



**Downtown Improvement Board**  
**Regular Monthly Meeting**  
Tuesday, October 27, 2020  
7:30am  
**AGENDA**

- I. Call to Order
  - a. Comments from the Chairman
  
- II. Recurring Agenda
  - a. Meeting was properly noticed
  - b. \*Approval of the proposed meeting agenda for October 27, 2020
  - c. \*Approval of the minutes from the regular meeting of the DIB held on September 22, 2020
  
- III. Finance
  - a. \*September Finance Consent Agenda
  - b. \*DIB – September Financials
  - c. \*DPMD – September Financials
  - d. 2020 Audit Update
  
- IV. On-Going Business
  - a. StreetPlus September Report
  - b. City Inspections Contractor Survey – Next step discussion
  - c. Drain Art Dixon School of Arts & Sciences – update
  - d. Palafox Market – Opened 10/03 and in Phase II of opening. Welcome Sydney Barrow as Palafox Market & Event Manager
  - e. FCLF Update
  
- V. New Business
  - a. \*Annual DIB Report- Caron Ideaworks
  - b. Motor Vehicle Noise FI Statue 316.293- Cpt. Davis PPD
  - c. Homelessness Summit
  - d. \*MOU Waste Co-Op Agreement



VI. Marketing Report

- a. September marketing report
- b. \*All I want for Christmas Campaign

VII. On-Hold

- a. Street Cameras – final camera on-hold for Seville Tower repairs

VIII. Upcoming Events

- a. Oct 29<sup>th</sup> City & DIB Homelessness Summit
- b. Nov.18 & 19 - EntreCon interactive online - \$99 and up registration required

IX. Public Comment

X. Adjournment

**Next meeting – November 25, 2020**

## MINUTES OF THE DOWNTOWN IMPROVEMENT BOARD

Regular Monthly Meeting via Teleconference  
Thursday, September 24, 2020, 7:30 a.m.

### Attendance

Chair Michael Carro, Kevin Lehman, Patti Sonnen  
Lissa Dees, Outgoing Executive Director  
Walker Wilson, Incoming Executive Director

### Call to Order

- a. Chair 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 proposed meeting agenda was unanimously approved.
- c. Minutes of the regular meeting of DIB held on August 25, 2020, unanimously approved.

### Parking

- a. September DPMD Consent Agenda – unanimously approved.
- b. City transition update
  - IA - Bollard storage and trash compactor – The City will lease to DIB for \$10 a year the Jefferson Street Garage storage area for the storage of bollards as well as the property on which the trash compactor is located.
  - IA Cancellation – UWF Historic Trust/Tarragona Lot agreement – Motion carried unanimously to allow Mr. Carro to sign the cancellation of the agreement with DIB and UWF Historic Trust for management of the Tarragona lot.
  - MOU Paysafe credit card processing 90-day agreement: Motion made and carried unanimously to allow Chair Carro to execute agreement on behalf of DIB to continue using Synovus account for 90 days for credit card processing payments.

### Finance

- a. September Finance Consent Agenda was approved unanimously
  1. Mrs. Dees reminded the board that the audit will kick off October 1.
- b. DIB - August financial report was approved unanimously.
- c. DPMD - August financial report was approved unanimously.

### Ongoing Business

- a. StreetPlus August report was provided to the board members.
  1. Chair Carro praised the ambassadors for the excellent job they do in removing graffiti and otherwise keeping the streets clean.

- b. IA DIB & City for shared expense of StreetPlus through current contract
  - 1. Motion made and carried unanimously for Chair Carro to execute agreement on behalf of DIB to continue sharing StreetPlus expenses through the current contract.
- c. City Inspections Contractor Survey – Next step discussion
  - 1. Board members agreed that the survey has established a baseline, and the same survey should be sent out at future intervals to see how it tracks according to the benchmark that has been set.
- d. Drain Art Dixon School of Arts & Sciences
  - 1. Pictures of drain art were given to the board members. Installation is planned for the last week of September.
- e. CRA Interlocal Agreement renewal
  - 1. Motion carried unanimously for Chair Carro to execute agreement on behalf of DIB to continue receiving shared funds from CRA minus \$100,000 which will be used by CRA to redistribute back into affordable housing.,
- f. Palafox Market will reopen October 3.
  - 1. The plan for reopening was presented by Mr. Walker Wilson.

#### New Business

- a. Welcome Walker Wilson, new Executive Director
- b. ED Fourth Quarter Bonus – approved unanimously.

#### Marketing Report

- a. The August marketing report was presented by Freddie Haydn-Slater of Ideaworks.

#### On Hold

- a. Street Cameras – final camera on hold for Seville Tower repairs

#### Upcoming Events

- a. September 24 – Dr. Ronald Ferguson will introduce The Basics Pensacola to the community. This innovative program created by Ferguson, a Harvard professor. Free virtual event.
- b. October 19 – Valerie Lemmie will share examples of what good local government looks like. Free virtual event.
- c. November 18 & 19 - EntreCon interactive online - \$99 and up, registration required

#### Additional comments

Mr. Lehman suggested that agendas, reports, parking materials be provided digitally, even when DIB returns to in-person meetings, to save time and cost of printing. Mrs. Dees will determine legal requirements of posting meetings so that Mr. Wilson will know how to proceed.

#### Public Comment – None

Adjournment – The meeting was adjourned at 8:35 a.m.