



# Martin County

## Port Salerno

### Neighborhood Advisory Committee

### Meeting Minutes

Port Salerno Civic Center  
4950 Anchor Avenue, Port Salerno, Florida

**Thursday, October 9, 2025**

## PRESENT

Position	Name	Term Expiration
Chairperson	Jaime Rolle Taylor	February 20, 2029
Vice Chair	Edward Olsen Jr.	September 10, 2029
Members	Ellen Asselin	January 28, 2027
	Leonard Lee	September 10, 2028
	Jim Peck	September 10, 2028

## ABSENT

Position	Name	Term Expiration
Members	Casey Cass	February 20, 2029
Members	George Gottuso	February 20, 2029

## STAFF PRESENT

Position	Name
CRA Director	Susan Kores
CRA Program Manager	Joy Puerta
CRA Specialist	Dianne Racek
Assistant County Attorney	Frank Moehrle
County Commissioner District 5	Edward Ciampi
Commission Aide - District 4	Sarah Phillion

**\* Indicates a motion**

**\*\* Indicates a vote**

**\*\*\* For the record comment**

## **CALL TO ORDER**

Meeting was called to order at 6:00 PM.

## **DISCLOSURE OF CONFLICTS OF INTEREST**

None

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF MINUTES**

**Agenda Item: 26-0179 Draft Meeting Minutes – August 7, 2025**

## **MOTION**

\* E. Asselin motioned to approve the proposed August 7, 2025; meeting minutes as presented

\*\*K. Worden seconded, and the motion carried UNANIMOUSLY

## **COMMENTS**

### **1. PUBLIC**

C. Crowley- Noted that the County recently purchased the former post office property for \$604,000. Additionally noted that each CRA, including Port Salerno, will be implementing a green space plan as part of the Master Redevelopment Plan.

E. Anderson- Noted that he was previously under contract to purchase the same property. He expressed concern for several historic buildings on the site. As a member of the historical preservation board, he asked that these structures be preserved for the community.

## **PRESENTATION**

**Agenda Item: 26-0180, PORT SALERNO- HUMAN SERVICES-WATER AND SEWER ASSISTANCE**

Julie Stellatos, Housing Program Coordinator with Martin County Human Services presented opportunities on water and sewer connection assistance.

## COMMENTS

J. Peck- Asked how much grant funding is available.

J. Stellatos- Responded that approximately \$900,000 is currently available.

L. Lee- Asked about the average cost of a hook-up.

S. Kores- Clarified that costs vary and that the estimates are based on past projects and may differ once bids come in.

J. Peck- Asked whether anyone in Martin County can apply for the grant.

J. Stellatos- Confirmed yes, and the maximum award is up to \$23,500.

J. Rolle Taylor- Asked how far in advance someone may apply.

J. Stellatos- Stated that infrastructure must already be in place. Applications are first come, first served, and income eligible.

J. Rolle Taylor- Asked if funds are received annually.

J. Stellatos- Confirmed they are.

N. Watson- Asked whether a duplex owner can apply for just one unit.

J. Stellatos- Clarified that under SHIP, both units must be applied for.

C. Josie- Expressed concern about limited SHIP funds and asked what additional assistance may be available.

J. Rolle Taylor- Explained that applicants may reapply the following year when funding reopens.

J. Stellatos- Added that annual SHIP allocations continue as long as funds are being spent. The next allocation of about \$1.2 million is expected in July/August 2026, funded by state documentary stamp revenues.

Y. Owens- Clarified that the SHIP grant covers only the hook-up and not the assessment.

J. Stellatos- Confirmed that once the property connects, no additional assessment is charged. Confirmed the grant covers only street to house connection costs.

C. Crowley - Asked for key dates to keep in mind for applying.

J. Stellatos - Advised applying as soon as infrastructure is in place, and to call to confirm eligibility.

C. Crowley- Asked if SHIP funds are typically spent.

J. Stellatos- Replied yes, and noted that if water, sewer, and rehabilitation assistance are combined, only the rehab portion may result in a lien, not water or sewer.

