



**Downtown Napa Association
Agenda
Tuesday, October 15th, 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, Staff: Bill LaLiberte*

Excused: *Tom Finch*

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

- | | |
|--|----------------------------|
| 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 July 9th, 2024, Meeting | |
| Approve minutes from August 13th, 2024, General Membership Meeting | |
| b. <u>Mustard Celebration Event – (15 min)</u> | La Liberte |
| March 29 th and 30 th event at the CIA at Copia. Review event / budget and approve Executive Committees' recommendation to move forward and execute event. | |
| c. <u>Clinton Street Christmas Market – (10 min)</u> | Jeffries/La Liberte |
| Approval Needed | |
| Funding Request of \$5000 from the Clinton Street group to assist with event costs. Executive Committee recommendation is to fund (not to exceed \$3500) to assist with permitting and street closure. All other event expenses would be covered by the event. | |
| d. <u>Executive Committee Vacancy - (5 min)</u> | Jeffries |
| Approval Needed | |
| Approve Nominating Committees recommendation of Tom Finch to fill Connie Andersons Executive Committee position. | |
| e. <u>November Shop Sip and Stroll Events – (15 min)</u> | La Liberte |
| Informational | |
| Four Wednesdays in November, discuss event timing due to later in the year and businesses possibly closing earlier. (Suggested times 5 – 7 / 4:30 – 7 / 4 – 6) | |
| f. <u>Holiday Events – (15 min)</u> | La Liberte |
| Informational | |
| Hometown Halloween Saturday October 26 th - Tree Lighting Wednesday November 27 th – Christmas Parade Saturday December 7 th (No Wanderland of Trees this year) | |
| g. <u>General Membership Takeaways –(15 min)</u> | Jeffries/La Liberte |
| Informational | |
| Request to continue hotel occupancy reports - DNA to host quarterly networking meetings so retailers, hotel properties, tasting rooms and restaurants can get together and discuss items affecting downtown in a social setting. Merchant invites to Monthly Board meetings. | |
| h. <u>Financials - (10 min)</u> | La Liberte |
| Approval Needed | |
| Review and approve July 1 st , 2024 – September 30th, 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).