REGULAR MEETING OF THE BOARD, JANUARY 2, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  Commissioner Don Elwell
   Commissioner Jack L. Richie  Commissioner William R. Handley

Commissioner James L. Brooks was absent from this meeting.

Also present: Randy Vosburg, Acting County Administrator; Joy Carmichael, Assistant County Attorney; Jerome Kaszubowski, Business Services Director for the Clerk of Courts, Pamela Gamez and Maria Brenes, Deputy Clerks.

2. INVOCATION:
Chairman Harris stated that a pastor was not available to offer today’s invocation, and that a moment of silence would be offered for the recent passing of former Clerk of Courts Luke Brooker.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Mr. Alfred Nolton, retired U.S. Air Force, and member of the Veteran Services Council.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 04</td>
<td>2:00 pm</td>
<td>Children’s Services Council of Highlands Co. Retreat Planning Subcommittee, 1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Jan 04</td>
<td>3:30 pm</td>
<td>Veterans Advisory Board, 7209 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Jan 09</td>
<td>7:00 pm</td>
<td>Construction, Licensing, Enforcement &amp; Appeals Board, Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 10</td>
<td>7:30 am</td>
<td>Highlands County Industrial Development Authority &amp; Economic Development Commission, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 10</td>
<td>2:00 pm</td>
<td>Pre-Bid Meeting on ITB No. 18-013 Lake Blue Waterline Replacement Project, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 11</td>
<td>8:15 am</td>
<td>Tourist Development Council, Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 11</td>
<td>10:00 am</td>
<td>Children’s Services Council of Highlands Co. Retreat Planning Subcommittee, 1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Jan 11</td>
<td>1:30 pm</td>
<td>Code Enforcement Special Magistrate Pamela T. Karlson, Judge Kelly Courtroom, 430 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 11</td>
<td>2:30 pm</td>
<td>Historic Preservation Commission, Development Services Conference room, 501 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 11</td>
<td>3:00 pm</td>
<td>Fire/EMS Work Group, Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
No report.
6. **RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS**

   **A. Acting County Administrator Randal Vosburg: Presentation of Years of Service Awards.**

   Randy Vosburg, Assistant County Administrator, invited the Commission to come forward to recognize the employees for their years of service to Highlands County. Richard Barner, EMS Manager, recognized Mr. Shane Milligan and Ms. Linda Schock for their 10 years of service. Clinton Howerton, Jr., County Engineer, recognized Ms. Demitria "Dena" Peterson, for her 15 years of service. Kyle Green, Road & Bridge Superintendent, recognized Mr. Sandy Lewis for his 30 years of service. Randy Vosburg, Acting County Administrator, recognized Michelle Drake, for her 20 years of service, and Ms. Vicki Pontius for her 35 years of service. See **SMB 123 Page 19**.

7. **CITIZENS NOT ON THE AGENDA**

8. **CONSENT AGENDA**

   Commissioner Elwell pointed out scrivener's errors on item 8E – Revisions to the Personnel Rules & Regulations. Tasha Morgan, Business Services Director, stated that changes have been made prior to today's meeting. A revised document was provided to the Clerk to become part of the permanent record.

   Commissioner Handley made a motion and Commissioner Richie 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 2, 2018.** See **Check Report file.**

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>5,723,748.50</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>4,838.98</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>84,582.17</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>47,089.75</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>8,141.12</td>
</tr>
<tr>
<td>SHIP</td>
<td>20,535.00</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>383.49</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>3,826.34</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>78.40</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>4,104.45</td>
</tr>
</tbody>
</table>

   **B. Request approval to declare County owned property, C-12-35-30-A00-0115-0000, as surplus and grant permission to solicit offers on its sale through the County's bid process.** See **SMB 123 Page 20**.

   **C. Request approval to declare the identified seven (7) County owned properties as surplus and grant permission to solicit offers on its sale through the County's bid process.** See **SMB 123 Page 21**.

   **D. Request approval of Local Mitigation Strategy Working Group Organizations for Calendar Year 2018.** See **SMB 123 Page 22**.


   **F. Request approval of Agreements (2) between the Board of County Commissioners of Highlands County, Florida, and the Tax Collector’s office and Property Appraiser’s office for the Highlands County Fire Protection Municipal Service Benefit Unit Collection.** See **Property Appraiser & Tax Collector files.**
G. Request approval of Budget Amendment 17-18-033 correcting the Community Redevelopment Agency (CRA) budgets. See SMB 123 Page 23.

H. Request approval of Budget Amendment 17-18-035 to realign Sheriff's budgeted funds within the General Fund. See SMB 123 Page 24.

9. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve consent agenda (2): Request approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

10. PUBLIC HEARING

11. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to set the action agenda.

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

A. Tasha Morgan, Business Services Director: Request approval of Resolution and the “form of” the Loan Agreement between Highlands County and the Florida Local Government Finance Commission for the borrowing of up to $8 million dollars to finance expenditures related to Hurricane Irma on an as needed basis.
Tasha Morgan, Business Services Director, presented the request. The Commission expressed their concerns and requested that the Commission be informed if any borrowing does happen.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the Resolution and the “form of” the Loan Agreement between Highlands County and the Florida Local Government Finance Commission for the borrowing of up to $8 million dollars to finance expenditures related to Hurricane Irma on an as needed basis.


B. Clell Ford, Lakes Manager: Request Approval of Cooperative Funding Agreement (Type 4) Between the Southwest Florida Water Management District and Highlands County for Jack Creek Watershed Management Plan and Budget Amendment 17-18-034.
Clell Ford, Lakes Manager, presented the request.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve Cooperative Funding Agreement between Southwest Florida Water Management District and Highlands County for
WMP – Jack Creek Watershed Improvement Management Plan (N856) and Budget Amendment 17-18-034 for $50,000 to the Jack Creek Watershed Improvement Management Plan Project (County Project 17023).

Upon roll call, all Commissioners voted aye. The motion carried. See Southwest Florida Water Management District file & SMB 123 Page 26.


Public input was received from Shaoming Zhang.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve and adopt the Highlands County Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan.

Upon roll call, all Commissioners voted aye. The motion carried. See American’s with Disabilities Act (ADA) file.

D. Joy Carmichael, Assistant County Attorney: County Attorney File Log.
Joy Carmichael, Assistant County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. See SMB 123 Page 27.

E. ITEM 11E WAS INADVERTENTLY LEFT BLANK.

F. Randy Vosburg, Acting County Administrator: Request approval of Commissioner appointments to the Value Adjustment Board, Career Source Board, the 10 County Coalition for Lake Okeechobee and the Small County Coalition for 2018.
Randy Vosburg, Acting County Administrator, presented the request and stated that Commissioner Brooks has expressed interest in the Small County Coalition, since he does attend most of their meetings. Commissioner Elwell stated that he does not have a problem stepping down from this committee to allow Commissioner Brooks to be made a part of it.

The Commissioner appointments were made as follows:

Small County Coalition – Commissioner Jim Brooks and Commissioner Jack Richie
10 County Coalition for Lake Okeechobee – Commissioner Jack Richie
Career Source – Commissioner Richie
Value Adjustment Board (VAB) – Commissioner Jim Brooks and Commissioner Greg Harris

With the changes as mentioned above, Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Commissioner appointments to the Value Adjustment Board, Career Source Board, the 10 County Coalition for Lake Okeechobee, and the Small County Coalition for 2018.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 123 Page 28.
G. Randy Vosburg, Acting County Administrator: Pending Items/Project Report Update
Randy Vosburg, Acting County Administrator, presented the County’s updated list of pending items/projects. Clinton Howerton, Jr., County Engineer, and Mr. Vosburg addressed concerns raised by the Commission. See SMB 123 Page 29.

In regards to the County Attorney position, Mr. Vosburg questioned if the Board wanted to move forward in the process today, or wait for Commissioner Brooks to be present. The Commission concurred to wait for Commissioner Brooks. Mr. Vosburg stated that the position was still posted, and questioned if the Board wanted to close it. The Commission concurred to close the position as of today. Mr. Vosburg presented the employment application of a new applicant to the Board. Copies were furnished to the Clerk to become part of the permanent record. See SMB 123 Page 30. The Commission concurred to rank their top three candidates of choice and submit those names to Mr. Vosburg, and requested that Mr. Vosburg inform Commissioner Brooks to do this as well. Mr. Vosburg stated that he will provided an updated matrix of qualified applicants to the Commission.

Mr. Vosburg stated that the County’s wind chill advisory post on Facebook had reached 90,000 reads.

12. PUBLIC INPUT
Mr. Shaoming Zhang came before the Commission to address his concerns with an employee’s work ethics in regards to his solid waste assessment. The County Administrator stated that he is working with legal on this issue, and will be meeting with Mr. Zhang to talk about this further.

13. COMMISSIONERS

- **Commissioner Handley**: Commissioner Handley stated that former Clerk of Courts Luke Brooker will truly be missed.

- **Commissioner Elwell**: Commissioner Elwell concurred with Commissioner Handley’s comments. Commissioner Elwell also asked for an update on the search for an assistant county administrator. The Acting County Administrator stated that the position was posted last week and it will remain open through the end of January.

- **Commissioner Richie**: Commissioner Richie stated that the County has a new administrator and are working towards having a new attorney, and that the year 2018 will see great progress in Highlands County and hoped that they receive a lot of support from the public.

- **Commissioner Harris**: Commissioner Harris stated that the year 2018 has a lot of opportunities for the County and stated that he enjoys working with this Board and likes the things that they have accomplished.

14. ADJOURN
The meeting was adjourned at 10:22 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris   Commissioner James L. Brooks
   Commissioner Jack L. Richie   Commissioner William R. Handley
   Commissioner Don Elwell

Also present: Randy Vosburg, Acting County Administrator; Joy Carmichael, Assistant County Attorney; Robert W. Germaine, Clerk of Courts, Pamela Gamez and Maria Brenes, Deputy Clerks.

2. **INVOCATION:**
The meeting opened with a prayer by Bob Germaine, Clerk of Courts.

3. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Commissioner Brooks.

4. **ANNOUNCEMENT**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 16</td>
<td>3:00 pm</td>
<td>Highlands Soil &amp; Water Conservation District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Auditorium, Bert J. Harris, Jr., Agricultural Center, 4505 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Jan 17</td>
<td>8:00 am</td>
<td>Local Mitigation Strategy Working Group</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 1, Bert J. Harris, Jr., Agricultural Center, 4505 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Jan 23</td>
<td>11:00 am</td>
<td>Non-Mandatory Pre-Bid Meeting for the Avon Park Public Library Sidewalk &amp; Parking Improvements – ADA Transition Plan, ITB-18-014 Engineering Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 23</td>
<td>12:00 pm</td>
<td>Highlands County Health Facilities Authority</td>
</tr>
<tr>
<td></td>
<td></td>
<td>City Hall, 368 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 25</td>
<td>9:00 am</td>
<td>Lake Istokpoga Management Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 3, Bert J. Harris, Jr., Agricultural Center, 4505 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Feb 01</td>
<td>1:00 pm</td>
<td>Veteran’s Advisory Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7209 S. George Blvd., Sebring, FL</td>
</tr>
</tbody>
</table>

The Children’s Services Council will meet tomorrow, January 17, 2018 at 7:00 a.m. at the HL Bishop Park.

The Heartland Crime Stoppers Board will meet on Monday, January 22, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office.

The ribbon cutting ceremony for the new EMS/Fire Station on Sun ‘N Lakes Boulevard will take place on January 23, 2018 at 10:00 a.m.

The Natural Resources Advisory Committee will meet on Wednesday, January 31, 2018 at 4:00 p.m. at the Ag Center.

5. **CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS**
Bob Germaine, Clerk of Courts, expressed his condolences for the recent loss of former Clerk of Courts L.E. “Luke” Brooker. Chairman Harris asked that the family be kept in prayer.
6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS

A. Recognition of retiring Leisure Services Director Vicki Pontius.
Randy Vosburg, Acting County Administrator, invited the Commission to come forward to congratulate Ms. Vicki Pontius, Leisure Services Director, for her upcoming retirement after serving Highlands County for 35 years. See SMB 123 Page 31.

B. Announcement of the public meeting times of the Unit Management Plan for Highlands Hammock State Park.
Mr. Morgan Tyrone, Park Manager with the Highlands Hammock State Park, came before the Commission to announce that the public meeting for the Unit Management Plan for Highlands Hammock State Park will take place on Tuesday, February 6, 2018 from 5:30 – 7:30 p.m. at the park’s recreation hall. A morning meeting will follow at 9:00 a.m. with the stakeholders. See SMB 123 Page 32.

C. Request approval of a Proclamation designating January 26, 2018 as the date to perform the unduplicated homeless count in Highlands County.
Brenda Gray, Executive Director of the Heartland Coalition for the Homeless, presented the request and read the Proclamation into the record.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation of January 26, 2018 as “Point in Time Count Day”.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 1 & SMB 123 Page 33.

7. CONSENT AGENDA
Randy Vosburg, Acting County Administrator, requested item 7N be pulled from the agenda, as this item was previously approved by the Board. Commissioner Handley questioned item 7O. Chris Benson, Community Programs Director, stated that the budget amendment in this item was to recapture SHIP Foreclosure Prevention funding, which was funded to a client that had a lien filed against their property. Mr. Benson stated that the program states that the County will not provide assistance to anyone who has a lien filed against their property or who hasn’t paid their property taxes. Mr. Benson also stated that in between the time the person applied for assistance and the time that the funds were issued, there was a lien filed against the property, and that during compliance monitoring this issue was caught. Commissioner Handley questioned if the client paid back the money. Mr. Benson stated no, and that the money was coming from affordable housing revenue. Commissioner Handley questioned if a personal judgment could be filed against the client to recover the money. Joy Carmichael, Assistant County Attorney, will look into this and advise back to the Commission.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the consent agenda as presented, with the removal of item 7N.

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,953,702.83</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>19,828.58</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>115,983.39</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>15,856.72</td>
</tr>
<tr>
<td>SHIP</td>
<td>68,500.00</td>
</tr>
</tbody>
</table>
B. Request approval of the minutes from the December 5, and December 19, 2017 Regular meetings of the Board. See Clerk of Courts website.

C. Request to accept into the record the 2015-2016 Annual Report. See BCC Annual Reports file.

D. Request to declare lists of library materials as surplus, waive the two-step disposal policy, and allow designated items to be donated to the Friends of the Libraries of Avon Park, Sebring, and Lake Placid, all non-profit. See SMB 123 Page 34.

E. Request approval to waive the sealed bid process (Section 23) contained within the Board Purchasing Policy, which will allow staff to enter into a contract with Insight Auctioneers, Inc., for the sale of surplus vehicles and equipment, and to declare the attached list of vehicles and equipment as surplus. See SMB 123 Page 35.

F. Request approval of County Surplus Disposal, to waive the two-step Procedure for Disposal Tangible Personal Property, and to allow the surplus to be disposed of by utilizing the Board’s contract with Gov-Deals, an internet auction service company pursuant to Section 274.05, Florida Statutes. See SMB 123 Page 36.

G. Request approval to donate and deliver up to 10 loads of clean sand to the Highlands County Fairgrounds for the Junior Livestock Committee. See SMB 123 Page 37.

H. Request approval of a Tourist Development Tax Grant in the amount of $900 to South Florida State College for advertising the January 2018 Matinees. See TDC file.

I. Request approval of a Tourist Development Tax Grant in the amount of $900 to South Florida State College for advertising the February 2018 Matinees. See TDC file.

J. Request approval of a Tourist Development Tax Grant in the amount of $900 to South Florida State College for advertising the March 2018 Performances. See TDC file.

K. Request approval of a Tourist Development Tax grant in the amount of $1,000 to the Rotary Club of Avon Park Charitable Foundation, Inc., for advertising the 8th Annual Avon Park Rotary Club Bluegrass & Blueberry Festival. See TDC file.

L. Request approval of a Tourist Development Tax grant in the amount of $5,000 to the Heartland Triathlon, Inc., to advertise the Heartland Triathlon. See TDC file.

M. Request approval of Budget Amendment 17-18-023 and Resolution to remove excess budget due to reclassification of expenses into prior fiscal year. See Res. Book 29 Page 2 & SMB 123 Page 38.
N. Request approval of Budget Amendment 17-18-033 correcting the Community Redevelopment Agency (CRA) budgets. (This item was pulled from the agenda.) See SMB 123 Page 39.

O. Request approval of Budget Amendment 17-18-037 and associated Resolution to recapture funds into the SHIP trust fund. See Res. Book 29 Page 3 & SMB 123 Page 40.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

9. PUBLIC HEARING

A. Public hearing to consider adoption of Large Scale Comprehensive Plan Land Use Amendment, CPA-17-548SL, for approximately 195.71 acres from “Agriculture” to “Public Water Supply”, and transmittal to the Florida Department of Economic Opportunity for compliance determination.

Melony Culpepper, Planner I, presented the request and read the caption of the Ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Culpepper questioned if any of the commissioners held ex parte communications with the applicant regarding this request. All commissioners stated no. Carol Howard, representing the applicant, addressed the request.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve and adopt by Ordinance, CPA-17-548LS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 195.71 acres from “Agriculture” to “Public Water Supply” transmitting CPA-17-548LS to the Florida Department of Economic Opportunity for compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file, & Comprehensive Plan Amendment file.

B. Request adoption of modifications to the Five-Year Capital Improvement Schedule in the Capital Improvement Element of the Highlands County 2030 Comprehensive Plan.

Susan BuChans, Planning Supervisor, presented the request and read the caption of the Ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to adopt by Ordinance No. 17-18-__ (to be decided later), modifications to the Capital Improvement Schedule in the Capital
Improvements Element of the Highlands County 2030 Comprehensive Plan and forward the adopting ordinance to the Florida Department of Economic Opportunity for notification.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file & SMB 123 Page 41.

C. An Ordinance of the Board of County Commissioners of Highlands County, Florida relating to the provision of fire protection services, facilities, and programs in Highlands County, Florida; authorizing the imposition and collection of fire protection assessments against property; providing certain definitions including a definition for the term "Fire Protection Assessment"; establishing a procedure for imposing Fire Protection Assessments; providing that Fire Protection Assessments constitute a lien on assessed property upon adoption of an assessment roll; providing that the lien for a Fire Protection Assessment collected pursuant to Sections 197.3632 and 197.3635, Florida Statutes, upon perfection shall attach to the property on the prior January 1, the lien date for ad valorem taxes; providing that a perfected lien shall be equal in rank and dignity with the liens of all state, county, district, or municipal taxes and assessments and superior in dignity to all other prior liens, mortgages, titles, and claims; providing for exemptions and hardship assistance; imposing interim assessments; providing a procedure for collection of Fire Protection Assessments; providing a mechanism for the imposition of assessments on government property; providing for severability; providing for conflict; providing for inclusion in code; and providing for an effective date.

Joy Carmichael, Assistant County Attorney, presented the request and read the caption of the Ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the Ordinance of the Board of County Commissioners of Highlands County, Florida, relating to the provision of fire protection services, facilities, and programs in Highlands County, Florida; authorizing the imposition and collection of fire protection assessments against property; providing certain definitions including a definition for the term "Fire Protection Assessment"; establishing a procedure for imposing Fire Protection Assessments; providing that Fire Protection Assessments constitute a lien on assessed property upon adoption of an assessment roll; providing that the lien for a Fire Protection Assessment collected pursuant to Sections 197.3632 and 197.3635, Florida Statutes, upon perfection shall attach to the property on the prior January 1, the lien date for ad valorem taxes; providing that a perfected lien shall be equal in rank and dignity with the liens of all state, county, district, or municipal taxes and assessments and superior in dignity to all other prior liens, mortgages, titles, and claims; providing for exemptions and hardship assistance; imposing interim assessments; providing a procedure for collection of Fire Protection Assessments; providing a mechanism for the imposition of assessments on government property; providing for severability; providing for conflict; providing for inclusion in code; and providing for an effective date.

Chairman Harris opened the floor to the public. Input was received from Ray Royce and J. Ross Macbeth.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file, & SMB 123 Page 42.

10. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to set the action agenda.
Upon roll call, all Commissioners voted aye. The motion carried.

A. Tim Mechling, OMB Senior Manager: Request approval of Budget Amendment 17-18-038 for funding to install new cable in the State Attorney’s building.

Tim Mechling, OMB Senior Manager, presented the request.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve Budget Amendment 17-18-038.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 123 Page 43.

B. Rebecca Cable, Human Resources Coordinator, and Pamela Rogers, Human Resources Manager: Request consideration of the Insurance Committee’s recommendation to have a vendor, Health Management Systems, perform a third-party audit of the County’s Medical Claims.

Rebecca Cable, Human Resources Coordinator, and Pamela Rogers, Human Resources Manager, and Tasha Morgan, Business Services Director, presented the request and addressed concerns raised by the Commission.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve the Insurance Committee’s recommendation to have a vendor, Health Management Systems, perform a third-party audit of the County’s medical claims.

Randy Vosburg, Acting County Administrator, stated that this audit would be beneficial to the County because this type of audit has not been done in over 10 years, and if it is not real fruitful, then it may not need to be done as often.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 123 Page 44.

BREAK: 10:11 a.m. to 10:20 a.m.

C. Clinton Howerton, Jr., County Engineer, and Kyle Green, Road & Bridge Superintendent: Consideration of options for construction of Sebring Parkway Phase III.

Clinton Howerton, Jr., County Engineer, and Kyle Green, Road & Bridge Superintendent, presented the request and gave an update on the Sebring Parkway Phase III project. Mr. Howerton stated that the current contractor, Preferred Materials, Inc., does not wish to incorporate the revised design desired by the County without additional compensation, and that they only want to construct two (2) separated lanes. Mr. Howerton also stated that Preferred Materials, Inc., has tentatively agreed to walk away from the project.

Mr. Howerton presented three (3) options for the Board to consider. Commissioner Handley stated that he sees several advantages from constructing the roadway using in-house forces.

In regards to the estimated fiscal impact of $1.2 million for this project, Tim Mechling, OMB Senior Manager, addressed where the funds could come from.

Joy Carmichael, Assistant County Attorney, addressed the options for terminating the contract and stated that if the work will be done in-house, the County needs to consider adding a 21-day notice to the timeline of the project to allow for public inspection.
Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approach the contractor with a mutual termination of the contract between Highlands County and Preferred Materials, Inc.

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

Commissioner Brooks made a motion to have staff go ahead constructing the roadway using in-house forces to construct all four (4) lanes of the proposed roadway at the estimated cost of $9.6 million.

Ms. Carmichael recommended adding to the motion the 21-day notice to the public prior to staff going forward.

Commissioner Brooks stated that he would like to add that to his motion.

The issue was discussed in great detail. Mr. Howerton and Mr. Green suggested that the public notification process was already taken care of, according to the statute. Ms. Carmichael stated that she would rather be on the safe side and wouldn’t want to violate any public provisions.

Randy Vosburg, Acting County Administrator, stated that the motion could be as simple as asking staff to prepare an item to bring back to the Board at the earliest possible date to proceed with in-house building of the project.

Commission Brooks withdrew his present motion and made a new motion, worded the way Mr. Vosburg just said, to move to direct staff to bring us back an item at the earliest possible date to consider moving forward. Commissioner Richie seconded the motion.

Commissioner Elwell stated that given the 21-day notice condition, this meeting would fall in between the first and third Tuesday, being February 13th, and suggested that the Board consider holding it in the evening. All Commissioners concurred to hold an evening meeting on February 13, 2018.

Mr. Vosburg questioned that if the timeframe was too short for staff to have everything in place for public inspection, would the Commission consider this item on the meeting of February 20, 2018, as long as the meeting be held in the evening. All Commissioners stated yes.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 123 Page 45.

11. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, Assistant County Attorney: County Attorney File Log.
Joy Carmichael, Assistant County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. See SMB 123 Page 46.

B. County Administrator: Pending Items/Project Report Update
Randy Vosburg, Acting County Administrator, presented the County’s updated list of pending items/projects. Suzanne Hunnicutt, Capital Projects Manager, addressed concerns raised in regards to the air compressor for the EMS Station on Valerie Blvd/Florida Hospital. Mr. Vosburg stated that they will look into further options. In regards to the Lake Jackson Hydrology project, Mr. Vosburg stated that he will prepare an agenda item with the proper numbers for the Board’s consideration.
In regards to the yearly budget process, Mr. Vosburg provided the Commission with a budget calendar. A copy was provided to the Clerk to become part of the permanent record. Mr. Vosburg questioned if the Commission would like to continue having a budget liaison from the Board. The Commission concurred that Commissioner Elwell continue being the budget liaison. See SMB 123 Page 47.

Mr. Vosburg stated that after the hurricane, the need for a commissioner liaison for each jurisdiction came up. Mr. Vosburg stated that staff doesn’t know how the rules will evolve, but the concept so far is that each commissioner be liaison in their districts.

In regards to personal judgments, Mr. Vosburg stated that staff will bring back an item possibly at the next meeting, not just on housing funds, but on other issues where money is owed to the County, and that a broader policy will be brought back for consideration.

Mr. Vosburg gave an update on debris collection throughout the county and stated that staff has identified about 400 sites that still have debris, and which he believes the County will not achieve FEMA reimbursements on, and stated that the cost to have the County collect it would be anywhere between $50,000 to $60,000. After discussion, the Commission concurred that the property owners have the option of hauling the debris to the landfill themselves or to cut up the debris, bundle it up, and let the trash hauler pick it up. Those debris sites where staff believes there is a safety issue will be prioritized and picked up by the County.

C. Randy Vosburg, Acting County Administrator: Discussion of County Attorney selection process. Randy Vosburg, Acting County Administrator, presented the discussion for the selection process of a new county attorney and requested each commissioner verbally provide their top three rankings.

The Commissioners each provided their rankings as follows:

<table>
<thead>
<tr>
<th>Commissioner Elwell</th>
<th>Commissioner Harris</th>
<th>Commissioner Brooks</th>
<th>Commissioner Handley</th>
<th>Commissioner Richie</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Joy Carmichael</td>
<td>Ross Macbeth</td>
<td>Joy Carmichael</td>
<td>Joy Carmichael</td>
<td>Gary Ellis</td>
</tr>
<tr>
<td>2 Ross Macbeth</td>
<td>Joy Carmichael</td>
<td>Gary Ellis</td>
<td>Phillip Sherwood</td>
<td>Joy Carmichael</td>
</tr>
<tr>
<td>3 Gary Ellis</td>
<td>Gary Ellis</td>
<td>Phillip Sherwood</td>
<td>Gary Ellis</td>
<td>-</td>
</tr>
</tbody>
</table>

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to offer the position to Ms. Joy Carmichael.

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

Ms. Vosburg questioned if the Commission would like to appoint a member from the Board to sit in on contract negotiations. All Commissioners concurred to have Commissioner Handley sit in on contract negotiations.

Mr. Vosburg stated that staff will reach out to the other candidates to see if they have any interest in the assistant county attorney position. See SMB 123 Page 48.

12. CITIZENS NOT ON THE AGENDA
Mr. Ted Huguenin came before the Commission to address his concerns in regards to his driveway on Lake Josephine that was done away with after the road was built on Lake Josephine Drive, and that now a ditch is in its place.
Commissioner Handley stated that the road ditch has to stay in as it is part of the design. Mr. Huguenin stated that according to his survey, the drainage pipe was installed in his right-of-way and suggested the County check on this.

Mr. Huguenin also addressed concerns with the water quality in his home and requested the Commission to act on his behalf to have the water examined. He turned in a water filter cartridge to the Commission to have it tested. Commissioner Brooks stated that he needs to contact the Florida Department of Environmental Protection. Mr. Huguenin stated that a call from Highlands County would get more attention than from himself individually. Mr. Vosburg stated that he will speak to the Health Department to see what the best course of action is moving forward. (Because the filter cartridge will be sent off for testing, it could not be kept by the Clerk as part of the permanent record. The cartridge was given to Mr. Keith Keen, with the Highlands County Health Department. Once testing results are in, Mr. Vosburg will make sure the Clerk’s Office receives a copy for the record.)

