



## AGENDA

### REGULAR MEETING OF THE STUART CITY COMMISSION

JUNE 23, 2025

AT 5:30 PM

COMMISSION CHAMBERS

121 SW FLAGLER AVE.

STUART, FLORIDA 34994

### CITY COMMISSION

Mayor Campbell Rich

Vice Mayor Christopher Collins

Commissioner Eula R. Clarke

Commissioner Laura Giobbi

Commissioner Sean Reed

### ADMINISTRATIVE

City Manager, Michael J. Mortell

City Attorney, Lee J. Baggett

City Clerk, Mary R. Kindel

Agenda items are available on our website at <http://www.cityofstuart.us>  
Phone: (772) 288-5306. Fax: (772) 288-5305. E-mail: [mkindel@ci.stuart.fl.us](mailto:mkindel@ci.stuart.fl.us)

In compliance with the Americans with Disabilities Act (ADA), anyone who needs a special accommodation to attend this meeting should contact the City's ADA coordinator at 772-288-5306 at least 48 hours in advance of the meeting, excluding Saturday and Sunday.

If a person decides to appeal any decision made by the Board with respect to any matter considered at this meeting, he will need a record of the proceeding, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

(RC) next to an item denotes there is a City Code requirement for a Roll Call vote.

(QJ) next to an item denotes that it is a quasi-judicial matter or public hearing.

**ROLL CALL**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

1. WELLS FARGO BUILDING DISCUSSION AND UPDATE

**COMMENTS BY CITY COMMISSIONERS**

**COMMENTS BY CITY MANAGER**

**APPROVAL OF AGENDA**

**COMMENTS FROM THE PUBLIC (Non-Agenda Related) (3 Minutes Max.)**

**CONSENT CALENDAR**

2. APPROVAL OF 06/09/2025 CCM MINUTES (RC)
3. TITLE VI POLICY UPDATE (RC):

RESOLUTION No. 62-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, ADOPTING A TITLE VI NON-DISCRIMINATION POLICY AND PROGRAM PLAN; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**END OF CONSENT CALENDAR**

**COMMISSION ACTION**

4. APPOINTMENT OF BDB REPRESENTATIVE (RC):

RESOLUTION No. 55-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AUTHORIZING THE APPOINTMENT OF A REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE BUSINESS DEVELOPMENT BOARD (BDB) OF MARTIN COUNTY, INC. FOR A TWO-YEAR TERM; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

5. AUTHORIZING USES FOR THE HALF-CENT SALES SURTAX / PARK INVENTORY (RC):

RESOLUTION No. 57-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO PURSUE QUALIFYING FIXED CAPITAL EXPENDITURES AND OUTLAY PROJECTS UTILIZING PROCEEDS FROM THE HALF-CENT INFRASTRUCTURE SALES SURTAX APPROVED BY THE VOTERS OF MARTIN COUNTY IN THE 2024 GENERAL ELECTION; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**DISCUSSION AND DELIBERATION**

**ADJOURNMENT**

**WHAT IS CIVILITY?** Civility is caring about one's identity, needs and beliefs without degrading someone else's in the process. Civility is more than merely being polite. Civility requires staying "present" even with those persons with whom we have deep-rooted and perhaps strong disagreements. It is about constantly being open to hear, learn, teach and change. It seeks common ground as a beginning point for dialogue. It is patience, grace, and strength of character. Civility is practiced in our City Hall.

**PUBLIC COMMENT:** If a member of the public wishes to comment upon ANY subject matter, including quasi-judicial matters, please submit a Request to Speak form. These forms are available in the back of the Commission Chambers, and should be given to the City Clerk prior to introduction of the item number you would like to address.

**CONSENT CALENDAR:** Those matters included under the Consent Calendar are self-explanatory, non-controversial, and are not expected to require review or discussion. All items will be enacted by one motion. If discussion on an item is desired by any City Commissioner that item may be removed by a City Commissioner from the Consent Calendar and considered separately. If an item is quasi-judicial it may be removed by a Commissioner or any member of the public from the Consent Calendar and considered separately.

**QUASI-JUDICIAL HEARINGS:** Some of the matters on the Agenda may be "quasi-judicial" in nature. City Commissioners will disclose all ex-parte communications, and may be subject to voir dire by any interested party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment without being sworn. Unsworn testimony will be given appropriate weight and credibility by the City Commission.

**INVOCATION:** Any invocation that may be offered at the opening of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.

**CITY OF STUART, FLORIDA  
AGENDA ITEM REQUEST  
City Commission**

**Meeting Date:** 6/23/2025

**Prepared by:** Michael Mortell

**Title of Item:**

WELLS FARGO BUILDING DISCUSSION AND UPDATE

**Summary Explanation/Background Information on Agenda Request:**

The City Commission requested an update regarding the relocation of City Hall to the property currently known as the Wells Fargo Building. When the City acquired the building, the Commission was aware that the current tenants had different leases and options that could delay the relocation for as long as 15-20 years. City staff have been working with the property manager of the building and relocating City departments into the building as space has become available. The City Manager will provide an update to the City Commission related to the remaining tenants and leases and the projected timeline for the relocation.

**Funding Source:**

N/A

**Recommended Action:**

No action necessary.

**ATTACHMENTS:**

**CITY OF STUART, FLORIDA  
AGENDA ITEM REQUEST  
City Commission**

**Meeting Date:** 6/23/2025

**Prepared by:** Nina Mullin

**Title of Item:**

APPROVAL OF 06/09/2025 CCM MINUTES (RC)

**Summary Explanation/Background Information on Agenda Request:**

N/A

**Funding Source:**

N/A

**Recommended Action:**

Approve Minutes.

**ATTACHMENTS:**

1. 06/09/2025 CCM Minutes

**MINUTES**  
**REGULAR MEETING OF THE STUART CITY COMMISSION**  
**JUNE 9, 2025**  
**AT 4:00 PM**  
**COMMISSION CHAMBERS**  
**121 SW FLAGLER AVE.**  
**STUART, FLORIDA 34994**

**CITY COMMISSION**

**Mayor Campbell Rich**  
**Vice Mayor Christopher Collins**  
**Commissioner Eula R. Clarke**  
**Commissioner Laura Giobbi**  
**Commissioner Sean Reed**

**ADMINISTRATIVE**

**City Manager, Michael J. Mortell**  
**City Attorney, Lee J. Baggett**  
**City Clerk, Mary R. Kindel**

**ROLL CALL**

4:00 PM

PRESENT: Mayor Rich, Vice Mayor Collins, Commissioner Clarke, Commissioner Giobbi, and Commissioner Reed

**INVOCATION**

Major Deanne Jones, Corps Officer from the Salvation Army, gave the Invocation.

**PLEDGE OF ALLEGIANCE**

**PROCLAMATIONS**

**1. GARDEN WEEK - JUNE 1-7, 2025**

Mary Neal, President of the Garden Club of Stuart, Inc, accepted the Proclamation, thanked the Commissioners, and spoke about the Garden Club.

**2. FAITH & FAMILY MONTH - JUNE 2025**

Missy Harris, resident of Stuart, accepted the Proclamation and spoke on Faith and Family.

**3. HONORING MASON MEROLA WITH PRESIDENTS VOLUNTEER SERVICE**

Mason Merola, recipient of the Volunteer Service Award, accepted the Proclamation and thanked the Commission for the recognition.

## **PRESENTATIONS**

### **4. SERVICE AWARD - JUNE 2025**

Sergio Pecori   Public Works   25 years   Present

### **5. STUART HOUSING AUTHORITY**

Rosetta Washington, Director of Fort Pierce and Stuart Housing Authority, introduced Heidi Laboy, Programs Manager for Stuart, and provided some statistics on public housing, Section 8 vouchers, board member assignments, and audits.

Rhonda Corrodus, Deputy Executive Director, further explained fair cloth by Housing and Urban Development (HUD).

Commissioners continued questions and answers with the staff from the Housing Authority.

### **6. STEM OPPORTUNITIES, WOLF-PACK CUBESAT DEVELOPMENT TEAM FROM STUDENTS AT SOUTH FORK HIGHSCHOOL**

Kevin Simmons, Wolfpack CubeSat Development Team, presented their program and the different launches they have done. Mr. Simmons introduced students who presented new projects being worked on.

### **7. 10TH STREET TRAFFIC CALMING UPDATE**

Jodi Kugler, Development Director, presented the item.

Chief of Police, Flamur Zenelovic, provided statistics and different tactics for the future.

Commissioners participated in a discussion.

### **PUBLIC COMMENT:**

1. Jennifer Qadir - Stuart; Commented on the traffic and ways to slow it down and provided suggestions for the Housing Authority.
2. Joe Longobardi - Stuart; Asked for stop signs on 7th and 9th Streets.
3. Tara Auith - Stuart; Commented she likes the research that was done, but the cut-through roads are the major problem (Dolphin/SE Kruger).
4. Frank McChrystal - Stuart; Stated if we are making these changes, we need to ensure that it's not alleviating traffic on one street and burdening others, and perhaps assess the houses that are on that street that would like these changes.

Commissioner Reed expressed he agrees with the four-way stops and the painted sidewalks.

Vice Mayor Collins commented that he is in favor of tree planting, enforcing traffic, and signs at intersections. In the long term, he believes that chicanes will work but is worried about the cost and the location of them, stated there needs to be more comprehensive studies done to see where they can go. Asked City Manager Mortell if he knew the estimated price for planting trees.

City Manager Mortell stated that he would put a plan together with different fees, prices, and locations to bring back to an August meeting.

### **COMMENTS BY CITY COMMISSIONERS**

Commissioner Giobbi

- Thanked the public for their attendance at the meetings.
- Commented on the historical event, Celebrating Preservation, held on May 30th.
- Read statement and stated she spoke to her attorney with regard to the comments that were made about her by Mayor Rich and the not-so-friendly neighbor, can be considered slander. She wanted to state for the record that she is not a communist and not anti-business.

Commissioner Clarke

- Stated she missed the Celebrating Preservation event on the 30th but wanted to express it was a wonderful event and hopes it continues to be done every year.
- Commented on the event for former Chief Tumminelli that took place at Saint Monica's Church on June 8th.
- Complimented City Manager, Mike Mortell, and City Attorney, Lee Baggett, for their hard work.

Vice Mayor Collins

- Thanked Candace Callahan, Stuart Main Street, for the event that she orchestrated "Saving Stuart" and complimented Jacqui Thurlow-Lippisch as the moderator.

Mayor Rich

- Thanked Candace for putting on the "Saving Stuart" event.
- Stated he spoke to Andres Duany and shared information from his conversation.
- Happy to announce that he met with Senator Darryl Rousan, who is also Vice Chair of the Appropriations Committee, and shared conversation regarding funding.

### **COMMENTS BY CITY MANAGER**

City Manager Mortell

- Commented on his attendance to Dave Peters Memorial and Chief Tumminelli's retirement party and how nice and well-attended the events were.
- Announced the July 4th activities are coming up and all are looking forward to it; Martin County is contributing and the City is guaranteed a spectacular event.
- Updated briefly on lease modifications for the Wells Fargo building and City Hall moving in 2028.

## **APPROVAL OF AGENDA**

**6:38 PM MOTION: Approve.**

**MOVED BY: Christopher Collins**

**SECONDED BY: Eula Clarke**

**Motion approved unanimously.**

## **COMMENTS FROM THE PUBLIC (Non-Agenda Related) (3 Minutes Max.)**

1. Kimberly McHardy - Stuart; Commented on the Emancipation Event that occurred in May. She stated that only two out of five (5) Commissioners were in attendance.
2. Frank McChrystal - Stuart; Continued to speak on the 10th street calming and what can be done.

## **CONSENT CALENDAR**

8. APPROVAL OF 05/12/2025 CCM MINUTES AND 05/27/2025 CCM MINUTES

## **END OF CONSENT CALENDAR**

**6:46 PM MOTION: Approve.**

**MOVED BY: Christopher Collins**

**SECONDED BY: Laura Giobbi**

**Motion approved unanimously.**

## **COMMISSION ACTION**

9. LICENSE AGREEMENT RENEWAL #3 - HOUSE OF HOPE COMMUNITY GARDEN (RC):

RESOLUTION No. 59-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA AUTHORIZING THE CITY MANAGER TO EXECUTE LICENSE AGREEMENT RENEWAL NO. 3 BETWEEN THE CITY OF STUART AND HOUSE OF HOPE FOR THE OPERATION OF A COMMUNITY GARDEN ON CITY OWNED PROPERTY AT 520 SE FLORIDA STREET; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Lee Baggett, City Attorney, explained the details in the license agreement.

Rob Raineiri, CEO of House of Hope, stated he is looking forward to the next three (3) years and thanked Milton Leggett and his team.

