City of Stuart

AGENDA

COMMUNITY REDEVELOPMENT BOARD
SEPTEMBER 5, 2023
AT 4:00 PM
COMMISSION CHAMBERS
121 SW FLAGLER AVE.
STUART, FLORIDA 34994

COMMUNITY REDEVELOPMENT BOARD

Chair - Tom Campenni
Vice Chair - Nikolaus Schroth
Board Member - Mark Brechbill
Board Member - Chris Lewis
Board Member - Frank McChrystal
Board Member - Bonnie Moser
Board Member - Seth Owens

ADMINISTRATIVE

CRA Executive Director - Pinal Gandhi-Savdas
Board Secretary - Susej T. Meleqi

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

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.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

1. OATH OF OFFICE FOR TWO (2) ADVISORY BOARD MEMBERS

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. APPROVAL OF 08/01/2023 CRB MINUTES

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

COMMENTS BY BOARD MEMBERS (Non-Agenda Items)

ACTION ITEMS

3. NOMINATE BOARD MEMBER FOR COMMUNITY REDEVELOPMENT AGENCY (CRA)

4. CRA BUDGET AND CIP FOR FY 2024 (RC):

RESOLUTION No. 11-2023 CRA; A RESOLUTION OF THE BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF STUART, FLORIDA ADOPTING THE CRA BUDGET OF THE CITY OF STUART, FLORIDA, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

STAFF UPDATE

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.

CITY OF STUART, FLORIDA
AGENDA ITEM REQUEST
Community Redevelopment Board

Meeting Date: 9/5/2023 **Prepared by:** Susej Meleqi

Title of Item:
OATH OF OFFICE FOR TWO (2) ADVISORY BOARD MEMBERS

Summary Explanation/Background Information on Agenda Request:
Oath of office for Mark Brechbill and Bonnie Moser who were appointed on August 14, 2023 to the board.

Funding Source:
N/A

Recommended Action:
Board Members to take the Oath.

ATTACHMENTS:
1. Board Member Oath_CRB

CITY OF STUART

Oath of Office

I, ______________________________, am qualified under the Constitution, Laws of Florida, and the Code of Ordinances for the City of Stuart, Florida to serve as a member of the COMMUNITY REDEVELOPMENT BOARD; and that I will well and faithfully perform the duties of an advisory board member on which I am about to enter, so help me God.

____
Name

STATE OF FLORIDA
COUNTY OF MARTIN

The foregoing instrument was acknowledged before me by means of physical presence ____ or online notarization ___, this 5th day of September 2023, _______________, who is personally known to me or who has produced Florida driver license as identification.

____
Deputy City Clerk

(Notary Seal)

CITY OF STUART, FLORIDA
AGENDA ITEM REQUEST
Community Redevelopment Board

Meeting Date: 9/5/2023 **Prepared by:** Susej Meleqi

Title of Item:
APPROVAL OF 08/01/2023 CRB MINUTES

Summary Explanation/Background Information on Agenda Request:
APPROVAL OF 08/01/2023 CRB MINUTES

Funding Source:
N/A

Recommended Action:
Approve minutes.

ATTACHMENTS:
1. 08012023 CRB Minutes

MINUTES

COMMUNITY REDEVELOPMENT BOARD OF THE CITY OF STUART
AUGUST 1, 2023
AT 4:00 PM
COMMISSION CHAMBERS
121 SW FLAGLER AVE.
STUART, FLORIDA 34994

COMMUNITY REDEVELOPMENT BOARD

Chair - Tom Campenni
Vice Chair - Nikolaus Schroth
Board Member – VACANT
Board Member - Chris Lewis
Board Member - Frank McChrystal
Board Member - Seth Owens
Board Member - VACANT

ADMINISTRATIVE

CRA Executive Director - Pinal Gandhi-Savdas
Board Secretary - Susej T. Meleqi

CALL TO ORDER

4:02 PM

ROLL CALL

PRESENT: Chair Campenni, Vice Chair Schroth, Board Member McChrystal, Board Member Owens
ABSENT: Board Member Lewis

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

4:03 PM MOTION: Approve moving item #6 up.
MOVED BY: Seth Owens
SECONDED BY: Nikolaus Schroth
Motion approved unanimously.

APPROVAL OF MINUTES

1. APPROVAL OF 07/11/2023 CRB MINUTES

4:04 PM MOTION: Approve.
MOVED BY: Seth Owens
SECONDED BY: Nikolaus Schroth
Motion approved unanimously.

