

MEETING OF THE SPECIAL DISTRICTS, JANUARY 5, 2021

1. The meeting was called to order at 11:47 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Jerome Kaszubowski, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. **CONSENT AGENDA**

Commissioner Tuck made a motion and Commissioner Rapp seconded the motion, to move to approve the consent agenda as presented.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Request approval to pay all duly authorized bills January 5, 2021. *See Check Report file.*

Placid Lakes SBD	3,737.02
Sebring Country Est SBF	1,626.01
Sebring Hills Light SBD	1,443.87
Sun 'n Lakes Placid Recre	296.96

- B. Request approval of the minutes from the December 15, 2020 Meeting of the Districts. *See Clerk of Courts website.*

3. **ACTION AGENDA**

- ~~A. Request approval of Budget Amendment 20-21-042 and Resolution for FYE 19-20 Rollover Project Adjustments and Corrections into FY 20-21 for the Special Benefit Districts.~~

This item was tabled until the next meeting. *See SMB 141 Page 84.*

4. **CITIZENS NOT ON THE AGENDA**

No participants.

5. **ADJOURN**

Commissioner Tuck made a motion and Commissioner Rapp seconded the motion, to move to adjourn the Meeting of the Special Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:49 a.m.

MEETING OF THE DISTRICTS, JANUARY 19, 2021

1. The meeting was called to order at 12:02 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Jerome Kaszubowski, Clerk of Courts; and Pamela Gamez, Deputy Clerk.

2. CONSENT AGENDA

Commissioner Rapp made a motion and Commissioner Campbell seconded the motion, to move to approve the consent agenda. Upon roll call, all Commissioners voted aye. The motion carried.

A. Request approval to pay all duly authorized bills January 19, 2021. See Check Report file.

Placid Lakes SBD	2,665.20
Orange Blossom Est 1-19	22.56
Sun 'n Lake Placid Recre	181.31
Highlands Park Est SBD	269.76

B. Request approval of the minutes from the January 5, 2021 Meeting of the Districts. See Clerk of Courts website.

3. ACTION AGENDA

Commissioner Campbell made a motion and Commissioner Roberts seconded the motion, to move to set the action agenda. Upon roll call, all Commissioners voted aye. The motion carried.

A. Request approval of Budget Amendment 20-21-042 and Resolution for the FYE 19-20 Rollover Project Adjustments and Corrections into FY 20-21 for the Special Benefit Districts.

Randy Vosburg, County Administrator, presented the request.

Commissioner Tuck moved approval of the request. Commissioner Rapp seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. **See Res. Book 31 Page 70 & SMB 141 Page 99.**

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Campbell made a motion and Commissioner Tuck seconded the motion, to move to adjourn the Meeting of the Districts. Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 12:06 p.m.

MEETING OF THE DISTRICTS, FEBRUARY 2, 2021

1. The meeting was called to order at 12:24 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Jerome Kaszubowski, Clerk of Courts; and Maria Brenes, Deputy Clerk.

- 2. CONSENT AGENDA**

Commissioner Tuck made a motion and Commissioner Campbell seconded the motion, to move to approve the consent agenda.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Request approval to pay all duly authorized bills February 2, 2021. See Check Report file.**

Orange Villa SBD	115.99
Placid Lakes SBD	2,549.22
Sebring Country Est SBF	1,579.81
Sebring Hills Light SBD	1,411.83
Sun'n Lakes Placid Recre	5,071.28
Sebring Acres	214.39
Lake Haven Estates SBD	736.32
Highway Park Sp Bene Dist	499.01

- 3. ACTION AGENDA**

No items presented.

- 4. CITIZENS NOT ON THE AGENDA**

No participants.

- 5. ADJOURN**

Commissioner Tuck made a motion and Commissioner Rapp seconded the motion, to move to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 12:26 p.m.