**6:51 PM MOTION: Approve.**

**MOVED BY: Christopher Collins**

**SECONDED BY: Eula Clarke**

**Motion approved unanimously.**

**10. LETTER OF SUPPORT FOR STUART MAIN STREET TO APPLY FOR A GRANT TO UPDATE DESIGN GUIDELINES (RC):**

RESOLUTION No. 61-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA AUTHORIZING THE CITY MANAGER TO SIGN A LETTER OF SUPPORT FOR STUART MAIN STREET TO APPLY FOR A GRANT TO UPDATE DESIGN GUIDELINES CONSISTENT WITH THE DOWNTOWN NATIONAL REGISTER DESIGNATION AREA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Jordan Pinkston, CRA Program Manager, presented the item and staff requested a letter of support.

Candace Callahan, Executive Director of Main Street, stated that she is applying for the grant that aligns with the Community Redevelopment Agency (CRA) goals.

Vice Mayor Collins asked who compensates Jodi Reilly an Independent Events Services Professional, who works for Stuart Main Street? Ms. Callahan responded that she is compensated by Stuart Main Street and is very instrumental in obtaining grants.

**7:02 PM MOTION: Approve.**  
**MOVED BY: Eula Clarke**  
**SECONDED BY: Christopher Collins**  
**Motion approved unanimously.**

**ORDINANCE SECOND READING**

None.

**ORDINANCE FIRST READING**

None.

**DISCUSSION AND DELIBERATION**

None.

**ADJOURNMENT**

7:02 PM

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**Mary R. Kindel, City Clerk**

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**Campbell Rich, Mayor**

**Minutes to be approved at the Regular Commission  
Meeting this 23rd day of June, 2025.**

**CITY OF STUART, FLORIDA  
AGENDA ITEM REQUEST  
City Commission**

**Meeting Date:** 6/23/2025

**Prepared by:** Lee Baggett

**Title of Item:**

TITLE VI POLICY UPDATE (RC):

RESOLUTION No. 62-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, ADOPTING A TITLE VI NON-DISCRIMINATION POLICY AND PROGRAM PLAN; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Summary Explanation/Background Information on Agenda Request:**

The City of Stuart has entered and will enter into agreements with the Florida Department of Transportation to receive flow-through federal funding for various projects and programs, and an updated Title VI Policy and Plan are a requirement on the process. The Plan will be reviewed and updated every three years or as demographics shift.

**Funding Source:**

N/A

**Recommended Action:**

Motion to approve.

**ATTACHMENTS:**

1. Resolution 62-2025 Adopting Title VI Policy
2. City\_of\_Stuart\_Title\_VI\_Final
3. Resolution 036-2023



**BEFORE THE CITY COMMISSION  
CITY OF STUART, FLORIDA**

**RESOLUTION NUMBER 62-2025**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, ADOPTING A TITLE VI NON-DISCRIMINATION POLICY AND PROGRAM PLAN; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

\* \* \* \* \*

**WHEREAS**, Title VI of the 1964 Civil Rights Act, at 42 U.S.C. § 2000d, provides that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance”; and

**WHEREAS**, the broader application of non-discrimination law is found in other federal and state statutes, executive orders, and regulations, which provide additional protections based on age, sex, religion, and disability, including the federal Civil Rights Restoration Act, which extended nondiscrimination coverage to all programs and activities of federal-aid recipients, and contractors, including those that are not federally funded; and

**WHEREAS**, the City has entered and will enter into agreements with the Florida Department of Transportation to receive flow-through federal funding for various projects and programs; and

**WHEREAS**, in 2023, the City adopted Resolution Number 36-2023 in which the City adopted a Title VI Transit Program Policy which specifically pertained only to the City Trams; and

**WHEREAS**, as the recipient of these federal funds through the state of Florida, the City desires to adopt a broader Title VI Non-Discrimination Policy and Program Plan; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA THAT:**

**SECTION 1:** The foregoing recitals are true and adopted as findings of fact and conclusions of law.

**SECTION 2:** The Title VI Non-Discrimination Policy and Program Plan attached hereto as Exhibit “A” is hereby adopted as the official policy of the City of Stuart for the purposes stated therein.

**SECTION 3:** This Resolution shall take effect immediately.

Commissioner \_\_\_\_\_ offered the foregoing Resolution and moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a roll call vote, the vote was as follows:

CAMPBELL RICH, MAYOR  
CHRISTOPHER COLLINS, VICE MAYOR  
EULA R. CLARKE, COMMISSIONER  
LAURA GIOBBI, COMMISSIONER  
SEAN REED, COMMISSIONER

| YES | NO | ABSENT | ABSTAIN |
|-----|----|--------|---------|
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
MARY R. KINDEL  
CITY CLERK

\_\_\_\_\_  
CAMPBELL RICH  
MAYOR

APPROVED AS TO FORM  
AND CORRECTNESS:

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LEE J. BAGGETT, ESQ.  
CITY ATTORNEY

City of Stuart  
Florida



Title VI Non-Discrimination Policy and Program Plan

Effective: June 23, 2025 – June 23, 2028

Department of the City Clerk  
City of Stuart, Florida  
121 SW Flagler Avenue  
Stuart, FL 34994  
Phone: (772) 288-5306  
Email: [mkindel@ci.stuart.fl.us](mailto:mkindel@ci.stuart.fl.us)

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### Acronyms

|      |                                      |
|------|--------------------------------------|
| FDOT | Florida Department of Transportation |
| FHWA | Florida Highway Administration       |
| FTA  | Federal Transit Administration       |
| DOJ  | Department of Justice                |
| LEP  | Limited English Proficiency          |

## **Notice to the Public**

The City of Stuart complies with Title VI of the Civil Rights Act of 1964 and other federal and state civil rights laws.

No person or group of persons shall be excluded from participation in, denied the benefits of, or subjected to discrimination in any City program, service, or activity based on race, color, national origin, sex, age, disability, religion, or family status.

For more information on the City of Stuart's commitment to nondiscrimination, or to file a discrimination complaint, please contact:

Mary Kindel, City Clerk, MMC  
Title VI Coordinator – City of Stuart  
121 SW Flagler Avenue, Stuart, FL 34994  
Phone: (772) 288-5306  
Email: [mkindel@ci.stuart.fl.us](mailto:mkindel@ci.stuart.fl.us)

## **Aviso al Publico**

La Ciudad de Stuart cumple con el Título VI de la Ley de Derechos Civiles de 1964 y otras leyes de derechos civiles federales y estatales.

Ninguna persona o grupo de personas será excluida de la participación, se le negarán los beneficios o se le someterá a discriminación en cualquier programa, servicio o actividad de la Ciudad por motivos de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar.

Para obtener más información sobre el compromiso de la Ciudad de Stuart con la no discriminación o para presentar una queja por discriminación, comuníquese con:

Mary Kindel, City Clerk, MMC  
Coordinadora del Título VI – Ciudad de Stuart  
121 SW Flagler Avenue, Stuart, FL 34994  
Teléfono: (772) 288-5306  
Correo electrónico: [mkindel@ci.stuart.fl.us](mailto:mkindel@ci.stuart.fl.us)

## **1. Title VI Policy Statement**

The City of Stuart assures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance. This commitment is in accordance with Title VI of the Civil Rights Act of 1964 and all related statutes.

## **2. Title VI Complaint Procedures**

The City of Stuart is committed to ensuring that no person is excluded from participation in, denied the benefits of, or subjected to discrimination in any City program, service, or activity based on:

- Race
- Color
- National origin
- Sex
- Age
- Family
- Disability
- Religion
- Income status
- Limited English proficiency (LEP)
- Or any other characteristic protected under federal or state nondiscrimination laws

Who May File a Complaint:

Any individual, group of individuals, or authorized representative who believes they have been subjected to discrimination by the City of Stuart may file a Title VI complaint.

Time Limit for Filing:

A complaint must be filed within one-hundred eighty (180) calendar days of the alleged discriminatory incident.

Note: The 180-day time limit may only be extended by federal authorities (e.g., FDOT, FHWA, FTA) in certain exceptional circumstances.

How to File a Complaint:

Complaints may be submitted in any of the following ways:

- In writing: via postal mail, email, or hand delivery
- Verbally: if the complainant is unable to write due to disability, language barrier, or limited literacy

The City of Stuart will make reasonable accommodations to ensure access to the complaint process, including providing interpreters, assistive technologies, and alternate formats upon request.

#### Where to Submit a Complaint:

Mary Kindel, City Clerk, MMC  
Title VI Coordinator – City of Stuart  
121 SW Flagler Avenue, Stuart, FL 34994  
Phone: (772) 288-5306  
Email: mkindel@ci.stuart.fl.us

#### What to include in a Complaint:

To facilitate investigation, the complaint should include:

- Complainant's full name and contact information
- Date and location of the incident
- Basis for the alleged discrimination (e.g., race, national origin)
- Description of what occurred
- Names or titles of involved City employees (if known)
- Any documentation or witness statements

#### City Response Timeline

- The City will acknowledge receipt of the complaint within five (5) business days
- An investigation will be conducted and completed within thirty (30) calendar days
- The complainant will be notified in writing of the outcome, any findings, and corrective actions (if applicable)

A record of all complaints and resolutions will be maintained by the Title VI Coordinator and used for compliance reviews and reporting.

### **3. Complaint Investigation Process & Retaliation Prohibition**

The City of Stuart is committed to investigating all complaints of discrimination fairly, thoroughly, and in a timely manner. The Title VI Coordinator oversees the intake, documentation, and resolution of each complaint.

#### Investigation Timeline and Steps

Upon receipt of a complete complaint:

- The City will acknowledge the complaint in writing within five (5) business days
- The Title VI Coordinator will initiate an internal review and fact-finding investigation
- The investigation will be completed within thirty (30) calendar days of acknowledgment
- The Coordinator may contact the complainant for additional information or clarification
- Interviews with witnesses or involved staff may be conducted as needed
- A written report of findings and resolutions will be prepared and maintained

If more time is needed to complete the review, the Coordinator will notify the complainant in writing and provide an updated timeline.

#### Notification of Outcome

Upon conclusion of the investigation, the complainant will receive written notice of the City's findings, including:

- Whether the complaint was substantiated
- Any corrective or remedial actions being taken
- Appeal or referral options if the complainant disagrees with the outcome

#### Prohibition Against Retaliation

Retaliation against any individual who:

- Files a complaint
- Cooperates with an investigation
- Participates in any proceeding under Title VI

is strictly prohibited.

Examples of retaliation include, but are not limited to:

- Denial of services or access
- Harassment or intimidation
- Termination of participation in programs

Anyone who believes they have experienced retaliation may file a separate complaint following the same procedure described in Section 2.

#### Recordkeeping and Oversight

All complaints and related documents are securely maintained by the Title VI Coordinator for a minimum of five (5) years. Complaint logs and trends are reviewed annually to ensure compliance and continuous improvement of nondiscrimination practices.

## **4. Title VI Complaint Form Overview**

The City of Stuart provides a standardized Title VI Complaint Form to ensure individuals have an accessible and consistent way to report potential discrimination related to any City program, service, or activity.

The form is available in both English and Spanish and can be provided in alternative formats upon request. The form may be submitted by mail, email, or in person.

#### Purpose of the Form

The Title VI Complaint Form collects key information necessary for the City to:

- Understand the nature and basis of the complaint
- Evaluate whether a Title VI violation may have occurred
- Contact the complainant and any witnesses for follow-up

- Resolve the matter efficiently and equitably

## Sections of the Complaint Form

The form includes:

1. Complainant Information – Name, address, phone, email
2. Complaint Details – Date, location, description of the incident
3. Protected Class Identification – Checkboxes for race, color, national origin, sex, disability, age, etc.
4. Description of the Discrimination – Narrative section for the complainant to explain what happened
5. Witness Information – Space for names and contact info for any witnesses
6. Resolution Sought – What outcome or corrective action the complainant is requesting
7. Other Agency Involvement – Disclosure if the complaint was also filed with another agency (e.g., FDOT, DOJ)
8. Signature and Date – Required to validate the complaint

## Submission Instructions

Completed forms can be submitted to:

Mary Kindel, City Clerk, MMC  
 Title VI Coordinator – City of Stuart  
 121 SW Flagler Avenue, Stuart, FL 34994  
 Phone: (772) 288-5306  
 Email: mkindel@ci.stuart.fl.us

## Alternative Access and Language Services

The City of Stuart will provide assistance to individuals who are:

- Limited English proficient (LEP)
- Have disabilities
- Require help filling out the form

Requests for assistance or translation can be directed to the Title VI Coordinator.

For copies of the complaint form, see Appendix A (English) and Appendix B (Spanish).

## 5. Title VI Investigations, Complaints, and Lawsuits

City of Stuart maintains and reports a list of any active or resolved Title VI complaints, investigations, or lawsuits alleging discrimination on the basis of race, color, or national origin, pertaining to any transit-related or federally assisted City program or service.