ACTION ITEMS

2. A REQUEST FROM 151 NW FLAGLER, LLC, TO CONSIDER A PETITION FOR A MINOR URBAN CODE CONDITIONAL USE FOR PUBLIC ART (QUASI-JUDICIAL):

RESOLUTION 02-2023 CRB; A RESOLUTION OF THE COMMUNITY REDEVELOPMENT BOARD (CRB) OF THE CITY OF STUART, FLORIDA, GRANTING A MINOR URBAN CODE CONDITIONAL USE APPROVAL FOR PUBLIC ARTWORK REQUIRED AS A CONDITION OF DEVELOPMENT FOR THE WILLIS CUSTOM YACHT FACILITY LOCATED AT 151 NW FLAGLER AVENUE IN THE CITY OF STUART, AS DESCRIBED WITHIN THE ATTACHED LEGAL DESCRIPTION; GRANTING APPROVAL TO INSTALL AN ART WRAP ON THE FRONT FAÇADE OF THE BUILDING; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR CONDITIONS OF APPROVAL; AND FOR OTHER PURPOSES.

Kris McCrain, City Principal Planner, presented the project location, Minor Urban Code Conditional use request, Mr. K.C. Scott was chosen as the artist to provide the public art, location of proposed art, cost valuation, and staff recommendation.

Matthew Barnes, Senior Project Manager for WGI, stated he was here with the artist K.C. Scott and provided his background and stated he was also doing Atlantic Point Marina's public art, presented the artist portfolio, and rendering of the public art on the building.

Vice Chair Schroth asked if they felt confident in the maintenance and upkeeping of the public art.

Mr. Barnes stated they are confident.

Board Member McChrystal questioned how much the wrap was and if it was worth the money.

K.C. Scott explained exactly what it was they were purchasing for the money and stated it did not look like just a piece of plastic.

Chair Campenni stated the condition of this public art is that the art must be reproduced and kept through the years and does not fade.

Mr. McCrain stated that was correct and stated that if any changes were to be done it had to come back to the board.

4:16 PM MOTION: Approve.
MOVED BY: Nikolaus Schroth
SECONDED BY: Seth Owens
Motion approved unanimously.

6. TRAM PROGRAM ACTION PLAN

Pinal Gandhi-Savdas, CRA Executive Director, stated the recommendations that were in the packet were based on the discussion that was had at the previous meeting and asked the Board to review the action items and make recommendations so it can be moved forward to the CRA.

Vice Chair Schroth states he believes that numbers 1-4 can be done with staff versus the other items on the list that might need more outsourcing.

Board Members discussed the order they think the action items should take place and agreed on the way it was presented.

Chair Campenni stated he believes number 13 should be moved up since staff would have to get with County to organize it with the "Marty" bus.

Board Members continued discussion.

Board Members agreed on the priorities as listed and the recommendation made by Chair Campenni.

No motion was needed.

3. PRESENTATION OF THE APPLICATIONS FOR THE BUSINESS IMPROVEMENT REIMBURSEMENT PROGRAM FOR FY 2023 CYCLE #2

Jordan Pinkston, CRA Program Manager, presented a program description, public outreach, and applications as listed below.

- American Sprinkler & Pump
- Edward Jones Office
- OxyPros Inc.
- Prescription Shop
- Avonlea Commerce Center Association, Inc
- Nancy Albert Design & Consulting Group (Not Eligible)
- Oasis Pamper Nail & Spa (Not Eligible)

Mrs. Pinkston continued her presentation and stated that the total grant match was over the budgeted amount and provided suggested options.

Vice Chair Schroth asked why American Sprinkler & Pump is required to do sprinklers but other applicants were not required to do irrigation.

Ms. Pinkston stated that, due to the nature of their business, it was going to be put in already.

Gail Goldy, Applicant for Prescription Shop stated that they would hose it down instead of adding irrigation.

OxyPros stated they do not have irrigation but would water it themselves.

Vice Chair Schroth questioned the original approval of the Avonlea association and what the obligations of that development approval are.

Nancy Albert, Nancy Albert Design & Consulting Group, stated that awnings are the unit owner's responsibility.

Board Member McChrystal spoke about the landscaping and its process, and recommended OxyPro's to use sable trees.

Chair Campenni asked how the Board would like the money to be divided.

Board Members discussed how the money should be divided and what to do if they go the route of reducing 33%.

Jim Johnston, American Sprinkler & Pump, asked if he would have to complete the project in its entirety as proposed, if the reduction in the grant occurs.

Ms. Goldy asked if these same properties are able to submit another BIRP application next year.

Board was discussing the motion that will be proposed.

Paul Nicoletti, Interim City Attorney, stated that it is legally okay to make those conditions if they saw it as a priority and stated that the money is okay to be spent next year.

