

Modesto Downtown Improvement District

Executive Committee

A California 501(c)(6) Business League — Business Improvement Area A, Modesto Municipal Code Title 6, Chapter 3

Regular Meeting – NOTICE AND AGENDA

Thursday, October 1, 2026 – 3:00 p.m.

1301 K Street, Suite C Modesto, CA 95354

NOTICE: This agenda was posted in accordance with the Ralph M. Brown Act (Gov. Code § 54950 et seq.). Action may be taken on any item listed below. Members of the public may address the Committee on any item on the agenda at the time the item is considered, and on any matter within the Committee’s subject-matter jurisdiction during the Public Comment period.

AVAILABILITY OF MATERIALS: Writings distributed to a majority of the Committee regarding any open-session agenda item, and not otherwise exempt from disclosure, are available for public inspection at 1301 K Street, Suite C, Modesto, CA 95354 during normal business hours (Gov. Code § 54957.5).

AMERICANS WITH DISABILITIES ACT (ADA) NOTICE: Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who wish to request an alternative format for the agenda or related materials, should contact DID as soon as possible and at least 48 hours before the meeting at 209-529-9303 or sandra@modestodid.com. Advance notification will enable DID to make reasonable arrangements to ensure accessibility.

AGENDA

1. Call to Order

2. Roll Call and Establishment of Quorum

3. Public Comment — INFORMATION

Members of the public may address the Committee on matters within its subject-matter jurisdiction that are not otherwise on the agenda. Speakers may, but are not required to, state their name. No action may be taken on non-agenda items. Comment is limited to 3 minutes per speaker.

4. Approval of Minutes – August 6, 2026 Regular Meeting and September 10, 2026 Special Meeting — ACTION

Possible action: a motion or motions to approve the minutes of the August 6, 2026 regular meeting and the September 10, 2026 special meeting of the Executive Committee, as presented or as amended.

5. Old Business – Follow-Up from the August 6, 2026 Meeting — INFORMATION

Review of the status of action items identified by the Committee at its August 6, 2026 meeting, including Executive Director coaching, the Executive Director evaluation tool and review timing, strategic planning dates, the DID Board meeting schedule, and the City-offered Brown Act orientation.

6. Executive Director Development and Board Consulting Services – Amy Wolfe, Mujeres Poderosas — INFORMATION / DISCUSSION

Presentation and discussion with the Committee’s consultant regarding the scope of engagement, including but not limited to the following. Additional related topics may be raised and discussed by the consultant and the Committee.

a. Executive Director coaching – status update on monthly coaching sessions.

b. DID-only strategic planning – review of the proposed process, timeline, and identification of possible dates for an in-person strategic planning session in the first quarter of 2027, and a coordinated planning session with the DMP Board at a future date.

7. Stakeholder and Business Owner Survey – Status, Final Review, and Authorization to Distribute — DISCUSSION / ACTION

Status report on the stakeholder and business owner survey developed at the September 10, 2026 special meeting, including the draft survey instrument. Possible action: a motion to approve the survey as presented or as amended and to authorize the Executive Director to distribute it to downtown stakeholders and DID assessed business owners.

8. Review and Approval of DID Informational and Educational Materials — DISCUSSION / ACTION

The Committee will review the following draft materials and consider approval of each for use and distribution. Possible action: a motion or motions to approve the materials as presented or as amended, and to authorize the Executive Director to finalize, produce, and distribute them.

a. Packet for submittal to the Modesto City Council – materials educating the City Council on the purpose, authority, assessment, funding, and work of the Downtown Improvement District.

b. Public informational and educational packet – materials describing DID’s purpose, district boundaries, assessment, programs, and services, for distribution to assessed businesses, property owners, and other downtown stakeholders.

c. Public handout – a condensed handout summarizing DID and its services, for distribution at meetings, events, and in-person outreach.

9. Discussion – DID Items Carried Over from the September 9, 2026 Joint Board Meeting — DISCUSSION

The Committee will discuss the DID items on the September 9, 2026 Joint Board Meeting agenda on which no action was taken because a quorum of the DID Board was not present — approval of DID minutes, approval of DID financials, and approval of the Banner Program Protocol — and will identify how and when those items should be brought back before the DID Board of Directors.

10. Discussion – DID Board of Directors Meeting Schedule and Recommendation to the Full Board — DISCUSSION

The Committee will further discuss the proposed quarterly schedule of DID Board of Directors meetings, including frequency, dates, times, and location, and the timing of a recommendation to the full Board.

11. Discussion – Agenda Item Placement for the November 4, 2026 Joint DID/DMP Board Meeting — DISCUSSION

The Committee will discuss and identify which items it recommends be placed on the agenda for the next Joint Meeting of the DID and Downtown Modesto Partnership (DMP) Boards of Directors, rescheduled to November 4, 2026, and which items are appropriate for a DID-only Board meeting agenda.

12. Discussion – Scheduling of the City-Offered Ralph M. Brown Act Orientation for the DID Board of Directors — DISCUSSION

Report on dates offered to and received from the City of Modesto for a session familiarizing the DID Board of Directors with the requirements of the Ralph M. Brown Act, including scheduling and format.

13. Upcoming Meetings and Events — INFORMATION

Announcement of upcoming DID meetings, events, and community sessions. Next regular meeting of the DID Executive Committee: **TBD**

14. Committee Member Comment — INFORMATION

Committee members may make brief announcements or request items for a future agenda. No discussion or action may be taken on items not on this agenda.

15. Adjournment

CERTIFICATE OF POSTING

I, Sandra Hilton-Kaepp, Executive Director of the Modesto Downtown Improvement District, certify that I posted this Notice and Agenda at 1301 K Street, Suite C Modesto, CA 95354, a location freely accessible to members of the public, and on DID's website at modestodid.com, on 9/28/2026 at 12:00pm, not less than seventy-two (72) hours before the time of the meeting, and delivered it to each member of the Executive Committee and to each person who requested notice.

Sandra Hilton-Kaepp
Sandra Hilton-Kaepp, Executive Director

Date: 10/1/2026