



**Downtown Improvement Board**  
**Regular Monthly Meeting**  
Tuesday, January 28, 2020  
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 January 28, 2020
  - c. \* Approval of the minutes from the regular meeting of the DIB held on December 17, 2019
- III. Parking
  - a. \* Jan DPMD Consent Agenda
- IV. Finance
  - a. \* Jan Finance Consent Agenda
  - b. \* DIB – December Financials
  - c. \* DPMD – December Financials
- V. On-Going Business
  - a. Romana street Puppy pit-stop – update
  - b. StreetPlus December Report
  - c. Additional Street Cameras – update
  - d. JSG Alley Art – update
  - e. Anti-Litter and Recycle campaign – update
- VI. New Business
  - a. \* Jerry Pate Contract Expiration – Landscape Architecture RFP
  - b. \* Gallery Night Bollard Sponsorship



- c. \*ED 1st QTR bonus

VII. Marketing Report

- a. December marketing report

VIII. On-Hold

- a. CRA & Parking Interlocal Agreement Renewals – Oct 2020

IX. Upcoming Events

- a. CivicCon - Mayor Robinson and Janice Gilley – Jan 27<sup>th</sup>
- b. Victor Dover – ‘Street Design: The Secret to Great Cities and Towns’  
April 20<sup>th</sup> – 6pm - The Rex Theatre

X. Public Comment

XI. Adjournment

Next meeting – **February 28, 2020** – 7:30am

## MINUTES OF THE DOWNTOWN IMPROVEMENT BOARD

Regular Monthly Meeting  
Tuesday, December 17, 2019, 7:30 a.m.

### Attendance

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

### Call to Order

- a. Mr. Lehman called the meeting to order at 7:30 a.m.
- b. The PensaLocal Award was presented to Rand Hicks for his contribution to the community through Ciclovía, his involvement with neighborhood associations, and other contributions to downtown and the City of Pensacola.

### 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 November 26, 2019.

### Parking

- a. There was no December Parking meeting.
- b. Mrs. Dees updated the board as to JSG elevator repair quotes and the status of ADA compliance. These matters will go back to the parking committee for review and will then come back before the board.
- c. Mrs. Dees also reported that she had met with legal counsel concerning leasing out public parking spaces to Parking Pensacola Holiday Valet. Mr. Stebbins advised that DIB provides parking management for the City; public parking spaces are an asset belonging to the City; and it is up to the City to have a memorandum of understanding with Parking Pensacola and then direct DIB.

### Finance

- a. Finance Consent Agenda – There was no December Finance meeting.
- b. DIB November Financials were presented by Mrs. Dees and were unanimously approved by the board.
- c. DPMD November Financials were presented by Mrs. Dees and were unanimously approved by the board.

### Ongoing Business

- a. Romana Street puppy pit-stop. Mrs. Dees is meeting with Steve Dana tomorrow and should have the final drawing and dates to report at the January meeting.

- b. DIB along with the County will be presenting a New Year's Eve Fireworks Show.
- c. StreetPlus November report. Mrs. Dees advised that StreetPlus has not been able to provide the level of commitment provided for in their contract, which is now aging at one year, and unless satisfactory changes are made, will recommend to the board that a different company be hired.

#### New Business

- a. PPD start date – December 29.
  - 1. Kristin Brown, Captain of the Operational Support Division at the Pensacola Police Department, introduced Sergeant Pat Bradley, Supervisor, and newly appointed CRA Officers Partrick and Brown.
- b. Additional street cameras
  - 1. Mr. Cobb moved that four additional cameras be placed. Seconded by Mr. N'Dione and carried unanimously.
- c. Change of DIB meeting time. Mrs. Dees will follow up with Mayor Robinson's office with the suggestion of changing the meeting to Friday, once a quarter.

#### Marketing Report

- a. October marketing report was presented by Freddie Haydn-Slater.

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

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

#### Upcoming Events

- a. Civicon – Events to be listed on future agendas.

