



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## COMMUNITY REDEVELOPMENT AGENCY

### MEETING MINUTES

Thursday, September 19, 2024, at 6:30 PM

Town Hall (Council Chambers) – 307 E. Kennedy Blvd

**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 6:31 p.m.

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

**PRESENT:** (6) Chair Wanda Randolph, Vice-Chair Donovan Williams, Director Tarus Mack, Director Rodney Daniels, Director Theo Washington, Director Ruthi Critton (Absent: Director Angie Gardner)

**STAFF:** (3) Veronica King, **Town Clerk;** Greg Jackson, **Attorney;** Stanley Murray, **Police Chief**

#### INVOCATION AND PLEDGE OF ALLEGIANCE

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

#### CITIZEN PARTICIPATION – 0

#### CONSENT AGENDA:

**Chair Randolph motion to APPROVE** Consent Agenda approving Resolution # CRA-R-2024-37 Repealing Resolution CRA-R-2024-3 and approving the TOECRA FY 2023 Annual Comprehensive Financial Audit By Carr, Riggs, and Ingram CPA; **moved** by Director Daniels; **second** by Director Mack; **AYE: ALL, MOTION PASSES.**

#### BOARD DISCUSSION

**PRESENTATION/DISCUSSION** - Grant funds will be used to facilitate the repair and restoration of the historic Chitlin Circuit building Club Eaton, also known as Club KOHA, in Eatonville, Florida. - Malcolm Jones (MAJ Architecture and Design) the project architect introduced himself to the board gave status of the project and owner David Barany provided updates to the grant and the next steps. The status of the project currently is that the architect is in the process of working with the historic preservation officer Mr. Cobbin, met the Historic Preservation Board as well as coordinating efforts with the state. The building was in a state of disrepair and has since been demolished to a certain extent for safety reasons due to asbestos that was discovered along with other hazards that were present. The building currently stands with exterior walls and the foundation, working with Chair Wanda Randolph and planning a vision session around the first weeks of October. The vision session will engage with the town to get an understanding of the history, the people's thoughts, and compile details and information that will be used for the design. Pictures were presented as visuals describing the condition of the building past and present, it was very dilapidated, walls are being braced. The goal is to try and preserve what is left but may have to make some decisions to build back as much as possible. David Barany has owned the building for seven years and is present to answer questions. It is important to know that it was never meant to take away more than was absolutely necessary for safety reasons, the more you take, the more it takes to build it back, the building had no roof and is braced from the inside, want to do the right thing, follow procedures,

counting on 100% involvement from the council, and here to listen with the maximum amount of respect to history. The owner is available for a walking tour. About three months ago the town was testing the water pipes and the building flooded by accident. There should have been more communication with an invitation prior, had to proceed with caution, permits were pulled with an approval from the CRA Director to do the demolition. It looks like a historic site, very moving, showing the previous diamond shaped windows where there used to be glass blocks, it reveals some elements that were not visibly.

**PRESENTATION/DISCUSSION-** A Debrief On The Executive Director Hiring Process – Nichole Washington the human resource specialist gave status update on hiring the CRA Executive Director. She also provided an overview of the hiring process, and the required steps needed to fill the position. An email was sent to the board on the 9<sup>th</sup> providing the six finalists after compiling the scoring matrices received from the board. October 3, 2024, is the date for the scheduled interviews, thereafter a special meeting will be established for the board to interview the final three candidates, the board can ask any follow up questions from the interview, the board and chair will decide on which candidate to bring to the board. The goal is to have an Executive Director by the next CRA Meeting. The delay was caused due to pending scoring matrices that had not been received on the requested date, wanted to give a fair opportunity as a member of the board knowing that the submissions matter and count.

### **BOARD DECISIONS:**

Approval of Resolution CRA-R-2024-9 Approving the Memorandum of Understanding with the HELP Community Development Corporation (HELP C.D.C.) - (Preamble Read) - **Chair Randolph motion to APPROVE** Resolution CRA-R-2024-9 Approving the Memorandum of Understanding with the HELP Community Development Corporation (HELP C.D.C.); **moved** by Director Mack; **second** by Director Daniels; **Questions/Comments:** The copy of Memorandum of Understanding was not attached to the resolution.

Nicole Oriol (HELP CDC representative) stated that a draft copy was sent to the former CRA Director outlining how HELP CDC would function, what would be delivered, and how they would work with the residents. The draft copy will be forwarded to the board. Board Member Critton requested the item to be tabled. **(Previous Motions Rescinded)** **Chair Randolph motion to TABLE** Resolution CRA-R-2024-9 Approving the Memorandum of Understanding with the HELP Community Development Corporation (HELP C.D.C.); **moved** by Director Mack; **second** by Vice Chair Williams; **AYE: ALL, MOTION PASSES (Item Tabled).** **Comments:** HELP CDC does a great job in the town and deserves a partnership with the town.

