



HISTORIC TOWN OF EATONVILLE, FLORIDA

COMMUNITY REDEVELOPMENT AGENCY

SPECIAL MEETING MINUTES

Thursday, March 31, 2026, 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.*

CALL TO ORDER – Chair Ruthi Critton called the meeting to order at 6:30 p.m.

ROLL CALL – Quorum was established through roll call by Ms. Bellenger.

PRESENT: (6) Chair Ruthi Critton, Director Donovan Williams (arrived after roll call), Director Tarus Mack, Director LaDwyana Jordan, Vice Chair Angela Thomas, Director Wanda Randolph

STAFF: (8) Marissa Bellenger, **Records Coordinator**; Veronica King, **Town Clerk**; Greg Jackson, **CRA Attorney**; Paula Bradshaw, **CRA Fiscal Coordinator**; Chenea Henson, **CRA Staff**; Shakeila Jones, **CRA Staff**; Detective Fraser, **Eatonville Police Department**; Lieutenant Lampkin, **EPD**

INVOCATION AND PLEDGE OF ALLEGIANCE

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

CITIZEN PARTICIPATION:

Ryan Novak – Mr. Novak began by addressing a public records request he submitted. I submitted a request on projects and received an unlawful response from the CRA Executive Director. The documents I asked for all exist. The law does not say an agency can withhold because there is no list. This is stonewalling. If I prevail, this agency will pay financially. If these records are not produced, litigation will be my next step. In addition, the evaluation framework was seemingly brought forth by the Executive Director. Mr. Novak asked for clarification.

Joyce Irby – Ms. Irby recited a public comment she made two years ago regarding the process for selecting a CRA Executive Director.

Michelle Fort – (A resident yielded their time to Ms. Fort, allowing her five minutes) I am experiencing the same frustration as Ryan Novak in regard to CRA public records request. She stated that financially, we have someone in the fiscal position that does not have a procurement background. In addition, how can you have someone do their own evaluation? Ms. Fort stated that the City of Delray Beach does it right and expanded on how good their process is. We have three projects—where are we getting this revenue from? As for the CRA project process, who is reviewing the CRA agreements? Attorney Shepard has stated that the terms are not good. Ms. Fort requested that the CRA Board check the CRA administration's power. We need to do something. Attorney Jackson responded to Ms. Fort's comments by stating that the City of Delray is currently being investigated.

CONSENT AGENDA:

Chair Critton gave Board members a chance to comment on CRA financials. Director Randolph – I need ample amount of time to review January and February financials. She requested that they table. Director Mack – I concur with Director Randolph and would like to give her an opportunity to review the financials. Vice Chair Thomas asked if they could have an open meeting to discuss finances. **Chair Critton MOTIONS to TABLE Items 1 and 2 (January/February Financials) and APPROVE Item 3 (Board of Directors Meeting Minutes for January 15, 2026); moved by Director Mack, second by Vice Chair Thomas. AYE: ALL, MOTION PASSES.**

BOARD DISCUSSION:

Executive Directors Annual Evaluation Form and Criteria – Chair Critton began discussion by stating that she would like the Board to establish what the evaluation looks like. Instead of establishing and moving forward, I suggest that we establish the criteria then move forward at a regular meeting with a formal evaluation. Director Mack concurred with Chair Critton. Chair Critton – Evaluation handouts were recommended by the Florida Redevelopment Agency. This can be used as a foundation. Executive Director Johnson also provided a template as well as Attorney Jackson. Vice Chair Thomas – What am I evaluating since I am new to the Board? Chair Critton – I had the same question, but I have been on the Board for a while, so I am comfortable doing an evaluation. If it is not the Board's desire to evaluation, we can discuss it. When we got to Item #5, I was going to recommend tabling. Director Jordan suggested doing an evaluation later, perhaps in October, to give the Board time. She asked if the evaluation would be public. Chair Critton – The Clerk and CAO are evaluated publicly. Director Mack – I do not think it is appropriate to evaluate publicly. We are going to have to make our own evaluation. Would it be fair for new members to give an evaluation? Vice Chair Thomas – As far as evaluating, are we doing it based on policy or procedure? I am not HR—where is our HR person, can she do it? She should be able to provide us the information. It is also the Chair's duty. Director Randolph – This is a complicated matter. Looking at these examples, we have not done what we are supposed to be doing. Executive Director Johnson – It is just a structured template. Director Randolph – We need to establish structure and goals. Chair Critton – I agree that we have not established anything which is something we can discuss tonight. We need to set those parameters. On the Town side, they do preparations with evaluations for budget. (Director Williams arrived). We need to evaluate immediately. If not tonight, I ask that we set a reasonable timeline. Director Mack – We can start discussion tonight. Vice Chair Thomas – I do not want to start discussion tonight because anything said would be a personal opinion. I want facts. Chair Critton – What is your recommendation? Vice Chair Thomas – I would like something from HR. Executive Director Johnson – The Town's HR is not the HR for the CRA. Mr. Johnson also explained the evaluation templates he provided. Director Mack – My concern is the separation between the Town and CRA. This needs to be an independent Board. It is something we could possibly entertain. Attorney Jackson – I looked at what other Community Redevelopment Agencies do for evaluation Executive Directors. I have not seen CRAs in the area evaluate the way Del Rey does. I recommended the form Mr. Johnson provided not be an option to evaluate. Executive Directors are given policies and procedures and are judged by how they follow them. I recommend doing an annual State of the Agency that will speak to the agency's success. The State of the Agency could focus on projects as well as policies and procedures. Director Mack – the former Executive Director did the same and I concur with your recommendation, Attorney Jackson. Attorney Jackson – Mr. Johnson also did another process which was coming to the Board and asking for your goals for him to go by. Director Randolph agreed that the evaluation example is not appropriate for an executive and suggested doing either a quarterly or 6-month report. Executive Director Johnson – Every year we are required to do an annual report by March 31st. Attorney Jackson – At the conclusion of the State of the Agency, any Board member could make a motion to terminate. Chair Critton – I am not in favor of this option. I was ready to make a decision on criteria. Our by Laws are not aligned with our policies and procedures. Respectfully, I can give a presentation, but I think there needs to be a criteria. The State of the Agency could be the evaluation criteria. Director Mack – I concur with the Attorney and doing an evaluation the way he sees fit. Director Jordan – Chair Critton, what is the criteria you had in mind? Chair Critton – I like the form that former Mayor Gardner used because it was very thorough and HR approved the form. I am in favor with what the Board chooses. I

