



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR COUNCIL MEETING AGENDA

Tuesday, December 20, 2022 at 7:30 PM

Town Hall - 307 E Kennedy Blvd

I. CALL TO ORDER AND VERIFICATION OF QUORUM

II. INVOCATION AND PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

IV. PRESENTATIONS AND RECOGNITION

A. Approval of Resolution of Recognition – Pastor Ronald A. Critton

B. Approval of Resolution of Recognition – FACC 50th Anniversary

V. CITIZEN PARTICIPATION (Three minutes strictly enforced)

VI. CONSENT AGENDA

1. Approval Town Council Meeting Minutes – December 6, 2022

2. Approval of Town Council Meeting Minutes – November 28, 2022

3. Approval of Extension for the Utilization of Vacation Accumulations for Employees

VII. COUNCIL DECISIONS

4. Approval of Resolution 2022-68 - Appointment of TOECRA Chair

5. Approval of Resolution 2022-69 - Appointment of TOECRA Vice Chair

VIII. REPORTS

INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

TOWN ATTORNEY'S REPORT

TOWN COUNCIL REPORT/DISCUSSION ITEMS

MAYOR'S REPORT

IX. ADJOURNMENT

The Town of Eatonville is subject to the Public Records Law. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

****PUBLIC NOTICE****

This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this

meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Resolution of Recognition – Pastor Ronald A. Critton

TOWN COUNCIL ACTION:

| | | |
|---|-----|--|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | YES | Department: ADMINISTRATION |
| PUBLIC HEARING 1ST / 2ND READING | | Exhibits: <ul style="list-style-type: none"> Resolution of Recognition |
| CONSENT AGENDA | | |
| COUNCIL DECISION | | |
| ADMINISTRATIVE | | |

REQUEST: Presentation through the reading of a Resolution of Recognition recognizing Pastor Ronald A. Critton 17th Pastoral Anniversary.

SUMMARY: Pastor Ronald A. Critton is the pastor of Beth TeHillah Ministries, located in the city of Casselberry, Florida. He is a long-time resident and friend of the Town of Eatonville, where he serves as the appointed Chaplain during the Eatonville Town Council meetings. He has served the community and church congregants faithfully for 17 years

RECOMMENDATION: For Town Council to recognize Pastor Ronald A. Critton 17th Pastoral Anniversary through the reading of Resolution recognizing his dedication to the Town of Eatonville and congregants of Beth TeHillah Ministries.

FISCAL & EFFICIENCY DATA: N/A



PROCLAMATION

Office of the Mayor
Town of Eatonville, Florida

Pastor Ronald A. Critton Celebrating 17th Pastoral Anniversary

WHEREAS, Pastor Ronald A. Critton is the pastor of Beth TeHillah Ministries, located in the city of Casselberry, Florida. He is a long-time resident and friend of the Town of Eatonville, where he serves as the appointed Chaplain during the Eatonville Town Council meetings. He has served the community and church congregants faithfully for 17 years; and

WHEREAS, Pastor Ronald A. Critton is known by his compelling style of preaching and is committed to the teaching of the Gospel of Jesus Christ. He has a love and passion for Prison Ministry and is dedicated to the cause of Christ; and

WHEREAS, He accepted the Lord Jesus Christ on October 9, 1983. As a born-again child of God and servant of the Lord, Pastor Ronald A. Critton unapologetically is a man of strong Godly convictions; and

WHEREAS, Pastor Ronald A. Critton started his Pastoral journey with the late Muriel Critton in which they were married 28 years. He later wed Sabrena Washington who serves alongside him at Beth TeHillah Ministries, his seven children are also a support to his Ministry and calling; and

WHEREAS, the source of Pastor Ronald A. Critton's commitment is dependent upon the Holy Scriptures as quoted in 1Timothy 1:12, "And I thank Christ Jesus our Lord, who hath enabled me, for that He counted me faithful, putting me into the ministry," and also in 2Timothy 1:12b, "for I know whom I have believed, and am persuaded that He is able to keep that which I have committed unto him against that day"; and

WHEREAS, Pastor Ronald A. Critton truly believes and often proclaims, "God is committed to me. God trusts me with the Word. I can trust Him with anything that concerns me – ANYTHING!" and

WHEREAS, the Town of Eatonville, recognizes **Pastor Ronald A. Critton** for his labor of love, his support to the Eatonville community and his faithfulness to the congregants of Beth TeHillah Ministries.

