



Historic Town of Eatonville Community Redevelopment Agency Board Meeting

**May 15, 2018 5:30pm
Town Hall Council Chambers
307 E Kennedy Blvd
Eatonville, Florida 32751**

AGENDA

- 1. CALL TO ORDER**
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
- 5. HEARINGS**
 - a. Old Business
 - i. Beautification Award Guidelines
 - ii. Tech Business & CoWork Space
 - b. New Business
 - i. Legal Representation Contract (Action)
 - ii. USDA Grant Match (Action)
 - iii. Project Restore (Discussion)
 - iv. Landtrust (Discussion)
- 6. DIRECTORS REPORT**
- 7. STAFF COMMENTS**
 - a. Financial Summary
 - b. Properties Appraised
 - c. ULI Feedback
- 8. PUBLIC COMMENTS**
- 9. ADJOURNMENT**



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

TOWN OF EATONVILLE FACT SHEET
COMMUNITY REDEVELOPMENT AGENCY
May 15, 2018

TO: Board of Directors

VIA: James Benderson, Executive Director | Town Planner

FROM: Jasmyne Reese, Neighborhood Coordinator

SUBJ: "Thats Nice!" Beautification Award Guidelines

DESCRIPTION:

The "That's Nice!" award is an acknowledgment of businesses and residents who maintain a clean and pleasant outward appearance of their home or business and maintain positive relationships with their neighbors.

PURPOSE:

Recognizing residents for their positive contribution to the Town's appearance will assist with rebranding efforts as well as create a sense of place pursuant to TOECRA Plan 3.1.

OUTLINE:

Residents within the Town of Eatonville boundaries will be in the running as having the best yard/garden and home appearance. Every month a recipient will be chosen. Winners will be chosen based on scaled categories. The winner will be shared on the CRA website and Town of Eatonville newsletter.

ATTACHMENTS:

Guidelines

“That’s Nice!” Beautification Award Guidelines

Option 1: Residents may nominate themselves by submitting an application to the CRA office or through an online portal hosted on the CRA website. The CRA Neighborhood Coordinator may also nominate a residential, homesteaded property to ensure a winner is chosen every month. The nominees will be scored by the CRA Neighborhood Coordinator on a 1-5 scale based on the provided categories.

Option 2: The CRA Neighborhood Coordinator may scout 5 residential, homesteaded properties to be considered for each month. The highest scoring resident will be the winner for that month. The remaining four will be placed back into the running for the following month.

Each property will be scored on a 1-5 scale based on provided categories:

- General Upkeep/Maintenance
- Yard Health
- Complimentary to Home/Neighborhood
- Plant Variety
- Overall Appeal and Originality
- Most Improved (before and after photos)

The highest scored property will be deemed that month’s winner and will not be considered for another award for the remainder of the year.

In order to be eligible, the home must be owner-occupied and there must not be any code violations on the site unless it is considered an existing non-conforming site.

All submissions are subject to CRA approval.

Award winners consent to displaying award sign on exterior of the property.

Award winners consent to being photographed and allowing the CRA to use their photograph for publicity purposes.

Only residential, single-family homes within the CRA Boundaries are eligible for the “That’s Nice!” Award.

Properties are allowed to be nominated, however owner permission must be secured before the award can be awarded.

Winners will be featured on the Town’s Facebook page, receive recognition at the following Town Council meeting and will proudly display a "That’s Nice!" sign in the yard for 30 days.

Scale and Scoring

Each property will be scored on a 1-5 scale based on provided categories:

- **General Upkeep/Maintenance-** Trees and shrubs are healthy, pruned, and trimmed properly. Flower beds are neatly edged, and free of debris. All planting areas are weed free, landscape debris removed, dead and diseased plants removed. The walls, walk ways are edged, attractive, well maintained, and weed free.
- **Yard Health-** Healthy, no bare spots, neatly mowed and edged, and weed free
- **Complimentary to Home/Neighborhood-** Incorporates Florida friendly, seasonal and drought resistant plants into yard and garden.
- **Plant Variety-** Plants exhibit color, texture, interest, and suitable for the area.
- **Overall Appeal and Originality-** All components of the design work together in harmony—plants complement each other, add significance and interest and are grouped effectively with repeating elements in the design.
- **BONUS Most Improved-** (before and after photos)

