



[County seal]

## BOARD OF COUNTY COMMISSIONERS

**ACTION SUMMARY**  
**JULY 9, 2024 ~ 9:00 AM**

**COMMISSION CHAMBERS**  
**2401 SE MONTEREY ROAD, STUART, FLORIDA 34996**

---

### **COUNTY COMMISSIONERS**

*Harold E. Jenkins II, Chairman*  
*Stacey Hetherington, Vice Chair*  
*Doug Smith*  
*Sarah Heard*  
*Edward V. Ciampi*

*Don G. Donaldson, P.E., County Administrator*  
*Sarah W. Woods, County Attorney*  
*Carolyn Timmann, Clerk of the Circuit*  
*Court and Comptroller*

---

### **PRESETS**

9:05 AM - Public Comment  
12:00 PM - Private Attorney-Client Session (DEPT-4)  
5:05 PM - Public Comment

### **CALL TO ORDER AT 9:04 AM**

1. INVOCATION – Moment of Silence
2. PLEDGE OF ALLEGIANCE – Harry Yates, 3<sup>rd</sup> Class Petty Officer, US Navy
3. ADDITIONAL ITEMS – [The Additional Item of CNST-12 was added to the Agenda.](#)
4. APPROVAL OF AGENDA – [The Agenda was approved.](#)
5. 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.

### **PROCLAMATIONS AND SPECIAL PRESENTATIONS**

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

The Chairman will present proclamation declaring Treasure Coast Waterway Cleanup Week and recognizing Martin Reads in Martin County, Florida.

Agenda Item: 24-0999

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

**PROC-2 ADOPT AND PRESENT A PROCLAMATION RECOGNIZING GLIOBLASTOMA AWARENESS DAY IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt and present a proclamation recognizing Glioblastoma Awareness Day in Martin County, Florida.

Agenda Item: 24-1106

ACTION TAKEN: The proclamation was adopted and presented.

**PROC-3 ACKNOWLEDGE THOSE CITIZENS WHO HAVE PARTICIPATED IN CLASS 65 OF THE MARTIN CARES PROGRAM**

Class 65 brings the number of residents who have experienced the Citizens Academy and Resource Education Series (Martin CARES) to over 3,200. The Martin CARES program is typically offered two times per fiscal year, but at the Commission's request, a third class was added. This is the third class for fiscal year 2024.

Agenda Item: 24-0866

ACTION TAKEN: The graduates were acknowledged.

**COMMENTS**

1. PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.
2. COMMISSIONERS – The Board directed staff to send a letter of support for the development of Monarch Terrace at Butterfly Gardens which will be used to support M.I.S.S. Inc.'s application for construction funding with the affordable housing program. The Board asked staff to review and determine if it would be in the County's best interest to do a Comprehensive Plan Amendment on seven buildable lots in Port Salerno behind Wawa east of US 1 as the land use and zoning are not consistent with what the Habitat for Humanity's needs to build affordable houses.
3. COUNTY ADMINISTRATOR

**CONSENT  
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: 24-0755 No items

**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 June 3, 2024 and June 23, 2024. 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: 24-0760

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

The Board is asked to approve minutes from the May 14, May 21, June 4, June 13, and June 18, 2024 meetings.

Agenda Item: 24-1052

**CNST-4 TAX COLLECTOR'S RECAPITULATION OF THE 2023 TAX ROLL FOR MARTIN COUNTY**

Presentation of the Martin County Tax Collector's Recapitulation of the 2023 Tax Roll for Martin County.

Agenda Item: 24-1108

**CNST-5 ADOPT A PROCLAMATION DECLARING PURPLE HEART DAY IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Purple Heart Day in Martin County, Florida.

Agenda Item: 24-1092

**CNST-6 ADOPT A PROCLAMATION DECLARING FLORIDA WATER PROFESSIONALS MONTH IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Florida Water Professionals Month in Martin County, Florida.

Agenda Item: 24-1107

**BUILDING**

**CNST-7 REQUEST FOR APPROVAL OF FINE REDUCTION STIPULATION AND AGREED RECOMMENDED ORDER REGARDING THE CODE ENFORCEMENT CASE OF THOMAS F GLASS CASE NUMBER 10-0042691**

Pursuant to the provisions of Section 1.98B, General Ordinances, Martin County Code, the Board of County Commissioners is asked to consider approval of a Fine Reduction Stipulation and Agreed Recommended Order regarding the Code Enforcement case of Thomas F Glass.

