



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## COMMUNITY REDEVELOPMENT AGENCY

### MEETING MINUTES

Tuesday, September 3, 2024, at 4:15 PM

Town Hall (Board Chamber) - 307 E Kennedy Blvd. 32751

**SPECIAL NOTICE:** These meeting minutes are presented in an abbreviated format intended as a public record discussion of stated meeting according to the Florida's Government-in-the-Sunshine law. Meetings are opened to the public, noticed within reasonable advance notice, and transcribed into minutes for public record. *\*\*Audio Recording are available through the Town's website on the Board Agenda Page.*

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**CALL TO ORDER** – Chair Randolph called the meeting to order at 4:15 p.m.

**INTRODUCTIONS** – Chair Randolph introduced the staff of the CRA; Laurie Nossair, CRA Fiscal Coordinator, Chanea Henson, Administrative Assistant

**ROLL CALL** – Quorum was established through roll call by the Town Clerk

**PRESENT:** (5) Chair Wanda Randolph, Vice-Chair Donovan Williams (Arrived after roll call), Director Rodney Daniels, Director Angie Gardner; Director Theo Washington (**Absent:** Director Mack, Director Critton)

**STAFF:** (6) Veronica King, **Town Clerk**, Greg Jackson, **Attorney**, Laurie Nossair, **CRA Fiscal Coordinator**, Chanea Henson, **CRA Administrative Assistant**, Lieutenant Jones, **Police**, Brittani Gragg, **Executive Assistant**

#### INVOCATION AND PLEDGE OF ALLEGIANCE

Chair Randolph led the invocation through a Moment of Silence followed by the Pledge of Allegiance

#### CITIZEN PARTICIPATION – (2)

Angela Thomas – Questions/observations from the proposed budget: Page 13, Fiscal Coordinator (no budget stated for 2025) – Response: Fiscal Coordinator is not an employee of the town and is paid by another company and salary is going into contractual services; Administrative Assistant position has a 22 percent increase in the hourly rate (Request justification of increase) – Response: will look further into this question, clarify moving wages to contractual services for the accounting position (\$36,000); professional services is budgeted at \$50,000 but the actual for this year was only \$7,000, what is included in professional services, why such a small amount spent for this year, is this an average over the years in order to forecast a \$50,000 budget – Response: Professional services is what the CRA did last year and do not have further direction on what is going into professional services; on page 15, the agency has no proposed deletions, seems like a contradiction since there was a removal of the Fiscal Coordinator part time position from page 13 (request clarity). Page 16, with the various programs is there pending applications and payments – Response: there is the PPPP program, a facade program (have one applicant), the historical grant program, and the pilot infill program (have someone proposed, getting additional information). Programs are going along. Infrastructure improvements have a proposed budget of \$283,000 with actual spending of \$17,000, what is the justification for a \$283,000 budget when only \$20,000 has been spent for this fiscal year – Response: do not have enough information to speak on it, this is what the CRA did last year, there are payments pending). Some budget line items were not activated due to no expenditure.

Ryan Novak – \$1.9 million is being proposed, which is similar to last year. On the infrastructure improvement budgeted at \$273,000 and realized \$17,000, why was the \$200,000 that was in the budget not spent? The

primary objective is to take the budget, use and spend it, allocate it, leverage it, to beautify the areas of the town and right away, this is a massive shortfall of over \$200,000; observed a number of the services, details that have budgets, but no actualized; appears that there was no comprehensive review of the budget asking if there is need for particular services as a part of the next year's budget, reallocating parts of budget into areas that will create actual improvements; did not use \$200,000 for the community, why? – Response: the infrastructure improvement cannot be used on anything in the town's maintenance, if a business comes in and build a new business and needing infrastructure, it can be used when there is going to be economic development associated with it, but not management of the town. A large portion of money was placed into this line item because CRA is expected to use the money. If the money is not allocated somewhere, you have to give it back. One of the reasons that the budget is not as comprehensive as it could be is because of the fluctuation of directors. The director's job is to run the programming for the CRA, not the board members nor the chairing members. In hiring a new director, the budget will begin to straighten out, it will be a more fluid budget that will tell the story of what is going on with the CRA.

### **BOARD DISCUSSION/DECISIONS:**

Discussion and Approval of the TOECRA FY 24-25 Proposed Budget: (Preamble Read) **Comments:** Mrs. Nossair gave a review of the budget and along with Chair Randolph provided answers to questions from the public as well as from the board. Questions were specific to professional services, contractual services, staff salaries, programming, grants, and infrastructure improvements, made reference to the proposed deletions (no proposed deletions for FY 23-24).

### **Budget Adjustments/Comments:**

(Promotional Activities) - Director Washington would like to request an increase in the promotional activities for support of the cultural arts.

(Special Events) - (legal Opinion) with regards to special events or cultural events, if it is in the CRA plan, it is something that funds can be allocated for. Statutory provision allows for those things, the opinions have cautioned that the board has to agree as to what events funds can go towards. It is allowable per statute and is what other CRAs have done in the past in order to allocate funds for cultural events or special events.

(Pilot Infill) – Director Daniels wants to know how this program benefits everyone in the town, it seems that it benefits only a certain amount of homeowners, those who own a minimum of three lots. There is an understanding that the program helps with the redevelopment of the town, increases homeownership by bridging the wealth gap for the Town of Eatonville’s residents. The property owner is required to work with an approved Orange County Housing Agency to find qualified first-time home buyers who are Eatonville residents and are ready to purchase and given first rights to purchase. What happens if we do not have a residence to purchase, how do we make this program work for everyone? (Director Washington) - This program is meant for owners with vacant lots. When they sell the house, the CRA makes \$7,000, the money that comes back to the agency can assist with down payment assistance and help to get people into homes. (Vice Chair Williams) - Eatonville is known as a rental community, the CRA can do a better job of encouraging and educating people to become homeowners and purchase rather than renting.

(Amending Budget) - The budget can be approved, with the opportunity to amend once the Executive Director is hired for the CRA. (Vice Chair Williams) do not see any documentation or justification for the numbers, is this budget an initial proposed budget?

Approval of the TOECRA FY 24-25 Proposed Budget by Resolution CRA-R-2024-32 (Preamble Read)

A RESOLUTION (CRA-R-2024-32) OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) BOARD OF DIRECTORS ADOPTING THE FISCAL YEAR 2024/2025 BUDGET, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.,

**Chair Randolph motions** to **APPROVE** Resolution CRA-R-2024-32 Adopting The Fiscal Year 2024/2025 Budget; **moved** by Director Washington; **second** by Director Gardner; **AYE: ALL, MOTION PASSES.** (Item Passes).

**ADJOURNMENT:** Adjournment of Meeting at 4:48 P.M.

**Respectfully Submitted by:**

**APPROVED**

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**Veronica L King, Town Clerk**

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**Wanda Randolph, Chair**