

AGENDA – PBID BOARD MEETING

Date: Wednesday October 14, 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
Jennifer Mackall
Anika Burke Rodriguez
Mike O'Brien, Council Representative

Board Directors Advisors

Megan Kurtz, CSU Chico
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: October 8, 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.





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**Downtown Chico
Property-Based
Improvement District**
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Chico, CA 95927
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audrey@pbid-downtownchico.com

Board
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Megan Kurtz
Jennifer Mackall
Mike O'Brien
Anika Burke Rodriguez

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

Meeting Agenda – October 14, 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) Call to Order – Eric Hart, President

1.1 Welcome & Introductions

City Manager Gillian Haenk,

1.2 Call to order

2.0 Consent Agenda (5 minutes)

2.1 Approval of Minutes – September 9, 2026 meeting minutes, no actions taken.

2.2 Financial Statements – as of October 6 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 agendized for further discussion at another meeting.

4.0 Regular Agenda Items

4.1 Action items from September 9, 2026, need to be confirmed and voted on by the Board at this meeting due to lack of quorum at the September 9, 2026, meeting.

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 have 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.
- First Amendment is included in the packet.

Action: Those attending the September 9 Meeting approved of the Bylaw Amendment and Clarifications, however, there was not a quorum. The Board with a quorum needs to make motion, second, and approval or other action.

4.2 City-PBID Partnership, Downtown Holiday

The City has been investigating possible new holiday decorations for downtown this season. City Manager and/or Asst. City Manager to report on a collaborative effort.

Action: Review, discuss, take action with motion, second and vote as needed.

4.3 Safe Street Initiatives – Greg Scott, Sergio Sanchez, Erik Gustafson, Audrey Taylor

- 1) Attached is a **Restore Downtown** scope to provide intensive block-by-block cleaning by the PBID Ambassadors, beginning at First Street from Wall to Salem and moving south through Downtown. The goal is to complete Core A before Christmas Preview and continue south to 9th Street by January 14. As each block is cleaned, Ambassadors will also inventory sidewalk and public-realm conditions, trees and landscaping, lighting and safety issues, and building/property conditions for referral to the City for appropriate follow-up.

Action: The Board is asked to review and approve moving forward with the proposed scope and schedule. M/S/Vote.

- 2) Greg Scott to report on progress for slowing traffic and trash, as discussed at September 9 meeting.

4.4 PBID Renewal – Board Action

The current Downtown Chico PBID term expires December 31, 2027. Renewal requires a multi-step process that includes development of a new Management District Plan and Engineer's Report, property-owner outreach, a petition drive requiring support representing more than 50% of weighted assessments, and ultimately the City's Proposition 218 ballot and public-hearing process.

Attached are 1) overview of the renewal process and 2) a proposal from Kristin Lowell, Inc. (KLI) to provide the technical and consulting services necessary to complete the renewal. KLI's proposed scope includes the property database, stakeholder engagement, service and assessment analysis, Management District Plan, Engineer's Report, petition process and assistance with the assessment ballot process. The proposed fee is \$25,000, plus travel not to exceed \$500; City Council meeting attendance is billed hourly.

Board Action: Determine whether the Board wishes to proceed with renewal of the Downtown Chico PBID and, if so, authorize retaining Kristin Lowell, Inc. to begin the renewal process.

4.5 Annual Meeting & Board of Directors Election

- 1) **Property Owner Survey re Renewal** – The PBID received **25 responses from approximately 167 Downtown property owners (15%)**. While the response rate means the results should not be viewed as representative of all property owners, they provide useful insight into the views of those who chose to participate.

The survey suggests that property owners continue to value a coordinated Downtown organization, particularly the Ambassador Clean & Safe program, but they also expect the next PBID to produce visible improvement beyond routine cleaning.

The strongest direction emerging from the responses is to **keep Downtown clean and safe; address street conditions affecting businesses and customers; fill vacant buildings and support businesses; improve the physical appearance of Downtown; and advocate with the City on issues PBID cannot solve by itself.**

At the same time, the survey reflects a *meaningful level of dissatisfaction among some property owners*, including concerns about Downtown conditions, whether PBID is producing enough visible results, and whether the assessment provides sufficient value. For some respondents, continued support for PBID appears tied to seeing measurable improvement and stronger City action.

- 2) **Annual Meeting & Elections.** Three Board seats are up for election at the PBID Annual Meeting. The Board needs to set the date for the Annual Meeting for its December 9 meeting and confirm the election process.

Director elections are conducted by PBID ratepayers present at the Annual Meeting, with each assessed parcel entitled to one vote. Recommend mailing a postcard to all ratepayers announcing the Annual Meeting date, explaining the election, and identifying the slate of nominees. Voting will occur at the Annual Meeting.

The current candidates are David Halimi, Chris Daniels, Jim Mathews, Brandon Keith and Robin Cook for the three available seats.

Recommend for the December 9 Annual Meeting, the Board ask City Manager Gillian Hean to be the Guest Speaker and provide a report on the Warren Settlement Strategy for Unsheltered which may be a draw for property owners to attend.

