



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR COUNCIL MEETING AGENDA

AMENDED

Tuesday, January 17, 2023 at 7:30 PM

Town Hall - 307 E Kennedy Blvd

I. CALL TO ORDER AND VERIFICATION OF QUORUM

II. INVOCATION AND PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

IV. CITIZEN PARTICIPATION (Three minutes strictly enforced)

V. PUBLIC HEARING

~~A. Approval recommendation regarding the request for a Special Exception at 440 W Kennedy Boulevard for a parcel located in the I-1 Planned Industrial District (Quasi-Judicial) (Planning)~~

B. Approval of First Reading of Request for Plat Revision To Partially Release A Portion of An Existing 20 Foot Utilities Easement (Planning)

VI. CONSENT AGENDA

1. Approval of Town Council Meeting Minutes – January 3, 2023 (Clerk Office)

VII. COUNCIL DECISIONS

2. Zora Festival 2023 Agreement between Town of Eatonville and Association to Preserve the Eatonville Community, Inc. (P.E.C.)

VIII. REPORTS

CHIEF ADMINISTRATIVE OFFICER'S REPORT

TOWN ATTORNEY'S REPORT

TOWN COUNCIL REPORT/DISCUSSION ITEMS

MAYOR'S REPORT

IX. ADJOURNMENT

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

****PUBLIC NOTICE****

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

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



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

JANUARY 17, 2023 AT 7:30 PM

Cover Sheet

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

ITEM TITLE: Approval recommendation regarding the request for a Special Exception at 440 W Kennedy Boulevard for a parcel located in the I-1 Planned Industrial District (Quasi-Judicial) **(Planning)**

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION
PUBLIC HEARING 1ST / 2ND READING	YES	Exhibits: <ul style="list-style-type: none"> • Staff Report • November 1, 2022 Meeting Minutes • November 28, 2022 Meeting Minutes
CONSENT AGENDA		
COUNCIL DECISION		
ADMINISTRATIVE		

REQUEST: For Town Council to hear with consideration of approval of staff recommendation regarding the request for a Special Exception at 440 W Kennedy Boulevard for a parcel located in the I-1 Planned Industrial District, to use of up to 40,000 SF (out of 116,000 sq. ft.) and 200 parking spaces at 440 W Kennedy Blvd for the service, maintenance, sales, test driving, charging, repair, delivery, paint, body and collision repair, storage of new and pre-owned automobiles, energy products and related parts and accessories, and for general office purposes.

SUMMARY: Clay Spears of SH OTC, LLC, is requesting by development application (DEV 2022.03) a special exception as provided in the above request narrative. On Tuesday, November 1, 2022, the Special Exception was heard by the Town Council. On November 28, 2023 during a special meeting, Town Council agreed to hear the request again in January. Town Council is reconsidering the special Exception providing explanation of recommendation of denial, approval, approval with conditions, or approval in part, with or without conditions, and denial in part.

The attached staff report was the original staff report in regard to the requested special exception and provides an assessment of the special exception criteria, in the town's land development code-Sec. 64-272. Special exception conditions provide the conditions that are outlined in the tables found in the staff report along with the town's LDC. It is staff opinion that the staff report provides all the required analysis and data as outlined in the code.

RECOMMENDATION:

Staff recommends that the Town Council approves of the special exception request with the following conditions:

- 1- Requested Automobile Repair Uses meet the Special Exception Uses as outlined in Section 2 of the Staff report; and
- 2- Automobile Sales parking request with the conditions that the parking lot area with the additional 100 parking spaces shall be pre-owned vehicles only

FISCAL & EFFICIENCY DATA: N/A



Town Council
Staff Report

Town of Eatonville

APPLICATION INFORMATION

APPLICATION NUMBER: #DEV2022.03
OWNER: SH OTC, LLC
APPLICANT: Clay Spears
PREPARED BY: Tara Salmieri, AICP Town Planner
MEETING DATE: November 1, 2022/ January 17, 2023

REQUEST:	DEV 2022.03 A special exception request by Clay Spears of SH OTC, LLC to use of up to 40,000 SF (out of 116,000 sq.ft) and 200 parking spaces at 440 W Kennedy Blvd for the service, maintenance, sales, test driving, charging, repair, delivery, paint, body and collision repair, storage of new and pre-owned automobiles, energy products and related parts and accessories, and for general office purposes.
LOCATION:	440 W Kennedy Boulevard, Eatonville, FL Parcel ID 35-21-29-0000-00-094
ACREAGE:	Approximately 9.7 acres (116,000 sq.ft), specifically the southeast corner 40,000 sq.ft
EXISTING ZONING	I-1
FUTURE LAND USE	Industrial
SURROUNDING ZONING and FUTURE LAND DESIGNATIONS:	North – C-3/COMMERCIAL South – R1/Residential (Frances Jerry Park) East – C3/Commercial West- Residential Unincorporated Orange County

STAFF EVALUATION AND FINDINGS

1. PROPOSAL AND BACKGROUND

The overall existing building square footage of the property is 116,000 SF which includes existing tenants that are telecommunications, cloud providers, data centers and smaller offices. The proposal to permit 40,000 SF of and 200 parking spaces, to service, test drive, charge, repair, deliver, paint, body and collision repair, store new and pre-owned automobiles and energy products and related parts and accessories, and for general office purposes.

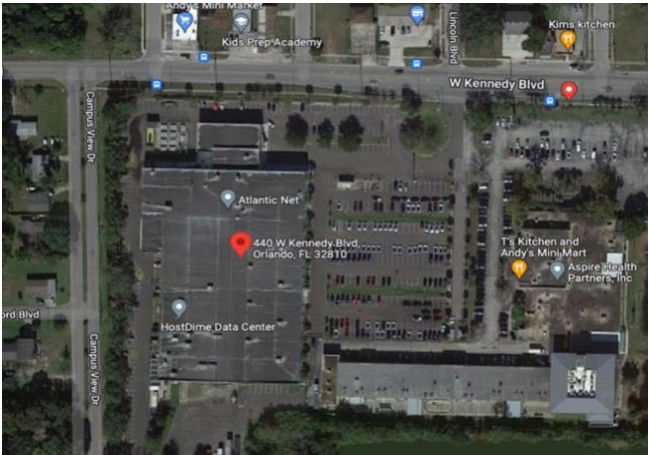


Figure 1, Location of Building (440 W. Kennedy)

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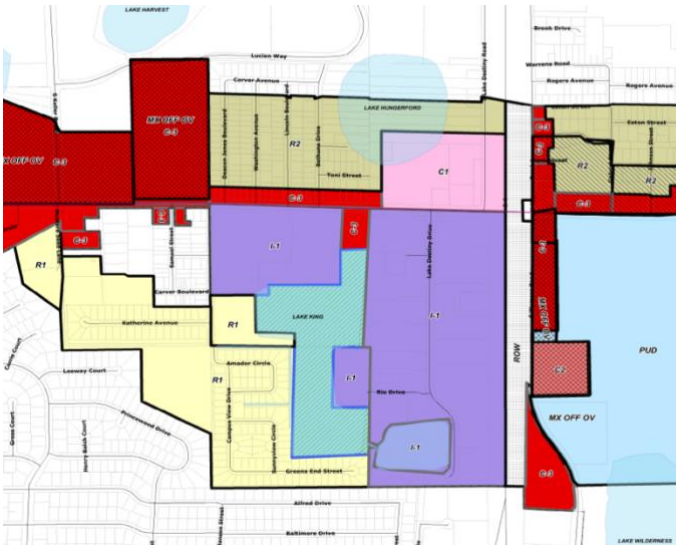


Figure 2, Subject property on Zoning map (black dotted area)

In 2018, the applicant has stated the Town granted a Special exception, for Tesla, that permitted 100 striped parking spaces for the use of parking and storage. The current request, will expand the overall request from 100 spaces to 200 parking spaces dedicated to Tesla and will be gated as provided in figure 6.



Figure 4, Special exception from 2018 Parking lot only



Figure 3, special exception (yellow), enclosed area for repairs, office, detailing (orange), expansion of 100 parking spaces (blue)

INTERIOR BUILDING

The retrofit of the building will be done under separate application, if the special exception is approved. Figure 5 provides an approximate area within the overall existing building that the applicant is proposing “automobile repair” uses as outlined in Sec. 64-272 (1) and parking of vehicles as provided in Sec. 64-272 (2) Automotive Sales.

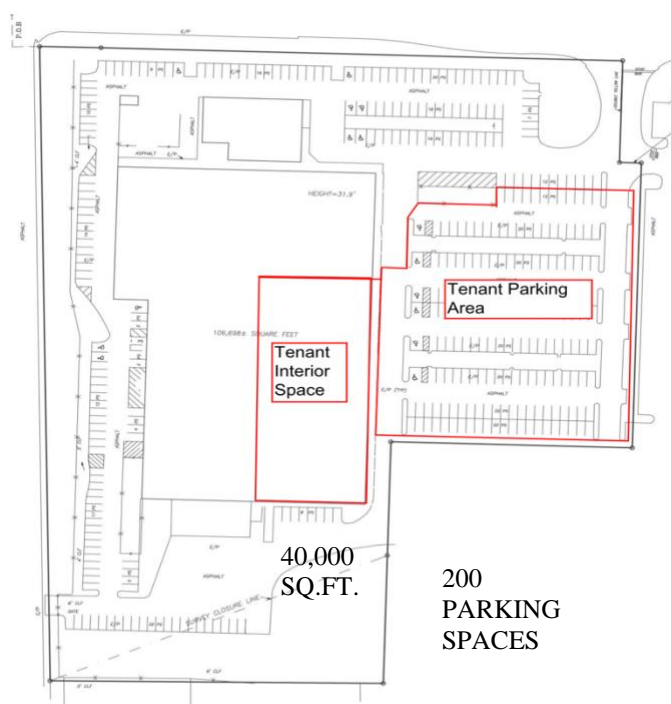


Figure 5, Development Plan "proposed"

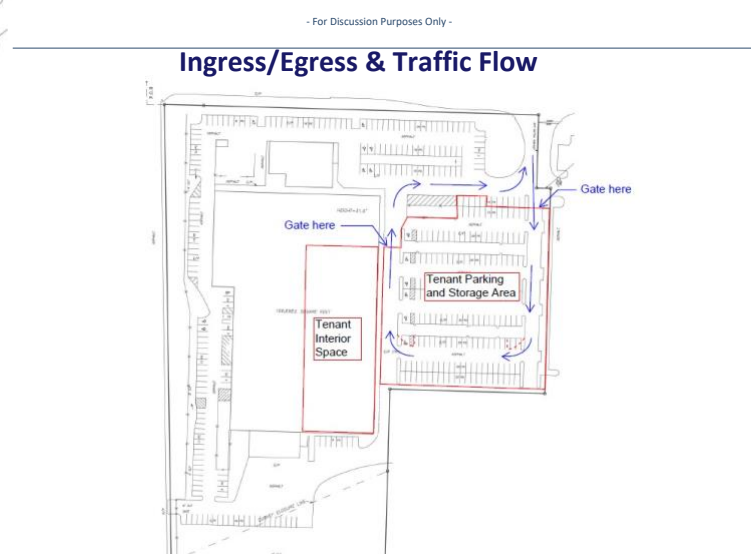


Figure 6, Parking Lot area "proposed"

PARKING

The overall total parking spaces on the subject parcel is 365. This special exception request is a total of 200 spaces with the remaining parking spaces of 165 that serve the additional tenants with approximately 80-100 parking spaces not being used currently. The breakdown (approximate) of the remain parking spaces is: 165 spaces (50 spaces) telecommunications (Verizon- maintenance) Atlantic.net (up to 20 colocation and cloud provider -data center) Host dime- data center 20 spaces, 3 smaller tenants (10-20). Sec. 60-304 Schedule for off-street parking requirements for the parcel have been met and will not require any additional parking spaces per the Land Development Code (LDC).

