



HISTORIC TOWN OF EATONVILLE, FLORIDA COMMUNITY REDEVELOPMENT AGENCY AGENDA (AMENDED)

Thursday, September 21, 2023 at 6:30 PM

Town Hall - 307 E Kennedy Blvd

-
- I. CALL TO ORDER
 - II. ROLL CALL
 - III. INVOCATION AND PLEDGE OF ALLEGIANCE
 - IV. PUBLIC PARTICIPATION ****Three Minutes Strictly Enforced***
 - V. CONSENT AGENDA
 1. Approval of CRA Meeting Minutes – July 20, 2023 (Clerk Office)
 2. Approval of Adoption of Resolution CRA-R-2023-2 Approving the Interlocal Agreement between the Town of Eatonville Community Redevelopment Agency (TOECRA) and The Town of Eatonville (Administration)
 - VI. BOARD DECISIONS
 3. Approval of Resolution CRA-R-2023-1 Adoption of the TOECRA Budget for Fiscal Year 2023/2024 (Administration)
 - VII. BOARD DISCUSSION/REPORTS
 - 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
REGULAR CRA MEETING
SEPTEMBER 21, 2023 AT 06:30 PM
Cover Sheet

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

ITEM TITLE:

Approval of CRA Meeting Minutes – July 20, 2023 (Clerk Office)

COMMUNITY REDEVELOPMENT ACTION:

CRA DECISION		Department: LEGISLATIVE (CLERK’S OFFICE)
CONSENT AGENDA	YES	Exhibits: <ul style="list-style-type: none"> CRA Meeting Minutes – July 20, 2023
NEW BUSINESS		
ADMINISTRATIVE		
CRA DISCUSSION		

REQUEST: Approval of the CRA Meeting Minutes for the July 20, 2023 meeting.

SUMMARY: The CRA Meeting was held on the 3rd Thursday, July 20, 2023, 6:30 p.m. and minutes were transcribed from the audio archive for approval for the public records.

RECOMMENDATION: For Board of Directors to approve the July 20, 2023 CRA meeting minutes.

FISCAL & EFFICIENCY DATA: N/A



HISTORIC TOWN OF EATONVILLE, FLORIDA COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

Thursday, July 20, 2023 at 6:30 PM

Town Hall (Board 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 Board Agenda Page.*

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

ROLL CALL – Quorum was established through roll call by the Town Clerk

PRESENT: (4) Chair Angie Gardner, Vice-Chair Rodney Daniels, Director Wanda Randolph, Director Marlin Daniels
(Not In Attendance: Director Ruthie Critton, Director Theo Washington)

STAFF: (4) Nicole Bonds, **CRA Executive Director**, Veronica King, **Town Clerk**, Greg Jackson, **Attorney**, Joseph Jenkins, **Deputy Chief**.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

Mayor Gardner provided updates to the agenda indicating that items 3, 4, 5, will not be discussed: #3 - Neighborhood Stabilization, #4 - Residential Demolition Grant, #5 - Approval of the U.S. Department of Housing and Urban Development Grant for the Economic Development Initiative (to be decided at the next Town Council meeting; not a CRA matter).

PUBLIC PARTICIPATION - (The Three-minute rule was strictly enforced)

Angela Johnson – Inquired and asked questions related to targeted areas in consideration of having a Community Land Trust, and the roll out date for the Paint, Plant, and Pave Program (request clarity on fiscal year).

Anthony Grant – Inquired and requested updates on the Tommie Dixon property (CRA Position); in response the eviction process has begun through the town’s attorney (Shepard).

