



Downtown Improvement Board
Regular Monthly Meeting
Tuesday July 25th, 2023, 7:30
AGENDA

Attendance: Chris McKean, Jean Pierre N'Dione, Nathan Holler, William Merrill, Gregg Harding, Jennifer Brahier, Mike Kohler, Walker Wilson, Executive Director, Cailin Feagles, Director of Operations and Events

I. Call to Order

- a. Mr. Wilson called the meeting to order at 7:32 AM
- b. There is a motion to approve the slate for DIB officers. Motion is seconded, and unanimously approved.

II. Recurring Agenda

- a. Mr. Wilson confirmed the meeting was properly noticed.
- b. The proposed meeting agenda was motioned by Nathan Holler and seconded by Jean Pierre N'Dione and unanimously approved.
- c. The minutes of the regular meeting held on June 27th, 2023 were motioned, seconded, and unanimously approved.
- d. The June financials were motioned, seconded, and unanimously approved.
 - The Palafox Market income is over budget.
 - Received reimbursement for pressure washing on Palafox.
 - Waste Co-Op is adding two new businesses to the Co-Op.
 - Marketing over budget for month from the quick turnaround for Palafox Market trolley signs.

III. On-Going Business

- a. PPD Report
 - PPD has a second night officer starting this week.
 - Security cameras are still in progress.
- b. Spotless Report
 - Spotless and the Executive Director walked through the district, focusing on areas that need improvement.
 - Pressure washing on Palafox is about 70% complete.
 - Spotless has taken on Jefferson Street Parking Garage. Focus areas in the parking garage include the stairwell, pressure washing, and maintenance of the puppy park.
- c. Marketing Report
 - There have been many Palafox Market projects such as the Palafox Market 16th Anniversary preparation and the start of the trolley between Palafox Market North and South including trolley signs, A-frames, and sidewalk decals.
 - There has been a private vendor Facebook group created for Palafox Market vendors.
 - The current website had an update in June. The new website is still in progress.
- d. Palafox Market



- Trolley has been a great success bringing customers from Palafox Market North and Palafox Market South.
- There have been some concerns from customers and vendors about dogs in the market. A solution could be signs that encourage dog owners to walk on the outside sidewalks of the market.
- Looking into adding fences on the sidewalks between intersections to encourage Palafox Market customers to cross at the crosswalks. There are grants available that could assist with this project.

IV. New Business

- a. *Executive Director Contract Extension
 - There is a motion to approve the Executive Director's contract extension and to reconstruct bonus structure to an annual bonus of the same level. Motion is seconded and unanimously approved.
- b. *2023-2024 Annual Budget
 - There is a motion to approve the 2023-2024 Annual Budget. Motion is seconded and unanimously approved.
- c. *All I Want Campaign- \$8,000
 - Ideaworks to develop sidewalk decals and coasters for All I Want Campaign encouraging customers to shop local during the holiday season.
 - Motion, seconded, and unanimously approved.
- d. Gallery Night Discussion
 - Gallery Night and DIB to collaborate on organizing Gallery Night
 - There will be a proposal next month regarding the expectations of each organization's responsibilities.
 - The Executive Director and Director of Operations and Events are meeting with Gallery Night Organizers.
- e. Trashcan Discussion
 - The Executive Director is researching Big Belly Trash Cans costs to place in high traffic areas.
 - Current trash can lids should be placed back on the trash cans in the meantime.
 - Discussion will be revisited at next month's meeting.
- f. Schedule DIB Roundtable
 - DIB Roundtable will meet on August 7th at 5:30 PM
- g. Pelican Drop Update
 - Due to the cost of repairing the pelican, DIB will be looking into alternative options such as a permanent structure or a drone show.
 - The Executive Director is meeting with the Mayor to discuss event logistics.

V. Old Business

VIII. Public Comment

IX. Adjournment

- Meeting was adjourned at 10:29 AM



Next meeting – August 22nd, 2023
(*) = approval item

