



BOARD OF COUNTY COMMISSIONERS

ACTION SUMMARY
OCTOBER 7, 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 - absent
Stacey Hetherington
J. Blake Capps

Don G. Donaldson, P.E., County Administrator
Elysse A. Elder, Acting County Attorney
Carolyn Timmann, Clerk of the Circuit
Court and Comptroller

PRESETS

9:05 AM - Public Comment
2:00 PM - Holt Correctional Facility (DEPT-6)
5:05 PM - Public Comment

CALL TO ORDER AT 9:01 AM

Invocation ~ Moment of Silence
Pledge of Allegiance ~ **Deputy Joseph DeSiato**, U.S. Marine

APPROVAL OF AGENDA

Additional Items – *The Additional Item of CNST-12 was added to the Agenda and DEPT-3 was withdrawn from the Agenda.*
Approval of Agenda – *The Agenda was approved.*

PROCLAMATIONS AND SPECIAL PRESENTATIONS

PROC-1 PRESENT PROCLAMATIONS PREVIOUSLY APPROVED VIA THE CONSENT AGENDA

The Chair will present proclamations recognizing the 100th Anniversary of the Historic Apollo School, declaring Fire Prevention Week, declaring 4-H Week, and declaring International Day of Air Traffic Controller in Martin County, Florida.

Agenda Item: 25-1243

ACTION TAKEN: The proclamations were presented.

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 minus CNST-8.](#)

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

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: 26-0004 [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 September 8 and 21, 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: 26-0010

CNST-3 BOARD OF COUNTY COMMISSION MINUTES TO BE APPROVED

The Board is asked to approve minutes from the September 9, 2025 regular meeting and the September 10, 2025 first budget public hearing meeting.

Agenda Item: 26-0088

CNST-4 APPROVAL OF REVISED LOCAL HOUSING ASSISTANCE PLAN (LHAP) FY 2020-2023

The Local Housing Assistance Plan (LHAP) governs Martin County's State Housing Initiative Partnership Program (SHIP) programming and expenditures. The revised 2020-2023 LHAP was prepared by staff and reviewed by Florida Housing Finance Corporation (FHFC), which approved the technical revision to the LHAP on September 9, 2025.

Agenda Item: 26-0106

[RESOLUTION NO. 25-10.1](#)

CNST-5 APPROVAL OF REVISED LOCAL HOUSING ASSISTANCE PLAN (LHAP) FY 2023-2026

The Local Housing Assistance Plan (LHAP) governs Martin County's State Housing Initiative Partnership Program (SHIP) programming and expenditures. The revised 2023-2026 LHAP was prepared by staff and reviewed by Florida Housing Finance Corporation (FHFC), who approved the technical revision to the LHAP on September 9, 2025.

Agenda Item: 26-0107

RESOLUTION NO. 25-10.2

CNST-6 ADOPT A PROCLAMATION RECOGNIZING NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation recognizing National Disability Employment Awareness Month in Martin County, Florida.

Agenda Item: 26-0095

CNST-7 ADOPT A PROCLAMATION DECLARING DOMESTIC VIOLENCE AWARENESS MONTH IN MARTIN COUNTY, FLORIDA

The Board is asked to adopt a proclamation declaring Domestic Violence Awareness Month in Martin County, Florida.

Agenda Item: 26-0128

COUNTY ATTORNEY

CNST-8 REQUEST FOR THE ADOPTION OF A RESOLUTION REVISING THE DEVELOPMENT REVIEW AND INSPECTION FEE SCHEDULES FOR GROWTH MANAGEMENT, FIRE PREVENTION AND ENGINEERING SERVICES

The Martin County Land Development Regulations provide that fees for development review shall be established by resolution of the Board of County Commissioners. The current development review fees were established in 2013 and 2016. The Board is being asked to consider the adoption of a resolution adjusting the development review fees for Growth Management, Engineering Services, and Fire Prevention.

Agenda Item: 26-0089

RESOLUTION NO. 25-10.6

ACTION TAKEN: The Board adopted the Resolution.

PUBLIC WORKS

CNST-9 REQUEST THAT MARTIN COUNTY GRANT A UTILITY EASEMENT TO SOUTH MARTIN REGIONAL UTILITY (SMRU) FOR UTILITY ASSETS ALONG SE KINGSWAY STREET IN HOBE SOUND FOR THE GOMEZ PETTWAY POTABLE WATER MAIN INSTALLATION PROJECT

SMRU has requested approval of a Utility Easement for utility assets along the northern portion of the right of way on SE Kingsway Street extending to the corner at SE Dixie Highway in Hobe Sound for the Gomez/Pettway Potable Water Main Installation Project.