APPROVAL CONSENT AGENDA – **Chair Gardner Motions** to approve Consent Agenda for approval of TOECRA Meeting Minutes for 6-15-2023; Moved by Director M. Daniels; Second by Director Randolph; **AYE: ALL, MOTION PASSES.**

BOARD DISCUSSION (Item #3 and #4 was removed: #3 - Neighborhood Stabilization, #4 - Residential Demolition Grant)

Presentation on Community Land Trust (CLT) – Mayor Gardner introduced Camille Reynolds Lewis as presenter through. CLT was birth out of the civil rights movement. The priority is homeowners; it is when the

homeowner owns the home but rents the land; triparty between the owner, lender, and the trust: the owner is a member of the trust; work with a minimum credit score of 640.

BOARD DECISION (Item #5 was removed - the U.S. Department of Housing and Urban Development Grant for the Economic Development Initiative)

Approval of Bylaws of the Town of Eatonville Community Redevelopment Agency - **Chair Gardner Motions** to approve the Bylaws of the Town of Eatonville Community Redevelopment Agency; Moved by Director Randolph; Second by Director M. Daniels; **AYE: ALL, MOTION PASSES.**

Approval of Funding for the Paint, Plant and Pave Program – The artifacts in the package are drafts. The ask is for \$18,000 to be adjusted in the budget to fund the program, to start this fiscal year 2022-2023. **Discussion:** Board member M. Daniels would like to table this item (concerned with other open projects that need closure, are there any financial implications to the requests for lien release (The Chambers and on Mr. Barany property), in considering cost sharing with the town, allocation of funds are questionable, financials not adding up, there will be a matrix for vetting applications; \$18,000 funding to start this fiscal year 2022-2023; \$5,000 per property; requested adding language to include photos to close out projects; further concerns about the CRA budget: to address liens, shared funding with the town, and inconsistencies in the budget; **Chair Gardner Motions** to table the approval of Funding for the Paint, Plant and Pave Program; Moved by Director Randolph; Second by Director M. Daniels; **AYE: ALL, MOTION PASSES.**

STAFF REPORTS

Nicole Bonds – No Report

Attorney Greg Jackson – Followed up on the use of CRA funds for festivals; inquired as to if the board received the handout with legal’s opinion.

BOARD REPORTS

1. **Director Wanda Randolph** – No Report
2. **Director M. Daniels** – Placed emphasis on the CRA budget workshop being included with the town’s budget and that it spelled out.
3. **Vice Chair R. Daniels** – Concerns and requests: requests status on what happened to the memory of computers after the former Executive Director left and answers pertaining to the Executive Director’s salary payout, need ease of mind that the process was followed appropriately; has an inventory been conducted; will request from the town the application for the grant; request for a technical audit.
4. **Chair Angie Gardner** – The \$71,000 payout matter was given to the auditor for review; will follow back up about the inventory; for concerns about emails, we need an internal email system; the email account expired which resulted to having restricted access. The account has been paid and the problem has been addressed to ensure it does not happen again (Due to lack of technology/need an upgrade). (Vice Chair R. Daniels stated the need to inventory and assess data to see if data/information has been erased or altered in any way; request an audit be conducted).

ADJOURNMENT Chair Gardner Motions for Adjournment of Meeting (Moved by Director M. Daniels; Second by Director Randolph; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 7:42 P.M.**

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Chair



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR CRA MEETING

SEPTEMBER 21, 2023 AT 6:30 PM

Cover Sheet

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

ITEM TITLE: Approval of Adoption of Resolution CRA-R-2023-2 Approving the Interlocal Agreement between the Town of Eatonville Community Redevelopment Agency (TOECRA) and The Town of Eatonville (Administration)

COMMUNITY REDEVELOPMENT ACTION:

CRA DECISION		Department: Administration
CONSENT AGENDA	YES	Exhibits: <ul style="list-style-type: none"> • Resolution CRA-R-2023-2 • Interlocal Agreement
NEW BUSINESS		
ADMINISTRATIVE		
CRA DISCUSSION		

REQUEST: Request that the TOECRA Board approve Resolution CRA-R-2023-2 approving the Interlocal Agreement between the TOECRA and The Town of Eatonville.