Board Action: Set the Annual Meeting date, approve the proposed ratepayer notification and election process, request City Manager to be speaker. M/S/Vote

4.6 Initiative Updates

- 1) Park & Go – Update Mike O'Brien
- 2) Ambassadors – Sergio Sanchez
- 3) Fresh Coat – Update Audrey Taylor

5.0 Partner Update (10 minutes)

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

6.0 Reports & Communications . Information only.

7.0 Old Business The following are items have been continually discussion items by the Board and still remaing on the on list for action:

- Zoning review for building reuse
- Long-Term parking discussions – discussion started at October 6 Meeting. If PBID wants to add their voice to the planning, we should put together suggestions and considerations as have been discussed in the past.
- 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) Meeting Minutes, September 9, 2026
- 2) Financial Reports as of Oct 6, 2026
- 3) Bylaw First Amendment
- 4) Restore Downtown Scope
- 5) PBID Survey
- 6) PBID Renewal Process
- 7) Kristin Lowell Renewal Proposal
- 8) Report to Board and Council



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Anika Burke Rodriguez

Advisors

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

Meeting Minutes – September 9, 2026

Date: September 9, 2026

Time: 9:00

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

BOARD DIRECTORS IN ATTENDANCE: Eric Hart, President; Greg Scott, Vice President; Chris Daniels, Secretary; Jennifer Mackall

BOARD ADVISORS: Erik Gustafson, Asst. City Manager, Olivia Henderson, Waste Management, Sgt David Bailey, Chico Police; Jennifer Ellingson, PBID Counsel

ABSENT DIRECTORS & ADVISORS: David Halimi, Anika Burke, Megan Kurtz, Mike O'Brien, Skyler Lipski, Public Works; Sergio Sanchez, Ambassadors.

PUBLIC MEMBERS IN ATTENDANCE: Dale Bennett, Mindy Cure; Debra Barger, League of Women Voters

Call to Order – Eric Hart, President

President Eric Hart called the meeting to order at 9:04 and asked for self-introductions.

2.0 Consent Agenda (5 minutes)

President called for approval of August 12 meeting minutes and financial statements as of August 28, 2026.

ACTION: *Approval to be confirmed.*

3.0 Public Comments (10 minutes)

No public comments.

4.0 Regular Agenda Items

4.1 PBID Bylaws – Amendments and Clarifications

The Board reviewed the proposed First Amendment to the Bylaws concerning the relationship between the PBID District, PBID Ratepayers and Downtown Chico PBID, Inc.; property-owner representation on the Board; and the Director nomination and election process.

Jennifer Ellingson clarified that the Bylaws already provide for a Director position reserved for a representative of California State University, Chico; that the Board had previously fixed the authorized number of Directors at eight; and that no separate tie-breaking procedure is necessary because Board action requires the applicable majority and a tie vote does not pass.

ACTION: Motion made and seconded to approve the First Amendment to the Bylaws. All Directors present voted in favor. Motion approved.

4.2 Trash Enclosure & Dumpster Follow-Up Report

3rd Street. Mindy Cure, whose father owns the Moorehead Building, provided an update on the Third Street trash issues discussed at the August meeting. She reported that the dumpsters had been removed, trash was being returned to individual tenant spaces, accommodations had been made for trash storage in the basement, and Saturday and Sunday pickup had been added.

Chris Daniels acknowledged the significant progress at the Moorehead Building while noting that trash issues remain along Third Street involving other properties and businesses. Board discussed the need for continued cooperation among property owners, tenants, Waste Management and City code enforcement. Erik Gustafson reported that the City had issued citations to several tenants.

Board discussed continuing concerns regarding other trash receptacles along Third Street and property owner and tenant responsibility.

2nd Street Parking Lot: Olivia Henderson reported progress on the shared trash service discussed at the August meeting. Jason from Crush and Bodega has agreed to hold the Waste Management account for participating businesses and increased his service to accommodate the shared arrangement. Jason met with neighboring businesses and identified those interested in participating.

Olivia is working directly with participating businesses to complete shared-service waivers, close their individual accounts and transition to the communal bins and enclosure. She reported that the enclosure is accessible to participating businesses and that earlier concerns regarding access and crossing the street after business hours had been addressed. Olivia will continue outreach and complete the necessary paperwork with participating businesses.

4.3 Safe Street Initiatives – Greg Scott, Erik Gustafson

Greg Scott updated the Board regarding Safe Streets efforts, including a proposal to reduce the speed limit on Main and Broadway from 25 mph to 20 mph, leading pedestrian intervals, raised pedestrian crossings, loading/unloading zones and traffic enforcement.

Erik Gustafson reported that pedestrian traffic controllers are being updated to provide pedestrians a five-to-ten-second lead before vehicle traffic and that Chief Aldridge has committed to prioritizing traffic enforcement on Main and Broadway when possible.

Board agreed to continue monitoring the improvements and keep Safe Streets on the agenda.

4.4 Initiative Updates

1) Clean & Safe, Ambassador Program. Sergio Sanchez absent. Eric Hart will contact Sergio regarding attendance at future PBID meetings so the Board can receive regular program updates. Board members noted significant improvement in conditions within the downtown parking structure.

Questions were raised regarding the review and approval process for the Ambassador contract. Discussion only.

2) Property Owner Survey re Renewal. Letters were sent to property owners the week of August 24. Only 8 survey responses had been received as of the posting of the meeting agenda. _PBID Board Meeting Agenda Pack

- 3) **Opportunity Zone Update.** Erik Gustafson reported that the public comment period closed August 28. The downtown census tract was the City's highest priority in its submission but was not included in the initial selections. Erik reported that comments requesting reconsideration had been submitted and the City was awaiting the final determination.

- 4) **Park & Go – Report by David Halimi & Anika Rodriguez**

David Halimi and Anika Rodriguez were both absent. No report. Board discussed obtaining results from the program. Erik Gustafson reported that parking revenue information should be available sooner, while sales tax information may lag by one or two quarters. Anika Rodriguez had planned to survey businesses for additional feedback.

5.0 Partner Update (10 minutes)

- 1) City of Chico – Erik Gustafson, Asst City Manager –

Erik provided an update on current City enforcement activities, including First and Main, East Park/Park Avenue and the bike path from East 11th to Eaton Road.

Erik provided an update on implementation of the Downtown Entertainment Zone, including the management plan, anticipated implementation date, participating business requirements, ABC notification, wristbands and approved cups, signage and boundaries of the zone.

Erik stated that the intent of the program is to activate downtown and support economic activity.

