

REGULAR MEETING OF THE
PANAMA CITY DOWNTOWN IMPROVEMENT BOARD
WEDNESDAY June 12, 2019 at 8:30AM
Center for the Arts
19 East 4TH St.

1. **CALL TO ORDER**- NICK BENINIATE – officiating, CATHERINE SHORES, LIANE HARDING, PAM ARMSTRONG, KIM SYFRETT, DARYLE BURKEY, JANE LINDSEY present.
2. **CHAIRMAN/VICE CHAIRMAN REPORT** - Chairman reported he and Allan Branch had met with planning staff about Allan’s property on Oak Ave, and there will be no issue with parking at that location. Financially the tax receipts are behind \$25,000 and is expected due to the hurricane. There is still around \$30,000 in funds available and we should tighten purse strings for the remainder of the year.
3. **APPROVAL OF MINUTES** – May 15, 2019 regular Meeting were presented. Motion was made and approved.
4. **FINANCIAL STATEMENT** – Collections are behind by \$25,000 and we have spent \$30,000 less than received. Have 4 months left in the fiscal year. The Fourth of July and payment for Domestic Cleaners have both been paid and Gateway park bills have been mostly paid. Savings account has approximately \$121,000 and Regions bank accounts have been closed out. The loan made for the cleanup of Domestic Cleaners will be changed to an asset/receivable before the end of the fiscal year.
5. **PUBLIC PARTICIPATION** - No comments.
6. **OLD BUSINESS** -
 - **Beautification** - Catherine Shore presented maintenance of the flowers planters to be purchased by the city/CRA. Living Interiors would be used for the watering and maintenance. Discussion was about cost and the upkeep, plus trash being placed in the planters. \$10,000 was proposed for the contract for 1 year. Motion made and passed on 5-2 vote. Daryle Burkey and Jane Lindsey voted against.
 - **Insurance Claim and Sale of Damaged Trailer**- Mike Hays updated with regard to claim. Move out and storage will need to be done shortly. Painted plywood was discussed with help of Center for the Arts kids programs.
 - **DoverKohl Meeting date, times and locations for downtown owners, merchants and professionals** – Discussion of DIB involvement with the upcoming Charette process. The downtown will have two private sessions on June 19. One in the morning, the other in the evening. Evening session will be a short special DIB meeting.
 - **Workshops**- Pam will host a marketing workshop on June 24th at 5:30pm at Tom’s Hotdogs.
 - **Social Media/Website Update** – Kim had talked with Aaron Rich about the website with regard to updates and is willing to have his staff work with us with regard to training someone to do minor updates. Other social media platforms were discussed also. Possible several interns could help out through high school and college students.
 - **Reallocation of Budget Funds** – Pam and Mike are working on this item to update budget items.
 - **Committee Updating** – Kim updated on committees, organically happening with workshops to get business involvement in them.

7. NEW BUSINESS:

- **Storage for DIB property** – Mike involved board we need to move out of the Harrison building quickly and suggested a storage container could be place on the DIB parking lot off Beach Dr. to store the items from the building. It would be purchase and used, then resold when no longer needed. Motion was made for \$3000 to be spent on the container and seconded. Vote was 6-1, Nick Beniniate voted against.

8. ADMINISTRATIVE UPDATES:

- **Move out of Harrison Ave** – Was discussed with regard to storage container purchase.
- **2019-2020 Budgeting** – Mike informed the board will be getting a refund for our last audit, a professional discount was not included in the final bill. Nick had sent an email to the city leaders with regard to expense of the audit and asked for options that would be less expensive. Our next meeting will be a budget meeting. Mike and Nick will get together in advance to work on a proposed budget.

9. REMINDERS/CALLS OF ACTION:

- RebuildPc Special meeting will June 19 at 6:30pm at the Center for the Arts. The next regular meeting will be July 10 at 8:30am at the Center for the Arts.

10. ADJOURNMENT