SUMMARY: The TOECRA desires to enter an Interlocal Agreement (“Agreement”) with the Town of Eatonville, Florida by which the Town will provide staff to TOECRA. This agreement will outline the scope of services and responsibilities of both parties.

RECOMMENDATION: Staff is asking the TOECRA Board to approve Resolution CRA-R-2023-2 approving the Interlocal Agreement between the TOECRA and The Town of Eatonville.

FISCAL & EFFICIENCY DATA: N/A.

RESOLUTION CRA-R-2023-2

A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE TOECRA AND THE TOWN OF EATONVILLE FLORIDA AUTHORIZING TO THE TOECRA BOARD CHAIRPERSON TO EXECUTE SAME, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, by the enactment of Orange County Ordinance 97-M-14 in 1997, the Town Council of the Town of Eatonville, Florida, created a Community Redevelopment Trust Fund to address blighted areas within the Community Redevelopment Area; and

WHEREAS, the TOECRA desires to enter an Interlocal Agreement (“Agreement”) with the Town of Eatonville, Florida by which the Town will provide staff to TOECRA and which will outline the scope of services and responsibilities of the parties; and

WHEREAS, the Agreement is made and entered into between the parties pursuant to § 163.01, Florida Statutes, the “Florida Interlocal Cooperation Act of 1969”; and

WHEREAS, pursuant to the Agreement the Town of Eatonville Finance Department will handle all financial duties of TOECRA and the Town Clerk’s office will handle all record keeping, minutes, coordination and communication with TOECRA directors; and

WHEREAS, the Agreement also permits the Town , with TOECRA Board approval, to provide additional staff to assist TOECRA, in return for TOECRA’s agreement to reimburse Town for same.

NOW THEREFORE, The TOECRA hereby resolves as follows:

SECTION ONE: The TOECRA agrees to enter into the Agreement with Town of Eatonville attached hereto as Exhibit “A” attached hereto and authorizes the TOECRA Board Chairperson to execute same on behalf of the Agency.

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 not be held to invalidate or impair the validity force or effect of any other section or part of this Resolution.

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

PASSED AND ADOPTED this 21 day September 2023.

TOWN OF EATONVILLE

ATTEST:

Angie Gardner, Chair

Veronica King, Town Clerk

**INTERLOCAL AGREEMENT BETWEEN THE TOWN OF EATONVILLE
AND THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT
AGENCY**

This Interlocal Agreement is made and entered into this ___ day of September 2023, by and between the Town of Eatonville (“Town”), a municipal corporation of the State of Florida and the Town of Eatonville Community Redevelopment Agency (“TOECRA”), a redevelopment agency established pursuant to Florida law, to allow the Town to provide services for TOECRA in return for reimbursement.

SECTION ONE - Term: This Interlocal Agreement (“Agreement”) will be effective starting September __, 2023 and will remain in effect until or unless terminated by either party or until the termination of TOECRA. This Agreement may be terminated by the TOWN or TOECRA upon at least thirty (30) days' advance written notice to the other party. Upon termination of the Agreement, the TOWN shall transfer to TOECRA copies of any documents, data, and information requested by TOECRA relating to the services accomplished and/or provided herein. Regardless of the termination of this Agreement, TOECRA shall pay to the TOWN the balance on any outstanding statements or statements for costs incurred but not yet billed as of the termination date. The Town shall also return to TOECRA all unused prepaid funds provided to the Town by the TOECRA.

SECTION TWO - NOTICE: Thirty (30) days' advance written notice of termination of the Agreement by either party shall be given in writing and hand-delivered or mailed to the other party, return receipt requested. Whenever any party desires to give a required notice under this Agreement to any other party, the notice must be written notice, sent by certified United States mail, with return receipt requested, or by hand-delivery with a written receipt of delivery, addressed to the party for whom it is intended.

