

MINUTES OF THE DOWNTOWN IMPROVEMENT BOARD

Regular Monthly Meeting
Tuesday, November 26, 2019, 7:30 a.m.

Attendance

Chairman Michael Carro
Members Adam Cobb, Jean Pierre N'Dione, Patti Sonnen
Councilwoman Ann Hill, *Ex Officio*, Lissa Dees, Executive Director

Call to Order -- Mr. Carro called the meeting to order at 7:30 a.m.

Recurring Agenda

- a. Mrs. Dees confirmed that the meeting was properly noticed.
- b. The board unanimously approved the proposed meeting agenda.
- c. The board unanimously approved the minutes of the regular meeting of DIB held on October 22, 2019.

Parking

- a. Motion to withhold items F, G, and J from the Parking Consent Agenda unanimously approved.
- b. As to item F, JSG elevator repair:
 1. Mr. Darden issued a statement suggesting, among other things, that DIB consult with local code officials concerning ADA compliance in the existing elevators.
 2. Mr. Carro pointed out that there are many uses for the elevators other than for individuals holding a handicap placard. He asked Mrs. Dees to obtain a second quote.
 3. Mrs. Dees is awaiting a call back from the City concerning ADA compliance, and noted that the elevators are inspected monthly and any necessary repairs are performed. Bagby Elevator Company has verified they are not at risk.
 4. There was a lengthy discussion concerning ways in which to raise money for needed repairs.
 5. A motion was made by Mr. Cobb to have Mr. Stebbins give an opinion at the next meeting concerning whether public parking spaces can be designated to private business owners. Motion carried 3-1 with Ms. Sonnen dissenting.
- c. As to item J, Holiday Valet Parking Proposal:
 1. A discussion was initiated by Mr. Carro concerning a test run during December of the valet parking proposal submitted by Parking Pensacola.
 2. Mr. Cobb moved to show DIB support of the proposal by Parking Pensacola subject to 1) approval and support by legal counsel; 2) the City's approval and support; and 3) a rate to DIB of \$5.00 per car. Motion carried unanimously.
- d. The remainder of the Parking Consent Agenda was approved unanimously.

Finance

- a. Finance Consent Agenda – No quorum for Finance meeting.
- b. DIB October Financials were presented by Mrs. Dees and were unanimously approved by the board.
- c. DPMD October Financials were presented by Mrs. Dees and were unanimously approved by the board.

Ongoing Business

- a. Kristen McAllister from Warren Averett presented the draft of the 2019 audit. Motion to approve the audit carried unanimously.
- b. 2019 CRA Parking Report was presented by Mrs. Dees and unanimously approved by the board.
- c. 2020 FCLF
 1. Motion was made by Ms. Sonnen for DIB to contribute \$76,000 for the 2020 lights festival. Seconded by Mr. N'Dione and carried unanimously.
 2. Mrs. Dees encouraged the board members to seek contributions from Escambia County, as over 70 percent of people who attended the lights festival were from the county.
 3. Mr. Cobb asked that this be placed as an ongoing topic on the agenda next month and hopefully Commissioner Bender will attend.
- d. 2020 ED Raise – The board unanimously approved a 10 percent raise for Mrs. Dees.
- e. Romana Street puppy pit-stop Executive Landscaping proposal
 1. Mr. Steve Dana from Executive Landscaping gave a presentation and furnished the board with renderings on the proposed space for the puppy pit-stop.
 2. Mr. N'Dione made a motion to expend \$50,000 from the economic development budget for proposed phase one. Motion carried unanimously.
- f. StreetPlus October Report – none.
- g. 2019 FCLF update – Lighting ceremony is 11/29 at 4:30 p.m.

New Business

- a. New Year's fireworks show \$5,000
 1. Buck Mitchell with Seville Quarter has declined to do the fireworks show this year and asked DIB to pay for it and manage it. Moved for discussion by Mr. N'Dione.
 2. Mr. Cobb moved that DIB make the expenditure of \$5,000 on the condition that it is advertised, and DIB capitalizes on the event. Seconded by Mr. N'Dione and carried unanimously.

Marketing Report

- a. October marketing report was presented by Caron Sjoberg.
- b. 2020 Marketing scope of work – tabled until next month.

On Hold – Brief updates were presented by Mrs. Dees.

- a. JSG Alley Art - on hold until November.
- b. Anti-litter and recycle campaign
- c. Parking Interlocal Agreement Modification

Upcoming Events

- a. Civicon – Events to be listed on future agendas.
- b. First City Lights – Lighting ceremony 11/29 at 4:30 p.m.

Public Comment – None

Adjournment – The meeting was adjourned at 9:25 a.m.