

**Historic Town of Eatonville
Community Redevelopment Agency
Board Meeting**

June 20, 2017 5:30pm

**Town Hall
Council Chambers
307 East Kennedy Blvd.
Eatonville, Florida 32751**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES
5. HEARINGS
 - a. Old Business
 - i. CRA-R-17-08 Develop Eatonville Business Alliance (Action Item)
 - b. New Business
 - i. Homeowner informational meeting
 - ii. Grant Applications
6. Director's Report
7. Staff Comments
 - a. Acquisitions update
8. Public Comments
9. ADJOURNMENT

____ Board Chair
____ Executive Director



COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
MINUTES
MAY 16, 2017
5:30 P.M.

PRESENT: **Chairman** Eddie Cole, **Vice Chairman**, Donovan Williams, **Director** Tarus Mack, **Director** Rodney Daniels; **Director**; Brent Gardner (arrived late; 5:50 PM), and **Director**, Theo Washington. **Also in attendance:** CRA Attorney Greg Jackson, CRA Director, James Benderson, and Cathlene Williams, Town Clerk. **ABSENT:** Director Marilyn Davis Sconions.

Chairman Cole called the CRA Meeting to order at 5:33 PM; followed by silent Prayer and Pledge of Allegiance.

I. CALL TO ORDER AND VERIFICATION OF QUORUM

II. INVOCATION & PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. MINUTES

A. Approval of April 18, 2017 CRA Minutes. Motion by Director Daniels to approve the minutes; the motion was seconded by Director Washington; **AYE: ALL, MOTION PASSES.** Director Gardner absent during voting.

V. CONSENT AGENDA

A. CRA-Resolution-17-06 By-Laws. Mr. Benderson explained these are standard by-laws; the Resolution has a provision to add Advisory Committee Members, they would have the structural background that the CRA Board is looking for as indicated on page 11. Director Washington asked Mr. Benderson were the By-Laws previously adopted; Mr. Benderson responded he has not seen a Resolution adopting the by-laws; Chairman Cole also stated that the by-laws were drafted but never approved. Vice Chairman Williams stated that from what recalls, the CRA Board has been dealing with this issue for quite some time; also, I have brought some things to your attention of the Executive Director that needs to be addressed; i.e., the role of each Board Member, and the same for the Advisory Board; and the fiscal officer of the Agency should be separate from the Town itself; we should have our own fiscal person; for checks and balances between the two (2), I think there is a need for this. There were funds taken

from the CRA by the Town, that may or may not have been put back in the CRA Fund account; this should not have occurred; if the CRA had their own fiscal finance person this would be better managed. Vice Chairman Williams stated that if the Executive CRA Director and the Chair are going to be developing the Agenda for the CRA meetings; therefore, the Chair is doing Administrative functions, which serves a dual role. Chairman Cole replied that he does not do the Agenda, what he does is to ensure that there is an Agenda prepared for the meeting, we hired someone to do that job, this is what they do. Mr. Benderson stated to the Board that he develops the Agenda based on previous, meetings and things that need to be addressed. Vice Chairman Williams asked why the Agenda can't be provided to all board members, since they are one board, so if there is something to address, then they can be addressed, everything is a little intertwined with the Town. Attorney Jackson stated to the Board that Mr. Benderson contacts him with regards to the finance audit piece. With regards to the Board, the Town of Eatonville, like other municipalities, they have community redevelopment agencies; which is a dependent agency that depends on the Town to remain in existence, as a result of that, the joint legislative committee has determined is that the financial information for the CRA Board should be provided to the municipality, which should be included in their auditing report, so there is no separate audit reporting for the municipality; the CRA Audit should be included in the Town's Audit report. There is an advisory opinion from the Attorney General's Office; is that special district office is not included within the dual office prohibition; with regards to dual office holding; the Supreme Court has determined that it is not prohibited for individuals that are a part of dependent special districts there is not prohibition on dual office holdings.

B. CRA-Resolution-17-07 Acquisition Authorization. This item being presented is asking the Board for authorization to begin negotiations for potential property acquisitions; and that we go into an Agreement or contract; this will come back to the CRA Board as well as the Town. Vice Chairman Williams recommended that Mr. Benderson bring back to the Board a potential piece of property before entering into any Agreement, give us more than one financing method to acquire this property.

C. CRA-Resolution-17-08 Develop Eatonville Business Alliance. TABLED.

D. Replace Historic Markers. There are several markers around Town that need to be replaced, the elements have destroyed them. Vice Chairman Williams is there a cost associated with replacing these Markers; Mr. Benderson replied we have a packet, and Ms. Nathiri is here to go over the details about this request.

Motion by Director Mack to approve the Consent Agenda, with item **(C)** being tabled; the motion was seconded by Director Daniels; **AYE: ALL, MOTION PASSES.**

VI. NEW BUSINESS

a. Board of Directors Report

Vice Chairman Williams; what is the status of the School Board Property, I feel that this agency should and can do something to try to make some things happen; from my understanding, the original agreement; the School Board is not dealing with the Developer (UP). Director Cole replied that he has attended all the School Board meetings, and they have not pulled this off the table; for the record.

Director Washington; I received my Council Packet on Sunday, I didn't have time to talk with anyone, agenda items need to be discussed during the Council meetings.

