

**MINUTES OF THE REGULAR MEETING OF THE CITY OF STUART  
COMMUNITY REDEVELOPMENT BOARD HELD IN CITY HALL, 121  
SOUTHWEST FLAGLER AVENUE, STUART, FLORIDA ON TUESDAY, JULY  
1, 2008**

**Those present:** Frank Wacha, Jr., Chairman  
David Collier  
Gene Rifkin  
Samia Ferraro  
Pete Walson  
Donald Komara

**Those absent:** Patty Henderson

**Also present:** Paul Nicoletti, City Attorney  
Dottie Zaharako, Finance Director

**I. CALL TO ORDER: Chairman**

Chairman Wacha called the meeting to order at 4:06PM

**II. ROLL CALL: Secretary**

Those answering roll call and others present are referenced above.

Chairman Wacha said that they need to elect a new Vice Chairman.

Gene Rifkin nominated Don Komara.

**MOTION:** Gene Rifkin

**SECOND:** Samia Ferraro

**Motion carried 6/0**

**III. APPROVAL OF MINUTES: May 6, 2008**

**MOTION:** Dave Collier

**SECOND:** Gene Rifkin

**Motion carried 6/0**

**Public Comments:** None

**Board Comments:** Gene Rifkin suggested sending a letter to Meg Whitmer thanking her for her service on the board.

**1. Discussion and deliberation on MSCW Evaluation of the Stuart Community  
Redevelopment Plan Update**

**Presentation:** Jim Karas, MSCW

**Public Comments:** None

**Board Comments:**

Dave Collier asked about covering CRA boundaries in the report.

Jim Karas said that it had come up and there wasn't a clear conclusion but they could offer a recommendation.

Dave Collier said there were two boundary issues. One was the Commission's statement that they didn't have time right now to discuss the expansion of the CRA onto US1 to Monterey and the second was that they wanted to shrink the CRA boundaries north of the bridge to reduce the amount of area where the City didn't get the revenue but the CRA did and he thought that these are pretty important issues.

Pete Walson said that when you have a budget where you have TIFF funds from the City and County and if you decreased the CRA the TIFF funds from the County would go away so that would be an overall net decrease of income to the City.

Dave Collier said especially north of the bridge which has more bare ground redevelopment into structures which produces the highest increase in TIFF that you can have. He said at the same time the CRA is being asked to support the police department and other things, which he understands, but thought that somebody trying to take away revenue sources didn't make sense.

Chairman Wacha said he thought the consensus of this board was not to shrink it.

Gene Rifkin thought the Commission had set it aside.

Pete Walson thought that maybe they should talk to the Commissioners.

Chairman Wacha asked if they could get some information on the analysis of the impact before their next meeting.

## **2. Discussion and deliberation on Proposed Budget CRA Fiscal Year 2009**

**Presentation:** Dottie Zaharako apologized and said that the document that was included in the agenda packet was a last minute thing that got added in and is not the proposed budget by any means and said this is the very first working copy that was drafted at the time the CRA Coordinator left so there are a lot of unanswered questions and there is a lot more work to do on it. She said that they don't have the information from the property appraiser's office to calculate the revenues and won't have it till July 10th but Dan Hudson wanted it in front of them to get their thoughts as to what they did and did not want in the budget. She then distributed the personnel sheet and summary and activity year to date and said fiscal year 2008 had been fairly inactive.

**Public Comments:** None

**Board Comments:**

Dave Collier asked about the design study that Sam brought forward and said it must have come from somewhere else in the budget. He asked if there was a flushing out of the \$1.6 in capital.

Dottie Zaharako said before they drafted the proposed budget they had a working copy that that they detailed the \$1.6 million but ran out of time so they adopted the proposed budget with the \$1.6 million in there without detailing all of it in the budget.

Chairman Wacha said they need to figure out how that won't happen again.

Dottie Zaharako said they were waiting to see what the study would bring instead of a hit and miss.

David Collier said there was a list of projects, time spent going over that list, discussion of that list and this group felt that list was going to get implemented in this fiscal year. The study wasn't viewed as a reason not to go forward with projects. He said it wasn't to take money away from what Sam was worried about which was getting adequate utilities in an area they would like to see redeveloped so there is a disconnect between the discussions they've had as a CRB and what happened in the administration of the CIP projects.

Chairman Wacha agreed and said it was kind of disheartening.

Dottie Zaharako said she could not help what happened but as far as having a budget prepared for 2009, she is open for recommendations.

**MOTION:** David Collier motioned that the agenda for the CRB each month include a summary of CIP project status

**SECOND:** Pete Walson

**Motion carried: 6/0**

Dottie Zaharako reviewed the budget.

Pete Walson asked if Dottie expected the revenues to change much.

Dottie Zaharako said she really didn't know but she was given a sample from Jensen Beach that the property values were going to fluctuate between 5-15% and commercial values were flat.

Chairman Wacha said he did believe there would be a reduction.

Dottie Zaharako said they still get additional ad-valorem taxes for properties that were added so they could have a decrease in valuation and an increase in ad-valorem.

