



[County seal]

## BOARD OF COUNTY COMMISSIONERS

**ACTION SUMMARY**  
**MAY 6, 2025 ~ 9:00 AM**

**COMMISSION CHAMBERS**  
**2401 SE MONTEREY ROAD, STUART, FLORIDA 34996**

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### **COUNTY COMMISSIONERS**

*Sarah Heard, Chair*  
*Edward V. Ciampi, Vice Chairman*  
*Eileen Vargas*  
*Stacey Hetherington*  
*J. Blake Capps*

*Don G. Donaldson, P.E., County Administrator*  
*Sarah W. Woods, County Attorney*  
*Carolyn Timmann, Clerk of the Circuit Court and Comptroller*

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### **PRESETS**

9:05 AM - Public Comment  
5:05 PM - Public Comment

### **CALL TO ORDER AT 9:02 AM**

Invocation ~ Moment of Silence  
Pledge of Allegiance ~ **Chris Counsellor**, U.S. Navy & Retired Coast Guard

### **APPROVAL OF AGENDA**

Additional Items – [There were no Additional Items.](#)  
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 declaring Mental Health Awareness Month, Stamp Out Hunger Day, honoring Nurses Week, and commending Ruby C. Miller upon the achievement of the Girl Scout Gold Award in Martin County, Florida.

Agenda Item: 25-0785

**ACTION TAKEN:** [The proclamations were presented.](#)

**PROC-2 ACKNOWLEDGE THOSE CITIZENS WHO HAVE PARTICIPATED IN CLASS 67 OF THE MARTIN CARES PROGRAM**

Class 67 brings the number of residents who have experienced the Citizens Academy and Resource Education Series (Martin CARES) to over 3,200. The Martin CARES program is offered two times per fiscal year.

Agenda Item: 25-0926

**ACTION TAKEN:** The CARES graduates were recognized.

**COMMENTS**

Public (9:05 AM) - Please limit comments to three minutes.

Commissioners – In response to a public comment, the Board instructed staff to prepare an Agenda Item addressing the discrepancy between the Florida Fish and Wildlife Commission rules (Section 83), which permit two fishing rods, and the County Code.

County Administrator

**CONSENT AGENDA**

Approval of Consent Agenda – The Consent Agenda was approved minus CNST-12. See below for action taken on this item.

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: 25-0352 **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 April 7 and April 20, 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: 25-0363

**CNST-3 BOARD OF COUNTY COMMISSION MINUTES TO BE APPROVED**

The Board is asked to approve minutes from the March 25 and April 8, 2025 regular meetings.

Agenda Item: 25-0941

**CNST-4 CONSTRUCTION INDUSTRY LICENSING BOARD APPOINTMENT**

After Administration staff solicited applicants, the Board is asked to make the necessary appointment to the Construction Industry Licensing Board.

Agenda Item: 25-0558

[RESOLUTION NO. 25-5.1](#)

**CNST-5 DRUG AND ALCOHOL ABUSE AWARENESS COMMITTEE APPOINTMENTS**

The Board is asked to confirm and make the necessary appointments to the Drug and Alcohol Abuse Awareness Committee.

Agenda Item: 25-0728

[RESOLUTION NO. 25-5.2](#)

**CNST-6 TREASURE COAST HEALTH COUNCIL APPOINTMENT**

After solicitation of applicants, the Board is asked to make the necessary appointment to the Treasure Coast Health Council.

Agenda Item: 25-0729

**CNST-7 NEIGHBORHOOD ADVISORY COMMITTEE APPOINTMENTS**

After solicitation of applicants due to vacancies for some time, the Board is asked to make the necessary appointments to the Golden Gate and Rio Neighborhood Advisory Committees (NAC).

Agenda Item: 25-0730

[RESOLUTION NO. 25-5.3](#)

**CNST-8 ADOPT A PROCLAMATION DECLARING MEMORIAL DAY IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Memorial Day in Martin County, Florida.