2. REVIEW REQUIREMENT.

The zoning district, I-1 has permitted uses, prohibited uses and special exception uses. The town's land development code zoning district I-1, provides special exception uses per Sec. 64-268, Special exception uses.

Sec. 64-268. Special exception uses.

Upon application and after a favorable determination by the planning board and town council that all conditions and provisions of special exceptions uses have been satisfied and that the proposed use is consistent with sound zoning practices while meeting the conditions as specified for each use, the following uses may be permitted within the 1-1 Planned Industrial District:

- (1) Automobile repair garages, including automobile painting, carwash and detail service.

(2) Automobile rentals.

(3) Warehousing, mini-warehouse, except bulk storage of fuel or toxic or flammable chemicals.

Sec. 64-272, Special exception conditions provides the conditions that are outlined in the following two tables. Staff has reviewed the application and provided a table to identify if the applicant has met the required conditions in the LDC.

1) AUTOMOBILE REPAIR	CONDITIONS (YES: MEET CONDITIONS, N/A , AND NO DOES NOT MEET)
a. All repair work and permanent storage of materials merchandise and lubrication repair and servicing equipment shall be conducted within the principal building. .	YES
b. No operator shall permit the storage of motor vehicles for a period in excess of 24 hours unless the vehicles are enclosed in the principal building.	YES
c. Service or customer vehicles shall be parked on the premises in a manner that will not create traffic hazards or interfere with vehicular maneuvering area necessary to enter or exit the site	YES
d. No outdoor work shall be performed except in areas designated for such activity on an approved site plan. Such areas shall be fenced, walled and screened to minimize on and off-site noise, glare, odor, or other impacts.	YES (all repairs will be located inside the primary building)
e. Additional buffering and screening may be required where such use is located in close proximity to residential or retail commercial uses.	YES (all repairs will be located inside the primary building)
f. Additional uses, such as RV/boat storage and vehicle sales, are permitted in conjunction with this use, provided that they are permitted in the zoning district and all conditions are satisfied.	N/A
g. Must have a publicly advertised community meeting prior planning and zoning board.	YES/ 2 meetings were conducted

2) AUTOMOTIVE DEALERSHIP VEHICLE SALES	CONDITIONS (YES: MEET CONDITIONS, N/A , AND NO DOES NOT MEET)
All outdoor vehicle display areas shall be identified on the site plan.	N/A
b. Visitor/employee parking shall be provided separately from display areas, and shall also be identified on the site plan.	N/A
c. All display areas visible from a public right-of-way or adjacent residential use shall be screened such that there is a minimum ten-foot-wide landscape buffer planted with a minimum of one shade tree every 50 linear feet and a continuous hedge with a minimum height of three feet at time of planting. If the property is located such that the minimum buffer as required by this Land Development Code, landscaping, then the more conservative requirement shall apply.	N/A
d. A lighting plan shall be provided showing all outdoor lighting fixtures, type and wattage. Glare shall be minimized.	N/A
e. Hours of operation shall be restricted if located within 200 feet of a residential district, such that the business hours are 8:00 a.m. to 9:00 p.m. Monday through Saturday, and 10:00 a.m. to 6:00 p.m. on Sundays.	N/A
f. A minimum rear yard buffer area of 50 feet shall be required if adjacent to a residential district or conforming residential use.	N/A
g. All dealership related activities, including office, repair, new car displays and similar uses, other than used car sales shall be on contiguous property and shall not be on Kennedy Boulevard.	VEHICLE STORAGE, PREOWNED ONLY
h. Outdoor vehicle display areas may be on turf block or any other approved pervious surface.	N/A
i. Tandem parking for two vehicles shall be permitted for vehicle display areas.	N/A
j. Additional uses, such as RV/boat storage and vehicle repair are permitted in conjunction with this use provided that they are permitted in the zoning district and all conditions are satisfied.	N/A
k. Must have a publicly advertised community meeting prior to planning and zoning board.	YES/ 2 meetings were conducted

3. MATERIAL PROVIDED AS PART OF THE RECORD.

In addition to verbal presentations and testimony to be provided at the Planning Board meeting, the written Planning Board Report, attachments, plans, and other written and graphic materials provided to the Board as part of the agenda package for this application are to be considered part of the record for this application.

4. MATERIALS PROVIDED FOR REVIEW.

1. Attachment “A” community meeting, August 16, 2022 summary, sign in sheet and presentation;
2. Attachment “B”, Community meeting, September 14, 2022 summary, sign in sheet and presentation; and
3. Attachment “C” Planning Board Memorandum, meeting cancellation

5. COMMUNITY MEETING(S)

There were two community meetings: August 16, 2022 at 4 pm Eatonville Chamber of Commerce and an open house September 14th from 5-7 pm at the Denton Johnson Community Center, published in the Orlando Sentinel opportunities for public input for the project. The applicant opted to do an additional community meeting to provide additional opportunities for the community to be provided information on the Special Exception Application.

Appendix A & B, provides the materials presented, advertisements, sign in sheets, and meeting minutes. Both of the community meetings had the following major topics discussed:

- Traffic impacts on Kennedy Blvd.
- Impact on Campus View Drive
- Description of services and related activities of the tenant
- More community involvement

6. TOWN ATTORNEY REVIEW

The Town Planner, requested the Town Attorney to review the application and the town attorney provided the following statement:

Pursuant to Section 44-164(b) of the Town’s Code, my opinion is that the application is in fact an application for a special exception under Sections 64-268 and 64-272 of the Town’s Code and is within the province of the planning board. This opinion does not mean that the application complies with the requirements to obtain a special exception, which is a matter to be determined by the Town Council, following the recommendation of the planning board, based on the criteria established within the Code.

7. Planning Board Recommendation

The planning board meeting was scheduled, noticed for October 13, 2022. The planning board meeting was cancelled, due to lack of a quorum. Per the Town's Land Development Code, Sec. 44-165, failure of the planning board to submit a written report within 40 days after the receipt of the application by the planning director shall be deemed a recommendation for approval as submitted. The planning board was notified of the recommendation, per the LDC, and have been advised (see Attachment C) that they may express their opinion, as individuals, on the application. The applicant was also provided a letter stating the next steps (Attachment D).

RECOMMENDATION

The Town Council will provide one of the following:

- (a) Recommendation of denial
- (b) Recommendation of approval
- (c) Recommendation of approval with conditions
- (d) Recommendation of approval in part, with or without conditions, and denial in part.

The Town Planner recommends that the Town Council approves of the special exception request with the following conditions:

- 1- Requested Automobile Repair Uses meet the Special Exception Uses as outlined in Section 2 of the Staff report; and
- 2- Automobile Sales parking request with the conditions that the parking lot area with the additional 100 parking spaces shall be pre-owned vehicles only.

TOWN COUNCIL
REGULAR MEETING
MINUTES
November 1, 2022

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

CALL TO ORDER & VERIFICATION OF QUORUM

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

INVOCATION & PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

PRESENTATION: Reading of Proclamation by Town Clerk recognizing the Week of the Family

CITIZEN PARTICIPATION - THREE (3) MINUTES STRICTLY ENFORCED.

Mayor Gardner called for Citizen Participation; with (2) participating citizens

RYAN NOVAK – Asked individuals at Visit Orlando about Randy Singh and they spoke very highly of his capabilities and character; in favor of the appointment admonishing not to focus on the incentive pay but how the town will advance forward. Mountainous speed bumps and potholes on Gabriel and Bel Air causing wear and tear to vehicles.

CRYSTAL WHITTAKER – Against 1st reading of Special Exception; today the gate was left open and someone had left trash. The landscape provided to hide the fencing will take about ten years to grow above the fence; not justifiable and the town deserves better. Against hiring Randy Singh as CAO; salary is too high and should hire a consultant. Question: Why does the town not have impact fees?

PUBLIC HEARING

Second Reading amending chapter 42 of the Town of Eatonville Code to provide pass-through fees for costs associated with certain land development applications.

No Community Comments/Council Comments:

Motion for approval of 2nd Reading of amending chapter 42 of the Town of Eatonville Code to provide pass-through fees for costs associated with certain land development applications; moved by Councilman Theo Washington; second by Councilman M. Daniels; **AYE:** Councilman Theo Washington; Councilman M. Daniels; Mayor Angie Gardner; Councilwoman Randolph **NAYE:** By Vice Mayor Rodney Daniels; **MOTION PASSES.**

First Reading of Special Exception at 440 W. Kennedy Blvd. a parcel located in the I-1 Planned Industrial District requesting automobile repair services and sales. Due to the Quasi-Judicial requirement, legal counsel (Shepard) stated that anyone who have had conversation5/communication about this item should identify the individual(s) and disclose information discussed. Mayor Gardner stated that she had met with Mr. Spears for a tour of the premise. Councilwoman Randolph stated that she had visited the facility and toured both inside and outside with Mr. Spears.

