

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** July 6, 2021

VIA: Taryn Kryzda
County Administrator

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

REF: 21-0727

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

PERMISSION TO APPLY

**1. PERMISSION TO APPLY FOR THE CHILDREN'S SERVICES COUNCIL GRANT PROGRAM – AS/OS
(AFTER SCHOOL/OUT OF SCHOOL) PROGRAM GRANT**

- **Requestor** – Parks and Recreation Department
- **Granting Agency** – Children's Services Council of Martin County, Inc.
- **Project Description** – These programs are essential to the growth and development of Martin County youth. These County-run programs have been funded by Children's Services Council since 1994. The funding will pay for the staff, maintenance, supplies and programming at G.A.A.P. (Golden Gate Alternative Afterschool Program) at Lamar Howard Park in Golden Gate (Stuart), the J.A.S.E. (Jensen Afterschool Experience) program at Langford Park in Jensen Beach, the R.E.A.C.H. (Residents Empowering All Children's Hope) program at New Monrovia Park in Port Salerno, and the countywide Xtreme Teen Program. These programs will include homework help and educational components, physical fitness, outdoor recreation, cultural exposure to arts, dance and music, as well as providing safe afterschool and summer care to those that are not able to afford it in any other capacity. The funding also pays for the teen program, providing quality activities and events for teens in the community in a safe setting. The program funding runs from Oct 1st, 2021 – Sep 30th, 2022
- **Requested Grant award** – Up to \$325,230
- **Budgetary Impact** – Grant match currently budgeted in the FY21 Parks and Recreation budget is \$553,256.40.
- **Annual operating costs** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – If not approved, the after-school programs: GAAP, JASE, REACH, as well as the county-wide Xtreme Teen program will no longer be able to be offered to the community due to lack of funding.
- **Financial Fiscal impact if not approved** – The staff and programs are financially dependent upon these funds. If not approved, the programs will be unable to operate under the current structure.

DOCUMENTS REQUIRING ACTION:

- None at this time

RECOMMENDATION:

- Move that the Board authorize the Parks and Recreation Department to apply for the FY21-22 Children's Services Council grant for the AS/OS AFTER SCHOOL/OUT OF SCHOOL) Program.

2. PERMISSION TO APPLY FOR THE FY 2022-2023 LOCAL GOVERNMENT FUNDING REQUEST (LGFR) FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR INLET MANAGEMENT

- **Requestor** – Coastal Management Division
- **Granting Agency** – Florida Department of Environmental Protection (FDEP).
- **Project Description** – The FDEP administers the Local Government Funding Request for Inlet Management. Staff is requesting authorization to apply for funding for St. Lucie Inlet Management Plan Implementation Project. Note that projects remain eligible for reimbursement for 3 years after project construction. If these funds are awarded, they will be replenishing the account that supplied the original funds. This request includes construction funds for south bypass and all permit-required monitoring for all bypass projects.
- **Requested Grant Award** – Up to \$800,000 (DEP 50% portion of construction and monitoring).
- **Budgetary Impact** – Up to \$800,000 (remaining county match 50%) programmed in the Coastal CIP.
- **Annual Operating Cost** – Staff time for grant administration.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Effective implementation of the Inlet Management Plan would be put in jeopardy based on a lack of adequate funding for upcoming projects.
- **Financial Fiscal impact if not approved** – Funding for the implementation of the Inlet Management Plan would be the County's sole responsibility.

DOCUMENTS REQUIRING ACTION:

- Board Resolution.

RECOMMENDATION:

- Move that the Board authorize staff to submit the LGFR grant application to FDEP for the Inlet Management grant, and;
- Move that the Board adopt the Board Resolution in support of this project.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

3. PERMISSION TO APPLY FOR THE FY 2022-2023 LOCAL GOVERNMENT FUNDING REQUEST (LGFR) FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR BEACH MANAGEMENT

- **Requestor** – Coastal Management Division
- **Granting Agency** – Florida Department of Environmental Protection (FDEP)

BCC MEETING DATE: July 13, 2021
AGENDA ITEM: DEPT-1

- **Project Description** – The FDEP administers the Local Government Funding Request for Beach Management. Staff is requesting authorization to apply for permit-required monitoring funds for the Martin County Hutchinson Island Shore Protection Project/4-Mile Beach Project.
- **Requested Grant Award** – \$206,865 (DEP share of 45.97%)
- **Budgetary Impact** – estimated \$243,135 (County grant match of 54.03%) programmed in the Coastal CIP
- **Annual Operating Cost** – Staff time for grant administration.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – County would be responsible for all expenses related to this project.
- **Financial Fiscal impact if not approved** – Funding for this work would be the County's sole responsibility.

