



**Downtown Improvement Board**  
**Regular Monthly Meeting**  
Tuesday, August 27, 2019  
7:30am  
**AGENDA**

- I. Call to Order
  - a. Comments from the Chairman
  - b. PensaLocal Award – Chairman
- II. Recurring Agenda
  - a. Meeting was properly noticed
  - b. \* Approval of the proposed meeting agenda for August 27, 2019
  - c. \* Approval of the minutes from the regular meeting of the DIB held on July 30, 2019
- III. Parking
  - a. \* Parking Consent Agenda
  - b. County Interlocal Agreement – update
- IV. Finance
  - a. \* No quorum in July
  - b. \* DIB – July Financials
  - c. \* DPMD – July Financials
- V. On-Going Business
  - a. Parking Interlocal Agreement Modification
  - b. JSG Alley Art – on hold till Nov.
  - c. Gulf Power construction – update
  - d. FCLF Sponsorship – update
- VI. New Business
  - a. Merchant Social – Sept. 4<sup>th</sup> 5:30-6pm
  - b. Romana street – Puppy pit-stop
  - c. Anti-Litter and Recycle campaign



- d. Making Strides Oct. Parking campaign
- e. StreetPlus July Report

VII. Marketing Report

- a. July marketing report

VIII. Public Comment

IX. Adjournment

**Next meeting – September 24, 2019**

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**(\*) = approval item**

## MINUTES OF THE DOWNTOWN IMPROVEMENT BOARD

Second Regular Monthly Meeting  
Tuesday, July 30, 2019, 7:30 a.m.

### Attendance:

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

### Call to Order

- a. Chairman Carro called the meeting to order at 7:30 a.m.

### Recurring Agenda

- a. Exec. Dir. Dees confirmed that the meeting was properly noticed.
- b. Approval of the proposed meeting agenda for July 23, 2019 – Carried unanimously.
- c. Approval of the minutes from the special meeting held on July 10, 2019, and regular meeting of the DIB held on June 27, 2019 – Carried unanimously.

### Parking

- a. \*Parking Consent Agenda – Approved unanimously.
- b. County Interlocal Agreement
  - 1. BCC postponed their discussion until the September agenda for further review. DIB will await the decision of BCC whether to continue to allow DIB to manage their county garages for special events.
  - 1. UWFHT/Tarragona lot - Contract has been fully executed.

### Finance

- a. \*Finance Consent Agenda – Approved unanimously.
- b. \*DIB June Financials – Approved unanimously.
- c. \*DPMD June Financials – Approved unanimously.
- d. \*DIB 2019/2020 Budget – Approved unanimously.
- e. \*DPMD 2019/2010 Budget – Approved unanimously.

### Ongoing Business

- a. Parking Interlocal Agreement Modification – Approved unanimously.
- b. Jefferson Alley Art – update
  - 1. The same individual who will install the Jefferson Street alley structure will be working with Friends of Downtown and Artel Gallery in planning the FooFoo Festival, which will take precedence.
  - 2. Mrs. Dees will meet with the property owners to get their permission to attach the structure.

- c. Gulf Power construction – update
  - 1. There is an attempt by UWF to reverse the progress that has been made among the City, Gulf Power, and the DIB to change the road construction schedule to nighttime. Chair Carro suggested that while archeology is important, so is keeping our businesses open, and asked if UWF has the authority to dictate this type of change.
  - 2. Mrs. Dees will attend a meeting Thursday, August 2, where all four entities will come back to the table to see if, in the spirit of cooperation, the nighttime construction can proceed.
  - 3. Gulf Power representatives asked that DIB go ahead with the “no parking” signs and feel that the request by UWF will not change the current plans. Gulf Power is aware of and attempts to protect anything of archeological significance found in the ground.

### New Business

- a. Merchant Committee
  - 1. Chairman Carro asked for a motion to approve reformation of a merchant committee with a stronger focus on restaurants and bars, the primary objectives being cleanliness, safety, and security.
  - 2. Mr. Lehman made the motion to approve the discussion. Seconded by Mr. Cobb.
  - 3. Chairman Carro suggested that restaurants and bars make sure that late-night activity is cleaned up by their employees so that the DIB ambassadors are not tasked with cleaning up the extra debris that’s created from a specific bar. He suggested that initially the committee could meet monthly.
  - 4. Mr. Lehman recommended periodic workshops rather than a monthly meeting.
  - 5. Mr. N’Dione proposed that if the idea were presented as more of a security aspect, that having a more clean and secure downtown would attract more people during later hours downtown, the merchants would be more willing to participate than if they were instructed to clean up their late-night mess.
  - 6. Mr. Cobb thinks it may be a hard sell to merchants who expect to receive cleanup as part of the 2 mills for which they are taxed.
  - 7. After extensive discussion Mr. Lehman amended his motion to begin the process of scheduling a merchant-centric social meeting with DIB. Seconded by Mr. Cobb and carried unanimously.
- b. 2019 FCLC Sponsorship
  - 1. Chairman Carro suggested that smaller incremental sponsorships be offered to merchants on a block, with a reward for their investment of, for example, sidewalk decals for their business. Ideaworks and Mrs. Dees have begun to work on the creation of such sponsorships to present to DIB.
- c. Third-quarter Executive Director bonus – Approved unanimously.