Erik also reported that outside security was expected to begin patrolling downtown Thursday through Sunday evenings and that Chico Police would prioritize routine downtown patrols when staffing allowed.

Erik provided an update on the City's longer-term strategy regarding homelessness, outreach and enforcement. He reported that the City's phased approach will prioritize downtown and then work outward from the center of the City using an outreach and engagement model.

- 2) City of Chico – Skyler Lipski, Public Works - absent

- 3) City of Chico PD, Downtown Target Team – Sgt. Bailey

Sgt. Bailey noted that Erik Gustafson's report had covered the principal enforcement and public safety items he intended to report. No additional report.

- 4) Ambassador Program – Sergio Sanchez / Block by Block - absent

- 5) CSU Chico – Megan Kurtz – absent. Board discussed opportunities for more consistent coordination between Chico State, Chico State Police and downtown, including public safety and downtown events. Discussion included outreach to University leadership regarding future coordination.

- 6) Waste Management – Olivia Henderson, provided an additional update regarding implementation of shared trash services on West Second Street. See Item 4.2.

6.0 Reports & Communications . Information only.

7.0 Old Business . Report on mailing postcards to recruit candidates for Board Director Voting.

Update on Board Candidates. Board discussed recruitment and potential candidates for future Board positions. The Board continues to seek interested candidates.

Zoning Review for Building Reuse. Board discussed zoning issues affecting reuse of downtown buildings. Erik Gustafson reported that Community Development is reviewing broader zoning changes.

Long-Term Parking Discussions.

Chris Daniels asked for an update on the previously discussed project to restripe the downtown parking structure to provide larger parking spaces. Erik Gustafson reported that the project has been identified and scoped but is currently on hold due to parking fund constraints. Erik will follow up with Engineering regarding project status and scheduling.

Board also discussed the Park & Go program and the timing of parking revenue, sales tax information and business feedback.

Chris Daniels raised concerns regarding the parking app's use of numbered parking zones, which can make it difficult for users to determine the correct zone. Discussion included whether clearer descriptions, such as street or structure parking, could be provided. Erik Gustafson will follow up.

8.0 Other & New Business . No new business.

8.0 Adjourn Regular Meeting. President called for motion to adjourn. Meeting adjourned 10:12.

Respectfully submitted,

Chris Daniels
Secretary

Downtown Chico PBID, Inc.Statement of Financial Position
As of Oct 6, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
1001 Checking Account - TCBK	\$259,237.33
1002 Cash Reserve	2,228.85
Total for 1001 Checking Account - TCBK	\$261,466.18
Total for Bank Accounts	\$261,466.18
Accounts Receivable	
Accounts Receivable (A/R)	26,738.00
Total for Accounts Receivable	\$26,738.00
Other Current Assets	
Undeposited Funds	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$288,204.18
Total for Assets	\$288,204.18
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	198,702.87
Total for Equity	\$288,218.68
Total for Liabilities and Equity	\$288,204.18

Downtown Chico PBID, Inc.

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

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Revenue				
3000 General Benefits Income	19,000.00	21,738.00	2,738.00	87.40 %
3200 County Tax Assessments	480,713.05	492,053.91	11,340.86	97.70 %
Total Revenue	\$499,713.05	\$513,791.91	\$14,078.86	97.26 %
GROSS PROFIT	\$499,713.05	\$513,791.91	\$14,078.86	97.26 %
Expenditures				
5100 Interest Expense	1.00	150.00	149.00	0.67 %
Administration				
5400 Bank Charges		500.00	500.00	
5510 Government Fees		500.00	500.00	
6320 Prof. Services - Contract Staff				
PBID Coordinator	19,033.75	25,000.00	5,966.25	76.14 %
Willdan Services		2,000.00	2,000.00	
Total 6320 Prof. Services - Contract Staff	19,033.75	27,000.00	7,966.25	70.50 %
6330 Professional Fees - Accounting				
Bookkeeper	615.00	750.00	135.00	82.00 %
CPA	1,075.00	2,500.00	1,425.00	43.00 %
Total 6330 Professional Fees - Accounting	1,690.00	3,250.00	1,560.00	52.00 %
Insurance				
4800 CGL Insurance	675.00	667.00	-8.00	101.20 %
4830 D&O Insurance	2,610.00	2,407.00	-203.00	108.43 %
Crime Insurance	1,870.00	1,870.00	0.00	100.00 %
Total Insurance	5,155.00	4,944.00	-211.00	104.27 %
Total Administration	25,878.75	36,194.00	10,315.25	71.50 %
Ask My Accountant	40.81		-40.81	
Communations	1,931.25		-1,931.25	
6105 Marketing Printing Copies Postage	5,975.99	5,500.00	-475.99	108.65 %
Database Management	150.00	2,250.00	2,100.00	6.67 %
Website	7,449.01	6,500.00	-949.01	114.60 %
Total Communations	15,506.25	14,250.00	-1,256.25	108.82 %
Eligible Management Activities				
Beautification & Placemaking	33,050.00	44,500.00	11,450.00	74.27 %
Clean & Safe-Block by Block	525.00		-525.00	
6310 Block by Block Fees	244,278.32	366,760.00	122,481.68	66.60 %
7030 Utilities -PBID Office	905.88	1,100.00	194.12	82.35 %
Computer and Internet Expense	576.72	900.00	323.28	64.08 %
Total Clean & Safe-Block by Block	246,285.92	368,760.00	122,474.08	66.79 %
Economic Vitality	13,761.67	27,500.00	13,738.33	50.04 %
Total Eligible Management Activities	293,097.59	440,760.00	147,662.41	66.50 %
Taxes Paid		150.00	150.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	

Downtown Chico PBID, Inc.

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

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Total Expenditures	\$334,524.40	\$491,504.00	\$156,979.60	68.06 %
NET OPERATING REVENUE	\$165,188.65	\$22,287.91	\$ -142,900.74	741.16 %
NET REVENUE	\$165,188.65	\$22,287.91	\$ -142,900.74	741.16 %

Downtown Chico PBID, Inc.

