



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## COMMUNITY REDEVELOPMENT AGENCY

### MEETING MINUTES

Tuesday, February 15, 2024, at 6:30 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 Gardner called the meeting to order at 6:30 p.m.

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

**PRESENT:** (6) Chair Marlin Daniels, Vice-Chair Wanda Randolph, Director Angie Gardner, Director Rodney Daniels, Director Theo Washington, Director Ruthie

**STAFF:** (3) Shaniqua Rose, CRA Executive Director, Veronica King, Town Clerk, Ryan Knight (standing in Greg Jackson's absence, Attorney,

#### INVOCATION AND PLEDGE OF ALLEGIANCE

Chair M. Daniels led the invocation through a Moment of Silence followed by the Pledge of Allegiance

**APPROVAL OF AGENDA (Added) Chair Marlin Daniels motion to APPROVE** CRA Board Meeting Minutes; **moved** by Vice Chair Wanda Randolph; **second** by Director Angie Gardner; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-passed.**

#### PUBLIC PARTICIPATION

Angela Thomas – (Resolution 2024-3) What are the inmates going to do that we cannot do ourselves and why bring it to Eatonville?

Anthony Grant – Who establishes the CRA Executive Director's schedule; how does the landscape funding for Kennedy Boulevard tie into the CRA Masterplan; How does the small business façade program tie into the CRA Masterplan, what is the request of budget, what is the policy, guidelines; what is the budget for the demolition program, how many properties exist and qualify; concerned that the CRA Executive Director would be allowed to purchase properties (per resolution 2024-7) without final approval by the board; concerning the resolution in support of a memorandum of understanding with the Health Community Development Program Corporation, there is no memorandum of understanding attached, what do we get and what do we give.

#### CONSENT AGENDA:

Approval of CRA Board Meeting Minutes (Monday September 18, 2023, 5:00 p.m. (Special CRA Budget), Thursday, September 21, 2023, 6:30 p.m. (CRA Board Mtg), Thursday, October 19, 2023, 6:30 p.m. (CRA Board Mtg), Thursday, November 16, 2023, 6:30 p.m. (CRA Board Mtg), Thursday, December 19, 2023, 6:30 p.m. (CRA Board Mtg), Thursday, January 18, 2024, 6:30 p.m. (CRA Board Mtg). **Chair Marlin Daniels motion to APPROVE** CRA Board Meeting Minutes; **moved** by Vice Chair Wanda Randolph; **second** by Director Angie Gardner; **Chair Marlin Daniels called for the question; AYE:** Director Angie

Gardner, Chair Marlin Daniels, Director Ruthie Critton, Vice Chair Wanda Randolph, Director Rodney Daniels, **NAYE**: Director Theo Washington; **MOTION PASSES-passed.**

## **BOARD DECISIONS:**

Approval of Resolution 2023-23 for the Kennedy Main Street Beautification Upgrades (WALK ON ITEM) - This item was a discussion item due to the lack of a motion and second during the January 18, 2024; brought back before the TOECRA board for proper action. (Preamble Read) **Chair Marlin Daniels motion** to **APPROVE** Resolution 2023-23 for the Kennedy Main Street Beautification Upgrades; **moved** by Vice Chair Wanda Randolph; **second** by Director Ruthie Critton with discussion; **Chair Marlin Daniels called for the question; AYE:** Director Angie Gardner, Director Ruthie Critton, Vice Chair Wanda Randolph, **NAYE**, Chair Marlin Daniels, Director Theo Washington, Director Rodney Daniels, **MOTION FAILS-failed.**

**Discussions/Comments:** One vendor quote has been received (vendors in town are higher), first phase is \$30,000 (installation of sod, planting, and ground covering); initial motion rescinded; recommended program projected cost is \$75,000 to cover three phases (Between Gabriel and East Street)-\$50,000 is the preferred cost of Director R. Daniels; the 1997 (page 20) and 2015 (section 3.1.5.);CRA plans speaks to the streetscape on West Kennedy; this is not a maintenance project, CRA will enhance and beautify the area; it is the desire of some to leave this project on the town side (there is no allocated funds in the towns budget); does not include irrigation; would have like to see a scope of work and diagram; with the irrigation repairs and removing of sod, it appears that the town has already started this project; CRA Director will send financials (year to date) to clerk/everyone; scope of work and diagram should be included; emphasize attention to the projects that are most important to the board that have been discussed making sure that funds are available.