NOW THEREFORE, BE IT RESOLVED, that the Town of Eatonville, Orange County, Florida, along with Mayor Angie Gardner, Vice Mayor Rodney Daniels, Council Members Theo Washington, Marlin Daniels, and Wanda Randolph celebrates the 17th Anniversary of Pastor Ronald A. Critton.

ATTEST:

VERONICA L. KING, Town Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Eatonville, Florida to be affixed this 20th day of December 2022.

ANGIE GARDNER, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Resolution of Recognition – FACC 50th Anniversary

TOWN COUNCIL ACTION:

| | | |
|---|-----|--|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | YES | Department: LEGISLATIVE (CLERK) |
| PUBLIC HEARING 1ST / 2ND READING | | Exhibits: <ul style="list-style-type: none"> Resolution of Recognition |
| CONSENT AGENDA | | |
| COUNCIL DECISION | | |
| ADMINISTRATIVE | | |

REQUEST: Presentation through the reading of a Resolution of Recognition recognizing the Florida Association of City Clerks (FACC) 50th Anniversary.

SUMMARY: FACC is a primary source for the educational programs, seminars, workshops, and webinars for educating Florida’s municipal clerks and those who serve in the clerk’s office. Municipal clerks look to FACC to provide the training needed to obtain their Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMC) certifications. The FACC celebrates the 50th anniversary of the Florida Association of City Clerks, and Section 2. That FACC is commended for 50 years of excellent service provided to the municipal clerks in the State of Florida.

RECOMMENDATION: For Town Council to recognize through the reading of a Resolution of Recognition recognizing the Florida Association of City Clerks (FACC) 50th Anniversary.

FISCAL & EFFICIENCY DATA: N/A

RESOLUTION OF RECOGNITION

A RESOLUTION BY THE TOWN OF EATONVILLE, EATONVILLE, FLORIDA IS RECOGNIZING THE 50TH ANNIVERSARY OF THE FLORIDA ASSOCIATION OF CITY CLERKS (FACC) AND HONORING THIS ACHIEVEMENT.

WHEREAS, the Office of the Municipal Clerk is a time-honored and vital part of local government; and is one of the oldest among public servants; and

WHEREAS, the Office of the Municipal Clerk provides a professional and essential link between the citizens, the local governing bodies, and intergovernmental agencies at the local, state, and federal levels along with other essential services; and

WHEREAS, the Florida Association of City Clerks (FACC) is the professional membership organization for Florida's municipal clerks and others who work within the clerk's office; and

WHEREAS, FACC began in 1972 when its founder, the late Robert N. Clark, CMC, City Clerk of Sunrise, saw the need for an organization to bring together like-minded people to unite the voice of all municipal clerks, to share ideas and to assist one another in the work of municipal government; and

WHEREAS, FACC celebrates its 50th anniversary in 2022, and a golden anniversary is a momentous occasion worthy of commendation and Florida's cities, towns and villages will all join in observation of this celebratory event; and

WHEREAS, municipal clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in educational programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations; and

WHEREAS, FACC is a primary source for the educational programs, seminars, workshops, and webinars for educating Florida's municipal clerks and those who serve in the clerk's office, and municipal clerks look to FACC to provide the training needed to obtain their Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMC) certifications; and

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPALITY NAME HERE:

Section 1. That the Town of Eatonville celebrates the 50th anniversary of the Florida Association of City Clerks, and

Section 2. That FACC is commended for 50 years of excellent service provided to the municipal clerks in the State of Florida.

Adopted this December 20, 2022 in the official meeting of the Town of Eatonville in Eatonville, FL.

THE TOWN OF EATONVILLE

ATTEST:

By: _____
Angie Gardner, Mayor

Veronica King, Town Clerk



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Approval Town Council Meeting Minutes – December 6, 2022

TOWN COUNCIL ACTION:

| | | |
|---|-----|---|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | | Department: LEGISLATIVE (CLERK) |
| PUBLIC HEARING 1ST / 2ND READING | | Exhibits: <ul style="list-style-type: none"> Meeting Minutes – December 6, 2022 |
| CONSENT AGENDA | YES | |
| COUNCIL DECISION | | |
| ADMINISTRATIVE | | |

REQUEST: Approval of meeting minutes for the Town Council Meeting held on December 6, 2022.