A/R Aging Summary Report
As of Oct 6, 2026

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
City Of Chico				21,738.00		21,738.00
CSU, Chico	5,000.00					5,000.00
TOTAL	5,000.00			21,738.00		\$26,738.00

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.

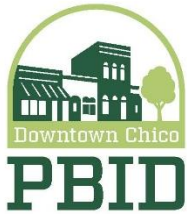
CERTIFICATE OF SECRETARY

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



RESTORE DOWNTOWN: Block-by-Block Cleaning Initiative

Small Actions. Visible Results. One Block at a Time.

October–December 2026

Purpose

Establish a coordinated City–PBID effort to improve the everyday condition, appearance, safety and customer experience of Downtown through a scheduled **block-by-block approach** - *clean the block, identify what needs attention beyond what Ambassadors can to, make the repairs, and move to the next block.*

PBID Ambassadors concentrate cleaning resources on **2–3 blocks each week**, completing a deeper level of cleaning while also documenting physical conditions that need City or property-owner attention-sidewalks, trash, trees, lighting, code and private-property conditions. The City can then follow behind the PBID schedule to inspect, repair or address identified issues.

1. PBID AMBASSADORS — DEEP CLEAN

During the scheduled week, Ambassadors concentrate resources on the selected blocks:

- Deep power wash sidewalks and problem areas
- Sweep and remove litter
- Clean/service public trash cans
- Remove stickers and posters
- Address graffiti within Ambassador scope
- Clean tree wells and remove weeds/debris
- Remove cardboard, abandoned property and shopping carts as appropriate
- Clean auto glass and other street debris
- Address biohazards and needles

2. PBID — BLOCK CONDITION INVENTORY

While working the block, Ambassadors photograph and note observable conditions requiring additional attention. They are not determining code violations or making technical assessments; they are identifying conditions for appropriate City review. A form would be used to document any additional conditions that need attention (beyond Ambassador work) and sent to the city, rightofwaymaintenance@Chicoca.gov

- **Sidewalks & Public Realm:** cracks, raised sidewalks/trip hazards, damaged curbs, street furniture, public trash cans, tree wells, drainage issues and graffiti.
- **Trees & Landscaping:** dead, damaged or visibly unhealthy trees; empty or damaged tree wells; recurring maintenance problems.
- **Lighting & Safety:** failed street or decorative lights, unusually dark areas, damaged signs or fixtures, pedestrian visibility concerns.
- **Buildings & Private Property:** broken windows, damaged awnings, façade deterioration, graffiti, trash/enclosure problems, vacant-property conditions and potential code issues for City review.

3. PBID TO CITY — WEEKLY BLOCK REPORT

At the completion of each week's work, PBID provides the City with a simple report. City and/or PBID could draft report forms that is delivered to point person in Public Works to be distributed. Or other methods. Keep form simple.

4. CITY — FOLLOW BEHIND THE CLEANING

The appropriate City departments inspect and address reported conditions within their respective responsibilities:

- **Public Works** — sidewalks, trip hazards, lighting, public fixtures, tree wells and public trash cans
- **Urban Forestry/Parks** — trees and related conditions
- **Code Enforcement** — private-property conditions requiring review
- **Police** — identified safety concerns or recurring locations, as appropriate
- **Other City Departments** — as needed

DRAFT 10-WEEK PILOT SCHEDULE

Specific blocks to be finalized with Sergio and City staff. Initial concept begins at the north end of Downtown and works systematically south.

Week	Ambassador Focus Area	Action
Oct. 12–16	1st–2nd / Flume–Main	Deep clean + inventory
Oct. 19–23	1st–2nd / Main–Salem	Deep clean + inventory
Oct. 26–30	2nd–3rd / Flume–Main	Deep clean + inventory
Nov. 2–6	2nd–3rd / Main–Salem	Deep clean + inventory
Nov. 9–13	3rd–4th / Flume–Main	Deep clean + inventory
Nov. 16–20	3rd–4th / Main–Salem	Deep clean + inventory
Nov. 23–27	Holiday / Catch-Up	Routine service + catch-up
Nov. 30–Dec. 4	4th–5th / Flume–Main	Deep clean + inventory
Dec. 7–11	4th–5th / Main–Salem	Deep clean + inventory
Dec. 14–18	5th–6th / Flume–Main	Deep clean + inventory
Dec. 21–23	5th–6th / Main–Salem	Deep clean + inventory
End of December	Pilot Review	Review results, outstanding repairs + next blocks

WEEKLY WORK CYCLE- PBID

- **Monday — Walk + Begin**
Walk selected blocks, photograph existing conditions and begin deep cleaning.
- **Tuesday–Wednesday — Deep Clean**
Concentrated Ambassador cleaning and maintenance.
- **Thursday — Complete + Inventory**
Finish block cleaning and complete condition inventory.
- **Friday — Report to City**
PBID sends block report and photographs to designated City contact(s) for routing and follow-up.

The goal is to establish a predictable pipeline and advise businesses: **PBID cleans and identifies → City receives and assigns → work is completed → PBID tracks the result.**

TRACK THE RESULTS

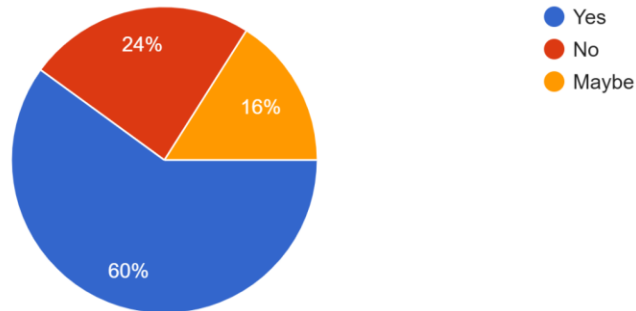
Maintain a simple 90-day dashboard:

Blocks Deep Cleaned | Issues Identified | Issues Referred | Issues Resolved | Issues Pending

At the end of the 10-weeks, PBID and the City can assess what was accomplished, what types of problems appeared most frequently, where recurring conditions exist, and whether the block-by-block approach should continue in 2027.

