



**BOARD OF COUNTY COMMISSIONERS**

**ACTION SUMMARY**  
**OCTOBER 21, 2025 ~ 10:00 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, Acting County Attorney*  
*Carolyn Timmann, Clerk of the Circuit Court and Comptroller*

**PRESETS**

10:05 AM - Public Comment  
10:15 AM - Discussion of County Attorney Position (DEPT-3)  
5:05 PM - Public Comment

**CALL TO ORDER AT 9:59 AM**

Invocation - Moment of Silence  
Pledge of Allegiance – **Deputy Rhyss Heeter**, U.S. Army

**Radiant Voices sang.**

**APPROVAL OF AGENDA**

Additional Items – [There were no Additional Items.](#)  
Approval of Agenda – [The Agenda was approved.](#)

**PROCLAMATIONS AND SPECIAL PRESENTATIONS**

**PROC-1 PRESENT PROCLAMATIONS PREVIOUSLY APPROVED VIA THE CONSENT AGENDA**

The Chair will present proclamations recognizing National Disability Employment Awareness Month and declaring Domestic Violence Awareness Month in Martin County, Florida.

Agenda Item: 26-0096

**ACTION TAKEN:** [The proclamations were presented.](#)

## **COMMENTS**

Public (10:05 AM) - Please limit comments to three minutes.

Commissioners – [The Board voted to reconsider the Meadow Run at Fox Grove Subdivision agenda item \(DPQJ-1 previously heard at the October 7, 2025 meeting\).](#)

County Administrator – [The Board agreed that the County Administrator will ask the Town of Sewall's Point the topic/s of discussion for a joint meeting \(per Robert Daniels's October 14, 2025 email\).](#)

## **CONSENT AGENDA**

Approval of Consent Agenda – [The Consent Agenda was approved minus CNST-14.](#)

*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 – [CNST-14](#)

## **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: 26-0005 [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 September 22 and October 5, 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: 26-0011

### **CNST-3 BOARD OF COUNTY COMMISSION MINUTES TO BE APPROVED**

The Board is asked to approve minutes from the September 23, 2025 regular meeting and the October 3, 2025 joint meeting.

Agenda Item: 26-0194

### **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: 26-0016

**CNST-5 ADOPT A PROCLAMATION DECLARING VETERAN'S DAY IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Veteran's Day in Martin County Florida.

Agenda Item: 26-0002

**CNST-6 REQUEST TO APPROVE THE CONTRACT BETWEEN THE BOARD OF COUNTY COMMISSIONERS AND STATE OF FLORIDA DEPARTMENT OF HEALTH FOR THE OPERATION OF THE COUNTY HEALTH DEPARTMENT CONTRACT YEAR 2025-2026 AND THE ASSOCIATED FEE SCHEDULE**

This is a request for the Board to approve the annual contract between the Martin County Board of County Commissioners and State of Florida Department of Health for the operation of the Martin County Health Department Contract Year 2025-2026 and the associated fee schedule. In addition to establishing the fee schedule, this contract ensures coordination between Martin County and the State of Florida for the promotion of the public's health, the control and eradication of preventable diseases and the provision of primary health care for special populations.

Agenda Item: 26-0100

[RESOLUTION NO. 25-10.12](#)

**CNST-7 APPROVAL OF THE TREASURE COAST SPORTS COMMISSION CONTRACT FOR FISCAL YEAR 2026**

The Treasure Coast Sports Commission, Inc. (TCSC) is the official sports marketing arm for Martin County and their annual contract is being presented to the Board of County Commissioners (BOCC) for consideration. The Tourist Development Council (TDC) reviewed and approved this contract for consideration by the BOCC during their September 17, 2025 TDC meeting.

Agenda Item: 26-0138

**CNST-8 EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL APPOINTMENT**

The Board is asked to make an appointment to the Emergency Medical Services Advisory Council.

Agenda Item: 26-0158

[RESOLUTION NO. 25-10.13](#)

**COUNTY ATTORNEY**

**CNST-9 ADOPTION OF A RESOLUTION GRANTING THE COUNTY ADMINISTRATOR AUTHORITY TO DISPOSE OF TANGIBLE PERSONAL PROPERTY OWNED BY MARTIN COUNTY PURSUANT TO SECTION 274.07, FLORIDA STATUTES**

The Board of County Commissioners (Board) is required by Chapter 274, Florida Statutes, to maintain records on tangible personal property of a non-consumable nature. The Board is being asked to formally memorialize the County Administrator's authority to dispose of tangible personal property pursuant to Section 274.07, Florida Statutes.

