



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## REGULAR COUNCIL MEETING **\*\*NEW RESCHEDULED DATE\*\*** AGENDA

Tuesday, March 26, 2024, at 7:30 PM

Town Hall - 307 E Kennedy Blvd

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

### 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. CONSENT AGENDA

1. Approval of Town Council Meeting Minutes – February 20, 2024 (**Clerk Office**)
2. Approval of Resolution 2024-7 for the authorization to make application for funding for water and sewer system improvements. (**Public Works**)
3. Approval of the Town of Eatonville Wholesale Sewer Service Agreement With City of Altamonte Springs (**Public Works**)
4. Approval/Confirmation of Orange County Community Redevelopment Agency Board Member (**Administration**)
5. Approval of Resolution #2024-6 Re-appointment of Board Member To The Eatonville Police Officers Retirement Trust Board (**Police/Clerk Office**)

### VI. COUNCIL DECISIONS

6. Approval of A Public Record Request Management Tool (**Clerk's Office**)  
**\*\*Refer to workshop support documents\*\***

### VII. REPORTS

CHIEF ADMINISTRATIVE OFFICER'S REPORT  
TOWN ATTORNEY'S REPORT  
TOWN COUNCIL REPORT/DISCUSSION ITEMS  
MAYOR'S REPORT

### VIII. 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

### MARCH 26, 2024, 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 – February 20, 2024,  
(Clerk Office)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department:</b> LEGISLATIVE (CLERK OFFICE)
<b>PUBLIC HEARING 1<sup>ST</sup> / 2<sup>ND</sup> READING</b>		<b>Exhibits: (Council Meeting Minutes:</b> - Council Meeting Minutes, February 20, 2024, 7:30 p.m.
<b>CONSENT AGENDA</b>	YES	
<b>COUNCIL DECISION</b>		
<b>ADMINISTRATIVE</b>		

**REQUEST:** Approval of meeting minutes for the Town Council Meeting held on February 20, 2024, at 7:30 p.m.

**SUMMARY:** The Town Council Meeting was held on the 3<sup>rd</sup> Tuesday, February 20, 2024, at 7:30 p.m. Minutes were transcribed from the audio archive for approval for the public records.

**RECOMMENDATION:** Approval of February 20, 2024, Town Council meeting minutes.

**FISCAL & EFFICIENCY DATA:** N/A



# HISTORIC TOWN OF EATONVILLE, FLORIDA REGULAR COUNCIL MEETING MEETING MINUTES

Tuesday, February 20, 2024, at 7:30 PM

Town Hall (Council Chamber) - 307 E Kennedy Blvd. 32751

**SPECIAL NOTICE:** These meeting minutes are presented in an abbreviated format intended as a public record discussion of stated meeting according to the Florida’s Government-in-the-Sunshine law. Meetings are opened to the public, noticed within reasonable advance notice, and transcribed into minutes for public record. *\*\*Audio Recording are available through the Town’s website on the Council Agenda Page.*

### CALL TO ORDER AND VERIFICATION OF QUORUM:

Mayor Gardner called the meeting to order at 7:30 p.m. and a quorum was established by Mrs. King, Town Clerk.

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

**STAFF:** (7) Demetrius Pressley, **Chief Administrator Officer**, Veronica King, **Town Clerk**, Clifford Shepard, **Town Attorney**, William Rivera, **EPD**, Katrina Gibson, **Finance Director**, Valerie Mundy, **Public Works**,

### INVOCATION AND PLEDGE OF ALLEGIANCE:

Rev. Critton led the Invocation followed by the Pledge of Allegiance

### APPROVAL OF THE AGENDA:

**Mayor Gardner Motions** to add a new item (March 19<sup>th</sup> Meeting Reschedule) and move item #2 (Conceptual Master Planning Proposal) from consent agenda to council decision; **Moved** by Councilman M. Daniels; **Second** by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

**Mayor Gardner Motions** to approve meeting agenda with amendments; **Moved** by Councilman M. Daniels; **Second** by Councilman Washington; **Moved AYE: ALL, MOTION PASSES.**

### CITIZEN PARTICIPATION - (5)

**NY Nathiri – (Conceptual Master Plan)** - Handout Provided to Council in prior workshop – provided same comments and reports as referenced in the workshop and handout pertaining to the Baker Barrios proposals. Acknowledged Mr. Pressley’s assurance of including the analysis as part of record. Desire the best for the town and that proposals brought forth will be critiqued at the highest level and the right questions will be asked.

**Julian Johnson – (Conceptual Master Plan)** – We need help from somebody like an economist, who can come and understand our community; we need better than what is being proposed (work too hard to go for the free, do not trust the free things). Everyone is invited to the March 12<sup>th</sup> event; current council members have been invited via email, Crystal and Tarus Mack are also invited (candidates), the event is presented with a cookout vibe, want everyone to be comfortable and provide opportunity for the community to understand the candidate’s vision for the town. Want to the right people for the town who can make right decisions; inquired about how did the firm (Baker Barrios) connect with the town, did the town attempt to connect with a firm who has the foundation of who we are and where we come from; believe we can come up with the plans ourselves and hire the people needed.

**John Beachum – (Conceptual Master Plan)** - White Maitland and Negro Eatonville have lived side by side for 55 years without a single instance of empathy. The spirit of the founders has reached beyond the grave, which

is why I am here. The Baker Barrios deal is a trojan horse deal, just like HostDime. With HostDime, the lawsuit was dropped and HostDime was able to build without impact fees. We received a demolished school and a trustee board who ran off with a million dollars. We are intelligent enough to make our own decisions.

Angela Johnson – **(Conceptual Master Plan with Baker Barrios)** – Baker Barrios are the architects on record for Host Dime, they have a relationship with Shultz and Bowen. Shultz and Bowen were the ones who had the Hungerford property application for changes to the comprehensive plan who is also connected to the Falcon Group who also came along with the comprehensive plan agreement. Ask the council to consider these connections and dig deeper. (Questions) What is the value of the services for a complete master plan; are they undervaluing their service just to be able to get back in the door with us; will they have a conflict of interest once the property is developed; can we come up with a plan for something we do not own; will the water tower be visible with the Baker Barrios plan; is the plan a conflict of interest for doing anything else on the property; is it inclusive of west street down to Forest City road; is this a contract that goes beyond the value of the cost of the \$220, 000? Please look at the proposal in detail and do not rush into something and then regret it later.

Representative Bruce Antone – **(Florida Museum of Black History)** – This is a pivotal moment for Eatonville (100 acres across the street); this is a proposal that I gave to Mayor Demings back in July of 2023. The proposal proposed putting the Florida Museum of Black History here in the Town of Eatonville. There is no funding for this museum unless Bruce Anton gets the funding. I was the genesis for this opportunity and created the legislation to set up the task force in Tallahassee. The task force will finish in June without a complete report, Palm Beach has 50 million on the table, Pete has about 20 million on the table, and there is a potential partnership with the Diamondback baseball team. I am the advocate for this museum, if I do not participate, nobody gets any money. If I drop out of this, there is no money for a museum. The tentative deal reached with Mayor Demings to get 30 million from Tallahassee for this museum, then Mayor Demings would ask the county commission for 30 million from the tourist development tax contended upon the county commission voting (\$60 million); it will include a museum, amphitheater seating \$7,500, a wedding chapel, banquet facility, and a 250 performing arts center. The proposal must demonstrate financial sustainability. This is a big task with serious competition.

**APPROVAL CONSENT AGENDA: (Item #1 Only) Mayor Gardner Motions to approve Consent Agenda** Approving of Council Meeting Minutes 12-19, 2023; **Moved** by Councilman M. Daniels; **Second** by Vice Mayor R. Daniels; **AYE: ALL, MOTION PASSES**

**COUNCIL DECISIONS: (Moved item #2 from Consent Agenda to Council Decision)**

Mayor Gardner Motions for Approval of the Conceptual Master Planning Proposal (Moved from Consent agenda) **Moved** by Councilwoman Randolph; **Second** by Councilman M. Daniels with discussion (**Discussion**) Legal review and thoughts on the procurement: Architectural including landscaping architecture and engineering, state law requires the bidding process. Beyond this, the internal purchasing processes with thresholds would be used. The proposal was reviewed and was concluded that the town could use the services and the contract does say for free, if the services is free and the firm is qualified, then there are no issues. The donation could trigger the threshold, a bid is not required by the law, you cannot outbid zero (Pressley) the memos received including PEC will be attached to this proposal pending the approval of it and will show the support moving forward to consider and include the community. This will not be someone making a plan for the town without the town. The plan will include many of the residents that would love to be a part of the process from planning for the process to the finished product. The town’s certified planner has included her comments inside (Gardner) The plan is being built by the community and guided by the Pols Institute as a moderator/facilitator, the document is being built by Baker Barrios, the plan is for the whole town, the proposal reads like other master planning group that has done this work (Washington) Want to hear pros and cons from the planner (Randolph) all parties involved in this process needs to be to answer questions and give the community a chance to understand and ask questions. We have a plan, starting somewhere, and we will ensure collaboration between the community as to what we want and what we want to see; **AYE: Councilwoman Randolph, Vice Mayor R. Daniels, Mayor Gardner; NAYE:**

Councilman Washington, Councilman M. Daniels; (Comments) Pressley will bring to the next workshop the planner as well as Baker Barrios to have further discussion. **MOTION PASSES;**

**Mayor Gardner solicit feedback on moving the Council Workshop and Meeting from Tuesday, March 19, 2024 to Tuesday March 26, 2024 (Due to the Election on March 19<sup>th</sup>); meeting will be held at the normal times; (Not Vote Required); Council Workshop and Meeting have been changed from March 19<sup>th</sup> to March 26<sup>th</sup> by consensus of Town Council.**

**REPORTS:**

**CHIEF ADMINISTRATIVE OFFICER: Demetrius Pressley** – Acknowledged staff for efforts towards recognizing black history month; the chief event was successful (presented the 100-day plan to the community), raffle off a television at the event in support of their community policing initiative that they're getting ready to implement through the grant from the Department of Justice; the water improvement opportunities are being implemented; the stakeholders meeting on February 26, 2024, at 5:30 p.m., covering solid waste issues within the town (flyer has been distributed from door to door); received the criteria for the Museum of Black History and will be working to put a presentation together, document is due March 15<sup>th</sup>; on schedule to having a spring grand opening of the pool (will bring to workshop to discuss the council's desires);

**ATTORNEY: Clifford Shepard** – No Report

**TOWN CLERK:**

**TOWN COUNCIL REPORT/DISCUSSION ITEMS-**

**Councilman M. Daniels** – Condolences to the White and Dix's family; inquired on updates for the salary study and impact fees, new HR Director has met with the company NeoGov and working out the final numbers (about five months into that study), impact study will be brought the March workshop; Legal will bring forth a draft extension for the moratorium that will end at the end of May; inquired about anyone's knowledge of the information Representative Antone spoke about? In response, there was no breakdown in communication, he provided status and updates on other communities that are presenting viable options.