DOCUMENTS REQUIRING ACTION:

- Board Resolution

RECOMMENDATION:

- Move that the Board authorize staff to submit the LGFR grant application to FDEP for the Beach Management Program grant, and;
- Move that the Board adopt the Board Resolution in support of this project.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

4. PERMISSION TO APPLY FOR THE FY2021-2022 DIVISION OF LIBRARY AND INFORMATION SERVICES FLORIDA AMERICAN RESCUE PLAN ACT FUND

- **Requestor** – Library Department
- **Granting Agency** – Florida Department of State, Division of Library and Information Services
- **Project Description** – This program provides access to free library materials and take-home activities to Qualified Census Tracts for the support of digital literacy, early learning, homework support, and workforce development.
- **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** – Pivot to outreach
- **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 Division of Library and Information Services Florida American Rescue Plan Act Fund.

PERMISSION TO ACCEPT

5. PERMISSION TO ACCEPT THE FY2021-22 INDIAN RIVER LAGOON (IRL) COUNCIL AND IRL NATIONAL ESTUARIES PROGRAM (NEP) WATER QUALITY RESTORATION GRANT

- **Agreement/Contract drafted by** – Indian River Lagoon (IRL) Council and IRL National Estuaries Program.
- **Parties of the Agreement/Contract** – IRL/NEP and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – On December 8, 2020 the Utilities and Solid Waste Department was authorized to apply for the IRL/NEP Water Quality Restoration Grant to fund fiscal year 2022 small community grinder sewer system connection projects.
- **New/Renewal/Modified** – This is a new contract.
- **Duration** – IRL/NEP grant funding and commencement authorization October 1, 2021 through September 30, 2022.
- **Benefits to Martin County** – Grant funding in the amount of \$150,000 would provide an additional discount of \$1,000 to 150 customers to further incentivize early connection to the grinder sewer system providing significant reduction of the nitrogen and phosphorous concentrations to the IRL.
- **Costs to Martin County** – The County has identified in-kind services including, but not limited to, staff time to administer the grant that are being recognized by the IRL/NEP as a contribution toward the project.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – None
- **Financial Fiscal impact if not approved** – The match of \$150,000 will not be required. No additional discount of \$1,000 to 150 customers to further incentivize early connection will be attained and no staff time will be required to administer this grant.

DOCUMENTS REQUIRING ACTION:

- Grant Contract
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chair and/or designee to execute the IRL/NEP Water Quality Restoration 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.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

6. PERMISSION TO ACCEPT THE EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE TRUST FUND (EMPA) GRANT

- **Agreement/Contract drafted by** – State of Florida Division of Emergency Management.
- **Parties to the Agreement/Contract** – State of Florida Division of Emergency Management and Martin County Board of County Commissioners.

- **Purpose of the Agreement/Contract** – Funding for salary, training, and planning to enhance Emergency Management programs totaling \$105,806.
- **New/Renewal/Modified** – This is a new contract that is awarded annually.
- **Duration** – July 1, 2021 through June 30, 2022.
- **Benefits to Martin County** – Grant award of \$105,806 to enable the County to enhance planning projects, provide for technology, equipment and supplies needs, and programs to meet mandates. Most importantly, this grant provides for program needs to ensure the safety and protection of residents.
- **Cost to Martin County** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The majority of the Emergency Management Division budget is grant funded which supports the technical operation of the Emergency Operations Center as well as training and community outreach programs. The General Fund match would not be enough to support these programs on its own.
- **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 Chair or designee to execute the EMPA 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 authorize the Fire Rescue Chief, or designee, to submit and execute any additional changes, documents, or budget actions, as well as any amendments to the grant contract; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

7. PERMISSION TO ACCEPT THE EMERGENCY MANAGEMENT PERFORMANCE (EMPG) GRANT

- **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 for training and planning to enhance Emergency Management programs.
- **New/Renewal/Modified** – This is a new contract that is awarded annually.
- **Duration** – July 1, 2021 through June 30, 2022
- **Benefits to Martin County** – Grant award of \$79,775 to enable the County to enhance planning projects, provide for technology, equipment and supplies, and programs to meet mandates. Most importantly, this grant provides for program needs to ensure the safety and protection of citizens.
- **Cost to Martin County** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The majority of the Emergency Management Division budget is grant funded which supports the technical operation of the Emergency Operations Center as well as training and community outreach programs. The General Fund match would not be enough to support these programs on its own.
- **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 Chair or designee to execute the EMPG 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 authorize the Fire Rescue Chief, or designee, to submit and execute any additional changes, documents, or budget actions, as well as any amendments to the grant contract; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