Agenda Item: 26-0052

CNST-10 ADOPTION OF A RESOLUTION ACCEPTING AND APPROVING A UTILITY EASEMENT FROM MONTE MCLENDON AKA MONTE P MCLENDON ALONG NW CHARLIE GREEN DRIVE NEAR NW BAKER ROAD IN STUART

This is a request for the adoption of a Resolution accepting and approving a Utility Easement, from Monte McLendon a/k/a Monte P. McLendon, to allow for water and sewer related services and equipment along NW Charlie Green Drive near NW Baker Road in Stuart.

Agenda Item: 26-0070

RESOLUTION NO. 25-10.3

CNST-11 ADOPTION OF A RESOLUTION APPROVING AND ACCEPTING A WARRANTY DEED FOR RIGHT-OF-WAY DEDICATION, FROM JWA RANCH, LLC, AS A CONDITION OF APPROVAL OF THE RANCH PHASE 1 FINAL SITE PLAN PUD

This is a request for the adoption of a resolution approving and accepting a Warranty Deed from JWA Ranch, LLC, a Delaware limited liability company (JWA) for 100,746 square feet fronting SE Bridge Road for dedication of right-of-way (ROW) as a condition of approval of The Ranch Phase 1 Final Site Plan.

Agenda Item: 26-0103

RESOLUTION NO. 25-10.4

CNST-12 REQUEST TO EXECUTE UPDATED COOPERATION AGREEMENT WITH THE ARMY CORPS OF ENGINEERS FOR THE HUTCHINSON ISLAND SHORE PROTECTION PROJECT

The Board is requested to review and approve the updated Cooperation Agreement with the US Army Corps of Engineers (USACE) for the upcoming Hutchinson Island Shore Protection Project. This agreement was approved initially by the Board on May 25, 2025. Prior to the USACE execution of the agreement, the contract was updated to reflect consistency with new language ratified in the Water Resources Development Act of 2024. The new language grants a waiver from the perpetual easement requirement for projects that begin prior to January 2027.

Agenda Item: 26-0132 [Additional Item](#)

PUBLIC HEARING QUASI-JUDICIAL

PHQJ-1 PUBLIC HEARING TO CONSIDER ADOPTION OF AN AMENDMENT TO THE MARTIN COUNTY ZONING ATLAS TO CHANGE THE ZONING CLASSIFICATION FOR 5000 SW GREEN FARMS LANE, LLC (G091-002)

This is a request from Cotleur & Hearing on behalf of 5000 SW Green Farms Lane, LLC, for a proposed amendment to the County Zoning Atlas to change the zoning district classification for an approximately 111.11-acre undeveloped site from A-2, Agricultural District to AG-20A, General Agricultural District. The site is located at 5000 SW Green Farms Lane in Palm City. Included with this application is a request for a Certificate of Public Facilities Exemption.

Agenda Item: 26-0087

RESOLUTION NO. 25-10.7

ACTION TAKEN: The Board received and filed the agenda item and all attachments as an exhibit and adopted the Resolution amending the Martin County Zoning Atlas to change the zoning district designation from A-2, Agricultural District, to AG-20A, General Agricultural District.

DEPARTMENTAL QUASI-JUDICIAL
GROWTH MANAGEMENT

DPQJ-1 **REQUEST FOR REVISED FINAL SITE PLAN APPROVAL FOR MEADOW RUN AT FOX GROVE SUBDIVISION, F.K.A., FOX GROVE (F084-007)**

This is a request by MacKenzie Engineering and Planning Inc., on behalf of Meadow Run Property Owners Association Inc., for approval of a revised final site plan to add a rear entry gate at the cul-de-sac on SW Briarbrook Way for the purpose of accessing SW Leighton Farm Avenue. The property is located east of SW Citrus Boulevard, North of I-95 and west of SW Leighton Farm Avenue at 4350 SW Stoneybrook Way in Palm City. Included with this application is a request for a Certificate of Public Facilities Reservation.

Agenda Item: 26-0093

RESOLUTION NO. 25-10.5

ACTION TAKEN: The Board denied the applicant's request.

