

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** August 4, 2025

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

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

REF: 25-0681

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

PERMISSION TO APPLY

1. **Permission to Apply for the Gary Sinise Foundation Grant for Equipment**
 - **Requestor** – Fire Rescue Department
 - **Granting Agency** – Gary Sinise Foundation
 - **Project Description** – Martin County proposes to replace aging gym equipment in multiple stations with the help of grant funding provided by the Gary Sinise Foundation. Physical fitness is a critical component in the health of all employees. Funding from this grant program will provide upgraded equipment that will support wellness initiatives and functional fitness to support job performance.
 - **Requested Grant Award** – \$26,653
 - **Budgetary Impact** – There is no grant match requirement.
 - **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Lack of grant funding will extend the replacement schedule for aging equipment.
- **Financial Fiscal impact if not approved** – Utilize limited budget resources to replace equipment when possible.

Documents Requiring Action:

- None

Recommendation:

- Move that the Board authorize the Fire Rescue Department to apply for the Gary Sinise Foundation Grant.

2. **Permission to Apply for the Hazard Mitigation Grant Program (HMGP) for Federal Emergency Management Agency (FEMA) 4834-DR-FL, Hurricane Milton for Fire Station Bay Door Replacement**

- **Requestor** – Fire Rescue Department
- **Granting Agency** – Florida Division of Emergency Management (FDEM)
- **Project Description** – Martin County proposes to replace overhead mechanical fire station bay doors with bi-fold lateral operating doors. Overhead mechanical doors are unreliable, costly to maintain, and open at a slow pace. The bi-fold doors allow for rapid egress, lower maintenance, and safer operations. This project is currently funded in the FY25 adopted Capital Improvement Plan (CIP). This grant funding would significantly reduce the ad valorem needed to complete the project and allow the remaining budget to be redirected to other CIP priorities.
- **Requested Grant Award** – \$1,474,200
- **Budgetary Impact** – A \$368,550 (25%) grant match, which is budgeted in the Fire Station Bay Door Replacement Program CIP sheet.
- **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The project will move forward with current CIP approved funding.
- **Financial Fiscal impact if not approved** – A reduction in ad valorem funding needed to complete the project would not be realized.

Documents Requiring Action:

- Maintenance Agreement
- Authorizing Agent Approval Form

Recommendation:

- Move that the Board authorize the Fire Rescue Department to apply for the Florida Division of Emergency Management Hazard Mitigation Grant Program for FEMA 4834-DR-FL, Hurricane Milton funding for Fire Station Bay Door Replacement;
- Move that the Board authorize the Chair to sign the Maintenance Agreement; and
- Move that the Board authorize the Chair to be the authorized representative to sign the grant application and other non-monetary documents related to this grant, upon review and concurrence of the County Attorney's Office.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

3. **Permission to Apply for the Hazard Mitigation Grant Program (HMGP) for Federal Emergency Management Agency (FEMA) 4834-DR-FL, Hurricane Milton**

- **Requestor** – Utilities & Solid Waste Department
- **Granting Agency** – Florida Division of Emergency Management (FDEM)
- **Project Description** – Martin County proposes to replace generators at master lift stations with fixed bypass pumps. The bypass pump does not rely on the lift station electrical panel, which has a chance of becoming damaged in a storm. The fixed bypass pump is more reliable to prevent sewer overflow events due to an interruption in the electrical power supply in comparison to a generator. The bypass pump is more fuel efficient because it does not continuously run like a generator does. This results in fuel cost savings. This project consists of 8 bypass pumps for Martin County owned lift stations.
- **Requested Grant Award** – \$399,102
- **Budgetary Impact** – A \$133,034 (25%) grant match, which is budgeted in the Utilities and Solid Waste Capital Improvement Plan (CIP).
- **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Lack of grant funding will impact the acceleration of projects to increase environmental protection and disaster mitigation.
- **Financial Fiscal impact if not approved** – Utilize CIP funds or seek alternative funding.

Documents Requiring Action:

- Maintenance Agreement
- Authorizing Agent Approval Form

Recommendation:

- Move that the Board authorize the Utilities and Solid Waste Department to apply for the Florida Division of Emergency Management Hazard Mitigation Grant Program for FEMA 4834-DR-FL, Hurricane Milton funding for the Wastewater Lift Station Bypass Pumps;
- Move that the Board authorize the Chair to sign the Maintenance Agreement; and
- Move that the Board authorize the Chair to be the authorized representative to sign the grant application and other non-monetary documents related to this grant, upon review and concurrence of the County Attorney's Office.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

4. **Permission to Apply for the Office for Victims of Crime FY25 Technology to Support Services for Victims of Crime**

- **Requestor** – Martin County Sheriff's Office (MCSO)
- **Granting Agency** – Office for Victims of Crime
- **Project Description** – MCSO is requesting permission to apply for the Office for Victims of Crime FY25 Technology to Support Services for Victims of Crime. If approved, the grant will help offset the costs of equipment that will enhance our Criminal Investigations, Crime Scene Unit.
- **Requested Grant Award** – \$271,103
- **Budgetary Impact** – No match is required.
- **Annual operating costs** – N/A

Alternative Action:

- **Programmatic Implication if not approved** – Lack of grant funding will impact the acceleration to enhance programs within the Criminal Investigations, Crime Scene Unit.
- **Financial Fiscal impact if not approved** – The Criminal Investigations, Crimes Scene Unit will not be able to enhance the program that focuses on victims of crime or critical public safety initiatives.

Documents Requiring Action:

- Grant application electronic signature

Recommendation:

- Move that the Board authorize Martin County Sheriff's Office to apply for the Office for Victims of Crime FY25 Technology to Support Services for Victims of Crime; and
- Move that the Board authorize the County Administrator or designee to sign the Grant application.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

OTHER OMB ITEMS

5. Budget Resolution to Amend the Florida Emergency Medical Services (EMS) Trust Fund Grant to Allocate Carryover Dollars from the Previous Year

The Office of Management and Budget (OMB) is requesting a budget resolution to allocate the remaining grant interest revenues in the amount of \$256.14 from the FY24 Florida Department of Health EMS Trust Fund, grant contract #C2442, to the FY25 Florida Department of Health EMS Trust Fund grant. Per the Florida Department of Health, EMS funds have been distributed via direct disbursement to the Martin County Board of County Commissioners (BOCC). As a result of this change in policy, the granting agency will no longer be providing a contract/ contract number.

Documents Requiring Action:

- Budget Resolution

Recommendation:

- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

DGD/SM/rp
Attachments

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