

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 13, 2025

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

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

REF: 26-0021

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

PERMISSION TO ACCEPT

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)**
 - **Agreement/Contract drafted by** – FDOT
 - **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners
 - **Purpose of the Agreement/Contract** – The grant agreement will fund the construction costs of the 6-foot-wide concrete sidewalk, crosswalks, drainage improvements, signage, and pavement markings for an ADA-compliant pedestrian route on SE Washington Street. FDOT will participate in the project cost of up to the maximum amount of \$554,073. The total estimated cost of the project is \$1,794,146.
 - **New/Renewal/Modified** – New
 - **Duration** – Martin County agrees to complete the project on or before June 30, 2027 (date of Agreement expiration).
 - **Benefits to Martin County** – To replace highly needed infrastructure and reduce maintenance. Policy 14.1A.10 of the Comprehensive Plan requires staff to identify projects that eliminate public hazards and repair, remodeling, renovations, or replacement of obsolete or worn-out facilities.
 - **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 \$1,240,073;
 - 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 \$554,073 in grant funding for the project.

Documents Requiring Action:

- Local Agency Program Grant Agreement
- Board Resolution
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chair to execute the Local Agency Program Agreement;
- Move that the Board authorize 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;
- Move that the Board adopt the Board Resolution to accept the Local Agency Program Agreement; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

2. Permission to Accept the Clean Water State Revolving Fund Loan WW 430280 Amendment #1

- **Agreement/Contract drafted by** – State of Florida Department of Environmental Protection (FDEP)
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Funding of \$4,593,523 will be applied to Martin County's Coral Gardens Vacuum Septic to Sewer Project, Loan WW 430280.
- **New/Renewal/Modified** – This is an amendment to an existing contract.
- **Duration** – August 14, 2024 - August 15, 2028
- **Benefits to Martin County** – Loan Agreement provides for 1.83% interest loan over 20-year amortization in lieu of conventional financing presently at a much higher interest rate and much shorter amortization.
- **Cost to Martin County** – Staff time to administer the loan. The principal, interest, and any additional cost of this loan will be paid from collections of the Coral Gardens Vacuum Sewer special assessment.

Alternative Action:

- **Programmatic Implication if not approved** – Martin County will not meet the requirements of the State Revolving Fund Loan Program.
- **Financial Fiscal impact if not approved** – Martin County will have to seek alternative conventional financing at current market rates, which will result in a significant time delay to the Coral Gardens Vacuum Septic to Sewer Project.

Documents Requiring Action:

- Resolution Approving Loan Agreement Amendment #1
- Loan Agreement Amendment # 1

- Budget Resolution to budget and appropriate additional \$4,593,523 loan proceeds from the Florida State Revolving Fund for sewer projects

Recommendation:

- Move that the Board adopt the Resolution approving WW 430280 Agreement Amendment #1 and authorizing the Chair to execute the same;
- Move that the Board authorize 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
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

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)

- **Agreement/Contract drafted by** – FDOT
- **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$15,000 for the replacement of the PAPIs and REILs on Runway 12/30 with LED units.
- **New/Renewal/Modified** – New
- **Duration** – Date of Execution to 12/31/27
- **Benefits to Martin County** – FDOT grant will cover 2.5% (\$15,000) of the total cost (\$600,000) needed for the replacement of the PAPIs and REILs on Runway 12/30 with LED units. The forthcoming Federal Aviation Administration (FAA) Bipartisan Infrastructure Law (BIL) grant, which will cover 95% of the construction cost (\$570,000), will be awarded in FY2026.
- **Cost to Martin County** – Local share of 2.5% (\$15,000) will be provided from the Airport Capital Improvement Plan (CIP). There is no associated operating cost.

Alternative Action:

- **Programmatic Implication if not approved** – Airport will need to reprogram funding which would increase project time and cost.
- **Financial Fiscal impact if not approved** – Airport will need to fund the improvements without grant assistance.

Documents Requiring Action:

- Grant Agreement
- Budget Resolution

Recommendation:

- Move that the Board authorize 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
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

OTHER OMB ITEMS

4. Mosquito Control is Requesting the Execution of the Annual Certified Budget and Updated Detailed Work Plan for Arthropod Control Grant Program

The Florida Department of Agriculture and Consumer Services (FDACS) provides funding for arthropod control programs. Participation in this program requires the submission of the following documents from all state-authorized mosquito control districts and divisions:

- a) An Annual Certified Budget for Arthropod Control
- b) An Annual Detailed Work Plan Budget

On July 8, 2025, the Board of County Commissioners (BOCC) approved the Annual Detailed Work Plan Budget. However, FDACS has since adjusted the available grant funding for Tier II mosquito control programs, which includes Martin County Mosquito Control. As a result, an updated Detailed Work Plan Budget reflecting an increase of \$6,185.56 is required, bringing the total revised grant amount to \$61,855.56.

These documents are required in accordance with Chapter 388.271(1), Florida Statutes, and Rule 5E-13.027, Florida Administrative Code, to remain eligible for state funding opportunities:

Documents Requiring Action:

- Annual Certified Budget for Arthropod Control
- Updated Detailed Work Plan

Recommendation:

- Move that the Board authorize the Chair to execute the Annual Certified Budget for Arthropod Control; and
- Move that the Board authorize the Chair to execute the updated Detailed Work Plan.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

DGD/SM/rp
Attachments

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