

Supplemental Memorandum



Date: June 15, 2026
To: Honorable Members of the Board of County Commissioners
Via: Don G. Donaldson, P.E., County Administrator
From: Stephanie Merle, Director of the Office of Management & Budget
Reference: 26-0586
Subject: **OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE BOARD APPROVAL**

PERMISSION TO APPLY

1. **Permission to Apply for the BJA FY 2025 State Criminal Alien Assistance Program (SCAAP) Funding Opportunity Number: O-BJA-2025-172612**
 - **Requestor** – Martin County Sheriff's Office (MCSO)
 - **Granting Agency** – Bureau of Justice Assistance
 - **Project Description** – The Sheriff's Office is requesting permission to apply for the BJA FY2025 State Criminal Alien Assistance Program (SCAAP) Funding Opportunity Number: O-BJA-2025-172612. If awarded, the funding will help offset costs due to the incarceration of undocumented criminal aliens within the Martin County Sheriff's Office Correctional Facility. SCAAP funding is intended to reimburse a portion of correctional officer salary costs associated with detention of eligible inmates who meet federal program requirements. Any funds received will be used to support correctional operations and may be applied toward eligible equipment, supplies, and other detention related expenses that enhance the safety, security, and efficiency of the correctional facility. Participation in this program helps reduce the financial burden placed on local taxpayers while allowing the Sheriff's Office to continue providing essential correctional services. The deadline to electronically submit the application is June 30, 2026.
 - **Requested Grant Award** – \$357,899.09
 - **Budgetary Impact** – N/A
 - **Annual operating costs** – N/A

Alternative Action:

Supplemental Memorandum: OFFICE OF MANAGEMENT AND BUDGET ITEMS
WHICH REQUIRE BOARD APPROVAL (06/23/2026)

- **Programmatic Implication if not approved** – If not approved, MCSO Correctional Facility will continue to absorb the costs associated with incarceration of eligible undocumented criminal aliens without federal reimbursement assistance.
- **Financial Fiscal impact if not approved** – If not approved, MCSO Correctional Facility will continue to absorb the costs associated with incarceration of eligible undocumented criminal aliens without federal reimbursement assistance.

Documents Requiring Action:

- Application for Federal Assistance SF-424 and any associated supplemental application documents

Recommendation:

- Move that the Board authorize the Martin County Sheriff's Office to apply for the BJA FY2025 State Criminal Assistance Program (SCAAP) Funding Opportunity Number: O-BJA-2025-172612, and authorize the County Administrator or designee to electronically sign the application and any other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.

Reviewed by County Attorney's Office

2. 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 afterschool and summer care to those that 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, 2026 – September 30, 2027.
- **Requested Grant Award** – Up to \$410,000

Supplemental Memorandum: OFFICE OF MANAGEMENT AND BUDGET ITEMS
WHICH REQUIRE BOARD APPROVAL (06/23/2026)

- **Budgetary Impact** – Grant match of \$350,590 is currently budgeted in the FY26 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

Recommendation:

- Move that the Board authorize the Parks and Recreation Director or designee to apply for the FY26-27 Children's Services Council grant for the After School/Out of School Programs.

3. **Permission to Apply for the Florida Department of State Division of Historical Resources Special Category Grant Program**

- **Requestor** – Martin County General Services Department
- **Granting Agency** – Florida Department of State Division of Historical Resources
- **Project Description** – Restoration and rehabilitation of the Boathouse building of the House of Refuge historic site located at 301 SE MacArthur Blvd, Stuart, Florida. The work shall include restoration and rehabilitation of the exterior siding, windows, doors, roof replacement, structural framing repairs and weather proofing. All work will be performed in accordance with historical preservation guidelines. The work will also include some improvements to the interior materials and finishes.
- **Requested Grant Award** – \$354,450
- **Budgetary Impact** – Grant match of \$354,450, which is currently budgeted in the FY26 Public Buildings Historical Fixed Asset Replacement Budget.
- **Annual operating costs** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Martin County's ability to

Supplemental Memorandum: OFFICE OF MANAGEMENT AND BUDGET ITEMS
WHICH REQUIRE BOARD APPROVAL (06/23/2026)

preserve and maintain this historic asset will be limited, potentially resulting in deterioration of the structure, reduced public access, and diminished educational programming.

