



Office of the Village Manager

MEMORANDUM

To: Honorable Mayor & Members of the Village Council
Thru: Howard W. Brown, Jr., Village Manager 
From: Daniel W. Eick, Management Analyst 
CC: Village Staff
Date: January 16th, 2020
Re: Bi-Monthly Report and Update (For week ending in Saturday, January 18th, 2020)

In the interest of keeping you informed of administrative matters on a frequent basis, I am providing this report for your review and consideration:

Village Manager's Office

Three individual Requests for Proposals (RFP's) have gone out from the Village through DemandStar. All requests for participation, inquiries, and follow ups must be submitted through their systems at <https://network.demandstar.com/>. The RFP's are as follows:

- Communications Consultant: The Village is seeking assistance informing the press and public of ongoing work in a timely, concise, and effective manner to increase civic engagement for programs, projects, meetings, and events.
- Lobbyist Services: The Village is seeking an experienced and ethical Lobbyist to assist our growing municipality with State and County legislative issues. Additionally, the Lobbyist is expected to assist the Village with administrative legislative processes.
- Solid Waste Consultant: The Village is seeking an experienced firm to assist with developing a comprehensive solid waste services program. Applicants must propose cost effective and environmentally conscious solutions to issues facing the Village.

The Village has purchased tickets for the Indiantown Chamber's 54th Annual Installation and Awards Banquet on 1/16/2020. The Village Council and Manager are expected to attend.

Manager Brown would like to officially inform the Council his work on the Martin County Complete Count Committee has begun as a government representative.

The Village's Annual Council Retreat is currently scheduled for February 1st from 8 AM to 5 PM. The meeting will be hosted at the Indiantown Civic Center.

As a result of the Community Engagement Meeting held on January 13th, 2020, Village staff has generated information on the purchase of Indiantown Co. Water Plant. Attached below are two documents: a frequently asked questions and a purchase flowchart for review. Documentation is also available online at <https://www.indiantownfl.gov/news>.

Additionally, as a result of the January 13th meeting, Manager Brown has reached out to the Sheriff's department regarding public concern over Route 710. Further information forthcoming.

The Village is currently planning to hold the required Florida Statute 180 hearing, and the subsequent approval of asset purchase agreement, on Thursday January 30th at special village council meeting. The meeting and subsequent agreement are required for the Village to purchase the Indiantown Co. Water Plant.

Finally, the Village's 3rd Community Engagement Meeting is tentatively scheduled for the January 19th, 2020.

Village Clerk's Office

Staff Information

Our new permit technician, Maria Perez, has begun work for the Village. She is currently employed as a part time specialist through Express Employment Professionals. Her hours are Monday – Thursday 9:00 AM to 5:00 PM. Stop by to say hello to the newest member of our family.

The Village's Administrative Generalist Luis Perez has returned from vacation and is resuming work alongside Parks Superintendent Albie Scoggins. Their update is included in this report below.

Village Clerk Susan Owens remains on leave and is working intermittently in her absence.

Current Openings

Application dates have been extended for the open Code Compliance and Permit Technician positions. Final date for consideration is now January 22, 2020, at 5:00 PM. Interested parties are encouraged to apply. Further information can be found at <https://www.indiantownfl.gov/jobs>.

Recruitment notifications for the Village's Office Coordinator have gone out. Applications are due by 5:00 PM on February 3rd, 2020.

Staff is working with Village Consultants on the Finance Director, Community & Economic Development Director, and Fire Chief positions. Job descriptions and compensation analyses are forthcoming.

Ongoing Improvements

Office Hours are changing for the Village of Indiantown. Starting January 6th Village Hall will be open to assist Residents, Businesses, and visitors alike 8 AM to 6 PM Monday through Thursday (excluding holidays).

The Village is proceeding with the production of an Indiantown Newsletter. Publication is expected to occur within the next 2 months. Further information is forthcoming.

Staff is working with several transcription companies to expediate the process of minute recording from Village meetings. There is expected to be at least one set of minutes on the agenda for 1/23/2020.

Work on the Laserfiche Records Management System Implementation project has re-commenced internally. Staff will begin weekly status meetings with the vendor starting 1/21/2020.

Code Compliance Department

A copy of the Special Magistrate hearing agenda is included below in this report. The department is expecting the hearing to improve code compliance throughout the community as people adjust to the new Village procedures. In the interim, the department is continuing to issue notices where appropriate.

A copy of the latest Code Compliance Report from Department Head Bernard Pita is attached below.