MEETING OF THE DISTRICTS, FEBRUARY 16, 2021

1. The meeting was called to order at 11:48 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Jerome Kaszubowski, Clerk of Courts; and Maria Brenes, Deputy Clerk.

2. **CONSENT AGENDA**

Commissioner Campbell made a motion and Commissioner Roberts seconded the motion, to move to approve the consent agenda as presented.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. **Request approval to pay all duly authorized bills February 16, 2021. See Check Report file.**

Placid Lakes SBD	315.86
Sun'n Lakes Placid Recre	2,104.26
Highlands Park Est SBD	60.00

3. **ACTION AGENDA**

No items presented.

4. **CITIZENS NOT ON THE AGENDA**

No participants.

5. **ADJOURN**

Commissioner Rapp made a motion and Commissioner Roberts seconded the motion, to move to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:50 a.m.

MEETING OF THE DISTRICTS, MARCH 2, 2021

1. The meeting was called to order at 11:44 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Sally Hood, Accounting & Finance Director for the Clerk of Courts; Pamela Gamez and Jill Shields, Deputy Clerks.

2. CONSENT AGENDA

Commissioner Tuck made a motion and Commissioner Campbell seconded the motion, to move to approve the consent agenda.

Public input was received from Beth Degnan. Randy Vosburg, County Administrator, addressed comments made by Ms. Degnan.

Upon roll call, all Commissioners voted aye. The motion carried.

A. Request approval of the minutes from the January 19, 2021 and February 2, 2021 Meetings of the Districts. See Clerk of Courts website.

B. Request approval of Budget Amendment 20-21-061 to realign funds between accounts in accordance with Governmental Accounting Standards. See SMB 142 Page 15.

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Tuck made a motion and Commissioner Campbell seconded the motion, to move to adjourn the Meeting of the Districts. Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:52 a.m.

MEETING OF THE DISTRICTS, MARCH 16, 2021

1. The meeting was called to order at 1:33 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Commissioner Chris Campbell was absent from this meeting.

Also present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, Interim County Attorney; Jerome Kaszubowski, Clerk of Courts; Pamela Gamez and Jill Shields, Deputy Clerks.

2. CONSENT AGENDA

Commissioner Tuck made a motion and Commissioner Rapp seconded the motion, to move to approve the consent agenda.

Public input was received from Beth Degnan. Commissioner Tuck and Randy Vosburg, County Administrator, addressed comments made by Ms. Degnan. Mr. Vosburg also stated to Ms. Degnan that she may reach out for further assistance to BoCC Risk Management Coordinator, Sherri Bennett.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Request approval of the minutes from the February 16, 2021 Meeting of the Districts. See Clerk of Courts website.**

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Rapp made a motion and Commissioner Tuck seconded the motion, to move to adjourn the Meeting of the Districts. Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 1:38 p.m.

MEETING OF THE DISTRICTS, APRIL 06, 2021

1. The meeting was called to order at 11:08 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

**Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell**

**Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck**

Also, present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; Maria Brenes and Jill Ann Shields, Deputy Clerks.

2. **CONSENT AGENDA**

No consent items presented.

3. **ACTION AGENDA**

No action items presented.

4. **CITIZENS NOT ON THE AGENDA**

No participants.

5. **ADJOURN**

Commissioner Campbell made a motion and Commissioner Tuck seconded the motion, to move to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:08 a.m.

MEETING OF THE DISTRICTS, APRIL 23, 2021

1. The meeting was called to order at 11:41 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Matt Raulerson, Assistant County Attorney; Jerome Kaszubowski, Clerk of Courts; Maria Brenes and Jill Ann Shields, Deputy Clerks.

2. **CONSENT AGENDA**

No consent items presented.

3. **ACTION AGENDA**

No action items presented.

4. **CITIZENS NOT ON THE AGENDA**

No participants.

5. **ADJOURN**

Commissioner Tuck made a motion and Commissioner Rapp seconded the motion, to move to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:42 a.m.