**Councilwoman Wanda Randolph** – Inquired about pending payments from Zora Festival, in response, yes, \$5,000 for the police department and an outstanding bill for the Denton Johnson Center, documents have been presented to PEC and pending information to proceed forward (pending meeting), will get with Chief to determine if police officers have been paid; asking for EPD to look into providing law enforcement in the Catalina area (Children are having to walk from Catalina to the Hungerford area), want to avoid risks to the children walking the sidewalks; Inquired updates on dumpsters, in response, legal is reviewing the amendments (will bring to council); the homeless ordinance is under legal review (will bring to council); recommend starting the planning for Juneteenth (Pressley receive information on during a parade and will start the follow up); inquired about the public record request process, in response, currently updating the file bank to do a more robust way of providing selective information on our website, internally working to improve the process (seeing a decrease in the amount of requests); acknowledged Ms. Mundy for the efforts being done.

**Councilman Theo Washington** – Acknowledged Ms. Mundy for her efforts; announced invited everyone to the February 24<sup>th</sup> Chamber event (2 – pm); condolences to the families that lost loved ones.

**Vice Mayor Rodney Daniels** – Condolences also to his families

**MAYOR'S REPORT**

**Mayor Angie Gardner** – In response to Councilman Daniels, conversations with Representative Antone are the same with you, Mr. Presley, and other, without the land, it will be hard to determine where the museum of that magnitude would go, this planning process will help the process for the museum. The masterplan is needed, not because it is free because it is by a reputable company, I hear the concerns, but we need to get moving; Condolences to everyone; acknowledged Ms. Mundy for her efforts.

**ADJOURNMENT** Mayor Gardner Motions for Adjournment of Meeting; **Moved** by Councilman M. Daniels; **Second** by Councilman Washington; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 8:21 P.M.**

Respectfully Submitted by:

**APPROVED**

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**Veronica L King, Town Clerk**

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**Angie Gardner, Mayor**



**HISTORIC TOWN OF EATONVILLE, FLORIDA**  
**TOWN COUNCIL MEETING**  
**MARCH 26, 2024, AT 07:30 PM**  
**Cover Sheet**

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

**ITEM TITLE:** Approval of Resolution for the authorization to make application for funding for water and sewer system improvements. (**Public Works**)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department: PUBLIC WORKS</b>
<b>PUBLIC HEARING 1<sup>ST</sup> / 2<sup>ND</sup> READING</b>		<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• Resolution 2024-7</li> <li>• FDEP Action to Fund Water and Sewer Improvements</li> <li>• Scope of Work</li> <li>• CIP</li> </ul>
<b>CONSENT AGENDA</b>	YES	
<b>COUNCIL DECISION</b>		
<b>ADMINISTRATIVE</b>		

**REQUEST:** Request is for the Town Council to approve Resolution 2024-7 authorizing to file application with the State Revolving Fund to receive FDEP funding with 100% forgiveness.

**SUMMARY:** On February 14, 2024, the FDEP approved the Town of Eatonville to receive \$19,823,317 for Clean Water (Sanitary Sewer) and \$14,565,300 for Drinking Water Infrastructure Improvements.

**RECOMMENDATION:** Recommending for the Town Council to approve Resolution 2024-7 authorizing to file application with the State Revolving Fund to receive FDEP funding with 100% forgiveness.

**FISCAL & EFFICIENCY DATA:** N/A

**RESOLUTION 2024-7**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) STATE REVOLVING FUND (SRF), RESOLUTION OF THE AUTHORIZATION AND ASSURANCES TO MAKE APPLICATION FOR FUNDING FOR WATER AND SEWER FACILITY IMPROVEMENTS, EFFECTIVE THIS DATE**

**WHEREAS**, Florida Statutes provide for loans to local government agencies to finance the construction of water and sewer facilities; and Florida Administrative Code requires the formal authorization and assurances by Town Council to formally apply for funding through the State Revolving Fund (SRF) in accordance with the following:

(1) **AUTHORIZATION.** Provide an authorizing resolution of the Applicant's governing body or other evidence of authorization (Attachment # A) for the following:

(a) Pledging revenues to repay the loan. This in accordance with the FDEP Final Agency Action:

**i. Clean Water SRF Priority List**

**a. SAHFI CWSRF IUP and Priority List – Whereby, EXHIBIT B, Page 1, authorizes the Town of Eatonville, Florida \$19,823,317 with 100% principal forgiveness.**

**ii. Drinking Water SRF Priority List**

**a. SAHFI DWSRF IUP and Priority List – Whereby, EXHIBIT C, Page 1, authorizes the Town of Eatonville, Florida \$14,565,300 with 100% principal forgiveness.**

(b) Designation of the Authorized Representative(s) to file this application, provide assurances, execute the loan agreement, and represent the Applicant in carrying out responsibilities (including that of requesting loan disbursements) under the loan agreement.

(2) **ASSURANCES.** The Applicant agrees to comply with the laws, rules, regulations, policies and conditions relating to the loan for this project. Applicants should seek further information from the Drinking Water State Revolving Fund Program staff as to the applicability of the requirements if the necessity for the assurances is of concern.

Specifically, the Applicant certifies that it has complied, as appropriate, and will comply with the following requirements, as appropriate, in undertaking the Project:

(a) Assurances for capitalization grant projects.



1. Complete all facilities for which funding has been provided.
  2. The Applicant is advised, pursuant to 40 CFR 35 Section 35.3575, that a number of Federal laws, executive orders, and government-wide policies can apply to your project or activity that is receiving Federal financial assistance. The Applicant agrees to read those provisions regarding the application of Federal cross-cutting authorities (cross-cutters) to determine their applicability to your specific project or activity.
- (b) Assurances for other projects. Please note that Florida Statutes are available at <http://www.leg.state.fl.us>. They are also available at the following physical address: Florida Department of State Division of Library and Information Services R.A. Gray Building 500 South Bronough Street Tallahassee, Florida 32399-0250.
1. Chapter 161, Part I, F.S., "Beach and Shore Preservation Act" and Part III, "Coastal Zone Protection Act of 1985" which regulate coastal zone construction and all activities likely to affect the condition of the beaches or shore.
  2. Chapter 163, Part II, F.S., the "Local Government Comprehensive Planning and Land Development Regulation Act" which requires units of local government to establish and implement comprehensive planning programs to control future development.
  3. Chapter 186, F.S., State and Regional Planning, which requires conformance of projects with Regional Plans and the State Comprehensive Plan.
  4. Chapter 253, F.S., "Emergency Archaeological Property Acquisition Act of 1988" which requires protection of archaeological properties of major statewide significance discovered during construction activities. Form Application DW-1 Incorporated in 62-552.430(1)(a), F.A.C. Page 5 of 9 Effective Date March 9, 2022
  5. Chapter 258, Part III, F.S., which requires protection of components or potential components of the national wild and scenic rivers system.
  6. Chapter 267, F.S., the "Florida Historical Resources Act" which requires identification, protection, and preservation of historic properties, archaeological and anthropological sites.
  7. Chapter 287, Part I, F.S., which prohibits parties convicted of public entity crimes or discrimination from participating in State-assisted projects and which requires consideration of the utilization of Minority Business Enterprises in State assisted projects.
  8. Chapter 372, F.S., the Florida Endangered and Threatened Species Act which prohibits the killing or wounding of an endangered, threatened, or special concern species or intentionally destroying their eggs or nest.

9. Chapter 373, Part IV, F.S., Florida Water Resources Act of 1972, which requires that activities on surface waters or wetlands avoid adversely affecting: public health, safety, welfare, or property; conservation of fish and wildlife, including endangered or threatened species or their habitats; navigation or the flow of water; the fishing or recreational values or marine productivity; and significant historical and archaeological resources.

10. Chapter 380, Part I, F.S., Florida Environmental Land and Water Management Act of 1972 as it pertains to regulation of developments and implementation of land and water management policies.

11. Chapter 381, F.S., Public Health, as it pertains to regulation of onsite wastewater systems.

12. Chapter 403, Part I, F.S., Florida Air and Water Pollution Control which requires protection of all waters of the state.

13. Chapter 582, F.S., Soil and Water Conservation Act which requires conformance with Water Management District’s regulations governing the use of land and water resources.

14. Governor’s Executive Order 95-359, which requires State Clearinghouse review of project planning documentation and intergovernmental coordination. (c) Assurances for all projects. The loan recipient certifies that it is not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.