This list includes:

- The date of the investigation, complaint, or lawsuit
- A summary of the allegations
- The current status of the case
- Any actions taken by the City of Stuart in response

As of the date of this plan, there are no known active or resolved investigations, lawsuits, or complaints against the City of Stuart relating to Title VI discrimination.

| Type of Case  | Date | Summary of Allegation | Status | Action(s) Taken |
|---------------|------|-----------------------|--------|-----------------|
| Complaint     | —    | —                     | —      | —               |
| Investigation | —    | —                     | —      | —               |
| Lawsuit       | —    | —                     | —      | —               |

## 6. Limited English Proficiency (LEP) Plan

### Legal Foundation

In accordance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166 ("Improving Access to Services for Persons with Limited English Proficiency"), the City of Stuart takes reasonable steps to ensure that individuals with limited English proficiency (LEP) have meaningful access to City services, programs, and activities.

### Who Is LEP?

Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English are considered LEP. These individuals may be entitled to language assistance services under Title VI.

### City of Stuart Four-Factor Analysis

The City used U.S. Census, LEP.gov and American Community Survey (ACS) 2020 data to conduct a Four-Factor Analysis as recommended by the U.S. Department of Justice and the U.S. Department of Transportation:

#### Factor 1 – Number or Proportion of LEP Persons Served

The following table summarizes LEP population statistics for the City of Stuart:

LEP Language Statistics (2020 ACS, 2020 US Census, LEP.gov)

| Language Group        | Value |
|-----------------------|-------|
| Total Population (5+) | 17432 |
| LEP Individuals       | 1046  |
| % LEP                 | 6%    |
| % Spanish             | 15%   |
| % Indo-European       | 2.4%  |
| % Asian/Pacific       | 1%    |
| % Other               | 0.1%  |

Spanish is the most frequently spoken LEP language in the City of Stuart.

#### Factor 2 – Frequency of Contact with LEP Populations

While the City has not historically received high volumes of requests for translation or interpretation, departments that directly serve the public (such as Utilities, Police, Transit, and the City Clerk's Office) may have regular contact with LEP persons.

#### Factor 3 – Importance of the Service Provided

City services considered critical include:

- Emergency management and public safety
- Utility service interruptions or hazards
- Development and permitting information
- Code enforcement and complaint resolution
- Public transportation access

Denying LEP individuals access to these services could result in serious consequences, especially during emergencies or for time-sensitive programs.

#### Factor 4 – Resources Available and Cost

The City of Stuart uses cost-effective strategies to provide meaningful access, including:

- Bilingual City staff, especially Spanish-speaking employees
- Relationships with local colleges and nonprofits to assist with interpretation
- Printed and digital Spanish translations of essential public materials

#### LEP Implementation Plan

To ensure meaningful access, the City commits to:

- Maintaining a list of bilingual staff who can provide language support
- Training staff to identify and assist LEP individuals appropriately
- Translating vital documents, especially those related to public health, safety, and rights
- Providing interpreters at public meetings upon request
- Posting notices in accordance with Florida Statute 5.011
- Reviewing and updating LEP practices every three years or as demographics shift

#### LEP Contact and Access

Residents may request interpretation services, translated materials, or accommodations by contacting:

Mary Kindel, City Clerk, MMC

Title VI Coordinator – City of Stuart

121 SW Flagler Avenue, Stuart, FL 34994

Phone: (772) 288-5306

Email: mkindel@ci.stuart.fl.us

## **7. Public Involvement and Outreach**

The City of Stuart prioritizes inclusion, equity, and transparency in all public services and planning processes. Community involvement is essential to ensuring fair and equitable access to City programs.

The City encourages participation by:

- Posting public notices in accordance with Florida Statute 50.011
- Distributing applicable flyers and outreach materials at public libraries, community centers, and neighborhood events
- Providing Spanish-translated versions of essential documents
- Participating in key community events that celebrate diversity.
- Soliciting feedback through electronic surveys, printed comment cards, and in-person forums

### **Public Participation Plan**

To further enhance engagement and ensure that all voices are heard, the City implements the following strategies:

1. Notify the Public – Publishing, posting, and distributing notices and flyers.
2. Conduct Surveys – Administering surveys to riders and the general public via online tools, at meetings, and in public places.
3. Electronic Access to Information – Maintaining up-to-date content on the City of Stuart website, including:
  - Downloadable surveys and materials
  - Calendar of meetings and events
  - Agendas and announcements for upcoming public hearings
4. Host and Attend Public Events – The City holds regular public meetings and workshops and participates in community events to build awareness of services and collect feedback.
5. Offer Special Presentations – Organizations, HOAs, or advocacy groups may request presentations or materials from City staff.

Contact for Public Participation:

Mary Kindel, City Clerk, MMC  
Title VI Coordinator – City of Stuart  
121 SW Flagler Avenue, Stuart, FL 34994  
Phone: (772) 288-5306  
Email: mkindel@ci.stuart.fl.us

## **8. Data Collection and Analysis**

To comply with federal requirements, the City of Stuart collects, maintains, and analyzes demographic data to evaluate equitable access to City programs, services, and activities. These efforts help ensure compliance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination laws.

### **Federal Requirement:**

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) require recipients of federal financial assistance to collect and analyze data on race, ethnicity, national origin, age, sex, disability status, and language proficiency of participants and beneficiaries in their programs.

### **Methods of Data Collection:**

The City uses the following tools and sources:

- U.S. Census Bureau and American Community Survey (ACS) datasets
- Environmental Screening Tool (EST) and GIS demographic overlays
- Community and rider surveys administered during outreach events or through digital platforms
- Voluntary self-identification forms completed by members of the public participating in City programs or events
- Feedback and registration forms from public meetings, online engagement, or City services

### **Use of Data:**

Collected data is used to:

- Evaluate how different populations are served
- Identify underserved or disproportionately impacted communities
- Develop equitable public outreach strategies
- Improve accessibility and language services
- Inform updates to this Title VI Plan and LEP Plan

### **Privacy and Confidentiality:**

All data collection methods respect the privacy of individuals. Self-identification is always voluntary or anonymous, and the City will not release or use personal data in any manner inconsistent with federal or state laws.

## **9. Racial Breakdown of Non-Elected Boards**

In accordance with Title VI requirements and FTA Circular 4702.1B, the City of Stuart tracks the racial, ethnic, and disability composition of members on its non-elected advisory boards and commissions.

This practice supports the City's effort to promote inclusive representation and to identify any gaps in diversity that may require targeted outreach or policy review. By monitoring

participation on decision-making bodies, the City can encourage more equitable community engagement.

#### Annual Update Requirement:

This data is reviewed and updated at least annually, with the last update completed in June 2025. The City will continue this practice to ensure transparency and compliance with civil rights laws.

#### Demographic Attributes Tracked:

- Gender
- Race/Ethnicity
- Disability Status

The chart below reflects current board membership for applicable advisory bodies:

| <b>Community Redevelopment Agency</b>                  |                                 |                  |                                |
|--------------------------------------------------------|---------------------------------|------------------|--------------------------------|
| <b>Member</b>                                          | <b>Gender<br/>(Male/Female)</b> | <b>Race</b>      | <b>Disability<br/>(Yes/No)</b> |
| Campbell Rich                                          | M                               | Caucasian        | N                              |
| Christopher Collins                                    | M                               | Caucasian        | N                              |
| Eula Clarke                                            | F                               | African American | N                              |
| Laura Giobbi                                           | F                               | Caucasian        | N                              |
| Sean Reed                                              | M                               | Caucasian        | N                              |
| Mark Brechbill                                         | M                               | Caucasian        | N                              |
| Frederick James                                        | M                               | African American | N                              |
| <b>Planning Advisory Board / Local Planning Agency</b> |                                 |                  |                                |
| <b>Member</b>                                          | <b>Gender<br/>(Male/Female)</b> | <b>Race</b>      | <b>Disability<br/>(Yes/No)</b> |
| Ryan Strom                                             | M                               | Caucasian        | N                              |
| Kelly Laurine                                          | F                               | Caucasian        | N                              |
| Lance Vogl                                             | M                               | Caucasian        | N                              |
| Deana Peterson                                         | F                               | Caucasian        | N                              |
| VACANT                                                 |                                 |                  |                                |
| Werner Bols                                            | M                               | Caucasian        | N                              |
| Margaret A. Bromfield                                  | F                               | African American | N                              |
| <b>Community Redevelopment Board</b>                   |                                 |                  |                                |
| <b>Member</b>                                          | <b>Gender<br/>(Male/Female)</b> | <b>Race</b>      | <b>Disability<br/>(Yes/No)</b> |
| Mark Brechbill                                         | M                               | Caucasian        | N                              |
| Clay Scherer                                           | M                               | Caucasian        | N                              |
| Frederick James                                        | M                               | African American | N                              |

|                                         |                                 |                  |                                |
|-----------------------------------------|---------------------------------|------------------|--------------------------------|
| Bonnie Moser                            | F                               | Caucasian        | N                              |
| William Laughlin                        | M                               | Caucasian        | N                              |
| Scott Whalen                            | M                               | Caucasian        | N                              |
| Jeff Manera                             | M                               | Caucasian        | N                              |
| <b>East Stuart Historical Committee</b> |                                 |                  |                                |
| <b>Member</b>                           | <b>Gender<br/>(Male/Female)</b> | <b>Race</b>      | <b>Disability<br/>(Yes/No)</b> |
| Joseph Cooper                           | M                               | African American | N                              |
| Betty Brinkley                          | F                               | African American | N                              |
| Kimberly McHardy Grant                  | F                               | African American | N                              |
| Albert Brinkley                         | M                               | African American | N                              |
| Roy Degannes                            | M                               | African American | N                              |
| Phillip Harvey                          | M                               | African American | Y                              |
| Pearlie Clark                           | F                               | African American | N                              |

## 10. Subrecipient Monitoring

The City of Stuart currently has no Title VI subrecipients.

## 11. Title VI Assurances

The City of Stuart assures the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and any other relevant federal or state agency that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted or funded by the City.

This assurance applies to all operations of the City of Stuart, whether or not they are federally funded, and extends to all programs, departments, and services, including but not limited to:

- Public works and infrastructure
- Parks and recreation
- Utility services
- Public safety and emergency response
- Transportation and mobility
- Community development
- Public engagement and administration

The City commits to the following:

- Implementing non-discrimination policies in accordance with Title VI of the Civil Rights Act of 1964 and related laws and executive orders.
- Conducting reviews and audits to ensure continued compliance.

- Collecting and analyzing data to evaluate the equity of services.
- Ensuring contracts, procurements, and agreements reflect Title VI obligations.
- Offering meaningful access for Limited English Proficient (LEP) individuals.

Assurances are reviewed and updated every three years or upon changes in executive leadership and are publicly available on the City's website.

## **12. Appendix**

Appendix A – Complaint Form English

Appendix B - Complaint Form Spanish

Appendix C – City Resolution R36-2023

# Appendix A

## City of Stuart Title VI Complaint Form

### Instructions:

If you believe you have been subjected to discrimination in violation of Title VI, please complete this form and return it to the Title VI Coordinator. You may attach additional sheets or documentation as needed. This form is also available in Spanish and alternative formats upon request.

### I. Complainant Information

- Full Name: \_\_\_\_\_
- Street Address: \_\_\_\_\_
- City, State, ZIP Code: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_

### II. Complaint Details

- Date of Alleged Discrimination: \_\_\_\_\_
- Location of Incident: \_\_\_\_\_
- Which City service, program, facility, or department was involved?

Protected Class(es) You Believe Were Discriminated Against (check all that apply):

☐ Race    ☐ Color    ☐ National Origin    ☐ Sex    ☐ Age    ☐ Disability    ☐  
Income Status    ☐ Other: \_\_\_\_\_

Explain what happened and how you believe you were discriminated against:

(Please provide as much detail as possible, including names, dates, and events.)

---

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### III. Witnesses (if applicable)

- Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_
- Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_

### IV. Resolution Sought

What action or remedy are you seeking?

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---

### V. Have You Filed This Complaint with Another Agency?

☐ Yes      ☐ No

If yes, please list the agency name, contact person, and filing date:

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### VI. Signature

I affirm that the information provided above is true to the best of my knowledge.

- Signature: \_\_\_\_\_
- Date: \_\_\_\_\_

### Submit This Form To:

Mary Kindel, City Clerk, MMC  
Title VI Coordinator  
City of Stuart  
121 SW Flagler Avenue  
Stuart, FL 34994  
Phone: (772) 288-5306  
Email: mkindel@ci.stuart.fl.us

# Appendix B

## Formulario de Queja del Título VI de la Ciudad de Stuart

### Instrucciones:

Si usted cree que ha sido víctima de discriminación en violación del Título VI, por favor complete este formulario y envíelo al Coordinador del Título VI. Puede adjuntar hojas adicionales o documentación si lo necesita. Este formulario también está disponible en inglés y en otros formatos a solicitud.

### I. Información del Querellante

- Nombre completo: \_\_\_\_\_
- Dirección: \_\_\_\_\_
- Ciudad, Estado, Código Postal: \_\_\_\_\_
- Teléfono: \_\_\_\_\_
- Correo electrónico: \_\_\_\_\_

### II. Detalles de la Queja

- Fecha de la supuesta discriminación: \_\_\_\_\_
- Lugar del incidente: \_\_\_\_\_
- ¿Qué servicio, programa, instalación o departamento de la Ciudad estuvo involucrado?

