

**Minutes of the
DOWNTOWN IMPROVEMENT BOARD
Regular Monthly Meeting
Tuesday, August 02, 2016
7:30 a.m.**

- I. Call to Order & Comments from The Chair - Chairman Peacock called the meeting to order at 7:30 am.

- II. Attendance:
 - a. Board members present – John Peacock, Teri Levin, Charlie Switzer, Jim Homyak, & DeeDee Davis

- III. Recurring Agenda
 - a. Mr. Peacock confirmed that the meeting was properly noticed
 - b. There was a motion and a second to accept the Minutes from the Regular Meeting of the DIB held on July 19, 2016 with approved change of ‘WUF’ to UWF.
 - c. Mr. Peacock announced addition to agenda of Ideaworks Pokémon presentation

- IV. Public Presentation
 - a. Ms. Miller and Mr. Turner presented Board with DIB Pokémon app, answered questions and addressed concerns from Board members.
 - b. Board voted unanimously to allow Ms. Miller and Mr. Turner to try the app for 30 days at no charge to the DIB and it was agreed that in order for the app to remain it must enhance the business experience and business owners must agree in advance to be included on the app.

- V. Marketing
 - a. No Update

- VI. Ongoing Business
 - a. First City Festival of Lights
 - i. Tentative Lights dates are 2nd week in November through end of January
 - ii. Mr. Homyak reported that private business owners and property owners are on-board with participating in the event.
 - iii. Mr. Homyak stated that the events calendar in coming together although January is still a little void of events at this time.
 - iv. Mr. Peacock announced that the Visit Pensacola Board of Directors meeting was rescheduled to August 9, 2016 at 3:00 p.m. and will be located at the Comfort Inn on Davis Hwy.

- VII. Report from the Executive Director
 - a. Light Pole Downtown Banners – Mr. Peacock requested that direction be given to marketing team on the “Explore” cuisine, play, etc. Art work and requested that Mr. Peterson and Mrs. Sjoberg present a sample at next Board meeting. RFP will be needed for flag production.
 - b. Napa business signage – Mr. Butlin informed the Board that we are still pending a cost estimate form Vital Signs.
 - i. Mrs. Dees informed Board that she was unable to find the presentation Councilman Spencer spoke about in the July 19th meeting. Mr. Peacock stated that he recalled the Zimmern Agency doing the presentation. Mrs. Dees will follow-up with additional research.
 - c. Impact 100 Grant Request – Mr. Butlin gave update on Site visit that occurred on August 1, 2016.
 - i. Mr. Peacock requested that all follow-up items be delivered to Mrs. Appleyard on Tuesday.
 - d. Parking on the County Garage roof – Mr. Butlin reiterated that Mr. Stebbins is reviewing a draft of the Inter-local and it should be completed next week.
 - i. Mr. Butlin was requested to follow-up with Mr. Jack Brown
 - e. So-Go Trash Cans – Mr. Butlin gave update on estimated delivery date of August 19th

VIII. New Business

- a. Mr. Sonnen updated Board on DAB revised Mission and Vision statements for DIB
 - i. Board requested that the key word of “Explore” be added to the mission statement
 - ii. Mr. Peacock requested that Mr. Peterson’s team look over the proposed statements and make final edits before resubmitting to Board for approval.
- b. Mr. Butlin provided recommendations from Parking Committee to Board and request for a 1-year extension of Republic contract.
 - i. The Board approved a 1-year extension of the Republic Contact
 - ii. Republic through IPS has offered refurbished / upgraded M3 meters to DIB
 - iii. Mr. Peacock requested that the Parking Committee review the study from the city and bring recommendations back to the Board.
- c. Election of New Officers
 - i. Mr. John Peacock was confirmed as President
 - ii. Mr. Jim Homyak was confirmed as Vice Chair
 - iii. Mrs. Teri Levin was confirmed as Treasure
- d. Mr. Butlin handed out the 2017 Budget and requested Board Members review and ask questions so that it can be voted on at the August 16th DIB Board meeting.

IX. Committee Activities

- a. Festival of Lights - next meeting August 3rd 9:30 a.m.
- b. Special Events – next meeting August 12th 9:00 a.m.
- c. Parking – next meeting August 9th 4:30 p.m. – Mr. Patterson informed the Board of the upcoming expiration of the current Republic contract.
- d. DAB – next meeting August 25th 9:00 a.m.
- e. All previous meeting minutes were attached to agenda package for Board review

X. Public Comment

- a. Jefferson Street Garage Art Mural
 - i. Mr. Patterson announced that he was getting an itemized bid for landscaping for Jefferson Garage so the
 - ii. Board can pick and choose on what items need to be completed, in conjunction with the Mural project.
 - iii. Mrs. Levin stated that the scheduled start date should be Oct. 1st
 - iv. Mr. Peacock will address tree trimming with the City at his next meeting with the Mayor.
 - v. Mr. Butlin gave update on Mr. Switzer’s suggestion of possibly utilizing Rick Dye and his Reap Re-entry program as a possible labor source for tree trimming.
- b. Mr. Peacock announced that Mr. Butlin submitted his formal resignation
 - i. The Board voted to allow Mr. Butlin to maintain his current role until the end of September.
 - ii. Mr. Peacock announced that Mrs. Dees will fill in for Mr. Butlin until a permanent replacement is selected.
 - iii. Mr. Peacock asked Mr. Stebbins to locate Executive Director job description and send to the Board.

XI. Adjournment the meeting was adjourned at 8:36 a.m.

NOTE: The DIB holds its regular meetings on the first and third Tuesday of each month; the first Tuesday is held at 7:30a.m. and the third Tuesday is held at 4:00p.m. The meetings are held in the Public Meeting Room #1 of the Bowden Building, 120 Church Street, Pensacola, Florida 32502.