Ms. Beth Degnan came before the Commission to address her concerns with the cost of the proposed clubhouse in the Highlands Park Estates area, and requested documents in regards to the proposed clubhouse, and stated that she has already requested information and has not received any. Mr. Vosburg stated that some of what she has requested are the records of the homeowners’ association in the area and that they are not obligated to give the County their records. Mr. Vosburg stated that he will set a meeting with Ms. Degnan to address the specifics of the project and produce the records the County does have.

13. COMMISSIONERS

• Commissioner Richie: No report.

• Commissioner Elwell: No report.

• Commissioner Brooks: No report.

• Commissioner Handley: Commissioner Handley commented on the Fire/EMS Workgroup meeting that he attended.

• Commissioner Harris: No report.

14. ADJOURN
The meeting was adjourned at 12:33 p.m.
REGULAR MEETING OF THE BOARD, FEBRUARY 6, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner James L. Brooks
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner Don Elwell

   Also present: Randy Vosburg, County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, Pamela Gamez and Maria Brenes, Deputy Clerks.

2. INVOCATION by Pastor George Hall, Avon Park Lakes Baptist Church.
The meeting opened with a prayer by Pastor George Hall, with the Avon Park Lakes Baptist Church.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Handley.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
</table>
   | Feb 05 | 3:00 pm | Fire/EMS Work Group
         |       | Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL |
   | Feb 06 | 7:00 pm | Construction, Licensing & Appeals Board |
   | Feb 12 | 3:00 pm | Fire/EMS Work Group
          |       | Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL |
   | Feb 13 | 3:00 pm | Zoning Board of Adjustment
          |       | Board Room, 600 S. Commerce Ave., Sebring, FL |

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
No report.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
   A. Presentation of Employee of the Quarter for the 4th Quarter of 2017.
   Randy Vosburg, Acting County Administrator, invited the Commission to come forward to recognize the employee of the quarter, Sherri Bennett, Risk Management Coordinator. The Board thanked Ms. Bennett for her hard work. See SMB 124 Page 1.

   B. County Administrator Randal Vosburg: Presentation of Years of Service Awards.
   Richard Barner, EMS Manager: Recognizing Annemarie Cornine, Emergency Medical Technician for 5 years of services, and Gracemarie Snellen, Emergency Medical Technician for 5 years of services. Richard Barner, EMS Manager, recognized Ms. Annemarie Cornine for her years of service to the County. See SMB 124 Page 2.

7. CONSENT AGENDA
Commissioner Handley questioned item 7E – lease agreement with the School Board of Highlands County. Kyle Green, Road & Bridge Superintendent, addressed his concerns.
Commissioner Handley questioned item 7G – request to remove trees blocking access to private residential canal. Clell Ford, Lakes Manager, addressed his concerns. Commissioner Handley stated that he was concerned about this being a private canal, and requested the item be pulled from the consent agenda for a separate vote. The Commission addressed their concerns.

Commissioner Brooks questioned item 7D – consideration of golf carts on County roads within the Meadowlake Subdivision. Clinton Howerton, Jr., County Engineer, addressed his concerns.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda with the exception of removing item 7G for a separate vote.

Upon roll call, all Commissioners voted aye, except Commissioner Richie, who voted nay. The motion carried.

A. Request approval of the minutes from the January 2, and 16, 2018 Regular meetings of the Board. See Clerk of Courts website.

B. Request approval to pay all duly authorized bills February 6, 2018. See Check Report file.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,115,747.48</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>21,764.08</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>84,582.17</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>12,250.50</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>3,956.25</td>
</tr>
<tr>
<td>HOSPITAL DISTRICT</td>
<td>42,500.00</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>43.72</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>347.95</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>3,755.66</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>106.50</td>
</tr>
<tr>
<td>HCISSR LTD CAPITAL FUND</td>
<td>97,847.44</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>14,471.45</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>228.38</td>
</tr>
<tr>
<td>EMPLOYEE BENEFIT FUND</td>
<td>107,031.74</td>
</tr>
<tr>
<td>INSURANCE FUND</td>
<td>59,454.47</td>
</tr>
</tbody>
</table>

C. Request approval to accept into the record the Court-Related and other Miscellaneous Funds Revenue and Expenditures Summary for the quarter ended December 31, 2017. See SMB 124 Page 3.

D. Consideration of operation of golf carts on County roads within Meadowlake Subdivision as indicated in Chapter 316.212, F.S. See SMB 124 Page 4.

E. Request approval of Lease Agreement to stockpile construction materials between the Board of County Commissioners of Highlands County, Florida, and the School Board of Highlands County. See Lease Agreement file.

F. Request approval to waive the landfill tipping fees for Spring Lake Improvement District's hurricane debris. See SMB 124 Page 5.

G. Request Approval to Remove Trees Blocking Access to Private Residential Canal Between Sunfish Lane and Harmony Avenue in Sun-N-Lakes of Lake Placid. (This item was removed for a separate vote.)
H. Consideration to approve Budget Amendment 17-18-045 and accompanying resolution in order to appropriate a contribution of $11,901.36 from the Property Owner's Association of Sun 'n Lake to the Sun 'n Lake EMS/Fire Station Project 12045. See Res. Book 29 Page 5 & SMB 124 Page 7.

I. Request approval of Budget Amendment 17-18-046 and Resolution to close out projects that have been completed and adjust project rollover balances from FY 16/17 into the current FY 17/18. See Res. Book 29 Page 6 & SMB 124 Page 8.


8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

CONSENT AGENDA 7G: Request Approval to Remove Trees Blocking Access to Private Residential Canal Between Sunfish Lane and Harmony Avenue in Sun-N-Lakes of Lake Placid.
The Commission expressed their concerns with this request. Commissioner Elwell stated that this issue was hurricane related.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, that we accept this.

Upon roll call, all Commissioners voted aye, except Commissioner Handley and Commissioner Brooks, who voted nay. The motion carried. See SMB 124 Page 6.

9. PUBLIC HEARING
A. Richard Barner, EMS Manager: Public Hearing to consider approval of Atlantic Palm Beach Ambulance, Inc., d/b/a American Medical Response's application for a Class 2 and 3 Certificate of Public Convenience and Necessity (COPCN).
Richard Barner, EMS Manager, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Mr. Barner read both recommended motions into the record as follows:

Motion 1) that it has been determined that the proposed service, to the extent of the authorized certificate, is or will be required by the present or future public convenience and necessity, and that Atlantic Palm Beach Ambulance, Inc., d/b/a American Medical Response is financially and otherwise able to provide adequate service; and

Motion 2) to grant application by Atlantic Palm Beach Ambulance, Inc., d/b/a American Medical Response, and issue a certificate of convenience and necessity to Atlantic Palm Beach Ambulance, Inc., d/b/a American Medical
Response, containing items as in Section 5-57 (C) of the Code of Ordinances, for a Class 3 – Advanced Life Support Ambulance, for a period of 2 years, with conditions and limitations that only allow basic and advanced life support interfacility transfers between facilities as outlined in the Code, and at the County’s request, transport patients to medical facilities and to offer on-scene assistance as outlined in the ordinance.

Commissioner Brooks moved to approve both motions as read into the record. Commissioner Ewell seconded the motions.

Mr. Doug Buck, Operations Supervisor with American Medical Response, addressed the Board.

Upon roll call, all Commissioners voted aye. The motion carried. See American Medical Response file & Proof of Publication file.

10. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to set the action agenda.

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

Scott Canaday, Public Safety Director, presented the request and addressed concerns raised by the Commission.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve the 2017-2018 State Homeland Security Grant Program agreement.


B. Clell Ford, Lakes Manager: Update on the Lake Jackson Watershed Hydrology Investigation, County Project 13058.
Clell Ford, Lakes Manager, presented the update on the Lake Jackson Watershed Hydrology Investigation. The Commission expressed their concerns in great detail. Public input was received from Carl Cool. The Commission concurred that a motion was not necessary in order to continue the study, as it was previously approved. Chairman Harris requested that the Commission be kept informed. See SMB 124 Page 11.

C. Request approval of waiver of fees for Highlands County Sheriff's Office Softball Tournament.
Chris Benson, Community Programs Director, presented the request.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the waiver of fees for the Sheriff's Office Softball Tournament.

Commissioner Elwell requested the County Administrator take a look at field and concession rental fees. The County Administrator stated that they will bring an update to the Board.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 12.
11. COUNTY ADMINISTRATOR AND LEGAL

A. Randy Vosburg, County Administrator: County Attorney Employment Agreement.
Randy Vosburg, County Administrator, presented the employment agreement for the County Attorney, and stated that a few scrivener errors were cleaned up within the contract, that a change was made under the annual leave section from 15 days to 19 days, that there was an insertion of deferred compensation under the retirement section, and that the normal office hours were changed to 7:00 a.m. – 4:00 p.m.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to accept the County Attorney’s contract as presented.

Upon roll call, all Commissioners voted aye. The motion carried. See Board Attorney file.

B. Joy Carmichael, County Attorney: County Attorney File Log.
Joy Carmichael, County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. In regards to debts owed from SHIP funds recipients, tuition assistance to employees, and other debts, the department directors will send information to Ms. Carmichael and she will devise a means for collection. See SMB 124 Page 13.

C. County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. Suzanne Hunnicutt, Capital Projects Manager, and Kyle Green, Road & Bridge Superintendent, addressed concerns raised by the Commission. In regards to item 11 of the list, Mr. Vosburg requested that the item be taken off the list. See SMB 124 Page 14.

D. Randy Vosburg, County Administrator: County Administrator Report.
Randy Vosburg, County Administrator, stated that staff would like to have the Fire/EMS Assessment consultant, Government Services Group, come before the Board to do a final presentation on February 20, 2018. Mr. Vosburg stated that the Board already has an evening meeting at 5:30 p.m. on this day, and he is proposing that the Board also hold a day meeting, at 9:00 a.m., to accommodate this item, as well as other items. This presentation would be the consultant’s outreach presentation for Sebring, and that evening outreach presentations will be held by the consultant on February 21st and 22nd for Lake Placid and Avon Park. Public input was received from Ray Royce. See SMB 124 Page 15.

12. CITIZENS NOT ON THE AGENDA
No participants.

13. COMMISSIONERS

- Commissioner Richie: Commissioner Richie stated that he attended the Chubby Checker event at the South Florida State College last week.

- Commissioner Elwell: Commissioner Elwell commented on the town hall style meeting that he hosted last week and stated that most of the attendees commented on the Sebring Parkway issue.

- Commissioner Brooks: Commissioner Brooks stated that he will attend the Florida Association of Counties Legislative Day event in Tallahassee.
• **Commissioner Handley:** No report.

• **Commissioner Harris:** Commissioner Harris asked that everyone keep Ross Macbeth and his family in their prayers, due to the recent passing of his mother. Commissioner Harris also questioned the peanut grass on US 27 and requested that staff follow up with FDOT. Commissioner Harris questioned the AT&T line that the hospital is trying to run to the doctor’s office and if the County is indeed slowing that progress down. The County Administrator stated it is not the County, and that Chris Benson has had discussions with Bert Harris, and that the matter is related to issues the Hospital District Board has concerns with.

14. **ADJOURN**  
The meeting was adjourned at 10:49 a.m.
REGULAR MEETING OF THE BOARD, FEBRUARY 20, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner James L. Brooks  
   Commissioner Jack L. Richie  
   Commissioner William R. Handley  
   Commissioner Don Elwell

Also present: Randy Vosburg, County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, Pamela Gamez and Maria Brenes, Deputy Clerks.

2. INVOCATION by Pastor Steve Hagen, Alliance Church of Sebring
   The meeting opened with a prayer by Pastor Steve Hagen, with the Alliance Church of Sebring.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Richie.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 20</td>
<td>3:00 pm</td>
<td>Highlands Soil &amp; Water Conservation District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room #3, Bert J. Harris, Jr. Ag. Center, 4509 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Feb 20</td>
<td>5:30 pm</td>
<td>Highlands County Board of County Commissioners Special Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Feb 21</td>
<td>7:30 am</td>
<td>Children’s Services Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Feb 21</td>
<td>9:00 am</td>
<td>Heartland Regional Transportation Planning Organization</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Feb 21</td>
<td>5:30 pm</td>
<td>Community Workshop</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lake Placid Town Hall, 311 Interlake Blvd., Lake Placid, FL</td>
</tr>
<tr>
<td>Feb 22</td>
<td>8:15 am</td>
<td>Tourist Development Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Feb 22</td>
<td>9:00 am</td>
<td>Community Workshop</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Avon Park Community Center, 310 W. Main Street, Avon Park, FL</td>
</tr>
<tr>
<td>Feb 23</td>
<td>10:00 am</td>
<td>2017 Value Adjustment Board Hearing of Petitions by Special Magistrate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Purchasing Department will hold an open house on Friday, March 9, 2018 from 1:00 p.m. to 3:00 p.m. at the Bert J. Harris, Jr. Agriculture Center.

The Heartland Crime Stoppers Board will meet on Monday, February 26, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   No report.
6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS

Due to the recent tragic event in a Broward County high school, Sheriff Paul Blackman and Dr. Brenda Longshore came before the Commission to speak of the security measures of each school in Highlands County and addressed safety concerns.

Dr. Longshore stated that to have a school resource officer at each school campus, (an additional 11 deputies), would cost an extra $950,000. Ongoing costs would be less the following years. Commissioner Elwell questioned if the school board would be able to fund their portion of the additional $950,000. Dr. Longshore stated no and that other funding possibilities would be explored.

Sheriff Blackman stated that the sheriff’s office will work very closely with the school board to help raise situational awareness.

Chairman Harris stated that both organizations have the Commission’s support and asked that they be kept informed.

Public input was received from Robert Tracy-Gould.

7. CONSENT AGENDA

Commissioner Handley questioned item 7J. Tasha Morgan, Business Services Director, addressed his concerns.

Commissioner Brooks questioned item 7H. Clell Ford, Lakes Manager, addressed his concerns.

Commissioner Elwell questioned item 7P. Benjamin Dunn, Development Services Director, and Chris Benson, Community Programs Director, addressed his concerns.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move that the consent agenda be approved as presented.

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

A. Request approval to pay all duly authorized bills February 20, 2018. See Check Report file.

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>113,948.08</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>88,982.08</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>70,656.30</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>6,537.14</td>
</tr>
<tr>
<td>SHIP</td>
<td>15,244.83</td>
</tr>
<tr>
<td>SPECIAL LAW ENFORCEMENT</td>
<td>9,900.00</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>4,761.40</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>492.25</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>36.32</td>
</tr>
<tr>
<td>HCISSR LTD CAPITAL FUND</td>
<td>6,284.00</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>16,917.56</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>21,966.29</td>
</tr>
</tbody>
</table>
B. Request approval of the minutes from the February 6, 2018 Regular Meeting of the Board. See Clerk of Courts website.

C. Request appointment of W. R. “Bob” Howard as a regular member, reappointment of Thomas Roberts as an alternate member, and appointment of Chip Boring and Robin A. Reed as alternate members to the Zoning Board of Adjustment (BOA) and the Planning and Zoning Commission/Local Planning Agency (P&Z). See SMB 124 Page 18.

D. Request for approval of a fee waiver for the Special Stars Softball Classic at the Highlands County Sports Complex. See SMB 124 Page 19.

E. Request approval to declare 71 parcels of County Owned Land in Unit 16 of Sun n Lakes Sebring as surplus and grant permission for the Purchasing Division to solicit offers on the sale of the property in accordance with Florida Statutes through the County's bid process. See SMB 124 Page 20.

F. Request approval to declare two (2) County owned properties, C-04-34-28-050-0630-0060 and C-36-36-29-A00-0030-0000, as surplus and grant permission to solicit offers to purchase through the County's bid process. See SMB 124 Page 21.

G. Request approval of a Tourist Development Tax Grant in the amount of $5,000 dollars with 50% cash matching funds to Get Fish Slapped LLC for advertising the Citrus Golf Trail. See TDC file.

H. Request approval to waive the sealed bid process (Section 23) contained within the Board Purchasing Policy, and allow staff to accept the low bidder from a Formal Written Quote received from Aquatic Environments Southeast for Irma-related Tussock removal from Istokpoga Canals. See SMB 124 Page 22.

I. Request approval of an Interlocal Agreement between the Board and City of Sebring for Recreation Funding. See City of Sebring file.

J. Request approval of Contract with Trekker Tractor, LLC in the amount of $329,000 for one highway speed 4 x 4 telescoping boom hydraulic excavator (ITB 18-012). See Trekker Tractor file.

K. Request approval to declare damaged County asset LF 251 (2010 Challenger MT465B Tractor) surplus and grant permission to dispose as salvage. See SMB 124 Page 23.

L. Request approval of the Rescue Transport Proposal with REV Technical Center for the purchase of an ambulance from the Florida Sheriff's Associations Bid Contract at a total cost of $214,969.20. See Emergency Medical Services file.

M. Request for approval to accept State funding with the Florida Network of Children's Advocacy Centers (FNCAC) and approval of Budget Amendment 17-18-052 and Resolution. See Res. Book 29 Page 11 & SMB 124 Page 24.

O. Request approval of budget amendment 17-18-055 to realign budgeted funds within the Sheriff cost center. See SMB 124 Page 26.

P. Request approval of budget amendment 17-18-056 to realign funds to accomplish strategies of the SHIP program. See SMB 124 Page 27.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.  
There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. ACTION AGENDA  
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to set the action agenda as presented.

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

A. GSG presentation of the Final Fire Assessment Study, explaining methodology of funding and Board acceptance of the study.  
Scott Canaday, Public Safety Director, and Jeff Rackley, with Government Services Group, presented the final Fire Assessment Study to the Board and addressed concerns raised by the Commission.

Randy Vosburg, County Administrator, stated that it was the recommendation of the Fire/EMS Work Group to no longer have the non-profits be exempt from the fee, and to go with the $115.00 per unit rate.

Joy Carmichael, County Attorney, stated that at this point there is not an ordinance that establishes the rate.

Mr. Vosburg stated that all the concerns brought forward will be addressed during Monday’s Fire/EMS Work Group meeting, and that recommendations will be brought back to the Board.

Public input was received from Elizabeth Cargile, Michael Maron, Beth Degnan, Bill Youngman, John Drennan, and Marc Bashoor.

BREAK: 11:01 a.m. to 11:13 a.m.

After the break, further public input was received from Scott Walker and Nick Palmer.

Mr. Vosburg stated that staff is asking for the study to be accepted. Ms. Carmichael stated that her recommendation was to accept the study, as this would set the basis for determining a rate in the future.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move approval to accept GSG’s final version of the Fire Assessment Study.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 28.

B. Request approval to change the position of GIS Coordinator to GIS Manager, including pay grade and job description changes.  
Clinton Howerton, Jr., County Engineer, and Pamela Rogers, Human Resources Manager, presented the request and addressed concerns raised by the Commission.
Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve changing the position of GIS Coordinator position to GIS Manager position, including pay grade and job description changes.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 29.

C. Request to appoint Vicki Pontius to the Tourist Development Council to complete an unexpired term.

Benjamin Dunn, Development Services Director, presented the request.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve the appointment of Vicki Pontius to the Tourist Development Council for a term starting on February 20, 2018 and expiring May 2, 2019.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 30.

10. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log. Chairman Harris and Commissioner Richie thanked Ms. Carmichael for meeting with each commissioner individually and sharing input on each item on the log. Commissioner Handley questioned the assistant county attorney position. Ms. Carmichael stated that she is currently sketching out the job description to include additional legal needs and possibly reduce some costs. See SMB 124 Page 31.

B. County Administrator: Pending Items/Project Report Update.

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 124 Page 32.

Mr. Vosburg stated that a tire buy-back event was already included in the budget and questioned if the Commission would like to move forward with this event. The Commission questioned the repercussions when citizens come from other counties or bring more tires than those allowed. The County Engineer stated that they get cited. The Commission concurred to hold one more event and to have the County Engineer provide a report before deciding to hold further events in 2019.

Chairman Harris questioned if the environmental deputy was still active. Mr. Howerton stated that with Deputy Cooper’s recent promotion, the sheriff’s office is looking to place another deputy in that position and bringing him up to speed.

Mr. Vosburg stated that interviews were held on Monday for the assistant county administrator position and that interviews will be held with the top 3-4 candidates soon.

11. CITIZENS NOT ON THE AGENDA

Mr. Robert Tracy-Gould came before the Commission to address his concerns with the zoning in Colony Pointe Mobile Home Park. Benjamin Dunn, Development Services Director, and Linda Conrad, Zoning Supervisor, addressed the Board and stated that their determination is that Mr. Tracy-Gould is dealing with a civil issue. The County Attorney stated that at this point, the action taken by the County Commission years ago was valid, and suggested that he contact an attorney that does not have a conflict with this issue if he wishes to pursue. The Commission advised that Mr. Tracy-Gould seek legal advice.
Ms. Beth Degnan came before the Commission to address her concerns in regards to the Highlands Park Estates clubhouse. The County Administrator stated that they have already met with Ms. Degnan and have addressed what they felt they could address, and that everything done in regards to the clubhouse has been done in public meetings, and that there have been several opportunities for the public to be involved. Chairman Harris stated that the Commission feels comfortable with what’s been done thus far, and that everything was properly noticed and done right.

12. COMMISSIONERS

- Commissioner Richie: No report.
- Commissioner Elwell: No report.
- Commissioner Brooks: No report.
- Commissioner Handley: No report.
- Commissioner Harris: No report.

13. ADJOURN
The meeting was adjourned at 12:35 p.m.
1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner Jack L. Richie  
   Commissioner Don Elwell

   Commissioner James L. Brooks  
   Commissioner William R. Handley

   Also present: Randy Vosburg, County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Business Services Director for the Clerk of Courts, Pamela Gamez and Maria Brenes, Deputy Clerks.

   This meeting was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. See Proof of Publication file.

2. INVOCATION
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Elwell.

4. PUBLIC HEARING
   A. Consideration of construction of Sebring Parkway Phase III project using Highlands County employees, services, and equipment.

   Benjamin Dunn, Development Services Director, Clinton Howerton, Jr., County Engineer, and Kyle Green, Road & Bridge Superintendent, presented for discussion and possible action, the consideration of construction of the Sebring Parkway Phase III project using Highlands County employees, services, and equipment. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Mr. Dunn gave an overview of the project.

   Chairman Harris questioned if the County did terminate the original contract with Preferred Materials, Inc. Joy Carmichael, County Attorney, stated yes and that the contract was mutually terminated by both parties. Ms. Carmichael stated that the last pending matter with them was the agreement on the retainage funds, and that the County needs to send over a release, but provide a final accounting prior to giving them the final check.

   The Commission expressed their concerns in great detail, and addressed the pros and cons of continuing or not continuing with the project.

   Chairman Harris opened the floor to the public. Input was received from Dick Noel, Mary M. Marlo, Denise Hagen, Jan Lipe, John Drennan, Ron Rahl, Ted Huguenin, Rhonda Lindenham, Tom Atchinson, Susan Brisk, Clell Ford, Annabel Humble, Dale Phlug, Bob Gilmore, Tom Macklin, Bill Youngman, John Nelson, Chester Downing, Lois Oak, Wade Sherwood, and Barry Foster.

   Commissioner Brooks made a motion to move to direct staff to prepare to complete the construction plans and construct the 4-lane roadway using Highlands County services, employees, and equipment.

   Chairman Harris passed the gavel to Commissioner Handley and seconded the motion.
Commissioner Elwell stated that the majority of the people gathered at his latest town hall meeting and the majority of a recent Facebook poll were not in favor of the project. He also stated that a no-vote on his part was not necessarily a no for the project, but more of a timing issue, and that he was worried about the future for the Capital Financial Strategy.

Commissioner Harris stated that this study was not their study, but FDOT’s study, and that he is confident that Mr. Green will be able to do this and tend to County business at the same time, and that if the Capital Financial Strategy needs adjustment, they can make it work. Commissioner Harris also stated that he received a text message from the Avon Park City Administrator stating that the Avon Park City Council is in favor of this project.

Commissioner Handley asked the Clerk to poll the Board. Commissioner Brooks and Commissioner Harris voted aye. Commissioner Richie and Commissioner Elwell voted nay.

Ms. Carmichael interrupted the roll call and stated that the Commission needed to afford the public some time to speak after the motion was seconded.

Commissioner Handley opened the floor to public for further discussion. Input was received from John Nelson.

After public input, Commissioner Handley also voted aye. With a 3-2 vote, the motion carried. See SMB 124 Page 33.

5. **CITIZENS NOT ON THE AGENDA**
No participants.

6. **COMMISSIONERS**
   - Commissioner Richie: No report.
   - Commissioner Elwell: No report.
   - Commissioner Brooks: No report.
   - Commissioner Handley: No report.
   - Commissioner Harris: No report.

7. **ADJOURN**
The meeting was adjourned at 7:48 p.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner Jack L. Richie
   Commissioner Don Elwell
   Commissioner James L. Brooks
   Commissioner William R. Handley

Also present: Randal Vosburg, County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION by Father Scott Walker, St. Agnes Episcopal Church, Sebring
The meeting opened with a prayer by Rev. Melanie Fierbaugh, with the Memorial United Methodist Church in Lake Placid.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Handley.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar 06</td>
<td>7:00 pm</td>
<td>Construction, Licensing &amp; Appeals Board Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Mar 08</td>
<td>1:30 pm</td>
<td>Public Hearing of Highlands County Code Enforcement Special Magistrate Kelly Courtroom, Highlands County Courthouse, Sebring, FL</td>
</tr>
<tr>
<td>Mar 12</td>
<td>3:00 pm</td>
<td>Fire/EMS Work Group Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Mar 13</td>
<td>1:00 pm</td>
<td>Highlands Soil &amp; Water Conservation District – Strategic Planning Meeting 4505 George Boulevard, Sebring, FL</td>
</tr>
<tr>
<td>Mar 13</td>
<td>3:00 pm</td>
<td>Board meeting of the Highlands Soil &amp; Water Conservation District 4505 George Boulevard, Sebring, FL</td>
</tr>
</tbody>
</table>

The School Board of Highlands County will hold a final community meeting on Thursday, March 8, 2018 at 6:00 p.m. at the Smith Center located at the Sebring High School to review school safety.

Mr. Marvin Kahn will be inducted into the Florida Citrus Hall of Fame on March 9, 2018 at the Florida Southern College in Lakeland.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   No report.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
   A. County Administrator Randal Vosburg: Presentation of Years of Service Awards
   Kyle Green, Road & Bridge Superintendent: Recognizing William Barfield for 5 years of service.
   Randy Vosburg, County Administrator, invited the Commission to come forward to help recognize an employee for his years of service. Kyle Green, Road & Bridge Superintendent, presented an award to Mr. William Barfield for his 5 years of service to Highlands County. See SMB 124 Page 34.
B. Randal E. Vosburg, County Administrator: Presentation of Award for Community Service – Landfill Staff.

Randy Vosburg, County Administrator, read a letter from Ron and Peggy Smith, expressing their gratitude towards the landfill staff for helping them locate Mr. Smith’s wallet, which was erroneously thrown away and picked up by the garbage truck. The landfill staff, through a coordinated team effort, were able to track down which garbage truck did the pick-up, separated the dumping from the other trucks, and allowed the couple to search through their own trash bags. After doing so, the wallet was retrieved. Clinton Howerton, Jr., County Engineer, commended his staff for the extra effort put in to help this couple, and presented awards of appreciation to each employee. The Commission thanked everyone involved. See SMB 124 Page 35.

