



## BOARD OF COUNTY COMMISSIONERS

**ACTION SUMMARY**  
SEPTEMBER 23 2025 ~ 9:00 AM

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

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### **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*

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### **RESETS**

9:05 AM - Public Comment  
5:05 PM - Public Comment  
5:05 PM – Final Fiscal Year 2025/2026 Budget Public Hearing (PH-2)

### **CALL TO ORDER AT 9:01 AM**

Invocation ~ **Pastor Eddie Rodrigues**  
Pledge of Allegiance ~ **Lt. Joseph Kukuvka, U.S. Army**

### **APPROVAL OF AGENDA**

Additional Items – The Additional Item of CNST-17 was added to the Agenda.  
Approval of Agenda – The Agenda was approved.

### **PROCLAMATIONS AND SPECIAL PRESENTATIONS**

#### **PROC-1 96TH STREET ARTIFICIAL REEF BULKHEAD FLORIDA INLAND NAVIGATION DISTRICT COMMISSIONER GRANT CHECK PRESENTATION**

Florida Inland Navigation District (FIND) Commissioner Michael Kennedy will present the Martin County Board of County Commissioners a grant check for the completion of the 96th Street Artificial Reef Bulkhead Project.

Agenda Item: 26-0049

**ACTION TAKEN:** The Board accepted the check in the amount of \$400,000.

**PROC-2 FLORIDA INLAND NAVIGATION DISTRICT (FIND) SMALL SCALE DERELICT VESSEL REMOVAL GRANT REIMBURSEMENT CHECK PRESENTATION FOR FISCAL YEAR 2025**

FIND Commissioner Michael Kennedy will present the Martin County Board of County Commissioners a grant reimbursement check for the removal of derelict vessels.

Agenda Item: 26-0074

**ACTION TAKEN:** The Board accepted the check in the amount of \$88,492.50.

**PROC-3 PRESENT PROCLAMATIONS PREVIOUSLY APPROVED VIA THE CONSENT AGENDA**

The Chair will present proclamations recognizing the 25th Annual Bible Reading Marathon and declaring Suicide Prevention Awareness Month in Martin County, Florida.

Agenda Item: 25-1235

**ACTION TAKEN:** The proclamations were presented.

**COMMENTS**

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

Commissioners

County Administrator

**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: 25-0685 **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 August 25 and September 7, 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: 25-0687

**CNST-3 ADOPT A PROCLAMATION RECOGNIZING THE 100TH ANNIVERSARY OF THE HISTORIC APOLLO SCHOOL IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation recognizing the 100th Anniversary of the Historic Apollo School in Martin County, Florida.

Agenda Item: 25-0945

**CNST-4 ADOPT A PROCLAMATION DECLARING FIRE PREVENTION WEEK IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Fire Prevention Week in Martin County, Florida.

Agenda Item: 25-1242

**CNST-5 ADOPT A PROCLAMATION DECLARING 4-H WEEK IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring 4-H Week in Martin County, Florida.

Agenda Item: 25-1294

**CNST-6 ADOPT A PROCLAMATION DECLARING INTERNATIONAL DAY OF AIR TRAFFIC CONTROLLER IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring International Day of Air Traffic Controller in Martin County, Florida.

Agenda Item: 25-1301

**CNST-7 PARKS AND RECREATION ADVISORY BOARD APPOINTMENT FOR COMMISSION DISTRICT 1**

After solicitation of applicants, the Board of County Commissioners is asked to confirm Commissioner Vargas's appointment to the Parks and Recreation Advisory Board.

Agenda Item: 25-1288

**RESOLUTION NO. 25-9.45**

**CNST-8 APPROVAL OF A RESOLUTION TO SUNSET THE LAND ACQUISITION SELECTION COMMITTEE**

The Land Acquisition Selection Committee completed its intended task, and there is no funding remaining from the 2006 half cent sales tax. Staff is recommending approval of a Resolution to sunset the Land Acquisition Selection Committee.

Agenda Item: 25-1299

**RESOLUTION NO. 25-9.46**

**CNST-9 BOARDS AND COMMITTEES STATUS REPORT**

This quarterly Status Report is provided to keep the Commission apprised of all the current vacancies, expired terms, etc. on their various boards and committees.

