

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** April 20, 2021

VIA: Taryn Kryzda
County Administrator

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

REF: 21-0388
**SUBJECT: OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE
BOARD APPROVAL**

PERMISSION TO APPLY

1. **PERMISSION TO APPLY FOR THE FY2021-2022 AMERICAN RESCUE PLAN: HUMANITIES ORGANIZATIONS GRANT FOR THE AGING POPULATION OUTREACH PROGRAM**

- **Requestor** – Library Department
- **Granting Agency** – National Endowment for the Humanities
- **Project Description** – This program provides recreational and educational relief for our aging population, homebound residents, and residents in assisted living facilities who have been adversely affected by the coronavirus pandemic. The grant will be used for performers, equipment, supplies, and additional part-time public services staff so existing staff can provide outreach humanities programs. This will increase how many outreach sessions we can simultaneously conduct. These programs may include readers advisory services and book deliveries, library card registration, lecture and film presentations at assisted living facilities, caregiver support workshops, and digital literacy classes.
- **Requested Grant Award** – Up to \$200,000
- **Budgetary Impact** – A grant match is not required.
- **Annual Operating Cost** – Staff time for grant administration.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Reduce the number of outreach sessions.
- **Financial Fiscal impact if not approved** – None

DOCUMENTS REQUIRING ACTION:

- None at this time.

RECOMMENDATION:

- Move that the Board authorize the Library Department to apply for the FY21-22 American Rescue Plan grant for the aging population outreach program.

2. **PERMISSION TO APPLY FOR THE CHILDREN'S SERVICES COUNCIL MARTIN COUNTY (CSCMC) 21-22 HEALTHY CHILDREN FUNDING PRIORITY AREA GRANT**

- **Requestor** – Human Services Division
- **Granting Agency** – Children’s Services Council Martin County
- **Project Description** –The County recently received notification that the Children’s Services Council Martin County (CSCMC) is requesting proposals for their Healthy Children Funding Priority Area grant program. Human Services anticipates applying for \$75,000 to support the creation of the Martin County Youth Leadership Initiative. This project aims to increase positive mental health and behavioral outcomes and increase the capability of youth to address stress and adverse, traumatic events; in an effort to prevent or reduce the use of alcohol and other substances.
- **Requested Grant award** – \$75,000
- **Budgetary Impact** – None
- **Annual operating costs** – Staff time to administer grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Staff will not be able to expand programmatic supports dedicated to this area of programming.
- **Financial Fiscal Impact if not approved** – There will be limited direct programmatic funding dedicated to this area of programming.

DOCUMENTS REQUIRING ACTION:

- None at this time

RECOMMENDATION:

- Move that the Board authorize Human Services staff to apply for the CSCMC Healthy Children Funding Priority Area grant.

PERMISSION TO ACCEPT

3. PERMISSION TO ACCEPT THE FEDERAL AVIATION ADMINISTRATION (FAA) GRANT NUMBER 3-12-0076-025-2021 FOR AIRPORTS CORONAVIRUS RESPONSE GRANT PROGRAM (ACRGP)

- **Agreement/Contract drafted by** – Federal Aviation Administration
- **Parties to the Agreement/Contract** – FAA and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – Grant award of \$91,162 for the ACRGP Grant which is funding being provided by FAA to help offset costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.
- **New/Renewal/Modified** – This is a new contract.
- **Duration** – Date of execution to 04/13/25
- **Benefits to Martin County** – Federal Aviation Association grant will cover 100% of the total cost of \$91,162.
- **Cost to Martin County** – There is no associated operating cost.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Airport will need to utilize reserves for diminished airport operations.
- **Financial Fiscal impact if not approved** – None

DOCUMENTS REQUIRING ACTION:

- Grant Contract
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the County Administrator, and/or designee, to execute the FAA grant 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.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

4. PERMISSION TO ACCEPT FOR SMALL COUNTY OUTREACH PROGRAM (SCOP) GRANT FUNDING THROUGH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE SE SALERNO ROAD RESURFACING (FROM US-1/SR-5 TO SE COMMERCE AVENUE) PROJECT (FM# 440242-1-54-01)

- **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 not to exceed 75% of the original roadway resurfacing scope of the project with a maximum amount of **\$732,189**. The total estimated cost of the project is \$1,091,439. The SE Salerno Road Resurfacing (from SE Salerno Road from US-1/SR-5 to SE Commerce Avenue) Project scope includes milling and resurfacing, shoulder widening, along with drainage improvements, signage and pavement markings.
- **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** – Match funds for roadway resurfacing and 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 budgeted funds from the FY22 Roads Capital Improvement Plan (CIP) in the amount of approximately \$359,250 which is the 25% match requirement for the SCOP grant; and
 - Annual maintenance cost is estimated to be \$1,000 per year; and
 - Staffs 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 \$732,189 in grant funding for the Construction of the project.

