption of Proclamation Recognizing May 2017 as National Bike Month; and May 19, 2017, as Bike to Work Day in Mendocino...

17-0316 - Approval of Amendments to Conflict of Interest Code for Noyo Harbor District

17-0279 - Approval of Purchase of GIS Workstation and Monitors for the Mendocino County Sheriff Office (MCSO) 9-1-1 Dispatch Center in...

17-0286 - Approval of Amendment to Agreement No. 35-516-051 with CommuniQue Interoreline in the Amount of \$30,000 for a New Tot...

Approval Requests

17-0285 - Approval of Mendocino County Resource Conservation District's Conflict of Interest Code

17-0313 - Approval of Amendments to Conflict of Interest Code for Mendocino City Community Services District

17-0314 - Approval of Amendments to Leggett Valley Unified School District Conflict of Interest Code

17-0315 - Approval of Amendments to Conflict of Interest Code for Anderson Valley Unified School District

17-0316 - Approval of Amendments to Conflict of Interest Code for Noyo Harbor District

17-0331 - Authorization to Acquire Replacement Dump Truck for the Department of Transportation (Fixed Assets) Due to Vehicle Collision...

17-0340 - Noticed Public Hearing - Discussion and Possible Action to Introduce and Waive First Reading of an Ordinance Adopting Chapter 2...

17-0343 - Authorization for the Mendocino County Library to Offer a Fee Amnesty Period from June 10, 2017 Through June 16, 2017 in Rec...

Every field shown here is a searchable parameter. Select your search criteria, then click Search.

Save | Search | New | Clear | Lock | Edit | Tools | Browse

EZ Text Search

File ID

ID

Type

Status

Department

File Created

Title

Agenda Date

Final Action

Agenda Summary

Attachments

Associations

Details

Approval Tracking

Minutes History

Edit

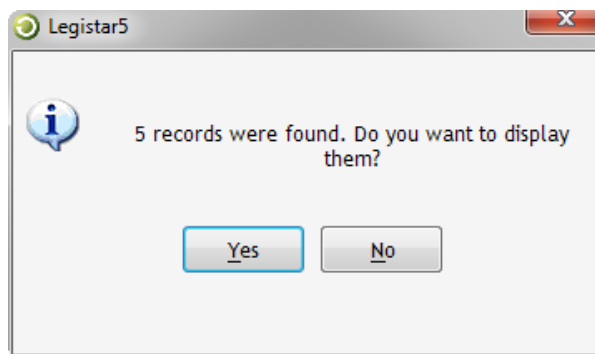
New

Delete

View

Import...

You will receive every item from YOUR DEPARTMENT that fits your criteria.



Select

Report | Help | Close

4 records found

	File ID	File Type	File Status	File Title	Agenda Date	Agenda Nr.	Final Action Date	Controlling Body	Department	File Name	Enactment Nr.
▶	17-0244	Agreement	Passed	Discussion and Possible Approval of Agreement with SICPA Product Security, LLC in the Amount of \$28,000 for the Enablement and Use of the Medical Cannabis Inventory Tracking Software, for the Term April 18, 2017 through December 31, 2019 (Sponsor: Exec...	4/18/2017	5b)		Executive Office			
	17-0254	Presentations	Agenda Ready	Chief Executive Officer's Report (Sponsor: Executive Office)	4/18/2017	5g)		Executive Office			
	17-0255	Presentations	Agenda Ready	Discussion and Possible Action Including Review, Adoption, Amendment, Consideration or Ratification of Legislation Pursuant to the Adopted Legislative Platform (Sponsor: Executive Office)	4/18/2017	5h)		Executive Office			
	17-0263	Presentations	Agenda Ready	Discussion and Possible Action Regarding Presentation on the Development of a Cannabis Compliance Unit within Planning & Building Services (Sponsors: Executive Office and Planning and Building Services)	4/18/2017	5c)		Executive Office			

Identify which item you are looking for. Double click that line and you will be taken directly into your item.

Fun Tips and Tricks

Did you know:

- You can copy an item without having to cut and paste? Here's how.....

Attachment Utility
Security Log
Spell
Error Log
✓ Unlock
Create Resolution From
Copy File
Add Patch History Line
Refresh
Standard Paragraph F8
Assign File Id's
Undo File Id Assignment
Approval Web Link
Save Search
Delete Saved Searches
Unlock File From Approval Tracking Process

This will allow you to create an entirely new item, carrying forward every detail of your last item. Note – you will need to remove any attachments, as those will also duplicate to your new record.

- You can find/print your executed records after the meeting? Here's how.....

Open your item, navigate to the attachments tab, and BAM – there it is! ☺

Sort	Attachments	
1	4.4.17 HR - PAT Changes HHSA- BU ...	
2	BOS Resolution 17-053	



Did you know:

- You can search / report on your Department's submissions at any time? Here's how.....

From the Files Tab, Select your Department.

You can search by Agenda Date, by selecting the meeting date and hitting "search"

You can search by Item Type the exact same way

You can find previous items your department has sponsored, but only selecting department before hitting search.

Should you wish to turn your search results into a report, simply hit the report button in the upper right hand corner.

Select												Report	Help	Close
4 records found														
File ID	File Type	File Status	File Title	Agenda Date	Agenda Nr.	Final Action Date	Controlling Body	Department	File Name	File	File	File	File	File
17-0244	Agreement	Passed	Discussion and Possible Approval of Agreement with SICPA Product Security, LLC in the Amount of \$28,000 for the Enablement and Use of the Medical Cannabis Inventory Tracking Software, for the Term April 18, 2017 through December 31, 2019 (Sponsor: Exec...	4/18/2017	5b)		Executive Office							
17-0254	Presentations	Agenda Ready	Chief Executive Officer's Report (Sponsor: Executive Office)	4/18/2017	5g)		Executive Office							
17-0255	Presentations	Agenda Ready	Discussion and Possible Action Including Review, Adoption, Amendment, Consideration or Ratification of Legislation Pursuant to the Adopted Legislative Platform (Sponsor: Executive Office)	4/18/2017	5h)		Executive Office							
17-0263	Presentations	Agenda Ready	Discussion and Possible Action Regarding Presentation on the Development of a Cannabis Compliance Unit within Planning & Building Services (Sponsors: Executive Office and Planning and Building Services)	4/18/2017	5c)		Executive Office							



Mendocino County

Search Results

File ID	Type	Status	Title	Agenda Date	Agenda Nr.	Controlling Body	Department	Name	EN Nr.
17-0244	Agreement	Passed	Discussion and Possible Approval of Agreement with SICPA Product Security, LLC in the Amount of \$28,000 for the Enablement and Use of the Medical Cannabis Inventory Tracking Software, for the Term April 18, 2017 through December 31, 2019 (Sponsor: Executive Office)	4/18/2017	5b)	Executive Office			
17-0254	Presentations	Agenda Ready	Chief Executive Officer's Report (Sponsor: Executive Office)	4/18/2017	5g)	Executive Office			
17-0255	Presentations	Agenda Ready	Discussion and Possible Action Including Review, Adoption, Amendment, Consideration or Ratification of Legislation Pursuant to the Adopted Legislative Platform (Sponsor: Executive Office)	4/18/2017	5h)	Executive Office			
17-0263	Presentations	Agenda Ready	Discussion and Possible Action Regarding Presentation on the Development of a Cannabis Compliance Unit within Planning & Building Services (Sponsors: Executive Office and Planning and Building Services)	4/18/2017	5c)	Executive Office			

This report will contain the File ID's, Status, Titles, Agenda Date, Agenda Number AND the final Agreement, Resolution or Ordinance Number.