Building & Permits Department

The department is currently working to redesign and implement our Certificate of Completion system for use throughout the Village. Alongside this, the department is working to bring the Village's permit and building logs up to date for the first quarter of 2020.

Finance Department

The Village's W2 documentation has been delivered and the Council can come by and pick them up at Village Hall. The Village's 1099 documentation will be completed and sent out before January 31st.

The finance department would like the council to be aware that, as of December 2019, 95% of the Village's Ad Valorem tax revenue has been collected. The final amount is a one time receipt of \$2.9 million.

The Village's FY 18 – 19 Audit is due for receipt this month with an expected completion/turnaround goal of March 31st 2020. However, the Village has not yet executed the engagement letter with Mauldin & Jenkins as review is pending. Current plans place audit start date within the next couple of weeks. In the meantime, Finance is working to create a timeline on field work. Once finished, the Village can submit the audit for CAFR award consideration.

Parks and Recreation Department

Improvements of the Villages parks are ongoing across the board. Current work includes landscaping, pressure cleaning, and painting. Shiny Pressure Cleaning and Painting has been employed across all three parks. They have completed cleaning of the Booker Fire Station, playground, Post Family racquetball courts, and the Park bathrooms.

The village is also in conversations with Sullivan Electric to replace the scoreboards, electrical wiring, and irrigation systems at Big Mound Park. Additionally, Southern Turf is presenting a field maintenance proposal to assist. Further information is forthcoming.

Repairs of the Booker Park Fire Station roof are finished and awaiting final inspection with Sunshine Roofing.

Planning and Development Department

Comprehensive Plan

On January 6, 2020, the Department of Economic Opportunity (DEO) notified staff submittal of the adopted Comprehensive Plan was complete and under review. A Notice of Intent (sufficiency) is expected to post on or about February 20th, 2020. Once posted, the Plan will be in effect. Further documentation is attached below.

Land Development Regulations

Village staff are working with Calvin, Giordano & Associates, Inc. who are drafting our Land Development Regulations. Two public meetings have been scheduled to discuss the regulations on February 20. One meeting will be held at the Civic Center at 11:00 AM while the other is set for Mt. Zion Baptist Church in Booker Park at 6:00 PM. The meetings will be advertised throughout the Village via bi-lingual flyers. Further information can be found at <https://www.indiantownfl.gov/planning-development/page/about-land-development-code-acerca-del-c%C3%B3digo-de-desarrollo-urbano>.

Martin County School District Updates

On January 13, 2020, the Village was notified the Interlocal Agreement (ILA) between local municipalities and Martin County's School District will be updated to include Indiantown. Each municipality is to designate staff to serve on the ILA working committee. They will problem solve ILA issues and draft revised agreement's for consideration by each jurisdictions' board. Further documentation is attached below.

Public Works and Engineering Department

Kimley Horne Updates

Both Kimley-Horne Assessments have completed (Stormwater & Civic Center Structural Analysis). They are scheduled for presentation to council at the next regular meeting on January 23rd, 2020. Additionally, the Village is working with Kimley-Horne to identify and review capital and maintenance projects based on said reports. Further information forthcoming soon.

Pavement Improvements

Pothole repairs throughout the Village are continuing and are expected to finalize specific areas over the next several weeks. Once completed assessment will decide where and how repairs will continue.

The Village currently anticipates microsurfacing and Pavement maintenance for zones 1 and 3 to commence in Early February. Further information will be forthcoming based on developments.

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End of Memorandum



MARTIN COUNTY
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December 20, 2019

Howard W. Brown, Jr.
 Village of Indiantown Manager
 16550 SW Warfield Blvd.
 Indiantown, FL 34956

Dear Mr. Brown,

I have been asked to provide you with information relating to Martin County's (County) Municipal Services Taxing Unit (MSTU) for Fire Rescue and the Village of Indiantown (Village). Should the Village move forward with the plan to provide fire and emergency services to the residents within the Village and continue some utilization of the services of the County's Fire Rescue as backup, the County will be evaluating options. The table below reflects the taxable values within the Village boundary, the property type, and the percent of ad valorem that is contributed by each property type to the Fire Rescue MSTU based upon the FY20 adopted millage rate:

Property Type	Taxable Value (\$)	Percent of Ad Valorem to Fire Rescue MSTU
Personal Property (TPP)	1,731,162,677	86.45%
Miscellaneous	121,449,186	6.07%
Residential	83,438,500	4.17%
Industrial	37,508,590	1.87%
Commercial	22,065,347	1.10%
Agricultural	3,822,467	0.12%
Non-Agricultural Acreage	2,055,065	0.10%
Centrally Assessed	1,540,400	0.08%
Centrally Assessed Personal Property	844,264	0.04%
Institutional	64,375	0.00%

The largest Tangible Personal Property (TPP) owner in the Village is Florida Power & Light (FP&L) which represents 95% of the taxable value shown above. The County and FP&L entered into a TPP grant agreement for FP&L property that is within the Village boundary that FP&L utilizes as a warehouse. The inventory on that site is roughly a third of FP&L's total TPP within the Village. If the Village proceeds with a plan that will negatively impact the County's Fire MSTU ad valorem collections, the County will have no choice but to look to terminate or significantly modify the FP&L TPP grant agreement. That agreement provides FP&L with a 'rebate' on the county-wide and Fire MSTU taxes the County collects from FP&L. When that agreement was approved and the ad valorem from the Fire MSTU included, it was prior to the Village deciding to possibly provide fire rescue and emergency services to the residents within the Village boundary, rather than allowing the County to continue to perform those services and collect the Fire MSTU ad valorem as it has for over 25 years.

It is also important to point out that the Village boundary includes some significant industrial and commercial facilities, which have had incidents at them requiring additional resources to be deployed to assist the County's fire rescue personnel at Station 24. The County through the existing fire rescue and emergency services system responds efficiently and effectively to those areas throughout the County it serves. The County would like to be involved in any fire rescue and emergency services analysis within the Village boundary to ensure the residents of that area and those within the unincorporated area that are currently served by the County, will not be impacted by a change in response times and operational hours.

Commissioner Jenkins would like to meet with you and the Village Mayor after the first of the year to further discuss the issue. Ms. Colleen Pachowicz, Commissioner Jenkins' aide will be coordinating that effort. Should you need any additional information please do not hesitate to contact me.

Sincerely,



Taryn G. Kryzda
Martin County Administrator

Cc: Martin County Board of County Commissioners
William Schobel, Martin County Fire Chief
Sarah Woods, County Attorney
Wade Vose, Village Attorney

Good Evening and Happy New Year Sheriff:

The Village has been conducting a series of meetings called "Village Future" to provide information about upcoming projects and seek input from the community. Our first meeting was last night at the Indiantown Civic Center. While we thought that there would be questions about the acquisition of the water and sewer plant, there were more comments about vehicular fatalities along State Route 710.

During the meeting, three individuals that live outside of the Village boundaries expressed a desire to have increased traffic enforcement in an effort to eliminate or reduce vehicle fatalities along State Route 710 (around Tommy Clements). They reiterated their displeasure for a number of vehicular fatalities in a very short period of time. This group believed that having more aggressive traffic enforcement would solve the problem coupled with roadway design changes on State Road 710 near the Tommy Clements area.

The Village will be preparing a Resolution to express our discontent and our collective desire to improve safety through engineering and redesign of State Road 710. We will request the assistance of the Florida Highway Patrol, as well.

Here are the upcoming meetings. I encourage your participation.

Thursday, January 13, 2020 – Indiantown Civic Center

Thursday, February 6, 2020 – Indiantown Civic Center

Thursday, February 20, 2020 – Indianwood Recreational Center - TBD

Thursday, March 5, 2020 – Indiantown Civic Center – Spanish Only

I will keep you informed as we continue to meet with the community and gather their input on "Village Future." In the meantime, let me know if you have any questions and/or comments.

Howard W. Brown, Jr., ICMA-CM

Village Manager

Village of Indiantown

P.O. BOX 398 | Indiantown, FL 34956

hbrown@indiantownfl.gov <<mailto:hbrown@indiantownfl.gov>>

O: 772-597-8282

V: 772285-8732

F: 772-597-9910



Potential Purchase of Indiantown Water Company Frequently Asked Questions (FAQs)

Why is the Village considering purchasing Indiantown Water Company?

For several reasons including:

- 1.) Due to the service level being provided.
- 2.) The capital needs of the system and the lack of recent reinvestment in the system.
- 3.) To improve the water quality
- 4.) To improve the water pressure
- 5.) To aid in economic development
- 6.) To improve the environmental situation with commercial septic tanks and septic tanks adjacent to water canals and drainage
- 7.) To provide service extensions for new business and growth
- 8.) To provide improved water looping over time for reliability reasons
- 9.) To fix areas which need renewals and replacements where failures have occurred.
- 10.) To provide these municipal services in a not for profit fashion at the least possible cost to the customers of these systems.