Agenda Item: 25-0770

**CNST-9 ADOPT A PROCLAMATION RECOGNIZING FAMILY ABDUCTION AWARENESS DAY IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation recognizing Family Abduction Awareness Day in Martin County, Florida.

Agenda Item: 25-0858

**CNST-10 ADOPT A PROCLAMATION RECOGNIZING PUBLIC WORKS WEEK IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation recognizing Public Works Week in Martin County, Florida.

Agenda Item: 25-0897

**CNST-11 ADOPT A PROCLAMATION DECLARING SAFE BOATING WEEK IN MARTIN COUNTY, FLORIDA**

The Board is asked to adopt a proclamation declaring Safe Boating Week in Martin County, Florida.

Agenda Item: 25-0922

**PARKS AND RECREATION**

**CNST-12 TRANSPORTATION SERVICES AGREEMENT WITH SCHOOL BOARD OF MARTIN COUNTY**

The Transportation Services Agreement with the School Board of Martin County is for the use of school buses to transport after school and summer camp participants for educational field trips, special events, and activities from July 2025 through June 2026.

Agenda Item: 25-0907

**ACTION TAKEN:** The Board approved the Transportation Services Agreement with the School Board of Martin County.

**PUBLIC WORKS**

**CNST-13 FINAL APPROVAL OF A VACANT LAND CONTRACT AND ADOPTION OF A RESOLUTION ACCEPTING A QUIT CLAIM DEED FOR THE ACQUISITION OF THREE PARCELS OF VACANT LAND IN PALM BEACH HEIGHTS FOR CONSERVATION PURPOSES**

This is a request for final approval of a Vacant Land Contract and adoption of a Resolution approving and accepting a Quit Claim Deed from Be a Man Buy Land, LLC, for the acquisition of three noncontiguous parcels of vacant land totaling 2.52 acres, located in Palm Beach Heights (Pal-Mar) for conservation purposes, totaling \$47,880.00.

Agenda Item: 25-0899

**RESOLUTION NO. 25-5.4**

**CNST-14 APPROVAL OF A RELEASE OF A DRAINAGE, ACCESS, AND MAINTENANCE EASEMENT FROM MCARTHUR GOLF CLUB, L.L.C.**

This is a request for the approval of a Release of Drainage, Access and Maintenance Easement (Easement) recorded in OR Book 3332, Page 1111 as it is no longer needed as a part of the McArthur Golf Club Administrative Amendment.

Agenda Item: 25-0904

**CNST-15 ADOPTION OF A RESOLUTION APPROVING AND ACCEPTING A UTILITY EASEMENT FROM RICHARD RASTRELLI AND KATHY L. RASTRELLI, HUSBAND AND WIFE, ALONG SW KANNER HIGHWAY NEAR SW LOCKS ROAD**

This is a request for the adoption of a Resolution approving and accepting a Utility Easement from Richard Rastrelli and Kathy L. Rastrelli, husband and wife, to allow for utility related services and equipment on SW Kanner Highway near SW Locks Road.

Agenda Item: 25-0914

**RESOLUTION NO. 25-5.5**

**PUBLIC HEARING**

**PH-1 PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE AMENDING SECTION 1.98.B., GENERAL ORDINANCES, MARTIN COUNTY CODE, REGARDING DELEGATION OF APPROVAL AUTHORITY FOR RELEASE AND REDUCTION OF CODE ENFORCEMENT LIENS**

This is a request to consider approval of an ordinance amending Section 1.98.B, General Ordinances, Martin County Code, to delegate the Board's decision-making authority for final approval of code enforcement lien releases and reductions to the Code Enforcement Special Magistrate.