Agenda Item: 25-0688

**COUNTY ATTORNEY**

**CNST-10 CONSIDER APPROVAL OF ANTENNA AND EQUIPMENT SPACE LEASE WITH UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION**

The Board is asked to approve an antenna and equipment space lease with the Federal Aviation Administration.

Agenda Item: 25-1292

**CNST-11 ADOPTION OF A RESOLUTION ADJUSTING THE SCHEDULE OF MAXIMUM RATES FOR THE TOWING AND STORAGE OF VEHICLES**

As required by Section 115.13, General Ordinances, Martin County Code, Resolution No. 17-5.17 established maximum rates for the towing and storage of vehicles and provided for an annual automatic adjustment based on the percentage change in the January Consumer Price Index (CPI) - All Urban Consumers for the United States. Based on the methodology established in Resolution No. 17-5.17, a rate adjustment is required for the period from October 1, 2025 through September 30, 2026.

Agenda Item: 25-1300

**RESOLUTION NO. 25-9.47**

**FIRE RESCUE**

**CNST-12 APPROVAL OF AN INTERLOCAL AGREEMENT BETWEEN SHERIFF'S SPECIAL WEAPONS AND TACTICS TEAM AND MARTIN COUNTY FIRE RESCUE PARAMEDICS TO CREATE AN INTRA-AGENCY TACTICAL EMERGENCY MEDICAL SUPPORT PROGRAM**

Martin County Fire Rescue and the Martin County Sheriff's Office have developed a special team whereby Fire Rescue SWAT Medics work in collaboration with the Sheriff's Office SWAT Team during high-risk situations. The SWAT Medic will provide advanced emergency medical treatment during tactical operations, callouts, and training exercises. The Medic will work with the SWAT supervisors while adhering to Martin County Fire Rescue medical protocols and physician orders. Positioned within the inner perimeter, the SWAT Medic will be able to deliver immediate life-saving care to ill or injured individuals when evacuation is delayed or impossible.

Agenda Item: 25-1293

**GROWTH MANAGEMENT**

**CNST-13 REQUEST FOR RELEASE OF A PRESERVE AREA AND ASSOCIATED PRESERVE AREA MANAGEMENT PLAN FOR GRACE PLACE CHURCH, AS REQUIRED BY STATE OF FLORIDA WETLAND DETERMINATION**

Request to release the existing preserve area under an approved Preserve Area Management Plan (PAMP) that was issued in 2005. 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: 25-1266

**RESOLUTION NO. 25-9.48**

**CNST-14 REQUEST TO RELEASE TWO UNITIES OF TITLE FOR PROPERTY OWNED BY I-TOWN RAIL & COMMERCE, LLC LOCATED WITHIN THE MUNICIPAL BOUNDARIES OF THE VILLAGE OF INDIANTOWN**

Tyson Waters, Esq., on behalf of I-Town Rail & Commerce, LLC, has requested the release of Unities of Title encumbering the property located at 19100 SW Warfield Boulevard in Indiantown. The property is located within the municipal boundaries of the Village of Indiantown.

Agenda Item: 25-1296

**RESOLUTION NO. 25-9.49**

**PUBLIC WORKS**

**CNST-15 ADOPT A RESOLUTION APPROVING AND ACCEPTING A WARRANTY DEED FOR RIGHT-OF-WAY DEDICATION ON SW OLD KANSAS AVENUE FROM THE CROCKER GROUP, LLC, AS A CONDITION OF APPROVAL OF A MINOR FINAL SITE PLAN**

This is a request for the adoption of a resolution approving and accepting a Warranty Deed for 20 feet of dedicated right-of-way (ROW) along the property frontage on the east side of SW Old Kansas Avenue in Stuart from The Crocker Group, LLC, a Florida limited liability company (Crocker), as a condition of approval of a minor final site plan for Hog Striping Storage.

