



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## COMMUNITY REDEVELOPMENT AGENCY

### MEETING MINUTES

Tuesday, December 19, 2023, at 5:30 PM (RESCHDULED DATE)

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 5:30 p.m.

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

**PRESENT:** (5) Chair Angie Gardner, Vice-Chair Rodney Daniels, Director Theo Washington, Director Marlin Daniels, Director Ruthie Critton (**Absent:** Director Wanda Randolph, death in family)

**STAFF:** (4) Demetris Pressley, **CAO** (By Zoom), Veronica King, **Town Clerk**, Greg Jackson, **Attorney**, Valerie Mundy, **Public Works**.

#### INVOCATION AND PLEDGE OF ALLEGIANCE

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

#### PUBLIC PARTICIPATION - NONE

**SPECIAL REQUESTS:** To move the Board Decisions up before the consent agenda due to prior engagement; yes, by consensus of the board.

#### BOARD DECISIONS: (\*\*Moved before consent agenda as a special request)

Approval of Resolution CRA-R-2023-5 Authorizing the Approval of Employment and Designation of a Full-Time Executive Director – (Preamble Read) **Chair Gardner motion** to **approve** Resolution CRA-R-2023-5 Authorizing the Approval of Employment and Designation of a Full-Time Executive Director; **moved** by Director Critton; **second** by Vice Chair R. Daniels with discussions; **DISCUSSIONS:** (R. Daniels) Will not support this appointment. The town has set standards here as far as the board being a part of the CRA and not having an independent board. Because of information brought to me, I will not be supporting this appointment; (Critton) request clarity on the fiscal inefficiency data, where is the salary being pulled from; in response, salary will be pulled from the Other line under Programing and Grants. (M. Daniels) inquired about the \$75,000 salary, (Pressley) in response, at the last meeting, Director Randolph stated to entertain more if we found a qualified candidate that met the criteria. After meeting with the candidate and going through the process, \$75,000 (about \$85,000 with fringe benefits) was the negotiated amount; it was budget at \$65,000 (Critton) supported an increase due to competitiveness standard, today's economics, cost of living, job description, looking at the resume, qualifications, the things that this candidate might bring to the table, and after having had an opportunity to speak with the candidate, I concur that \$75,000 is reasonable. (Shanique Rose) Worked at the Orlando CRA in project management, project coordination, running a nonprofit organization, doing lots of community outreach programming. Some of the extensive work was done in the Paramore community. I have extensive experience

in safety, community engagement, and bringing people together to figure out how to make things better. Have a master's degree in public administration with a full understanding of how government should work; economic growth, culture, understanding that diverse rich culture and how we bring people together to move the projects forward that benefits the people and the town. (R. Daniels) How do you feel about the town council serving as the CRA board; in response, as a law, a board is set up how a board should be set up. The CRA functions as a separation of powers. The CRA Director serves in one capacity and the town council is separate. It is a legal matter in how a board is comprised. (Washington) It is the board's decision to make a board independent, it is not up to the director to make that choice. (Critton) For clarity and correction if needed, Vice Chair Daniel's question speaks to whether you have a personal preference as to who sits on this board and in what capacity, it is believed that there is no preference, if correct. There is respect for the current set-up with the council plus two. If it is decided to go a different direction as a board, she supports that knowing that regardless of who is sitting up there, she takes her direction from the board. The candidate has possession of both the Comprehensive plan and the CRA plan and understands that the entire town is the CRA district. Ms. Rose stated that she is not here to change anything; wants to improve the quality of life for the town, create more revenue, make it better, how to become a staple, regardless of who is trying to wipe away African American history. The candidate is familiar with chapter 163 of how the CRA board runs and works. **Chair Gardner called for the question; AYE: ALL, MOTION PASSES. (Mayor Request Roll Call: AYE, Chair Angie Gardner, AYE, Vice-Chair Rodney Daniels, AYE, Director AYE, Theo Washington, AYE, Director Marlin Daniels, AYE, Director Ruthie Critton)**

Approval of Resolution CRA-R-2023-6 Authorizing the Removal of Leviticus Henderson from the Town of Eatonville Community Redevelopment Agency (TOECRA) Board – (Preamble Read) **Chair Gardner motion to approve** of Resolution CRA-R-2023-6 Authorizing the Removal of Leviticus Henderson from the Town of Eatonville Community Redevelopment Agency (TOECRA) Board; **moved** by Director Washington; **second** by Director M. Daniels with Discussion. **DISCUSSIONS:** (M. Daniels) Because this is an Orange County appointment, are they aware; yes, when this resolution is approved it will be sent to Commissioner Moore. The reason for removal was the result of no response and inactivity since March. (Legal) did see an email where Mr. Henderson moved out of the area of Eatonville, the requirement of serving on this board is reside in the area. Commissioner Moore is setting up interviews for the replacement. **Chair Gardner called for the question; AYE: ALL, MOTION PASSES.**

**CONSENT AGENDA: Chair Gardner motion to approve** the consent agenda approving the Special TOECRA Board Meeting on 8-28-23, the Audit Firm Carr, Riggs & Ingram CPA and Advisors Engagement Letter for the Community Redevelopment Agency (TOECRA) FY 2023 Financial Audit, and Resolution CRA-R-2023-4 Disbanding the TOECRA Advisory Board; **moved** by Director Washington; **second** by Director M. Daniels; **AYE: ALL, MOTION PASSES.**

**BOARD DISCUSSIONS: Workshop dates for the Homebuyer Program** – (Gardner) You do not have workshop dates; after meeting with Ms. Rose and not knowing her schedule, we get together to get those dates.

