



## HISTORIC TOWN OF EATONVILLE, FLORIDA REGULAR COUNCIL MEETING

### MEETING MINUTES

Tuesday, December 2, 2025, at 7:30 PM

Town Hall – 307 E. Kennedy Blvd.

**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 Council Agenda Page.*

#### CALL TO ORDER AND VERIFICATION OF QUORUM:

Mayor Gardner called the meeting to order at 7:33 p.m. and a quorum was established by Mrs. King.

**PRESENT:** (5) Mayor Angie Gardner, Vice Mayor Theo Washington, Councilman Tarus Mack, Councilwoman Wanda Randolph, Councilman Rodney Daniels

**STAFF:** (6) Marlin Daniels, **Interim Chief Administrator Officer**; Veronica King, **Town Clerk**; Clifford Shepard, **Town Attorney**; Katrina Gibson, **Finance Director**; Valerie Mundy, **Public Works Director**; Chief Stanley Murray, **EPD**; Tara Salmieri, **Town Planner**

#### INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation through a moment of silence led by Mayor Angie Gardner followed by the Pledge of Allegiance.

#### APPROVAL OF THE AGENDA:

**Mayor Gardner Motions** to APPROVE the meeting agenda with amendments; **moved by** Councilman Daniels **second by** Councilwoman Randolph; **AYE: ALL, MOTION PASSES. (5/0) Amendments:** Added two discussion items from the workshop to the council meeting (the Solid Waste Annual Increase and the RFQ #25-09-003); moved item #2 (Approval of RFQ #25-09-003) to Council Decision, added a walk-on item to council decisions (Resolution 2025-39-Technical Review Committee for the Master Plan). **Comments:** The first actions were rescinded in order to move item #2 to Council Decisions.

#### PRESENTATIONS AND RECOGNITION:

Presentation: The Approval of RFQ #25-09-003 for Engineering Services – Presented by Mo (Engineering Program Management Manager for GCI, the Engineering Program Manager for the Town of Eatonville Water Infrastructure Project.) Discussed the RFQ process for RFQ 25-09-003 and go over the process selection for the firms for the design and engineering services, was an intense process and well documented (about 8 steps) starting with the RFQ advertisement, had a proposal submission and opening, a public process, had an RFQ evaluation and shortlisting, followed by an interview session, along with reference checks, with today's final ranking and Council approval of the design tool. the next steps, which would be the contract negotiation, and then a final approval of an NTP task authorization that would also be brought to the Council. As part of the advertisement, any consulting services will have to follow the CCNA Act (Consultants' Competitive Negotiation Act) which requires the firms that formally respond to any advertisement requests for qualifications are eligible for evaluation and consideration, there were three locations for the RFQ advertisement (Town's website, , and the Eatonville Water Program website), information was open, publicly, and it was open to all engineering firms that qualify, proposal submission deadline was September 23, 2025.

at 2 p.m., seven firms that submitted proposals, firms that successfully submitted proposals were GAI Consultants, CPH Inc, Spectra Engineering, and Research, WBQ Design and Engineering Inc, Baxter & Woodman, GAE Engineering, and UMIS Inc. had a four-member evaluation committee who was to evaluate the proposals received and rank them based on the qualifications, the shortlist resulted in five firms (GAI Consultants, CPH Inc, Spectra Engineering and Research, WBQ Design and Engineering Inc, and Baxter & Woodman, interviews were conducted, references were checked, bringing to council is a request for approval for a pool of firms shortlisted down to four (GAI Consultants, CPH Inc, Spectra Engineering and Research, WBQ Design and Engineering Inc), need authorization from the council to proceed into a negotiation process, CPH currently have contracts with the town, the CCNA Act gives an open forum for anyone to compete for any work, it does not exclude any firms, although CPH is currently working with the town, they still have this opportunity, it is not uncommon for a company to have multiple contracts with a state or government entity, because this is a state-funded grant, we cannot go against what the state gives, which is equal opportunity and merit, legal confirmed the process as requested, supposed to be pick based on qualifications, the most qualified based on the matrix process was done exactly the way the statute requires, any of the four firms can do the work, tonight is to approve ranking, the pool of firms (the four firms) so that the process of negotiating can begin, the statute prohibits considering the fee or price until after the qualified ranking. The agency negotiates a contract at a compensation determined to be fair, competitive, and reasonable, considering the scope and complexity of the services, have to give other people opportunities to get in the pool and do things for the town, legal provided further clarifications, the CCNA governs procurement of certain Professional services by public agencies, this is not anyone's preference, it is what the law requires for these kinds of services (engineering, surveying, mapping, architecture, landscape, architecture, etc.).

