

ANNUAL REPORT 2023

DOWNTOWN NOVATO BUSINESS ASSOCIATION (DNBA) BUSINESS IMPROVEMENT DISTRICT (BID)





Village Child





Copperfield's Books



Andy Podshadley, Treasurer



Jon Ballack









Barbara Slack







Crystal Redding Katie Chase State Farm

A WORD FROM THE BOARD

The DNBA Board is comprised of volunteers who choose to give their time in support of Downtown Novato as a whole carefully factoring the varying needs and desires of the 434 businesses in the Business Improvement District (BID). This is not an easy task, but we strive to balance everyone's interests and ideas of what Downtown should be.

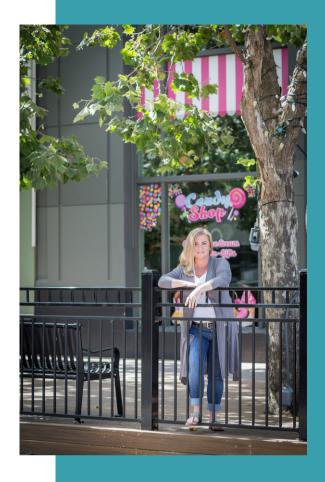
The DNBA's mission is dedicated to creating a beautiful. vibrant, safe, and economically sound city center. We have all stepped up to serve because we believe a city's downtown should be its central gathering place; a place where people come together and feel a part of their community. A place that makes them feel alive, engaged, and connected. In 2023 we focused funds on making downtown a vibrant place to be by growing signature events that can be enjoyed by the entire community, revitalizing streetscapes, and expanding our marketing campaigns that let neighboring areas know how much Novato has to offer. We were happy to see so many new stores opening up - a sign that our efforts are supporting economic development as a whole. In addition, the BID Advisory Board has tackled some issues critical to the long-term vitality of downtown such as the proposed housing element and the impacts of homelessness on our businesses. We are always looking for ways to improve and expand our efforts by strengthening relationships and creating new partnerships. We tap into the City's Shop Local initiative and are active participants in the Novato Chamber's Tourism Committee so we can help ensure visitors to the Bay Area stop into our amazing shops, restaurants, tasting & tap rooms and take advantage of our services.

As a DNBA member, please check out our website, social media, monthly email newsletter and mailers so you can take advantage of the opportunities that will support your business efforts. We encourage you to attend our DNBA membership meeting which is held the first Wednesday of each month so you can get to know your fellow business owners and have a voice in what is happening in your Downtown. Please get involved as much as your business will allow. We'd love to see you at the next meeting!

NOVATO PROUD

STEPHANIE KOEHLER EXECUTIVE DIRECTOR

This year has been a busy one for the DNBA as we continue to tackle issues impacting our businesses and business owners. We saw new doors opening and exciting projects emerging which will continue to strengthen our reputation as a great place to eat, drink, shop and stroll. We were thrilled to see our citizens come out in full force - supporting our continued efforts to create a beautiful and vibrant Downtown. The prospect of commercial development at the Simmons, Scott and Hanen Houses along Sherman Avenue will be a wonderful addition to the growth and vitality of the city center. We are eager to see that corridor come to life! All in all...the tenacity of the 434 business owners in the DNBA should leave us all feeling #NovatoProud.



WHO WE ARE

The Downtown Novato Business Association (DNBA) is a volunteer based, nonprofit organization dedicated to creating a more beautiful, vibrant and economically thriving Downtown aimed at delivering direct value to every one of our members.

The DNBA Board also serves as the Business Improvement District (BID) Advisory Board to the City of Novato. The BID is a revitalization tool for commercial neighborhoods such as shopping areas and downtown business districts. BIDs are public/private sector partnerships that perform a variety of services to improve the image of their cities and promote individual business districts.

DowntownNovato.com

SERVING OUR MEMBERS

MEMBERSHIP MEETINGS

Board and Membership Meetings are held the first Wednesday of every month at 7pm. Watch your mailboxes and email for notices and updates. Info@DowntownNovato.com

BID Advisory Board Meetings are held the 3rd Tuesday of February, May, August and October at 7pm. These meetings are open to the public.

MONTHLY NEWSLETTER

Be sure to watch your email inbox during the 1st week of every month! We send out a newsletter which offers valuable resources and updates.



