

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
Tuesday, October 19, 2021
9:00 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

1 MEETING CALLED TO ORDER: Invitation to fill out “citizens not on the agenda” forms. Please silence all cell phones and devices.

2 INVOCATION

3 PLEDGE OF ALLEGIANCE

4 ANNOUNCEMENTS

Highlands Soil & Water Conservation District will hold a meeting on Tuesday, October 19, 2021, at 3:00 p.m., in Conference room #3 of the Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring

The Children’s Services Council will hold a general body meeting on Wednesday, October 20, 2021, at 8:00 a.m., in the Board room, 600 S. Commerce Ave., Sebring

The Local Mitigation Strategy Working Group will meet on Wednesday, October 20, 2021, at 8:00 a.m., in Conference room #2 of the Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd.,

The Tourist Development Council will meet on Thursday, October 28, 2021, at 8:15 a.m., in the Board room, 600 S. Commerce Ave., Sebring

5 CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS:

6 RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:

6.A *Request approval of a Proclamation recognizing the National Rifle Association for its 150 years of dedication to promoting firearms safety education.*

County Administrator Randy Vosburg

No fiscal impact

[NRA Proclamation 101921.docx](#)

7 CITIZENS NOT ON THE AGENDA

8 CONSENT AGENDA

8.A *Request approval of the minutes from the July 20, 2021 regular meetings of the Board.*

[072021REG.pdf](#)

- 8.B *Special Warranty Deed from the Town of Lake Placid to Highlands County for North Tangerine Drive and associated right of way.*
Sherry G. Sutphen, County Attorney
Continued regular maintenance of North Tangerine Drive.
[Tangerine Dr. Special Warranty Deed.pdf](#)
- 8.C *Request approval to declare the indicated lists of Sebring Public Library materials surplus and allow items to be donated to the Sebring Friends of the Libraries, nonprofit.*
Vikki Brown, Highlands Library System Manager
Donation value is calculated with an estimated value of five cents to the dollar against the original purchase price (\$21,660.05); the estimated value of this donation is \$1,083.
Revenue generated by the sale of surplus Library materials via the Friends of the Sebring Public Library, will be donated back to the Sebring Public Libraries.
[Sebring Record Set Part 1.pdf](#)
[Sebring Record Set Part 2.pdf](#)
[Sebring Record Set Price Totals.xlsx](#)
[Sebring Friends of the Library Not for Profit Status 1.2021.pdf](#)
[Sebring FRIENDS SURPLUS MEMO.pdf](#)
- 8.D *Request approval to declare the indicated lists of Lake Placid Memorial Library materials surplus and allow items to be donated to the Lake Placid Friends of the Libraries, nonprofit.*
Vikki Brown, Highlands Library System Manager
Donation value is calculated with an estimated value of five cents to the dollar against the original purchase price (\$22,518.51; the estimated value of this donation is \$1,125.93).
Revenue generated by the sale of surplus Library materials via the Friends of the Lake Placid Memorial Library, will be donated back to the Lake Placid Memorial Library.
[LPML LPLNN1 SURPLUS Part 1.pdf](#)
[LPML LPLNN1 SURPLUS Part 2.pdf](#)
[LPML Record Set Price Totals.xlsx](#)
[LPML Friends Sunbiz.pdf](#)
[LPML Friends Surplus Memo.pdf](#)
- 8.E *Request approval to declare the indicated lists of Avon Park Public Library materials surplus and allow items to be donated to the Avon Park Friends of the Libraries, nonprofit.*
Vikki Brown, Highlands Library System Manager
Donation value is calculated with an estimated value of five cents to the dollar against the original purchase price (\$18,163.78; the estimated value of this donation is \$908.19).
Revenue generated by the sale of surplus Library materials via the Friends of the Avon Park Public Library, will be donated back to the Avon Park Public Library
[Avon Park Record Set Part 1.pdf](#)
[Avon Park Record Set Part 2.pdf](#)
[Avon Park Record Sets Price Totals 2021.xlsx](#)
[Avon Park Friends of the Library Not for Profit Status 9.2021.pdf](#)
[Avon Park Friends Surplus Memo.pdf](#)
- 8.F *Request approval of the Agreement for Educational Services between Miller Dynamics and Highlands County Fire Rescue.*

Public Safety Director, Chief Stearns
no fiscal impact
[HighlandsRide.pdf](#)