Presentation: The Solid Waste Annual Increase and the RFQ #25-09-003; (Presenter: Marlin Daniels) the cost of goods and the way of doing business has increased, with a 12% increase in solid waste we have to increase our rates due to the rates going up, this resolution is to increase our rates in order to not operate in the negative. Roll-offs for residential will increase to \$26.43 effective come January 1st.

## **CITIZEN PARTICIPATION: (3)**

Joyce Irby – Commented on the Catalina Park (PAL Center) everything is not the mayor's fault, the police grant is specific with deadlines, if you do not meet the specific of the grant you can lose it, hoping to get this moving along. There is probably no extension, if we think they are (Department of Justice) going to give us anything, we are probably not going to get it.

Angela Johnson – Commented on the Catalina Park (PAL Center) elected officials are obligated to provide a comprehensive oversight which includes reviewing every component of proposals and information that you receive, not merely articulating opposition, the proposed facility in Catalina Park, I am one person in support of it, do not foresee that a police substation in the neighborhood is going to bring down the value, people were shooting directly in front of my home, there have been several shootings in that community, if having that structure in the park is going to reduce the risk, then I am all for it. Council have a responsibility for not staying focused on one particular component of a project, but talking to staff, talking to the CAO, we have been talking about the additional dollars coming from Orange County for years, and kudos to staff now that the money is awarded, it is going to enhance the park, Francis Jerry Park is not just a Catalina Parks, it is a town park, if someone wants to own that park, the establish an HOA, purchase it from the town, and you can do whatever you want to do with it, go into the community as elected officials and tell them the entire story.

Anthony Grant – Inquired about CPH, if CPH has done projects for the town, not from a competitive bid process, are there CPA engineering records, if they qualify to get the work., who reviews their work, does not the town engineer review the work of the other engineers who submitted to the town, in response the engineering program manager do have the QAQC review for the design process?

## PUBLIC HEARING

Approval of the First Reading of Ordinance 2025-7 Amending Subpart B, “Land Development Code,” Chapter 64, “Zoning,” Article III “Zoning District Regulations,” Chapter 65 “Use Regulations”, Section 65-1 to Permit Duplexes in R- 2 Single Family Residential Zoning Districts; **(Preamble Read)** Tara Salmieri (Town Planner) had a planning board meeting in which they voted and recommended to move forward with adding duplexes to the R-2 zoning districts as permitted use, and as a result of that permitting, you would also have to revise your dimensional tables for duplex standards, area that have a lower density would not permit duplexes because of the comprehensive plan, it has been asked if people that own duplexes today could rebuild, if there had been a disaster, a fire, or that something happens that they lose the ability to rebuild, the code, the partial destruction, section 60-437, states if 50% or more has been destructed, you cannot build nor operate as a duplex, anybody that needs to refinance a duplex will also be denied, because the banks look at the ability to rebuild, there are about 25 duplexes in the town, duplexes in R2 would essentially allow all of the properties that have the duplex to maintain its use, will have to go through a variance process, because their lot width will be too small, some lots are half the size of what would be required, the consideration is to add duplex to R2 areas, if approved, the dimensional standards (would need to changed) is only a minimum lot width for a single-family residential R2 is 50 feet wide, in order to be consistent with your comprehensive plan and if it was a duplex, it would have to be 100 feet wide, if approved, new duplexes can come in theory but by the policy is it likely will not happen, would have to acquire two and a half lots in order to do it, if approved, there is a correction in the table as indicated with a strikethrough, the standard in the table is not changing, it is located in in the wrong column; adding a duplex does not violate the comprehensive plan, it allows duplexes to expand and to renovate and rebuild, it also provides ownership and rental opportunities, and to continue in those areas; can there be protections without opening up for more duplexes, you can change the build back percentage standard of 50. **Citizen Comments:** Angela Thomas – inquired for clarity as to something legal stated, if the town is a CRA district, is does not allow to rebuild, legal was speaking to design standards, that is not what the Planning Commission (Board) voted for; Anthony Grant – purchased two duplexes, they were built in 1934 and they could not be refinanced, you cannot refinance at 90%, it is not financially feasible to go and build a duplex if you have to get two and a half lots, will have to assemble three lots, there are no half lots. **Mayor Gardner Motions** to **APPROVE** the First Reading of Ordinance 2025-7 Amending Subpart B, “Land Development Code,” Chapter 64, “Zoning,” Article III “Zoning District Regulations,” Chapter 65 “Use Regulations”, Section 65-1 to Permit Duplexes in R- 2 Single Family Residential Zoning Districts; **MOVED** by Vice Mayor Washington; **SECOND** by Councilwoman Randolph; **NAYE: ALL, MOTION FAILS (0/5).** **Comments:** The option to change the build back percentage would be done in a separate ordinance.