**WHEREAS**, authorization and assurances is required for the Town of Eatonville to make application for the State Revolving Loan Fund Program;

**WHEREAS**, the Town Council of the Town of Eatonville, Florida agrees with the Authorization and Assurances necessary to make application for the State Revolving Loan Fund Program.

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Eatonville, Florida formally approves the submittal of application as written and presented to the City Council on this date;

**SECTION 1. FINDINGS**

The foregoing findings are incorporated herein by reference and made a part hereof.

The Town Manager is hereby designated as the authorized representative to provide the assurances and commitments outlined in the Application.

The Mayor is hereby designated as the authorized representative to execute the SFR Application. The Mayor is authorized to delegate responsibility to appropriate Town Staff to carry out technical, financial, and administrative activities associated with the Application.

**SECTION 2. CONFLICTS**

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

**SECTION 3. SEVERABILITY**

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

**SECTION 5. EFFECTIVE DATE**

This Resolution shall take effect upon its approval and adoption by the Town Council

**APPROVED AND ADOPTION THIS 26<sup>TH</sup> DAY OF MARCH 2024.**

**TOWN COUNCIL  
TOWN OF EATONVILLE, FLORIDA**

\_\_\_\_\_  
**MAYOR (SEAL)**

**ATTEST:**

\_\_\_\_\_  
**Veronica King, Town Clerk (SEAL)**

**APPROVED AS TO FORM AND  
CORRECTNESS:**

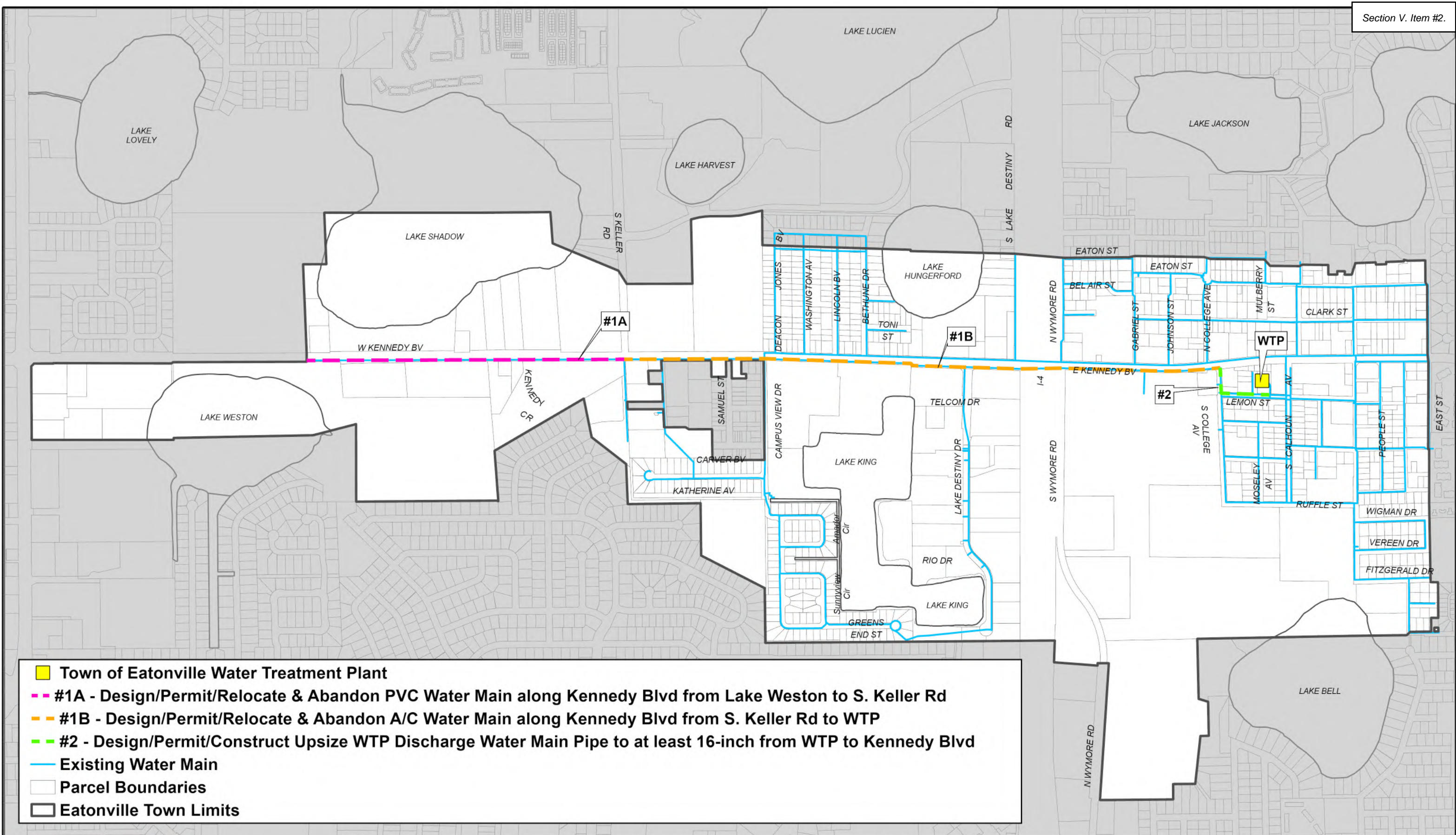
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**Clifford Shepard, Town Attorney**




# **DRINKING WATER SYSTEM IMPROVEMENTS**

## **PHASING PLAN**





- Town of Eatonville Water Treatment Plant
- - - #1A - Design/Permit/Relocate & Abandon PVC Water Main along Kennedy Blvd from Lake Weston to S. Keller Rd
- - - #1B - Design/Permit/Relocate & Abandon A/C Water Main along Kennedy Blvd from S. Keller Rd to WTP
- - - #2 - Design/Permit/Construct Upsize WTP Discharge Water Main Pipe to at least 16-inch from WTP to Kennedy Blvd
- Existing Water Main
- Parcel Boundaries
- Eatonville Town Limits



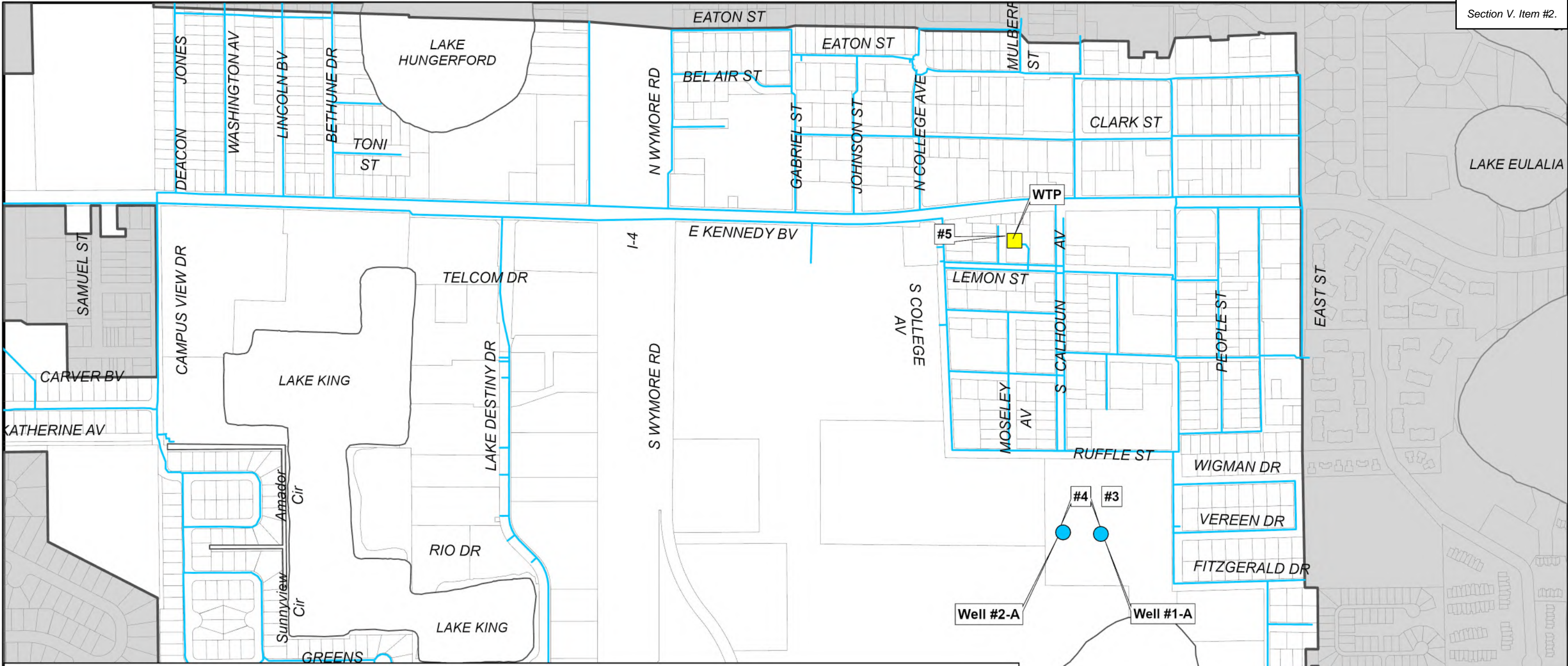
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Date: 1/26/2024
Photo Date: N/A
Project No. E6614
GIS: LEC



TOWN OF EATONVILLE POTABLE WATER SYSTEM RECOMMENDATIONS - PHASE 1

TOWN OF EATONVILLE  
ORANGE COUNTY, FLORIDA





**#3: Modify CUP to meet future potable water demands.**

- #4:**
- Increase existing well pumping rated capacity from 1,000 gpm to 2,300 gpm.
  - Conduct well pump yield step drawdown test.
  - Upsize well pump and motors.

