



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR COUNCIL MEETING AGENDA

Tuesday, August 15, 2023 at 7:30 PM

Town Hall - 307 E Kennedy Blvd

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- 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 Charter Review Meeting Minutes – July 13, 2023 (Clerk Office)
 2. Approval of Charter Review Meeting Minutes – July 13, 2023 (Clerk Office)
 3. Approval of Town Council Meeting Minutes – July 18, 2023 (Clerk Office)
 4. Approval of Award To Fred Fox Enterprises, Inc. For Grant Administration Services (Finance)
 - VI. COUNCIL DECISIONS – ****Consent Items May Be Moved to Council decision****
 - VII. REPORTS
 - INTERIM 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

REGULAR COUNCIL

MEETING MINUTES

Tuesday, August 1, 2023 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 7:32 p.m. and quorum was established through roll call by Mrs. Veronica King

PRESENT: (5) Councilwoman Wanda Randolph, Councilman Marlin Daniels, Councilman Theo Washington, Vice Mayor Rodney Daniels, Mayor Angie Gardner;

STAFF: (6) Demetrius Pressley, **Interim Chief Administrator Officer**, Veronica King, **Town Clerk**, Clifford Shepard, **Town Attorney**, Joseph Jenkins, **Deputy Chief**, Katrina Gibson, **Finance Director**, Valerie Mundy, **Interim Public Works Director**,

INVOCATION AND PLEDGE OF ALLEGIANCE:

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

APPROVAL OF THE AGENDA:

Mayor Gardner Motions to approve Council Meeting Agenda removing item #5 (To Hire External I.T. Company to Conduct Am Analysis on Town Equipment and Improvements); Moved by Councilman Washington; Second by Councilwoman Randolph; **AYE: ALL, MOTION PASSES.**

PRESENTATION AND RECOGNITIONS – None.

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

Michelle Fort – The hotel is more than an eye soar and represents injustice (to not do anything is not progress); thank you for the Moratorium, the residents should not have to pay for the money builders are making off the town. The council should make decisions in the best interests of the citizens; need grants and revenue. Water and sewer rates need to increase.

Ryan Novak – Expressed concerns about door-to-door solicitation; recommended establishing a Solicitation Ordinance whereby companies must register with Eatonville for approval to solicit to Eatonville; having on file their standard contracts available to review and hold companies accountable. They can pay a fee per solicitor per day in the town. This will protect the residents from predatory practices. Everyone who walks through the metal detector should be treated the same.

Marty Sullivan – (Winter Park Commissioner) – Has a community interest; as a neighbor who lives in Winter Park, would like to see coordination between Eatonville and Winter Park. Cultural and heritage are common interests for Eatonville and Winter Park. Would like to assist with Hungerford land; use for a community land trust would be a premier use.

APPROVAL CONSENT AGENDA: Mayor Gardner Motions to approve the consent agenda approving CONSENT AGENDA with approval to Award to 1st Class Roofing, Inc., for Eatonville Town Hall Roof & HVAC Replacement, Approval of Resolution 2023-14 to Adopt the Orange County Local Mitigation Strategy (LMS), Approval of the Surplus of Two EPD Vehicles, approval of FILEBANK Record Management/Digitizing Services; Moved by Councilman Washington; Second by Councilman M. Daniels; **AYE: ALL, MOTION PASSES.**

COUNCIL DECISIONS: (Item #5 was removed - To Hire External I.T. Company to Conduct Am Analysis on Town Equipment and Improvements)

Approval of the U.S. Department of Housing and Urban Development Grant for the Economic Development Initiative; **Discussion: (Gardner)** Presented this project (Town Shoppe, Hotel property) as one of the grants previously in CRA meeting (2 million dollars). The 4-million-dollar grant is from Congressman Cross office. (Denton Johnson and Elizabeth Park). There were master plans for the Town Shoppe, Denton Johnson, and Elizabeth Park; reason why these projects were chosen. This should have been brought to a workshop before Council. (R. Daniels) Would have wanted the land across the street (Hungerford) to be considered for a land purchasing grant. Code Enforcement is in place to address the eye soar property; must hold Code Enforcement and the landowner accountable. The Attorney has not been asked to review this grant. The town has not gone after appropriation; there are opportunities to get money. To after this grant, who is this grant benefiting. The housing authority and inspections can be done to address the eye-soar issue. The CRA addresses blighted area; have to show drawings on what is being proposed on the properties to apply for the funding (Need a plan). There was further discussion about the project (purchase of hotel property for affordable housing) that was submitted as part of the grant application. There is a drawing for the Hungerford property. Today's decision is to approve receiving funds; the project can be altered. Council would like to workshop the Project options for the grant. **Mayor Gardner motions for approval** of the U.S. Department of Housing and Urban Development Grant for the Economic Development Initiative; Moved by Councilman Washington; Second by Councilman M. Daniels with discussion. **Discussion:** Legal stated that you can do anything that the grant permits under the grant terms, it depends on the specifics of the grant, there are different types of grants with different perimeters; project changes can be submitted by letter for consideration; explain reasons for the changes. Option: To stay within the deadline (funds are currently available), Council can vote to accept the funding and later workshop the option for the desired specific project. **Councilwoman Randolph motions to amend the motion to** pursue the grant funds and to workshop for the desired grant project for further discussion and decision; Moved by Councilman Washington; Second by Vice Mayor R. Daniels; **AYE: ALL, MOTION PASSES.**