Agenda Item: 25-1283

**RESOLUTION NO. 25-9.50**

**CNST-16 REQUEST THAT MARTIN COUNTY GRANT A UTILITY EASEMENT ON COUNTY OWNED PROPERTY IN STUART TO FLORIDA POWER & LIGHT COMPANY FOR ELECTRICAL UTILITY SERVICES ASSOCIATED WITH THE CORAL GARDENS VACUUM STATION PROJECT**

Florida Power & Light Company (FPL) has requested approval of a Utility Easement for electrical utility services along the west side of two County-owned parcels located on SE Willoughby Boulevard, north of SE Coral Lakes Way and south of SE Pomeroy Street in Stuart, for the Coral Gardens Vacuum Station Project.

Agenda Item: 26-0032

**ADMINISTRATION**

**CNST-17 ADOPT A PROCLAMATION HONORING ANA MERCEDES MENCHERO ON HER 100<sup>TH</sup> BIRTHDAY**

The Board is asked to adopt a proclamation honoring Ana Mercedes Menchero on her 100<sup>th</sup> birthday.

Agenda Item: 26-0105 **Additional Item**

## **BOARD AND COMMITTEE APPOINTMENTS**

### **B&C-1 TOURIST DEVELOPMENT COUNCIL APPOINTMENT**

After solicitation for applicants due to a member resigning, the Board is asked to make the necessary appointment to the Tourist Development Council.

Agenda Item: 25-1215

**RESOLUTION NO. 25-9.51**

**ACTION TAKEN:** The Board waived Adam Gee's conflict of interest under Section 112.313(12) Florida Statutes by a two-thirds vote based on the disclosure of the relationship in the Form 4A Disclosure of Business Transaction, Relationship, or Interest; appointed Colleen Holmes to fill the "involved in the tourist industry" position on the Tourist Development Council for a term to begin immediately and end July 10, 2029; and authorized the Chair to sign the Resolution of Appointment.

### **B&C-2 INDUSTRIAL DEVELOPMENT AUTHORITY APPOINTMENT**

After solicitation of applicants due to a member resigning, the Board is asked to make the necessary appointment to the Industrial Development Authority.

Agenda Item: 25-1214

**RESOLUTION NO. 25-9.52**

**ACTION TAKEN:** The Board appointed Shaun E. Williams to the Industrial Development Authority for a term to begin immediately and end November 23, 2026 and authorized the Chair to sign the Resolution of Appointment.

## **PUBLIC HEARINGS**

### **PH-1 APPROVAL OF THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ANNUAL REPORT AND TRANSMITTAL TO THE STATE**

This is a request for review and approval of the State Housing Initiatives Partnership (SHIP) Program 2022/2023 annual report. Upon approval, this report will be submitted to the Florida Housing Finance Corporation (FHFC).

Agenda Item: 25-1282

**ACTION TAKEN:** The Board approved the 2022/2023 SHIP Program annual report and authorized the Chair to sign the required report certification.

### **PH-2 FINAL FISCAL YEAR 2025/2026 BUDGET PUBLIC HEARING**

This is the second of the two public hearings regarding the budget. There will be an outline of the public hearing procedures followed by an overview and review/approval of the Resolutions.

Agenda Item: 25-1029

**5:05 PM PRESET**

**ACTION TAKEN:** The Board adopted the Resolutions, approved the Budget, and adopted the FY2025-2026 Strategic Plan for Martin County.