Agenda Item: 24-1104

**GROWTH MANAGEMENT**

**CNST-8 REQUEST TO RELEASE THE UNITIES OF TITLE FOR PORTIONS OF TRACT 3 AND TRACT 4, BLOCK 74, OF THE ST. LUCIE INLET FARMS PLAT**

The Parks Organization, LLC, on behalf of SUSO 3 Salerno LP, has requested the release of Unities of Title for portions of Tracts 3 and 4, Block 74, of the St. Lucie Inlet Farms Plat. As a result of a replat, these Unities are now part of the Salerno Village Square Shopping Center Replat, according to the plat thereof, recorded in Plat Book 17, Page 20, of the Public Records of Martin County, Florida.

Agenda Item: 24-1071

**RESOLUTION NO. 24-7.1**

**PUBLIC WORKS**

**CNST-9 ADOPT A RESOLUTION APPROVING AND ACCEPTING A SPECIAL WARRANTY DEED FOR DEDICATED RIGHT-OF-WAY FROM MAM US LLC ALONG SW NEWFIELD PARKWAY, FKA SW CITRUS BOULEVARD, IN PALM CITY**

This is a request for the adoption of a Resolution approving and accepting a Special Warranty Deed for dedicated right-of-way along SW Newfield Parkway, FKA SW Citrus Boulevard, from MAM US LLC, (MAM), a Delaware limited liability company, as a condition of a Right-of-Way Use Permit for the Newfield Project.

Agenda Item: 24-1035

**RESOLUTION NO. 24-7.2**

**UTILITIES AND SOLID WASTE**

**CNST-10 ADOPT AN ANNUAL ASSESSMENT RESOLUTION REQUIRED BY CHAPTER 71, GENERAL ORDINANCES, MARTIN COUNTY CODE TO APPROVE NON-AD VALOREM ASSESSMENT ROLLS FOR FISCAL YEAR 2024/2025**

The Board is requested to adopt the Annual Assessment Resolution approving Assessment Rolls.

Agenda Item: 24-1018

**RESOLUTION NO. 24-7.3**

**CNST-11 SOLID WASTE INITIAL ASSESSMENT RESOLUTION FOR FISCAL YEAR 2024/2025**

The Board of County Commissioners is requested to adopt the Initial Assessment Resolution for fiscal year 2025 (FY25) and approve notification to affected property owners advising of the solid waste assessment rate and public hearing.

Agenda Item: 24-1022

**RESOLUTION NO. 24-7.4**

**PUBLIC WORKS**

**CNST-12 REQUEST APPROVAL OF A FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN MARTIN COUNTY AND HISTORICAL SOCIETY OF MARTIN COUNTY, INC. (HSMC), FOR THE PROPOSED ELLIOTT MUSEUM EXPANSION**

This is a request for approval of a First Amendment to Lease with the HSMC for the Elliott Museum's proposed expansion to the museum and parking area. The lease amendment adds 1.10 acres (more or less) to the current lease area of 3.99 acres.

Agenda Item: 24-1109 **Additional Item**

## **BOARD AND COMMITTEE APPOINTMENTS**

### **B&C-1 VALUE ADJUSTMENT BOARD APPOINTMENTS**

After solicitation of applicants, the Board is asked to make the necessary citizen appointment to the Value Adjustment Board, appoint two Commissioners to be the primary members, appoint at least two Commissioners to be the alternate members, and appoint one of the primary Commission members to be the Chair of the Value Adjustment Board.

Agenda Item: 24-0777

**RESOLUTION NO. 24-7.5**

**ACTION TAKEN:** The Board re-appointed Diane Castellucci for a term to begin immediately and end when the 2024 Value Adjustment Board completes their functions and authorized the Chairman to sign the Resolution of Appointment. The Board also appointed Commissioners Smith and Heard to the Value Adjustment Board with Commissioners Hetherington, Jenkins, and Ciampi as alternate members and elected Commissioner Smith to be the Chairman of the Value Adjustment Board.