Clase(s) protegida(s) en las que cree que fue discriminado (marque todas las que correspondan):

- ☐ Raza    ☐ Color    ☐ Origen Nacional    ☐ Sexo    ☐ Edad    ☐ Discapacidad  
☐ Nivel de Ingresos    ☐ Otro: \_\_\_\_\_

Explique lo que sucedió y por qué cree que fue discriminado:

(Por favor, proporcione el mayor detalle posible, incluyendo nombres, fechas y eventos.)

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### III. Testigos (si corresponde)

- Nombre: \_\_\_\_\_ Información de contacto: \_\_\_\_\_  
\_\_\_\_\_

- Nombre: \_\_\_\_\_ Información de contacto:  
\_\_\_\_\_

#### IV. Solución Solicitada

¿Qué acción o remedio busca usted?

---

---

---

---

#### V. ¿Ha Presentado Esta Queja a Otra Agencia?

☐ Sí      ☐ No

Si respondió "sí", indique el nombre de la agencia, persona de contacto y fecha de presentación:

---

---

---

#### VI. Firma

Declaro que la información proporcionada anteriormente es verdadera según mi leal saber y entender.

- Firma: \_\_\_\_\_
- Fecha: \_\_\_\_\_

Envíe Este Formulario A:

Mary Kindel, City Clerk, MMC  
Secretaria Municipal / Coordinadora del Título VI  
Ciudad de Stuart  
121 SW Flagler Avenue  
Stuart, FL 34994  
Teléfono: (772) 288-5306  
Correo electrónico: mkindel@ci.stuart.fl.us



**BEFORE THE CITY COMMISSION  
CITY OF STUART, FLORIDA**

**RESOLUTION NUMBER 36-2023**

**A RESOLUTION OF THE CITY COMMISSION OF  
THE CITY OF STUART, FLORIDA, ADOPTING A  
TITLE VI TRANSIT PROGRAM POLICY;  
PROVIDING AN EFFECTIVE DATE, AND FOR  
OTHER PURPOSES.**

\* \* \* \* \*

**WHEREAS**, Title VI of the 1964 Civil Rights Act, at 42 U.S.C. 2000d, provides that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance;” and

**WHEREAS**, the broader application of nondiscrimination law is found in other federal and state statutes, executive orders, and regulations, which provide additional protections based on age, sex, creed (religion), and disability, including the federal 1987 Civil Rights Restoration Act, which extended nondiscrimination coverage to all programs and activities of federal-aid recipients, and contractors, including those that are not federally funded; and

**WHEREAS**, the City has entered into an agreement with the Florida Department of Transportation to receive flow-through federal funding for the acquisition and operation of its passenger micro-transit tram program; and

**WHEREAS**, as the recipient of these federal funds, through the State of Florida, the City desires to adopt a compliant “Title VI Transit Program Policy”; and

**WHEREAS**, the City has determined that implementing this policy will provide an increase of equal access for all community members to transit programs and other program(s) requiring Title VI policy implementation with equal, similar, or lesser covenants and agreements.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF  
THE CITY OF STUART, FLORIDA, AS FOLLOWS:**

**SECTION 1:** The aforesaid precatory clauses are adopted herein; and

**SECTION 2:** The Title VI Transit Program Policy attached hereto as Exhibit "A" is hereby adopted as the official policy of the City of Stuart for the purposes stated therein regarding transit operations; and

**SECTION 3:** This resolution shall take effect immediately upon adoption.

Commissioner CLARKE offered the foregoing resolution and moved its adoption.

The motion was seconded by Commissioner BRUNER and upon being put to a roll call vote, the vote was as follows:

TROY MCDONALD, MAYOR  
BECKY BRUNER, VICE MAYOR  
EULA R. CLARKE, COMMISSIONER  
CHRISTOPHER COLLINS, COMMISSIONER  
CAMPBELL RICH, COMMISSIONER

| YES | NO | ABSENT | ABSTAIN |
|-----|----|--------|---------|
| Y   |    |        |         |
| Y   |    |        |         |
| Y   |    |        |         |
|     | N  |        |         |
| Y   |    |        |         |

ADOPTED this 22<sup>nd</sup> day of May, 2023.

ATTEST:

  
MARY R. KINDEL  
CITY CLERK

  
TROY MCDONALD  
MAYOR

APPROVED AS TO FORM  
AND CORRECTNESS:

  
PAUL NICOLETTI  
INTERIM CITY ATTORNEY





**City of Stuart, Florida  
121 SW Flagler Avenue  
Stuart, Florida 34994**

## **TITLE VI TRANSIT PROGRAM POLICY**

**Stuart Tram Services**

Developed: March 2023

Adopted: R36-2023, City of Stuart Commission on May \_\_\_, 2023

## INTRODUCTION

Title VI of the 1964 Civil Rights Act, 42 U.S.C. 2000d provides that *"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."* The broader application of nondiscrimination law is found in other statutes, executive orders, and regulations, which provide additional protections based on age, sex, creed (religion), and disability, including the 1987 Civil Rights Restoration Act, which extended nondiscrimination coverage to all programs and activities of federal aid recipients, subrecipients, and contractors, including those that are not federally funded.

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## **Notice to the Public**

The City of Stuart complies with Title VI of the Civil Rights Act of 1964 and other civil rights authorities.

No person or group of persons shall be excluded from participation in, denied the benefits of, or subjected to discrimination in any City program, service or activity based on race, color, national origin, sex, age, disability, religion, or family status.

For more information on the City of Stuart's commitment to nondiscrimination or to file a discrimination complaint, Contact the City's Title VI Coordinator, Kevin Smith, Public Works Operations Services Manager, at 772-600-1296 or email: [ksmith@ci.stuart.fl.us](mailto:ksmith@ci.stuart.fl.us).

## **Noticia para el Publico**

La Ciudad de Stuart cumple con el Título VI de la Ley de Derechos Civiles de 1964 y otras autoridades de derechos civiles.

Ninguna persona o grupo de personas será excluida de la participación, se le negarán los beneficios o se le someterá a discriminación en cualquier programa, servicio o actividad de la Ciudad por motivos de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar.

Para obtener más información sobre el compromiso de la Ciudad de Stuart con la no discriminación o para presentar una queja por discriminación, comuníquese con el Coordinador del Título VI de la Ciudad, el Public Works Operations Services Manager, Teléfono: 772-600-1296 o correo electrónico: [ksmith@ci.stuart.fl.us](mailto:ksmith@ci.stuart.fl.us)

## List of Locations Where Title VI Public Notice of Rights Is Posted

"City of Stuart Title VI Notice to the Public" is currently posted, and shall remain posted, at the following locations:

| Location Name                                     | Location                                                                 |
|---------------------------------------------------|--------------------------------------------------------------------------|
| City of Stuart City Hall – Outside Bulletin Board | 121 SW Flagler Avenue, Stuart, FL 34994                                  |
| City of Stuart Transit Website                    | <a href="http://www.cityofstuart.us/">www.cityofstuart.us/</a> (pending) |
| City of Stuart Tram Vehicles                      | All City of Stuart Trams                                                 |
| City of Stuart Tram Stops                         | As provided on the attached "Map 1."                                     |

## **Title VI Complaint Procedures**

The City of Stuart has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability or family status in any City of Stuart program, service or activity may file a complaint with the City of Stuart.

Title VI/Nondiscrimination Coordinator:

Name: Kevin Smith, Public Works Operations Services Manager  
Address: 121 SW Flagler Avenue, Stuart, FL 34996  
Email: 772-600-1293  
Phone: ksmith@ci.stuart.fl.us

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., race, color, national origin, sex, religion, age, disability, or family status); and a description of the alleged discrimination with the date of occurrence. The complaint must be filed within 180 days of the alleged discrimination, unless the filing time is extended by the FHWA, FDOT or other federal or state authority. If the complaint cannot be submitted in writing, the complainant should contact the Title VI/Nondiscrimination Coordinator for assistance.

The Title VI/Nondiscrimination Coordinator will respond to the complaint within thirty (30) calendar days and will take reasonable steps to resolve the matter. Should the City of Stuart be unable to satisfactorily resolve a complaint, the City of Stuart will forward the complaint, along with a record of its disposition to the appropriate FDOT District Office.

The City of Stuart Title VI Coordinator is Kevin Smith and is not required to obtain management or other approval to discuss discrimination issues. However, should the complainant be unable or unwilling to complain to the City of Stuart, the written complaint may be submitted directly to Florida Department of Transportation (FDOT). FDOT serves as a statewide clearinghouse for Title VI purposes and will either assume jurisdiction over the complaint or forward it to the appropriate federal or state authority stated below, for continued processing:

**Florida Department of Transportation**  
Equal Opportunity Office  
ATTN: Title VI Complaint Processing  
605 Suwannee Street MS 65  
Tallahassee, FL 32399

## City of Stuart Title VI Complaint Form

121 SW Flagler Avenue, Stuart, FL 34996

Complainant's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Violation: \_\_\_\_\_ Time of Violation: \_\_\_\_\_

Date of Complaint: \_\_\_\_\_ Place of Violation: \_\_\_\_\_

Tram Number: \_\_\_\_\_ Route Number/Name: \_\_\_\_\_

Discrimination because of: ☐ Race ☐ Color ☐ National Origin

Provide the name(s) of the Stuart Tram personnel who allegedly discriminated against you, including their job title (if known).

\_\_\_\_\_

Identify what Stuart Tram service, program, or activity did not comply with Title VI of the Civil Rights Act of 1964.

\_\_\_\_\_

Identify any witnesses that have information relating to the alleged violation by name, address, and phone number.

\_\_\_\_\_

Explain clearly what happened, how you feel you were discriminated against and who was involved. Include how other individuals were treated differently from you (if possible). If more space is needed additional page(s) may be attached.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

Submit to:

Title VI/Nondiscrimination Coordinator:

Name: Kevin Smith, Public Works Operations Services Manager

Address: 121 SW Flagler Avenue, Stuart, FL 34996

Email: 772-600-1293

Phone: ksmith@ci.stuart.fl.us

## Transit Related Title VI Investigations, Complaints, and Lawsuits

The City of Stuart will prepare and maintain a list of any active transit related investigations conducted by the City of Stuart or any other entities, other than the Federal Transit Administration, of lawsuits or complaints naming the City of Stuart that allege discrimination on the basis of race, color, or national origin.

The list will include:

\*The date of the investigation;

\*A summary of allegations;

\*The status of the investigation, lawsuit or complaint;

\*Actions taken by the City of Stuart in response to the investigation, lawsuit or complaint

| Type of Process | Date | Summary (including basis of complaint) | Status | Action(s) Taken |
|-----------------|------|----------------------------------------|--------|-----------------|
| Investigations  |      |                                        |        |                 |
| 1.              |      |                                        |        |                 |
| 2.              |      |                                        |        |                 |
| Lawsuits        |      |                                        |        |                 |
| 1.              |      |                                        |        |                 |
| 2.              |      |                                        |        |                 |
| Complaints      |      |                                        |        |                 |
| 1.              |      |                                        |        |                 |
| 2.              |      |                                        |        |                 |

## Limited English Proficiency (LEP) Plan

Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and the US Department of Transportation (DOT) require federal-aid recipients to take reasonable steps to ensure meaningful access to programs, services, and activities by those who do not speak English proficiently. To determine the extent to which LEP services are required, and in which languages, the law requires the analysis of four factors:

- 1.) The number or proportion of LEP persons eligible to be served or likely to encountered by the City's programs, services, or activities;
- 2.) The frequency with which LEP individuals encounter these programs, services, or activities;
- 3.) The nature and importance of the program, service, or activity to people's lives and;
- 4.) The resources available to the City and the likely costs of the LEP services.

The goal of the City of Stuart's Limited English Proficiency Plan is to ensure the City recognizes the needs of LEP community members and implements a plan to communicate effectively and ensure reasonable access to information.

### City of Stuart Four Factor Analysis:

1.) Review of LEP Populations: Using census data, the City of Stuart has determined the LEP individuals speaking English "less than well" represent approximately 5.72% of the community\*. The City of Stuart realizes that such statistical data can become outdated or inaccurate. Therefore, the City of Stuart contacted local law enforcement, social services agencies, and the local school board to validate the proportion of LEP service by those entities. Spanish was reported to be the prevalent LEP language.

| Population age 5 and over | # LEP Citizens | % of LEP Citizens | % Spanish w/LEP | % Indo-Euro w/ LEP | % Asian or Pacific Islander w/ LEP | % Other languages w/ LEP |
|---------------------------|----------------|-------------------|-----------------|--------------------|------------------------------------|--------------------------|
| 15,285                    | 875            | 5.72%             | 3.9%            | 1.73%              | .019%                              | 0%                       |

\* Source: US Census Bureau 2020 American Community Survey 5-year Estimates

2.) Assessing Frequency of Contact with LEP Populations: Census data indicates Spanish is the most prevalent language spoken or used by the LEP population in the City of Stuart. To date the City of Stuart has not received any requests for translation or interpretation of its programs, services, or activities into Spanish or other languages. Thus, the City of Stuart estimates its contact with LEP individuals to be aligned with community needs.