C. Ms. April Rolle, Esquire, Chief Legal Officer, Heartland for Children: Request approval of a Proclamation recognizing April 25, 2018 as “Law Day” in Highlands County.

Ms. April Rolle, Chief Legal Officer for Heartland for Children, and on behalf of the Highlands County Bar Association, presented the request and read the Proclamation into the record.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation recognizing April 25, 2018 as “Law Day” in Highlands County.


D. Ms. KellyAnn Catanzariti, Volunteer Leader, Ms. Amy LaBrecque, Disaster Action Team Leader, and Mr. John Harbaugh, Instructor, all American Red Cross volunteers: Request approval of a Proclamation recognizing March as “Red Cross Month”

Ms. KellyAnn Catanzariti, Ms. Amy LaBrecque, Mr. John Harbaugh, and Mrs. Janet Harbaugh, all volunteers with the American Red Cross, presented the request. Commissioner Elwell read the Proclamation into the record.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move approval of the Proclamation recognizing March as “Red Cross Month”.


E. Christine Davis, Purchasing Manager: Request approval of Proclamation recognizing March 2018 as Purchasing Month.

Christine Davis, Purchasing Manager, and Jamee Soto, with the Purchasing Department, presented the request. Ms. Davis read the Proclamation into the record.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the Proclamation recognizing March 2018 as Purchasing Month.


7. CONSENT AGENDA

Commissioner Handley questioned the time and place for item 7C to take place. Casey Hartt, TDC Lead Consultant, announced that this new event is to take place from May 3 – 5, 2018. Benjamin Dunn, Development Services Director, stated for clarification that complimentary rooms and extra security were not part of this grant contract, and that the rooms were being donated, and the security would be an FWC officer.
Commissioner Brooks made a motion and Commissioner Richie 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 March 6, 2018. See Check Report file.

B. Consideration of the Plat Recordation of Suter Homesites. See Official Records.

C. Request approval of a Tourist Development Tax grant in the amount of $8,000 to the Fishers of Men Ministries for the Fishers of Men Open Tournament. See Tourist Development Council file.

D. Consideration to approve and execute Special Renovation and Construction Project Agreement and Memorandum of Understanding Between State of Florida Department of Health and Highlands County, Florida. See Highlands County Health Department file.

E. Consideration to approve the Agreement between Highlands County and Air Mechanical & Service Corp. for the Government Center HVAC Upgrade, Project No. 15068 and ITB 18-024, in the amount of $624,000.00. See Air Mechanical & Service Corp. file.

F. Request approval for City of Avon Park Interlocal Agreement for Recreation Funding. See City of Sebring file.


8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.
Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve consent agenda (2).

Upon roll call, all Commissioner voted aye, except Commissioner Elwell, who abstained. The motioned carried. See Check Report file for copy of abstention form.

9. PUBLIC HEARING

A. Joy Carmichael, County Attorney: An Ordinance of the Board of County Commissioners of Highlands County, Florida, amending Section 8-221 of the Code of Ordinances, Highlands County, Florida, providing for the collection, administration, distribution and enforcement of the Tourist Development Tax; providing for conflict; providing for severability; providing for inclusion in the code; and providing for an effective date.

Joy Carmichael, County Attorney, presented the request and read the caption of the proposed ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Ms. Carmichael stated that for various reasons, the Tax Collector has approached the Board in regards to returning the collection and administration of the tourist development tax to the Florida Department of Revenue, and that now the Florida Department of Revenue shall assume the responsibility for the collection of tourist development tax revenues under the provisions of Section 125.0104(3)(i), Florida Statutes, with an effective date to be determined during this hearing.

Eric Zwayer, Highlands County Tax Collector, addressed the Board and stated that the main reason for requesting this return is because his office has a new tag system, and that a lot of work is needed to accurately transfer the data from the old system to the new system. Mr. Zwayer stated that the new system does not have a tourist development tax portal and that completing this task manually would cause a tremendous strain on staff. He reiterated that his office will not be able to effectively manage the collection of tourist development tax at this point.

After discussion, Section 8-221 under Section 1 of the proposed ordinance was revised to include the effective date for collection by the Department of Revenue beginning March 21, 2018. Section 5 of the proposed ordinance was also revised to state the following: This Ordinance shall take effect immediately upon filing with the Florida Department of State.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve the Ordinance of the Board of County Commissioners of Highlands County, Florida, amending Section 8-221 of the Code of Ordinances, Highlands County, Florida, providing for the collection, administration, distribution and enforcement of the Tourist Development Tax; providing for conflict; providing for severability; providing for inclusion in the code; and providing for an effective date.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file, & SMB 124 Page 41.

10. ACTION AGENDA

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to set the action agenda.

Upon roll call, all Commissioners voted aye. The motion carried.
A. Penny Ogg, Supervisor of Elections: Request approval to change the location of the Precinct 1 voting location.
Penny Ogg, Supervisor of Elections, presented the request.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to move approval to change the voting location of Precinct 1 from the Avon Park Activities Club located at 109 E. Main Street, Avon Park, to the Community Center located at 310 W. Main Street in Avon Park.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 42.

11. COUNTY ADMINISTRATOR AND LEGAL
   A. Joy Carmichael, County Attorney: County Attorney File Log.
   Joy Carmichael, County Attorney, presented the County Attorney file log and addressed concerns raised by the Commission. See SMB 124 Page 43.

   B. County Administrator: Pending Items/Project Report Update.
   Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. Staff addressed concerns raised by the Commission. See SMB 124 Page 44.

   Mr. Vosburg gave an update on the Mini Ranch wildfire and stated that they are in connection with the Florida Forest Service for further updates and instructions.

   Clinton Howerton, Jr., County Engineer, presented an aerial view video of the work that has been started on the Sebring Parkway Phase III project.

12. CITIZENS NOT ON THE AGENDA

   Mr. Fred Arch came before the Commission to address his concerns with drainage issues in Placid Lakes. Kyle Green, Road & Bridge Superintendent, and Clinton Howerton, Jr., County Engineer, addressed concerns raised by Mr. Arch and the Commission. Mr. Howerton stated that this area has been identified as part of the Jack Creek Watershed Study and that currently the water management district is already looking into some modelings and what effects it would have to change a few things. After discussion, Chairman Harris stated that they look forward to seeing what the watershed study shows.

   Mr. Santos de la Rosa came before the Commission to address his concerns with the delays on the road paving for Oak Manor Avenue and questioned what the timeline would be for this project. The County Administrator stated that this item will come before the Commission on March 20, 2018 and that staff is prepared to show options for assessments and funding of the paving project. Chairman Harris requested that this item be placed on the pending items/projects list.

13. COMMISSIONERS

   • Commissioner Handley: No report.
   • Commissioner Brooks: No report.
• **Commissioner Elwell:** Commissioner Elwell thanked all the volunteer firefighters and everyone else putting together their efforts to contain the wildfire.

• **Commissioner Richie:** Commissioner Richie commented on the Highway Park community meeting that he attended last week.

• **Commissioner Harris:** Commissioner Harris stated that last night he had dinner with Gray Swoope and his group, along with the Highlands County EDC, and stated that today they are visiting the 6-County FHERO area. Commissioner Harris also stated that a presentation will be brought before the Board on March 20, 2018.

14. **ADJOURN**
The meeting was adjourned at 10:51 a.m.
REGULAR MEETING OF THE BOARD, MARCH 20, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner James L. Brooks  
   Commissioner Jack L. Richie  
   Commissioner William R. Handley  
   Commissioner Don Elwell

Also present: Randal Vosburg, County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Business Services Director for the Clerk of Courts, and Maria Brenes, Deputy Clerk.

2. INVOCATION by Father Scott Walker, St. Agnes Episcopal Church, Sebring
   The meeting opened with a prayer by Father Scott Walker, with the St. Agnes Episcopal Church in Sebring.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Elwell.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar 21</td>
<td>7:30 am</td>
<td>Children's Services Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Mar 21</td>
<td>9:00 am</td>
<td>Children's Services Council Nominating Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Mar 21</td>
<td>9:30 am</td>
<td>The Children's Services Council Agenda Planning</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1968 Sebring Parkway, Sebring, FL</td>
</tr>
<tr>
<td>Mar 26</td>
<td>5:30 pm</td>
<td>Fire/EMS Workgroup Engineer's Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Mar 27</td>
<td>10:30 am</td>
<td>Board meeting of the Highlands Soil &amp; Water Conservation District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4505 George Boulevard, Sebring, FL</td>
</tr>
<tr>
<td>Mar 29</td>
<td>8:15 am</td>
<td>Highlands County Tourist Development Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Mar 30</td>
<td></td>
<td>County offices closed in observance of the Good Friday Holiday</td>
</tr>
</tbody>
</table>

The Heartland Crime Stoppers Board will meet on Monday, March 26, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office.

The Lake Istokpoga Management Committee will hold their regular meeting on Thursday, March 22, 2018 at 9:00 a.m. in conference room 3 of the Bert J. Harris, Jr. Agricultural Center.

The University of Florida and the Florida Fish & Wildlife Conservation Commission will hold a public meeting from 5:30 p.m. to 8:00 p.m. on Thursday, March 22, 2018 at the Ag Center to discuss the management plan put in place to manage habitat on Lake Istokpoga.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   No report.
6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS

A. Chief Scott Mann, West Sebring Volunteer Fire Department: Recognition of two West Sebring Volunteer Firefighters.

Chief Scott Mann, with the West Sebring Volunteer Fire Department, recognized firefighters Josh Young and Allison Slager, who were involved in a serious automobile accident while on duty. Mr. Young assisted and stabilized Ms. Slager, who was incapacitated after the accident, and then went on to assist other vehicles involved in the accident and offered his aid to others. Both firefighters were recognized for their courage and dedication. See SMB 124 Page 46.

Mr. Gerald Snell, resident of Avon Park, and Chairman of the Southside Community Redevelopment Agency, was recognized for his humanitarian efforts and countless good deeds in the aftermath of Hurricane Irma. The Commission presented a certification of appreciation to Mr. Snell. See SMB 124 Page 47.

B. Clell J. Ford, Lakes Manager: Request approval of Proclamation recognizing April 2018 as Water Conservation Month.

Clell Ford, Lakes Manager, presented the request and read the Proclamation into the record. Cindy Rodriguez, with the Southwest Florida Water Management District, addressed the Board in regards to water savings measures.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation recognizing April 2018 as Water Conservation Month.


Sally Hood, Clerk of Courts Accounting Director, presented the Interim Financial Report of Key Operating Performance Measures for the 1st quarter of Fiscal Year 2018 (as of December 31, 2017).


Randy Vosburg, County Administrator, stated that he will be requesting to pull item 9B from the action agenda and bring it back at the next meeting. A motion approving such change will be required at the time the action agenda is reached.

D. Julie Fowler, Signing Director – CliftonLarsonAllen, and Tasha Morgan, Business Services Director: Presentation of the FY 2016/2017 Comprehensive Annual Financial Report (CAFR), request approval of Management Responses and Acceptance of the CAFR into the record.


E. Gray Swoope, President & Chief Executive Officer, VisionFirst Advisors, and Griff Salmon, Principal, VisionFirst Advisors: Highlands County Economic Development Strategic Assessment.

Taylor Benson, with the Office of Economic Development, stated that their office recently contracted with VisionFirst Advisors to conduct a strategic assessment of economic development efforts in Highlands County.
Gray Swoope and Griff Salmon, both with VisionFirst Advisors, gave a brief presentation on strategic assessment completed for Highlands County. The Commission thanked them for the presentation. See SMB 124 Page 50.

7. CONSENT AGENDA
Randy Vosburg, County Administrator, requested that item 7C be pulled from the consent agenda and heard under the action agenda due to the dollar amount.

Commissioner Handley questioned item 7B. Benjamin Dunn, Development Services Director, addressed his concerns.

Commissioner Handley requested item 7D be removed from the consent agenda for a separate vote and stated that he cannot support the request.

Commissioner Handley commented on item 7G. Chris Benson, Community Services Director, addressed the Board.

Commissioner Brooks questioned item 7J and requested that it be pulled for further discussion. Captain J.P. Fane, E911 Coordinator, addressed his concerns.

Mr. Vosburg stated that item 7C will be heard as 9A, 7D will be heard as 9B, and 7J will be heard as 9C.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to approve the consent agenda, with the exception of these few things: item 7C, now becoming 9A; item 7D, now becoming 9B; and item 7J, now becoming 9C.

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>110,408.59</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>46,803.47</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>22.41</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>221,032.93</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>7,742.08</td>
</tr>
<tr>
<td>SHIP</td>
<td>9,505.45</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>544.00</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>1,003.01</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>37.77</td>
</tr>
<tr>
<td>HCISSR LTD CAPITAL FUND</td>
<td>6,235.68</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>3,043.75</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>84,239.18</td>
</tr>
<tr>
<td>INSURANCE FUND</td>
<td>68.89</td>
</tr>
</tbody>
</table>


C. Consideration to approve and execute Standard Form of Agreement between Owner and Architect, between Highlands County and Architects Design Group, Inc., for Highlands County Sheriff’s Office Detention Reconfiguration Project No. 16056. This item was moved to 9A of the action agenda.
D. **Request approval to remove tussocks deposited by Hurricane Irma from Lake Josephine.** This item was moved to 9B of the action agenda.

E. Request for approval of Budget Amendment 17-18-065 and Resolution to transfer funding from the general fund to the Legal Aid Trust Fund for the payment of legal aid services for low-income residents of Highlands County. See Res. Book 29 Page 19 & SMB 124 Page 51.

F. Request for approval of an Interlocal Agreement for Spring Lake Improvement District for the construction of restrooms at Pine Breeze Park. See Spring Lake Improvement District file.

G. Request for approval of an Interlocal Agreement with the City of Avon Park for playground equipment and exercise stations. See City of Avon Park file.

H. Request for approval of revisions to the Bylaws of the Children’s Services Council (CSC). See Children’s Services Council file.

I. Addendum No. 1 to Task Order No. 9775.01 for revised construction plans, permit modification and limited construction services for Sebring Parkway Phase III. See Chastain Skillman, Inc. file.

J. **Request approval to apply for, and accept a E911 State Grant with the purpose of using the funding to find and fix errors in the County GIS road maps and layers.** This item was moved to 9C of the action agenda.

K. Request approval of Budget Amendment 17-18-066 to realign budgeted funds within the Detention & Correction cost center in the General Fund. See SMB 124 Page 52.

8. **CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.**

   There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. **ACTION AGENDA**

   Randy Vosburg, County Administrator, requested that original item 9B (related to the insurance committee) be pulled from the agenda and brought back at the next meeting, also adding the items from the consent agenda as 9A, 9B, and 9C, and moving original action agenda items down.

   Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to set the action agenda, setting a new 9A, which was 7C; setting a new 9B, which was 7D; setting a new 9C, which was 7J; original item 9A and everything else move down; and removal of current item 9B.

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

   A. **Chris Benson, Community Programs Director and Benjamin A. Dunn, Development Services Director:** Request for approval of an Interlocal Agreement between the Town of Lake Placid and Highlands County for Lake June Park Renovations Phase I. (This item will be heard below as item 9D.)

   B. **Rebecca Cable, Human Resources Coordinator, and Pamela Rogers, Human Resources Manager:** Request selection and appointment of a regular member and alternate member to represent retirees on the Highlands County Health Insurance Committee. (This item was pulled from the agenda.) See SMB 124 Page 53.
A. (Consent Agenda item 7C) **Suzanne Hunnicutt, Capital Projects Manager, and Robert Diefendorf, Project Manager:** Consideration to approve and execute Standard Form of Agreement between Owner and Architect, between Highlands County and Architects Design Group, Inc., for Highlands County Sheriff’s Office Detention Reconfiguration Project No. 16056.

Suzanne Hunnicutt, Capital Projects Manager, presented the request and addressed concerns raised by the Commission.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve and execute Standard Form of Agreement between Owner and Architect, between Highlands County and Architects Design Group, Inc., for Highlands County Sheriff’s Office Detention Reconfiguration Project No. 16056.

Upon roll call, all Commissioners voted aye. The motion carried. See Architects Design Group, Inc. file.

B. (Consent Agenda item 7D) **Request approval to remove tussocks deposited by Hurricane Irma from Lake Josephine.**

Clell Ford, Lakes Manager, presented the request and addressed concerns raised by the Commission. Commissioner Handley stated that he feels this issue will open many more private requests and that the money is not going to be refunded to the County. The Commission discussed the issue in great detail.

Public input was received from Miriam Greenbarg and Bill Youngman.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve funding up to $6,000 for removal and disposal of tussocks blown onto private docks in Lake Josephine by Hurricane Irma.

Upon roll call, all Commissioners voted aye, except Commissioner Handley, who voted nay. The motion carried. See SMB 124 Page 54.

C. (Consent Agenda item 7J) **Captain J.P. Fane, E-911 Coordinator, Highlands County Sheriff’s Office:**

Request approval to apply for, and accept a E911 State Grant with the purpose of using the funding to find and fix errors in the County GIS road maps and layers.

Randy Vosburg, County Administrator, stated that the grant was 100% reimbursable, but the County would have to front the cost of $462,213.10. JP Fane, E911 Coordinator, Highlands County Sheriff’s Office, addressed the Board.

On behalf of the Commission, Commissioner Elwell thanked Captain Fane for his 25 years of outstanding service to Highlands County and wished him well on his retirement.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move approval to apply for, and accept the E911 State Grant, contingent upon approval by the County Attorney.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 55.

BREAK: 10:47 a.m. to 11:00 a.m.

D. (Original 9A) **Chris Benson, Community Programs Director, and Benjamin Dunn, Development Services Director:** Request for approval of an Interlocal Agreement between the Town of Lake Placid and Highlands County for Lake June Park Renovations Phase I.

Chris Benson, Community Programs Director, presented the request. The Commission addressed their concerns.
Phil Williams, Town of Lake Placid Administrator, addressed concerns raised by Commissioner Brooks.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the Interlocal Agreement between the Town of Lake Placid and Highlands County for the Lake June Park Phase I improvements, limited to the maximum amount of $277,700.

Upon roll call, all Commissioners voted aye. The motion carried. See Town of Lake Placid file.

E. (Original 9C) Ben Dunn, Development Services Director, and Pamela Rogers, Human Resources Manager: Request approval to add one (1) additional Development Specialist full time position to the Building Department (Fund 180).

Benjamin Dunn, Development Services Director, and Pamela Rogers, Human Resources Manager, presented the request.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the addition of one (1) additional Development Specialist full time position to the Building Department (Fund 180).

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 56.

F. (Original 9D) Clinton Howerton, Jr., County Engineer: Approval of Budget Amendment 17-18-069 with accompanying Resolution to reallocate within the Solid Waste Fund.

Clinton Howerton, Jr., County Engineer, and Bob Diefendorf, Engineering Project Manager, presented the request.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 17-18-069 with accompanying Resolution to reallocate $146,000.00 in combined existing FY 17/18 budgeted principal (Account No. 57100) and interest payments (Account No. 57200) funds within Cost Center 4210-Refuse Disposal, into Account No. 56400 – Machinery Equipment, and appropriate additional fund balance in the amount of $504,000.00 into the Solid Waste Fund 401, Cost Center 4210, (Account 56400) – Machinery & Equipment for the direct purchase of a Bomag Compactor.


G. (Original 9E) W. Kyle Green, Road & Bridge Superintendent, Clinton Howerton, Jr., County Engineer, and Tasha Morgan, Business Services Director: Request consideration and approval of one of the three funding options for paving of Oak Manor Avenue.

Kyle Green, Road & Bridge Superintendent, Clinton Howerton, Jr., County Engineer, and Tasha Morgan, Business Services Director, presented the request. Mr. Green presented three options for the Commission to consider. Joy Carmichael, County Attorney, addressed the procedures of establishing a special benefit district and the amount of time it would take to start assessing the properties. The Commission discussed the issue in great detail.

Commissioner Richie read an email from a citizen living in the area and provided a copy for the record.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve funding option number 3, for the paving of Oak Manor Avenue, to read: Establishing a special benefit district, assessing all properties within the district over a ten (10) year period, after the establishment of the special benefit district beginning the road project.
Public input was received from Santos De La Rosa.

Upon roll call, all Commissioners voted aye, except Commissioner Handley and Commissioner Brooks, who voted nay. The motion carried. See SMB 124 Page 58.

H. (Original 9F) Randy Vosburg, County Administrator: Request for confirmation of the employment of Tasha Morgan as the Assistant County Administrator.

Randy Vosburg, County Administrator, presented the request.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to confirm the employment of Tasha Morgan as Assistant County Administrator pursuant to Section 125.74(k), Florida Statutes.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 59.

10. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log and addressed concerns raised by the Commission. See SMB 124 Page 60.

B. Tasha Morgan, Assistant County Administrator and Pamela Rogers, HR Manager: Request approval of Budget Amendment 17-18-067 to provide funding for outside legal fees for the union process.

Pending Items/Project Report Update.

Tasha Morgan, Assistant County Administrator, presented the request.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to approve Budget Amendment 17-18-067 to provide funding for outside legal fees for the union process.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 124 Page 61.

C. Randy Vosburg, County Administrator: Pending Items/Projects Report Update

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects and addressed concerns raised by the Commission. See SMB 124 Page 62.

Mr. Vosburg and Ms. Morgan gave an update on FEMA reimbursements.

Mr. Vosburg also stated that there is severe weather rolling in today and cautioned everyone to be careful.

D. Randy Vosburg, County Administrator: FY 18/19 Preliminary Budget Outlook – General Fund.

Randy Vosburg, County Administrator, stated that he wanted to provide the Commission with a quick preview of the budget and stated that he has met with each Constitutional Officer and feels like everyone is on the same page. Mr. Vosburg announced that David Nitz is the new Budget Manager.

David Nitz, Budget Manager, presented the FY 18/19 Preliminary Budget Outlook on the General Fund.

The Commission thanked staff for the presentation. See SMB 124 Page 63.
11. CITIZENS NOT ON THE AGENDA
No participants.

12. COMMISSIONERS

- Commissioner Richie: No report.

- Commissioner Elwell: Commissioner Elwell congratulated the Sebring International Raceway, the Sebring CRA, Downtown Sebring, and everyone that had a hand in the 12 Hours of Sebring event this year. He stated that the event went very smooth and thanked the Sheriff’s Office for being present.

- Commissioner Brooks: Commissioner Brooks stated that the fire departments and EMS have been very busy lately, and thanked everyone, whether they are volunteer or paid staff, for the great job that they do.

- Commissioner Handley: Commissioner Handley stated that the City of Sebring Fire Department did a fantastic job from keeping our Downtown Circle from burning down last week. Commissioner Handley also recognized Gloria Rybinski, Public Information Officer, for the article that was in the newspaper this morning.

- Commissioner Harris: Commissioner Harris stated that it was very troubling to him that many participants came to the 12 Hours of Sebring event this past week and had to see the awful condition of the medians on US 27. He stated that the commissioners are the ones who get the phone calls, although it is an issue for FDOT. Clinton Howerton, Jr., County Engineer, addressed the Board and stated that the contractor that was hired by FDOT cannot start the project in Highlands County until the same project in Hardee County is complete. Mr. Howerton stated that he will continue looking into this issue.

  Commissioner Harris also questioned the Board’s preference on a threshold for agenda items. The Commission concurred to place items on the action agenda that have a fiscal impact of $200,000 and above, budgeted or unbudgeted.

13. ADJOURN
The meeting was adjourned at 12:36 p.m.
REGULAR MEETING OF THE BOARD, APRIL 3, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris   Commissioner James L. Brooks
   Commissioner Jack L. Richie   Commissioner William R. Handley
   Commissioner Don Elwell

Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator, Joy Carmichael, County Attorney; Jerome Kaszubowski, Business Services Director for the Clerk of Courts, and Maria Brenes, Deputy Clerk.

2. INVOCATION by Pastor Ed Sager, Highlands Grace Reformed Church
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by the Honorable Highlands County Property Appraiser Raymond McIntyre.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
</table>
   | Apr 03 | 7:00 pm | Construction, Licensing & Appeals Board  
   |        |       | Board Room, 600 S. Commerce Ave., Sebring, FL                          |
   | Apr 05 | 9:00 am | Highlands County Economic Development Commissioner – Developers Roundtable  
   |        |       | Jack Stroup Civic Center, 345 W. Center Ave., Sebring, FL              |
   | Apr 09 | 9:00 am | Value Adjustment Board 2017 Final Board Meeting  
   |        |       | Board Room, 600 S. Commerce Ave., Sebring, FL                         |
   | Apr 10 | 3:00 pm | Planning & Zoning Commission & the Local Planning Agency  
   |        |       | Board Room, 600 S. Commerce Ave., Sebring, FL                         |
   | Apr 11 | 7:30 am | Highlands County Industrial Development Authority &  
   |        |       | Highlands County Economic Development Commission  
   |        |       | Board Room, Bldg. F, 600 W. College Dr., Avon Park, FL                 |
   | Apr 12 | 2:30 pm | Historic Preservation Commission  
   |        |       | 501 S. Commerce Ave., Sebring, FL                                     |

The Fire/EMS Work Group will meet on Monday, April 9, 2018 at 5:30 p.m. in the Engineering Conference Room at 505 S. Commerce Ave., Sebring, FL.

Commissioner Elwell announced that the First Inaugural Sebring Soda Festival will take place this Friday and Saturday in Downtown Sebring.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   No announcements from Constitutional Officers.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
   A. County Administrator Randy Vosburg: Presentation of Years of Service Awards.
Greg Harris, Chairman BOCGR: Recognizing Randal Vosburg.
Randal Vosburg, County Administrator: Recognizing Suzanne Hunnicutt.
Rick Fleeger, Facilities Manager: Recognizing Valorie Henderson.
Chairman R. Greg Harris recognized County Administrator Randy Vosburg for his 5 years of service to Highlands County.

Mr. Vosburg recognized Suzanne Hunnicutt, Capital Projects Manager, for her 5 years of service to Highlands County.

Mr. Rick Fleeger, Facilities Manager, recognized Valorie Henderson, Facilities Clerical Assistant, for her 20 years of service to Highlands County. Mr. Fleeger also announced that Ms. Henderson will be retiring on April 6, 2018.

The Commission came forward to help recognize the employees and thanked them for their years of service. See SMB 125 Page 1.

B. Luzed Cruz, Human Services and CAC Manager: Request for approval of a Proclamation declaring the month of April 2018 as “Child Abuse Prevention Month”.
Luzed Cruz, Human Services and CAC Manager, presented the request. Aisha Alayande, Executive Director of Drug Free Highlands, read the Proclamation into the record.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the Proclamation declaring the month of April 2018 as “Child Abuse Prevention Month”.


C. Chairman R. Greg Harris: Request approval of a Proclamation recognizing April 2018 as “Donate Life Month”.
Chairman R. Greg Harris read the Proclamation into the record.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move approval of the Proclamation recognizing April 2018 as “Donate Life Month”.


7. CONSENT AGENDA
Randy Vosburg, County Administrator, stated that no changes were being requested within the consent agenda, but wanted to point out that a revision was made to item 7T and that copies were furnished to the Commission.

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

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>4,213,695.52</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>18,377.58</td>
</tr>
</tbody>
</table>

040318REG
E911 OPERATIONS FUND 84,582.17
LOCAL GOVT INFRA SURTAX 349,449.77
TOURIST DEV TRUST FUND 3,025.00
SHIP 17,399.00
FIRE INSPECTION 2,277.98
STATE COURT FACILITIES TF 386.98
BUILDING FUND 122.13
HCISSR LTD CAPITAL FUND 11,591.00
SOLID WASTE 1,880.11
ENERGY RECOVERY 35,814.20
INSURANCE FUND 57,361.89

B. Request approval of the minutes from the February 20, 2018 Regular Meeting of the Board, the February 20, 2018 Special Meeting of the Board, and the March 6, 2018 Regular Meeting of the Board. See Clerk of Courts website.