SECTION THREE - SERVICES: The TOWN agrees to perform the following functions and duties in accordance with established procedures or in the absence of same, as provided for by TOWN in the conduct of its own affairs:

- 3.1 The TOWN shall provide financial services which shall include, but not be limited to, management of TOECRA fiscal accounts, investment of TOECRA assets, payroll, accounting, monthly and annual reporting, federal income and social security tax reporting, sales tax reporting, if any, and other fiscal needs in accordance with Town Policies and Procedures related thereto.
- 3.2 The TOWN shall, when requested by TOECRA, provide personnel services which shall include, but not be limited to, staff recruitment, record retention with respect to personnel actions and such other personnel services as may be needed.
- 3.3 The TOWN shall, when requested by TOECRA provide legal, engineering and planning services to advise TOECRA and to assist in the implementation of the Plan, whether this provide by current staff or outside consultant and legal services.

Exhibit "A"

3.4 TOECRA will be permitted to utilize the services of the TOWN's Purchasing Division with respect to purchasing services and goods necessary for the operation of TOECRA.

3.5 TOECRA will be permitted to utilize the services of the TOWN's Public Works Department with respect to design services and construction services necessary for the operation of TOECRA activities, with the exception of project management services, for which a separate fee will be paid by TOECRA, at TOECRA's sole discretion as to necessity to retain project management services.

3.6 TOECRA may request the TOWN to provide other special services on occasion not initially set forth in this Agreement, subject to the TOWN's agreement to do so.

SECTION FOUR - REIMBURSEMENT AND COMPENSATION: In consideration of providing the services described in SECTION 3 hereof by the TOWN commencing from September __, 2023, TOECRA will compensate the TOWN, to the extent funds of TOECRA are budgeted and available and eligible for payment in accordance with Section 163.387(6). TOECRA's payment obligations under this Agreement constitute an obligation to pay and indebtedness in accordance with the Act but may not exceed the amount lawfully apportioned and spent by the TOWN in providing said services to TOECRA, and shall not reimburse the TOWN for any expenditures related solely to the conduct of TOWN business or to the TOWN's ordinary operating expenses. It is recognized and acknowledged that full compensation of amounts owed the TOWN by TOECRA should be processed by the 20th day of each month. The TOWN must invoice the TOECRA with all supporting documents supporting all charges.

SECTION FIVE - MISCELLANEOUS:

5.1 Annual Statement and Payment. The TOWN shall prepare and present TOECRA with an annual statement in time for the preparation and submission of TOECRA's annual budget. The annual statement shall reflect current year anticipated costs and all unpaid obligations from prior periods.

5.2 Continued Cooperation. This Agreement assumes close coordination and cooperation between TOECRA and essential TOWN staff and TOWN functions particularly regarding financial administration, reporting, and auditing; and administration and implementation of the TOECRA Redevelopment Plan and capital projects.

5.3 Records. The TOWN and TOECRA shall keep records and accounts which shall be available at all reasonable times for examination and audit by TOECRA and said records shall be kept and maintained for the statutorily required period after the completion of all work to be performed pursuant to this Agreement.

- 5.4 Sovereign immunity. Nothing in this Agreement shall be deemed to affect the rights, privileges and immunities of the TOWN as set forth in Section 768.28, Florida Statutes.
- 5.5 Independent Contractor. The TOWN is an independent contractor under this Agreement. Personal services provided by the TOWN shall be by employees of the TOWN and subject to supervision by the TOWN, and not as officers, employees, or agents of TOECRA. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of the TOWN.
- 5.6 This Agreement or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by TOECRA or the TOWN, without the prior written consent of the non-assigning party.
- 5.7 It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.
- 5.8 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.
- 5.9 Governing Law. This Agreement shall be governed by the law of the State of Florida with venue lying in Orange County.
- 5.10 Entire Agreement. This Agreement embodies the entire agreement between the parties. It may not be modified or terminated except as provided herein. It is further understood and agreed that this document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements, whether oral or written.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the day and year first written above.

