



BOARD OF COUNTY COMMISSIONERS

ACTION SUMMARY
SEPTEMBER 9, 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, Acting County Attorney
Carolyn Timmann, Clerk of the Circuit
Court and Comptroller

PRESETS

9:05 AM - Public Comment
5:05 PM - Public Comment

CALL TO ORDER AT 9:01 AM

Invocation ~ **Reverend Anil K. Singh**, Trinity United Methodist Church of Jensen Beach
Pledge of Allegiance ~ **Lt. Micah Skowronski**, U.S. Army

APPROVAL OF AGENDA

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

PROCLAMATIONS AND SPECIAL PRESENTATIONS

PROC-1 PRESENT A PROCLAMATION PREVIOUSLY APPROVED VIA THE CONSENT AGENDA

The Chair will present a proclamation declaring Hunger Action Month in Martin County, Florida.

Agenda Item: 25-1156

[ACTION TAKEN: The Board presented the proclamation.](#)

COMMENTS

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

Commissioners -

County Administrator – [The Board agreed with the County Administrator to return to the Board with a ranked list of County Attorney candidates after the interview team conducts interviews.](#)

CONSENT AGENDA

Approval of Consent Agenda – [The Consent Agenda was approved.](#)

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 – [n/a](#)

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: 25-0672 [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 August 11 and August 24, 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: 25-0676

CNST-3 BOARD OF COUNTY COMMISSION MINUTES TO BE APPROVED

The Board is asked to approve minutes from the July 21, 2025 budget workshop meeting; the July 31, 2025 joint meeting with the City of Stuart, School Board, and Village of Indiantown; and the August 26, 2025 regular meeting.

Agenda Item: 25-1284

CNST-4 ADOPT A PROCLAMATION RECOGNIZING THE 25TH ANNUAL BIBLE READING MARATHON IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation recognizing the 25th Annual Bible Reading Marathon in Martin County, Florida.

Agenda Item: 25-1234

CNST-5 ADOPT A PROCLAMATION DECLARING SUICIDE PREVENTION AWARENESS MONTH IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation declaring Suicide Prevention Awareness Month in Martin County, Florida.

Agenda Item: 25-1298

CNST-6 APPROVAL OF REVISED LOCAL HOUSING ASSISTANCE PLAN (LHAP) FY 2023-2026

The Local Housing Assistance Plan (LHAP) governs Martin County's State Housing Initiative Partnership Program (SHIP) programming and expenditures. The revised 2023-2026 LHAP was prepared by staff and reviewed by Florida Housing Finance Corporation (FHFC), which approved the technical revision to the LHAP on July 7, 2025. The Affordable Housing Advisory Committee (AHAC) reviewed and agreed to the changes at their meeting on August 13, 2025.

Agenda Item: 25-1231

RESOLUTION NO. 25-9.1

CNST-7 MARTIN COUNTY LOCAL BILL REQUEST – INDIGENT HEALTH CARE

The Board of County Commissioners is requested to provide staff direction regarding a potential local bill for the 2026 Legislative Session regarding indigent health care.

Agenda Item: 25-1295

COUNTY ATTORNEY

CNST-8 ADOPT A RESOLUTION RELATING TO THE SCHEDULE OF CIVIL PENALTIES, FINES, RULES, AND REGULATIONS FOR ANIMAL CONTROL VIOLATIONS, LICENSING, AND VACCINATIONS

Pursuant to Chapter 9 Animals, General Ordinances, Martin County Code, the Board may adopt a Resolution to establish the penalties, fines, rules, and regulations for animal control violations, and for licensing and vaccinations. This amended Resolution updates the fines and penalties imposed for violations of the designated County ordinances, which are civil infractions.

Agenda Item: 25-1285

RESOLUTION NO. 25-9.2

GROWTH MANAGEMENT

CNST-9 REQUEST FOR APPROVAL OF ALTERATION TO AN EXISTING PRESERVE AREA AND AMENDMENT OF AN APPROVED PRESERVE AREA MANAGEMENT PLAN

This is a request from Gaynam and Alexis Rackstraw for an amendment to the existing preserve area boundary under an approved Preserve Area Management Plan (PAMP) that was issued in 2023. Pursuant to Section 4.36.C, Land Development Regulations (LDR), Martin County Code, any alteration to the size, shape, or design of a previously approved preserve area shall be approved by the Board of County Commissioners.