**RESOLUTION NOS. 25-9.57 through 25-9.90**

**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: 25-0684 **Supplemental Memorandum (6 items)**

**ACTION TAKEN:**

1. Permission to Apply for the Florida Department of State, Division of Library and Information Services Annual State Aid to Libraries Grant for 2026 - The Board authorized the Chair to sign the State Aid to Libraries Grant Agreement and any other documents related to this grant; authorized the Chair to sign the Certification of Hours, Free Library Service and Access to Materials; authorized the Chair to sign the Certification of Credentials – Single Library Administrative Head; and approved the 2026 Services Plan.
2. Permission to Apply for the Fiscal Year 2025-2026 Florida Department of Environmental Protection (FDEP) Water Quality Improvement Grant for Martin County's Septic to Sewer Program - The Board authorized the Utilities and Solid Waste Director or designee to apply for the FDEP Water Quality Improvement Grant program funding and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.
3. Permission to Accept Funding from the Florida Inland Navigation District (FIND) for Derelict Vessel Removal Funds - The Board authorized the Chair to execute the Small-Scale Derelict Vessel Removal Project Agreement; authorized the County Administrator or designee to execute any future non-monetary grant-related documents upon review and concurrence of the County Attorney's Office; and adopted the Budget Resolution. **RESOLUTION NO. 25-9.53**
4. Permission to Accept the Contract Between Martin County Transit, A Division of Senior Resource Association (MCT) and the Martin County Board of County Commissioners to Provide 10% Local Match to the Transportation Disadvantaged Innovative Service Development (ISD) Grant - The Board authorized the Chair to execute the Agreement to provide the local match to the MCT TD ISD Grant, G3F29.
5. Permission to Accept the Contract Between Martin County Transit, A Division of Senior Resource Association (MCT) and the Martin County Board of County Commissioners to Provide 10% Local Match Plus the Current Approved Overmatch to the Transportation Disadvantaged Trip & Equipment (T&E) Grant - The Board authorized the Chair to execute the Agreement to provide the local match plus the current approved overmatch to the MCT TD T&E Grant, G3F22.
6. Budget Resolution to Allocate Unanticipated Contribution from The Highpointe Planned Unit Development (PUD) – The Board adopted the Budget Resolution. **RESOLUTION NO. 25-9.54**

**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: 25-0693 [Supplemental Memorandum \(2 item\)](#)

**ACTION TAKEN:**

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

1. Lift Station Rehabilitation (RFB2025-3705) – The Board awarded the contract to the lowest, responsive, and responsible bidder, Felix Civil Construction, LLC and authorized the County Administrator or designee to execute all documents related to this request.
2. Underground Utility Construction (RFB2025-3706) – The Board awarded the contract to the five lowest, responsive, and responsible bidders: Jamie Underground, Inc.; Costal Land Development of Martin County, Inc.; Underground Construction Management, Inc.; Eastern Pipeline Construction, Inc.; and Felix Civil Construction, LLC and authorized the County Administrator or designee to execute all documents related to this request.

**DEPT-3 DISCUSSION ON SENATE BILL 180**

On June 26, 2025, Senate Bill 180 (SB180) was signed into law. SB 180, titled “Emergencies,” is a comprehensive bill that was aimed to address the preparation and response activities of state and local governments when emergencies impact Florida. The bill provides certain responsibilities and restrictions on the Florida Division of Emergency Management and local governments, some of which extend beyond emergency planning and response.

Agenda Item: 26-0041

**ACTION TAKEN:** No action taken, however, the Board agreed with staff to work with the delegation to advocate for a glitch bill for SB 180.

**PUBLIC WORKS**

**DEPT-4 ACCEPTANCE AND APPROVAL OF A FINAL PURCHASE CONTRACT, ADOPTION OF TWO RESOLUTIONS, ONE FOR A SPECIAL WARRANTY DEED ACQUIRING A PARCEL ALONG SALERNO ROAD AND 2ND TO INITIATE A FUTURE LAND USE MAP AMENDMENT**

This is a request for final approval of a Residential Contract for Sale and Purchase (Contract), the adoption of a resolution approving and accepting a Special Warranty Deed for the acquisition of property on the south side of SE Salerno Road, and the adoption of a resolution to initiate a Future Land Use Map amendment to the Comprehensive Growth Management Plan.

Agenda Item: 25-1302 **RESOLUTION NOS. 25-9.55 and 25-9.56**

**ACTION TAKEN:** The Board authorized the final approval and execution of the Residential Contract for Sale and Purchase; adopted a Resolution approving and accepting the Warranty Deed for the acquisition of the property located at 4070 SE Salerno Road from Christina Waldron Fortin; adopted a Resolution initiating a future land use map amendment to the comprehensive growth management plan; authorized the use of District 4 funds for the purchase and closing costs associated with this parcel; and authorized the Chair to execute any and all documents necessary to complete this transaction.

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

**ADJOURNED AT 5:55 PM**

The next meeting will be October 7, 2025.

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