Why should the Village of Indiantown consider purchasing Indiantown Water Company?

For several reasons including:

- 1.) Indiantown is the municipality of local jurisdiction that means that the customers have a direct voice to the Village council and the Village provides those other public works services (roads, drainage, etc.) that have to be coordinated with utilities.
- 2.) Indiantown has the greatest opportunity for grants, shared funding, and low cost loans, more so than any other government entity in the area or any investor owned entity.
- 3.) The Village has negotiated the ability to keep the local operational staff which keeps jobs locally, maintains institutional knowledge (these people know the system), care for this community since they are serving their neighbors and assures the smoothest possible transition of ownership.
- 4.) The Village has negotiated with ICI to have the customer service and billing continue as it was before at the lowest possible cost (combined bills) to the customer at the same cost as before near term or a lesser cost in the future than separate billing and customer service which is provided locally (jobs and neighbors).
- 5.) The Village is a not for profit entity and therefore tax free, and the Village has Federal and/or State financing available to it. As a result, only the cost of service and financing is used in the calculation of rates and charges, and all of the revenues (only as justified) stay at home.
- 6.) Only the Village is a small disadvantaged community. This classification reduces the interest rate for any loan to approximately half or less than any other entity. Moreover, this classification provides for more possible grant money from various sources including but not limited to the State (FDEP, SFWMD, etc.), Federal (Rural Development, others), required programs (Power Company participation in Florida Energy Efficiency Program (FEEP), etc.; there are 30 programs to consider for the Village and much less for others.
- 7.) Of course, to accomplish the 10 items and more shown above locally and in a fashion responsive to the community with community enhancing (local business) participation where justified.
- 8.) The Village exercises comprehensive planning and land use functions and is best suited to accomplish the goals thereof.
- 9.) The Village has home rule powers and is the best entity to use such powers in the furtherance of community goals and objectives.

10.) A locally owned utility benefits the community and is responsive thereto.

What is the timeline involved in the potential purchase of the Indiantown Water Company?

During the first strategic planning session in 2018, the Village decided to pursue the purchase Indiantown Water company. The Village Council reaffirmed their desire to purchase the water company on February 8, 2019 and included in the Village of Indiantown Comprehensive Plan specific language to evaluate the feasibility of purchasing the Indiantown Water Company. After that meeting, the Village was approached by Mr. Kevin Powers to meet with each Council member and introduce them to the prospective purchasers of the water company, private investment firm Pacolet Milliken. After the Village meeting with Pacolet Milliken and confirming their firm's interest in the purchase, the Village postponed plans to proceed. In October 2019, the Village Manager was informed by Jupiter Island Town Manager that Jupiter Island was in the process of purchasing the water company. This action was later confirmed with Mr. Jeff Leslie of Indiantown Company that he was indeed in negotiations. Concurrently, the Village staff investigated the opportunity of purchasing the utility and surveyed/discussed this option with professionals, agencies, other communities, etc. From these discussions and investigations we realized that a team approach was the best. We also vetted those available and with experience in this specialized area.

Much has been done over the past three years and increasingly so over the past 4 months. The future schedule is preliminary as of 1/7/2020 and is anticipated to be as follows:

- 1.) Fairness Opinion presentation and discussion 1/9/2020
- 2.) Authorization for Village Manager to sign funding pre-applications and applications 1/9/2020
(This does not obligate the Village. The funding agreements are the documents that do that which the Village Council will consider in the future.)
- 3.) Chapter 180.301 Florida Statutes hearing which considers whether the acquisition is in the public interest 1/23/2020 meeting and presentation of the proposed Asset Purchase Agreement both for discussion.
- 4.) Special meeting 1/30/2020 to vote on both of the items in 3 above.
- 5.) Applications to be submitted to the funding agencies.
- 6.) Feedback from the funding agencies as well as coordination.
- 7.) Offer letters from the funding agencies after their consideration, ranking, etc. with timing.
- 8.) Financial program based upon #7 results with public hearing and Village council consideration.
- 9.) Bridge loan for the acquisition secured by "take out" letters from permanent agency financing.
- 10.) Closing of the acquisition of ICI with all closing documents, title insurance, etc. and transfer of permit applications.
- 11.) Take out of the bridge loan with permanent financing from agency with public hearing and Village council consideration.
- 12.) Design and permitting of improvements.
- 13.) Construction loan/loan forgiveness or grant for improvements application.
- 14.) Bridge financing for the construction loan projects
- 15.) Take out of construction loan bridge financing.
- 16.) Construction of improvements
- 17.) Start-up and beneficial operations of improvements.