MEETING OF THE DISTRICTS, MAY 4, 2021

1. The meeting was called to order at 12:30 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

**Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell**

**Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck**

Also, present: Randy Vosburg, County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; Maria Brenes and Jill Ann Shields, Deputy Clerks.

2. CONSENT AGENDA

Commissioner Tuck moved approval of the consent agenda as presented. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Request approval of Budget Amendment 20-21-083 and corresponding Resolution.** See Res. Book 31 Page 113 (Res. No. 20-21-94) & SMB 142 Page 101.
- B. Request approval of Budget Amendment 20-21-084 and corresponding Resolution.** See Res. Book 31 Page 114 (Res. No.20-21-95) & SMB 142 Page 102.
- C. A Resolution of the Highlands County Board of County Commissioners pertaining to the Sale, Purchase and Exchange of Real Property Interests; Providing for Legislative Findings and Intent; Providing for the County Administrator to Accept and Sell Property Interests and Execute Agreements; Providing for the Implementation of Administrative Actions; Providing a Savings Clause; Providing for Scrivener's Errors; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.** See Res. Book 31 Page 108 (Res. No. 20-21-88) & SMB 142 Page 103.

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Rapp made a motion and Commissioner Tuck seconded the motion, to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 12:31 p.m.

MEETING OF THE DISTRICTS, MAY 18, 2021

1. The meeting was called to order at 11:42 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

2. **CONSENT AGENDA**

Commissioner Campbell made a motion and Commissioner Roberts seconded the motion, to approve the consent agenda as presented

Upon roll call, all Commissioners voted aye. The motion carried.

- A. **Request approval of the minutes from the March 02, 2021, March 16, 2021, and April 06, 2021 meetings of the Special Districts.** *See Clerk of Courts website.*

3. **ACTION AGENDA**

No action items presented.

4. **CITIZENS NOT ON THE AGENDA**

No participants.

5. **ADJOURN**

Commissioner Campbell made a motion and Commissioner Tuck seconded the motion, to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:43 a.m.

MEETING OF THE DISTRICTS, JUNE 1, 2021

1. The meeting was called to order at 10:53 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

2. CONSENT AGENDA

Commissioner Tuck made a motion and Commissioner Campbell seconded the motion, to approve the consent agenda as presented

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Request approval of the minutes from the April 23, 2021 and May 4, 2021 meetings of the Special Districts.** *See Clerk of Courts website.*

- B. Placid Lakes Special Benefit District – Removal of County owned fencing at the Lake August boat ramp for the adjacent property owner to remove shed. All costs will be incurred by the property owner and fence will be restored to original condition.** *See Placid Lakes Special Benefit District file.*

County Attorney, Sherry Sutphen asked to clarify that this is actually an approval of a License and Indemnity Agreement and said that the way the request is written makes it sound as if the County is going to remove County owned fencing and they are not. She stated that they are asking that the Board approves the License and Indemnity Agreement to allow the individual to do the work and indemnify us for anything that may happen.

Chairman Kirouac stated that in researching the packet, someone wants to move a shed, and that they have to take down the fence to move the shed and will then put the fence back up, all at their expense, and that they are signing the agreement that the County would not be held with any liable situation for those actions. Chairman Kirouac questioned Ms. Sutphen if this was correct and she said yes.

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Campbell made a motion and Commissioner Tuck seconded the motion, to adjourn the Meeting of the Districts.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 10:55 a.m.

MEETING OF THE DISTRICTS, JUNE 15, 2021

1. The meeting was called to order at 11:06 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Laurie Hurner, Assistant County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

2. CONSENT AGENDA

Commissioner Campbell moved approval of the consent agenda as presented. Commissioner Rapp seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

A. Request approval of Budget Amendment 20-21-098 to provide funds for the purchase of Attractive Property Equipment needed in the District. See SMB 143 Page 14.