Brother's Farmers' Market

Buttercup Home

Village Collective



Matt's Board Shop



FARMERS' MARK

#WHATSNEWWEDNESDAY

CELEBRATING NEW BUSINESSES & CURRENT BUSINESS GROWTH

New in 2023! We launched a feature on our social media feeds aimed at drawing attention to the many new businesses in Downtown as well as the new happenings at our veteran businesses. Every Wednesday we highlight something new and exciting. Be sure to stop in and welcome our newcomers!





Blazers

BEAUTIFICATION PROJECTS

Our new landscape design company. Le Jardinier, did a wonderful job revitalizing our 52 concrete planters by filling them with colorful flowers and plants. We worked with the City to ensure each pot is properly placed and irrigated to be most efficient with water use and a partnership with the garden department of Pini Hardware will make sure the plants are always putting on their best show!

In partnership with the public works department, we are still in the process of figuring out a solution to the vandalism of the "twinkle lights" in the trees that line Grant Ave. As a popular signature of Downtown Novato, we keep this high on our priority list. We also worked with the City to remove unused newspaper boxes, clean up/paint existing trash cans and place a trash can at the corner of Machin and Grant. We love our Downtown and work hard to make it a beautiful and fun destination for locals and





COMMUNITY PARTNERSHIPS

In June we saw the launch of the "Pianos on Grant" program sponsored by the Rotary Club of Novato. The piano, located at the corner of 2nd St and Grant Ave, was painted by local artist, Tiffany Loza to celebrate diversity. The hope is to inspire people to sit down and make music for everyone to enjoy!

Every holiday season, we partner with the Marin School of the Arts music department to have local students sing carols in Downtown as merchants shop. Be sure to keep your eyes...and ears out for them this winter!

CITY COOPERATION

The DNBA and BID Advisory Board have taken an active role in addressing some big issues impacting Downtown businesses. We have been working with the City and Novato Police Department to find solutions to the impacts of homelessness on our businesses. We will continue to connect you with resources through our monthly newsletter.

In addition, we have been working with local, county and state officials regarding the large scale housing projects proposed in Downtown. We know development falling under the SB35 and SB423 legislation has potentially negative impacts on parking so we are advocating on your behalf throughout the process. Stay tuned.



DESTINATION DOWNTOWN

MARKETING, ADVERTISING, SOCIAL MEDIA.



MARKETING CAMPAIGNS

The DNBA has a robust marketing and advertising strategy to bring Bay Area residents and visitors to our beautiful Downtown to eat, drink, shop and stroll. New this year, we have placed ads on the SMART Train platforms in both Petaluma and San Rafael.

WEBSITE & SOCIAL MEDIA

We are currently undergoing a revamp of DowntownNovato.com so be sure to look for the refresh in th coming months! Also be sure to follow us on social where we promote our DNBA members!



O DowntownNovato Downtown Novato Business Association



434

Number of businesses located in the Business Improvement District.

6,139

Number of followers on our social media platforms.

20,500

Number of visitors who attend our signature events annually.

PROMOTING OUR CITY

One of our BID members -- realtor. Henry Hautau -- created a beautiful video celebrating all that Novato has to offer from "Dawn to Dusk". Check it out by scanning the QR code!



VISIT NOVATO

The DNBA is an active participant in the Novato Tourism Committee. We were happy to see the addition of several business representatives to offer a new perspective on issues critical to the success of bringing tourists to Novato.

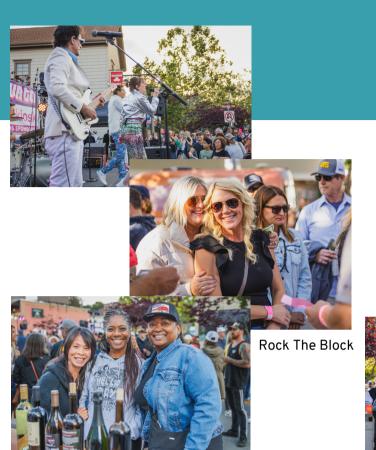
SHOP LOCAL

Many of our initiatives focus on the importance of patronizing locally owned small businesses. We know this is the heart and soul of a vibrant community. #ShopLocalNovato