3.) Assessing the Importance of City Programs: The City of Stuart believes that transportation is of critical importance to its public, as access to health care, emergency services, employment, and other essentials would be difficult or impossible without reliable transportation systems. In that spirit, the City of Stuart defines as essential any document that advises the public of how to access nondiscrimination and public involvement policies, as well as those that impact public safety, health and welfare and emergency services. A full list of translated documents is available on the City of Stuart website, or can be subsequently obtained, by contacting the City of Stuart Title VI/Nondiscrimination Coordinator.

Title VI/Nondiscrimination Coordinator:

Name: Kevin Smith, Public Works Operations Services Manager

Address: 121 SW Flagler Avenue, Stuart, FL 34996

Email: 772-600-1293

Phone: ksmith@ci.stuart.fl.us

4.) Determining Available Resources: The City of Stuart is fortunate to house within or near its jurisdiction one or more institutions of higher education which have extensive language resources. Further, the City of Stuart maintains cordial relationships with faith-based and/or community organizations that offer competent language services at low or no cost to the City of Stuart. Finally, the City of Stuart employs proficient Spanish speakers that can interpret and/or provide translation services.

At a minimum, the City of Stuart commits to:

1. Maintain a list of employees who competently speak the LEP language(s) and who are willing to provide translation and/or interpretation services;
2. Distribute this list to staff that regularly have contact with the public;
3. Provide public notification in the LEP prevalent language and make use of language assistance services, free of charge.

The City of Stuart understands that its community characteristics change and that the four-factor analysis may reveal the need for more or varied LEP service in the future. As such it will at least triennially examine its LEP plan to ensure that it remains reflective of the community's needs.

## **Public Involvement**

To plan for efficient, effective, safe, equitable and reliable transportation systems, the City of Stuart must have the input of its public. The City of Stuart spends extensive staff and financial resources in furtherance of this goal and strongly encourages the participation of the entire community. The City of Stuart hosts an informative website that advises the public on how to access information and provide input to better serve its residents. The City of Stuart also holds regular public meetings, workshops and other events designed to gather public input on program/project planning and construction. Further, the City of Stuart sponsors, attends and participates in other community events to promote its services to the public. The City of Stuart is constantly seeking ways of measuring the effectiveness of its public involvement activities.

## **Public Participation Plan**

The City of Stuart uses several strategies to provide interested parties with reasonable opportunities to be involved in the planning process. The following is a non-inclusive list of participation strategies and techniques that are utilized:

1. Notify the Public – Posting and/or distributing notices and/or flyers at key community locations, in trams and at tram stops.
2. Conduct Surveys – Rider surveys and interviews on board the transit vehicle and/or at community locations; electronic surveys via website or e-mail; printed surveys distributed at meetings
3. Electronic Access to Information - Posting on the Stuart Tram website page; downloadable materials, surveys, advance notice of public meetings and events and calendars.

Individuals can request special presentations by the City of Stuart; volunteer in any of its activities; offer suggestions for improvement; or to simply learn more about the City of Stuart's program and services can visit: <https://cityofstuart.us> or contact:

Michelle Vicat, Executive Assistant to the City Manager  
121 SW Flagler Avenue, Stuart. FL 34994  
Email: [mvicat@ci.stuart.fl.us](mailto:mvicat@ci.stuart.fl.us)  
Phone: (772) 288-5312

## **Data Collection**

The Federal Highway Administration (FHWA) regulations require federal-aid recipients to collect racial, ethnic and other similar demographic data on beneficiaries of or those affected by transportation programs, services and activities. The City of Stuart accomplishes this through the use of Census data, American Community Survey reports, Environmental Screening Tools (EST), driver and ridership surveys, its community development department and other methods. From time to time, the City of Stuart may find it necessary to request voluntary identification of certain racial, ethnic, or other data from those who participate in City of Stuart programs, services or activities. This information assists the City of Stuart with improving service equity and ensuring effective outreach. Self-identification of personal data to the City of Stuart will always be voluntary and anonymous. Moreover, the City of Stuart will not release or otherwise use this data in any manner inconsistent with the FHWA regulations or other federal or state law.

## Racial Breakdown of Non-Elected Boards\*:

\*As of May, 2023

| <b>Board of (Zoning) Adjustment</b>    |              |                                                                                      |               |                  |                   |
|----------------------------------------|--------------|--------------------------------------------------------------------------------------|---------------|------------------|-------------------|
| <b>Member</b>                          | <b>Phone</b> | <b>Email</b>                                                                         | <b>Gender</b> | <b>Race</b>      | <b>Disability</b> |
| Kristin Stanley                        | 630-774-6525 | <a href="mailto:kristinbusinessbroker@gmail.com">kristinbusinessbroker@gmail.com</a> | F             | Caucasian        | N                 |
| Werner Bols                            | 772-781-4414 | <a href="mailto:wernerbols@hotmail.com">wernerbols@hotmail.com</a>                   | M             | Caucasian        | N                 |
| Christina Vogl                         | 772-529-2588 | <a href="mailto:christina@vogllarchitects.com">christina@vogllarchitects.com</a>     | F             | Caucasian        | N                 |
| Sean Reed                              | 772-209-1060 | <a href="mailto:sean@reedchildcarecenter.com">sean@reedchildcarecenter.com</a>       | M             | Caucasian        | N                 |
| Claire Y. Nash Ph.D.                   | 901-229-3563 | <a href="mailto:claireynash@gmail.com">claireynash@gmail.com</a>                     | F             | African American | N                 |
| <b>Community Redevelopment Agency</b>  |              |                                                                                      |               |                  |                   |
|                                        |              | (Plus, the 5 members of the City Commission)                                         |               |                  |                   |
| <b>Member</b>                          | <b>Phone</b> | <b>Email</b>                                                                         |               |                  |                   |
| Micah Hartowski                        | 772-285-2980 | <a href="mailto:mhartowski@ci.stuart.fl.us">mhartowski@ci.stuart.fl.us</a>           | F             | Caucasian        | N                 |
| Tom Campenni                           | 772-341-7455 | <a href="mailto:tcampenni@ci.stuart.fl.us">tcampenni@ci.stuart.fl.us</a>             | M             | Caucasian        | N                 |
| <b>Planning and Zoning Board</b>       |              |                                                                                      |               |                  |                   |
| <b>Member</b>                          | <b>Phone</b> | <b>Email</b>                                                                         |               |                  |                   |
| Ryan Strom                             | 772-781-1616 | <a href="mailto:rstrom@ci.stuart.fl.us">rstrom@ci.stuart.fl.us</a>                   | M             | Caucasian        | N                 |
| Kelly Laurine                          | 571-334-7723 | <a href="mailto:klaurine@ci.stuart.fl.us">klaurine@ci.stuart.fl.us</a>               | F             | Caucasian        | N                 |
| William Mathers                        | 772-287-0525 | <a href="mailto:mathers@ci.stuart.fl.us">mathers@ci.stuart.fl.us</a>                 | M             | Caucasian        | N                 |
| Laura Giobbi                           | 203-5245702  | <a href="mailto:lgiobbi@ci.stuart.fl.us">lgiobbi@ci.stuart.fl.us</a>                 | F             | Caucasian        | N                 |
| Mac Stuckey                            | 772-370-4796 | <a href="mailto:mstuckey@ci.stuart.fl.us">mstuckey@ci.stuart.fl.us</a>               | M             | Caucasian        | N                 |
| Donald Cuozzo                          | 772-485-1600 | <a href="mailto:dcuozzo@ci.stuart.fl.us">dcuozzo@ci.stuart.fl.us</a>                 | M             | Caucasian        | N                 |
| Margaret A. Bromfield                  | 772-307-2303 | <a href="mailto:mbromfield@ci.stuart.fl.us">mbromfield@ci.stuart.fl.us</a>           | F             | African American | N                 |
| <b>Community Redevelopment Board</b>   |              |                                                                                      |               |                  |                   |
| <b>Member</b>                          | <b>Phone</b> | <b>Email</b>                                                                         |               |                  |                   |
| Micah Hartowski                        |              | <a href="mailto:mhartowski@ci.stuart.fl.us">mhartowski@ci.stuart.fl.us</a>           | F             | Caucasian        | N                 |
| Tom Campenni                           | 772-3417455  | <a href="mailto:tcampenni@ci.stuart.fl.us">tcampenni@ci.stuart.fl.us</a>             | M             | Caucasian        | N                 |
| Chris Lewis                            | 772-215-4174 | <a href="mailto:clewis@ci.stuart.fl.us">clewis@ci.stuart.fl.us</a>                   | M             | African American | N                 |
| Jackie Vitale                          | 772-204-3360 | <a href="mailto:jvitale@ci.stuart.fl.us">jvitale@ci.stuart.fl.us</a>                 | F             | Caucasian        | N                 |
| Frank McChrystal                       | 772-285-1971 | <a href="mailto:fmccrystal@ci.stuart.fl.us">fmccrystal@ci.stuart.fl.us</a>           | M             | Caucasian        | N                 |
| Seth Owens                             | 661-339-5544 | <a href="mailto:sethowens@gmail.com">sethowens@gmail.com</a>                         | M             | Caucasian        | N                 |
| Nikolaus Schroth                       | 772-403-3752 | <a href="mailto:nschroth@ci.stuart.fl.us">nschroth@ci.stuart.fl.us</a>               | M             | Caucasian        | N                 |
| <b>Stuart Independent Review Board</b> |              |                                                                                      |               |                  |                   |
| <b>Member</b>                          | <b>Phone</b> | <b>Email</b>                                                                         |               |                  |                   |
| Helen McBride                          | 305-331-8299 | <a href="mailto:helenbmcb@icloud.com">helenbmcb@icloud.com</a>                       | F             | Caucasian        | N                 |
| Kristen Stanley                        | 630-774-6525 | <a href="mailto:kristinbusinessbroker@gmail.com">kristinbusinessbroker@gmail.com</a> | F             | Caucasian        | N                 |
| Pearlie B. Clark                       | 772-214-6604 | <a href="mailto:pearlclark2917@comcast.net">pearlclark2917@comcast.net</a>           | F             | African American | Y                 |
| "Dee" Diane C. Gusch                   | 203-895-5116 | <a href="mailto:ctintampa@gmail.com">ctintampa@gmail.com</a>                         | F             | Caucasian        | N                 |
| Anita Concoves                         | 772-215-9377 | <a href="mailto:acocoves1329@gmail.com">acocoves1329@gmail.com</a>                   | F             | Caucasian        | N                 |

## **Subrecipient Monitoring**

The City of Stuart has no subrecipients.

## **Nondiscrimination Assurances**

Every three years, or commensurate with a change in executive leadership, the City of Stuart must certify to the Federal Highway Administration (FHWA) and the Florida Department of Transportation (FDOT) that its programs, services and activities are being conducted in a nondiscriminatory manner. These certifications are termed 'assurances' and serve two important purposes. First, they document the City of Stuart's commitment to nondiscrimination and equitable service to its community. Second, they serve as a legally enforceable agreement by which the City of Stuart may be held liable for breach. Those wishing to view the City of Stuart's Nondiscrimination Assurance may do so by visiting the City of Stuart website at [www.cityofstuart.us/](http://www.cityofstuart.us/) . Pending

## **City Commission Resolution**

See Attached Resolution No. R36-2023 Update with resolution once adopted.

Map 1.



# CITY OF STUART, FLORIDA

## AGENDA ITEM REQUEST

### City Commission

**Meeting Date:** 6/23/2025

**Prepared by:** Mary Kindel

**Title of Item:**

APPOINTMENT OF BDB REPRESENTATIVE (RC):

RESOLUTION No. 55-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AUTHORIZING THE APPOINTMENT OF A REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE BUSINESS DEVELOPMENT BOARD (BDB) OF MARTIN COUNTY, INC. FOR A TWO-YEAR TERM; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Summary Explanation/Background Information on Agenda Request:**

According to the Business Development Board (BDB) of Martin County, Inc By-Laws, the Stuart City Commission shall be entitled to appoint one representative to the Board of Directors who is not an elected official and who is an owner of a business in the City of Stuart, or a management-level employee of a business with offices in the City of Stuart.

On April 28, 2025, at the Regular City Commission Meeting, the City Commission was notified regarding the modification to the by-laws and they were requested to provide the names of any candidates that might be interested so that the City Commission could select a representative during the second meeting in May. Commissioner Giobbi provided the name Wyatt C. Knight but because of a procedural question, the meeting was moved from the second meeting in May to the second meeting in June. As of the preparation of this agenda item, no other names have been submitted.

An Advisory Board Application was completed by Wyatt Knight in January 2025, confirming his residence in the City of Stuart for one-year in July 2025. W. Knight Ventures, LLC Consulting is a consulting firm in Stuart, Florida. The City Commission will provide direction to staff regarding the re-organization meeting because the City Policy is that board appointees serve a one (1) year term and are ratified by the City Commission in December. However, this position is a representative to act as a voting member for the City Commission at the Business Development Board meetings and this representative is selected by the entire board. Therefore, the City Commission will be asked to decide if it will be ratifying the Business Development Board appointee's recommendation or if the City Commission will be voting for the appointee at the re-organization meeting each year.