- 8.G *Request approval for waiver of fees for the Sebring High School Boys and Girls Soccer Program for the use of the Highlands County Multi-Sports Complex.*
Move to approve the waiver of rental fees for the Sebring High School Boys and Girls Soccer Program for the use of the fields at the Highlands County Multi-Sports Complex for practice dates for the 2021-22 school year.
The fiscal impact of the wavier approval would result in a loss of \$4,150.00 in rental revenue for the Highlands County Multi-Sports Complex.
[SHS NEW FIELD REQUES2020.pdf](#)
[SHS Soccer 2021-2022 Schedule.pdf](#)
- 8.H *Request approval of Amendment 1 to the Legal Services Agreement between Highlands County Board of County Commissioners and Roper, P.A.*
Sherry G. Sutphen, County Attorney
There is no fiscal impact.
[Amendment 1.Highlands and Roper PA.pdf](#)
- 8.I *Request approval of a one (1) year renewal to the contract between Highlands County and Evok Advertising & design, Inc., for Search Engine Optimization (SEO) and Search Engine Marketing (SEM) services for visitsebring.com website with no change to the price and terms.*
Leah Sauls, Development Services Director
The fiscal impact is \$72,000 for FY 2021/2022 from Cost Center 5305 (Marketing and Promotions). Account 54800 (Promotional Activities). This item is already within the proposed Tourist Development Marketing budget for FY 2021/2022.
[Fourth_Amendment_to_Contract_-_Evok-CB21.pdf](#)
- 8.J *Request consideration of waiver of fees and deposit for the Salvation Army for rental of the Multi Sports Complex Concession for their Thanksgiving Dinner Preparation.*
Richard Fleeger, Parks & Facilities Superintendent
The waiver would result in a potential loss of revenue for the rental of the Multi Sports Complex Concession, of approximately \$1,100.00.
[Salvation Army.pdf](#)
[2021-2022 Fees Waived.pdf](#)
- 8.K *Request approval Request approval of Agreement between Highlands County and Clean Harbors Environmental Services, Inc. for Household Hazardous Waste Collection Services of Agreement between Highlands County and Clean Harbors Environmental Services, Inc. for Household Hazardous Waste Collection Services.*
Clinton Howerton, Jr., P.E., County Engineer
There is no fiscal impact to Fund 401 (Solid Waste) and the overall budget as there is currently \$40.00 budgeted in FY 21/22 in Cost Center 4210 (Refuse Disposal System), Account 53117 (Hazardous Waste) for these services.
[clean harbor signed Piggyback Agreement.Clean Harbors.SGS BHL 10-7-21.pdf](#)
- 8.L *Request approval of a one (1) year renewal to the contract between Highlands County and Evok Advertising & Design, Inc., for ongoing services for visitsebring.com website with no change to the price and terms.*

Leah Sauls, Development Services Director.

The fiscal impact is \$30,000 for FY 2021/2022 from Cost Center 5305 (Marketing and Promotions). Account 54800 (Promotional Activities). This item is already within the approved Tourist Development Marketing budget for FY 2021/2022.

[THIRD_Amendment_to_Web_Contract.CB21.pdf](#)

- 8.M *Request approval of Budget Amendment 20-21-141 for Project 18034 Fire/EMS Administration Building.*
David Nitz, OMB Manager
Angela Bollinger, Sr Budget Analyst
There is no fiscal impact to Fund 355 (HCFPIRN LTD Capital), Fund 151 (Infrastructure Surtax) or the overall budget. This budget amendment is correcting the split funding amounts between the two (2) funds.
[20-21-141 Project 18034 Fire_EMS Admin Bldg acct corrections.pdf](#)
- 8.N *Request approval of Budget Amendment 20-21-146 and Resolution to set up Project 20070, EMPG-ARPA Grant.*
Latosha Reiss, Emergency Management Manager
The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of \$13,926 and being appropriated in cost center 3991 (Local Emergency Mgmt) and Project 20070 (EMPG-ARPA Grant) which is used to supplement the EOC budget.
[20-21-146 Proj 20070 EMPG-ARPA 20-21 \(BA\).pdf](#)
[20-21-146R Proj 20070 EMPG-ARPA Grant \(Resolution\).pdf](#)
- 8.O *Request approval of Budget Amendment 21-22-003 to appropriate additional funding for the Property Appraiser due to personnel adjustments.*
David Nitz, OMB Manager
There is no fiscal impact to Fund 005 (General) or the overall budget as this budget amendment is transferring \$66,153 from cost center 9990 (Budgetary Expenditures 005), account 59900 (Reserve for Contingency) to 2211 (Property Appraiser), account 54900 (Other Charges & Obligations).
[21-22-003 Property Appraiser Adjustments.pdf](#)
[21-22-003 Property Appraiser Adjustments \(Reserve\).pdf](#)
- 8.P *Request consideration of Waiver of Fees for the Friends of Istokpoga Lake Association, Inc. for Rental of the Lorida Community Center for Fiscal Year 2021-2022.*
Richard Fleeger, Parks & Facilities Superintendent
The waiver would result in a potential loss of revenue for the use of the Lorida Community Center of approximately \$500.00.
[Lorida Community Center Fee Waiver Request-Sept16 2021.pdf](#)

9 PUBLIC HEARING

- 9.A *Public hearing to consider transmittal to the Florida Department of Economic Opportunity of a Large Scale Plan Amendment for Text Amendments to the Highlands County 2030 Comprehensive Plan, CPA-21-592LS, pertaining to the addition of a Property Rights Element.*
Melony Culpepper, Planning and Zoning Manager
There is no fiscal impact.
[Staff Report CPA-21-592LS Property Rights Element.pdf](#)

