



**HISTORIC TOWN OF EATONVILLE, FLORIDA  
COMMUNITY REDEVELOPMENT AGENCY SPECIAL SESSION  
MEETING AGENDA**

**Tuesday, March 31, 2026, at 6:30 PM  
Town Hall - 307 E Kennedy Blvd**

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**Please note that the HTML versions of the agenda and agenda packet  
may not reflect changes or amendments made to the agenda.**

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- I. CALL TO ORDER**
- II. ROLL CALL**
- III. INVOCATION AND PLEDGE OF ALLEGIANCE**
- IV. PRESENTATIONS**
- V. CITIZEN PARTICIPATION (Three minutes strictly enforced)**
- VI. CONSENT AGENDA**
  - 1. Approval of Resolution CRA-R-2026-5 January 2026 Financials
  - 2. Approval of Resolution CRA-R-2026-6 February 2026 Financials
  - 3. Approval of Resolution CRA-R-2026-7 Board of Directors Meeting Minutes for January 15, 2026
- VII. BOARD DISCUSSION**
  - 4. Executive Directors Annual Evaluation Form and Criteria
- VIII. BOARD DECISIONS**
- IX. 5. Approval of Resolution CRA-R-2026-8 Establishing the TOE CRA Executive Director Annual Performance Evaluation Form and Criteria/Process.**
- X. STAFF REPORTS**
- XI. BOARD REPORTS**
- XII. ADJOURNMENT**

*The Town of Eatonville is subject to 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  
SPECIAL CRA MEETING  
MARCH 31, 2026, AT 6:30 PM  
Cover Sheet**

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

**ITEM TITLE:** Approval of Resolution CRA-R- 2026-05 Approving the January 2026 Financials (**Administration**)

**COMMUNITY REDEVELOPMENT ACTION:**

<b>CRA DECISION</b>	YES	<b>Department:</b> ADMINISTRATION
<b>CONSENT AGENDA</b>	YES	<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• RESOLUTION CRA-R-2026-05</li> </ul>
<b>NEW BUSINESS</b>		
<b>ADMINISTRATIVE</b>		
<b>CRA DISCUSSION</b>		

**REQUEST:** Approval of Resolution CRA-R-2026-05

**SUMMARY:** The Board of Directors will need to approve the monthly financial of the CRA.

**RECOMMENDATION:** The TOECRA Administration recommends approval of Resolution CRA-R-2026-05

**FISCAL & EFFICIENCY DATA:** No fiscal impact.

**RESOLUTION CRA-R-2026-05**

**A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) APPROVING THE JANUARY 2026 FINANCIALS AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS** the members of the governing body and two (2) additional members from the taxing authorities serve as Directors of the Agency; and

**WHEREAS**, such members constitute the head of a legal entity, separate, distinct, and independent from the governing board of the County and Municipality; and

**WHEREAS** the TOECRA Board of Directors is the fiduciary to the CRA Trust Account and seeking to manage the CRA Trust in an efficient manner; and

**WHEREAS** the TOECRA Board of Directors will review and approve all monthly financial reports: and

**Whereas NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY OF EATONVILLE, FLORIDA.**

**SECTION ONE: AMENDMENTS.** The TOECRA Board of Directors will review and approve all monthly financial reports in good stewardship of the CRA Trust Account.

**SECTION TWO: CONFLICTS:** All Resolutions of the Town of Eatonville Community Redevelopment Agency or parts thereof in conflict with the provisions of this Resolution are to the extent of such conflict superseded and 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 31<sup>ST</sup> day of MARCH 2026.**

\_\_\_\_\_  
Chair or Board Designee

**ATTEST:**

\_\_\_\_\_  
Veronica King, Town Clerk

E STATEMENT OF ACCOUNT

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT  
307 E KENNEDY BLVD  
EATONVILLE FL 32751

Page: 1 of 3  
Statement Period: Jan 01 2026-Jan 31 2026  
Cust Ref #: [REDACTED]  
Primary Account #: [REDACTED]

**Municipal Advantage Checking**

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT

Account # [REDACTED]

**ACCOUNT SUMMARY**

Beginning Balance	1,865,477.64	Average Collected Balance	1,698,247.29
Other Credits	1,814.93	Interest Earned This Period	0.00
Checks Paid	985,691.50	Interest Paid Year-to-Date	1,814.93
Electronic Payments	2,554.72	Annual Percentage Yield Earned	0.00%
Ending Balance	879,046.35	Days in Period	31

**DAILY ACCOUNT ACTIVITY**

**Other Credits**

POSTING DATE	DESCRIPTION	AMOUNT
01/16	CREDIT INTEREST, ANALYSIS INT	1,814.93
Subtotal:		1,814.93

**Checks Paid**

No. Checks: 11 \*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
01/05	7873	200.00	01/13	7888	3,025.00
01/16	7874	321.55	01/20	7890*	465.96
01/09	7883*	250.00	01/23	7891	19,000.00
01/28	7885*	954,379.36	01/27	7892	2,872.97
01/12	7886	126.66	01/29	7893	4,925.00
01/12	7887	125.00			
Subtotal:					985,691.50

**Electronic Payments**

POSTING DATE	DESCRIPTION	AMOUNT
01/05	DBCRD PMT AP, AUT 122925 VISA DDA PUR AP TEXTGUARD DOVER * DE 4085404040076683	19.99
01/06	DBCRD PUR AP, AUT 010526 VISA DDA PUR AP CHIPOTLE 0360 WINTER PARK * FL 4085404040076683	38.87
01/07	DBCRD PUR AP, AUT 010526 VISA DDA PUR AP OFFICE DEPOT 149 WINTER PARK * FL 4085404040076683	19.98
01/12	DBCRD PMT AP, AUT 011126 VISA DDA PUR AP OPENAI CHATGPT SUBSCR OPENAI COM * CA 4085404040076683	150.00

# How to Balance your Account

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance		879,046.35
2	Total Deposits	+	
3	Sub Total		
4	Total Withdrawals	-	
5	Adjusted Balance		

2	DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
	Total Deposits		2

4	WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
	Total Withdrawals		4

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

**FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:**

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston, Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

**INTEREST NOTICE**

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

**FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY**

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

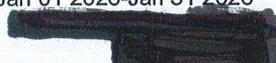
- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**FINANCE CHARGES:** Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

STATEMENT OF ACCOUNT

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT

Page: 3 of 3  
Statement Period: Jan 01 2026-Jan 31 2026  
Cust Ref #:   
Primary Account #: 

DAILY ACCOUNT ACTIVITY

Electronic Payments (continued)

POSTING DATE	DESCRIPTION	AMOUNT
01/13	DBCRD PUR AP, AUT 010926 VISA DDA PUR AP AMAZON MKTPL U92211WY3 AMZN COM BILL * WA 4085404040076683	63.98
01/15	DBCRD PUR AP, AUT 010926 VISA DDA PUR AP AMAZON MKTPL L60075DY3 AMZN COM BILL * WA 4085404040076683	456.02
01/20	DBCRD PMT AP, AUT 011226 VISA DDA PUR AP TEXTGUARD DOVER * DE 4085404040076683	19.99
01/20	DBCRD PUR AP, AUT 011426 VISA DDA PUR AP AMAZON MKTPL AE45Q9Y63 AMZN COM BILL * WA 4085404040076683	16.74
01/26	DBCRD PUR AP, AUT 012326 VISA DDA PUR AP FLORIDA REDEVELOPMENT 850 2229684 * FL 4085404040076683	990.00
01/26	DBCRD PUR AP, AUT 012326 VISA DDA PUR AP FLORIDA REDEVELOPMENT 850 2229684 * FL 4085404040076683	495.00
01/27	DBCRD PMT AP, AUT 012626 VISA DDA PUR AP ADOBE INC SAN JOSE * CA 4085404040076683	119.95
01/27	DBCRD PMT AP, AUT 012626 VISA DDA PUR AP ZOOM COM 888 799 9666 ZOOM US * CA 4085404040076683	15.99
01/29	DBCRD PUR AP, AUT 012726 VISA DDA PUR AP MILLER S ALE HOUSE 066 WINTER PARK * FL 4085404040076683	55.00
01/30	DBCRD PUR AP, AUT 012526 VISA DDA PUR AP AMAZON MKTPL 4R8SI2PO3 AMZN COM BILL * WA 4085404040076683	93.21
Subtotal:		2,554.72

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
12/31	1,865,477.64	01/16	1,862,495.52
01/05	1,865,257.65	01/20	1,861,992.83
01/06	1,865,218.78	01/23	1,842,992.83
01/07	1,865,198.80	01/26	1,841,507.83
01/09	1,864,948.80	01/27	1,838,498.92
01/12	1,864,547.14	01/28	884,119.56
01/13	1,861,458.16	01/29	879,139.56
01/15	1,861,002.14	01/30	879,046.35

**Town Of Eatonville**  
Statement of Revenue and Expenditures - Standard

**Revenue Account Range:** 303-271-0303 to 303-390-0000  
**Expend Account Range:** 303-0515-515-0000 to 303-0539-539-5240  
**Print Zero YTD Activity:** No

**Include Non-Anticipated:** Yes  
**Include Non-Budget:** No  
**Year To Date As Of:** 01/31/26  
**Current Period:** 01/01/26 to 01/31/26  
**Prior Year:** 01/01/25 to 01/31/25

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
303-311-1000	CRA TAXES - CURRENT	0.00	120,250.00	0.00	132,448.64	12,198.64	110
303-319-0000	TIF PAYMENT FROM TOWN	0.00	230,250.00	0.00	1,789,254.39	1,559,004.39	777
303-361-0000	INTEREST EARNINGS	2,527.81	20,000.00	1,814.93	4,673.24	15,326.76-	23
303-369-0100	CRA BALANCE FORWARD	0.00	750,000.00	0.00	0.00	750,000.00-	0
303-369-0110	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00-	0
303-369-1000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	18,034.50	18,034.50	0
	<b>CRA Revenue Totals</b>	<b>2,527.81</b>	<b>1,333,171.00</b>	<b>1,814.93</b>	<b>1,944,410.77</b>	<b>611,239.77</b>	<b>145</b>

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-0000	COMMUNITY DEVELOPMENT DEPT.	0.00	0.00	0.00	0.00	0.00	0
303-0515-515-1200	REGULAR WAGES - CRA	9,914.40	124,100.00	0.00	9,405.28	114,694.72	8
303-0515-515-1300	CRA REGULAR SALARIES PART TIME	3,750.05	70,200.00	0.00	13,120.85	57,079.15	19
303-0515-515-2100	FICA TAXES	1,045.34	9,493.65	0.00	1,719.26	7,774.39	18
303-0515-515-2200	RETIREMENT	0.00	6,070.00	0.00	0.00	6,070.00	0
303-0515-515-2300	HEALTH & LIFE INSURANCE	0.00	2,760.00	0.00	990.76	1,769.24	36
303-0515-515-3100	PROFESSIONAL SERVICES	3,342.70	200,000.00	3,025.00	23,913.00	176,087.00	12
303-0515-515-3200	ACCOUNTING AND AUDITING	0.00	10,000.00	0.00	0.00	10,000.00	0
303-0515-515-3400	CONTRACTUAL SERVICES	3,687.00	60,000.00	5,050.00	11,537.07	48,462.93	19
303-0515-515-4000	TRAVEL	0.00	7,500.00	1,485.00	5,406.67	2,093.33	72
303-0515-515-4100	COMMUNICATION	566.24	5,000.00	126.66	1,278.66	3,721.34	26
303-0515-515-4200	MAIL AND FREIGHT	0.00	2,000.00	0.00	0.00	2,000.00	0
303-0515-515-4300	UTILITY SERVICES	0.00	7,340.00	0.00	0.00	7,340.00	0
303-0515-515-4400	RENTALS AND LEASES	303.72	3,000.00	465.96	760.02	2,239.98	0

Section VI. Item #1.

**Town Of Eatonville**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-4500	INSURANCE	0.00	43,269.00	0.00	10,690.00	32,579.00	25
303-0515-515-4622	GRANT PROGRAM - PAINT,PLANT & PAVE	2,600.00	0.00	0.00	0.00	0.00	0
303-0515-515-4700	PRINTING & BINDING	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-4800	PROMOTIONAL ACTIVITIES	0.00	2,500.00	0.00	0.00	2,500.00	0
303-0515-515-4900	LEGAL ADS	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-5100	OFFICE SUPPLIES	631.98	3,000.00	193.91	1,009.72	1,990.28	34
303-0515-515-5210	OPERATING SUPPLIES	0.00	3,000.00	475.02	475.02	2,524.98	16
303-0515-515-5290	GAS & OIL	0.00	1,500.00	0.00	172.81	1,327.19	12
303-0515-515-5400	BOOKS, PUBLICATIONS, SUBSCRIPTS	158.00	7,000.00	13,170.92	16,834.40	9,834.40-	240
303-0515-515-5900	MISCELLANEOUS EXPENSE	0.00	7,500.00	1,793.87	8,878.19	1,378.19-	118
303-0515-515-6200	BOD RESERVES	0.00	165,517.00	0.00	0.00	165,517.00	0
303-0515-515-6202	REDEVELOPMENT & GRANT PROGRAMS	0.00	70,000.00	0.00	3,500.00	66,500.00	5
303-0515-515-6210	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00	0
303-0515-515-6301	INFRASTRUCTURE IMPROVEMENT	0.00	610,382.35	21,872.97	360,486.86	249,895.49	59
	<b>CRA Expenditure Totals</b>	<b>25,999.43</b>	<b>1,635,803.00</b>	<b>47,659.31</b>	<b>470,178.57</b>	<b>1,165,624.43</b>	<b>29</b>

303 CRA	Prior	Current	YTD
Revenues:	2,527.81	1,814.93	1,944,410.77
Expenditures:	25,999.43	47,659.31	470,178.57
Net Income:	23,471.62-	45,844.38-	1,474,232.20

Grand Totals	Prior	Current	YTD
Revenues:	2,527.81	1,814.93	1,944,410.77
Expenditures:	25,999.43	47,659.31	470,178.57

Section VI. Item #1.

