

AGENDA – PBID BOARD MEETING SEPTEMBER 9, 2026

Date: Wednesday, September 0, 2026 PBID BOARD MEETING
Time: 9:00-10:30 am
Place: Municipal Building, 411 Main Street, 3rd Floor Conference Area
Chico, CA 95928

Downtown Chico PBID Board of Directors

Eric Hart, President
Greg Scott, Vice President
David Halimi, Treasurer
Chris Daniels, Secretary
Megan Kurtz, CSU Chico
Jennifer Mackall
Anika Burke Rodriguez
Mike O'Brien, Council Representative

Board Directors Advisors

Erik Gustafson, Assistant City Manager
Skyler Lipski, City Public Works
Sgt Bailey, Chico Police
Jennifer Ellingson, Attorney
Olivia Henderson, Waste Management

Copies of this agenda packet available for review at the following locations:

- Diamond W Western Wear, 181 2nd Street, Chico, Ca 95928
- www.pbid-downtownchico.com

Posted on: September 1, 2026

Prior to: 5:00 p.m.

The Downtown Chico PBID Board welcomes you to this meeting and invites you to participate in matters before the Board. Send requests to be added to a mailing list for PBID meeting to hdllcchico@gmail.com, Audrey@ChabinConcepts.com, with subject: Add to PBID Mailing List.

Information & Procedures

- All members of the public may address the board on any item listed on the agenda.
- All members of the public may address the board on non-agenda items under Public Questions/Comments of the agenda
- No action can be taken by the Board on any items brought forward at a meeting. The board may request an item to be brought back at a subsequent meeting.
- Agenda copies are available at the meeting, can be downloaded from the website.
- A special presentation may be made to the Board with prior approval and agenized.
- Any member of the PBID may request an item to be agenized and should be delivered to the President of the Board at least 8 days in advance of the meeting, or sooner, for copies to be included and the board has opportunity to review material in advance.



Downtown Chico
Property-Based Improvement District

PO Box 3098
Chico, CA 95927



**Downtown Chico
Property-Based
Improvement District**
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audrey@pbid-downtownchico.com

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Anika Burke Rodriguez

Advisors
Sgt David Bailey
Jennifer Ellingson
Eric Gustafson
Olivia Henderson
Skyler Lipski
Sergio Sanchez

Meeting Agenda – September 9, 2026

Monthly Board Meeting Purpose: Provide oversight and direction ensuring programs and resources are managed effectively and efficiently to enhance safety, cleanliness, beautification and economic vitality for downtown.

Expected Outcomes: The goal of every PBID Board meeting is to get things done — making clear decisions that deliver visible improvements downtown, return value to property owners and advance the District Plan.

1.0 Call to Order – Eric Hart, President

- 1.1 Welcome & Introductions
- 1.2 Call to order

2.0 Consent Agenda (5 minutes)

2.1 Approval of Minutes – August 12, 2026 meeting minutes.

2.2 Financial Statements – as of August 28 2026. Report from Treasurer David Halimi.

ACTION: *Call for questions/discussion, call for motion to accept Minutes and Financial statements.*

3.0 Public Comments (10 minutes)

Opportunity for members of the public to address the Board on items not on the agenda, 3 minutes are allocated for each public member. No action may be taken on any item presented, but items can be agendaized for further discussion at another meeting.

4.0 Regular Agenda Items

4.1 PBID Bylaws – Amendments and Clarifications. Jennifer Ellingson

Background:

At its previous meeting, the Board provided direction regarding the Chico State Director position, establishment of an eight-member Board, and voting in the event of a tie. In reviewing the Bylaws, there has also been identified additional provisions that would benefit from clarification to better reflect the PBID governance structure and the Management District Plan.

Proposed amendments/clarifications address:

- **Board Direction:** Chico State Director position, eight-member Board, and tie-vote procedure.
- **Bylaw Clarifications:**
 - Relationship between the PBID District, assessed property owners/ratepayers, and Downtown Chico PBID, Inc.;
 - Reference to the property-owner-approved Management District Plan as the framework for District governance and activities;
 - Article 5, Section 2(a), regarding property-owner representation on the Board; and
 - Director nomination, election and property-owner/ratepayer voting process consistent with the Management District Plan.

Action: Review and consider proposed Bylaw amendments and Motion/Second/Vote to approve as presented, approve with modifications, or provide further direction to legal counsel.