DOCUMENTS REQUIRING ACTION:

- SCOP Agreement (1 copies)
- Board Resolution (2 copies)
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chair to execute the SCOP 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

5. PERMISSION TO ACCEPT FOR SMALL COUNTY OUTREACH PROGRAM (SCOP) GRANT FUNDING THROUGH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE SE SALERNO ROAD RESURFACING (FROM SR-76 / KANNER HIGHWAY TO SE WILLOUGHBY BOULEVARD) PROJECT (FM# 440299-1-54-01)

- **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** – The FDOT agrees to participate in the project cost up to the maximum amount of \$657,931. The total estimated cost of the project, \$1,300,621. The SE Salerno Road Resurfacing (from SR-76/Kanner Highway to SE Willoughby Boulevard) Project scope includes milling and resurfacing, shoulder widening, along with drainage improvements, signage and pavement markings.
- **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** – Match funds for roadway resurfacing and 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 budgeted funds from the FY22 Roads Capital Improvement Plan (CIP) in the amount of approximately \$642,690;
 - Annual maintenance cost is estimated to be \$1,000 per year; and
 - Staffs 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 \$657,931 in grant funding for the Construction of the project.

DOCUMENTS REQUIRING ACTION:

- SCOP Agreement (1 copies)
- Board Resolution (2 copies)
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chair to execute the SCOP 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

6. PERMISSION TO ACCEPT THE FLORIDA DEPARTMENT OF STATE DIVISION OF LIBRARY AND INFORMATION SERVICES (STATE), STATE AID TO LIBRARIES 2021 GRANT FUNDS

On November 17, 2020 the Board authorized Library staff to submit the 2021 State Aid annual grant application. The State has awarded a grant in the amount of \$67,033 under Project #21-ST-30. The Office of Management and Budget is requesting Board approval of a budget resolution for the appropriation of the awarded grant funds.

The grant will fund:

- A full time Library Specialist position as approved by the Board on June 14, 2015,
 - Equipment for idea lab upgrades,
 - Books and materials for the library collection.
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- **Agreement/Contract drafted by** – Florida Department of State, Division of Library and Information Services
 - **Parties to the Agreement/Contract** – Florida Department of State, Division of Library and Information Services and the Martin County Board of County Commissioners
 - **Purpose of the Agreement/Contract** – Annual State Aid to Libraries grant for Fiscal Year 2020-2021
 - **New/Renewal/Modified** – New
 - **Duration** – 1 year or until funds are expended
 - **Benefits to Martin County** – Funds a full time Library Specialist position and purchases equipment, library books, and materials
 - **Cost to Martin County** – Staff time to administer the Grant. No cash match is required.

ALTERNATIVE ACTION:

- **PROGRAMMATIC IMPLICATION IF NOT APPROVED** – We would not be able to provide collection enhancements or additional staffing for public services.
- **FINANCIAL FISCAL IMPACT IF NOT APPROVED** – Additional funds will not be available to provide collection enhancements and services or additional staffing for public services.

DOCUMENTS REQUIRING ACTION:

- Budget Resolution for the appropriation of \$67,033 of State Aid to Libraries Grant funds.

RECOMMENDATION:

- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

7. PERMISSION TO ACCEPT THE FLORIDA SHARED-USE NONMOTORIZED (SUN) TRAIL NETWORK PROGRAM AGREEMENT FOR FINANCIAL PROJECT NO. 443500-1-54-01

- **Agreement/Contract drafted by** – State of Florida Department of Transportation (FDOT).
- **Parties to the Agreement/Contract** – State of Florida Department of Transportation and Martin Metropolitan Planning Organization.
- **Purpose of the Agreement/Contract** – Grant award of \$100,000 to provide for FDOT's participation in the SUN Trail network on SE Gomez Ave. from SE Osprey St. to SE Bridge Rd. Feasibility Study.
- **New/Renewal/Modified** – This is a new agreement that is awarded on an individual basis.
- **Duration** – Term of this agreement shall commence upon full execution by both parties and continue through March 1, 2026.
- **Benefits to Martin County** – Enables the County to continue the implementation for a shared-use path along Gomez Avenue that will serve as a segment of the East Coast Greenway, a 3,000-mile route for biking, walking, and other means from Maine to the Florida Keys. Most importantly, this shared-use path is a priority trail identified on the SUN Trail Network that will serve our citizens in Martin County.
- **Cost to Martin County** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Loss of the ability to continue the implementation of the East Coast Greenway in Martin County.
- **Financial Fiscal impact if not approved** – Loss of \$100,000 to continue the implementation of the East Coast Greenway Martin County.

DOCUMENTS REQUIRING ACTION:

- Grant Agreement (4 copies)
- Budget resolution

RECOMMENDATION:

- Move that the Board authorize the Martin Metropolitan Planning Organization to execute the Florida Shared-Use Nonmotorized Trail Network Program Agreement for Financial Project No. 443500-1-54-01 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.

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