



[County seal]

BOARD OF COUNTY COMMISSIONERS

ACTION SUMMARY
JUNE 17, 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
Sarah W. Woods, 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 9:04 AM

Invocation ~ **Pastor Stan Allen**, Redeemer Lutheran Church & School
Pledge of Allegiance ~ **Collin Ridle**, U.S. Marine

APPROVAL OF AGENDA

Additional Items – *There were no Additional Items.*
Approval of Agenda – *The Agenda was approved.*

PROCLAMATIONS AND SPECIAL PRESENTATIONS

PROC-1 RECOGNIZE THE BOYS & GIRLS CLUBS OF MARTIN COUNTY (BGCMC) YOUTH OF THE YEAR

The Boys & Girls Clubs of Martin County's annual Youth of the Year event recognizes the incredible achievements of some of its most distinct and inspiring members. Youth of the Year candidates are celebrated for their academic discipline; spirit of good citizenship, community, and record of volunteerism; commitment to healthy choices; exhibiting leadership; and pursuing education, training and career paths that will contribute to a better world. Local winners advance to compete in regional, state, and national levels. The Boys & Girls Clubs of Martin County is appearing before the board to recognize their Youth of the Year, Mildred Castillo.

Agenda Item: 25-1037

ACTION TAKEN: *The Board heard the recognition.*

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: 25-0355 [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 May 5 and June 1, 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: 25-0366

CNST-3 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: 25-0372

CNST-4 ADOPT A PROCLAMATION DECLARING JULY 2025 AS PARKS AND RECREATION MONTH IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation declaring July 2025 as Parks and Recreation Month that will be presented at the July 8, 2025 meeting.

Agenda Item: 25-1010

CNST-5 ADOPT A PROCLAMATION DECLARING TREASURE COAST WATERWAY CLEANUP WEEK IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation declaring Treasure Coast Waterway Cleanup Week in Martin County, Florida.

Agenda Item: 25-1021

CNST-6 BOARDS AND COMMITTEES STATUS REPORT

This quarterly Status Report is provided to update the Commission on all current vacancies, expired terms, and other relevant information regarding their various boards and committees.

Agenda Item: 25-0374

CNST-7 LOCAL PLANNING AGENCY SCHOOL DISTRICT APPOINTMENT

The Board is asked to confirm the appointment of Julie L. Sessa to be the School District's non-voting representative on the Local Planning Agency.

Agenda Item: 25-1027

RESOLUTION NO. 25-6.1

CNST-8 TOURIST DEVELOPMENT COUNCIL APPOINTMENTS

After solicitation for applicants, the Board is asked to make the necessary appointments to the Tourist Development Council.

Agenda Item: 25-0940

RESOLUTION NO. 25-6.2

CNST-9 TREASURE COAST COMMUNITY ACTION AGENCY ADVISORY BOARD APPOINTMENT

The Board is asked to re-appoint Madeleine Bozone Greenwood to the Treasure Coast Community Action Agency Advisory Board.

Agenda Item: 25-0835

CNST-10 FIRST AMENDMENT TO THE 2023 INTERLOCAL FOR THE PROPOSED MEDICAL EXAMINER FACILITY

Staff is requesting approval of the First Amendment to the Interlocal Agreement for the Proposed Medical Examiner Facility.

Agenda Item: 25-1050

PUBLIC WORKS

CNST-11 ADOPT A RESOLUTION TO AUTHORIZE THE REQUEST TO INSTALL STOP SIGNS ON SE GOMEZ AVENUE AT ITS INTERSECTION WITH SE HILL TERRACE AT THE ENTRANCE TO LOBLOLLY COMMUNITY

Residents of the Loblolly Community have requested the County Administrator install STOP signs on SE Gomez Avenue at its intersection with SE Hill Terrace. The Board is asked to authorize the request.

Agenda Item: 25-1016

RESOLUTION NO. 25-6.3

CNST-12 ADOPT A RESOLUTION TO AUTHORIZE EXECUTION OF A STATE HIGHWAY LIGHTING, MAINTENANCE, AND COMPENSATION AGREEMENT

The Board is asked to authorize the County Administrator to execute an updated State Highway Lighting, Maintenance, and Compensation Agreements with the Florida Department of Transportation (FDOT), which consolidates four previous agreements.

