



**Property Based Improvement District
Minutes
November 9, 2023
Archer Hotel**

Present: Ryan Gregory, Chair; Sara Brooks; Mike Butler; Tony Giaccio; Michael Holcomb; Zen Hunter-Ishikawa; Bob Johnstone; Kelly Moore; Vin Smith; *Staff: Craig Smith, Bill LaLiberte*

Absent: Bob Johnstone

Guest: Jeff Gittings, City of Napa

1. **CALL TO ORDER** Gregory called the meeting to order at 2:02 PM.

2. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** *None*

3. **INFORMATION/ACTION ITEMS:**

a. Approval of Minutes Gregory Butler moved approval of the minutes. Moore seconded, approved unanimously.

b. Budget report Smith C Smith presented the projected 2023 P&L, which shows income of \$850,810, and expenses of \$485,047. Hunter-Ishikawa moved approval of the report, which Brooks seconded. Approved unanimously. Smith also presented a draft 2024 budget, which reflected net income for the year of \$249,400. Members decided to postpone adoption of the budget until it could complete a strategic planning process and weigh projects that have been suggested.

FYI – PBID is switching to a July-June FY reporting, to line up with the City’s budget process. The budget will be re-done in 2024 to reflect that.

c. Strategic Planning Gregory said that PBID has the opportunity to piggyback with the TID’s more thorough process. This will be done in a half-day workshop on Jan. 10th. Moore moved approval of the process and up-to \$5K in expenses for it. Holcomb seconded, approved unanimously.

d. Potential Projects Gittings reviewed the potential projects shown from the city on Schedule A. The board agreed to take this up after the strategic planning process.

e. Next meeting PBID will meet on January 10th for the half-day strategic planning process and again on February 24th for a regular meeting, at which time the budget will be adopted.

4. **ADJOURN** Gregory adjourned the meeting at 3:13

Recorded by Craig Smith

BROWN ACT:

Government Code 54950 et seq. (the Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Napa Downtown Association posts Agendas at 1300 First Street, Suite 290. Action may not be taken on items not posted on the agenda.

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