

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners     **DATE:** May 11, 2025

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

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

**REF:** 26-0584

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

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**PERMISSION TO ACCEPT**

1. **Permission to Accept the Local Agency Program (LAP) Grant for Funding Assistance from the Florida Department of Transportation (FDOT) for the SW Bulldog Way Sidewalk Project (FM#454876-1-58-01)**
  - **Agreement/Contract drafted by** – FDOT
  - **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners
  - **Purpose of the Agreement/Contract** – The LAP grant will fund the construction of an 8-foot-wide sidewalk on SW Bulldog Way from SW Hawkview Circle to the entrance of South Fork High School, with a maximum amount of FDOT funding participation of \$1,072,940. The total estimated construction cost is \$1,133,940.
  - **New/Renewal/Modified** – New
  - **Duration** – Martin County agrees to complete the project on or before December 31, 2027
  - **Benefits to Martin County** –
    - a. To provide for new public facilities and/or improvements that eliminate public hazards in accordance with Policy 14.1A.10 of the Comprehensive Plan.
    - b. A \$1,072,940 reduction in County costs for the construction of the SW Bulldog Way Sidewalk project.
  - **Cost to Martin County** –
    - a. Funds for construction more than the programmed funding or attributable to actions which have not received the required approval of FDOT shall not be considered eligible costs and shall be funded with budgeted funds from the FY26 Roads Capital Improvement Plan (CIP) in the amount of approximately \$61,000;
    - b. Annual maintenance cost is estimated to be \$2,000 per year; and
    - c. Staff time to administer the grant.

**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 \$1,072,940 in grant funding for the construction of the project.

The Office of Management and Budget requests the amendment of the CIP sheet to recognize the grant revenues.

**Documents Requiring Action:**

- Local Agency Program Agreement
- Board Resolution
- Budget Resolution
- Amended FY 26 CIP sheet

**Recommendation:**

- Move that the Board authorize the Chair to execute the Local Agency Program Agreement;
- Move that the Board authorize the Martin County Administrator, or designee, to execute any non-monetary and/or time extension grant related documents upon review and concurrence of the Martin County Attorney's Office;
- Move that the Board adopt the Board Resolution to accept the Local Agency Program Agreement;
- Move that the Board adopt the Budget Resolution to approve the budget increase; and
- Move that the Board approve the amended FY26 SW Bulldog Way Sidewalk CIP sheet.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**OTHER OMB ITEMS**

**2. Adjustments to the Fiscal Year 2026 Budget**

The Office of Management and Budget (OMB) is requesting approval to modify the fiscal year 2026 budget per Generally Accepted Accounting Principles (GAAP). These adjustments are necessary to align revenues and expenditures to reflect activities as well as make corrections, budgeted transfers, and budget transfers from reserves as follows:

**A. Request to Allocate Unanticipated Contribution for Improvements at William G. "Doc" Meyers Park**

Martin County is in receipt of an unanticipated contribution from the Hobe Sound Community Chest in the amount of \$24,400 for soccer facility improvements at William G. "Doc" Meyers Park. The total cost of the improvements is \$48,822.72, which will be shared with District 3 MSTU funds. The Office of Management and Budget is requesting a Budget Resolution to allocate the unanticipated revenues into the project budget.

**Document Requiring Action:** Budget Resolution

**Recommendation:**

- Move that the Board approve the Budget Resolution to accept the \$24,400 contribution for improvements at William G. "Doc" Meyers Park.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**