



Solano Business Improvement District Board Meeting Minutes

Date: October 8, 2024

Prepared by: Vincent McCoy

Meeting Location: Solano Oriental Rug Gallery, 1849 Solano Avenue, Berkeley, CA 94707

Corrections to: vmccoy@berkeleyca.gov

Meeting commenced at 11:03 am. Board Members present: Andrew, Devany, Yoon and Solomon. Also present: Solano Avenue Association (SAA), Edward Mahl, and Vincent McCoy, City of Berkeley staff.

1. Approval of Minutes for September 24, 2024, M/S/A; Devany/Solomon/Unanimous
2. Secretary's Report
 - a. Update on City of Berkeley - work on City of Berkeley Vacancy Database, Manufacturing Week
3. Financial Update
 - a. Developing 2025 Work Plan – discussion included decision to allocate funds as follows:
 - i. Solano Avenue Association Events - \$20,000.00
 - ii. Sierra Display for Holiday Décor - \$7,500.00
 - iii. Peralta Services Corp. for maintenance of tree wells and sidewalks - \$6,500
 - iv. Telegraph Business Improvement District financial reporting fee – 5% of revenue.
 - v. Andrew shared that Solano BID has roughly \$100,000.00 to spend in the 2025 calendar year.
 - b. Bank Membership Payments – of the four banks in the Solano BID, 1 is current and three are delinquent. City of Berkeley will issue the delinquency letter which was created in 2017. Acknowledged the work of Mr. Mahl in uncovering this issue.
 - c. Four-year financial report prepared by Secretary to be used to report financial condition of the BID. Reclassifying payments based upon purpose rather than vendor is one key change.
4. Discussion Items:
 - a. Website Development and Postcard for Branding – Solomon shared effort to secure a website developer. The higher than expected quote of \$8,000 - \$10,000 includes conducting outreach to district businesses, conducting surveys, creating content, hosting the site, and designing graphics. Given the price exceeds \$5,000 secretary will confirm in multiple quotes are required. Solomon secured quotes for postcards: Copy Central - \$2,000, Minuteman - \$1,000, and Copy World - \$425.00.
 - b. Tree Replacement & Hanging Planters – Commission requires no action on hanging planters because they are not being cared for. Solar lights as an option was dismissed. Andrew to find out from Public Works about the trees. Solano Avenue Blue Glove Crew was thanked for its work in cleaning up the Avenue.

Public

- c. Peralta Services Corporation satisfaction survey was completed with five points (maximum) on all questions.
5. Commissioner Recruitment – Ongoing effort and SAA is willing to help the Solano BID for member outreach.
6. Public Comment
 - a. Commission received public comment.