PUBLIC COMMENT:

1. Gail Goldy - Colorado Ave; Agreed that the Board should stick with the budget but questioned if it's fair to the applicants to have to go over their budget due to that condition of needing irrigation and believes the applicants should be able to go back into the application and remove.
2. Nancy Albert - Baker Rd; Agrees that applicants should not be penalized for the condition and believes they should be able to go back to their application and make changes.

Vice Chair Schroth explained his motion to the public.

Ms. Gandhi-Savdas stated that landscaping is a priority in the BIRP application.

Chair Campenni stated his agreement with Vice Chair Schroth and stated he believes that in the upcoming year the application should state that irrigation is a must.

5:09 PM MOTION: Approve with staff recommendation with the option of reducing each eligible match by 33% and adding the condition to Edward Jones, Prescription Shop, and Oxy Pro's of the irrigation system and if at the expiration of this round, there are unused funds that have been approved to then distribute it amongst those who have completed the project in this round.
MOVED BY: Nikolaus Schroth
SECONDED BY: Seth Owens
[5:19 PM] VOTE: MOTION PASSES 3/1.
YES: Nikolaus Schroth, Tom Campenni, Seth Owens
NO: Frank McChrystal

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

1. Gail Goldy - Colorado Ave; Stated it was not clear to the applicant, when applying, that if you do not fulfill the project in its entirety, you do not get the grant money. She continued with saying that if irrigation needed to be done it should also be included in the application when applying.

COMMENTS BY BOARD MEMBERS (Non-Agenda Items)

Vice Chair Schroth

- Commented that irrigation had been discussed previously and stated he agrees with Chair Campenni and Board Member McChrystal in regard to their comments about opening a new business and asking the City for grant money. He further discussed his reasoning for his motion and how the board operates.

4. US-1/FEDERAL HIGHWAY STREET TREE MASTER PLAN AND PROGRAM:

RESOLUTION No.12-2023 CRA; A RESOLUTION OF THE BOARD OF COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF STUART, FLORIDA, APPOVING AND ADOPTING THE US-1/FEDERAL HIGHWAY STREET TREE MASTER PLAN AND PROGRAM; PROVIDING FOR CONFLICTS; SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

Pinal Gandhi Savdas, CRA Executive Director, presented the project's location, existing conditions, MPO vision, and recommended action.

Jessica Seymour, Treasure Coast Regional Planning Council, presented the importance of trees to Stuart, visual impact of trees, improved safety, minimizing the heat island effect, different ways to plan, species selection - corridor, utility conflict, existing use and space conflict, flowing tree, palms, land development regulations, CRA program for US-1/Federal Hwy, and timeline.

Vice Chair Schroth asked about the targeted outreach and who responded. He stated he was concerned that staff had done all this work but was not sure how the owners of the properties would buy in.

Ms. Seymour stated after discussion that staff felt that the board's buy in would be needed first before going to property owners and stated that it would be completely optional to business owners.

Board Members continued the discussion.

Chair Campenni stated this is the type of program CRA should be spending money on and supporting.

5:49 PM MOTION: Approve.
MOVED BY: Seth Owens
SECONDED BY: Nikolaus Schroth
Motion approved unanimously.

5. LDC AMENDMENT IN RELATION TO US-1/FEDERAL HIGHWAY STREET TREE MASTER PLAN AND PROGRAM:

ORDINANCE No. 2520-2023; AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF STUART, FLORIDA, AMENDING AND RESTATING THE CITY'S LAND DEVELOPMENT CODE; MORE SPECIFICALLY AMENDING SECTION 2.04.06 ENTITLED "SUPPLEMENTAL BUILDING SETBACKS ON CERTAIN STREETS" IN CHAPTER II AND SECTION 3.01.03 ENTITLED "URBAN STANDARDS AND REGULATIONS FOR DESIGNATED URBAN SUBDISTRICTS" IN CHAPTER III OF THE CITY OF STUART LAND DEVELOPMENT CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

Ms. Gandhi-Savdas stated that this item was referencing Resolution No. 12-2023 CRA and it would go to the Local Planning Agency Board and City Commission for final adoption.

No further discussion or recommendation was needed on this item.

STAFF UPDATE

ADJOURNMENT

5:49 PM

Susej T. Meleqi, Deputy City Clerk	**Tom Campenni, Chair**

Minutes to be approved at the CRB
Meeting this 5th day of September, 2023.

CITY OF STUART, FLORIDA
AGENDA ITEM REQUEST
Community Redevelopment Board

Meeting Date: 9/5/2023 **Prepared by:** Jordan Pinkston

Title of Item:
NOMINATE BOARD MEMBER FOR COMMUNITY REDEVELOPMENT AGENCY (CRA)

Summary Explanation/Background Information on Agenda Request:
Chapter VIII of the Land Development Code, Sec. 8.00.05 states:
A. The City Commission, plus two members of the Community Redevelopment Board (CRB), shall be the Community Redevelopment Agency (CRA) Board for the city, in accordance with F.S. § 163.357. The City Commission shall appoint the two members of the Community Redevelopment Board to serve as members of the Community Redevelopment Agency Board for a term of four (4) years.