Staff Presentation: Tara Salmieri presented the staff recommendation to approve special exception for building reuse at 440 W. Kennedy (Old Costco) with use of used/preowned vehicles for automobile repair and sales. Applicant has met all criteria according to the Land Development Code. Because the Planning and Zoning meeting was scheduled for October 18th with no quorum, the request was deferred to Town Council without a recommendation from the planning and zoning board. In addition to the one hundred (100) existing lots, one hundred (100) parking lots are be requested. (Gardner) Request for clarity pertaining to energy products, collection receptables, and opportunities for students wanting to get into the automobile industry, training program, community involvement. (Randolph) Did this item come directly to Council due to a default of the town not meeting in a timely manner in compliance with the 40-day written notice requirement and due to a lack of quorum; (Shepard) clarified that it's a recommendation no matter how it has come before the Council. (R. Daniels) Request for the Planners recommendation; they recommendation is to approve the request with the exception of auto sales of new vehicles; the special exception in the Land Development Code only allows for used/preowned vehicles.

Applicant Presentation: Clay Spears, owner along with staff leadership from Telsa presented the proposed plan. The plan is technology focus to capture data onsite to allow Telsa to service electrical vehicles; clean, safe automotive services. Traffic was a major concern identified in the two organized community meetings. There will be minimum traffic to Campusview. Project will increase capacity of delivery trucks inside the new installed gates, resolving truck loading on the street. Not your traditional automobile repair service center; little to no oil, gas, transmission just replacement on electronics. Community Involvement: Joining the Chambers, job opportunities; 20+ more job with training program. Energy products/storage/collections typically are stored offsite unless for customer pickup; power walls will only be stored at the service center. Warehouse for offsite storage is off Jetport Dr. in Orlando. The cleaning and collection system follow strict federal environmental health safety guidelines. Successful hiring program for community; not just in Eatonville but in Maitland; culturally minded. Also bring to the table coaching opportunities, development of skill sets; four (4) week program that focus on the basic technical development. Internal inspections include daily monitoring and monthly regional inspections. Outreach: Would like to establish a footprint in the community through Chamber membership and community events.

Community Comments: (Crystal Whittaker) Been here since 2015 and has done nothing for the community; no hiring and do not give back to Eatonville. Campusview is my neighborhood where children play on the playground and there is a lake in which both backs up to the building. More should have been done with the landscaping; we deserve more. (Angela Johnson) Concerns at the community meetings were the safety of children at the park; with the gate being left open along with the in/out traffic not being monitored. Observed loading off the street and items sitting out at the Lake Destiny Dr. location; will the expansion of sq. ft. resolve these issues? Observed another parking lot further down on Lake Destiny with about one hundred (100) cars parked with service signs. There should be more data analysis to determine the real impact on the community. Job opportunity through a mentoring process should potentially lead to more than service jobs. Battery explosions has been an issue; what is the risks, hazard, and environmental safety for the residents who live within 200 ft of the service center. Other inquiries: Cycle for collections, third party inspections, ratings. To Council/Staff, what potential will this type of request come from other companies wanting to do the same; want to ensure Eatonville does not turn into a car dealership. (Applicant response: For clarity, the fencing that exist is standard in the database industry; security for data center operations. The second lot on Lake Destiny is for service and loaner vehicles. All vehicles have some form of oil, but Telsa is by far the cleanest vehicle, with minimum fluids. There is a difference between a battery fire and a combustible fire; working with the state to address; to the community, there will be no contamination. (Whittaker) The entrance should be used for emergency only not for employee

entrance/speeding. There is a light and crosswalk at the front of building; children and persons in wheelchair are unable to cross the street.

Council Comments: (Washington) Has Telsa been approached or have Telsa reached out to become a community partner: no. (Telsa staff) The requested 100 parking is for used/preowned vehicles; service capacity. (Salmieri) Confirmed the special exception request is consistent with land development code; the previous exception was done without conditions granting the existing parking for new car; done by the prior planning staff. (Randolph) Did the fencing go through the proper permitting process? (Spears) Yes, application and permits where done. (Salmieri) confirm that there is paperwork specific to application but there are no minutes to be located; (Washington) would like to see the paperwork. Zoning is a car dealership; the used vehicles are permitted through the special exception. The land development code was changed in 2021 reflecting the standards as it stands today. (M. Daniels) On public safety/test driving, street loading, community hiring; (Telsa staff) there will be a slight increase in test driving but not in the residential areas (currently about 40 per/day). The loading capacity will increase addressing the truck loading from the street. Telsa is specialized and requires an age requirement of 21; no effort to inform the community on job opportunities. Interested in community hiring; (some jobs) sales, advisors, vehicle movement specialist, leadership, parts/prep. (M. Daniels) Must take time to speak with residents to address concerns (risk assessments/traffic study). Outside of the two community meetings, nor risk assessments not traffic study has been done; 4:30 – 5:30pm is Tesla's busiest time (shift change). (Washington) HostDime primary uses the gate entrance and many of its staff drive Telsa; it may be others outside of Telsa in/out of the gate who have access to the gate. (Spears) The gate is supposed to be closed; at times because of issues with the gate, it may result into the gate being opened. (Randolph) Why did Telsa come Eatonville and what other maintenance facilities are similar to the service center being proposed for Eatonville? (Telsa staff) Car sales in Orlando is the largest in the country and Eatonville (one of three locations) is a centralized location in the area. There about 13 out of 22 service centers similar to what is being proposed.

Mayor Gardner motions for approval of 1ST Reading of Special Exception at 440 W. Kennedy Blvd. a parcel located in the I-1 Planned Industrial District requesting automobile repair services and sales (Telsa); moved by Councilman Washington; second by Councilwoman Randolph **DIES FOR LACK OF SECOND: MOTION FAILS.**

APPROVAL OF CONSENT AGENDA

Motion for approval Consent Agenda; moved by Councilman Theo Washington; second by Councilman M. Daniels; **AYE:** Councilman Theo Washington; Councilman M. Daniels; Mayor Angie Gardner; Vice Mayor Rodney Daniels **NAYE:** By Councilwoman Randolph; **MOTION PASSES.**

COUNCIL DECISIONS:

Resolution 2022-54 Hiring Randy Singh as Chief Administrative Officer

PowerPoint presentation by Mayor Gardner: Presentation highlights - Presented proposed salary \$125,000 based to include incentive pay up to 25,000 per quarter based upon grants received (grant administrative fees to cover the incentive salary portion), salary comparisons, justifications (Removal from state oversight-Financial Deficient-Audit-Sewer/Infrastructure-Grants-CRA Interlocal Agreement with County-Negotiations-Impact Fees-Efficiency)

Community Comments: (Crystal Whittaker) not in favor, too much money (Ann Dawkins) in favor, have worked with Mr. Singh; he is a negotiator in budget matters, worked for the county; the proposed salary is lower than his worth. (Ryan Novak) in favor, elected officials make decisions like hiring a CAO; the CAO manages the town and elected officials set forth policies. The incentive pay is based upon incentives that will benefit the town. (Angela Johnson) in favor, Consider the applicant based upon the experience; will not attract top level employees

if you do not pay them. Identify key performance indicators to justify the incentives; consider a 6 month to one (1) year probationary period. (Ruthie Critton) There is a need for CAO especially if the applicant is qualified. Why the urgency now since this position was brought up in the past and voted against.

Council Comments: (Gardner) Since taking office, an ideal candidate was identified but they did not take the position. Hired the former Town Clerk who did a good job based upon her abilities. (M. Daniels) Where is the money coming from; No money for the CAO and the \$5.9 Million grant is reimbursable where the town will have to use its own money first. There are HR issues to be addressed; June 8th an email from a qualified candidate was sent and he was informed that the position had already been filled. Had a chance to speak with Mr. Singh today; informed by staff that I could only speak with Mr. Singh on November 1st expecting for me to make decision on November 1st. Mr. Singh stated that he would have wanted to speak with the Council prior to confirmation being presented at this meeting; the Mayor still pushed forward. (Gardner) The selection is of the Mayor; June 8th we did have someone in position, was my prerogative in choosing to keep the current person in that position. As for the CAO, the money was in the salary line and moved to contingency. (M. Daniels) \$85, 500 was moved not \$125,000; where will the difference come from. ***Recessed at 9:30PM - Reconvened at 9:41PM – Councilwoman Randolph requested a break*** Further discussion with review of the minutes, the Charter, and the policy on the budgeted CAO salary amount and on employee merits.

Mayor Gardner motions for approval of Resolution 2022-54 Hiring Randy Singh as Chief Administrative Officer; moved by Councilman Washington; **DIES FOR LACK OF SECOND: MOTION FAILS.**

Further discussion of the Charter language specific to “the Mayor Shall” and “the Council Shall”. (Shepard) The Mayor has a duty to make the appointment and the Council has to weigh in on the appointment; Council does not have to vote yes to confirm but Council cannot choose to not vote.

INTERIM CHIEF ADMINISTRATIVE OFFICER (Cathlene Williams not present; Report read by Mayor Gardner); Hurricane debris will be addressed; received proposal from Waste Connection; a robo call will be sent out. Police will be in the Catalina Park areas due to the gun situation. Audit is almost completed upon which a special session will be called to approve the audit. CPH: will have final plans towards the air conditioning by November 18th.

LEGAL COUNSEL REPORT:

Attorney Clifford Shepard: Raises concern about the lack of vote for the CAO confirmation. To not vote is a problem whether voting yes, no, or to allow for more time. If more time is needed to interview, check references, or discuss further, then decide to do that versus letting it die for a lack of second. The Mayor has the power to appoint, and the Council has a duty to vote; if you do not want the candidate, vote it down and go to the next possible candidate. The difference in hiring the former town clerk, the Mayor used her temporary hiring authority to hire her as the acting CAO. At the budget hearing, salaries were move to contingency until positions are filled; to stop emergency hires. (M. Daniels) How is the CAO being paid; (Gardner) out of the same salary line item with money left for other roles. (M. Daniels) September 30th ended the last fiscal year, as of October 1st, there is no money in the CAO salary line. Having discussed concerns with the Attorney, the Attorney General along with Ethics will be contacted; the Mayor does not have the fiduciary right to pay someone that is not in a salary line.

