

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** June 9, 2025

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

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

REF: 25-0385

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

PERMISSION TO APPLY

1. **Permission to Apply for the Children's Services Council Grant Program – After School/Out of School (AS/OS) Program Grant**

- **Requestor** – Parks and Recreation
- **Granting Agency** – Children's Services Council of Martin County, Inc.
- **Project Description** – These programs are essential to the growth and development of Martin County youth. These County-run programs have been funded by the Children's Services Council since 1994. The funding will pay for the staff, maintenance, supplies and programming at Golden Gate Alternative Afterschool Program (G.A.A.P.) at Lamar Howard Park in Golden Gate (Stuart), the Jensen Afterschool Experience (J.A.S.E.) program at Langford Park in Jensen Beach, and the Residents Empowering All Children's Hope (R.E.A.C.H.) program at New Monrovia Park in Port Salerno. These programs will include homework help and educational components, physical fitness, social emotional learning, outdoor recreation, cultural exposure to arts, dance and music, as well as providing safe after-school and summer care to those who are not able to afford it in any other capacity. The funding also pays for the TEEN program, providing quality activities and events for teens in the community in a safe setting. The program funding runs from October 1, 2025, through September 30, 2026.
- **Requested Grant Award** – Up to \$400,000
- **Budgetary Impact** – Grant match of \$375,873 is currently budgeted in the FY25 Parks and Recreation budget.
- **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – If not approved, the after school programs: GAAP, JASE, REACH, as well as the county-wide teen program will no longer be able to be offered to the community due to a lack of funding.
- **Financial Fiscal impact if not approved** – The staff and programs are financially dependent upon these funds. If not approved, the programs will be unable to operate under the current structure.

Documents Requiring Action:

- None at this time

Recommendation:

- Move that the Board authorize 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

- **Requestor** – Public Works Department
- **Granting Agency** – FDOT
- **Project Description** – This grant provides operating assistance to continue the Indiantown non-urbanized bus route service.
- **Requested Grant Award** – Approximately \$176,811
- **Budgetary Impact** – Approximately a grant match of \$176,811 budgeted in the Public Works Transit operating budget.
- **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The Indiantown non-urbanized bus route service would be reduced or discontinued.
- **Financial Fiscal impact if not approved** – To maintain current level of service additional County funds would be required.

Documents Requiring Action:

- Board Resolution

Recommendation:

- Move that the Board approve 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
- Move that the Board authorize 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.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

PERMISSION TO ACCEPT

3. Permission to Accept the State of Florida Department of Health FY25 Emergency Medical Services (EMS) Trust Fund Grant

The Board has received their annual Florida Emergency Medical Services Trust Fund Grant award. The total amount awarded for FY25 is \$22,360.99 and represents 45% of the funds the County deposited into the state EMS Trust Fund for traffic fine surcharges as specified in Section 401.113(1), Florida Statutes, for the period between July 1, 2023, and June 30, 2024. Approximately \$4,025 will be provided to the City of Stuart for their pre-hospital EMS system.

- **Agreement/Contract drafted by** – There is no longer an agreement. It is now a disbursement of funds from the State of Florida, Department of Health.
- **Parties to the Agreement/Contract** – The Martin County Board of County Commissioners will be the recipient of the disbursement of funds from the State of Florida, Department of Health.
- **Purpose of the Agreement/Contract** – Disbursement of funds from the State of Florida, Department of Health, for the purpose of funding equipment and training to enhance Emergency Medical Services.
- **New/Renewal/Modified** – There is no agreement required.
- **Duration** – Date of execution through September 30, 2025.
- **Benefits to Martin County** – Grant award of \$22,360.99 enables the County to enhance the delivery of emergency medical services through the purchase of new equipment that is not otherwise budgeted.
- **Cost to Martin County** – No funding match requirement.

Alternative Action:

- **Programmatic Implication if not approved** – Unable to purchase unbudgeted new EMS technology/equipment.
- **Financial Fiscal impact if not approved** – Martin County will not receive the traffic fine surcharge money that it is entitled to.