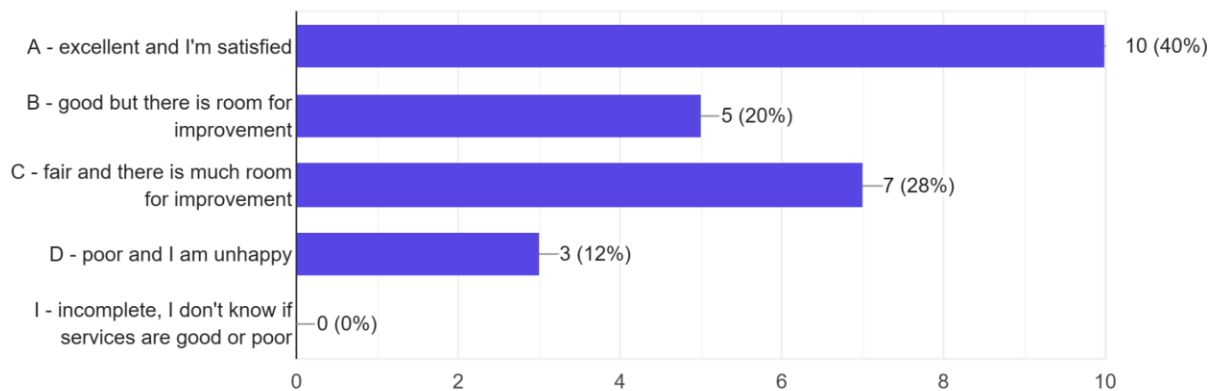
1. Do you believe Downtown Chico benefits from having a Property-Based Improvement District (i.e. homeowners' association focused on clean, safe, image, aesthetics)?

25 responses

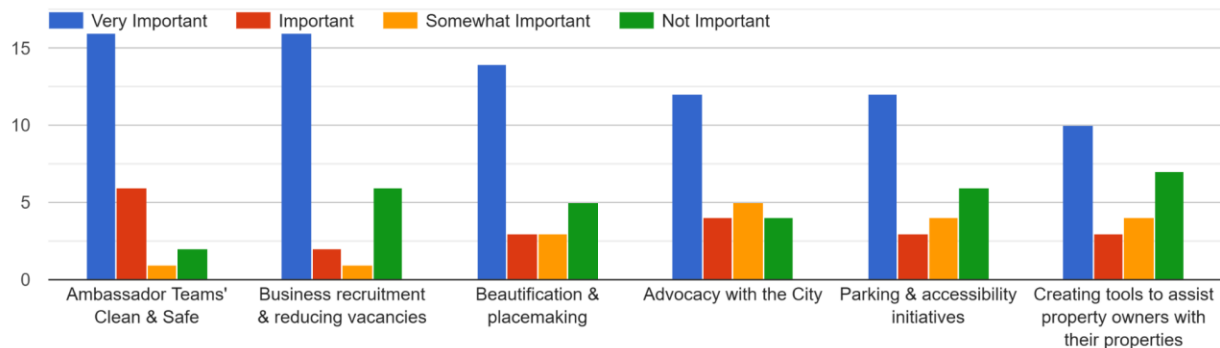


2. How would you rate PBID's Ambassadors and overall efforts over the last few years?

25 responses



3. PBID Priorities. Please rate the importance of each of the following activities.



4. Are there other programs or services you would like to see PBID implement or improve?

Response Summary:

- **Maintenance and Cleanliness:** Increase sidewalk washing and improve the removal of sap.
- **Property and Building Standards:** Implement enforcement or address issues regarding landlords and building owners who neglect their properties or leave them in disrepair.
- **Parking and Traffic:** Publish data on open parking spaces on social media to address public perception of parking difficulties, and address downtown traffic and driving speeds.
- **Events and Programs:** Expand the Thursday Night Market by adding one more block to activities up to 6th Street and Broadway.

Individual Responses:

- You are doing a great job
- The existing programs are adequate
- Get rid of the homeless and drug addicts.
- Some sort of enforcement on building owner's whose properties are in disrepair with little to no movement on improvement.
- Political or event posting on windows or building mortar
- The PBID should be eliminated.
- no
- Yes expand Thursday night market
- Add 1 more block to the downtown activities to 6th street and Broadway
- It's the fucking human parasites. There will not be a business left downtown in another year or two

- Improving the permit process with the City.
- No. I would like to see property owners, business owners and the City of Chico step up to enhance downtown.
- No
- Addressing downtown traffic and driving speed before groups try again to reduce lanes and parking and state grants.
- More sidewalk washing if possible.
- Far too many of my friends believe "it is too hard to park downtown." Could we periodically count the percent of open metered and free parking spaces and make that info known on social media? It's usually just as quick to park downtown and walk to a store as Costco, for example.
- As PBID works hard to keep downtown clean and safe there is an issue regarding some landlords who neglect their buildings. I do not consider myself one of them. It has come to my attention that those landlords who neglect their buildings are part of the problem in not getting leases signed. Not sure exactly what PBID can do just want to bring this to your attention.
- Cleaner sidewalks/ removal of sap

5. January 2027 the City will be in the Post-Warren era. There will be a transition in downtown as encampments are cleared and we begin to fully clean downtown. What do you think our priorities should be during this new chapter - what needs to happen downtown?

