

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 14, 2024

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

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

REF: 25-0021

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

PERMISSION TO ACCEPT

1. **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** – Subgrant Agreement between the State of Florida Division of Emergency Management and the 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 (contract is awarded annually)
 - **Duration** – October 1, 2024 through March 31, 2026
 - **Benefits to Martin County** – Grant award of \$67,274.00 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 Contract (4 copies)
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chairman to execute the EMPG agreement 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

2. Permission to Accept the Florida Department of Law Enforcement (FDLE) Drone Replacement Program Grant

- **Agreement/Contract drafted by** – Florida Department of Law Enforcement
- **Parties to the Agreement/Contract** – Florida Department of Law Enforcement and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$25,000 to cover the replacement cost of a drone purchased by Martin County that does not meet the minimum-security standards in Rule 60GG-2.0075 of the Florida Administrative Code.
- **New/Renewal/Modified** – New
- **Duration** – Date of execution through June 30, 2025
- **Benefits to Martin County** – In 2022, the Florida Legislature amended the statute that dealt with the regulation of drones so the use of any drones that did not meet the new security requirements had to be discontinued by January 1, 2023. Prior to this update, the Fire Rescue Department had purchased a drone to assist operations in the evaluation of large-scale emergency events. This grant funding allows for the replacement of the drone with one that meets the compliance standards at no additional cost to the County.
- **Cost to Martin County** – There is no grant match requirement.

Alternative Action:

- **Programmatic Implication if not approved** – The current drone cannot be used for any operation.
- **Financial Fiscal impact if not approved** – The County would have to fund the cost of a replacement drone that meets the security compliance standards outlined in the Statute.

Documents Requiring Action:

- Grant Contract
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chairman to execute the agreement 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

3. Permission to Accept the Florida Department of State Division of Library and Information Services (State) Annual State Aid to Libraries Annual Grant for 2025

On September 24, 2024, the Board authorized staff to submit the State Aid to Libraries annual grant application for 2025. The grant agreement, which is part of the grant application package, was not available at the time. The State Library has released the agreement form and staff is asking that the Board authorize the Chairman to sign the agreement to complete the application package.

- **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** – To provide estimated funding of \$76,270 for managing and coordinating free library services to Martin County residents. A budget resolution for the final amount will be presented to the Board for acceptance approval when the grant is awarded.
- **New/Renewal/Modified** – New (grant is awarded annually)
- **Duration** – Date of execution through September 30, 2025
- **Benefits to Martin County** – Grant funds will be used to upgrade idea lab equipment, supplement funds for temporary staff, and to continue funding a full-time Library Specialist position as approved by the Board on June 24, 2015.
- **Cost to Martin County** –
 - a. Staff time to administer the grant.
 - b. A cash match is not required from the County.

Alternative Action:

- **Programmatic Implication if not approved** – Additional funds will not be available to provide idea lab replacements or additional staffing for public services.
- **Financial Fiscal impact if not approved** – Additional funds will not be available to provide idea lab replacements or additional staffing for public services.

Documents Requiring Action:

- State Aid to Libraries Grant Agreement

Recommendation:

- Move that the Board authorize the Chairman to sign the State Aid to Libraries Grant agreement to complete the grant application package for submission to the State.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

DGD/SM/rp
Attachments

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