**Funding Source:**

N/A

**Recommended Action:**

Motion to appoint Wyatt C. Knight as the City of Stuart representative to the Business Development Board of Martin County, Inc.

**ATTACHMENTS:**

1. R55-2025 BDB Appointment
2. BDBMC Bylaws\_2.26.25



**BEFORE THE CITY COMMISSION  
CITY OF STUART, FLORIDA**

**RESOLUTION NUMBER 55-2025**

**A RESOLUTION OF THE CITY COMMISSION OF THE  
CITY OF STUART, FLORIDA, AUTHORIZING THE  
APPOINTMENT OF A REPRESENTATIVE TO THE  
BOARD OF DIRECTORS OF THE BUSINESS  
DEVELOPMENT BOARD (BDB) OF MARTIN COUNTY,  
INC. FOR A TWO-YEAR; PROVIDING FOR AN  
EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

\* \* \* \* \*

**WHEREAS**, the Business Development Board (BDB), is recognized by the State of Florida as the official Economic Development organization for Martin County; and

**WHEREAS**, the City recognizes the Board as an organization which promotes economic development and prosperity in Martin County; and

**WHEREAS**, the City of Stuart City Commission is entitled to, and has designated an elected City of Stuart Commissioner, Laura Giobbi, to serve as a Commissioner liaison between the Board of Directors and the City of Stuart; and

**WHEREAS**, the Stuart City Commission shall be entitled to appoint one representative to the Board of Directors who is not an elected official and who is an owner of a business in the City of Stuart, or a management level employee of a business with offices in the City of Stuart; and

**WHEREAS**, City of Stuart Commissioner and Business Development Board of Martin County, Inc. liaison, Laura Giobbi, recommends City of Stuart resident, Wyatt C. Knight as the designated representative to serve on the Board; and

**WHEREAS**, the City Commission of the City of Stuart hereby confirms eligibility and appoints Wyatt C. Knight to serve a two-year term as the City of Stuart representative with the Business Development Board of Martin County.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, THAT:**

**SECTION 1:** The City Commission of the City of Stuart, Florida authorizes Wyatt C. Knight to serve on behalf of the City as the Business Development Board of Martin County representative.

**SECTION 2:** This Resolution shall become effective upon its adoption.

Commissioner \_\_\_\_\_ offered the foregoing resolution and moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a roll call vote, the vote was as follows:

CAMPBELL RICH, MAYOR  
CHRISTOPHER COLLINS, VICE MAYOR  
EULA R. CLARKE, COMMISSIONER  
LAURA GIOBBI, COMMISSIONER  
SEAN REED, COMMISSIONER

| YES | NO | ABSENT | ABSTAIN |
|-----|----|--------|---------|
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
MARY R. KINDEL, MMC  
CITY CLERK

\_\_\_\_\_  
CAMPBELL RICH  
MAYOR

APPROVED AS TO FORM  
AND CORRECTNESS:

\_\_\_\_\_  
LEE J. BAGGETT, ESQ  
CITY ATTORNEY

# Bylaws of the Business Development Board of Martin County, Inc.

## **ARTICLE I – GENERAL**

**SECTION 1. Name and Location.** This Corporation is incorporated under the laws of the State of Florida and is known as the BUSINESS DEVELOPMENT BOARD OF MARTIN COUNTY, INC., serving Martin County, Florida. Its principal office shall be located in Martin County, Florida.

**SECTION 2. Purposes and Objectives.** The following are the purposes for which this Corporation has been organized:

- a) To promote the economic and business welfare in Martin County and the cities therein by increasing employment opportunities;
- b) To solicit support and aid of the general public in this work.
- c) To promote and conduct economic programs designed to retain existing businesses and to strengthen and expand the income potential of businesses within Martin County.
- d) To engage in activities seeking to bring qualified businesses and industry into Martin County.
- e) To develop and carry out activities for the purposes of raising the money to meet the expenses and establish funds and otherwise create and support the purposes of the Corporation and to manage, invest and disburse such monies in accordance with the non-profit purposes of the Corporation.
- f) The Corporation shall have such corporate powers as are granted in Chapter 617 of the Florida Statutes and all amendments subsequent thereto, together with such other additional powers as shall be reasonably co-existent and appropriate and necessary for the full use and proper management of the Corporation or any of its purposes; provided, however, that this Corporation in exercising any one or more of its powers, shall do so in furtherance of the exempt purposes for which it has been organized, and as described in the Internal Revenue Code, and provisions herein, which conflict with those purposes and would render the Corporation non-exempt, shall be treated as void and of no effect.

**SECTION 3. Limitations.** The Corporation shall be non-profit, non-partisan, nonsectarian and non-sectional and shall take no part in or lend its influence or facilities, either directly or indirectly, to the nomination, election, or appointment of any candidate for political office in the city, county, state or nation.

## **ARTICLE II – MEMBERSHIP**

**SECTION 1. Eligibility.** Any public or governmental agency, for profit or non-profit corporation or non-profit trade organization having interests consistent with the mission and objectives of the Corporation shall be eligible for membership using the procedure, policy guidelines, and application form determined by the Board of Directors.

**SECTION 2. Directors Appointed.** The members of the Board of Directors shall be appointed by the Members as enumerated below. A Member who chooses to cease being a Member of the Corporation shall be entitled to later apply for membership on the terms and conditions established by the Board of Directors.

- a) The Martin County, Florida Board of County Commissioners shall be entitled to appoint one representative to the Board of Directors who is not an elected official and who is an owner of a business in Martin County, Florida or a management level employee of a business with offices in Martin County, Florida, who shall serve term of two years. The Martin County, Florida Board of County Commissioners shall also be entitled to designate an elected Martin County Commissioner to serve as a liaison between the Board of Directors and Martin County, Florida. The designated liaison shall not be a member of the Board of Directors.
- b) The City of Stuart, Florida City Commission shall be entitled to appoint one representative to the Board of Directors who is not an elected official and who is an owner of a business in the City of Stuart, Florida or a management level employee of a business with offices in the City of Stuart, Florida, who shall serve a term of two years. The City of Stuart, Florida City Commission shall also be entitled to designate an elected City of Stuart Commissioner to serve as a liaison between the Board of Directors and the City of Stuart, Florida. The designated liaison shall not be a member of the Board of Directors.
- c) The Village of Indiantown, Florida Village Council shall be entitled to appoint one representative to the Board of Directors who is not an elected official and who is an owner of a business in the Village of Indiantown, Florida or a management level employee of a business with offices in the Village of Indiantown, Florida, who shall serve a term of two years. The Village of Indiantown, Florida shall also be entitled to designate an elected Village of Indiantown Council Member to serve as a liaison between the Board of Directors and the Village of Indiantown, Florida. The designated liaison shall not be a member of the Board of Directors.
- d) The Martin County Council of Chambers shall be entitled to appoint one representative to the Board of Directors, who shall serve a term of two years.
- e) The Economic Council of Martin County shall be entitled to appoint one representative to the Board of Directors, who shall serve a term of two years.
- f) Indian River State College shall be entitled to appoint one representative to the Board of Directors, who shall serve a term of two years.
- g) The Realtor Association of Martin County shall be entitled to appoint one representative to the Board of Directors, who shall serve a term of two years.
- h) The Marine Industries Association of the Treasure Coast, Inc. shall be entitled to appoint one representative to the Board of Directors, who shall serve a term of two years.

The Board of Directors by a majority vote shall be entitled to appoint up to seven at-large members, as permitted by Section 8. Each at-large representative shall have one vote. The President shall appoint a Nominating Committee to review applications for at-large members to the Board of Directors and submit recommendations for at-large members to the Board of Directors, to be approved by the Board

of Directors by a majority vote. In making their recommendations, the Nominating Committee shall review applications of potential board members who would bring value and expertise to the Board of Directors, taking into consideration at-large members who represent manufacturing, aerospace, health care, agriculture, small business, entrepreneurs, information technology/telecommunications, power generation, banking/finance, private capital, economic development experience and expertise, K through 12/technical education and business applications of social media. In order to accomplish the desired staggering of terms of members of the Board of Directors, the Nominating Committee shall designate at-large members serving an initial three year term and those serving an initial two year term. After the initial term of office, all at-large directors shall serve two year terms.

Additionally, CareerSource Research Coast shall be entitled to appoint one representative to the Board of Directors, who shall serve in an ex officio capacity. The ex officio member shall have the ability to attend meetings, participate in debates, provide expertise and reports to the Board, and serve on committees. However, the ex officio member is not entitled to vote.

**SECTION 3. Membership.** Application for membership shall be in writing on forms provided for that purpose and signed by the applicant using the procedure, policy guidelines, and application form used by Martin County for appointments to Martin County advisory boards. Approval of membership shall be by a majority vote of the Board of Directors at any regular meeting.

**SECTION 4. Dues.** Members shall pay dues in such amounts and at such times as determined by a majority vote of the Board of Directors. Dues may be set at a per member rate, subject to a minimum amount to be paid by a member or may be set by a contract between the Corporation and the Member.

**SECTION 5. Exercise of Privileges.** Any member with voting privileges shall designate in writing (in letter form or via email) the names of the individual(s) that the member desires to appoint to the Board of Directors using the procedure, policy guidelines, and application form determined by the Board of Directors. Such director(s) shall vote on its behalf and participate in the Corporation's activities.

**SECTION 6. Voting Restriction.** The Executive Director shall notify each member constituting an organization or entity in writing of the person(s) approved to represent such member through service as a voting member of the Board of Directors in accordance with the procedure, policy guidelines and application form determined by the Board of Directors. Any changes in the person(s) authorized to cast votes as a director(s) on behalf of a member shall use the procedure, policy guidelines, and application form determined by the Board of Directors and shall be effective when approved by the Board of Directors and filed with the Secretary as a written certificate setting forth such change(s).

**SECTION 7. Termination.** Any member may resign from the Corporation upon written notice to the Board of Directors. Any member shall be expelled for non-payment of dues after (90) days from the date due by a majority vote of the Board of Directors (excluding the votes of Directors appointed by the delinquent Member), unless otherwise extended for good cause. Any member may be expelled by two-thirds (2/3) vote of the Board of Directors for conduct unbecoming a member or prejudicial to the aims or reputé of the Corporation, provided, however, that notice and opportunity for hearing is afforded the member. The resignation or expulsion of a member shall terminate its membership.

**SECTION 8. Reappointment of Directors.** Directors appointed by Members and at-large Directors shall be qualified to serve an unlimited number of successive terms of office.

### **ARTICLE III – MEMBERSHIP MEETINGS**

Membership meetings shall not be held unless ordered by the Board of Directors. In the event that the Board of Directors orders a meeting of members, the Board of Directors shall provide each member with written notice (in letter form or via email) of the meeting in accordance with the requirements for notice of meetings of the Board of Directors set forth in Article IV, Section 3 hereof, and such notice of the meeting shall specify the time, place and purpose of the meeting.

### **ARTICLE IV – THE BOARD OF DIRECTORS**

**SECTION 1. Board of Directors.** The governing and policy-making responsibilities of the Corporation shall be vested in the Board of Directors, which shall control its property, be responsible for its finances and direct its affairs. The Board of Directors shall consist of the following:

- a) Directors. The Board of Directors shall consist of persons designated in accordance with Article II and shall serve until their successors are qualified. Accordingly, the number of members on the Board of Directors shall vary according to the number and types of members; however, in no event shall the Board of Directors consist of less than three persons.
- b) Term of Office. After the initial staggering of terms of office by designating Directors serving two and three year terms with the adoption of these amended and restated Bylaws, all Directors shall be appointed for a term of two years. The Directors with initial two terms shall serve a period of two years measured from October 1, 2017, and shall thereafter serve two year terms. The Directors with three year initial terms shall serve a period of three years measured from October 1, 2017, and shall thereafter serve terms of two years. The Directors appointed in calendar year 2017 shall serve their initial term of office measured from October 1, 2017, such that their initial term of office may be greater or less than two or three years, depending on whether they are appointed prior to or after October 1, 2017. In the event that a member of the Board of Directors is appointed and approved as a member of the Board of Directors on a date less than two years (or three years, as the case may be) from the expiration of their term of office, that Director's term shall expire on the same date as other Directors with that staggered term, and that Director is eligible for reappointment and approval for additional terms of office.
- c) Attendance and Participation Requirements. Because the failure of Directors to actively participate in the affairs of the Corporation will result in community interests not be represented, the Board of Directors, by majority vote, may establish attendance and participation requirements for both Board of Directors meetings and committee meetings to be observed by Directors. The attendance and participation requirements for Directors shall be communicated to the members. The Board of Directors shall have the power to remove a Director for failure to meet the attendance and participation requirements established by the Board of Directors, and the member organization represented by such removed Director shall be entitled to appoint a replacement Director to serve the remaining term of the removed Director, using the procedure, policy guidelines, and application form determined by the Board of Directors and provided that the member organization is in good standing at the time of the appointment of the replacement Director.