SUMMARY: The Town Council Meeting was held on the 1st Tuesday, December 6, 2022, 7:30 p.m. and minutes were transcribed from the audio archive for approval for the public records.

RECOMMENDATION: Approval of December 6, 2022 meeting minutes.

FISCAL & EFFICIENCY DATA: N/A

TOWN COUNCIL
REGULAR MEETING
MINUTES
December 6, 2022

Section VI. Item #1.

PRESENT: Mayor Angie Gardner, Vice Mayor Rodney Daniels, Councilman Marlin Daniels, Councilwoman Wanda Randolph, and Councilman Theo Washington. **STAFF:** Clifford Shepard, **Town Attorney**, Randy Singh, **Chief Administrative Officer**, Veronica King, **Town Clerk**, Joseph Jenkins, **Deputy Chief**, and Katrina Gibson, **Finance Director**, (*NOT PRESENT: Albert English, Public Works Director*)

CALL TO ORDER & VERIFICATION OF QUORUM

Mayor Gardner called meeting to order at 7:30pm with a verification of quorum through Mrs. King

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Critton led the Prayer of Invocation, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion for approval of agenda; Councilman M. Daniels requested moving item #2 (Surveillance Plus LLC Quote) to Council Decision; **moved by Councilman Washington; second by Councilwoman Randolph AYE: ALL, MOTION PASSES.**

INTRODUCTION: Mayor Gardner introduced Mr. Randy Singh as the new Chief Administrative Officer with a statement of confidence that the town will operate effectively and efficiently as possible under Mr. Singh's oversight. In response, Mr. Singh stated that he is pleased to be here and obligated to report to the citizens through the Mayor and the Council; task won't be easy, but he is committed and ask for patience.

CITIZEN PARTICIPATION - THREE (3) MINUTES STRICTLY ENFORCED.

Mayor Gardner called for Citizen Participation; with (6) participating citizens. Vice-Mayor R. Daniels placed emphasis on ensuring that the three (3) minute allocated time to speak is adhered to.

NY NITHIRI – Thanked the Mayor for the community meetings and that the next step is to do a financial analysis. The Hungerford land was given to the Public School Board in the 50's for the education of negro children; asking to return the land to the people of Eatonville; it is economic justice (Video was played to show what has happened in the community meetings.

JOHN LIAS (along with Grace and Natasha Lias) – (411 W. Kennedy Blvd., Lake Lovely Estates) Expressed concern about the noise coming from the event center (Clubhouse on Lincoln/Washington). Inquired about a noise ordinance and asked that it be enforced; reached out to code enforcement with no response.

CANDACE FINLEY – (108 Elizabeth Street) Purchased a home in Eatonville but property is considered Maitland. Observed more housing being built; what is going to happen to the land that is in close proximity to the mixture of homes; pricing of the homes will depend on if home is considered Eatonville or Maitland. The decision for the land should be made for the town. Land can be bought cheap in Eatonville; things are being down strategically to take the land.

BETTY HOWARD – (Catalina Park) Thanks for Thanksgiving bags provided. Concerned about water bill; last three months have been extremely high; almost as high as the light bill. Something needs to be done because something is wrong; the meter may need to be replaced.

MICHELLE FORT – Thanks for choosing Mr. Singh; the town deserves the best. The audit report was discussed in the last meeting; what is the true financial health (net worth) of the town. Budget does not show what was spent. Town has never had a strategic plan for the budget. The Chief Administrative Officer can do for Eatonville what he did for Orange County. In wanting the Hungerford land back, in 1950 the town could not maintain it. Water and sewer have been sitting in a deficit for years. What is expected from citizens and from Council?

NO NAME – (361 White Oak Circle) Must make a wrong right for the town. Citizens are not happy with the Council; we want the land back. With a City Manager, things should be slowed down in order to figure things out.

JULIAN JOHNSON – Mary Bethune promised to buy the Hungerford property but was denied by the government. This is the same government that took the land, left the community deprived. Leased the land, why sell it. The citizens say that the Council turned their backs on them; they do not know what's going on. There are grassroots organizations working tirelessly to inform the citizens.

