



DDB

MEETING NOTICE

Orlando City Hall, Veterans Conference Room, 2nd Floor at 3:00PM

Welcome,

We are glad you have joined us for the August 23, 2023 Downtown Development Board meeting. If you are not on the agenda and would like to speak at the meeting and address the Board, please fill out an appearance request form and hand it to the Board Secretary. 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.

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, (2) email to publiccomments@orlando.gov, (3) mail to City Clerk, Public Comment 400 South Orange Avenue, Orlando, FL, 32801, or (4) drop off to the 1st 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.

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Election of Officers
4. Approval of Minutes
 - a. June 28, 2023 – Downtown Development Board Meeting
 - b. August 16, 2023 – DDB/CRAAB Budget Workshop Meeting
5. Executive Director's Report – David Barilla, Acting Executive Director
6. Public Comment
7. New Business
 - a. 2023-2024 Proposed Budget and Resolution – Tiffany Stephens, Fiscal Manager
 - b. 2023-2024 DDB/CRA Cost Share Agreement – Tiffany Stephens, Fiscal Manager
 - c. 2023-2024 City Services Agreement – Tiffany Stephens, Fiscal Manager
 - d. Interlocal Agreement – DDB/City – Tiffany Stephens, Fiscal Manager
 - e. City District, Inc. Funding Agreement – Tiffany Stephens, Fiscal Manager
 - f. Thornton Park District, Inc. Funding Agreement – Tiffany Stephens, Fiscal Manager
 - g. Downtown Orlando, Inc. (DOP) Funding Agreement – Tiffany Stephens, Fiscal Manager
 - h. Downtown Arts District, Inc. Funding Agreement – Tiffany Stephens, Fiscal Manager
 - i. Funding Agreement – 2024 NFL ProBowl – David Barilla, Acting Executive Director

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.



DDB

- j. Funding Agreement – Camping World Kickoff Block Party and Family Zone - FSU/LSU – David Barilla, Acting Executive Director
 - k. Eleventh Amendment to Occupancy Agreement (Seaside Plaza) – David Barilla, Acting Executive Director
8. Date of Next Meeting
9. Adjournment

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MEMORANDUM

TO: Monica McCown, Vice Chair
Eugene Jones
Kimberly Stewart
Rachel Moalli

FROM: David Barilla, Acting Executive Director of the Downtown Development Board/Community Redevelopment Agency

DATE: August 23, 2023

SUBJECT: Agenda items to be considered at the Downtown Development Board Meeting for August 23, 2023.

Election of Officers:**Approval of Minutes:**

Staff will be available to answer any questions prior to Board consideration of approving the minutes of the June 28, 2023 Downtown Development Board Meeting and the August 16, 2023 DDB/CRAAB Budget Workshop Meeting

Public Comment:**New Business:**

a. **2023-2024 Proposed Budget and Resolution – Tiffany Stephens, Fiscal Manager**

The Resolution sets forth the DDB budget for Fiscal Year 2023-2024.

Staff is requesting approval of the proposed Fiscal Year 2023-2024 Downtown Development Board Budget, 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.

b. **2023-2024 DDB/CRA Cost Share Agreement – Tiffany Stephens, Fiscal Manager**

The Cost Share Agreement between the CRA and DDB outlines the terms under which the DDB and CRA will share administrative costs for FY 2023-2024.

Staff is requesting approval of the Cost Share Agreement for FY 2023-2024 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.

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c. 2023-2024 City Services Agreement – Tiffany Stephens, Fiscal Manager

The City Services Agreement outlines the terms under which the City will provide administrative and professional support to the DDB.

Staff is requesting that the Downtown Development Board approve the City Services Agreement for FY 2023-2024 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.

d. Interlocal Agreement – DDB/City – Tiffany Stephens, Fiscal Manager

Part III, Chapter 163, Florida Statutes sets forth the process for funding the Community Redevelopment Agency (CRA) Trust Fund. The DDB is a taxing authority as contemplated therein which contributes increment revenue as defined in §163.387(1), Florida Statutes, to the Trust Fund. Section 163.387(3)(b) Florida Statutes allows alternate provisions with respect to a particular taxing authority to be established by interlocal agreement. The terms of the Interlocal Agreement set forth the DDB's annual contributions to the CRA.

Staff is requesting that the DDB approve the Interlocal Agreement, subject to review and approval of the City Attorney's Office and authorize the execution of the Agreement by the Chair and Executive Director.

e. City District, Inc. Funding Agreement – Tiffany Stephens, Fiscal Manager

City District, Inc. is an Orlando Main Street with a mission to enhance the corridor through marketing and special events to promote the area's establishments. The agreement between the DDB and the District provides funding to the District related to District events, marketing, and programming, public art, and the provision of a superior pedestrian experience within the District. The Funding Agreement between the DDB and the District includes benchmarks for the District to meet including, but not limited to, maintaining an office in the Area, hosting events, and conducting clean-up/beautification activities.