B. Request approval of Budget Amendment 20-21-104 to purchase SCBA Cylinders which are below the new Capital threshold policy and to correct a negative account in Project 18032. See SMB 143 Page 15.

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Campbell moved to adjourn the Meeting of the Districts. Commissioner Rapp seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 11:07 a.m.

MEETING OF THE DISTRICTS, JULY 06, 2021

1. The meeting was called to order at 10:30 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

2. CONSENT AGENDA

Commissioner Tuck requested further clarification on item 2B. Randy Vosburg, County Administrator, stated that he will follow up with more detailed information and will provide it to the Board.

Commissioner Tuck moved approval of the consent agenda as presented. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. **Request approval of the minutes from the 5/18/2021 & 6/01/2021 meetings of the Special Districts.** *See Clerk of Court's website.*
- B. **Request approval of Budget Amendment 20-21-108 to provide funds for the purchase of non-capital items needed in the District.** *See SMB 143 Page 33.*

3. ACTION AGENDA

No action items presented.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Roberts moved to adjourn the Meeting of the Districts. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 10:34 a.m.

MEETING OF THE DISTRICTS, JULY 20, 2021

1. The meeting was called to order at 1:00 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Scott A. Kirouac
Commissioner Kevin J. Roberts
Commissioner Chris Campbell

Commissioner Kathleen G. Rapp
Commissioner Arlene Tuck

Also, present: Randy Vosburg, County Administrator; Sherry Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

- 2. CONSENT AGENDA**

Commissioner Campbell moved approval of the consent agenda as presented. Commissioner Roberts seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

- A. Placid Lakes Special Benefit District. Placid Lakes Home & Property Association request to install bricks around flagpole to honor veterans at Tobler Park. See SMB 143 Page 55.**

- 3. ACTION AGENDA**

- A. Proposal to increase the Sun 'n Lakes of Lake Placid Recreation District non-ad valorem assessment levied against residential properties located with the District for the Fiscal Year 2021/2022.**

Tanya Cannady, Business Services Director, presented the request and stated staff is seeking direction from the Board on the recommendation to increase the assessment levied against buildable lots from the current rate of \$25.00 to \$35.00 and to increase the assessment levied against non-buildable lots from the current rate of \$12.50 to \$17.50. **See SMB 143 Page 56.**

Randy Vosburg, County Administrator, clarified to the Board that staff is not looking for a vote on the actual increase, but for direction whether to proceed with the mail notices for an August 17, 2021 public hearing.

Chairman Kirouac opened the floor for public input. Input was provided by Jody Forsythe, Mike Forsythe and Larry Walker, President of the Property Association, and Larry Hughes.

Sherry Sutphen, County Attorney, addressed in great detail concerns raised by the Commission and the public.

Commissioner Tuck moved approval to have a public hearing on this matter on August 17, 2021 with notification to property owners by mail prior to the meeting as required by Florida Statutes. Commissioner Campbell seconded the motion.

After further discussion, Mr. Vosburg shared that his opinion is that this potential increase may bring the Board lots of grief and perhaps there is no need for an increase at the moment.

Commissioner Tuck withdrew her motion and Commissioner Campbell withdrew his second.

Ms. Sutphen, County Attorney, stated with the removal of the motion, the Board can give further direction or take no action.

Ms. Cannady stated she will do her best to accommodate with no assessment increase and if this does not move forward with a public hearing, she stated staff will work through the budget process and do what they can.

The Commission continued their discussion in great detail.

Commissioner Campbell moved approval to proceed to advertise and notice for an August 17, 2021 public hearing in consideration to change the fees from what they currently are to a potential increase. Commissioner Roberts seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

4. CITIZENS NOT ON THE AGENDA

No participants.

5. ADJOURN

Commissioner Campbell moved to adjourn the Meeting of the Districts. Commissioner Rapp seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried.

The meeting was adjourned at 2:06 p.m.