



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR COUNCIL WORKSHOP AGENDA

Tuesday, November 04, 2025 at 6:30 PM

Town Hall - 307 E Kennedy Blvd

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

- I. CALL TO ORDER
- II. CITIZEN PARTICIPATION (Three minutes strictly enforced)
- III. PRESENTATIONS
 - 1. Presentation of the Planning Department Pertaining to the CLG: Historic Preservation Training (Planning)
 - 2. Presentation of the Town of Eatonville Staff Reports from the Departments Heads or their Appointed Designee (Administration)
- IV. COUNCIL DISCUSSION
 - 3. Discussion of Ordinance No. 2025-6 Local Business Preference Program (Public Works)
- V. COMMENTS
 - 4. Staff Comments
- VI. ADJOURNMENT

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****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
EATONVILLE, FLORIDA
TOWN COUNCIL WORKSHOP
NOVEMBER 4, 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: Presentation of the Planning Department Pertaining to the CLG:
Historic Preservation Training (**Planning**)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS	YES	Department: PLANNING
INTRODUCTIONS		Exhibits: Copy of the Slideshow Presentation
CONSENT AGENDA		
COUNCIL DISCUSSION		
ADMINISTRATIVE		

REQUEST: Staff request that the town council hear Presentation of the Town of Eatonville Planning Department Pertaining to the CLG: Historic Preservation Training.

SUMMARY:
The Planning department desire to conduct a 5-10 minute presentation providing resources and summary associated with the Certified Local Government Historic Preservation Training. The presentation will highlight preservation techniques and best practices.

RECOMMENDATION: Staff recommend that the town council hear Presentation of the Town of Eatonville Planning Department Pertaining to the CLG: Historic Preservation Training.

FISCAL & EFFICIENCY DATA: N/A

Certified Local Government: Historic Preservation Training 10.8-10.10

Brianna Ross, Planning & Development Coordinator 11.04.2025

What is CLG?

What it is?

The Certified Local Government Program is a preservation partnership between local, state and national governments focused on promoting historic preservation at the grass roots level.

What are the benefits?

- Access to Federal funding, making certified communities able to access a portion of Federal funds set aside by each SHPO for just CLGs annually.
- Partnerships with the National Alliance of Preservation Commissions, Preserve America, the National Trust for Historic Preservation, and the National Main Street Center are *networks* that CLGs have an opportunity to tap into.

What is CLG?

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Key Requirements of CLG

Section III. Item #1.

- | | |
|---|---|
| <ul style="list-style-type: none">• Establish a qualified historic preservation commission | <ul style="list-style-type: none">• Enforce appropriate State or local legislation for the designation and protection of historic properties. In most cases this is done in the form of a local ordinance |
| <ul style="list-style-type: none">• Maintain a system for the survey and inventory of local historic resources. | <ul style="list-style-type: none">• Provide for public participation in the local historic preservation program, including participation in the National Register process. |

Key Takeaways

Day 1 takeaways



Education

- Walking, Biking, Bus Tours
 - Eligible for state grant funds as CLG
- Educational Resources
 - Workshops, Interactive Websites,
- Local Historical Marker Programs

Incentives

- Historic Preservation Tax Incentives
- Facade Grant Programs
- DHR Grants
- Emergency Funds & Revolving Funds

Day 1 takeaways

Importance of Local Ordinances

- The Local Government has the ability to protect historic resources from demolition and incompatible alterations.
- [Local vs. National Registers](#)
 - [Local-regulatory](#)
 - National-honorary
- Surveys
 - Florida Historic Trust Survey

Day 2- C.A.M.P. Training

Takeaways

- National Alliance of Preservation Commissions, NPS, Florida Historic Trust and other organizations are key partners in helping town officials and the public engage with Historic Preservation in their communities

Articles & Resources

- [Economic Value of NR Listing](#)
- [Educating the Community & Public Officials](#)
- [Benefits of Res. His. Dist. Designation for Prop. Owners](#)

Goals for Historic Preservation

Section III. Item #1.

1. Review Local Ordinance on Historic Preservation
2. Engage with the community in Historic Preservation activities
 - a. Florida Trust Historic Survey
3. Implement recommendations provided by Historic Surveys
 - a. Chitlin Circuit Survey
 - b. Florida Historic Trust Survey



Thank you!