Statement of Revenue and Expenditures - Standard

Revenue Account Range: 303-271-0303 to 303-390-0000  
 Expend Account Range: 303-0515-515-0000 to 303-0539-539-5240  
 Print Zero YTD Activity: No

Include Non-Anticipated: Yes  
 Include Non-Budget: No  
 Year To Date As Of: 01/31/26  
 Current Period: 10/01/25 to 01/31/26  
 Prior Year: 10/01/24 to 01/31/25

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
303-311-1000	CRA TAXES - CURRENT	132,482.74	120,250.00	132,448.64	132,448.64	12,198.64	110
303-319-0000	TIF PAYMENT FROM TOWN	218,017.26	230,250.00	1,789,254.39	1,789,254.39	1,559,004.39	777
303-361-0000	INTEREST EARNINGS	9,661.06	20,000.00	4,673.24	4,673.24	15,326.76-	23
303-369-0100	CRA BALANCE FORWARD	0.00	750,000.00	0.00	0.00	750,000.00-	0
303-369-0110	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00-	0
303-369-1000	MISCELLANEOUS REVENUE	3.87	0.00	18,034.50	18,034.50	18,034.50	0
	<b>CRA Revenue Totals</b>	<b>360,164.93</b>	<b>1,333,171.00</b>	<b>1,944,410.77</b>	<b>1,944,410.77</b>	<b>611,239.77</b>	<b>145</b>

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-0000	COMMUNITY DEVELOPMENT DEPT.	0.00	0.00	0.00	0.00	0.00	0
303-0515-515-1200	REGULAR WAGES - CRA	14,620.63	124,100.00	9,405.28	9,405.28	114,694.72	8
303-0515-515-1300	CRA REGULAR SALARIES PART TIME	8,753.54	70,200.00	13,120.85	13,120.85	57,079.15	19
303-0515-515-2100	FICA TAXES	1,759.16	9,493.65	1,719.26	1,719.26	7,774.39	18
303-0515-515-2200	RETIREMENT	0.00	6,070.00	0.00	0.00	6,070.00	0
303-0515-515-2300	HEALTH & LIFE INSURANCE	0.00	2,760.00	990.76	990.76	1,769.24	36
303-0515-515-3100	PROFESSIONAL SERVICES	3,552.70	200,000.00	23,913.00	23,913.00	176,087.00	12
303-0515-515-3200	ACCOUNTING AND AUDITING	0.00	10,000.00	0.00	0.00	10,000.00	0
303-0515-515-3400	CONTRACTUAL SERVICES	11,312.21	60,000.00	11,537.07	11,537.07	48,462.93	19
303-0515-515-4000	TRAVEL	0.00	7,500.00	5,406.67	5,406.67	2,093.33	72
303-0515-515-4100	COMMUNICATION	1,425.24	5,000.00	1,278.66	1,278.66	3,721.34	26
303-0515-515-4200	MAIL AND FREIGHT	226.19	2,000.00	0.00	0.00	2,000.00	0
303-0515-515-4300	UTILITY SERVICES	498.13	7,340.00	0.00	0.00	7,340.00	0
303-0515-515-4400	RENTALS AND LEASES	784.93	3,000.00	760.02	760.02	2,239.98	0

Section VI. Item #1.



**Town Of Eatonville**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-4500	INSURANCE	0.00	43,269.00	10,690.00	10,690.00	32,579.00	25
303-0515-515-4622	GRANT PROGRAM - PAINT,PLANT & PAVE	4,000.00	0.00	0.00	0.00	0.00	0
303-0515-515-4700	PRINTING & BINDING	69.20	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-4800	PROMOTIONAL ACTIVITIES	0.00	2,500.00	0.00	0.00	2,500.00	0
303-0515-515-4900	LEGAL ADS	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-5100	OFFICE SUPPLIES	978.47	3,000.00	1,009.72	1,009.72	1,990.28	34
303-0515-515-5210	OPERATING SUPPLIES	298.80	3,000.00	475.02	475.02	2,524.98	16
303-0515-515-5290	GAS & OIL	48.59	1,500.00	172.81	172.81	1,327.19	12
303-0515-515-5400	BOOKS, PUBLICATIONS, SUBSCRIPTS	337.94	7,000.00	16,834.40	16,834.40	9,834.40-	240
303-0515-515-5900	MISCELLANEOUS EXPENSE	0.00	7,500.00	8,878.19	8,878.19	1,378.19-	118
303-0515-515-6200	BOD RESERVES	0.00	165,517.00	0.00	0.00	165,517.00	0
303-0515-515-6202	REDEVELOPMENT & GRANT PROGRAMS	0.00	70,000.00	3,500.00	3,500.00	66,500.00	5
303-0515-515-6210	HISTORICAL GRANT PROGRAM	7,385.70	212,671.00	0.00	0.00	212,671.00	0
303-0515-515-6301	INFRASTRUCTURE IMPROVEMENT	0.00	610,382.35	360,486.86	360,486.86	249,895.49	59
	<b>CRA Expenditure Totals</b>	<b>56,051.43</b>	<b>1,635,803.00</b>	<b>470,178.57</b>	<b>470,178.57</b>	<b>1,165,624.43</b>	<b>29</b>

303 CRA	Prior	Current	YTD
Revenues:	360,164.93	1,944,410.77	1,944,410.77
Expenditures:	56,051.43	470,178.57	470,178.57
Net Income:	304,113.50	1,474,232.20	1,474,232.20

Grand Totals	Prior	Current	YTD
Revenues:	360,164.93	1,944,410.77	1,944,410.77
Expenditures:	56,051.43	470,178.57	470,178.57

Section VI. Item #1.

Range of Checking Accts: 303-CHECKING to 303-CHECKING    Range of Check Dates: 10/01/25 to 09/30/26  
Report Type: All Checks    Report Format: Detail    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
303-CHECKING									
7850	10/23/25	TAYL0001 TAYLOR ENVIRONMENTAL				10/31/25	837		
26-00011	1	ASTM E1527-21 PHASE I ESA	2,950.00	303-0515-515-3400	Expenditure		2	1	
				CONTRACTUAL SERVICES					
7851	10/23/25	TODDJ010 TODD JENKINS				10/31/25	837		
26-00013	1	LAWN SERV. FOR 9 PROPERTY	2,000.00	303-0515-515-3400	Expenditure		3	1	
				CONTRACTUAL SERVICES					
7852	10/23/25	TYESH005 TYESHA S WILLIAMS				10/31/25	837		
26-00010	1	STOGIES @ SUNSET 10/25	3,500.00	303-0515-515-6202	Expenditure		1	1	
				REDEVELOPMENT & GRANT PROGRAMS					
7853	10/30/25	ASPI001 ASPIREON				11/30/25	842		
26-00031	1	HOST VOICE EXTENSION	185.38	303-0515-515-4100	Expenditure		5	1	
				COMMUNICATION					
7854	10/30/25	GARCIO10 GARCIA MEDIA GROUP				11/30/25	842		
26-00026	1	MONTHLY BILLING 10/25	125.00	303-0515-515-3400	Expenditure		3	1	
				CONTRACTUAL SERVICES					
7855	10/30/25	GREGO020 GREGORY JACKSON, ESQ.				11/30/25	842		
26-00032	1	MONTHLY BILLING 10/25	3,425.00	303-0515-515-3100	Expenditure		6	1	
				PROFESSIONAL SERVICES					
7856	10/30/25	SMA001 SMART CITY METRO				11/30/25	842		
26-00025	6	MONTHLY BILLING 10/25	469.20	303-0515-515-4100	Expenditure		2	1	
				COMMUNICATION					
7857	10/30/25	THEOD020 THEODORE WASHINGTON				10/31/25	842		
26-00019	1	REIMBURSEMENT TRAVEL (2025 FRA	378.27	303-0515-515-4000	Expenditure		1	1	
				TRAVEL					
7858	10/30/25	TOSHI005 TOSHIBA BUSINESS SOLUTIONS, US				11/30/25	842		
26-00040	1	MONTHLY BILLING 10/25 CRA	147.03	303-0515-515-4400	Expenditure		7	1	
				RENTALS AND LEASES					
7859	10/30/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	842		
26-00028	1	ADMIN FEE FOR EVENT CRA	440.00	303-0515-515-5900	Expenditure		4	1	
				MISCELLANEOUS EXPENSE					
7860	11/04/25	TOSHI005 TOSHIBA BUSINESS SOLUTIONS, US				11/30/25	848		
26-00084	1	MONTHLY SERVICES 10/25	147.03	303-0515-515-4400	Expenditure		1	1	
				RENTALS AND LEASES					
7861	11/04/25	WEXBA005 WEX BANK				12/31/25	848		
26-00088	5	MONTH BILLING 10/25	109.81	303-0515-515-5290	Expenditure		2	1	
				GAS & OIL					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
303-CHECKING			Continued				
7862	11/06/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	851
26-00095	1	REIMBURSEMENT TO THE TOWN	509.10	303-0515-515-4000	Expenditure		1 1
				TRAVEL			
26-00095	2	REIMBURSEMENT TO THE TOWN	1,062.65	303-0515-515-4000	Expenditure		2 1
				TRAVEL			
			<u>1,571.75</u>				
7863	11/06/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	852
26-00096	1	REIMBURSEMENT	980.00	303-0515-515-5900	Expenditure		1 1
				MISCELLANEOUS EXPENSE			
7864	11/06/25	FMIT FLORIDA MUNICIPAL INS. TRUST				11/30/25	853
26-00097	1	2025/2026 FUND YR ANNUAL BILL	10,690.00	303-0515-515-4500	Expenditure		1 1
				INSURANCE			
7865	11/20/25	ASPI001 ASPIREON				12/31/25	857
26-00132	1	MONTHLY SERVICES 10/25-11/25	185.38	303-0515-515-4100	Expenditure		2 1
				COMMUNICATION			
26-00132	2	MONTHLY SERVICES 10/25-11/25	185.38	303-0515-515-4100	Expenditure		3 1
				COMMUNICATION			
			<u>370.76</u>				
7866	11/20/25	ATTEN005 ATTENTION 2 DETAIL LANDSCAPING				11/30/25	857
26-00131	1	REMOVE WINDOW,GATE & TREES	3,000.00	303-0515-515-5900	Expenditure		1 1
				MISCELLANEOUS EXPENSE			
7867	11/20/25	FLCOM001 FLORIDA COMMUNITY LOAN FUND				12/31/25	857
26-00134	1	LOAN #263494	2,872.97	303-0515-515-6301	Expenditure		5 1
				INFRASTRUCTURE IMPROVEMENT			
7868	11/20/25	IBS001 IBS LOCKSMITH				12/31/25	857
26-00133	1	LOCK CHANGE & REKEY	585.00	303-0515-515-5900	Expenditure		4 1
				MISCELLANEOUS EXPENSE			
7869	11/20/25	INNAT005 INNATE DESIGN, LLC				12/31/25	857
26-00155	1	NEW HOUSE PLAN	6,062.00	303-0515-515-6301	Expenditure		7 1
				INFRASTRUCTURE IMPROVEMENT			
7870	11/20/25	RHODE005 RHODES & BRITO ARCHITECTS INC.				12/31/25	857
26-00135	1	FEE SERVICES THUR 10/25	14,038.00	303-0515-515-6301	Expenditure		6 1
				INFRASTRUCTURE IMPROVEMENT			
7871	12/04/25	GARCIO10 GARCIA MEDIA GROUP				12/31/25	866
26-00190	1	MONTHLY BILLING 11/25	125.00	303-0515-515-3400	Expenditure		4 1
				CONTRACTUAL SERVICES			
7872	12/04/25	NEXT001 NEXT TIER BUILDERS LLC				12/16/25 VOID	866
26-00182	1	NEW BUILD MANAGEMENT FEE	20,000.00	(Void Reason: WRONG AMOUNT) 303-0515-515-6301	Expenditure		3 1
				INFRASTRUCTURE IMPROVEMENT			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
303-CHECKING			Continued						
7873	12/04/25	SHA001 SHAKEILA JONES				01/31/26	866		
26-00181	1	PERDEIM FRA CONF. 2025	200.00	303-0515-515-4000 TRAVEL	Expenditure		2	1	
7874	12/04/25	WANDA010 WANDA RANDOLPH				01/31/26	866		
26-00166	1	PERDEIM(FRA CONF. 2025)	321.55	303-0515-515-4000 TRAVEL	Expenditure		1	1	
7875	12/04/25	WEXBA005 WEX BANK				12/31/25	866		
26-00192	4	MONTHLY BILLING 11/25	63.00	303-0515-515-5290 GAS & OIL	Expenditure		5	1	
7876	12/09/25	ATTEN005 ATTENTION 2 DETAIL LANDSCAPING				12/31/25	872		
26-00201	1	CUT OPENING THROUGH DRYWALL	960.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		1	1	
7877	12/16/25	NEXT001 NEXT TIER BUILDERS LLC				12/31/25	880		
26-00182	1	NEW BUILD MANAGEMENT FEE	5,000.00	303-0515-515-6301 INFRASTRUCTURE IMPROVEMENT	Expenditure		1	1	
7878	12/18/25	ASPI001 ASPIREON				12/31/25	888		
26-00241	1	MONTHLY BILLING 11/25	126.66	303-0515-515-4100 COMMUNICATION	Expenditure		3	1	
7879	12/18/25	AXT001 AXTEGRITY CONSULTING					888		
26-00252	9	MONTHLY BILLING 1/26	77.07	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		5	1	
7880	12/18/25	FLCOM001 FLORIDA COMMUNITY LOAN FUND				12/31/25	888		
26-00236	1	LOAN PAYMENT(140 S WEST ST)	2,872.97	303-0515-515-6301 INFRASTRUCTURE IMPROVEMENT	Expenditure		1	1	
7881	12/18/25	GREGO020 GREGORY JACKSON, ESQ.				12/31/25	888		
26-00240	1	MONTHLY SERVICES 11/25	3,425.00	303-0515-515-3100 PROFESSIONAL SERVICES	Expenditure		2	1	
7882	12/18/25	RHODE005 RHODES & BRITO ARCHITECTS INC.				12/31/25	888		
26-00242	1	PROJECT #25003-06	14,038.00	303-0515-515-3100 PROFESSIONAL SERVICES	Expenditure		4	1	
7883	12/23/25	TODDJ010 TODD JENKINS				01/31/26	893		
26-00268	1	LAWN MAINTENANCE 12/25	250.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		1	1	
7884	12/29/25	TOWN0030 TOWN OF EATONVILLE				12/31/25	896		
26-00281	1	REBATE TIFF FROM CRA 2026	1,571,203.04	303-0000-207-0001 DUE TO GENERAL FUND	G/L		1	1	
7885	12/30/25	ORANG005 ORANGE CNTY BOARD OF COMM.				01/31/26	898		
26-00294	1	OC REBATE TIFF 2026	954,379.36	303-311-1000 CRA TAXES - CURRENT	Revenue		1	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
303-CHECKING			Continued				
7886	01/06/26	ASPI001 ASPIREON				01/31/26	905
26-00309	1	MONTHLY SERVICES 12/25	126.66	303-0515-515-4100	Expenditure		2 1
				COMMUNICATION			
7887	01/06/26	GARCI010 GARCIA MEDIA GROUP				01/31/26	905
26-00323	1	MONTHLY BILLING 12/25	125.00	303-0515-515-3400	Expenditure		3 1
				CONTRACTUAL SERVICES			
7888	01/06/26	GREGO020 GREGORY JACKSON, ESQ.				01/31/26	905
26-00308	1	MONTHLY BILLING 12/25	3,025.00	303-0515-515-3100	Expenditure		1 1
				PROFESSIONAL SERVICES			
7889	01/14/26	RHODE005 RHODES & BRITO ARCHITECTS INC.					913
26-00354	1	SERVICES RENDERED THUR 7/31/25	12,845.00	303-0515-515-5400	Expenditure		1 1
				BOOKS, PUBLICATIONS, SUBSCRIPTS			
7890	01/15/26	TOWN0030 TOWN OF EATONVILLE				01/31/26	917
26-00370	1	REIMBURSEMENT PAID FROM GF	151.24	303-0515-515-4400	Expenditure		1 1
				RENTALS AND LEASES			
26-00370	2	REIMBURSEMENT PAID FROM GF	153.55	303-0515-515-4400	Expenditure		2 1
				RENTALS AND LEASES			
26-00370	3	REIMBURSEMENT PAID FROM GF	161.17	303-0515-515-4400	Expenditure		3 1
				RENTALS AND LEASES			
			465.96				
7891	01/15/26	CLASS020 CLASSIC HOME DEVELOPERS INC.				01/31/26	919
26-00375	1	REIMBURSEMENT ECD	19,000.00	303-0515-515-6301	Expenditure		1 1
				INFRASTRUCTURE IMPROVEMENT			
7892	01/22/26	FLCOM001 FLORIDA COMMUNITY LOAN FUND				01/31/26	924
26-00382	1	LOAN PAYMENT 1/26	2,872.97	303-0515-515-6301	Expenditure		1 1
				INFRASTRUCTURE IMPROVEMENT			
7893	01/22/26	GREGO020 GREGORY JACKSON, ESQ.				01/31/26	924
26-00385	1	MONTHLY BILLING 1/26 1/2	4,925.00	303-0515-515-3400	Expenditure		2 1
				CONTRACTUAL SERVICES			
7894	01/22/26	SHRED010 SHREDPROS INC					924
26-00387	6	SHREDDING TH	19.00	303-0515-515-5210	Expenditure		3 1
				OPERATING SUPPLIES			
7895	01/29/26	TOWN0030 TOWN OF EATONVILLE					929
26-00419	1	17 LIEN SEARCHS	1,700.00	303-0515-515-5900	Expenditure		1 1
				MISCELLANEOUS EXPENSE			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	45	1	2,652,193.44	20,000.00
Direct Deposit:	0	0	0.00	0.00
Total:	45	1	2,652,193.44	20,000.00