Response Summary:

- **Safety, Cleanliness, and Homelessness Management:** Keep downtown free of encampments, loitering, and garbage while ensuring public spaces, sidewalks, and alleys remain clean and safe without individuals encroaching on personal property.
- **Business Growth and Vacancy Reduction:** Focus on filling empty spaces, supporting small businesses through simplified permits and grants, and retaining vehicular traffic lanes on Main and Broadway.
- **Revitalization and Events:** Bring people back downtown through events like summer live music, infrastructure upgrades, and studying successful strategies from other downtown associations.

Individual Responses:

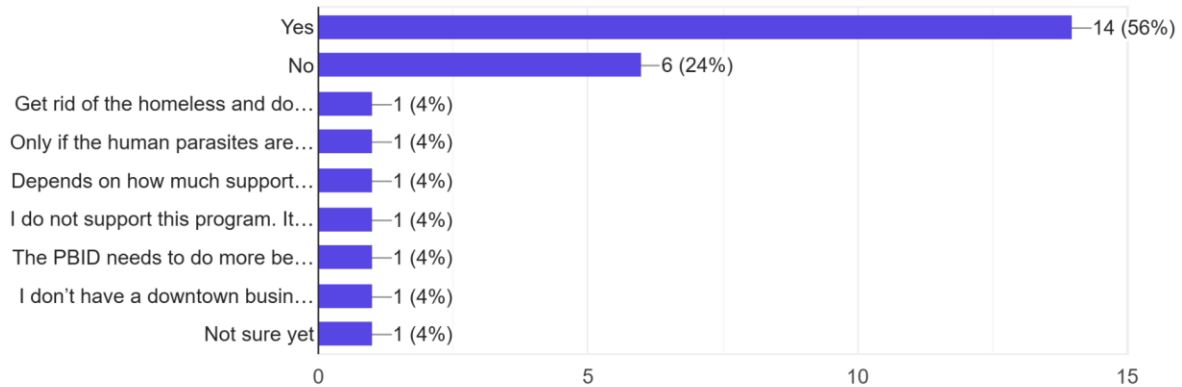
- Invite city dwellers back downtown
- Keep downtown free of nuisance homeless
- Ensuring properties remain safe and clean without individuals encroaching on personal property
- Upgrade the sidewalks, sanitary sewers and storm drains without linking those improvements to creation of new bicycle lanes and a corresponding reduction in vehicular traffic lanes on Main and Broadway

- Get rid of homeless. Everything else will fall into place. The PBID will no longer be needed. I also do not think that home owners should be charged for the PBID. Before the homeless were allowed to take over downtown, it was very safe to walk downtown any time of day or night. Yes, there were some vacancies, but small downtowns throughout the country struggle due to competition from big box stores, etc. Chico always seemed to hang on and had wonderful, interesting businesses. It's absolutely criminal that the city leaders allowed the homeless to take over anywhere in our city like they have. No downtown should have to hire an organization to keep streets clean and safe. Isn't that the job of the police and the city manager???
- Beautification & placemaking
- Live music events in summer on regular nights regardless of street fair vendors. Street fairs once a month
- Eliminate the PBID
- Support Small Businesses
- Business owners have carried much of the burden during the past decade.
- The City should focus on:
- Simplifying permits
- Façade improvement grants
- Incentives to reduce and break up large buildings to make it more affordable to run a business downtown.
- Filling vacant storefronts
- Keep all the encampments out of downtown as well as any loitering in the downtown areas
- Optimistic. If you think the human parasites will not continue to be a problem, I disagree
- Get rid of homeless camps.
- Remove homeless, encampments and garbage from streets and sidewalks and alleyways.
- Help in any way empty spaces get leased or look enticing to be leased.
- Homeless
- Move out the homeless and don't let them return
- Reduce Vacancies, any business is better than empty buildings.
- Continue to strive towards safety, cleanliness and beautification. I hope we'll have a safe place for the homeless where they aren't threatening businesses and residents.
- Keep sidewalks and alleys and back lots clean and help keep encampments out of Chico
- We need to study how other downtown associations have publicized the improved situation and brought people back.

- Again we need to bring people to downtown. The parking program is a plus. I do not support losing lanes on Broadway and Main Streets. Merchants need the extra lane for loading etc. There are routes for cyclists including Wall Street. When this item comes back to council please do not support CalTrans taking our lanes away.
- No loitering at all

6. The PBID will initiate its renewal in 2027 - are you supportive of continuing these efforts to improve our downtown?

25 responses



PBID renewal is a multi-step legal and political process under the Property and Business Improvement District Law of 1994 (California Streets & Highways Code §§36600-36671). PBID current term end December 31, 2027

PBID Renewal – Steps & Board Responsibilities

1. Early Preparation

- **Form Renewal Committee:** Board designates a working group of property owners and stakeholders.
- **Engage Consultant/Legal Counsel (if needed):** Renewal requires consultants to draft the Management District Plan (MDP), engineer's report, legal determination (get estimates early).
- **Outreach & Education:** Begin conversations with property owners early to explain the value delivered by the PBID and the proposed renewal scope.

2. Develop Draft Management District Plan (MDP)

- **Scope of Services:** Define "Clean & Safe," beautification, advocacy, marketing, etc.
- **Zones & Benefit:** Identify benefit zones (Zone A/B) and percentage of services for each.
- **Assessment Formula:** Determine how assessments are calculated (parcel size, street frontage, building square footage, etc.).
- **Budget & Term:** Establish annual budget, reserve fund, and proposed renewal term (up to 10 years allowed).
- **General Benefit Contribution:** Document City's share for general/public benefit (as in current agreement).

3. Petition Drive (Property Owner Signatures)

- **Petition Requirement:** At least **50% of weighted assessments** (by dollar amount, not # of parcels) must sign petitions in support of renewal before the City will proceed.
- **Board Role:** Board must actively engage owners, explain ROI, and secure petition signatures. This is often the heaviest "lift" of renewal.

