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

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**JANUARY 7, 2020 – 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 Marcus Magdaleno called the meeting to order at 1:01 p.m.

**2) ROLL CALL**

Board Members: John Dixon, Jon Glidewell, and Marcus Magdaleno  
Planning and Building Staff: Caitlin Schafer and Jim Feenan  
Visit Mendocino Staff: Travis Scott and Alison de Grassi

**3) PLANNING AND BUILDING SERVICES**

**3A. APPROVAL OF THE DRAFT APRIL 2, 2019 MINUTES**

Upon motion by John Dixon, seconded by Jon Glidewell, the Business Improvement District Advisory Board approved the April 2, 2019 minutes. Motion carried 3-0.

**3B. APPROVAL OF THE DRAFT DECEMBER 13, 2019 MINUTES**

Upon motion by John Dixon, seconded by Jon Glidewell, the Business Improvement District Advisory Board approved the December 13, 2019 minutes. Motion carried 3-0.

**4) COMMUNICATIONS RECEIVED AND FILED**

**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**

6B. DISCUSSION AND DIRECTION CONCERNING THE PREPARATION OF THE ANNUAL REPORT FOR FY 20/21.

Item was reviewed and discussed. A revised version will be reviewed and discussed at the March 2, 2019 meeting.

**7) MATTERS FROM THE ADVISORY BOARD**

None.

**8) ADJOURNMENT**

Upon motion by Jon Glidewell, seconded by John Dixon, the Business Improvement District Advisory Board adjourned at 3:14 p.m. Motion carried 3-0.