personally do not need an address to evaluate the Director. We could use that form and conform it to the CRA by Laws, policies, and procedures. There are a number of CRAs that operate under the administrative side of the Town. We do have the authority to do what we want. In October 2024, we wanted him as a Town employee and HR was at that meeting. I did allow HR to skip this meeting because this Board wanted a separation. I can invite her next time. Director Randolph – How long will an annual report take (to Executive Director Johnson)? Executive Director Johnson – I already sent it to the Board. Director Randolph stated that she would like to motion to accept the report. Attorney Jackson – That would not be appropriate because this is a special meeting. Chair Critton -- (to Director Randolph) do you mean using the report as criteria? Director Randolph – Yes. Director Jordan – Could we have the HR director here for guidance? I would like to make a motion to do so. **Director Jordan MOTIONS to invite the HR director; moved by Director Mack, second by Vice Chair Thomas. MOTION PASSES.**

BOARD DECISIONS:

Approval of Resolution CRA-R-2026-8 Establishing the TOE CRA Executive Director Annual Performance Evaluation Form and Criteria/Process – **Director Critton MOTIONS to TABLE Resolution CRA-R-2026-8; moved by Director Mack, second by Vice Chair Thomas. AYE: ALL, MOTION PASSES. Comments:** Chair Critton asked the Board if they are available Tuesday, April 7, 2026, at 5:30p.m. Ms. Bellenger took a quorum call. Chair Critton – What about an hour before the CRA meeting on April 16th? Vice Chair Thomas commented on a new appointment possibly on April 7th. Chair Critton restates meeting for April 16, 2026, at 5:30p.m. All Board members are available except Vice Chair Thomas. Director Williams – Does ADP provide an evaluation? He suggested that the Board look into it. Executive Director Johnson stated that he could request an ADP representative.

STAFF REPORTS:

CRA Attorney, Greg Jackson – If there is someone to come in and give a recommendation as to how to evaluate someone, that they are given an opinion as to how to evaluate an executive level individual. In addition, one of the requests that were made asked for a retraction regarding the Executive Director’s termination. That retraction as not happened yet.

Town Clerk, Veronica King – Mrs. King stated that they do use ADP on the Town side and HR may be able to provide information during her presentation.

CRA Executive Director, Michael Johnson – Last week we had two major accomplishments. Orange County Board of County Commission approved our sub recipient agreement for the Eatonville Works project. I am working with Tyler from Certified Local Government on insurance. United Arts will be providing funds for the Club Eaton project. Finally, we do need adjustments to the CRA by Laws and procedures.

BOARD REPORTS:

Director, Donovan Williams – I hope the same time and energy is going into Town side evaluations.

Director, Tarus Mack – Director Mack began by thanking everyone for coming out to the meeting. He wished everyone a happy international women’s month. He also congratulated new Board members. He stated that he was glad the Board had brought Mr. Johnson back and thanked Attorney Jackson.

Director, LaDwyana Jordan – Director Jordan requested a presentation on financials by the CRA Executive Director.

Director, Wanda Randolph – None.

Vice Chair, Angela Thomas – Vice Chair Thomas asked about the minor rehab project. Executive Director Johnson stated that there have been no applicants and explained the current active programs the CRA has.

Chair, Ruthi Critton – Chair Critton stated that the Board needs to establish a time to review by Laws. Executive Director Johnson suggested doing a review during workshop. Chair Critton continued by stating that she would like the April 16th meeting to be for evaluations. Director Mack suggested that Mr. Johnson act as HR for the CRA. Executive Director Johnson stated that it can be done with ADP.

ADJOURNMENT Director Critton **MOTIONS** for Adjournment of Meeting (**MOVED** by Vice Chair Thomas; **SECOND** by Director Mack; **AYE: ALL, MOTION PASSES.**) **Meeting Adjourned at 8:12 P.M.**

HANDOUTS: Delray Beach CRA Evaluation Form

Respectfully Submitted By: Marissa Bellenger

ATTEST

Veronica L King, Town Clerk

Ruthi Critton, Chair