**HISTORIC TOWN OF EATONVILLE, FLORIDA  
SPECIAL CRA MEETING  
MARCH 31, 2026, AT 6:30 PM  
Cover Sheet**

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

**ITEM TITLE:** Approval of Resolution CRA-R- 2026-06 Approving the February 2026 Financials (**Administration**)

**COMMUNITY REDEVELOPMENT ACTION:**

<b>CRA DECISION</b>	YES	<b>Department:</b> ADMINISTRATION
<b>CONSENT AGENDA</b>	YES	<b>Exhibits:</b> <ul style="list-style-type: none"> <li><b>RESOLUTION CRA-R-2026-06</b></li> </ul>
<b>NEW BUSINESS</b>		
<b>ADMINISTRATIVE</b>		
<b>CRA DISCUSSION</b>		

**REQUEST:** Approval of Resolution CRA-R-2026-06

**SUMMARY:** The Board of Directors will need to approve the monthly financial of the CRA.

**RECOMMENDATION:** The TOECRA Administration recommends approval of Resolution CRA-R-2026-06

**FISCAL & EFFICIENCY DATA:** No fiscal impact.

**RESOLUTION CRA-R-2026-06**

**A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) APPROVING THE FEBRUARY 2026 FINANCIALS AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS** the members of the governing body and two (2) additional members from the taxing authorities serve as Directors of the Agency; and

**WHEREAS**, such members constitute the head of a legal entity, separate, distinct, and independent from the governing board of the County and Municipality; and

**WHEREAS** the TOECRA Board of Directors is the fiduciary to the CRA Trust Account and seeking to manage the CRA Trust in an efficient manner; and

**WHEREAS** the TOECRA Board of Directors will review and approve all monthly financial reports: and

**Whereas NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY OF EATONVILLE, FLORIDA.**

**SECTION ONE: AMENDMENTS.** The TOECRA Board of Directors will review and approve all monthly financial reports in good stewardship of the CRA Trust Account.

**SECTION TWO: CONFLICTS:** All Resolutions of the Town of Eatonville Community Redevelopment Agency or parts thereof in conflict with the provisions of this Resolution are to the extent of such conflict superseded and 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 31<sup>ST</sup> day of MARCH 2026.**

\_\_\_\_\_  
Chair or Board Designee

**ATTEST:**

\_\_\_\_\_  
Veronica King, Town Clerk



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E STATEMENT OF ACCOUNT

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT  
307 E KENNEDY BLVD  
EATONVILLE FL 32751

Page: 1 of 4  
Statement Period: Feb 01 2026-Feb 28 2026  
Cust Ref #: [REDACTED]  
Primary Account #: [REDACTED]

**Municipal Advantage Checking**

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT

Account # [REDACTED]

**ACCOUNT SUMMARY**

Beginning Balance	879,046.35	Average Collected Balance	816,124.08
Electronic Deposits	60.00	Interest Earned This Period	0.00
Other Credits	2,128.71	Interest Paid Year-to-Date	3,943.64
		Annual Percentage Yield Earned	0.00%
Checks Paid	57,599.50	Days in Period	28
Electronic Payments	7,344.47		
Other Withdrawals	50,000.00		
Ending Balance	766,291.09		

**DAILY ACCOUNT ACTIVITY**

**Electronic Deposits**

POSTING DATE	DESCRIPTION	AMOUNT
02/20	DEBIT CARD CREDIT, AUT 021826 VISA DDA REF OPENAI CHATGPT SUBSCR SAN FRANCISCO * CA 4085404040076683	60.00
Subtotal:		60.00

**Other Credits**

POSTING DATE	DESCRIPTION	AMOUNT
02/17	CREDIT INTEREST, ANALYSIS INT	2,128.71
Subtotal:		2,128.71

**Checks Paid**

No. Checks: 6 \*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
02/02	7889	12,845.00	02/24	7896	10,500.00
02/03	7894*	19.00	02/27	7897	149.80
02/03	7895	1,700.00	02/20	7899*	32,385.70
Subtotal:					57,599.50

**Electronic Payments**

POSTING DATE	DESCRIPTION	AMOUNT
02/02	DBCRD PMT AP, AUT 013026 VISA DDA PUR AP ADOBE INC 800 8336687 * CA 4085404040076683	119.95
02/02	DBCRD PUR AP, AUT 012926 VISA DDA PUR AP AMAZON MKTPL YZ02R54H3 AMZN COM BILL * WA 4085404040076683	64.56
02/02	DBCRD PMT AP, AUT 012626 VISA DDA PUR AP SG V TEXTGUARD DOVER * OH 4085404040076683	19.99

# How to Balance your Account

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance		766,291.09
2	Total Deposits	+	
3	Sub Total		
4	Total Withdrawals	-	
5	Adjusted Balance		

2	DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
	Total Deposits		2

4	WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
	Total Withdrawals		4

	WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
	Total Withdrawals		4

**FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:**

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston, Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

**INTEREST NOTICE**

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

**FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY**

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**FINANCE CHARGES:** Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.



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STATEMENT OF ACCOUNT

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT

Page: 3 of 4  
Statement Period: Feb 01 2026-Feb 28 2026  
Cust Ref #: [REDACTED]  
Primary Account #: [REDACTED]

DAILY ACCOUNT ACTIVITY

Electronic Payments (continued)

POSTING DATE	DESCRIPTION	AMOUNT
02/06	DBCRD PUR AP, AUT 020526 VISA DDA PUR AP FASTSIGNS OF CASSELBERRY 407 831 6334 * FL 4085404040076683	2,527.72
02/09	DBCRD PUR AP, AUT 020626 VISA DDA PUR AP OFFICE DEPOT 149 WINTER PARK * FL 4085404040076683	29.49
02/12	DBCRD PUR AP, AUT 021026 VISA DDA PUR AP BAHAMA BRZ ZK 0053002 ALTAMONTE SPR * FL 4085404040076683	116.10
02/12	DBCRD PMT AP, AUT 021126 VISA DDA PUR AP OPENAI CHATGPT SUBSCR OPENAI COM * CA 4085404040076683	90.00
02/13	DBCRD PUR AP, AUT 021226 VISA DDA PUR AP IRELAND ASSOCIATES SUR 407 678 3366 * FL 4085404040076683	800.00
02/17	DBCRD PMT AP, AUT 020926 VISA DDA PUR AP TEXTGUARD DOVER * DE 4085404040076683	19.99
02/17	DBCRD PUR AP, AUT 021326 VISA DDA PUR AP THE HOME DEPOT 6349 ORLANDO * FL 4085404040076683	17.62
02/18	DBCRD PUR AP, AUT 021526 VISA DDA PUR AP AMAZON MKTPL HR4YQ0IX3 AMZN COM BILL * WA 4085404040076683	122.48
02/18	DBCRD PUR AP, AUT 021726 VISA DDA PUR AP AMAZON MKTPL GK1TM3ZV3 AMZN COM BILL * WA 4085404040076683	44.95
02/20	DBCRD PUR AP, AUT 021926 VISA DDA PUR AP AMAZON MKTPL GB6137JZ3 AMZN COM BILL * WA 4085404040076683	36.99
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP FLORIDA REDEVELOPMENT 850 2229684 * FL 4085404040076683	1,485.00
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP NNA SERVICES LLC WWW NATIONALN * CA 4085404040076683	362.93
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP NNA SERVICES LLC WWW NATIONALN * CA 4085404040076683	362.93
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP THE HOME DEPOT 6349 ORLANDO * FL 4085404040076683	114.10
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP THE HOME DEPOT 6349 ORLANDO * FL 4085404040076683	72.93
02/23	DBCRD PUR AP, AUT 022026 VISA DDA PUR AP THE HOME DEPOT 6349 ORLANDO * FL 4085404040076683	28.56

STATEMENT OF ACCOUNT

TOWN OF EATONVILLE CRA  
TRUST ACCOUNT

Page: 4 of 4  
Statement Period: Feb 01 2026-Feb 28 2026  
Cust Ref #: [REDACTED]  
Primary Account #: [REDACTED]

**DAILY ACCOUNT ACTIVITY**

**Electronic Payments (continued)**

POSTING DATE	DESCRIPTION	AMOUNT
02/23	DBCRD PUR AP, AUT 021926 VISA DDA PUR AP THE HOME DEPOT 6349 ORLANDO * FL 4085404040076683	23.84
02/24	DBCRD PUR AP, AUT 022326 VISA DDA PUR AP IRELAND ASSOCIATES SUR 407 678 3366 * FL 4085404040076683	800.00
02/25	DBCRD PUR AP, AUT 022426 VISA DDA PUR AP CHIPOTLE 0675 ORLANDO * FL 4085404040076683	39.62
02/27	DBCRD PUR AP, AUT 022526 VISA DDA PUR AP AMAZON MKTPL B17NLOWQ0 AMZN COM BILL * WA 4085404040076683	28.73
02/27	DBCRD PMT AP, AUT 022626 VISA DDA PUR AP ZOOM COM 888 799 9666 ZOOM US * CA 4085404040076683	15.99
Subtotal:		7,344.47

**Other Withdrawals**

POSTING DATE	DESCRIPTION	AMOUNT
02/10	WIRE TRANSFER OUTGOING, Nona Title Inc dba Red Door Title	50,000.00
Subtotal:		50,000.00

**DAILY BALANCE SUMMARY**

DATE	BALANCE	DATE	BALANCE
01/31	879,046.35	02/17	812,805.64
02/02	865,996.85	02/18	812,638.21
02/03	864,277.85	02/20	780,275.52
02/06	861,750.13	02/23	777,825.23
02/09	861,720.64	02/24	766,525.23
02/10	811,720.64	02/25	766,485.61
02/12	811,514.54	02/27	766,291.09
02/13	810,714.54		

Town Of Eatonville  
Statement of Revenue and Expenditures - Standard

03/25/2026  
12:40 PM

Revenue Account Range: 303-271-0303 to 303-390-0000  
Expend Account Range: 303-0515-515-0000 to 303-0539-539-5240  
Print Zero YTD Activity: No

Include Non-Anticipated: Yes  
Include Non-Budget: No  
Year To Date As Of: 02/28/26  
Current Period: 02/01/26 to 02/28/26  
Prior Year: 02/01/25 to 02/28/25

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
303-311-1000	CRA TAXES - CURRENT	0.00	120,250.00	0.00	132,448.64	12,198.64	110
303-319-0000	TIF PAYMENT FROM TOWN	0.00	230,250.00	0.00	1,789,254.39	1,559,004.39	777
303-361-0000	INTEREST EARNINGS	3,802.28	20,000.00	2,128.71	6,801.95	13,198.05-	34
303-369-0100	CRA BALANCE FORWARD	0.00	750,000.00	0.00	0.00	750,000.00-	0
303-369-0110	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00-	0
303-369-1000	MISCELLANEOUS REVENUE	0.00	0.00	60.00	18,094.50	18,094.50	0
	<b>CRA Revenue Totals</b>	<b>3,802.28</b>	<b>1,333,171.00</b>	<b>2,188.71</b>	<b>1,946,599.48</b>	<b>613,428.48</b>	<b>146</b>

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-0000	COMMUNITY DEVELOPMENT DEPT.	0.00	0.00	0.00	0.00	0.00	0
303-0515-515-1200	REGULAR WAGES - CRA	5,769.60	124,100.00	0.00	33,798.28	90,301.72	27
303-0515-515-1300	CRA REGULAR SALARIES PART TIME	5,044.27	70,200.00	0.00	27,628.35	42,571.65	39
303-0515-515-2100	FICA TAXES	827.26	9,493.65	0.00	4,688.51	4,805.14	49
303-0515-515-2200	RETIREMENT	0.00	6,070.00	0.00	0.00	6,070.00	0
303-0515-515-2300	HEALTH & LIFE INSURANCE	0.00	2,760.00	0.00	2,960.42	200.42-	107
303-0515-515-3100	PROFESSIONAL SERVICES	0.00	200,000.00	10,500.00	34,413.00	165,587.00	17
303-0515-515-3200	ACCOUNTING AND AUDITING	0.00	10,000.00	0.00	0.00	10,000.00	0
303-0515-515-3400	CONTRACTUAL SERVICES	0.00	60,000.00	125.00	10,516.71	49,483.29	18
303-0515-515-4000	TRAVEL	4.00	7,500.00	2,210.86	7,617.53	117.53-	102
303-0515-515-4100	COMMUNICATION	469.41	5,000.00	276.46	1,555.12	3,444.88	31
303-0515-515-4200	MAIL AND FREIGHT	0.00	2,000.00	0.00	0.00	2,000.00	0
303-0515-515-4300	UTILITY SERVICES	0.00	7,340.00	0.00	0.00	7,340.00	0
303-0515-515-4400	RENTALS AND LEASES	0.00	3,000.00	192.45	952.47	2,047.53	31

Section VI. Item #2.