4. City Process (per Streets & Highways Code)

1. **Resolution of Intention (ROI):** City Council adopts ROI to renew the PBID, based on submitted petitions and draft plan.
2. **Notice & Balloting:**
 - City mails ballots to all assessed property owners.
 - Ballots weighted by assessment amount.
 - Minimum 45-day notice period before the public hearing.
3. **Public Hearing:** Council holds public hearing; ballots are tabulated.
 - **Majority Protest Test:** If ballots in opposition exceed ballots in favor (by weighted assessment), the PBID cannot be renewed.
4. **Council Resolution of Formation:** If majority supports, Council adopts the resolution to renew the PBID and levy assessments.

5. Post-Approval Steps

- **New City Agreement:** Must be negotiated and executed (like your current 2023-2027 agreement).
- **Annual Reports Begin:** PBID continues under new term, with updated obligations.

PBID Renewal Timeline Matrix

PBID Renewal Timeline – 2026 - 2027						
Key Steps & Legal Requirement	Board Role & Actions	'26	2027			
		Q4	Q1	Q2	Q3	Q4
▪ Newsletters and roundtable meetings with property owners ▪ Input from property owners on priorities ▪ Collect input from property owners ▪ Identify potential changes to services or assessment formula	▪ Begin early owner outreach & education on renewal ▪ Collect input from property owners ▪ Identify potential changes to services or assessment formula for discussion					
▪ Form Renewal Committee (Board + property owners) ▪ Engage PBID consultant & legal counsel ▪ Prepare handout materials ▪ Identify budget priorities, service needs, and zones	▪ Appoint committee members ▪ Approve consultant contract ▪ Prepare handout materials, ROI					
▪ Draft Management District Plan (MDP) & Engineer’s Report/State Law ▪ Define assessment methodology, zones, budgets, and services ▪ Review with Renewal Committee and Board	▪ Review and approve drafts ▪ Refine scope of services (Clean & Safe, Beautification, Advocacy, etc.) ▪ Prepare outreach materials explaining the plan					
▪ Draft “Letter of Intent” to City (non-binding, signals renewal planning)	▪ Draft “Letter of Intent” to City (non-binding, signals renewal)					
▪ Launch petition drive – secure over 50% support of weighted assessments ▪ Continue outreach meetings with property owners ▪ Revise plan as needed based on feedback	▪ Board members actively secure petitions ▪ Track commitments and update Board regularly ▪ Ensure strong majority before submitting to City					
▪ Submit MDP, petitions, and resolution request to City Council ▪ City verifies petitions and prepares staff report	▪ Formally transmit package to City ▪ Board leadership meets with Council Members to explain renewal					
▪ Property owners vote by mail (ballots weighted by assessment) ▪ City Council holds public hearing & counts ballots ▪ Majority Protest Rule applies: if weighted ballots opposed, renewal fails	▪ Strongly encourage ballot returns ▪ Provide testimony at public hearing ▪ Ensure high “yes” participation rate					
▪ If ballots pass, Council adopts Resolution of Formation renewing PBID ▪ City Agreement is negotiated/ signed ▪ 2028 Implementation plan finalized	▪ Board ensures agreement reflects priorities ▪ Begin transition planning for new term					
▪ New PBID term begins (up to 10 years allowed) – Jan 1, 2028	▪ Ongoing governance and compliance					



May 21, 2026

Audrey Taylor
Downtown Chico PBID

RE: PBID Renewal Proposal

On behalf of Kristin Lowell, Inc. (KLI), I am pleased to submit this consulting proposal to assist the Downtown Chico PBID Board of Directors (Board) in renewing the Downtown Chico PBID.

Project Objectives

Specific project objectives include:

- Assess the current dynamics of downtown Chico's economic, political and planning environment, including significant market changes that have occurred and those that can be reasonably expected through the next five to ten years.
- Determine how the PBID should best be positioned and organized to respond to current challenges and opportunities.
- Affirm program priorities for the PBID and develop a holistic district management plan and engineer's report to ensure that initiatives strengthen and unify overall district management efforts.
- Engage a variety of downtown stakeholders in a participatory process to renew the PBID.

A complete scope, timeline and budget is attached. We look forward to working with you and the Board in renewing the Downtown PBID.

Sincerely,

Kristin Lowell

Kristin Lowell,
President



Phase One: Management Plan Development

Database Review and Development: KLI will review the existing database that was compiled in the last PBID renewal and confirm that all necessary information is included. The database will be designed for a variety of uses, including periodic mailings to property owners, source data for assessment scenarios and tracking for the PBID petition and 218 ballot campaigns.

Stakeholder Engagement: Stakeholder engagement is essential in renewing the PBID, ensuring that the PBID services reflect the needs and priorities of the stakeholders and community. By actively involving property owners, business owners, residents, and cultural institutions through surveys, workshops, and ongoing dialogue, stakeholders can help identify key challenges, future needs, and opportunities for improvement. This inclusive approach builds trust, promotes transparency, and lays the groundwork for the renewal.

Service Priorities and Assessments: Based on future demand for services in the area, KLI will work with the Board to confirm the district boundary and benefit zones and what services are needed. In addition, KLI will look at various assessment methods to make sure that the current assessment structure aligns with how parcels benefit from the proposed services.

Management District Plan: Based upon the findings from the above tasks, KLI will draft an initial PBID Management District Plan ("MDP") for the District. The MDP, which is developed in compliance with California BID law, and Proposition 218, will describe the proposed BID's:

- District boundary, including potential benefit zones,
- The PBID's service plan and budget,
- The recommended assessment methodology (engineer shall analyze equitable methodologies), and
- The PBID governance structure.