Approval of the First Reading of Ordinance No. 2025-06 Local Business Preference Program - **(Preamble Read)** Valerie Mundy - In association with over \$50 million in town-wide infrastructure, construction projects, we're proposing a town-wide local business preference program. local businesses will be easily identified for potential contracting preferences, had 50 participants in Mayor's Business Development Academy. This particular ordinance will give an opportunity to gain preference and to utilize local businesses, will encourage local small businesses to compete for city contracting opportunities and to maintain local operations. The minimum requirements are a local office, local, city, and county, local town and county business, tax receipt, and an active, business active in Sunbiz, goal on this project is to share the wealth, the benefits of this program to the town is more business tax receipts. **Citizen Comments:** Angela Thomas – inquired about the inventory available of this new space, how many graduates from the Mayor's Business Academy are able to meet the requirements, can you have a P.O. Box, can it be a large corporation with a satellite office, how would the program be managed to make sure that organizations are not circumventing a system in order to gain the benefit, if operating out of the home as a business address, does that present any potential issues; SOP will be developed to cover many of the questions. Claudia Ray – sole proprietor/small businesses have to meet the insurance requirements, questioned as to if the town's code allow for businesses

to operate in the home. **Mayor Gardner Motions** to **APPROVE** the First Reading of Ordinance No. 2025-06 Local Business Preference Program; **MOVED** by Councilman Mack; **SECOND** by Councilwoman Randolph; **YAYE: ALL, MOTION PASSES (5/0)**.

Approval of the First Reading of Ordinance 2025-8 Amending Division 2 of Article VI, Code Enforcement, of Chapter 2, Administration, of the Town's Code of Ordinances, to Dissolve the Code- (**Preamble Read**)

**Citizen Comments:** Angela Thomas encouraged that this ordinance passes the first and second reading, there was a board member who voted for a violation for a family member instead of recusing himself, this will remove biases. **Mayor Gardner Motions** to **APPROVE** the First Reading of Ordinance 2025-8 Amending Division 2 of Article VI, Code Enforcement, of Chapter 2, Administration, of the Town's Code of Ordinances, to Dissolve the Code; **MOVED** by Vice Mayor Washington; **SECOND** by Councilman Mack; **YAYE: ALL, MOTION PASSES (5/0)**.

**APPROVAL CONSENT AGENDA:** **Mayor Gardner Motions** to **APPROVE** the consent agenda (Items #1 and #3 Only); Meeting Minutes for November 18, 2025, and Resolution 2025-37 Election Regulatory Information for the 2026 Election; **moved by** Councilwoman Randolph; **second by** Councilman Mack; **AYE: ALL, MOTION PASSES. (5/0)** **Note:** Item #2 was moved to Council Decisions during the approval of the meeting agenda (the Approval of RFQ #25-09-003 Engineering Selection for Water And Sewer Underground Infrastructure)

## **COUNCIL DECISIONS:**

Approval of RFQ #25-09-003 Engineering Selection for Water And Sewer Underground Infrastructure: - **Mayor Gardner Motions** to **APPROVE** RFQ #25-09-003 Engineering Selection for Water And Sewer Underground Infrastructure; **MOVED** by Councilman Daniels; **SECOND** by Councilwoman Randolph; **YAYE;** Mayor Gardner, Vice Mayor Washington, Councilwoman Randolph, Councilman Daniels **NAYE:** Councilman Mack, **MOTION PASSES (4/1)**.

Approval of Resolution 2025-36 Approval of The Solid Waste Annual Increase For The Town of Eatontown: (**Preamble Read**) **Mayor Gardner Motions** to **APPROVE** Resolution 2025-36 Approval of The Solid Waste Annual Increase For The Town of Eatontown; **moved by** Councilman Daniels; **second by** Vice Mayor Washington; **AYE: ALL, MOTION PASSES. (5/0)** **Comments:** There was an increase in fees with the new contract and a 12% percent increase from the county (about a total 20% increase), have to raise rates to cover the cost to do business, could lose out on \$40,000-\$50,000 without the increase, to keep the town sustainable an increase is needed.

