

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
Tuesday, October 05, 2021
9:00 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

1 MEETING CALLED TO ORDER: Invitation to fill out “COMMENTS BY THE PUBLIC” forms.
Please silence all cell phones and devices.

2 INVOCATION

3 PLEDGE OF ALLEGIANCE

4 ANNOUNCEMENTS

The Construction Licensing, Enforcement and Appeals Board will meet at 7:00 p.m., on October 5, 2021 in the Board room, 600 S. Commerce Avenue, Sebring

A Public Hearing of Highlands County Code Enforcement Thomas Dolney, Special Magistrate will be held at 1:30 p.m., on October 6, 2021, in the Board room of the Government Center, 600 S. Commerce Ave., Sebring

The Veterans Advisory Board will hold a regular meeting on October 7, 2021 at 3:30 p.m. in the Veteran Services Office, 7209 South George Blvd., Sebring

A Public Hearing of the Highlands County Planning & Zoning Commission and the Local Planning Agency will be held at 3:00 p.m., on October 12, 2021, in the Board room of the Highlands County Government Center, 600 S. Commerce Avenue, Sebring

The Highlands County Insurance Committee will hold a regular meeting at 10:00 a.m., on October 14, 2021 in the Board room of the Government Center, 600 S. Commerce Ave., Sebring

5 CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS:

6 RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:

6.A *Request approval of a Proclamation recognizing October 3-9, 2021, "National 4-H Week" in Highlands County.*

Mackenna Crawford, Highlands County 4-H County Council President

Mrs. Ashley H.K. Gill, Highlands County 4-H Agent/ County Extension Director

No fiscal Impact

[Proclamation 2021 National 4H Week.pdf](#)

6.B *Request approval of a Proclamation recognizing the month of October 2021 as "Safe Sleep Awareness Month" .*

Ms. Sarah Donaldson, RN, with the Nurse Family Partnership Program

No fiscal impact.

[Safe Sleep Month Proclamation \(2021 HI\).docx](#)

7 PUBLIC COMMENT

8 CONSENT AGENDA

- 8.A *Request approval of the Amended Change Order form to modify GFNY Marathon Florida Sebring New Event Grant to allow reimbursement for Maintenances of Traffic (MOT) expenses.*
Casey Hartt, Lead Tourism Consultant
There is no fiscal impact.
[Lidia Fluhme - Notarized_GFNYMarathon.ChangeOrder1.pdf](#)
- 8.B *Request approval to extend Waiver of Fees for Special STARS (affiliated with Ridge Area ARC), for the rental of the O.S. Sam Polston Auditorium and Conference Room 1 at the Bert J. Harris Agricultural Center.*
Richard Fleeger, Parks & Facilities Superintendent
The fiscal impact of the waiver approval would result in a loss of rental revenue totaling up to \$\$380.00.
[Speical Stars 21-22.pdf](#)
[2020-2021 Fees Waived 09.13.2021.pdf](#)
- 8.C *Request to approve authorizing the Property Appraiser to extend the 2021 ad valorem property tax roll prior to completion of the Valuation Adjustment Board Hearings*
Randy Vosburg, County Administrator
No fiscal impact
[Randy Vosburg Extend Tax Roll 2021.pdf](#)
- 8.D *Request to approve and execute the plat of Palmetto at Altvater Road Commercial Properties for recordation.*
Clinton Howerton, Jr., P.E., County Engineer
There will be no additional fiscal impact, E. Altvater Road is maintained by the County already.
[10363plat Palmetto-Altwater.pdf](#)
[2444 E Alvater Rd_Location Map-8.5X11.pdf](#)
- 8.E *Request approval State Housing Initiative Program (SHIP) Annual Report for 2018-2019.*
Lucy Castillo, Housing Programs Coordinator
No fiscal impact.
[ShipAnnualReport-2018-2019 Close Out Unsubmitted.pdf](#)
[AR Cert 2018-2019.pdf](#)
[HOUSING - Attachment I Income Level Breakdown 2018-2019.pdf](#)
- 8.F *Request to waive the Landfill Tipping Fees for Highlands County Ag-Venture, Inc. November 16 through November 18, 2021*
Clinton Howerton, Jr., P.E., County Engineer
Landfill staff estimates that the Highlands County Ag-Venture, Inc. event will generate approximately three (3) tons of waste at a cost of \$45.00 per ton for a total of \$135.00 to be waived. The figures are based upon Highlands County Ag-Venture's estimate of 1

(one) 20-yard dumpster for the event.