**SECTION 2. Regular and Special Meetings.** The Board of Directors shall meet at such times and places as determined by them. Special Board meetings may be called by the President, provided that a proper notice has been given to all directors. The President shall be required to call a special meeting upon receiving a petition requesting such meeting by at least five (5) directors.

**SECTION 3. Notice of Meetings.** Notice of any special meeting shall be given at least seven (7) but not more than fourteen (14) days previously hereto by written notice delivered personally or first class mail to each director at his\her business address, or by telephone, or by e-mail. If mailed, such notice shall be deemed to be delivered, when deposited in the United States mail so addressed, with postage thereon prepaid. Any director may waive notice of any meeting. The attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

**SECTION 4. Quorum.** A simple majority of the incumbent directors appointed by the Members shall constitute a quorum.

**SECTION 5. Vacancies.** Vacancies shall be filled by the particular Member appointing a new director(s), using the procedure, policy guidelines, and application form determined by the Board of Directors.

**SECTION 6. Voting.** Each director shall have one vote, and such voting may not be done by proxy.

**SECTION 7. Power/Policy** The Board of Directors may make such rules and regulations covering its meetings at its discretion, as determined necessary.

**SECTION 8. Action Without A Meeting.** If otherwise permissible by law, any action that may be taken by the Board of Directors at a meeting may be taken without a meeting if a consent in writing, setting forth the action so to be taken, shall be signed before such action by all of the directors.

**SECTION 9. Director Removal.** A director may be removed when sufficient cause exists. The Board of Directors may recommend by a two thirds (2/3) vote that a particular director be removed from the Board of Directors. A director may be represented by counsel upon any removal hearing. The Board of Directors shall adopt such rules, as it may in its discretion consider necessary for the best interests of the Corporation. Removal of a director for failure to meet the attendance and participation requirements of the Board of Directors shall be governed by the standards adopted by the Board of Directors in accordance with Section 1 (c) of this Article.

**SECTION 10. Appointment of Directors.** Each member shall appoint persons to serve on the Board of Directors in accordance with the number of directors set forth in Article II hereof and using the procedure, policy guidelines, and application form determined by the Board of Directors.

**SECTION 11. Compensation Clause.** No director or officer shall, by reason of his office, be entitled to receive any salary or compensation.

## **ARTICLE V – OFFICERS**

**SECTION 1. Election.** At the first regular Board of Director's meeting each year following the appointment of new directors, an organizational meeting shall be held. At the meeting, a President, President-Elect, Secretary and Treasurer for the ensuing year shall be elected by majority vote of the Board from among the representatives serving on the Board. Any vacancies among the officers shall be filled by a majority vote of the Board of Directors.

**SECTION 2. Appointments.** The Board may appoint a Selection Committee for the selection of an Executive Director and fix his\her compensation and other terms and conditions of employment. When appointed, he\she shall immediately be included in and informed of all activities by all groups/committees and the Board in such a manner that he\she can effectively serve in his role as Executive Director.

**SECTION 3. Terms of Office.** All officers shall serve for a term of one (1) fiscal year or until their respective successor assumes the duties of office.

**SECTION 4. Duties of Officers.**

- a) **President.** The President shall serve as the executive head of the Corporation and shall preside at all meetings of the Members and the Board of Directors. He\she shall appoint all committees and chairpersons. He\she shall serve on and be an ex-officio member of all committees. With the authorization of the Board of Directors, he\she shall sign all deeds, contracts, and other instruments affecting the operation of the Corporation of any of its properties. He\she shall, with the Secretary, sign all formal documents.
- b) **President-Elect.** The President-Elect shall succeed to the presidency upon the expiration of the term of the President and after his confirmation as President by the Board of Directors. He\she shall have the duty of assisting the President of the Corporation and of performing the duties of the President in his absence. He\she may be appointed by the President to be in charge of a specific area of program activity.
- c) **Secretary.** The Secretary shall keep the minutes and records of the Corporation in appropriate books. All correspondence shall be maintained by the Corporation's office. It shall be his duty to file any certificate required by any statute, federal or state. He\she shall give and serve all notices to Members of this Corporation. He\she shall submit to the Board of Directors any communications which shall be addressed to him\her as Secretary of the Corporation. He\she shall attend to all correspondence of the Corporation and shall exercise all duties incident to the office of Secretary.
- d) **Treasurer.** The Treasurer shall have the care and custody of all monies belonging to the Corporation and shall be responsible for such monies or securities of the Corporation. All financial records shall be maintained at the Corporation's office. He\she shall render at stated periods as the Board of Directors shall determine, a written account of the finances of the Corporation and such report shall be physically affixed to the minutes of the Board of Directors at such meeting. He\she shall exercise all duties incident to the office of Treasurer.
- e) **Immediate Past President.** The Immediate Past President shall provide input, advice, leadership, and guidance to the President and the other officers based upon his\her experience as President. In the event the Immediate Past President is no longer a member of the Board of

Directors, then the Immediate Past President shall remain vacant until such time as the President is succeeded. He\she may be appointed by the President to be in charge of a specific area of program activity.

## **ARTICLE VI – COMMITTEES**

**SECTION 1. Committees.** The President may appoint such ad hoc committees and their chairmen as he\she deems necessary to carry out the program of the Corporation. The chairmen of all such committees shall report to the Board of Directors.

**SECTION 2. Limitation of Powers.** No action by any member, committee, employee, director or officer shall be binding upon or constitute an expression of policy of the Corporation until it shall have been approved by the Board of Directors or delegated by such.

**SECTION 3. Committee Quorums.** A majority shall constitute a quorum of any meeting of any committee.

## **ARTICLE VII – FUNDS**

**SECTION 1. Funds.** All monies received by the Corporation shall be deposited to the credit of the Corporation in such bank or banks as may be designated by the Board of Directors.

**SECTION 2. Disbursement.** No obligations or expense shall be incurred and no money shall be appropriated without prior approval of the Board of Directors. Upon approval of the budget, the Executive Director is authorized to make disbursements on accounts and expenses provided for in the budget without additional approval of the Board of Directors. Disbursements shall be by check or electronic funds transfer (EFT).

**SECTION 3. Fiscal Year.** The fiscal year and all terms of office shall be October 1 – September 30. (Fiscal Year)

**SECTION 4. Annual Accounting Review.** An annual accounting review shall be made of the books and accounts of the Corporation at the close of business for the fiscal year end by a Certified Public Accountant, and the report given to the Board of Directors.

**SECTION 5. Bonding.** The Executive Director and such other officers and employees as the Board may designate shall be bonded by sufficient fidelity bond in an amount set by the Board and paid for by the Corporation.

**SECTION 6. Insurance.** The Board of Directors shall be covered by Directors & Officers Liability insurance through the Corporation. The insurance carrier shall pay on behalf of the insured, claims expenses and damages for acts that may arise solely when the insured is acting on behalf of the Corporation.

## **ARTICLE VIII – CONTRACTS, LOANS, CHECKS AND DEPOSITS**

**SECTION 1. Contracts.** The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

**SECTION 2. Loans.** No loans shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

**SECTION 3. Checks, Drafts, Etc.** All checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by a resolution of the Board of Directors.

**SECTION 4. Deposits.** All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.

## **ARTICLE IX – CORPORATE SEAL**

The Board of Directors shall provide a corporate seal which shall be circular in form and shall have inscribed thereon the name of the Corporation and the State of incorporation and the words “Corporate Seal”.

## **ARTICLE X – WAIVER OF NOTICE**

Whenever any notice is required to be given to any Member or Director of the Corporation under the provision of these Bylaws or under the provision of the Articles of Incorporation or under the provisions of the Florida General Corporation Act, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

## **ARTICLE XI – PARLIAMENTARY PROCEDURE**

The current edition of Roberts Rule of Order shall be the final source of authority in all questions of parliamentary procedure when such rules are not inconsistent with the Charter or Bylaws of the Corporation.

## **ARTICLE XII – INDEMNIFICATION**

The Corporation shall indemnify and hold harmless any person who is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding whether civil, criminal, administrative or investigative, by reason of the fact that he is or was elected, appointed, or ex-officio director or officer of the Corporation, or is or was serving at the request of the Corporation as a director or officer of any other Corporation, Partnership, Joint Venture, Trust, or other enterprise, against expense (including attorney’s fees), judgments, fines and amounts paid in settlements, actually and reasonably incurred by him in connection with such action, suit, or proceeding, including any appeal thereof, if he acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the Corporation and, with respect to any criminal action or proceeding, had no reasonable cause to believe his conduct was unlawful. However, no indemnification shall be provided in any action or suit by or in the right of the Corporation to

procure a judgment in its favor, with respect to any claim, issue, or matter as to which such person is adjudged to be liable for negligence or misconduct in the performance of his duty to the Corporation. Indemnification hereunder shall be made by the Corporation only as authorized in the specific case on a determination by a majority of disinterested directors that such individual met the applicable standard of conduct set forth above. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or on a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that the person did not meet the applicable standard of conduct. Indemnification hereunder shall continue as to a person who has ceased to be a director or officer, and shall inure to the benefit of the heirs, executors, and administrators of such a person.

### **ARTICLE XIII – AMENDMENTS**

These Bylaws may be amended or repealed by a two-thirds (2/3) affirmative vote of a quorum of the Board of Directors present at a meeting, provided, however, that the ten (10) calendar days written notice of any proposed Bylaws change shall be mailed (in letter form or e-mail) to each member and provided that no such proposed change shall in any way be in conflict with the provisions of the Articles of Incorporation of the Corporation.

### **ARTICLE XIV – DISSOLUTION**

The Corporation shall use its funds only to accomplish the objectives and purposes specified in these Bylaws, and no part of said funds shall inure or be distributed to the members of the Corporation. On dissolution of the Corporation, any funds remaining shall be distributed to one or more regularly organized, qualified, charitable, educational, scientific, or philanthropic corporations or another non-profit organization identified in §501(C) 6 of the Internal Revenue Code of 1986 to be selected by the Board of Directors.

### **ARTICLE XV – ENACTMENT**

These Bylaws shall be effective immediately following their adoption by a two-thirds (2/3) majority vote of a quorum of the Board of Directors present at any meeting for which proper notice has been given. When so adopted, they shall supersede all previous Bylaws and amendments.

**CITY OF STUART, FLORIDA  
AGENDA ITEM REQUEST  
City Commission**

**Meeting Date:** 6/23/2025

**Prepared by:** Jim Chrulski

**Title of Item:**

AUTHORIZING USES FOR THE HALF-CENT SALES SURTAX / PARK INVENTORY (RC):

RESOLUTION No. 57-2025; A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO PURSUE QUALIFYING FIXED CAPITAL EXPENDITURES AND OUTLAY PROJECTS UTILIZING PROCEEDS FROM THE HALF-CENT INFRASTRUCTURE SALES SURTAX APPROVED BY THE VOTERS OF MARTIN COUNTY IN THE 2024 GENERAL ELECTION; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Summary Explanation/Background Information on Agenda Request:**

In February 2024, the City Commission adopted Resolution 21-2024 supporting a grassroots initiative to place an infrastructure sales surtax, also referred to as a "discretionary local government sales surtax," on the 2024 General Election Ballot. Subsequently, the Martin County Board of County Commissioners unanimously approved an ordinance placing the referendum on the ballot. The referendum was approved by the voters of Martin County in November 2024.

With the surtax approved, municipal governments within Martin County would generate new revenues from the proceeds of sales within the county. Pursuant to state statutes, the City is afforded discretionary use for the tax to include fixed capital outlays, including capital projects and other expenditures.

**Funding Source:**

**Recommended Action:**

Recommendation: Approve Resolution No.57-2025

**ATTACHMENTS:**

1. R57-2025 Half-Cent Sales Surtax Authorization
2. R57-2025 Stuart Parks Power Point Overview EDIT



BEFORE THE CITY COMMISSION  
CITY OF STUART, FLORIDA

RESOLUTION NUMBER 57-2025

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO PURSUE QUALIFYING FIXED CAPITAL EXPENDITURES AND OUTLAY PROJECTS UTILIZING PROCEEDS FROM THE HALF-CENT INFRASTRUCTURE SALES SURTAX APPROVED BY THE VOTERS OF MARTIN COUNTY IN THE 2024 GENERAL ELECTION; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

\* \* \* \* \*

**WHEREAS**, a local government infrastructure surtax is a discretionary sales surtax that may be levied in an amount up to one percent (1%) when so authorized by a majority of voters of a county in a general election pursuant to the provisions of Chapter 212, Florida Statutes; and

**WHEREAS**, on February 20, 2024, the Martin County Board of County Commissioners unanimously approved an ordinance to place a referendum on the 2024 General Election ballot calling for a half-cent sales surtax for a period of 10 years, for the purpose of acquiring environmentally sensitive land for preservation, conservation, and restoration; and

**WHEREAS**, the City Commission of the City of Stuart previously adopted Resolution 21-2024 supporting the initiative to place the proposed sales surtax referendum on the 2024 General Election ballot; and

**WHEREAS**, the voters of Martin County approved the referendum during the 2024 General Election with more than sixty-three (63%) of the vote in support; and

**WHEREAS**, pursuant to Section 212.055(2) Fla. Stat., revenues generated from the surtax may be allocated by the City of Stuart on “any fixed capital expenditure or fixed capital outlay associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of 5 or more years, any related land acquisition, land improvement, design, and engineering costs, and all other professional and related costs required to bring the public facilities into service” and for other purposes; and

**WHEREAS**, in furtherance of the City of Stuart’s comprehensive, strategic, and capital improvement plans, the City Commission of the City of Stuart hereby authorizes the City Manager or designee to identify and pursue qualifying projects utilizing proceeds from the half-cent infrastructure sales surtax.

NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, THAT:

**SECTION 1:** The foregoing precatory language is adopted as if set forth herein below.

**SECTION 2:** The City Commission of the City of Stuart, Florida hereby authorizes the City Manager or designee to identify and pursue projects in accordance with Section 212.055(2) Florida Statutes, utilizing proceeds generated from the half-cent sales surtax approved during the 2024 General Election.

**SECTION 3:** The City Manager is further authorized to pursue grants and utilize best financial management practices to leverage the revenues generated from the surtax in a manner that most effectively and efficiently facilitates the public intent and purposes prescribed herein.

**SECTION 4:** This Resolution shall become effective immediately upon its adoption.

Commissioner \_\_\_\_\_ offered the foregoing resolution and moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a roll call vote, the vote was as follows:

Resolution No. 57-2025

Authorizing Uses for the Half-Cent Sales Surtax Approved During the 2024 General Election

CAMPBELL RICH, MAYOR  
CHRISTOPHER COLLINS, VICE MAYOR  
EULA R. CLARKE, COMMISSIONER  
LAURA GIOBBI, COMMISSIONER  
SEAN REED, COMMISSIONER

| YES | NO | ABSENT | ABSTAIN |
|-----|----|--------|---------|
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |
|     |    |        |         |

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
MARY R. KINDEL, MMC  
CITY CLERK

\_\_\_\_\_  
CAMPBELL RICH  
MAYOR

APPROVED AS TO FORM  
AND CORRECTNESS:

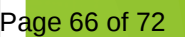
\_\_\_\_\_  
LEE J. BAGGETT, ESQ  
CITY ATTORNEY



## Parks & Green Space Overview

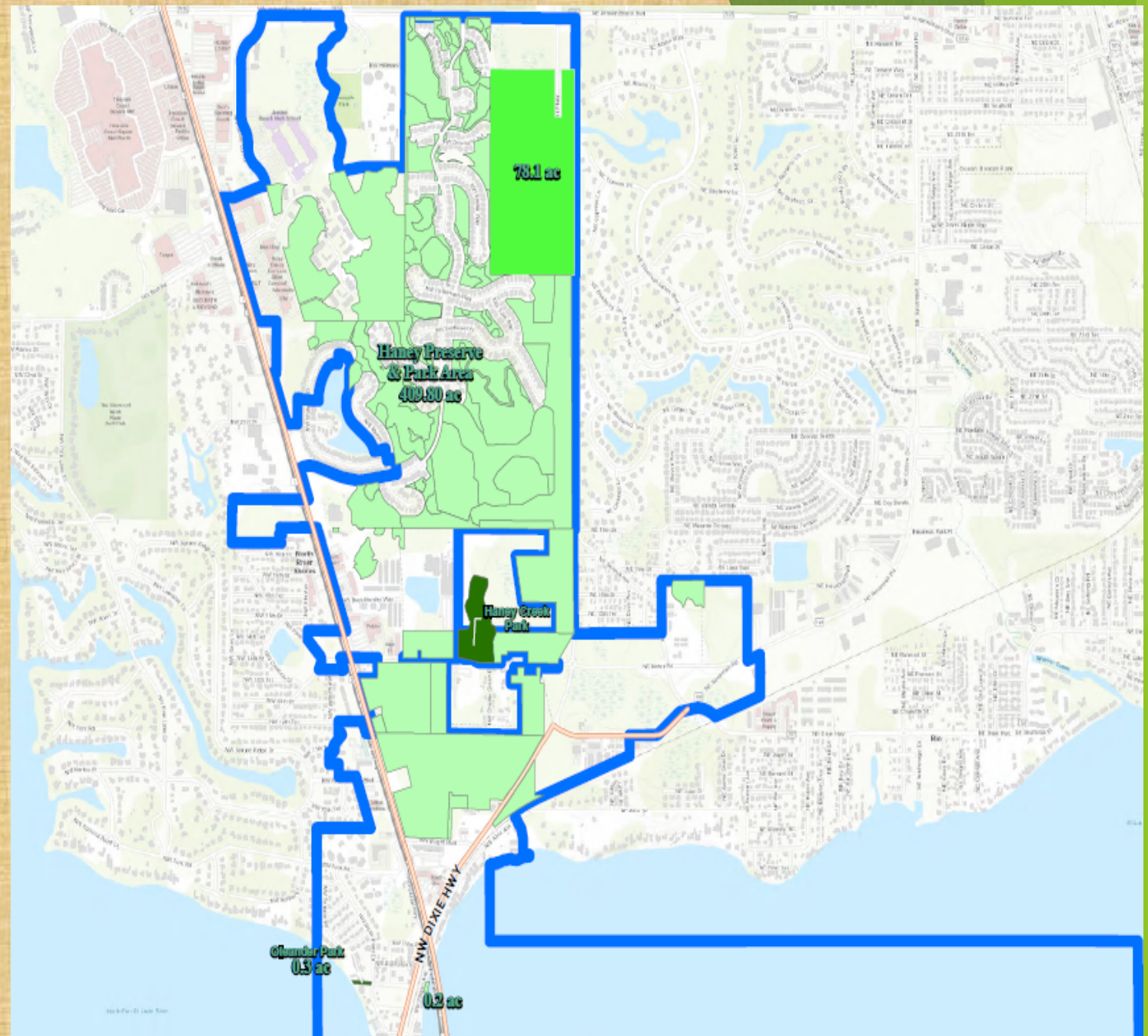


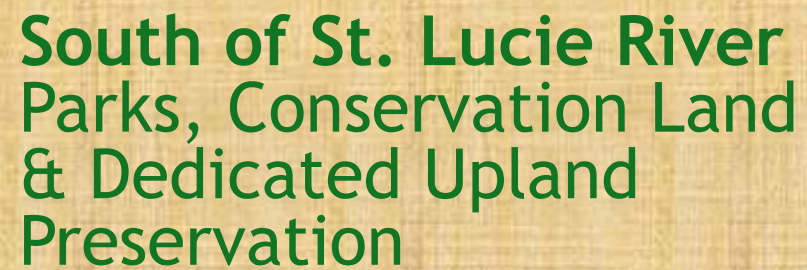
Resolution 57-2025





## North of St. Lucie River Parks, Conservation Land & Dedicated Upland Preservation





# Managed Parks & Recreation Land



|                             |     |                            |       |
|-----------------------------|-----|----------------------------|-------|
| Balboa Avenue               | 801 | SE Stypmann Boulevard      | 0.2   |
| Big Kreuger Park            |     | SE Ocean Street            | 0.5   |
| Bruner Pond (Frazier Creek) | 130 | SE Martin Luther King, Jr. | 4.11  |
| Captain Adams Parks         | 399 | S Colorado Avenue          | 0.1   |
| Channel Avenue Park         | 627 | SW Channel Avenue          | 0.20  |
| City of Stuart Park         | 401 | NW Flagler Avenue          | 0.1   |
| Colorado Avenue Park        |     | S Colorado Avenue          | 0.1   |
| Community Garden            | 520 | SE Florida Street          | 0.12  |
| Eagles Nest                 |     | SE Monterey Road           | 0.2   |
| Ewing Triangle Park         |     | SW Palm City Road          | 0.1   |
| Flagler Park                | 201 | SW Flagler Avenue          | 4.3   |
| Flamingo Park               |     | SE Flamingo Avenue         | 0.05  |
| Gazebo Park                 | 80  | SE Ocean Boulevard         | 0.8   |
| Guy Davis Sports Complex    | 724 | SE 10th Street             | 27.80 |
| Haney Creek Park and Trails | 391 | NW Baker Road              | 114.9 |
| Hospital Pond Park          | 499 | SE Palm Beach Road         | 1.80  |
| Illinois Park               |     | SE Illinois Avenue         | 0.13  |
| Kiwanis Park                | 451 | S Colorado Avenue          | 2.5   |
| Lake Clare Park             | 520 | SE Palm Beach Road         | 1.2   |
| Little Kreuger Park         |     | SE Ocean Boulevard         | 0.1   |

|                             |  |
|-----------------------------|--|
| Mangrove Park               |  |
| Martin Luther King Jr. Park |  |
| Memorial Park               |  |
| Menninger Park              |  |
| Oleander Park               |  |
| Poppleton Creek Dog Park    |  |
| Poppleton Creek             |  |
| Riverdale Park              |  |
| Riverside Park              |  |
| Sailfish Ball Park          |  |
| Shepard Park                |  |
| Smith-Turner Park           |  |
| Other Park                  |  |
| Other Park                  |  |
| WR Scott Park               |  |
| Pelican Park                |  |
|                             |  |
| <b>Total</b>                |  |
|                             |  |

|      |                          |      |
|------|--------------------------|------|
|      | SW Palm City Road        | 3.9  |
| 900  | SE Park Avenue           | 0.5  |
| 300  | SE Ocean Boulevard       | 9.8  |
|      | SE Ocean Boulevard       | 0.1  |
| 499  | NW North River Drive     | 0.3  |
| 399  | SE Central Parkway       | 10   |
| 1000 | S Kanner Highway         | 0.3  |
| 666  | SW St Lucie Crescent     | 0.1  |
|      | SE Riverside Drive       | 0.1  |
| 400  | SE Stypmann Boulevard    | 7.3  |
| 600  | SW Ocean Boulevard       | 4.4  |
|      | SE Martin Luther King Jr |      |
| 599  | Boulevard                | 4.9  |
| 798  | SW Camden Avenue         | 0.24 |
| 701  | SW Riverdale Drive       | 0.16 |
| 1498 | Mango Place              | 1.2  |
| 102  | SE Pelican Drive         | 0.4  |

**203**

# City of Stuart Park Land Comparison



## Comprehensive Plan

### GOAL STATEMENT 6.A. RECREATION

**Objective 6.A1. - Meeting growing demand—Adequate sites, facilities and programs.**

**Policy 6.A1.10.** The recreation level of service standard shall be three acres of developed park land per 1,000 residents. Developed park land includes, but [is] not limited to, improvements such as picnic facilities, restrooms, play courts (e.g., basketball, tennis, volleyball), ball fields (e.g., softball, baseball, football), vest pocket parks, neighborhood parks and ecological parks.

[https://library.municode.com/fl/stuart/codes/comprehensive\\_plan?nodeId=COPL\\_ELEMENT\\_6REOPSPELGOOBPOSTFLEFAP2002\\_GOST6.A.RE](https://library.municode.com/fl/stuart/codes/comprehensive_plan?nodeId=COPL_ELEMENT_6REOPSPELGOOBPOSTFLEFAP2002_GOST6.A.RE)

**The City of Stuart manages nearly 3 times the required park land - exceeding its minimum requirement by 134 acres.**

- |                                                  |           |
|--------------------------------------------------|-----------|
| • Projected Maximum Population Buildout          | 23,000    |
| • 3 acres per 1,000 residents                    | 69 acres  |
| • Managed City of Stuart Parks & Recreation Land | 203 acres |

**In addition...**

- |                                                        |                  |
|--------------------------------------------------------|------------------|
| • Additional Green Space (not including managed parks) | 528 acres        |
| Total Green Space (Managed & Unmanaged)                | <b>731 acres</b> |

**Total City of Stuart green space (managed / conservation) is over 9 times required.**

# Major Park Improvement Projects



## Memorial Park 4 Phases

- ◆ 1. Memorial Phase - complete
- ◆ 2. Passive Space / Garden - complete
- ❖ 3. Bandshell - Residents chose to keep as is
- ◆ 4. Event Space / Amphitheater - June 2027

## Guy Davis Park

- ◆ Football, Multipurpose, Track, Baseball, Basketball
- ❖ Park Redevelopment Plan (\$7 million)

**Kiwanis Park** - 98% complete

**Flagler Park** - Developed with FRDAP funds

**Sailfish Ballfields** - \$325,000 annually maintenance

**Smith Turner Park** - Dedicated pedestrian bridge

**Shepard Park** - Developed with FRDAP funds

**Martin Luther King, Jr. Park** - complete

**Poppleton Creek Dog Park** - Playground/Water Restoration

**Gazebo at Court House Park** - complete

**Haney Creek Watershed / Preserve Area**



# Parks Overview

Recommend: Approval ~ R57-2025