8. PERMISSION TO ACCEPT THE EMERGENCY MANAGEMENT PERFORMANCE (EMPG) GRANT AMERICAN RESCUE PLAN ACT (ARPA) SUPPLEMENTAL

- **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 for training and planning to enhance Emergency Management programs.
- **New/Renewal/Modified** – This is a new contract that is supplemental to the EMPG that is awarded annually.
- **Duration** – July 1, 2021 through June 30, 2022
- **Benefits to Martin County** – Grant award of \$13,926 to enable the County to enhance planning projects, provide for technology, equipment and supplies, and programs to meet mandates. Most importantly, this grant provides for program needs to ensure the safety and protection of citizens.
- **Cost to Martin County** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The majority of the Emergency Management Division budget is grant funded which supports the technical operation of the Emergency Operations Center as well as training and community outreach programs. The General Fund match would not be enough to support these programs on its own.

- **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 Chair or designee to execute the EMPG supplemental agreement as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office;
- Move that the Board authorize the Fire Rescue Chief, or designee, to submit and execute any additional changes, documents, or budget actions, as well as any amendments to the grant contract; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

9. PERMISSION TO ACCEPT THE STATE OF FLORIDA'S, DEPARTMENT OF HEALTH - BUREAU OF TOBACCO FREE FLORIDA GRANT

- **Agreement/Contract drafted by** – State of Florida, Department of Health
- **Parties to the Agreement/Contract** – State of Florida, Department of Health and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$841,965 to provide tobacco cessation and prevention education and policy advocacy.
- **New/Renewal/Modified** – This award is new.
- **Duration** – July 1, 2021 – June 30, 2026
- **Benefits to Martin County** – Enables Martin County to provide tobacco cessation and prevention education to residents, with a focus on youth education. In addition, funds will allow Martin County to work with community groups and agencies to advocate for tobacco policy changes and implementation.
- **Cost to Martin County** – Staff time to administer grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The Martin County community will not have resources for tobacco cessation and education efforts that have been present in the community for several years.
- **Financial Fiscal impact if not approved** – None

DOCUMENTS REQUIRING ACTION:

- State of Florida Department of Health Contract
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chair to execute the State of Florida Department of Health Contract 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

OTHER OMB ITEMS

10. BUDGET RESOLUTION TO ACCEPT ADDITIONAL FUNDING FOR THE COMMUNITY SERVICES BLOCK GRANT (CSBG)

At the May 19, 2020 BOCC meeting, the Board approved the acceptance of FY20 Community Services Block Grant (CSBG) renewal funds as a sub-recipient from St. Lucie county. The Department of Economic Opportunity (DEO) has issued St. Lucie County additional funding for this award period, with Martin County slated to receive \$8,219 in additional funding for the current award cycle. This will be added to the initial \$81,238 that was received and approved in May 2020, giving Martin County a new total award of \$89,457 for the current funding cycle. Funds will be used to provide direct services, allowing staff to assist clients with social service needs such as rent assistance, utility assistance, and homelessness prevention.

DOCUMENTS REQUIRING ACTION:

- Budget Resolution

RECOMMENDATION:

- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

11. COUNTY ATTORNEY'S OFFICE REQUEST FOR ADDITIONAL FUNDS FROM GENERAL FUND RESTRICTED RESERVES FOR A REAL PROPERTY EVALUATION OF CERTAIN SECTIONS OF THE PAL-MAR AREA BY THE LAW FIRM WEISS, SEROTA, HELFMAN, COLE, AND BIERMAN, P.L. (WEISS SEROTA).

- **Estimated Attorney's Fees** – \$50,000. These cost estimates include legal fees and other associated costs.
- **Background** – Several property owners in the Pal-Mar region claim potentially conflicting property rights with that of Martin County and other state agencies and agencies of the state. In order to resolve these potential conflicts, a thorough evaluation of certain sections of the real property interests is necessary. Since the Board approved the first budget transfer on June 22, 2021 for this matter, a title company has provided a cost estimate for title work to be \$50,000. The first budget was limited to \$50,000 and thus leaves no funds available for necessary legal work and other costs. This request is intended to cover legal work and other costs.

DOCUMENTS REQUIRING ACTION:

- Budget Transfer from General Fund Reserves for Contingencies.

RECOMMENDATION:

- Move that the Board approve Budget Transfer in the amount of \$50,000 from General Fund Restricted Reserves for Contingencies.