	1	2	3	4	5
General Upkeep and Maintenance	Yard health and appearance is not healthy and maintained.		Yard health and appearance is somewhat healthy and maintained.		Yard health and appearance is healthy and maintained.
Yard Health	Multiple patches in yard, grass is mostly yellow. Vegetation is overgrown and un-edged		Grass is green, with one or two patches. Grass is cut but may not be edged.		Grass is green, no yellow or patches in yard. Lawn is nicely cut and edged.
Compliment Home and Town	No seasonal or native plants. Yard design is out of place and does not fit the character of the Town.		Some seasonal and native plants. Yard design is modest and fits the character of the Town.		All Florida friendly plants. Yard design complements the home and fits the character of the Town.
Plant Variety	No plants, bare yard.		Some plant variety including produce yielding plants, trees and shrubs.		More than 5 types of plants, including produce yielding plants, trees, and shrubs.
Overall Appeal and originality	All components of the design are not cohesive and do not work together to create a sense of place.		Some components are cohesive. Little personality in design.		All components of the design work together in harmony. The appeal is expressive and has personality

MEMORANDUM OF UNDERSTANDING (MOU) COWORK SPACE/TECH INITIATIVE
BETWEEN
BRIDGING URBAN INNOVATORS + and TOWN OF EATONVILLE
LEADERS IN TECHNOLOGY (BUILT)

WHEREAS, The Bridging Urban Innovator and Leaders in Technology (BUILT) Initiative is a consortium of central Florida based companies that are producers of technology that include software design, development and implementation services and products across multiple industries; and

WHEREAS, 4F Applied Technologies, Inc., a Florida corporation (“4F App Tech”) is a technology company that enterprise software solutions, tools and services; and

WHEREAS, CelleC Game, Inc., a Florida corporation (“CelleC”) is a technology company that provides education tools and services; and

WHEREAS, SFG Digital, Inc., a Florida corporation (“SFG Digital”) is a technology company that provides Sales Productivity, Design + Development, Business Consulting, New Ventures; and

WHEREAS, ACEApplications LLC., a Florida corporation (“Ace”) is a technology solutions and staffing provider for businesses, schools, and government agencies; and

WHEREAS, The InfiniT Group, a Florida corporation (“InfiniT”) is a technology solutions and matching provider for individuals, organizations and agencies; and

WHEREAS, LinkBox, Inc., a Florida corporation (“LinkBox”) is a mobile technology solution provider in the healthcare; and

WHEREAS, RYSE Inc., a Florida corporation (“Ryse”) is a media solutions; and

WHEREAS, Town of Eatonville, Incorporated town in Florida (“Eatonville”) is a municipality located in central Florida; and

WHEREAS, 4F App Tech, CelleC Games, ACE Applications, SFG Digital, The InfiniT Group, LinkBox, Ryse and Eatonville (the “Parties”) have expressed the desire to partner and form a coalition of entities that will come together to establish a business domicile in the Town of Eatonville and execute a definitive agreement to achieve these goals, and the Parties agree as follows:

1. The Parties will agree to work together to establish a technology district within the historic town of Eatonville.
2. This Technology district will be established to provide a technology friendly infrastructure and working environment for varied technology companies
3. 4F, CelleC, Ace, The InfiniT Group, LinkBox, and Ryse will commit to be the initial tenants upon the completion of the technology district. This commitment will range from 3 to 5 years.
4. The Parties will agree to share ideas, and partner on business opportunities to expand businesses in the area
5. Eatonville will provide support to the parties to expand the marketing and business opportunities for the parties to support growth and expansion for companies in the technology district.
6. Eatonville will provide attractive terms and competitive rents for the Parties to facilitate the incubation of the technology district
7. Parties will create a combined go-to-market strategy for growing the business visibility and attracting additional companies to the technology district.
8. Eatonville will commit to ongoing budgets to help promote the business, the district, and to market the district
9. The parties will work together to incubate and support the growth of the district.
10. Parties will establish regularly scheduled meetings to discuss, share, and determine next steps until the completion of the technology district.

For: BUILT Consortium

For: Town of Eatonville

Name and Date

Keith D. Carr, Partner

4F Applied Tech.

(BUILT Consortium

Representative)

Name and Date

Representative

Town of Eatonville

TOWN OF EATONVILLE FACT SHEET
COMMUNITY REDEVELOPMENT AGENCY
May 15, 2018

DATE: May 15, 2018
TO: Board of Directors
FROM: James Benderson, Executive Director | Town Planner
SUBJECT: Legal Representation Contract 5B1

BACKGROUND:

The Town of Eatonville CRA Board has contracted with Mr. Jackson since 2014. Mr. Jackson has served the CRA Board and staff faithfully and diligently. Mr. Jackson has provided staff competent legal advice and kept the board current on pending legislation that would impact Community Redevelopment Agencies.