David Collier asked if the reserve had been expended.

Dottie Zaharako said there had not been a formal evaluation of that.

Pete Walson asked about the fund balance and if they have anything in the SBA.

Dottie Zaharako said there was nothing in SBA but she would get the number for CRA fund balance.

Pete Walson asked if there was a serious issue in the statutes about the County being able to take the funds back if they weren't spent.

Paul Nicoletti replied that the last time he looked at it about a year ago it was in fairly good shape but he hasn't checked on it this year.

David Collier said the amount that went to the Public Safety building took them out of the danger.

Dottie Zaharako said that this money is on a three year clock.

Chairman Wacha asked what the payroll increase was.

Dottie Zaharako said there was a chunk for the part-time position coming in and an increase of \$21,000 in salaries.

Pete Walson said it shows the City Attorney as \$25,000. and asked if it was there last year.

David Collier said the Clerk is listed under indirect costs and doesn't understand why. He asked about regular salaries and the increase and said the current budget had \$25,000 in other salaries to assist in the East Stuart CRA and now it's up.

Dottie Zaharako said the \$25,000 for other salaries was the part-time salaries for the tram drivers and then this year it was increased to \$42,000 to include Teresa Lamar-Sarno.

David Collier said he didn't see why Professional Services had money for consulting fees, design support, legal if there are no projects to justify it.

Dottie Zaharako said it was for indirect staff like land planners,

David Collier said he would like to see the money in capital improvement areas show up in Sam's budget so it's clear who is running those projects.

Sam Amerson said that it was for the just general things that come up, not specific projects which is why they're in the operating account. He said the engineering and design they use for capital projects are included in the CIP figures and they do detail sheets which identify what year they would be funded.

David Collier asked how communications and freight went up 150%.

Dottie Zaharako said it was postage and mailings.

David Collier asked to be provided with all of the newsletters.

David Collier questioned the CRA boat and trailer and what that was for.

Paul Nicoletti said it was a small dinghy for the harbormaster.

David Collier asked how that was CRA. He asked for the use before he would be comfortable with that.

**MOTION:** Dave Collier questioned \$2500 for snow at Flagler Park and motioned to drop that from the budget.

**SECOND:** None

**Motion failed**

Pete Walson said it was a good promotion for downtown and the amount seemed rather small to him considering the budget.

David Collier asked why office supplies increased.

Dottie Zaharako replied that Teresa Lamar-Sarno was added to the department, which increased it.

Pete Walson said if they are not operating the skiff, it shouldn't be in the budget.

David Collier asked for more detail on the \$7000 for miscellaneous supplies for Christmas lights etc. and didn't consider that an operating supply. He asked about cutting back on education and dues since the monies had not been spent.

Chairman Wacha said the capital outlay is really disappointing to him.

Paul Nicoletti said that was not to be confused with CIP.

David Collier said he was concerned with the CRA vehicle.

Sam Amerson said Dan Hudson had requested a vehicle replacement policy and procedure that he could use to review all the departments requests and they went from an 8 year 80,000 mile, 10 year 100,000 depending on the type of vehicle and said Dan wanted to go green like the Development Department has been pushing so they thought it would be wise to downsize and eventually buy a hybrid.

David Collier asked for clarification on what vehicles are used for CRA.

Sam Amerson replied that there are two pickup trucks and they were planning on eliminating one of those and eliminate the Ford Taurus in development and replace it with a hybrid.

Dave Collier wanted to make sure there were vehicles for both Code Enforcement and CRA Code Enforcement so they would be out on the streets.

Chairman Wacha said they need clarification on the cars and who would be using what.

Dave Collier asked Dottie Zaharako if there would be a CIP for them to look at. He suggested taking last years as a starting point so the money would show in there.

Pete Walson asked how much was sitting unallocated.

Dave Collier said he understood all of the allocations for police etc...but asked what is left in the reserves that is available for CIP projects now or to be scheduled in future years.

Pete Walson agreed with Dave that they didn't do anything with the 14 projects that were in the \$1.6 and now there is a study coming out with future areas in need and thought the \$1.634 should be put into the budget with the 14 that they've got and then hopefully they'll have the consultants area of need and there may be projects that are more appealing or would supplant some of the 14 that are in the \$1.6. He said they should make some commitment to get something done out there.

Dave Collier said that Jim Karas needs to know about the \$1.6 when he comes back with his recommendations.

Teresa Lamar-Sarno said that Jim Karas did have it and they would provide a CIP list for review but she wasn't sure it would be before the budget cycle.

Pete Walson said he is hearing "as soon as possible" and "within the cycle" and asked when they would get the list and asked if it would be before October 1.

Teresa Lamar-Sarno replied the draft would be to them by July 23<sup>rd</sup>.

Dave Collier said if they have their information in July from Jim Karas, they should have something to work with at their August meeting.

Pete Walson asked how much of the expenses were recurring and how much dealt with CIP projects. He said he threw some numbers together and got \$952,000 which may be off but would like to know how much is committed to overhead, salaries, community policing etc... and everything above that should be going out to do projects. He asked for just an idea of profit that they can do things with.