**Town Of Eatonville**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-4500	INSURANCE	0.00	43,269.00	0.00	10,690.00	32,579.00	25
303-0515-515-4700	PRINTING & BINDING	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-4800	PROMOTIONAL ACTIVITIES	0.00	2,500.00	0.00	0.00	2,500.00	0
303-0515-515-4900	LEGAL ADS	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-5100	OFFICE SUPPLIES	473.34	3,000.00	327.20	1,336.92	1,663.08	45
303-0515-515-5210	OPERATING SUPPLIES	0.00	3,000.00	0.00	475.02	2,524.98	16
303-0515-515-5290	GAS & OIL	23.43	1,500.00	181.52	354.33	1,145.67	24
303-0515-515-5400	BOOKS, PUBLICATIONS, SUBSCRIPTS	123.95	7,000.00	265.92	17,100.32	10,100.32-	244
303-0515-515-5900	MISCELLANEOUS EXPENSE	81.28	7,500.00	455.72	9,333.91	1,833.91-	124
303-0515-515-6200	BOD RESERVES	0.00	165,517.00	32,385.70	32,385.70	133,131.30	20
303-0515-515-6202	REDEVELOPMENT & GRANT PROGRAMS	0.00	70,000.00	0.00	3,500.00	66,500.00	5
303-0515-515-6210	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00	0
303-0515-515-6301	INFRASTRUCTURE IMPROVEMENT	0.00	610,382.35	57,257.74	417,744.60	192,637.75	68
	<b>CRA Expenditure Totals</b>	<b>12,816.54</b>	<b>1,635,803.00</b>	<b>104,178.57</b>	<b>617,051.19</b>	<b>1,018,751.81</b>	<b>38</b>

303 CRA	Prior	Current	YTD
Revenues:	3,802.28	2,188.71	1,946,599.48
Expenditures:	12,816.54	104,178.57	617,051.19
Net Income:	9,014.26-	101,989.86-	1,329,548.29

Grand Totals	Prior	Current	YTD
Revenues:	3,802.28	2,188.71	1,946,599.48
Expenditures:	12,816.54	104,178.57	617,051.19
Net Income:	9,014.26-	101,989.86-	1,329,548.29

Town Of Eatonville  
Statement of Revenue and Expenditures - Standard

Revenue Account Range: 303-271-0303 to 303-390-0000  
Expend Account Range: 303-0515-515-0000 to 303-0539-539-5240  
Print Zero YTD Activity: No

Include Non-Anticipated: Yes  
Include Non-Budget: No  
Year To Date As Of: 02/28/26  
Current Period: 10/01/25 to 02/28/26  
Prior Year: 10/01/24 to 02/28/25

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
303-311-1000	CRA TAXES - CURRENT	132,482.74	120,250.00	132,448.64	132,448.64	12,198.64	110
303-319-0000	TIF PAYMENT FROM TOWN	218,017.26	230,250.00	1,789,254.39	1,789,254.39	1,559,004.39	777
303-361-0000	INTEREST EARNINGS	13,463.34	20,000.00	6,801.95	6,801.95	13,198.05-	34
303-369-0100	CRA BALANCE FORWARD	0.00	750,000.00	0.00	0.00	750,000.00-	0
303-369-0110	HISTORICAL GRANT PROGRAM	0.00	212,671.00	0.00	0.00	212,671.00-	0
303-369-1000	MISCELLANEOUS REVENUE	3.87	0.00	18,094.50	18,094.50	18,094.50	0
	<b>CRA Revenue Totals</b>	<b>363,967.21</b>	<b>1,333,171.00</b>	<b>1,946,599.48</b>	<b>1,946,599.48</b>	<b>613,428.48</b>	<b>146</b>

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-0000	COMMUNITY DEVELOPMENT DEPT.	0.00	0.00	0.00	0.00	0.00	0
303-0515-515-1200	REGULAR WAGES - CRA	20,390.23	124,100.00	33,798.28	33,798.28	90,301.72	27
303-0515-515-1300	CRA REGULAR SALARIES PART TIME	13,797.81	70,200.00	27,628.35	27,628.35	42,571.65	39
303-0515-515-2100	FICA TAXES	2,586.42	9,493.65	4,688.51	4,688.51	4,805.14	49
303-0515-515-2200	RETIREMENT	0.00	6,070.00	0.00	0.00	6,070.00	0
303-0515-515-2300	HEALTH & LIFE INSURANCE	0.00	2,760.00	2,960.42	2,960.42	200.42-	107
303-0515-515-3100	PROFESSIONAL SERVICES	3,552.70	200,000.00	34,413.00	34,413.00	165,587.00	17
303-0515-515-3200	ACCOUNTING AND AUDITING	0.00	10,000.00	0.00	0.00	10,000.00	0
303-0515-515-3400	CONTRACTUAL SERVICES	11,312.21	60,000.00	10,516.71	10,516.71	49,483.29	18
303-0515-515-4000	TRAVEL	4.00	7,500.00	7,617.53	7,617.53	117.53-	102
303-0515-515-4100	COMMUNICATION	1,894.65	5,000.00	1,555.12	1,555.12	3,444.88	31
303-0515-515-4200	MAIL AND FREIGHT	226.19	2,000.00	0.00	0.00	2,000.00	0
303-0515-515-4300	UTILITY SERVICES	498.13	7,340.00	0.00	0.00	7,340.00	0
303-0515-515-4400	RENTALS AND LEASES	784.93	3,000.00	952.47	952.47	2,047.53	32

Section VI. Item #2.

**Town Of Eatonville**  
Statement of Revenue and Expenditures

03/25/2026  
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Section VI. Item #2.

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
303-0515-515-4500	INSURANCE	0.00	43,269.00	10,690.00	10,690.00	32,579.00	25
303-0515-515-4622	GRANT PROGRAM - PAINT, PLANT & PAVE	4,000.00	0.00	0.00	0.00	0.00	0
303-0515-515-4700	PRINTING & BINDING	69.20	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-4800	PROMOTIONAL ACTIVITIES	0.00	2,500.00	0.00	0.00	2,500.00	0
303-0515-515-4900	LEGAL ADS	0.00	1,000.00	0.00	0.00	1,000.00	0
303-0515-515-5100	OFFICE SUPPLIES	1,451.81	3,000.00	1,336.92	1,336.92	1,663.08	45
303-0515-515-5210	OPERATING SUPPLIES	298.80	3,000.00	475.02	475.02	2,524.98	16
303-0515-515-5290	GAS & OIL	72.02	1,500.00	354.33	354.33	1,145.67	24
303-0515-515-5400	BOOKS, PUBLICATIONS, SUBSCRIPTS	461.89	7,000.00	17,100.32	17,100.32	10,100.32-	244
303-0515-515-5900	MISCELLANEOUS EXPENSE	81.28	7,500.00	9,333.91	9,333.91	1,833.91-	124
303-0515-515-6200	BOD RESERVES	0.00	165,517.00	32,385.70	32,385.70	133,131.30	20
303-0515-515-6202	REDEVELOPMENT & GRANT PROGRAMS	0.00	70,000.00	3,500.00	3,500.00	66,500.00	5
303-0515-515-6210	HISTORICAL GRANT PROGRAM	7,385.70	212,671.00	0.00	0.00	212,671.00	0
303-0515-515-6301	INFRASTRUCTURE IMPROVEMENT	0.00	610,382.35	417,744.60	417,744.60	192,637.75	68
	<b>CRA Expenditure Totals</b>	<b>68,867.97</b>	<b>1,635,803.00</b>	<b>617,051.19</b>	<b>617,051.19</b>	<b>1,018,751.81</b>	<b>38</b>

303 CRA	Prior	Current	YTD
Revenues:	363,967.21	1,946,599.48	1,946,599.48
Expenditures:	68,867.97	617,051.19	617,051.19
Net Income:	295,099.24	1,329,548.29	1,329,548.29

Grand Totals	Prior	Current	YTD
Revenues:	363,967.21	1,946,599.48	1,946,599.48
Expenditures:	68,867.97	617,051.19	617,051.19

March 25, 2026  
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Town Of Eatonville  
Check Register By Check Date

Section VI. Item #2.

Range of Checking Accts: 303-CHECKING to 303-CHECKING Range of Check Dates: 10/01/25 to 09/30/26  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
303-CHECKING							
7850	10/23/25	TAYL0001 TAYLOR ENVIRONMENTAL				10/31/25	837
26-00011	1	ASTM E1527-21 PHASE I ESA	2,950.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		2 1
7851	10/23/25	TODDJ010 TODD JENKINS				10/31/25	837
26-00013	1	LAWN SERV. FOR 9 PROPERTY	2,000.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		3 1
7852	10/23/25	TYESH005 TYESHA S WILLIAMS				10/31/25	837
26-00010	1	STOGIES @ SUNSET 10/25	3,500.00	303-0515-515-6202 REDEVELOPMENT & GRANT PROGRAMS	Expenditure		1 1
7853	10/30/25	ASPI001 ASPIREON				11/30/25	842
26-00031	1	HOST VOICE EXTENSION	185.38	303-0515-515-4100 COMMUNICATION	Expenditure		5 1
7854	10/30/25	GARCI010 GARCIA MEDIA GROUP				11/30/25	842
26-00026	1	MONTHLY BILLING 10/25	125.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		3 1
7855	10/30/25	GREGO020 GREGORY JACKSON, ESQ.				11/30/25	842
26-00032	1	MONTHLY BILLING 10/25	3,425.00	303-0515-515-3100 PROFESSIONAL SERVICES	Expenditure		6 1
7856	10/30/25	SMA001 SMART CITY METRO				11/30/25	842
26-00025	6	MONTHLY BILLING 10/25	469.20	303-0515-515-4100 COMMUNICATION	Expenditure		2 1
7857	10/30/25	THEOD020 THEODORE WASHINGTON				10/31/25	842
26-00019	1	REIMBURSEMENT TRAVEL (2025 FRA	378.27	303-0515-515-4000 TRAVEL	Expenditure		1 1
7858	10/30/25	TOSHI005 TOSHIBA BUSINESS SOLUTIONS, US				11/30/25	842
26-00040	1	MONTHLY BILLING 10/25 CRA	147.03	303-0515-515-4400 RENTALS AND LEASES	Expenditure		7 1
7859	10/30/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	842
26-00028	1	ADMIN FEE FOR EVENT CRA	440.00	303-0515-515-5900 MISCELLANEOUS EXPENSE	Expenditure		4 1
7860	11/04/25	TOSHI005 TOSHIBA BUSINESS SOLUTIONS, US				11/30/25	848
26-00084	1	MONTHLY SERVICES 10/25	147.03	303-0515-515-4400 RENTALS AND LEASES	Expenditure		1 1
7861	11/04/25	WEXBA005 WEX BANK				12/31/25	848
26-00088	5	MONTH BILLING 10/25	109.81	303-0515-515-5290 GAS & OIL	Expenditure		2 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
303-CHECKING			Continued				
7862	11/06/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	851
26-00095	1	REIMBURSEMENT TO THE TOWN	509.10	303-0515-515-4000	Expenditure		1 1
				TRAVEL			
26-00095	2	REIMBURSEMENT TO THE TOWN	1,062.65	303-0515-515-4000	Expenditure		2 1
				TRAVEL			
			1,571.75				
7863	11/06/25	TOWN0030 TOWN OF EATONVILLE				11/30/25	852
26-00096	1	REIMBURSEMENT	980.00	303-0515-515-5900	Expenditure		1 1
				MISCELLANEOUS EXPENSE			
7864	11/06/25	FMIT FLORIDA MUNICIPAL INS. TRUST				11/30/25	853
26-00097	1	2025/2026 FUND YR ANNUAL BILL	10,690.00	303-0515-515-4500	Expenditure		1 1
				INSURANCE			
7865	11/20/25	ASPI001 ASPIREON				12/31/25	857
26-00132	1	MONTHLY SERVICES 10/25-11/25	185.38	303-0515-515-4100	Expenditure		2 1
				COMMUNICATION			
26-00132	2	MONTHLY SERVICES 10/25-11/25	185.38	303-0515-515-4100	Expenditure		3 1
				COMMUNICATION			
			370.76				
7866	11/20/25	ATTEN005 ATTENTION 2 DETAIL LANDSCAPING				11/30/25	857
26-00131	1	REMOVE WINDOW,GATE & TREES	3,000.00	303-0515-515-5900	Expenditure		1 1
				MISCELLANEOUS EXPENSE			
7867	11/20/25	FLCOM001 FLORIDA COMMUNITY LOAN FUND				12/31/25	857
26-00134	1	LOAN #263494	2,872.97	303-0515-515-6301	Expenditure		5 1
				INFRASTRUCTURE IMPROVEMENT			
7868	11/20/25	IBS001 IBS LOCKSMITH				12/31/25	857
26-00133	1	LOCK CHANGE & REKEY	585.00	303-0515-515-5900	Expenditure		4 1
				MISCELLANEOUS EXPENSE			
7869	11/20/25	INNAT005 INNATE DESIGN, LLC				12/31/25	857
26-00155	1	NEW HOUSE PLAN	6,062.00	303-0515-515-6301	Expenditure		7 1
				INFRASTRUCTURE IMPROVEMENT			
7870	11/20/25	RHODE005 RHODES & BRITO ARCHITECTS INC.				12/31/25	857
26-00135	1	FEE SERVICES THUR 10/25	14,038.00	303-0515-515-6301	Expenditure		6 1
				INFRASTRUCTURE IMPROVEMENT			
7871	12/04/25	GARCI010 GARCIA MEDIA GROUP				12/31/25	866
26-00190	1	MONTHLY BILLING 11/25	125.00	303-0515-515-3400	Expenditure		4 1
				CONTRACTUAL SERVICES			
7872	12/04/25	NEXT001 NEXT TIER BUILDERS LLC				12/16/25 VOID	866
26-00182	1	NEW BUILD MANAGEMENT FEE	20,000.00	(Void Reason: WRONG AMOUNT) 303-0515-515-6301	Expenditure		3 1
				INFRASTRUCTURE IMPROVEMENT			

March 25, 2026  
01:05 PM

Town of Eatonville  
Check Register By Check Date

Section VI. Item #2.

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
303-CHECKING			Continued				
7873	12/04/25	SHA001 SHAKEILA JONES				01/31/26	866
26-00181	1	PERDEIM FRA CONF. 2025	200.00	303-0515-515-4000 TRAVEL	Expenditure		2 1
7874	12/04/25	WANDA010 WANDA RANDOLPH				01/31/26	866
26-00166	1	PERDEIM(FRA CONF. 2025)	321.55	303-0515-515-4000 TRAVEL	Expenditure		1 1
7875	12/04/25	WEXBA005 WEX BANK				12/31/25	866
26-00192	4	MONTHLY BILLING 11/25	63.00	303-0515-515-5290 GAS & OIL	Expenditure		5 1
7876	12/09/25	ATTEN005 ATTENTION 2 DETAIL LANDSCAPING				12/31/25	872
26-00201	1	CUT OPENING THROUGH DRYWALL	960.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		1 1
7877	12/16/25	NEXT001 NEXT TIER BUILDERS LLC				12/31/25	880
26-00182	1	NEW BUILD MANAGEMENT FEE	5,000.00	303-0515-515-6301 INFRASTRUCTURE IMPROVEMENT	Expenditure		1 1
7878	12/18/25	ASPI001 ASPIREON				12/31/25	888
26-00241	1	MONTHLY BILLING 11/25	126.66	303-0515-515-4100 COMMUNICATION	Expenditure		3 1
7879	12/18/25	AXT001 AXTEGRITY CONSULTING					888
26-00252	9	MONTHLY BILLING 1/26	77.07	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		5 1
7880	12/18/25	FLCOM001 FLORIDA COMMUNITY LOAN FUND				12/31/25	888
26-00236	1	LOAN PAYMENT(140 S WEST ST)	2,872.97	303-0515-515-6301 INFRASTRUCTURE IMPROVEMENT	Expenditure		1 1
7881	12/18/25	GREGO020 GREGORY JACKSON, ESQ.				12/31/25	888
26-00240	1	MONTHLY SERVICES 11/25	3,425.00	303-0515-515-3100 PROFESSIONAL SERVICES	Expenditure		2 1
7882	12/18/25	RHODE005 RHODES & BRITO ARCHITECTS INC.				12/31/25	888
26-00242	1	PROJECT #25003-06	14,038.00	303-0515-515-3100 PROFESSIONAL SERVICES	Expenditure		4 1
7883	12/23/25	TODDJ010 TODD JENKINS				01/31/26	893
26-00268	1	LAWN MAINTENANCE 12/25	250.00	303-0515-515-3400 CONTRACTUAL SERVICES	Expenditure		1 1
7884	12/29/25	TOWN0030 TOWN OF EATONVILLE				12/31/25	896
26-00281	1	REBATE TIFF FROM CRA 2026	1,571,203.04	303-0000-207-0001 DUE TO GENERAL FUND	G/L		1 1
7885	12/30/25	ORANG005 ORANGE CNTY BOARD OF COMM.				01/31/26	898
26-00294	1	OC REBATE TIFF 2026	954,379.36	303-311-1000 CRA TAXES - CURRENT	Revenue		1 1

March 25, 2026  
01:05 PM

Town of Eatonville  
Check Register By Check Date

Section VI. Item #2.

