



**DDB**

## MEETING NOTICE

Welcome,

We are glad you have joined us for the October 27, 2021 CRA Advisory Board meeting. In response to the COVID-19 pandemic social distancing efforts, we encourage members of the public to participate by watching the virtual meeting online or listening by phone and providing live public comment or submitting written public comment in advance. Options to watch and participate in the meeting while it is occurring is available on [orlando.gov/virtualmeetings](https://orlando.gov/virtualmeetings).

The Board is pleased to hear all non-repetitive public comment. Large groups are requested to name a spokesperson. When you are recognized, state your name and address, direct all your remarks to the Board and limit your comments to 3 minutes per item or as set during the meeting.

The City of Orlando encourages courteous, civil discourse in online settings. Persons making public comment are asked to conduct themselves with the same rules of decorum as they would in a traditional public meeting.

### Live Public Comment

- [Join the live virtual meeting](#)

Call into the virtual meeting by dialing any of these phone numbers:

- 312.626.6799
- 312.626.6799
- 929.205.6099
- 253.215.8782
- 301.715.8592
- 346.248.7799
- 669.900.6833

Once dialed-in and prompted, enter the Webinar ID: 874 7688 1353

- Use the "Raise Hand" feature to request to speak when prompted (or dial \*9 if on the phone)
- Wait to be recognized (either by name or by the last 4 digits of your phone number)
- Provide name and address when called upon

### Written Public Comment

Written public comment must include your name, address, phone number, and topic. Comments are limited to a maximum of 700 words per item. To submit written public comment, select one of the following options: (1) complete an online comment form on [orlando.gov/publiccomments](https://orlando.gov/publiccomments), (2) email to [publiccomments@orlando.gov](mailto:publiccomments@orlando.gov), (3) mail to City Clerk, Public Comment 400 South Orange Avenue Orlando, FL 32801, or (4) drop off to the 1<sup>st</sup> floor Security Station at City Hall. Written public comments received 24 hours in advance of the meeting are distributed to the Board and attached to the related agenda item for public viewing.

**Note: Comments that do not include the required information will not be distributed or attached to the agenda. All comments received are public record.**

**Anyone requiring assistance to participate in this virtual meeting should contact the City Clerk's Office as soon as possible at 407-246-2251 or [cityclerk@orlando.gov](mailto:cityclerk@orlando.gov)**

## **AGENDA**

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes
  - a. September 22, 2021 – Downtown Development Board Meeting
4. Executive Director's Report
5. Public Comment
6. New Business
  - a. Orange County Regional History Center: DDB Anniversary Exhibit Agreement - Kelly Allen, Marketing & Communications Coordinator Manager
  - b. Downtown Artistic Lighting – Mercedes Blanca, Project Manager
7. Date of Next Meeting
8. Adjournment

Persons wishing to appeal any decision made with respect to any matter considered at the Downtown Development Board meeting, will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 24 hours in advance of the meeting at 407-246-2251.

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Downtown Development Board/Community Redevelopment Agency  
Orlando City Hall, 6<sup>th</sup> Floor, 400 South Orange Ave., P.O. Box 4990, Orlando, FL 32802  
Phone: (407) 246-2558 Fax: (407) 246-3359 [www: downtownorlando.com](http://www.downtownorlando.com)



## **MEMORANDUM**

**TO:** Jamie Barati, Chair  
Monica McCown, Vice Chair  
David Swanson  
Eugene Jones

**FROM:** Thomas Chatmon, Executive Director of the Downtown Development Board/Community Redevelopment Agency

**DATE:** October 27, 2021

**SUBJECT:** Agenda items to be considered at the Downtown Development Board Meeting for October 27, 2021.

### **Approval of Minutes:**

Staff will be available to answer any questions prior to Board consideration of approving the minutes of the September 22, 2021 Downtown Development Board Meeting.

### **Executive Director's Report:**

### **Public Comment:**

### **New Business:**

- a. **Orange County Regional History Center: DDB Anniversary Exhibit Agreement – Kelly Allen, Marketing & Communications Coordinator Manager**

Created by a Special Act of the Florida Legislature in 1971, the Downtown Development Board (DDB) serves to strengthen the role of downtown Orlando as the economic, governmental, and cultural center of Central Florida. This year, the DDB is celebrating 50 years of creating exciting experiences and new developments that keep people coming back to discover downtown Orlando.

As part of the anniversary celebration, the Orange County Regional History Center (History Center) will present an exhibition highlighting the achievements of the DDB through a timeline of important events and photographs showcasing the growth of downtown Orlando. The exhibition is scheduled to be on display from Friday, November 5, 2021, through January 30, 2022 and will be open to the public.

This exhibition will include more than 35 linear feet with 8' high ceilings and will highlight this important milestone through a colorful timeline, including information and photographs that highlight DDB's support of strengthening downtown Orlando. The design will feature elegant fabric banners, unique hexagonal patterns, and stunning oversized imagery.

Staff is seeking authorization for the Chief Procurement Officer to enter into an agreement with the History Center in the amount of \$15,000 for its completion of the exhibition as described in the attached scope, inclusive of all research, design, fabrication, installation, facilitation of events, and some marketing of the exhibition, subject to review and approval of the City Attorney's Office.

