



COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
MINUTES
April 17, 2018
5:30 P.M.

PRESENT: **Chairman** Eddie Cole, **Vice Chairman**, Rodney Daniels, **Director** Theo Washington, **Director** Donovan Williams; **Director** Brent Gardner; **Director** Tarus Mack, and **Director**, Marilyn Davis-Sconions (**telephone**).

Also, in attendance: **CRA Attorney** Greg Jackson, Cathlene Williams, **Town Clerk**, Jasyme Reese, and **CRA Director**, James Benderson.

Chairman Cole called the CRA Meeting to order at 5:35 PM, Director Mack led the Prayer, followed by the Pledge of Allegiance.

- I. CALL TO ORDER AND VERIFICATION OF QUORUM**
- II. INVOCATION & PLEDGE OF ALLEGIANCE**
- III. PRESENTATIONS**
- IV. CONSENT AGENDA**

A. Approval of March 20, 2018 CRA Minutes. Motion by Director Mack to approve the March 20, 2018 CRA minutes, the motion was seconded by Director Washington; **AYE: ALL, MOTION PASSES.**

A. Old Business

- i. Gateway Lighting Quotes. (Action). Director Washington asked about; Mr. Benderson replied we received three (3) quotes. Director Washington asked who chose All State Company; the CRA Board should have received all three (3) quotes received, and the CRA Board make the decision on choosing the company, in the future we need to receive all quotes. Motion by Vice Chairman Daniels, the motion was seconded by Director Mack; **AYE; ALL, MOTION PASSES.**

- ii. **Home Emergency Lock Box (Update).** Mr. Benderson stated the dollar amount for the lock boxes should not exceed \$800.00 Deputy Jenkins referred CRA Board to the power point; at the time this was done by the City of Casselberry for the data analysis, they had three (3) lives that were saved because the resident had the lock boxes, this number has since increased to five lives being saved. Motion by Director Mack, the motion was seconded by Director Washington; the dollar amount should not exceed \$800, as stated by Chairman Cole; **AYE: ALL, MOTION PASSES.**
- iii. **Traffic Mitigation (Speed Table Review) TABLED**
- iv. **Streetscape Landscaping (Update).** Chairman Cole asked Director Gardner if the City of Maitland has a certain nursery they use, that we maybe able to piggy back on; Director Gardner indicated that he has spoken with the young man that handles this, he will get a list of all the vendors that they use.

B. New Business

- i. **Veterans Memorial Butterfly Garden (Action).**
We are referring to the vacant lot on the corner of Eaton Street and NW that needs to have the historic marker. Chairman Cole put a motion on the floor for Mr. Benderson to authorize formalizing the project, create dialogue, and submit the plans at a later date. Motion by Director Daniels, the motion was seconded by Director Washington; **AYE: ALL, MOTION PASSES.**
- j. **Beautification Award "That's Nice".** Follow up from last CRA Meeting, pictures of yard beautification signs as shown. Director Washington asked who will do the judging, and will this be done with all quadrants? Mr. Benderson stated all quadrants will be done. Director Washington will there be criteria for this program? Mr. Benderson will bring criteria back to the Board.
- k. **Façade Grant Status Report-** Mr. Benderson stated we have received, ten (10) applications that were approved, and two (2) applications that were denied; and four (4) applications that are still out. Vice Chairman Williams asked Mr. Benderson how are the residents notified that this program is available? Mr. Benderson replied this information if on the CRA Website, it's in the Towns newsletter, also goes out in the water bills.
- l. **Urban Land Institute Urban Plan Workshop for Officials.** (May 14, 2018 8:30 -4:30 PM). This workshop will also include the Planning and Zoning and Board of Adjustments members; Chairman Cole asked if this meeting could also be videoed for those that can't make this workshop.

- 6. DIRECTORS REPORT**
- 7. STAFF COMMENTS**

- a. Annual Report**
- b. Streetscape Plans**
- c. Cost Sharing Policy**

Vice Chairman Williams- on some of the items that the Board has approved; i.e., the master utility plan, has this assessment been completed? Mr. Benderson responded yes, he has the final report. Vice Chairman Williams asked Mr. Benderson is the CRA in compliance with the reporting that has to be done to different Government agencies? Mr. Benderson replied the annual report is submitted on time, and also posted on the website.

Director Washington- is the audit completed on time; Mr. Benderson stated this is in the annual report. Director Washington asked are we doing an independent audit? Mr. Benderson replied we are not doing an independent audit. In reference to the contract for the CRA Attorney, should this be done on an annual basis as it related to CRA Attorney being re-appointed, just want to make sure we are doing this the right way

Director Daniels- NO REPORT

Director Mack- NO REPORT

Director Sconions- asked Mr. Benderson, on the Veterans Memorial Butterfly Garden, What VFW Post, are you working with a certain Post on this; Vice Chairman Daniels replied it's post 331, I have spoken with the President, they are having some challenges right now, but they would like to be part of the dedication.

Director Gardner- in reference to the landscape, hope we look at using landscape guys that are in the Town, that they will benefit on this work.

Chairman Cole- we will be bring this back to the CRA, last week I signed the contract for the main lift station on Park Place, we received a Grant of \$542,250 of the Grant. We have a low interest Loan Grant of \$204,000, I am going to ask for \$100,000 come from our CRA.

8. PUBLIC COMMENTS-

Michelle Fort- the CRA Plan has information on what we are doing, no strategic plan; start and fund projects; on page 6, Master Plan, preparation plan is recommended; the City of Winter Park has everything on their CRA Plan. We need to build Orange County partnerships, the Redevelopment Plan should be built in this. The CRA Director and the Community Coordinator need to get out and start walking the Town, we can be powerful together.

Debra Paige Williams- 108 E. Street- the CRA salary is \$60,000 Neighborhood Service Coordinator- Jasyme; we will email all the questions that we want answers to.

Attorney Jackson- NO REPORT

9. ADJOURNMENT- Meeting adjourned at 6:25 PM

RESPECTFULLY SUBMITTED BY

Cathlene Williams, Town Clerk