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
303-CHECKING			Continued						
7886	01/06/26	ASPI001 ASPIREON				01/31/26	905		
26-00309	1	MONTHLY SERVICES 12/25	126.66	303-0515-515-4100	Expenditure			2	1
				COMMUNICATION					
7887	01/06/26	GARCI010 GARCIA MEDIA GROUP				01/31/26	905		
26-00323	1	MONTHLY BILLING 12/25	125.00	303-0515-515-3400	Expenditure			3	1
				CONTRACTUAL SERVICES					
7888	01/06/26	GREGO020 GREGORY JACKSON, ESQ.				01/31/26	905		
26-00308	1	MONTHLY BILLING 12/25	3,025.00	303-0515-515-3100	Expenditure			1	1
				PROFESSIONAL SERVICES					
7889	01/14/26	RHODE005 RHODES & BRITO ARCHITECTS INC.				02/28/26	913		
26-00354	1	SERVICES RENDERED THUR 7/31/25	12,845.00	303-0515-515-5400	Expenditure			1	1
				BOOKS, PUBLICATIONS, SUBSCRIPTS					
7890	01/15/26	TOWN0030 TOWN OF EATONVILLE				01/31/26	917		
26-00370	1	REIMBURSEMENT PAID FROM GF	151.24	303-0515-515-4400	Expenditure			1	1
				RENTALS AND LEASES					
26-00370	2	REIMBURSEMENT PAID FROM GF	153.55	303-0515-515-4400	Expenditure			2	1
				RENTALS AND LEASES					
26-00370	3	REIMBURSEMENT PAID FROM GF	161.17	303-0515-515-4400	Expenditure			3	1
				RENTALS AND LEASES					
			465.96						
7891	01/15/26	CLASS020 CLASSIC HOME DEVELOPERS INC.				01/31/26	919		
26-00375	1	REIMBURSEMENT ECD	19,000.00	303-0515-515-6301	Expenditure			1	1
				INFRASTRUCTURE IMPROVEMENT					
7892	01/22/26	FLCOM001 FLORIDA COMMUNITY LOAN FUND				01/31/26	924		
26-00382	1	LOAN PAYMENT 1/26	2,872.97	303-0515-515-6301	Expenditure			1	1
				INFRASTRUCTURE IMPROVEMENT					
7893	01/22/26	GREGO020 GREGORY JACKSON, ESQ.				01/31/26	924		
26-00385	1	MONTHLY BILLING 1/26 1/2	4,925.00	303-0515-515-3400	Expenditure			2	1
				CONTRACTUAL SERVICES					
7894	01/22/26	SHRED010 SHREDPROS INC				02/28/26	924		
26-00387	6	SHREDDING TH	19.00	303-0515-515-5210	Expenditure			3	1
				OPERATING SUPPLIES					
7895	01/29/26	TOWN0030 TOWN OF EATONVILLE				02/28/26	929		
26-00419	1	17 LIEN SEARCHS	1,700.00	303-0515-515-5900	Expenditure			1	1
				MISCELLANEOUS EXPENSE					
7896	02/17/26	CALPRO01 CALLAWAY & PRICE, INC				02/28/26	956		
26-00481	1	3 APPRAISALS CRA	10,500.00	303-0515-515-3100	Expenditure			2	1
				PROFESSIONAL SERVICES					
7897	02/17/26	VERIZ005 VERIZON WIRELESS				02/28/26	956		
26-00475	1	MONTHLY BILLING 1/26	149.80	303-0515-515-4100	Expenditure			1	1
				COMMUNICATION					

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Town of Eatonville  
Check Register By Check Date

Section VI. Item #2.

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
303-CHECKING			Continued						
7898	02/19/26	FLCOM001 FLORIDA COMMUNITY LOAN FUND					960		
26-00508	1	LOAN #263494	2,872.97	303-0515-515-6301	Expenditure		4	1	
				INFRASTRUCTURE IMPROVEMENT					
7899	02/19/26	MAJ001 MAJ ARCHITECTURE + DESIGN				02/28/26	960		
26-00507	1	ARCHITECTURAL DESIGN SERVICES	32,385.70	303-0515-515-6200	Expenditure		3	1	
				BOD RESERVES					
7900	02/19/26	TOSHI005 TOSHIBA BUSINESS SOLUTIONS, US					960		
26-00509	1	MONTHLY BILLING CRA	192.45	303-0515-515-4400	Expenditure		5	1	
				RENTALS AND LEASES					
7901	02/19/26	WEXBA005 WEX BANK					960		
26-00500	4	MONTHLY BILLING 12/25 & 1/26	120.17	303-0515-515-5290	Expenditure		1	1	
				GAS & OIL					
26-00500	10	MONTHLY BILLING 12/25 & 1/26	61.35	303-0515-515-5290	Expenditure		2	1	
				GAS & OIL					
			181.52						
7902	02/24/26	TOWN0030 TOWN OF EATONVILLE				02/24/26 VOID	963		
26-00519	1	LOT SPLIT 119 S WEST ST	300.00	303-0515-515-5900	Expenditure		1	1	
				MISCELLANEOUS EXPENSE					
7903	02/24/26	TOWN0030 TOWN OF EATONVILLE					964		
26-00519	1	LOT SPLIT 119 S WEST ST	300.00	303-0515-515-5900	Expenditure		1	1	
				MISCELLANEOUS EXPENSE					
7904	02/26/26	ASPI001 ASPIREON					967		
26-00528	1	MONTHLY BILLING 1/26	126.66	303-0515-515-4100	Expenditure		2	1	
				COMMUNICATION					
7905	02/26/26	GARCIO10 GARCIA MEDIA GROUP					967		
26-00526	1	MONTHLY BILLING 1/26-2/26	125.00	303-0515-515-3400	Expenditure		1	1	
				CONTRACTUAL SERVICES					
7906	03/03/26	WEXBA005 WEX BANK					975		
26-00573	3	MONTHLY BILLING 2/26	67.41	303-0515-515-5290	Expenditure		1	1	
				GAS & OIL					
7907	03/10/26	TOWN0030 TOWN OF EATONVILLE					977		
26-00580	1	PERMIT FOR (TONI STREET)CRA	300.00	303-0515-515-5900	Expenditure		1	1	
				MISCELLANEOUS EXPENSE					
7908	03/10/26	CPHEN005 CPH ENGINEERS, INC.					979		
26-00582	1	SURVEY WORK FOR CRA	405.00	303-0515-515-3400	Expenditure		1	1	
				CONTRACTUAL SERVICES					
7909	03/12/26	OFFIC010 OFFICE DEPOT, INC.					988		
26-00575	1	TAX FORMS	68.29	303-0515-515-5210	Expenditure		1	1	
				OPERATING SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
303-CHECKING			Continued						
7910	03/17/26	TOWN030 TOWN OF EATONVILLE					990		
26-00613	1	FY2026 CRA PAYROLL	91,836.04	303-0000-207-0001	G/L		1	1	
				DUE TO GENERAL FUND					
7911	03/17/26	TOWN030 TOWN OF EATONVILLE					991		
26-00614	1	FY 2024-2025 CRA PAYROLL	137,881.01	303-0000-207-0001	G/L		1	1	
				DUE TO GENERAL FUND					
7912	03/17/26	TOWN030 TOWN OF EATONVILLE					992		
26-00615	1	FY 2023-2024 CRA PAYROLL	58,199.23	303-0000-207-0001	G/L		1	1	
				DUE TO GENERAL FUND					
7913	03/17/26	GREGO020 GREGORY JACKSON, ESQ.					993		
26-00616	1	MONTHLY BILLING 1/20-2/28/26	3,450.00	303-0515-515-3100	Expenditure		1	1	
				PROFESSIONAL SERVICES					
26-00616	2	MONTHLY BILLING 1/20-2/28/26	3,950.00	303-0515-515-3100	Expenditure		2	1	
				PROFESSIONAL SERVICES					
			7,400.00						
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>			
		Checks:	62	2	2,995,184.52	20,300.00			
		Direct Deposit:	0	0	0.00	0.00			
		Total:	<u>62</u>	<u>2</u>	<u>2,995,184.52</u>	<u>20,300.00</u>			
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>			
		Checks:	62	2	2,995,184.52	20,300.00			
		Direct Deposit:	0	0	0.00	0.00			
		Total:	<u>62</u>	<u>2</u>	<u>2,995,184.52</u>	<u>20,300.00</u>			

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Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
CRA	6-303	181,685.84	954,379.36	1,859,119.32	2,995,184.52
Total of All Funds:		<u>181,685.84</u>	<u>954,379.36</u>	<u>1,859,119.32</u>	<u>2,995,184.52</u>

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Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
CRA	303	181,685.84	954,379.36	1,859,119.32	2,995,184.52
Total of All Funds:		<u>181,685.84</u>	<u>954,379.36</u>	<u>1,859,119.32</u>	<u>2,995,184.52</u>

March 25, 2026  
01:05 PM

Town Of Eatonville  
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Section VI. Item #2.

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
CRA	6-303	181,685.84	0.00	0.00	0.00	181,685.84
Total of All Funds:		<u>181,685.84</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>181,685.84</u>



**HISTORIC TOWN OF EATONVILLE, FLORIDA  
SPECIAL CRA MEETING  
MARCH 31, 2025, AT 6:30 PM  
Cover Sheet**

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

**ITEM TITLE:** Approval of Resolution CRA-R- 2026-07 Approving the BOD Meeting Minutes (**Administration**)

**COMMUNITY REDEVELOPMENT ACTION:**

<b>CRA DECISION</b>	YES	<b>Department:</b> ADMINISTRATION
<b>CONSENT AGENDA</b>	YES	<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• RESOLUTION CRA-R-2026-07</li> </ul>
<b>NEW BUSINESS</b>		
<b>ADMINISTRATIVE</b>		
<b>CRA DISCUSSION</b>		

**REQUEST:** Approval of Resolution CRA-R-2026-07

**SUMMARY:** The Board of Directors will need to approve all meeting minutes of the TOE CRA.

**RECOMMENDATION:** The TOECRA Administration recommends approval of Resolution CRA-R-2026-07

**FISCAL & EFFICIENCY DATA:** No fiscal impact.

**RESOLUTION CRA-R-2026-07**

**A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) APPROVING THE BOARD OF DIRECTORS JANUARY 2026 MEETING MINUTES AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS** the members of the governing body and two (2) additional members from the taxing authorities serve as Directors of the Agency; and

**WHEREAS**, such members constitute the head of a legal entity, separate, distinct, and independent from the governing board of the County and Municipality; and

**WHEREAS** the TOECRA Board of Directors is the fiduciary to the CRA Trust Account and seeking to manage the CRA Trust in an efficient manner and document meetings of the Board of Directors through minutes and recordings; and

**WHEREAS** the TOECRA Board of Directors will review and approve all Board of Directors meeting minutes: and

**Whereas NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY OF EATONVILLE, FLORIDA.**

**SECTION ONE: AMENDMENTS.** The TOECRA Board of Directors will review and approve all meeting minutes of the agency.

**SECTION TWO: CONFLICTS:** All Resolutions of the Town of Eatonville Community Redevelopment Agency or parts thereof in conflict with the provisions of this Resolution are to the extent of such conflict superseded and 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 31<sup>st</sup> day of MARCH 2026.**

\_\_\_\_\_  
Chair or Board Designee

**ATTEST:**

\_\_\_\_\_  
Veronica King, Town Clerk



Town of Eatonville



# HISTORIC TOWN OF EATONVILLE, FLORIDA COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

Thursday, January 15, 2026, at 6:30 PM

Town Hall (Council Chambers) – 307 E. Kennedy Blvd

## AMENDED

**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 Board Agenda Page.*

**CALL TO ORDER** – Chair Gardner called the meeting to order at 6:30 p.m.

**ROLL CALL** – Quorum was established through roll call by ShaK Jones – CRA Staff.

**PRESENT:** (6) Chair Angie Gardner, Vice-Chair Theo Washington, Director LaDwyana Jordan, Director Tarus Mack, Director Wanda Randolph, Director Ruthi Critton

**STAFF:** (5) Michael Johnson, **Executive Director**, Veronica King, **Town Clerk**; Greg Jackson, **Attorney**; Police Officer Jones, **Police Department**, Chenea Henson, **CRA Staff**

### INVOCATION AND PLEDGE OF ALLEGIANCE

Chair Gardner led the invocation through a Moment of Silence followed by the Pledge of Allegiance

### PRESENTATIONS:

- 1) Standard Operating Procedures (SOP) for the CRA – Executive Director Mike Johnson presented Proposed Standard Operating Procedures (SOP) for the CRA.

#### Key Points:

- Purpose of SOP is to formalize consistent oversight, monitoring, coordination, and advisory functions for all redevelopment activities in the CRA district.
- The SOP is grounded in Florida Statutes Chapter 163 (and related public records/Sunshine law chapters) and aligned with the CRA Plan and Town comprehensive plan.
- Johnson emphasized:
  - The CRA Board is the agency; staff (including the Executive Director) serve the board.
  - The SOP does not grant CRA enforcement, zoning, permitting, or development approval authority and does not replace Town Council powers.
  - Johnson clarified roles within the SOP, including the CRA Board as the policy and oversight body, the Executive Director as the primary point of contact responsible for coordination and reporting, legal counsel for compliance review, and staff/consultants for documentation and support.

- Focus on transparency, audit-ready documentation, public records and Sunshine Law compliance, and continuity when staff/board members change.
- Roles are clarified for:
  - Board/Agency: policy guidance and oversight.
  - Executive Director: primary point of contact, monitoring, coordination, and reporting.
  - Legal Counsel: legal and risk review.
  - Staff/Consultants: recordkeeping, documentation, and support.
- Board members discussed implementation, consistency, and legal compliance. Questions were raised regarding the CRA’s authority and how it compares to other municipalities, as well as its relationship to advisory boards. Attorney Greg Jackson confirmed the CRA’s authority to establish oversight procedures and emphasized maintain flexibility to amend the SOP while remaining compliant with state law.
- SOP is a flexible, amendable governance document, not a rigid control tool.
  - Intended to operationalize existing statutory duties, not expand CRA authority, and that its application is district wide. Board members stressed the importance of clear documentation, transparency, and consistent communication.

Outcome:

- Informational only; no vote taken.
- Johnson noted implementation would not move forward until Town Council acts on a related resolution and the CRA Board is formally directed to adopt the SOP.

**CITIZEN PARTICIPATION – (1)**

**Michelle Fort** - Raised concerns regarding the **Standard Operating Procedures (SOP)** for the CRA, including questions about the CRA bylaws, approval procedures for website responses, and the need for clear documentation and communication regarding CRA decisions.

**CONSENT AGENDA: (Approved items 1, 2 & 3)** Item (4) was removed from the Consent Agenda and moved to Board Decision for separate discussion and action.

**Chair Gardner motion to APPROVE** Consent Agenda Items 1, 2, and 3 (Resolutions CRA-R-2026-1-December 2025 Financials, CRA-R-2026-2-Board of Directors Meeting Minutes, CRA-R-2026-3 CRA-R-2026-3-Banking RFP).