REQUEST:

Staff is requesting permission to renew Attorney Greg Jackson's one year contract with a monthly retainer of \$1,250.

ATTACHMENTS:

Agreement
Resume

**SERVICE AGREEMENT FOR
TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY
GENERAL COUNSEL**

THIS AGREEMENT is made as of the _____ day of _____, 2018, by and between the TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY, a public body corporate and politic created pursuant to Part III, Chapter 163, Florida Statutes, whose address is 307 E. Kennedy Blvd, Florida 32751 (the "TOECRA" or "Agency") and Gregory A. Jackson, Esq. ("Jackson").

1. Scope of Engagement: To: (i) assist and advise the TOECRA as to matters related to the operation of the Agency; (ii) provide guidance as to the litigation and negotiation activities of the TOECRA; (iii) direct the activities and roles of outside counsel whose services may be necessary from time to time; (iv) assist the TOECRA in community redevelopment efforts of the TOECRA, which may include the review, drafting and negotiation of agreements presented to or by the TOECRA; and (v) attend the TOECRA meetings (i.e., regular, special, emergency, etc.). If the TOECRA requires litigation to ensue against an individual, business or governmental entity that the firm has previously represented, the TOECRA understands that Jackson will direct any litigation to the appropriate law firm, with the first option being given to Conroy Simberg. If Conroy Simberg is unable to represent the TOECRA or cannot obtain a conflict waiver where applicable, Jackson will assist the TOECRA with obtaining counsel for the limited purpose of representing the TOECRA for the subject litigation.

The TOECRA has not retained Jackson to provide advice in the areas of tax, securities, or other specialized areas of law unrelated to the specific representation which has been undertaken. Moreover, Jackson does not assume the responsibility or obligation to provide any such other advice unless specifically contracted for in writing. Jackson will assist the TOECRA with obtaining attorneys in specialized areas of the law if requested to do so. If the TOECRA does not make such arrangements with Jackson, however, it will be understood that the TOECRA has independently obtained such advice or does not consider it necessary or relevant to the representation which Jackson has undertaken.

2. Staffing: Primary responsibility for this engagement will be assumed by Jackson. Additional staffing needs will depend primarily on the judgment of Jackson as to the experience and expertise required to properly discharge professional responsibilities.
3. Fees: Jackson shall receive a monthly retainer in the amount of ONE THOUSAND TWO HUNDRED FIFTY DOLLARS and 00/100 (\$1,250.00), which equals five (5) hour of services, to attend monthly TOECRA meetings, be

available to respond to all inquiries of the TOECRA Executive Director, Chair, Vice Chair, Board, as well as to be available to respond to questions posed by staff members regarding TOECRA matters. In the event Jackson is required to perform tasks that will result in more than the equivalent of five (5) cumulative hours of billable tasks for the subject month, TOECRA shall be billed an hourly charge for such services. In charging for said services, Jackson will consider all relevant factors. These include the time and labor required, the novelty and difficulty of the issues, the skill required to properly perform the services, any time limitations imposed under the circumstances, the amount involved and the results obtained. Current rates for professionals with 10 year or more of experience within the areas of land use, redevelopment, real estate development, government, etc., range from \$300.00 to \$500.00+ per hour, depending upon the skill and experience level of the person performing the services. These rates are subject to periodic adjustment. The hourly rate for Jackson in light of other professionals with comparable experience is reduced to \$250.00. In the event that Jackson is requested to represent the TOECRA as an attorney in a legal matter, a separate agreement outlining TOECRA's Client's Rights and the nature of said legal representation shall be executed.

4. Costs: Expenses (such as travel, lodging, meals, telephone, tolls, etc.) will be pre-approved and separately itemized on billing statements to the TOECRA. Certain costs may be forwarded to the Agency for payment directly to the vendor. Billing for certain cost items may include a surcharge, others will be billed at the amounts actually charged to Jackson where applicable
5. Submission and Payment of Statements: Jackson will submit statements for services rendered and costs advanced on a monthly basis. Statements are to be paid in full within 30 days of receipt. In the event that any statement is not paid in full within 30 days of receipt by the Agency, Jackson will have the option to withdraw from this Service Agreement and the TOECRA hereby consents to withdrawal under those circumstances. Furthermore, a failure to question or object to any charge within 30 days of receipt of the subject statement will constitute the TOECRA's agreement to the statement as presented.
6. Additional Retainer: If legal services are required, Conroy Simberg or any other law firm, may request a retainer to undertake the representation of the TOECRA as a new or returning client. The Agency, at the time of such agreement or upon request will remit the retainer accordingly subject to the applicable terms therewith.