**b. Downtown Artistic Lighting – Mercedes Blanca, Project Manager**

**Date of Next Meeting:** – The next Downtown Development Board meeting will be held November 17, 2020, at 3:00 PM in Veterans Conference Room.

**Adjournment:**





**DDB**

A meeting of the Downtown Development Board was held on Wednesday, September 22, 2021 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Jamie Barati called the meeting to order at 3:00 p.m. noting a quorum was present.

MEMBERS PRESENT:        Jamie Barati, Chair  
                                 Monica McCown, Vice Chair  
                                 Eugene Jones  
                                 David Swanson

COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD REPRESENTATIVE PRESENT:

Commissioner Victoria Siplin (arrived at 3:18 p.m.)  
Doug Taylor

STAFF PRESENT:        Thomas C. Chatmon Jr., Executive Director  
                                 David Barilla, Assistant Director  
                                 Walter Hawkins, Director of Urban Development  
                                 Christel Brooks, Fiscal Coordinator  
                                 Ashley Edwards, Board Secretary  
                                 Liz Nigro, Senior Administrative Assistant  
                                 Stacey Adams, Assistant City Attorney  
                                 Kelly Allen, Marketing and Communications Manager  
                                 Nicole Sisson, Interactive Media Coordinator  
                                 Michael Whiteman, Economic Development Coordinator III  
                                 Victoria Nguyen, Fiscal Manager  
                                 Rose Vignetti-Garlick, Downtown Information Center Manager  
                                 Rondale Silcott, Downtown Facilities Supervisor  
                                 Mary-Stewart Droege, Project Manager  
                                 Chelsey Parrish, Event Coordinator  
                                 Mark Rendini, Operations Manager for Block by Block  
                                 Maria Korobkoff, Transportation Planning Division Manager  
                                 Michelle Robinson, Planning Manager  
                                 Kelly Roberts, Strategic Development Manager

**Approval of Minutes:**

- a. A motion was made by Monica McCown and seconded by Eugene Jones to approve the September 1, 2021 Downtown Development Board meeting minutes. The motion carried unanimously.

**Executive Director Report:**

Thomas C. Chatmon, Jr., Executive Director, gave a PowerPoint updating the Board on recent and future events in Downtown Orlando. Including the downtown Masterplan scope discussions and the Downtown Development Board being recognized for the 3CMA award. The Board thanked Mr. Chatmon for his presentation.

**Public Comment:** None.

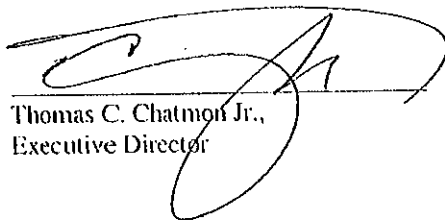
**New Business:** None.

**Date of Next Meeting**

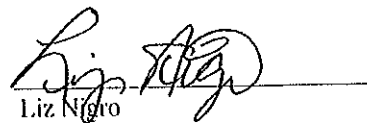
The next regularly scheduled Downtown Development Board meeting will be held October 27, 2021 3:00 p.m. in Veterans Conference Room.

**Adjournment**

There being no further business to come before the Downtown Development Board, Chair Jamie Barati adjourned the meeting at approximately 3:31 p.m.



Thomas C. Chatmon Jr.,  
Executive Director



Liz Negro  
Senior Administrative Assistant



### **The City Beautiful: 50 Years of Developing Downtown Orlando**

The City of Orlando has long supported the growth and development of its downtown corridor through the work of the Downtown Development Board, which began in 1971. Fifty years later, there is much to celebrate and reflect upon.

The Orange County Regional History Center will present an exhibition highlighting the achievements of the Downtown Development Board through a timeline of important events and photographs showcasing the growth of the City Beautiful. The exhibition will be on display from Friday, November 5, 2021, through January 30, 2022.

### **Layout and Content**

This exhibition will include more than 35 linear feet with 8' high ceilings, and is adjacent to the permanent exhibit, How Distant Seems Our Starting Place: The Triumphs and Tragedies of the African American Community in Central Florida.

The exhibit will highlight this important history through a colorful timeline, including information and photographs that highlight DDB's support of strengthening downtown Orlando. The design will feature elegant fabric banners, unique hexagonal patterns, and stunning oversized imagery.

### **Budget**

The overall project budget is \$15,000 and includes all research, design, fabrication, installation, facilitation of events, and some marketing. DDB will support costs associated with the opening reception separately from the exhibition budget proposal.

### **Marketing**

The History Center will promote the exhibition through its media channels, website, social media, including some print (rack cards, onsite patron maps, elevator signage, etc.) An edited version of the introductory blurb to this document will serve as the brief marketing description for the exhibition, with such description to be approved by the DDB's Marketing & Communications Manager prior to its use.

### **Timeline**

A VIP reception will be hosted by the DDB on Thursday, November 4th, and the exhibit will be open to the public November 5, 2021 through January 30, 2022.