C. Request approval to apply for, and accept a E911 State Grant with the purpose of using the funding to find and fix errors in the County GIS road maps and layers. See Sheriff’s Office file.

D. Request approval to appoint Captain Lauro Diaz to the position of 911 Coordinator as recommended by Sheriff Paul Blackman, and to notify the required State officials. See SMB 125 Page 4.

E. Request approval of payment without PO for repairs to the 4-H Barn from Hurricane Irma damage at the Extension Office campus. See SMB 125 Page 5.

F. Request approval of the proposed Workers Compensation final settlement. See SMB 125 Page 6.

G. Request approval to declare County owned property C-01-33-28-010-000-1690 as surplus and grant permission to solicit offers to purchase through the County’s bid process. See SMB 125 Page 7.

H. Request approval to declare 18 county owned properties in Spring Lake, Country Club Villas, as surplus and grant permission to initiate the sale of these properties in accordance with Florida Statute 125.35 and County Ordinance. See SMB 125 Page 8.


J. Request approval of the 2018 Employee Wellness Event budget, total cost no to exceed $35,900.00. See SMB 125 Page 9.

K. Request consideration and approval of Change Order to Agreement dated May 19, 2009 between Highlands County and South Central Florida Express, Inc., for the Sebring Parkway Phase II project (Project No. 01101). See SMB 125 Page 10.

L. Request approval to downgrade one (1) full-time Survey Tech II position to a full-time Survey Tech I position within the Engineering Department. See SMB 125 Page 11.
M. Request approval of Budget Amendment 17-18-072 and associated Resolution to record funding from the Sebring Airport Authority for their cost share for the fire engine at the airport. See Res. Book 29 Page 23 & SMB 125 Page 12.

N. Request approval of Budget Amendment 17-18-073 to realign budgeted funds within the General Fund. See SMB 125 Page 13.


P. Request approval of Budget Amendment 17-18-075 to reallocate funds that were adopted in the CFS but were unallocated. See SMB 125 Page 15.


R. Request to approve Budget Amendment 17-18-079 for additional funding to repair the Sebring and Lake Placid fuel sites. See SMB 125 Page 17.

S. Request approval of Budget Amendment 17-18-080 to realign budgeted funds within the General Fund to purchase equipment. See SMB 125 Page 18.

T. Request modifications to positions within the Children’s Advocacy Center. See SMB 125 Page 19.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
   There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. ACTION AGENDA
   Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to set the action agenda as presented.

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

   A. Randy Vosburg, County Administrator, and Tasha Morgan, Assistant County Administrator: Request modifications to the organizational structure, positions, and job descriptions to better serve the operational needs of the departments and County.
   Randy Vosburg, County Administrator, presented the request. Under the Facilities Department, Commissioner Elwell suggested to title the superintendent position as Parks and Facilities Superintendent, instead of the proposed Buildings and Grounds Superintendent. The Commission concurred. Mr. Vosburg questioned if the recommendation was to change the department name or just the title of the superintendent. Commissioner Elwell stated that just the title because the departments are already underneath it.

   Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the recommended modifications to the organizational structure, positions, and job descriptions of the Business Services Department and Community Programs Department, and the creation of a Parks and Facilities Department to better serve the operational needs of the departments and County.
Commissioner Elwell stated that the suggested change was just for the Parks & Facilities Superintendent title and not the name of the department and requested the motion be amended to the recommended motion provided.

Commissioner Brooks made that amendment.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 125 Page 20.

B. Scott Canaday, Public Safety Director: Request approval of the GSG Proposal for Mailing Fire Rescue Assessment First Class Notices.

Randy Vosburg, County Administrator, presented the request.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the GSG proposal to provide professional services and special assistance to Highlands County with the mailing of fire rescue assessment first class notices for Fiscal Year 2018-2019.

Public input was received from Ray Royce.

Upon roll call, all Commissioners voted aye. The motion carried. See Government Services Group file.

C. Chris Benson, Community Programs Director: Request for approval of Budget Amendment 17-18-070 for three RPAC projects approved on March 20, 2018.

Chris Benson, Community Programs Director, presented the request.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve Budget Amendment 17-18-070 for three (3) RPAC projects approved on March 20, 2018.

Commissioner Elwell stated that in the future, he would like to see the minutes from the RPAC meetings in the backup of the requests. In regards to the Lake June RPAC project, Commissioner Handley questioned how far out the project was projected to last. Ray Royce, Town of Lake Placid Councilmember addressed his concerns.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 125 Page 21.

D. W. Kyle Green, Road & Bridge Director: Request approval of Budget Amendment 17-18-071 and Resolution to bring Resurface Asphalt Fund Balance Forward from FY 16-17 into FY 17-18.

Kyle Green, Road & Bridge Director, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 17-18-071 and Resolution, to bring Resurface Asphalt Fund Balance forward from FY 16-17 into 17-18.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 26 & SMB 125 Page 22.

10. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log. Commissioner Handley questioned if the tortoises have been removed (item 10). Kyle Green, Road & Bridge Director, gave an update on the gopher tortoise removal for the Sebring Parkway Phase III project, and stated that a follow-up inspection of the right-of-way was
completed and no new gopher tortoises or gopher tortoise activity were found. Mr. Green also stated that he emailed the biologist for the area asking if the construction project could be continued and stated that her answer was no, but that he feels that she will move the process along with the permits, and that both permits have been filled out by the consultant and turned in to FWC, and are now waiting for a reply from FWC.

Commissioner Elwell questioned if Ms. Carmichael has done any changes to the Tourist Development Plan. Ms. Carmichael stated that she has reviewed the plan that has been proposed by the Tourist Development Council and stated that it meets legal sufficiency.

Commissioner Elwell questioned the status review for Oak Manor Avenue. Ms. Carmichael stated that at the time, she does not know what the assessment amount will be for each property.

Commissioner Elwell suggested that in the future Ms. Carmichael add a status column to her log indicating a possible estimated time of completion. See SMB 125 Page 23.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Attorney, presented the County’s updated list of pending items/projects. Clinton Howerton, Jr., County Engineer, addressed his concerns raised by the Commission on several issues listed. See SMB 125 Page 24.

Commissioner Elwell questioned when a hurricane debriefing presentation would be provided. Mr. Vosburg stated that perhaps one could be provided at the next meeting.

Ms. Vosburg stated that the next tire buy-back event will take place on Saturday, April 21, 2018 from 8:00 a.m. to 1:00 p.m. Mr. Howerton stated that only 25 tires are allowed per vehicle and that law enforcement will be on site enforcing such law.

Mr. Vosburg also stated that he met with Waste Connections last week, and stated that they have expressed an interest to end the delivery of cart exchanges by the end of this week. Cart exchanges will still be available but residents must pick up the carts at the office.

Mr. Vosburg addressed the union issue with EMS in regards to address labels on ballot mailouts, and stated that some of the stations do not have mailboxes so a lot of those ballots got rejected. Mr. Vosburg stated that after speaking to the labor attorney and the union representatives, they have decided to scrap the current voting process and start fresh, and stated that the County will take care of mailing the ballots to the EMS employees.

11. CITIZENS NOT ON THE AGENDA
Ms. Jean Cooper, resident of Crystal Lake, came before the Commission to address her concerns with the proposed highway in the Crystal Lake area. Ms. Cooper turned in signed petitions in opposition of such proposal and a copy was submitted to the Clerk to become part of the permanent record. Clinton Howerton, Jr., County Engineer, addressed concerns raised by the Commission in regards to the comments made by Ms. Cooper. Ms. Cooper stated that they are concerned with noise, water, and security issues.

Ms. Jackie Fure, former board member of Crystal Lake, stated that area residents are very concerned with the security issue. Commissioner Brooks addressed concerns raised by Ms. Fure.
Mr. Armond Janelle, resident of Crystal Lake, questioned if they would be connected to the drainage of said project. The County Engineer addressed his concerns.

Ms. Mary Copeland, Crystal Lake resident, addressed her concerns with the elevation, in regards to the proposed highway project. The County Engineer addressed her concerns.

Chairman Harris stated that Commissioner Elwell will meet with the Crystal Lake folks and that Engineering will bring maps and such for the residents to look at.

In regards to the fence in the Crystal Lake area, Commissioner Elwell questioned if it would be a 4-foot or 6-foot fence. Mr. Howerton stated that they will look into the price of both and bring back the better option.

Mr. Ted Huguenin came before the Commission to address his concerns with tent sales in the County, with the Lake Josephine Drive project that backs up into his property, and with the water quality in his property, and stated that he has not heard back from anyone in regards to each concern. Commissioner Brooks stated that he has brought up the tent sale issues before and questioned if staff has looked into it. Benjamin Dunn, Development Services Director, stated that staff has done some research and that a discussion with the County Attorney will take place soon on whether they can limit or not allow out-of-county business to come in and do this, and that their findings will be reported back to the Board. Randy Vosburg, County Administrator, stated that on the legal side, they will look at the land-use perspective.

Ms. Bonnie Snyder, Crystal Lake resident, came before the Board to address her concerns with the construction of the proposed highway.

12. COMMISSIONERS
   - Commissioner Richie: No report.
   - Commissioner Elwell: No report.
   - Commissioner Brooks: No report.
   - Commissioner Handley: No report.
   - Commissioner Harris: No report.

13. ADJOURN
    The meeting was adjourned at 11:08 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner James L. Brooks
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner Don Elwell

   Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator, Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Maria Brenes, Deputy Clerk.

2. **INVOCATION by Pastor Ed Sager, Highlands Grace Reformed Church**
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. **PLEDGE OF ALLEGIANCE**
   The Pledge of Allegiance was led by Commissioner James L. Brooks.

4. **ANNOUNCEMENT**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apr 17</td>
<td>3:00 pm</td>
<td>Highlands Soil &amp; Water Conservation District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 3, 4509 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 18</td>
<td>7:30 am</td>
<td>Children’s Services Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sebring Health Department, 7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 18</td>
<td>8:00 am</td>
<td>Local Mitigation Strategy Working Group</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 1, 4509 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 18</td>
<td>9:00 am</td>
<td>Children’s Services Council Nominating Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sebring Health Department, 7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 18</td>
<td>9:30 am</td>
<td>Children’s Services Council Agenda Planning</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sebring Health Department, 7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 19</td>
<td>9:00 am</td>
<td>Lake Istokpoga Management Committee Special Called Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 3, 4509 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Apr 26</td>
<td>8:15 am</td>
<td>Highlands County Tourist Development Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineering Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Apr 26</td>
<td>1:15 pm</td>
<td>Highlands County Hospital District Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Apr 30</td>
<td>5:30 pm</td>
<td>Fire/EMS Work Group</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineering Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Career Source Heartland Board will meet on Wednesday, April 18, 2018 at 1:30 p.m. at the South Florida State College at 2251 Turner Ave., Arcadia, FL.

The Heartland Crime Stoppers Board will meet on Monday, April 23, 2018 at 5:15 p.m. at the Polk County Sheriff's Office.

The Heartland Regional Transportation Planning Organization will meet on Wednesday, April 18, 2018 at 9:00 a.m. in the Highlands County Commission Chambers.
5. **CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS**

Bob Germaine, Clerk of Courts, announced that the National Day of Prayer event will take place on Thursday, May 3, 2018 at 11:00 a.m.

6. **RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS**

   A. **Commissioner James L. Brooks: Request approval of a Proclamation recognizing National Travel & Tourism Week.**

   Commissioner Brooks read the Proclamation into the record.

   Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Proclamation as read into the record, recognizing May 6 -12, 2018 as National Travel & Tourism Week.


   Commissioner Brooks stated that he was just informed that Tourism Week is the week of May 1st, and stated that this item may be brought back up at the time.

   B. **Scott Canaday, Highlands County Public Safety Director, and Latosha Reiss, Highlands County Emergency Manager: Hurricane Irma After Action Debriefing.**

Scott Canaday, Public Safety Director, and Latosha Reiss, Emergency Manager, gave an after-action debriefing on Hurricane Irma and addressed how the County prepared, responded, and recovered from Hurricane Irma. Mr. Canaday also addressed issues that arose during and after the storm. The presentation included several areas that went well, areas that could have gone better, lessons learned from this storm, and also identified quick fixes. Randy Vosburg, County Administrator, stated that the County is reaching out to the Special Districts and the Constitutional Officers to explore possible partnerships to help facilitate recovery efforts. See SMB 125 Page 26.

7. **CONSENT AGENDA**

Commissioner Richie made a motion and Commissioner Brooks 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 April 17, 2018.** See Check Report file.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>72,578.54</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>21,553.64</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>30,048.93</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>12,191.95</td>
</tr>
<tr>
<td>SHIP</td>
<td>13.36</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>4,756.80</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>637.44</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>7,960.96</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>33,756.80</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>59,203.05</td>
</tr>
<tr>
<td>INSURANCE FUND</td>
<td>57,361.89</td>
</tr>
</tbody>
</table>
B. Request approval of the minutes from the March 20, 2018 and April 3, 2018 Regular Meetings of the Board. See Clerk of Courts website.

C. Request approval of a Resolution supporting the creation of a Four-County Transportation Disadvantaged Service Area and the formation of a Four-County Local Coordinating Board for Transportation Disadvantaged Services for the Counties of DeSoto, Hardee, Highlands, and Okeechobee. See Res. Book 29 Page 28 & SMB 125 Page 27.

D. Request approval of the First Amendment to Agreement between the Highlands County Sheriff’s Office and the Highlands County Board of County Commissioners. See Sheriff’s Office file.

E. Request approval of Budget Amendment 17-18-078 and Resolution to set up operating funding for Project #17004 for the State Aquatic Plant Program Grant revenue. See Res. Book 29 Page 29 & SMB 125 Page 28.

F. Request approval of Budget Amendment 17-18-084 and Resolution in the amount of $90,909.00 to fund Project No. 17007 (Small County Solid Waste Grant). See Res. Book 29 Page 30 & SMB 125 Page 29.


H. Request to accept the Amendment to the State Funding Subcontract CAC-23 from the FNCAC and to approve Budget Amendment 17-18-090 and Resolution. See Res. Book 29 Page 31 & SMB 125 Page 31.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. PUBLIC HEARINGS

A. Joy Carmichael, County Attorney: An Ordinance amending Section 2-349 of the Code of Ordinances Highlands County, Florida, providing for the Designation of Code Enforcement Officers; providing for conflict; providing for severability; providing for inclusion in code; and providing for an effective date.
Joy Carmichael, County Attorney, presented the request and read the caption of the Ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Ms. Carmichael read the recommended motion into the record.

Commissioner Handley moved to approve the motion as read by Ms. Carmichael. Commissioner Brooks seconded the motion.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file, & SMB 125 Page 32.
B. Clinton Howerton, Jr., County Engineer: Request approval of Vacation of Easement – The South 115 Feet of the West 10 Feet of Lot 13, Block 8, of Placid Lakes Section 19, per the plat thereof recorded in Plat Book 9, Page 14, of the Public Records of Highlands County, Florida, and the South 115 Feet of the East 10 Feet of Lot 14, Block 8, of Placid Lakes Section 19, per the plat thereof recorded in Plat Book 9, Page 14, of the Public Records of Highlands County, Florida. Address: 767 Tobler Blvd., Lake Placid, FL 33852.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the County and the public, in and to the easement and any lands in connection therewith.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 32 & SMB 125 Page 33.

10. ACTION AGENDA

Commissioner Handley made a motion and Commissioner Ewell seconded the motion, to move to set the action agenda as presented.

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

A. Suzanne Hunnicutt, Capital Projects Manager: Consideration to approve the Agreement between Highlands County and R.F. Lusa & Sons Sheetmetal, Inc., for the Courthouse Roof Replacement, Project No. 17013 and ITB 18-032, in the amount of $352,883.00.

Suzanne Hunnicutt, Capital Projects Manager, presented the request.

Commissioner Ewell made a motion and Commissioner Richie seconded the motion, to move to approve the agreement between Highlands County and R.F. Lusa & Sons Sheetmetal, Inc. for the Courthouse Roof Replacement, Project No. 17013 and ITB 18-032, in the amount of $352,883.00.

Upon roll call, all Commissioners voted aye. The motion carried. See R. F. Lusa & Sons Sheetmetal, Inc. file.

B. Chris Benson, Business Services Director, and Pam Rogers, Human Resources Manager: Request approval of an Employee Referral Program and Policy to be incorporated into the Personnel Rules & Regulations and associated Resolution.

Chris Benson, Business Services Director, presented the request and addressed concerns raised by the Commission.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to request approval of an Employee Referral Program and Policy to be incorporated into the Personnel Rules & Regulations and associated Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Policy file, Res. Book 29 Page 33 & SMB 125 Page 34.
C. Clell Ford, Lakes Manager: Request approval of Cooperative Funding Agreement (Type 4) between the Southwest Florida Water Management District and the Highlands County for Lake June-in-Winter Watershed Protection Project (N939) and Budget Amendment 17-18-085 County Project 17042.

Clell Ford, Lakes Manager, presented the request and addressed concerns raised by the Commission.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve Cooperative Funding Agreement between the Southwest Florida Water Management District and Highlands County for Lake June-in-Winter Watershed Protection Project (N939) and Budget Amendment 17-18-085 for $46,750 to the Lake June-in-Winter Watershed Protection Project (County Project 17042).

Upon roll call, all Commissioners voted aye, except Commissioner Handley who voted nay. The motion carried. See Southwest Florida Water Management District file & SMB 125 Page 35.

Randy Vosburg, County Administrator, informed the Board that Mr. Ford will be retiring on May 11, 2018 after 21 years of service to the County. Mr. Ford stated that it was a privilege and an honor to have served the County. The Commission thanked Mr. Ford for his service and wished him much success in his new endeavors.

D. Clinton Howerton, Jr., County Engineer, and Benjamin Dunn, Development Services Director: Consideration of a letter of commitment to Gryboski, Howe & Gravley for the WAWA gas station that is going to be constructed on the SW quadrant of US 27 and Sebring Parkway Phase IIB.

Clinton Howerton, Jr., County Engineer, presented the request. Commissioner Handley declared a conflict of interest due to a family member participation. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record. Mr. Howerton stated that the possible projected opening date for the WAWA gas station would be around the end of next year.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the signing of the attached Letter of Commitment by the Chairman of the Board to Gryboski, Howe & Gravely regarding the County’s intention to allow access points as identified in Exhibit A.

Public input was received from Beth Degnan.

Joy Carmichael, County Attorney, requested the motion be modified to include “subject to revision”, because she feels that the wording in the letter of commitment is too strong and would place the County in a position where changes cannot be made and the County would be liable.

Commissioner Elwell amended his motion and Commissioner Richie amended the second, to approve the signing of the Letter of Commitment after legal approval.

Upon roll call, all Commissioners voted aye, except Commissioner Handley who abstained. The motion carried. See Gryboski, Howe & Gravley file.

11. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log and addressed concerns raised by the Commission. See SMB 125 Page 36.
B. Randy Vosburg, County Administrator: Pending Items/Project Report Update

Randy Vosburg, County Attorney, presented the County’s updated list of pending items/projects and addressed concerns raised by the Commission. See SMB 125 Page 37.

In regards to the WAWA gas station, Mr. Vosburg stated that the representatives from Gryboski, Howe & Gravley requested a firm commitment from the County, and that with the letter being approved subject to legal revision, this could result in a no-go if it is not as firm as it was presented, as it may no longer give them the assurance that they needed from the County. Chairman Harris questioned what would happen if the County decides not to build the road and questioned if the County would still be held responsible if the WAWA gas station is no longer interested in developing. The County Engineer stated no, and that no significant changes were being made to the road project because of this possible development. Chairman Harris questioned the County Attorney what her concerns were. Ms. Carmichael stated that she was concerned with the language being loose, and that Gryboski, Howe & Gravley was placing legal reliance on the letter of commitment from the County, and that she would not want the County to be held liable. Ms. Carmichael also stated that she would talk to the attorney and make it a priority to address this issue today. Commissioner Elwell stated that if any possible legal revisions were to harm or interfere with the progress of the development, then he would like to propose that they go with the letter that was presented today. The Commission and the County Administrator concurred.

Clinton Howerton, County Engineer, announced that the tire buy-back event will take place on Saturday, April 28, 2018 from 8:00 a.m. to 1:00 p.m. Mr. Howerton stated that 25 tires per load are allowed and that they need to be covered with a tarp. Tires with wheels are accepted.

Mr. Howerton also announced that a household hazardous waste event is scheduled for May 12, 2018.

The Highlands County Tourist Development Council meeting scheduled for April 26, 2018 at 8:15 a.m. will held in the Highlands County Board of County Commission Boardroom.

Mr. Vosburg requested Board direction in relation to the use of the County seal, and stated that the Solar Outreach Group has requested to utilize the County seal in their process. The Commission concurred with the County Attorney that the seal should be limited to the use of the Board and its employees.

12. CITIZENS NOT ON THE AGENDA

Ms. Beth Degnan came before the Commission to address several concerns with the Fire MSBU resolution and Sebring Parkway Phase III.

Mr. Bill Youngman came before the Commission to address his concerns with the possible tourist development plan changes. Commissioner Elwell stated that any changes recommended by the Tourist Development Council (TDC) to the Board may be brought up at the TDC meeting on April 26, 2018.

13. COMMISSIONERS

- Commissioner Richie: No report.

- Commissioner Elwell: Commissioner Elwell commented on the meeting he had with the residents of Crystal Lake and stated that it was a good meeting and that everyone left there with more information than they had before in regards to the Sebring Parkway.
- **Commissioner Brooks**: Commissioner Brooks stated that the newspaper indicated that Crystal Lake was given some concessions, and also stated that there was only one Commissioner at that meeting, and that any concessions or additional costs to the Sebring Parkway will have to come before the Board of County Commissioners. Commissioner Elwell stated that he did not give any concessions and mentioned several times at the meeting that he was only one commissioner. Commissioner Brooks stated that he only wants the public and the news to know that any changes to the Parkway will have to be approved by the Board.

- **Commissioner Handley**: Commissioner Handley reminded everyone that today was Tax Day.

- **Commissioner Harris**: No report.

14. **ADJOURN**
The meeting was adjourned at 10:53 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  Commissioner James L. Brooks
   Commissioner Jack L. Richie  Commissioner William R. Handley
   Commissioner Don Elwell

   Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Maria Brenes, Deputy Clerk.

2. INVOCATION by Pastor George Miller, Emmanuel United Church of Christ
   The meeting opened with a prayer by Pastor George Miller, with the Emmanuel United Church of Christ.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Elwell.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 01</td>
<td>7:00 pm</td>
<td>Construction, Licensing, Enforcement &amp; Appeals Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 08</td>
<td>8:15 am</td>
<td>Tourist Development Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 08</td>
<td>3:00 pm</td>
<td>Zoning Board of Adjustment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 14</td>
<td>5:30 pm</td>
<td>Fire/EMS Work Group</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineering Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   Bob Germaine, Clerk of Courts, reminded everyone that the Day of Prayer event will take place on Thursday, May 3, 2018 at the Courthouse lawn, beginning at 11:00 am.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
   A. Randy Vosburg, County Administrator: Presentation of Employee of the Quarter for the 1st Quarter of 2018.
      Randy Vosburg, County Administrator, invited the Commission and Tim Eures, Fire Services Manager, to come forward and present an award to Ms. Patricia Sapp, for being chosen as employee of the quarter for the 1st Quarter of 2018, recognizing her outstanding performance and contributions to Highlands County. See SMB 125 Page 39.

   B. County Administrator Randy Vosburg: Presentation of Years of Service Awards.
      Joey Barfield, Road Supervisor: Recognizing Ralph Frost, Equipment Operator III, for 20 years of service.
      Chris Benson, Business Services Director: Recognizing Maria Chenique, Librarian, for 15 years of service.
      Kyle Green, Road & Bridge Director: Recognizing Jimmy Lanier, Construction Foreman, for 10 years of service.
Chris Benson, Business Services Director, recognized Ms. Maria Chenique, Librarian, for her 15 years of service to Highlands County. Ms. Chenique expressed her gratitude to the Commission.

Kyle Green, Road & Bridge Director, recognized Mr. Jimmy Lanier, Construction Foreman, for his 10 years of service to Highlands County. The Commission thanked the employees for the great job that they do. See SMB 125 Page 40.

C. Request approval of a Proclamation recognizing May 2018, as “Historic Preservation Month” in Highlands County.
Joedene Thayer, Planning Supervisor, presented the request and read the Proclamation into the record.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the Proclamation recognizing May 2018 as “Historic Preservation Month” in Highlands County.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 35 & SMB 125 Page 41.

D. Commissioner James L. Brooks: Request approval of a Proclamation recognizing National Travel & Tourism Week”.
Casey Hartt, TDC Lead Consultant, gave a brief presentation on the 2018 FADMO (Florida Association of Destination Marketing Organizations) Study.

Chairman Brooks read the Proclamation into the record.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move approval to adopt the Proclamation recognizing May 6-12, 2018 as “National Travel & Tourism Week”.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 36 & SMB 125 Page 42.

E. Chairman Greg Harris, with Early Learning Coalition of Florida’s Heartland, Inc. representatives, Ms. Olga Olvera, Associate Director – Eligibility & Client Services, and Karen Boglarsky, Child Development Support Services Specialist: Request approval of a Proclamation recognizing May 11, 2018 as “Child Care Provider Appreciation Day”.
Ms. Olga Olvera, presented the request and read the Proclamation into the record.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move approval to adopt the Proclamation recognizing May 11, 2018 as “Child Care Provider Appreciation Day”.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 37 & SMB 125 Page 43.

F. Sally Hood, Accounting Director, Clerk of Courts: Presentation of Interim Financial Report of Key Operating Performance Measures for the 2nd Quarter of Fiscal Year 2018 (as of March 31, 2018).
Sally Hood, Clerk of Courts Accounting Director, presented the Interim Financial Report of Key Operating Performance Measures for the 2nd Quarter of Fiscal Year 2018 (as of March 31, 2018), and addressed concerns raised by the Commission. The Commission thanked Ms. Hood for the presentation. See Clerk’s Financial Reporting file & SMB 125 Page 44.
7. CONSENT AGENDA

Randy Vosburg, County Administrator, stated that a revised agreement between Highlands County and Clean Harbors Environmental Services (7L) was provided to the Board and that the change was that the agreement was signed by the other party.

Commissioner Elwell questioned item 7I. Benjamin Dunn, Development Services Director, and Darryl Wirick, president of the Lake Placid Youth Baseball, Inc., addressed his concerns.

Commissioner Elwell also questioned item 7D regarding the appointments recommended by the Sebring Regional Airport and Industrial Park Community Redevelopment Agency. Mr. Vosburg stated that staff will pull the Resolution that was adopted in 1996 and will get some answers to address his concerns.

Commissioner Brooks made a motion and Commissioner Handley 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 May 1, 2018. See Check Report file.

   A. REQUEST TO PAY DUES
      
      GENERAL FUND 2,997,737.28
      COUNTY TRANSPORT TRUST 16,108.88
      E911 OPERATIONS FUND 84,582.17
      LOCAL GOVT INFRA SURTAX 6,426.71
      TOURIST DEV TRUST FUND 22,827.20
      HOME INITIATIVES PARTNER 76,500.00
      SHIP 53,193.00
      FIRE INSPECTION 43.62
      SEBRING PARKWAY MAINT 61.36
      COURT TECH 28.24(12)(E)1 1,280.00
      BUILDING FUND 117.52
      SOLID WASTE 22,930.69
      ENERGY RECOVERY 1,070.00
      EMPLOYEE BENEFIT FUND 700,951.41
      INSURANCE FUND 761.79

B. Request to accept the Sebring Airport Authority Annual Financial Statement and Auditor’s Report for Fiscal Year Ending (FYE) September 30, 2017 into record. See Sebring Airport Authority file & SMB 125 Page 45.