7. Client: Jackson has been engaged to represent the TOECRA in its capacity as a public body, corporate and political, created pursuant to Part III, Chapter 163, Florida Statutes. Jackson's representation does not extend to the representation, personal or otherwise, of the Agency's officers, directors, board, staff or employees, or any parent, subsidiary or related corporation or business entities.
8. Term: The term of this Agreement shall be for an initial period of one year and shall be automatically renewed for an additional term of one (1) year at the end of the initial period ("Renewal Period), for a total of four additional Renewal Periods, unless the TERMINATION provision found in Paragraph 9 of this Agreement is exercised.
9. Termination: This Agreement may be terminated at any time by either party upon sixty (60) days' written notice, unless the parties otherwise agree in writing. to the following respectively:

Gregory A. Jackson, Esq.
8292 Baywood Vista Drive
Orlando, FL 32810

Town of Eatonville CRA
c/o James Benderson, Executive Director
307 East Kennedy Blvd.
Eatonville, FL 32751
10. This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations, understandings and representations, if any, made by and between the parties. Any provisions not covered by this Agreement may be resolved through the applicable provisions of the Town of Eatonville Community Redevelopment Agency Comprehensive Policies and Procedures Manual.
11. This Agreement may only be amended by a written document signed by the Agency and Jackson, making specific reference to this Agreement.
12. No provision of this Agreement shall be affected by the invalidity of any other provision of this Agreement.
13. The terms and provisions of this Agreement shall be binding upon, inure to the benefit of, and be enforceable by the parties.
14. This Agreement and all transactions contemplated by this Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of

Florida. Any proceeding arising between the parties in any manner pertaining to this Agreement shall, to the extent permitted by law, be held in Orange County, Florida.

By: _____
Gregory A. Jackson, Esq.

Accepted and Agreed to:

This _____ days of _____, 2018

Town of Eatonville Community Redevelopment Agency

By: _____
JAMES BENDERSON
TOECRA, Executive Director

By: _____
EDDIE COLE
TOECRA, Chairperson

GREGORY A. JACKSON, ESQ.
8292 BAYWOOD VISTA DRIVE
ORLANDO, FLORIDA 32810
CELL: (321) 287-8807

PRIMARY EMAIL: gregory_jacksonesq@yahoo.com

SECONDARY EMAIL: flageneralcounsel@gmail.com

EMPLOYMENT EXPERIENCE

G. Allen Jackson, PLLC, Orlando, FL

President: October 2016-present

- State of Florida, *Certified Veteran Business*

Town of Eatonville Community Redevelopment Agency, Eatonville, FL

General Counsel: October 2014-present

Conroy Simberg, P.A., Orlando, FL

Associate Attorney: September 2012-present

Office of the Attorney General, Department of Legal Affairs, Jacksonville, FL

Assistant Attorney General, Economic Crimes: January 2010-September 2012

Gregory Jackson & Associates, LLC, Orlando, FL

President/Owner: September 2008-January 2010

Bobo, Ciotoli, Bocchino, Newman & Corsini, P.A., Orlando, FL

Shareholder: November 2001-September 2008

Zimmerman, Shuffield, Kiser & Sutcliffe, P.A., Orlando, FL

Associate: August 2000-October 2001; *Law Clerk:* May 1999-August 1999

EDUCATION

Florida State University College of Law, Juris Doctor (2000)

- **Florida State University Law Review, 1998-99 Notes & Comments Editor**
- **FSU Land Use & Environmental Law Journal, 1999-2000 Staff Member**
- **Florida Dept. of Corrections, Law Clerk (1999)**
- **Florida Dept. of Business and Professional Regulations, Law Clerk (1999)**

University of North Florida, Master of Health Administration (1997)

- **Columbia HCA, Graduate Intern (1997)**

Florida A&M University, Bachelor of Science (1994)

MILITARY EXPERIENCE

**United States Navy Reserve, CENTCOMINT 0174 Intelligence Analyst/Petty Officer
Second Class (Top Secret Security Clearance): 2001-2004**