Documents Requiring Action:

- Budget Resolution

Recommendation:

- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

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)**
- **Agreement/Contract drafted by** – FDOT
 - **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners
 - **Purpose of the Agreement/Contract** – The Supplemental Agreement No.1 to Contract G3748 increases FDOT's participation by \$167,727 and decreases the local funds by \$1,731,387. This will reconcile funding after the bid award for the roadway construction and the construction, engineering, and inspection (CEI) services for the project up to \$2,264,917 or 75% of the total project cost, whichever is less of participating costs.
 - **New/Renewal/Modified** – New
 - **Duration** – Martin County agrees to complete the project on or before June 30, 2026 (date of Agreement expiration)
 - **Benefits to Martin County** – A 75% reduction in County costs 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 facilities.
 - **Cost to Martin County** –
 - a. Approximately \$754,972 in County funds for roadway construction and CEI, for costs that exceed the programmed funding or attributable to actions which have not received the required approval of FDOT. This project is budgeted in the FY25 SW Fox Brown Road Resurfacing Capital Improvement Plan (CIP) sheet;
 - b. Annual Maintenance Cost is estimated to be \$2,000; and
 - c. Staff time to administer the grant.

The Office of Management and Budget requests the amendment of the CIP sheet to recognize the grant revenues.

Alternative Action:

- **Programmatic Implication if not approved** – None.
- **Financial Fiscal impact if not approved** – The County would forfeit the additional \$167,727 in grant funds.

Documents Requiring Action:

- SCOP Supplemental Agreement No. 1 to Contract G3748
- Board Resolution
- Budget Resolution
- FY25 Amended CIP Sheet – SW Fox Brown Road Resurfacing

Recommendation:

- Move that the Board authorize 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;
- Move that the Board Move that the Board adopt the Board Resolution to accept the SCOP Supplemental Agreement No. 1 to Contract G3748;
- Move that the Board adopt the Budget Resolution; and
- Move that the Board approve the amended FY25 CIP Sheet for the SW Fox Brown Road Resurfacing project.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

5. Permission to Accept the United States Environmental Protection Agency (EPA) 2023 South Florida Geographic Initiatives Grant

- **Agreement/Contract drafted by** – EPA
- **Parties to the Agreement/Contract** – EPA and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$400,000 for funding water quality, land use, and sediment nutrient analysis.
- **New/Renewal/Modified** – New
- **Duration** – May 1, 2024 through April 30, 2027
- **Benefits to Martin County** – This program will allow the County to establish and maintain a long-term water quality monitoring program for nutrients (species of nitrogen and phosphorus) at 10-15 strategically located sites and analyze nutrient and land-use based water quality issues throughout the county. Knowledge of these issues will enable the County to plan for future projects, including septic to sewer conversion, and to make policy recommendations on Lake Okeechobee releases, land use, stormwater inputs, and other actions that impact water quality.
- **Cost to Martin County** –
 - a. Grant Match of \$80,000, budgeted in the Environmental Resource Division operational budget; and
 - b. Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The project will not be sufficiently funded (fewer sites, fewer parameters, or the project will not be undertaken).
- **Financial Fiscal impact if not approved** – The County would forfeit \$400,000 in grant funding and the project would have to be funded from another source.

Documents Requiring Action:

- Grant Agreement
- Budget Resolution

Recommendation:

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

REVIEWED BY COUNTY ATTORNEY'S OFFICE

6. Permission to Accept the Amendment No. 1 to Agreement No. LPA0187 Martin County Port Salerno/New Monrovia Vacuum Sewer System Project

- **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** – The County and FDEP entered into Agreement No. LPA0187, effective April 9, 2022, for \$500,000. An additional \$12,500,000 in funding has been granted by FDEP. The total funding for this amended Agreement is \$13,000,000 to construct a new vacuum sewer system and pump station in the Port Salerno/New Monrovia community. The project aims to provide sewer availability to 960 parcels and eliminate nutrient loading from on-site septic systems.
- **New/Renewal/Modified** – Modified
- **Duration** – July 1, 2021 through August 31, 2028
- **Benefits to Martin County** – Funding will reduce the cost of assessment to benefiting property owners and result in a completed project that will significantly improve the water quality of the Indian River Lagoon.
- **Cost to Martin County** –
 - a. Staff time to administer the grant.
 - b. Sewer assessment funds from benefiting property owners will be used towards project costs.