**TOWN OF EATONVILLE TOWN OF EATONVILLE
COMMUNITY REDEVELOPMENT AGENCY**

By: _____
Angie Gardner, Mayor

By: _____
Angie Gardner, Chair

ATTEST:

Veronica King, Town Clerk

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this ____ day of September 2023, by Angie Gardner known to be the Mayor of the Town of Eatonville, Florida, and the Chair of the Town of Eatonville Community Redevelopment Agency, respectively, who acknowledged before me that she executed the foregoing instrument for the purposes therein expressed, and that she was duly authorized so to do.

WITNESS my hand and official seal this ____ day of September 2023.

Notary Public
My Commission Expires



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR CRA MEETING

SEPTEMBER 21, 2023 AT 6:30 PM

Cover Sheet

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

ITEM TITLE: Approval of Adoption of the TOECRA Budget for Fiscal Year 2023/2024
(Administration)

COMMUNITY REDEVELOPMENT ACTION:

CRA DECISION	YES	Department: Administration
CONSENT AGENDA		Exhibits: <ul style="list-style-type: none"> • Resolution CRA-R-2023-1 • CRA FY 23-24 - Budget
NEW BUSINESS		
ADMINISTRATIVE		
CRA DISCUSSION		

REQUEST: Request that the TOECRA Board approve the CRA Budget for Fiscal Year 2023 – 2024

SUMMARY: The Board of Directors of the TOECRA desires to have a full accounting of the financial actions taken by or on behalf of the TOECRA for fiscal year 2023-2024.

Resolution #CRA-R-2023-1 is being presented to the TOECRA Board for approval to adopt the TOECRA Budget for fiscal year beginning October 1, 2023 and ending September 30, 2024.

Town Council approved the TOECRA budget on September 7, 2023.

RECOMMENDATION: Staff is asking the TOECRA to approve the CRA Budget Fiscal Year 2023 – 2024.

FISCAL & EFFICIENCY DATA: N/A.

RESOLUTION CRA-R-2023-1

A RESOLUTION OF THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY (TOECRA) BOARD OF DIRECTORS ADOPTING THE FISCAL YEAR 2023/2024 BUDGET, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS section 218.33(1), Florida Statutes, states "Each local governmental entity shall begin its fiscal year on October 1 of each year and end it on September 30"; and

WHEREAS Section 218.31 defines "Local Governmental Entity" to include special districts, such as TOECRA; and separate, distinct, and independent from the governing board of the County and Municipality; and

WHEREAS the TOECRA shall adhere to section 218.33(1), Florida Statutes, in order to be in compliance with the requirement to adopt a budget on or before September 30, 2023, to prevent any adverse impact to the TOECRA and/or general Town Government.

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF EATONVILLE COMMUNITY REDEVELOPMENT AGENCY OR EATONVILLE, FLORIDA

SECTION ONE The recitals above are acknowledged and in keeping with Section 163, Part III, of the Florida Statutes.

SECTION TWO: CONFLICTS: All Resolutions of the Town of Eatonville Community Redevelopment Agency (TOECRA) or parts thereof in conflict with the provisions of this Resolution are to the extent of such conflict superseded and repealed.

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

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

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year as indicated above.

PASSED AND ADOPTED this 21 day of SEPTEMBER 2023.

Angie Gardner, Chairwoman

ATTEST:

Veronica King, Town Clerk



COMMUNITY REDEVELOPMENT AGENCY

FY 2023-2024

Proposed Budget

Table of Contents

Department Description	3
Mission and Vision Statements	4
Goals & Objectives	5
Department Revenue Projections	6
Organizational Chart	7
Personal Services	8
Operating Expenditures	9
Proposed Staff Changes	10
Capital Outlays	11
Projects / Programs	12-13

Department Description

Our goal is to improve areas within the Town of Eatonville that have not traditionally benefitted from significant private sector investment and where deteriorating property conditions have resulted in a relatively low tax base. Through the investment of tax increment financing (TIF) dollars and sustained economic redevelopment, our goal is to make the Town an economically vibrant, safe, and attractive.

