



Property Based Improvement District

Agenda

2:00 PM May 16th, 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

1. CALL TO ORDER

2. PUBLIC COMMENT

3. INFORMATION/ACTION ITEMS:

a. Approval of Minutes

Gregory

Approve minutes from February 22nd 2024 PBID Meeting

b. Oxbow District Gateway Sign

Gregory

Presentation by Steve and Gabe Carlin representing Oxbow Stakeholders Group.

Review and discuss previously approved crosswalk lighting project at First and McKinstry streets and approve the allocation of its funding to gateway sign project. Complete funding of the gateway sign project would require additional funding from Fiscal Year 24-25 budget.

c. PBID Renewal

La Liberte

Review and approve PBID renewal proposal / contract from Edward Henning and Associates. (attached exhibit A)

d. Fiscal Year 24-25 budget presentation

La Liberte / Gregory

Review Fiscal Year 24-25 budget for approval. Discuss near and long-term funding priorities.

e. Project Funding Updates

LaLiberte

Traffic Calming Crosswalk Artwork on Second Street – Update on timing and process

Hanging Flower Baskets – Outside contractor to install and maintain / artificial vs. real.

Garage and Sidewalk Cleaning – Update on meeting with City and increasing cost of service.

Art Wrapped Utility Boxes – Meeting with city on six remaining utility boxes from original scope that are unwrapped. The Arts Council grant to wrap three of the remaining boxes with PBID acting as passthrough agency under original agreement to facilitate. PBID funding to wrap last three boxes with a cost of \$5,000. Approval needed to act as pass through agency for Arts Council Grant and funding of remaining boxes.

h. Next meeting

Gregory

Set date for next PBID Committee meeting.

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).