ANGELA JOHNSON – Welcomes Mr. Singh. (Concerns) Have concerns about the financial condition of the town, follow up with citizens; no response to calls, texts, and emails, with the building falling apart, why is the building being patched when considering installation and upgrades to the town's security, and need to come up with a strategic plan maybe through a retreat. Without an increase in the water rates our systems will not be sustained; not knowing the status of systems, we can not continue with massive construction. Need to know the status of our assets. Pay attention to the comments that came from the transmittal for the large scale planned amendments.

PUBLIC HEARING: Motion for approval of second reading of the required property rights element (PRR) into the town's comprehensive plan by Ordinance 2022-06. Tara Salmieri, the Planner gave an update and summary of the transmittal of the first reading of Property Rights Element that was approved on September 20, 2022. Six (6) agencies reviewed, and comments were provided. Comments from transmittal: the goals and objectives to include language stating the land use and zoning matters; DEO asked to strike land use matters moving from planning to local decision making. St. John's Water Management comment was not specific to the (PRR) stated that the town has not been in compliance for about eighteen months; the water supply plan needs to be updated. CPH has been contacted and have drafted text to be reviewed by administration. If second reading is approved, it will be sent back to the state for 45 days; individuals have 45 days to contest. (No Comments from Council) Motion amended for approval of second reading of the required property rights element (PRR) into the town's comprehensive plan by Ordinance 2022-06 with consistent changes; moved by Councilman Washington; second by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

Mayor Gardner provided explanation and apology as to why Item B. under Public Hearing was removed; indicated that this should not have been done since agenda was set and sent out. The proper way to amend an agenda once noticed is to table the item if it is the desire of the council. It was removed due to the Denton Johnson Center needing repairs and the Council chambers not being sufficient to accommodate the increase attendance. In addition, the citizens stated at the Tuesday (November 29) community meeting that they needed more time.

APPROVAL OF CONSENT AGENDA: (Moving Item #2 to Council Decision)

Motion for approval Consent Agenda; moved by Councilman Theo Washington; second by Councilman M. Daniels; **AYE: ALL, MOTION PASSES.**

COUNCIL DECISIONS:

Motion for approval of Surveillance Plus, LLC Quote (Option A); Discussion: Councilman M. Daniels request that item be tabled; for further consideration of options and in consideration of the needed capital improvements. Councilman Washington states that network needs to be updated Mayor Gardner agreed to table but to do nothing would be unacceptable. **Motion amended to table the approval of Surveillance Plus, LLC Quote (Option A);** moved by Councilman Washington; second by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

CHIEF ADMINISTRATIVE OFFICER: (Randy Singh) Plan to frequently (Quarterly) update the Council about the financial health of the organization; intend to bring solutions. Will continue evaluations and will bring back a report.

LEGAL COUNSEL REPORT: (Clifford Shepard) Will meet with Mr. Singh on Thursday to give input; to discuss from a planning view what can be done to get to the next level; in consideration to cashflow.

COUNCIL REPORTS:

Councilman Marlin Daniels – Condolences to Tommy Dixon’s family. Thanksgiving in the town (Due Process) When ordinances and regulation are in order you have due process; everyone is entitled to due process. I voted for the first reading because of due process. To not understand due process can cause discord. The school board controls the Hungerford property, the decision makers. Since 2044, we had 79 audit issues and have been under oversight. If we were in order, we could possibly get loans and grants to purchase the property. To address exploitation from an organization on the matter of receiving money from a developer; Marlin Daniels has not received any money. We need to come together and stop the discord.

Councilwoman Wanda Randolph – Everyone did a great job with the Thanksgiving events; it was a success. I have a heart and care for the town. My decision is to ensure we move forward with the legacy, heritage, and culture of the town. We have to work together to come up with solutions to make the town matter. It has been difficult to get qualified individual to work for our town. If there is something wanted, let’s work with the developers; it is the school board’s land and the developer’s money. We work with ordinances, zones, and the comprehensive plan; if you do not like it, then change it. What happen to the land attorney Tom Wilkes; we have not heard from him. I asked Mr. Singh to reach out to him. I will not sell this town down. (MLK) I will forgo the gospel festival to focus on the parade. The Lake Weston development is going well. The Eatonville Supreme Group is having a Christmas toy giveaway on Saturday. Thanks to the citizens for their comments. St. Lawrence AME has a new pastor (David Bradley). Thanks for all the support in feeding the community.