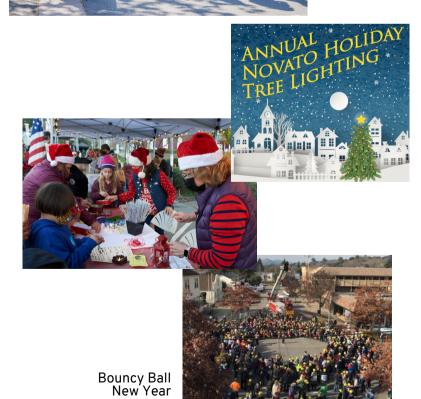




SIGNATURE EVENTS

FOSTERING COMMUNITY PRIDE & DOWNTOWN VITALITY

Our signature events saw amazing crowds this year. Rock the Block continues to grow in popularity as it kicks off summer in June and closes it out in September. The 27th Annual Nostalgia Days Car Show in October has nearly 300 entries from as far away as San Diego and Safe Trick or Treat remains a wonderful opportunity for our businesses to meet families from throughout Marin. The Tree Lighting Festival has outgrown its home on just Sherman Ave, so in 2022 we expanded it to include an artisan marketplace on Grant Ave. Our 7th Annual Bouncy Ball New Year will thrill thousands of children eager to scoop up their bouncing treasure and ring in 2024. The joy on the faces of our neighbors and visitors reminded us of what makes Novato such a wonderful place to live!



COMMUNITY EVENTS

The DNBA is committed to being a good partner to other community events happening in our Downtown. We are happy to see the growth and success of the Downtown Novato Farmers' Market, First Fridays on Grant, the Novato Chamber's Art Wine & Music Festival, and Trek Winery's Cinco De Micro and Harvest Festival.





CRAFT BEERS | AWARD WINNING WINES | FOOD TRUCKS
CORNHOLE | ¶GRAPE STOMP | LIVE MUSIC

| LIVE MUSIC
| SAN HOWARD | SAN AT THE DOOR | KEYL FREE
| SAN IN ADVANCE | SAN AT THE DOOR | KEYL FREE
| SAN IN ADVANCE | SAN AT THE DOOR | KEYL FREE
| SAN IN ADVANCE | SAN AT THE DOOR | KEYL FREE



Market, Live Music, Grant Ave & 7th Behind CVS, 4-8pm Tuesday

EAT. DRINK. LAUGH. LISTEN.

In 2023 we saw some great live music and comedy in Downtown Novato. Nearly every restaurant, taproom and tasting room had toes tapping and people dancing to some of the region's best musicians and vocal talents. Be sure to watch for our bi-monthly event calendar placed in the wayfinding kiosks and posted online.

If you want your sale, happening or event included, watch our monthly newsletter for the submission deadlines or email us at Info@DowntownNovato.com

2024 DNBA BUDGET

We carefully steward our member fees and the City's dollar for dollar match by keeping a balanced and sustainable budget.