COUNCIL REPORTS:

Councilwoman Wanda Randolph – Mistakenly voted no for the consent agenda; will not asked for reconsideration since the item passed. There are old signers on the town’s TD Bank account; inquired into this and it’s been six months, and nothing has been done. Spoke with residents about Eatonville having its own unique zip code; will bring to Council for discussion, will require legislation and survey of the community for potential interest. Thanks to everyone who attended the Breast Cancer event. Is the meeting on Facebook today and it is owned by the town; (King) yes. Observed basketball goals in the street; this is a safety hazard that need to be addressed. Former night club on the corner has pieces of the wall falling to the ground and is a liability; it’s been this way for some time, and nothing has been done about it. Received report that the Mayor has inappropriately hired a CRA Executive Director; did not come before the board. Neighborhood quad meeting for Eaton point will take place on Monday at 6:30pm at an alternative location (St. Lawrence AME) due to repairs at the Denton Johnson Center. Stress the need for security at the meetings; (Jenkins) we are looking into acquiring security

wands. On hold, there is a health fair and seminar on saving your home due to the repairs at the Denton Johnson Center. Would like to see meaningful interaction from the town when it comes to reading proclamations.

Councilman Theo Washington – Reflecting on the basketball goals in the streets; we need recreation for our youth. The paperwork of developments that is missing or cannot be found should be addressed.

Councilman Marlin Daniels – Fema is ready to assist with cleanup; we are the only municipality waiting. Have asked about impact fees; need to push forward on bringing impact fees to the town. Inquiring about information pertaining to MLK and Zora Fest.; don't want to wait until the last minute. Encourage everyone to exercise their right to vote. Sunday is the last day for early voting and Friday is the get out and vote event featuring Pastor John P. Kee. In progressing forward, we must have transparency.

Vice Mayor Rodney Daniels – Concerned about public open discussion with Council decisions, no confidence in the attorney nor the administration. The council/board should be included when hiring the CAO and CRA Executive Director (CRA side). To minimize budget disagreements, Katrina should be present with the budget. In reference to the CAO salary, I recall the \$125,000 being added to the job description not the budget. The Mayor fired the recreation coordinator; may be reason why basketball goals are on the streets. Recycle Program: Give incentives to encourage recycling. Lack of Communication: Department heads not communicating with Council and residents needs to be addressed. Would love to see Eatonville with its own unique zip code. Requesting status on the payback to Mr. Benderson. Excited about the Unity Bank; was glad to represent Eatonville along with other town officials. November 11th at 11am is the Veteran's event with Commissioner Regina Hill as guest speaker; invited everyone to come out. (Randolph) Requested for legal to give an update on Mr. Benderson's payback (Shepard) After reviewing the meeting audio links and minutes for the December 6th and 16th meetings, it is determined that Mr. Benderson has been paid what was owed to him. Councilwoman and the Clerk has been emailed; the clerk will forward the email to council. Concerning the public speaking on items on the agenda: this has been law since 2013 and consistent with F.S. 286.0114.2; I teach this law all over the state of Florida

Mayor Angie Gardner – The Boys and Girls Club event was very nice. Impact Fees: the Fire/Safety Ordinance is an impact fee; the vote died. We are looking into other options for impact fees (water/sewer) and to conduct studies. I ran on the fiscal stability of the town; as Mayor, I have to be able to do my job. The door has opened with getting someone who is qualified and can get the numbers in line, bring policies and procedures up to standard and get us out of the mess.

ADJOURNMENT: Motion to adjourn, moved by Councilman Washington; seconded by Mayor Gardner; **AYE: ALL, MOTION PASSES. MEETING ADJOURNED** at: 10:36PM.

Respectfully Submitted by:


Veronica L King, Town Clerk

APPROVED


Angie Gardner, Mayor

TOWN COUNCIL
SPECIAL COUNCIL MEETING
MINUTES
November 28, 2022

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

CALL TO ORDER & VERIFICATION OF QUORUM

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

INVOCATION & PLEDGE OF ALLEGIANCE

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

CITIZEN PARTICIPATION - THREE (3) MINUTES STRICTLY ENFORCED.

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

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

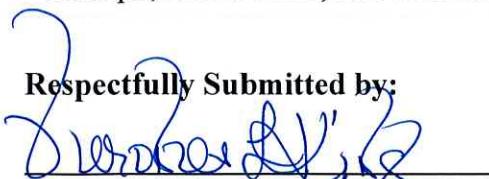
APPROVAL OF RESOLUTION 2022-67, Passing of the FY 2021 Audit Report: (Discussion): Heather Mosier, partner at Carr Riggs, and Ingram Auditing Firm provided an overview of the audit for September 30, 2021; looking to get issued by end of month. There are Unqualified Opinion for CRA, Governmental activity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

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


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

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

Respectfully Submitted by:


Veronica L King, Town Clerk

APPROVED


Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA
TOWN COUNCIL MEETING
JANUARY 17, 2023 AT 7:30 PM
Cover Sheet

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

ITEM TITLE: Approval of First Reading of Request for Plat Revision To Partially Release A Portion of An Existing 20 Foot Utilities Easement (**Planning**)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION
PUBLIC HEARING 1ST / 2ND READING	YES	Exhibits: <ul style="list-style-type: none">• Staff Report• Ordinance 2023-1• Other Supporting Documents
CONSENT AGENDA		
COUNCIL DECISION		
ADMINISTRATIVE		

REQUEST: For Town Council to approve a plat revision to partially release a portion of an existing 20 foot utilities easement situated on lots 2 and 3 of Eatonville commercial center, as recorded in plat book 57, pages 52 through 57 of the public records of Orange County Florida.

SUMMARY: BSBC Forest City, LLC wishes to obtain a release from the Town of Eatonville for a portion of the easement described above to add a new restaurant to the local community. The request is being recommended by way of Ordinance 2023-1;

AN ORDINANCE OF THE TOWN OF EATONVILLE, FLORIDA TO RELEASE A PORTION OF AN EXISTING 20-FOOT UTILITY EASEMENT SITUATED ON LOTS 2 AND 3 OF EATONVILLE COMMERCIAL CENTER, AS RECORDED IN PLAT BOOK 57, PAGES 52 THROUGH 57 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF SAID LOT 2; THENCE NORTH 88°40'11" WEST ALONG THE SOUTH LINE OF SAID LOT 2, A DISTANCE OF 45.98 FEET; TO THE POINT OF BEGINNING; THENCE SOUTH 1°18'13" WEST, A DISTANCE OF 7.43 FEET; THENCE SOUTH 37°37'00" WEST, A DISTANCE OF 3.19 FEET TO AN INTERSECTION WITH THE SOUTH LINE OF AN EXISTING 20-FOOT WIDE UTILITY EASEMENT, AS SHOWN ON SAID PLAT; THENCE NORTH 88°40'11" WEST ALONG SAID SOUTH LINE OF EASEMENT, A DISTANCE OF 255.15 FEET; THENCE DEPARTING SAID SOUTH LINE NORTH 0°44'33" WEST, A DISTANCE OF 20.01 FEET TO A POINT ON THE EAST LINE OF A UTILITY EASEMENT PER SAID PLAT AND A POINT ON THE NORTH LINE OF SAID 20.00 FOOT UTILITY EASEMENT; THENCE SOUTH 88°40'11" EAST ALONG SAID NORTH LINE OF EASEMENT, A

DISTANCE OF 257.76 FEET; THENCE DEPARTING SAID NORTH LINE SOUTH 1°18'13" WEST, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING; CONTAINING: 5,146 SQUARE FEET MORE OR LESS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

RECOMMENDATION: Staff is recommending for Town Council to approve a plat revision to partially release a portion of an existing 20 foot utilities easement situated on lots 2 and 3 of Eatonville commercial center, as recorded in plat book 57, pages 52 through 57 of the public records of Orange County Florida.

FISCAL & EFFICIENCY DATA: N/A

ORDINANCE #2023-1

AN ORDINANCE OF THE TOWN OF EATONVILLE, FLORIDA TO RELEASE A PORTION OF AN EXISTING 20-FOOT UTILITY EASEMENT SITUATED ON LOTS 2 AND 3 OF EATONVILLE COMMERCIAL CENTER, AS RECORDED IN PLAT BOOK 57, PAGES 52 THROUGH 57 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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WHEREAS BSBC Forest City, LLC wishes to obtain a release from the Town of Eatonville for a portion of the easement described above to add a new restaurant to the local community.

WHEREAS the Town of Eatonville desires it to be in the best interests of the Town to release that certain portion of the easement.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, AS FOLLOWS:

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: The certain portion of the easement as depicted in the attached Exhibit "A" is hereby released.

SECTION 3: CONFLICTS. After the effective date of this Ordinance, in any case where all or part of this Ordinance is found to conflict with any provision of any other Ordinance of the Town of Eatonville, to the extent of such conflict, all such Ordinances are hereby repealed.

SECTION 4: SEVERABILITY. If any section, phrase, word or portion of this Ordinance or Exhibit “A” is determined to be invalid, unenforceable, unlawful, or unconstitutional by a Court of Competent jurisdiction, said determination should not be held to invalidate or impair the validity, force, or effect of any other section, sentence, phrase, word, or portion of this Ordinance.

SECTION 5: EFFECTIVE DATE. This Ordinance shall become effective upon adoption.

This Ordinance was advertised in the Orlando Sentinel on ____ day of _____ 2023 for a Public Hearing to be held on the _____ day of _____, 2023, at which time it was moved for adoption by Councilmember: _____, and seconded by _____ Councilmember, and adopted by the following vote:

FIRST READING HELD this _____ day of January 2023.

	AYE:	NAY:	ABSENT:
Angie Gardner, Mayor:	_____	_____	_____
Rodney Daniels, Vice Mayor:	_____	_____	_____
Wanda Randolph, Councilwoman:	_____	_____	_____
Marlin Daniels, Councilman:	_____	_____	_____
Theo Washington, Councilman:	_____	_____	_____

SECOND AND FINAL READING held this _____ day of _____, 2023.

	AYE:	NAY:	ABSENT:
Angie Gardner, Mayor :	_____	_____	_____
Rodney Daniels, Vice Mayor:	_____	_____	_____
Wanda Randolph, Councilwoman:	_____	_____	_____
Marlin Daniels, Councilman:	_____	_____	_____
Theo Washington, Councilman:	_____	_____	_____

PASSED AND ADOPTED this _____ day _____, 2023.

Attest:

TOWN OF EATONVILLE

Veronica King
Town Clerk

Angie Gardner
Mayor

Approved as to Form and Legality:

Clifford B. Shepard, Town Attorney



1409 Howell Branch Road • Building 10
Winter Park, Florida 32789

407-599-3219 • 407-643-1680 fax
cityofwinterpark.org

Section V. Item #B.

