

MINUTES
DOWNTOWN VALLEJO - CCRC
REGULAR MEETING

JUNE 13, 2024

Call to Order: President Kamphausen called the meeting to order at 4:36 pm with a quorum of board members.

Attendees: Tom Bartee, David Fischer, Annette Taylor, Mike Brigandi (left at 6:15 pm), Tom Pezzuto, Tony Diaz (left at 5:45 pm), Jim Barcewski.

Absent: Ken Ingersoll, Chris Platzer.

Staff and Guests: Rita Iravani, Alex Matias: Liaison VMS, William Oropeza: SVT Gruppe, Councilmember Charles Palmares, Donna Beeman.

Agenda: At 4:37 pm, Ms. Taylor moved to approve the agenda and to move action item 11 a up. It was seconded by Mr. Bartee. Mr. Fischer moved to amend the motion since item 11 a. is tied to action item 11 e. so action 11 e. should also be moved up, Ms. Taylor moved to amend the agenda and move action items 11 a & 11e up so that they come after public comment. It was seconded by Mr. Diaz and approved by the board.

Approval of Minutes May 9, 2024

At 4:38 pm Mr. Brigandi made a motion to approve the minutes of May 9th, it was seconded by Mr. Barcewski and approved by the board.

Security Report: Mr. Oropeza reported the number of homeless individuals has increased and some are becoming aggressive, there is an increase in public drinking, he also reported he called the IHART program for assistance due to some very aggressive homeless persons. He wasn't sure if IHART staff came or not.

Public Comment: Councilmember Palmares commented that security is a problem. There are some solutions the city is trying to put forth. He is glad the IHART program is up and running. It is a program he worked to bring to the city. If there are any problems with trying to utilize their services he would like to be made aware of that. The city has put out an RFP to hire security guards. He would like to get more foot traffic downtown, he is working with some local artists to get some pop-ups in the vacant buildings. The city has negotiated a price with the Solano County Sheriff to provide additional law enforcement support, and they are waiting for the enactment of SB 1379.

Action Items: 11 a. Sponsorship Committee: Ms. Taylor read the resolution:

I Director Taylor moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

(A) The name of the committee shall be: Sponsorship

(B) The following Director shall be the chair of the committee: Ms. Taylor.

(C) The other Directors on the committee shall be: Mr. Diaz, Mr. Brigandi.

(D) The duration of the committee shall be: December 31, 2024.

(E) The purpose of the committee shall be limited to the following: Review Sponsorship, 14 applications, and make a recommendation to the full board at the next regular board meeting.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

(F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Fischer seconded.

Action Items: 11 e. Committees: Mr. Fischer read through a list of existing committees, and with the full board's participation, designated a committee chair, committee directors, the term, and purpose for each individual committee. At 5:39 pm, Mr. Fischer made the following motion - adopt individual resolutions creating the following Committees: By-laws, Nominating, Renewal, Budget, Security, Farmers Market, Sponsorship, Windows Beautification, Brochure, Lighting, Benches, and Alley Project. Those resolutions are set forth in the addendum to these minutes. The motion was seconded by Mr. Bartee and it was approved by the board.

Guest Presentation: None.

Report from City Staff and Liaison: Ms. Taylor reported the city has appointed Andrew Murray as the new city manager. The city council recommended a ten percent cut across the board for each department. **Mr. Matias** reported VMS has just completed a well attended *Spring Social* event on Georgia Street. They are now preparing for their *August Summer Nights* event. VMS has applied for \$110k in grants and sponsorship, so far they have received \$15k and another \$40k from the City of Vallejo and another \$30k pending. They are in the process of hiring an operations consultant. VMS is also planning to hold a mixer, more to come on that.

President's Report: Mr. Kamphausen commented he would like to see cars parked so that they block Georgia Street at Sonoma during the Farmers Market. Mr. Kamphausen reported that he is hosting a *Fireman's Appreciation Day* on June 29th from 9:00 am - 3:00 pm.. There will be fire trucks from San Francisco, San Jose, and possibly from West Sacramento. There will be two demonstrations with an amphibious fire truck shooting 4,000 gallons of water a minute, there will be some antique trucks and some trucks that children can play on. There will also be food trucks.