C. Request approval to accept into the record the Court-Related and Other Miscellaneous Funds Revenue and Expenditures Summary, for the Quarter Ended March 31, 2018. See SMB 125 Page 46.

D. Request approval to appoint Sidney Valentine, Peter McDevitt and D. Craig Johnson to the Sebring Regional Airport and Industrial Park Community Redevelopment Agency each for a four-year term, effective May 1, 2018. See SMB 125 Page 47.

E. Request approval of a contract extension with TD Bank for a two (2) year period beginning on May 11, 2018 and ending on May 10, 2020. See TD Bank file.
F. Request reappointment of Scott LeConey and Troy Maloyed as regular members and appointment of Mark Wilson as alternate member to the Construction Licensing Enforcement and Appeals Board (CLEAB). See SMB 125 Page 48.

G. Request approval of a Tourist Development Tax Grant in the amount of $5,000 to the Highlands Pedalers, Inc. for advertising the Tour of Sebring 2018. See TDC file.

H. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to South Florida State College for advertising Little Slices of Heaven on U.S. 27. See TDC file.

I. Request approval of a Tourist Development Tax Grant in the amount of $12,200 to Lake Placid Youth Baseball, Inc. for Hosting Fees and Opening Banquet. See TDC file.


K. Request Consideration and Approval for use of Conservation Funds for upfront maintenance and an Endowment Fund, which is required by the U.S. Fish & Wildlife Service, to establish the Lake Grassy PROMA (Permittee-Responsible Off-site Mitigation Area) in Lake Placid, FL. See Res. Book 29 Page 38 & SMB 125 Page 49.

L. Request approval of Agreement between Highlands County and Clean Harbors Environmental Services, Inc. for Household Hazardous Waste Collection Services. See Clean Harbors Environmental Services, Inc. file.

M. Request approval of the contract between Highlands County and VisionFirst Advisors for the economic development strategic plan. See VisionFirst Advisors file.

N. Request approval of budget amendment 17-18-081 to realign budgeted funds with the cost center. See SMB 125 Page 50.

O. Request approval of budget amendment 17-18-092 to realign grant funding due to lapse funds. See SMB 125 Page 51.


Q. Request approval of a letter of support to the downtown Sebring CRA for the City's initiative to develop an off-lease dog park in downtown Sebring. See City of Sebring file.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. ACTION AGENDA
Randy Vosburg, County Administrator, stated that there was an addition of a Resolution to the action agenda.
Joy Carmichael, County Attorney, stated that the addition was a Resolution to extend the temporary cessation of accepting and approving application for installation of small cell and distributed antenna system structures in road rights-of-way pending revision of the code of ordinances.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to set the action agenda.

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

A. Joy Carmichael, County Attorney: A Resolution of the Board of County Commissioners of Highlands County, Florida, extending a temporary cessation of accepting and approving applications for installation of small cell and distributed antenna system structures in road rights-of-way pending revision of the Code of Ordinances, Highlands County, Florida, to properly address the siting and installation of these structures in road rights-of-way; providing for severability and an effective date.

Joy Carmichael, County Attorney, presented the request and read the caption of the Resolution into the record. Ms. Carmichael stated that the Resolution called for an extension until June 29, 2018. After discussion, the Commissioner conurred to extend the cessation to August 31, 2018.

Commissioner Elwell stated that he would be voting against the item because it was brought up today without proper time for public inspection. The Commission discussed the issue in great detail. Clinton Howerton, Jr., County Engineer, and Ms. Carmichael addressed their concerns.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the extension to August 31, 2018.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who voted nay. The motion carried. See Res. Book 29 Page 40.

10. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log and addressed concerns raised by the Commission. See SMB 125 Page 53.

Ms. Carmichael stated that she plans to conduct interviews in the next few weeks for the assistant county attorney position. Ms. Carmichael also stated that she has contracted with a colleague who has experience in local government and will help expedite some of the work. Ms. Carmichael stated that the contracted attorney is from the Orlando area, and will be working at the local hourly rate.

In regards to the Initial Assessment Resolution that was approved at the last meeting, Ms. Carmichael stated that the consultant has recommended to keep the original date of June 19, 2018 for the public hearing to consider the Final Assessment Resolution. In addition, the notices will be mailed out on May 29, 2018 and they will go out to those categorized as institutional properties, although at the hearing, the Board might determine to place those in the category of exempt properties. Properties considered agricultural or government will not receive notices. Mr. Ray Rayce, with the Highlands County Citrus Growers Association, questioned for clarification if it was fair to say that if a notice is not received for an agricultural parcel then that parcel will not be assessed; and if a notice is received, it is fair to assume that the parcel may be assessed; and if the parcel owner feels that the assessment is
inappropriate, then they need to go through the process on how to handle this. Ms. Carmichael stated that was correct. Mr. Royce questioned if property owners will be able to go online to check if their parcels will be assessed. Randy Vosburg, County Administrator, stated that it is still the intent of the County to have that availability.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects and addressed concerns raised by the Commission. See SMB 125 Page 54.

Mr. Vosburg provided the Commission with a copy of the current fee schedule and asked the Commission to advise of any fees they feel should be addressed.

Mr. Vosburg stated that the Veteran Services Office had a flooding issue and that they have relocated to the Ag Center and are fully functional. Mr. Vosburg stated that after paint and new carpet, normal operations will resume at the Veteran Services Office in about three weeks.

Mr. Vosburg commented on the success of the Wellness Fair held last week at the Ag Center and thanked staff and Constitutional staff that helped with the event.

Mr. Vosburg stated that departmental budget meetings will begin this week and stated that Commissioner Elwell is the budget liaison.

Mr. Vosburg thanked staff and the West Sebring Volunteer Fire Department for their help with the fire that happened in the West Sebring area last week. Scott Canaday, Public Safety Director, commented on the fires happening around the County. Commissioner Elwell questioned if it was a good idea to conduct a burn ban. Mr. Canaday and Mr. Vosburg stated that they would reach out to the Forestry Division and report back to the Board.

11. CITIZENS NOT ON THE AGENDA
No participants.

12. COMMISSIONERS

- Commissioner Richie: No report.

- Commissioner Elwell: No report.

- Commissioner Handley: Commissioner Handley questioned the County Engineer if FDOT completed the traffic/speed study on US 27. Commissioner Elwell gave a summary of the study. After discussion, the Commission concurred to bring back an agenda item to discuss the study with FDOT.

Commissioner Handley stated that CPC International, a new business, is in the process of moving into the former Everglades building, and stated that the County is gradually getting more businesses in the Sebring Airport area.

Commissioner Handley stated that the Employee Appreciation Day event was a great morale booster for everybody.

- Commissioner Brooks: Commissioner Brooks commented on the Employee Appreciation Day event.
• Commissioner Harris: No report.

13. ADJOURN
The meeting was adjourned at 11:06 a.m.
REGULAR MEETING OF THE BOARD, MAY 15, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner Don Elwell

   Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Maria Brenes, Deputy Clerk.

   Chairman Harris stated that the Commission would try to conclude the meeting by 10:30 a.m. to allow them to attend the services for fallen Highlands County Deputy William Gentry. The meeting would be recessed and reconvened afterwards, if need be.

2. INVOCATION
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Handley.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 15</td>
<td>3:00 pm</td>
<td>Highlands Soil &amp; Water Conservation District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Room 3, 4505 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>May 16</td>
<td>7:30 am</td>
<td>Highlands County Industrial Development Authority</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineer’s Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 16</td>
<td>7:30 am</td>
<td>Children’s Services Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Health Department, 7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>May 16</td>
<td>10:00 am</td>
<td>Heartland Library Cooperative Governing Board Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>205 W. Interlake Blvd., Lake Placid, FL</td>
</tr>
<tr>
<td>May 22</td>
<td>2:00 pm</td>
<td>Healthy Families Highlands Advisory Board Subcommittee of Children’s Services Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineer’s Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 24</td>
<td>1:15 pm</td>
<td>Highlands County Hospital District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>May 28</td>
<td></td>
<td>County offices closed in observance of the Memorial Day Holiday</td>
</tr>
</tbody>
</table>

The Florida Department of Transportation (FDOT) will hold a public information meeting at the City of Avon Park Council Chambers, at 123 E. Pine Street, in Avon Park, on Wednesday, May 23, 2018, from 5:00 p.m. to 7:00 p.m. This meeting is in regards to the intersection improvements on US 27 and State Road 64.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
   Bob Germaine, Clerk of Courts, thanked the Board of County Commissioners, especially the Facilities Department, for all their help with the Day of Prayer event that took place last week.

   Chairman Harris recognized Ricky Helms, former County Administrator, who was present in the audience.
6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS

A. Scott Canaday, Public Safety Director: Request approval of a Proclamation recognizing May 20, 2018 through May 26, 2018 as “EMS Week”.
Commissioner Brooks read the Proclamation into the record.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move approval to adopt Proclamation recognizing May 20, 2018 through May 26, 2018 as “EMS Week”.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 41 & SMB 125 Page 55.

B. Aisha Alayande, Executive Director of Drug Free Highlands: Request approval of a Proclamation recognizing May 2018, as “Mental Health Awareness and Trauma Informed Care Month” in Highlands County.
Aisha Alayande, Executive Director of Drug Free Highlands, presented the request and read the Proclamation into the record.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move approval of a Proclamation recognizing May 2018, as “Mental Health Awareness and Trauma Informed Care Month” in Highlands County, FL.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 42 & SMB 125 Page 56.

C. Commissioner James L. Brooks: Request approval of a Proclamation recognizing May 18, 2018 as “Museum Day” in Highlands County.
Commissioner Brooks read the Proclamation into the record and recognized the museum representatives that were present in the audience.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation recognizing May 18, 2018 at “Museum Day” in Highlands County.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 43 & SMB 125 Page 57.

7. CONSENT AGENDA

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

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


<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>117,785.23</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>22,109.15</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>33,849.70</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>3,028.22</td>
</tr>
<tr>
<td>HOME INITIATIVES PARTNER</td>
<td>10.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>14,913.79</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>10.44</td>
</tr>
</tbody>
</table>
B. Request approval of the minutes from the April 17, and May 1, 2018 Regular meetings of the Board. See Clerk of Courts website.


D. Request approval to designate Lead Worker classification to a Building Maintenance Assistant position. See SMB 125 Page 58.

E. Request approval of a donation from the Sebring Friends of the Library in the amount of $1,000 along with Budget Amendment 17-18-095 and associated Resolution. See Res. Book 29 Page 44 & SMB 125 Page 59.

F. Request approval of Budget Amendment 17-18-098 for 2nd quarter reemployment charges. See SMB 125 Page 60.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to pay all duly authorized bills.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

9. PUBLIC HEARING

A. Clinton Howerton, Jr., County Engineer: Request for Vacation of Easement at 3108 Merrick Ave., Lake Placid, FL 33852.
Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was provided to the Clerk to become part of the permanent record.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the county and the public, in and to the easement, and any lands in connection therewith.

B.  Clinton Howerton, Jr., County Engineer: Request for Vacation of Easement at 1105 Lakeside Way, Sebring, FL 33876.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was provided to the Clerk to become part of the permanent record.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the attached Resolution in relation to 1105 Lakeside Way in Sebring, to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the county and the public, in and to the easement, and any lands in connection therewith.


C.  Clinton Howerton, Jr., County Engineer: Request for Vacation of Easement at 2212 W. Waverly Road, Avon Park, FL 33825.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was provided to the Clerk to become part of the permanent record.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the county and the public, in and to the easement, and any lands in connection therewith.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 47 & SMB 125 Page 63.

D.  Linda Conrad, Zoning Supervisor, and Joedene Thayer, Planning Supervisor: Public hearing to consider adoption of P&Z Hearing No. 2030, changing the Official Zoning Atlas for approximately 2.47 acres from Limited Business District (B-2) to Business District (B-3).

Linda Conrad, Zoning Supervisor, and Joedene Thayer, Planning Supervisor, presented the request. This public hearing was properly advertised and a proof of publication was provided to the Clerk to become part of the permanent record. Ms. Conrad questioned if any of the commissioners held ex parte communications regarding this hearing. All commissioners stated no.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve and adopt by Resolution, P&Z Hearing No. 2030, changing the Official Zoning Atlas for approximately 2.47 acres from Limited Business District (B-2) to Business District (B-3), referencing the mandatory findings of fact and becoming effective as provided by law.

10. ACTION AGENDA

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to set the action agenda as presented.

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

A. Benjamin A. Dunn, Development Services Director: Request to appoint Mark Stewart to the Tourist Development Council to serve a term expiring on May 2, 2022.

Benjamin Dunn, Development Services Director, presented the request.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the appointment of Mark Stewart to the Tourist Development Council to serve a four-year term starting on May 15, 2018 and expiring on May 2, 2022.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 125 Page 64.

B. Clinton Howerton, Jr., County Engineer, and Kenya Anderson, Project Manager: Request approval of the Agreement between Highlands County and Brian Sullivan Contractor, Inc., for the construction of the Highlands Park Estates Clubhouse, Project No. 12056 and ITB No. 18-011, in the amount of $400,000.00.

Clinton Howerton, Jr., County Engineer, and Kenya Anderson, Project Manager, presented the request.

Public input was received from Lynn Payne.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the agreement between Highlands County and Brian Sullivan Contractor, Inc., for the construction of the Highlands Park Estates Clubhouse, Project No. 12056 and ITB No. 18-011, in the amount of $400,000.00.

Upon roll call, all Commissioners voted aye. The motion carried. See Brian Sullivan Contractor, Inc file.

C. Clinton Howerton, Jr., County Engineer, Robert Diefendorf, Transportation/Solid Waste Project Manager, and Christine Davis, Purchasing Manager: Request approval of the Agreement between Highlands County and Go Underground Utilities, LLC for the Lake Blue Water Main Replacement Project, Project No. 16004 and ITB 18-013, in the amount of $940,486.00.

Clinton Howerton, Jr., County Engineer, and Robert Diefendorf, Transportation/Solid Waste Project Manager, presented the request.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the agreement between Highlands County and Go Underground Utilities, LLC for the Lake Blue Water Main Replacement Project, Project No. 16004 and ITB 18-013, in the amount of $940,486.00.

Upon roll call, all Commissioners voted aye. The motion carried. See Go Underground Utilities file.

11. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.

Joy Carmichael, County Attorney, presented the County Attorney file log. See SMB 125 Page 65.
Commissioner Elwell questioned the status of hiring a new assistant county attorney. Ms. Carmichael stated that she will be conducting interviews soon, and expects to have someone in place next month.

Commissioner Handley questioned item 19 of the file log, in regards to the 99-year lease with the Sebring Airport Authority for the Animal Control Facility, and stated that he would prefer the lease to be 100 years.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to make the lease 100 years.

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

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects and addressed concerns raised by the Commission. See SMB 125 Page 66.

Commissioner Elwell questioned the hiring status of the community programs position. Mr. Vosburg stated that the position just closed this past Friday and that interviews will be conducted in the next few weeks.

12. CITIZENS NOT ON THE AGENDA

Sandy Arch came before the Commission to address her concerns with water issues in the Placid Lakes area. Clinton Howerton, Jr., County Engineer, gave an update on this issue and commented on what the study involves. Kyle Green, Road & Bridge Director, also addressed the issue in regards to the Jack Creek Canal.

Gregory Hupe came before the Commission to comment on the Placid Lakes Drainage issues. Mr. Howerton and Mr. Green also commented on the issue. See Citizens Not on the Agenda file.

Fred Arch came before the Commission to address concerns with water issues in the Placid Lakes area.

Bill Youngman came before the Commission to question what State Statute would be used to obtain the 4th cent TDC tax. The County Attorney stated that they would be using Florida Statute 125.0104 (3)(L) 4.

Commissioner Handley and Commissioner Richie stepped out of the room before the following items were called.

13. COMMISSIONERS

- Commissioner Brooks: Commissioner Brooks stated that he visited the Lakeside Park facility on Lake Tulane after being remodeled.

- Commissioner Elwell: No report.

- Commissioner Harris: No report.

14. ADJOURN

The meeting was adjourned at 10:32 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

- Commissioner R. Greg Harris
- Commissioner James L. Brooks
- Commissioner Jack L. Richie
- Commissioner William R. Handley
- Commissioner Don Elwell

Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. **INVOCATION**
The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Commissioner Elwell.

4. **ANNUAL MEETING**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 12</td>
<td>3:00 pm</td>
<td>Planning &amp; Zoning Commission &amp; the Local Planning Agency &amp; the Zoning Board of Adjustment Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>June 19</td>
<td>7:30 am</td>
<td>County Industrial Development Authority Special Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineering Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>June 19</td>
<td>9:00 am</td>
<td>Board of County Commissioners Regular Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>June 19</td>
<td>5:30 pm</td>
<td>Board of County Commissioners Meeting – Fire Assessment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Central Florida Regional Planning Council will meet on Wednesday, June 13, 2018 at 9:30 a.m. at the Warner University Administrative Building.

5. **CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS**
No announcements.

6. **RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS**

   A. County Administrator Randal Vosburg: Presentation of Years of Service Awards.
   Randy Vosburg, County Administrator, invited the Commission to come forward to help recognize the employees for their years of service to Highlands County. Joedene Thayer, Planning Supervisor, presented an award to Melony Culpepper in recognition of her 10 years of service. Chris Benson, Business Services Director, presented an award to Carol West in recognition of her 10 years of service. Dustin Fitch, Acting EMS Director, presented an award to John Stanton in recognition of his 5 years of service. See SMB 126 Page 1.

   B. Request approval of a Proclamation recognizing June 4 - 8, 2018, as "Code Enforcement Officers' Appreciation Week" in Highlands County, Florida.
   Linda Conrad, Zoning Supervisor, presented the request and read the Proclamation into the record.
Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation recognizing June 4 - 8, 2018 as “Code Enforcement Officers’ Appreciation Week” in Highlands County, Florida.


7. CONSENT AGENDA
Commissioner Brooks commented on the items 7M and 7L.

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

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,091,176.49</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>67,933.01</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>84,582.17</td>
</tr>
<tr>
<td>LIBRARY COOP FUND</td>
<td>25.84</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>115,988.96</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>3,884.98</td>
</tr>
<tr>
<td>SHIP</td>
<td>14,735.09</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>43.62</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>43.62</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>38,243.41</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>1,156.43</td>
</tr>
<tr>
<td>HCSSR LTD CAPITAL FUND</td>
<td>65,381.93</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>58,378.48</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>3,470.08</td>
</tr>
<tr>
<td>EMPLOYEE BENEFIT FUND</td>
<td>651,777.97</td>
</tr>
<tr>
<td>INSURANCE FUND</td>
<td>57,465.26</td>
</tr>
</tbody>
</table>

B. Request approval of the minutes from the May 15, 2018 Regular meetings of the Board. See Clerk of Courts website.

C. Request approval of the appointment of John D. Haviland to the Health Facilities Authority. See SMB 126 Page 3.

D. Consideration of the Plat Recordation of Edmondson Subdivision. See Official Records.


F. Request approval to move forward with the sale of two (2) County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements at the time of closing. See SMB 126 Page 4.
G. Request approval to declare the identified 12 County owned properties as surplus and grant permission to initiate the sale of these properties in accordance with Florida Statutes 125.35 and County Ordinance. See SMB 126 Page 5.

H. Request for approval of Third Amendment to Tower Donation and License Agreement between Lykes Bros., Inc. and Florida Power and Light Company. See Lykes Bros., Inc. file.

I. Request approval of the State of Florida Department of Transportation (FDOT) Exhibit “A” – FY 18/19 work order for the State Highway Lighting Maintenance and Compensation Agreement, Contract #AM847, along with the accompanying Resolution with a positive fiscal impact of $189,664.34 to be paid to Highlands County. See FDOT file & Res. Book 29 Page 50.

J. Request approval to expend funds from the Special Law Enforcement Trust Fund. See SMB 126 Page 6.

K. Request approval for Town of Lake Placid Interlocal Agreement for Recreation Funding – Fiscal Impact $110,000. See Town of Lake Placid file.

L. Request approval of Deed of Conservation Easement of approximately 48.06 acres, from Highlands County Board of County Commissioners to Green Horizon Land Trust, Inc. for the Grassy Lake Scrub Tract Permittee Responsible Offsite Mitigation Area (PROMA). See Grassy Lake Scrub file.

M. Request approval of a Fund Agreement between the Highlands County Board of County Commissioners and the Fish & Wildlife Foundation of Florida, Inc. for the Grassy Lake Scrub Tract Permittee Responsible Offsite Mitigation Area (PROMA). See Grassy Lake Scrub file.

N. Request approval of modifications to the job descriptions for the positions of EMS Manager and Public Safety Director. See SMB 126 Page 7.

O. Request approval of Budget Amendment 17-18-101 to realign funds for utilizing a temporary standard inspector to assist the department with the high number of inspections and to replace vehicle BD198. See SMB 126 Page 8.

P. Request approval of Budget Amendment 17-18-102 to reallocate funds that were adopted in the FY 17-18 budget in Project 15007 (TOSIP Lake Clay Drive Crosswalk Project) to Project 17045 (Bradford Drive Intersection). See SMB 126 Page 9.

Q. Consideration of Budget Amendment 17-18-104 and Resolution to appropriate grant funds received from Florida Fish & Wildlife Conservation Commission (FWC) in the General Fund to Project # 17044 (Bearproof Garbage Carts). See Res. Book 29 Page 51 & SMB 126 Page 10.


S. Request approval of Budget Amendment 17-18-106 to appropriate additional funds for cost center 1000 Circuit Court Administration. See SMB 126 Page 12.
T. Request approval of Budget Amendment 17-18-107 for the purchase of thirty (30) Motorola radios that will work on the 800 MHz statewide system that the County currently utilizes. The radios will be compatible with the existing Emergency Services radios. See SMB 126 Page 13.

U. Request approval of Budget Amendment number 17-18-108 to realign funds to update the current BOCC website. See SMB 126 Page 14.

V. Request approval of Budget Amendment 17-18-109 moving funds from Regular Salaries and Wages to Contractual Services for temporary staffing in Veterans Services. See SMB 126 Page 15.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts. There being no bills with potential voting conflicts, this item was not motioned for approval.

9. PUBLIC HEARINGS

   A. Clinton Howerton, Jr., County Engineer, and Benjamin Dunn, Development Services Director: An Ordinance amending subsection (3) of Section 13-29, of Chapter 13 of the Code of Ordinances, Highlands County, Florida; Providing for payment of Impact Fees; Providing for severability; Providing for conflict; Providing for inclusion in the Code; and Providing for an effective date.

   Randy Vosburg, County Administrator, read the caption of the presented ordinance. This public hearing was properly advertised and a proof of publication was provided to the Clerk to become part of the permanent record. Clinton Howerton, Jr., County Engineer, presented the proposed ordinance, as well as other options for the Board to consider in regards to the suspension of impact fees.

   Commissioner Brooks stated that his thoughts would be to extend the suspension of impact fees through June 30, 2020, with a possible re-evaluation around June 30, 2019. Commissioner Elwell suggested possibly budgeting the cost of an evaluation should they decide to have a re-evaluation of the fees. The Commission concurred.

   Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to adopt the Ordinance amending subsection (3) of Section 13-29, of Chapter 13 of the Code of Ordinances, Highlands County, Florida; providing for payment of impact fees, providing for severability; providing for conflict; providing for inclusion in the Code; and providing for an effective date; with the suspension date being as mentioned in this discussion, suspending impact fees through June 30, 2020, with a review in 2019.

   Chairman Harris opened the floor to the public. Input was not provided.

   Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file & SMB 126 Page 16.

   B. Meghan DiGiacomo, Highlands County Economic Development: Public hearing to consider approval of adopting a Tax Equity Fiscal Responsibility Act (TEFRA) resolution authorizing the Highlands County Industrial Development Authority to issue Industrial Revenue Bonds not to exceed $45 million on behalf of SFSL, LP.

   Meghan DiGiacomo, with the Highlands County Economic Development Office, presented the request and read the caption of the Resolution into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Also present for this public hearing: Grace Dunlap, with Brian Miller Olive (bond counsel); Paul Ruby and David Roos, with SFSL, LP (borrower); and Matthew Musgrave, with TKCS Development & Construction Services (developer).
Mr. Ruby gave a presentation of the project. City of Sebring Mayor John Schoop addressed the Board.

Commissioner Handley requested that the following be added to the proposed Resolution: 1) spell out how the Industrial Development Authority will be funded; 2) current project owner, as well as future project owners will have an obligation of paying taxes for up to 30 years or until the bonds are retired, whichever comes last; and 3) $100,000 bond increments.

Mr. Ruby addressed the items requested by Commissioner Handley.

In regards to the tax obligation, Mr. Roos stated that there exists a 5-year tax credit compliance period and that they cannot sell the property within that time, and with the additional two-year construction period, they will be paying taxes in Highlands County for a minimum of 7 years considering those requirements.

The Commission discussed the issue in great detail. Commissioner Elwell questioned if Commissioner Handley would consider lowering the tax obligation request to 7 years. Commissioner Handley stated that he would consider 15 years. Mayor Schoop addressed his concerns with tying the borrowers to the 15 or 30 years obligation when there is already a tax collection system in place.

Chairman Harris opened the floor to the public. Input was received from Ray Royce.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to adopt the Tax Equity Fiscal Responsibility Act (TEFRA) Resolution, authorizing the TEFRA approval of the Highlands County Industrial Development Authority (IDA) to issue Industrial Revenue Bonds not to exceed $45 million on behalf of SFSL, LP; including the 7-year tax guarantee and the formula for funding the IDA.

Commissioner Handley questioned if the motion included the $100,000 recommendation from the bond counsel. A response was not provided and it was concluded that the recommendation would not be a part of the Resolution.

Upon roll call, all Commissioners voted aye, except Commissioner Handley, who voted nay. The motion carried. 

C. Casey Hartt, Lead TDC Consultant: An Ordinance of Highlands County, Florida, amending Sections 8-220 and 8-222 of the Code of Ordinances, Highlands County, Florida; imposing and levying, a four percent Tourist Development Tax pursuant to the Local Option Tourist Development Act, Section 125.0104, Florida Statutes; amending the Tourist Development Plan; providing for conflict; providing for severability; providing for inclusion in the Code; and providing for an effective date.

Randy Vosburg, County Administrator, read the caption of the proposed ordinance into the record. Casey Hartt, Lead TDC Consultant, presented the request and provided an overview of the tourist development tax. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Chairman Harris opened the floor to the public. Input was received from Fred Leavitt, Cindy Garren, Gail Leavitt, Lynn Payne, Rob Bullock, and Cindy Rodriguez.

The Commission expressed their concerns in great detail.
Joy Carmichael, County Attorney, stated that the first proposed 1% increase for the promotion of tourism requires a majority vote in favor of the 1% increase. The second proposed 1% increase is for asset development and that requires an extraordinary (supermajority) vote in favor of the increase. Ms. Carmichael stated that the advertised ordinance provides for an increase from 2% to 4%, however, after today’s discussion, there may only be a vote for 1%, and that the ordinance needs to state how the percentage will be utilized.

Ms. Carmichael stated that the first motion would be for revision of the tax plan and the second motion would be for revision of the ordinance.

Ms. Carmichael read the first recommended motion as follows: Move that we adopt the tax plan proposed by the Tourist Development Council that provides for an increase in the tourist development tax to 3% from 2%, and provides for distribution of revenues collected from the levy of the tourist development tax, pursuant to Section 125.0104, Florida Statutes, as authorized by Section 125.0104(3)(l), Florida Statutes, for the promotion and advertisement of tourism for Highlands County, which shall take effect on August 1, 2018; and that all funds that have been collected prior to August 1, 2018 shall continue to be allocated to the accounts designated in the existing tax plan, and that funds collected within those accounts shall continue to be used in accordance with the existing tax plan uses until such funds are completely disbursed.