REPORTS:

INTERIM CHIEF ADMINISTRATIVE OFFICER: Demetrius Pressley

Provided updates: Had budget workshops follow up to Council will be forthcoming, Procurement Revisions (will look at other counties as to their level of services), Electronic Signatures (current software provide this feature), vetting the process for I.T. improvements (\$30,000), external lines for the town phones are down (in the process of redoing the phone system); Duke Energy is trying to complete the work in the town (Franchise Agreement); next Stakeholder's meeting is August 21, 2023 @ 5:30 p.m.

TOWN ATTORNEY'S REPORT: Attorney Clifford Shepard – Provide updates on the Charter Review Advisory Committee training (Sunshine and Public Records Law), next meeting is Thursday to review Articles 1 and 2 (Chair and Vice Chair will be established); and on the Live Local Bill that will limit decision power on a local level.

TOWN COUNCIL REPORT/DISCUSSION ITEMS-

Councilman Theo Washington – No Report

Councilwoman Wanda Randolph – School is starting back soon (August 10); request updates on the Resolution for Sidewalk initiative supported by the Winter Park Health Foundation (Councilwoman Randolph will forward information to Mr. Pressley); there is a clean up day scheduled for August 12th, 8-10am (Chambers and Lake Lovely is coordinating); Inquired about housing development in the Elizabeth Park area; request updates.

Councilman Marlin Daniels – Big on transparency; people want to be informed (as soon as information comes in, let Council know); with new water bill, appears some are being double billed; free screening event will be forthcoming; requesting information on the \$5,000 scholarship allocated in the budget; inquired about funding for the pool (next appropriations are coming in January); prayer for our community and the safety of first responders.

Vice Mayor Rodney Daniels – Great idea from Mr. Novak about addressing solicitation in the community; Code Enforcement is needed to address the hotel issues, the Family Dollars, and a church putting out trash too early; kudos to the budgetary process; recommend establishing aide for senior citizens (to assist with their water bill (set aside money in the budget for this purpose); acknowledge Mr. Sullivan for coming expressing an interest to assist; needs to get with Chief Jenkins.

MAYOR’S REPORT

Mayor Angie Gardner – Acknowledged Mr. Pressley and Vice Mayor R. Daniels; love the budget process (professional); the hotel is the ideal land to purchase, it is an eye soar (there is a 40% owner who is opposing the purchase); the safe roads project from Winter Park to Hungerford was brought for the board and already approved; thanks for the public participation.

ADJOURNMENT Mayor Gardner Motions for Adjournment of Meeting; Moved by Councilman M. Daniels; Second by Mayor Gardner; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 8:31 P.M.**

Respectfully Submitted by:

Veronica L King, Town Clerk

APPROVED

Angie Gardner, Mayor

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

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: LEGISLATIVE (CLERK OFFICE) Exhibits: <ul style="list-style-type: none"> Charter Review Meeting Minutes – July 13, 2023
PUBLIC HEARING 1ST / 2ND READING		
CONSENT AGENDA	YES	
COUNCIL DECISION		
ADMINISTRATIVE		

SUMMARY: The Charter Review Committee shall consist of the members of the Town Council of the Town of Eatonville and requires the expertise of professionals in the legal and government fields to guide the charter review process, and town funds will need to be allocated for this purpose. The Town Council has established a schedule for its meetings as the Charter Review Committee.

RECOMMENDATION: Approval of July 13, 2023 Charter Review meeting minutes.

