



Mendocino County

Legislation Text

File #: 20-0414, Version: 1

To: Board of Supervisors

From: Planning and Building Services

Meeting Date: May 19, 2020

Department Contact: Adrienne Thompson

Phone: 707-234-6677

Department Contact: Brent Schultz

Phone: 707-234-6650

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Agreement with the Mendocino County Tourism Commission for the Services, Activities, and Programs of the Mendocino County Lodging Business Improvement District (BID) in an Amount Estimated at \$1,425,000, for the Term of One Year, Commencing on July 1, 2020 and Expiring on June 30, 2021

Recommended Action/Motion:

Approve Agreement with the Mendocino County Tourism Commission for the services, activities, and programs of the Mendocino County Lodging Business Improvement District (BID) in an amount estimated at \$1,425,000, for the term of one year, commencing on July 1, 2020 and expiring on June 30, 2021; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

In 2006, the Board added Chapter 5.140 to the Mendocino County Code and created the Mendocino County Lodging Business Improvement District (BID). In 2015, the Board amended Chapter 5.140, in part requiring designation of a "Contractor" for administration of the BID. December 8, 2015, the Board adopted a Resolution designating the Mendocino County Tourism Commission (MCTC) as the County's Contractor for this purpose. On February 9, 2016, and on June 20, 2017, the Board entered into an agreement with MCTC. On August 7, 2018, the Board entered into an agreement with MCTC. On June 18, 2019, the Board entered into an agreement with MCTC.

Summary of Request:

Mendocino County Code Section 5.140.250 states in part "Prior to the expenditure of any District funds, the Contractor shall enter into a contract with the County for the services, activities and programs authorized by the Chapter. The scope of work for this agreement was crafted to include those deliverables that have consistently been maintained by the contractor and approved by the County. Additionally, the contract includes a requirement that the Tourism Commission receive an annual financial audit, incorporates commitments the Board made through the General Plan, and includes recommendations made through the BID Annual Report. Approval of this agreement by the Board is necessary for the Tourism Commission to function as the County's Contractor (its Board-designated role).

Alternative Action/Motion:

Provide direction to staff; do not approve this agreement. A contract is required prior to the expenditure of

BID funds (MCC 5.140.250).

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: Trust 2110-760779; BU 1810-862189 **budgeted in current f/y:** Yes

current f/y cost: \$950,000 assessment, \$475,000 GF **if no, please describe:**
(est)

annual recurring cost: \$950,000 assessment, **revenue agreement:** N/A
\$475,000 GF (est)

budget clarification: n/a

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Lindsey Dunham, Deputy Clerk I

Date: May 20, 2020

Note to Department Number of Original Agreements

Returned to Dept: 0 Original Agreement Delivered to
Auditor? Yes

Final Status: **Approved**

Executed Item: **Agreement** Number: 20-053

