



**DDB**

A meeting of the Downtown Development Board was held on Wednesday, April 27, 2016 at City Hall, 400 South Orange Avenue, Sustainability Conference Room, Second Floor, Orlando, Florida. Chair Doug Taylor called the meeting to order at 3:02 p.m., noting a quorum was present.

MEMBERS PRESENT: Doug Taylor, Chair  
Wendy Connor, Vice Chair  
Bill Dymond  
Jessica Burns

COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD REPRESENTATIVES PRESENT:

Terry Delahunty  
Commissioner Ted Edwards, arrived at 3:12 p.m.

MEMBER ABSENT: Roger Chapin

STAFF PRESENT: Thomas C. Chatmon, Jr., Executive Director  
Walter Hawkins, Director of Urban Development  
Christel Brooks, Administrative Specialist  
Shaniqua Rose, Board Secretary  
Kelly Allen, Marketing Coordinator  
Analys Sanchez, Interactive Media Coordinator  
Kelly Moody, Project Manager  
Bob Fish, Clean Team Manager  
Stacey Adams, Assistant City Attorney  
Kim King, Business Development Assistant Manager  
Valerie Trammel, Parking Marketing/Customer Service Supervisor

**Approval of Minutes** - A motion was made by Wendy Connor and seconded by Jessica Burns to approve the minutes for the March 29, 2016 Downtown Development Board meeting. The motion carried unanimously.

**Executive Director Report** –

Thomas C. Chatmon Jr., Executive Director, gave a PowerPoint presentation recapping recent events and reviewing the Major Development profile of completed, in progress and proposed projects by districts. The Board thanked Mr. Chatmon for his presentation.

**Public Comment:** Jonathan Blount praised Orlando for its' progress and the great things happening. The Board thanked Mr. Blount for his input.

## **New Business:**

a. **Downtown Transportation Funding for 2017 AIA National Convention** – David Barilla, Assistant Director explained that April 27 thru 29, 2017, the American Institute of Architect's (AIA) National Convention will be in Orlando, bringing more than 20,000 design professionals to the area. On Friday, April 28th, the AIA and its' attendees are looking to identify locations for more than 15 networking events, including the All Attendee Party. The conference is scheduled to take place at the Orange County Convention Center. In order to facilitate event bookings at Downtown Orlando businesses, in lieu of additional conference related events taking place outside of Downtown, and to showcase Downtown Orlando to convention attendees, the Downtown Development Board seeks to provide funding for transportation from convention hotels to Downtown Orlando.

Based on anticipated attendance, staff requested approval of funding for downtown transportation for the AIA 2017 National Convention in an amount not to exceed \$35,000, contingent upon the AIA securing event contracts with at least five DDB contributing businesses for a minimum combined expenditure of \$250,000 as approved by the Executive Director. Transportation cost estimate and minimum business expenditure are based on an estimate of 40 busses. Should the number of attendees change significantly, the Executive Director shall have the discretion to increase or decrease the amount spent on transportation and required minimum expenditure proportionately for up to a total transportation cost of \$50,000.

Discussion ensued on how impactful an event like this would be for Downtown Orlando and for staff to look at alternative transportation methods other than just the buses.

Doug Taylor declared a conflict.

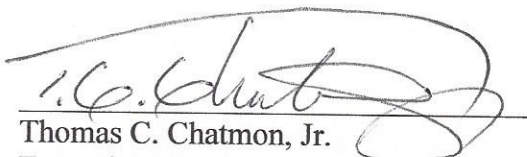
A motion was made by Bill Dymond and seconded by Jessica Burns to approve funding for downtown transportation for the AIA 2017 National Convention in an amount not to exceed \$35,000, contingent upon the AIA securing event contracts with at least five DDB contributing business for a minimum combined expenditure of \$250,000 as approved by the Executive Director. Should the number of attendees change significantly, the Executive Director shall have the discretion to increase or decrease the amount spent on transportation and required minimum expenditure proportionately for up to a total transportation cost of \$50,000. The motion carried 3-0, with Doug Taylor abstaining.

## **Date of Next Meeting**

The next scheduled regular meeting of the Downtown Development Board is Wednesday, May 25, 2016 3:00p.m. at City Hall, Sustainability Conference Room, Second Floor.

## **Adjournment**

There being no further business to come before the Downtown Development Board, Chair Doug Taylor adjourned the meeting at approximately 3:58 p.m.

  
Thomas C. Chatmon, Jr.  
Executive Director

  
Shaniqua Rose  
Board Secretary