Approval of Resolution CRA-R-2024- 33 Approving Funding for a Cultural Arts Event on September 21, 2024, in the Amount of Two Thousand Dollars (\$2,000.00). - (Preamble Read) - **Chair Randolph motion to APPROVE** Resolution CRA-R-2024- 33 Approving Funding for a Cultural Arts Event on September 21, 2024, in the Amount of Two Thousand Dollars (\$2,000.00); **moved** by Director Washington; **second** by Director Mack; **Questions/Comments:** The budget line item listed is infrastructure improvement (6301), want to ensure the correct line item if the board decides to move forward, should come from promotion (303-0515-515-4800). Concerns were expressed that the event conducive to funds from the CRA, it was a difference of interpretation from Attorney Shepard and also from the CRA Attorney, it would be most appropriate for entities to donate in order to have this special event, Director Washington read information from the City of Orlando stating that the CRA special event grant program supports diversity and cultural opportunities to encourage variety of entertainment within the area and that the purpose of the program is to provide funding to grants and supports events, the City of Orlando are doing things in their program with CRA funding, will the money (CRA) be sent back to Orlando because the funds are expected to be closed out by the end of the year, (Attorney Jackson) I have been in communication about this with Attorney Shepard and it appears that in 2019 there was some change in the language which took out “to include”, the language change does not change what Attorney Jackson’s opinion on the use of CRA funds for special events, the events that are spoken of are for the promotion of the tourism within the town of Eatonville is within the plan (CRA), it would require the presence of the CRA by way of promotional material and other things of the same, the drafted opinion provided 2023 with regards to the

use of CRA funds for promotional events, if the board approves, would be applicable given what the plan says, if it is in the plan, we can do it, clarity is requested on how this would be arts and cultural event, what legal opinion should be used moving forward, not comfortable voting as someone that the community has trusted with these responsibilities when there is not clarity from legal, do not want to be subject to retroactive penalties if the decision is not done correctly, in the first application that was approve by vote for this event back May was a reimbursement option that allowed the event to take place and allowing for funds to be released after their event was settled and receipts and invoices were produced to the board, would feel more comfortable if there were clear direction on where this board stands on the legal opinion of our authority to use these funds for these type of events, recommend that clarity of this issue be considered as efforts are being done to revise the plan, other entities have come forward to this board requesting financial support from this agency, legal advises to amend and not refer to the term “grant” but to the use of the funds as it fits within the plan, also need to satisfy the promotional requirement, promoting the agency and its objectives, this event is about bringing people to Eatonville and partnering with others who are doing something in the town, the flyer indicates something related to culture, the money should be spent, should adhere to what the CRA attorney says, the \$2000 will go to the non-profit entity, the administration will be provided a copy of the license to sell alcohol and insurance, the expected attendance is about 150 attendees, if all board members have ideas the budget to consider would be \$17,000 or \$17,5000 towards promotional activities, need a budget amendment to do so, what about those homes that are dilapidated around the town that need to be torn down or refurbished, addressing slum and blight, if it cannot help everybody, it should be used, would like to see in the future with special events when dealing with CRA funds the funds needs to be raised, moving forward when considering a budget amendments there needs to be a different budget line title that supports the event minimizing any confusion, need to be clear, transparent, and specific while being intentional about where to spend tax increment dollars, legal stated that you have to be specific and that F.S. 163.370 states to develop, test and report methods and techniques and carry out demonstrations and other activities for the prevention and elimination of slum urban blight and developing and demonstrating new and improved means of providing housing for families and persons of low income, if an event promotes these aims that would give the specificity that would be needed, to include funding to develop and implement community policing innovations, this is language that can be used when considering a new line item; **AYE: Vice-Chair Donovan Williams, Director Tarus Mack, Director Theo Washington, Chair Wanda Randolph; Director Ruthi Critton; NAYE: Director Rodney Daniels; MOTION PASSES.**

Approval of Resolution CRA-R-2024-34 Approving a Small Business Façade, Site Improvement and Adaptive Reuse Program (SBFSARP) at 429 E. Kennedy Blvd in the amount of Thirty Thousand (\$30,000) – Chair Randolph spoke to item stating after conversations with the owner, CAO and other issues with the program, it is recommended to table this item, there are lots of unanswered questions and issues with the program, it has to go before the Historic Preservation Board and requires having a review committee. (Preamble Read) - **Chair Randolph motion to TABLE CRA-R-2024-34 Approving a Small Business Façade, Site Improvement and Adaptive Reuse Program (SBFSARP) at 429 E. Kennedy Blvd in the amount of Thirty Thousand (\$30,000); moved by Director Mack; second by Director Critton; AYE: ALL, MOTION PASSES (Item Tabled).**

Approval of Resolution CRA-R-2024-35 Approving a funding agreement for the Paint, Plant, and Pave Program at 510 Katherine Avenue in the amount of Two Thousand and Six Hundred Dollars (\$2,600) - (Preamble Read) **Chair Randolph motion to APPROVE Resolution CRA-R-2024-35 Approving a funding agreement for the Paint, Plant, and Pave Program at 510 Katherine Avenue in the amount of Two Thousand and Six Hundred Dollars (\$2,600); moved by Director Washington; second by Director Mack; AYE:ALL; MOTION PASSES.**