Water & Wastewater Utilities

August 25, 2022

Aaron Hickman, P.S.M.
CHW
8465 Merchants Way, Suite 102
Jacksonville, FL 32222

Re: Request to Vacate Utility Easement – Eatonville Commercial Center

Dear Mr. Hickman,

We received your request to vacate a portion of the platted 20-foot utility easement (see Attachment A) located at 6625 Forest City Road, Orlando, FL 32810 (Parcel ID 33-21-29-2372-00-020). The City of Winter Park does not have any utilities within the proposed easement boundary as shown in Attachment A.

- ☐ The subject parcel is not within our service area.
- ☒ The subject parcel is within our service area. We do not have any facilities within the easement/right-of-way. We have no objection to the vacation.
- ☐ The subject parcel is within our service area. We object to the vacation.

If you have any questions or need additional information, please contact me at 407-599-3355 or jriegler@cityofwinterpark.org.

Jason Riegler, P.E.
Assistant Director, Water and Wastewater Department

Enclosure: Attachment A (Legal description and sketch)

DESCRIPTION

DATE: 7/13/2017

CLIENT: FLETCHER DEVELOPMENT

PROJECT NAME: ZAXBY'S – FOREST CITY

PROJECT NO: 17-0059

DESCRIPTION FOR: PARTIAL RELEASE OF EXISTING UTILITY EASEMENT ON LOTS 2 & 3

A PORTION OF AN EXISTING 20-FOOT UTILITY EASEMENT SITUATED ON LOTS 2 AND 3 OF EATONVILLE COMMERCIAL CENTER, AS RECORDED IN PLAT BOOK 57, PAGES 52 THROUGH 57 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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CONTAINING: 5,146 SQUARE FEET MORE OR LESS

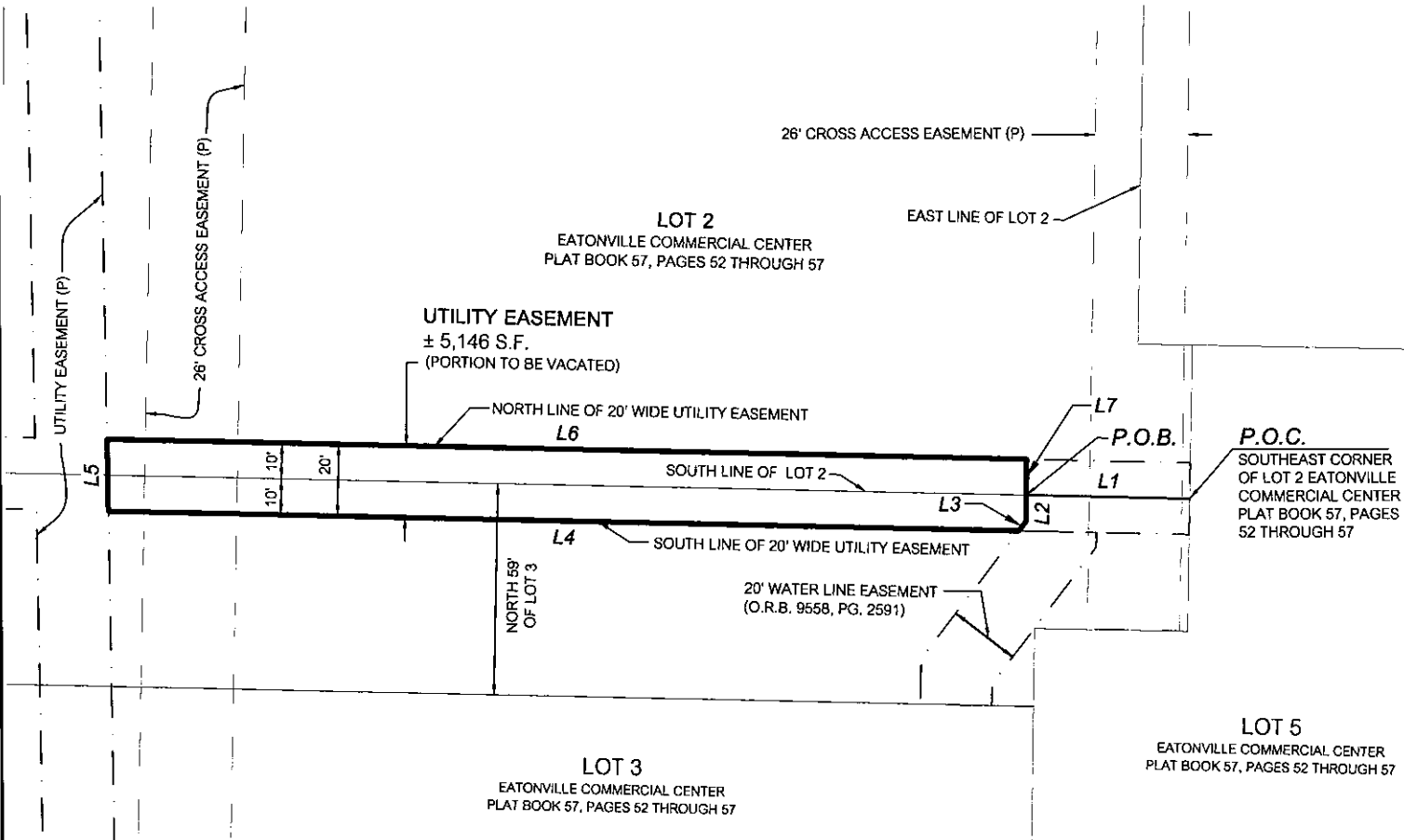
**ALL AS SHOWN ON THE MAP
ATTACHED HERewith AND MADE
A PART HEREOF**

SKETCH TO ACCOMPANY LEGAL DESCRIPTION

SITUATED IN A PORTION OF LOTS 2 & 3 OF EATONVILLE COMMERCIAL CENTER,
SECTION 33, TOWNSHIP 21 SOUTH, RANGE 29 EAST,
ORANGE COUNTY, FLORIDA

SKETCH - NOT A BOUNDARY SURVEY

LINE DATA TABLE		
LINE	DIRECTION	LENGTH
L1	N 88°40'11" W	45.98'
L2	S 1°18'13" W	7.43'
L3	S 37°37'00" W	3.19'
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L5	N 0°44'33" W	20.01'
L6	S 88°40'11" E	257.76'
L7	S 1°18'13" W	10.00'



LEGEND:

O.R.B. = OFFICIAL RECORDS BOOK
S.F. = SQUARE FEET
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
R/W = RIGHT OF WAY
(P) = INFORMATION BASED ON PLAT OF
EATONVILLE COMMERCIAL CENTER

SURVEYOR'S NOTES:

1. BEARINGS SHOWN HEREON ARE BASED ON THE
PLAT OF EATONVILLE COMMERCIAL CENTER,
ACCORDING TO THE PLAT THEREOF, RECORDED IN
PLAT BOOK 57, PAGES 52-57, PUBLIC RECORDS OF
ORANGE COUNTY, FLORIDA.

DESCRIPTION:

(SEE ATTACHED)

CERTIFIED TO:

FLETCHER DEVELOPMENT

1 OF 1	This map prepared by:	AARON H. HICKMAN	DATE:	07-13-2017	SCALE:	1" = 50'
	Certificate of Authorization No. LB-5075		TECHNICIAN:	RAB	VERIFY SCALE BAR IS ONE HALF INCH ON ORIGINAL DRAWING	
	NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER		CHECKED BY:	AHH	IF NOT ONE HALF INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.	
			PROJECT NUMBER:	17-0059		

132 NW 76th Drive
Gainesville, Florida 32607
(352) 331-1976 / (352) 331-2476
WWW.CHW-ENG.COM
est. 1988 FLORIDA
LB-5075

1117 East Robinson St.
Orlando, FL 32801
Phone: 407.425.0452
Fax: 407.648.1036

December 5, 2022

Ms. Katrina Gibson
Town of Eatonville
307 E Kennedy Boulevard
Eatonville, FL 32751

RE: Eatonville Commerce Center – easement vacate review
CPH project number E6600.05

Dear Ms. Gibson,

We are in receipt of the submitted plat and exhibits for the vacation of an existing easement associated with the above listed project, dated December 2, 2022. The submittal was in response to our previous comments from September 28, 2022. We reviewed the response and our previous comments to verify all our civil comments have been addressed.

1. Resolved. Per to engineer, only the Town is remaining to verify they have no objection to the vacation of the easement. This will be addressed with the approval of the application.
2. Resolved. The engineer noted that if the easement was not recorded, they will follow up with getting the easement recorded. This could be made a condition of the approval process, if necessary.
3. Resolved. We will review the lot split application separately.
4. Resolved. The lots A and B are part of a lot split application and separate from this review.
5. Resolved. A new plan sheet was provided showing the correct limits of the easement to be vacated. Three areas are shown to remain which will address the concern with the existing utilities being within an easement.
6. Resolved. See #5 above.
7. Informational. Additional comments are pending from the CPH Surveyor. Additional responses have been sent to the CPH Surveyor for his final review. His review will be under separate cover.

Based on our review, we do not have any objections to the Town approving this application. Please be reminded, approval of this application by the Town of Eatonville does not grant authority to alter other portions of this property, nor does it waive any permits that may be required by Federal, State, or County agencies which may have jurisdiction. Applicant needs to verify if this project does not require an additional roof permit from the County.

Sincerely,
CPH, LLC

Allen C. Lane, Jr.