Councilman Theo Washington – I was in the meeting when Kat Gordan told the School Board that they should give the land back to the town. Eatonville is part of the process. Tom Wilkes works for the school board. Eatonville does not have a gym, football field, walking trail, or entertainment venues; we do not need anymore housing and apartments. Not in agreement with the Enclave development, it never came before this board. We need to focus on what we want not what people want to give us.

Vice Mayor Rodney Daniels – Betsy Mae Johnson taught me loyalty and pride in the community; I wanted to raise my family here. None of my friends called to discuss the comprehensive plan. PEC fought Costco who moved out of Eatonville; we are missing out on 4-5 million dollars a week on revenue for the town including jobs. We can make Eatonville the next Mecca, black wall street if we work together. To Mr. Singh, I look forward to you helping the town utilizing your resources. The school board owns the land and could have sold it without including Eatonville. I do not agree with how the land was acquired, but they own the land. We need to work together with the school board to get what we want on the land. We need a grocery store, eateries, and businesses; to get our revenue stream up. There is a company that is digging again; have they fulfilled their obligation from the last two water breaks. Requesting a month of correspondences between the Mayor and the Planner as well as between the Mayor and the Attorney. Condolences to Mr. Tommy Dixon; wish there were an outcry when this man’s property was purchased. His heirs should get that property back, Happy Anniversary to Pastor Critton, it was an honor to be at the appreciation; like to request a resolution to be presented. Thanks to the Clerk for the requested written resolution given to a family; they were moved to tears. I don’t like being talked to a certain way, but I want to work together with the Attorney and want to set that lunch appointment: I offer a public apology to the Attorney and the public.

Mayor Angie Gardner – Congratulations to Pastor Critton and appreciate you being here at every meeting. Condolences to Mr. Dixon and others who have lost loved ones. The streets and pipes book has been found; we should be able to locate the specific area, find the valve to cut off water during a water break. Thanks to residents for voicing your thoughts; stay awake to all meetings. Capital improvements takes time; we need impact fees and development agreements do matter. Moving forward we have to listen to each other. The MLK Parade is being coordinated by Ms. Robinson; the plans are moving along. I will get with Mr. Singh about the company that is digging. Administrative duties run through the Chief Administrative Officer (CAO). Please leave all

administrative matters to the CAO. Anything administrative that they council has, send to the Ma the staff, do not sit in the staff's offices. Let the administration be strong. I will be reaching out to address the citizens concerns.

ADJOURNMENT: Motion to adjourn, moved by Councilman M. Daniels; seconded by Councilman Washington; **AYE: ALL, MOTION PASSES. MEETING ADJOURNED** at: 8:50PM.

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Approval of Town Council Meeting Minutes – November 28, 2022

TOWN COUNCIL ACTION:

| | | |
|---|-----|--|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | | Department: LEGISLATIVE (CLERK) |
| PUBLIC HEARING 1ST / 2ND READING | | Exhibits: <ul style="list-style-type: none"> Meeting Minutes – November 28, 2022 (Special Meeting) |
| CONSENT AGENDA | YES | |
| COUNCIL DECISION | | |
| ADMINISTRATIVE | | |

REQUEST: Approval of meeting minutes for the Town Council Special Meeting held on November 28, 2022.

SUMMARY: The Town Council Special Meeting was held on the 4th Monday, November 28, 2022, 5:30 p.m. and minutes were transcribed from the audio archive for approval for the public records.

RECOMMENDATION: Approval of November 28, 2022 meeting minutes.

FISCAL & EFFICIENCY DATA: N/A

TOWN COUNCIL
SPECIAL COUNCIL MEETING
MINUTES
November 28, 2022

Section VI. Item #2.