Micah Hartowski submitted her resignation from the Community Redevelopment Board on July 24, 2023, leaving one vacancy on the CRA Board. The CRB will nominate a board member amongst themselves who is interested in serving on the CRA Board. The City Commission will vote on the appointment to the CRA Board at the September 11, 2023, Regular City Commission Meeting.

Funding Source:
N/A

Recommended Action:
Make a recommendation for a Board Member to serve as a CRA Board member.

ATTACHMENTS:
1. 126-2020 CRB By-Laws

BY-LAWS
COMMUNITY REDEVELOPMENT BOARD
(CRB)

These By-Laws constitute the rules adopted by the City Commission and shall apply to the Community Redevelopment Board (hereinafter the "Board" or "CRB") for the regulation and management of its affairs.

ARTICLE 1
GENERAL

1.1 **Establishment and Name**. The Board is established as provided in Chapter VIII, Sec. 8.00.04 of the Land Development Code of the City of Stuart. The name shall be designated as the Stuart Community Redevelopment Board.

1.2 **Purpose and Objectives**. The Board shall be an advisory Board to the City Commission and to the City administration in performing the duties and responsibilities described in this code. This Board is responsible for reviewing applications for major development in within the Urban District, Historic Building development applications and Urban Code Exceptions.

ARTICLE 2
MEMBERSHIP

2.1 **Qualifications.** Members shall be over the age of 18 years of age. Members must also be current residents of the City of Stuart or be property owners of real estate within the geographic limits of the City.

2.2 **Number.** The Board shall consist of seven (7) members. Each City Commissioner shall appoint a single member to the Board. The City Manager shall appoint two (2) members to the Board, which shall be ratified by the City Commission.

2.3 **Term.** The Board members shall serve annual terms. The Commissioners shall ratify the membership of the Board at the annual reorganization meeting of the City Commission.

2.4 **Staff Liaison.** The Development Director shall serve as the senior staff person to the Board.

2.5 **Secretary.** The Development Director shall appoint a Secretary of the Board and as such shall prepare Board agendas, be the custodian of all books and records of the Board, keep the minutes and a recording of all votes of all Board meetings, and send out all notices of meetings and shall perform such other duties as may be requested by the Board. In the absence of the Secretary at a meeting, the Development Director shall designate an employee to act as Secretary.

2.6 **City Attorney**. The City Attorney shall serve as the legal advisor to the Board and attend meetings when necessary.

ARTICLE 3
ELECTION OF OFFICERS

3.1 Nomination and election of officers shall occur at the annual organizational meeting of the Board. The organizational meeting shall occur at the first CRB meeting after the annual reorganizational meeting of the City Commission.

3.2 **Officers.** Regular officers of the Board shall be a Chair and a Vice-Chair who shall be appointed by the Board at its annual reorganizational meeting.

3.3 **Chair**. The Chair shall preside at all meetings of the Board and shall execute instruments in the name of the Board as may be required.

3.4 **Vice-Chair**. The Vice-Chair shall, in the absence, disqualification, resignation or death or disability of the Chair or at the Chair's direction, shall exercise the functions of the Chair.

3.5 **Vacancy**. Upon a vacancy in the office of Chair or Vice-Chair, the Board members shall select one of them to fill the position at the next regular meeting following the creation of the vacancy.

ARTICLE 4
DUTIES AND RESPONSIBILITIES

4.1 For the properties within the community development area, the CRB shall:

4.2 Hear, consider, and recommend applications for Urban Code conditional use as provided at section 3.01.06 and section 11.01.10 of this Code;

4.3 Review development applications which pertain to historic buildings and recommend approval, approval with conditions, or denial of an application for such development;

4.4 Review all proposed amendments to section 3.01.00, Urban Code, and the Community Redevelopment Plan and recommend approval, approval with conditions, or denial; Review and recommend programs, projects, plans and grant applications to implement the Community Redevelopment Plan;

4.5 Review and recommend programs, projects, plans and grant applications to implement the Community Redevelopment Plan;

4.6 Conduct such hearings and workshops as may be necessary to perform the foregoing duties and responsibilities;

4.7 Review, hear and approve, approve with conditions, or deny applications for texture architectural materials and public art, as provided in section 3.01.06;

4.8 Review, hear and approve, approve with conditions, or deny applications for UPUD's within the Community Redevelopment Area;

4.9 The CRB shall consider all proposed amendments to the Urban Code and make a recommendation thereon to the City Commission. The Board may of its own volition propose to the City Commission that certain amendments be made to the Urban Code; and

4.10 The CRB shall perform any duty described herein, and any other duty specifically assigned to it by the City Commission or the Community Redevelopment Agency.