Items 12 through 17 above will have public hearings and Village council consideration as they progress.

It is anticipated that closing with ICI will be done in a few months.

It is anticipated that the improvements will be done in the two to five year time frame.

Why did the Village retain a Consultant to assist them in purchasing Indiantown Water Company?

Most governmental agencies retain specialized assistance to make purchases of this complexity and magnitude. Since the Village does not have Utility merger and/or acquisition specialists on staff or then on retainer, the Village Manager recommended that the Village Council retain the services of a Consultant specializing in evaluating, negotiating, appraising, and assisting in funding water and wastewater transactions of this manner in Florida. We believed that at this time a consultant that was both a specialized engineer and MTS Public Utility senior appraiser could build on what had been accomplished previously in a cost-effective fashion. The County used a different company to review the water and sewer plant in 2017. ICI had both 2017 and 2018 FPSC annual reports since then and we needed someone who also had been an expert accepted by the Florida Public Service Commission.

What are the benefits (pros vs. cons) of the Village purchasing and operating a public water and sewer plant versus the continued operation with the current private owner or future private owner?

The current owner was not reinvesting funds into the utility to a level to accomplish the 10 items and more shown above in the first question. Three different engineering firms agreed in the 2017 through 2019 time frame that the utility was in need of significant capital investment. The current owner did not want to make such an investment (approximately \$9.2 million). Therefore, if the improvements were to be made, an entity that could do it with grants, low cost loans, and matching funds locally is the best choice. The second question provides a few of the “pros” in the 10 items listed. The “cons” of current ownership is a further degradation of a critically important part of the infrastructure of the Village, profits going to the owner, and the missing of the opportunities available to the Village. With growth, additional contributions in aid of construction or pipes/money/services/land/easements all will be given to ICI for service thereby increasing the future cost of acquisition. There are several responsibilities that the Village would assume if the Village acquires the systems.

What is the appraised value of the water and sewer plant?

The appraised value of both the water and wastewater systems was \$9,500,000 as of 12/8/2019.

What is the price offered to the Village for the ICI utility complete by the owners at this time?

The purchase price offered by the owners is \$8,500,000 complete for all property.

Who pays for the \$1,000,000 difference between the appraised value and the purchase price?

ICI owners will donate the \$1,000,000 of value and the Village will consider the acceptance of that donation at a future meeting.

What funding will be used to purchase Indiantown Water Company?

Currently there are 5 funding applications in preparation that will be used to purchase ICI.

One is to USDA Rural Development.

One is to the FDEP drinking water SRF program for acquisition funding.

One is to the FDEP drinking water SRF program for the design fees for the needed water improvements.

(After the design is done, then a second application with the detail design, permitted facilities, and final design cost estimate with contingencies will be submitted for consideration).

One is to the FDEP CWSRF (wastewater) for acquisition funding.

One is to the FDEP CWSRF (wastewater) for the design of the wastewater improvements. Similarly, a second application will be done in the future once the final design activities are complete.

Due to timing considerations and cash flow considerations, a bridge bank loan secured with a state or federal “take out” letter may be necessary.

Will it be bonded or does the Village have the money on hand?

The Village does not have the cash on hand.

We do not anticipate the need for bonding in the conventional sense, rather there will be State or Federal subsidized loans involved requiring bond counsel.

What is the difference between a ratepayer and a property owner, regarding who is paying for the acquisition?

The ratepayer is one who receives the service and uses the water and/or produces the wastewater. The ratepayer pays the monthly rates for service that includes the repayment of the loans on the system.

The property owner, if an assessment for the capital replacement of the distribution line or collection line is needed, pays that capital cost. If it is a new property, that does not have service, then the property owner will pay the one time impact fee for the quantity of water and wastewater reserved in the system for that property. Whom-ever occupies the property typically pays the monthly rates, except for rental properties depending on the rental agreement either the property owner or the occupant may pay.

What is the plan for the operations and management of the Indiantown Water Company?

The operations and maintenance of the system is initially by the same people who did it before. The public works director/consultant and the Utilities director (Mr. Hewitt as a city employee) are anticipated to report to the Village Manager.

Is the Village planning on hiring the current workers at the utility?

Yes

Can we lower the utility bills?