- #5:**
- Design/Construct NEW WTP to Refurbish/Replace Existing WTP.
  - Design/Construct NEW HSP Building (Includes NEW HSPs, chemical feed systems and diesel generator).
  - Design/Construct NEW 0.5-MG GST.

	Town of Eatonville Water Treatment Plant
	Town of Eatonville Well Locations
	Existing Water Main
	Parcel Boundaries
	Eatonville Town Limits



Scale: 1 inch = 500 feet  
 Date: 1/26/2024  
 Photo Date: N/A  
 Project No. E6614  
 GIS: LEC



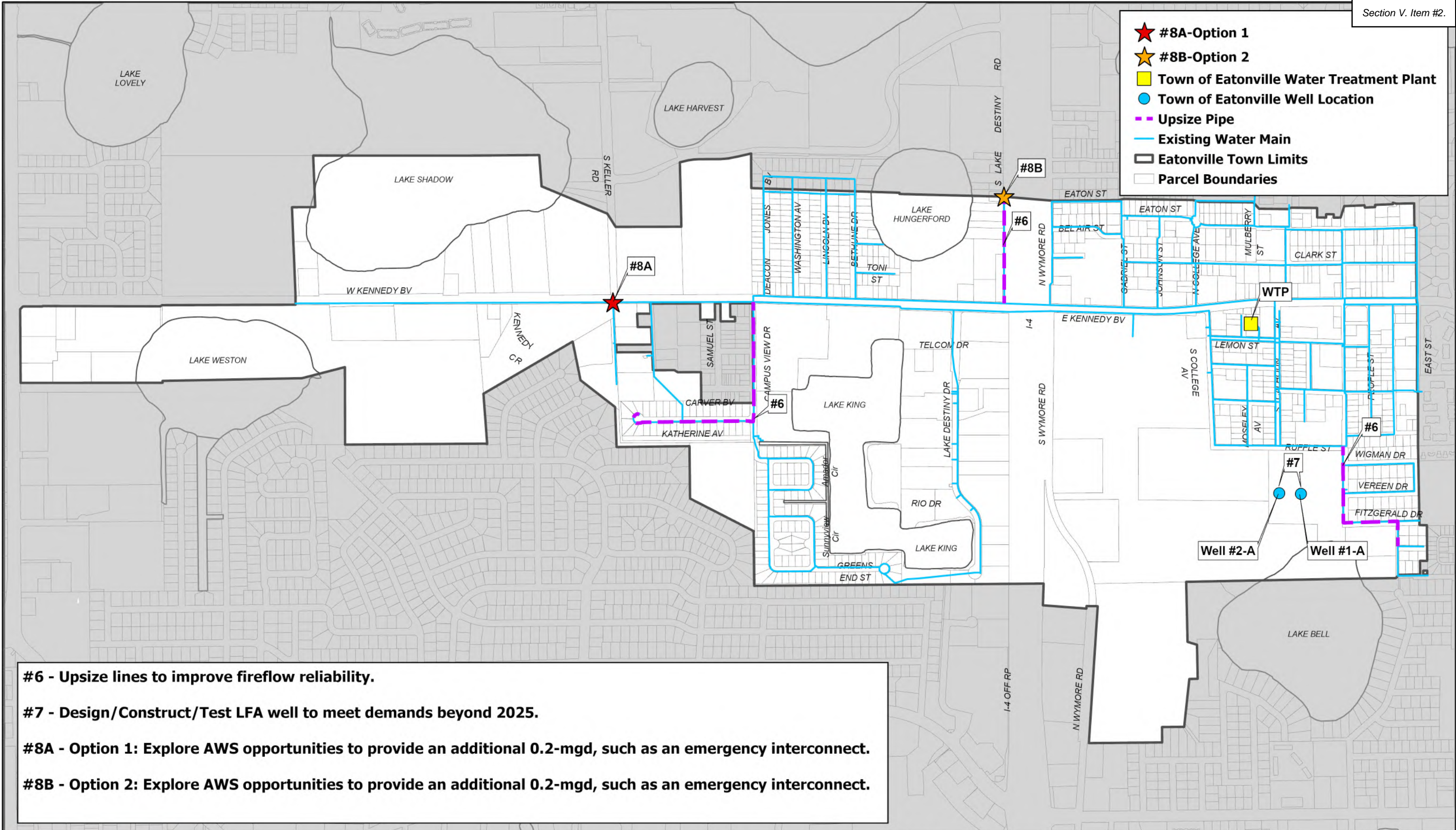
TOWN OF EATONVILLE POTABLE WATER SYSTEM RECOMMENDATIONS - PHASE 2

TOWN OF EATONVILLE  
 ORANGE COUNTY, FLORIDA

**FIGURE 9-2**



- ★ #8A-Option 1
- ★ #8B-Option 2
- Town of Eatonville Water Treatment Plant
- Town of Eatonville Well Location
- - - Upsize Pipe
- Existing Water Main
- Eatonville Town Limits
- Parcel Boundaries



- #6 - Upsize lines to improve fireflow reliability.**
- #7 - Design/Construct/Test LFA well to meet demands beyond 2025.**
- #8A - Option 1: Explore AWS opportunities to provide an additional 0.2-mgd, such as an emergency interconnect.**
- #8B - Option 2: Explore AWS opportunities to provide an additional 0.2-mgd, such as an emergency interconnect.**



Scale: 1 inch = 800 feet  
 Date: 1/26/2024  
 Photo Date: N/A  
 Project No. E6614  
 GIS: LEC

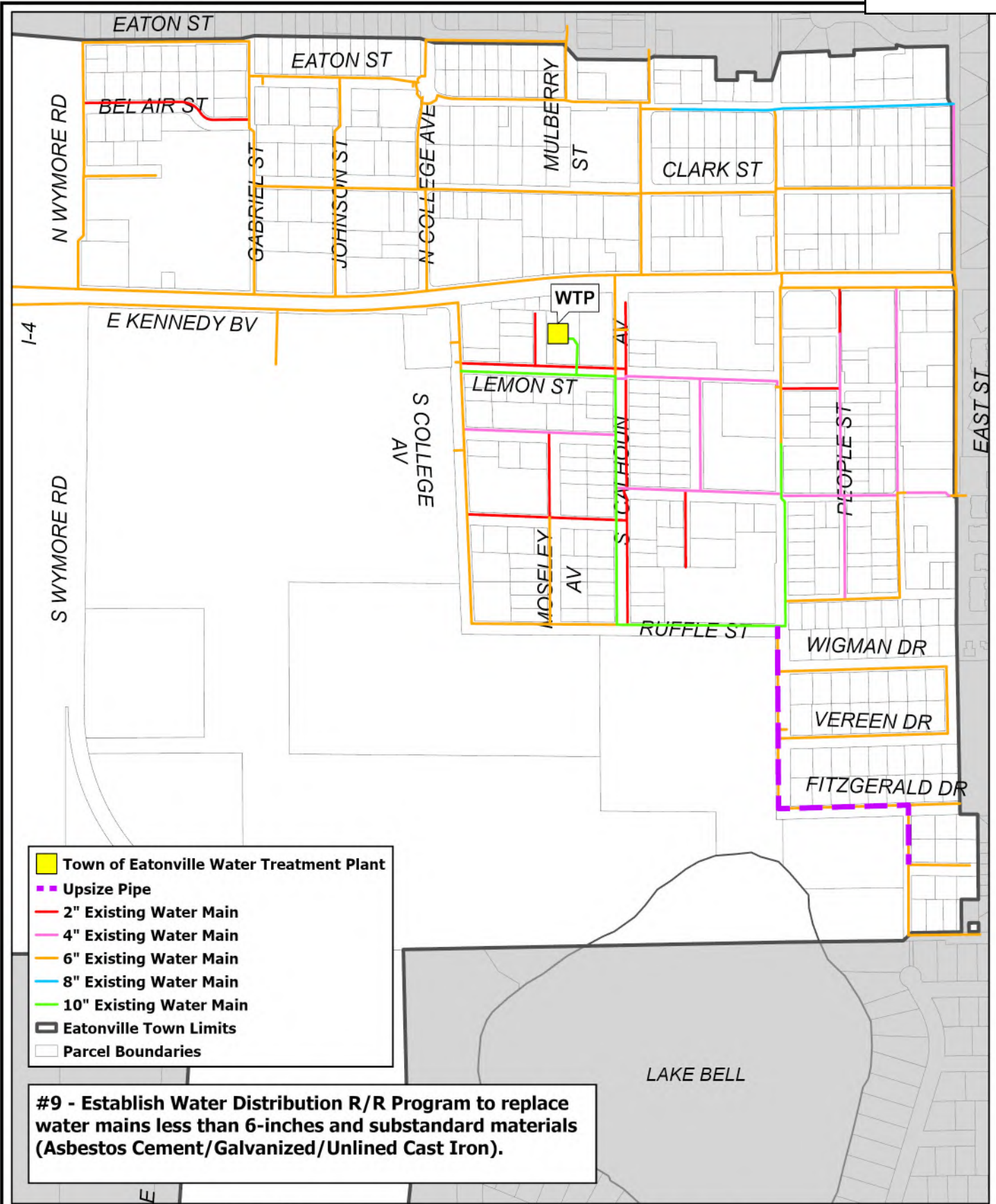


TOWN OF EATONVILLE POTABLE WATER SYSTEM RECOMMENDATIONS - PHASE 3

TOWN OF EATONVILLE  
 ORANGE COUNTY, FLORIDA

**FIGURE 9-3**





- Town of Eatonville Water Treatment Plant
- Upsize Pipe
- 2" Existing Water Main
- 4" Existing Water Main
- 6" Existing Water Main
- 8" Existing Water Main
- 10" Existing Water Main
- Eatonville Town Limits
- Parcel Boundaries

**#9 - Establish Water Distribution R/R Program to replace water mains less than 6-inches and substandard materials (Asbestos Cement/Galvanized/Unlined Cast Iron).**



Scale: 1 inch = 500 feet  
 Date: 1/26/2024  
 Photo Date: N/A  
 Project No. E6614  
 GIS: LEC



TOWN OF EATONVILLE  
 SMALL LINE REPLACEMENT PROGRAM

TOWN OF EATONVILLE  
 ORANGE COUNTY, FLORIDA

**FIGURE  
 9-4**





**CLEAN WATER SYSTEM  
(Sanitary Sewer)  
IMPROVEMENTS  
  
PHASING PLAN**

## 4.5 Collection System Evaluation

The overall collection system appears to be operating as intended; however, there are known areas of concern. As detailed in the 2021 Sanitary Sewer Evaluation the following two (2) areas of the collection system are severely deteriorated (**Appendix B**).