The actions we will take are largely in three areas – investing TIF resources, creating effective incentive programs, and shaping the regulatory environment. By wisely using these key redevelopment tools, we provide a solid foundation for attracting private investment.

Our work is guided by certain key principles:

- ◆ **Community Collaboration** - We proactively engage the talents and energies of our citizens and key stakeholders in revitalizing our communities.
- ◆ **Financial Stewardship** - As stewards of public resources, we provide transparent financial planning and reporting, and ensure that the CRA is a prudent investor in public/private partnerships.
- ◆ **Inspiration** - We bring the best talent possible to our planning and design review efforts with the goal of inspiring our communities to create attractive, "livable" places.
- ◆ **Market Perspective** - Our efforts are successful because we allow the private sector to profitably respond to market demands with reasonable risk.
- ◆ **Outcome Accountability** - We measure our success based on achieving results such as improved community aesthetics, improved quality of life, and increasing tax revenues.

Mission and Vision Statements

THE DEPARTMENT'S MISSION IS:

The mission of the Town of Eatonville Community Redevelopment Agency (CRA) is to aggressively pursue redevelopment and revitalization activities within the CRA District, with emphasis on providing more housing market rate and affordable, cultural arts opportunities, improving long-term transportation needs and encouraging retail development to include mixed use projects.

THE DEPARTMENT'S VISION IS:

To create and sustain a viable community where citizens, stakeholders and visitors can live, work and play while enhancing the town's tax base by eliminating slum and blighted areas, addressing affordable housing, and stimulating the economic development activities while being a catalyst for public/private investment.

Goals & Objectives

GOAL: Update CRA Plan

Objective: Elimination of blight and deteriorated structures through housing rehabilitation programs and the provision of necessary municipal facilities, infrastructure, and services.

Objective: Encouragement of residential development that will improve the aesthetic quality of the area while providing a variety of housing types to meet the varied needs of our community.

Objective: Protect the aesthetic value of the community in conjunction with its physical resources.

Objective: Provide a segment of a compact downtown recreational, governmental, residential, commercial office, and restaurant/specialty-shopping district, which is easily accessible to all citizens of Eatonville.

Objective: Encourage commercial developments to protect, utilize and emphasize the historic and natural characteristics of the Town.

GOAL: Develop Strategic Action Plan

Objective: Set strategic goals for multi-year initiatives that directly support the CRA plan.

Objective: Establish economic development and employment opportunities for the citizens of Eatonville by broadening the present economic base to diversify both skilled and unskilled job opportunities.

Objective: Support additional private sector initiatives that might evolve.

Objective: Establish marketing strategies and incentive programs to attract businesses to the Town.