4.3 Trash Enclosure & Dumpster Follow-up Report – Eric Hart, David Halimi, Greg Scott

Update on meetings with property owners regarding the trash issues on 3rd and 2nd street Parking Lot.

Action: Review, discuss, determine next steps with property owners and other businesses owners, and/or moved forward on the proposal brought forth by Erik Gustafson at the August 12 meeting for 3rd Street and/or 2nd Street Parking Lot.

4.4 Safe Street Initiatives – Greg Scott, Erik Gustafson

As Chair of the Safe Street Initiative Greg Scott has discussed with the board several times the need to slow traffic, specifically lowering the speed limit on Main & Broadway and to install five-second leading pedestrian interval where feasible on the corridor. This was brought up to Chief Alridge and his team during a Safe Streets meeting and was referred to Engineering as they take the lead on any such action. Brendan Ottoboni (or staff) will not be able to attend due to a pre-schedule staff meeting but will work with chair. Greg and Erik to provide updates.

Action: After presentation by staff on process, review/discuss and provide direction to Greg and staff on whether to move forward with a request.

4.5 Initiative Updates

- 1) **Clean & Safe, Ambassador Program – Sergio Sanchez**
- 2) **Property Owner Survey re Renewal** – letters sent out week of August 24. No survey responses received at the time of agenda posting.
- 3) **Opportunity Zone Update – Erik Gustafson**, public comment closed August 28, city, 3CORE & CSU have lobby the Governor's office. Unknown when final selection will be announced.
- 4) **Park & Go – Update by David Halimi & Anika Rodriguez**

5.0 Partner Update (10 minutes)

- 1) City of Chico – Erik Gustafson, Asst City Manager
- 2) City of Chico – Skyler Lipski, Public Works
- 3) City of Chico PD, Downtown Target Team – Sgt. Bailey
- 4) CSU Chico – Megan Kurtz
- 5) Waste Management – Olivia Henderson, Doug Hipche
- 6) DCBA – Megan Kurtz

6.0 Reports & Communications . Information only.

7.0 Old Business . Update on Board Candidates

The following are items discussed at the Board and still on list for moving forward:

- Zoning review for building reuse
- Long-Term parking discussions
- Safe Street – traffic and lightning

7.0 Other & New Business . Items may be introduced for discussion or placement on a future agenda.

8.0 Adjourn Regular Meeting. President will call for motion to adjourn.

Attached

- 1) Consent Agenda – Minutes, Financial Reports August



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Advisors

Sgt David Bailey
Jennifer Ellingson
Eric Gustafson
Olivia Henderson
Megan Kurtz
Skyler Lipski
Avery Williams

Meeting Minutes – August 12, 2026

Date: August 12, 2026

Time: 9:00

Place: Municipal Building, 411 Main Street, 3rd floor Conference Area, Chico, Ca

BOARD DIRECTORS IN ATTENDANCE: Eric Hart, Greg Scott, David Halimi, Anika Burke Rodriguez, Megan Kurtz, Jennifer Mackall

BOARD ADVISORS: Erik Gustafson, Asst. City Manager, Olivia Henderson, Waste Management, Jennifer Ellingson, Sgt Bailey.

ABSENT DIRECTORS & ADVISORS: Mike O'Brien, Chris Daniels, Skyler Lipski, Public Works; Sergio Sanchez, Ambassadors.

PUBLIC MEMBERS IN ATTENDANCE: Dale Bennett, Debra Barger, Linda Zorn, Katie Hawley.

Call to Order – Eric Hart, President

President Eric Hart called the meeting to order at 9:00 and asked for self-introductions.

2.0 Consent Agenda (5 minutes)

Treasurer David Halimi provided financial report.

ACTION: M/S Anika Rodriguez/Greg Scott to accept the financial report and meeting minutes. All in favor.

3.0 Public Comments (10 minutes)

No Public Comments

4.0 Regular Agenda Items

4.1 Katie Hawley provided a presentation on the Northern Rural Energy Network programs that were available to property owners, businesses and residents for energy efficiency at low and no cost.

4.2 PBID Legal Compliance Briefing – Jennifer Ellingson (5 minutes)

Jennifer provided an update on questions regarding members of the PBID. Jennifer clarified that the PBID District is all the downtown property owners, there are no additional members. The Board directs the day-to-day operations on behalf of the District.

Jennifer also brought up the previous action of the board when adding Chico State Board Director to have the Executive Committee break a tie vote does not work. If there is a tie the vote fails.

