



Downtown Improvement Board

Regular Monthly Meeting

Tuesday August 24, 2021

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 August 24, 2021
 - c. *Approval of the minutes from the regular meeting of the DIB on August 10th, 2021
 - d.
- III. On-Going Business
 - a. StreetPlus July Report
 - b. Marketing Report
 - c. Palafox Market
- IV. New Business
 - a. CRA Presentation– Victoria D’Angelo, Assistant CRA Administrator
 - b. *2021/2022 Annual Budget
 - c. Public Art Commission- Emily
- V. On-Hold
- VIII. Public Comment
- IX. Adjournment

Next meeting – September 28th, 2021

(*) = approval item



Minutes of Downtown Improvement Board
Regular Monthly Meeting
Tuesday, August 10, 2021 7:30 a.m.

Attendance

Michael Carro, Chariman, Kevin Lehman, Jean Pierre N'Dione, Patti Sonnen, Robert Bender, *ex officio*, Walker Wilson, Executive Director, and Emily Kopas, Chief Operating Officer.

I. Call to Order

- a. Chairman Carro called the meeting to order at 7:32 a.m.

II. Recurring Agenda

- a. Mr. Wilson confirmed that the meeting was properly noticed.
- b. The proposed meeting agenda was unanimously approved.
- c. The minutes of the regular meeting of the DIB held on June 22, 2021 were unanimously approved.

III. Finance

- a. DIB June and July Financials were unanimously approved.

IV. On-Going Business

- a. StreetPlus May & June Report
- b. Marketing Report
 - Palafox Market Website Update Discussion
- c. Palafox Market
 - The market is running successfully and discussion of price tier changes occurred.
 - A breakdown of Palafox Market vendors was requested.

V. New Business

- a. FODT Christmas Lights Downpayment of \$75,000 from the DIB was unanimously approved.
- b. StreetsPlus Contract- Update
 - StreetPlus contract will continue until March when further discussion is warranted for renewal.
- c. 2021/2022 Annual Budget Discussion
 - Numerous areas of the budget exhibited positive savings including salaries, board meetings, annual meetings, telecommunications, and insurance. There was a \$28,000 increase from the Advalorum.



- d. Jefferson St Garage Flower Beds contract with The Green Gardener was unanimously approved.
- e. NYE Firework Show Contribution of \$5,000- Commissioner Bender- was unanimously approved.
 - Discussion of interest in Pelican Drop returning was initiated.
- f. 3rd QTR E.D. Bonus was unanimously approved.
 - A presentation of cost decreases was presented by E.D.

VI. On-Hold

- a. Fountain Lighting Project Plaza Ferdinand – Update
 - City will be supplying the labor and the DIB will be paying for the materials at the end of the month.
- b. Before I Die Wall
 - Completed and on display for public use.
- c. History Tour
 - Discussion of the creation of a 2-mile loop map for the Downtown Area occurred. The map intends to touch on historical places by providing trail markers.
- d. Locate Banners and Hardware for Downtown Events.
 - Discuss with Brian Cooper
- e. Permanent Structures for Market Location

VIII. Public Comment

- a. None.

IX. Adjournment

- a. The meeting was adjourned at 9:04 a.m.

Next meeting – September 14, 2021

A circular logo with a teal border. The word "DOWNTOWN" is in a sans-serif font at the top. The word "Explore" is in a large, flowing script font in the center. The words "PENSACOLA" and "EST. 1559" are in a sans-serif font at the bottom.

A photograph of a street performance by the band 'STEVEN KLOTZ' on a sidewalk. A crowd of people is gathered around the performers. A 'STREETPLUS' logo is overlaid in the bottom left corner.