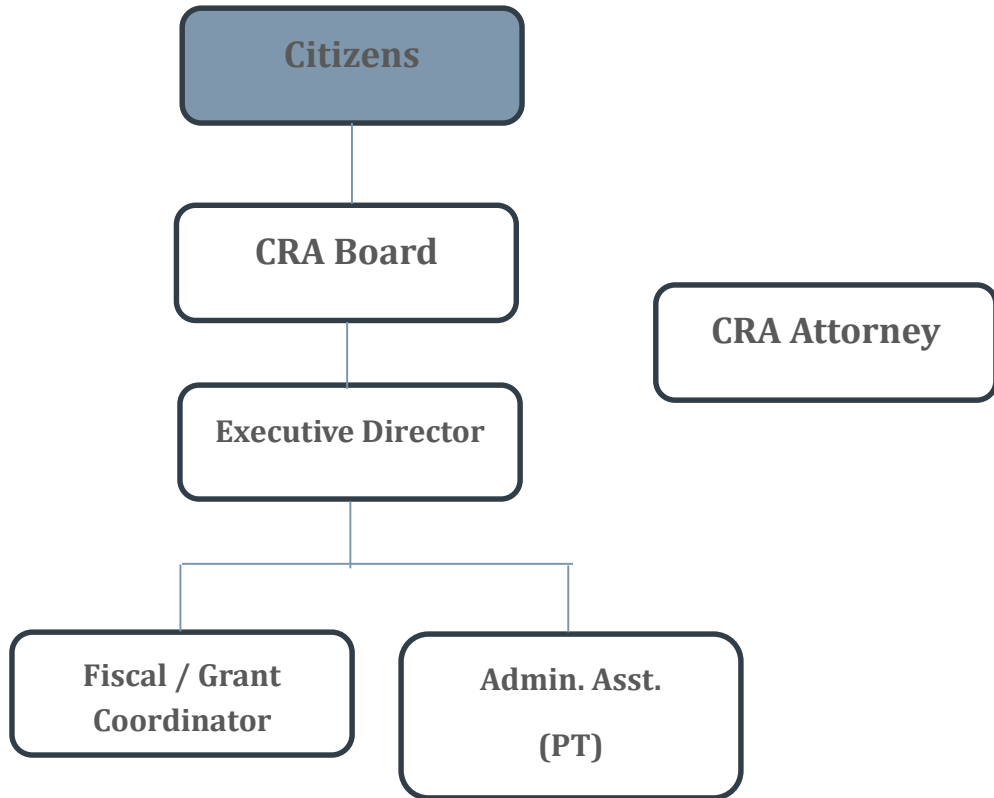
CRA

Department Revenue Projections

Revenue	FY-23 BUDGET	FY-23 ACTUAL	FY-24 PROPOSESD
Ad Valorem – Orange County	\$150,000	\$132,528.67	\$150,000
TIF – Town of Eatonville	\$200,000	\$217,971.34	\$200,000
OTHER FINANCING SOURCES & USES		\$0.00	\$0.00
		\$0.00	
CRA Balance Forward		\$593,000	\$593,000
Interest Earnings		\$990.36	\$1,000
Total:	\$350,000	\$944,490.37	\$944,000

CRA

Organizational Chart



CRA

Personal Services

STAFF SALARIES 303-0515-515-1200

JOB TITLE	FY-23 BUDGET	FY-23 ACTUAL	FY-24 PROPOSESD
Executive Director	\$56,000	\$52,769.23	\$56,000
Fiscal Coordinator (Full- time)	\$18,000	\$0.00	\$36,000
Admin Assistant (Part Time)	\$18,000	\$5,864.70	\$18,000
Total:	\$92,000	\$58,633.93	\$110,000

Operating Expenditures

OPERATING SERVICES			
Description	FY 23 Budget	FY 23 Actual	FY 24 Proposed
Professional Services	\$50,000	\$1,400	\$50,000
Contractual Services	\$1,000	\$15,950	\$18,000
Accounting & Auditing	\$10,000	\$10,000	\$10,000
Rental Leases	\$10,000	\$19,585.92	\$10,000
Gas & Oil	\$3,000	\$512.73	\$1,500
Travel & Per Diem	\$3,750	\$100	\$3,750
Communication Services	\$3,000	\$2,300	\$3,000
Mail & Freight	\$2,000	\$0.00	\$2,000
Utility Services	\$3,670	\$2,376.40	\$1,00.00
Insurance	\$40,000	\$36,264.32	\$40,000
Bldg. Repair & Maintenance	\$10,000	\$2,180.46	\$0.00
Printing & Binding	\$1,000	\$0.00	\$1,000
Promotional Activities	\$2,500	\$0.00	\$2,500
Legal Ads	\$1,000	\$0.00	\$1,000
Office Supplies	\$3,000	\$0.00	\$3,000
Operating Supplies	\$1,000	\$0.00	\$1,000
Books, Publications, Subscriptions	\$1,000	\$620.00	\$1,000
Contingency	\$0.00	\$0.00	\$0.00
Misc. Expenses	\$0.00	\$0.00	\$0.00
Total	\$145,920	\$91,290	\$147,750

Proposed Staff Changes

The Department changes for FY22-23 are to increase the portion of the Grants / Fiscal Coordinator position by \$18,000 totaling \$36,000 that the CRA will split with the Town.