Director Daniels; obviously there is a trust issue with the current Administration and this Board; if we have to get a new person over our finances, I know our finances have been compromised in the past I am in agreement with that, I do agree that we are behind, and that we need to catch up with surrounding cities.

Director Mack; Board member Williams and Washington, I think we are going in the right and positive direction, we have to learn to agree and disagree, we need to be more presentable when we are talking about business; especially regarding the School Board property.

Director Gardner; I still feel we need a CRA Advisory Board, dealing with the budget, and programs. With the property across the street, if something does happen we should have a plan in place.

Chairman Cole; NO REPORT

b. Staff Report- James Benderson- provided each member with a summary report of the last few months; will try to get this to you on a quarterly basis.

Citizen Comments: NY Nathiri- Mr. Benderson asked me to give the Board some background information on the Markers; the State of Florida paid for the markers; information presented to the Board members.

Jeffrey Wooden- I am glad that I went through this situation with Anthony Grant, he made me a stronger person, not only as a person but in business and politics, the system; the other thing, I need help on my mother's estate, I want to preserve my mother's motel and the restaurant, want to do some type of fund raiser.

Maye St. Julien- commend Mr. Brent on wanting an Advisory Board; we are a Government; Governments do not have leaders; they have officials at the top and move

down to the next level. Ms. Nathiri gave a great example on how we received the funding for the Markers.

George Williams- speed bumps on my street, appreciate if you would think very seriously about putting them on Lincoln Blvd.

E. ADJOURNMENT- Meeting adjourned at 6:28 pm.

RESPECTFULLY SUBMITTED BY

Cathlene Williams, Town Clerk

RESOLUTION CRA-R-2017-08

A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY ESTABLISHING A BUSINESS ALLIANCE ORGANIZATION FOR THE TOWN OF EATONVILLE LICENSED BUSINESSES PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE

WHEREAS, the Town of Eatonville Community Redevelopment Agency finds the need to establish and create a Business Alliance Organization; and

WHEREAS, the organization will consist of interested businesses licensed to operate within the Town of Eatonville; and

WHEREAS, the business would complete a membership application and agree to a code conduct; and

WHEREAS, the Eatonville CRA Business Alliance Organization promotes and encourages members to diligently exercise integrity, truth and rigorous honesty in all areas relating to business and professional responsibilities.

WHEREAS, the Eatonville CRA Business Alliance will allow for members to collaborate and have a collective voice within the CRA.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY THE FOLLOWING:

SECTION ONE: ORGANIZATION: the members shall consist of business licensed to operate within the Town of Eatonville’s CRA

SECTION TWO: MEMBERSHIP: the membership is on an annual basis with an application and set membership fee based on the size of the business. (EXHIBIT B)

SECTION THREE: FEE DETAILS: the set membership fees accrued shall support business development activities and events provided for members.

SECTION FOUR: EFFECTIVE DATE: This Resolution will take effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 20th day of JUNE, 2017.

James Benderson, Executive Director
ATTEST:

Eddie Cole, Chairman

Cathlene Williams, Town Clerk

EXHIBIT B



Town of Eatonville
Community Redevelopment Agency
370 E Kennedy Blvd.
Eatonville, Florida, 32751

CRA Business Alliance Group

1. Company Name: _____

2. Mailing Address: _____ Phone: _____

3. Primary Contact: _____ Email: _____

3a. NAICS Code: _____ 3b. Federal I.D. No.: _____

3c. DUNS No.: _____ 3d. Number of Employees: _____

4. Website Address: _____

5. Physical location Address: _____

6. Member Fee – Small \leq 25 Employees \$150 | Medium 26-100 \$250 | Large > 100 \$350

Business Description	Business Logo

EXHIBIT B



Town of Eatonville
Community Redevelopment Agency
370 E Kennedy Blvd.
Eatonville, Florida, 32751

Eatonville CRA Business Alliance Group Code of Ethics and Excellence

Belonging to a community is a privilege, and members of the community have a right to some expectations of their peers. Members must comply with certain obligations and responsibilities in order to enjoy the benefits of being a part of this group.

Below are the Eatonville CRA Business Alliance Group Code of Ethics and Excellence expectations of our members. We feel they stand for the highest ideals of professional honor. We encourage you to also post them on your website to show your clients what you stand for.

I/We promise that...

- I/We will exercise and uphold the highest ideals of professional competence, quality and excellence in business.
- I/We will diligently exercise integrity, truth and rigorous honesty in all areas relating to my/our business and professional responsibilities.
- I/We will not tolerate crooked practices, and will not condone or perpetuate unethical conduct by remaining silent or turning a blind eye.
- I/We will know and respect existing laws pertaining to professional work and business.
- I/We will accurately represent my/our products and or services at all times, including all marketing, advertising and promotional materials.
- I/We will inform prospective clients of any conditions that I am/We are aware of that might affect their purchase of my/our products and/or services.
- I/We will honor my/our contracts, agreements and commitments.
- I/We will accept responsibility for all work I/We do, admit mistakes, and do whatever is possible to rectify any problems that arise.
- I/We will maintain the highest level of professionalism, and refrain from misrepresenting any authority entrusted to me/us.
- I/We will safeguard and protect all private and confidential information entrusted to me/us or obtained in the course of any working relationship.

Signature: _____

Print Name & Title: _____