## **PUBLIC HEARINGS**

### **PH-1 LEGISLATIVE PUBLIC HEARING TO CONSIDER ADOPTION OF COMPREHENSIVE PLAN AMENDMENT (CPA) 24-22, HOBE SOUND TRAIN STATION**

This is a request for a small-scale amendment to the Future Land Use Map (FLUM) on 5,465 square feet (0.13 acre) an abandoned right-of-way. This request proposes to assign future land use designation CRA Center (up to 15 units per acre) to the abandoned right-of-way at the intersection of SE Vulcan Avenue and SE Athena Street.

Agenda Item: 24-0997

**ORDINANCE NO. 1226**

**ACTION TAKEN:** The Board approved the Ordinance adopting CPA 24-22, Hobe Sound Train Station which assigns the CRA Center future land use designation to 5,465 square feet (0.13 acre).

### **PH-2 PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE AMENDING DIVISION 5, HOBE SOUND, ARTICLE 12, COMMUNITY REDEVELOPMENT CODE, LAND DEVELOPMENT REGULATIONS, MARTIN COUNTY CODE, LDR 24-04, HOBE SOUND TRAIN STATION**

This is a request by the Board of County Commissioners to assign the CRA Center Subdistrict to 5,465 square feet (0.13 acre) of abandoned right-of-way. The land is located at the intersection of SE Vulcan Avenue and SE Athena Street.

Agenda Item: 24-1005 **QUASI-JUDICIAL**

**ORDINANCE NO. 1227**

**ACTION TAKEN:** The Board received and filed the Agenda Item Summary and all attachments as an exhibit, adopted the Ordinance, and approved the proposed subdistrict change on the 5,465 square feet (0.13 acre) of abandoned right-of-way.

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

**DPQJ-1** **REQUEST PLAT APPROVAL FOR TWIN OAKS PROJECT (K050-002)**

This is a request by Engineering Design & Construction, Inc. (EDC) who applied on behalf of D.R. Horton, Inc., for approval of the Twin Oaks, f/k/a Kanner Oaks Plat. The Plat is to be consistent with the final site plan which contains a 28-lot single-family home subdivision on approximately 16.86 acres. The site is located at 8821 SW Kanner Oaks Drive, on the west side of SW Kanner Highway, north of SW Tropical Avenue, approximately 0.44 miles west of the Florida's Turnpike overpass in Stuart. Included with this application is a request for a Certificate of Public Facilities Exemption.

Agenda Item: 24-1080

ACTION TAKEN: The Board received and filed the Agenda Item Summary and all attachments as an exhibit and approved the Twin Oaks Plat and the Contract for Construction of Required Improvements and Infrastructure.

**DPQJ-2** **REQUEST FOR APPROVAL OF THE FINAL SITE PLAN FOR WEST JENSEN PUD, PHASE 1B, PARCEL 6.6 (W038-108)**

This is a request by Thomas Engineering Group on behalf of Boos Development Group, Inc. for approval of a proposed Final Site Plan to construct a 5,300 square foot single tunnel car wash and associated infrastructure on approximately 1.77-acres of vacant land. The parcel is located on lot 6.6 of Phase 1B of the West Jensen Planned Unit Development (PUD) on the east side of NW Federal Highway approximately 500 feet south of NW Goldenrod Road in Jensen Beach. Included is a request for a Certificate of Public Facilities Exemption.

Agenda Item: 24-1079 Supplemental Memorandum **RESOLUTION NO. 24-7.6**

ACTION TAKEN: The Board received and filed the Agenda Item Summary and all attachments as an exhibit and adopted the Resolution approving the final site plan for West Jensen PUD Phase 1B, Parcel 6.6.

**REQUEST AND PRESENTATION**

**R&P-1** **MARTIN COUNTY EMPLOYEE RECRUITMENT AND RETENTION UPDATE**

Martin County Human Resources will present an update on the current state of employee recruitment and retention, highlight challenges, propose strategies to improve our efforts in these areas, and provide an overview of the workforce trends for 2024.

Agenda Item: 24-1095

ACTION TAKEN: The Board heard the presentation.