**Florida National Guard, Company A, 3rd Battalion 124th Infantry Specialist (11C)/E-4:
1988-1994; Inactive Reserve: 1994-1996**

GOVERNMENT CITIZEN BOARD/ADVISORY COMMITTEE APPOINTMENTS

- **Orange County Public Schools Unitary Status Advisory & Oversight Committee, (2017 OCPS District 7 Appointee of Board Member Christine Moore)**
- **City of Orlando Affordable Housing Advisory Committee (2017 Appointee of City of Orlando Mayor)**
- **Orange County Board of Zoning Adjustment, Chairman and District 2 Representative (2015-present)**
- **Civic Facilities Authority: City of Orlando Representative (2005-2007; appointed by City of Orlando Mayor)**
- **City of Orlando Certification Board: Board Member (2001-2002)**
- **Metro Plan Orlando Citizens' Advisory Committee: Orange County Representative (2001-2002)**

HONORS

- **National Attorneys General Training & Research Institute, 2010 and 2011 Scholarship Recipient**
- **Florida State University Law Review, 1998-1999 Notes & Comments Editor**
- **FSU Land Use & Environmental Law Journal, 1999-2000 Staff Member**
- **Florida Minority Participation in Legal Education, 1997-2000 Scholar**
- **Eta Sigma Gamma, Honorary Health Fraternity (1997 Sergeant-at-Arms)**
- **Central Florida Political Leadership Institute (2012 Graduate)**
- **Mayor Teresa Jacob's Orange County Experience Citizen's Program (Inaugural Class of 2013)**

PROFESSIONAL, CIVIC & COMMUNITY AFFILIATIONS

- **Florida Economic Consortium, Deputy Chief Strategist / Community Redevelopment Agency Authority (2017)**
- **State of Florida Certified Veteran Business (2016-2018)**
- **Florida Municipal Attorneys Association, Member (2016-present)**
- **Apopka Task Force on Violence, Legal Advisor and Strategist (2016-present)**
- **Florida Bar Association, Government & Public Policy Advocacy (2017 to present), Consumer Protection Law Committee (2012-present) and LOMAS Advisory Board (2007 to 2010)**

PROFESSIONAL, CIVIC & COMMUNITY AFFILIATIONS (CONT.)

- College Park Rotary Club, *President and Foundation Chair*(2015 -2016)
- Small Business Development Center at University of Central Florida, *Advisory Committee Member* (2008-Present)
- Easter Seals of Central Florida, *Advisory Board Member* (2008-2010)
- Primrose Center, Inc., *Board of Directors* (2000-2004)
- West Orange Chamber of Commerce, *Economic & Governmental Advocacy Committee Member* (2012)
- U.S. District Court Middle District of Florida
- U.S. District Court Southern District of Florida (*Government Lawyer Admission*)
- Alpha Phi Omega National Service Fraternity, Inc.
- Alpha Phi Alpha Fraternity, Inc.
- Tehillah Magazine, Inc., *Official Magazine for The Stellar Awards* (2010-2012), Founder, *Past Managing Editor and Chief Legal Officer*)
- Florida Department of Financial Services & Georgia Insurance Department, *Past Continuing Education Instructor*(2006-2010)*

*Past Instructor with course authority for: General Line (Property & Casualty), Health, Adjuster Law & Policy, Adjuster and Agents Ethics, Generic (life, health, variable, general lines and title) and Premium Discounts/Mitigation Options.

NOTEWORTHY PRESENTATIONS, LECTURES AND SEMINARS

- **Bethune-Cookman University 2018 Education & Social Justice Conference** (2018), *Community Redevelopment Strategies to Address Crime in Underserved Communities* (*Invited Presenter*)
- **Florida Redevelopment Association 2017 Conference (2017)**, “*Engaging Underserved Communities,*” (*Speaker / Panelist*)
- **Florida Attorney General 32nd National Conference on Preventing Crime in the Black Community (2017)**, *Community Redevelopment Agency and Economic Development as Alternative Strategies to Addressing Crime* (*Presenter*)
- **Florida Economic Consortium (2017)**, *Community Redevelopment Agency Strategy Forum* (*Speaker / Panelist*)
- **Central Florida Urban League (2017)**, *Rights Restoration and Voter Rights Panelist*
- **The Apopka Voice (2016-Present)**, *Weekly Opinion Columnist* (*Business/Political*)
- **Rollins Center for Lifelong Learning (2015-2016)**, *Instructor and Advisor for Community Engagement*
- **Centura Institute (2015)**, *Graduation Keynote Speaker*
- **Conroy Simberg 27th Annual Claims Management Seminar (April and May 2015)**, *Presenter on topics related to Premise Liability*
- **The Money Masters Financial Seminar (2014)**, *Speaker along with National Best Selling Authors, Dr. Dennis Kimbro and Lynn Richardson. Topic: How to Survive the First Five Years of Business and Small Business Development.*

NOTEWORTHY PRESENTATIONS, LECTURES AND SEMINARS (CONT.)

