



**DDB**

A meeting of the Downtown Development Board was held on Wednesday, December 7, 2016 at City Hall, 400 South Orange Avenue, Sustainability Conference Room, Second Floor, Orlando, Florida. Chair Doug Taylor called the meeting to order at 3:03 p.m., noting a quorum was present.

MEMBERS PRESENT: Doug Taylor, Chair  
Roger Chapin  
Bill Lambert

MEMBERS ABSENT: Wendy Connor, Vice Chair  
Jessica Burns

COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD REPRESENTATIVE  
PRESENT:

Terry Delahunty

STAFF PRESENT: Thomas C. Chatmon, Jr., Executive Director  
Walter Hawkins, Director of Urban Development  
David Barilla, Assistant Director  
Christel Brooks, Administrative Specialist  
Christopher DeLoatche, Interim Board Secretary  
Kelly Allen, Marketing Coordinator  
Analys Sanchez, Interactive Media Coordinator  
Mercedes Blanca, Division Fiscal Manager  
Marya Collier, Economic Development Coordinator  
Kelly Moody, Project Manager  
Rose Garlick, Downtown Information Center Manager  
Bob Fish, Downtown Facilities Supervisor  
Stacey Adams, Assistant City Attorney

**Approval of Minutes** - A motion was made by Roger Chapin and seconded by Bill Lambert to approve the minutes for the October 26, 2016 Downtown Development Board meeting. The motion carried unanimously.

**Orlando Police Department** – Sergeant David Baker gave an update on recent activities Downtown. The Board thanked Sergeant Baker for his updates.

Mayor Dyer presented Ted Edwards a plaque for his service to the DDB/CRAAB.

**Downtown Orlando Partnership** – Bridget Keefe, Executive Director of the Downtown Orlando Partnership, gave a presentation to the Board on the recent activities that have taken place, their goals for downtown, as well as upcoming events. The Board and Mayor Dyer thanked Ms. Keefe for the information she presented.

**Downtown Information Center** - Rose Garlick gave a PowerPoint presentation on recent activities and statistics at the Downtown Information Center. Ms. Garlick then welcomed Thomas C. Chatmon, Jr., Executive Director to present service awards to the volunteer workers at the Downtown Information Center. The Board thanked Ms. Garlick for her presentation.

**Executive Director Report** – Mercedes Blanca, Fiscal Manager, gave an overview DDB Quarterly Budget Report. The Board thanked Ms. Blanca for her report.

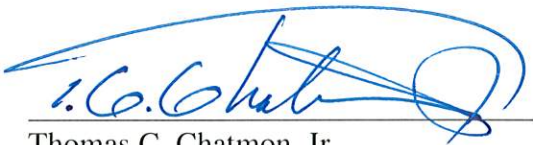
**New Business** – None.

**Date of Next Meeting**

The next scheduled regular meeting of the Downtown Development Board is Wednesday, January 25, 2017 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 3:40 p.m.



Thomas C. Chatmon, Jr.  
Executive Director



Christel Brooks  
Administrative Specialist