Income	Line Item Description	2023 Budget	2023 Est. Actual	2024 Budget
City Match 58,000 51,863 62,805 Event to Other Income Sevent to Other Income Holiday & Tree Lighting Events 20,000 8,800 10,000 Bouncy Ball New Year 1,500 3,000 25,000 Associate Memberships 730 730 10,955 Associate Memberships 730 730 110,744 121,595 Interest Income 100,730 116,744 121,595 Interest Income 15 10 10 Total income 216,745 220,480 247,215 Administrative Expense 2 200,800 720 800 Accountant 4,500 5,200 5,300 5,200 5,300 5,200 5,300 5,000	Income			
Nostalgia Days	BID Assessment	58,000	51,863	62,805
Nostalgia Days 23,000 25,000 28,000 Holiday & Tree Lighting Events 20,000 8,800 10,000 Bouncy Ball New Year 1,500 3,000 2,500 Associate Memberships 730 730 1,095 Rock the Block 55,500 79,214 80,000 Total Event Income 100,730 116,744 121,595 Interest Income 15 10 10 Total Income 216,745 220,480 247,215 Administrative Epense 216 720 800 Accountant 4,500 5,200 5,300 Board & Association Development 1,000 1,000 1,000 Bulk Permit-Postage 600 4,100 4,300 Filing Fees 150 150 150 Insurance 6,400 6,348 6,400 Memberships (NCCC) 370 370 370 370 Storage 10 2,000 4,000 8 Bank Charge 60 </td <td>City Match</td> <td>58,000</td> <td>51,863</td> <td>62,805</td>	City Match	58,000	51,863	62,805
Holiday & Tree Lighting Events 20,000	Event + Other Income			
Bouncy Ball New Year 1,500 3,000 2,500 Associate Memberships 730 730 1,095 Rock the Block 55,500 79,214 80,000 Total Event Income 100,730 116,744 121,595 Interest Income 15 10 10 Total Income 216,745 220,480 247,215 Administrative Expense 2 800 720 800 Accountant 4,500 5,200 5,300 800 Accountant 4,500 5,200 5,300 800 Board & Association Development 1,000 1,000 1,000 Bulk Permit-Postage 600 4,100 4,300 Iling Fees 150 150 150 Insurance 6,400 6,348 6,400 Memberships (NCOC) 370 370 370 370 Storage 0 2,000 4,000 80 Bank Charge 600 1,300 1,000 1,000 <t< td=""><td>Nostalgia Days</td><td>23,000</td><td>25,000</td><td>28,000</td></t<>	Nostalgia Days	23,000	25,000	28,000
Associate Memberships 730 730 1,095 Rock the Block 55,500 79,214 80,000 Total Functincome 100,730 116,744 121,595 Interest Income 15 10 10 Total Income 216,745 220,480 247,215 Administrative Expense 800 720 800 Accountant 4,500 5,200 5,300 Bulk Permit-Postage 600 4,100 1,000 Bulk Permit-Postage 600 4,100 4,300 Filing Fees 150 150 150 Insurance 6,400 6,348 6,400 Memberships (NCOC) 370 370 370 370 Office Supplies 500 5,00 5,00 5,00 5,00 Storage 0 2,000 4,000 4,00 4,00 4,00 4,00 4,00 4,00 4,00 5,00 5,00 5,00 5,00 5,00 5,00 7,0,20 72	Holiday & Tree Lighting Events	20,000	8,800	10,000
Rock the Block 55,500 79,214 80,000 Total Event Income 100,730 116,744 121,595 Interest Income 15 10 10 Total Income 216,745 220,480 247,215 Administrative Expense 20 200,800 5,300 Cell Phone 800 720 800 Accountant 4,500 5,200 5,300 Board & Association Development 1,000 1,000 1,000 Bliling Fees 150 150 150 Insurance 6,400 6,348 6,400 Memberships (NCCC) 370 370 370 Office Supplies 500 500 500 Storage 0 2,000 4,000 Bank Charge 600 1,300 1,300 Total Administration Expense 14,920 21,688 24,120 Member Outreach & Services Expense 7,0200 72,690 78,624 Employee Tax & Insurance 7,800 7,199	Bouncy Ball New Year	1,500	3,000	2,500
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THE BID ADVISORY BOARD MEMBERS

Steven Jordan, Creekside Bakery - Chair Katherine Anderson, Copperfield's Books resigned 4/2023 Jon Ballack, Orange Theory Fitness Vincent Cheung, Angie's Steam Foot Spa Tief Gibbs, Vintage Vehicles Jeannie Jarnot, Beauty Heroes Mike Kumeilis, Mantra Wines resigned 8/2023 Andy Podshadley, Trek Winery Crystal Redding, State Farm Insurance Emily Rich, Village Child resigned 8/2023 Barbara Slack, CWS Construction Rob Sundberg, Avenue Salon

Dear Business Owner,

As a business in Downtown Novato, you are part of the Downtown Business Improvement District, of which the DNBA serves as the Advisory Board by the appointment of the Novato City Council. Each year we are required to submit a report to the Council regarding the operation of the District. You will see the Annual Report of the DNBA and a report from the BID Advisory Board. In regards to the BID, we are proposing the following changes this year; pursuant to Section 36528; establishing a new benefit zone and re-aligning the existing zones, and pursuant to Section 36536; with new assessment amounts based on those amended zones. The details are provided in the attached document. If you have any questions, please contact Steve Jordan at 415.892.7655 or email creeksidebakery1@yahoo.com.

Sincerely,

Steve Jordan

BID Advisory Board Chair



The BID Advisory Board, pursuant to State Code Section 36533, makes the following proposals and recommendations concerning the Downtown Novato Business Improvement District for the 2024 fiscal year;

36533 (b)1 District Boundaries/Benefit Zones

<u>Section 36528</u>; "The city council may establish one or more separate benefit zones within the area based on the degree of benefit derived from the improvements or activities to be provided within the benefit zone and may impose a different assessment within each benefit zone."

We are recommending changes to benefit zones. See attached document.