### **Agenda Item: 26-0180, PORT SALERNO-PROJECT UPDATES**

Joy Puerta, Community Development Program Manager, presented updates to the Committee on the progress for the New Monrovia Park, New Monrovia Neighborhood Improvements, and Septic to Sewer Project.

### **COMMENTS**

J. Rolle Taylor- Requested installation of a specialty swing for individuals with disabilities.

E. Anderson- Gave kudos to Susan Kores for assistance and noted that the water and sewer work in their section is progressing on schedule.

K. Singleton- Asked about plans for the remainder of Manatee Park and how community members can provide input.

J. Puerta- Directed them to Parks & Recreation for Manatee Park updates.

J. Puerta- Explained that Park Avenue improvements are ongoing, including infrastructure, drainage, fisherman pads, and a dumpster enclosure, after which Capital Projects will begin roadway work.

K. Singleton- Also requested information on the sewer hookup process and timeline for Park Drive.

S. Kores- Will contact the Utilities Department for hookup information and ensure communication goes out to residents.

K. Worden- Noted residents should receive communication about the project.

J. Rolle Taylor- Requested outreach to the Utilities Department.

S. Kores- Will ask Public Works and related departments to send a postcard with the timeline, process, and contacts.

C. Crowley- Noted Park Drive homes are commercially zoned and that commercial grinder systems differ from residential ones.

C. Josie- Asked whether the southwest portion of the park is still being leveled.

J. Puerta- Confirmed leveling of the entire west side.

L. Larcomb- Asked how long park renovations will take.

J. Puerta- Stated it is a 120-calendar-day contract.

### **Agenda Item: 26-0180, PORT SALERNO - CURRENT DEVELOPMENT PROJECTS**

Joy Puerta, Community Development Program Manager, updated the NAC on current development projects.

### **COMMENTS**

L. Lee- Expressed concerns about traffic on Cove Road, noting difficulty crossing the street or walking to church. Asked what plans exist to improve access for residents on the south side.

J. Puerta- Acknowledged pedestrian concerns and explained that during last February's budget, the CIP included a sidewalk project for the north side of Cove Road. A crosswalk from south to north requires having a sidewalk constructed first. For traffic issues, residents may submit a request to the Traffic Division through the County website.

J. Rolle Taylor- Stated they are submitting a request as well and emphasized the importance of addressing the issue.

N. Armstrong- Asked whether the upcoming 48-unit project will include an exit onto Cove Road.

J. Puerta- Confirmed that there will be a shared access exit.

N. Armstrong- Asked whether a traffic study will be conducted.

J. Puerta- Advised that the Traffic division is the department responsible if a study is warranted.

C. Josie- Asked whether the 10-unit project will be three stories.

J. Puerta- Clarified that the project will be two stories.

K. Worden- Mentioned that bushes in front of the fire station should be relocated for visibility.

J. Puerta- Stated that a request will be submitted to address this issue.

L. Larcomb- Raised concerns about the lack of landscape maintenance in front of Gilbert's, noting her husband had to trim the bushes for safety.

Further discussion ensued among the presenter, public, and NAC board about traffic concerns, landscaping, and pedestrian safety.

## **COMMENTS**

### **1. PUBLIC –**

G. Ehrler- Expressed concern about a lack of cleanup at the Memorial Garden at Dixie and Seaward. Although Public Works indicated a vendor is contracted to service the area twice a year, the work has not been completed.

C. Crowley- Thanks the CRA for following through on community requests and expressed appreciation for Commissioner Ciampi's presence and support, noting its importance to the community's ongoing success.

E. Anderson- Also commented the CRA for its exceptional follow-through in addressing the community's needs and responsible allocation of funds and expressed appreciation for Commissioner Ciampi's attendance.

C. Smith- Shared similar appreciation for Commissioner Ciampi's dedication to Palm City and understanding of community needs.

L. Lee- Requested that Code Enforcement attend the next meeting.

**MEMBERS – none**

### **2. STAFF- none**

**ADJOURN – Meeting adjourned at 7:18 PM.**

Recorded and prepared by:

Dianne Racek, Community Development Specialist

Date

Jaime Rolle Taylor, Chair

Date

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