Financial Report: Mr. Pezzuto reported the financials are status quo. The last payment to New City American has been made so for the rest of the year we should be seeing positive cash flow. The second installment of our annual assessment has been deposited and we should start seeing approximately \$350 a month for interest earnings. So far, through May 2024 we have earned approximately \$1k so by the end of the year we should see approximately \$2.5 - \$3k.

Action Items: **Item b. Mr. Bartee:** reported the Ad hoc Bench Committee met. They used a map which indicated where benches had been as well as information collected from stakeholders responding to a CCRC outreach request for their input. Mr. Bartee read a statement from Director Platzler. At 6:18 pm, Mr. Fischer made a motion to adopt the findings of the Ad hoc Bench Committee with the understanding that there will be no benches placed on the concrete pads on Indian Alley, adjacent to parking lot **J**, it was seconded by Mr. Barcewski and approved by the board. Mr. Bartee reminded the board that the city will take CCRC's input as a recommendation only. **Item c. Mr. Bartee:** reported CCRC received a quote for solar powered lights. The quote is for \$59,479k, which does not include installation. The previous quote for lighting was for \$130k. Mr. Pezzuto and Mr. Bartee compiled a list of questions for the solar lighting contractor to answer. Mr. Fischer suggested that this item be carried over to next month's meeting. **Item 11 d. Mr. Pezzuto:** reported CCRC received 4 bids from security companies. One was substantially more expensive than what we are currently paying. SVT's increase in price was small in comparison to previous years. At 6:47 pm., Mr. Bartee made a motion to ask SVT for a revised contract for up to two years; the contract will contain an escape clause based on our emergent CBD and authorize Tom Pezzuto to sign if it meets all of our requirements. It was seconded by Mr. Fischer and approved by the board.

Committee Reports: None.

Old Business: None.

New Business: None.

Announcements: Mr. Fischer announced the City of Vallejo nixed the high school - he thanked Ms. Beeman.

Adjournment: At 6:50 pm Mr. Fischer made a motion to adjourn. It was seconded by Mr. Bartee and approved by the board.

Approved by the board of directors at its meeting of July 11, 2024.

Signed: _____ Title: _____

ADDENDUM TO THE MINUTES OF JUNE 13, 2024

BOARD RESOLUTION FORMING A COMMITTEE

BY-LAWS

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

(A) The name of the committee shall be: By-Laws

(B) The following Director shall be the chair of the committee: Mr. Fischer.

(C) The other Directors on the committee shall be: Mr. Bartee

(D) The duration of the committee shall be: through December 31, 2024.

(E) The purpose of the committee shall be limited to the following: Review the by-laws and make recommendations to the full Board regarding amendments.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

(F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

**BOARD RESOLUTION FORMING A COMMITTEE
NOMINATING**

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Nominating**
- (B) The following Director shall be the chair of the committee: Mr. Bartee.**
- (C) The other Directors on the committee shall be: Mr. Kamphausen, Mr. Barcewski**
- (D) The duration of the committee shall be: through December 31, 2024.**
- (E) The purpose of the committee shall be limited to the following: Review applications to be on the Board of Directors and make recommendations to the full Board regarding the same.**

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.**

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE

RENEWAL

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

(A) The name of the committee shall be: Renewal

(B) The following Director shall be the chair of the committee: Mr. Bartee.

(C) The other Directors on the committee shall be: Mr. Pezzuto, Mr. Barcewski, Mr. Fischer.

(D) The duration of the committee shall be: until the new district term begins, 2025.

(E) The purpose of the committee shall be limited to the following: Make recommendations to the full Board regarding the District's efforts to seek a renewal.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

(F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE
BUDGET

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Budget
- (B) The following Director shall be the chair of the committee: Mr. Pezzuto
- (C) The other Directors on the committee shall be: Mr. Kamphausen, Mr. Bartee.
- (D) The duration of the committee shall be: through December 31, 2024
- (E) The purpose of the committee shall be limited to the following: Propose an annual budget for adoption each year by the full Board. Propose adjustments to the existing budget for consideration by the full Board.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE

SECURITY

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

(A) The name of the committee shall be: Security

(B) The following Director shall be the chair of the committee: Mr. Pezzuto

(C) The other Directors on the committee shall be: Mr. Kamphausen, Mr. Bartee, Mr. Brigandi.