- **Town of Eatonville (2014)**, *Moderator and Presenter: Rights Restoration.*
- **American Help Center: Foreclosure Rescue and First-Time Homebuyers Workshop (2013)**, *Guest Speaker presenting information related to the State of Florida's role in mortgage settlement*
- **Central Florida Urban League (November 2013)**, *Panelist and Presenter on the following topics: Rights Restoration and Small Business Development*
- **Florida Office of the Attorney General Economic Crimes Division 2010 and 2012 Summer Conference**, *Economic Crime's: The Business of Litigation Presenter*
- **Florida Department of Financial Service 2011 Conference**, *Florida Consumer Collection Practices Act, Presenter*
- **Florida Association of Minority Business Enterprise Officials 2010 Conference**, *Structuring a Successful Business, Presenter*
- **Know Your Legal Rights: Home Loan Modifications and Foreclosure & What Debt Collectors Can and Cannot Do**, *Orlando's African American Chamber 2009 Lunch and Learn Series (Lecturer)*
- **Litigation Skills for Legal Staff in Florida**, *LORMAN Education Services 2006, 2007 and 2008 CLE Presentations (Presenter/Guest Faculty and Moderator)*
- **Jury Selection in Florida**, *LORMAN Education Services 2006 and 2007 CLE Presentations (Presenter/Guest Faculty)*
- **Medicaid and Elder Law Issues in Florida**, *LORMAN Education Services 2004 and 2005 CLE Presentations (Presenter/Guest Faculty)*
- **Ramifications of Medical Errors in Florida** *LORMAN Education Services 2003 CLE/CEU/CMU Presentation (Presenter/Guest Faculty)*
- **Nursing Home Litigation**, *AIG Insurance Company and Zurich N.A., Atlanta, GA. In-Service seminars bi-annual 2003 to 2007 (Presenter/Organizer)*
- **Deposition and Discovery Essentials**, *Emeritus Corp. In-Service seminars bi-annual 2003 to 2005 (Presenter)*
- **Nursing Home Litigation vs. Assisted Living Litigation** *Emeritus Corp. In-Service seminars bi-annual 2003 to 2005 (Presenter)*

COMMUNITY SERVICE ACTIVITIES

- **Apopka Progressive Seniors**, *Senior Prom, Master of Ceremony (2016, 2017 and 2018)*
- **Marvin C. Zanders Humanitarian of Year Banquet**, *Master of Ceremony (2015, 2016 and 2018)*
- **Santa to Seniors**, *Teen Community Project, Advisor (2017 – present)*
- **Central Florida Urban League**, *Community Strengthening Initiative Advisory Committee Member (2017)*
- **Spirit of Apopka Annual Gospel Festival Committee** *(f/n/a/ Apopka Family, Faith & Food Festival), Legal Advisor (2017-2018)*

COMMUNITY SERVICE ACTIVITIES (CONT.)

