



MEMORANDUM

TO: Alana Brenner, City Clerk  
Dawn Martin, Board Coordinator

FROM: Roger Chapin, Chairman of the DDB/CRA Advisory Board

THROUGH: Shaniqua Rose, Board Secretary

RE: 2013-2014 DDB/CRA Advisory Board Annual Report

DATE: September 30, 2014

**Downtown Development Board (DDB)**

**MISSION:**

The mission of the Orlando Downtown Development Board (DDB) is to strengthen the role of Downtown Orlando as the economic, governmental and cultural center of Central Florida. The DDB is responsible for the planning, implementation and administration of the City's core area redevelopment and development program.

This report reflects the Downtown Development Board activity for the 2013-2014 fiscal year. The Board met, reviewed and took action on the following items and achieved numerous accomplishments:

- ❖ The Board reelected Mr. Roger Chapin, Mears Transportation to serve as Chair of the Downtown Development Board for a term of one year. Mr. Doug Taylor, Church Street Entertainment, was reelected as Vice Chair of the Downtown Development Board for a term of one year. Shaniqua Rose was elected as Board Secretary of the Downtown Development Board.
- ❖ The DDB approved the 2013-2014 What's Up Downtown Sponsorship Agreement with Urbanista.
- ❖ The DDB approved a purchase order for MYGOV Software Purchase.
- ❖ The DDB approved funding for Ventana al Jazz Orlando.
- ❖ The DDB approved funding for the Creative City Project.
- ❖ The DDB approved the Farmer's Market Manager Contract.
- ❖ The DDB approved the Farmer's Market Vendor Agreement Policy and Procedures Amendment.

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- ❖ The DDB approved funding for the Caribbean American Heritage Month (CAHM) Festival.
- ❖ The DDB approved funding for the Orlando Philharmonic Fireworks at the Fountain Concert.
- ❖ The DDB approved the Sixth Amendment to the Occupancy Agreement for the Downtown Orlando Information Center between the DDB and Highwoods Properties for a term through September 2015.
- ❖ The DDB approved funding for the VetFest.
- ❖ The DDB adopted a millage rate of 1.000 for Fiscal Year 2014-2015 to finance the operation of the DDB.
- ❖ The DDB approved funding for a Downtown Events and Meeting Program.
- ❖ The Downtown Development Board (DDB) approved the Fiscal Year 2014-2015 Downtown Development Board Budget and Resolution.
- ❖ The DDB approved the 2014-2015 Cost Share Agreement with the Community Redevelopment Agency (CRA).
- ❖ The DDB approved the 2014-2015 City Services Agreement.
- ❖ The DDB approved the 2014-2015 Special Event Funding Budget.
- ❖ The DDB approved the 2014-2015 Downtown Community Concert Fund.
- ❖ The DDB approved the 2014-2015 What's Up Downtown Sponsorship Agreement.
- ❖ The DDB approved funding for the Creative City Project.

There were a total of thirteen (13) Downtown Development Board Meetings held during fiscal year 2013-2014.

### **Community Redevelopment Agency Advisory Board (CRAAB)**

#### **MISSION:**

The mission of the Community Redevelopment Agency (CRA) is to aggressively pursue redevelopment and revitalization activities within the Redevelopment Area, with emphasis on providing more housing and cultural arts opportunities, improving long-term transportation needs and encouraging retail development.

This report reflects the Community Redevelopment Agency Advisory Board activity for the 2013-2014 fiscal year. The Board met, reviewed and took action on the following items and achieved numerous accomplishments:

- ❖ The Board reelected Mr. Roger Chapin, Mears Transportation to serve as Chair of the Community Redevelopment Agency Advisory Board for a term of one year. Mr. Doug Taylor, Church Street Entertainment, was reelected as Vice Chair of the Community Redevelopment Agency Advisory Board for a term of one year. Shaniqua Rose was elected as Board Secretary of the Community Redevelopment Agency Advisory Board.
- ❖ The Advisory Board recommended approval of the Conference Center Funding Agreement.
- ❖ The Advisory Board recommended approval of the Downtown Orlando Community Redevelopment Plan Amendment and Trust Fund Ordinance Amendment.
- ❖ The Advisory Board recommended approval of the 2013-2014 Budget Amendment Two for the Downtown Orlando Community Redevelopment Plan Amendment and Trust Fund Ordinance Amendment.
- ❖ The Advisory Board recommended approval of the Donation Meter Agreement.
- ❖ The Advisory Board recommended approval of the CRA Resolution authorizing a covenant to budget and appropriate from residual capacity and approving an Interlocal Agreement with the City of Orlando and authorizing its execution.
- ❖ The Advisory Board recommended approval of the Project DTO – Advancing Downtown Service Authorization.
- ❖ The Advisory Board recommended approval of the 2013-2014 Budget Amendment Three for the Project DTO – Advancing Downtown Service Authorization.
- ❖ The Advisory Board recommended approval of the Amended and Restated LYMMO Operations Agreement.
- ❖ The Advisory Board recommended approval of the Lake Eola Improvements.
- ❖ The Advisory Board recommended approval of the Minority Entrepreneur Business Assistance (MEBA) Funding and Agreement for Dasumakim, LLC d/b/a Sunshine Coin Laundry.
- ❖ The Advisory Board recommended approval of the Wells Landing Agreement between the City of Orlando and the Community Redevelopment Agency.
- ❖ The Advisory Board recommended approval of the Homeless Outreach Funding Agreement with the HCCH, CFOC, Central Florida Commission on Homelessness, Inc.

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(Commission), and the Homeless Service Network of Central Florida, Inc. (HSN) in order to provide funding for two homeless outreach specialists for July 2014-June 2015.

- ❖ The Advisory Board recommended approval of the Property Conveyance to the City of Orlando for the Parramore K-8 Orange County Public School.
- ❖ The Advisory Board recommended approval of the Parramore Heritage District Gateway Feature.
- ❖ The Advisory Board recommended approval of the 2013-2014 Budget Amendment Three for the Parramore Heritage District Gateway Feature.
- ❖ The Advisory Board recommended approval of the 2014-2015 CRA Budget and the Budget Resolution.
- ❖ The Advisory Board recommended approval of the 2014-2015 Cost Share Agreement with the DDB.
- ❖ The Advisory Board recommended approval of the 2014-2015 City Services Agreement.
- ❖ The Advisory Board recommended approval of the renewal of the Seniors First, Inc. Transportation Renewal Agreement for 2014-2015.
- ❖ The Advisory Board recommended approval of the DAD/City Arts Funding Agreement.
- ❖ The Advisory Board recommended approval of the High Wage/High Value Job Creation Program for BookThatDoc.com.

There were a total of thirteen (13) CRA Advisory Board Meetings held for fiscal year 2013-2014.

Meetings 2013 - 2014



Downtown Development Board  
Community Redevelopment Agency Advisory Board

NAME	OCT 23	DEC 4 <small>November meeting combined</small>	JAN 22	FEB 26	MAR 26	APR 23	MAY 21 <small>May 28 meeting moved to May 21</small>	JUNE 25	JULY 23 <small>July 23 meeting moved to July 30</small>	AUG 27	SEPT 24	Date of Original Appointment	Date of Reappoint ment	Date Term Ends	Date As Chair/Vice Chair
*Roger Chapin (Completed term for S. Newmark)	X		X	X		X	X	X	X	X	X	11/2/09- 6/30/11	6/2/14	6/30/17	Elected Vice Chair July 2012 Elected Chair July 2013 6/30/11-6/30/14(1 term)
**Doug Taylor (completed term for J. Pine)	X	X	X			X	X	X	X	X	X	7/26/10- 6/30/12	7/9/12	6/30/15	Elected Vice Chair July 2013 6/30/12-6/30/15(1 term)
Wendy Connor		X	X	X	X	X	X	X			X	7/9/12		6/30/15	6/30/12-6/30/15(1 term)
William Dymond (completed term for Richard Fulton)	X	X	X	X	X	X		X		X	X	6/2/08- 6/30/10	7/8/13	6/30/16	Elected as Chair 7/10-7/11 & 7/11- 7/12 7/12/10-7/8/13(1 term)
Jessica Burns	X	X	X	X	X	X	X	X	X	X		9/23/2013		06/30/2016	
Terry Delahunty	X	X	X	X	X	X	X	X	X	X	X				
Commissioner Tiffany Moore- Russell			X			X		X	X		X				

\*Chairperson/\*\*Vice Chairperson X = Present/A = Absent Each Board Member can serve two 3 year terms for a total of 6 years & 2 terms as Chair/Vice Chair

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