Agenda Item: 26-0140

[RESOLUTION NO. 25-10.14](#)

**CNST-10 ADOPTION OF A RESOLUTION AMENDING SECTION 17.6, PUBLIC-PRIVATE PARTNERSHIPS, OF THE PURCHASING MANUAL AND ADOPTION OF A RESOLUTION AMENDING THE APPLICATION FEE FOR UNSOLICITED PROPOSALS FOR PUBLIC-PRIVATE PARTNERSHIPS**

First, the Board is being asked to amend Section 17.6 Public Private Partnerships of the Purchasing Manual due to recent changes to Florida law regarding public-private partnerships. Next, the Board is being asked to amend the application fee structure for unsolicited public-private partnership (P3) proposals.

Agenda Item: 26-0146

[RESOLUTION NOS. 25-10.15 & 25-10.16](#)

**CNST-11 APPROVAL OF LEASE AMENDMENT WITH LIBERATOR MEDICAL SUPPLY, INC. AT MARTIN COUNTY AIRPORT/WITHAM FIELD**

The Board is asked to approve the lease amendment with Liberator Medical Supply, Inc.

Agenda Item: 26-0185

**PUBLIC WORKS**

**CNST-12 ADOPTION OF A RESOLUTION APPROVING AND ACCEPTING A NON-EXCLUSIVE FLOW THROUGH DRAINAGE AND ACCESS EASEMENT AND APPROVAL OF A PARTIAL RELEASE OF DRAINAGE EASEMENT FOR STUART AUTO VAULT LLC**

This request seeks the adoption of a Resolution approving and accepting a Non-Exclusive Flow-Through Drainage and Access Easement (Flow Through Easement), along with a Partial Release of Drainage Easement (Partial Release) from Stuart Auto Vault LLC (SAV), a Florida limited liability company. The acceptance of these instruments will relieve the County of any future maintenance responsibilities on the SAV property.

Agenda Item: 26-0091

[RESOLUTION NO. 25-10.19](#)

**CNST-13 ADOPTION OF RESOLUTIONS REGARDING UTILITY EASEMENTS FROM WAL-MART STORES EAST, LP FOR WATER AND SEWER-RELATED SERVICES ON THE PROPERTY LOCATED AT THE NORTHEAST CORNER OF US HIGHWAY 1 AND SE MARKET PLACE IN STUART**

This is a request for the adoption of two Resolutions: one approving and accepting two Second Corrective Utility Easements correcting scrivener's errors and legal descriptions on the previously approved Corrective Utility Easements, and the other approving and accepting of a new Utility Easement from Wal-Mart Stores East, LP (Wal-Mart). Also included is a request for approval of a Partial Release of Utility Easement to allow for continued water and sewer related services on the property located at the Northeast corner of US Highway 1 and SE Market Place in Stuart.

Agenda Item: 26-0122

[RESOLUTION NOS. 25-10.20 & 25-10.21](#)

**CNST-14 ADOPT A RESOLUTION TO AUTHORIZE EXECUTION OF A MAINTENANCE MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR A MULTI-USE TRAIL ALONG SR-5 (US-1/SE FEDERAL HIGHWAY) IN HOBE SOUND**

The Board is asked to authorize the County Administrator to execute a Maintenance Memorandum of Agreement for a proposed Multi-Use Trail along SR 5 (US-1/SE Federal Highway) in Hobe Sound.

Agenda Item: 26-0121

**RESOLUTION NO. 25-10.22**

**ACTION TAKEN:** The Board adopted the Resolution authorizing the County Administrator or designee to execute the Memorandum of Agreement for the proposed Multi-Use Trail along SR 5 (US-1/SE Federal Highway) in Hobe Sound and future amendments and modifications to the Agreement, as necessary.

**UTILITIES AND SOLID WASTE**

**CNST-15 INITIAL ASSESSMENT RESOLUTION FOR THE CORAL GARDENS WASTEWATER MUNICIPAL SERVICE BENEFIT UNIT**

Board action is requested to adopt the initial assessment resolution for the Coral Gardens Wastewater Municipal Service Benefit Unit to allow installation of a vacuum assisted gravity wastewater collection system and associated vacuum pump station.

Agenda Item: 26-0071

**RESOLUTION NO. 25-10.23**

**PUBLIC HEARING**

**PH-1 PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE AMENDING CHAPTER 83, GENERAL ORDINANCES, MARTIN COUNTY CODE RELATING TO FISH AND WILDLIFE AND THE LAKE OKEECHOBEE FISH AND WILDLIFE ADVISORY COUNCIL**

This is a public hearing to consider adoption of an ordinance amending Chapter 83, Fish and Wildlife, General Ordinances, Martin County Code. These revisions are necessary (i) to eliminate inconsistencies and address local government preemptions under Florida Statutes and the Florida Constitution and (ii) to remove any reference to the now defunct Lake Okeechobee Fish and Wildlife Advisory Council.