ARTICLE 5
MEETINGS

5.1 **Regular Meetings**. Regular meetings shall be held on the first Tuesday of each month in the City Commission Chambers at the Stuart City Hall. No meeting will be convened in the event there is no matter to be considered by the Board.

5.2 **Special Meetings**. Special meetings may be held at the discretion of the Redevelopment Board as necessary. Special meetings may be called by the Chairperson; any two (2) members of the Board or by the Development Director by requesting the Development Director to arrange for and give notice of such special meeting.

5.3 **Notice.** The Secretary shall give notice of all meetings, both regular and special to all Board members at least twenty-four (24) hours in advance of the meeting, when possible. The Secretary shall determine if a quorum will be present.

5.4 **Attendance.** A member who misses three (3) consecutive meetings of the Board shall be deemed to have resigned and the vacancy shall be filled.

5.5 **Quorum.** A quorum of the Board shall be four (4) members and an affirmative vote of a majority of those present shall be necessary to conduct business. If any meeting cannot be conducted because a quorum is not present, the Members who are present may receive information only, and take no action other than to adjourn the meeting to a time certain and notice of such adjourned meeting shall be given to each Member.

5.6 **Adjourned and Continued Meetings**. Where a meeting having been set and noticed under the provisions of these By-Laws and during the course of said meeting is adjourned to a future time and place certain, there shall be no requirements for giving of notice of the time and place of continuation of said meeting other than the announcement thereof at said meeting.

5.7 **Rules of Order**. All meetings shall be conducted informally. If a dispute arises regarding the proper procedure to be followed, Robert's Rules of Order shall take precedence.

5.8 **Ethics, Public Meetings and Public Records**. Board Members shall conduct themselves in accordance with the provisions of Chapter 112, Florida Statutes regarding ethics for public officials. Board meetings shall be held in accordance with the requirements of Section 286.011, Florida Statutes (Government in the Sunshine). All Board records shall be maintained in accordance with Chapter 119, Florida Statutes (Public Records Law).

ARTICLE 6
VOTING

6.1 Voting shall be by voice vote and shall be recorded by individual "aye" or "nay".

6.2 Each member present must cast a vote on each question before the Board. Any member who has a personal interest in a matter may abstain from participating as a member of the Board in that matter. A member who abstains in any matter in which the member has a personal interest must file a Memorandum of Voting Conflict with the Secretary of the Board within fifteen (15) days after such vote.

6.3 No member of the Board shall represent a client before the Board in any matter that will be considered by the Board. This prohibition does not preclude Board members from representing clients before other City Boards or City Administrative Staff.

6.4 **Order of Business.** The Board shall follow the Order of Business as set forth in the agenda prepared by the Secretary for each meeting. The order of business may be suspended by a vote of the majority of the members present.

ARTICLE 7
AMENDMENTS

7.1 **Amendments**. The By-Laws of the Board may be amended at any regular or special City Commission meeting by three (3) affirmative votes.

7.2 The CRB Board shall make recommendations to the City Commission at any time that the By-Laws need amending.

ARTICLE 8
MISCELLANEOUS

8.1 Decisions of the CRB in matters that are quasi-judicial in nature shall be based upon the evidence presented to the Board at a quasi-judicial hearing. The Board shall make findings of fact and conclusions of law in making its advisory decision. The decisions or orders of the Board shall be promptly reduced to writing and signed by the chairperson and secretary.

8.1.1 The Secretary or Planner shall provide the Board with proof of publication of the case.

8.1.2 The City Planner shall present a brief report. Any correspondence in favor of or against the project shall be read into the record or summarized by the Planner during the presentation.

8.1.3 The applicant shall make such presentation or comments as deemed necessary.

8.1.4 Upon completion of all testimony, the Chairperson shall announce that no further evidence may be offered.

8.1.5 Discussion shall be conducted by the Board regarding the issue presented.

8.1.6 Final Action shall be taken by the Board after an appropriate motion and public hearing.

CITY OF STUART:

MICHAEL J. MEIER
MAYOR

MARY R. KINDEL
CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

MICHAEL J. MORTELL, ESQ.
CITY ATTORNEY

CITY OF STUART, FLORIDA
AGENDA ITEM REQUEST
Community Redevelopment Board

Meeting Date: 9/5/2023 **Prepared by:** Pinal Gandhi-Savdas

Title of Item:
CRA BUDGET AND CIP FOR FY 2024 (RC):

RESOLUTION No. 11-2023 CRA; A RESOLUTION OF THE BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF STUART, FLORIDA ADOPTING THE CRA BUDGET OF THE CITY OF STUART, FLORIDA, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Summary Explanation/Background Information on Agenda Request:
The CRA has prepared a CRA budget for FY 2024. Annually, in conjunction with the budget calendar, the CRA must approve a CIP list. The list is consistent with current and ongoing projects, as well as future potential projects that would be funded from Tax Increment Revenues.