**DEPARTMENTAL  
ADMINISTRATION**

**DEPT-1 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: 24-0772 Supplemental Memorandum (2 items)

**ACTION TAKEN:**

**A. CONTRACTS OVER \$1,000,000**

1. MARINE SERVICES (RFB2024-3593) – The Board awarded the contract to the three lowest, responsive, and responsible bidders: Brothers' Construction, Inc., Custom Built Marine Construction, Inc., and Ferreira Construction Co., Inc. and authorized the County Administrator or designee to execute all documents related to this request.

**B. RESCISSION OF PREVIOUS CONTRACT AWARD AND AWARD TO NEXT LOWEST, QUALIFIED, RESPONSIVE AND RESPONSIBLE BIDDER**

1. GRINDER STATION INSTALLATION & SEPTIC CONVERSION (RE-BID) (RFB2024-3586) – The Board awarded the Contract to The Lazarus Group, Inc. replacing the previously awarded Contract to Meeks Plumbing, Inc. and authorized the County Administrator or designee to execute all documents related to this request.

**DEPT-2 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: 24-0767 Supplemental Memorandum (16 items)

**ACTION TAKEN:**

1. Permission to Apply for the FY 2024-2025 Indian River Lagoon Water Quality Improvements and General Water Quality Improvement Grant from the Florida Department of Environmental Protection - The Board authorized the Ecosystem and Restoration Division to apply for the FY-24-25 Indian River Lagoon Water Quality Improvement Grant opportunity from the Florida Department of Environmental Protection.
2. Permission to Apply for the FY 2023 Edward Byrne Memorial Justice Assistance Grant Program (JAG) - The Board appointed Philip Ratchford as the JAG County Coordinator and authorize him, as the JAG County Coordinator, to apply for the FDLE JAG Program grant; authorized the Chairman to sign the Certificate of Participation; authorized the Chairman to sign a 51% Letter of Support for the expenditure of the JAG funds; and authorized the Chairman to execute any non-monetary grant related documents upon review and concurrence of the County Attorney's Office.



3. Permission to Apply for the Bureau of Justice Assistance (BJA) FY24 State Criminal Alien Assistance Program (SCAAP) Opportunity Number: O-BJA-2024-172032 - The Board authorized the County Administrator to electronically submit the application for MCSO BJA FY24 State Criminal Alien Assistance Program (SCAAP) Opportunity Number: O-BJA-2024-172032 application.
4. Permission to Accept the FY 2023-24 State-Funded Appropriation for the Fire Rescue Training Facility - The Board authorized the Chairman or designee to execute the agreement as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office; adopted the Budget Resolution; and adopted the revisions to the Public Safety Training Facility CIP sheet. **RESOLUTION NO. 24-7.7**
5. Permission to Accept the Florida Statewide Response for Opioid Abatement Funds (Amendment # 001 {amendment to contract AGR72}) - The Board authorized the County Administrator or designee to execute the Amendment #001 for contract AGR72 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. 24-7.8**
6. Permission to Accept the Substance Use Prevention Funding (Amendment #001 {Amendment to contract ZDF07}) - The Board authorized the County Administrator or designee to execute the Amendment #001 for contract ZDF07 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. 24-7.9**
7. Permission to Accept the Florida Department of Environmental Protection (FDEP) Indian River Lagoon Water Quality Grant #LG012 for the MacArthur Stormwater Treatment Area (STA) Nutrient Removal Pilot Project - The Board authorized the Chairman to execute the FDEP #LG012 agreement 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. 24-7.10**
8. Permission to Accept the Community Services Block Grant (CSBG) for 2024-2025 – The Board adopted the Budget Resolution. **RESOLUTION NO. 24-7.11**
9. Permission to Accept the Interlocal Agreement with Treasure Coast Regional Planning Council (TCRPC) for Western Land Study - The Board authorized the Chairman to execute the interlocal agreement and approved the Budget Transfer from General fund Reserves in the amount of \$100,000.
10. Adjustments to the Fiscal Year (FY) 2024 Budget
  - A. Budget Resolution to Accept Insurance Proceeds Revenues Received – The Board adopted the Budget Resolution. **RESOLUTION NO. 24-7.12**
  - B. Budget Resolution to Accept Proceeds from Sale of Surplus Property Purchased with Grant Funds – The Board adopted the Budget Resolution. **RESOLUTION NO. 24-7.13**
11. Budget Resolution to Accept Renewal Funding for the Housing and Urban Development (HUD) Grant - Renewal of FL0117L4H092215 (renewal #FL0117L4H092316) - The Board authorized the Chairman to execute any non-monetary grant related documents upon review and concurrence of the County Attorney's Office and adopted the Budget Resolution. **RESOLUTION NO. 24-7.14**



