

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners **DATE:** April 28, 2020

**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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**PERMISSION TO APPLY**

**1. PERMISSION TO APPLY FOR FLORIDA BOATER IMPROVEMENT PROGRAM (FBIP) GRANT FOR BOAT RAMP RENOVATIONS AT SANDSPRIT PARK, STUART CAUSEWAY PARK**

- **Requestor** – Parks and Recreation Department
- **Granting Agency** – Florida Fish and Wildlife Conservation Commission's Florida Boater Improvement Program (FBIP)
- **Project Description** – This request is to apply for a FBIP grant to provide design, engineering and permitting to plan for extensive renovations to these heavily used assets.
- **Requested Grant award** – \$150,000
- **Budgetary Impact** –None
- **Annual operating costs** - Staff time for grant administration.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – Boat ramps and the associated docks and pavement will fall into disrepair and eventually become unusable or unsafe.
- **Financial Fiscal impact if not approved** – County spends \$150,000 from reserves or ad valorem to renovate these boat ramps.

**DOCUMENTS REQUIRING ACTION:**

- Board Resolution.

**RECOMMENDATION:**

- Move that the Board pass a resolution that authorizes the Parks and Recreation Department to apply for the Florida Boater Improvement Program grant.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**PERMISSION TO ACCEPT**

**2. PERMISSION TO ACCEPT THE SAND AND GRIT REMOVAL GRANT – AMENDMENT 1**

- **Agreement/Contract drafted by** – State of Florida Department of Environmental Protection.
- **Parties to the Agreement/Contract** – State of Florida Department of Environmental Protection (FDEP) and Martin County Board of County Commissioners (BOCC).
- **Purpose of the Agreement/Contract** – Martin County (Grantee) has documented sand and grit at the Wastewater Treatment Plant. Removing the sand and grit will restore the capacity of the system and it will also improve treatment and increase the plant's efficiency.
- **New/Renewal/Modified** – Modified
- **Duration:** November 1, 2019 through April 30, 2021.
- **Benefits to Martin County** – Grant funding initially provided \$34,328 for this project. This amendment provides an additional \$23,808.50 for the total award of \$58,136.50. The total project will cost \$116,273 and it will allow the County to remove at least 80% of the volume of sand and grit from each tank that has at least 10% sand and grit by volume at the County's wastewater treatment facility.
- **Cost to Martin County** – The agreement requires at least a 50% match on the part of the County. The County has already provided a match in the amount of \$34,328 and will be responsible for an additional \$23,808.50 and staff time to administer the grant.

**ALTERNATIVE ACTION:**

- **Programmatic Implication if not approved** – None
- **Financial Fiscal impact if not approved** – The match of 50% will not be required. There will be no offset to the cost of the project and no staff time will be required to administer this grant.

**DOCUMENTS REQUIRING ACTION:**

- Grant Contract Amendment 1
- Budget Resolution
- Budget Transfer from Utilities Reserves

**RECOMMENDATION:**

- Move that the Board authorize the Chairman and/or designee to execute the State of Florida Department of Environmental Protection grant agreement Amendment 1 as well as any 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 a budget transfer from the Utilities Reserves to the grant fund in the amount of \$23,808.50.

**APPROVED AS TO FORM & LEGAL SUFFICIENCY**

**OTHER OMB ITEMS – REQUEST FOR FUNDS**

**3. BUDGET TRANSFER FROM DISASTER RECOVERY RESERVES FOR POST-HURRICANE DORIAN AND POTENTIAL COVID-19 EXPENSES**

The Office of Management and Budget is requesting a Budget Transfer from Disaster Recovery Reserves for post Hurricane Dorian expenses and for all potential COVID-19 expenses, which are unknown at this time. The funding in the amount of \$2,436,000 was earmarked from FY19 Fund Balance for any disaster-related expenses.

**DOCUMENTS REQUIRING ACTION:**

- Budget Transfer from Disaster Recovery Reserves

**RECOMMENDATION:**

- Move that the Board authorize a Budget Transfer from Disaster Recovery Reserves in the amount of \$2,426,000 for post Hurricane Dorian and potential COVID-19 expenses.