



COMMUNITY REDEVELOPMENT AGENCY

MINUTES
JULY 16, 2019
5:30 P.M.

PRESENT: Chairman Theo Washington, Vice Chairman, Rodney Daniels, Director, Marilyn Davis-Sconions, Director, Tarus Mack, Director, Brent Gardner; and Director Claresse Hopkins. **Michael Johnson**, CRA Consultant. **Absent:** Director Cole.

Also, in attendance: CRA Attorney Greg Jackson, Cathlene Williams, Town Clerk, and Jasmyne Reese.

Chairman Washington called the CRA Meeting to order at 5:30 PM, followed by Silent Moment of Prayer and the Pledge of Allegiance.

- I. CALL TO ORDER
- II. INVOCATION AND PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PRESENTATIONS AND AWARD

A. Discussion of Summary TOECRA B.O.D. SWOT Analysis. Mr. Johnson indicated that he had the opportunity to meet with each board member individually, wanted to provide the board a summary of the input received on what was discussed and the different issues; i.e., ability to leverage funds, ability to go after Grants., Grants Programs, these were the more consistent conversations with each member. **Under the weaknesses;** lack of a strategic plan, no aggressive land acquisition plan; lack of engagement of property and business owners; boards ability to separate business from feelings; that is the consistency of the group during the meeting. **Under Opportunities:** change in CRA Boundaries; establishing master plan, identify specific needs in each quad, develop strategic needs to develop in each quad; opportunities to do great programs and projects. **Under Threats:** lack of infrastructure and adequate parking; lack of direction, vision, and stability; co-mingling funds with the Town of Eatonville; if doing nothing, we do not get anything; lack

of united vision. **Organizational concerns:** each member shared about transparency with Finances, no leadership; dysfunction having knowledgeable people in place; lack of policies and procedures for Grants Programs, and too many board members involved in day to day operations. Also, in the meeting it was discussed of training for the board members and staying up to date on their information. Affordable housing was also discussed, all the Directors supports this program; some board members looked at housing as a weakness, since we do not have adequate housing. The main street program was explained to each member and how important it is to the agency to have this in place. Also discussed was the banking services; all Directors had some concerns about the competitive process bidding. **Vice Chairman Daniels** states he was not able to meet with Mr. Johnson on this SWOT analysis, on the weakness part; we have a lack of engagement on property and business owners, most of the members that met saw this as a weakness. As I recall the CRA Board did purchase some land by the previous Director, we can get several how many properties were acquired. When I have my meeting with Mr. Johnson, I will give my input on these issues as well.

B. Discussion of June 2019 Financial Report. To ensure that on a regular basis, the Board is current on the financials. I have asked the Finance department to provide the previous months reports of the check register, the general ledger, and all transactions for the month of June. Vice Chairman Daniels stated that in a previous meeting, Director Sconions implied that there were irregular use budget and/or register, need clarity on this from Director Sconions. Director Sconions replied this is something you are going to have to look at Vice Chairman Daniels, see what was budgeted by line item, then look at the check registry.

C. Eatonville Cultural Heritage Foundation (Consultant)- NO ACTION

V. CONSENT AGENDA

- A. Approval of the June 18, 2019 Regular Meeting Minutes.
- B. Approval of Resolution #2019-04 Advisory Board Appointment. A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) APPOINTING THE AGENCY ADVISORY BOARD MEMBERS, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Motion by Director Sconions, the motion was seconded by Director Mack to approve the Consent Agenda, with the name of ~~Angela Alazar~~ being stricken from the Resolution; **AYE:** Directors; Hopkins, Sconions, Mack, Gardner, and Chairman Washington; **NAYE:** Vice Chairman Daniels; **MOTION PASSES.**

