



**COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD
REGULAR MEETING MINUTES
NOVEMBER 11, 2025**

1. CALL TO ORDER

Chairman Larry Cappleman called the meeting of the Community Redevelopment Agency Advisory Board to order at 6:00 pm in City Commission Chambers at City Hall.

Quorum was declared present.

Present: Chairman Larry Cappleman, Vice-Chairman Nick Asma, and Board Members; Derek Blakeslee, Sharee Hodge, Jamie Quantora Holley, Torrance Rhodes and Donald Wingate.

Absent: Carmen Horne (unexcused)

Staff Present: City Manager Jon C. Williams, Economic Development Director Marc Hutchinson, Assistant City Manager for Public Services Steve Pash and recording secretary Colene Rivera.

2. APPROVAL OF MINUTES

Chairman Cappleman stated the minutes from previous meeting were sent out as part of the meeting packet. Everyone acknowledged the receipt and no one stated any changes needed.

Motion by Board Member Blakeslee to approve October 14, 2025 minutes as sent out. Seconded by Board Member Wingate. All approved the minutes of regular meeting minutes of October 14, 2025. The motion carried unanimously 8 – 0.

3. DISCUSSION

Dysons Plaza Shell Change Order – 3 Phase Electrical Connection & Canopy Awning Installation

Economic Director Hutchinson presented a request to allocate additional CRA funding for the Dyson Plaza construction project. He stated the Dysons Plaza Shell construction is 94% completed with two remaining items remaining; undergrounding of a 3-phase electrical connection including the transformer and installation of an aluminum canopy awning over the building's front entrance. Unexpectedly, the original construction estimates did not include these items, triggering the need for a change order request. The 3-phase electric power connection will be provided by Duke Energy at a cost of \$43, 755.59 and will include the underground of lines from an existing pole on 11th Street to an installed pad-mounted transformer. The second item regarding the aluminum canopy awning installation, three quotes were obtained and the quote from Awnings Direct, LLC. was selected as the lowest and most suitable bidder. The canopy awning will be mounted to the frontage of the exterior building

structure and will cost \$14,299. The total combined cost for this change order is \$58,054.59. City Staff would like to request of this board a recommendation to the CRA Board, an approval authorizing City Manager to execute the Dysons Plaza Shell Construction change order in the amount of \$58,054.59.

Board Members discussed costs and quote details related to this request, actions and steps moving forward with future projects. A statement was made regarding Duke Energy not being flexible with clients relating to the quotes of projects, inquired if the contracting company for this project was in error regarding quote details for this electrical connection, possibility of later faulting the contractor of this financial burden and concluded work must be completed.

Motion by Board Member Blakeslee to recommend approval of the CRA funding for the change order in the amount of \$58,054.59. Seconded by Board Member Wingate and the motion carried 5-2. (with Board Members Asma and Hodge in opposition)

4. DISCUSSION – Open questions

A board member inquired about the Boys and Girls Club development and if possible CRA funds could be invested towards this project. City staff stated this development location is just outside of the CRA designated areas but the city has contributed \$1.5 million towards this project using Federal American Rescue Plan Act (ARPA) funding. This allocation allowed them to construct Phase I & Phase II at the same time. Board continued to discuss the specifics and details of this project as a presentation was given about two weeks ago. Boy and Girls Club of Central Florida is also planning to construct a gymnasium on the same property in a future phase as well.

5. ADJOURNMENT

There being no further business the meeting was adjourned at 6:21 pm.

ATTEST:

/S/

Recording Secretary Colene Rivera

APPROVED:

/S/

Chairman Larry Cappleman