**HISTORIC TOWN OF EATONVILLE
EATONVILLE, FLORIDA
TOWN COUNCIL WORKSHOP
NOVEMBER 4, 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: Presentation of the Town of Eatonville Staff Reports from the Departments Heads or their Appointed Designee **(Administration)**

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS	YES	Department: ADMINISTRATION
INTRODUCTIONS		Exhibits: N/A
CONSENT AGENDA		
COUNCIL DISCUSSION		
ADMINISTRATIVE		

REQUEST: Staff request that the town council hear Presentation of the Town of Eatonville Staff Reports from the Departments Heads or their Appointed Designee as an update in the month of November.

SUMMARY:
Mr. Marlin Daniels, the Interim Chief Administrative Officer has asked Department Directors to be prepared to report out on the respective Departments. Their last report out was facilitated during the Council Workshop on October 7, 2025.

RECOMMENDATION: Staff request that the town council hear Presentation of the Town of Eatonville Staff Reports from the Departments Heads or their Appointed Designee as an update in the month of November.

FISCAL & EFFICIENCY DATA: N/A



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL WORKSHOP

NOVEMBER 4, 2025, AT 7:30 PM

Cover Sheet

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

ITEM TITLE: Discussion of Ordinance No. 2025-6 Local Business Preference Program (Public Works)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: Public Works
PUBLIC HEARING 1 ST / 2 ND READING		Exhibits: - Ordinance No. 2025-6
CONSENT AGENDA		
COUNCIL DISCUSSION	YES	
ADMINISTRATIVE		

REQUEST: Request for the town council to discuss Ordinance No. 2025-6 for Local Business Preference Program.

SUMMARY: AN ORDINANCE OF THE TOWN OF EATONVILLE, FLORIDA, AMENDING CHAPTER 20, ARTICLE II, DIVISION 1 OF THE TOWN CODE TO ESTABLISH A LOCAL BUSINESS PREFERENCE IN THE ACQUISITION OF GOODS AND SERVICES; PROVIDING DEFINITIONS; ESTABLISHING EXCEPTIONS FROM LOCAL BUSINESS PREFERENCE; PROVIDING FOR THE APPLICATION AND ENFORCEMENT OF LOCAL BUSINESS PREFERENCE; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

RECOMMENDATION: Recommend for the town council to discuss Ordinance No. 2025-6 for Local Business Preference Program.

FISCAL & EFFICIENCY DATA: N/A

ORDINANCE NO. 2025 - 6

AN ORDINANCE OF THE TOWN OF EATONVILLE, FLORIDA, AMENDING CHAPTER 20, ARTICLE II, DIVISION 1 OF THE TOWN CODE TO ESTABLISH A LOCAL BUSINESS PREFERENCE IN THE ACQUISITION OF GOODS AND SERVICES; PROVIDING DEFINITIONS; ESTABLISHING EXCEPTIONS FROM LOCAL BUSINESS PREFERENCE; PROVIDING FOR THE APPLICATION AND ENFORCEMENT OF LOCAL BUSINESS PREFERENCE; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, The Town annually spends significant amounts on purchasing personal property, materials, and contractual services and in constructing improvements to real property or to existing structures; and

WHEREAS, the dollars used in making those purchases are derived, in large part, from taxes, fees, and utility revenues derived from local businesses in the corporate town limits of Eatonville, and the Town Council has determined that funds generated in the community should, to the extent possible, be placed back into the local economy; and

WHEREAS, the Town Council finds that it is in the best interest of the Town of Eatonville to give a preference to local businesses in the corporate town limits of Eatonville in making such purchases whenever the application of such a preference is reasonable considering the dollar-value of proposals received in relation to such expenditures; and

WHEREAS, the Town Council further finds that it is in the best interest of the Town to adopt a local business preference to ensure that otherwise qualified local businesses are given preference in contracting and purchasing by formal ordinance.

NOW, THEREFORE, be it ordained by the Town Council of the Town of Eatonville, Florida, as follows:

(Words in strike through type are deletions; words in underscore type are additions; asterisks (* * * *) indicate an omission from the existing text which is intended to remain unchanged.)