(b)2 Improvements and Activities to be Provided

<u>Section 36510</u>; "Improvement" means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- a.) Parking facilities b.) Benches c.) Trash receptacles
- d.) Street lighting e.) Decorations f.) Parks g.) Fountains

Section 36513; "Activities" means, but is not limited to, all of the following:

- a.) Promotion of public events which benefit businesses in the area and which take place on or in public places within the area
 - b.) Furnishing of music in any public place in the area
 - c.) Promotion of tourism in the area
 - d.) Activities which benefit businesses located and operating in the area

Our proposals for improvements and activities are listed in the DNBA 2024 Proposed Budget.

(b)3 Estimate of the Cost of Providing Improvements & Activities

Our cost estimates are listed in the DNBA 2023 Proposed Budget

(b)4 Method and Basis of Levying the Assessment

<u>Section 36501 €</u> The Legislature also finds that it is of particular local benefit to allow cities to fund property related improvements and activities through the levy of assessments upon the businesses which benefit from those improvements and activities

<u>Section 36501 €</u> The Legislature also finds..... that those assessments are not taxes for the general benefit of the city, but are assessments for improvements and activities which confer special benefits upon the businesses for which the improvements and activities are provided

<u>Section 36536</u>; The assessments levied on businesses pursuant to this part shall be levied on the basis of the estimated benefit to the businesses and property within the parking and business improvement area. The city council may classify businesses for purposes of determining the benefit to a business of the improvements and activities provided pursuant to this part

We are recommending changes to the method and basis of levying the assessment. See attached document.

(b)5 Amount of Surplus or Deficit Revenues Carried Over From a Previous Year

The surplus for this year is included in the DNBA 2024 Proposed Budget and listed as the Cash On Hand From Previous Year.

(b)6 Amount of Contributions From Other Sources Than Assessments

These are included in the DNBA 2024 Proposed Budget as Line Item 4400-Other Income. They include income from, but not limited to, associate membership fees for the DNBA, various sponsorship programs of the DNBA and the Public/Private Partnership between the City of Novato and the Downtown Novato Business Improvement District, wherein the City matches all BID assessments collected from district businesses. This leveraging of private monies from district businesses with public funds has been instrumental in the success of the District, enabling us to continue making Downtown Novato the cultural, economic and social center of the City.

BENEFIT ZONE & ASSESSMENT MATRIX PROPOSED CHANGES

Our recommendation is to have 3 zones instead of 2; the original Zone A covering all businesses on the main part of Grant Avenue. A new Zone B that covers businesses on the ends of Grant and along the Redwood Boulevard corridor; and Zone C covering businesses on the side streets adjacent to Zone A and Zone B.

The reasoning for this is restaurant and retail currently receive the same level of benefits in both Zone A and Zone B; the original matrix has Zone B paying half the Zone A rate. The prominence of the Redwood corridor has changed since the BID began and is accounted for in the new proposal. A small increase is proposed for Zone A; because of the shift of some businesses from the old Zone B to the new Zone B the increase will be substantial but commensurate with the benefits received.

Some businesses originally in Zone A will now be in the new Zone B, but will see little change in their assessments. The increases in Zone C, while large from a percentage viewpoint, are still reasonable from a yearly cost standpoint and reflective of the costs of the benefits provided.

ASSESSMENT MATRIX

	Current /	٩ss	essment		Proposed Assessment							
	Zone A		Zone B		Zone A		Zone B	from Zone B	Zone B	from Zone A	Zone C	
Restaurant				Restaurant		% increase		% increase				% increase
1-3 Employees	158		79	1-3 Employees	165	4%	165	109%	165	4%	100	27%
4-6 Employees	263		131	4-6 Employees	275	5%	275	110%	275	5%	150	15%
7+Employees	368		184	7+ Employees	395	7%	395	115%	395	7%	240	30%
Retail				Retail								
1-3 Employees	158		79	1-3 Employees	165	4%	165	109%	165	4%	100	27%
4-6 Employees	263		131	4-6 Employees	275	5%	275	110%	275	5%	150	15%
7+Employees	368		184	7+ Employees	395	7%	395	115%	395	7%	240	30%
Service	158		79	Service	160	1%	100	27%	100	-37%	100	27%
Professional	131		65	Professional	140	7%	100	54%	100	-24%	100	54%
Financial	525		525	Financial	550	5%	550	5%	550	5%	550	5%
Lodging (B&B)	158		158	Lodging (B&B)	165	4%	165	4%	165	4%	165	4%
Lodging (Hotel)	263		263	Lodging (Hotel)	395	50%	395	50%	395	50%	395	50%

MAP OF PROPOSED BENEFIT ZONE CHANGES