- **Financial Fiscal impact if not approved** – Failure to approve the requested funding could result in increased future costs associated with deferred maintenance, emergency repairs, and potential restoration efforts if the condition of the historic structure worsens.

Documents Requiring Action:

- Board Resolution

Recommendation:

- Move that the Board authorize the County Administrator or designee to apply for the Florida Department of State Division of Historical Resources Special Category Grant Program and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Board Resolution authorizing an application for the Florida Department of State Division of Historical Resources Special Category Grant Program for historic restoration of the House of Refuge.

Reviewed by County Attorney's Office

PERMISSION TO ACCEPT

4. Permission to Accept the Small County Outreach Program (SCOP) State-Funded Grant Agreement from the Florida Department of Transportation (FDOT) for the CR-708 / SE Bridge Road Bascule Bridge Rehabilitation Project (FM# 448089-1-54-01)

- **Agreement/Contract drafted by** – FDOT
- **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – The grant agreement will fund the scour protection and fender repair of the bridge and the construction, engineering, and inspection (CEI) services for the project up to \$1,754,232 or 75% of the total project cost, whichever is less. The estimated total cost of the project is \$3,288,821.
- **New/Renewal/Modified** – New
- **Duration** – July 1, 2026 – December 31, 2028

Supplemental Memorandum: OFFICE OF MANAGEMENT AND BUDGET ITEMS
WHICH REQUIRE BOARD APPROVAL (06/23/2026)

- **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, remodel, renovate, or replace obsolete or worn facilities.
- **Cost to Martin County** –
 - a. Approximately \$1,534,589 in County funds for bridge scour protection and fender repair and CEI, for costs that exceed the programmed funding or are attributable to actions which have not received the required approval of FDOT. This project is budgeted in the FY26 Roads Capital Improvement Plan (CIP);
 - b. Annual Maintenance Cost is estimated to be \$2,000; 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 could be identified.
- **Financial Fiscal impact if not approved** – The County would forfeit \$1,754,232 in grant funding for the construction project.

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

Documents Requiring Action:

- State-Funded Small County Outreach Program (SCOP) Grant Agreement
- Board Resolution
- Budget Resolution
- FY26 Amended CIP Sheet

Recommendation:

- Move that the Board authorize the Chair to execute the State-Funded Small County Outreach Program (SCOP) Grant Agreement, 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 adopt the Board Resolution to accept the Small County Outreach Program (SCOP) Agreement;
- Move that the Board adopt the Budget Resolution; and

Supplemental Memorandum: OFFICE OF MANAGEMENT AND BUDGET ITEMS
WHICH REQUIRE BOARD APPROVAL (06/23/2026)

- Move that the Board approve the amended FY26 CR 708 Bridge Scour Protection CIP sheet.

Reviewed by County Attorney's Office

5. Permission to Accept the State of Florida's, Department of Health - Bureau of Tobacco Free Florida Grant (COTKA – R1)

- **Agreement/Contract drafted by** – State of Florida, Department of Health
- **Parties to the Agreement/Contract** – State of Florida, Department of Health and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award renewal of \$841,965 to provide tobacco cessation and prevention education and policy advocacy.
- **New/Renewal/Modified** – Renewal
- **Duration** – July 1, 2026 – June 30, 2031
- **Benefits to Martin County** – Enables Martin County to continue to provide tobacco cessation and prevention education to residents, with a focus on youth education. In addition, funds will allow Martin County to work with community groups and agencies to advocate for tobacco policy changes and implementation.
- **Cost to Martin County** – Staff time to administer grant.