Section 1. LEGISLATIVE FINDINGS.

The recitals set forth above are hereby adopted as the legislative findings of the Town Council of the Town of Eatonville, Florida.

Section 2. DEFINITION.

"Local business" means the vendor has a valid business tax receipt, issued by the Town of Eatonville at least six months prior to bid or proposal opening date, to do business in said locality that authorizes the business to provide the goods, services, or construction to be purchased, and a physical business address located within the limits of said locality, in an area zoned for the conduct of such business, from which the vendor operates or performs business on a day-to-day basis. Post office boxes are not verifiable and shall not be used for the purpose of establishing said physical address. To be eligible for local preference, the vendor must provide a copy of the business tax receipt.

Section 3. LOCAL PREFERENCE IN PURCHASING AND CONTRACTING.

In bidding of, or letting contracts for procurement of, supplies, materials, equipment and services, as described in the purchasing policies, the town council, or other purchasing authority, may give a preference to local businesses in making such purchase or awarding such contract in an amount not to exceed five percent of the local business' total bid price, as described below, and in any event the cost differential should not exceed \$25,000.00. Total bid price shall include not only the base bid price but also all alterations to that base bid price resulting from alternates which were both part of the bid and purchased or awarded by the town council or other authority. In the case of requests for proposals, letters of interest, best evaluated bids, qualifications or other solicitations and competitive negotiation and selection in which objective factors are used to evaluate the responses, local businesses are assigned five percent of the total points of the total evaluation points.

Section 4. EXCEPTIONS TO LOCAL PREFERENCE POLICY.

The preference set forth in this Chapter 20, Article II, Division 1 shall not apply to any of the following purchases or contracts:

- (1) Goods or services provided under a cooperative purchasing agreement;
- (2) Contracts for professional services the procurement of which are subject to the Consultants' Competitive Negotiation Act (F.S. § 287.055) or

subject to any competitive consultant selection policy or procedure adopted or utilized by the town council or charter officer;

(3) Purchases or contracts which are funded, in whole or in part, by a governmental entity and the laws, regulations, or policies governing such funding prohibit application of that preference; or

(4) Purchases made or contracts let under emergency or noncompetitive situations, or for litigation related legal services, etc., as such are described in the town's purchasing policies;

(5) Purchases with an estimated cost of \$50,000.00 or less;

(6) Application of local preference to a particular purchase, contract, or category of contracts for which the town council is the awarding authority may be waived upon written justification and recommendation of the charter officer and approval of the town council. The preferences established herein in no way prohibit the right of the town council or other purchasing authority to compare quality or fitness for use of supplies, materials, equipment and services proposed for purchase and compare qualifications, character, responsibility and fitness of all persons, firms, or corporations submitting bids or proposals. Further, the preferences established herein in no way prohibit the right of the town council or other purchasing authority from giving any other preference permitted by law in addition to the preference authorized herein.

Section 5. APPLICATION, ENFORCEMENT.

The local preference shall apply to new contracts for supplies, materials, equipment and services first solicited after [REDACTED], unless specifically excepted herefrom in Section 4, above. This ordinance shall be implemented in a fashion consistent with otherwise applicable town purchasing policies and procedures.

Section 6. CODIFICATION. The provisions of this Ordinance shall be included and incorporated into the Code of Ordinances of the Town of Eatonville, as additions or amendments thereto.

Section 7. SEVERABILITY. Should any word, phrase, sentence, subsection, or section be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then that word, phrase, sentence, subsection, or section so held shall be severed from this Ordinance and all other words, phrases, sentences, subsections, or sections shall remain in full force and effect.

Section 8. CONFLICTING ORDINANCES. All ordinances or part thereof, in conflict herewith are, to the extent of such conflict, repealed.

Section 9. EFFECTIVE DATE. This Ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect immediately upon its passage and adoption.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed and transmitted upon the first reading on the ____ day of _____, 2025.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed upon the second reading on the ____ day of _____, 2025.

Attest:

TOWN OF EATONVILLE

Veronica King,
Town Clerk

Angie Gardner, Mayor