Action: M/S Greg Scott/Eric Hart to authorize updating the Bylaws to include new language regarding the appointment of representative from CSU, Chico and clarification as stated by Jennifer Ellingson, PBID Attorney, to vote proceed in case of tie. All in favor.

4.3 Ambassador Social Media - Anika reported on the social media exposure and high views. Will be continuing with more education videos. Also suggested discussing possibility of making videos in the future of the Ambassadors and the work they are doing downtown.

4.4 Trash Enclosure & Dumpsters – Erik Gustafson/Olivia Henderson overviewed the continuing condition of trash receptacles on 3rd, recommending action the city could take to provide a GOL to PBID, build an enclosure, for the trash cans on 3rd street mainly from the Moorehead Building if the PBID would over see the trash cans at the new enclosure. Eric Hart felt should not be making that investment when the property owner should be managing the business in his building to pull the trash cans back in and stored in the building. Eric Hart and Greg Scott to talk with Mr. Moorehead’s representative before moving forward on this item.

The 2nd Street parking lot was discussed also not in good condition the City would like to have different receptacles move to a specific place, change motorcycle parking and creating 2 parking spaces. David Halimi owner of the property said he would talk with the businesses and bring report back. Olivia reported if the property owner held the account, it would be easier for compliance, currently there are multiple accounts.

To be brought back to next meeting.

Initiative Update

- 1) **Park & Go – Report by David Halimi & Anika Rodriguez.** David reported that all print, TV and Radio advertising is going well. ER has offered at no cost to PBID a page in the upcoming Tourism Magazine. Need to schedule going back to the council in September with some numbers. Need to get benchmark numbers from the city. Request Free Friday for the 4th Quarter during shopping season. Anika said she has been talking with some businesses on at least some reporting in additional to the parking kiosks and app numbers.
- 2) **Fresh Coat Program.** Audrey updated the Ellis building is completed except for band. Learned a number of things. The News Brief postcard stimulated some calls of interest. Getting bids for Main Street, 5th Street building. Talkin with owner for new Ali Baba location. Meeting with Adam Nixon on the Collier’s building status.
- 3) **Annual Board of Directors Voting.** Audrey updated board on candidates for the 2027 Board election – Chris, Daniels, David Halimi, Jim Matthews, Robin Cook, Brandon Keith and Sean Puritz (tentative).
- 4) **Property Owner Survey re Renewal.** Copy of letter to property and online survey presented. For Information Only.
- 5) **OZ Zone.** Erik Gustafson gave update on the State application and the public comment period. Need everyone to submit public comments to support the zone being selected. Megan Kurtz provided update on action by the President and the Chancellor’s office to support the Census Tract application.
- 6) **Safe Streets.** Greg Scott updated board regarding ongoing efforts to increase code enforcement, public nuances enforcement, requesting lowering speed

limit and sequencing traffic lights. **Action:** M/S Anika Rodriguez/Greg Scott to move forward with request to utilize the Downtown Revitalization Project traffic study to review request to lower speed limits on Main and Broadway and to sequency lights to reduce speed. All in favor.

5.0 Partner Update (10 minutes)

- 1) City of Chico – Erik Gustafson, Asst City Manager – provided status on Entertainment Zone going before council on August 18 second reading.
- 2) City of Chico – Skyler Lipski, Public Works - absence
- 3) City of Chico PD, Downtown Target Team – Sgt. Bailey, no report
- 4) Ambassador Program – Sergio Sanchez / Block by Block - absence
- 5) CSU Chico – Megan Kurtz – Back to school, student are back. Whitney Hall still not in use. Concern with South Campus. Oct 10 Wildcat Preview. Megan reported on LRT banner were hung without permission.
- 6) Waste Management – Olivia Henderson, Doug Hipche – reported Sept 19 Environmental clean up.

6.0 Reports & Communications . Information only.

7.0 Old Business . No old business

8.0 Other & New Business . No new business.

8.0 Adjourn Regular Meeting. President called for motion to adjourn, motion and second by Greg Scott/David Halimi , all in favor. Meeting adjourned 10:12.

Respectfully submitted,



Audrey E. Taylor
PBID Coordinator in the absence of Secretary

Downtown Chico PBID, Inc.