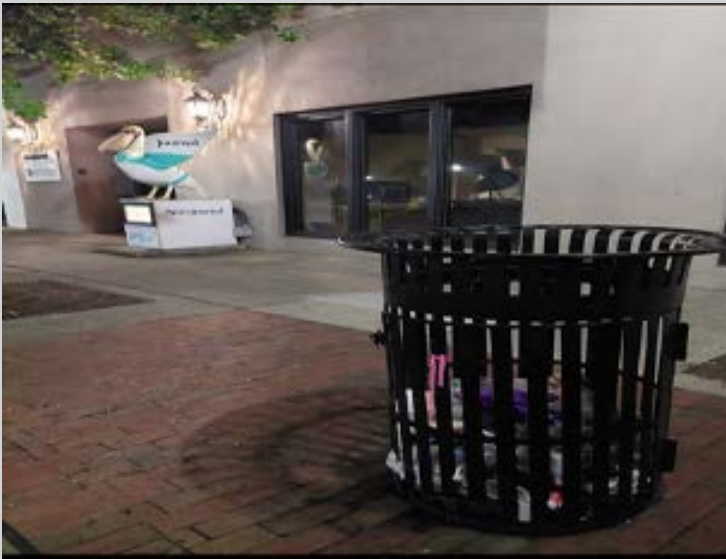
STREETPLUS

Clean + Safe + Friendly

Street Report

PENSACOLA DOWNTOWN IMPROVEMENT BOARD

CLEAN, SAFE AND FRIENDLY REPORT | JULY 2021



Outside of The Pensacola News Journal – a city can was found with the inner can missing. A pink ribbon labeling the maintenance needed to fix this issue has been attached by the City. Streetplus cleaned the well-used can in the interim and the liner was replaced early Sunday morning.



This is Jefferson Street at the puppy park where both the city and the puppy park trash cans are being off loaded and emptied.

Street Report

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CLEAN, SAFE AND FRIENDLY REPORT | JULY 2021



A forgotten sign left behind at Nom's and Bubba's Sweet Shop on Palafox Place.



Jefferson Street Garage storage where Gallery Night signs are kept and now stacked neatly.



This scooter was found beeping on a Baylen St sidewalk. They are so new, 1 day, an appropriate system of what to expect has not been established yet.

It was removed off the sidewalk but in view from the street to be located by GPS, the beeping, and eventually picked up to be recharged.

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Pensacola Current Events to name a few....



Street Report

PENSACOLA DOWNTOWN IMPROVEMENT BOARD

CLEAN, SAFE AND FRIENDLY REPORT | JULY 2021

STREET CLEANING - BEFORE AND AFTER



Vynil Music's main entrance on Government St. and Palafox Place.



The Annex Building at the crosswalk on Palafox Place



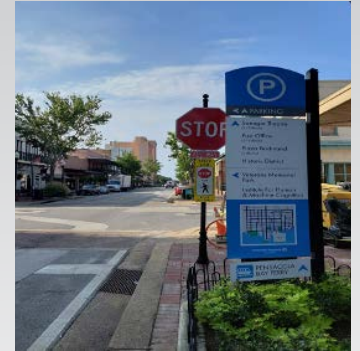
and on the next block, The Four Seasons Catering and Eatery.



On the 1st floor, just inside the entrance, a kitchen utility basin is left on the sidewalk



and on 3rd floor of The Jefferson St. Garage, in a wall planter, an empty case of beer is found.



Covid 19 cleaning and disinfecting a Way Finding Sign showing giving direction to historic Downtown Pensacola on Palafox Place



or 4am pressure washing and sanitizing MLK Park benches in preparation for the Palafox Market.



Teamwork – a 311 call avoided by using leverage and determination at 5:45am for safety.



A 311 report was produced and Pensacola Police were called for assistance to document the damage... and now onto Sunday.



Unfortunately, the Taylor Dunn electric cart was vandalized and found with the Driver's small window fully shattered.

PDIB GRAFFITI REMOVALS FROM MARCH 01 – JULY 12TH, 2021

The following pictures are of the different types of Graffiti Removals we may come across within our route. Graffiti may be removed by using the pressure washer if it is applied by spray paint or now flex seal and uses solvents to loosen and remove.

Graffiti may be removed by peeling off stickers and using a solvent like Goo Gone.

Graffiti may be removed by removing soliciting posters or fliers that were put on parked cars and are now on the ground.

However, graffiti finds its way to be displayed, we remove it to the best of our abilities.

The setup of Geopal reporting is in SqFt measurement. It is not exactly accurate and not all would fall under square footage. We use individual quantity instead since most

are on an individual basis much less than a foot and are commonly found.

