



BOARD OF COUNTY COMMISSIONERS

ACTION SUMMARY

NOVEMBER 18, 2025 ~ 9:00 AM

COMMISSION CHAMBERS

2401 SE MONTEREY ROAD, STUART, FLORIDA 34996

COUNTY COMMISSIONERS

Sarah Heard, Chair
Edward V. Ciampi, Vice Chairman
Eileen Vargas
Stacey Hetherington
J. Blake Capps

Don G. Donaldson, P.E., County Administrator
Elysse A. Elder, County Attorney
Carolyn Timmann, Clerk of the Circuit
Court and Comptroller

PRESETS

9:05 AM - Public Comment
10:30 AM – Request from the Town of Sewall's Point (DEPT-4)
5:05 PM - Public Comment

CALL TO ORDER AT 9:04 AM

Invocation ~ Moment of Silence
Pledge of Allegiance ~ **Ashley Western**, U.S. Marine & Veterans Services Officer

APPROVAL OF AGENDA

Additional Items – [The Additional Items of CNST-9 and DEPT-5 were added to the Agenda.](#)
Approval of Agenda – [The Agenda was approved.](#)

PROCLAMATIONS AND SPECIAL PRESENTATIONS

PROC-1 FLORIDA POWER & LIGHT PLAQUE PRESENTATION

Florida Power & Light Company plaque presentation to the Board.

Agenda Item: 26-0222

[ACTION TAKEN: The Board received the plaque.](#)

PROC-2 PRESENT PROCLAMATIONS PREVIOUSLY APPROVED VIA THE CONSENT AGENDA

The Chair will present proclamations congratulating the Rio Civic Club upon the occasion of their 75th anniversary and declaring Alzheimer's Disease Awareness Month in Martin County, Florida.

Agenda Item: 26-0126

ACTION TAKEN: The proclamations were presented.

PROC-3 ADOPT AND PRESENT A PROCLAMATION CELEBRATING 100 YEARS OF SERVICE BY FIRST BAPTIST CHURCH TO MARTIN COUNTY, FLORIDA

The Board is asked to adopt and present a proclamation celebrating 100 years of service by First Baptist Church to Martin County, Florida.

Agenda Item: 26-0250

ACTION TAKEN: The Board adopted and presented the proclamation.

PROC-4 ADOPT AND PRESENT A PROCLAMATION DECLARING HOSPICE & PALLIATIVE CARE MONTH IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt and present a proclamation declaring Hospice & Palliative Care Month in Martin County, Florida.

Agenda Item: 26-0244

ACTION TAKEN: The Board adopted and presented the proclamation.

PROC-5 REORGANIZATION OF THE BOARD OF COUNTY COMMISSIONERS

In keeping with the organization policy, the Board of County Commissioners is asked to follow the steps outlined to affect its reorganization.

Agenda Item: 26-0001

RESOLUTION NO. 25-11.14

ACTION TAKEN: The Board re-elected Sarah Heard as Chair and Edward V. Ciampi as Vice Chairman; adopted the Resolution designating who may sign documents on behalf of the Board; made appointments to the Boards and Council which require Commission membership; approved the schedule of meetings for calendar year 2026; approved the schedule of holidays for calendar year 2026; and re-adopted the Rules of Procedure (no changes).

COMMENTS

Public (9:05 AM) - Please limit comments to three minutes.

Commissioners – The Board asked staff to investigate how the property next to the Hobe Sound scrub preserve (aka Hamm Parcel) can be obtained. At Commissioner Heard suggestion, the County Attorney's Office will work with Growth Management Staff to develop language to include neighborhood marketplaces in the Land Development Regulations (specifically in community redevelopment areas). The County Attorney's Office will craft an email response regarding the North River Shores dock permit. The County Attorney's Office and Administration will provide the Martin Highway Palm City property purchaser the ability to close later than the deadline and will secure non-refundable deposit.

County Administrator

CONSENT AGENDA

Approval of Consent Agenda – [The Consent Agenda was approved minus CNST-7.](#)

Consent Agenda items are considered routine and are enacted by one motion and will have no action noted, but the "Recommendation" as it appears on the Board item is the approved action.

Discussion of Pulled Consent Items

ADMINISTRATION

CNST-1 CONTRACTS THAT MEET THE THRESHOLD FOR BOARD APPROVAL

This item is a placeholder on all Board meeting agendas to streamline the process for items that meet the Board approval threshold. Specific items requiring approval, if any, will be provided by Supplemental Memorandum. If there are no items, a Supplemental Memorandum will not be attached.