Agenda Item: 26-0085

**ORDINANCE NO. 1265**

**ACTION TAKEN:** The Board approved the Ordinance amending Chapter 83, General Ordinances, Martin County Code.

**DEPARTMENTAL QUASI-JUDICIAL**  
**GROWTH MANAGEMENT**

**DPQJ-1** **REQUEST FOR APPROVAL OF THE HIGHPOINTE PLANNED UNIT DEVELOPMENT PHASE 2 REVISED FINAL SITE PLAN (C148-017)**

This is a request by Cotleur & Hearing, on behalf of Pulte Home Company LLC, for Revised Final Site Plan approval for Phase 2 of the Highpointe Planned Unit Development (PUD) consistent with the approved Revised Master Site Plan, which added six lots to Phase 2 increasing the total from 190 to 196 lots. The site is located along SW Pratt Whitney Road on the northwest corner of Pratt Whitney and Bulldog Way, within the Secondary Urban Service District, in Stuart. Included in this application is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 26-0099

**RESOLUTION NO. 25-10.24**

**ACTION TAKEN:** The Board received and filed the agenda item and all attachments as an exhibit and adopted the Resolution approving the revised Phase 2 Final Site Plan for Highpointe PUD.

**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: 26-0021 **Supplemental Memorandum (4 items)**

**ACTION TAKEN:**

1. **Permission to Accept the Florida Department of Transportation (FDOT) Local Agency Program (LAP) Grant FM#450823-1-58-01 for the SE Washington Street Sidewalk Project (from US-1/Federal Highway to SE Edison Avenue) - The Board authorized the Chair to execute the Local Agency Program Agreement; authorized the County Administrator or designee to execute any non-monetary and/or time extension grant-related documents upon review and concurrence of the County Attorney's Office; adopted the Board Resolution to accept the Local Agency Program Agreement; and adopted the Budget Resolution. **RESOLUTION NO. 25-10.25 & 25-10.26****
2. **Permission to Accept the Clean Water State Revolving Fund Loan WW 430280 Amendment #1 - The Board adopted the Resolution approving WW 430280 Agreement Amendment #1 and authorizing the Chair to execute the same; authorized the Utilities and Solid Waste Director or designee to sign any future non-monetary, loan-related documents upon review and concurrence of the County Attorney's Office; and adopted the Budget Resolution. **RESOLUTION NOS. 25-10.27 & 25-10.28****
3. **Permission to Accept the Florida Department of Transportation (FDOT) Public Transportation Grant agreement (PTGA) Grant 449640-1-94-01 Runway 12-30 PAPI and REIL Replacement (Construction) - The Board authorized the Chair to execute the FDOT PTGA grant as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office and adopted the Budget Resolution. **RESOLUTION NO. 25-10.29****

4. Mosquito Control is Requesting the Execution of the Annual Certified Budget and Updated Detailed Work Plan for Arthropod Control Grant Program - The Board authorized the Chair to execute the Annual Certified Budget for Arthropod Control and authorized the Chair to execute the updated Detailed Work Plan.

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

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: 26-0027 **No items**

**ACTION TAKEN:** No action needed.

**DEPT-3 DISCUSSION OF RECRUITMENT FOR COUNTY ATTORNEY POSITION**

Following the retirement of County Attorney Sarah Woods in July 2025, the Board appointed Elysse Elder as Interim County Attorney to maintain continuity of legal services. An in-house recruitment process was conducted from May 30 through July 1, 2025, with applications reviewed and interviews held by a selection committee of County leaders and legal professionals. After careful evaluation, the committee unanimously recommends the appointment of Elysse Elder as County Attorney.

Agenda Item: 26-0108

**10:15 AM PRESET**

**ACTION TAKEN:** The Board directed the County Administrator to negotiate an Employment Agreement with Interim County Attorney Elysse Elder for employment as County Attorney effective November 2, 2025.

**DEPT-4 SOLICITATION FOR PUBLIC-PRIVATE PARTNERSHIP (P3) FOR A PUBLIC FACILITY**

This request is for the Board to consider approval of a solicitation for Public-Private Partnership (P3) proposals related to the construction and financing of a County facility that will be used as either additional space needed for a Constitutional Office or as a backup dispatch center. An employee wellness clinic and potentially additional medical offices will also be included in the project. A P3 solicitation would allow the County to evaluate private sector opportunities to deliver the project in a cost-effective and timely manner while utilizing County-owned property.