Approval of Resolution CRA-R-2024-3 Authorizing the Approval of an agreement with the Orange County Corrections Department, Community Corrections Division & Inmate Programs for the Alternative Community Service (ACS) Program. (Preamble Read) **Chair Marlin Daniels motion** to **APPROVE** Resolution CRA-R-2024-3 Authorizing the Approval of an agreement with the Orange County Corrections Department, Community Corrections Division & Inmate Programs for the Alternative Community Service (ACS) Program; **moved** by Director Rodney Daniels; **second** by Director Ruthie Critton with discussions; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-passed.**  
**Discussions/Comments:** low level offenders (no violent offenders) will conduct community service through the program, focus will be on cleaning parks, main street areas, no cost to the town, and would assist with low staffing levels; the site supervisor will be the organization; there is no program duration, can be terminated at the will of the board; adjustments can be made to the agreement, however, the decision is to approve the agreement as presented; information was reviewed by Attorney Jackson; program should be program specific for certain areas; how to address improprieties and violations should be considered (addressed in agreement and there is a direct contact with Orange County Corrections;

Approval (Resolution CRA-R-2024-4) to change the scheduled March 21st, 2024, TOECRA meeting. **Chair Marlin Daniels motion** to **APPROVE** Resolution CRA-R-2024-4 Authorizing the Approval of changes to the scheduled March 21st, 2024, to March 28<sup>th</sup>, 2024, with amendment to add the new meeting date. (Preamble Read); **moved** by Director Ruthie Critton; **second** by Director Rodney Daniels with discuss; **Chair Marlin Daniels called for the question; AYE:** Director Angie Gardner, Director Ruthie Critton, Vice Chair Wanda Randolph, Director Theo Washington, **NAYE**, Chair Marlin Daniels, Director Rodney Daniels, **MOTION PASSES-passed.** **Discussions/Comments:** Considerations were made for March 5<sup>th</sup> (5:30pm) or at the end of the month March 28<sup>th</sup> (6:30pm); need to amend resolution to include the new scheduled date. CRA Director will send documentation from Joint Legislative Auditing committee of a repeat audit finding (require written response by March 29<sup>th</sup>), which is administrative; CRA Executive Director will verify if it come before the board;

Approval of Resolution CRA-R-2024-5 Approving a Small Business Façade, Site Improvement and Adaptive Reuse Program (SBFSARP). (Preamble Read) **Chair Marlin Daniels motion** to **APPROVE** Resolution CRA-R-2024-5 Approving a Small Business Façade, Site Improvement and Adaptive Reuse Program (SBFSARP); **moved** by Director Rodney Daniels; **second** by Director Ruthie Critton with discussion; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION FAILS-failed.** **Discussions/Comments/Notes:** No funding to this program request, approving the program only to lay groundwork; program is spelled out exactly how it will go, to be placed as an legal document with application and requirements, first come-first serve program, will establish budget once one application is received (proposing up to \$40,000 per application, resolution to be amended to create budget line and moving \$40,000 into the budget for program (funds are available for one applicant); under Section 7 program funding all awards will be treated as a zero-interest deferred lien, the applicant will be responsible for the remaining of the project; it should indicate who has the authority to place and remove a lien; it reimbursable; do not want to exclude someone with a past; compare with previous programs to determine pros and cons, if there is an existing program-review make changes and, and recommend funding allocations. (Handouts provided by CRA Directors)