FISCAL & EFFICIENCY DATA: N/A



HISTORIC TOWN OF EATONVILLE, FLORIDA
CHARTER REVIEW COMMITTEE
MEETING MINUTES

Thursday, July 13, 2023 at 5:30 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 5:30 p.m. and quorum was established through roll call by Mrs. Veronica King

PRESENT: (4) Councilwoman Wanda Randolph, Councilman Marlin Daniels (Arrived after roll call), Councilman Theo Washington Mayor Vice Mayor Rodney Daniels, Mayor Angie Gardner

STAFF: (4) Demetrius Pressley, **Interim Chief Administrator Officer**, Veronica King, **Town Clerk**, Clifford Shepard, **Attorney**, Nicole Bonds, **CRA Executive Director**

INVOCATION AND PLEDGE OF ALLEGIANCE:

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

CITIZEN PARTICIPATION - (The Three-minute rule was strictly enforced) – None.

APPROVAL OF CONSENT AGENDA:

Mayor Gardner motions for approval of consent agenda approving Charter Review meeting minutes for July 11, 2023; Moved by Councilman Washington; Second by Councilwoman Randolph; **ALL, MOTION PASSES.**

COUNCIL DECISION:

Parking Lot Issues: **Mayor Gardner motions** Council to hold off on making decisions on the “Parking Lot” Issues until the Charter Review Advisory Committee (CRAC) review the Town Charter to include Council Notes And Recommendations; Moved by Councilwoman Randolph; Second by Councilman Washington; **ALL, MOTION PASSES.**

Approval of Resolution 2023-11 – Creating a Charter Review Advisory Committee: **Mayor Gardner motions for approval** of Resolution 2023-11 Creating a Charter Review Advisory Committee; Moved by Councilman Washington; Second by Councilman M. Daniels; **ALL, MOTION PASSES.**

Appointment of Charter Review Advisory Committee members. **By consensus**, each Town Council member recommended a primary and alternate for the CRAC. The Clerk will follow up with the recommended individuals to confirm their interest. The following were recommended to the CRAC:

A. Gardner appointments:	Sue Brown (Member)	Linder Greathouse (Alternate Member)
R. Daniels appointments:	LaVonda Wilder (Member)	Earl Madison (Alternate Member)
T. Washington appointments:	Stephanie Goynes (Member)	No alternate appointed
M. Daniels appointments:	Gracie Casey (Member)	Courtney Burnside (Alternate Member)
W. Randolph Recommendation:	Eddie Cole (Member)	Francis Sealey (Alternate Member)

Establish training and meeting schedule for Charter Review Advisory Committee. **By consensus**, the Town Council has established the following CRAC Meeting Schedule. The Clerk will follow up with the recommended individuals to confirm their availability and provide YouTube link.

- August 1, 2023, 5:30pm – Initial Training: Sunshine and Public Records Law
- August 3, 2023, 5:30pm – 1st Charter Review Session
- August 8, 2023, 5:30pm – 2nd Charter Review Session
- August 10, 2023, 5:30pm – 3rd Charter Review Session
- August 24, 2023, 5:30pm – 4th Charter Review Session

COMMENTS: No Staff Comments

ADJOURNMENT Mayor Gardner Motions for Adjournment of Meeting; Moved by; Moved by Councilman M. Daniels; Second by Councilman Washington; **ALL, MOTION PASSES. Meeting Adjourned at approximately 6:05 P.M.**

Respectfully Submitted by:

Veronica L King, Town Clerk

APPROVED

Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

AUGUST 15, 2023 AT 7:30 PM

Cover Sheet

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

ITEM TITLE: Approval of Town Council Meeting Minutes – July 18, 2023
(Clerk Office)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: LEGISLATIVE (CLERK OFFICE)
PUBLIC HEARING 1 ST / 2 ND READING		Exhibits: <ul style="list-style-type: none">Meeting Minutes – July 18, 2023
CONSENT AGENDA	YES	
COUNCIL DECISION		
ADMINISTRATIVE		

REQUEST: Approval of meeting minutes for the Town Council Meeting held on July 18, 2023.

SUMMARY: The Town Council Meeting was held on the 3rd Tuesday July 18, 2023. Minutes were transcribed from the audio archive for approval for the public records.

RECOMMENDATION: Approval of July 18, 2023 meeting minutes.

