

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 27, 2025

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

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

REF: 26-0022

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

PERMISSION TO ACCEPT

1. **Permission to Accept the Florida Division of Emergency Management (FDEM) Modification Two to Contract H0730 for the Hazard Mitigation Grant Program (HMGP) SW Mockingbird Lane Drainage – Phase I Project**
 - **Agreement/Contract drafted by** – FDEM - Mitigation Bureau
 - **Parties to the Agreement/Contract** – FDEM - Mitigation Bureau and Martin County Board of County Commissioners (BOCC)
 - **Purpose of the Agreement/Contract** – On January 26, 2022, contract H0730 was executed between FDEM and the BOCC and expired on November 30, 2023. Modification Two of H0730 is to reinstate, extend the terms, and increase the Federal funding by \$60,319.45. This modification will allow the BOCC to request reimbursement of \$36,349 pre-award expenses incurred in fiscal year 2021 for the SW Mockingbird Lane Drainage Project Phase I.
 - **New/Renewal/Modified** – Modified
 - **Duration** – February 1, 2021 – March 31, 2026
 - **Benefits to Martin County** – Martin County will be eligible for reimbursement up to \$36,349 of pre-award expenses. For the SW Mockingbird Lane Drainage Phase I Project, which includes the preliminary engineering designs and calculations, surveys, permitting, and notices.
 - **Cost to Martin County** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – None.
- **Financial Fiscal impact if not approved** – Martin County will forfeit reimbursement of \$36,349.

Documents Requiring Action:

- Grant Contract H0730 Modification Two

Recommendation:

- Move that the Board authorize the Chair to execute the HMGP Contract H0730 Modification Two; and
- Move that the Board authorize the County Administrator or designee to execute

any future non-monetary grant-related documents upon review and concurrence of the County Attorney's Office.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

2. **Permission to Accept the 2025 Waterways Assistance Program (WAP) Grant for the Renovation of the Jensen Beach Causeway – North Boat Ramp and Pier Improvements**

- **Agreement/Contract drafted by** – Florida Inland Navigation District (FIND)
- **Parties to the Agreement/Contract** – FIND and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – The grant agreement will fund a portion (\$450,000) of the construction costs to replace the existing Jensen Beach Causeway boat ramp and ancillary launch piers and docks. The intent of this replacement is to provide a resilient boat launching ramp and finger pier system that will provide improved access to Martin County's waterways and beyond. The total projected costs for the project are \$900,000.
- **New/Renewal/Modified** – New
- **Duration** – Upon Execution through September 30, 2027
- **Benefits to Martin County** – A 50% reduction in County costs to construct the boat ramp, ancillary launch piers and adjacent seawall.
- **Cost to Martin County** –
 - a. Grant match of \$450,000, budgeted in the FY2026 Parks Boat Ramps Program Capital Improvement Plan (CIP) sheet; and
 - b. Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Lack of grant funding will necessitate additional funding to complete this Board Priority Project.
- **Financial Fiscal impact if not approved** – The County would forfeit \$450,000 in grant funding, and the project would be solely funded by the County.

Documents Requiring Action:

- Florida Inland Navigation District Project Agreement
- Budget Resolution
- FY26 Amended CIP sheet

Recommendation:

- Move that the Board authorize the Chair to execute the Florida Inland Navigation District Project Agreement;
- Move that the Board authorize the County Administrator or designee to execute any future non-monetary grant-related documents upon review and concurrence of the County Attorney's Office;
- Move that the Board adopt the Budget Resolution; and
- Move that the Board approve the amended CIP sheet for Parks Boat Ramps Program.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

3. Permission to Accept the Emergency Management Performance (EMPG) Grant

- **Agreement/Contract drafted by** – State of Florida Division of Emergency Management
- **Parties to the Agreement/Contract** – State of Florida Division of Emergency Management and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Funding for training and planning to enhance Emergency Management programs.
- **New/Renewal/Modified** – New (awarded annually)
- **Duration** – October 1, 2025 – September 30, 2026
- **Benefits to Martin County** – Grant award of \$68,319.84 to enable the County to enhance planning projects, provide for technology, equipment and supplies, and programs to meet mandates. Most importantly, this grant provides for program needs to ensure the safety and protection of citizens.
- **Cost to Martin County** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – The majority of the Emergency Management Division budget is grant funded which supports the technical operation of the Emergency Operations Center as well as training and community outreach programs. The General Fund match would not be enough to support these programs on its own.
- **Financial Fiscal impact if not approved** – Funds would not be available for this program.

Documents Requiring Action:

- Grant Agreement
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chair to execute the EMPG Grant Agreement G0627;
- Move that the Board authorize 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
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

DGD/SM/rp
Attachments

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