



Downtown Benicia Alliance (DBA)

Special Board Meeting, Tuesday, December 9, 2025 - 9:00 AM

Benicia Chamber of Commerce, 601 First Street, Suite 100

Benicia, CA 94510

Notice to the Public:

You are welcomed and encourage to participate in this meeting. Public comment is taken (3 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select one or two speakers to represent the opinion of the group. The order of Agenda items is listed for reference and may be taken in any order deemed appropriate by the Board of Directors. The Agenda provides a general description; however, the Board of Directors may take action other than what is recommended.

Brown Act Notice:

Government Code Section 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to Board Meeting. Action may not be taken on items not posted on the agenda. Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify: Colette Schow at 707-746-4202 at least 24 hours prior to this special meeting.

1. **Call to Order**
2. **Public Comment:** Members of the Public are invited to comment on any item related to the affairs of the Downtown Benicia Alliance. Each member has up to three minutes to address the Board. The Board is not allowed to discuss matters brought up during public comment.
3. **Approval of the Agenda:** Only items already on the Agenda may be discussed. Approval of the Agenda allows for adjustment of the order in which items are discussed.
4. **Approval of 2026 Meeting Calendar:** January 13, 2026 / April 14, 2026 / August 11, 2026
Annual Meeting and Board of Director Elections: November 17, 2026
5. **Board of Director Elections:** Applications will be available at the meeting.
6. **Financial Update:** Receive update and discuss.
7. **Downtown Lights Update:** Receive update.
8. **Business Improvement District Assessment Fee Increase:** Receive update, discuss and take action.
9. **Adjourn**

Attachments:

1. Staff Report – Business Improvement District Assessment Fee Increase
2. Business Improvement District Management Plan 2018-2027



**AGENDA ITEM
DOWNTOWN BENICIA ALLIANCE**

DATE : December 9, 2025

TO : Board of Directors, Downtown Benicia Alliance

FROM : Colette Schow, City of Benicia Economic Development
Manager

SUBJECT : **Business Improvement District Assessment Fee Increase**

RECOMMENDATION:

Discuss and take action on a BID assessment fee increase of up to four percent for 2026.

EXECUTIVE SUMMARY:

The current Business Improvement District assessment fee is \$207.66 per year for businesses located on the first floor, and \$64.89 per year for businesses located on the second or higher floors. To ensure that the BID has sufficient revenue to meet its obligations of maintaining the First Street lights, the DBA Board of Directors may vote to increase the BID fee by no more than four percent each year. If the board votes to increase the BID fee by four percent for 2026 assessments, the new fees would be \$215.97 for first floor businesses and \$67.48 for second or higher floors.

BACKGROUND:

BID assessments support the maintenance of the First Street lights. In 2024, the DBA approved converting the lights to a swag system to lower long-term maintenance costs. The DBA agreed to reimburse the City of Benicia for the upfront purchase and installation as funds allow. Additional funding would help ensure this commitment is met by 2027.

Attachment:

2. Business Improvement District Management Plan 2018-2027