Agenda Item: 25-0699 **ORDINANCE NO. 1259**

**ACTION TAKEN:** The Board adopted the Ordinance amending Section 1.98.B, General Ordinances, Martin County Code.

**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: 25-0382 **Supplemental Memorandum (5 items)**

**ACTION TAKEN:**

1. **Permission to Apply for the Waterways Assistance Program FY2025 Grant for Manatee Park Seawall Restoration at Bayview Street - The Board approved the Board Resolution for the Assistance 2025 Under the Florida Inland Navigation District Waterways Assistance Program; authorized the Public Works Department to apply for the Florida Inland Navigation District Waterways Assistance Program FY2025 Grant program funding for the Manatee Park Seawall Restoration at Bayview Street; and authorized the Public Works Director to be the authorized representative to sign the grant application and other non-monetary documents related to this grant. RESOLUTION NO. 25-5.6**
2. **Permission to Accept the Federal Transit Administration (FTA) FY22 Section 5339-Bus and Bus Facilities Urbanized Formula Grant - The Board authorized the County Administrator or designee to execute and file the electronic agreement as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office and adopt the Budget Resolution. RESOLUTION NO. 25-5.7**
3. **Permission to Accept the Federal Emergency Management Administration (FEMA) Public Assistance Grant Administered by the Florida Department of Emergency Management (FDEM) #Z4560 for Hurricane Milton - The Board authorized the Chair to approve Contract #Z4560 for Hurricane Milton FEMA's Public Assistance Grant and adopted the Budget Resolution for Category A-Debris Removal. RESOLUTION NO. 25-5.8**

4. Permission to Accept the Florida Department of Environmental Protection (FDEP) Grant 24MI2\_A1 Martin County Shore Protection Project - The Board authorized the Chair to execute the FDEP grant 24MI2-A1 amendment as well as any non-monetary grant related documents, upon review and concurrence of the County Attorney's Office; adopted the Budget Resolution; and approved the FY25 amended Beach Management CIP Sheet. RESOLUTION NO. 25-5.9
5. Permission to Accept the FY2024 Department of Housing and Urban Development (HUD) Community Project Funding (CPF) Legislative Appropriations Grant #B-24-CP-FL-0629 for the Southeast County Line Road Bridge Replacement Project - The Board authorized the Public Works Deputy Director to be the authorized representative to sign the electronic grant agreement, environmental review, and other non-monetary grant-related documents upon review and concurrence of the County Attorney's Office; adopted the Budget Resolution; and adopted the amended FY25 CIP Sheet for the SE County Line Road Bridge Replacement Project. RESOLUTION NO. 25-5.10

**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: 25-0393 Supplemental Memorandum (2 items)

**ACTION TAKEN:**

- A. **CONTRACTS OVER \$1,000,000**
  1. **Manhole Rehabilitation & Sewer Cleaning (RFB2025-3654)** – The Board awarded the contract to the lowest, responsive, and responsible bidder, Insituform Technologies, LLC and authorized the County Administrator or designee to execute all documents related to this request.
  2. **Martin Metropolitan Planning Organization (MPO) Transportation Planning Services (RPF2025-3656)** – The Board awarded the contract to the four highest scoring firms: Kimley-Horn & Associates, Inc.; Marlin Engineering, Inc.; WSP USA, Inc.; and T.Y. Lin International; and authorized the County Administrator or designee to execute all documents related to this request.

**PARKS AND RECREATION**

**DEPT-3 HIDDEN OAKS MIDDLE SCHOOL PARK IMPROVEMENTS**

Over the past few years, Martin County Parks and Recreation and the McNicholas Family Foundation have worked together to revitalize the baseball fields at Hidden Oaks Middle School, transforming a facility that had fallen into disrepair into a safe, high-quality space for youth baseball and community use.

Agenda Item: 25-0944 [Supplemental Memorandum](#)

**ACTION TAKEN:** The Board observed the presentation.

**PUBLIC - PLEASE LIMIT COMMENTS TO THREE MINUTES.**

**ADJOURNED AT 10:38 AM**

The next meeting is May 20, 2025.

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