



**Property Based Improvement District
Agenda
2:00 PM August 15th, 2024
Archer Hotel**

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

Guests: Steve Carlin – Oxbow Public Market
Gabe Carlin - Oxbow Public Market
Katrina Gregory – City of Napa Recreation & Public Art Manager
Ed Henning – Ed Henning and Associates

1. CALL TO ORDER

2. PUBLIC COMMENT

3. INFORMATION/ACTION ITEMS:

a. Approval of Minutes

Approve minutes from May 16th 2024 PBID Meeting

Ryan Gregory

b. Oxbow District Gateway Sign

Presentation by Steve Carlin representing Oxbow Stakeholders Group.
Update on Oxbow Stakeholders’ decision to go back to the original design with a funding request of \$150,000 for design, engineering, fabrication and installation.

Steve Carlin

c. Napa Lighted Art Festival

Presentation by Katrina Gregory for \$30,000 funding request to support potential Lighted Art Installations at CIA, Napa Yard, Oxbow Market, and other businesses interested in participating in the 2025 Napa Lighted Art Festival.

Katrina Gregory

d. PBID Renewal

Update by Ed Henning Via Zoom Link on Topics Below

Budget and work plan - (if any category name changes) for Year 1 of the renewal – 2026.

You are not bound by the current 3% max budget/rate increase for Year 1 of the renewal – it should match what your actual financial and program needs will be.

The Next Renewal term in years – Per State Law can be renewed for up to 10 years. Many PBIDs still use 5-year renewal terms but many now are renewing for somewhere between 6 and 10 years.

The desired/needed annual max rate increase for the renewal term - Has been 3% per year since the PBID was formed but the most common % used in other PBIDs around the State is a discretionary 5% per year to keep up with inflation. Some PBIDs even use a higher rate.

Any boundary and/or benefit zone changes –

Ed Henning

e. Bob Johnstone PBID Committee Resignation -

Ryan Gregory

Accept July 1st resignation email from Bob Johnstone sent to committee chair Ryan Gregory.
Discuss candidates to fill vacant committee seat and election of officers for approval at November Committee meeting.

f. Approved Project Funding Updates

LaLiberte

Traffic Calming Crosswalk Artwork on Second Street – Update on timing and process.
Hanging Flower Baskets – Update and timing of artificial plant pilot project.
Art Wrapped Utility Boxes – Update on timing and process.

g. Financials - - Approval Needed

La Liberte

Review and approve July 1st, 2024 – July 31st, 2024, P&L Budget vs. Actual

h. Next meeting

Gregory

Next PBID Committee meeting (November 21st)

4. ADJOURN

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.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Bill La Liberte at (707)257-0322 at least 48 hours prior to the meeting.

NOTICE TO PUBLIC:

PUBLIC COMMENT: The public may directly address the PBID on any matter within the Council's subject matter jurisdiction, including any matter that is not on the agenda. However, State law strictly limits the Council's authority to respond at the meeting to any matter that is not on the agenda.

RULES OF ORDER FOR THE CONDUCT OF PBID MEETINGS: The PBID conducts its meetings in accordance with the requirements of state law (the "Ralph M. Brown Act," California Government Code Sections 54950, et seq.) and the City's Rules of Order (Council Policy Resolution 19, R2016-6). Members of the public are expected to conduct themselves with courtesy and respect and comply with the Rules of Order. **PROCEDURES TO DIRECTLY ADDRESS THE PBID:** Any member of the public may directly address the Council regarding: (a) any matter identified on the agenda; or (b) during the Public Comment portion of the meeting for any matter within the Council's subject matter jurisdiction that is not identified on the agenda. Speakers should direct comments to PBID Chair and Committee members, not the audience. Speakers are expected to yield the floor when the time limit is identified. For each item, speaking time is limited to no more than three minutes per person, unless otherwise specified for hearings and appeals, or at the discretion of the PBID Chair to address special circumstances. The PBID Chair may modify (increase or decrease) any time requirements for any speaker, or change the order of the items on the agenda, in accordance with the Rules of Order in order to facilitate the efficient and fair conduct of the meeting. This may include moving all or a portion of the Public Comment portion of the agenda to the end of the meeting (see Council Policy Resolution 19, R2016-6 section 6.1.4).