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**MENDOCINO COUNTY LODGING  
BUSINESS IMPROVEMENT DISTRICT  
ADVISORY BOARD  
MINUTES**

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**FEBRUARY 21, 2019 – 1:00 P.M.**

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**PLANNING AND BUILDING SERVICES  
120 W FIR STREET, FORT BRAGG, CA 95437  
TELECONFERENCE AT 860 N BUSH STREET, UKIAH, CA 95482**

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**1) CALL TO ORDER**

Chair Wendy Roberts called the meeting to order at 1:06 p.m.

**2) ROLL CALL**

Board Members

- Present: Jon Glidewell, Marcus Magdaleno, and Wendy Roberts
- Absent: John Dixon absent by prearrangement

Planning and Building Staff: Adrienne Thompson and Caitlin Schafer

Public: Michelle Blackwell, Reporter for Fort Bragg Advocate

Visit Mendocino Staff: Travis Scott and Alison de Grassi

**3) PLANNING AND BUILDING SERVICES**

3A. APPROVAL OF THE DRAFT JANUARY 24, 2019 MINUTES

Upon motion by Marcus Magdaleno, seconded by Jon Glidewell, the Business Improvement District Advisory Board approved the January 24, 2019 minutes as corrected. Motion carried 3-0.

**4) COMMUNICATIONS RECEIVED AND FILED**

None.

**5) MATTERS FROM THE PUBLIC:** *MEMBERS OF THE PUBLIC ARE WELCOME TO ADDRESS THE ADVISORY BOARD ON ITEMS NOT LISTED ON THE AGENDA AND WITHIN THE JURISDICTION OF THE ADVISORY BOARD. THE ADVISORY BOARD IS PROHIBITED BY LAW FROM TAKING ACTION ON MATTERS NOT ON THE AGENDA, BUT MAY ASK QUESTIONS TO CLARIFY THE SPEAKER'S COMMENT AND/OR BRIEFLY ANSWER QUESTIONS. THE ADVISORY BOARD LIMITS TESTIMONY ON MATTERS NOT ON THE AGENDA TO 3 MINUTES PER PERSON AND NOT MORE THAN 10 MINUTES FOR A PARTICULAR SUBJECT AT THE DISCRETION OF THE BOARD CHAIR.*

*IF YOU WISH TO SUBMIT WRITTEN COMMENTS, PLEASE PROVIDE 10 COPIES IN ADVANCE TO THE COUNTY DEPARTMENT OF PLANNING & BUILDING SERVICES COMMISSION STAFF, LOCATED IN THE ADMINISTRATION CENTER AT 860 N. BUSH ST, UKIAH, CA 95482.*

None.

**6) REGULAR CALENDAR**

**6A. REVIEW AND DISCUSS THE DRAFT ANNUAL REPORT FOR FY 2019-2020.**

Item was reviewed and discussed. A revised version will be reviewed and discussed at the March 14, 2019 meeting.

**6B. REVIEW AND DISCUSS THE DRAFT BUDGET**

Item was reviewed and discussed. A revised version will be reviewed and discussed at the March 14, 2019 meeting.

**7) MATTERS FROM THE ADVISORY BOARD**

An call in phone number was discussed.

**8) ADJOURNMENT**

Upon motion by Marcus Magdaleno, seconded by Jon Glidewell, the Business Improvement District Advisory Board adjourned at 3:24 p.m. Motion carried 3-0.