- **HE GOT UP!**, *Volunteer Attorney (2016-2017)*
- **South Apopka Ministerial Alliance**, *Annual Apopka MLK, Jr. Parade and Program Committee Member and Host (2015 - 2018)*
- **Parramore/Holden Heights Neighborhood Coalition Town Hall**, *Featured Presenter (2016)*
- **Barry University College of Law, Veteran's Legal Workshop**, *Volunteer Attorney (2016)*
- **St. Paul AME Church**, *Youth Easter Celebration, Host and Sponsor (2016)*
- **Saving Young Heart**, *Free Heart Screening for Youth Sponsor (2015)*
- **South Apopka Ministerial Alliance**, *Backpack Giveaway Sponsor (2015)*
- **Central Florida Urban League**, *Teen Summit Sponsor and Host (2015)*
- **St. Paul AME Church**, *2015 District Delegate, Board of Trustees, Finance Commission*
- **University Club of Orlando**, *Charitable Works Committee (2014-2015)*
- **American Cancer Association Relay for Life (College Park, FL)**, *Luminaria Ceremony Speaker (2013 and 2014)*
- **Davis Lodge 47 Apopka, Florida**, *Backpack Giveaway (2014)*
- **Lockhart Middle School Advisory Council**, *Community Liaison (2013-2015); 2013 Writing Contest Organizer, Host, and Competition Facilitator*
- **Florida Justice Commission**, *2013 Florida Commissioner*
- **Lockhart 1st & 2nd Annual National Night Out**, *Committee Chair (2013-2014)*
- **People of Lockhart Neighborhood Association**, *Vice President and Community Development Committee Chair (2013-2015)*
- **St. Paul AME**, *Youth Conference Guest Speaker (2013 and 2014)*
- **Central Florida Urban League**, *Community Strengthening Initiative Advisory Committee Member (2013-2014)*
- **Florida Farm Worker's Association of Florida (Apopka)**, *Turkey Giveaway Sponsor and Host (2013)*
- **South Apopka Christmas in the Park**, *Host and Sponsor (2013)*
- **Orange County Sheriff's Department Ride-Along Program (2012)**
- **Orange County Lead Counsel (2010 and 2012 General Election)**



**TOWN OF EATONVILLE
COMMUNITY REDEVELOPMENT AGENCY**

May 15, 2018

DATE: May 15, 2018

TO: Board of Directors

FROM: James Benderson, CRA Director | Town Planner

SUBJECT: USDA Grant Match – (Action)

BACKGROUND:

The Adopted CRA plan supports high performance infrastructure. Policy 3.2.4 supports cost sharing with the town. Policy 3.2.2 supports the upgrade of existing stormwater, sanitary sewer, and water systems. The Town has been awarded grant funding from the United States Department of Agriculture (USDA) to upgrade components the town's sanitary sewer system.

The first two hundred thousand dollars of the project is dedicated as a low interest loan. It is our intent, which is supported by the CRA plan, to invest in the Town's infrastructure.

REQUEST:

Staff is requesting permission to contribute budgeted grant matching funds up to one hundred thousand dollars.

Staff Comments

**TOWN OF EATONVILLE
COMMUNITY REDEVELOPMENT AGENCY
370 E Kennedy Blvd.
Eatonville, FL 32751**



MEMO

DATE: May 14, 2018
TO: Board of Directors
FROM: James Benderson, CRA Director | Town Planner
SUBJECT: Financial Summary

Please accept the following fiscal year to date (Oct 1, 2017 to May 2, 2018) report of the various CRA accounts.

▪ Professional Services	515.3100	9,400.00
▪ Contractual Services	515.3400	784.47
▪ Travel	515.4000	51.00
▪ Communication	515.4100	1,711.16
▪ Utility	515.4300	1,664.45
▪ Rental/Leases	515.4400	1,145.24
▪ Insurance	515.4500	5,075.00
▪ BLDG Repair	515.4611	230.74
▪ Promo Activity	515.4800	8,967.53
▪ Office Supplies	515.5100	121.54
▪ Operating Supplies	515.5210	915.47
▪ Books, Pubs, Subs	515.5400	585.00
▪ Miscellaneous	515.5900	5,467.98
▪ Acquisition/Demolition	515.6101	35,345.45
▪ Redev & Grant Prog	515.6202	16,468.57
▪ Infrastructure	515.6301	55,000.00

**TOWN OF EATONVILLE
COMMUNITY REDEVELOPMENT AGENCY
370 E Kennedy Blvd.
Eatonville, FL 32751**



MEMO

DATE: May 14, 2018
TO: Board of Directors
FROM: James Benderson, CRA Director | Town Planner
SUBJECT: TIF update and status

The Town of Eatonville's CRA TIF is currently capped at \$300,000 annually. The Town has been rebating TIF funds back to the taxing authority since January 1, 2005. The amendment to the interlocal agreement which established the town's CRA governs the amount TIF the town is allowed to keep. Please accept the following information as a summary of payments provided by the finance department report. According to the Town's Finance Director, the following numbers illustrate the amount of TIF that has been rebated back to Orange County since 2008.