VI. OLD BUSINESS ACTION ITEMS

VII. NEW BUSINESS ACTION ITEMS

A. ADMINISTRATIVE ITEMS

1. Approval of Resolution #2019-5, Suspension of all Grant Programs until 9/2019. **PREAMBLE READ BY TOWN CLERK: A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) SUSPENDING ALL GRANT PROGRAMS UNTIL 9/2019 FOR THE PURPOSE OF RE-ORGANIZING ALL SAID PROGRAMS WITH POLICIES AND PROCEDURES IN ADDITION TO APPLICATION PROCESS FOR EACH INDEPENDENTLY PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.** Vice Chairman Daniels stated that he does not think it is appropriate to suspend the program, maybe we can update the policies; keep the program going, whenever we think the policies need to be updated, then we do so at that time. Chairman Washington replied there are no policies in place. Director Sconions stated that we do not have policies in place like for the liens; this needs to be included as part of the application; so I can agree with the two (2) months until we get these policies in place. Vice Chairman Daniels recommended that we use Orange County's process rather than suspend the program. **Motion by Director Gardner**, the motion was seconded by Director Mack; **AYE:** Directors; Hopkins, Sconions, Washington, Mack, and Gardner; **NAYE: Vice Chairman Daniels; MOTION PASSES.**

2. Approval of Resolution #2019-6, authorizing Consultant to seek proposal from the TOECRA Architectural firm Rhodes & Brito for the purposes of developing the Denton Johnson Community Park & Sportsplex Master Plan. **PREAMBLE READ BY TOWN CLERK: A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) AUTHORIZING CONSULTANT TO SEEK PROPOSALS FROM THE TOECRA ARCHITECTURAL FIRM RHODES AND BRITO TO COMPLETE THE DENTON JOHNSON COMMUNITY**

PARK MASTER PLAN FOR BOARD OF DIRECTORS CONSIDERATION FOR APPROVAL, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE. Mr. Johnson explained that the CRA Plan does not have a strategic plan, nothing to base on what the Board is trying to get accomplished. Motion by Director Sconions, the motion was seconded by Director Gardner; **AYE: ALL, MOTION PASSES.**

3. Approval of Resolution #2019-7, authorizing Consultant to seek proposal from the TOECRA Architectural firm Rhodes & Brito for the purpose of developing the Kennedy Blvd (E & W) Commercial Corridor Master Plan. **PREAMBLE READ BY TOWN CLERK: A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) AUTHORIZING CONSULTANT TO SEEK PROPOSALS FROM THE TOECRA ARCHITECTURAL FIRM RHODES AND BRITO TO COMPLETE THE EAST AND WEST KENNEDY BLVD MASTER PLAN FOR BOARD OF DIRECTORS CONSIDERATION FOR APPROVAL, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.** Mr. Johnson stated that this item is funded in the Budget; \$90,000 funding to do the Master Plan for Kennedy Boulevard, this is in line with the Budget process of the CRA Board. Motion by Councilman Mack, the motion was seconded by Director Gardner; **AYE: ALL, MOTION PASSES.**

4. Approval of Resolution #2019-8 authorizing the TOECRA Banking RFP. **PREAMBLE READ BY TOWN CLERK: A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) AUTHORIZING CONSULTANT TO PREPARE A REQUEST FOR PROPOSAL (RFP) FOR BANKING SERVICES FOR PURPOSE OF OPENING UP A COMPETITIVE PROCESS WHICH SEEKS TO PROVIDE THE BEST FINANCIAL INSTITUTION RELATIONSHIP WITH THE AGENCY AND WHICH SUPPORTS THE (TOECRA) GOALS AND OBJECTIVES OF FINANCIAL INVESTMENT IN THE COMMUNITY THAT SUPPORTS THE ECONOMIC REDEVELOPMENT GOALS FOR BUSINESS CREATION/RELOCATION TO THE CRA DISTRICT AND SUPPORTS PROJECT NEEDS OF THE (TOECRA)**

PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE: Mr. Johnson stated that he and Mrs. Gibson met regarding this item; she was waiting on authorization from the CRA Board to take action on this, she is also doing the same thing with the Town. Large institutions are not contributing to communities like they should. Small banking institutions will look to build those relationships. Director Sconions stated she feels that the Town and the CRA should have different banking. Motion by Director Mack, the motion was seconded by Director Gardner; **AYE: ALL, MOTION PASSES.**