FISCAL & EFFICIENCY DATA: N/A



HISTORIC TOWN OF EATONVILLE, FLORIDA
REGULAR COUNCIL
MEETING MINUTES

Tuesday, July 18, 2023 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 quorum was established through roll call by Mrs. Veronica King

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

STAFF: (4) Demetrius Pressley, **Interim Chief Administrator Officer**, Veronica King, **Town Clerk**, Clifford Shepard, **Town Attorney**, Joseph Jenkins, **Deputy Chief**,

INVOCATION AND PLEDGE OF ALLEGIANCE:

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

APPROVAL OF THE AGENDA:

Mayor Gardner Motions (1st Motion was rescinded) to approve Council Meeting Agenda adding Resolution 2023-12 (Appointment of a Charter Review Advisory Committee) to consent and moving Item #2 (Final Plat of Enclave At Lake Shadow) to Council Decision; Moved by Councilwoman Randolph; Second by Councilman M. Daniels; **AYE: ALL, MOTION PASSES.**

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

Angela Thomas – Inquired about status on installation Water Meters, called on June 16 (3:15pm) to Code Enforcement (the grass is meeting the tree line on the property across the street; needs to be cut). A month and two days later Code Enforcement has not responded.

Louissteen Cummings – Inquired and commented on Garage pickup matters and concerns; there should be no trash on the side of road on weekends; Catalina is really bad, requesting for code enforcement to clean it up and reinforce.

LaDwyana – Representing the Eatonville Chamber of Commerce; inquired about the Chambers involvement with Founder's Day, who should they speak to for clarification; expressed concerns for better communications when contractors are working in the area to include road closures that will affect the businesses.

APPROVAL CONSENT AGENDA: (Items #1 and #3 Only), Mayor Gardner Motions to approve the consent agenda approving Town Council Meeting Minutes for July 5, 2023 and approval of Resolution 2023-

12 appointing a Charter Review Advisory Committee (Added); Moved by Councilman Washington, Second by Councilman M. Daniels; **AYE: ALL, MOTION PASSES.**

COUNCIL DECISIONS:

Approval Final Plat of Enclave At Lake Shadow: An ongoing project with the final plat approval for the Enclave At Lake Shadow; included in a boundary survey and a resolution. The internal document (checklist) that was added is more for a reference; the noted failures have been reviewed and corrected. The Engineer and Planner has confirmed that this recorded plat meets the requirements of the statutes. Planner does not clear nor certify a request unless all requirements are met. Request more accuracy of documents to alleviate any questions. The resolution number will need to change before the motion; the correct resolution number is 2023-13 (to prevent possible duplication).

Mayor Gardner motions for approval of Resolution 2023-13 approving the Final Plat of Enclave At Lake Shadow (Preamble Read); Moved by Vice-Mayor R. Daniels; Second by Councilwoman Randolph; **Discussion:** (Washington) Expressed his disapproval of the Final Plat of Enclave At Lake Shadow **AYE:** Councilwoman Wanda Randolph, Councilman Marlin Daniels, Vice Mayor Rodney Daniels, Mayor Angie Gardner; **NAYE:** Councilman Theo Washington, **MOTION PASSES.**

REPORTS:

INTERIM CHIEF ADMINISTRATIVE OFFICER: Demetrius Pressley

Budget Workshop are next July 24-26 at 5:30pm; had initial Code Enforcement meeting last night (Monday, 7-17) and will be planning upcoming meeting to begin addressing code enforcement matters; had the Stakeholder's meeting 7-17 with great showing and facilitation, minutes are forthcoming to Council; we are 96% completed with the installation of the new meters, will bring education to the community on the new meter system to include "how to" manage meter reads online. Will address the Chambers concerns presented, will work with the County to ensure better communication.

TOWN ATTORNEY'S REPORT: Attorney Clifford Shepard – Had reorganization meeting for the Code of Enforcement on 7-17 providing basics on Sunshine, Public Records, and Code Enforcement works.

TOWN COUNCIL REPORT/DISCUSSION ITEMS:

Councilman Marlin Daniels – Some residents are not receiving robo calls, need a strategic approach to updating numbers and text messaging; will be introducing to Council the need to incorporate electronic signing of documents to make processes and conducting business easier.

Councilwoman Wanda Randolph – Request to include dollar amount inside the council meeting minutes; inquired about if the accounting worker is actively working, she is no longer working with the town, worked with the beginning stages of the audit and contract has been fulfilled; inquired about the new planner, an email was sent out introducing Mr. Cobbin McGee and he was present at the last meeting, Tara is the active certified consultant with the town (Planner); there is a water leak on Mulberry and Eaton Street that needs to be addressed; thanks for the financial report; requested status on the gambling machine/issue previously discussed; Chief Jenkins confirmed that there is no gambling machine (no hook up to internet, Bluetooth, or slots) nor gambling, no evidence found; Louise Franklin is celebrating her 100th birthday (July 28th), there is an event scheduled for July 29th in celebration of her birthday and the Franklin legacy and is open to the public from 10-12pm, she was a former employee and the last in the Franklin legacy, asking for Council to be present; crime prevention workshop upcoming; requested an update on the pool and when a Chief of Police will be hired.