The draft MDP will be first reviewed by the Board and stakeholders before submitting it to the City for review. Our certified engineer will also prepare the Engineer's Report in compliance with Proposition 218. The Report will detail the assessment methodology and how each parcel specially benefits from the proposed improvements and activities. The Engineer's Report shall also quantify the special and general benefit. The draft MDP, the Engineer's Report, and the database used to calculate the parcel assessments shall be submitted to the City for review and approval.



Phase Two: Legal Process

Finalize Documents: Upon completion of City review of the MDP, Engineer's Report, and database, KLI will finalize all documents and prepare for the petition drive.

Property Owner Petition Drive: Managing a property owner petition drive is the first of several legal steps to renew the PBID. Under California BID law, property owners representing more than 50% of the assessments to be paid must sign petitions and Consultants will work with the Board to obtain consent from owners.

To prepare for the petition, KLI will develop or coordinate petition materials, including a petition form, signing instructions, and the Management District Plan Summary, and a newsletter. The petition will provide an estimated amount of assessment based upon selected property characteristics.

Assessments Ballots and Notice: Once petitions have been secured, KLI will help the Board through the remaining legal steps, including coordinating with the City on the assessment ballots and notice.



Timeline

The following timeline illustrates timeline with the intent to have the PBID renewed by the summer of 2027.

Target Date	Action
June - October 2026:	Database development District priorities and budget Assessment scenarios Management District Plan Board consensus Stakeholder workshops
Nov - Dec 2026:	City review of MDP, ER and database Finalize all documents
1st Qtr 2027	Prepare petitions and petition packet materials Petition kick-off (allow 3 months)
2nd Qtr 2027:	City Council approves Resolution of Intention and calls for public hearing; Assessment ballots mailed to all assessed property owners City Council public hearing, tabulate ballots (45 days later)
January 2028:	Renewed PBID services begin



Budget

TASK	TOTAL
PHASE ONE: MANAGEMENT PLAN DEVELOPMENT	\$17,500
Database Development	
Stakeholder Engagement	
Service Priorities and Assessments	
Management District Plan and Engineers Report	
City Review of MDP and ER	
PHASE TWO: LEGAL PROCESS	\$7,500
Finalize MDP and ER	
Property Owner Petition Drive	
Assessment Ballot and Notice	
<i>Attend City Council Meetings</i>	<i>Billed hourly</i>
TOTAL	\$25,000
<i>Travel expenses billed @ cost not to exceed</i>	<i>\$ 500</i>



Wall Wrap
1 qty
360" x 53"
Digitally Printed Vinyl

client:	Chabin Concepts			board:	1
project:	Wall Wrap	direction:	Proof 2	date:	9/11/26



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PBID REPORT OF ACTIVITIES

SEPTEMBER 2026 | CITY COUNCIL UPDATE

INITIATIVE: AMBASSADORS | CLEAN & SAFE

Year-to-date activity through September shows range of daily services PBID Ambassadors provide across Downtown.

CLEAN & MAINTAIN DOWNTOWN	SAFE STREETS	BUSINESS & VISITORS
11,243 Litter / Block Faces Swept / ATLV Sweeper Hours 2,509 Trash Cans Serviced / Overflowing Addressed 1,580 Tree Wells Cleaned 807 Stickers, Posters & Graffiti Removed 838 Bags of Trash Removed (5 lbs bags) 616 Weed Removals / Leaf Blowings 499 Pressure Washings 333 Street Furniture Cleaned 232 Cardboard Removed (25 lbs/removal) 54 Shopping Carts Removed	1,497 Welfare Checks & Street Population Count 996 Biohazards Removed (Human & Pet) 378 Plaza Monitoring 154 Abandoned Property Pick Up 122 Auto Glass Clean Up 50 Needles Disposed	4,331 Hospitality Interactions, Escorts, Kiosk Assistance, Directions & Service Calls 939 311 Requests & Business Contacts 601 Parking Garage Monitors

INITIATIVE: BLOCK BY BLOCK

Board Champion Anika Burke Rodriguez is organizing Downtown businesses by block to help identify and report issues affecting their immediate area. Block representatives will serve as an additional set of eyes Downtown, communicating recurring concerns to PBID Ambassadors and the City for follow-up.

INITIATIVE: RESTORE DOWNTOWN

Launching in October, Board Champion Greg Scott and the Ambassadors will begin **Restore Downtown**, an intensive block-by-block cleaning effort leading into the holiday season. As each block is cleaned, Ambassadors will also inventory sidewalk hazards, lighting, trash, trees and other public-realm conditions for referral to the City—connecting PBID cleaning with needed City repairs and maintenance.

INITIATIVE: FRESH COAT

Champion Carrie Welch is advancing building refresh projects. The Ellis Building has been refreshed and the Senator Building repainted. October projects include 500 Main Street, 151 W. 5th Street and 118 Main Street, celebrating The Bookstore's 50th anniversary.

Fresh Coat is supported by Sherwin-Williams, participating painters Michael Wittenberg / Artisan's Choice Painting and Fred Cook / Quick Paint Chico, initiative donors, and 3CORE.



INITIATIVE: PARK & GO

Board Champions David Halimi and Anika Burke Rodriguez supported a coordinated social media, television, radio and newspaper campaign promoting the summer **2-Hour Free Parking** pilot with the City-approved Park & Go pilot programs. The goal was two-fold bring customers back downtown and create a higher utilization of Parking Lots vs. on street parking.

As reported by Finance Director Martin results were encouraging **parking in Downtown lots increased 23%**, overall parking revenue increased **\$77,000 in FY 2025–26**, and the pilot's net revenue loss was only **\$36,600 compared with the \$100,000 estimate**.

City Council extended the Park & Go initiative through the end of January to continue encouraging residents and visitors to come Downtown.

+23% Parking in Downtown lots	\$77K Increase in overall parking revenue, FY 2025-26	\$36.6K Net revenue loss of pilot vs. \$100K estimate
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“Every little action is a step forward.”