Commissioner Brooks moved to approve the motion as recommended by Ms. Carmichael. Commissioner Handley seconded the motion.

Public input was received from Fred Leavitt.

Upon roll call, all Commissioners voted, except Commissioner Richie, who voted nay. The motion carried.

Ms. Carmichael read the recommended motion to adopt the ordinance as follows: Move that we adopt the proposed ordinance as amended.

Ms. Carmichael provided the detailed amendments to the proposed advertised ordinance.

Commissioner Brooks moved to approve the motion as recommended by Ms. Carmichael. Commissioner Handley seconded the motion.

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

Chairman Harris questioned the Commission if they had any interest in going from 3% to 4%. Commissioner Brooks stated that he does not have a problem with waiting until after the strategic plan for the additional 1% is adopted. Commissioner Handley stated that he does not see an issue with collecting the funds now. Commissioner Elwell stated that it is extraordinarily fiscally irresponsible to collect the funds before knowing exactly what they will be spent on. Commissioner Richie stated that he has a problem with not having a plan in advance of collecting an additional 1%, but that on the other hand it is a good idea to start collecting funds that are certainly needed.

Ms. Carmichael read the recommended motion for revision of the tax plan from 3% to 4% as follows: Move to adopt the tax plan proposed by the Tourist Development Council that provides for an increase in the tourist development tax to 4% from 3%, and provides for distribution of revenues collected from the levy of the tourist development tax, pursuant to Section 125.0104, Florida Statutes, providing an additional 1% as authorized by Section 125.0104(3)(d), Florida Statutes, and shall take effect on August 1, 2018; and all funds that have been collected prior to August 1, 2018 shall continue to be allocated to the accounts designated in the existing tax plan, and that funds collected...
within those accounts shall continue to be used in accordance with the existing tax plan uses until such funds are completely disbursed; and Section 125.0104(3)(d) provides for asset development.

Commissioner Handley moved to approve the motion as recommended by Ms. Carmichael. Commissioner Brooks seconded the motion.

Ms. Carmichael stated that this motion requires an extraordinary vote.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who voted nay. The motion carried.

Ms. Carmichael read the recommended motion to adopt the newly revised ordinance as follows: Move that we adopt the proposed ordinance as amended.

Ms. Carmichael addressed the detailed amendments to the ordinance.

Commissioner Handley moved to approve the motion as recommended by Ms. Carmichael. Commissioner Brooks seconded the motion.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who voted nay. The motion carried. See Ordinance Book 17, Proof of Publication file & SMB 126 Page 18.

BREAK: 11:46 a.m. to 11:58 a.m.

10. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to set the action agenda as presented.

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

A. Randy Vosburg, County Administrator: Request for confirmation of the employment of Marc Bashoor as the Public Safety Director.
Randy Vosburg, County Administrator, presented the request. Chief Marc Bashoor thanked the Board for considering him for this position.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to confirm the employment of Marc Bashoor as Public Safety Director, pursuant to Section 125.74(k), Florida Statutes.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 126 Page 19.

B. Linda Conrad, Zoning Supervisor: Request reappointment of Rick Ingler, Joan Mack, and James Osborn as a regular member, appointment of Thomas Roberts as a regular member, and appointment of Fred Schilffarth as an alternate member to the Zoning Board of Adjustment (BOA) and the Planning Zoning Commission/Local Planning Agency (P&Z).
Linda Conrad, Zoning Supervisor, presented the request.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to reappoint Rick Ingler, Joan Mack, and James Osborn as regular members, and appoint Thomas Roberts from an alternate member
to a regular member to the Zoning Board of Adjustment and the Planning & Zoning Commission/Local Planning Agency with terms expiring April 20, 2022. Also, appoint Fred Schiffarth as an alternate member to the Zoning Board of Adjustment and the Planning & Zoning Commissioner/Local Planning Agency with a term expiring February 21, 2021.

Upon roll call, all Commissioners voted aye. The motion carried. **See SMB 126 Page 20.**

C. **Clinton Howerton, Jr., County Engineer: Request approval of the Small County Road Assistance Agreement (SCRAP) Between the State of Florida Department of Transportation (FDOT) and Highlands County for resurfacing, design, construction, and Civil Engineering Inspection (CEI) of CR 721.**

Clinton Howerton, Jr., County Engineer, presented the request.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the Small County Road Assistance Agreement between FDOT and Highlands County for resurfacing and reconstruction of CR 721 including design, construction, and construction engineering inspection services from SR 70 to US 98, as well as Budget Amendment 17-18-103 and Resolution, in the amount of $4,000,000.

Upon roll call, all Commissioners voted aye. The motion carried. **See FDOT file & Res. Book 29 Pages 54 & 55.**

D. **W. Kyle Green, Road & Bridge Director: Discussion of Istokpoga Marsh Watershed Improvement District (IMWID) Phase 1 Above Ground Impoundment Project.**

Randy Vosburg, County Administrator, and Kyle Green, Road & Bridge Director, presented the request. Mr. Green gave an update on the current status of the project. Mr. Vosburg presented a change order from Cobb Site Development, Inc., for the Board’s consideration.

Chairman Harris declared a conflict of interest, being that Cobb Site Development is his current employer, and passed the gavel to the Vice Chairman, Commissioner Brooks. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Mr. Vosburg stated that the two contractual parties involved in this project are HDR, Inc., the engineer of record, and Cobb Site Development, Inc., the contractor, and that they have received correspondence from HDR as well, in regards to the project. Mr. Vosburg stated that although HDR disagrees with some of the decision taken, they are willing to continue to get the project done. Kyle Cobb, with Cobb Site Development, Inc., addressed concerns raised by the Commission. Commissioner Handley thanked Mr. Cobb for being here today.

Mr. Vosburg recommended the Commission approve the change order today in order to keep the project moving. He stated that they are looking at possible funding sources, one being the Istokpoga Marsh Improvement District, and are asking both HDR and Cobb Site Development to see where costs could be reduced. Libby Rodriguez, with the South Florida Water Management District, stated that they have committed to offer any technical assistance and expertise to help with the project.

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to approve the change order.

Upon roll call, all Commissioners voted aye, except Commissioner Harris, who abstained. The motion carried. Commissioner Brooks passed the gavel back to the Chairman. **See Cobb Site Development, Inc. file.**
E. Chris Benson, Business Services Director: Request approval of amendments to the Subcontract Agreement between the Board and The Ounce of Prevention Fund of Florida, Inc., Healthy Families Florida to continue services of Healthy Families Highlands from the period July 1, 2015, through June 30, 2020. ($322,000.00 one-time revenue, $54,000.00 required cash contribution match expense) approval of Memorandum of agreements with community partners as required by subcontract agreement.

Chris Benson, Business Services Director, presented the request.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to approve nine Memorandum of Agreements and Amendment to Subcontract Agreement 15-20-30 between the Board and The Ounce of Prevention Fund of Florida, Inc., Healthy Families Florida to continue services of Healthy Families Highlands from the period July 1, 2015 through June 30, 2020.

Upon roll call, all Commissioners voted aye. The motion carried. See Healthy Families file.

F. Clinton Howerton, Jr., County Engineer: Request approval of the County Incentive Grant Program (CIGP) Road Assistance Agreement Between the State of Florida Department of Transportation (FDOT) and Highlands County for design, construction, and construction engineering inspection services (CEI) of Sebring Parkway Phase IIB from US 27 to DeSoto Road, as well as the accompanying Resolution.

Clinton Howerton, Jr., County Engineer, presented the request.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve the County Incentive Grant Program Agreement 433553-1-54-021 between FDOT and Highlands County for Sebring Parkway Phase IIB, which includes design, construction, and CEI services from US 27 to DeSoto Road, as well as accompanying Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See FDOT file & Res. Book 29 Page 56.

11. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.
Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on several pending items. See SMB 126 Page 21.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. Rick Fleeger, Superintendent of Parks & Facilities, gave an update on the Veteran Services Office building reconstruction after the flooding. Suzanne Hunnicutt, Capital Projects Manager, and Clinton Howerton, Jr., County Engineer, addressed concerns raised by the Commission. See SMB 126 Page 22.

12. CITIZENS NOT ON THE AGENDA
Mr. James Reinhardt came before the Commission to address his concerns with the enforcement of Chapter 553 of the Florida Statutes, in regards to the Americans with Disabilities Act (ADA) and handicap accesses, and questioned what mechanisms does the County have to enforce this statute. The County Attorney stated that she would need to engage in some research to find out their enforcement procedures. Commissioner Handley stated that the government buildings going further today, must meet all ADA requirements, and that older government
facilities that do not meet the requirements, will have to meet requirements, but that it is a slow process because of funding. Mr. Reinhardt stated that he is not concerned with government buildings, but rather private businesses that lack access for wheelchairs. The Commission advised Mr. Reinhardt to speak with the municipality that has jurisdiction over those businesses.

Ms. Cindy Rodriguez, with the Southwest Florida Water Management District, gave the Commission an update on current rain falls and how they affect construction projects and drainage issues.

Ms. Gina Guirola and Mr. Manfred Konczalla came before the Commission to petition that the speed limit on Lake Drive East in Lake Placid be lowered, and to put up a “Sandhill Crane Crossing” sign. Ms. Guirola turned in 32 signatures in favor of the petition, as well as pictures of dead sandhill cranes that have been killed when attempting to cross the road, and a map of the area. These exhibits will be filed by the Clerk as part of the permanent record. Clinton Howerton, Jr., County Engineer, stated that he is interested in finding ways to bring the speed limit down to 35, but that this road is a collector road and is heavily used. Mr. Howerton also stated that he is researching the best way to proceed. Chairman Harris asked that he stay in contact with Ms. Guirola and Mr. Konczalla as this issue progresses.

13. COMMISSIONERS

- Commissioner Handley: No report.
- Commissioner Brooks: No report.
- Commissioner Elwell: No report.
- Commissioner Richie: No report.
- Commissioner Harris: No report.

14. ADJOURN

The meeting was adjourned at 1:41 p.m.
REGULAR MEETING OF THE BOARD, JUNE 19, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner James L. Brooks
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner Don Elwell

Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION
The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Brooks.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jun 19</td>
<td>5:30 pm</td>
<td>Public Hearing of the Highlands County Special Benefit Fire District to consider imposition &amp; collection of Special Assessments to fund fire protection services facilities &amp; programs Board Room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>June 19</td>
<td>8:00 am</td>
<td>Healthy Families Highlands Advisory Board Subcommittee of Children’s Services Council Health Department, 7205 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>June 25</td>
<td>5:30 pm</td>
<td>Fire/EMS Work Group Engineer’s Training Room, 505 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Heartland Crime Stoppers Board will meet on June 25, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office.

The Heartland Regional Transportation Planning Organization will meet tomorrow at 9:00 a.m.

The Highlands Soil & Water Conservation District will meet today at 3:00 p.m. at the Ag Center.

The Heartland Career Source will meet tomorrow at 1:00 p.m. in Bowling Green.

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
No announcements.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
None presented.

7. CONSENT AGENDA
Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda as presented.

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

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>225,613.24</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>57,041.86</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>8,515.36</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>5,593.90</td>
</tr>
<tr>
<td>SPECIAL LAW ENFORCEMENT</td>
<td>2,000.00</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>128.28</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>300.00</td>
</tr>
<tr>
<td>COURT TECH 28.24(12)(E)1</td>
<td>227.08</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>391.06</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>34,464.26</td>
</tr>
<tr>
<td>EMPLOYEE BENEFIT FUND</td>
<td>100.58</td>
</tr>
</tbody>
</table>

B. Request approval to waive the Landfill tipping fees for the Annual Caladium Festival and the Annual Car Show. See SMB 126 Page 23.

C. Request approval to move forward with the sale of two (2) County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements at the time of closing. See SMB 126 Page 24.

D. Request approval to declare 14 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process. See SMB 126 Page 25.

E. Request approval to appoint Mostyn Mullins and Marisa Stam to the Children's Services Council. See SMB 126 Page 26.

F. Request for Approval to accept a grant from the Florida Network of Children's Advocacy Centers (FNCAC) for Direct Service Provision. See Children's Advocacy Center file.

G. Request approval to expend state forfeiture funds in the amount of $1,000 to the Florida Crime Prevention Association. See SMB 126 Page 27.

H. Request to change the northern portion of Pine Tree Circle to Captains Way. See SMB 126 Page 28.

I. Request for payment of invoice without a purchase order for A All Hour Clean Up Company, Inc. See SMB 126 Page 29.

J. Request for approval of a contract for an Agent of Record with Gehring Group, Inc., for group health insurance and benefits. See Gehring Group, Inc. file.

K. Request approval of County Surplus Disposal, to waive the two-step Procedure for Disposable Tangible Personal Property, and to allow the Surplus to be disposed of by utilizing the Boards contract with Gov-Deals and Insight Auctioneers auction service companies pursuant to section 274.05, Florida Statutes. See SMB 126 Page 30.

M. Request approval of Budget Amendment 17-18-114 and Resolution to appropriate insurance proceeds for repairs to the Veteran Service Office. See Res. Book 29 Page 59 & SMB 126 Page 32.


8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

9. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to set the action agenda.

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

A. Benjamin A. Dunn, Development Services Director: Request appointment of one elected official to the Tourist Development Council.
Benjamin Dunn, Development Services Director, presented the request.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the appointment of Councilwoman Debra Worley, from the Town of Lake Placid, to the Tourist Development Council with a term starting on June 19, 2018 and expiring May 2, 2022.

Upon roll call, Commissioner Richie and Commissioner Elwell voted aye. Commissioner Handley, Commissioner Brooks, and Commissioner Harris voted nay. The motion failed.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the appointment of Councilman Jim Barnard from the City of Avon Park to the Tourist Development Council with a term starting on June 19, 2018 and expiring May 2, 2022.

Upon roll call, Commissioner Brooks, Commissioner Handley, and Commissioner Harris voted aye. Commissioner Richie and Commissioner Elwell voted nay. The motion carried. See SMB 126 Page 34.

B. Paul Blackman, Sheriff: Request acceptance of E911 State Grant Award and approval of Budget Amendment 17-18-113 and Resolution.
Sheriff Paul Blackman presented the request.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve and accept the E911 State Grant Award No. S11-18-05-14 in the amount of $462,213.10 along with the accompanying Budget Amendment 17-18-113 and Resolution and execution of CenturyLink Contract No. 170703066622.
Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 61 & SMB 126 Page 35.

10. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.
Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on several pending items. See SMB 126 Page 36.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. Suzanne Hunnicutt, Capital Projects Manager, addressed concerns raised by Commissioner Handley. See SMB 126 Page 37.

Mr. Vosburg distributed to the Commission the Capital Financial Strategy (CFS) summary sheet as requested by Board Departments and Constitutional Officers. See SMB 126 Page 38.

Mr. Vosburg also distributed to the Commission an updated budget calendar. See SMB 126 Page 39. The following workshops were set:

− Thursday, July 12, 2018 – 9:00 AM – Workshop to discuss the CFS and Board Departments.
− Monday, July 30, 2018 – 5:30 PM – Workshop to discuss and review the proposed budget.

11. CITIZENS NOT ON THE AGENDA
No participants.

12. COMMISSIONERS

• Commissioner Richie: Commissioner Richie stated that he has had a lot going on, and has had a lot of private meetings, and stated that he was looking forward to tonight’s public hearing.

• Commissioner Elwell: Commissioner Elwell expressed his condolences for the recent passing of Mr. Jay Meisel.

• Commissioner Handley: No report.

• Commissioner Brooks: Commissioner Brooks seconded Commissioner Elwell’s comments.

• Commissioner Harris: No report.

13. ADJOURN
The meeting was adjourned at 9:42 a.m.
REGULAR MEETING OF THE BOARD, JULY 3, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  Commissioner James L. Brooks  
   Commissioner Jack L. Richie  Commissioner Don Elwell  

Commissioner William R. Handley was absent from this meeting.

Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Business Services Director for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION
The meeting opened with a prayer by Pastor Evan Miller, with the Calvary Baptist Church.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Richie.

4. ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 04</td>
<td></td>
<td>County offices closed in observance of the 4th of July Holiday</td>
</tr>
</tbody>
</table>
| July 09| 5:30 pm | Fire/EMS Workgroup  
  Engineer’s Training Room, 505 S. Commerce Ave., Sebring, FL          |
| July 10| 3:00 pm | Planning & Zoning Commission & the Local Planning Agency  
  Board room, 600 S. Commerce Ave., Sebring, FL                           |
| July 10| 5:30 pm | Continuation of Public Hearing of the Highlands County Special Benefit Fire District to consider imposition & collection of Special Assessments to fund fire protection services, facilities, & programs  
  Board room, 600 S. Commerce Ave., Sebring, FL                           |
| July 11| 7:30 pm | Highlands Co. Industrial Development Authority & Highlands Co. Economic Development Commission  
  Room #2, Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd, Sebring, FL |
| July 11| 10:00 am | Highlands Co. Economic Development Office on behalf of Department of Economic Opportunity,  
  Room #2, Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring, FL |
| July 12| 1:30 pm | Public Hearing of Highlands County Code Enforcement Special Magistrate Pamela T. Karlson  
  Kelly Courtroom, 430 S. Commerce Ave., Sebring, FL                      |
| July 12| 2:30 pm | Historic Preservation Commission  
  501 S. Commerce Ave., Sebring, FL                                      |

Due to the observance of the 4th of July Holiday, the following changes are being made to the garbage collection schedule for this week:

- Wednesday’s collection will be picked up on Thursday.
- Thursday’s collection will be picked up on Friday.
- Friday’s collection will be picked up on Saturday.
5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS
No announcements.

6. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS
   A. Dustin Fitch, Acting EMS Director: Presentation of the American Heart Association's 2018 Mission: Lifeline® EMS - Gold Plus Achievement Award.
   Dustin Fitch, Acting EMS Director, presented to the Board the American Heart Association's 2018 Mission: Lifeline® EMS - Gold Plus Achievement Award, which was awarded to the Highlands County Emergency Medical Service Department. The Commission thanked everyone for the hard work that they do. See SMB 126 Page 43.

7. CONSENT AGENDA
   Randy Vosburg, County Administrator, requested that item 7B be amended to strike approval of minutes from the June 19, 2018 Public Hearing to consider the Special Fire Assessment, as these minutes will be approved under the consent agenda of the Meeting of the Districts.

   Commissioner Elwell requested a quick clarification in regards to item 7D. Benjamin Dunn, Development Services Director, stated that in regards to this tourist development tax grant, room verifications are required.

   Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the consent agenda as corrected.

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


   GENERAL FUND  
   3,243,067.83
   COUNTY TRANSPORT TRUST  
   14,121.43
   E911 OPERATIONS FUND  
   84,631.90
   LOCAL GOVT INFRA SURTAX  
   35,408.59
   TOURIST DEV TRUST FUND  
   6,816.67
   HOSPITAL DISTRICT  
   85,000
   SHIP  
   45,217.00
   SPECIAL LAW ENFORCEMENT  
   1,000.00
   FIRE INSPECTION  
   43.62
   SEBRING PARKWAY MAINT  
   4,680.37
   COURT TECH 28.24(12)(E)1  
   6,166.48
   BUILDING FUND  
   1,248.80
   SOLID WASTE  
   14,364.56
   ENERGY RECOVERY  
   58.48
   INSURANCE FUND  
   57,362.10

   B. Request approval of the minutes from the June 5, and 19, 2018 Regular meetings, and from the June 19, 2018 Public Hearing to consider the Special Fire Assessment. See Clerk of Courts website.

   C. Request appointment of Francis Van Hooreweghe as an alternate member to the Zoning Board of Adjustment (BOA) and the Planning Zoning Commission/Local Planning Agency (P&Z). See SMB 126 Page 44.
D. Request approval of a Tourist Development Tax Grant in the amount of $5,000 to the Youth Baseball of Sebring, Inc for Hosting Fees and Team Promotional Packets for the 2018 Florida Dixie Youth Baseball AAA State Tournament. See Tourist Development Council file.

E. Request approval of a Tourist Development Tax Grant in the amount of $5,000 to the Youth Baseball of Sebring, Inc for Hosting Fees, Team Promotional Packets, and Jock Jive Radio Broadcasting for the 2018 Florida Dixie Youth Baseball Ozone State Tournament. See Tourist Development Council file.

F. Request approval of a Tourist Development Tax Grant in the amount of $5,000 to the Youth Baseball of Sebring, Inc for Hosting Fees, Team Promotional Packets, and Jock Jive Radio Broadcasting for the 2018 Florida Dixie Youth Baseball T-Ball State Tournament. See Tourist Development Council file.

G. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to the Greater Lake Placid Chamber of Commerce, Inc. for advertising the 28th Annual Caladium Festival. See Tourist Development Council file.

H. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to the Greater Lake Placid Chamber of Commerce, Inc. for advertising the 22nd Annual Caladium Festival Car & Bike Show. See Tourist Development Council file.

I. Request approval to change the position of Engineering Services Manager to Engineering Services Coordinator including pay grade and job description changes. See SMB 126 Page 45.

J. Request approval to modify the Natural Resources Manager position including pay grade and job description changes. See SMB 126 Page 46.

K. Request for approval of Business Associate agreement with Healthy Start Momcare, Inc. and Highlands County Board of County Commissioners. See Healthy Families file.

L. Request approval of budget amendment 17-18-121 to realign budgeted funds within the Sheriff and Detention & Correction cost centers in the General Fund. See SMB 126 Page 47.


N. Request approval of budget amendment 17-18-124 for the purchase of a Mini Wheeler dump truck from insurance proceeds of stolen dump truck as well as the remaining balance from the 151 reserve fund. See SMB 126 Page 49.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.

Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.
9. PUBLIC HEARINGS:

A. Clinton Howerton, Jr., County Engineer: Request to Vacate Easement at 1440 Kyra Ave., Sebring, FL 33872
Clinton Howerton, Jr., County Engineer, presented the request. This hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Harris opened the floor to the public. Input was not provided.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the County and the public in and to the easement and any lands in connection therewith.

Upon roll call, all Commissioners voted aye. The Motion carried. See Res. Book 29 Page 63 & SMB 126 Page 50.

B. Clinton Howerton, Jr., County Engineer: Request to Vacate Easement at 4220 Sunrise Dr., Sebring, FL, 4230 Sunrise Dr., Sebring, FL and 4240 Sunrise Dr., Sebring, FL 33872.
Clinton Howerton, Jr., County Engineer, presented the request. This hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Harris opened the floor to the public. Input was not provided.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the County and the public in and to the easement and any lands in connection therewith.

Upon roll call, all Commissioners voted aye. The Motion carried. See Res. Book 29 Page 64 & SMB 126 Page 51.

C. Clinton Howerton, Jr., County Engineer: Request to Vacate Easement at 743 Mustang Avenue NW, Lake Placid, FL 33852.
Clinton Howerton, Jr., County Engineer, presented the request. This hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Rick Whidden, representing the applicant, addressed the Board.

Commissioner Harris opened the floor to the public. Input was not provided.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution, effectively closing, vacating, abandoning, and discontinuing all rights of the County and the public in and to the easement and any lands in connection therewith.

Upon roll call, all Commissioners voted aye. The Motion carried. See Res. Book 29 Page 65 & SMB 126 Page 52.
D. Linda Conrad, Zoning Supervisor: Proposed ordinance amending the Highlands County Land Development Regulations to clarify the accessory structure height regulations and to reduce the lot size requirement for cell towers in the Agricultural Zoning District.

Linda Conrad, Zoning Supervisor, presented the request and read the caption of the proposed ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Conrad addressed concerns raised by the Commission.

Chairman Harris opened the floor to the public. Input was not provided.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to hold the second public hearing on July 17, 2018 at 9:00 a.m. or as soon thereafter as possible, in the Board of County Commissioners Boardroom.

Upon roll call, all Commissioners voted aye. The motion carried. See Proof of Publication file & SMB 126 Page 53.

10. ACTION AGENDA

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to set the action agenda as presented.

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

A. Randy Vosburg, County Administrator: Request for confirmation of the employment of Leah Sauls as the Community Programs Director.

Randy Vosburg, County Administrator, introduced Ms. Leah Sauls to the Board and requested confirmation of her employment as the Community Programs Director.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to confirm the employment of Leah Sauls as the Community Programs Director pursuant to Section 125.74(k), Florida Statutes.

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

The Commission welcomed Ms. Sauls aboard. See SMB 126 Page 54.

B. Benjamin Dunn, Development Services Director: Request approval of a Resolution and Budget Amendment 17-18-122 to appropriate funds from fund balance for the purchase of conservation easements in Military Zone I of the Avon Park Air Force Range.

Benjamin Dunn, Development Services Director, presented the request.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve a Resolution and Budget Amendment 17-18-11 to appropriate $500,000 from fund balance to Cost Center 6307 (Conservation Trust Fund) for purchase of conservation easements in Military Zone I of the Avon Park Air Force Range.

11. COUNTY ADMINISTRATOR AND LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.
Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on several pending items. See SMB 126 Page 56.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. Clinton Howerton, Jr., County Engineer, addressed concerns raised by Commissioner Brooks. See SMB 126 Page 57.

Mr. Vosburg provided to the Commission a budget overview. David Nitz, OMB Manager, and Angie Bollinger, Senior Budget Analyst, presented a brief discussion of the FY 18/19 budget. In regards to the Safe Schools fund, Mr. Vosburg stated that $422,192 is roughly 50% of the new requirement to fund the school resource officers, and that the School Board of Highlands County will cover the other 50%. Sheriff Paul Blackman addressed the concerns raised by the Commission. See SMB 126 Page 58.

Mr. Vosburg stated that the FY 2018/2019 Recommended Budget books will be provided to the Commission on July 6, 2018 and that the budget will be discussed on the following days:

- Thursday, July 12, 2018 – 9:00 AM – Workshop to discuss the CFS and Board Departments’ budgets.
- Tuesday, July 17, 2018 – 9:00 AM – Regular Board meeting followed by a workshop to discuss the budgets of the Constitutional Officers & Outside Agencies.

Mr. Vosburg also stated that during the regular meeting of July 17th, the Board will be asked to certify the millage.

Mr. Vosburg also announced that community meetings will be published and held at each municipality as follows:

- Avon Park – Tuesday, July 17, 2018 – 6:00 PM – South Florida State College
- Sebring – Thursday, July 19, 2018 – 6:00 PM – Board of County Commission Chambers
- Lake Placid – Tuesday, July 24, 2018 – 6:00 PM – Lake Placid Town Hall

12. CITIZENS NOT ON THE AGENDA
Mr. Harvey Mier came before the Commission to address his concerns with dumping of trash on Jacklin Street in the Orange Blossom area. Mr. Mier provided pictures for the Commission to observe, and same pictures were then given to the Clerk to be made part of the permanent record. The Chairman advised that the County does have an environmental officer who can look into this, and asked that Mr. Mier provide his information to the Sheriff. In regards to putting up signs, the County Engineer stated that the County has not seen improvements when signs are erected, but will work with the environmental officer to see what can be done. See Citizens Not on the Agenda file.

13. COMMISSIONERS

- Commissioner Richie: No report.
- **Commissioner Elwell:** Commissioner Elwell stated that he attended the Florida Association of Counties conference in Orlando this past week, and stated that it was a great opportunity to network with other county commissioners on issues this Commission is currently encountering. Chairman Harris congratulated Commissioner Elwell for his continuation as county commissioner for the next four (4) years.

- **Commissioner Brooks:** Commissioner Brooks stated that he also attended the Florida Association of Counties conference this past week. Commissioner Brooks also thanked all the Emergency Medical Services staff for the work that they did regarding the Camp Cloverleaf issue where they had to transport 36 people to the hospital.