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

January - December 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
3000 General Benefits Income	19,000.00	21,738.00	87.40 %
3200 County Tax Assessments	480,713.05	492,053.91	97.70 %
Total Revenue	\$499,713.05	\$513,791.91	97.26 %
GROSS PROFIT	\$499,713.05	\$513,791.91	97.26 %
Expenditures			
5100 Interest Expense	1.00	150.00	0.67 %
Administration			
5400 Bank Charges		500.00	
5510 Government Fees		500.00	
6320 Prof. Services - Contract Staff			
PBID Coordinator	15,940.00	25,000.00	63.76 %
Willdan Services		2,000.00	
Total 6320 Prof. Services - Contract Staff	15,940.00	27,000.00	59.04 %
6330 Professional Fees - Accounting			
Bookkeeper	487.50	750.00	65.00 %
CPA		2,500.00	
Total 6330 Professional Fees - Accounting	487.50	3,250.00	15.00 %
Insurance			
4800 CGL Insurance	675.00	667.00	101.20 %
4830 D&O Insurance	2,610.00	2,407.00	108.43 %
Crime Insurance	1,870.00	1,870.00	100.00 %
Total Insurance	5,155.00	4,944.00	104.27 %
Total Administration	21,582.50	36,194.00	59.63 %
Ask My Accountant	40.81		
Communations	431.25		
6105 Marketing Printing Copies Postage	5,223.76	5,500.00	94.98 %
Database Management	150.00	2,250.00	6.67 %
Website	7,322.44	6,500.00	112.65 %
Total Communations	13,127.45	14,250.00	92.12 %
Eligible Management Activities			
Beautification & Placemaking	32,450.00	44,500.00	72.92 %
Clean & Safe-Block by Block	525.00		
6310 Block by Block Fees	213,743.53	366,760.00	58.28 %
7030 Utilities -PBID Office	803.28	1,100.00	73.03 %
Computer and Internet Expense	576.72	900.00	64.08 %
Total Clean & Safe-Block by Block	215,648.53	368,760.00	58.48 %
Economic Vitality	13,217.92	27,500.00	48.07 %
Total Eligible Management Activities	261,316.45	440,760.00	59.29 %
Taxes Paid		150.00	
Unapplied Cash Bill Payment Expense	0.00		

Downtown Chico PBID, Inc.

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

January - December 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Total Expenditures	\$296,068.21	\$491,504.00	60.24 %
NET OPERATING REVENUE	\$203,644.84	\$22,287.91	913.70 %
NET REVENUE	\$203,644.84	\$22,287.91	913.70 %

Downtown Chico PBID, Inc.

Statement of Financial Position

As of Aug 28, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
1001 Checking Account - TCBK	\$297,693.52
1002 Cash Reserve	2,228.85
Total for 1001 Checking Account - TCBK	\$299,922.37
Total for Bank Accounts	\$299,922.37
Accounts Receivable	
Accounts Receivable (A/R)	21,738.00
Total for Accounts Receivable	\$21,738.00
Other Current Assets	
Undeposited Funds	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$321,660.37
Total for Assets	\$321,660.37
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable (A/P)	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
CC 2333	0.00
Total for Credit Cards	\$0.00
Other Current Liabilities	
2310 Line of Credit	-14.50
Short Term Loan	0.00
Total for Other Current Liabilities	-\$14.50
Total for Current Liabilities	-\$14.50
Total for Liabilities	-\$14.50
Equity	
Retained Earnings	89,515.81
Net Revenue	232,159.06
Total for Equity	\$321,674.87
Total for Liabilities and Equity	\$321,660.37

FIRST AMENDMENT TO THE
BYLAWS OF
DOWNTOWN CHICO PBID, INC.
A California Nonprofit Mutual Benefit Corporation



I. Purpose of Amendment

This document amends the Bylaws of Downtown Chico PBID, Inc., a California nonprofit mutual benefit corporation, adopted on February 12, 2025 (“Bylaws”).

II. Specific Amendments

- a. ARTICLE 4 is hereby deleted in its entirety and substituted in lieu thereof is the following:

ARTICLE 4 MEMBERS AND PBID RATEPAYERS

Section 1 **No Corporate Members.**

This Corporation shall have no members within the meaning of the California Nonprofit Corporation Law, pursuant to Corporations Code section 7310. As used elsewhere in these Bylaws, the term “member” shall refer to a Director unless the context expressly provides otherwise.

Section 2 **PBID Ratepayers.**

The Downtown Chico Property-Based Improvement District consists of properties located within the boundaries of the Boundary Map established pursuant to the Management District Plan. The owners of those assessed properties are referred to in these Bylaws as “PBID Ratepayers”.

PBID Ratepayers are not members of Downtown Chico PBID, Inc. solely by reason of owning assessed property within the District.