1. **Lake Lovely Project Area (Figure 4-4)** – The primary issue in the Lake Lovely Project Area is significant root growth into the pipes and lateral lines, which causes blockage and significant I/I. Manhole 437 (MH-437) near the intersection of W. Kennedy Blvd. and Deacon Jones Blvd. collapsed and the Town did not replace the manhole. The repair work to MH-437 is temporary and could cause public safety issues and concerns.
2. **Eastern Project Area (Figure 4-5)** – The primary issue in the Eastern Project Area is aging vitrified clay pipes partially broken or extensive cracks and fractures. The area is also experiencing blockage and I/I from root growth within the pipe joints and service laterals. Additionally, sags along the gravity sewer system are disrupting proper flow and causing slopes less than the minimum design standard slope.

The Town has recently repaired and replaced the Campus View sanitary sewer system which is in a flood prone area as identified in the FEMA Flood map (**Figure 2-4**, presented previously).

### 4.5.1 Infiltration/Inflow Study/Plan and Implementation Program

The Town has experience some “Infiltration/Inflow” (I/I) during periods of heavy rain. I/I is common in collection/transmissions systems that contain older gravity sewer systems, comprised of vitrified clay pipe (VCP). Periods of heavy flow can cause operational difficulties.

Specifically, *infiltration* occurs when groundwater enters the existing sewer lines because of material and/or joint degradation and deterioration, as well as when sewer lines are poorly designed, constructed and/or maintained. *Inflow* occurs when rainfall enters the sewer system through direct connections such as roof drains, yard drains, open cleanouts, pick holes in manhole covers and frame seals or indirect connections with storm sewers.

FIGURE 4-4: Suggested Lake Lovely Service Area Repair and Replacement

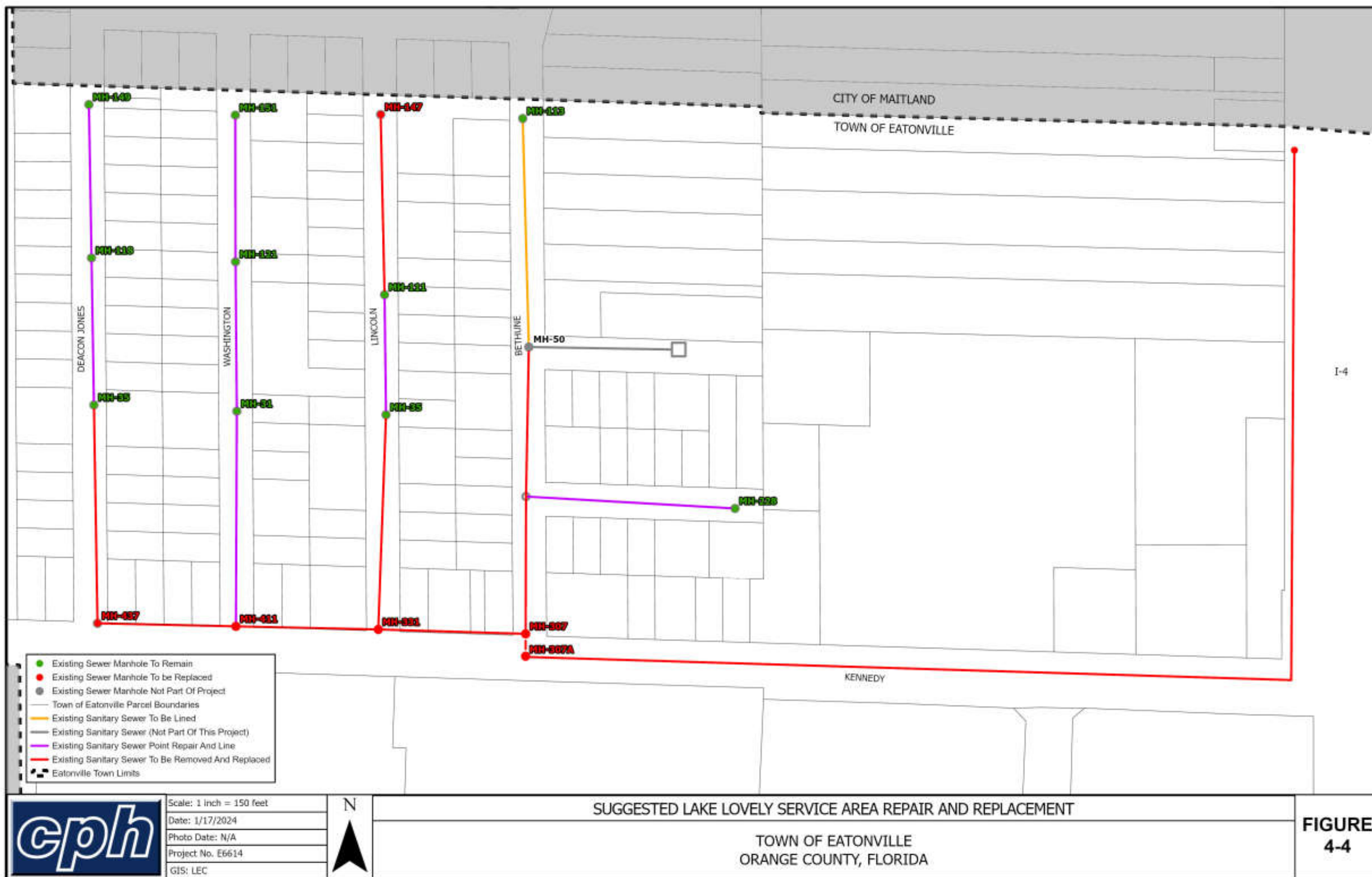
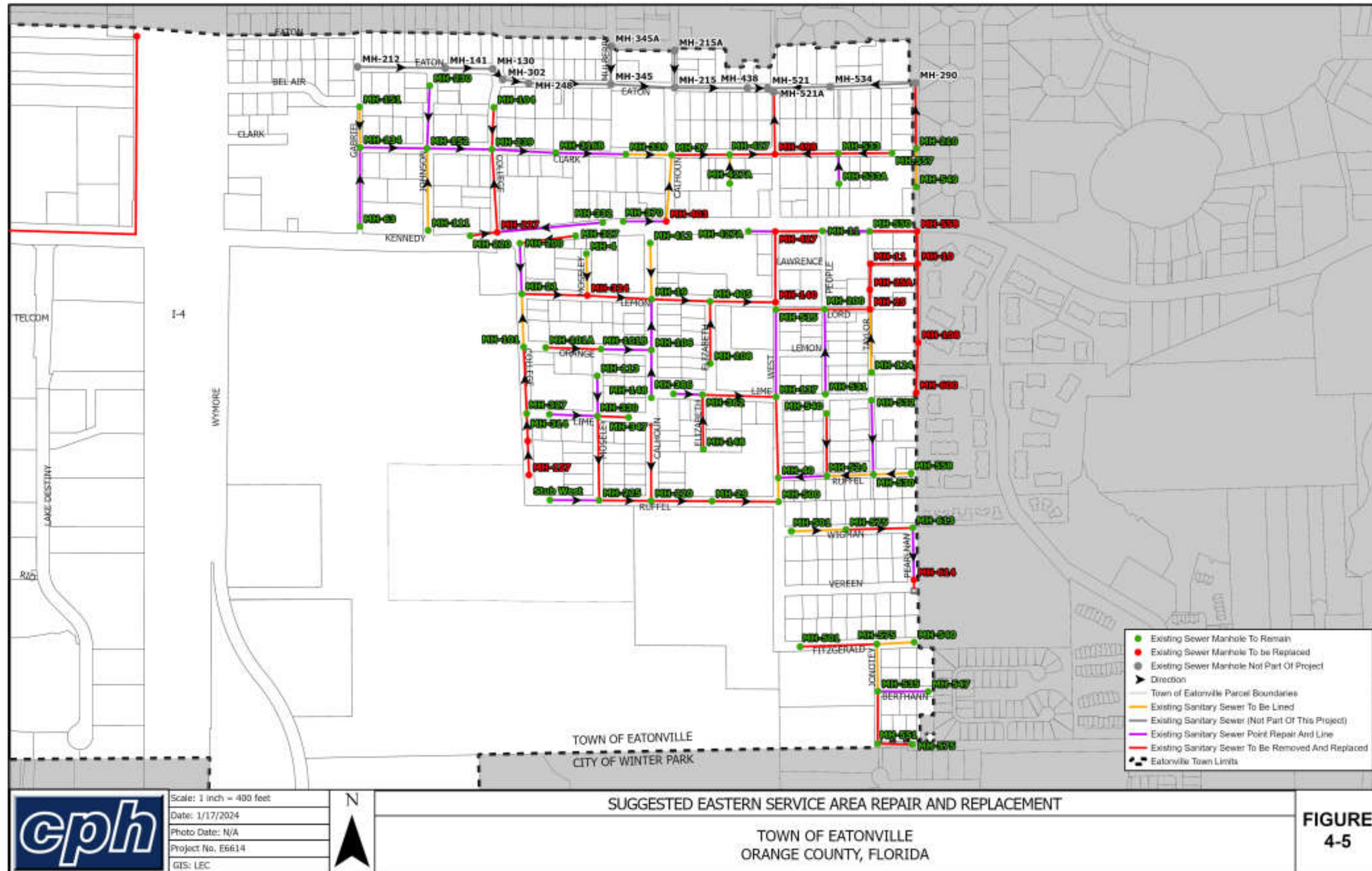


FIGURE 4-5: Suggested Eastern Service Area Repair and Replacement





Extraneous water from I/I sources reduces capacity and capability of sewer systems and treatment facilities to transport and treat domestic wastewaters. During periods of high groundwater and large or sudden storm events, I/I entering the system may cause sewer surcharging, with potential of wastewater backups into homes and businesses.