It is too early to tell at this time.

And if so, how do we do that?

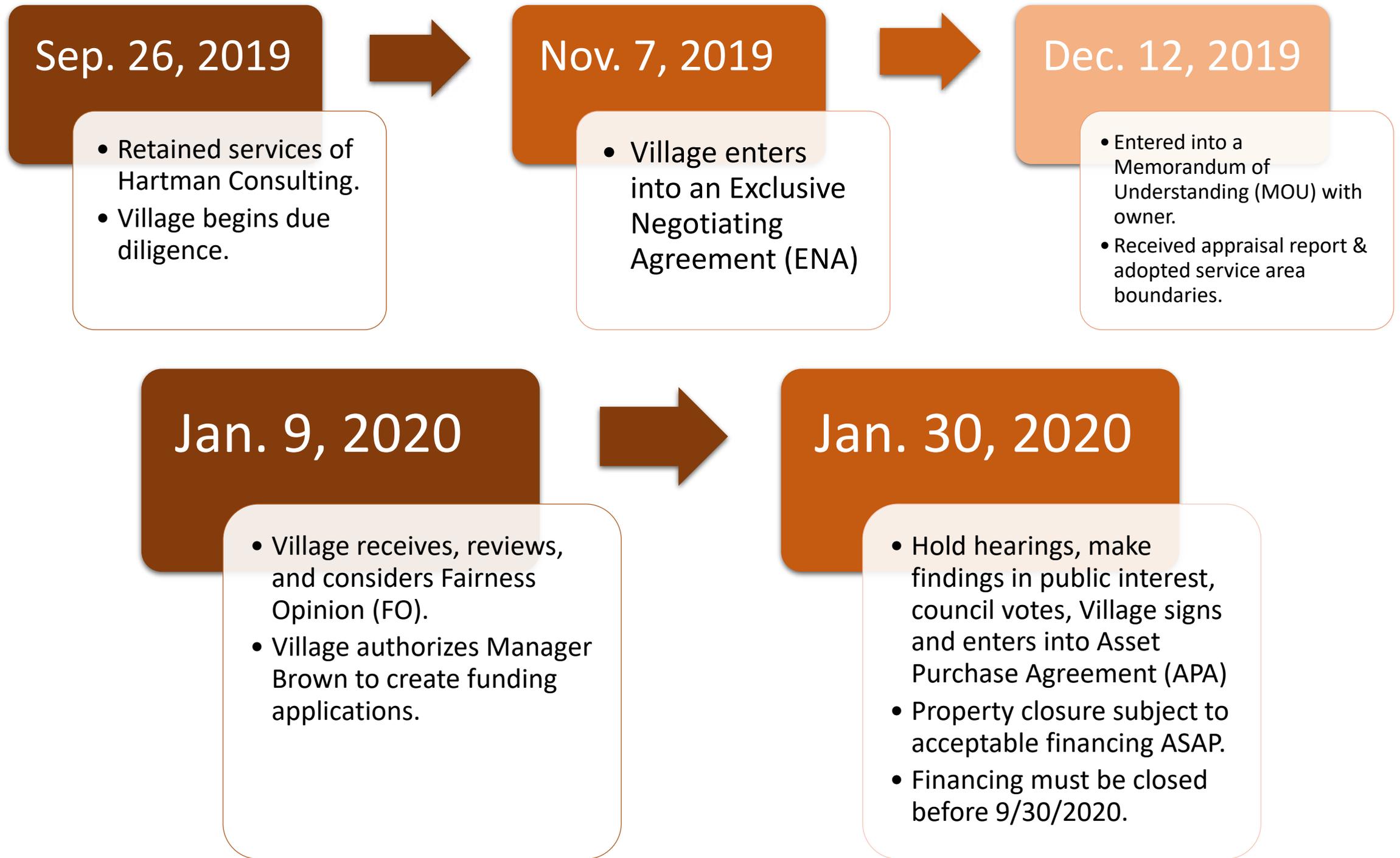
All rate and charge decisions are made by the Village Council based upon an evaluation of the requirements to operate the system in a fiscally responsible manner, and after public hearings and notifications or advertisement.

Will my utility bill increase?

Cost effective service is the goal. We anticipate that the Village will operate in the most cost effective fashion possible.

