

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** November 13, 2023

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

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

REF: 24-0021

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

PERMISSION TO APPLY

1. **Permission to Apply for the Florida Department of Agriculture and Consumer Services (FDACS) Urban Forestry Plantings, Preservation, and Invasive Control Grant for Removal of Australian Pines at Jimmy Graham Park**

- **Requestor** – Environmental Resource Division
- **Granting Agency** – FDACS
- **Project Description** – Removal of a 2-acre stand of invasive Australian pines at Jimmy Graham Park and replanting with native plants representative of the maritime hammock ecosystem.
- **Requested Grant award** – \$75,000
- **Budgetary Impact** – No match is required for this application. Local contribution of \$25,000, which is budgeted in the Ecosystem Management capital budget.
- **Annual operating costs** – Staff time to administer the grant and project management.

Alternative Action:

- **Programmatic Implication if not approved** – The County will not receive \$75,000 towards the project.
- **Financial Fiscal impact if not approved** – \$75,000 will need to be secured using alternative funding.

Documents Requiring Action:

- None at this time

Recommendation:

- Move that the Board authorize the Environmental Resource Division to apply to for the Florida Department of Agriculture and Consumer Services Urban Forestry Plantings, Preservation, and Invasive Control grant.

PERMISSION TO ACCEPT

2. Permission to Accept the Resilient Florida Program: Resilience Infrastructure Grant for Old Palm City North Neighborhood Improvements Project (FDEP# 24SRP11)

- **Agreement/Contract drafted by** – State of Florida Department of Environmental Protection (FDEP)
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$3,242,500 for funding for design and permitting, construction, and project management of the Old Palm City North Neighborhood Improvements Project. The local share includes funds totaling \$3,242,500 (50%) from County funds in the Old Palm City North Neighborhood Restoration Capital Improvement Plan (CIP). The total project cost is estimated at \$6,485,000.
- **New/Renewal/Modified** – This is a new contract
- **Duration** – July 1, 2023, through June 30, 2026
- **Benefits to Martin County** – To replace highly needed infrastructure and reduce maintenance. Policy 14.1A.10 of the Comprehensive Plan requires staff to identify projects that eliminate public hazards and repair, remodeling, renovations, or replacement of obsolete or worn facilities. The project is within priority areas #11 and #5 in the Martin County Resilience and Watershed Management Plan submitted to FDEP. The project will address poor drainage and flooding in the roadways. The project will improve water quality, mitigate flooding in the area, and improve the drainage in the surrounding residences.
- **Cost to Martin County** –
 - a. This grant requires a 50% match in the amount of \$3,242,500 with funds coming from the current FY24 CIP budget, FY25 CIP budget, and FY26 CIP budget included on the Old Palm City North Neighborhood Restoration CIP sheet.
 - b. Staff time to administer the grant
 - c. The Office of Management and Budget is requesting approval of the revised CIP sheet to show grant revenues accordingly.

Alternative Action:

- **Programmatic Implication if not approved** – The project would be put on hold until an alternative funding source was identified.
- **Financial Fiscal impact if not approved** – The County would forfeit \$3,242,500 in grant funding for the neighborhood restoration project.

Documents Requiring Action:

- State of Florida Department of Environmental Protection Standard Grant Agreement
- Budget Resolution
- Revised FY24 Old Palm City North Neighborhood Restoration CIP Sheet

Recommendation:

- Move that the Board authorize the Chairman to execute the State of Florida Department of Environmental Protection standard grant agreement as well as any non-monetary grant-related documents upon review and concurrence of the County Attorney's Office;
- Move that the Board adopt the Budget Resolution; and
- Move that the Board approve the revised CIP Sheet for FY24.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

3. Permission to Accept the Florida Inland Navigation District (FIND) Waterway Assistance Program Grant for the 96th Street Artificial Reef Bulkhead Project

- **Agreement/Contract drafted by** – FIND
- **Parties to the Agreement/Contract** – FIND and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – On May 9, 2023, the Coastal Division was authorized to apply for the FIND construction grant for the 96th Street Artificial Reef Bulkhead. The grant award for \$400,000 is to build a bulkhead at 96th Street on County-owned Right-of-Way to stabilize the shoreline at the staging area for the Artificial Reef program.
- **New/Renewal/Modified** – This is a new contract
- **Duration** – Execution through September 30, 2025
- **Benefits to Martin County** – Provide Martin County and Palm Beach County with waterfront access for loading and unloading barges, such as those used for loading and transporting artificial reef materials. The secondary use of this bulkhead will be to provide commercial contractors with an area to load and unload equipment on the waterways that does not impact fishermen or park users at local boat ramps.
- **Cost to Martin County** – Grant Match of \$400,000 plus an additional local contribution of \$200,000 budgeted in the 96th Street Bulkhead Capital Improvement Plan (CIP), will be required to reach the total estimated project cost of \$1,000,000. Staff time to administer the grant. The Office of Management and Budget is requesting approval of a revised CIP sheet to show grant revenues accordingly.

