

Eloise Community Redevelopment Agency Advisory Committee  
**Meeting Minutes**

Johnny and Freda Brooks Resource Center  
710 Snively Avenue  
Eloise, FL 33880

**Monday December 4, 2023, at 6:00 p.m.**

**Attendance:**

Advisory Committee Members present:

- Eugenia Barton, Eloise CRA Committee Member
- Martha Paul, Eloise CRA Committee Member
- Diane Rosebrough, Polk County School Board, CRA Committee Member
- Minerva Gil, CRA Committee Member

Polk County BoCC Staff & Invited Guests present:

- Delia Jouppe, CRA Manager
- Lisa Urban, Budget & Management Services
- Elizabeth Voss, Assistant County Attorney
- Mike Callender, Parks & Recreation Manager
- Ben Ziskal, Director of Land Development
- Chanda Bennett, Comprehensive Planning Administrator, Land Development
- Mark Bennett, Senior Planner, Land Development
- Deputy Jordan Owens, Polk County Sheriff's Office
- Kim Long, Polk Vision
- Bobby Williams, The Freedom Tour

Residents present:

- Hope Musselwhite, Eloise Resident
- Sara Musselwhite, Eloise Resident

**CALL TO ORDER** –Committee Member, Minerva Gil called the meeting to order at 6:03p.m., welcoming all attendees.

**No. 1 on Agenda: Welcome to Stakeholders**

Minerva Gil welcomed stakeholders and had the CRA Committee Members introduced themselves.

**No. 2 on Agenda: Approval of Past Minutes**

September 5th meeting minutes:

- 1<sup>st</sup> Motion to Approve: Diane Rosebrough
- 2<sup>nd</sup> Motion to Approve: Eugenia Barton

***Minutes approved by all attendees.***

**No. 3 on Agenda: Request from the General Public & Opportunity to be Heard.**

- Eugenia Barton noted that there are homeless people sleeping in the park restroom.
  - One homeless man has been accused of accosting children by some of the neighbors in the area. What can be done to prevent the homeless from camping out in the park restroom?
  - Diane commented that she has keys to the park restrooms and could lock those bathrooms at the end the school day, but keep them open on the weekends.
  - A comment was also made that many neighbors are seeing the homeless sleeping in their yards. Deputy Owens commented that Sheriffs will continue to patrol the area, but please call the Sheriff's office whenever you see this, and they will handle it.
- Another comment was made indicating that 4-wheelers are still managing to get in and drive through the park. It's suspected that someone may have a key to the gate, or someone is leaving the gate open at night. Deputy Owens reminded the group to call the Sheriff's office whenever this is encountered.

**No. 4 on Agenda: Old Business**

Mike Callendar updated the group on the following items:

- Boris Rodriguez is no longer with Parks & Recreation. Jamie Vance has taken over a Program Manager in the interim.
- Mike provided updates on the following projects:
  - New Sign: Mike advised that this needs to be requoted for administrative purposes to ensure he the most up to date costs.
  - Shade Installation: The PO has been issued to the vendor, however there is no definitive delivery date yet.
  - Snively Brooks Park Projects:
    - Shade for Playground Area: the PO is pending. He should have more information to share at the March meeting.
    - Exercise Equipment Installation: project is pending due to staffing shortage.
    - Basketball Court Resurfacing: typically, a project like this involves asphalt resurfacing with color coating, Cost Estimate at \$8,000 - \$15,000. The life expectancy on this work is approximately four to five years. However, Mike is proposing an alternative resurfacing product that is plastic tile, so it could be installed over the existing surface. He distributed material samples and product information sheets. This product provides a more cushioned surface than asphalt. The total cost for this project estimated at \$60,000 - \$62,000 with a life expectancy of 10+ years. Mike also noted that the manufacturer will provide rendering drawings showing the Advisory Committee and the Board how the basketball courts, along with a variety of other games could look and the colors available. Delia noted there is money available in the current budget, some adjustment would be made to cover this project. She also reminded the group that the Eloise CRA will eventually sunset, so it's best to utilize the funds while they are available. The Committee agreed to have Mike investigate further, request rendering drawings & final costs from the manufacturer. Mike will provide information at March meeting. Final vote to be made that time.

**No. 5 on Agenda: New Business**

- Delia introduced the Land Development Team. They will be leading the CRA meetings. Delia will be handing the budget and finance portion.
  - Ben Ziskal, Director of Land Development
  - Chanda Bennet, Comprehensive Planning Administrator
  - Mark Bennett, Senior Planner
- All three have CRA experience, with Chanda having previously been involved with the Eloise CRA at its inception.
- Their goal will be coordinate project development by looking at long-term project planning.
- They will also evaluate the original plan for the Eloise CRA from 2000.
- They noted there is seven years left to this CRA, but there's still a good budget in place to accomplish a lot.
- They plan to work with several non-profit organizations to solicit donations for projects.
- The plan is also to review documents and codes for zoning and land use.

**Approval of 2024 Meetings:**

Meeting location: Johnny & Freda Brooks Resource Center

- Monday, March 6, 2024, at 6:00pm
- Monday, June 3, 2024, at 6pm
- Monday, September 2, 2024, is a holiday. Alternative date options are Tuesday, September 3<sup>rd</sup> or **Monday, September 9, 2024, at 6pm**. The Committee's preferred date is highlighted in **bold**.
- December 2, 2024, at 6pm

NOTE: At the March 2024 meeting, we will vote for the Committee Chair and Vice Chair.

**ADJOURN**

Meeting was adjourned at 6:44p.m.

Minutes transcribed by:

*Lisa Urban, CAP-OM*

Secretary II

Budget & Management Services Division

Polk County Board of County Commissioners