

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners **DATE:** October 15, 2019

**VIA:** Taryn Kryzda  
County Administrator

**FROM:** Jennifer Manning  
Director of the Office of Management & Budget

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

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**GRANT ITEMS – PERMISSION TO APPLY**

**1. PERMISSION TO APPLY FOR THE FLORIDA RECREATION DEVELOPMENT AND ASSISTANCE PROGRAM (FRDAP) FOR CHARLIE LEIGHTON PARK**

- **Requestor** – Office of Community Development
- **Granting Agency** – Florida Department of Environmental Protection
- **Project Description** – FRDAP is a competitive program which provides grants for development of land for public outdoor recreation use or to construct or renovate recreational trails and park amenities. Martin County is seeking to conduct several improvements at this popular park. This is a small grant request for funding improvements included in the Charlie Leighton Park Master Plan which include: renovating the entrance landscaping, installing new landscaping including shade trees within the parks open space, and a new picnic pavilion.
- **Requested Grant Award** – \$50,000
- **Budgetary Impact** – none
- **Annual Operating Cost** – Staff time for grant administration.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – If not approved, less funds will be available to implement plans for renovations at Charlie Leighton Park as identified in the Capital Improvement Plan and Park Concept Plan.
- **Financial Fiscal impact if not approved** – lower future revenue collection of Charlie Leighton Park by not having the new additional proposed park amenities.

**DOCUMENTS REQUIRING ACTION:**

- None at this time.

**RECOMMENDATION:**

- Move that the Board authorize the Office of Community Development to apply for the Florida Recreation Development Assistance Program for Charlie Leighton Park.

**GRANT ITEMS – PERMISSION TO ACCEPT**

**2. PERMISSION TO ACCEPT THE FY20 MOSQUITO CONTROL AGREEMENT FROM THE STATE OF FLORIDA, DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

- **Agreement/Contract drafted by** – Florida Department of Agriculture and Consumer Services – Division of Agricultural Environmental Services
- **Parties to the Agreement/Contract** – Florida Department of Agriculture and Consumer Services and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – To provide state funding in the amount of \$41,645.44 to the Public Works Department's Mosquito Control Division for the purchase of chemicals used for arthropod control.
- **New/Renewal/Modified** – This contract is awarded annually.
- **Duration:** October 1, 2019 through September 30, 2020
- **Benefits to Martin County** – Enables the Mosquito Control Division to purchase chemicals used for arthropod control.
- **Cost to Martin County** – The agreement requires matching with local funds of 25%, in the amount of \$10,411.36, which will come from the Division's operating budget. Staff time for grant administration.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – None.
- **Financial Fiscal impact if not approved** – Additional Ad Valorem funds may be needed to purchase chemicals.

**DOCUMENTS REQUIRING ACTION:**

- State Financial Assistance Recipient Agreement with the Florida Department of Agriculture and Consumer Services (2 copies)
- Annual Certified Budget for Mosquito Control (2 copies)
- Budget Resolution

**RECOMMENDATION:**

- Move that the Board authorize the Chairman and/or designee to execute the FY20 Florida Department of Agriculture and Consumer Services Financial Assistance Agreement, as well as any future grant related documents with no monetary change implications, upon review and concurrence of the County Attorney's Office; and
- Move that the Board authorize that the Chairman and/or designee execute the FY20 Annual Certified Budget for Mosquito Control, as well as any future Local and State Certified Arthropod Control Budget Amendments and Monthly Reports, as required, including changes that would not affect the bottom-line dollar totals; and
- Move that the Board adopt the Budget Resolution.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**3. PERMISSION TO ACCEPT THE HELP AMERICA VOTE ACT (HAVA) ANNUAL GRANT AWARD**

- **Agreement/Contract drafted by** – Florida Department of State/Division of Elections
- **Parties to the Agreement/Contract** – Florida Department of State/Division of Elections and Martin County Supervisor of Elections.
- **Purpose of the Agreement/Contract** – Grant award of \$18,565.07 and match of \$2,784.76 for funding for federal election activities.
- **New/Renewal/Modified** – This is a new contract that is awarded annually.
- **Duration**: June 14, 2019 through December 31, 2020.
- **Benefits to Martin County** – Enables the Supervisor of Elections to improve the administration of federal elections in one or more of the following categories: voter education, poll worker training, standardizing election results reporting, or other federal election administrative activities.
- **Cost to Martin County** – \$2,784.76 grant match already allocated in the Supervisor of Elections FY20 budget. Staff time to administer the grant.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – none
- **Financial Fiscal impact if not approved** – the Supervisor of Elections will not receive \$18,565.07 from the Florida Division of Elections.