- **Commissioner Harris:** Commissioner Harris questioned if the Commission was willing to do anything further to help Ms. Greenbarg with the removal of tussocks on her property. He stated that the quotes she received are higher than the amount the County had previously allocated for the removal of the tussocks. After discussion, the Commission concurred to have the County Administrator put this issue on the next agenda for the Board’s consideration.

14. **ADJOURN**

The meeting was adjourned at 10:25 a.m.
SPECIAL MEETING OF THE BOARD to consider the FY 2018/2019 Budget

JULY 12, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers
   at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner James L. Brooks  Commissioner William R. Handley
   Commissioner Jack L. Richie  Commissioner Don Elwell

Commissioner R. Greg Harris was absent from this meeting.

Also present: Randal Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy
Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

This meeting was properly advertised and a proof of publication was submitted to the Clerk to become part of the
permanent record.

2. INVOCATION & PLEDGE OF ALLEGIANCE
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

   The Pledge of Allegiance was led by Commissioner Handley.

3. WORKSHOP: Workshop to consider the Capital Financial Strategy for FY 18/19
   A. Budget Workshop – Capital Financial Strategy (CFS)
      David Nitz, OMB Manager, gave a brief presentation on the FY 18/19 Capital Financial Strategy 2018/2019 through
      2027/2028. See SMB 126 Page 61.

      In regards to decreased project requests, Randy Vosburg, County Administrator, stated that he has met with the
      Sheriff and Clerk IT staff, and that both have worked well with the County by making the appropriate cuts where
      possible.

      In regards to unfunded projects, Mr. Vosburg also stated that two (2) churches have shown interest in utilizing the
      Lorida Schoolhouse property, and that they are undergoing an assessment and speaking with the County’s fire
      marshal and building official to find out what it will take to get that building up to snuff for them to take it over. He
      anticipates bringing an item to the Board to surplus that property for the churches to utilize it. In regards to the EOC
      Building Expansion unfunded project, Mr. Vosburg stated that staff intends to look for grants for facilities.

4. WORKSHOP: Workshop to consider the proposed FY 18/19 Budget for the Board Departments.
   A. Budget Workshop – Board Departments
      David Nitz, OMB Manager, gave a brief presentation on the FY 18/19 Recommended Budget. See SMB 126 Page
      62.

      Randy Vosburg, County Administrator, presented the Board required reductions worksheet. See SMB 126 Page
      63. He stated that within the proposed budget, staff has budgeted for a merit system increase similar to the one on
      the current budget, as well as a Cost of Living Adjustment (COLA) increase. Mr. Vosburg stated that staff did not
      budget for a health insurance increase.
Tasha Morgan, Assistant County Administrator, and Mr. Vosburg addressed the health insurance increase. Mr. Vosburg stated that for the Board side, there will no longer be a free plan offered because no funding has been set aside for the Board to pick up the increase.

Mr. Vosburg stated that staff was fully prepared to make the possible cuts to get below the 1.97% increase, and asked the Commission to keep an employee incentive intact in the budget, to help offset the potential health insurance increase. The following cost centers were addressed:

- **2100 – BUSINESS SERVICES**
  No changes.

- **2101 – COUNTY COMMISSIONERS**
  It was a consensus of the Commission to reduce Travel & Per Diem to $1,500, reduce Office Supplies to $150, reduce Education & Training to $1,505, and reduce Dues & Memberships to $0.

- **2103 – COUNTY ATTORNEY**
  No changes.

- **2107 – HUMAN RESOURCES**
  It was a consensus of the Commission to reduce Professional Services down to $0, and if possible to reduce $3,000-$4,000 from Repair & Maintenance and add $1,000 to Contractual Services.

- **2108 – NON-AD VALOREM ASSESSMENT**
  No changes.

- **2109 – PUBLIC INFORMATION**
  No changes.

- **2111 – CENTRAL SERVICES**
  It was a consensus of the Commission to reduce Other Charges & Obligations to $146,000 and reduce Operating Supplies to $16,771.

- **2991 – VETERAN SERVICES**
  It was a consensus of the Commission to reduce Military Service Grants to $3,075.

- **3213 – COUNTY FIRE COORDINATOR**
  It was a consensus of the Commission to reduce this cost center by $170,000.

- **3400 – DEVELOPMENT SERVICES**
  It was a consensus of the Commission to reduce this cost center by a total of $533.

- **5105 – EMERGENCY MEDICAL SERVICES**
  It was a consensus of the Commission to reduce Repair & Maintenance to $168,988, reduce Operating Supplies to $256,041, and reduce Education & Training to $19,500.

- **5221 – PUBLIC ASSISTANCE PROGRAM**
  It was a consensus of the Commission to reduce this cost center by $10,000.
– 5229– HEALTHY FAMILIES
No changes.

– 6102– PARKS DEPARTMENT
It was a consensus of the Commission to reduce Contractual Services by $3,000 and reduce Operating Supplies by $3,000.

– 6211– LAKE PLACID LIBRARY
No changes.

– 6212– LIBRARIES COUNTYWIDE
No changes.

– 6303– NATURAL RESOURCES
No changes.

– 6304– AQUATIC PLANT CONTROL
No changes.

Bob Germaine, Clerk of Courts, stated that the Clerk’s IT Department is already overworked and that there is not much room for cuts.

Commissioner Brooks thanked staff for all their hard work.

5. CITIZENS NOT ON THE AGENDA
No participants.

6. COMMISSIONERS
No further comments.

7. ADJOURN
The meeting was adjourned at 11:50 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner Jack L. Richie  
   Commissioner Don Elwell  
   Commissioner James L. Brooks  
   Commissioner William R. Handley  

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Handley.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
</table>
   | July 17 | 6:00 pm | Community Budget Presentation  
   |         |        | SFSC University Center, 600 W. College Drive, Avon Park, FL |
   | July 18 | 8:00 am | Local Mitigation Strategy Working Group  
   |         |        | Room #1, Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring, FL |
   | July 19 | 8:15 am | Tourist Development Council  
   |         |        | Board room, 600 S. Commerce Ave., Sebring, FL |
   | July 19 | 6:00 pm | Community Budget Presentation  
   |         |        | Board room, 600 S. Commerce Ave., Sebring, FL |
   | July 24 | 6:00 pm | Community Budget Presentation  
   |         |        | Lake Placid Town Hall, 51 Park Ave., Lake Placid, FL |
   | July 25 | 8:30 am | Local Mitigation Strategy Working Group  
   |         |        | Room #2, Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring, FL |

   The Transportation Disadvantaged Commission will meet on Wednesday, July 18, 2018 at 1:30 p.m. at the Okeechobee County Emergency Operations Center.

5. CONSTITUTIONAL OFFICERS
   No report.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

   A. Chief Marc Bashoor, Public Safety Director, & LaTosha Reiss, Emergency Management Manager: FEMA Reimbursement Update.
   Chief Marc Bashoor, Public Safety Director, and LaTosha Reiss, Emergency Management Manager, gave an update on the FEMA reimbursement and addressed concerns raised by the Commission. Randy Vosburg, County Administrator, stated that staff will bring a new update in three months. See SMB 127 Page 1.
B. Meghan DiGiacomo, Business Development Manager: Update on Highlands County Industrial Development Authority Senior Housing Revenue Bonds (Harder Hall Project), Series 2018 issuance. Meghan DiGiacomo, Business Development Manager, gave a brief update on the Highlands County Industrial Development Authority Senior Housing Revenue Bonds (Harder Hall Project), Series 2018 issuance. The Commission thanked Ms. DiGiacomo for the continuous updates. See SMB 127 Page 2.

7. CONSENT AGENDA
Randy Vosburg, County Administrator, requested to pull item 7F from the consent agenda and move it under the action agenda as item 10E.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda as corrected.

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


<table>
<thead>
<tr>
<th>Account Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>940,196.71</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>4,361.06</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>360,612.14</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>12,661.43</td>
</tr>
<tr>
<td>SHIP</td>
<td>2.02</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>4,367.30</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>6,612.00</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>819.61</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>6,914.64</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>592,769.76</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>3.24</td>
</tr>
</tbody>
</table>

B. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to The Rotary Club of Highlands County, Inc. for advertising the 8th Annual Crazy Pepper Chili Cookoff. See TDC file.

C. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to the Highlands Art League, Inc. for advertising the 6th Annual Cookie Fest. See TDC file.

D. Request approval of a Tourist Development Tax Grant in the amount of $5,000 to the U.S. Sport Aviation Institute, Inc. for advertising the US Sport Aviation Expo. See TDC file.

E. Request approval of a resolution to establish a Public Hearing date of August 21, 2018 to consider closing Bramblewood Road, a portion of Broadway Avenue, a portion of Hampton Terrace and a portion of Sunset Drive. See Res. Book 29 Page 67 & SMB 127 Page 3.

F. Request approval of the Highlands County Industrial Development Authority's recommendation to appoint Randy Surber and Jason Kimbrell to the Highlands County Industrial Development Authority. This item was moved to the action agenda.
G. Request approval to write-off uncollectible past due insurance premiums of former employees in the amount of $280.96 for fiscal year 17/18. See SMB 127 Page 4.

H. Request approval to move forward with the sale of six (6) County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements and Deeds. See County Deed file & SMB 127 Page 5.

I. Request approval to declare 24 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process. See SMB 127 Page 6.

J. Request for approval of Budget Amendment 17-18-127 to remove funding and close Project #17032 (Cellular Modem Replacement School Zones) and to realign funds from Reserve for Contingency to Cost Center 4105 (Traffic Operations). See SMB 127 Page 7.

K. Request approval of budget amendment 17-18-129 to appropriate additional funds to Cost Center 5105 (Emergency Medical Services). See SMB 127 Page 8.


N. Request approval of the Insurance Committee’s recommendation to keep the County’s Stop Loss coverage with our current carrier, High Mark, at the proposed renewal rate (an increase of 5%). See SMB 127 Page 11.

O. Request approval of the Insurance Committee’s recommendation to change our Basic and Voluntary Life Insurance carrier from Minnesota Life to Florida Combined Life for employees and retirees, removing the Age 75+ category from the Reduction Schedule. See SMB 127 Page 12.

P. Request approval of the Elections Security Grant and to make the Board aware of the Albert Network Monitoring Solution Grant. See Supervisor of Elections file.

Q. Request approval of contract between Highlands County and Madden Reprint Media LLC dba Madden Media for the Visit Sebring Visitor Guide. See Tourist Development file.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
   Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

   Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to pay all bills with voting conflicts.

   Upon roll call, all Commissioners voted aye, except Commissioner Elwell who abstained. The motion carried. See Check Report file for copy of abstention form.
9. PUBLIC HEARINGS
Randy Vosburg, County Administrator, requested item 9D be moved up under 9A, as both items pertain to the same property.


D. Public Hearing to consider adoption of P&Z Hearing No. 2031, changing the Official Zoning Atlas for approximately 100 acres from Business District (B-3) and Mobile Home Parks District (M-2) to RV Park with a Flexible Unit Development District (RV Park FUD).

Linda Conrad, Zoning Supervisor, and Joedene Thayer, Planning Supervisor, presented the request and requested to open both public hearings, 9A and 9D, at the same time. These hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Conrad questioned if any of the commissioners held ex parte communications concerning these hearings. All commissioners stated no. Ms. Conrad read the caption of the proposed ordinance into the record.

Commissioner Brooks stated that he was not in favor of closing Bramblewood Road as it is a connector road. Clinton Howerton, Jr., County Engineer, stated that staff has reviewed the application to close Bramblewood Road and that he also has concerns with closing the road. Mr. Carl Cool and Mr. Mike Swaine, representing the developer, addressed the Commission and stated that they are here today to speak about the re-zoning and that next month they will present their petition to close Bramblewood Road.

The Commission expressed their concerns about approving the proposed re-zoning today with the development plans as presented and considering the road closure later. After discussion, it was decided to consider the zoning change and road closure request all at once.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to table this and bring both issues back at the August meeting.

Ms. Conrad made a recommended motion to postpone P&Z Hearing No. 2031 and CPA-18-550SS for August 21, 2018 at 9:00 a.m. or soon thereafter as possible in these chambers.

Commissioner Handley amended his motion as presented by Ms. Conrad. Commissioner Brooks amended his second.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Proof of Publication file & SMB 127 Page 13.

B. Public Hearing to consider adoption of Small Scale Comprehensive Plan Land Use Amendment, CPA-18-551SS, for approximately 9.94 acres from “High Density Residential” to “Commercial.”

C. Public Hearing to consider adoption of P&Z Hearing No. 2032, changing the Official Zoning Atlas for approximately 9.94 acres from Multiple-Family Dwelling Including Motel and Hotel with a Flexible Unit Development District (R-3 FUD) to Business District (B-3).

Melony Culpepper, Planner I, and JoAnne Sawdys, Zoning Clerk, presented the request and requested to open both public hearings, 9B and 9C, at the same time. These hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.
Ms. Culpepper questioned if any of the commissioners held ex parte communications regarding these hearings. All commissioners stated no. Ms. Culpepper read the captions of the proposed ordinance and resolution into the record.

Commissioner Brooks questioned the buffer requirements. Mr. Rick Whidden, representing the applicant, stated that the Land Development Regulations require a 15-foot landscape buffer zone from B-3 to Residential, but because the Hidden Creek subdivision is already developed, the entire buffer has to go on the proposed development property. The matter regarding a wall versus a landscape buffer was discussed. Mr. Pete McDevitt, trustee for the applicant, stated that they would rather have landscaping instead of a masonry wall, but that the applicant is willing to build a wall behind Hidden Creek if that is what they'd like. Mr. Whidden stated that it was a concern of the Hidden Creek residents that Markley Road would be accessed to get to the property, and he stated that the developer does not intend to use Markley Road, as they have perfect access to the property from US 27.

Chairman Harris opened the floor to the public.

Bert Harris, attorney representing the homeowners of Hidden Creek, thanked the applicant for the accommodation regarding Markley Road and requested that language be added to the proposed Resolution stating that Markley Road will not be used. Mr. Harris stated that the Hidden Creek residents are not opposed to the proposed development, but are asking that the intensity be reduced from B-3 to B-2.

Mr. Harris called, as his first witness, Ms. Barbara Espinoza. Bob Germaine, Clerk of Courts, swore in Ms. Espinoza. Ms. Espinoza stated that the residents' main concern is the noise, the lighting that might be reflected towards Hidden Creek, and the change to the environment in the neighborhood.

Mr. Harris called other residents wishing to speak. The Clerk of Courts swore in each speaker. Concerns were heard from Mr. Stephen Winchel, Ms. Rebecca Pierce, and Ms. Jacqueline Webster.

Mr. Russell Fryman, applicant, sworn in by the Clerk, addressed the request. Mr. Pete McDevitt and Mr. Rick Whidden, also sworn in by the Clerk, addressed the request.

The Commission discussed the request in great detail. Benjamin Dunn, Development Service Director, stated that the conditions as discussed can be added to the land use ordinance.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve and adopt by Ordinance, CPA-18-551SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 9.94 acres from High Density Residential “RH” to Commercial “C”, and transmit CPA-18-551SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law; with the following conditions at the time of development added to it:

1. Construct a wall 8 feet above the finish grade on the commercial side; and
2. The wall will be maintained by the commercial property owner; and
3. Lighting will be shielded from the adjoining property owners; and
4. Any development of the property shall not include any provision for ingress or egress onto the property from Markley Road or Gose Boulevard; and
5. Drainage will be taken care of within the first three (3) feet of the transition area between the wall and the adjoining property owner.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17 & Comprehensive Plan Amendment file.
Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve and adopt by Resolution, P&Z Hearing No. 2032, changing the Official Zoning Atlas for approximately 9.94 acre portion of a 19.26 acre parcel, from Multiple-Family Dwelling Including Motel and Hotel with a Flexible Unit Development District (R-3 FUD) to Business District (B-3), referencing the mandatory findings of fact and becoming effective as provided by law.


BREAK: 11:32 a.m. to 11:40 a.m.

D. Public Hearing to consider adoption of P&Z Hearing No. 2031, changing the Official Zoning Atlas for approximately 100 acres from Business District (B-3) and Mobile Home Parks District (M-2) to RV Park with a Flexible Unit Development District (RV Park FUD).

This item was heard under 9A above.

E. Public hearing to consider a proposed Ordinance amending the Highlands County Land Development Regulations to clarify the accessory structure height regulations and to reduce the lot size requirement for cell towers in the Agricultural Zoning District.

Linda Conrad, Zoning Supervisor, presented the request and read the caption of the proposed ordinance into the record.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve, execute, and adopt the Ordinance as submitted.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17, Proof of Publication file & SMB 127 Page 15.

10. ACTION AGENDA
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to set the action agenda with the addition of consent item 7F now 10E.

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

A. W. Kyle Green, Road & Bridge Director: Request Board consideration for the County to accept maintenance responsibility of a drainage ditch adjacent to Roberts Road in Avon Park.

Kyle Green, Road & Bridge Director, opened the discussion for the County to consider accepting maintenance responsibility of a drainage ditch adjacent to Roberts Road in Avon Park. Commissioner Brooks gave some background information on the ditch. Clinton Howerton, Jr., County Engineer, stated that the ditch goes through the middle of private property and that the landowner is willing to grant the County an easement to allow access for maintenance. Joy Carmichael, County Attorney, cautioned against setting a precedent, as this was private property, and that the County’s obligation is to provide for the general welfare of the public. The Commission discussed the issue in detail. Chairman Harris stated that requests like these are looked at individually and on a case by case basis.
Commissioner Elwell questioned if the problem was that the drainage is not flowing out to the west any further, if there was some type of blockage, or is it too much water for that one ditch. Mr. Green stated that he is familiar with the way the water flows in this area and that it really amounts to beyond this particular location, just because it’s all wetland, and that the water management district will not allow anyone to do any maintenance in the wetland, and so that may be one reason why it backs up in that area. He stated that once the water leaves the Todd’s property, heads to the northwest and gets into the swamp, that whole area is underwater when their property is flooded so it is just backing up there. Commissioner Elwell questioned if maintenance would fix the flood problem. Mr. Green stated no.

Commissioner Brooks made a motion to move to approve the request for maintenance responsibility by the County of a drainage ditch located at 421 N. Roberts Road in Avon Park. Commissioner Elwell seconded the motion for discussion.

Commissioner Elwell questioned if there was anything that could be done that would have a lasting benefit. Mr. Howerton stated that to keep the water from backing up they would have to dig a canal all the way around, which would impact wetlands, and that they would never get approved to do that.

Upon roll call, Commissioner Brooks voted aye, all other Commissioners voted nay. The motion failed. See SMB 127 Page 16.

Commissioner Handley stepped out of the meeting at 12:32 p.m.

B. Rebecca Cable, HR Coordinator, and Pamela Rogers, HR Manager: Request approval of the Insurance Committee’s recommendation that the County adopt a three-tier insurance plan for the 2018-2019 Plan Year, discontinue the separate rate structure for employees based on hire date, standardize the Employer Contribution to the insurance premium, and accept the rate premium structure as written in Exhibit 1, Page 2, with the corrected Plan 05771 Employee Only rate of $777.96 and Employee Contribution of $152.96.

Rebecca Cable, Human Resources Coordinator, and Pamela Rogers, Human Resources Manager, presented the request and provided three insurance plan options for the Board to consider. Randy Vosburg, County Administrator, stated that staff did not budget for an insurance increase on the Board side. Bob Germaine, Clerk of Courts, stated that the Clerk’s Office has budgeted for a cost of living adjustment (COLA), but not for an insurance increase, and stated that the proposed buy-up plan is too high for employees. Sheriff Paul Blackman stated that the Sheriff’s Office has budgeted for an employee increase and health insurance increase.

Option 1 calls for a three-tier plan, where on the “free” plan, the employee pays the full increase of $45.22 for the employee only plan. See page 1 of the large exhibit.

Option 2 calls for a three-tier plan, assuming a “free” plan is maintained and the County pays the full increase. See page 3 of the large exhibit.

Option 3 calls for a three-tier plan, where on the “free” plan, the employee contributes $25.00 towards the increase for the employee only plan. See page 4 of the large exhibit.

Mr. Germaine stated that this increase is out of line for the employees and feels that the Board should meet the employees 50/50.
Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to approve the Insurance Committee’s recommendation that the County adopt a three-tier insurance plan for the 2018-2018 Plan Year, discontinue the separate rate structure for employees based on hire date, standardize the Employer Contribution to the insurance premium, and accept the rate premium structure as written in Exhibit 1, Page 2, with the corrected Plan 05771 Employee Only rate of $777.96 and Employee Contribution of $152.96.

Chairman Harris questioned if staff shops periodically for insurance plans. Ms. Cable stated that the County has one year left on the contract with Florida Blue and that the agent of record is already talking about other options for next year.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 127 Page 17.

C. Randy Vosburg, County Administrator: Request to certify the maximum millage of 9.2500 mils for FY 18/19.

Randy Vosburg, County Administrator, presented the request. The Commission expressed their concerns with the proposed millage.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to certify the maximum millage at 9.2500 mils.

Upon roll call, Commissioner Brooks voted aye, all other Commissioners voted nay. The motion failed.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to certify the maximum millage at 8.55 mils.

The County Administrator stated that at 8.55 he is concerned with the fund balance and would like to see the maximum set a little higher, possibly a 9.0.

Commissioner Elwell withdrew his motion and Commissioner Richie withdrew his second.

Chairman Harris passed the gavel to the Vice Chairman, Commissioner Brooks, and made a motion to set the maximum millage at 9.0. The Vice Chairman passed the gavel to Commissioner Elwell and seconded the motion.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who voted nay. The motion carried.

The County Administrator stated that staff has clear direction that 9.0 mils is not where the Commission would like to be and that staff will do everything possible to end up below 9.0. See Millage Certification file.

D. Kyle Green, Road & Bridge Director: Request direction from the Board regarding the Lake Josephine tussock removal project.

Kyle Green, Road & Bridge Director, opened the discussion regarding the Lake Josephine tussock removal project and stated that staff’s recommendation was to keep the original decision from March 20, 2018 to appropriate $6,000 towards the removal of two floating tussocks and split evenly between the two property owners.

After discussion, it was a consensus of the Commission to take no further action on this issue. The County Administrator stated that the original motion from March will prevail. See SMB 127 Page 18.
E. Taylor Benson, Economic Development Manager: Request approval of the Highlands County Industrial Development Authority’s recommendation to appoint Randy Surber and Jason Kimbrell to the Highlands County Industrial Development Authority. Benjamin Dunn, Development Services Director, presented the request.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the Highlands County Industrial Development Authority’s recommendation to appoint Randy Surber and Jason Kimbrell to the vacant seats on the Highlands County Industrial Development Authority, with both terms expiring September 30, 2020.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 127 Page 19.

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log
Joy Carmichael, County Attorney, introduced to the Board the new assistant county attorney Shannon Nash. Ms. Carmichael presented the County Attorney’s file log and gave the Commission an update on several pending items. See SMB 127 Page 20.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 127 Page 21.

12. CITIZENS NOT ON THE AGENDA
No participants.

13. COMMISSIONERS

- Commissioner Richie: Commissioner Richie read a letter from a citizen who was unable to attend today’s meeting addressing his concerns with the non-ad valorem assessments and asking that these be included in the TRIM notice. The County Administrator stated that they have reached out to the Property Appraiser’s Office to see what it would take to get the non-ad valorem assessments on the TRIM notice, and that staff will report back once they have more details. See SMB 127 Page 22.

- Commissioner Elwell: Commissioner Elwell stated that he will be attending the community budget presentations.

- Commissioner Brooks: No report.

- Commissioner Harris: No report.

A. Budget Workshop to discuss the submitted budgets from the Constitutional Officers and Outside Agencies for FY 18/19.
David Nitz, Budget Manager, gave a brief presentation on the submitted budget requests. See SMB 127 Page 23.
Nu-Hope
Laurie Murphy, Nu-Hope Resource Development Director, and Brad Stoll, Nu-Hope Fiscal Director, presented their request and commented on the numerous services Nu-Hope provides. It was a consensus of the Commission to fund Nu-Hope as requested.

Health Unit
Tessa Hickey and Cynthia Scott, with the Florida Department of Health, presented their request and commented on the services provided. Ms. Scott stated that the Highlands County Health Department was asking for $100,000 more than the $243,000 previously requested. It was a consensus of the Commission to fund the Health Department the requested $243,000 and if there was a possibility to fund more, they will address it later. Pamela Crain, with the Health Department, commented on the Project Public Health Ready certification received by the Highlands County Health Department. See SMB 127 Page 24.

Peace River
It was a consensus of the Commission to fund this agency as requested.

Recreation
It was a consensus of the Commission to cut $50,000 from each municipality and fund them each at $60,000. Ray Royce, Lake Placid Town Councilman, addressed the Commission.

Historic Preservation
It was a consensus of the Commission to fund this agency as requested.

Soil & Water
It was a consensus of the Commission to fund this agency as requested.

Transportation Disadvantage
It was a consensus of the Commission to fund the agency as requested.

Community Redevelopment Agencies (CRAs)
It was a consensus of the Commission to fund the CRAs as listed.

Mr. Nitz presented the budget requests of each Constitutional Officer for FY 18/19.

Sheriff
Sheriff Paul Blackman presented the FY 18/19 proposed budget for the Highlands County Sheriff’s Office. Mr. Blackman addressed the Safe Schools Act analysis and commented on the funds and number of deputies needed to cover all the schools in Highlands County. Dr. Brenda Longshore, Superintendent of Schools, also commented on the Safe Schools Act and addressed concerns raised by the Commission. Sheriff Blackman addressed the projected returned funds from the Sheriff’s Office. See SMB 127 Page 25.

Tax Collector
Mr. Nitz addressed the presentation slides for the Tax Collector’s Office proposed budget for FY 18/19.

Property Appraiser
Mr. Nitz addressed the presentation slides for the Property Appraiser’s Office proposed budget for FY 18/19.
— **Clerk of Courts**
Bob Germaine, Clerk of Courts, presented the FY 18/19 proposed budget for the Highlands County Clerk of Courts Office. Mr. Germaine stated that he has already cut an additional $83,930 from his proposed budget, mostly from the IT Department. *See SMB 127 Page 26.*

— **Supervisor of Elections**
Penny Ogg, Supervisor of Elections, presented the FY 18/19 proposed budget for the Highlands County Supervisor of Elections Office.

In going with the concept of the 1.97%, Mr. Vosburg provided a brief summary of the reductions up to date.

Mr. Vosburg stated that a special meeting has been scheduled for a presentation of the proposed FY 18/19 budget on Monday, July 30, 2018 at 5:30 p.m.

**14. ADJOURN**
The meeting was adjourned at 3:31 p.m.
SPECIAL MEETING OF THE BOARD to consider the proposed FY 18/19 Budget

JULY 30, 2018

1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  Commissioner James L. Brooks
   Commissioner Jack L. Richie  Commissioner Don Elwell

Commissioner William R. Handley was absent from this meeting.

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

This meeting was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. See Proof of Publication file.

2. INVOCATION & PLEDGE OF ALLEGIANCE

   The meeting opened with a prayer by Bob Germaine, Clerk of Courts.

   The Pledge of Allegiance was led by Commissioner Richie.

3. WORKSHOP: Workshop to discuss the proposed FY 18/19 Budget.

   A. Randal Vosburg, County Administrator: Workshop to consider the proposed Budget for FY 18/19.

   Randy Vosburg, County Administrator, stated that the next meetings to consider the FY 18/19 Budget are scheduled for Thursday, September 6, 2018 and Tuesday, September 18, 2018, both at 5:30 p.m.

   David Nitz, Budget Manager, gave a brief presentation on the proposed budget for FY 18/19. See SMB 127 Page 29.

   Mr. Vosburg stated that staff was ready for discussion and to receive direction from the Board.