Approval of Resolution 2025-38 Establishing A Canvassing Board For 2026 Election: (**Preamble**) **Mayor Gardner Motions** to **APPROVE** Resolution 2025-38 Establishing A Canvassing Board For 2026 Election with amendments; **moved by** Councilman Mack; **second by** Councilman Daniels; **AYE: ALL, MOTION PASSES. (5/0)** **Comments:** Amendments included Carol McIntyre and Stephanie Goynes as the individuals selected for the Canvas Board, individuals have been contacted, Millard Livatt was recommended but is currently serving on a board.

**(WALK ON ITEM)** Approval of Resolution 2025-39 Appointing A Technical Review Committee to Review The Proposal Master Plan (**Preamble Read**) **Mayor Gardner Motions** to **APPROVE** Resolution 2025-39 with amendments Appointing A Technical Review Committee to Review The Proposal Master Plan; **moved by** Councilman Daniels; **second by** Vice Mayor Washington; **YAYE;** Vice Mayor Washington, Councilwoman Randolph, Councilman Daniels, Councilman Mack **NAYE:** Mayor Gardner; **MOTION PASSES (4/1)**. **Comments:** Amendments to the resolution include removing Section #2, adding a section stating that the town council will submit names for consideration during the Council Meeting to be held on January 6, 2026, and renumbering of the section to accommodate the changes; Legal will make the updates to the resolution.

## REPORTS:

**INTERIM CHIEF ADMINISTRATIVE OFFICER REPORT:** Marlin Daniels – Had a great meeting with the City of Apopka (selected staff members attended), great information to assist finance, operations, and systems; updates on tasks include personal manual is at 25% complete, electronic permitting is at 50% complete, payroll configurations is at 50% complete, audit is still in the planning stage (testing will begin at the end of December), during budget analysis, advanced policy revamp is about 50%, have pulled the data on the water reimbursement, charitable donation policy has been reviewed by legal (will bring to council on December 16, 2025), starting January 1<sup>st</sup> there will be a 2.95% added to credit and debit transactions, and 1.95% e-check transactions, there is no fee for cash, check, and money order transactions, TIFF (CRA) payment is due December 15, 2025; a meeting with finance and the CRA will take place to resolve the \$300,000 in question; would like to consider the implications should the property tax go away due to legislation; OCPS and Dr. Phillips Foundation will schedule a work session to reserve for the town council and Eatonville voters to share their views on a drafted sales contract for the Hungerford Property, request to be the point of contact with OCPS and Dr. Phillips; Christmas on the Boulevard is December 18<sup>th</sup> and the MLK Parade is (1-17-26).

**ATTORNEY REPORT:** Clifford Shepard – No Report; do not know of any new lawsuits

**TOWN CLERK:** Veronica King – No Report

## TOWN COUNCIL REPORT/DISCUSSION ITEMS:

**Councilwoman Wanda Randolph** – Inquired about notification going out to the residents about the rate increase (a FAQ will be sent out); inquired about the last day that a current elected official can run for another elected office (an irrevocable resignation 10 days before the start of the qualifying week), once elected the sunshine law attaches to the elected official whether or not sworn in;

**Councilman Tarus Mack** – condolences to those who have suffered a loss; a voice of the community there is a responsibility to protect the town; spoke to individuals about the development in Catalina, everyone is entitled to their opinion, if anyone have concerns they can email, text, and call; do not agree with the process used to identify the selected engineering company; look forward to attending the 1887 First event put on by Julian Johnson, the Life Cycling event, and the parade on January 17 (appreciate the staff, especially the Chief Administrative Officer).

**Councilman Rodney Daniels** – have been apart of two records of having the shortest and the longest meeting in the absence of the Mayor; announced resignation from council effective immediately due to circumstances beyond control; gave thanks to staff and many others; acknowledged and thanked his family; love Eatonville and appreciate everyone.

**Vice Mayor Theo Washington** – love and support Councilman Daniels when he returned back to the council seat, appreciate his endeavors.

**MAYOR'S REPORT:** Angie Gardner – thanks Councilman Daniels for his service to the town, allowed for the Town Clerk to read section 2.07 of the charter stating the need to appoint a town council member within 30 days of the date of vacancy (when there is more than 60 days before the next scheduled election).

**ADJOURNMENT** Mayor Gardner Motions for Adjournment of Meeting; **moved** by Councilman Mack; **second** by Voce Mayor Washington; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 10:32pm.**

**Handouts:** Meeting minutes for 11-18-25; Walk on Agenda Item (Resolution 2025-39 – Technical Review Committee)

Respectfully Submitted by:

Veronica King

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Veronica L King, Town Clerk



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APPROVED

Signed by

Angie Gardner

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Angie Gardner, Mayor