Chairman Wacha asked why the debt service went up.

Dottie Zaharako said because they refinanced TIFF bonds.

Dave Collier said that they need to treat debt service as the capital side of the budget not recurring charges because all of this tapping into CRA funds means they are spending more on salaries etc...than spending money on projects. He said you don't see \$220 million dollars in valuation that has been eliminated in the City because Commission hasn't extended the development timetable for approved developments.

Pete Walson said that was a Commission decision but when you take away the development plans and make them do it over again you delay the time frame but it doesn't have any real effect on current funds just long term.

Dave Collier said he was not sure when those decisions were made that was a clear understanding of TIFF revenue impact.

Pete Walson said he didn't notice many grants and a way to leverage the CRA funds was through grants.

Chairman Wacha asked about CDBG grants.

Dave Collier said they were running out of eligibility for CDBG grants.

Teresa Lamar-Sarno said they are running out of eligibility but they are looking for other grants. The Mainstreet designation will allow them a \$10,000 grant.

Sam Amerson said he met with Nancy Phillips and they would be moving forward with a CDBG grant for Woodlawn.

Chairman Wacha asked how they defined a green building grant.

Dave Collier thought that at the next meeting they should get clarification on all of these items.

Don Komara said there is an item that is repeated in the CRA for design services and nothing has ever been implemented.

Dave Collier said the CRA plan had a number of great projects that never happened.

Chairman Wacha said he would like something available to shore up the historic structures but it needs to end up in the budget.

Pete Walson asked if the board had reached consensus that the community policing was fine.

Chairman Wacha replied that they did.

Pete Walson said they brought in \$1,745,000 and have listed no major CIP projects and the fund transfer at the end is \$112,000 which doesn't sound right and asked that they get

continuing expenses broken out by those that are continuing operating expenses and really what they have left.

### **3. Discussion and deliberation on the East Stuart Historic Structure Update**

**Public Comments:** None

**Board Comments:**

**Presentation:** Teresa Lamar-Sarno

Chairman Wacha asked if they made a list of the problems.

Teresa Lamar-Sarno said she was hesitant and would rather have someone with that type of expertise look at them.

Don Komara said he didn't think some of them were historically significant.

Chairman Wacha said that they should try to create a program so buildings should not be allowed to deteriorate.

Gene Rifkin said you can't save them all and asked what the goal was.

Dave Collier said Terry O'Neill needs to talk to them about this. He said to shotgun all over East Stuart when no one knows what it's going to turn into doesn't make sense.

Gene Rifkin said they really haven't come to grips with all of the historic buildings in the city.

Dave Collier said that they need an overall plan for East Stuart.

Don Komara said there may be some buildings stylistically worth saving but it would be unfortunate to restore some of these building not worthy of restoring.

Gene Rifkin asked what the responsibility of the owners was.

Chairman Wacha said it should be matching grants.

Dave Collier said a lot of owners just let their property go so they should be noticed by Code Enforcement, if repairs aren't made then they are boarded up.

Pete Walson said they have tried in the past to work with owners cooperatively but perhaps with housing grants replace the entire structure. He said the key with character is to take and introduce the Florida Vernacular carefully and consistently so it mirrors the feeling. He said one of the biggest things for East Stuart that can be done is fostering infill of housing on empty lots and encourage them to continue with the character that mirrors the neighborhood.

Dave Collier at the rate they're going they will have 50 times more TIFF funds coming out of the rest of the CRA than have ever come out of East Stuart so there's a limit on how much the CRA needs to tie itself up in East Stuart.

#### **4. Discussion and deliberation on three alternative designs for the proposed downtown public restrooms**

**Presentation:** Sam Amerson

**Public Comments:** None

**Board Comments:**

Don Komara said only P3 looks like the building that they are tagging it onto.

Chairman Wacha said that every building doesn't have to look the same and he likes P2.

Don Komara said that none of them actually look like they belong on the building.

Dave Collier said he would like to see costs before he made a decision and didn't need the cupola and said to raise the parapet.

Sam Amerson said you were probably looking at \$50-60,000, \$70,000 and \$90,000 for the different styles.

Chairman Wacha said he would like to see bids on these and proposed that Don Komara do some additional sketching on them.

Chairman Wacha said on another note apparently Memorial Park is being redone and if you did angle parking instead of parallel you would have more spaces.

Dave Collier said it's a County road and you can't back out onto East Ocean.

#### **5. Discussion and deliberation on the 2007 Annual CRA Report - Revised**

**Public Comments:** None

**Board Comments:**

Dave Collier said there are pictures of the Commission but not the CRA members that make up that board in the annual report and they need to be added.

Gene Rifkin asked about the new CRA Coordinator.

Robin LeMay responded that Mr. Hudson said that the new Development Director may be taking over the responsibilities of the CRA.

Gene Rifkin asked if the Development Director was going to do two jobs and said they would have to look at the budget.

