
MENDOCINO COUNTY LODGING BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD MINUTES

JANUARY 24, 2019 – 1:00 P.M.

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

1) CALL TO ORDER

Chair Wendy Roberts called the meeting to order at 1:07 p.m.

2) ROLL CALL

Board Members: John Dixon, Jon Glidewell, Marcus Magdaleno, and Wendy Roberts

Planning and Building Staff: Adrienne Thompson and Caitlin Schafer

Public: Michelle Blackwell

Visit Mendocino Staff: Travis Scott and Alison de Grassi

3) ELECTION OF CHAIR OF THE ADVISORY BOARD

Upon motion by Marcus Magdaleno, seconded by Jon Glidewell, the Business Improvement District Advisory Board nominates and elects Wendy Roberts as Chair of the Business Improvement District Advisory Board for the 2019 calendar year. Motion carried 3-0.

4) ELECTION OF VICE-CHAIR OF THE ADVISORY BOARD

Upon motion by Jon Glidewell, seconded by John Dixon, the Business Improvement District Advisory Board nominates and elects Marcus Magdaleno as Vice-Chair of the Business Improvement District Advisory Board for the 2019 calendar year. Motion carried 3-0.

5) PLANNING AND BUILDING SERVICES

5A. DISTRIBUTION OF BYLAWS

Item was reviewed and discussed.

5B. DISTRIBUTION OF PRIOR YEAR REPORT

Item was reviewed and discussed.

6) COMMUNICATIONS RECEIVED AND FILED

7) 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.

Michelle Blackwell, reporter for the Fort Bragg Advocated, requested to be added to the Business Improvement District Advisory Board's agenda distribution list.

8) REGULAR CALENDAR

9A. DISCUSSION AND POSSIBLE ACTION TO ESTABLISH THE ADVISORY BOARD'S MEETING CALENDAR FOR FISCAL YEAR 2018/2019.

Meeting Dates Established:
February 21, 2019
March 14, 2019
March 28, 2019

9B. DISCUSSION AND DIRECTION CONCERNING THE PREPARATION OF THE ANNUAL REPORT FOR FY 18/19.

A draft budget and annual report for fiscal year 2018-2019 would be discussed at the February 21, 2019 meeting of the Business Improvement District Advisory Board.

9) MATTERS FROM THE ADVISORY BOARD

Upon motion by John Dixon, seconded by Jon Glidewell, the Business Improvement District Advisory Board nominates and appoints Marcus Magdaleno as liason to the Mendocino County Tourism Commission Finance Committee for the 2019 calendar year. Motion carried 3-0.

Discussion regarding the current board seat opening on the Business Improvement District Advisory Board.

10) ADJOURNMENT

Meeting adjourned at 2:51 p.m.