Agenda Item: 25-1272

PUBLIC WORKS

CNST-10 REQUEST THAT MARTIN COUNTY GRANT A UTILITY EASEMENT ON COUNTY-OWNED PROPERTY TO THE CITY OF STUART FOR USE BY APP JET CENTER AT MARTIN COUNTY AIRPORT, WITHAM FIELD

This is a request for permission to grant a Utility Easement on County-owned property at Martin County Airport, Witham Field, to the City of Stuart for an extension of utility services to APP Jet Center's new hangar (Hangar 10) located on SE Witham Field Drive, City of Stuart.

Agenda Item: 25-1246

BOARD AND COMMITTEE APPOINTMENTS

B&C-1 HEALTH FACILITIES AUTHORITY APPOINTMENT

After solicitation of applicants due to a member's term expiring, the Board is asked to make the necessary appointment to the Health Facilities Authority.

Agenda Item: 25-1140

RESOLUTION NO. 25-9.3

ACTION TAKEN: The Board re-appointed Charles Cleaver to the Health Facilities Authority for a term to begin September 26, 2025 and end September 25, 2029 and authorized the Chair to sign the Resolution of Appointment.

B&C-2 AFFORDABLE HOUSING ADVISORY COMMITTEE APPOINTMENTS

After solicitation of applicants due to members' terms expiring, the Board is asked to make the necessary appointments to the Affordable Housing Advisory Committee.

Agenda Item: 25-1141

RESOLUTION NO. 25-9.4

ACTION TAKEN: The Board appointed Jody Dupuis to the Affordable Housing Advisory Committee for a term to begin November 18, 2025 and end November 17, 2027; re-appointed Diana P. Owens for a term to begin September 26, 2025 and end September 25, 2027; re-appointed Dr. Reverend Deborah C. Allen for a term to begin November 18, 2025 and end November 17, 2027; and authorized the Chair to sign the Resolution of Appointment and a Chair letter and certificate of appreciation for Dr. White.

B&C-3 BUSINESS DEVELOPMENT BOARD APPOINTMENT

After solicitation of applicants due to a member's term expiring, the Board is asked to make the necessary appointment to be the Martin County representative to the Business Development Board.

Agenda Item: 25-1142

ACTION TAKEN: The Board appointed Giuseppe "Joey" Pistone to the Business Development Board for a term to begin October 1, 2025 and end September 30, 2027 authorized the Chair to sign the Chair letter and certificate of appreciation for Mr. Weinberg.

B&C-4 LIBRARY BOARD OF TRUSTEES APPOINTMENTS

After solicitation of applicants due to terms expiring, the Board is asked to make the necessary appointments to the Library Board of Trustees.

Agenda Item: 25-1143

RESOLUTION NO. 25-9.5

ACTION TAKEN: The Board re-appointed Joy Banks, Susan Hauer, and Katharine F. Spurgeon to the Library Board of Trustees for terms to begin October 1, 2025 and end September 30, 2028 and authorized the Chair to sign the Resolution of Appointment.

**DEPARTMENTAL QUASI-JUDICIAL
GROWTH MANAGEMENT**

DPQJ-1 REQUEST APPROVAL OF THE PHASE 1 FINAL SITE PLAN FOR THE RANCH PLANNED UNIT DEVELOPMENT (PUD) (S239-006)

This is a request by Urban Design Studio and Tyson J. Waters, Esq., on behalf of JWA Ranch, LLC, for approval of The Ranch PUD Phase 1 Final Site Plan. The development of Phase 1 includes agricultural activities, two 18-hole golf courses, short course, clubhouse, cart barns, operations/maintenance facility, range building, training facility, seven golf cottages, and associated infrastructure. Phase 1 consists of approximately 1,842 acres located on the south side of SW Kanner Highway and SW Bridge Road in Stuart. Included is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 25-1268

RESOLUTION NO. 25-9.6

ACTION TAKEN: The Board received and filed the agenda item and all attachments as an exhibit and adopted the Resolution approving the Phase 1 Final Site Plan for The Ranch PUD, including the Preserve Area Management Plan.