Revised: January 7, 2020

Indiantown Water Co. Potential Acquisition Timeline



Memorandum

TO: Howard Brown, Village of Indiantown Manager
FROM: Bernard A. Pita, Code Compliance Manager
DATE: January 16, 2020
RE: Code Compliance Bi-Weekly Summary
January 2, 2020 thru January 16, 2020

Code Compliance Cases

Opened during this reporting period	36
Opened by complaint received	5
Opened by inspector observations	31

Notices Issued

Courtesy Notices/Door Hangers Issued	20
Notice of Violation/Notice of Hearings Issued	16

Top Five (5) Violations

Inoperable vehicle	28
Storage and debris	4
Address Numbering	4
Trailers Parked Illegally	8
Overgrown Grass	2

Illegal Snipe Signs and Right of Way Issues

Code collected 59 illegal snipe signs from public right of way.

Other Items

January 14th, 2020 Special Magistrate Hearing

- All cases were heard and 1 of 8 cases complied for this Hearing
- 7 cases were issued Final Orders
- 1 case was granted a Continuance due to family hardship

February 11, 2020 Special Magistrate Hearing

- There are 16 cases to be set for the February 11, 2020 Hearing as of today.



SPECIAL MAGISTRATE HEARING

AGENDA

January 14, 2020

Village of Indiantown
 16550 SW Warfield Blvd
 Indiantown, Florida 34956

TAB	CASE NUMBER	OWNER'S NAME	PROPERTY ADDRESS	CODE INSPECTOR	REQ. ACTION	DISPOSITION
1	19-001	HITCHCOCK MARKET	15500 SW TRAIL DR, INDIANTOWN 34956	Bernard		Complied
2	19-002	SOUTHERN FLORIDA GAS LLC	15575 SW WARFIELD BLVD, INDIANTOWN 34956	Bernard		
3	19-003	ALVAREZ MARTINA YOLANDA	14932 SW JOHNSTON AVE, INDIANTOWN 34956	Bernard		
4	19-004	GROSSO CARLO J	17051 SW LINCOLN ST, INDIANTOWN 34956	Bernard		
5	19-005	PORCAYO EUSTORGIO MALDONADO PACHECO MARIA DEJESUS	Vacant Lot # 05-40-39-006-003-00100-0	Bernard		
6	19-006	TAYLOR CLAUDIUS JR	14636 SW 169TH DR, INDIANTOWN 34956	Bernard		
7	19-007	TAYLOR CLAUDIUS JR	14637 SW 170TH AVE, INDIANTOWN 34956	Bernard		
8	19-008	TAYLOR CLAUDIUS JR	14627 SW 170TH AVE, INDIANTOWN 34956	Bernard		
9	19-009	WOODY CARLETTA L	14626 SW 169TH PL, INDIANTOWN 34956	Bernard		

JAN 13 2020

Ron DeSantis
GOVERNOR



Ken Lawson
EXECUTIVE DIRECTOR

January 6, 2020

Ms. Bonnie C. Landry, AICP
Director of Planning
Village of Indiantown
Planning Department
P.O. Box 398
Indiantown, Florida 34956

Dear Ms. Landry:

Thank you for submitting copies of **Village of Indiantown's** Comprehensive Plan Amendment **No. 19-PLAN**, adopted by **Ordinance No. 15-2019 on December 12, 2019**, for our review.

We have conducted a preliminary inventory of the plan amendment package to verify the inclusion of all required materials. The submission package appears to be complete and your adopted plan amendment will be reviewed pursuant to Section 163.3184(4), Florida Statutes. Once the review is underway, you may be asked to provide additional supporting documentation by the review team to ensure a thorough review. The State Land Planning Agency will conduct a compliance review and issue a Notice of Intent regarding the adopted comprehensive plan amendment on or about **February 20, 2020**.

Please be advised pursuant to Section 163.3184(4)(e)4., Florida Statutes, the State Land Planning Agency's Notice of Intent shall become effective upon posting on the agency's internet website unless challenged by an Affected Party.

If you have any questions, please contact Kelly Corvin, Regional Planning Administrator, for region 09, which will be assigning the adopted plan amendment for review at (850)717-8503.