For example, the before picture shows 2 stickers, there is 1 entry and the sqft count is 2 removed.

The following is a Graffiti reporting covering March 1 – July 12, 2021

	Entries	Removed
March	21	24
April	10	13
May	26	93
June	1	1
July	2	2
Totals:	60	133



Street Report

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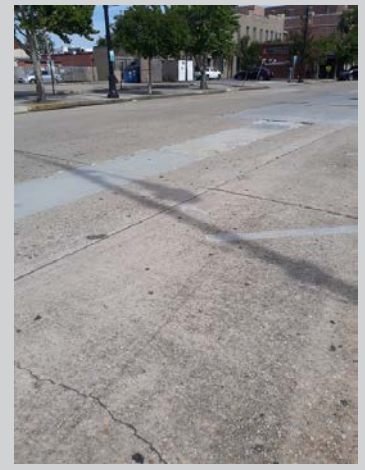
CLEAN, SAFE AND FRIENDLY REPORT | JULY 2021



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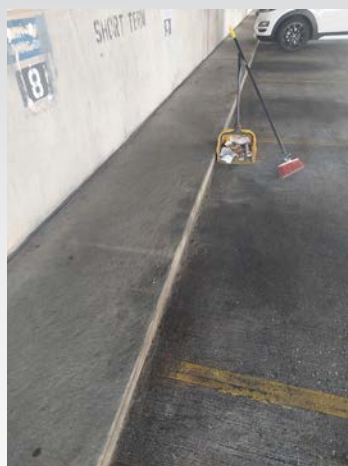
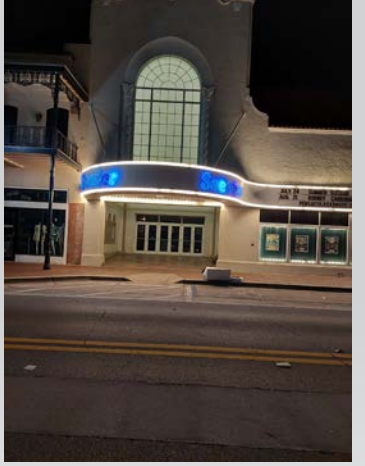