**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: 25-0683 **Supplemental Memorandum (7 items)**

ACTION TAKEN:

1. **Permission to Apply for the Surfing's Evolution and Preservation Foundation Grant -** The Board authorized the County Administrator or designee to apply for the Surfing's Evolution and Preservation Foundation Grant and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.
2. **Permission to Apply for Funding from the Florida Inland Navigation District (FIND) for Derelict Vessel Removal Funds -** The Board authorized the Building Department Director or designee to apply for the FIND grant for 75% of the cost to remove and dispose of the seventeen derelict vessels.
3. **Permission to Apply for an Amendment to the Florida Department of Environmental Protection (FDEP) Resilient Florida Planning Grant #24PLN42 for**

- the Martin County Adaptation Plan - The Board authorized the Public Works Director or designee to apply for the amendment for the Resilient Florida Planning grant.
4. Permission to Accept the Florida Statewide Response for Opioid Abatement Funds (Amendment #002 {Amendment to Contract AGR72}) - The Board authorized the County Administrator or designee to electronically execute the Amendment #002 for contract AGR72 on behalf of the Chair 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. 25-9.7**
 5. Permission to Accept the Federal Aviation Administration (FAA) Grant Number 3-12-0076-035-2025 for the Rehabilitation of Taxilane Bravo – Construction - The Board authorized the County Administrator or designee to electronically execute the FAA Grant Agreement Number 3-12-0076-035-2025 on behalf of the Chair 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. 25-9.8**
 6. Budget Resolution to Accept the State FY25/26 Transportation Disadvantaged Planning Grant for the Martin Metropolitan Planning Organization (MPO) – The Board adopted the Budget Resolution. **RESOLUTION NO. 25-9.9**
 7. Adjustments to the Fiscal Year 2025 Budget
Budget Resolution to Allocate Unanticipated Contribution from the US Sailing Center for Overflow Parking Lot Project at Indian RiverSide Park - The Board adopted the Budget Resolution to accept the \$60,981.48 contribution for the overflow parking lot project at Indian RiverSide Park.
RESOLUTION NO. 25-9.10
 8. The Board authorized \$2,500 from General Fund Reserves for the 9/11 Memorial Service to be held in Palm City. Commission District 5 will reimburse the General Fund Reserves as the beginning of the new fiscal year.
This item was not included with the agenda.

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: 25-0692 Supplemental Memorandum (5 items)

ACTION TAKEN:

A. CONTRACTS OVER \$1,000,000

1. Shoreline Stabilization & Restoration Services (RFB2025-3697) - The Board awarded the contract to the lowest, responsive, and responsible bidders: Dickerson Infrastructure, Inc. (d/b/a Dickerson Florida, Inc.); Eastman Aggregate Enterprises, LLC; and Ferreira Construction Co., Inc.; and authorized the County Administrator or designee to execute all documents related to this request.
2. Painting Services (RFB2025-3694) - The Board awarded the contract to the lowest, responsive, and responsible bidder, ID Painting Corp. and authorized the County Administrator or designee to execute all documents related to this request.
3. Utility Infrastructure Painting (Re-Bid) (RFQ2025-3696) - The Board awarded the contract to the two highest scoring firms: A to Z Paint Contracting, Inc. and Sun Art Painting Corporation and authorized the County Administrator or designee to execute all documents related to this request.
4. Electrical Services (RFB2025-3700) - The Board awarded the contract to the two lowest, responsive, and responsible bidders: Arlington Electric, Inc. and W.D. Cook Electrical Service, LLC and authorized the County Administrator or designee to execute all documents related to this request.
5. Hobe Sound Drawbridge Repairs & Maintenance (RFB2025-3702) - The Board awarded the contract to the sole, responsive, and responsible bidder, Florida Drawbridges, Inc. and authorized the County Administrator or designee to execute all documents related to this request.

PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.

ADJOURNED AT 11:16 AM

The next meeting is September 10, 2025 at 5:05 PM – 1st Budget Public Hearing.

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