



Downtown Improvement Board

Regular Monthly Meeting

Tuesday October 24th, 2023,

7:30

AGENDA

Attendance: Chris McKean, Chairman, 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. Chris McKean, Chairman, calls the meeting to order at 7:33 AM

II. Recurring Agenda

- a. Mr. Wilson confirmed that the meeting was properly noticed.
- b. The proposed meeting agenda was motioned by Nathan Holler and seconded by William Merrill and unanimously approved.
- c. The minutes of the regular meeting held on September 26th, 2023 were motioned, seconded, and unanimously approved.
- d. The September financials were motioned, seconded, and unanimously approved.
 - Palafox Market over revenue due to the expansion into Plaza Ferdinand.
 - Waste Co-Op was over for revenue leading to a credit for Waste Co-Op participants that was reflected on their November invoices.
 - Salary expenses over budget due to Executive Director 4th Quarter bonus.
 - Ambassador program expenses over budget with the addition of a third Spotless employee.

III. On-Going Business

a. PPD Report

- Thirteen new officers have completed field training.
- Officer Kenneth McMahon has completed and is certified and can assist businesses with crime prevention.
- PPD is working on creating no trespassing signs for downtown businesses.
- PPD is continuing to give verbal and written warnings for open containers.

b. Spotless Report

- Spotless team meets weekly to discuss daily tasks and projects.
- The team will focus on pressure washing and weed abatement in November.
- Spotless will be developing a map of pressure washing progress for future meetings.
- The Jefferson Street Parking Garage alleyway needs to be addressed.

c. Marketing Report

- All I Want campaign materials have been printed and prizes are being collected.
- Repast is this Sunday, October 29, 2023.
- Ideaworks is preparing for the holiday events downtown such as Foo Foo Fest, Holiday Haul, and Palafox Holiday Market.



- The new website is set to launch on December 1st.
- The business directory on the website will need to be updated and refreshed with the launch of the new website.

d. Palafox Market

- There are many events coming up at Palafox Market such as Halloween market and the Palafox Holiday Market.
- The trolley has seen a dip in riders this fall, but we will continue to track metrics this month.
- Palafox Holiday Market begins on November 8th

IV. New Business

a. *Purchase Mulch for Palafox Market North- \$4,700.00

- Motioned, seconded, and unanimously approved.

b. *Extend Trolley service and add stops- ECAT

- There is a motion to extend the current trolley service for an additional five weeks and revisit next month. Motion is seconded, and unanimously approved.

c. *Seville Tower Trash Co-Op Design Proposal

- The new design will be very similar to existing behind Vinyl Music Hall
- Walker Wilson will need to speak with legal counsel to put together a contract for new participants prior to the next meeting.

d. *Trashcan- Big Belly Proposal or lid & can replacement

- There is a motion to replace our current trash cans and lids and continue the conversation with the city regarding a pilot program for the Big Belly Trash cans on Palafox Street. Motion is seconded and unanimously approved.

e. *Tree Replacement

- Motion is seconded, and unanimously approved.

f. *Contribution to Palafox Street Flower Beds

- There is a motion to approve. Motion is seconded, and unanimously approved.

g. *Downtown Post Office Relocation Letter

- There is a motion to send a letter regarding the relocation of the Downtown Post Office and the importance of maintaining a presence downtown. Motion is seconded, and unanimously approved.

V. Old Business

- a. The Jefferson Street Parking Garage alleyway planters can be repurposed over by the trash co-op containers. The sidewalk in the alleyway needs to be pressure washed and repainted.
- b. There will be a meeting next month led by the Mayor and Lisa Dees to discuss the parking survey results.

VIII. Public Comment

IX. Adjournment- The meeting was adjourned at 9:52 AM.

Next meeting – November 28th, 2023

(*) = approval item