(D) The duration of the committee shall be: through December 31, 2024

(E) The purpose of the committee shall be limited to the following: Make proposals to the full Board on matters within the District related to security.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

(F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE
FARMERS MARKET

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Farmers Market
- (B) The following Director shall be the chair of the committee: Mr. Barcewski
- (C) The other Directors on the committee shall be: Mr. Pezzuto Mr. Bartee.
- (D) The duration of the committee shall be: through December 31, 2024
- (E) The purpose of the committee shall be limited to the following: Periodically review how the Farmers Market is functioning, negotiate proposed contracts with the Farmers Market, and make proposals to the full Board on matters related to the Farmers Market.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE
SPONSORSHIP

Director Taylor moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Sponsorship**
- (B) The following Director shall be the chair of the committee: Ms. Taylor.**
- (C) The other Directors on the committee shall be: Mr. Diaz, Mr. Brigandi.**
- (D) The duration of the committee shall be: December 31, 2024.**
- (E) The purpose of the committee shall be limited to the following: Review Sponsorship 14 applications and make a recommendation to the full board at the next regular board meeting.**

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.**

Director Fischer seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE
WINDOWS BEAUTIFICATION

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Windows Beautification
- (B) The following Director shall be the chair of the committee: Mr. Barcewski
- (C) The other Directors on the committee shall be: Mr. Diaz.
- (D) The duration of the committee shall be: through December 31, 2024
- (E) The purpose of the committee shall be limited to the following: Work with property owners who have vacant storefront windows within the District in an effort to place art in these windows and make proposals to the full Board regarding the same.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

**BOARD RESOLUTION FORMING A COMMITTEE
BROCHURE**

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Brochure
- (B) The following Director shall be the chair of the committee: Mr. Barcewski
- (C) The other Directors on the committee shall be: Mr. Fischer, Ms. Taylor.
- (D) The duration of the committee shall be: through December 31, 2024
- (E) The purpose of the committee shall be limited to the following: Create a draft brochure for persons seeking to open new businesses in the District and make proposals to the full board regarding the same. Once a brochure is adopted by the full Board, periodically review the same for needed changes to be brought before the full Board.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE

LIGHTING

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

(A) The name of the committee shall be: Lighting

(B) The following Director shall be the chair of the committee: Mr. Bartee

(C) The other Directors on the committee shall be: Mr. Pezzuto, Mr. Bartee.

(D) The duration of the committee shall be: through December 31, 2024

(E) The purpose of the committee shall be limited to the following: Review proposals to add lights in public places within the District, work with the City and proposed vendors regarding such proposals and/or lighting, bring to the full Board all matters requiring a decision regarding such proposals and/or lighting, collaborate with Downtown Stakeholders on lighting improvements.

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

(F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE
BENCHES

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: BENCHES**
- (B) The following Director shall be the chair of the committee: Mr. Bartee**
- (C) The other Directors on the committee shall be: Mr. Diaz, Mr. Brigandi.**
- (D) The duration of the committee shall be: through August 31, 2024**
- (E) The purpose of the committee shall be limited to the following: Make recommendations to the full Board on the placement of new Downtown benches.**

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.**

Director Bartee seconded.

Approved: 6-13-2024

BOARD RESOLUTION FORMING A COMMITTEE

ALLEY PROJECT

Director Fischer moved that the following resolution be adopted:

RESOLVED, that an advisory internal ad hoc committee is hereby created as follows:

- (A) The name of the committee shall be: Alley Project**
- (B) The following Director shall be the chair of the committee: Mr. Platzer**
- (C) The other Directors on the committee shall be: Mr. Pezzuto, Mr. Bartee.**
- (D) The duration of the committee shall be: through December 31, 2024**
- (E) The purpose of the committee shall be limited to the following: Review and present opportunities to beautify the alleys and make them more functional.**

The Board, by subsequent action, may change the purpose of the committee either entirely, or by adding to, or subtracting from, such purpose.

- (F) The committee is advisory only. It shall have no decision-making authority, and shall only make recommendations to the full Board.**

Director Bartee seconded.

Approved: 6-13-2024