

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners    **DATE:** April 27, 2025

**VIA:** Don G. Donaldson, P.E.  
County Administrator

**FROM:** Stephanie Merle  
Director of the Office of Management & Budget

**REF:** 26-0583

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

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**PERMISSION TO APPLY**

1. **Permission to Apply for the FY 2023 Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Formula Grant Program Funds**

- **Requestor** – Public Works Department
- **Granting Agency** – FTA
- **Project Description** – To assist in the purchase of a replacement light-duty cutaway fixed-route bus.
- **Requested Grant Award** – \$146,920
- **Budgetary Impact** – No monetary match required.
- **Annual operating costs** – Staff time for grant administration. Maintenance of vehicle is performed by the vendor.

**Alternative Action:**

- **Programmatic Implication if not approved** – County will not have \$146,920 in grant funds to assist in the purchase of a light-duty cutaway fixed-route bus for the public transit program.
- **Financial Fiscal impact if not approved** – County will forfeit \$146,920 in grant funds.

**Documents Requiring Action:**

- None at this time

**Recommendation:**

- Move that the Board authorize the County Administrator or designee to apply for the FY23 FTA Section 5339 Bus and Bus Facilities Grant Program funds.

2. **Permission to Apply for the Fiscal Year 2026 Safe Streets and Roads for All (SS4A) Supplemental Planning Grant for the SE Bridge Road Corridor Study and Road Safety Audit**

- **Requestor** – Public Works Department
- **Granting Agency** – U.S. Department of Transportation (DOT)

- **Project Description** – The proposed grant will facilitate supplemental safety planning to support, develop and update the existing SS4A Action Plan adopted by the BOCC on 12/12/2023, (23-12.17) specific to the SE Bridge Road corridor from I-95 to SE Flora Avenue. The supplemental planning activities will include a corridor study, road safety audit, stakeholder engagement and collaboration, and a concept plan. The supplemental planning activities will result in a report that enhances, informs and complements the existing action plan specific to the SE Bridge Road corridor and improves safety for vehicles, bicycle/pedestrian users and wildlife.
- **Requested Grant Award** – The total grant award requested is \$280,000. The total project estimated cost is \$350,000. The SS4A grant will fund 80% of the total project cost and requires a 20% non-federal share.
- **Budgetary Impact** – The SS4A grant requires a 20% non-federal share in the amount of \$70,000. This amount is budgeted in the FY27 Roads Capital Improvement Plan (CIP).
- **Annual operating costs** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – The identified project will remain unfunded.
- **Financial Fiscal impact if not approved** – Martin County will forfeit \$280,000 in grant funds.

**Documents Requiring Action:**

- Board Resolution

**Recommendation:**

- Move that the Board adopt a resolution authorizing the Director of the Public Works Department, or designee, to apply for the U.S. Department of Transportation FY26 Safe Streets for All Supplemental Planning Grant for the SE Bridge Road Corridor Study and Road Safety Audit project; and
- Move that the Board authorize the Director of the Public Works Department, or designee, to be the authorized representative to sign other non-monetary documents related to this grant application upon review and concurrence of the County Attorney's Office.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**3. Permission to Apply for the Florida 911 State Grant for Call Handling Solution Upgrade**

- **Requestor** – Martin County Sheriff's Office E911 Division
- **Granting Agency** – State of Florida Emergency Communications Board
- **Project Description** – Martin County's Call Handling Solution is due for an upgrade in 2027. The upgrade will include a transition from the existing premise-based 911 call handling infrastructure to a cloud-native solution. This transition is necessary to ensure continued compliance with evolving industry standards, improve service continuity for emergency communications, and position the Public Safety Answering Points (PSAPs) to support future capabilities such as advanced

data integration, multimedia communications (text, images, video), and enhanced location services. The proposed project will replace aging, on-site infrastructure with a resilient, scalable, and secure cloud-based solution that enhances service reliability, improves operational efficiency, and enables seamless interoperability with other counties and regions across the State of Florida.

- **Requested Grant Award** – \$3,644,729.87
- **Budgetary Impact** – Grant funds will be provided on a cost reimbursement basis.
- **Annual operating costs** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – If not approved, the PSAPs will continue operating on aging Next Gen Core Services (NGCS) infrastructure with increased risk of system failure, vulnerability to cyber-attacks, and potential non-compliance with evolving NG911 standards. These factors create uncertainty and increase liability exposure, particularly in the event of service disruption impacting emergency response.
- **Financial Fiscal impact if not approved** – Current limited E911 fund revenues are insufficient. The PSAPs will continue operating on aging equipment and software, increasing the risk of system failure, rising maintenance costs, and unplanned capital expenditures. Deferred investment will likely result in more expensive emergency replacements and reduce system reliability during critical incidents.