Agenda Item: 25-1022

RESOLUTION NO. 25-6.4

BOARD AND COMMITTEE APPOINTMENT

B&C-1 VALUE ADJUSTMENT BOARD APPOINTMENT

After solicitation of applicants, the Board is asked to make the necessary citizen appointment to the Value Adjustment Board.

Agenda Item: 25-0946

RESOLUTION NO. 25-6.6

ACTION TAKEN: The Board reappointed Diane Castellucci for a term to begin immediately and end when the 2025 Value Adjustment Board completes their functions and authorized the Chair to sign the Resolution of Appointment.

PUBLIC HEARINGS

PH-1 PUBLIC HEARING FOR BOARD DIRECTION ON A COUNTY OWNED VACANT PARCEL LOCATED AT 2769 SE FAIRMONT STREET IN GOLDEN GATE

This is a public hearing to request Board direction for a 0.27-acre vacant County owned parcel located at 2769 SE Fairmont Street in Golden Gate. Parcel is currently under an Option to Lease (Agreement) to the Martin County Police Athletic League (MCPAL), who is requesting the Agreement be terminated and the property donated to MCPAL pursuant to Section 274.05, Florida Statutes and Section 125.38, Florida Statutes.

Agenda Item: 25-0954

RESOLUTION NO. 25-6.5

ACTION TAKEN: The Board accepted and approved the Termination of the Option to Lease, dated June 2, 2020, and all associated amendments, by and between Martin County and the Martin County Police Athletic League; adopted a Resolution accepting and approving the surplus of a County Owned parcel located at 2769 SE Fairmont Street, to be placed on the County's Website, and donated to Martin County Police Athletic League, a Florida not-for-profit with a County Deed with reverter clause; and authorized the Chair to execute all items necessary to complete the transactions.

PH-2 PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE BOUNDARIES OF THE WATERSIDE COMMUNITY DEVELOPMENT DISTRICT (S265-020)

This is a request by Kutak Rock LLP, on behalf of the Board of Supervisors of the Waterside Community Development District (CDD) to amend the boundaries of the Waterside CDD from the existing 179.9 acres to the proposed approximate 216.37 acres.

Agenda Item: 25-1020 Supplemental Memorandum

ORDINANCE NO. 1260

ACTION TAKEN: The Board adopted an Ordinance amending the Waterside CDD boundaries.

PUBLIC HEARINGS QUASI-JUDICIAL

PHQJ-1 PUBLIC HEARING TO CONSIDER ADOPTION OF AN AMENDMENT TO THE MARTIN COUNTY ZONING ATLAS TO CHANGE THE ZONING CLASSIFICATION FOR DRIVEN BRANDS, INC. (D066-001)

This is a request by Bowman Consulting Group on behalf of Driven Brands, Inc. for a proposed amendment to the county zoning atlas to change the zoning district classification from PUD-C, Planned Unit Development-Commercial, to GC, General Commercial District. The approximately 2.97 acres site is located at the south-west corner of South Kanner Highway and SW Salerno Road. Included with this application is a request for a Certificate of Public Facilities Exemption.

Agenda Item: 25-1023

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and recommended the applicant return to staff to renegotiate the Planned Unit Development (PUD).

PHQJ-2 PUBLIC HEARING TO CONSIDER ADOPTION OF AN AMENDMENT TO THE MARTIN COUNTY ZONING ATLAS TO CHANGE THE ZONING DISTRICT CLASSIFICATION FOR THE AMERICAN HUMANE ASSOCIATION, INC. (A089-002)

This is a request by Gary Oldehoff on behalf The American Humane Association, Inc., for a proposed amendment to the county zoning atlas for an agricultural designation. The proposed amendment is to change the existing zoning district on two contiguous parcels of land with an approximate area of 13.49-acres from A-2 (Agricultural District) to AR-5A (Agricultural Ranchette District). The subject site is located at the northwest intersection of SW Quail Hollow Street and SW Citrus Boulevard, at 4903 SE Quail Hollow Street in Palm City. Included with this application is a request for a Certificate of Public Facilities Exemption.

Agenda Item: 25-0913

RESOLUTION NO. 25-6.7

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and approved the request to rezoning from A-2 (Agricultural District) to AR-5A (Agricultural Ranchette District).