Justification:

This position exists within the CRA and Finance departments. The person in this position reports to the CRA and Finance Directors and is responsible for providing analysis for grants and fiscal management. This position develops, coordinates, and administers grants. It coordinates, reviews, evaluates, and reports on grants at various stages to ensure grant compliance. This position will also serve as the Fiscal coordinator for the CRA. Overseeing and directing the accounting, financial auditing and reporting, and budgeting for the agency. Recommends and implements accounting and financial systems to meet contract compliance requirements and serves as financial advisor to agency.

PROPOSED DELETIONS

The department has no proposed deletions for FY 23-24

PROPOSED TITLE CHANGES

The department has no proposed deletions for FY 23-24

CRA

Capital Outlays

	FY-23 BUDGET	FY-23 ACTUAL	FY-24 PROPOSESD
BOD Project / Loan Reserves / Acquisitions	\$0.00	\$0.00	\$0.00
Mainstreet Program	\$0.00	\$0.00	\$0.00
Programming & Grants	\$0.00	\$0.00	\$95,000
PEC	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	
Total:	\$0.00	\$0.00	\$95,000

Total Expenditures

Projects / Programs

CURRENT PROGRAMS

No Capital Outlay Projects or Programs were funded in the adopted budget for Fiscal Year 2022-2023.

PROPOSED FY24 PROJECTS / PROGRAMS

Projects and programs for the Fiscal Year 2024 operating budget include:

CRA Plan Update (\$25,000)

The Plan is created to address slum and blight issues by outlining an action and finance plan. A CRA Plan should be reviewed and possibly updated every five to seven years. The new CRA plan refocuses the redevelopment efforts on economic development as a tool to drive growth in Tax Increment Revenues, which can then be reinvested into the additional strategies identified by the plan such as community benefits, infrastructure, affordable housing, and neighborhood enhancement. The plan’s economic development strategy focuses on Downtown redevelopment including arts and culture, mixed-use and residential development.

Small Business Development Program (\$20,000)

The Town and CRA have formed a partnership with the Florida SBDC (Small Business Development Center) at UCF to provide direct assistance to small businesses. The Florida Small Business Development Center (SBDC) Network is the State of Florida’s principal provider of small business assistance. The Small Business Development Center provides one-on-one assistance to small businesses including International Market Planning; Export Market Planning; Government Contracting; Strategic Planning; Strategic Marketing Planning; Access to Capital; Loan Proposal Development; Cash Flow Management; Leveraging Social Media; Websites development; Feasibility Studies; and Targeted Market Research.

The CRA assists in providing this service to ensure that small businesses have the network and resources needed to succeed within the redevelopment area. SBDC provides a dedicated consultant in Eatonville who will deliver one on one consulting to local business owners in the areas of business management throughout their business life cycle.

Projects / Programs Cont.

Residential Façade Grant (\$30,000)

This program will immediately enhance the aesthetics of single-family and multi-family up to 2-unit properties within the residential neighborhoods of the TOECRA CRA. This program will provide curb appeal to single-family properties in disrepair in residential neighborhoods of the Town of Eatonville CRA. The proposed improvements may include pressure cleaning, painting, minor facade repairs, landscaping, awnings, sidewalks, driveways and/or parking lot sealing, irrigation systems, fence repair or removal, and minor interior repairs affected by exterior improvements. The CRA will assist with approximately \$2,500 per property for exterior improvements.

Ring Camera Program (\$20,000)

The program will help our citizens combat crime within their neighborhoods and homes by purchasing Ring Doorbell Cameras for qualified residents. This program is designed to give residents and law enforcement additional tools to assist with public safety while protecting quality of life.