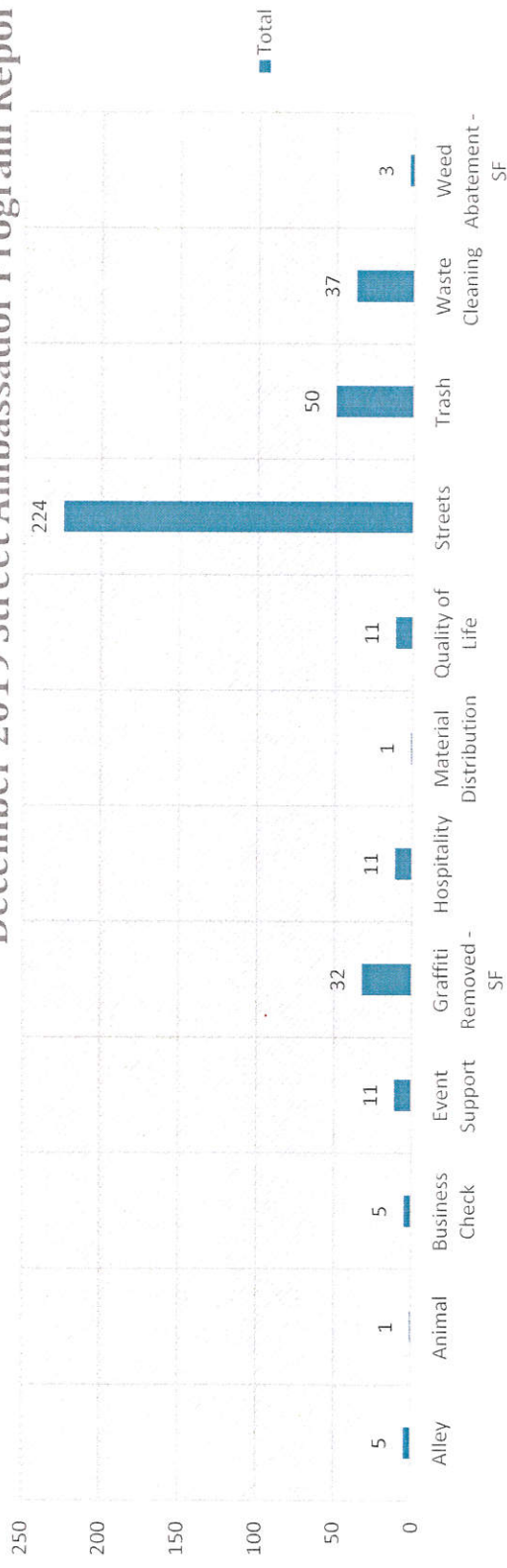
#### Public Comment

Public comment given by Mr. Rand Hicks.

#### Adjournment – The meeting was adjourned at 8:30 a.m.

Sum of Count of Quick Tally category

## December 2019 Street Ambassador Program Report



Categories

## 1<sup>st</sup> QTR 2020

### Executive Director Accomplishments:

- Completed CRA End of Year Repot
- Completed Parking End of Year Report
- 2018/2019 City Budget reconciliation
- Creation and approval of the 2019/2020 DIB and DPMD Budgets
- Worked with CRA and Public Works to get trash cans repaired and installed
- Completed 2018/2019 Audit
- Completed sidewalk pressure washing
- Evaluation and recommendation for improving cleaning ambassador program
- Planning and permitting of Romana Street Puppy Park
- Planning, Permitting and execution of Fire and Ice Foo-Foo event
- DIB needed staff changes
- Attended City Leadership Management Retreat
- Held 3 Parking Public Input Sessions
- Rode Out of District with City's New Complete Streets personnel
- Influenced City to fill DPMD Ex Officio seat with Complete Streets personnel
- Walk out with PPD for placement of 4 additional Street cameras
- Continued work with Flowbird on parking analytics platform
- Upgraded airport with handheld citation devises
- Investigated citation replacement companies
- Judge in UWF Da Vinci Innovation competition
- Partnered with Peter Barzili and Studer Group for Downtown Business profiles
- Attended CRA Urban Design Overlay design and transportation sessions
- Worked with UWFHT on alley mural project
- Worked with City on boat launch enforcement
- Attend PPD Upsafety demonstration and meeting
- First City Lights Festival, sponsorship, planning, permitting, coordinating, installation and removal
- Partnership with Winterfest and Gallery Night for Tree Lighting and Welcome Santa Parade
- Partnered with Winterfest on Elf Parade and Lighting Ceremony
- Gave DIB presentation to Brownsville Historic District
- Attended Micro-mobility meeting
- Planning, Permitting and execution of NYE fire works