Alternative Action:

- **Programmatic Implication if not approved** – The Martin County community will not have resources for tobacco cessation and education efforts that have been present in the community for several years.
- **Financial Fiscal impact if not approved** – None

Documents Requiring Action:

- State of Florida Department of Health Contract – COTKA (R1)
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chair to execute the State of Florida Department of Health Contract (COTKA – R1) 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 Federal Aviation Administration (FAA) Grant Number 3-12-0076-037-2026 for the Extension of Taxiway A Hold Bay

- **Agreement/Contract drafted by** – FAA
- **Parties to the Agreement/Contract** – FAA and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$1,125,913 for the cost of constructing the Hold Bay Extension at the Runway 12 end of Taxiway Alpha.
- **New/Renewal/Modified** – New
- **Duration** – Date of execution to June 23, 2030
- **Benefits to Martin County** – FAA grant will cover 95% (\$1,125,913) of the total cost of \$1,185,172 needed to construct the Hold Bay Extension Run-up Area. Florida Department of Transportation (FDOT) will cover 2.5% (\$29,629) of the total cost. The Airport Enterprise Fund will cover the remaining local share cost of 2.5% (\$29,630).
- **Cost to Martin County** – Local share in the amount of \$29,630 (2.5%) of the total construction cost 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 Contract
- Budget Resolution (2 copies)

Recommendation:

- Move that the Board authorize the County Administrator or designee to electronically execute FAA Grant Agreement Number 3-12-0076-37-2026 on behalf of the Chair 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

7. Permission to Accept the Federal Aviation Administration (FAA) Grant Number 3-12-0076-036-2026 for the Reconstruct Runway 12/30 Runway End Identifier Lights (REIL) and Precision Approach Path Indicator System (PAPIs) - Construction

- **Agreement/Contract drafted by** – FAA
- **Parties to the Agreement/Contract** – FAA and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$774,478 for the replacement of the REILs and PAPIs on Runway 12/30 with LED units.
- **New/Renewal/Modified** – New
- **Duration** – Date of execution to June 23, 2030
- **Benefits to Martin County** – FAA grant will cover 95% (\$774,478) of the total cost of \$815,240 needed for the replacement of the REILs and PAPIs on Runway 12/30 with LED units. Florida Department of Transportation (FDOT) will cover 2.5% (\$20,381) of the total cost. The Airport Enterprise Fund will cover the remaining local share cost of 2.5% (\$20,381).
- **Cost to Martin County** – Local share in the amount of \$20,381 (2.5%) of the total construction cost 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 Contract
- Budget Resolution (2 copies)

Recommendation:

- Move that the Board authorize the County Administrator or designee to electronically execute FAA Grant Agreement Number 3-12-0076-36-2026 on behalf of the Chair 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

8. Adjustments to the Fiscal Year 2026 Budget

The Office of Management and Budget (OMB) is requesting approval to modify the fiscal year 2026 budget per Generally Accepted Accounting Principles (GAAP). These adjustments are necessary to align revenues and expenditures to reflect activities as well as make corrections, budgeted transfers, and budget transfers from reserves as follows:

Budget Resolution to Accept 25/26 SHIP Funding

Florida Housing Finance Corporation administers the State Housing Initiatives Partnership program (SHIP), which provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing.

Martin County has been allocated \$1,163,042 in SHIP funds for the 25/26 funding cycle to assist qualified homeowners to bring their homes up to current code requirements and quality of life standards. The funding will assist qualified households with sewer and water hookups, home demolition/replacement, and rental assistance. The Office of Management and Budget requests the adoption of a Budget Resolution to allocate these funds.

Documents Requiring Action:

- Budget Resolution

Recommendation:

- Move that the Board adopt the Budget Resolution.

Reviewed by County Attorney's Office

DGD/SM/rp

Attachments