Alternative Action:

- **Programmatic Implication if not approved** – The 96th Street Bulkhead will not be constructed.
- **Financial Fiscal impact if not approved** – No staff time will be required to implement or administer this grant. Local funds of \$600,000 will not be required.

Documents Requiring Action:

- Grant Contract (1 copy)
- Budget Resolution
- Revised FY24 CIP sheet for 96th Street Bulkhead Project

Recommendation:

- Move that the Board authorize the Chairman to execute the FIND agreement as well as any non-monetary grant-related documents upon review and concurrence of the County Attorney's Office;
- Move that the Board adopt the Budget Resolution; and
- Move that the Board approve the revised CIP Sheet for FY24.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

4. Permission to Accept the Florida Department of Environmental Protection (FDEP) Resilient Florida Planning Grant 22PLN13 Amendment No. 1

- **Agreement/Contract drafted by** – State of Florida Department of Environmental Protection (FDEP)
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – On September 27, 2022, the Coastal Division received permission to accept funds from FDEP to update the County's existing Vulnerability Assessment to be in compliance with Section 380.093, Florida Statutes. Staff is requesting authorization to accept Amendment 1 to contract 22PLN13 in the amount of \$75,000 for funding public outreach to enhance the Resilient Martin program, the Vulnerability Assessment, and the future climate adaptation plan. The amended grant total will be \$266,100 with no match requirements.
- **New/Renewal/Modified** – This is Amendment 1 to the existing grant agreement (22PLN13).
- **Duration** – July 1, 2021 through December 30, 2025
- **Benefits to Martin County** – Enables the County to enhance the current vulnerability assessment and future climate adaptation plan in accordance with FDEP guidance. These planning documents will aid Martin County in the reduction of flood risks to the citizens of Martin County.
- **Cost to Martin County** – No match required. Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Public engagement is necessary in determining climate adaptation measures for resiliency planning. Without public engagement, Martin County is at risk of moving forward with measures that the public may not approve.
- **Financial Fiscal impact if not approved** – Public outreach will not occur.

Documents Requiring Action:

- Grant Contract (1 copies)
- Budget Resolution

Recommendation:

- Move that the Board authorize the County Administrator or designee to execute the FDEP agreement 22PLN13 Amendment 1 as well as any 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

5. Permission to Accept the Resilient Florida Program Implementation Grant 24SRP08 for SW Mockingbird Lane Flood Mitigation

- **Agreement/Contract drafted by** – Florida Department of Environmental Protection (FDEP)
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$1,807,000 for funding the engineering design, regulatory permit applications, bidding, and construction to support the elevation of Mockingbird Lane, installation of a weir structure with check valve discharge, and installation of ancillary drainage to support adaptation and mitigate flooding.
- **New/Renewal/Modified** – This is a new contract.
- **Duration** – July 1, 2023 through June 30, 2026
- **Benefits to Martin County** – The project aims to mitigate flooding on the roadway, provide safe access for residents/services/emergency vehicles, increase resilience through controlled stormwater management, and reduce saltwater intrusion and flooding of upstream wetlands and habitat by elevating the roadway and installing a structure with a check valve.
- **Cost to Martin County** – Grant requires \$1,807,000 match which is anticipated to come from the future Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) Grant (#4468-007). Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The construction of the road as described above will not be conducted.
- **Financial Fiscal impact if not approved** – No fiscal impact if not approved.

Documents Requiring Action:

- Grant Contract (1 copies)
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chairman to execute the FDEP 24SRP08 agreement as well as any 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

OTHER OMB ITEMS

6. Request for Funds for Multi-Agency Enterprise Resource Planning (ERP) Advisory Service Project

Together with the Clerk of the Circuit Court, funds in the amount of \$45,000 are requested to embark on an Enterprise Resource Planning (ERP) advisory service project in order to evaluate current business processes and potentially provide assistance in migrating to an updated ERP system in the long term. ERP systems serve as a technology tool for a multitude of processes such as accounts payable and payment processing, grant and budget reporting, approval processes, and human resources/position control features. The Office of Management and Budget requests approval of a Budget Transfer from General Fund Reserves in the amount of \$45,000 to remit to the Clerk of the Circuit Court and Comptroller's Office, who will be spearheading this multi-agency technology effort.

Documents Requiring Action:

- Budget Transfer from General Fund Reserves

Recommendation:

- Move that the Board authorize a Budget Transfer from General Fund Reserves in the amount of \$45,000 for the Multi-Agency ERP Advisory Service Project.

7. Request for Funds for Martin County Sheriff's Office

The Martin County Sheriff's Office is requesting funding to purchase 20 portable and 20 mobile radios due to the increase in the newly added budgeted positions this fiscal year. The radios will be issued to assigned positions where communications are necessary for their job functions, as well as supplementing the depleted spare radios bank if a radio is taken out of service or suffered damage while in the course of their duty. The estimated cost of this radio purchase is approximately \$320,000, which will require a Budget Transfer from General Fund Reserves to fund.

Documents Requiring Action:

- Budget Transfer from General Fund Reserves

Recommendation:

- Move that the Board authorize a Budget Transfer from General Fund Reserves for Contingencies in the amount of \$320,000.

DGD/SM/np
Attachments

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