Allen C. Lane, Jr., P.E.
Sr. Project Manager

CC: Randy Roberts, P.E., CPH, file

J:\E6600.05\Civil\1-plan review\Eatonville Commercial Center - easement vacate\letter\Eatonville Comm Center - easement vacate comment lettter 12-5-22.docx

ATTACHMENT A

DESCRIPTION

DATE: 7/13/2017

CLIENT: FLETCHER DEVELOPMENT

PROJECT NAME: ZAXBY'S – FOREST CITY

PROJECT NO: 17-0059

DESCRIPTION FOR: PARTIAL RELEASE OF EXSISTING UTILITY EASEMENT ON LOTS 2 & 3

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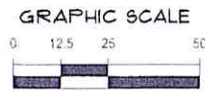
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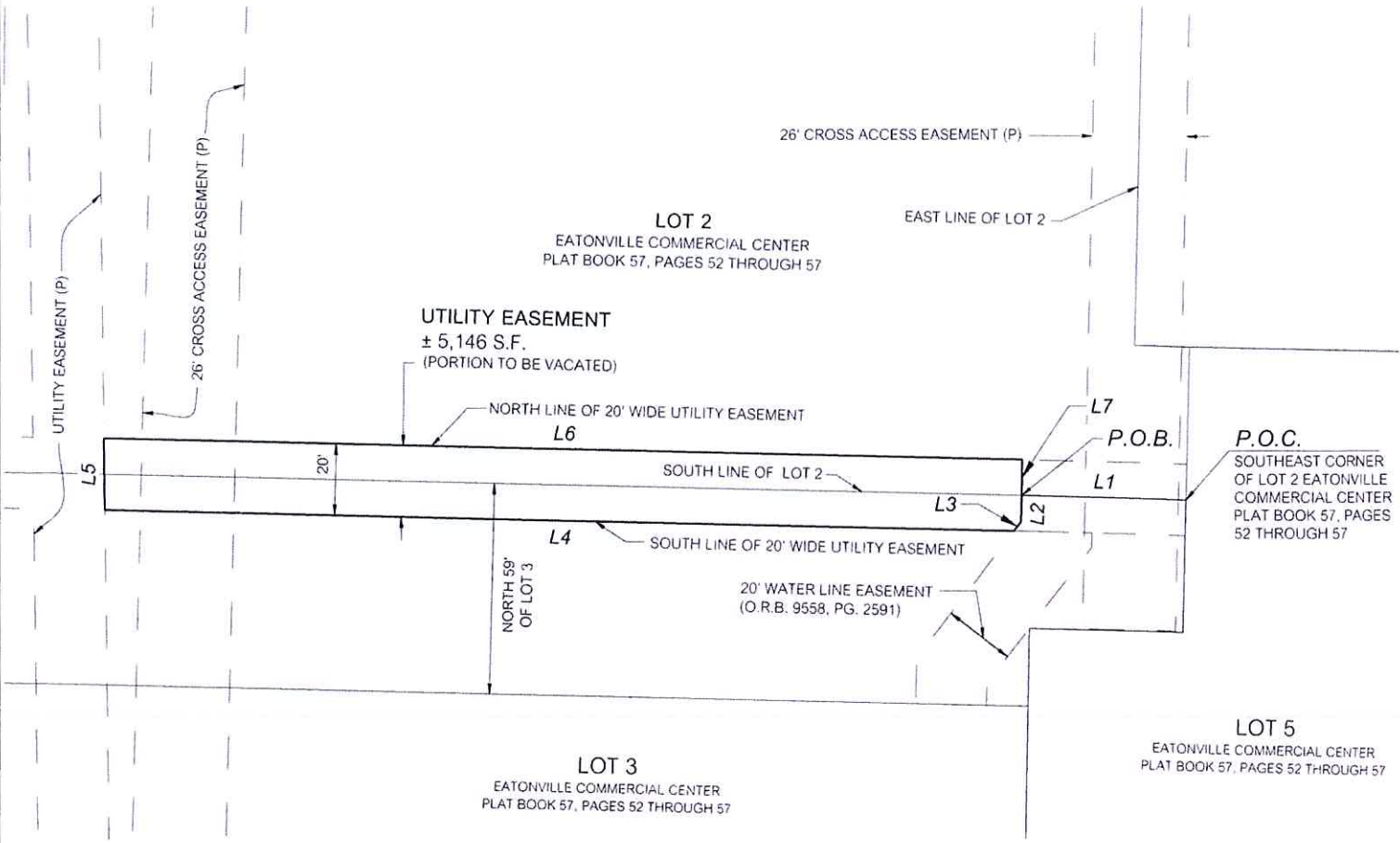
SKETCH TO ACCOMPANY LEGAL DESCRIPTION

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SKETCH - NOT A BOUNDARY SURVEY



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DESCRIPTION:

(SEE ATTACHED)

CERTIFIED TO:	FLETCHER DEVELOPMENT
---------------	----------------------

1 OF 1	This map prepared by: Aaron H. Hickman Certificate of Authorization No. LB 5075 NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER	AARON H. HICKMAN 7/19/17 Professional Surveyor & Mapper, Fla. License No. 6791	DATE: 07-13-2017 TECHNICIAN: RAB CHECKED BY: AHM PROJECT NUMBER: 17-0059	SCALE: 1" = 50' VERTICAL SCALE: 1" = 10' (ON ORIGINAL DRAWING) HORIZONTAL SCALE: 1" = 50' (ON THIS SET ADJUST SCALE AS NECESSARY)	CHW Professional Consultants 132 NW 76th Drive Gainesville, Florida 32607 (352) 331-1976 / (352) 331-2476 www.chw-hc.com est. 1988 FLORIDA LB-5075
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HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

JANUARY 17, 2023 AT 7:30 PM

Cover Sheet

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

ITEM TITLE: Approval of Town Council Meeting Minutes – January 3, 2023 (Clerk Office)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION
PUBLIC HEARING 1ST / 2ND READING		Exhibits: <ul style="list-style-type: none"> Meeting Minutes – January 3, 2023
CONSENT AGENDA	YES	
COUNCIL DECISION		
ADMINISTRATIVE		

REQUEST: Approval of meeting minutes for the Town Council Meeting held on January 3, 2023.

SUMMARY: The Town Council Meeting was held on the 1st Tuesday, January 3, 2023, 7:30 p.m. and minutes were transcribed from the audio archive for approval for the public records.

RECOMMENDATION: Approval of January 3, 2023 meeting minutes.

FISCAL & EFFICIENCY DATA: N/A

TOWN COUNCIL
REGULAR MEETING
MINUTES
January 3, 2023

Section VI. Item #1.

PRESENT: Mayor Angie Gardner, Vice Mayor Rodney Daniels, Councilman Marlin Daniels, Councilwoman Wanda Randolph, and Councilman Theo Washington. **STAFF:** Clifford Shepard, **Town Attorney**, Randy Singh, **Chief Administrative Officer**, Veronica King, **Town Clerk**, Broderick Lampkin, **EPD Detective**, Albert English, **Public Works Director**, and Damaris Adams, **Planner I**, Tara Salmieri, **Certified Planner**, and Katrina Gibson, **Finance Director**

CALL TO ORDER & VERIFICATION OF QUORUM

Mayor Gardner called meeting to order at 7:40pm with a verification of quorum through Mrs. King

INVOCATION & PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Motion for approval of agenda; moved by Councilman Washington; second by Councilwoman Randolph
AYE: ALL, MOTION PASSES.

CITIZEN PARTICIPATION - THREE (3) MINUTES STRICTLY ENFORCED.

Mayor Gardner called for Citizen Participation; with (4) participating citizens.

GRACIE CASEY – (Comments provided to clerk for reading) Recognizing two officers Detective B. Lampkins and Officer J. Diggs for speaking to her nephew helping him to understand the consequences of his behavior and bad choices he continues to make in school. It was impactful and comforting to know that I live in a community where law enforcement is fully engaged and willing to go above and beyond the call duty.; would like to see the Police Explorer program revived as well as other programs for the youth.

EDDIE COLE –Check Preserve Eatonville Community (PEC) the reason for their business; what is the economic dollars for the Town of Eatonville. Received a flyer with the town's logo; be careful, it looks like the town id a part of what a non-profit agency is doing. (School Board) Received \$4mil and 6 acres of land up to the beginning of Hungerford Elementary School; the \$4mil dollars was going to be used to start the 5,9mil reimbursable grant. Chair Teresa Jacobs moved all the funds for maintaining the property; paid in full. People are saying things that are not true. Understand economic development; there are many who can buy homes in Eatonville and all blacks are not poor.

RYAN NOVAK – Do not know much about the water situation; hope we can work things out. (Logo Use) There is the common law trademark which applies to a city's logo. State of Florida generally has a blanket code for city logos. City of Cocoa has a good application for use of logo; make a policy. (Melting Pot) multicultural groups will melt together to fully assimilate into the dominate society. (2023 Goals) What are the goals and the ideas. Progress Through Understanding resonated when quoted by Vice-Mayor R. Daniels; please stress this and give more understanding. Kudos to Mrs. King for her responsiveness, putting together of presentation.

ANGELA JOHNSON – Kudos to Mrs. King for responsiveness, rebranding/rebuilding portions of the town's website; looks like two websites. Encourage to move forward with updating the website. Thanks to Mr. Singh for restating matters mentioned in the last two years; improper oversight of finances, town's financial position, lack of records, condition of infrastructure, pipe location (use of life). On the consent agenda, request clarity of hiring a temporary CPA; is it only to assist with getting through the audit, the PlanActive Studio; how much time has been contracted over the last six months in consideration to the various projects; is the amount sufficient for the needs of the town. What are the goals for 2023; encourage to come together for a planning retreat to set and discuss the goals.

APPROVAL OF PUBLIC HEARING (First Reading): Approval of Public Hearing of the Re at 200 S. Lake Destiny Drive. Tara Salmieri introduced the rezoning request by summary requesting to change from an Industrial zoning to a commercial. The request will allow for the zoning to be consistent with the comprehensive plan; currently not consistent with each other. Applicant is requesting a C1 designation which is the least of all zoning districts for commercial. Currently, the land as is can not be developed because of inconsistency between the zoning and the comprehensive plan. The C1 is compatible with the surrounding areas and does not violate Florida State Statutes with the lowest intensity. Florida Statutes requires land development to be consistent with the comprehensive plan. Planning Board is recommending approval; there is an ordinance attached. The applicant cannot develop without coming back to the board with a site plan. Logan Opsahl, the applicant introduced himself and stated that the future land use and the requested zoning comply with each other. This is step one; will come back to council with any future developments. Attorney Shepard for clarification, the current comprehensive plan and the current zoning do not fit together; the comprehensive plan rules. If applicant attempt to come back to develop under the current zoning, it will have to be denied because of the inconsistencies. To fix, either amend the comprehensive plan or amend the zoning. Applicant is recommending to amend the zoning to be consistent with the comprehensive plan.