Agenda Item: 26-0007 [Supplemental Memorandum \(1 item\)](#)

CNST-2 BOARD OF COUNTY COMMISSIONERS' APPROVAL OF WARRANT LIST FOR DISBURSEMENT VIA CHECKS AND ELECTRONIC PAYMENTS TO COMPLY WITH STATUTORY REQUIREMENTS

Pursuant to Chapter 136.06, Florida Statutes, checks, and electronic payments issued by the Board of County Commissioners are to be recorded in the Board meeting minutes. In compliance with statutory requirements, the Warrant List is added to the Consent Agenda for approval by the Board of County Commissioners. This Warrant List is for disbursements made between October 20 and November 2, 2025. Additional details related to these disbursements may be viewed in the office of the Martin County Clerk of Court and Comptroller or on the Clerk's website.

Agenda Item: 26-0013

CNST-3 BOARD OF COUNTY COMMISSION MINUTES TO BE APPROVED

The Board is asked to approve minutes from the October 21, 2025 regular meeting.

Agenda Item: 26-0266

CNST-4 NOTED ITEMS

Noted items are documents for the Board's information that must be a part of the record but do not require any action.

Agenda Item: 26-0017

CNST-5 AMENDMENT TO THE 2004 INTERLOCAL AGREEMENT BETWEEN THE MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS AND THE MARTIN COUNTY TAX COLLECTOR REGARDING THE COLLECTION OF ANIMAL LICENSING FEES

This agenda item seeks Board of County Commissioners' consideration and approval to enter an amendment to the original Interlocal Agreement with the Martin County Tax Collector's Office. The purpose of the amendment is to change the costs the Tax Collector is entitled to recover for expenditures from \$3.25 to \$5.00. This amendment will allow the Tax Collector to cover the costs for processing animal licensing and to account for increased costs over the last 21 years.

Agenda Item: 26-0257

PUBLIC WORKS

CNST-6 ADOPTION OF A RESOLUTION APPROVING AND ACCEPTING A WARRANTY DEED FOR RIGHT-OF-WAY ON SE ANSTIS PLACE FROM NOLAN PROPERTIES LLC, AS A CONDITION OF APPROVAL OF THE PBS CORP. HEADQUARTERS PROJECT MINOR FINAL SITE PLAN

This is a request for the adoption of a resolution approving and accepting a Warranty Deed for dedicated right-of-way (ROW) on SE Anstis Place Street, in Hobe Sound, from Nolan Properties LLC, Florida limited liability company (Nolan), as a condition of approval of the minor final site plan for the PBS Corp. Headquarters project.

Agenda Item: 26-0213

RESOLUTION NO. 25-11.15

CNST-7 ADOPTION OF A RESOLUTION ACCEPTING FUTURE ACQUISITIONS OF INDIVIDUALLY OWNED ENVIRONMENTALLY SENSITIVE PARCELS, AND DIRECTION TO PURCHASE PARCELS THROUGH TAX DEED SALES WITHIN THE PALM BEACH HEIGHTS (PAL-MAR) AREA

This request is for the adoption of a Resolution accepting future acquisitions of individually owned environmentally sensitive lands within Pal-Mar. Staff is also requesting approval to participate in online Martin County Clerk of Circuit Court Tax Deed Sales to acquire additional parcels within Pal-Mar. All acquisitions completed pursuant to the Resolution will be reviewed by the County Attorney's Office. The funding for these parcels will utilize revenue from the one-half cent (0.5%) Local Government Infrastructure Surtax for properties recommended by the Environmental Lands Oversight Committee (ELOC) and approved by the Board of County Commissioners (BOCC).

Agenda Item: 26-0216

RESOLUTION NO. 25-11.16

ACTION TAKEN: The Board adopted a Resolution approving and accepting all future deeds, acceptable to the County Attorney's office, conveying individually owned environmentally sensitive lands and through Tax Deed Sales, within Pal-Mar for a price consistent with prior acquisitions within the designated sections of Pal-Mar, plus closing costs; authorized staff to participate in online Martin County Clerk of Court Tax Deed Sales to acquire environmentally sensitive lands within Pal-Mar for a price consistent with prior acquisitions within the designated sections of Pal-Mar, plus closing costs; and authorized the Chair to execute all documents necessary to complete these transactions.