Localized overflows of untreated sewage and inadequate treatment at treatment facilities cause an increase in the cost of operating the collection and treatment systems, and adversely impact public health, welfare and the environment.

The control of I/I by sewer system rehabilitation and an on-going operations and maintenance program to identify areas of concern is essential to protect the Town's investment in the sewer collection/transmission systems and the Wholesale Sewer Agreement with Altamonte Springs.

The Town's collection sub-systems are designed to handle a quantified volume of flow. Significant damage can occur if collection systems are forced to transport larger volumes than the systems are designed to handle. I/I can contribute considerably to increased volumes, placing an unnecessary burden on collection system and lift station facilities.

Without monitoring, systems with I/I challenges may encounter problems such as sewer backups, flooding, collapsed streets, and contamination of nearby water resources. Problems can lead to fines by the State and Federal government, increased facility operating costs due to the need for additional run time for pumps and pump stations, as well as increased costs for energy, maintenance, and repair.

Additionally, sanitary sewer overflows (SSOs) can occur when wastewater flow volumes exceed the design capacity of the collection/transmission systems. Monitoring and correcting SSOs can be very costly. Therefore, periodic I/I evaluations are highly recommended as a preventative measure to identify potential and probable problem areas.

The Town has made repairs to parts of the system and has replaced the Campus View Sewer Service Area that have known to have I&I issues. However, the Town should continue to evaluate the collection system and develop an I/I Study to initiate a "repair and replacement" (R&R) program to solve issues in the areas of concern. An I/I study is intended to supplement and strengthen what the Town currently performs related to I/I issues. The I/I study should include at a minimum the following:

1. **Televising Lines** - The Town can determine where groundwater and stormwater is entering the sanitary sewer system by televising lines during rainfall events or when high groundwater conditions exist. Also, evidence of infiltration, such as mineral deposits and staining is commonly evident on the video inspections. Televising lines is also an effective method of locating illegal connections.
2. **Manhole Inspections** - The Town should visually inspect manholes for signs of infiltration from the cover, walls, joints, and pipe connections. Manhole inspections should be conducted on a routine basis.
3. **Smoke Testing** - Smoke testing is an effective method for locating I/I areas of concern. Smoke is blown into the system and escapes through openings in the system. The escaping smoke will identify leaks in pipes and illegal connections to the system. **Notify residents when conducting smoke testing, because of the potential for smoke to enter residences.**
4. **Dye Testing** - Dye testing is an effective method for testing for inflow problems. Dye is poured into storm water locations such as drain tiles and sump pumps. If the dye ends up in the sanitary sewer system, there is an improper connection to the system. **Because of privacy concerns, the Town should consult the Town attorney before conducting dye testing.**
5. **Home Inspections** - Home inspections are a good way to determine whether residents are illegally connected to the sanitary sewer system. In order to establish such an inspection program, the Town sewer ordinance should contain a provision requiring residents to submit to an inspection by (1) a qualified Town representative; or (2) a licensed plumber of the resident's choosing when applying for building permits. The Town could assess a service fee to residents refusing to allow the inspection and/or neglecting to fix the illegal connection. **Because of privacy concerns, the Town should consult the Town attorney prior to conducting home-to-home inspections.**
6. **Repair and Replace (R&R) Infrastructure** – Develop a schedule for repairing and replacing sewer lines and manholes that have infiltration problems. Repair of infrastructure may be accomplished through slip lining, spot repairs or replacement. The Town's R&R schedule should prioritize repair and replacement activities, considering the Town's budget, areas of concern, and equipment and manpower limitations.

7. **Notify and Educate the Public** - Notify and educate the public about I/I issues and the steps the Town is taking to address the issues. Residents can be educated about I/I reduction efforts through mailings included with utility bills, newspaper announcements, and on the Town's web site. Informed residents will understand the nature and impact of I/I challenges and therefore be more likely to voluntarily correct illegal connections and consent to Town inspections.
8. **Reporting** – Develop a summary report of the work done to identify problems; as well as the actual work performed to eliminate I/I challenges should be prepared and kept on file at Town Hall, in case inspections are done by the regulatory agencies, or questions are asked by the media. The summary report should include:
  - a. A map that identifies the areas of investigation for the year; as well as the corrective actions taken to rectify deficiencies.
  - b. A map to show the anticipated areas for upcoming investigations.
  - c. A calculation of the estimated I/I volumes corrected and compared to billed and treated flows.
  - d. A summary of the expenditures for I/I related investigations and corrective measures taken for the year.
  - e. A summary of identified illegal or identified unauthorized connections to the Town's systems.
  - f. A summary of known overflows and the determined cause for the overflow.

Town staff should implement an I/I study by first cleaning and then conducting video inspections in older parts of the collection system to determine the areas that are compromised by roots growing through the sewer mains and/or pipe settlement causing cracks or joint separation. The inspections should include providing an inventory of brick laid manholes, because brick laid manholes contribute significantly to I/I conditions.

Once the information has been gathered on the areas of the collection system that need repair or replacement, then the R&R program should be developed and budgeted. The R&R program should have a 5-year completion period, or less, depending on the length of gravity pipe needing work, the number of manholes needing improvement, and the Town's finances to budget such work. The areas

## 4.0 Existing Wastewater System Overview

where problems are located, type of pipe failure, and the associated cost would dictate the repair method selected. There are several in-situ methods available in repairing/replacing defective gravity mains, such as the pipe bursting method, and pipe lining.

### 4.5.2 Manholes

Older manholes, especially manholes made of brick, can develop cracks leading to infiltration. Additionally, manholes receiving force main discharge can deteriorate by erosion from hydrogen sulfide (H<sub>2</sub>S) gas. Review of existing system maps indicate there are three (3) manholes that receive force main discharges. The manholes should be checked to assess condition and be quickly repaired, if needed.

To repair compromised manholes, either fiberglass inserts or a “spray on” lining can be used, with both methods having a 50-year life expectancy. **Figure 4-6** presents an Orange County standard manhole detail. The standard manhole detail should include a note stating that manholes receiving force main discharge shall be lined with a fiberglass or high-density polyethylene (HDPE) liner, coated with a corrosion-resistant coating or provided with a waterproofing concrete admix.

### 4.5.3 Gravity Sewer Main and Manhole Design Factors

Design criteria for gravity sewer main and manholes are based on requirements of the FDEP Chapter 62-604, Florida Administrative Code (F.A.C.) as reference in “*Ten-States Standards – Recommended Standards for Wastewater Facilities*”. Key design factors are as follows:

- a. Gravity Sewer Material = Polyvinylchloride (PVC) meeting ASTM D3034 – Type PSM PVC Sewer Pipe and Fittings.
- b. Minimum Pipe Diameter = 8 inches
- c. Minimum Slope = 0.40%, for a velocity of 2.0 feet per second (FPS).
- d. Maximum Velocity = 15 fps.
- e. Manholes will be precast concrete meeting ASTM C478 with a minimum diameter of 48 inches with minimum access diameter if 22 inches.
- f. Maximum Manhole Spacing = 400 feet.