Approval of Resolution CRA-R-2024-6 Adopting and Approving the Town of Eatonville Community Redevelopment Agency (TOECRA) Demolition Assistance Program (DAP). (Preamble Read) **Chair Marlin Daniels motion** to **TABLE** Resolution CRA-R-2024-6 Adopting and Approving the Town of Eatonville Community Redevelopment Agency (TOECRA) Demolition Assistance Program (DAP); **moved** by Director Rodney Daniels; **second** by Vice Chair Wanda Randolph; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-tabled.** **Discussions/Comments:** (*Initial motion for approval rescinded*); no budget request, requesting approval of program only; in the process of finding properties that qualify; program to include 10-15 homes at \$5,000 each (\$75,000);; get budget amended; have considered in the program liens, intent for property use, and having licensed contractors; section 14 provide the criteria; CRA addresses blight and economic development and the town id not currently addressing; need to know the history of the property before demolishing; how will this affect individuals who may not be able to take advantage of the program (creating fines fees for constituents); this will open opportunity for an organization to take further legal action, to include foreclosures; this is a way for the CRA to address the blight and eye-sore properties within the town; there is a four year graduation time limit for program; should clear liens before getting money from the program; this is a 50 percent reimbursement match; liens should be based on a pre-approval-council decides how to deal with the liens and pending liens should be cleared through the town; (Anthony Grant – the mission of the CRA is to eliminate blight; liens are not to be placed to punish individuals, it's to be, it's put in place to correct an action; four or five demolitions a year, over three years, is progress; \$10,000 per house for demolition; recommend doing grants instead of liens); the goal, if we expend all the money and address all the properties, the budget line item will stay there with no funding until it is decided upon; need to amend resolution adding sections for liens with stipulations. need to amend resolution adding additional language for liens with stipulations.

Approval of Resolution CRA-R-2024-7 Approving the transfer of funds in the amount of \$300,000 and authorizing the TOECRA Executive Director to purchase properties throughout the TOECRA to create economic development. (Preamble Read) **Chair Marlin Daniels motion** to **APPROVE** Resolution CRA-R-2024-7 Approving the transfer of funds in the amount of \$300,000 and authorizing the TOECRA Executive Director to purchase properties throughout the TOECRA to create economic development; **moved** by Director Angie Gardner; **second** by Director Theo Washington with discussion; Director Theo Washington **rescind his second motion** and **motions** for **APPROVAL with language amendments** **second** by Director Angie Gardner) ; **Chair Marlin Daniels called for the question; AYE:** Director Angie Gardner, Director Ruthie Critton, Vice Chair Wanda Randolph, Director Theo Washington, **NAYE**, Chair Marlin Daniels, Director Rodney Daniels, **MOTION FAILS-failed.** (**Discussions/Comments:** should table until the workshops

previously discussed are held; approval of negotiation should be done by the board when purchasing land, identified properties available are brought before board; this resolution is the same as resolution 2017-7, in this instance, funding is being added; language needs to be added (effectuate land and no property acquisitions, must come back to the board) to the resolution, must come back to the board); this resolution is asking for funding, asking to transfer from the \$593,000 allocating \$300,000 into that budget line; recommend have the previous discussed workshops before moving any money; need to finalize and frame the program, however, if a residential property come, we should have designated funds to forward on the land.

Approval of Resolution CRA-R-2024-8 Authorizing the Approval of the Town of Eatonville Community Redevelopment Agency (TOECRA) Board of Directors to approve funding for the TOECRA Paint, Plant, and Pave Program (PPPP) in the amount of \$50,000. (Preamble Read) **Chair Marlin Daniels motion to APPROVE** of Resolution CRA-R-2024-8 with amendment Authorizing the Approval of the Town of Eatonville Community Redevelopment Agency (TOECRA) Board of Directors to approve funding for the TOECRA Paint, Plant, and Pave Program (PPPP) in the amount of \$50,000; **moved** by Director Angie Gardner; **second** by Director Ruthie Critton with amendment adding to section six a graduation period on the applicant; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-passed.** (Discussions/Comments: July 20th, 2023, funding was approved and later motioned to table the approval of funding; program allows up to ten homes (\$5,000 each); discussed adding language that speaks to the eligibility of residents that are staff and board members, recues from voting due to conflict; (amendments) need to amend resolution to include graduation period, time restrictions, (Amendment) add to section six, the applicant cannot apply for the program within one year after the lien has been released totaling is five years (four years with the lien and one year after)

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 Marlin Daniels motion to TABLE** (until next meeting) Approval of Resolution CRA-R-2024-9 Approving the Memorandum Of Understanding with the HELP Community Development Corporation (HELP C.D.C.); **moved** by Director Rodney Daniels; **second** by Director Ruthie Critton; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-tabled.** (Discussions/Comments: this is a resolution, not a MOU; states that they are a housing program that the town will collaborate with for housing initiatives within the town or within TOECRA, seeking help with the services they provide; when looking to build houses and build homeownership opportunity, it gives opportunity to tell Help CDC we need your assistance in getting Eatonville residents ready to buy a home (Bring back with MOU)

