



**Downtown Napa Association  
Agenda  
Tuesday, November 12th, 2024 2:30pm – 4:00pm  
Filippi's Italian Pizza Grotto**

**Members:** Connie Anderson, Toni Chiapetta, Bob Magnani; Kimberly McMaster, Chuck Meyer, Garret Murphy, Chrissy Pearce-Jeffries, Sara Brooks, *Gabe Carlin, Faith Ventrello, Alyssa Piombo, Tom Finch Staff: Bill LaLiberte*

**Guests:** Vin Smith City of Napa - Community Development Director, Neal Harrison City of Napa - Economic Development Division Manager

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|---|------------|
| 1. <u>CALL TO ORDER</u>   | Jeffries   |
| 2. <u>PUBLIC COMMENTS</u>   | Jeffries   |
| 3. <u>INFORMATION / ACTION ITEMS</u>  |            |
| a) <u>Approval of Minutes</u>   | Jeffries   |
| Approve minutes from October 15th, 2024, Meeting  |            |
| b) <u>November Shop Sip and Strolls – (10 min) – Informational</u>  | La Liberte |
| Rescheduled to a December 15 <sup>th</sup> event from 1-4pm   |            |
| c) <u>Holiday Events –(15 min) - Informational</u>  | La Liberte |
| Hometown Halloween Recap  |            |
| Tree Lighting Wednesday November 27 <sup>th</sup>   | -          |
| Christmas Parade Saturday December 7 <sup>th</sup>  | - -        |
| Hop on - Hop off Holiday Trolley Rides Dec 6 <sup>th</sup> – 22 <sup>nd</sup> (Friday, Saturday, Sunday 3pm to 6pm)   |            |
| d) <u>Clinton Street Christmas Market Update – (10 min) - Informational - Friday December 6<sup>th</sup></u>  | La Liberte |
| e) <u>Mustard Celebration Event Update – (10 min) - Informational</u>   | La Liberte |
| Planning committee members needed   |            |
| f) <u>Napa Table Event – (10 min) -Informational - Committee to start meeting biweekly on Thursday November 21<sup>st</sup> 9:30am - Committee members needed</u> | La Liberte |
| g) <u>First Street Napa Holiday Event Dec 7<sup>th</sup> and 8<sup>th</sup> (5 min) – Approval Needed – Funding Request</u>                                       | La Liberte |
| h) <u>Napa Shop Guide – (5 min) - Informational</u>   | La Liberte |
| Update and discuss a reprint with a new edition in the spring   |            |
| i) <u>Cope Family Center – (15 min) Approval Needed - Sponsorship Request</u>   | Jeffries   |
| j) <u>Taxes and Bookkeeping Update - (5 min) - Informational</u>  | La Liberte |
| k) <u>Financials - (10 min) – Approval Needed</u>   | La Liberte |
| Review and approve July 1 <sup>st</sup> , 2024 – October 31st, 2024, P&L Budget vs. Actual  |            |

**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 Downtown Napa Association 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 DNA MEETINGS:** The Napa Downtown Association 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 DNA:** Any member of the public may directly address the Board 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 DNA President and Board 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 DNA President to address special circumstances. The DNA President 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).