**MOVED BY:** Director Ruthie Critton

**SECOND:** Director Tarus Mack

**AYE:** All

**MOTION PASSES**

**BOARD DISCUSSION:**

School Board and FDOT Property (Item 5)

Subject: Historical and current treatment of a FDOT retention pond and adjacent property, and its relationship to current and past development agreements.

Key Points:

- Past FDOT Negotiations (Dixon):

- Vice-Mayor Theo Washington reported that former CAO Roger Dixon negotiated with FDOT to move a retention pond farther back along Wymore Road, preserving front property for development.
- He believes documents or agreements reflecting this are in Town records and indicated willingness to help locate them.
- Link to Current Development Contract:
  - Mayor Gardner stated that the last development contract for the area likely addressed the same parcel and may have given the developer the opportunity to purchase the FDOT-related piece if they purchased the main property.
  - She emphasized the need to confirm this in writing.
- Annexation / Enclave Concern:
  - Executive Director Johnson explained that part of the area is inside town limits and part is outside, creating or risking an enclave.
  - He recommended that, regardless of ownership, the parcel should ultimately be annexed into the Town of Eatonville to ensure contiguous boundaries.
- Follow-Up Responsibility:
  - Director LaDwyana Jordan asked who would follow up on:
    - Clarifying any prior Dixon–FDOT arrangement, and
    - How the parcel is treated in the current development contract.
  - Mayor Gardner stated that she would direct the CAO to:
    - Review FDOT-related documents and the applicable development contract(s), and
    - Report findings back to the CRA Board via email or in a future report.
- Outcome:
  - No formal motion taken.
  - Informal direction:
    - Staff/CAO to locate FDOT/Dixon records, review the current development contract, and consider annexation options once the parcel’s status is clarified.

**BOARD DECISIONS: (Items 4 was moved from the consent agenda)**

**(Item #4 - Moved from Consent)** Approval of Resolution # CRA-R-2026-4 Consulting Service Agreement – Matthew Lawrence - (Preamble Read) - **Chair Gardner motion to APPROVE** Resolution # CRA-R-2026-4 with the understanding that the attorney will revise the wording to state the CRA “desires to join” the development consultant services agreement rather than has already entered into it.

**MOVED BY:** Director Wanda Randolph

**SECOND:** Director Ruthie Critton

**AYE:** Majority (Vice-Chair Theo Washington, Director LaDwyana Jordan, Director Tarus Mack, Director Wanda Randolph, Director Ruthie Critton) | **NAYE:** Chair Gardner

**MOTION PASSES**

**STAFF/BOARD REPORTS:**

**CRA Staff (ShaK Jones) -- No Report**

**Attorney (Greg Jackson) – Subject: Lease-Purchase / 426 E. Kennedy Blvd. (“Club Eaton”).** Reported on negotiations related to the property acquisition at 426 East Kennedy Boulevard and legal considerations associated with the lease purchase agreement.

- Key Points
  - Board has previously authorized an offer of \$500,000 for 426 E. Kennedy Blvd. with a 9-month closing.
  - Owner initially wanted at least \$1 million, but more recent discussions indicate willingness to accept the \$500,000 price if the closing were shortened to a standard commercial timeframe (~90 days).
  - Owner has indicated that, absent agreement, the property could be listed publicly.
- Constraints and Funding Timeline:
  - Executive Director Johnson highlighted:
    - A June 30 deadline tied to construction/funding;
  - A pending grant for the “Club Eaton” project, with funding unlikely to be available until July, making a 90-day closing problematic.
- Board Direction:
  - Director Mack suggested asking the owner if he would accept a later closing date (e.g., sometime in July or by end of July) to align with anticipated funding.
  - Discussion of providing a good-faith earnest money deposit (held by the CRA’s escrow agent) to show commitment if an extension is granted.
- Outcome:
  - Board authorized Attorney Jackson to:
    - Continue negotiations with the owner of 426 E. Kennedy Blvd.,
    - Explore a later closing timeline (around July), and
    - Discuss potential earnest money terms, with any final amended agreement to return to the board for approval.
- Attorney Greg Jackson proposed that the board authorize him to amend the existing lease purchase agreement.

**MOTION:** To authorize the CRA Attorney to amend the Lease Purchase Agreement for the purchases of the property located at 426 East Kennedy Boulevard and any associated properties at \$500,000, including terms related to the earnest money deposit up to \$50,000 and closing timeline.

**MOVED BY:** Director Tarus Mack

**SECOND:** Director, Ruth Critton

**AYE:** All

**MOTION PASSES**

**Executive Director (Michael Johnson)** – Provided updates on the federal grant correction, housing program coordination with regional funding partners, and ongoing redevelopment initiatives.

- **Highlights:**
  - 307 – Eatonville Works Project Grant:
    - Grant agreement for the project is being finalized; a delay caused by an expired/incorrect UEI under the Town has been resolved.
    - Final agreement will be brought back to the CRA Board for ratification.
  - Housing Programs / HELP CDC / Rebuild Together
    - Prior process issues with HELP CDC have been addressed with a new regional structure.
    - 18 applicants are expected to receive housing assistance; names/details to be provided at a subsequent meeting.

- Planning another housing outreach event with Orange County, Rebuild Together, and other partners, now under direct CRA Coordination.
- First House Permitting
  - Permit and documentation for the first house were previously submitted and reviewed but cannot currently be found in the system.
  - Staff are working to locate or reconstruct those records to move the project forward.
- Seacoast Bank – Eatonville CRA Biz Boost
  - Seacoast Bank has contributed \$10,000 to the Biz Boost small business support program and is open to further assistance while allowing the CRA to manage program design.
- 140 – Senior Health and Wellness Recreation Center
  - Johnson, the CAO, and health foundation representative Nick Abrams met to advance plans for [140] as a state-of-the-art senior center/multi-use facility focused on health and wellness for our seniors and broad community use.

**Director Tarus Mack** – Expressed support for establishing clear SOPs and oversight processes, particularly given the scale of redevelopment projects (e.g., Dr. Phillips). Supported moving forward with development consulting support and with negotiations on the 426 E. Kennedy Blvd. property (including exploring earnest money and timing adjustments). Expressed appreciation for the board’s collaboration and acknowledged the vision and leadership of the Executive Director in advancing CRA initiatives. And that the entire Town of Eatonville is the CRA.

**Director LaDwyana Jordan** – No Report.

**Chair Wanda Randolph** – Inquired about Property 41 Lincoln Street – Septic System Issue

- Executive Director Michael Johnson discussed a potential issue involving the property at 41 Lincoln Street and the need to verify documentation and permitting status prior to board action.
- Director Tarus Mack recommended scheduling a special emergency meeting once documentation is confirmed.
- Johnson agreed to gather the necessary information and present it to the board for further action.

**Director Ruthi Critton** –

**Community Program Updates**

- Director Ruthie Critton requested updates regarding Rebuilding Together and Club Eaton.
- Executive Director Johnson provided updates on both initiatives and discussed their potential community impact.
- Board members expressed support and enthusiasm for the continued progress of the projects.

**Director Donovan Williams** – Not present. No report.

**Vice Chair Theo Washington** –

- Confirmed financial considerations related to the lease purchase agreement and emphasized the importance of securing site control for redevelopment.
- Provided historical context on FDOT discussions, including prior negotiations to move a retention pond to preserve development frontage.
- Urged locating existing records of those discussions/agreements.

**Chair Gardner** – No report. Saving story to Tuesday.

**ADJOURNMENT** Chair Gardner Motions for Adjournment of Meeting (**Moved** by Director Mack; **Second** by Director Critton; **AYE: ALL; MOTION PASSES. Meeting Adjourned at 8:12 P.M.**

**Respectfully Submitted by:**

**APPROVED**

\_\_\_\_\_  
**ShaK Jones, CRA Staff**

\_\_\_\_\_  
**Chair or Board Designee**

**ATTEST By:**

\_\_\_\_\_  
\_\_\_\_\_  
**Veronica King, Town Clerk**



# HISTORIC TOWN OF EATONVILLE, FLORIDA REGULAR CRA MEETING NOVEMBER 18, 2025, AT 6:30 PM Cover Sheet

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

**ITEM TITLE:** Approval of Resolution CRA-R- 2026-8 Approving the BOD Executive Director Annual Evaluation Form; Criteria and Process (**Administration**)

**COMMUNITY REDEVELOPMENT ACTION:**

<b>CRA DECISION</b>	YES	<b>Department:</b> ADMINISTRATION  <b>Exhibits:</b> <ul style="list-style-type: none"><li>• RESOLUTION CRA-R-2026-8</li></ul>
<b>CONSENT AGENDA</b>		
<b>NEW BUSINESS</b>	Yes	
<b>ADMINISTRATIVE</b>		
<b>CRA DISCUSSION</b>		

**REQUEST:** Approval of Resolution CRA-R-2026-8

**SUMMARY:** At the 03/19/2026 regular Board of Directors Meeting, the board expressed establishing an Executive Directors’ Annual Evaluation Form, Criteria and Process to be discussed and adopted moving forward.

**RECOMMENDATION:** The TOECRA Administration recommends approval of Resolution CRA-R-2026-8

**FISCAL & EFFICIENCY DATA:** No fiscal impact.

**Resolution CRA–R– 2026-8**

**A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY ADOPTING A STANDARDIZED PERFORMANCE EVALUATION SYSTEM FOR THE EXECUTIVE DIRECTOR; PROVIDING FOR EVIDENCE-BASED SCORING, ALIGNMENT WITH THE COMMUNITY REDEVELOPMENT PLAN, AND ACCOUNTABILITY FOR TAX INCREMENT FINANCING (TIF) FUNDS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Eatonville Community Redevelopment Agency (“CRA”) is established pursuant to Part III of Chapter 163, Florida Statutes, for the purpose of eliminating slum and blight and promoting redevelopment within the Community Redevelopment Area; and

**WHEREAS**, the CRA Board of Directors (“Board”) is responsible for oversight of the CRA Executive Director and ensuring effective implementation of the adopted Community Redevelopment Plan; and

**WHEREAS**, the Executive Director position includes duties related to fiscal management, redevelopment plan implementation, capital project administration, economic development, property acquisition, and coordination with public and private stakeholders and day-to-day operations; and

**WHEREAS**, the Board recognizes the need for a consistent, transparent, and objective evaluation process that aligns with the CRA Redevelopment Plan and ensures accountability for the use of Tax Increment Financing (TIF) revenues; and

**WHEREAS**, the Board desires to adopt a comprehensive evaluation system that incorporates:

- Standardized evaluation criteria aligned with the CRA Redevelopment Plan;
- Required evidence-based scoring supported by data, reports, and measurable outcomes;
- Integration of Executive Director job duties into all evaluation categories;
- Weighted scoring emphasizing TIF accountability and redevelopment outcomes;
- Use of standardized evaluation forms and scoring tools to ensure consistency and transparency; and

**WHEREAS**, the Board further finds that adopting such a system will:

- Enhance accountability and public trust;
- Improve consistency among Board member evaluations;
- Strengthen compliance with Florida Statutes and CRA best practices;
- Provide a defensible and documented basis for performance decisions;

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

**SECTION 1. ADOPTION OF EVALUATION SYSTEM.** The CRA Board hereby adopts the Executive Director Performance Evaluation System, which includes:

- (a) The Evaluation Form (including required evidence and duty alignment fields);
- (b) The Evaluation Criteria and Narrative Guide;
- (c) The Evidence-Based Scoring Standards;
- (d) The Board Evaluation Process and Procedures; and
- (e) The Excel Scoring Tool and associated dashboard.

**SECTION 2. EVIDENCE-BASED SCORING REQUIREMENT.** All Board members shall base evaluation scores on documented evidence, including but not limited to financial reports, project data, measurable outcomes, and compliance records. Scores not supported by evidence may be deemed invalid and subject to adjustment by the Board.

**SECTION 3. ALIGNMENT WITH REDEVELOPMENT PLAN AND TIF ACCOUNTABILITY.** All evaluations shall be aligned with the adopted CRA Redevelopment Plan and shall prioritize accountability, transparency, and effective use of Tax Increment Financing (TIF) funds as the primary funding mechanism for redevelopment activities.

**SECTION 4. INTEGRATION OF JOB DUTIES.** Evaluation criteria shall incorporate the duties and responsibilities of the Executive Director position, and performance shall be assessed based on both fulfillment of those duties and measurable redevelopment outcomes.

**SECTION 5. BOARD EVALUATION PROCESS.** The Board shall conduct evaluations as follows:

- (a) Each Board member shall complete an individual evaluation;
- (b) Evaluations shall include required evidence and scoring for each category;
- (c) Scores shall be compiled and reviewed in a duly noticed public meeting;
- (d) The Board shall discuss results and adopt a final evaluation rating.

**SECTION 6. ADMINISTRATION AND IMPLEMENTATION.** The CRA Chair, or designee, is authorized to administer the evaluation process, maintain records, and ensure consistency with this Resolution.

**SECTION 7. SEVERABILITY.** If any section of this Resolution is held invalid, such invalidity shall not affect the remaining provisions.

**SECTION 8. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**DULY ADOPTED** at a meeting of the Town of Eatonville Community Redevelopment Agency Board of Directors on this \_\_\_ day of \_\_\_\_\_, 2026.

**TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY**

By:

\_\_\_\_\_  
**Chair, CRA Board of Directors  
designee**

**ATTEST:**

\_\_\_\_\_  
**CRA Clerk / Secretary**

## Town of Eatonville CRA Executive Director - Controlled Scoring Tool

### How to use this workbook

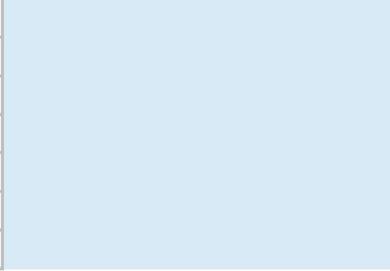
1. Enter board member names in Setup!B2:B15 before entering scores.
2. Use Board Input for one row per category scored by each board member.
3. Complete Evidence Source, Key Metrics / Outcomes, and all three duty checks before selecting a score.
4. The Score drop-down stays blank until required evidence and duty checks are completed.
5. Timestamp is automatic and updates when the row contains data (dynamic last-updated time).
6. Missing evidence or duty checks are flagged in red and excluded from totals.
7. Dashboard updates automatically from valid rows only.
8. Criteria Guide ties each section to the job description duties and evidence expectations.