**DOCUMENTS REQUIRING ACTION:**

- Budget Resolution

**RECOMMENDATION:**

- Move that the Board accept grant award #MOA2018-2019-0003-MRT from the Florida Division of Elections; and
- Move that the Board adopt the Budget Resolution.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**4. PERMISSION TO ACCEPT THE GOLDEN GATE VACUUM SEWER SYSTEM GRANT**

- **Agreement/Contract drafted by** – Florida Department of Environmental Protection.
- **Parties to the Agreement/Contract** – Florida Department of Environmental Protection and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – Grant award of \$2,000,000 for the construction of Golden Gate Vacuum Sewer System.
- **New/Renewal/Modified** – New.
- **Duration**: October 22, 2019 through June 30, 2021.
- **Benefits to Martin County** – This is a contribution of substantial funding to a planned special assessment project.
- **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 and its residents will have to pay \$2,000,000 for this project.

**DOCUMENTS REQUIRING ACTION:**

- Grant Contract (1 copy)
- Budget Resolution

**RECOMMENDATION:**

- Move that the Board authorize the Chairman and/or designee to execute the Golden Gate Vacuum Sewer System grant 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.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**5. PERMISSION TO ACCEPT THE STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) MARC CACHE REPLACEMENT**

- **Agreement/Contract drafted by:** State of Florida Division of Emergency Management
- **Parties to the Agreement/Contract:** State of Florida Division of Emergency Management and the Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract:** Funding in the amount of \$71,500 for the portable radios for the Mutual Aid Radio Cache (MARC) unit.
- **New/Renewal/Modified:** This is a new contract.
- **Duration:** Date of execution through August 30, 2020.
- **Benefits to Martin County:** Grant award of \$71,500 to enable the County to purchase multi-band portable radios for emergency response. Most importantly, this grant provides for program needs to ensure the safety and protection of residents.
- **Cost to Martin County:** Staff time for grant administration. There is no County funding match required.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – Since 2005, the MARC unit has provided for emergency communications for Martin County and our first responder partners. The initial radio cache procured with the MARC unit is no longer supported. Should the grant not be approved, there would be significant impact on the operational readiness of the MARC unit for emergency situations.
- **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 and/or designee to execute the FDEM 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.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**OTHER OMB – LEASE/PURCHASE AGREEMENT AMENDMENT**

**6. PERMISSION TO ACCEPT AMENDMENT NUMBER 1 TO THE ENERGY EQUIPMENT LEASE/PURCHASE AGREEMENT FOR EQUIPMENT RELATED TO THE GUARANTEED ENERGY PERFORMANCE SAVINGS CONTRACT WITH TRANE U.S. FOR THE HOLT CORRECTIONAL FACILITY**

In Fiscal Year 2018, the Board approved a Tax-Exempt Lease/Purchase agreement with Banc of America Public Capital Corp. for the lease/purchase of equipment installed under the Guaranteed Energy Performance Savings contract with Trane U.S. Amendment Number 1 to the agreement is required in order to extend the acquisition and installation period of the equipment until December 30, 2019. There are no monetary modifications of the agreement being requested.

**DOCUMENTS REQUIRING ACTION:**

- Amendment Number 1 to Energy Equipment Lease/Purchase Agreement

**RECOMMENDATION:**

- Move that the Board authorize the County Administrator and/or designee to execute Amendment Number 1 to Energy Equipment Lease/Purchase Agreement as well as any additional non-monetary agreement amendments for the Guaranteed Energy Performance Savings project upon review and concurrence by the County Attorney's Office.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**