

Downtown Improvement Board
Regular Monthly Meeting
Minutes
Tuesday Oct 28th, 2025, 7:30
AGENDA

In attendance: Chris McKean, Nathan Holler, William Merrill, Raf Simpson, Allison Patton, Gregg Harding, & Walker Wilson.

- I. Call to Order
 - a. Remarks from Chairman
- II. Recurring Agenda
 - a. Meeting was properly noticed. – Mr. Wilson Confirmed meeting was noticed
 - b. *Approval of the proposed meeting agenda for October 28th, 2025 - Nathan Holler made a motion to approve, 2nd by William Merrill. Motion passed 4-0
 - c. *Approval of the minutes from the regular meeting of the DIB on September 30th, 2025- Nathan Holler made a motion to approve, 2nd by William Merrill. Motion passed 4-0
 - d. *Approval of the September Financials- Raf Simpson made a motion to approve, 2nd by Nathan Holler. Motion passed 4-0
- III. On-Going Business
 - a. PPD Report
 - b. Spotless Report – Nathan Holler Requested Holiday Schedule and to see if Spotless could provide staff on Holidays outside the scope of the contract, so no coverage is missed.
 - c. Marketing Report- Caron Sjoberg provided update on economic development marketing plan, now into its 4th month and discussed the success of the Halloween Market.
 - d. Palafox Market- No Report
- IV. New Business
 - a. *PPD MOU Agreement Amendment- Motion by Raf Simpson to allow staff and chairman to negotiate and sign agreement so long the agreements financial impact remained the same as was presented at meeting. 2nd by Nathan Holler. Motion was approved 4-0
 - b. *Audit Engagement Letter with Warren Averett- William Merrill made a motion to authorize the chair to sign the engagement letter with Warren Averett for the DIBs Audit. Raf Simpson 2nd. Motion was approved 4-0
 - c. The New Palafox Update -Walker Wilson informed the board of the upcoming CRA and City Council meeting where the funding for The New Palafox Project would be voted on and a contractor selected. Wilson was also collecting feedback via a poll sent to affected businesses and property owners to send to the CRA & Council before their vote.
 - d. All I Want/Holiday Haul/Lighting Ceremony- November 5th
- VIII. Public Comment - None
- IX. Adjournment

Next meeting – November 18th, 2025
(*) = approval item