



## Agenda Item Summary

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**File ID:** 20-0797

**DEPT-3**

**Meeting Date:** 7/28/2020

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**PLACEMENT:** Departmental

**TITLE:**

**MARTIN COUNTY FAIRGROUND UPDATE**

**EXECUTIVE SUMMARY:**

This item is being presented to update the Board of County Commissioners on the status of various matters with the Martin County Fair Association, including utilities to the new fairground site, the Option to Lease the new fairground site, and the scope and fee for the design charrette and master plan for the existing fairground site.

**DEPARTMENT:** Administration

**PREPARED BY:** **Name:** George M. Stokus  
**Title:** Assistant County Administrator

**REQUESTED BY:**

**PRESET:**

**PROCEDURES:** None

**BACKGROUND/RELATED STRATEGIC GOAL:**

**UTILITIES TO NEW FAIRGROUND SITE UPDATE:**

On March 3, 2020, the Board of County Commissioners authorized a budget transfer in the amount of \$500K for the planning and design of the extension of water and sewer infrastructure to serve the new fairgrounds property.

Martin County has hired a consultant surveyor to collect data for the water and force main route to the existing utilities and is expected to be complete mid-July. A consultant has been selected to design the infrastructure and is expected to take 90 days after completion of the survey. It is anticipated that there will need to be 60 days allotted for bidding and 180 days for construction. The plan is to have the water and force mains certified and in operation by summer 2021.

**OPTION TO LEASE NEW FAIRGROUND SITE UPDATE:**

The Option to Lease was approved by the Board and fully executed on December 17, 2019. As required by the Option, the Fair Association submitted to Real Property for review the preliminary engineering design plans with 50% details, a development schedule, cost estimates, Phase I

Environmental, and Business Plan. Staff responded comments on June 29th, consistent with the terms of the Option. The Fair Association has to provide additional information and suggested amendments by August 13, 2020.

The Fair Association requested an extension to the Option to Lease; and on June 16, 2020, the Board approved a two-year extension. The extension extends the termination date for the Option to November 2022 and the deadline for the Fair Association to submit its financial certifications to September 2022. The review of the required submittals that were already in review will continue on the current schedule without extension. The Fair Association will continue its operations at the current location until the Lease is executed.

The Fair Association has also requested to begin some preliminary work on the property, which will require an Excavation and Fill permit, Exotic Removal Permit and Right of Entry to allow the permitted actions to be completed. Staff is awaiting permit applications from the Fair Association.

#### **SCOPE AND FEE FOR DESIGN AND CHARRETTE UPDATE:**

The Board of County Commissioners requested that staff meet with the Treasure Coast Regional Planning Council (TCRPC) to develop a scope and fee for a design charrette and master plan for the existing fairground property on Dixie Hwy. The attached scope includes the following deliverables:

- Study Area Map
- Facilitation of Project Host Committee
- Facilitation of Interview Process
- Coordinated Review and Assessment of Comprehensive Plan and Land Development Regulations related to Master Plan Recommendations
- Existing and Future Land Use Assessment
- Existing and Future Transit Options Assessment - bicycle, pedestrian, and transit circulation
- Development of Alternative Thoroughfare Sections
- Neighborhood and Community Assets Assessment
- Market Overview and Economic Development Study
- Urban Design Charrette
- Project Report

The TCRPC proposes a fee of \$195,800 with a timeline of approximately twelve (12) months.

#### **ISSUES:**

A Developer's Service Agreement with the entity operating the Utility will be required during the design of the utility extension to the new fairground site. Currently, Indiantown Company is the utility provider, but there has been discussion that it may be acquired by the Village of Indiantown. The Developer's Service Agreement includes an estimate cost of \$700K, which has been included in the estimated County project cost. The Fair Association was previously informed it would be responsible for any Developer's Service Agreement and connection costs for the utility service. Staff is seeking Board direction on whether to accept this as a County responsibility.

#### **LEGAL SUFFICIENCY REVIEW:**

To the extent this item contains legal issues, it has been reviewed for legal sufficiency; although this is primarily a matter of Board policy.

#### **RECOMMENDED ACTION:**

## RECOMMENDATION

If the Board of County Commissioners desire to proceed with the Charrette staff recommends that the:

Move that the Board accept the proposed scope and fee and authorize staff to execute into an agreement with the Treasure Coast Regional Planning Council to proceed.

## ALTERNATIVE RECOMMENDATIONS

Direct staff with alternative actions regarding the future use of the existing Martin County Fairgrounds site.

## FISCAL IMPACT:

## RECOMMENDATION

None

Funding Source	County Funds	Non-County Funds
General Fund	\$195,800	
Subtotal		
Project Total	\$195,800	

## ALTERNATIVE RECOMMENDATIONS

None

## DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment   ☐ Chair Letter   ☐ Contract / Agreement  
☐ Grant / Application   ☐ Notice   ☐ Ordinance   ☐ Resolution  
☐ Other:

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