Councilman Theo Washington – Eatonville Chambers should be on all events and literature (honorary); expressed the state of the pool, it has lost its conforming use.

Vice Mayor Rodney Daniels – Requesting the length of time for certification of the Code Enforcement officer, unacceptable that calls are not being answered or returned to residents from the Code Enforcement.

MAYOR’S REPORT

Mayor Angie Gardner – Media requested an update on the pool, the ADA incomppliance it what resulted the non-conforming status of the pool, sometimes you “fix” instead of “getting rid of”, the pool serves a purpose for this town. (Councilman Washington states to knock it down).

ADJOURNMENT Mayor Gardner Motions for Adjournment of Meeting; Moved by Councilman M. Daniels; Second by Councilman Washington; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 9:02 P.M.**

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Mayor



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

AUGUST 15, 2023 AT 7:30 PM

Cover Sheet

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

ITEM TITLE: Approval of Award To Fred Fox Enterprises, Inc. For Grant Administration Services (**Finance**)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: Finance Department
PUBLIC HEARING 1 ST / 2 ND READING		Exhibits: <ul style="list-style-type: none">• Ranking Sheets
CONSENT AGENDA	YES	
COUNCIL DECISION		
ADMINISTRATIVE		

REQUEST: Respectfully requests an agreement between the Town of Eatonville and Fred Fox Enterprises, Inc. to perform General Administration Services related to the CDBG MIT Neighborhood Revitalization Grant.

SUMMARY: After applying to the Florida Department of Economic Opportunity Community Development Block Grant Mitigation Program (CDBG-MIT), the Town of Eatonville was awarded \$5,986,105. The administration services total allotment for services amount to \$349,800.00. The Town desires to address the poor condition and performance of the existing water system’s assets through system-wide improvements. The RFP advertised for seal bids to perform general administration services and the Town received two administration bids. The sealed proposed packages were publicly opened and read on July 14, 2014, at Town Hall Council Chambers, 307 E. Kennedy Blvd., Eatonville, Florida at 4:00 p.m. Both bids were evaluated on experience, qualifications, document submittal, and having positive accomplishments with the Town.

RECOMMENDATION: The Administration is recommending the Town Council approve the award to Fred Fox Enterprises, Inc. for the Grant Administration services. Upon approval staff will prepare an award of contract to the vendor.

FISCAL & EFFICIENCY DATA: Fund allocation is associated with CDBG-MIT grant – Federal Grant Number CDBG # B-18-DP-12-0002.



TOWN OF EATONVILLE

"THE OLDEST BLACK INCORPORATED MUNICIPALITY IN AMERICA"

August 03, 2023

CDBG MIT GRANT ADMINISTRATION REQUEST FOR PROPOSAL REVIEW

Eatonville Water System Hardening and Resiliency Improvements Project

Review Team: Demetris Pressley, Valarie Mundy, Katrina Gibson, Nichole Bonds

On Thursday, August 3, 2023, the Town of Eatonville review committee ranked the two submitted proposal for the Grant Administration Services on the CDBG-MIT 128 Grant. Listed below are the ranking scores from the committee based off experience with similar projects, planning and approach to the project, references and recommendation letters, and service fee.

<i>Proposal</i>	D. Pressley	V. Mundy	K. Gibson	N. Bonds
<i>Guardian Team 1A</i>	20	25	25	20
<i>Fox Enterprise 1B</i>	25	30	30	28
<i>Guardian Team 2A</i>	10	10	15	16
<i>Fox Enterprise 2B</i>	20	18	18	19
<i>Guardian Team 3A</i>	10	20	20	18
<i>Fox Enterprise 3B</i>	15	20	18	16
<i>Guardian Team 4A</i>	25	25	25	27
<i>Fox Enterprise 4B</i>	15	10	25	25
<i>Guardian Team Total</i>	65	80	85	81
<i>Fox Enterprise Total</i>	75	78	91	88

It is the opinion of Town staff that Fox Enterprise, Inc., appears to have the top-ranking score and desired experience to perform successfully on this project under the terms of the proposed contract.

If you have any questions or need additional information, please contact Nichole Bonds, CRA Administrator (nbonds@townofeatonville.org) or Demetris Pressley, CAO (dpressley@townofeatonville.org) regarding this request.

Regards,

Demetris Pressley, CSM
Chief Administrative Officer
DCP/jr

TOWN HALL • 307 E. KENNEDY BOULEVARD •

EATONVILLE, FLORIDA 32751
PHONE (407) 623-8900 • FAX (407) 623-8919