Funding Source:
Tax Increment Financing (TIF) Revenue and Grants

Recommended Action:
Approve Resolution No. 11-2023, adopting the CRA budget and Capital Improvement Project (CIP) for FY 2024.

ATTACHMENTS:
1. R11-2023 CRA Adopt Budget for FY 2024
2. FY 2024 CRA Revenues
3. FY 2024 CRA Budget Appropriation Details
4. FY 2024 Capital Improvements Project (CIP)

BEFORE THE COMMUNITY REDEVELOPMENT AGENCY
CITY OF STUART, FLORIDA

RESOLUTION No. 11-2023 CRA

A RESOLUTION OF THE BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF STUART, FLORIDA ADOPTING THE CRA BUDGET OF THE CITY OF STUART, FLORIDA, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

* * * * *

WHEREAS, it is necessary and proper, and in some instances required by Florida law, to establish the budgetary spending plans (annual budgets) for the CRA funds of the City of Stuart for the fiscal year beginning October 1, 2023, and ending September 30, 2024, to properly reflect anticipated revenues and required appropriations.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF STUART, FLORIDA that:

<u>SECTION 1:</u> The Community Redevelopment Agency of the City of Stuart hereby adopts the budget, attached hereto, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, as follows:

(a) There is hereby appropriated from the Community Redevelopment Agency of the City of Stuart for the above-described fiscal year the total sum of Fifteen Million, Six Hundred Thousand, and Eight Hundred Fifty-Two ($15,600,852) Dollars to provide for the annual budget of the Community Redevelopment Agency Fund.

SECTION 2: This Resolution shall be effective immediately upon adoption.

Board Member ___________ offered the foregoing resolution and moved its adoption. The motion was seconded by Board Member ______________ and upon being put to a roll call vote, the vote was as follows:

	YES	NO	ABSENT	ABSTAIN
TROY MCDONALD, CHAIRPERSON				
BECKY BRUNER, VICE CHAIRPERSON				
EULA R. CLARKE, BOARD MEMBER				
CHRISTOPHER COLLINS, BOARD MEMBER				
CAMPBELL RICH, BOARD MEMBER				
VACANT, EX-OFFICIO BOARD MEMBER				
TOM CAMPENNI, EX-OFFICIO BOARD MEMBER				

ADOPTED this ___ day of _________, 2023.

ATTEST:

____

MARY R. KINDEL
CITY CLERK

____

TROY MCDONALD
CHAIRPERSON

APPROVED AS TO FORM
AND CORRECTNESS:

____

PAUL J. NICOLETTI
INTERIM CITY ATTORNEY

107 Community Redevelopment Agency Revenues

Object Category (Re)	FY2024
Recommended	**$15,600,852.00**
32 - Permits, Fees, and Special Assessments	$2,700.00
33 - Intergovernmental Revenues	$3,052,771.00
36 - Miscellaneous Revenues	$0.00
38 - Other Sources	$12,545,381.00

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
32900	Other Permits and Assessments	$2,700.00	$2,700.00	$2,700.00			$0.00	$0.00
33890	Other Local Revenues	$2,398,417.00	$3,139,728.00	$3,052,771.00			$654,354.00	$0.273
					$3,052,771.00	MC BOCC @ 6.9541 Mills (amended to 6.7615 Mills)		
36110	Interest	$0.00	$0.00	$0.00			$0.00	
36400	Disposition of Assets	$0.00	$0.00	$0.00			$0.00	
36600	Contributions from Private	$0.00	$0.00	$0.00			$0.00	
36910	Bank Fee Refunds	$0.00	$0.00	$0.00			$0.00	
38000	Other Sources	$2,428,390.51	$1,360,617.00	$5,544,860.00			$3,116,469.49	$1.283
					$1,086,610.00	FDOT TAP Grant (Riverside Park Neighborhood Improvements)		
					$274,007.00	DEP EPA 319 Water Quality Grant		
					$4,184,243.00	From Fund Balance		
38100	Interfund Transfers In	$1,831,255.00	$7,000,521.00	$7,000,521.00			$5,169,266.00	$2.823