CNST-8 ADOPTION OF A RESOLUTION APPROVING AND ACCEPTING A RIGHT-OF-WAY EASEMENT FROM THE SCHOOL BOARD OF MARTIN COUNTY ALONG SW BULLDOG WAY

This is a request for the adoption of a Resolution approving and accepting a Right-of-Way Easement ("ROW Easement") from the School Board of Martin County ("SBMC"), a political subdivision of the State of Florida, to allow for a sidewalk project along SW Bulldog Way at South Fork High School for a Capital Projects ROW Florida Department of Transportation (FDOT) Transportation Alternatives Program (TAP) project.

Agenda Item: 26-0238

RESOLUTION NO. 25-11.17

COUNTY ATTORNEY

CNST-9 REQUEST APPROVAL OF RENEWAL ADDENDUM TO FIBER EXCHANGE AND RECIPROCAL LICENSE AGREEMENT WITH BLUE STREAM COMMUNICATIONS, LLC

Martin County and ITS Telecommunications entered a reciprocal fiber optic network agreement in 2010, enabling the County to access ITS's fiber west of the Turnpike and ITS to use County-owned fiber east of I-95. The ten-year contract allowed up to four five-year renewals; the first renewal lasts until November 29, 2025. After ITS was acquired by Blue Stream Communications in 2020, Blue Stream assumed the agreement. County staff recommends renewing the mutually beneficial partnership for another five years.

Agenda Item: 26-0273 [Additional Item](#)

PUBLIC HEARINGS

PH-1 LEGISLATIVE PUBLIC HEARING TO CONSIDER TRANSMITTAL OF COMPREHENSIVE PLAN AMENDMENT (CPA) 21-11, WATERSIDE TEXT, A TEXT AMENDMENT

The proposed text amendments can be sorted into three distinct categories: (1) expansion of the Primary Urban Service District over 646 acres and a concurrent removal of a Freestanding Urban Service District, (2) site-specific text amendments for the property that is the subject of a Future Land Use Map (FLUM) amendment known as CPA 21-12, Waterside FLUM, and (3) amendments to the residential capacity methodology found in various chapters of the Comprehensive Plan.

Agenda Item: 25-1223

[ACTION TAKEN:](#) The Board denied transmittal of CPA 21-11 to the State Land Planning Agency and other state and regional reviewing agencies.

PH-2 LEGISLATIVE PUBLIC HEARING TO CONSIDER TRANSMITTAL OF COMPREHENSIVE PLAN AMENDMENT (CPA) 21-12, WATERSIDE FLUM, A FUTURE LAND USE MAP AMENDMENT

This is a request by Kanner/96th St, Investments, LLC and South Florida Gateway Industrial, LLC for an amendment to the Future Land Use Map, to consider transmittal of a change from Agricultural to Low Density Residential on certain parcels of land consisting of approximately 396 acres. The subject property is located west of both Interstate 95 and SW Kanner Highway and south of SW 96th Street in unincorporated Martin County.

Agenda Item: 25-1224

[ACTION TAKEN:](#) The Board denied transmittal of CPA 21-12, Waterside FLUM, to the State Land Planning Agency and all other state and regional reviewing agencies.

PH-3

PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE AMENDING CHAPTER 71, ARTICLE 2, GENERAL ORDINANCES, MARTIN COUNTY CODE, RELATING TO THE ECONOMIC DEVELOPMENT FUND AND THE IMPLEMENTATION OF THE MARTIN COUNTY ECONOMIC DEVELOPMENT TOOLKIT

This is a public hearing to consider adoption of an ordinance amending Chapter 71, Article 2, Economic Development Fund, General Ordinances, Martin County Code. These revisions are necessary to implement the new Martin County Economic Development Toolkit, which is presented for Board of County Commissioner ("Board") review and approval as a strategic, comprehensive framework for the County's economic development incentives and programs in accordance with the Martin County Comprehensive Plan.

Agenda Item: 26-0217 [Supplemental Memorandum \(withdrawing item\)](#)

ACTION TAKEN: The Board withdrew this item at staff's request.

**DEPARTMENTAL
ADMINISTRATION**

DEPT-1

OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE BOARD APPROVAL

This is a placeholder on all Board meeting agendas to streamline the process for grant applications, awards, budget resolutions, budget transfers from reserves, and CIP amendments. Specific items requiring approval, if any, will be provided by Supplemental Memorandum.