**WATER AND SEWER  
CAPITAL IMPROVEMENTS  
BUDGET**

**Town of Eatonville  
Water Supply Plan  
TABLE 4-1 Suggested 5-yr CIP**

CIP #	PARAMETER	Priority	Length	Upgrade/Size	LOS Impact	Funded (Yes/No)	Funding Source	Status	Original Funding Request	Project Costs	Fiscal Year						
											FY2023/24 Requested	FY2024/25 Proposed	FY2025/26 Proposed	FY2026/27 Proposed	FY2027/28 Proposed	FY2028 to 2033 Proposed	
<b>POTABLE WATER (PW)</b>																	
PW-1A	Design/Permit/Relocation of PVC pipe from Lake Weston to S. Keller.	1	2,700	12-inch	Improve System Reliability	No	Repair/Replacement		N/A	\$ 932,000	\$ 122,000	\$ 810,000					
PW-1B	Design/Permit/Relocation and Abandonment of A/C pipe from S. Keller to WTP.	1	5,850	12-inch	Improve System Reliability	No	DEO Grant	Pending	\$ 2,504,701	\$ 2,019,000	\$ 264,000	\$ 1,755,000					
PW-2	Upsize WTP discharge water main pipe to at least 16-inch PVC from WTP to Kennedy Blvd.	1	710	16-inch	Improve System Reliability	No	Impact Fees		N/A	\$ 213,000			213,000				
PW-3	Modify CUP to meet future potable water demands.	2			Increase Capacity	No	DEO Grant	Pending	\$ 125,757	\$ 75,000		\$ 75,000					
PW-4A	Conduct well pump yield step drawdown test.	2			Increase Capacity	No	DEO Grant	Pending	\$ 261,472	\$ 50,000		\$ 50,000					
PW-4B	Upsize well pump and motors.	2			Increase Capacity	No	DEO Grant	Pending	\$ 200,000	\$ 150,000		\$ 150,000					
PW-5A	Construct new 500,000-gallon GST to meet fire storage requirements. Include demonstration of 4-log virus inactivation CT disinfection calculations to increase consumer confidence.	2		0.5-MG	Increase Capacity	No	DEO Grant	Pending	\$ 1,465,334	\$ 1,150,000		\$ 150,000	\$ 1,000,000				
PW-5B	Construct new WTP operations building to include new HSPs, chemical feed systems and diesel generator.	2			Improve System Reliability	No	DEO Grant	Pending	\$ 1,224,655	\$ 4,650,000	\$ 25,000	\$ 25,000	\$ 600,000	\$ 4,000,000			
PW-6	Upsize selected water mains to at least 8-inch PVC to meet fireflow reliability.	3	4,400	8-inch	Improve System Reliability	No	Repair/Replacement		N/A	\$ 1,518,000		\$ 198,000	\$ 1,320,000				
PW-7	Design/Permit/Construct/Test LFA well to serve as AWS to meet demands beyond 2025.	3	1,000	1500 gpm	Increase Capacity	No	Impact Fees		N/A	\$ 2,000,000					\$ 2,000,000		
PW-8	Coordinate with City of Maitland to establish emergency interconnections.	3			Improve System Reliability	No	Impact Fees		N/A	\$ 25,000					\$ 25,000		
PW-9	Establish water distribution R/R program to replace water mains less than 6-inch and substandard materials (Asbestos Cement/Galvanized/Unlined Cast Iron).	4			Improve System Reliability	No	Repair/Replacement		N/A	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000		
<b>SUBTOTAL - Potable Water</b>										<b>\$ 5,781,919</b>	<b>\$ 13,782,000</b>	<b>\$ 511,000</b>	<b>\$ 2,690,000</b>	<b>\$ 936,000</b>	<b>\$ 3,020,000</b>	<b>\$ 4,100,000</b>	<b>\$ 2,525,000</b>
<b>WASTEWATER</b>																	
WW-01	Upgrade Vereen Lift Station	1			Improve System Reliability	No	Stag Grant	Pending NEPA	\$ 665,000	\$ 759,000	\$ 94,000	\$ 332,500	\$ 332,500				
WW-02	Survey/Design/Construct Lining/Point Repair/Partial Replacement - Lake Lovely Service Area	2			Reduce I&I	No	SRF Grant 90% Forgiveness	Pending FDEP Revised WW Facilities Plan	N/A	\$ 3,560,000	\$ 222,000	\$ 1,669,000	\$ 1,669,000				
WW-03	Survey/Design/Construct Lining/Point Repair/Partial Replacement - Eastern Service Area	3			Reduce I&I	No	SRF Grant 90% Forgiveness	Pending FDEP Revised WW Facilities Plan	N/A	\$ 13,658,000		\$ 854,000	\$ 4,268,000	\$ 4,268,000	\$ 4,268,000		
WW-04	Permit/Design/Construct New Wastewater Treatment Facility for Public Access Reuse	3		0.4-MGD	Improve System Reliability	No	Impact Fees		N/A	\$ 18,400,000				\$ 2,400,000	\$ 16,000,000		
<b>SUBTOTAL - Wastewater</b>										<b>\$ 665,000</b>	<b>\$ 36,377,000</b>	<b>\$ 316,000</b>	<b>\$ 2,855,500</b>	<b>\$ 6,269,500</b>	<b>\$ 4,268,000</b>	<b>\$ 6,668,000</b>	<b>\$ 16,000,000</b>
<b>MISCELLANEOUS (MS)</b>																	
MS-01	Renewal & Replacement	0			Improved Service	No	Repair/Replacement		N/A	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000		
MS-02	Conduct Water/Wastewater Impact Fee & Rate Study	0				Yes	FRWA		N/A	\$ 25,000	\$ 25,000						
MS-03	Refurbish Existing 0.2-MG EST	1				Yes	Repair/Replacement	Agreement Issued Feb 15, 2022	N/A	\$ 429,667	\$ 83,606	\$ 83,606	\$ 83,606	\$ 83,606	\$ 11,637		
<b>SUBTOTAL - Miscellaneous</b>										<b>\$ -</b>	<b>\$ 1,454,667</b>	<b>\$ 208,606</b>	<b>\$ 183,606</b>	<b>\$ 183,606</b>	<b>\$ 183,606</b>	<b>\$ 183,606</b>	<b>\$ 511,637</b>
<b>Capital Outlay (CO)</b>																	
CO-01	Vehicle Replacement/Repair	0				Yes	Repair/Replacement		N/A	\$ 400,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000		
CO-02	Install New AMI Water Meters @ Commercial Properties	0				Yes	Repair/Replacement	Agreement Issued _____	N/A	\$ 133,000	\$ 133,000				\$ -		
<b>SUBTOTAL - Capital Outlay</b>										<b>\$ -</b>	<b>\$ 533,000</b>	<b>\$ 173,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 200,000</b>
<b>FISCAL YEAR TOTALS</b>										<b>\$ 6,446,919</b>	<b>\$ 52,146,667</b>	<b>\$ 1,208,606</b>	<b>\$ 5,769,106</b>	<b>\$ 7,429,106</b>	<b>\$ 7,511,606</b>	<b>\$ 10,991,606</b>	<b>\$ 19,236,637</b>
		<b>Priority</b>															
		0 In Progress 0 - 1 yrs.															
		1 Immediate 1 - 3 yrs.															
		2 Near-Term 3 - 5 yrs.															
		3 Long-Term Beyond 5 yrs.															



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## TOWN COUNCIL MEETING

### MARCH 26, 2024, AT 07:30 PM

### Cover Sheet

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

**ITEM TITLE:** Approval of the Town of Eatonville Wholesale Sewer Service Agreement With City of Altamonte Springs (**Public Works**)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department:</b> PUBLIC WORKS DEPARTMENT
<b>PUBLIC HEARING 1<sup>ST</sup> / 2<sup>ND</sup> READING</b>		<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• Wholesale Sewer Service Agreement</li> <li><b>**Refer to the workshop support documents**</b></li> </ul>
<b>CONSENT AGENDA</b>	YES	
<b>COUNCIL DECISION</b>		
<b>ADMINISTRATIVE</b>		

**REQUEST:** For the Town Council to approve the Wholesale Sewer Service Agreement with the City of Altamonte Springs, Florida.

**SUMMARY:** This agreement replaces all prior sewer treatment agreements between Eatonville and Altamonte Springs. The current agreement relies on a fixed monthly volume for billing, but the new agreement will use actual wastewater flow measured at Eatonville's lift station. This aims for more accurate billing.

Eatonville has approved for construction new development that will send additional wastewater flows to the Altamonte Springs system that may exceed the current baseline billing flow of 252,893 gpd and Altamonte Springs desires to be compensated for the extra flows; The agreement sets a limit of 600,000 gallons per day (gpd) with a surcharge for exceeding that limit.

The agreement aims to benefit both parties: Altamonte Springs will receive more accurate billing and accommodate Eatonville's growth, while Eatonville will receive wastewater treatment and disposal services for its existing and future customers in a designated area.

**RECOMMENDATION:** The Administration is recommending the Town Council approve the updated Wholesale Sewer Service Agreement with the City of Altamonte Springs, Florida.

**FISCAL & EFFICIENCY DATA:** Current the FY 2023-24 Budget has a reoccurring contractual services budget line-item 400-0536-536-3410.



**HISTORIC TOWN OF EATONVILLE, FLORIDA**  
**TOWN COUNCIL MEETING**  
**MARCH 26, 2024, 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 Approval/Confirmation of Orange County CRA Board Selection/Appointment (**Administration**)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department: ADMINISTRATION</b>
<b>PUBLIC HEARING 1<sup>ST</sup> / 2<sup>ND</sup> READING</b>		<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• Resolution 2024-5</li> <li>• Letter of Appointment</li> <li>• Resume</li> <li>• Application</li> </ul>
<b>CONSENT AGENDA</b>	YES	
<b>COUNCIL DECISION</b>		
<b>ADMINISTRATIVE</b>		

**REQUEST:** Respectfully request Approval of Approval/Confirmation of Orange County CRA Board Selection/Appointment of Donovan Williams.

**SUMMARY:** On March 5, 2024, the Orange County Board of County Commissioners took official action to appoint Donovan Williams to succeed Leviticus Henderson on the Town of Eatonville Community Redevelopment Agency with a term expiring June 30, 2028. Mr. Williams' resume is enclosed for your information. Resolution 2024-5 is being presented to confirm Mr. Donovan Williams as board member of the Community Redevelopment Agency.

**RECOMMENDATION:** The Administration is recommending the Town Council Approval/Confirmation of Orange County CRA Board Selection/Appointment of Donovan Williams.

**FISCAL & EFFICIENCY DATA:** N/A

**RESOLUTION# 2024-5**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA AUTHORIZING THE APPOINTMENT OF DONOVAN WILLIAMS TO THE COMMUNITY REDEVELOPMENT AGENCY BOARD OF DIRECTORS PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council wishes to appoint one (1) Director to the Community Redevelopment Agency Board of Directors; and

**WHEREAS**, the recommendation of Commissioner Christine Moore to the Community Redevelopment Agency Board of Director's is Donovan Williams.

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

**SECTION ONE:** That the individual listed below is appointed to the Community Redevelopment Agency Board of Directors.

**DONOVAN WILLIAMS**

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

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

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

**PASSED AND ADOPTED this 26<sup>th</sup> day of March 2024.**

ATTEST:

\_\_\_\_\_  
Angie Gardner, Mayor

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



AGENDA DEVELOPMENT OFFICE

201 South Rosalind Avenue ■ Reply To: Post Office Box 1393 ■ Orlando, Florida 32802-1393  
407-836-5426 ■ Fax: 407-836-2899 ■ www.orangecountyfl.net

Section V. Item #4.