Approval of Resolution CRA-R-2024-10 to Adopt and Approve the TOECRA Street Banner program and Authorize the TOECRA Executive Director to spend up to \$2,000 for polearm replacement. (Preamble Read) **Chair Marlin Daniels motion to APPROVE** of Approval of Resolution CRA-R-2024-10 to Adopt and Approve the TOECRA Street Banner program and Authorize the TOECRA Executive Director to spend up to \$2,000 for polearm replacement; **moved** by Vice Chair Wanda Randolph; **second** by Director Rodney Daniels; **Chair Marlin Daniels called for the question; AYE: ALL, MOTION PASSES-passed.** (Discussions/Comments: Flags tell visitors, guests and residents about upcoming programs and events in the town; create an opportunity to capture costs from labor and from promoting events and programs that exist within the town; the entity is paying to put the banner up (\$25 per pole); there is a total of 54 poles; CRA is enhancing the viability of events and helping to assist with success of events or programs that exist in the town, the purpose of the up to \$2,000 is to purchase the pole arms (hardware), currently there are inconsistencies with the pole arms; it is a first come first serve choosing a minimum of four weeks with a maximum of 13 weeks of promotions; December and January will be prohibited (the town should have something for Black History); discussed banners for town events (Black History, Founder's Day, MLK,

Juneteenth); clients will provide the flags and will pay public works to install them; have to collaborate with the town. Handout provided by CRA Directors)

**BOARD REPORTS:**

**Executive Directive (Shaniqua Rose)** - Partnering with the Red Cross to host an event February 8, 2025, to let the residents know about the opportunity to get their smoke detectors changed, Red Cross is committed to giving safety plans; farmer’s market discussions are undergo (will be brought before the board); the town is on the shortlist for the Black History Museum; exploring in collaboration with Public Works Department opportunities for pedestrian safety.

**Attorney (Ryan Knight)** – Attorney Jackson received a letter regarding the Dixon property, and he is working to prepare a response. (Request for Ms. Rose to ensure letter and legal’s response and written audit communication is sent to the board)

**Town Clerk (Veronica King)** – No Report

**Director Ruthi Critton** – No Report

**Director Angie Gardner** – Would like to see a CRA program to assist individuals with the enclosures for containers; Ms. Rose will due diligence to address and bring back the Small Business Façade Program, this item would be included in that program; unless there is proof, evidence, court information, ask to fix language as it related to missing or wiped-out information; ask to respect the board meeting process, affects focus when there are conversations going on in the audience (distracting).

**Director Rodney Daniels** – In reference to the wiping out and erasing of information, let us find out what has happened to that information that was unable to be found.

**Director Theo Washington** – No Report

**Vice Chair Wanda Randolph** – No Report

**Chair Marlin Daniels** – after speaking with Ms. Rose, financial reports should be to the board by the 5<sup>th</sup> of each month; there are documents in the CRA building that needs to be moved; requested for Ms. Rose to provide a timeline for the grant pertaining to the club (Koha); in response, Ms. Rose met with the state of Florida, the goal is to receive funds before the end of March. An updated project timeline, updated budget (with increased prices from inflation), a an extension was submitted, will be providing a contract for an engineer, an architect, a revised budget, a project timeline, and an invoice for the first \$250, 000, it was expressed in the meeting about liens, according to the grant, the property owner cannot sell for ten years, the funding is in four different phases of \$250,00 per phase, the goal is to place a lien on the property as each \$250,000 is received from the state of Florida to protect the town, should the property owner decides to sell in the process, Ms. Rose will send over to the board the letter and legal’s response on the Dixon property as well the written audit communication, Chair will get information over to Mr. Grant pertaining to the schedule for the CRA Executive Director, former Councilwoman Marilyn Sconiers funeral service is tomorrow (Friday, February 16), Viewing is at 9:30am and the service starts at 11am located at Macedonia Missionary Baptist Church in Town of Eatonville,

**ADJOURNMENT** Chair Marlin Daniels Motions for Adjournment of Meeting (**Moved** by Director Ruthi Critton; **Second** by Vice Chair Wanda Randolph; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 9:15 P.M.**

**Respectfully Submitted by:**

**APPROVED**

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**Veronica L King, Town Clerk**

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**Marlin Daniels, Chair**