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
					$2,259,521.00	General Fund @5.0000 Mills		
					$1,600,000.00	From CDBG Acquisition of 710 SE MLK Blvd		
					$3,141,000.00	From CDBG Rehabilitation of 710 SE MLK Blvd - Project Implementation, Engineering Services, Construction		
		$6,660,762.51	**$11,503,566.00**	**$15,600,852.00**	**$15,598,152.00**		**$8,940,089.49**	**$4.379**

107-117 CRA Appropriations

Object Category (Ex)	FY2024
Recommended	**$15,600,852.00**
10 - Personal Services	$256,227.00
30 - Operating Expenses	$392,067.00
60 - Capital Outlay	$11,346,000.00
80 - Grants and Aids	$130,000.00
90 - Other Uses	$3,476,558.00

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
51512	Regular Salaries/Wages	$169,531.00	$180,271.00	$180,651.00			$11,120.00	$0.066
51515	Special Pay	$0.00	$4,440.00	$4,440.00			$4,440.00	
51521	FICA Taxes	$12,969.00	$13,791.00	$13,820.00			$851.00	$0.066
51522	Retirement Contributions	$38,142.00	$48,431.00	$48,499.00			$10,357.00	$0.272
51523	Life and Health Insurances	$17,318.00	$8,466.00	$8,466.00			$-8,852.00	$-0.511
51524	Workers' Compensation	$0.00	$351.00	$351.00			$351.00	
					$351.00	TRICO Workers' Compensation		
53531	Professional Services	$80,000.00	$200,000.00	$200,000.00			$120,000.00	$1.50
					$50,000.00	Professional Services - Planning and Design Services for CRA Small-Scale Projects		

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
					$150,000.00	Downtown Master Plan and Charrette - City Hall/Garage Site/City/CRA-Owned Parcels		
53540	Travel and Per Diem	$3,000.00	$3,000.00	$3,000.00			$0.00	$0.00
53541	Communication Services	$0.00	$1,500.00	$1,500.00			$1,500.00	
					$1,500.00	Phones		
53542	Freight & Postage Services	$0.00	$2,000.00	$2,000.00			$2,000.00	
53543	Utility Services	$0.00	$500.00	$500.00			$500.00	
					$500.00	Internal-UB		
53544	Rentals and Leases	$35,000.00	$35,000.00	$35,000.00			$0.00	$0.00
					$35,000.00	FEC RR Crossing Leases		
53545	Insurance - General Liability	$15,792.00	$15,792.00	$15,792.00			$0.00	$0.00
					$15,792.00	TRICO General Liability Insurance		
53546	Repair & Maintenance	$0.00	$0.00	$0.00			$0.00	
53547	Printing and Binding	$0.00	$8,000.00	$8,000.00			$8,000.00	
53548	Promotional Activities	$0.00	$3,000.00	$3,000.00			$3,000.00	
53549	Other Current Charges	$27,300.00	$72,300.00	$72,300.00			$45,000.00	$1.648
					$10,000.00	Arts & Entertainment Creek District (Mosaic Artwork, Misc.)		
					$2,500.00	Chamber Welcome Guide		
					$3,800.00	FEC Parking Property Tax		
					$3,000.00	MLK Day Event		
					$8,000.00	Shop Local/Misc		
					$5,000.00	Black Heritage Event		
					$40,000.00	REDA Agreement (Avonlea - Offsite Improvements)		
53551	Office Supplies	$0.00	$2,000.00	$2,000.00			$2,000.00	
53552	Operating Supplies	$36,000.00	$20,000.00	$45,000.00			$9,000.00	$0.25
					$20,000.00	Miscellaneous Community Improvements		
					$25,000.00	Wrapping Traffic Control Boxes		
53554	Books and Memberships	$3,025.00	$2,975.00	$2,975.00			$-50.00	$-0.017
					$500.00	APA Membership Fees		
					$175.00	District Fees for CRA		
					$1,000.00	FL Redevelopment Association Conference		

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
					$1,200.00	FRA Membership Fees		
					$100.00	Young Professional of Martin County Membership		
53555	Training	$0.00	$1,000.00	$1,000.00			$1,000.00	
56561	Land Expense	$0.00	$1,600,000.00	$1,600,000.00			$1,600,000.00	
					$1,600,000.00	Acquisition of 710 SE MLK Blvd		
56562	Buildings Expense	$0.00	$0.00	$0.00			$0.00	
56563	Infrastructure Expense	$3,490,000.00	$10,496,000.00	$9,746,000.00			$6,256,000.00	$1.793
					$2,100,000.00	Riverside Park Streetscape Improvements Project# 21041801		
					$125,000.00	Stypmann Neighborhood Sidewalk Improvements project # 21046702		
					$0.00	Stypmann Neighborhood Drainage Improvements		
					$80,000.00	Riverside Park Neighborhood - Oleander Park Improvements project # 050201		
					$3,141,000.00	Rehabilitation of 710 SE MLK Blvd - Project Implementation, Engineering Services, Construction		
					$3,100,000.00	Undergrounding Utilities in Downtown (Not Completed in 2023)		
					$1,200,000.00	Seminole Streetscape		
56564	Machinery & Equipment Expense	$40,000.00	$0.00	$0.00			$-40,000.00	$-1.00
58581	Aids to Other Governments	$0.00	$0.00	$0.00			$0.00	
58582	Aids to Private Organizations	$135,000.00	$130,000.00	$130,000.00			$-5,000.00	$-0.037
					$50,000.00	Business Improvement Reimb Program (BIRP)		
					$20,000.00	Brush With Kindness/Self Program		
					$20,000.00	Mural Program		
					$20,000.00	Residential Street Tree Program		
					$20,000.00	Residential Facade Improvement/Paint Up Program		
59591	Intragovernmental Transfers	$1,595,593.00	$445,500.00	$840,060.00			$-755,533.00	$-0.474

