
RE: Town of Eatonville CRA Incubator Project - CDBG CIP - Update and Request

From Martin, Kayla M <Kayla.Martin@ocfl.net>

Date Wed 12/10/2025 5:09 PM

To Michael Johnson <mjohnson@townofeatonville.org>

Cc Julien, Sherry <Sherry.Julien@ocfl.net>; Aberasturia, Damaris <Damaris.Aberasturia@ocfl.net>; Souvorova, Janna <Janna.Souvorova@ocfl.net>

Thank you for this information, Michael!

I will be working on the updates to the agreement. Once everything is finalized, Damaris will send out the final agreement for signatures.

Please note the following: we will not be able to fund some of the items described in the original application budget due to CDBG requirements.

See below for the adjustments to your draft proposed budget for your reference:

Proposed Funding Uses & Expenses	Orange County CDBG
Architect/Engineering	\$ 50,000.00
Building	\$ 200,000.00
Network Rooms/Cables	\$ 25,000.00
1 Gb Internet Access <i>(TBD - costs based on provider coverage)</i>	\$ 34,164.00
Security/Access Control	\$ 20,000.00
Furniture (indoor and outdoor)	\$0
Sitework (fencing, pavers, lighting, signage)	\$ 45,000.00
Computers/AV	\$0
Contingency (10%)	-
CDBG Awarded Amount:	\$ 447,880.00

If you have any questions or concerns, please feel free to reach out to us accordingly.

Thank you in advance,

Kayla Martin, Planner II
Orange County Government
Housing & Community Development Division
Kayla.Martin@ocfl.net
407-836-8140



From: Michael Johnson <mjohnson@townofeatonville.org>

Sent: Wednesday, December 10, 2025 12:27 PM

To: Martin, Kayla M <Kayla.Martin@ocfl.net>

Cc: Julien, Sherry <Sherry.Julien@ocfl.net>; Aberasturia, Damaris <Damaris.Aberasturia@ocfl.net>; Souvorova, Janna <Janna.Souvorova@ocfl.net>


Subject: Re: Town of Eatonville CRA Incubator Project - CDBG CIP - Update and Request


CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mrs. Martin,

The Subrecipient's Unique Entity Identifier – **LX8VUL1TQH77** is not correct for the Town of Eatonville CRA our UEI is R981C1U5GLC7 and our CAGE CODE is 961V8. The attached scope of work has not changed.

 [2025-07-28_EATONVILLE CRA BLDG RENO_90% Construction Drawings.pdf](#)

 [Eatonville Works CRA Renovations Schematic Design.pdf](#)

 [Eatonville CRA Renovation 90% CD Specifications.pdf](#)

On Mon, Dec 8, 2025 at 5:49 PM Martin, Kayla M <Kayla.Martin@ocfl.net> wrote:

Good afternoon, Michael,

Thank you for your ongoing patience.

We are finalizing the agreement for the Town of Eatonville Community Redevelopment Agency (TOECRA)'s Eatonville Works Employment and Business Incubator Project.

To complete the agreement, we will need an updated scope of work, budget, or any specific site development or renovation plans for the project that can be incorporated into the agreement.

Please find attached a draft scope of work based on your initial CDBG application. Kindly, let me know if there is any additional information you would like to provide us with.

Additionally, could you please confirm TOECRA's [SAM.GOV](https://sam.gov) information: Subrecipient's Unique Entity Identifier – **LX8VUL1TQH77**?

Again, thank you for your time and have a wonderful day!

Best Regards,

Kayla Martin, Planner II
Orange County Government
Housing & Community Development Division
Kayla.Martin@ocfl.net
407-836-8140



PLEASE NOTE: Florida has a very broad public records law (F. S. 119). All e-mails to and from County Officials are kept as a public record. Your e-mail communications, including your e-mail address may be disclosed to the public and media at any time.

--

Michael Johnson

CRA Executive Director, FRA-RP

Town of Eatonville

307 E. Kennedy Boulevard

Eatonville, Florida 32751

Main: 407-623-8917 Ext 8802 | Fax: 407-623-8919

<https://eatonvillecra.org/>

[Facebook](#) | [Instagram](#)

Town of Eatonville



Send all Public Record Requests to records@townofeatonville.org