[Ag Venture Letter dated 10-25-21.pdf](#)

[Highlands County Ag-Venture Inc. Table of Waived Tipping fees.pdf](#)

- 8.G *Request approval of Budget Amendment 20-21-143 for 3rd quarter reemployment charges*
David Nitz, OMB Manager
There is no fiscal impact to Fund 005 (General) or the overall budget. This budget amendment is transferring \$343.75 from cost center 2111 (Central Services) to cost center 2107 (Human Resources). In addition, there is no fiscal impact to Fund 401 (Solid Waste) or the overall budget as this budget amendment is realigning \$217.17 in cost center 4210 (Refuse Collection System) from account 51200 (Regular Salaries & Wages) to account 52500 (Unemployment Compensation).
[20-21-143 Reemployment Tax - 3rd Q.pdf](#)
- 8.H *Request to rename Lott Grade (duplicate road name) to Open Road.*
Clinton Howerton, Jr., P.E., County Engineer
The fiscal impact will be \$100, the cost of a new street sign. Funding is available in Fund 110 - Transportation Trust Fund, Cost Center 4105 - Traffic Operations, Account 55209 - Traffic Control Devices.
[LottGrade Duplicate.pdf](#)
[Open Road Petition.pdf](#)
- 8.I *Request approval of the 2021-2022 Health Services Grant Agreement for South Florida State College Foundation, Inc. per the recommendation of the Highlands County Hospital District Board.*
Ingra Gardner, Community Programs Director
There is no fiscal impact to Fund 005 (General) or the overall budget. This grant is included in the FY 2021-2022 budget.
[2021-22 List of Grant Recommendations.docx](#)
[SFSC Foundation.pdf](#)
- 8.J *Request approval of the Highlands County Industrial Development Authority's (IDA) recommendation to reappoint Craig Johnson, Jim Renfro, Dr. Thomas Leitzel, and newly appoint Ann Martin and Tommy Massey to the Highlands County IDA.*
Meghan DiGiacomo, Executive Manager of Business & Economic Development
Jeff King, Economic Development Manager
No Fiscal Impact
[DRAFT Sep 2021 IDA Minutes.docx](#)
[Craig Johnson 2021 Application and Resume.pdf](#)
[Jim Renfro 2021 Application and Resume.pdf](#)
[Thomas Leitzel 2021 Application and Resume.pdf](#)
[Ann Martin 2021 Application and Resume.pdf](#)
[Tommy Massey 2021 Application and Resume.pdf](#)
[Dr. Thomas Leitzel Reappointment Rationale Letter.pdf](#)
- 8.K *A resolution of the Highlands County Board of County Commissioners pertaining to economic development related confidentiality agreements.*
Meghan DiGiacomo, Executive Manager of Business & Economic Development
No Fiscal Impact

[Resolution.County Administrator.Economic Development Confidentiality Agreement.SGS.docx](#)

- 8.L *Accept Sebring Regional Airport Authority and Industrial Park Community Redevelopment Agency (CRA) 2021-2022 annual budget and budget amendments C21-03 and C21-04.*
Tanya Cannady, CPA, CDM
Business Services Director
No fiscal impact
[Resolution CRA 21-04 Approving Budget Amendment C21-03.pdf](#)
[Resolution CRA 21-05 Approving 2021-2022 Budget.pdf](#)
[Resolution CRA 21-06 Approving the Appropriation of Funds Remaining C21-04.pdf](#)
- 8.M *Request approval of the Tourism Development Council Lead Consultant contract with Gray Dog Publishing, Inc. for Fiscal Year 21-22.*
Leah Sauls, Development Services Director
The fiscal impact is an increase to Fund 152 (Tourist Development) and the overall FY22 budget in the amount of \$17,700 to Cost Center 5301 (Tourist Dev - Operations), account 53400 (Contractual Services).
[RFP 21-008 Intent to Award - TDC Consultant.pdf](#)
[8.19.2021_Draft_TDC_Min.pdf](#)
[RFP 21-008 Gray Dog Contract DMR 09-24-2021.docx](#)
- 8.N *Request approval of Budget Amendment 20-21-144 for Pre-EOY Negative Account balance Clean-Up in Various Cost Centers.*
David Nitz, OMB Manager
There is no fiscal impact to the overall budget.
[20-21-144 Cost Center Negative Balances \(BA\).pdf](#)