### Other Business

- a. Chairman Carro highlighted goals and objectives he would like the DIB to address: Improve safety/security; PPD/camera systems; concern over electric scooters specifically to be allowed on sidewalks; creating public restrooms downtown; resolving the panhandling issue; creating “tiny parks;” effective out-front communication; avoiding responding to negative social media; establishing a board growth/development plan; board members to respect and support all decisions made by the board; appointment of

a programmer to be aware of all downtown events and assist those who need assistance in planning their events.

- b. Chairman Carro asked for a timeline of each topic discussed in meetings so that DIB projects can always be moving forward to a conclusion.

#### Marketing Report

- a. The June marketing report was presented by Freddie Haydn-Slater on July 23.

#### Public Comment

None.

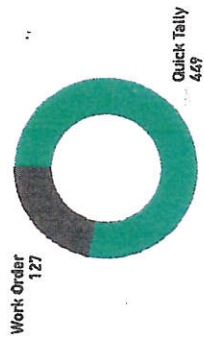
Meeting adjourned at 9:30 a.m.



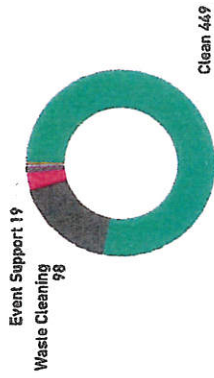
Point Map



Total of Jobs by Job Type



Total of Jobs by Team



Total 576

Job Type  
Quick Tally  
Work Order

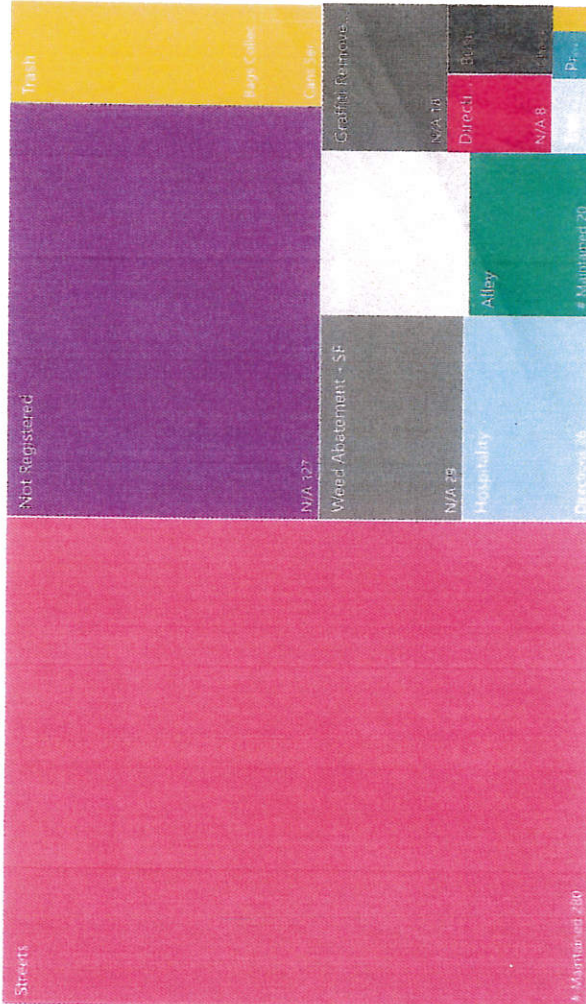
Team  
All

7/1/2019 7/31/2019



Heat Map

Category and Subcategory Breakdown



Total # of Jobs: 576

Categories	
1	311
2	Alley
3	Animal
4	Business Check
5	Directions
6	Event Support

Categories	
7	Graffiti Removed
8	Hospitality
9	Material Distribution
10	Pressure Washing
11	Quality of Life
12	Request for Emergency Service

Categories	
13	Social Service Outreach
14	Streets
15	Trash
16	Tree Wells
17	Waste Cleaning
18	Weed Abatement