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: 26-0020 **Supplemental Memorandum (4 items)**

ACTION TAKEN:

1. **Permission to Accept the Fiscal Year 2025-2026 Children's Services Council Grant Program – After School/Out of School (AS/OS) Program Grant - The Board authorized the County Administrator and or designee to execute the Fiscal Year 2025-26 Children's Services Council grant agreement for the After School/Out of School programs (A.S./O.S), 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. 25-10.8**
2. **Permission to Accept the Mental Health Awareness Training Grant (5H79SM084627-03) – The Board adopted the Budget Resolution. RESOLUTION NO. 25-10.9**
3. **Permission to Accept the Community Services Block Grant (CSBG) for 2025-2026 - The Board authorized the Chair to execute the CSBG Sub-Recipient Amended and Restated Interlocal Agreement FY 25/26; authorized 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 adopted the Budget Resolution. RESOLUTION NO. 25-10.10**
4. **Permission to Accept the Edward Byrne Memorial Justice Assistance Grant (JAG) (Award Number: JG184) - The Board authorized the Chair to execute the JAG Award Agreement (JG184); authorized the Chair to execute any future non-monetary grant-related documents upon review and concurrence of the County Attorney's Office; and adopted the Budget Resolution. RESOLUTION NO. 25-10.11**

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

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: 26-0026 Supplemental Memorandum (1 item)

ACTION TAKEN:

A. CONTRACTS OVER \$1,000,000

1. Bridge Construction & Maintenance (RFB2025-3703) – The Board awarded the contract to the lowest, responsive, and responsible bidder, Ferreira Construction Co., Inc. and authorized the County Administrator or designee to execute all documents related to this request.

DEPT-3 REQUEST TO APPROVE PROPOSED CHANGES TO THE MARTIN COUNTY ART IN PUBLIC PLACES PROGRAM MANUAL AND PROGRAM UPDATE

This is a request for the Board to approve changes to the Martin County Art in Public Places (AIPP) Program Manual (Manual). This presentation will also include a budget update and summary of the projects and activities of the Martin County AIPP Program.

Agenda Item: 25-1245 Supplemental Memorandum (withdrawing item)

ACTION TAKEN: This item was withdrawn at staff's request.

DEPT-4 MARTIN COUNTY FAIRGROUNDS UPDATE AND REQUESTS

The Martin County Fair Association Inc. (Fair), a nonprofit corporation, requests that the Martin County Board of County Commissioners (BCC) approve a one-year extension of its current lease and authorize staff to prepare a new Lease Agreement for approximately 30+/- acres, along with an access easement to get to the property, relieving traffic along Citrus Boulevard.

Agenda Item: 26-0075

ACTION TAKEN: The Board approved the Amendment to the Public Purpose Lease Agreement between Martin County and the Martin County Fair Association, Inc. extending the term one-year and expiring on June 18, 2027; directed staff to work with and prepare a new Public Purpose Lease Agreement for the Fairgrounds Association on County-owned property located along SW Citrus Boulevard; and authorized the Chair to execute all documents associated with this transaction.

DEPT-5 2026 STATE AND FEDERAL LEGISLATIVE PROGRAMS

Every year the Board of County Commissioners adopts a state and federal legislative program that outlines the county's legislative priorities. This presentation will discuss the proposed 2026 Legislative Priorities and direction of the legislative program for the upcoming year.

Agenda Item: 26-0130 Supplemental Memorandum

ACTION TAKEN: The Board approved the 2026 State Legislative Program and approved the 2026 Federal Legislative Program – adding muck removal from Indian River Lagoon South to the Federal Program.

GENERAL SERVICES

DEPT-6 HOLT CORRECTIONAL FACILITY MENTAL HEALTH HOUSING PODS DESIGN UPDATE

This item provides the Board with an update on the design of the Holt Correctional Facility Mental Health Housing Pods at the Martin County Jail. The State approved funding for the design in 2024. The conceptual design phase is complete and includes two pods that expand classification capacity, improve inmate and staff safety, and provide specialized housing for the growing mental health population.

Agenda Item: 26-0118 Supplemental Memorandum **2:00 PM PRESET**

ACTION TAKEN: The Board heard the presentation. No action required.

PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.

ADJOURNED AT 3:28 PM

The next meeting is October 21, 2025 and will begin at 10:00 AM.

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