9 PUBLIC HEARING

- 9.A *Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-21-584SS, for an approximate 4.21-acre portion of an approximate 9.21-acre parcel, from Agriculture (AG) to Commercial (C).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
[Staff Report CPA-21-584SS Guerrero & Sanchez](#)
[Application CPA-21-584SS Guerrero & Sanchez](#)
[Ordinance CPA-21-584SS Guerrero & Sanchez](#)
- 9.B *Public hearing to consider adoption of P&Z Hearing No. 2074, changing the Official Zoning Atlas for approximately 9.21 acres from Agricultural District (AU) and Business with a Conditional Use District (B-3 CU) to Business District (B-3)*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
[Staff Report P&Z 2074 Guerrero & Sanchez BCC](#)
[Application P&Z 2074 Guerrero & Sanchez](#)
[Resolution P&Z 2074 Guerrero & Sanchez](#)

- 9.C *Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-21-589SS, for an approximate 4.44-acre parcel, from Agriculture (AG) to Industrial (I).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
[Staff Report CPA-21-589SS BCC C Elton Crews](#)
[Application CPA-21-589SS C Elton Crews](#)
[Ordinance CPA-21-589SS C Elton Crews](#)
- 9.D *Public hearing to consider adoption of P&Z Hearing No. 2081, changing the Official Zoning Atlas for an approximate 4.44-acre parcel, from Agricultural District (AU) to Industrial District (I-2).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
[Staff Report P&Z 2081 C Elton Crews BCC](#)
[Application P&Z 2081 C Elton Crews](#)
[Resolution P&Z 2081 C Elton Crews](#)

10 ACTION AGENDA

- 10.A *Request Approval of the Highlands County Health Department's FY 21-22 Core Contract*
Tanya Cannady, Business Services Director
The fiscal impact is the funding amount of \$256,535 in Fund 005 (General) which is included in the Adopted Budget for Fiscal Year 2021-2022.
[Highlands BOCC FDOH 2021-2022 Core Contract.pdf](#)
- 10.B *Request approval of Budget Amendment 21-22-001 and Resolution to realign and appropriate Sheriff budgeted funds within the General Fund to accomplish the grant/project program goals.*
Paul Blackman, Sheriff
There is no fiscal impact to Fund 005 (General) or overall budget. This budget amendment is realigning and setting up grant/project funds within the General Fund that have been budgeted or offset by incoming revenues in a total amount of \$5,141,572.
[21-22-001 Sheriff Set up \(BA\).pdf](#)
[21-22-001R Sheriff Set up \(Resolution\).pdf](#)
- 10.C *Request approval of a letter to Governor Ron DeSantis supporting the appointment of Karen Healy to the office of Highlands County Supervisor of Elections.*
County Administrator Randy Vosburg
None
[Letter Ron DeSantis.Support Karen Healy.SGS \(003\)Revised.docx](#)

11 COUNTY ADMINISTRATOR AND LEGAL

- 11.A *County Attorney Status Report*
Sherry G. Sutphen, County Attorney
There is no fiscal impact.
[COUNTY ATTORNEY LOG.pdf](#)

- 11.B *Commissioner's Priorities and the Project Status Report*
Randy Vosburg, County Administrator
No Fiscal Impact.
[Status - Commissioner's Priorities \(FINAL\) 10.5.2021.pdf](#)
[Status - Project Updates \(FINAL\) 10.5.2021.pdf](#)

12 COMMISSIONERS

13 INFORMATIONAL

- 13.A *Board payables from October 5-18, 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.