#### **WALK ON ITEM:**

Approval of Resolution CRA-R-2023-23 Authorizing the Kennedy Main Street Beautification Upgrades – (Preamble Read) – (Pressley) This is a three phase project, the amounts provided on the quotes are for the first phase for about \$19,000, about \$15,000 per the next two phases, because numbers change and because of our finance policy process, want to make sure we get them within the time frame, there are no post requirements for the additional phases because it will be done phase by phase. Request consideration and approval of funds to be released, we can get started on phase one and proceed from there. (R. Daniels) Are there quotes from local landscapers; in response yes, they were contacted by public works. Three of them only do maintenance and not installation, this is an installation of plants and trees that will go in the right of way, they must have proper MOT in that area for the installation. Will entertain more landscapers as needed and open to recommendations.

(Washington) do not support more plants in the median, it was discussed with the former public works director to place low maintenance grass; cut it and go. (Pressley) There will be grass installed after uprooting, resoaking the soil. Jasmine plants which is a type of low maintenance grass. The irrigation is done and will update as needed. (Washington) consider using local landscapers to clear and level out the beds and get rid of the dirt, the more professional can install the plants. (Pressley) It is a matter of permitting, having the proper information that meets our financing requirements for insurance, bonding, and having the proper information of the state, and they can submit a quote for consideration. (Critton) Requested confirmation that there are no issues between the capital improvement plan on the town side; (Pressley) in response this would be an installation project, not a maintenance project. (M. Daniels) Do we utilize the CRA funds since the town has already started, and now the CRA is coming in to finish it. (Gardner) If we approve, we can wait for attorney Jackson opinion before moving forward. The vote is to have the funds available, can work out the kinks and restrictions on what can be done on the CRA and Town side. (Legal) This would not be a part of the CIP, this would be more so of installation, so there would be no issue with the movement of these funds. (M. Daniels) Have artificial turf been considered, (Pressley) In response, yes it was talked about, had a horticulturist come out, we dug and uprooted the old stuff, sprayed it, and will install on top of it. Due to not having the proper soil and maintenance, the grass and plants did not last. The lifeline of the jasmine plants and the greenery can be anywhere between 5-10 year cycles, the areas would be the median, the right-a-way sides between the sidewalks and the streets. (R. Daniels) would like the lights addressed; every day the lights are on during the middle of the day (Pressley will ensure this is addressed). The \$50,000 includes the three phases (Phase 1 \$19,000; Phase 2 and \$31,000). (Gardner) In considering local business, it has been discussed to have a workshop for the businesses in the town to make certain that they are aware of the requirements they need to meet in regard to paperwork and how to access the bidding, moving forward when there are opportunities that our vendors within the town are ready with everything that they need. Pressley will reach out to the local business to solicit interest. One phrase will require an RFQ; the three phrases do not require an RFQ because of the amounts not meeting the threshold for the RFQ. with Discussion. **Chair Gardner called for the question; AYE:** Chair Angie Gardner, Director Ruthie Critton **NAYE:** Director Theo Washington, Director Marlin Daniels, Vice-Chair Rodney Daniels, **MOTION FAILS. *\*\*PLEASE NOTE: This item was a discussion item due to the lack of a motion and second. It will need to come back before the board for action and to be properly addressed\*\****

## **BOARD REPORTS:**

**Attorney Greg Jackson – Update:** Dixon Property through the efforts of attorney Shepard and his firm, the writ of possession was issued by the court on December 1st, 2023. Uncertain if someone is on the property. If so, they will have to move forward with an unlawful detainer action. Leviticus Henderson Mr. Henderson sent an email that did not go to this board nor to the clerk's office. I received the communication from Mr. Henderson as a copy of an email to Commissioner Christine Moore and Daniel Venegas on September 22nd, 2023, resigning his position as the Orange County representative on the CRA board for the Town of Eatonville. The reason for resignation was that he was no longer a citizen of the Town of Eatonville. The email has been passed on to Ms. King for the town's records.

**Director Ruthi Critton – No Report**

**Director Theo Washington – Executive Director** since we have an Executive Director, she can catch up on the projects we have going; Mr. Pressley can handle the town's business; Main Street Beautification the turf grass would be good in these islands, not natural grass, using artificial turf requires making the surface harder; want to use local landscapers, let's get them work if they meet criteria.

**Director M. Daniels** – Need to find ways to energize our local brand. Chair/Vice-Chair Brought awareness of the annual appointment of a chair and a vice chair; needs to done Budget/Financials Request a copy of the end of year numbers, what carried over.

**Vice Chair R. Daniels** – No Report

**Chair Angie Gardner** – No Report

**ADJOURNMENT** Chair Gardner Motions for Adjournment of Meeting (Moved by Director M. Daniels; Second by Director Washington; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 6:24 P.M.**

**Respectfully Submitted by:**

**APPROVED**

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**Veronica L King, Town Clerk**

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**Angie Gardner, Chair**