PRESENT: Mayor Angie Gardner, Vice Mayor Rodney Daniels, Councilman Marlin Daniels, Councilwoman Wanda Randolph. **STAFF:** Jacob Schumer, **Town Attorney**, Randy Singh, **Chief Administrative Officer**, Veronica King, **Town Clerk**, Joseph Jenkins, **Deputy Chief**, and Katrina Gibson, **Finance Director**, (*NOT PRESENT: Councilman Theo Washington*)

CALL TO ORDER & VERIFICATION OF QUORUM

Mayor Gardner called meeting to order at 5:35pm with a verification of quorum through Mrs. King

INVOCATION & PLEDGE OF ALLEGIANCE

Mayor Gardner led a Moment of Silence followed by the Pledge of Allegiance.

CITIZEN PARTICIPATION - THREE (3) MINUTES STRICTLY ENFORCED.

Mayor Gardner called for Citizen Participation; with (3) participating citizens. R. Clay Spears and Ned Bass opted out of speaking.

MICHELLE FORT – (Audit Report) How is Council approving payments and checks issued; weekly, monthly, and who is reviewing the amounts? Why is loan in default (State revolving loan fund), is there negotiation with the library as expiration date is approaching 2024? (Concerns): Financial Accounting Principles within the town; every year there are noted accounting issues. Outstanding loans, the budget for the fiscal year of 2021-2022; what measures are put in place to avoid making the same mistakes?

APPROVAL OF RESOLUTION 2022-67, Passing of the FY 2021 Audit Report: (Discussion): Heather Mosier, partner at Carr Riggs, and Ingram Auditing Firm provided an overview of the audit for September 30, 2021; looking to get issued by end of month. There are Unqualified Opinion for CRA, Governmental activity funds, and the business type activity. The Governmental Auditing Standard report identifies material weaknesses in financial reporting, non-compliance findings, non-compliance on debts created by financial weaknesses. List of Adjustments made in: deficit in financial contribution of fiduciary funds, corrected accrued payroll, accrued liabilities, compensated absences, utility accounts, true up on fund balances, receivables, correlated revenue accounts, adjusted the due to and due from accounts (same for CRA), Corrections to the CRA Tiff revenue (CRA was underfunded), recorded capital leases, accounts payable balances, recorded an admin service expense in revenue between the general fund and the water/sewer fund, recorded prepaid insurance in the CRA. Management Letter: Reports on findings, non-compliance with Florida Statutes, and discuss prior comments. Financial Close Process: last year findings were corrected (same findings over the years); need to get the books closed, reconciled, and balanced appropriately. Compliance Related Issues: Budgets and amended budgets need to be posted to website both on the Town and the CRA; both are not current. Cash activity to be filed with Department of Financial Services. CRA is to provide budget to the county ten (10) days after adoption (no evidence this was done), audit is to be completed within nine (9) months of the fiscal year end. Communications: significant accounting policy had no changes; seen in footnotes one and two. New lease standard will be effective September 30, 2022 (info has been given to the finance department on the new standard that will affect the town on many aspects); can assist with implementing the new standard. Accounting estimates were disclosed, no disagreements with management. Issues with the auditing was in timeliness of getting completed information, been non-compliant since 2017. Do have a covenant to meet on the SRS funding (revenue generated from the water and sewer fees); there is an action plan to increase the water/sewer rates. The Management Action Plan will remedy some of the findings. Question from legal: Is there a pledge to set rates at a level to pay back the loan; A pledge study is being done. The funding source is not calling the loan as long as there is a plan in place. The town will have to get things into compliance (water/sewer rates are not high enough to cover the debt). Although there is

no established timeline, because of the length of time, it is advised to make the correction soon. F Cities us aware that the town is working to resolve all matters. Councilwoman Randolph is asking to be more proactive on each item to include target dates for completion; this is a sense of urgency. The right people need to be in place. Auditor, with so many adjustments it can impair the auditor's independence where they are auditing their own work. Do understand the staffing issues this year; definitely need people in place. Next audit is due the end of March 202 for the fiscal year 2021-2022. Software needs to be updated, not user friendly. Council approval of the audit is required in order for the audit to be issued. Other: Accounts payable/receivables issues are the results of human and software deficiencies; timing is necessary for inputting and reconciling. Compensated absences are done on a separate schedule, not through ADP. New software will go live in January 2023 (accounting system) and in February 2023 (utility billing). Heather will get back with Councilman M. Daniels about the pre-paid insurance in the CRA. A couple months will be the reasonable timeframe with the proper staff and software in place. Is there a plan in place; Mr. Singh provided response expressing concerns about the audit with desire to provide solution after conducting a thorough evaluation. You can have the best systems but without the proper staff will result in what you get. A new will not correct all the issues; accounting, reporting and other matters. The goal is to do a complete evaluation of staff resources, systems, and internal controls; would like to meet with the auditor. Who gets the report and what is intended is a concern; state legislators, federal government will have concerns when considering grants that have been awarded. The pass that the state is issuing will not last long, this needs attention quickly. A strong financial picture is needed, so we know what needs to be fixed. Corrections with internal controls will put us on the right track. **Motion for approval Resolution 2022-67, Passing of the FY 2021 Audit Report;** moved by Mayor Gardner; second by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