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Street Report

PENSACOLA DOWNTOWN IMPROVEMENT BOARD

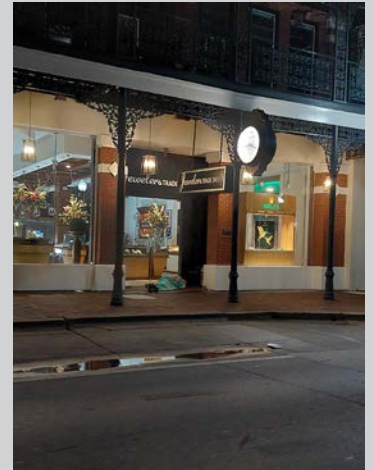
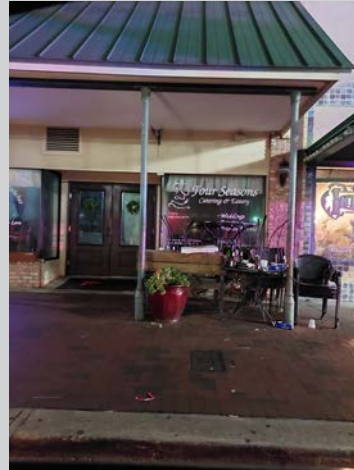
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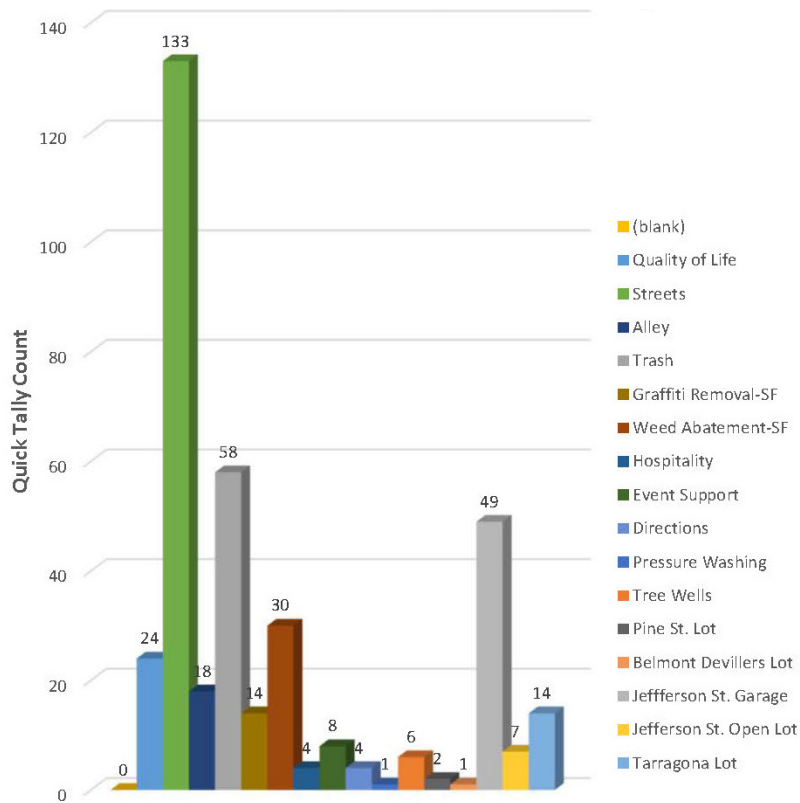
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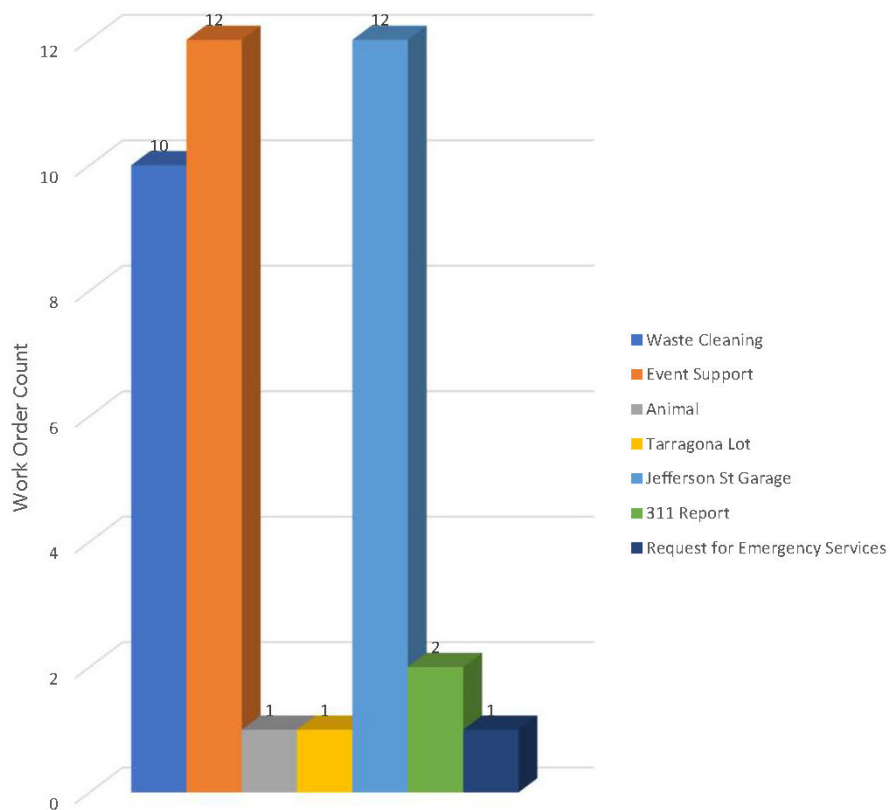
Street Report