Account	Account Description	Current Budget	Requested	Recommended	Itemizations	Description	Difference	Change
					$70,000.00	Mainstreet Service Agreement		
					$1,500.00	Mangrove Trimming		
					$50,700.00	Misc Maintenance of CRA Projects		
					$5,000.00	Sidewalk Staining in the CRA		
					$194,860.00	Tram Service		
					$18,000.00	US1 Median Maintenance from Wright Blvd to Baker Rd		
					$150,000.00	Federal Hwy Street Tree Planting Program Implementation (Joan Jefferson to Kanner Hwy/Colorado)		
					$350,000.00	Gateway Signage		
59595	Proprietary - Other Uses	$369,710.00	$0.00	$0.00			$-369,710.00	$-1.00
59596	Contingencies	$0.00	$0.00	$2,588,695.00			$2,588,695.00	
59599	Other Uses	$0.00	$0.00	$0.00			$0.00	
59999	Indirect Costs (Net)	$47,803.00	$47,803.00	$47,803.00			$0.00	$0.00
		$6,116,183.00	**$13,342,120.00**	**$15,600,852.00**	**$12,689,478.00**		**$9,484,669.00**	**$2.555**

Capital Improvement Projects (CIP) Budget Summary

PROJECTS	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Project Total
Federal Highway 21046601											
Federal HwyTree Planting Program Development				$30,000							$30,000
Federal Hwy Tree Planting Program Implementation						$150,000					$150,000
Guy Davis Community Park 21045901											
Phase I Site Plan			$344,517								$344,517
Phase II Final Design					$370,000						$370,000
Construction							$7,000,000				$7,000,000
Downtown Undergrounding											
Phase I Design - Seminole Street - 20038901		$49,991									$49,991
Phase II Design - Osceola - 22038902				$174,554							$174,554
Construction of Phase I and II - 22038903						$3,100,000					$3,100,000
Seminole Streetscape Improv 20042701											
Design		$75,000									$75,000
Construction						$1,200,000					$1,200,000
Stypmann Sidewalk Improv 21046701											
Conceptual				$60,000							$60,000
Design				$62,000							$62,000
Construction						$125,000					$125,000
Stypmann Drainage Improv 21046702											
Design					$70,900						$70,900
Construction											TBD

Capital Improvement Projects (CIP) Budget Summary

PROJECTS	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Project Total
Triangle District 21046801											
SE Dixie Highway Conceptual				$44,500							$44,500
SE Dixie Highway Design				$60,500							$60,500
SE Dixie Highway Construction (TAP Grant Reimb)								$1,500,000			$1,500,000
Riverside Park NBHD Improv 20041801											
Conceptual	$21,500										$21,500
Design		$100,000									$100,000
Construction (TAP Grant Reimb)						$2,100,000					$2,100,000
MLK Blvd Complete Street 21045001											
Conceptual		$20,000									$20,000
Design				$450,000							$450,000
Construction								$5,000,000			$5,000,000
Gateway Markers/Features 20040901											
Conceptual		$29,600									$29,600
Design				$75,000							$75,000
Construction						$350,000					$350,000
Oleander Park Improv 050201											
Conceptual					$5,000						$5,000
Construction						$80,000					$80,000
Willie Gary Prop Acq., Demo, New Const.											
Acquisition (CDBG-CV Grant Reimb) - 048901					$50,000	$1,600,000					$1,650,000
Demo and New Const. (CDBG-CV Grant Reimb) - 048902						$3,141,000					$3,141,000
TOTAL BUDGET FOR FISCAL YEARS	**$21,500**	**$274,591**	**$344,517**	**$956,554**	**$495,900**	**$11,846,000**	**$7,000,000**	**$6,500,000**	**$0**	**$0**	**$27,439,062**