DISCUSSION: Reconsideration of the Special Exception at 440 W. Kennedy Blvd. for parcel located in the I-! Industrial zone for automobile repair and sells. Mayor Gardner stated that the client walked away not understanding why the motion died for lack of second. Administration at the advice on counsel is requesting to rehear the request and to properly issue letter or close out this item. Purpose of bringing it back; Florida law requires on a Quasi-Judicial hearing that there is either an approval, approval with conditions, approval in part, denial in part, or a denial; and must state the basis for the decision to comply with the statue. Councilman M. Daniel request complete information to be provided, applications, missing documents, and related materials before the hearing. Councilman M. Daniels will get with the Attorney and Planner. The applicant requests that the hearing take place in January; Council agrees to rehear the matter in January.

ADJOURNMENT: Motion to adjourn, moved by Councilman M. Daniels; seconded by Councilwoman Randolph; **AYE: ALL, MOTION PASSES. MEETING ADJOURNED** at: 6:17PM.

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Extension for the Utilization of Vacation Accumulations for Employees

TOWN COUNCIL ACTION:

| | | |
|---|-----|--|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | | Department: CHIEF ADMINISTRATIVE OFFICE |
| PUBLIC HEARING 1ST / 2ND READING | | Exhibits: <ul style="list-style-type: none"> Vacation extension for all the employees who are exceeding the 240 hours threshold by 12/31/2022 to the first quarter of 2023 or until March 31, 2023.) |
| CONSENT AGENDA | YES | |
| COUNCIL DECISION | | |
| ADMINISTRATIVE | | |

REQUEST: Administration is requesting the Town Council to approve an extension for the utilization of vacation accumulations for employees exceeding the 240 hours threshold from December 31, 2022 to March 31, 2023

SUMMARY: Our Personnel Policy grants employees the ability to rollover a maximum of 240 hours of vacation time into the next calendar year. Employees are encouraged to utilize their vacation benefit throughout the year without significant disruption to the operations of the Town. However, due to limited staff and vacancies, employees did not have the opportunity to fully utilize their vacation benefits. As a result, several employees have exceeded their maximum allowance for vacation rollover. Administration recognizes the sacrifice our employees are making in order to maintain a certain level of service to our community and therefore, request the approval of the recommendation below.

RECOMMENDATION: Consistent with prior year's request, Administration is requesting the Town Council to approve an extension for the utilization of vacation accumulations for employees exceeding the 240 hours threshold from December 31, 2022 to March 31, 2023.

FISCAL & EFFICIENCY DATA: N/A



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Approval of Resolution 2022-68 - Appointment of TOECRA Chair

TOWN COUNCIL ACTION:

| | | |
|---|-----|---|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | | Department: LEGISLATIVE Exhibits: <ul style="list-style-type: none"> Resolution 2022-68 |
| PUBLIC HEARING 1ST / 2ND READING | | |
| CONSENT AGENDA | | |
| COUNCIL DECISION | YES | |
| ADMINISTRATIVE | | |

REQUEST: Approval of Resolution 2022-68 - Appointment of TOECRA Chair

SUMMARY: The Town of Eatonville Town Council is the Governing Body of the Town of Eatonville Community Redevelopment Agency (TOECRA) and consist of the following members Angie Gardner, Theo Washington, Rodney Daniels, Marlin Daniels, And Wanda Randolph. With the enactment of Ordinance #2022-1, the Town Council is the Community Redevelopment Agency Board of Directors. Town Council has to appoint a Chairman for the Community Redevelopment Agency (CRA), from the Town Council.