PENSACOLA DOWNTOWN IMPROVEMENT BOARD

CLEAN, SAFE AND FRIENDLY REPORT | JULY 2021



Categories for 373 Completed Jobs



Categories for 39 Completed Jobs

Pensacola Downtown Improvement Board Operational Budget FY2021/22	Year Total	
	FY2021/22	FY2020/21
	Plan	
4000 - Misc. Income	\$ -	\$ -
4010 - Ad Valorem Revenue	\$ 619,059	\$ 590,629
4015 - CRA Interlocal Income	\$ 357,534	\$ 326,479
4020 - Website Membership	\$ 500	\$ 600
4030 - Palafox Market Vendor Payments	\$ 100,000	\$ 80,700
4040- City Cleaning Reimbursment	\$ 33,206	\$ 79,696
4050-Co-Op Participation	\$ 57,610	\$ 57,610
4080 - Bollard Rental	\$ -	\$ -
4081 - LTU - Sidewalk Pressure Washing	\$ 6,500	\$ 6,500
DIB Revenue	\$ 1,174,409	\$ 1,142,214
5000 - CRA Interlocal Payment	\$ 457,534	\$ 426,479
5001 - DIB Salaries Benefits & Taxes	\$ 82,172	\$ 102,237
5004 - Liability Insurance / Other	\$ 7,720	\$ 16,850
5005 - Workers Compensation	\$ 511	\$ 2,000
5006 - Board Meetings	\$ 250	\$ 6,500
5007 - Annual Meeting	\$ 250	\$ 1,000
5008 - Committee Meetings	\$ -	\$ -
5009 - Bank Charges	\$ 500	\$ 500
5010 - Bank Direct Deposit Fees	\$ -	\$ -
5011 - Interest	\$ 200	\$ 350
5012 - Office Rent	\$ 15,345	\$ 14,861
5013 - Office Supplies	\$ 1,000	\$ 1,500
5014 - Office Equipment	\$ 5,000	\$ 5,394
5015 - Postage	\$ 200	\$ 200
5016 - Telecommunications	\$ 8,000	\$ 10,452
5017 - Website Support	\$ 5,000	\$ 5,000
5018 - Website Hosting	\$ 2,500	\$ 4,000
5019 - Computer Support / Email Leasing	\$ 2,500	\$ 2,500
5020 - Dues Subscriptions & Publications	\$ 2,000	\$ 2,500
5021 - Travel, Entertainment & Education	\$ 1,200	\$ 1,190
5023 - Marketing Consultants	\$ 48,912	\$ 42,000
5024 - Bookkeeping	\$ 12,000	\$ 12,500
5025 - Audit	\$ 11,750	\$ 18,000
5026 - Legal Counsel	\$ 8,500	\$ 8,500
5027 - Economic Development	\$ 49,364	\$ 25,000
5028 - Arts and Culture	\$ -	\$ -
5029 - Holiday Lights	\$ 75,000	\$ 75,000
5030- PPD Security	\$ 60,000	\$ 60,000
DIB Expense	\$ 857,408	\$ 844,513
6000 - Market Other / Misc.	\$ 22,200	\$ -
6001 - Palafox Market Management	\$ 35,000	\$ 40,000
6003 - Permits / Street Closures	\$ 1,200	\$ 1,200
6004 - Portable Toilet Rental	\$ 6,500	\$ 19,750
6005 - Market Anniversary Celebration	\$ 1,000	\$ -
6006 - Farm Visit - Mileage Reimbursement	\$ 500	\$ 250
6007 - Marketing	\$ 20,000	\$ 6,000
6008 - PMkt Credit Card Fees	\$ 500	\$ 500
6010 - Sales Tax Interest	\$ 5,000	\$ 5,000
6011 - Market App Program Fee	\$ 1,500	\$ 2,000

Pensacola Downtown Improvement Board Operational Budget FY2021/22	Year Total	
	FY2021/22 Plan	FY2020/21
6012 - Market Security	\$ 6,600	\$ 6,000
Palafox Market Expense	\$ 100,000	\$ 80,700
5050 - Ambassador Program Labor	\$ 159,391	\$ 159,391
Ambassador Program Expense	\$ 159,391	\$ 159,391
7001- Republic - Compactor Service	\$ 53,299	\$ 53,299
7003 - Security	\$ 3,500	\$ 3,500
7004 - Compactor Utilities	\$ 811	\$ 811
Compactor Expense	\$ 57,610	\$ 57,610
DIB Operating Expense	\$ 1,174,409	\$ 1,142,214