**Documents Requiring Action:**

- Grant Application

**Recommendation:**

- Move that the Board authorize the County Administrator, or designee, to apply for the 911 State Grant application and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**4. Permission to Apply for the Florida 911 State Grant for Additional ESInet Circuits for Call Handling Solution Upgrade**

- **Requestor** – Martin County Sheriff's Office E911 Division
- **Granting Agency** – State of Florida Emergency Communications Board
- **Project Description** – Martin County's Call Handling Solution is due for an upgrade in 2027. The upgrade will include a transition from the existing premise-based 911 call handling infrastructure to a cloud-native solution. This transition is necessary to ensure continued compliance with evolving industry standards, improve service continuity for emergency communications, and position the Public Safety Answering Points (PSAPs) to support future capabilities such as advanced data integration, multimedia communications (text, images, video), and enhanced location services. The cloud-based call handling deployment requires an increase in the usable bandwidth of the County's current NGCS ESInet. These additional ESInet circuits are a crucial component to the Call Handling Solutions upgrade. The project cannot be completed without the circuits for service.

- **Requested Grant Award** – \$261,175
- **Budgetary Impact** – Grant funds will be provided on a cost reimbursement basis.
- **Annual operating costs** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – If not approved, the PSAPs will continue operating on aging Next Gen Core Services (NGCS) infrastructure with increased risk of system failure, vulnerability to cyber-attacks, and potential non-compliance with evolving NG911 standards. These factors create uncertainty and increase liability exposure, particularly in the event of service disruption impacting emergency response.
- **Financial Fiscal impact if not approved** – Current limited E911 fund revenues are insufficient. The PSAPs will continue operating on aging equipment and software, increasing the risk of system failure, rising maintenance costs, and unplanned capital expenditures. Deferred investment will likely result in more expensive emergency replacements and reduce system reliability during critical incidents.

**Documents Requiring Action:**

- Grant Application

**Recommendation:**

- Move that the Board authorize the County Administrator, or designee, to apply for the 911 State Grant application and sign other non-monetary documents related to this grant upon review and concurrence of the County Attorney's Office.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

5. **Permission to Apply for the Bureau of Justice Assistance (BJA) Adult Treatment Court Program Grant**

- **Requestor** – Human Services
- **Granting Agency** – BJA
- **Project Description** – The purpose of the program is to provide expanded supports and services to individuals in the Martin County Mental Health Court program. Grant funds will be used to provide expanded support services, such as housing, transportation, and treatment, to a vulnerable population in our community. The program funding is issued for a four-year project period.
- **Requested Grant Award** – \$1,000,000
- **Budgetary Impact** – None. 100% required match will be met by in-kind salaries and office space.
- **Annual operating costs** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – There will be no direct programmatic support dedicated solely to this programming in Martin County.
- **Financial Fiscal impact if not approved** – There will be no direct funding dedicated solely to this programming in Martin County.

**Documents Requiring Action:**

- None at this time

**Recommendation:**

- Move that the Board authorize the Human Services Director to apply for the Bureau of Justice Assistance Adult Treatment Court Program grant; and
- Move that the Board authorize the County Administrator or designee to execute any non-monetary grant application related documents upon review and concurrence of the County Attorney's office.

**OTHER OMB ITEMS**

**6. Adjustments to the Fiscal Year 2026 Budget**

The Office of Management and Budget (OMB) is requesting approval to modify the fiscal year 2026 budget per Generally Accepted Accounting Principles (GAAP). These adjustments are necessary to align revenues and expenditures to reflect activities as well as make corrections, budgeted transfers, and budget transfers from reserves as follows:

**A. Request for Funds from Impact Fee Reserves for Various Road Projects**

The Public Works Traffic Engineering Division is requesting funding for Traffic Signal & Intersection Improvements and for SE Salerno Road Resurfacing project, which includes bicycle and turn lanes. These funds were allocated to impact fee reserves during fund balance, and projects have now been identified for fiscal year 2026 that require funding to proceed. The estimate amount needed is approximately \$978,000, which will require a Budget Transfer from Urban Road Impact Fee Reserves to fund.

**Documents Requiring Action:**

- Budget Transfer from Urban Road Impact Fee Reserves

**Recommendation:**

- Move that the Board authorize a Budget Transfer from Urban Road Impact Fee Reserves in the total amount of \$978,000.

**B. Request to Allocate Unanticipated Contribution from the Auto Ranch Hobe Sound Major Final Site Plan**

As outlined in the Auto Ranch Hobe Sound Major Final Site Plan and pursuant to Section 4.843.G of Land Development Regulations, Martin County Code, the Owner is required to pay \$53,120 to Martin County in lieu of constructing a sidewalk along SE Bridge Road. This is part of the post-approval process, in accordance with Section 10.11 of the Land Development Regulations, Martin County Code. The Office of Management and Budget requests the adoption of a Budget Resolution to allocate the contribution.

**Documents Requiring Action:**

- Budget Resolution

**Recommendation:**

- Move that the Board adopt the Budget Resolution.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**