Agenda Item: 26-0101

**RESOLUTION NO. 25-10.30**

**ACTION TAKEN:** The Board approved the issuance of a solicitation for Public-Private Partnership (P3) proposals for the construction and financing of a County facility; directed staff to return with evaluation results and recommendations following review of the proposals; and adopted a Resolution to initiate a Future Land Use Map Amendment to the Comprehensive Growth Management Plan to change a portion of the County property (Lots 4 and 5 of the Port Sewall Plat, Parcel ID 38-38-41-002-004-00000-4) from Institutional-General to Commercial Office/Residential for the purpose of accommodating a revenue generating public-private partnership project.

**DEPT-5 CONSIDERATION TO ADOPT AN OFFICIAL MARTIN COUNTY FLAG II**

The Board of County Commissioners is being asked to adopt an official Martin County flag, approve a budget to support its display and implementation, and acknowledge that the flag will be in the public domain and not subject to copyright restrictions.

Agenda Item: 26-0131

**ACTION TAKEN:** The Board agreed with using option a (fish) with correcting the color of the water, making it a sailfish, and fly it for indoor display only.

**BUILDING**

**DEPT-6 REQUEST APPROVAL OF SERVICES AGREEMENT WITH PROPLOGIX, LLC, D/B/A ORANGE DATA SYSTEMS AND ADOPT A RESOLUTION ESTABLISHING A FEE SCHEDULE**

Request approval of a Services Agreement between Martin County and PropLogix, LLC d/b/a Orange Data Systems (ODS) to provide Record Searches and adoption of a Resolution adjusting fees.

Agenda Item: 26-0119

**RESOLUTION NO. 25-10.31**

**ACTION TAKEN:** The Board approved the Services Agreement with PropLogix, LLC d/b/a Orange Data Systems, adopted the Resolution establishing a fee schedule, and authorized the Chair to execute all documents necessary to complete the transaction.

**GENERAL SERVICES**

**DEPT-7 PERMISSION TO USE CONSTRUCTION MANAGEMENT AT RISK (CMAR) DELIVERY METHOD FOR THE HOBE SOUND BEACH OCEAN RESCUE BUILDING**

The General Services Department is requesting permission to use the Construction Management at Risk (CMAR) delivery method for the Hobe Sound Beach Ocean Rescue Building.

Agenda Item: 26-0115

**ACTION TAKEN:** The Board approved the use of Construction Manager at Risk delivery method to construct the Hobe Sound Beach Ocean Rescue Building.

**DEPT-8 PERMISSION TO USE CONSTRUCTION MANAGEMENT AT RISK (CMAR) DELIVERY METHOD FOR THE MARTIN COUNTY SHERIFF'S OFFICE FIREARMS TRAINING FACILITY**

The General Services Department is requesting permission to use the Construction Management at Risk (CMAR) delivery method for the Martin County Sheriff's Office Firearms Training Facility.

Agenda Item: 26-0116

**ACTION TAKEN:** The Board approved the use of Construction Manager at Risk delivery method to construct the Sheriff's Office Firearms Training Facility.

**DEPT-9 PERMISSION TO USE CONSTRUCTION MANAGEMENT AT RISK (CMAR) DELIVERY METHOD FOR THE SUPERVISOR OF ELECTIONS EXPANSION**

The General Services Department is requesting permission to use the Construction Management at Risk (CMAR) delivery method for the Supervisor of Elections Expansion project.

Agenda Item: 26-0117

ACTION TAKEN: The Board approved the use of Construction Manager at Risk delivery method to construct the Supervisor of Elections Expansion.

**PUBLIC WORKS**

**DEPT-10 ENVIRONMENTAL LANDS ACQUISITION PROGRAM: APPROVAL OF PROPERTIES RECOMMENDED BY THE ENVIRONMENTAL LANDS OVERSIGHT COMMITTEE (ELOC) AS 2024 SALES TAX PROGRAM ACQUISITIONS**

In November 2024, voters of Martin County approved a referendum authorizing the collection of a 0.5% sales tax to fund acquisition of environmentally sensitive lands. On September 5, 2025, the Environmental Lands Oversight Committee (ELOC), a nine-member BOCC-appointed citizen advisory group, developed a ranked list and recommended approval to acquire 16 properties. This item seeks initial authorization to use sales tax funds for the acquisition of these properties. Three of the properties would be for the acquisition of conservation easements. Before final acquisition, separate Board action will be required to complete these acquisitions.

Agenda Item: 26-0124

ACTION TAKEN: The Board approved the use of funds generated from the 2024 Sales Tax Referendum to acquire fee simple title or conservation easements on the 16 properties recommended by the ELOC at their September 5, 2025 meeting. The non-binding letter to prospective sellers or funding partners showing the County's interest will be signed by the Board (Chair letter).

**PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.**

**ADJOURNED AT 1:30 PM**

The next meeting is November 4, 2025.

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