Staff is requesting that the DDB approve the Funding Agreement between the DDB and City District, Inc. in the amount of \$50,000 for the FY 2023-2024, subject to review and approval by the City Attorney's Office and authorize the execution of the Agreement by the Chair and the Executive Director

f. Thornton Park District, Inc. Funding Agreement – Tiffany Stephens, Fiscal Manager

Thornton Park District is an Orlando Main Street with a mission to create a vibrant community for its business owners, residents, and visitors through events, public art, and design. The agreement between the DDB and the District provides funding to the District related to District events, marketing, and programming, public art, and the provision of a superior pedestrian experience within the District. The Funding Agreement between the DDB and the District includes benchmarks for the District to

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meet including, but not limited to, maintaining an office in the Area, hosting events, and conducting clean-up/beautification activities.

Staff is requesting that the DDB approve the Funding Agreement between the DDB and Thornton Park District, Inc. in the amount of \$50,000 for the FY 2023-2024, subject to review and approval by the City Attorney's Office and authorize the execution of the Agreement by the Chair and the Executive Director.

g. Downtown Orlando, Inc. (DOP) Funding Agreement – Tiffany Stephens, Fiscal Manager

The Downtown Orlando Inc. (Downtown Orlando Partnership) is a 501c (6) founded in 1961 and comprised of more than 200 corporate members. Their mission is to enhance business and community relationships through collaborative events and initiatives. The agreement between the DDB and the DOP provides funding to DOP for activities related to the support and enhancement of downtown businesses, including business to business events, marketing, and programming, as well as the production of two new large-scale events. The Funding Agreement between the DDB and the DOP includes benchmarks for the District to meet including, but not limited to, maintaining an office in the Area, hosting events, offering Angel memberships for developing downtown businesses, sponsored or affordable membership opportunities to Parramore businesses, as well as conducting Connect DTO.

Staff is requesting that the DDB approve the Funding Agreement between the DDB and Downtown Orlando, Inc. in the amount of \$150,000 for the FY 2023-2024, subject to review and approval by the City Attorney's Office and authorize the execution of the Agreement by the Chair and the Executive Director.

h. Downtown Arts District Funding Agreement – Tiffany Stephens, Fiscal Manager

The Downtown Arts District (DAD) operates City Arts in the Roger Kiene building and provides multiple events throughout the year to create a vibrant arts community. The agreement between the DDB and DAD provides funding for events, marketing, and programming, and public art. The Funding Agreement between the DDB and DAD includes benchmarks to meet including, but not limited to, conducting a minimum of 100 cultural events or live performances a year, scheduling at least four work week lunchtime programs or performances, and continuing to host its Third Thursday events.

Staff is requesting that the DDB approve the Funding Agreement between the DDB and Downtown Arts District in the amount of \$50,000 for the FY 2023-2024, subject to review and approval by the City Attorney's Office and authorize the execution of the Agreement by the Chair and the Executive Director.

Camping World Kickoff – The Downtown Development Board (“DDB”), an agency of the City of Orlando created by referendum in December 1972 under the Orlando Central City Neighborhood Development Board Act, is focused on bringing vibrance, culture and events to the DDB. Downtown Power, LLC is conducting the Camping World Kickoff Block Parties and Family Zone from September 1-3, 2023 supporting the Camping World Kickoff football game between FSU and LSU (“Game”) on September

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3, 2023; and the Event will be held within the Orlando Central City Neighborhood Development Area (“DDB Area”) during the 2 days prior to and the day of the Game. The DDB finds that it is in the public’s best interest and serves a public purpose to assist Downtown Power with a \$30,000 grant by hosting the Event in the DDB Area during the weekend of September 1-3, 2023.

Staff is requesting that the DDB approve the Funding Agreement between the DDB and Downtown Power, LLC in the amount of \$30,000 for the FY 2023-2024, subject to review and approval by the City Attorney’s Office and authorize the execution of the Agreement by the Chair and the Executive Director.

i. Funding Agreement – 2024 NFL ProBowl – David Barilla, Acting Executive

Director

The DDB would like to partner with _____ for the 2024 Pro Bowl taking place on February 4, 2024. The Event will not only bring people to downtown Orlando for the game but will be televised nationally and will therefore provide downtown Orlando significant promotional opportunities. _____ will make all reasonable efforts to provide DDB with numerous promotional opportunities including but not limited to _____.

Staff is requesting authorization for the DDB to enter into the attached agreement with _____, subject to review and approval of the City Attorney’s Office, and authorization for the Executive Director to execute the agreement on the DDB’s behalf.

**j. Funding Agreement – Camping World Kickoff Block Party and Family Zone – L
LSU/FSU – David Barilla, Acting Executive Director**

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**k. Eleventh Amendment to Occupancy Agreement (Seaside Plaza) – David Barilla,
Acting Executive Director**

Date of Next Meeting:

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- a. The next Downtown Development Board Meeting will be held Wednesday, September 27, 2023 at 3:00 p.m. in Veterans Conference Room.

Adjournment

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