Approval of Resolution CRA-R-2024-36 Approving The Eatonville Police Departments request for the usage of Two CRA vacant lots to host a free National Night Out Community Event. - (Preamble Read) **Chair Randolph motion to APPROVE Approval of Resolution CRA-R-2024-36 Approving The Eatonville Police Departments request for the usage of Two CRA vacant lots to host a free National Night Out Community Event; moved by Director Mack; Questions/Comments:** clarity was given to section three, the funding of \$2,000 donation is not applicable to the CRA but mentioned as the event cost from their funding, vote is to give permission for use of

the property, Director Washington will verify if there are holes and a septic tank on site; **second** by Director Washington; **AYE:ALL; MOTION PASSES.**

## **STAFF/BOARD REPORTS:**

**Attorney (Greg Jackson) – No Report**

**Town Clerk (Veronica King) -** Provided a double-sided flyer that's two sided that speaks to the master plan kickoff meeting on September 28<sup>th</sup>, strongly encouraging the community as well as the elected officials to be a part; on the back side of the flyer there is the notice of new impact fees that will be implemented in the near future, information is provided on the website and has been noticed in a legal ad in the Orlando Sentinel, staff is taking every step to make sure that the community is informed about the upcoming impact fees; the clerk will be out on vacation returning on the 29<sup>th</sup> (September), services will be available upon the clerk's return.

**Director Tarus Mack –** Inquired as to if the staff have everything needed to move forward with approving the funds for 41 Lincoln Avenue, money up to \$5,000 is available, would like to move forward if the board is in a position to do it, the town needs to bring the lateral to their property so they can tie into the sewer system; request for a conversation with town staff to move forward, need to do what is needed from the administrative side and move forward and come up with something to make this matter go away and work out for everybody.

(Chair Randolph Response) The problem is not with the town, there are legal issues that has come up in trying to get this process moved forward, the property owner did not want to be responsible for anything and did not want to sign documents, there are family issues, cannot move forward due to the legal issues of property ownership of the property, offered recommendations for the owner so that she can pursue other action to get things straightened out, do not understand how the property is not an environmental hazard, (Plumber's Explanation) the sewer line was backed up, there are a few houses on the septic tank including this house (41 Lincoln), the septic tank was clogged up, the septic people pumped and cleared it out, a new line has been installed but is going to the septic tank, the line needs to go around the house and tie into the town, water is completely decayed and there is a need for re-piping, this would be one job and would take care of the problem. (Kathy Mills) the septic is fixed but needs to be connected to the city for the water to run fully through the house again not using septic, but using the sewage, have been paying for sewage since 1972, the sewer cost was removed from the bill as on March 20, 2024, not asking for money to be paid back but asking for the problem to be fixed, was asked to bring estimates, and to have the aunt on the will to come in, also asked for a letter from Ms. O'Hara, do not know what the town needs any further. (Chair Randolph) the application would have to be completed again in order to move forward, the application and notarized affidavit have not been signed by the owner, inquired about funding received in the past from the CRA (No, not from the son not at for 41 Lincoln) (Legal) if the question pertains to if any work can be done on the property without the authorization of the property owner, then the answer is no, must have the permission of the property owner to do any type of work in the property, the executive of the will is not any of the people that are on the application, whoever the courts have determined and decided is the executive of the estate from a legal standpoint is the appropriate person to act on behalf of the estate with regards to that property; (Chair Randolph) the person who can help you is the representative from HELP CDC located at The Life Center Church (Director Daniels) Can taxpayers funds be used to assist or help private property, yes if under a specific program, the town has done their due diligence, it is now up to the property owner to do their part, if what is being asked is not in a program it can open the town up to be sued for discrimination or favoritism, the biggest issue is who owns the property, the family needs to get together clear up the title on the property, before the CRA can its due diligence. The town's job is to put the pipe in the yard, the owner will need to get the plumber to do the work. This board does not have the authority to do what is being asked until probate is handled, what programs handle water and sewage, the current programs (PPPP, Demolition, Infill) do not address this issue.

**Director Ruthi Critton** – No Report

**Director Rodney Daniels** – No Report

**Vice Chair Donovan Williams** – No Report

**Director Theo Washington** – Thank the board for supporting my event, in the future, will get with the chair to discuss a line item for items that are purchase.

**Chair Wanda Randolph** – Be sure and check your emails for any notices, we are doing a good job of keeping everybody on course about the finances, will filter information through Mrs. King to make sure that the board is getting the information that they deserve. Thank you Attorney Jackson.

**ADJOURNMENT** Chair Wanda Randolph Motions for Adjournment of Meeting (**Moved** by Director Mack; **Second** by Director Critton; **AYE: ALL; MOTION PASSES. Meeting Adjourned at 8:15 P.M.**

**Respectfully Submitted by:**

**APPROVED**

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**Veronica L King, Town Clerk**

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**Angie Gardner, Chair**