CRA Rebated TIF

1.02.08 -	\$326,189.91
1.12.09 -	\$364,332.37
10.05.09 -	\$110.00
1.08.10 -	\$297,395.30
3.29.11 -	\$159,027.40
1.05.12 -	\$108,990.15
1.11.12 -	\$180.00
1.04.13 -	\$58,210.31
1.28.14 -	\$73,751.71
1.22.15 -	\$65,460.26
1.19.16 -	\$80,818.17
1.13.17 -	\$114,804.51

TOTAL= \$1,649,269.09
-290.00
TOTAL= \$1,648,979.09



MEMO

DATE: May 14, 2018
TO: Board of Directors
FROM: James Benderson, CRA Director | Town Planner
SUBJECT: Project Summary

Per your request I have a summary of some of our ongoing actions.

1. Planning & Zoning Tasks

- a. Planning & Zoning Board Meetings
- b. Board of Adjustment Meetings
 - i. 152 Lincoln Blvd. (Denied)
 - ii. 100 Kingston Ct. (Approved w/ Conditions)
- c. Historic Preservation Board Meetings (3+)
- d. EAR Based Comprehensive Plan Amendments – Transmitted to DEO
- e. LDC Text Amendments
 - i. Downtown Cultural & Heritage Overlay Amendment – Adopted
 - ii. LDC Fee Update – Adopted
 - iii. Food truck Ordinance – Adopted
 - iv. Residential Rental Licensing Program – P&Z approved
- f. Annexation Request 27+/- Acres
 - i. 1st Reading - Passed
 - ii. 2nd Reading – Adopted
 - iii. Recorded
 - iv. Land Use & Zoning - Pending
- g. Site Plan Review
 - i. Zaxby's – Approved
 - 1. Assigned address - approved
 - 2. Flood Plain Map Amendment - approved
 - 3. Impact Fee Offer – approved
 - ii. HostDime
 - 1. 1st Submittal (meeting scheduled 5.17.18)
 - iii. Wayne Densche
 - 1. 2nd Submittal
 - iv. Atlantic.net – Minor Site Plan Review
 - v. Mini Cooper – Administrative Determination
- h. Rezoning
 - i. W Kennedy Property – Adopted
- i. Census 2020 – LUCA Review
- j. County Wide CDBG program option – opted to stay in small grants prog.
- k. Zoning Certification Letters - 3
- l. Business Tax Receipts
- m. Proposed Development Agreement for Hungerford Tract - submitted
- n. Submitted Technical Assistance Grant Request for LDC update



2. Historic Preservation Tasks

- a. CLG Board Training
- b. Certificate of Appropriateness Issued
- c. Registered town with Department of Historical Resources Grants
- d. State CLG designated liaison
- e. Demolition by neglect notices sent
- f. Direct communication with dilapidated historic property owners

3. Code Enforcement Tasks

- a. Assigned supervision of board
- b. Assigned supervision of staff
- c. Standardizing operating procedure
 - i. Daily function structure - submitted
 - ii. Established networked action log – Active
 - iii. Weekly Reports
- d. Online reporting option activated
- e. Visible results of consistent enforcement
- f. Coordinated staff shadowing opportunity

4. Assigned Grant Administration

- a. Bi-Weekly Meetings with Grant Writer
- b. Attended Grant Workshop in Tallahassee
- c. Submitted Technical Assistance Grant Request from DEO

5. Redevelopment / Miscellaneous Actions

- a. Business Development
 - i. Foxtail Coffee expansion meetings
 - ii. Starbucks communications
 - iii. 2 new restaurants to open in town soon
 - iv. Meetings with coordinator 6 Tech Businesses
- b. Housing Development
 - i. Attend area realtor meetings on affordable housing
 - ii. Met with campus view acreage property owner
 - iii. Meet with proposed housing developer (8+/- ac)
 - iv. Meeting scheduled with Macedonia 5.15.18
- c. Appraisal of key properties for acquisition
 - i. East Kennedy & West Kennedy
- d. Facilitation and Attendance of Trainings and Workshops
 - i. Urban Land Institute UrbanPlan for Public Officials
 - ii. Black Communities Conference w/ UNC and HBTSA
 - iii. Healthy Communities Leadership Training w/ Morehouse School of Medicine
 - iv. Florida Redevelopment Association (Pending)
 - v. Florida Planning and Zoning Association (Pending)
 - vi. Florida Brownfield Association (Pending)

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- e. Developed RFP for Tower Lettering and Lighting
- f. Developing RFQ for E Kennedy Streetscape
- g. Developing voluntary slum & blight removal program
- h. Developing Project Restore a historic restoration program

This is a general summary of some of the projects that are currently on the table and some that have been completed. Please feel free to contact me directly for any questions, comments, or concerns.