### Evidence Rule

*If you cannot point to data, reports, or outcomes, you should not assign a score.*

**Board Roster (enter name)**

Board Member 1
Board Member 2
Board Member 3
Board Member 4
Board Member 5
Board Member 6
Board Member 7



<b>Categories and Weights</b>	
<b>Category</b>	<b>Weight</b>
TIF Accountability & Financial Management	25%
Redevelopment Plan Implementation & Statutory Compliance	20%
Economic Development & Business Recruitment	15%
Property Redevelopment, Blight Reduction & Asset Management	10%
Infrastructure & Capital Project Management	10%
Board Administration, Governance & Contracts	10%

Validation Lists	
1	Yes
2	No
3	
4	
5	









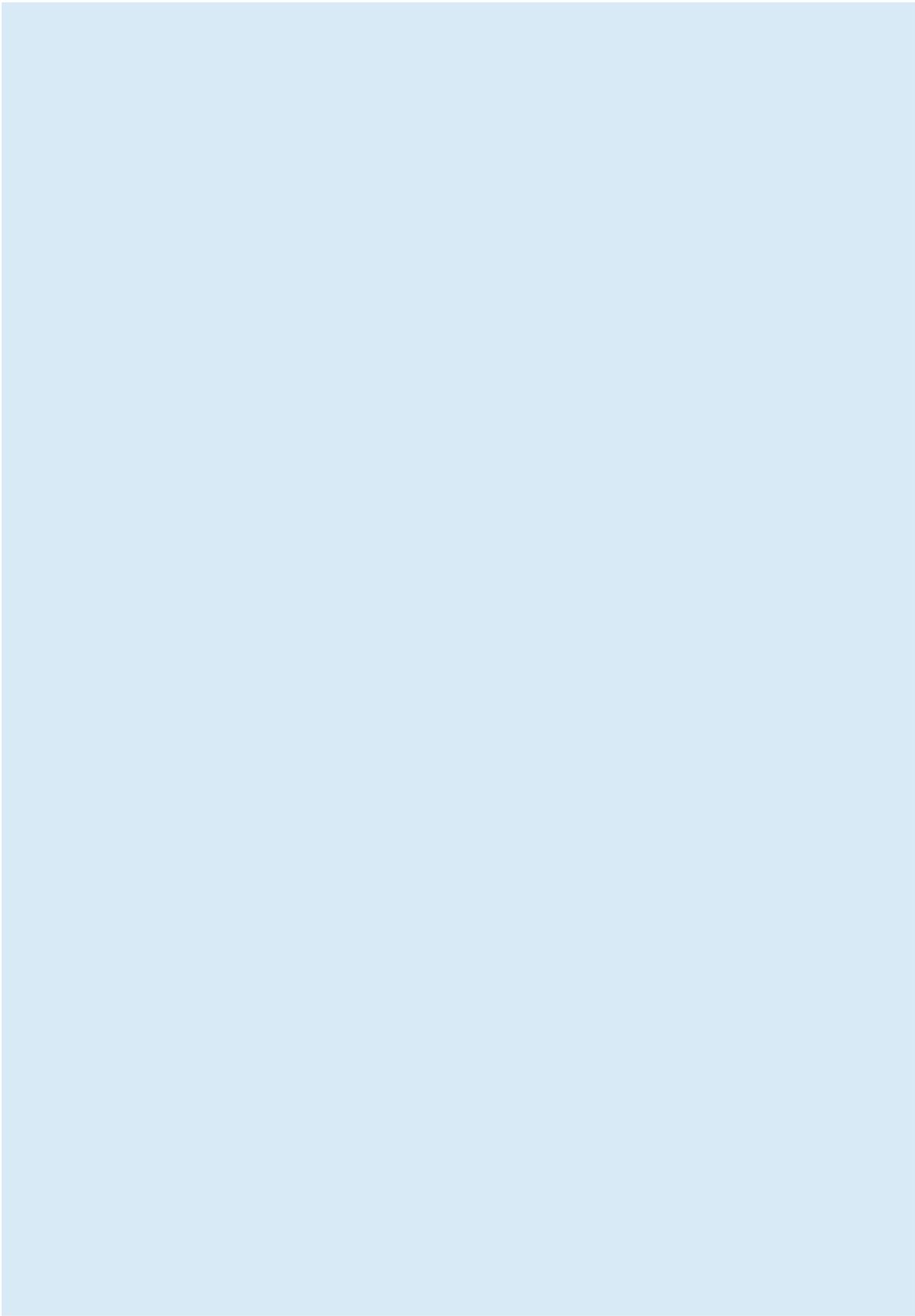




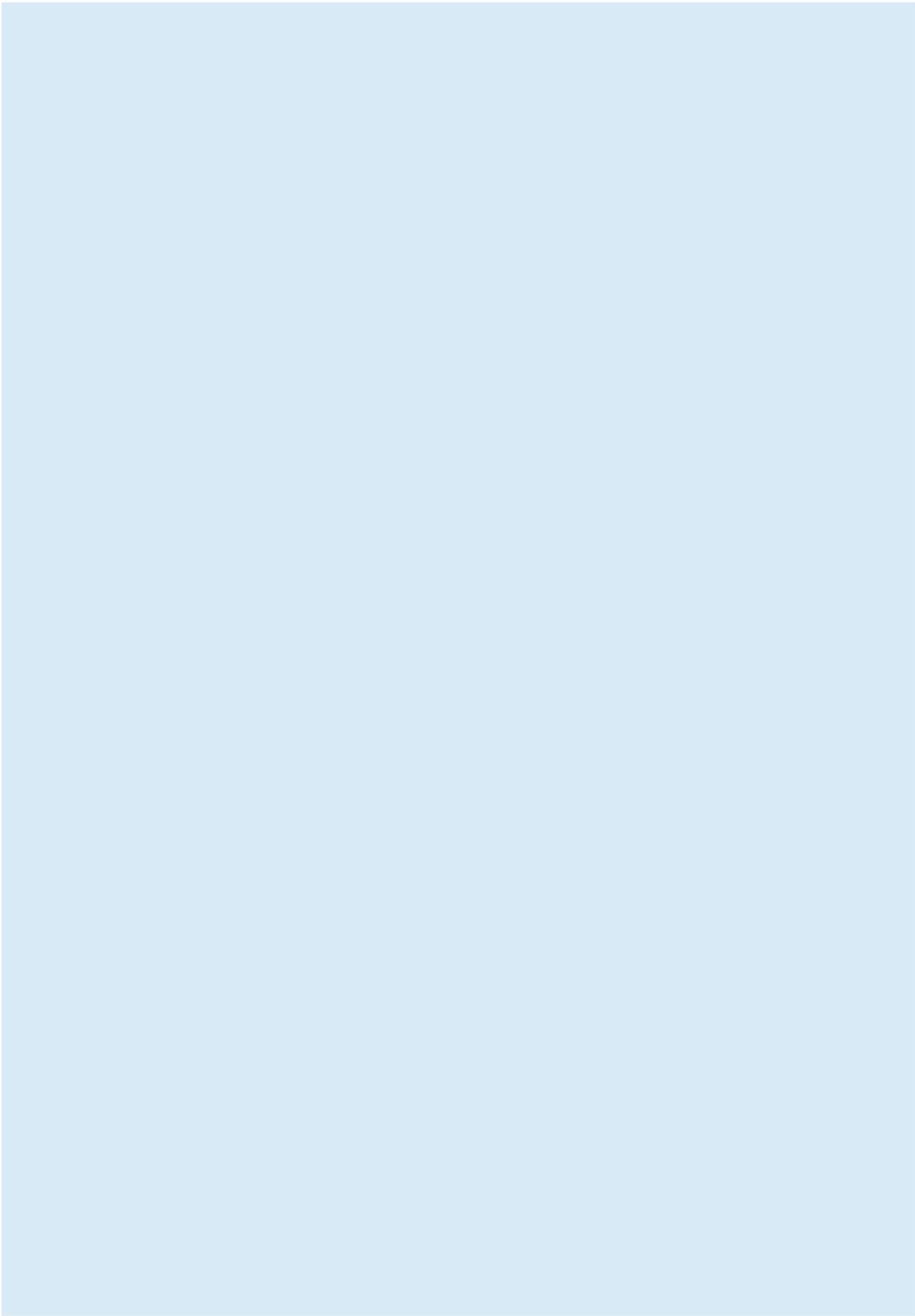


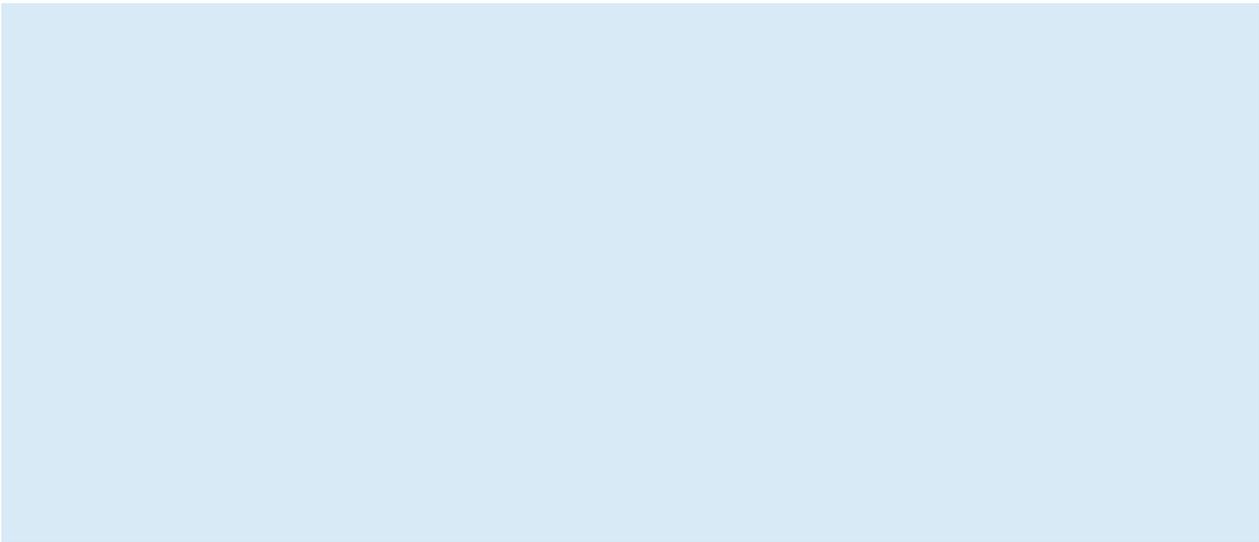

Evidence Source	Key Metrics / Outcomes	Duties Performed?
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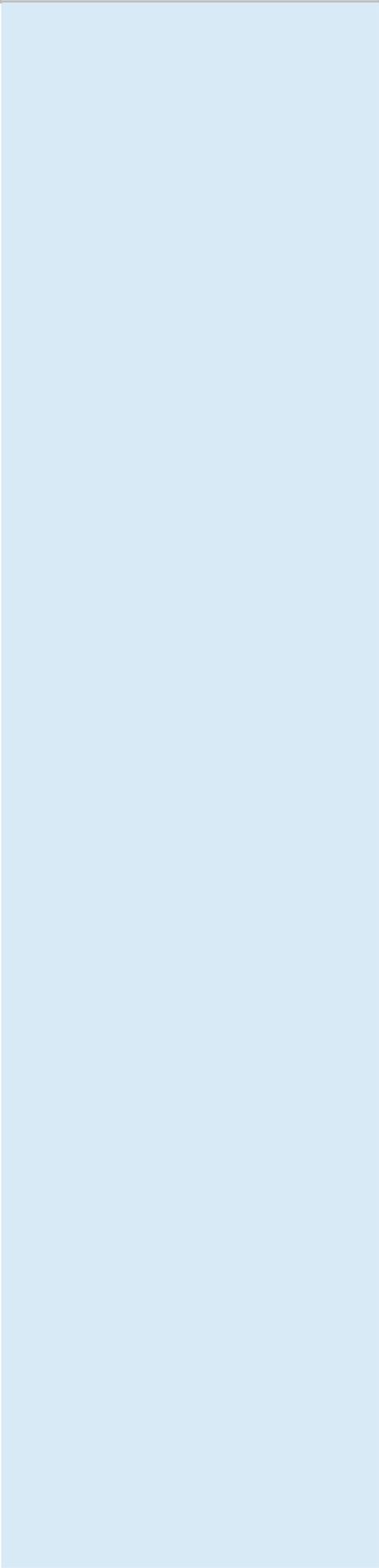