(No Public Comments)

Council Comments: What are the plans if approved; currently office use is being discussed. The applicant moves forward with what the zoning districts and uses permitted; the are special exceptions in C1. If Council would like to look at the uses, the code, what is permitted, council could add special conditions since there are no pending applications; must fast track. The current application is for amending the rezoning map and assignment of zoning district to the parcel of land from industrial to commercial C1 zoning district allowing for consistency with the comprehensive plan. There is only one hearing for the rezone. Information was made available to the public fifteen (15) days prior; posted several times, on the website, bulletin board, Orlando Sentinel, and through the Planning Board (December 8) What is essential services; code is loose on defining essential services. To approve with conditions does not apply to the request because there is no development application. Under the C1 zoning district there is no allowance for a night club unless Council does it. *(Reading of Preamble by Town Clerk)*

Motion to approve rezoning request at 200 S. Lake Destiny Drive; moved by Councilman Washington; second by Councilwoman Randolph; **Discussion:** Can our infrastructure handle a development with this commercial zoning. Because there is no application for development and not know details of a possible development of future office use, it would be difficult to answer/determine. This type of capacity questions would be determined in a site plan review. **ROLL CALL: AYE; Councilwoman Wanda Randolph, Councilman Theo Washington, Mayor Angie Gardner, Vice Mayor Rodney Daniels, Councilman Marlin Daniels, AYE: ALL, MOTION PASSES.**

Motion for approval Consent Agenda (Council Meeting Minutes – December 20, 2022 , Plan Active Studio Planning Support Services Contract , and hiring of a temporary CPA from a qualified Temp Agency; moved by Councilman Theo Washington; second by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

(No Council Decisions)

REPORTS:

CHIEF ADMINISTRATIVE OFFICER: (Randy Singh) Continuing to work of items discussed at last meeting. (Updates) Fire and Law Enforcement Fee Study will need more time, not comfortable with the current study

LEGAL COUNSEL REPORT: (Clifford Shepard) Previous pulled the fire and law enforcement fee ordinance; provided additional information that would take the town in a better direction. Would like to prioritize organizing a retreat

COUNCIL REPORTS:

Councilman Marlin Daniels – Happy New Year. It is important to ensure due diligence in gathering and research. If we want to move the town forward, we have to allow for reflection and take true assessment of what is going on. Request that Mayor and Mr. Singh address the email that came in concerning the police department. Public safety is important and should be at the forefront. Request more information on the Zora Festival; need clarity, no cost should be incurred by the residents. PEC should incur all cost and has received over \$75,000 of taxpayers' dollars.

Councilman Theo Washington – Happy New Year and stay safe. Condolences to the family of Ruby Knight.

Councilwoman Wanda Randolph – (Concerns) No MLK Parade information received, visited the Black Mayor's website and they are expected to be in Eatonville during the Zora Festival; will Council be invited? Who is spearheading the MLK Parade and the vendors? (Code Enforcement) Code Enforcement Officer is also over the Recreation Department; are we hiring a Recreation Director? (Club Eaton) Building is an eye sore and safety hazard. (Exposed Wires) Two individuals complaint about exposed wires coming out of the green boxes along the highway. (Request Updates) What is the update on the West Water Tower; it is poor in appearance. There is a flyer that indicates the 2nd reading for the Hungerford Property will be February 7th as a projected date; how is this information available without Council being informed?

Vice Mayor Rodney Daniels – Happy New Year. We are a melting pot; different groups and backgrounds coming together with a common goal to preserve the town's history. Thanks to Councilwoman Randolph for keeping water at the forefront. Thanks to Mr. Singh for raising awareness about the water situation; each administration should take a portion of responsibility in improving the water infrastructure; piping. It has been stated that developments have not come before this board and things were done illegal; get with the Tara (Planner) to get information; don't believe the former Planner would jeopardize going to jail or losing his license. We must come to a common ground when something is wrong; we have not been able to agree that purchasing a home from a mentally challenged elderly man and taking things off the agenda is wrong; right is right, wrong is wrong. An elected official should have the right to address departments heads; not direct but ask questions. To Mr. English, would like to receive follow up on the money that was allocated for the water tower as well as the debris left on Lincoln Street resulting from the water break, looking forward for a response in an email. (Councilman Washington clarified that were two developers who did not come back to Council with a site plan for approval; one came for a rezone but did not come back for the site plan, the other never came before the board.

Mayor Angie Gardner – Happy New Year. Apologized to for not getting all the steps right at the last Zora Fest in making sure the Council was a part of the Mayor's activities; The Mayor's event is January 28, 2023, 8am (Location is being worked), and official invitation will be sent. To Attorney Shepard, is there a clause that can be added to an agreement that will incorporate any agreement that is out there, or any prior understanding; yes, there is an integration clause but does not include agreement mandated by the state such as grants; only agreements that you control and negotiate. (MLK Parade) Flyer is on the website. The same person is taking care of all vendors, applications, and the process; Mrs. King is overseeing the process. Mrs. King provided clarity that she is not overseeing the process but rather available to assist when there are questions. Mrs. Robinson is coordinating the parade. Councilman M. Daniels is requesting information prior to the event. (Hungerford-6acres) The two million dollars that was waived, came after it was pointed out in the agreement. (2023 Goals) To know where we are financially and to have a Capital Improvement Plan. (Retreat) Mr. Singh will get with Mrs. King to setup retreat and confirm a date. (Zora Festival) Not perfect; steps are being taking to ensure law enforcement is paid. (Code Enforcement) The current Code Enforcement officer is helping out with recreation; the former code enforcement officer did not work out. (West Water Tower) will look into it; should have been done a year ago. (Club Eaton) The roof fell in; we are aware of and have discussed. (Removal of Agenda Item) I have already apologized; it will

not happen again. (Hungerford 2nd Read) The date should not have been stated; the date is not on the agenda.

ADJOURNMENT: Motion to adjourn, moved by Councilman Washington; seconded by Councilman M. Daniels; **AYE: ALL, MOTION PASSES. MEETING ADJOURNED** at: 8:46PM.

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

JANUARY 17 AT 06:30 PM

Cover Sheet

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

ITEM TITLE: Zora Festival 2023 Agreement between Town of Eatonville and Association to Preserve the Eatonville Community, Inc. (P.E.C.)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION
PUBLIC HEARING 1ST / 2ND READING		Exhibits: <ul style="list-style-type: none"> 2023 Zora Festival Agreement
CONSENT AGENDA		
COUNCIL DECISION	YES	
ADMINISTRATIVE		

REQUEST: For Town Council to Approve 2023 Zora Festival Agreement

SUMMARY: P.E.C. in partnership with the Historic Town of Eatonville entails ensuring that the Town is an internationally recognized cultural heritage tourism destination for the arts and culture from throughout the African Diaspora, with special emphasis on the multi-disciplines as represented in the life and work of Zora Neale Hurston. The Town Council of the Town of Eatonville wishes to support all efforts that seek to draw visitors to this community.

The Historic Town of Eatonville Town Council assigns to P.E.C., the exclusive right to present the Outdoor Festival of the Arts for the 34th Annual ZORA! Festival, January 27 – 29, 2023. The terms and conditions are outlined in the 2023 Zora Festival Agreement

RECOMMENDATION: Staff recommends that the Town Council approves the 2023 Zora Festival Agreement.

FISCAL & EFFICIENCY DATA:

AGREEMENT BETWEEN

Town of Eatonville &
Association to Preserve the Eatonville Community, Inc. (P.E.C.)

Governing the 34th ZORA!® - Outdoor Festival of Arts
January 27-January 29, 2023

WHEREAS Zora Neale Hurston has popularized the Historic Town of Eatonville as "the Oldest Incorporated African-American Municipality in the United States;" and

WHEREAS the Historic Town of Eatonville wishes to inspire its residents, businesses, and visitors by providing a festive atmosphere; and

WHEREAS the Historic Town of Eatonville's Government seeks to engage in branding itself and realizes that the Zora!® Festival is a major factor in accomplishing the overall goal of branding; and

WHEREAS the Historic Town of Eatonville has become a literary destination because of the writing of Zora Neale Hurston®, and

WHEREAS P.E.C. is a private, non-profit, tax-exempt organization established in 1987 with a mission to:

□ Promote Eatonville, Florida's considerable heritage, historical, and cultural resources as a means for the community's revitalization and economic development; and via programming which promotes pride and heritage, educational excellent and the cultural arts will preserve and protect the community for posterity.

WHEREAS the three (3) goals of the ZORA! Festival are:

1. To celebrate the life and work of 20th-century writer, folklorist, and anthropologist, Zora Neale Hurston.
2. To celebrate the significance of her hometown, Eatonville, Florida known as the Nation's Oldest Incorporated African American Municipality; and
3. To celebrate the cultural contributions people of African ancestry have made to the United States and world culture; and

WHEREAS P.E.C. in partnership with the Historic Town of Eatonville entails ensuring that the Town is considered an internationally recognized cultural heritage tourism destination for the arts and culture from throughout the African Diaspora, with special emphasis on the multi-disciplines as represented in the life and work of Zora Neale Hurston; and

WHEREAS the Town Council of the Town of Eatonville wishes to support all efforts that seek to draw visitors to this community; and

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS

- The Historic Town of Eatonville Town Council assigns to P.E.C., the exclusive right to present the Outdoor Festival of the Arts for the 34th Annual ZORA! Festival within the Historic Town of Eatonville's corporate Limits and grants to P.E.C., an exclusive permit for this event.
- In granting this exclusive right and permit, the Town Council acknowledges that the Festival Grounds will be located on Private Property. Please see the attached.
- The Town Council prohibits the issuing of any other permits to vendors during the ZORA! Festival season (**i.e., January 27 – 29, 2023**) and will instruct the Town of Eatonville's Police Department to shut down and/or remove any party which seeks to establish vending which has not been authorized under P.E.C's permit.
- To use the vacant lot across the street from the Eatonville Community Redevelopment Agency (ECRA) as a part of the ZORA! - Outdoor Festival of the Arts "Inventory;"
- To endorse P.E.C.'s coordination with the Eatonville Community Redevelopment Agency (ECRA) for the use of its external and internal space as P.E.C. facilitates operations. For example, when the V.I.P. Guests and/or Elected Officials arrive on Saturday, P.E.C. can use the ECRA Conference Room as a "Green Room."
- To allow P.E.C. to use the Town Hall Parking Lot on Saturday and Sunday for Public Service/Community Space Booths such as the Blood Bank, Orange County Fire & Rescue, et al;

IN EXCHANGE FOR THE EXCLUSIVE PRIVILEGES IDENTIFIED ABOVE, P.E.C, AGREES TO:

- **Free entry dates: Friday, January 27 - through January ~~29~~ 30, 2023:** To allow free entry to the Outdoor Festival of the Arts to all Eatonville Residents who provide authorized proof of residency (Driver's License or Official Florida Identification) within the Town of Eatonville to the company managing the admission gates.
- Eatonville adults & children who want to sit in the reserved/V.I.P section of the Main Stage on Saturday, January 28 and Sunday, January 29, 2023, will have to pay the required ticket price.
- Pay to the Town of Eatonville for public safety services no later than **January 20, 2023, a cashier's check in the amount of \$12,280.00. There will be a reconciliation after the event and if a credit is due to PEC then the Town will issue a refund within 30 days after the event. If a balance is due, then PEC will be notified and will have 30 days to pay. Failure to adhere to the January 20, 2023 deadline will result in no law enforcement for the event which will then, per the Agreement, void the agreement which will mean the event cannot be held. See Attachment A**