[Ordinance CPA-21-592LS Property Rights Element.pdf](#)

- 9.B *Ordinance of the Board of County Commissioners of Highlands County, Florida, pertaining to an Amendment to the Highlands County Code of Ordinances, Chapter 4.5, Animals and Fowl; Providing for legislative findings and intent; Providing for Amendment to Chapter 4.5, Animals and Fowl, Article II, Dogs; Providing for the implementation of administrative actions; Providing a savings clause; Providing for codification and scrivener's errors.*
Sherry G. Sutphen, County Attorney
There is no fiscal impact
[Ordinance amending chapter 4.5- Animals.Tethering.Final.SGS.pdf](#)
[Notice of Public Hearing -Ordinance Tethering.pdf](#)
- 9.C *Public hearing to consider adoption of P&Z Hearing No. 2082, changing the Official Zoning Atlas for an approximate 300-acre parcel, from Residential District (R-1), Two-Family Dwelling District (R-2), Multiple Family Dwelling including Motel and Hotel District (R-3), Campground District with a Flexible Unit Development (CG-3 FUD), Business District (B-3), and Industrial District (I-2) to Agricultural District (AU).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
[Staff Report P&Z 2082 JGS Land Development for BCC](#)
[Application P&Z 2082 JGS Land Development for BCC](#)
[Resolution P&Z 2082 JGS Land Development for BCC.pdf](#)

10 ACTION AGENDA

- 10.A *Approval of Collective Bargaining Agreement between the Highlands County Board of County Commissioners and the Highlands County Professional EMS and Firefighters, Local 5147 International Association of Firefighters (IAFF), effective October 1, 2021 through September 30, 2024.*
Tanya Cannady, Business Services Director
David Nitz, OMB Manager
Matt Raulerson, Assistant County Attorney
Since this is a three year agreement, the fiscal impact will vary depending on the year and the number of employees.
[EMS.HC Collective Bargaining Agreement.pdf](#)
- 10.B *Request approval of Budget Amendment 20-21-148 and Resolution to remove 151 Funds from Project 19040 and set-up ARPA Grant funding into their respective Board-approved projects for FY 21 and request approval of Budget Amendment 21-22-002 and Resolution to remove 151 Funds from Project 19040 that rolled and rollover and appropriate the ARPA Grant funds that were set-up at fiscal yearend into their respective Board-approved projects for FY 22.*
David Nitz, OMB Manager
Angela Bollinger, Sr. Budget Analyst
The fiscal impact for FY21 is an increase to Fund 005 (General) in the amount of \$20,632,184.00 and a decrease to Fund 151 (Infrastructure Surtax) in the amount of \$41,575.00 for a net increase of \$20,590,609.00 overall.

For FY22, the fiscal impact to Fund 151 (Infrastructure Surtax) is a net of \$0.00 and an increase to Fund 005 (General) in the amount of \$20,599,684.00.

- [20-21-148 ARPA Projects Set up \(BA\).pdf](#)
- [20-21-148R ARPA Projects Set up \(Resolution\).pdf](#)
- [21-22-002 ARPA Projects Rollover Set up \(BA\).pdf](#)
- [21-22-002R ARPA Projects Rollover Set up \(Resolution\).pdf](#)

11 COUNTY ADMINISTRATOR AND LEGAL

- 11.A *County Attorney Status Report*
Sherry G. Sutphen, County Attorney
There is no fiscal impact.
[COUNTY ATTORNEY LOG 2.pdf](#)
- 11.B *Commissioner's Priorities and the Project Status Report*
Randy Vosburg, County Administrator
No Fiscal Impact.
[Status - Commissioner's Priorities \(FINAL\) 10.19.2021.pdf](#)
[Status - Project Updates \(FINAL\) 10.19.2021.pdf](#)
- 11.C *Update of progress for American Rescue Plan Act (ARPA) projects.*
Liz Barber, Legislative Affairs & Grants Coordinator
No fiscal impact at this time.
[Gantt Chart Document.pdf](#)

12 COMMISSIONERS

13 INFORMATIONAL:

- 13.A *Board payables from October 19, 2021 to November 1, 2021*

14 ADJOURN

Any person who decides to appeal any decision made by this Board of County Commissioners of Highlands County, Florida, in public hearing or meeting is hereby advised that he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record will include the testimony and evidence upon which such appeal is to be based.

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. "Anyone requiring reasonable accommodation as provided for in the Americans With Disabilities Act or Section 286.26 Florida Statutes should contact Human Resources, ADA Coordinator at: 863-402-6509 (voice), or via Florida Rely Service 711, or by e-mail: hrmanager@highlandsfl.gov." Requests for CART or interpreter services should be made as soon as possible but no later than 48 hours in advance to permit coordination of the service.

Please note our new website address: www.highlandsfl.gov/

Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.