Agenda Item: 26-0023 [Supplemental Memorandum \(4 items\)](#)

ACTION TAKEN:

- 1) [Permission to Apply for the Fiscal Year 2025/2026 Agricultural Regional Projects Program - The Board authorized the County Administrator or designee to apply for the 2025/2026 Agricultural Regional Projects Program and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.](#)
- 2) [Permission to Accept the State of Florida Department of Transportation \(FDOT\) Public Transportation Grant Agreement Formula Funds for Rural Areas to Provide Operating Assistance for Public Transportation in Martin County - The Board adopted the Resolution and authorized the Chair to execute the State of Florida Department of Transportation Section 5311 Rural Area Formula Grant for operating assistance; authorized 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 adopted the Budget Resolution. RESOLUTION NOS. 25-11.18 and 25-11.19](#)
- 3) [Budget Resolution to Increase the Florida Opioid Settlement Funds - The Board adopt the Budget Resolution to increase the Florida Opioid Settlement Fund. RESOLUTION NO. 25-11.20](#)
- 4) [Martin County Sheriff's Office Request for Law Enforcement Trust Fund \(LETFF\) Funds - The Board authorized the Sheriff's Office to utilize \\$11,022.21 in Law Enforcement Trust Funds for crime prevention programs.](#)

**DEPT-2 CONTRACTS THAT MEET THE THRESHOLD FOR BOARD APPROVAL
\$1 MILLION OR GREATER**

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Agenda Item: 26-0029 **No items**

ACTION TAKEN: No action needed.

PUBLIC WORKS

DEPT-3 APPROVAL AND ACCEPTANCE OF A FUNDING AGREEMENT BETWEEN MARTIN COUNTY AND THE BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND FOR CONTRIBUTION OF FUNDS TOWARDS A CONSERVATION EASEMENT ON A PORTION OF BAR-B RANCH

This is a request for approval and acceptance of a Funding Agreement, as recommended by the Board of County Commissioners (BOCC) on August 26, 2025, and as part of the June 25, 2025, recommendation from the Environmental Lands Oversight Committee (ELOC). This acquisition will be accomplished using sales tax funds, in the amount of \$5,000,000, for a Conservation Easement on approximately 1,669 acres of land located within the Bar-B Ranch in Martin County.

Agenda Item: 26-0219

ACTION TAKEN: The Board approved and accepted the Funding Agreement between Martin County and the Board of Trustees of the Internal Improvement Trust Fund, using funds from the 2024 Sales Tax Referendum, to assist by contributing funds for the acquisition of the Conservation Easement over a portion of the Bar-B Ranch property and authorized the Chair to execute all documents necessary to complete this transaction.

UTILITIES AND SOLID WASTE

DEPT-4 REQUEST FROM THE TOWN OF SEWALL'S POINT TO PROVIDE AN UPDATE ON ITS SEPTIC TO SEWER PROJECTS

In 2022, the Town of Sewall's Point (Town) Commission authorized a Septic-to-Sewer conversion project with the help of an \$8.4 million grant from the Florida Department of Environmental Protection (FDEP). The Board of County Commissioners (BOCC) and the Town entered into two interlocal agreements to allow the Town to construct a grinder sewer system to provide service to not more than 340 parcels, in low lying areas, in accordance with Board adopted policy. The Town Manager, Robert Daniels, and the Town's Consultant, Joe Capra, wish to address the Board to provide an update on the progress and next steps.

Agenda Item: 26-0260

10:30 AM PRESET

ACTION TAKEN: The Board granted an additional 134 grinder sewer systems to the Town of Sewall's Point with two conditions – pending submission and approval of the plans for the grinders and agreement from the Town of Sewall's Point that they will vigorously pursue grants for gravity systems for the remaining lots that need septic to sewer in the Town of Sewall's Point.

ADMINISTRATION

DEPT-5 APPROVE A CONTRACT WITH MS. ELYSSE ELDER FOR THE POSITION OF COUNTY ATTORNEY

On October 21, 2025, the Board of County Commissioners (Board) directed the County Administrator to begin negotiations with Ms. Elysse Elder for the County Attorney position. A contract has been developed and is being presented to the Board for approval.

Agenda Item: 26-0236 [Additional Item](#)

ACTION TAKEN: The Board approved the contract with Ms. Elysse Elder for the County Attorney position effective October 21, 2025.

PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.

ADJOURNED AT 4:18 PM

The next meeting is December 2, 2025.

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