FURTHER CONDITIONS GOVERNING THIS CONTRACT:

- P.E.C. must notify residents on the west side of I-4 regarding:
 1. Festival site location
 2. Hours of operation
 3. Potential noise
 4. Traffic congestion
- P.E.C. and the Town's Police Department will follow the Orange County-approved MOT, which will be implemented by Flash-rite. The Eatonville Police Department will have received all appropriate documentations regarding the MOT and Flash-rite no later than January 20, 2023.
- The areas to be designated as "NO PARKING" or "TOW AWAY" zones ("Non-Parking Areas") shall be determined by the Town's Police Department and the Town's Police Department shall direct P.E.C. as to where these signs should be placed since it is P.E.C.'s responsibility to place them.
- If a vehicle is towed for violating the **Non-Parking Areas, the vehicle will be towed to the tow facility: TRL Towing, 605 Ferguson Drive, Orlando, FL 32805; (321-274-5369).**
- P.E.C. shall maintain a Two Million Dollar (\$2,000,000.00) liability insurance policy with the Town of Eatonville named as the co-insured for the duration of the ZORA! Festival P.E.C. shall provide a true copy of the certificate of insurance to the Town Clerk's Office no later than the Monday prior to the first day of the Outdoor Festival of the Arts, **Friday, January 20, 2023.**
- This Agreement cannot be revised, amended, or modified without the written, mutual consent of the parties hereto.
- In the event any term or terms or condition or conditions of this Agreement are ruled illegal or unconstitutional, and is severed from this Agreement, the severed portion or portions shall not invalidate the remaining terms and conditions of this Agreement.
- Any Town employee that works for P.E.C. during the Festival shall be paid directly by P.E.C. no later than **Friday, February 10, 2023**, notwithstanding the compensation agreement for public safety officers.
- In providing courtesy passes to the Town Council, P.E.C., agrees to observe the guidelines as mandated by Florida Commission of Ethics.
- Flash-rite will be responsible for place safeguards and precautions to avoid creating a traffic control hazard during the event.
- Further P.E.C. agrees to indemnify and hold harmless the Town of Eatonville from all liabilities arising from P.E.C., its employees, servants, agents, representatives or any third party contracted by P.E.C., to perform services or provide material to the 34th Annual ZORA! Festival in the Town of Eatonville, Florida. P.E.C.'s indemnification and hold harmless agreement with the Town shall cover attorney's fees and costs at the trial and appellate levels. This paragraph is in addition to

P.E.C.'s submission to the Town of Eatonville's \$2,000,000 liability insurance policy.

- Any ambiguity or inconsistency found in this Agreement by a court of competent jurisdiction shall be interpreted in favor of the Town of Eatonville. This agreement shall be voided immediately if any portion is not abided to. All parts of this Agreement must be met prior to commencement of the Zora! Festival.

SIGNATURE PAGE

EXECUTED

President of the Board of Directors
Association to Preserve Eatonville
Eatonville Community, Inc. (P.E.C.)

Representative
Association to Preserve Eatonville
Eatonville Community, Inc. (P.E.C.)

Angie Gardner, Mayor

ATTEST:

Town of Eatonville



TOWN OF EATONVILLE

"The Oldest Black Incorporated Municipality in America"

Section VII. Item #2.



POLICE DEPARTMENT

Date: January 9, 2023
From: Lieutenant Hernandez
Re: Zora 2023

I would like to begin by addressing the questions that were asked in prior emails.

1. The proposal reflects the need for coverage based on not just attendance but on overall safety. Although projected numbers play a factor, on the days where there will be ticket booths collecting money, artist that will be performing and other key locations that will need a dedicated officer, apart from the officers that will be walking the festival grounds.
2. Policy is that it be 1 officer for every 100 people. It is also mandatory that law enforcement be present when alcohol is being served or sold. This is also dependent upon the location of the event and type of event. In certain circumstances the owner of the venue may require more law enforcement coverage to better ensure the safety of the attendees.
3. The evaluation that will be conducted to determine the need to minimize the number of officers that will be present at the festival will be determined by the acting Chief of the Eatonville Police Department in conjunction with the City manager Mr. Randy Singh, Vivian Geary (Zora representative) and myself. This will be done with the safety of festival participants and attendees in mind first and foremost. Crowd size will be a consideration along with any other information received that can compromise the safe execution of the events of the day.
4. All officers will be required to be in attendance and minimizing the numbers as needed. It is easier to send officers home as opposed to calling them in or having them on standby. All efforts will be made to be budget conscious with in reason without compromising safety.



TOWN OF EATONVILLE

"The Oldest Black Incorporated Municipality in America"

Section VII. Item #2.



POLICE DEPARTMENT

5. Overnights were quoted with 3 officers due to a stage who will have its own dedicate security and taking into consideration, officers will need a restroom break and having 1 officer to watch over the whole enclosed space leaves room for something to happen.
6. The use of outside agencies is also needed due to the Eatonville Police Department being low on number of officers from years past. There are locations that need a dedicated officer and currently there aren't enough of my officers to effectively cover the festival safely. The use of outside agencies also requires abiding by there policy and procedure and their manner of hiring their officers off duty, to include their hourly wage.

Overall objective is to have everyone on the same page and have a safe festival, as we have always accomplished. This is a team effort and all decisions made will be conducted in the same fashion.



TOWN OF EATONVILLE

"The Oldest Black Incorporated Municipality in America"

Section VII. Item #2.



POLICE DEPARTMENT

Date: January 9, 2023
From: Lieutenant Hernandez
Re: Zora Proposal

Friday January 27, 2023

Two (2) officers @ \$40 an hour for 9 hours = \$720
Three (3) officers @ \$45 an hour for 9 hours = \$ 1215 (Supervisors)

Total: \$1720

The above is estimated, subject to change based on need.

Saturday January 28, 2023

Three (3) officers @ \$40 an hour for 10 hours = \$1200
Four (4) officers @ \$45 an hour for 10 hours = \$1800 (Supervisors)

Total: \$3000

The above is estimated, subject to change based on need.

Sunday January 29, 2023

Three (3) officers @ \$40 an hour for 6 hours = \$720



TOWN OF EATONVILLE

"The Oldest Black Incorporated Municipality in America"

Section VII. Item #2.



POLICE DEPARTMENT

Four (4) officers @ \$45 an hour for 6 hours = \$1080 (Supervisors)

Total = \$1800

The above is estimated, subject to change based on need.

Overnights

Three (3) officers per night at 12 hours for 4 nights
144 hours @ \$40

Total = \$5760

Total combined = \$12,280

The above is a projected amount. The total is subject to change based on need and overall officers used during festival hours. However, the above projection is not inclusive of use of outside agencies, as their hourly off duty rate may be different and the number of officers that will participate is still unknown.



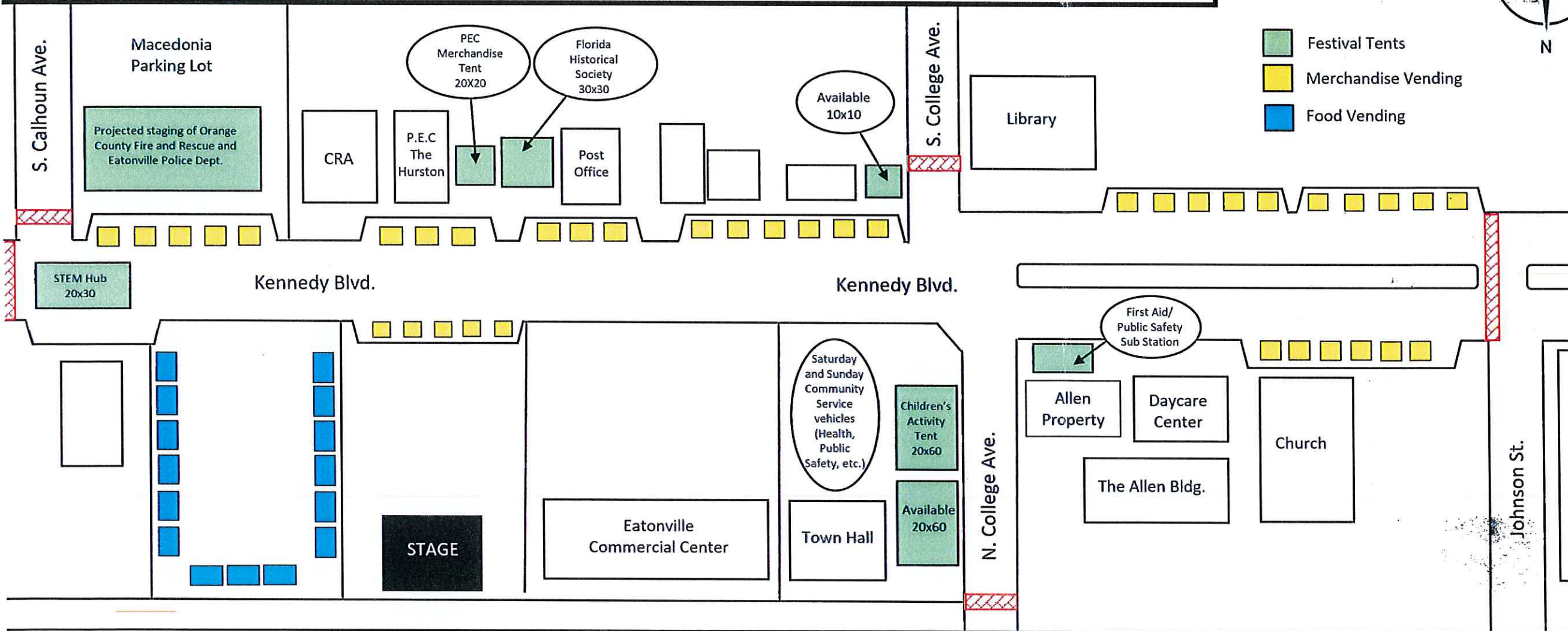
34th Annual Zora Neale Hurston Festival of the Arts and Humanities
January 27 – 29, 2023

Outdoor Festival Location Guide

Section VII. Item #2.

DRAFT#2

11/20/22



MAP CREDIT

Trent Tomengo, Professor of Humanities, Seminole State College of Florida
Member, ZORA! Festival National Planners; Member, ZORA! Festival Academics Committee

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