

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 20, 2020

VIA: Taryn Kryzda
County Administrator

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

REF: 20-0074

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

PERMISSION TO ACCEPT

1. **PERMISSION TO ACCEPT THE LOCAL AGENCY PROGRAM (LAP) GRANT FUNDING THROUGH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE RESURFACING OF ST. LUCIE BOULEVARD FROM INDIAN STREET TO E. OCEAN BOULEVARD PROJECT (FM# 48348-1-58-01)**
 - **Agreement/Contract drafted by** – State of Florida Department of Transportation (FDOT)
 - **Parties to the Agreement/Contract** – FDOT and the Martin County Board of County Commissioners
 - **Purpose of the Agreement/Contract** – To provide funding for this project up to \$756,408. The total estimated cost of the Project is \$ 768,408. The St. Lucie Blvd Resurfacing Project is a 2.437 mile-long roadway that extends from Indian St. to SE Ocean Blvd in Stuart, Florida. The complete project scope includes milling, resurfacing, erosion control, clearing and grubbing, excavation, fill and embankment, bahia sod, and other incidentals.
 - **New/Renewal/Modified** – New
 - **Duration** – Martin County agrees to complete the Project on or before June 30, 2023 (date of agreement expiration).
 - **Benefits to Martin County** – To replace highly needed infrastructure and reduce maintenance. Policy 14.1A.10 of the Comprehensive Plan requires staff to identify project that eliminate public hazards and repair, remodeling, renovations or replacement of obsolete or worn out facilities.
 - **Cost to Martin County** –
 - a. Costs in excess of the programmed funding or attributable to actions which have not received the required approval of FDOT shall not be considered eligible costs and shall be funded with FY 21 Roads Capital Improvement Funds (CIP)
 - b. Annual maintenance cost is estimated to be \$1,000 per year.
 - c. Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The project would-be put-on hold until an alternative funding source was identified.

- **Financial Fiscal impact if not approved** – The County will forfeit \$ 756,408 in grant funding for the construction of the project.

DOCUMENTS REQUIRING ACTION:

- LAP Agreement (2 copies)
- Board Resolution (2 copies)
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chairman to execute the LAP agreement 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 Board Resolution; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

OTHER OMB ITEMS

2. LAKE OKEECHOBEE SYSTEM OPERATIONS MANUAL (LOSOM)

The Public Works Department is requesting \$232,000 for the ongoing LOSOM/National Environmental Policy Act (NEPA) work that requires additional funds for outside consultants to assist in technical analysis and participation in NEPA related public meeting and comment work. This will provide sufficient funds to complete our stakeholder involvement in the LOSOM planning process. At the completion of the planning process, should the BOCC decide to make a NEPA challenge, this would involve a different scope of legal needs.

The Office of Management and Budget is requesting a Budget Transfer from General Fund Restricted Reserves in the amount of \$232,000 to fund the above-mentioned matters.

DOCUMENTS REQUIRING ACTION:

- Budget Transfer from General Fund Restricted Reserves

RECOMMENDATION:

- Move that the Board authorize a Budget Transfer from General Fund Restricted Reserves in the amount of \$232,000 for LOSOM consultant contracts.

3. BUDGET TRANSFER AND CIP MODIFICATION REQUEST FROM UTILITIES DEPARTMENT

The Utilities Department is requesting Board's approval to transfer funds from reserves into CIP for the Hideaway Water Assessment project and to modify the related CIP sheet.

Hideaway Isles Water Assessment project will be internally funded by the Utilities Department and requires a \$537,000 transfer from CFC Water Fund reserves into the Water Main Assessments CIP sheet.

BCC MEETING DATE: October 27, 2020
AGENDA ITEM: DEPT-1

DOCUMENTS REQUIRING ACTION:

- CIP Sheet for Water Main Assessments

RECOMMENDATION:

- Move that the Board approve a modification of the CIP sheet for the Water Main Assessments, as well the corresponding budget transfer.

4. 2021 FISCAL POLICY UPDATE

The Board is required to update the County's fiscal policies to address changes and revisions. The policies reflect long and short-term objectives, clarification of descriptive terms and revision of pertinent dates. The FY2020 Fiscal Policy was approved August 27, 2019

There are minor changes for clarification in the Fund Balance section and the Reserve Policy is updated to include the Office of Tourism, which are highlighted in the Fiscal Policy document attached.

DOCUMENTS REQUIRING ACTION:

- FY21 Fiscal Policy

RECOMMENDATION:

- Move that the Board approve the updated FY21 Fiscal Policy.

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