



**DDB**

A meeting of the Downtown Development Board was held on Wednesday, September 1, 2021 at City Hall, 400 South Orange Avenue, Second Floor, Veterans Conference Room, Orlando, Florida. Chair Jamie Barati called the meeting to order at 3:05 p.m. noting a quorum was present.

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

MEMBER ABSENT:            David Swanson

COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD REPRESENTATIVE PRESENT:

Commissioner Victoria Siplin

MEMBER ABSENT:            Doug Taylor

STAFF PRESENT:            David Barilla, Assistant Director  
   Walter Hawkins, Director of Urban Development  
   Christel Brooks, Fiscal Coordinator  
   Ashley Edwards, Board Secretary  
   Liz Nigro, Senior Administrative Assistant  
   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  
   Mercedes Blanca, Project Manager  
   Mary-Stewart Droege, Project Manager  
   Chelsey Parrish, Event Coordinator

**Approval of Minutes:**

- a. A motion was made by Monica McCown and seconded by Eugene Jones to approve the July 14, 2021 Downtown Development Board meeting minutes. The motion carried unanimously.
  
- b. A motion was made by Monica McCown and seconded by Eugene Jones to approve the August 18, 2021 DDB/CRAAB Budget Workshop Meeting minutes. The motion carried unanimously.

**Public Comment:** None.

**New Business:**

- a. **2021-2022 Proposed Budget and Resolution – David Barilla, Assistant Director -**  
Staff requested approval of the attached Fiscal Year 2021-2022 Downtown Development Board Budget and adoption of the Resolution, directing staff to disburse funds in accordance with the proposed budget and authorization for the Chair and Executive Director to execute the Resolution

A motion was made by Monica McCown and seconded by Eugene Jones to approve the attached Fiscal Year 2021-2022 Downtown Development Board Budget and adoption of the Resolution, directing staff to disburse funds in accordance with the proposed budget and authorization for the Chair and Executive Director to execute the Resolution. The motion carried unanimously.

- b. **2021-2022 DDB/CRA Cost Share Agreement– David Barilla, Assistant Director -**  
The Cost Share Agreement between the CRA and DDB outlines the terms under which the DDB and CRA will share administrative costs for FY 2021-2022.

Staff requested approval of the attached Cost Share Agreement for FY 2021-2022 between the Downtown Development Board and the Community Redevelopment Agency and authorization for the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office.

A motion was made by Monica McCown and seconded by Eugene Jones to approve the attached Cost Share Agreement for FY 2021-2022 between the Downtown Development Board and the Community Redevelopment Agency and authorization for the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

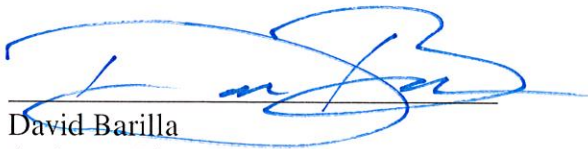
- c. **2021-2022 City Services Agreement– David Barilla, Assistant Director -** The City Services Agreement outlines the terms under which the City will provide administrative and professional support to the DDB.

Staff requested that the Downtown Development Board approve the attached City Services Agreement for FY 2021-2022 between the City of Orlando and the Downtown Development Board and authorize the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office.

A motion was made by Monica McCown and seconded by Eugene Jones that the Downtown Development Board approve the attached City Services Agreement for FY 2021-2022 between the City of Orlando and the Downtown Development Board and authorize the Chair and Executive Director to execute the Agreement, subject to review and approval by the City Attorney's Office. The motion carried unanimously.

**Adjournment**

There being no further business to come before the Community Redevelopment Agency Advisory Board, Chair Jamie Barati adjourned the meeting at 3:29 p.m.



David Barilla  
Assistant Director



Ashley Edwards  
Board Secretary