Downtown Chico PBID, Inc. serves as the owners’ association responsible for administering the PBID pursuant to the Management District Plan and the Corporation’s agreement with the City of Chico.

PBID Ratepayers shall participate in the governance of the District as provided in the Management District Plan and these Bylaws, including participation in the election of Directors as provided in Article 5.

- b. ARTICLE 5, Section 2a. is hereby deleted and substituted in lieu thereof is the following:

ARTICLE 5 DIRECTORS

Section 2 **Number.**

a. No less than three-fourths (3/4) of the seats on the Board of Directors shall at all times be filled by Property Owner Directors (as defined below). No PBID Ratepayer, whether directly or through one or more authorized representatives, may have more than one representative serving as a

Property Owner Director at the same time, regardless of the number of assessed properties owned by that PBID Ratepayer.

- c. ARTICLE 5, Section 4b. is hereby deleted and substituted in lieu thereof is the following:

ARTICLE 5 DIRECTORS

Section 4 **Term.**

b. Election. The election of Directors shall take place at the Annual Meeting of the Corporation. The next election shall be at the 2026 Annual Meeting.

Not less than forty-five (45) days before the date established for the Annual Meeting, the President shall appoint at least two (2) Directors to serve with the President as the Nominating Committee. The Nominating Committee shall solicit nominees for consideration for election as Directors and shall develop a slate of nominees consistent with the qualifications and Board composition requirements set forth in these Bylaws.

The slate of nominees shall be presented at the Annual Meeting and shall be voted upon by the PBID Ratepayers in accordance with Section 7, "PBID Governance", of the Management District Plan.

The Board of Directors may adopt reasonable procedures governing the nomination and election process, provided those procedures are consistent with the Management District Plan and these Bylaws.

III. Effectiveness

This First Amendment to the Bylaws was duly adopted by the affirmative vote of a majority of the Board of Directors at a meeting at which a quorum was present on _____, 2026, in accordance with Article 11 of the Bylaws.

CERTIFICATE OF SECRETARY

I, the undersigned, the duly elected Secretary of DOWNTOWN CHICO PBID, INC., a California nonprofit mutual benefit corporation, do hereby certify that the foregoing First Amendment to the Bylaws was duly adopted by the Board of Directors on _____, 2026, and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____, 2026.

Dated: _____

CHRIS DANIELS, Secretary

YOUR PBID AMBASSADORS AT WORK

Protecting Our Downtown Investment |

January 2026 to July 2026



Every day, PBID Ambassadors help keep Downtown Chico clean, safe and welcoming - protecting the shared investment of downtown property owners.

9,226

LITTER BLOCK FACES
SWEEPED

541

BIOHAZARDS
REMOVED

3,313

HOSPITALITY
INTERACTIONS

663

BAGS OF TRASH
REMOVED

OTHER AMBASSADOR ACTIVITIES | January-July 2026

- | | | |
|----------------------------------|---------------------------------------|----------------------------------|
| • 311 Requests | • Hazard Waste Clean Up (Pet & Human) | • Plaza Monitor |
| • Abandoned Property Pick Up | • Needles Disposed | • Trash Can Overflowing Cleaning |
| • Glass Clean Up | • Parking Garage Monitor | • Tree Wells Cleaned |
| • Business Contacts / Assistance | • Parking Kiosk Assistance | • Welfare Checks |
| • Cardboard Removal | | |

EVERY DAY, YOUR AMBASSADORS ARE...

KEEPING DOWNTOWN CLEAN

- Sweeping sidewalks and block faces
- Picking up litter and debris
- Pressure washing sidewalks and public areas
- Servicing trash and cleaning street furniture

PROMOTING SAFETY

- Removing biohazards and discarded needles
- Monitoring parking garages and City Plaza
- Reporting safety concerns and problem locations
- Supporting Police and Fire when requested

IMPROVING DOWNTOWN APPEARANCE

- Removing graffiti before it spreads
- Cleaning utility boxes and public fixtures
- Removing weeds and addressing visible blight
- Reporting maintenance and infrastructure issues

SUPPORTING BUSINESSES & VISITORS

- Assisting businesses with day-to-day concerns
- Providing directions and visitor assistance
- Creating positive hospitality interactions
- Serving as extra eyes and ears throughout downtown

YOUR INVESTMENT AT WORK

These are the services your PBID provides every day to help protect property values, support downtown businesses, and create a cleaner, safer, and more welcoming Downtown Chico.

Source: Downtown Chico PBID Ambassador Smart Report, July 2026.