12. Budget Resolution to Accept Renewal Funding for the Housing and Urban Development (HUD) Grant - Renewal of FL0835L4H092203 (renewal #FL0835L4H092304) - The Board authorized the Chairman to execute any non-monetary grant related documents upon review and concurrence of the County Attorney's Office and adopted the Budget Resolution. RESOLUTION NO. 24-7.15
13. Budget Resolution to Increase the Florida Opioid Settlement Funds - The Board adopted the Budget Resolution to increase the Florida Opioid Settlement Fund. RESOLUTION NO. 24-7.16
14. Budget Transfer and Capital Improvement Plan (CIP) Modification Request from Utilities Department - The Board approved modifications of the CIP sheet for the Tropical Farms Water Treatment Plant CO<sub>2</sub>, as well as approve the corresponding budget transfer in the amount of \$125,000.
15. Budget Transfer and Capital Improvement Plan (CIP) Modification Request from Utilities Department - The Board approved modifications of the CIP sheet for the Lift Stations Rehabilitation, as well as approved the corresponding budget transfer in the amount of \$150,000.
16. Request a Budget Resolution to Increase the FY24 Operating Budget of the Airport Customs Facility – The Board adopted the Budget Resolution. RESOLUTION NO. 24-7.17

### **DEPT-3 AMERICAN RESCUE PLAN ACT (ARPA) RECONCILIATION**

The American Rescue Plan Act of 2021 (ARPA) was signed into law on March 11, 2021. The Coronavirus State and Local Fiscal Recovery Fund (SLRF) includes direct federal aid to all counties, a broad range of use of the recovery funds, the allowance for lost revenues in the most recent full fiscal year on the local level and a deadline of December 31, 2024 to incur funds. Martin County's allocation of ARPA SLRF funds is \$31 million. Staff is requesting to reallocate funds from completed projects to other eligible projects in order to meet ARPA grant requirements.

Agenda Item: 24-0984

ACTION TAKEN: The Board reallocated funds from ARPA Septic to Sewer, Community Assistance, Food Capital and Fairground programs to the REACH Center, Camino Trail, Langford, East Ridge (Hobe Hills), L. Cpl. Justin Wilson, and Tropical Farms projects.

**COUNTY ATTORNEY**

**DEPT-4 REQUEST FOR PRIVATE ATTORNEY-CLIENT SESSION CONCERNING THE CASE OF BE A MAN BUY LAND, LLC V. SOUTH FLORIDA WATER MANAGEMENT DISTRICT, ET AL.; CASE NO. 2023-CA-000052**

The County Attorney desires to meet with the Board of County Commissioners and the County Administrator in a private attorney-client session, in accordance with Section 286.011(8), Florida Statutes, to obtain advice related to settlement negotiations or strategy related to litigation expenditures in the case of Be A Man Buy Land, LLC v. South Florida Water Management District, et al.; Case No. 2023-CA-000052.

Agenda Item: 24-1105

12:00 PM PRESET

ACTION TAKEN: The Board met with Don Donaldson, County Administrator; Sarah W. Woods, County Attorney; Sebastian Poprawski, Senior Assistant County Attorney, in a private attorney-client session in accordance with Section 286.011(8), Florida Statutes, for a strategy session regarding litigation expenditures concerning the case of Be A Man Buy Land, LLC v. South Florida Water Management District, et al.; Case No. 2023-CA-000052.

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

**ADJOURNED AT 12:53 PM**

This document may be reproduced upon request in an alternative format by contacting the County ADA Coordinator (772) 320-3131, the County Administration Office (772) 288-5400, Florida Relay 711, or by completing our accessibility feedback form at [www.martin.fl.us/accessibility-feedback](http://www.martin.fl.us/accessibility-feedback).