PHQJ-3 REQUEST FOR APPROVAL OF REVISED MAJOR FINAL SITE PLAN FOR PARROT CIRCLE STORAGE FACILITY (C145-017) F/K/A C&C RECREATIONAL VEHICLE (RV) RESORT DEVELOPMENT

This is a request by HJA Design Studio, LLC on behalf of Land America 225, LLC for approval of a revised major final site plan to construct a 59,857 square foot, two-story self-storage facility and associated infrastructure on approximately 4.5 acres of an 11.1-acre undeveloped parcel. The subject site is located at 450 SE Parrot Circle, generally on the east side of South Kanner Highway, approximately 0.3 miles south of SE Pomeroy Street and directly north of Charlie's Neighborhood Bar and Grill, in Stuart. Included is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 25-0953

RESOLUTION NO. 25-6.8

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and approved the request for revised final site plan approval for the Parrot Circle Storage Facility project.

DEPARTMENTAL QUASI-JUDICIAL
GROWTH MANAGEMENT

DPQJ-1 **REQUEST FOR APPROVAL OF THE FINAL SITE PLAN FOR DISCOVERY PUD, PHASE 3C CLUBHOUSE TRACT (H123-031)**

This is a request by Lucido & Associates on behalf of Atlantic Fields Club, LLC for final site plan approval for Phase 3C, Tract R11-L, main golf clubhouse within the Discovery Planned Unit Development (PUD). The subject site is located north of Bridge Road approximately 1-mile east of the I-95 Interchange in Hobe Sound. Included is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 25-0995

RESOLUTION NO. 25-6.9

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and adopted the Resolution approving the Phase 3C Final Site Plan for the Discovery PUD project.

DPQJ-2 **REQUEST FOR APPROVAL OF THE FINAL SITE PLAN FOR DISCOVERY PUD, PHASE 3B GOLF PERFORMANCE CENTER TRACT (H123-028)**

This is a request by Lucido & Associates on behalf of Atlantic Fields Club, LLC for final site plan approval for Phase 3B, Tract R11-G, golf performance center, and associated infrastructure. The subject site is an approximate 21.9-acre portion of the 1,530-acre Discovery Planned Unit Development (PUD). The property is located at 2935 SE Bridge Road, north of Bridge Road and approximately one mile east of the I-95 Interchange located in Hobe Sound. Included is a request for Certificate of Public Facilities Reservation.

Agenda Item: 25-1001

RESOLUTION NO. 25-6.10

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and adopted the Resolution approving the Phase 3B final site plan for the Discovery PUD project.

DPQJ-3 **REQUEST FOR APPROVAL OF THE FINAL SITE PLAN FOR DISCOVERY PUD, PHASE 1C TRACT M2 (H123-029)**

This is a request by Lucido & Associates on behalf of Atlantic Fields Club, LLC for final site plan approval for Phase 1C, Tract M2, maintenance facility, and associated infrastructure. The subject site is an approximate 21.3-acre portion of the 1,530-acre Discovery Planned Unit Development (PUD). The property is located north of Bridge Road approximately one mile east of the I-95 Interchange at 2935 SE Bridge Road in Hobe Sound. Included is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 25-1002

RESOLUTION NO. 25-6.11

ACTION TAKEN: The Board received and filed the Agenda Item and all attachments as an exhibit and adopted the Resolution approving the Phase 1C Final Site Plan Tract M2 for the Discovery PUD project.

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: 25-0385 Supplemental Memorandum (8 items)

ACTION TAKEN:

1. Permission to Apply for the Children's Services Council Grant Program – After School/Out of School (AS/OS) Program Grant - The Board authorized the Parks and Recreation Department to apply for the FY25-26 Children's Services Council grant for the After School/Out of School Programs.
2. Permission to Apply for the State of Florida Department of Transportation (FDOT) Public Transportation Grant Agreement for FY26 Section 5311 Non-Urbanized Area Formula Funds for Operating Assistance - The Board approved the Board Resolution, authorizing the County Administrator or designee to file an application for the FDOT FY26 Section 5311 non-urbanized area public transportation grant and authorized the County Administrator or designee to execute and file with its application, any corresponding documents the Florida Department of Transportation will require before awarding a Public Transportation grant agreement. RESOLUTION NO. 25-6.12
3. Permission to Accept the State of Florida Department of Health FY25 Emergency Medical Services (EMS) Trust Fund Grant – The Board adopted the Budget Resolution. RESOLUTION NO. 25-6.13
4. Permission to Accept the Small County Outreach Program (SCOP) Supplemental Agreement No. 1 to Contract G3748 for Funds through the Florida Department of Transportation (FDOT) for the SW Fox Brown Road (from SR-710/SW Warfield Boulevard to SR-714/SW Martin Highway) Project (FM#445953-1-54-01) - The Board authorized the Chair to execute the SCOP Supplemental Agreement No.1 to Contract G3748, and the Martin County Administrator, or designee, to execute any non-monetary and/or time extension grant related documents upon review and concurrence of the Martin County Attorney's Office; adopted the Board Resolution to accept the SCOP Supplemental Agreement No. 1 to Contract G3748; adopted the Budget Resolution; and approved the amended FY25 CIP Sheet for the SW Fox Brown Road Resurfacing project. RESOLUTION NOS. 25-6.14 and 25-6.15
5. Permission to Accept the United States Environmental Protection Agency (EPA) 2023 South Florida Geographic Initiatives Grant - The Board authorized the Chair to execute the EPA grant agreement for 2023 South Florida Geographic Initiatives 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. 25-6.16
6. Permission to Accept the Amendment No. 1 to Agreement No. LPA0187 Martin County Port Salerno/New Monrovia Vacuum Sewer System Project - The Board authorized the Chair to execute FDEP grant Amendment No. 1 to Agreement No. LPA0187, as well as any non-monetary grant-related documents, upon review

and concurrence of the County Attorney's Office; authorized the Utilities and Solid Waste Director to sign non-monetary, grant-related documents; and adopted the Budget Resolution. RESOLUTION NO. 25-6.17

7. Permission to Accept the Clean Vessel Act Grant; CVA23-027 Agreement #MV507 - The Board authorized the Chair to execute the Clean Vessel Act Grant; CVA23-027 Agreement #MV507; adopted the Budget Resolution; and approved a budget transfer for the grant match from the Solid Waste Fund reserves. RESOLUTION NO. 25-6.18
8. Permission to Accept the Florida Department of State Division of Library and Information Services (State), State Aid to Libraries 2025 Grant Funds – The Board adopted the Budget Resolution. RESOLUTION NO. 25-6.19

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

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Agenda Item: 25-0396 Supplemental Memorandum (2 items)

ACTION TAKEN:

A. CONTRACTS OVER \$1,000,000

1. Water Meter Installation (RFB2025-3673) – The Board awarded the contract to the two lowest, responsive, and responsible bidders, All Contractor Services, Inc. (d/b/a Rooter One) and Clearwater Solutions, LLC and authorized the County Administrator or designee to execute all documents related to this request.
2. Banner Financial Management System (FMS) Technical & Functional Support (RFP 2025-3675) – The Board awarded the contract to the highest scoring proposer, David Kent Consulting, Inc. and authorized the County Administrator or designee to execute all documents related to this request.

DEPT-3 AFFORDABLE HOUSING UPDATE

Staff will provide a brief update on affordable housing in Martin County.

Agenda Item: 25-1031

ACTION TAKEN: The Board directed staff to research and propose revisions to the Comprehensive Growth Management Plan and/or Land Development Regulations for accessory dwelling units in furtherance of providing affordable housing.

DEPT-4 CONTRIBUTION TOWARD CITY OF STUART'S 4TH OF JULY FIREWORKS SHOW

The City of Stuart is hosting a 4th of July fireworks show at Flagler Park, which will include recognition of Martin County's Centennial. The City has committed \$40,000 toward funding the event. This fireworks show plans to celebrate the County's 100th anniversary and represents an important opportunity for the County and the City of Stuart to collaborate in a significant community celebration. To support this event, the Board is being asked to consider a contribution of \$20,000 toward the fireworks display in addition to the City's funding.

Agenda Item: 25-1042

ACTION TAKEN: The Board approved the transfer of \$20,000 from General Funds reserves for contingency to contribute toward the City of Stuart's 4th of July fireworks show at Flagler Park in recognition of Martin County's Centennial.

PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.

ADJOURNED AT 2:58 PM

The next meeting is July 8, 2025.

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