

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** March 17, 2026

VIA: Don G. Donaldson, P.E.
County Administrator

FROM: Stephanie Merle
Director of the Office of Management & Budget

REF: 26-0336

**SUBJECT: OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE
BOARD APPROVAL**

PERMISSION TO ACCEPT

1. **Permission to Accept the Florida Department of Environmental Protection (FDEP) Resilient Florida Grant #24PLN42 Amendment No. 1**

- **Agreement/Contract drafted by** – FDEP
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Amendment No.1 to contract 24PLN42A adds \$120,000 in additional funding for an Adaptation plan consistent with the Florida Adaptation Planning Guidebook, public outreach, and stakeholder engagement. This is programmed into the Fiscal Year (FY) 2025 County Resilience Program Capital Improvement Plan (CIP).
- **New/Renewal/Modified** – Modification
- **Duration** – July 1, 2023 – June 30, 2027
- **Benefits to Martin County** – Enables the County to complete the Martin County Adaptation Plan Project to include an Adaptation Plan consistent with the Florida Adaptation Planning Guidebook. It will also allow the County to conduct public outreach and stakeholder engagement, as well as identify projects for future grant funding.
- **Cost to Martin County** –
 - a. No match required; and
 - b. Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The project will not be sufficiently funded.
- **Financial Fiscal impact if not approved** – \$120,000 will have to be funded from another source.

Documents Requiring Action:

- Grant Contract
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chair to execute Amendment No.1 to the FDEP 24PLN42 agreement;
- Move that the Board authorize the County Administrator or designee to execute any future non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

2. **Permission to Accept Amendment #1 to FY26 Mosquito Control Agreement #33196 from the State of Florida Department of Agriculture and Consumer Services (FDACS)**

- **Agreement/Contract drafted by** – FDACS – Division of Agricultural Environmental Services
- **Parties to the Agreement/Contract** – FDACS and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Budget amendment 1 to FDACS contract #33196 to increase the grant award of \$61,855.56 by \$7,731.94 for the purchase of chemicals used for arthropod control. This increase is the result of an unanticipated decrease in the number of mosquito control programs participating in the Tier II funding category (programs budgeting between 1-3 million dollars in local funds for arthropod control).
- **New/Renewal/Modified** – This contract is awarded annually.
- **Duration** – October 1, 2025 – September 30, 2026
- **Benefits to Martin County** – Enables the Mosquito Control Division to purchase chemicals used for arthropod control.
- **Cost to Martin County** – Staff time to process grant requirements.

Alternative Action:

- **Programmatic Implication if not approved** – N/A
- **Financial Fiscal impact if not approved** – N/A

Documents Requiring Action:

- FDACS Form 13613- Arthropod Control Budget Amendment 1 for State Funds (1 copy)
- FDACS Form 13617- Annual Certified Budget for Arthropod Control (1 copy)
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chair to execute the Arthropod Control Budget Amendment for State Funds;
- Move that the Board authorize the Chair to execute the amended Annual Certified Budget for Arthropod Control; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

OTHER OMB ITEMS

3. Request for Funds for Emergency Management Risk Assessment

The Emergency Management Division is requesting \$40,000 in additional funding to supplement the \$35,000 grant-funding currently allocated in order to complete a Threat and Hazard Identification and Risk Assessment (THIRA) for Martin County. A THIRA is a comprehensive planning process that enables communities to identify potential threats and hazards, assess the risks associated with them, and determine the capabilities required to effectively prevent, protect against, respond to, and recover from those risks.

Martin County Emergency Management is currently pursuing accreditation, and completion of a THIRA is a required component of that process. Once accreditation is achieved, Martin County will become eligible to receive an additional 5% in upfront administrative funding if a disaster occurs that qualifies the County for Public Assistance. Completing the THIRA is therefore a critical step in strengthening our preparedness efforts while also positioning the County to receive additional federal reimbursement following a disaster.

The Office of Management and Budget requests the approval of a Budget Transfer from General Fund Reserves to fund this request.

Documents Requiring Action:

- Budget Transfer from Reserves

Recommendation:

- Move that the Board authorize a Budget Transfer from General Fund Reserves in the amount of \$40,000 to complement the THIRA for the Emergency Management Division.

DGD/SM/rp
Attachments