RECOMMENDATION: For Town Council to approve Resolution 2022-68 appointment of the TOECRA Chair.

FISCAL & EFFICIENCY DATA: N/A

RESOLUTION #2022-68

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, DESIGNATING A CHAIRMAN, OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA), PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS The town council by resolution duly adopted on December 16, 1997, approved a community redevelopment agency with respect to the redevelopment of the redevelopment agency; and

WHEREAS the Town of Eatonville Town Council is the Governing Body of the Town of Eatonville Community Redevelopment Agency (TOECRA). The members of the Community Redevelopment Agency (CRA) are as follows; ANGIE GARDNER, THEO WASHINGTON, RODNEY DANIELS, MARLIN DANIELS, AND WANDA RANDOLPH.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA THE FOLLOWING:

SECTION ONE: With the enactment of Ordinance #2022-1, the Town Council is the Community Redevelopment Agency Board of Directors. Town Council has to appoint a Chairman for the Town of Eatonville Community Redevelopment Agency (TOECRA), from the Town Council.

CHAIRMAN: _____

SECTION TWO: CONFLICTS: All Resolution or parts of Resolutions in conflict with any other Resolution or any of the provisions of this Resolution are hereby repealed.

SECTION THREE: SEVERABILITY: If any section or portion of a section of this Resolution is found to be invalid, unlawful, or unconstitutional it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

SECTION FOUR: EFFECTIVE DATE: This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 20TH day of DECEMBER 2022.

Angie Gardner, Mayor

ATTEST:

Veronica King, Town Clerk



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

DECEMBER 20, 2022, 7:30PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Approval of Resolution 2022-69 - Appointment of TOECRA Vice-Chair

TOWN COUNCIL ACTION:

| | | |
|---|-----|---|
| PROCLAMATIONS, AWARDS, AND PRESENTATIONS | | Department: LEGISLATIVE Exhibits: <ul style="list-style-type: none"> Resolution 2022-69 |
| PUBLIC HEARING 1ST / 2ND READING | | |
| CONSENT AGENDA | | |
| COUNCIL DECISION | YES | |
| ADMINISTRATIVE | | |

REQUEST: Approval of Resolution 2022-69 - Appointment of TOECRA Vice-Chair

SUMMARY: The Town of Eatonville Town Council is the Governing Body of the Town of Eatonville Community Redevelopment Agency (TOECRA) and consist of the following members Angie Gardner, Theo Washington, Rodney Daniels, Marlin Daniels, And Wanda Randolph. With the enactment of Ordinance #2022-1, the Town Council is the Community Redevelopment Agency Board of Directors. Town Council has to appoint a Vice-Chairman for the Community Redevelopment Agency (CRA), from the Town Council.

RECOMMENDATION: For Town Council to approve Resolution 2022-69 appointment of the TOECRA Vice-Chair.

FISCAL & EFFICIENCY DATA: N/A

RESOLUTION #2022-69

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, DESIGNATING A VICE-CHAIRMAN, OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA), PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS The town council by resolution duly adopted on December 16, 1997, approved a community redevelopment agency with respect to the redevelopment of the redevelopment agency; and

WHEREAS the Town of Eatonville Town Council is the Governing Body of the Town of Eatonville Community Redevelopment Agency (TOECRA). The members of the Community Redevelopment Agency (CRA) are as follows; ANGIE GARDNER, THEO WASHINGTON, RODNEY DANIELS, MARLIN DANIELS, AND WANDA RANDOLPH.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA THE FOLLOWING:

SECTION ONE: With the enactment of Ordinance #2022-1, the Town Council is the Community Redevelopment Agency Board of Directors. Town Council has to appoint a Vice-Chairman for the Town of Eatonville Community Redevelopment Agency (TOECRA), from the Town Council.

VICE-CHAIRMAN: _____

SECTION TWO: CONFLICTS: All Resolution or parts of Resolutions in conflict with any other Resolution or any of the provisions of this Resolution are hereby repealed.

SECTION THREE: SEVERABILITY: If any section or portion of a section of this Resolution is found to be invalid, unlawful, or unconstitutional it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

SECTION FOUR: EFFECTIVE DATE: This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 20TH day of DECEMBER 2022.

Angie Gardner, Mayor

ATTEST:

Veronica King, Town Clerk