



**Property Based Improvement District  
Minutes  
February 22nd, 2024  
Archer Hotel**

**Present:** Ryan Gregory, Chair; Mike Butler; Tony Giaccio; Zen Hunter-Ishikawa; Vin Smith; *Staff: Bill LaLiberte*

**Excused:** Sara Brooks; Michael Holcomb; Bob Johnstone; Kelly Moore

**Guest:** Lindsey Forbs – Zapolski Real Estate

1. **CALL TO ORDER** - Gregory called the meeting to order at 2:16pm

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

3. **INFORMATION/ACTION ITEMS:**

**a. Approval of Minutes from January 10<sup>th</sup> Meeting**

Butler moved approval of the minutes. Smith seconded, approved unanimously.

**b. Visioning Session**

Gregory discussed, and the committee reviewed the visioning session summary facilitated by WhereAbout team. Summary included a statement of purpose along with near- and long-term funding priorities. LaLiberte provided information requested by the committee on use of artificial plants for the hanging baskets and third-party contractor to take over the project from the city.

**c. Approve 2024 fiscal year budget / Discuss short term funding priorities** LaLiberte

presented the January 1<sup>st</sup>, 2024 – June 30<sup>th</sup> 2024 budget for approval keeping the existing funding priorities: Hanging Baskets, Sidewalk and garage cleaning. Gregory added that the Oxbow stakeholder's group would be working with the developers of the Foxbow hotel project to include the gateway sign as part of their art installation. Smith suggested changing the Historic Maps from \$7500 to \$10000, matching the previous year's budget. Hunter-Ishikawa motioned approval with the change, Butler seconded, approved unanimously.

**d. Long-term funding priorities and PBID Renewal**

The committee discussed potential projects from visioning session and advised staff to contact Ed Henning and Associates to get proposal for the PBID renewal with the current PBID expiring in 2025. Committee decided to approve funding of \$150,000 to \$200,000 for crosswalk art / traffic calming project on Second Street from Brown Street to School Street and to approve funding of \$30,000 for Lighted Crosswalks in the Oxbow district at First and McKinstry Streets. Butler motioned approval and Giaccio seconded, approved unanimously.

**e. Next meeting** PBID will meet on May 16<sup>th</sup> 2:00pm

4. **ADJOURN** Gregory adjourned the meeting at 4:18pm

*Recorded by Bill La Liberte*

**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.