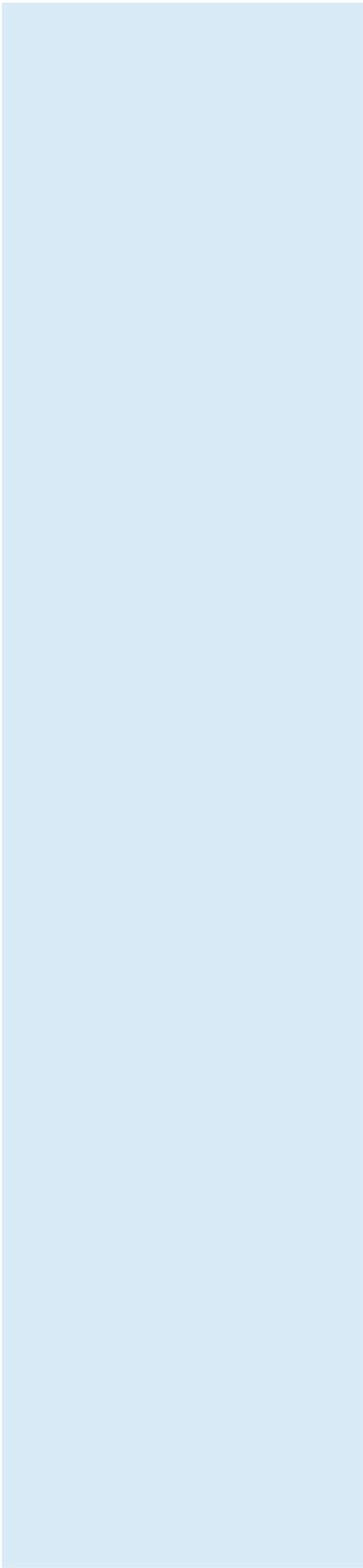


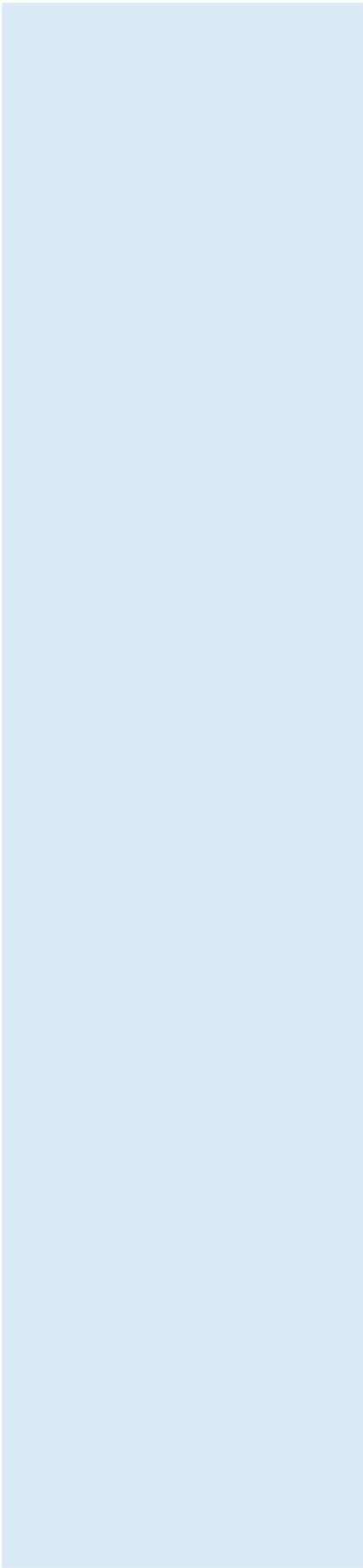


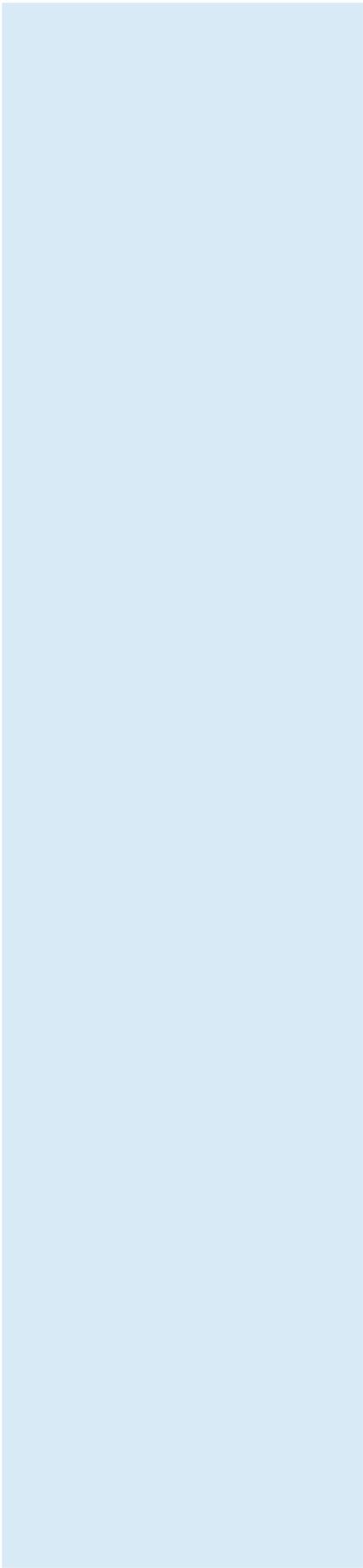


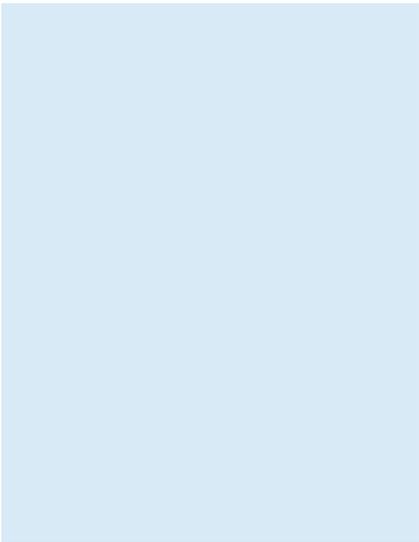

Plan / Notes





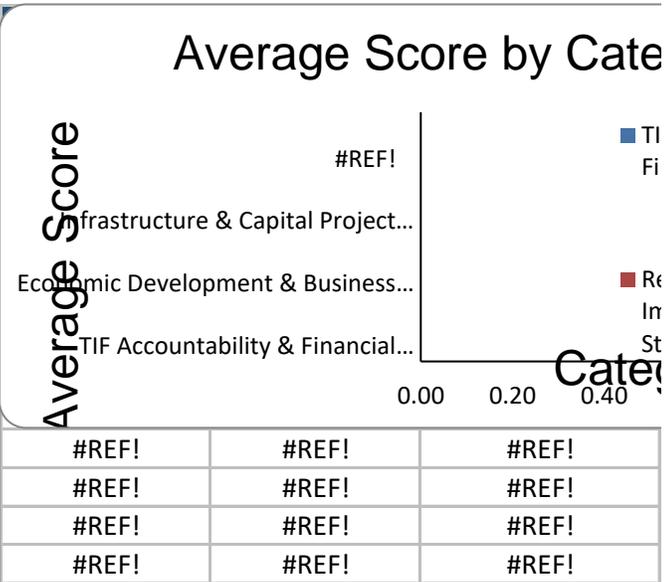
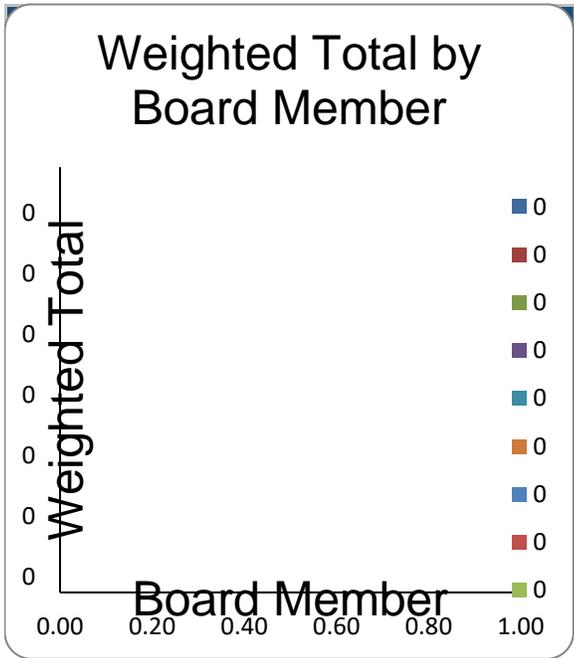






## Evaluation Dashboard

Workbook KPIs	
Rows Started	0
Valid Rows	0
Invalid Rows	0
Pending Rows	0
Average Valid Score	



Category

TIF Accountability & Financial Management

Redevelopment Plan Implementation & Statutory Compliance

0.60 0.80 1.00

Category	Weight
TIF Accountability & Financial Management	25%
Redevelopment Plan Implementation & Statutory Compliance	20%
Economic Development & Business Recruitment	15%
Property Redevelopment, Blight Reduction & Asset Management	10%
Infrastructure & Capital Project Management	10%
Board Administration, Governance & Contracts	10%
#REF!	#REF!
#REF!	#REF!

Average Score	Valid Count
	0
	0
	0
	0
	0
	0
	0
#REF!	#REF!
#REF!	#REF!

## Criteria Guide - Job Duties and Evidence Expectations

Category	Job Description Duty Focus
<b>TIF Accountability &amp; Financial Management</b>	Fiscal operations; annual budget; financing plans and agreements; project budget management.
<b>Redevelopment Plan Implementation &amp; Statutory Compliance</b>	Implements redevelopment plan; develops programs, policies, and strategies; ensures Chapter 163 compliance.
<b>Economic Development &amp; Business Recruitment</b>	Business incentives; new business development; attraction and retention; recruitment events.
<b>Property Redevelopment, Blight Reduction &amp; Asset Management</b>	Acquisition, sale, and disposition of property; management of CRA-owned properties.
<b>Infrastructure &amp; Capital Project Management</b>	Project oversight; schedule and budget control; capital project planning.
<b>Board Administration, Governance &amp; Contracts</b>	Prepares board agenda items, contracts, RFPs, and legal/administrative documents; manages consultant contracts.
<b>Stakeholder Coordination &amp; External Representation</b>	Coordinates with public/private entities; represents CRA on boards and community organizations.
<b>Leadership, Staff &amp; Consultant Management</b>	Hires staff and consultants; develops staff talent; supervises and coordinates work.

Evidence Examples	Board Scoring Reminder
Budget vs. actual; TIF expenditure report; audit; grant leverage; financing agreements.	No score without a cited financial source and measurable outcome.
Plan update progress reports; board-approved work plan; statutory compliance records.	Rate whether the adopted plan and statute-driven duties were actually carried out.
Business incentive pipeline; recruitment log; jobs retained/created; private investment leveraged.	Focus on outcomes, not just meetings or outreach activity.
Acquisition/disposition records; property inventory; demolition and blight reports; before/after outcomes.	A score above 3 should show measurable property or blight outcomes.
Capital project status report; percent complete; schedule variance; budget variance.	Use schedule, budget, and delivered scope as the main evidence.
Board packets; procurement files; contract status logs; consultant deliverables.	Evaluate administrative quality, completeness, and compliance.
Partnership agreements; intergovernmental correspondence; meeting outcomes; community engagement records.	Look for progress attributable to coordination, not attendance alone.
Staffing plan; consultant performance; team development actions; service quality indicators.	A score above 3 should reflect both management discipline and improved execution.

407-623-8917

[mjohnson@townofeatonville.org](mailto:mjohnson@townofeatonville.org)

307 E Kennedy Blvd,  
Eatonville, FL 32751

March 25, 2026

**TO:** CRA Board of Directors

**FROM:** Michael Johnson FRA-RP  
Executive Director

**SUBJECT:** Approval of Resolution 2026-CRA-R-8 Adopting Executive Director Performance Evaluation System

### 1. RECOMMENDATION

Staff recommends that the CRA Board of Directors:

**Approve the Resolution adopting a standardized Executive Director Performance Evaluation System**, including:

- Evaluation Form
- Evaluation Criteria and Narrative Guide
- Evidence-Based Scoring Standards
- Board Evaluation Process
- Excel Scoring Tool and Dashboard

### 2. BACKGROUND

The Community Redevelopment Agency (CRA) is responsible for implementing the adopted Redevelopment Plan pursuant to **Part III, Chapter 163, Florida Statutes**, with a primary focus on eliminating blight, stimulating economic development, and reinvesting Tax Increment Financing (TIF) revenues into the redevelopment area.

The CRA Executive Director serves as the chief administrative officer responsible for:

- Fiscal management and administration of CRA funds
- Implementation of redevelopment programs and capital projects
- Economic development activities, including business attraction and retention
- Property acquisition and redevelopment activities
- Coordination with public and private stakeholders
- Ensuring compliance with applicable laws and redevelopment plan requirements

These duties are outlined in the adopted job description for the position .

### 3. PURPOSE AND NEED

The CRA Board currently lacks a **standardized, evidence-based evaluation system** that ensures:

- Consistent evaluation across Board members
- Alignment with the CRA Redevelopment Plan
- Accountability for the use of TIF funds
- Objective, defensible performance assessments

This item addresses those gaps by establishing a **formal, structured evaluation framework**.

#### 4. SUMMARY OF PROPOSED EVALUATION SYSTEM

The proposed system introduces a **comprehensive and structured evaluation process** with the following key components:

##### A. Alignment with CRA Redevelopment Plan

All evaluation categories are directly tied to the priorities identified in the CRA Plan, including:

- Economic development
- Infrastructure improvements
- Blight reduction
- Property redevelopment
- Community engagement

##### B. Emphasis on TIF Accountability

The system prioritizes financial stewardship by:

- Assigning the highest weight to **TIF accountability and transparency**
- Requiring clear linkage between expenditures and redevelopment outcomes
- Evaluating leveraging of public and private investment

##### C. Integration of Job Description Duties

Each evaluation category incorporates the Executive Director's core responsibilities, including:

- Fiscal operations and budgeting
- Project and infrastructure management
- Redevelopment plan implementation
- Business development and economic activity
- Property acquisition and management
- Staff supervision and organizational leadership

##### D. Evidence-Based Scoring Requirements

The system requires:

- All scores be supported by **documented evidence**, including data, reports, and measurable outcomes
- Board members cite specific sources (e.g., financial reports, project updates, audit results)
- Unsupported scores may be deemed invalid

##### E. Standardized Evaluation Tools

The system includes:

- A structured **Word evaluation form** with required evidence fields
- A controlled **Excel scoring tool** with:
  - Weighted scoring
  - Validation checks
  - Board member tracking
  - Automated calculations

## F. Formal Evaluation Process

The process includes:

1. Individual Board member evaluations
2. Submission of evidence-supported scores
3. Compilation and review of results
4. Board discussion in a public meeting
5. Adoption of a final evaluation rating

## 5. BENEFITS

Adoption of this evaluation system will:

- Improve **accountability and transparency**
- Ensure **consistent and objective evaluations**
- Strengthen **financial oversight of TIF funds**
- Align performance with **redevelopment outcomes**
- Provide a **defensible record** for personnel decisions
- Enhance public trust in CRA operations

## 6. FISCAL IMPACT

There is **no direct fiscal impact** associated with adopting this evaluation system.

Indirect benefits include improved oversight of TIF expenditures and more effective allocation of CRA resources.

## 7. LEGAL CONSIDERATIONS

The evaluation system is consistent with:

- Part III, Chapter 163, Florida Statutes (Community Redevelopment Act)
- Applicable Town policies and procedures
- Public records and transparency requirements

The system strengthens compliance by requiring documentation and evidence for all evaluations.

## 8. IMPLEMENTATION

Upon approval:

- The evaluation system will be used for the next Executive Director evaluation cycle
- Board members will receive guidance on completing evaluations
- Staff will coordinate distribution, collection, and compilation of evaluation materials

## 9. ATTACHMENTS

1. Resolution Adopting Evaluation System
2. Executive Director Evaluation Form (Evidence-Based)
3. Evaluation Criteria and Narrative Guide
4. Excel Scoring Tool (Controlled System)

## 10. CONCLUSION

The proposed evaluation system establishes a **modern, structured, and accountable approach** to evaluating the CRA Executive Director, ensuring alignment with the CRA Plan, responsible use of TIF funds, and consistent Board decision-making.

**EXECUTIVE SUMMARY**  
**Executive Director Performance Evaluation System**

**PURPOSE**

To adopt a **standardized, evidence-based evaluation system** for the CRA Executive Director that ensures:

- Accountability for **Tax Increment Financing (TIF)** funds
- Alignment with the **CRA Redevelopment Plan**
- Consistent and objective Board evaluations

**WHY THIS IS NEEDED**

The current evaluation approach lacks:

- Standardized criteria
- Consistent scoring across Board members
- Required documentation to support ratings

This creates risk in:

- Financial oversight
- Public accountability
- Defensibility of personnel decisions

**WHAT IS BEING ADOPTED**

A **comprehensive evaluation system** including:

- ✓ Evaluation Form (with required evidence fields)
- ✓ Evaluation Criteria & Narrative Guide
- ✓ Evidence-Based Scoring Standards
- ✓ Board Evaluation Process
- ✓ Excel Scoring Tool with validation and dashboard

**KEY FEATURES**

◆ **TIF ACCOUNTABILITY (TOP PRIORITY)**

- Highest weighted category (25%)
- Requires clear linkage between spending and redevelopment outcomes
- Ensures transparency and proper use of CRA funds

◆ **EVIDENCE-BASED SCORING**

- All scores must be supported by:
  - Financial reports
  - Project data
  - Measurable outcomes
- Unsupported scores may be invalid

### ◆ ALIGNMENT WITH CRA PLAN

Evaluation directly tied to:

- Economic development
- Infrastructure improvements
- Blight reduction
- Property redevelopment

### ◆ JOB DUTY INTEGRATION

Performance evaluated based on:

- Actual responsibilities of the Executive Director
- Measurable results from those duties

### ◆ CONTROLLED SCORING SYSTEM

Excel tool enforces:

- No score without evidence
- Weighted scoring
- Validation flags
- Board member tracking

### BOARD PROCESS

1. Board members complete **individual evaluations**
2. Scores must include **supporting evidence**
3. Results are compiled
4. Board discusses and adopts **final rating**

### BENEFITS

- ✓ Improves accountability and transparency
- ✓ Strengthens oversight of TIF funds
- ✓ Ensures consistent evaluations across Board members
- ✓ Aligns performance with CRA Plan outcomes
- ✓ Provides a defensible public record

### FISCAL IMPACT

No direct cost.

Improves oversight of CRA funds and resource allocation.

### RECOMMENDATION

**Approve the Resolution adopting the Executive Director Performance Evaluation System.**

**ATTACHMENTS**

- Resolution
- Evaluation Form
- Criteria & Scoring Guide
- Excel Scoring Tool

Respectfully Submitted,

*Michael A. Johnson*

Michael Johnson, FRA-RP  
Executive Director