March 5, 2024

The Honorable Angie Gardner  
Mayor, Town of Eatonville  
307 East Kennedy Boulevard  
Eatonville, Florida 32751

Dear Mayor Gardner:

On March 5, 2024, the Orange County Board of County Commissioners took official action to appoint Donovan Williams to succeed Leviticus Henderson on the Town of Eatonville Community Redevelopment Agency with a term expiring June 30, 2028. Mr. Williams' resume is enclosed for your information.

Please contact me should you require any further information.

Sincerely,

A handwritten signature in blue ink that reads "Cheryl J. Gillespie".

Cheryl J. Gillespie  
Supervisor

Enclosure

- cc: Commissioner Christine Moore, District 2 (w/out enclosure)
- Donovan Williams, Member, Town of Eatonville Community Redevelopment Agency (w/out enclosure)
- Cathlene A. Williams, Town Clerk, Town of Eatonville (w/enclosure)
- Alberto Vargas, Manager, Planning Division (w/out enclosure)

# Donovan Williams

Phone number: 407-467-2005

Email address: [donovanwilliams0312@gmail.com](mailto:donovanwilliams0312@gmail.com)

**Summary** Looking to help facilitate growth and understanding within the Town of Eatonville's community.

## Skills:

- Customer Service
- Excellent Communication
- Team Leadership
- Relationship Building
- Attention to Detail

## Experience

Retail Manager, 3D Tire Company, Inc 1997-Present Orlando, FL

- In charge of daily retail operations
- Understand vehicle concerns from customers accurately and in a timely manner
- Collaborate with staff daily to ensure efficiency within the retail operations
- Establish rapport with customers by providing excellent customer service

Solna Vikings, Stockholm Sweden, Professional Basketball Player 1996-97

- Trained daily to perform and maintain a high level of excellence
- Help team make the Swedish Basket League Playoffs
- Led team in scoring and assists
- Goodwill ambassador for the sport of basketball in Stockholm

# Education

High School Diploma

Edgewater High School 1991

Bachelor of Arts degree

Business, Pennsylvania State University, May 1996

# Activities and Honors

- Former CRA Board President, board member
- Former Youth Basketball Coach
- Former Eatonville Mainstreet Board President
- Proud Husband and Father



# TOWN OF EATONVILLE, FLORIDA



## BOARD APPOINTMENT INFORMATION FORM

APPLICATION FOR: CRA Board

The Town Council of the Town of Eatonville is seeking citizens to serve on duly constituted Town Boards and Commission which have been established to assist and advise the Town Council on specific matters for consideration which have been assigned to the respective Commission/Boards. Please complete this application and attach a brief resume or any additional information which you feel will assist the Town Council in their selection. The application should be typed or clearly printed and filed with the Town Clerk.

- 1. Name: Donovan Williams Home Phone: (407) 467-2025
- 2. Address: \_\_\_\_\_
- 3. Are you employed by the Town? Yes \_\_\_\_\_ No:
- 4. Business Address: 538 W. Kennecoy Blvd Orlando 32810
- 5. Business Phone: (407) 875-3399 email: donovanwilliams0312@gmail.com
- 6. Brief Resume' of Education and Experience: See attached
- 7. Are you a Resident of the Town? Yes: \_\_\_\_\_ No:
- 8. Are you a Registered Voter? Yes:  No: \_\_\_\_\_

MEMBERSHIP IN THE COMMUNITY ORGANIZATONS OR PROFESSIONAL GROUP: \_\_\_\_\_

- 9. Have you previously served on a Town Board? Yes:  No: \_\_\_\_\_
- 10. Please indicate other Town Council and/or Boards for which you wish to be considered for appointment by the Town Council: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate briefly why you would like to be appointed to serve on a Board or Committee: \_\_\_\_\_  
\_\_\_\_\_

Do you attend Council meetings on a regular basis? Yes: \_\_\_\_\_ No:

Thank you for your interest in serving the Historic Town of Eatonville. Please indicate below your first, second and third preference below. Please carefully consider your obligations before choosing which board you would like to serve. A description of each board is included in this application. Please note that in

addition to the regular scheduled board meetings, members may be required to attend training, work sessions, and joint meeting.

\_\_\_\_\_ Nuisance Abatement Board  
\_\_\_\_\_ Board of Adjustment  
\_\_\_\_\_ Code Enforcement Board  
\_\_\_\_\_ CRA Advisory Committee

\_\_\_\_\_ Planning Board  
\_\_\_\_\_ Historic Preservation Board  
\_\_\_\_\_ Arts Advisory Committee

Would you be interested in serving on a Special Events Committee? \_\_\_\_\_ Yes  No

I am aware of the meeting dates and time of the Board/Committee I have applied and if appointed. I agree to serve on the Board/Committee which I have applied or would consider an alternate appointment to a second or third service preference.

Completed applications should be returned to the Office of the Town Clerk, P.O. Box 2163, Eatonville, Florida 32751

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT.

Signature of Applicant:  Date: 02/06/24

**For Office Use Only**

APPOINTED to: \_\_\_\_\_ Date Appointed: \_\_\_\_\_  
Term Expires: \_\_\_\_\_

All Boards must function in accordance with Florida Laws regarding **GOVERNMENT IN THE SUNSHINE**.



**HISTORIC TOWN OF EATONVILLE, FLORIDA**  
**TOWN COUNCIL MEETING**  
**MARCH 26, 2024, 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 Resolution #2024-6 Re-appointment of Board Member To The Eatonville Police Officers Retirement Trust Board (Police/Clerk Office)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department:</b> POLICE/CLERK OFFICE
<b>PUBLIC HEARING 1<sup>ST</sup> / 2<sup>ND</sup> READING</b>		<b>Exhibits:</b> <ul style="list-style-type: none"> <li>Resolution 2024-6</li> </ul>
<b>CONSENT AGENDA</b>	YES	
<b>COUNCIL DECISION</b>		
<b>ADMINISTRATIVE</b>		

**REQUEST:** Respectfully request of Resolution #2024-6 Re-appointing Eddis Dexter The Eatonville Police Officers Retirement Trust Board.

**SUMMARY:** According to Florida Statutes Chapter 185, the Membership of the Board of Trustees for Chapter plans consist of five (5) members, (A) two (2) of whom unless otherwise prohibited by law, must be Legal Residents of the Municipality and must be appointed by the legislative body of the municipality for a two (2) year staggered term, and (B) two (2) of whom must be police officers as defined in Statute who are elected by a majority of the active police officers who are members of such plan.

The Town Council desires re-appoint of Eddis Dexter to the Eatonville Police Officers Pension Board; shall be re-appointed for a two (2) year period.

**RECOMMENDATION:** The Administration is recommending the Town Council Approval of Resolution #2024-6 Re-appointing Eddis Dexter The Eatonville Police Officers Retirement Trust Board.

**FISCAL & EFFICIENCY DATA:** N/A

**RESOLUTION #2024-6**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA TOWN COUNCIL TO APPROVE RE-APPOINTMENT OF EDDIS DEXTER TO THE EATONVILLE POLICE OFFICERS RETIREMENT TRUST BOARD, FOR A TWO (2) YEAR TERM, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

**WHEREAS**, According to Florida Statutes Chapter 185, the Membership of the Board of Trustees for Chapter plans consist of five (5) members, (A) two (2) of whom unless otherwise prohibited by law, must be Legal Residents of the Municipality and must be appointed by the legislative body of the municipality for a two (2) year staggered term, and (B) two (2) of whom must be police officers as defined in Statute who are elected by a majority of the active police officers who are members of such plan.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, ORANGE COUNTY, FLORIDA AS FOLLOWS:**

**SECTION ONE:** the Town Council re-appoint Eddis Dexter to the Eatonville Police Officers Pension Board; one (1) member shall be re-appointed for a two (2) year period.

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

**SECTION THREE: SEVERABILITY:** If any section or portion of a section of this Resolution is found to be invalid, unlawful or unconstitutional, it shall be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

**SECTION FOUR: EFFECTIVE DATE:** This Resolution will take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED this 26<sup>th</sup> day of March, 2024.**

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**Angie Gardner, Mayor**

**ATTEST:**

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



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## TOWN COUNCIL MEETING

MARCH 26, 2024, 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 A Public Record Request Management Tool  
(Clerk’s Office)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department:</b> Legislation (Clerk Office)
<b>INTRODUCTIONS</b>		<b>Exhibits:</b> <ul style="list-style-type: none"> <li>• Next Request <b>**Recommended with social archive**</b></li> <li>• JustFOIA</li> <li>• Granicus</li> </ul>
<b>CONSENT AGENDA</b>		
<b>COUNCIL DECISION</b>	YES	
<b>ADMINISTRATIVE</b>		

**REQUEST:** For Town Council to approve a Public Record Request Management Tool.

**SUMMARY:** A Public Record Request Management Software Tool was presented to Town Council during the 2023-2024 Budget Review in July/September 2023. It was approved in October 2024 by the Town Council as part of the FY2023-2024 final approved budget. This item is being presented to the Town Council to discuss recommended vendors for consideration as the town’s preferred host company for the software.

- Next Request – A current active vendor for review – Two Quotes provided with two price points
- JustFOIA– A proposed new vendor for review – Quote provided
- Granicus – A proposed new vendor for review – Quote provided

**RECOMMENDATION:** For Town Council to approve a Public Record Request Management Tool.

**FISCAL & EFFICIENCY DATA:** Recommended budget line is the Contingency Account # 001-0511-511-5800 or choice budget line indicated by Town Council.