Alternative Action:

- **Programmatic Implication if not approved** – A lack of grant funding will impact the acceleration of projects aimed at increased environmental protection.
- **Financial Fiscal impact if not approved** – The County would forfeit \$13,000,000 in grant funding, significantly delaying the project while seeking alternative financing.

Documents Requiring Action:

- Amendment No. 1 to Agreement No. LPA0187
- Budget Resolution

Recommendation:

- Move that the Board authorize 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;
- Move that the Board authorize the Utilities and Solid Waste Director to sign non-monetary, grant-related documents; and
- Move that the Board adopt the Budget Resolution.

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7. Permission to Accept the Clean Vessel Act Grant; CVA23-027 Agreement #MV507

- **Agreement/Contract drafted by** – Florida Department of Environmental Protection (FDEP)
- **Parties to the Agreement/Contract** – FDEP and Martin County Board of County Commissioners (MCBOCC)
- **Purpose of the Agreement/Contract** – The FDEP has agreed to reimburse the County for 75% of the reimbursable expenditures for the operation and maintenance of the Pump Out Boat Program.
- **New/Renewal/Modified** – New
- **Duration** – Starts upon execution and expires January 6, 2025, and can be renewed annually.
- **Benefits to Martin County** – FDEP has agreed to reimburse the MCBOCC for 75% of the reimbursable expenditures for the operation and maintenance of the Pump Out Boat Program.
- **Cost to Martin County** – The current budgeted funding for the program is approximately \$203,695. Reimbursable expenses as per the agreement are approximately \$ 91,210, with the County contributing approximately \$30,403 for the upcoming fiscal year.

Alternative Action:

- **Programmatic Implication if not approved** – None.
- **Financial Fiscal impact if not approved** – The County would continue to fund the Program in its entirety.

Documents Requiring Action:

- Agreement MV507
- Budget Resolution
- Budget Transfer

Recommendation:

- Move that the Board authorize the Chair to execute the Clean Vessel Act Grant; CVA23-027 Agreement # MV507;
- Move that the Board adopt the Budget Resolution; and
- Move that the Board approve a budget transfer for the grant match from the Solid Waste Fund reserves.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

8. Permission to Accept the Florida Department of State Division of Library and Information Services (State), State Aid to Libraries 2025 Grant Funds

On September 25, 2024, the Board authorized Library staff to submit the 2025 State Aid annual grant application. The State has awarded a grant in the amount of \$75,883 under Project #25-ST-30. The Office of Management and Budget is requesting Board approval of a budget resolution for the appropriation of the grant award.

The grant will fund a full-time Library Specialist position as approved by the Board on June 14, 2015.

- **Agreement/Contract drafted by** – Florida Department of State, Division of Library and Information Services
- **Parties to the Agreement/Contract** – Florida Department of State, Division of Library and Information Services and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Annual State Aid to Libraries grant for Fiscal Year 2024-2025.
- **New/Renewal/Modified** – New
- **Duration** – One (1) year or until funds are expended.
- **Benefits to Martin County** – Funds a full time Library Specialist position.
- **Cost to Martin County** –
 - a. Staff time to administer the grant; and
 - b. No cash match is required.

Alternative Action:

- **Programmatic Implication if not approved** – We would not be able to fund a position for public services.
- **Financial Fiscal impact if not approved** – Additional funds would not be available to fund a position for public services.

Documents Requiring Action:

- Budget Resolution to accept \$75,883 of State Aid to Libraries Grant funds

Recommendation:

- Move that the Board adopt the Budget Resolution.

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Attachments

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