Sincerely,

D. Ray Eubanks, Administrator
Plan Review and Processing

DRE/ts

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.FloridaJobs.org
www.twitter.com/FLDEO | www.facebook.com/FLDEO

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MARTIN COUNTY

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January 13, 2020

Kevin Freeman, Development Director
City of Stuart
121 SW Flagler Avenue
Stuart, FL 34994

Bonnie Landry, AICP, Director of Planning
Village of Indiantown
Post Office Box 398
Indiantown, FL 34956-0398

Garret Grabowski, Chief Operations Officer
Martin County School District
Stuart Learning Center
1050 East 10th Street
Stuart, FL 34996

Dear Mr. Freeman, Ms. Landry, and Mr. Grabowski:

In accordance with State Statute, Martin County, the City of Stuart and the Martin County School Board entered into an Interlocal Agreement (ILA) for School Facility Planning and Siting in 2008. The interlocal agreement sets forth a variety of requirements for the jurisdictions to cooperate in matters of school siting and school concurrency. The incorporation of the Village of Indiantown, and revisions to State Statute now require a revised or new interlocal agreement.

The ILA contains provisions for a staff working committee. County staff are responsible for scheduling the meetings of the staff working committee. The staff working committee is charged with working on issues related ILA and will be the group to draft the revised or new agreement for consideration by each of the jurisdictions' boards. Attached to this letter is a list of Potential Changes to the ILA. Most are minor. While a few larger policy issues are suggested, these would only be addressed pending direction from the jurisdictions' Boards.

Mr. Kevin Freeman
Ms. Bonnie Landry
Mr. Garret Grabowski
January 13, 2019
Page 2

The Interlocal Agreement requires the jurisdictions to hold Joint meetings. For 2020, the Joint meetings are scheduled for: February 13, 2020; June 1, 2020; and October 21, 2020. All meetings are scheduled for 9 AM to noon and are held at the John F. Armstrong Wing of the Blake Library.

To accomplish this Update, Martin County:

- Requests the three jurisdictions that are parties to the ILA to designate staff members to be on the ILA staff working committee.
- Requests that Martin County staff present an overview of the ILA to the Village of Indiantown Council in January.
- Notifies the three jurisdictions that it shall invite the Village of Indiantown elected officials and staff to attend the Joint meetings, beginning in February.
- Prepare a Status Update agenda item to be reviewed at each Joint meeting on ILA Agreement progress of the staff working group.

If you wish additional information, or a presentation for your elected officials, please contact me to schedule it.

We welcome any suggestions you have regarding the ILA or the process for its revision. I may be contacted at nikkiv@martin.fl.us. Also, please assign your staff representative(s) for the staff working group. If time constraints preclude your participation at this time, please indicate that as well.

Sincerely,



Nicki van Vonno, AICP
Growth Management Director

NvV/mh
Enclosure

Copy: David Dyess, City Manager, City of Stuart
Howard W. Brown, ICMA-CM, Town Manager, Village of Indiantown
Laurie J. Gaylord, Superintendent, Martin County School District

Potential Changes to Interlocal Agreement for School Facilities Planning and Siting

The list below contains suggested revisions. Most are minor. Larger policy issues may be addressed in any update pending direction from the jurisdictions' boards.

General areas of update:

- Add references to the Village of Indiantown.
- Correct all references to State Statute.
- Review all references to the Technical Advisory Committee (TAC) which is a different than the Staff Working Committee.

Page 6 Statutory Basis and Intent

- Add Village of Indiantown
- Correct citations to State Statute References
- Review each jurisdiction's Intergovernmental Element of its Plan to ensure statutory requirements are met.

Pages 7 – 9 Section 1 Definitions

- Edit definitions if needed.
- Delete "ORC report" definition
- Add Village of Indiantown to definitions

Page 9 Section 2 Coordination and Sharing of Information

- Update 2.1.1 Quarterly staff meetings.
- Add Village of Indiantown to 2.1.3. Semi-Annual meetings

Page 11

- Review Section 2.4 Student Enrollment, Population Projections and Growth and Development Trends

Page 14

- Review Section 2.6 Co-location and Shared Use
- Check statutory references to Section 3.1 Plant Survey and Five-Year Work Program.

Broader Policy Issues

Many sections reference staffs working together on a variety of issues, but in practice this does not occur at the level described or on the subject areas required.

It appears the adopted LOS includes portable classrooms and exceeds the Comp plan goals for student capacity (750,1200, 1800) per school.

When the Public School Facilities Element was added to the Plan by Ordinance 801 (2008) it indicated a need for 4 new schools (apparently 2 were built) including a west county high school.

Perhaps short- and long-range planning should review the above 2 issues.

Should concurrency be District wide rather than by Concurrency Service Area? Statute recommends that it be by District¹

Should we have more CSA's than high schools? It seems that a service area should include all of the components that make up the service to an area.

Are revisions to school siting needed?

¹ State Statute 163.3180 (6)(a) (f)1.