5. Approval of **Resolution #2019-9** authorizing the preparation of application to seek becoming a Community Housing Development Organization. (CHDO). **PREMBLE READ BY TOWN CLERK: A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) AUTHORIZING CONSULTANT TO PREPARE APPLICATION SEEKING CERTIFIED HOUSING DEVELOPMENT ORGANIZATION (CHDO) STATUS FROM ORANGE COUNTY GOVERNMENT THROUGH THE ORANGE COUNTY HOUSING PROGRAM WHICH PROVIDES SET ASIDES FOR SAID CHDOS FOR AFFORDABLE HOUSING AND HOUSING REHABILITATION PURPOSES PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.** Mr. Johnson stated this is not just a County Program, it's also a Certification; Orange County uses the same application process criteria; one (1) of the applications will be for housing rehabilitation; the application will still need to be approved by the CRA Board. Motion by Director Mack, the motion was seconded by Director Gardner; **AYE: ALL, MOTION PASSES.**

6. Approval of **Resolution #2019-10** approving TOECRA portion of the Town of Eatonville 2018 Fiscal Audit Report. **TABLED.**

VIII. Board of Directors Items

- ~~7. Approval of Resolution #2019-10 approving TOECRA portion of the Town of Eatonville 2018 Fiscal Audit Report. (NO ACTION).~~
8. Approval of termination of legal services provided by Attorney Greg Jackson. (NO ACTION). **TABLED.**

IX. DISCUSSION ITEMS- N/A

BOARD OF DIRECTORS REPORT

Director Hopkins- NO REPORT

Director Sconions- just a suggestion to Mr. Johnson, at the end of the fiscal year, the Town does a clean-up with their funds; we need to look at doing this on the CRA side to find out exactly where we are, with the Auditors, we need to find out what has been paid for the last 4-5 years.

Vice Chairman Daniels- with the CRA Plan and the Denton Johnson Center, need explanation on this; Mr. Johnson replied this is open green space

Director Mack- commended Mr. Johnson on the work he put into this information and presenting it to the Board, I think its important that we get these matters straighten out.

Director Gardner- asked Mr. Johnson has he received any financial reports from the Auditor? Mr. Johnson replied that the reason he asked this to be tabled is this will be time consuming, there will be a lot of documents for the Board to review. But no, we do not have any documents.

Chairman Washington- NO REPORT

Mr. Johnson- the Board has received their memo's in reference to training; we are working on a CRA Advisory to work jointly with the CRA Board to visit some community redevelopment site locations; in Sanford, Maitland, and Winter Garden, all the way to Kissimmee. We are working on the policies, just need to fine tone them, and have the Attorney to review them.

ATTORNEY JACKSON- an issue has come up with regards to the Community Redevelopment Agency and a few of the Directors, as a result of this, whatever you are requesting a 286.011 meeting, understand that the Plaintiff filed on or about July 5th; corrections it was actually on July 2nd as stated by Ms. Williams; you have 20 days to respond to the complaint, this has been sent to the Florida League of Cities, no one has communicated with this Board on how they intend to defend this board.

CITIZENS COMMENTS-

MICHELLE FORT- as far as the newsletter getting more citizens participation, what is the plan for that, for residents that are unable to get out to attend the meetings. Also, since we are going in a direction to rebuild our community, our citizens need to be

educated on this. Mr. Johnson replied we are putting together on setting a community-based partnership with all of our non-profits; we are calling this Community Branding; we have not formalized the actual agreement yet. We are looking to update our Website with Link pages to access research and knowing what information they have. We will also be putting together brochures. The Advisory Board serves as an information source for the community.

ANGELA JOHNSON- with the suspension of all grant programs, what happens with the applications that have already been submitted? Mr. Johnson stated that they will be closing out the existing applications, anything that was approved by the board will be taken care of. Is the community housing development organization a non-profit organization that you are creating under the CRA? Mr. Johnson replied; NO.

DAVID BARANY- is there anything I can do to help with the application, is additional information needed, how long will it go on, still do not know. Chairman Washington replied someone will contact he and the other applicants. Mr. Johnson replied the documents are being reviewed to be finalized.

7. ADJOURNMENT- Meeting adjourned at 7:15 PM.

RESPECTFULLY SUBMITTED BY

Cathlene Williams, Town Clerk