   In regards to the Transfers to Other Funds, signaling the Court Tech (fd 179) line item, Commissioner Elwell questioned if there was an opportunity to say no to this increase. Mr. Vosburg stated that they are statutory required to fund them, but it does not say at what level, and that staff will voice concerns to them. Commissioner Elwell stated that he can see about a $92,000 saving from this budget request. Bob Germaine, Clerk of Courts questioned if this position would be going to the Court Administration or the State Attorney. Tasha Morgan, Assistant County Administrator stated that it was a State Attorney position. Mr. Germaine suggested funding them half this year and half next year, and stated that cuts must be made across the board.

   In regards to the HCRA line item under Mandatory Components, Commissioner Elwell suggested trimming this item down to $150,000, saving about $208,000. He also suggested taking $150,000 from those savings and putting them back into the Recreational fund for all three municipalities, which will still save the County $108,000.

   In regards to Safe Schools, Commissioner Elwell suggested reducing $145,000 from this line item, considering that the Town of Lake Placid fund the requested portion of $75,000 for the school resource officer, and that the School Board of Highlands County fund the $70,000 from the increase they received for Safe Schools. This program would still be fully funded and the County could save about $145,000.
In regards to the Fire Assessment, Commissioner Elwell stated that the County can charge a 7% administrative fee on the $4.8 million, which then benefits the General Fund, reducing the $1.3 million deficit by $330,000.

In regards to the Fire Assessment Buy-Downs, Commissioner Elwell questioned how much more could be cut. Mr. Vosburg, addressed the category buy-downs and stated that staff is comfortable with reducing $250,000, in addition to the $170,000 that was previously cut.

Mr. Vosburg gave a quick rundown of the suggested savings:
- State Attorney funding for Court Technology – reduce $92,000.
- HCRA – reduce $258,000 and restore $150,000 back into Recreation, for a total savings of $108,000.
- Safe Schools – reduce $145,000.
- Fire Coordinator - $330,000 (7% administrative fee)
- Fire Assessment Buy Downs - $250,000 (salaries)

Mr. Vosburg stated that if all the reductions listed above are agreed upon, this would leave another $390,342.87 left to balance the budget.

Councilwoman Arlene Tuck, Lake Placid Town Council, stated that the Town of Lake Placid does not have the $75,000 to fund the school resource officer, and stated that the Town has talked about $25,000.

Mr. Bill Brantley, individually, and as member of the School Board of Highlands County, commented on recreation and the school resource officer funding.

Sheriff Paul Blackman stated that the Town of Lake Placid has never contributed to the school resource officer (SRO) programs and stated that it would be fair that they contribute to the Safe Schools like the other municipalities.

Sheriff Blackman mentioned additional cuts made by the Sheriff's Office. In regards to the $70,000 from the School Board, Sheriff Blackman stated that he believes that money is for mental health, but that he will follow up with Dr. Brenda Longshore, Superintendent of Schools.

Commissioner Elwell stated that the Sheriff's Office has made significant cuts that do not go unnoticed and questioned the Sheriff if his budget could go down any further. Sheriff Blackman stated that cuts can be made, but that services, like the overtime budget used when deputies are asked to patrol an event, will have to be cut as well. Commissioner Elwell asked the Sheriff to take another look. The Commission stated that they appreciate all the Sheriff has done so far.

Bob Germaine, Clerk of Courts, stated that his entire increase comes from the Information Technology (IT) Department and stated that he can bring down IT’s operating budget, which would bring his budget down to $3,993,027. Mr. Germaine stated that he cannot cut his IT Department anymore and still provide the services to the Board and the other Constitutional Officers.

Commissioner Elwell questioned the current balance of the Reserve for Contingency. Mr. Nitz stated that the current balance was $330,370.

Mr. Vosburg stated that there are still $348,000 that they need to make up to balance the budget and stated that they can either proceed by making additional cuts, using fund balance, or increasing the millage. The Commission stated that they do not want to see a millage increase.
Commissioner Elwell suggested staff provide a budget wrap-up on August 21, 2018 at the end of the regular meeting agenda. The Commission concurred.

4. CITIZENS NOT ON THE AGENDA
No participants.

5. COMMISSIONERS
Chairman Harris thanked staff and Constitutional Officers for their hard work.

6. ADJOURN
The meeting was adjourned at 7:03 p.m.
REGULAR MEETING OF THE BOARD, AUGUST 7, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris   Commissioner William R. Handley
   Commissioner Jack L. Richie   Commissioner Don Elwell

Commissioner James L. Brooks was absent from this meeting.

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION
The meeting opened with a prayer by Ansley Woods, Area Director, United Way of Central Florida.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Chairman Harris.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 7</td>
<td>7:00 pm</td>
<td>Construction, Licensing, Enforcement &amp; Appeals Board Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Aug 09</td>
<td>7:00 pm</td>
<td>Public Hearing of Pamela T. Karlson, Code Enforcement Special Magistrate Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Aug 14</td>
<td>3:00 pm</td>
<td>Planning &amp; Zoning Commission &amp; the Local Planning Agency Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Aug 15</td>
<td>10:00 am</td>
<td>Heartland Library Cooperative Governing Board 205 W. Interlake Blvd., Lake Placid, FL</td>
</tr>
</tbody>
</table>

The Central Florida Regional Planning Council will meet tomorrow, Wednesday, August 8, 2018 at 9:30 a.m. at the Career Source Heartland.

5. CONSTITUTIONAL OFFICERS
No report.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

   A. Randy Vosburg, County Administrator: Presentation of Employee of the Quarter for the 2nd Quarter of 2018.
   
   Randy Vosburg, County Administrator, invited the Commission to come forward to recognize the employee of the quarter. Kyle Green, Road & Bridge Director, presented a plaque to Lisa McNew in recognition of being chosen as Employee of the Quarter for the 2nd Quarter of 2018. See SMB 128 Page 1.

   B. Randy Vosburg, County Administrator, and Ansley Woods, Highlands County Area Director: Presentation of United Way Campaign.
   
   Ansley Woods, United Way Area Director for Highlands County, gave a brief presentation on the services provided by United Way and thanked the Board of County Commissioners for being a part of United Way of Central Florida.


7. CONSENT AGENDA

Randy Vosburg, County Administrator, stated that the Commission was provided with a revised agreement for item 7I. Joy Carmichael, County Attorney, stated that the agreement will be sent to the seller for approval and execution, and then come back to the Board for approval and execution.

Commissioner Handley questioned item 7O. Ms. Carmichael addressed his concerns.

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

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


<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,017,678.67</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>84,806.81</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>84,582.13</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>14,600.88</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>6,525.00</td>
</tr>
<tr>
<td>CHIP</td>
<td>6,491.55</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>79.16</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>315.50</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>4,068.70</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>11,302.85</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>1,336.63</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>340,172.06</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>1,015.99</td>
</tr>
</tbody>
</table>

B. Request approval of the minutes from the July 3 and July 17, 2018 Regular Meetings of the Board, and the July 12, 2018 Special Meeting to consider the FY 18/19 Budget. See Clerk of Courts website.

C. Request to approve and accept into record the Court-Related and Other Miscellaneous Funds Revenue and Expenditures Summary, for the Quarter Ended June 30, 2018. See SMB 128 Page 3.

D. Requested approval to declare the radio tower shelter (IRC01003) surplus and for the donation of the shelter to the Florida Forest Service. See SMB 128 Page 4.

E. Request approval to move forward with the sale of five (5) County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements and Deeds. See SMB 128 Page 5 & County Deed file.
F. Request approval to declare excessive fill material along the Sebring Parkway Phase III Project as surplus, to waive the two-step Procedure for Disposable Tangible Personal Property, to authorize the donation of a portion of the material to the South Florida State College and the municipalities, and to authorize the disposal of the remaining material. See SMB 128 Page 6.

G. Request approval of the agreement between Highlands County and Excavation Point, Inc., for the construction of the Crestmore Drive/Washington Street Improvements, Project No. 15012, and ITB No. 18-033, in the amount of $61,436.00. See Excavation Point, Inc. file.

H. Request approval of a resolution to establish a public hearing date of September 17, 2018 to consider closing an unnamed right of way for the Colvin Family Trust and the Boston Mining Company. See Res. Book 29 Page 73 & SMB 128 Page 7.

I. Request to approve and execute an agreement between Highlands County and Goodfellas Land + Citrus LLC regarding the purchase of 0.51 acres for Sebring Parkway Phase III, Project No. 09021. See Sebring Parkway Phase III file & SMB 128 Page 8.

J. Request approval of a budget amendment 17-18-138 to reallocate funds in the amount of $36,640 within Fund 110 (Transportation Trust Fund) for the purchase of three (3) GPS receivers & Data Collectors for Survey Data Collection. See SMB 128 Page 9.

K. Request approval of budget amendment 17-18-139 to purchase replacement computers per the recommended refresh schedule provided by the Clerk’s IT Department. See SMB 128 Page 10.

L. Request approval of budget amendment 17-18-140 to realign budgeted funds with the cost center. See SMB 128 Page 11.

M. Request approval of budget amendment 17-18-141 to appropriate additional funding in cost center 2104 County Administration. See SMB 128 Page 12.


O. Request approval of Agreement for Bond Counsel and Disclosure Counsel Services. See Bryant Miller Olive, P.A. file.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to set the action agenda.

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

A. Casey Hartt, Lead Marketing Consultant: Request approval of the TDC Marketing Plan for FY 18/19.
Casey Hartt, Lead Marketing Consultant, presented the TDC Marketing Plan for FY 18/19.
Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the TDC recommendation for the 2018-2019 Marketing Plan.

Upon roll call, all Commissioners voted aye. The motion carried. *See SMB 128 Page 14.*

**B. Sheriff Paul Blackman: Request for approval and execution of Certifications and Assurances as required by the JAG Local Solicitation Application FY 2018 pertaining to Application Number 2018-H3338-FL-DJ for the project “Behavioral Health Court Support”.*

Randy Vosburg, County Administrator, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the grant application and authorize the execution of Certifications and Assurances as required by the application.

Upon roll call, all Commissioners voted aye. The motion carried. *See SMB 128 Page 15.*

**C. David Nitz, OMB Manager, and Kenya Anderson, Engineering Project Manager: Request approval of an Interfund Loan and accompanying Resolution, pursuant to the Interfund Capital Financing Policy, from the General Fund to the Highlands Park Estates Special Benefit District in the amount of $100,000 and approval of the accompanying Resolution and Budget Amendment 17-18-086.**

David Nitz, OMB Manager, and Kenya Anderson, Engineering Project Manager, presented the request.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the Interfund Loan and accompanying Loan Resolution, pursuant to the Interfund Capital Financing Policy, from the General Fund to the Highlands County Park Estates Special Benefit District in the amount of $100,000 and approval of the accompanying Budget Amendment 17-18-086 and associated Resolution.


**D. Kyle Green, Road & Director: Request approval of a joint funding project between the Florida Park Service and the Highlands County Board of County Commissioners for Vaughn Road Bridge restoration.**

Kyle Green, Road & Bridge Director, presented for discussion the request for approval of a joint funding project between the Florida Park Service and the County for the restoration of the Vaughn Road bridge. Mr. Green stated that the project consists of rebuilding the bridge, and upon completion, the County would be willing to vacate the unpaved portion of the Vaughn Road right-of-way. Chairman Harris questioned Mr. Green’s recommendation. Mr. Green stated that his recommendation would be to tear the bridge out and take it off FDOT’s inventory.

Randy Vosburg, County Administrator, relayed a few points made by the Florida Park Service: 1) the Florida Park Service’s view is that the equestrian park does not have as much potential for use without a connection across the creek; 2) that a connection is needed to be able to conduct law enforcement activities on the other side of the creek; and 3) the partnership with the County and the investment that they have made in the equestrian facility that Highlands County residents and other visitors will benefit from. Mr. Vosburg stated that the Park Service stated that they would like to continue the partnership.

The Commission discussed the issue and expressed their concerns.
Commissioner Elwell made a motion to move to approve the Vaughn Road Bridge restoration project between the Florida Park Service and the Highlands County Board of County Commissioners. Funding for the project will be a 50/50 cost share. Upon completion, the County is willing to vacate the unpaved portion of Vaughn Road and install a new gate at a predetermined location; with a fiscal impact of up to $40,000 from Road & Bridge Cost Center 4102.

Chairman Harris passed the gavel to Commissioner Elwell and seconded the motion.

Mr. Vosburg stated that there will be further action to be taken before the vacation of Vaughn Road can happen.

Upon roll call, all Commissioners voted aye, except Commissioner Handley, who voted nay. The motion carried. See SMB 128 Page 17.

The gavel was passed back to the Chairman.

10. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on several pending items. In regards to the creation of a special benefit district for Oak Manor, Commissioner Elwell questioned if Ms. Carmichael could begin advertising in the newspaper now to avoid additional delays once paperwork is received. Ms. Carmichael stated yes. See SMB 128 Page 18.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 128 Page 19.

Mr. Vosburg presented the Fee Schedule and a fee comparison with other counties, and asked if the Commission had any recommended changes or suggestions. Commissioner Handley suggested revising the sentence in rule #4 of the Building Rental Use Rules to read as follows: All private functions are limited to a total of 8 consecutive hours per day except by prior approval from the Park & Facilities Management Office. In regards to the EMS fee comparison, Commissioner Elwell suggested changing the BLS Emergency fee to $500, the ALS 1 Emergency fee to $550, and the ALS 2 fee to $700. The Commission concurred with the changes. Mr. Vosburg stated that staff does not have any objection to these changes and that this item will be brought back before the Board to allow for Commissioner Brooks’ consideration. See SMB 128 Page 20.

Clinton Howerton, Jr., County Engineer, briefly presented a drainage/precipitation report and stated that the water tables are high now. Mr. Howerton also addressed several areas in the County that have flooding issues. Mr. Vosburg stated that Cindy Rodriguez, with the Southwest Florida Water Management District, will be here on August 21, 2018 to talk about the different studies that have been going on throughout the County and the timeline on those.

Mr. Vosburg provided a new speed limit map indicating the segment where FDOT will be lowering the speed limit, and stated that once the County receives the official correspondence, there’s about a two-week period before signs are posted, and then another two-week period for enforcement of the new speed limit. Commissioner Elwell stated that the problem along US 27 is due to dozens of factors, including older drivers, distracted drivers, and aggressive drivers, and that reducing the speed limit in this area is only a beginning solution that needs to be accompanied by enforcement. See SMB 128 Page 21.
11. **CITIZENS NOT ON THE AGENDA**

Mr. Isaac Fernandez, Ms. Patricia Cox, Ms. Susan Dillow, Mr. Maynard Dillow, and Mr. Frank Giresi, all residents of the Silver Fox area came before the Commission to express their concerns with the flooding of many roads in their area. The Commission discussed the issue in great detail, trying to find some relief for these residents. Kyle Green, Road & Bridge Superintendent, and Clinton Howerton, Jr., County Engineer, addressed their concerns. The Commission advised the residents that the County Engineer is working on a long-term solution for this area and that the County currently cannot provide relief as this area is not County-maintained. Discussion was continued and a consensus was reached to have Mr. Green provide a cost estimate for a quick, one-time fix, and the residents will continue maintenance afterwards, while Mr. Howerton continues to work on a long-term solution.

Mr. Gene Hanford came before the Commission to address his concerns with a blocked drainage easement close to his property. The Commission advised that the area Mr. Hanford is referring to is not a County easement and that it belongs to the subdivision, and that at the moment the only thing that can be done is to site the property owner who blocked the drainage easement, if it is deemed a nuisance. The County Engineer will obtain the property address and work with the legal department on this issue.

Mr. Dwight Griffin came before the Commission to address his concerns with the trash not being picked up on the designated day in the Highlands Ridge area. Chairman Harris stated that the County Landfill was shut down for 2 hours, four days in a row, for safety purposes, and that this affected the ability for Waste Connections to fulfill the pick-ups. Mr. Griffin stated that many roads inside Highlands Ridge are also seeing some flooding. The County Engineer stated that those roads are privately maintained. Mr. Griffin stated that he would get with Highlands Ridge Holdings to voice his concerns with them.

Mr. Ted Huguenin came before the Commission to address the water issues on his property and questioned if the County ever sent a letter to the Public Service Commission on his behalf. The County Administrator stated that when Mr. Huguenin provided the water filter to the Commission, staff worked with the Highlands County Health Department to have them look into this issue. Chairman Harris suggested that Mr. Huguenin call the Public Service Commission again. James Wolfehope, Environmental Supervisor with the Highlands County Health Department, stated that he has already spoken to Mr. Huguenin about his water and stated that this well belongs to the Florida Department of Environmental Protection (FDEP) and that the Health Department does not have any jurisdiction over it. Mr. Wolfehope also suggested that Mr. Huguenin contact FDEP.

12. **COMMISSIONERS**

- **Commissioner Richie:** Commissioner Richie commented on the Caladium Festival that took place this past weekend.
- **Commissioner Elwell:** No report.
- **Commissioner Handley:** No report.
- **Commissioner Harris:** Commissioner Harris stated that he was signing a Letter of Support, on behalf of the Highlands County Board of County Commissioners, for the Florida Heartland Economic Region of Opportunity, Inc. (FHERO) Rural Development Grant application that is being submitted to the Department of Economic Opportunity. Meghan DiGiacomo, Economic Development Manager, commented on the support provided by FHERO. See SMB 128 Page 22.

13. **ADJOURN**
The meeting was adjourned at 12:39 p.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

Commissioner R. Greg Harris
Commissioner James L. Brooks
Commissioner Jack L. Richie
Commissioner William R. Handley
Commissioner Don Elwell

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCAITION: Reverend Richard Norris, Trinity Lutheran Church, Lake Placid.
The meeting opened with a prayer by Rev. Richard Norris, with the Trinity Lutheran Church in Lake Placid.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Handley.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 23</td>
<td>12:00 pm</td>
<td>Highlands County Health Facilities Authority 368 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Aug 23</td>
<td>1:15 pm</td>
<td>Highlands Hospital District Board Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Aug 28</td>
<td>8:00 am</td>
<td>Healthy Families Highlands Advisory Board Subcommittee of Children's Services Council Highlands County Health Dept., 7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Aug 30</td>
<td>8:15 am</td>
<td>Tourist Development Council Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Highlands Soil & Water Conservation District Board will meet today at 3:00 p.m. at the Bert J. Harris Agricultural Center.

The Heartland Crime Stoppers Board will meet on Monday, August 27, 2018 at 5:15 p.m. at the Polk County Sheriff's Office.

5. CONSTITUTIONAL OFFICERS
No report.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:
   A. Chairman Greg Harris: Request approval of a Proclamation recognizing Sunday, September 9, 2018 as “National Grandparents Day” in Highlands County.

Chairman Harris read the Proclamation into the record.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation recognizing September 9, 2018 as “National Grandparents Day” in Highlands County.

B. Cindy Rodriguez, Sr. Government Affairs Program Manager/Southwest Florida Water Management District: Jack Creek Study Update.

Ms. Cindy Rodriguez, Sr. Government Affairs Program Manager with the Southwest Florida Water Management District, came before the Commission to present the Jack Creek Watershed Management Plan Update and addressed concerns raised by the Commission. Ms. Rodriguez introduced Mr. Ahmed Hamed, Professional Engineer with the Southwest Florida Water Management District, and stated that he was the project manager for the Jack Creek Study.


7. CONSENT AGENDA

Randy Vosburg, County Administrator, stated that item 7H (agreement between Highlands County and Robert Matthew Sherwood) has been revised and a revised agreement was presented to the Board. Clinton Howerton, County Engineer, addressed the changes made to the agreement.

Mr. Vosburg provided copies of the Comcast Master Service Agreement and Sales Order form (item 7N) to the Commission and stated that the whole agreement was not available in the agenda packet due to network and security sensitive portions within the agreement.

In regards to item 7O (small cell and distributed antenna system structures), Commissioner Handley questioned when an ordinance would be put in place. Joy Carmichael, County Attorney, and Mr. Howerton stated that they have a good model to follow and will work together on this issue.

In regards to item 7P (County owned properties), Commissioner Handley stated that this item brings to mind that there are issues with the lands available and customers not being able to get a payoff amount from the Tax Collector due to a software issue, and questioned if there was anything staff could do to expedite this process. Eric Zwayer, Tax Collector, stated that his office can provide a payoff number, but that it is not available online at the moment. Mr. Zwayer stated that the new software will work better once they work through all the issues, and stated that he apologizes for the delays.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda as amended. Upon roll call, all Commissioners voted aye. The motion carried.


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>165,244.80</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>94,554.12</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>172,929.57</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>39,583.87</td>
</tr>
<tr>
<td>SHIP</td>
<td>871.03</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>498.92</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>3,583.98</td>
</tr>
<tr>
<td>BUILDLING FUND</td>
<td>1,858.35</td>
</tr>
<tr>
<td>FIRE ASSESSMENT FUND</td>
<td>7.99</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>18,411.44</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>770.59</td>
</tr>
<tr>
<td>EMPLOYEE BENEFIT FUND</td>
<td>1,751.10</td>
</tr>
</tbody>
</table>

082118REG
B. Request approval of the minutes from the July 30, 2018 Budget Workshop and the August 7, 2018 Regular Meeting of the Board. See Clerk of Courts website.


D. Request reappointment of one member and appointment of two new members to the Historic Preservation Commission. See SMB 128 Page 26.

E. Request approval for the appointment of Henry "Hank" Crutchfield III to the position of "Agricultural Representative" to the Natural Resources Advisory Commission. See SMB 128 Page 27.

F. Request approval of the appointment of Jeffrey L. Roth to the Hospital District Board, representing District 1. See SMB 128 Page 28.


H. Request to approve and execute an agreement between Highlands County and Robert Matthew Sherwood regarding the purchase of a Drainage Easement for Sebring Parkway Phase III, Project No. 09021. See Sebring Parkway Phase III file.

I. Request approval of an Interfund Loan and accompanying Resolution, pursuant to the Interfund Capital Financing Policy, from the Solid Waste Fund to the Thunderbird Road Wastewater Special Benefit District in the amount of $50,000. See Res. Book 29 Page 79 & SMB 128 Page 30.


K. Request approval of a one (1) year renewal of 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. See Evok Advertising & Design, Inc. file.


M. Request acceptance of Residential Substance Abuse Treatment (RSAT) Program FY 17-18 grant award and approval of budget amendment 17-18-153 and Resolution. See SMB 128 Page 31 & SMB 128 Page 31.

N. Request approval of the Comcast Enterprise Services Master Services Agreement (MSA) and related Comcast Enterprise Services Sales Order Form. See Comcast file.

O. A Resolution of the Board of County Commissioners of Highlands County, Florida, extending a temporary cessation of accepting and approving applications for installation of small cell and distributed antenna system (das) structures in road rights-of-way pending revision of the code of ordinances, Highlands County, Florida, to properly address the siting and installation of these structures in road rights-of-way; providing for severability and an effective date. See Res. Book 29 Page 82 & SMB 128 Page 32.
P. Request approval to declare 30 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process. See SMB 128 Page 33.

Q. Request approval of Budget Amendment 17-18-146 for 3rd quarter reemployment charges. See SMB 128 Page 34.

R. Request approval of Budget Amendment 17-18-148 and associated Resolution to record additional funding, to recognize SHIP program income and realign accounts to provide for SHIP program expenses. See Res. Book 29 Page 83 & SMB 128 Page 35.

S. Request for consideration of temporary employee for longer than six months and budget amendment 17-18-149 to reallocate funds in Cost Center 4101 (Engineering Services), Account No. 51200 (Regular Salaries & Wages) to Account No. 51300 (Other Salaries & Wages) in the amount of $7,000. See SMB 128 Page 36.

T. Request to approve budget amendment 17-18-155 to realign funding within cost center 5200 to purchase a computer for the Community Program Director, in the amount of $1,200. See SMB 128 Page 37.


8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.

9. PUBLIC HEARINGS
Randy Vosburg, County Administrator, stated that staff would like to move items 9D and 9E under 9A, as the three items are related.

A. Clinton Howerton, Jr., County Engineer: Request to approve a Resolution for a realignment of Bramblewood Road, and to vacate a portion of Broadway Avenue, a portion of Hampton Terrace and a portion of Sunset Drive.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Mr. Howerton presented a revised Resolution as requested by the applicant.

Attorney Mike Swaine, representing the applicant, stated that the applicant understands that the existing Bramblewood Road is to stay open until all permits are in place, and that once construction commences and they close Bramblewood Road, they have 12 months to complete the realignment, and that the proposed resolution calls for the applicant to provide a completion bond to the County, should something happen and the project is not finished. Mr. Swaine also stated that his client is aware that the road must be rebuilt up to County standards.
Mr. Matt Cason, with Concept Companies, addressed the project. Commissioner Handley questioned the amount of the bond. Mr. Cason stated that the amount will be determined in working with the County Engineer, and that construction will not commence until all permits are in place and the bond is recorded. Mr. Swaine stated that the proposed Resolution calls for a bond amount acceptable to the County.

Commissioner Richie made a motion to move to approve the realignment of Bramblewood Road, and the vacation of a portion of Broadway Avenue, a portion of Hampton Terrace, and a portion of Sunset Drive, as described in the attached Resolution to be vacated, abandoned, discontinued, closed and all rights of the County and the public in and to the section of the road and any lands in connection therewith be and they are hereby renounced and disclaimed.

Commissioner Brooks questioned the County Attorney if further language was required for this item. Mr. Carmichael stated that the County would want the conveyance of the property to occur at the time that the bond is posted. Mr. Swaine stated that the deed will be transferred at the time preferable by the County Attorney, and that the question is if the County would want the permits pulled in their name or the developer’s name. Mr. Swaine also stated that they would like for the motion to reflect the revised Resolution presented today, and requested that the caption of the Resolution be read into the record.

Commissioner Richie read the caption of the proposed Resolution into the record as part of his motion.

A Resolution of the Board of County Commissioners of Highlands County, Florida, providing for vacation of portions of platted rights-of-way and of a public right-of-way named Bramblewood Road; for the conveyance to the County of an interest in real property; for the construction of a paved road that provides for realignment of Bramblewood Road as a public right-of-way on that deeded property.

Ms. Carmichael requested that the motion include further language more specifically pertaining to the bond, and read into the record the proposed language. (Please see video at www.hcclerk.org for detailed language.)

Commissioner Brooks seconded the motion as stated and amended.

Ms. Carmichael stated that the County wants the conveyance of the property after construction is complete.

Commissioner Elwell stated that he dislikes when items are brought before the Board last minute with changes that are far from minor.

Attorney John K. McClure, representing Palmer Electric, requested that the Commission include in their motion contingency language that would preserve their right to the road. Mr. Swaine stated that the language is included in the proposed resolution. Mr. John Payne, with Palmer Electric, addressed the Board.

Commissioner Richie requested a clarification on the motion, stating that too much was discussed and he would like to have a clear idea of everything that was discussed.

Mr. Vosburg suggested that the County Engineer, the County Attorney, and the applicant get together briefly to craft something comfortable for everyone involved. The Commission concurred.

Commissioner Richie withdrew his motion. Commissioner Brooks withdrew his second.

This item was placed on hold to allow time for the parties to come up with a Resolution agreeable to all.
B. Joedene Thayer, Planning Supervisor, & Chris Grandlienard, Planner I: Public hearing to consider adoption of Small Scale Comprehensive Plan Land Use Amendment, CPA-18-552SS, for approximately 6.63 acres from “Agriculture” to “Commercial.”

C. Joedene Thayer, Planning Supervisor, & Chris Grandlienard, Planner I: Public hearing to consider adoption of P&Z Hearing No. 2033, changing the Official Zoning Atlas for approximately 6.63 acres from Agricultural District (AU) to Business District (B-3).

Joedene Thayer, Planning Supervisor, and Chris Grandlienard, Planner I, presented the request and requested to open both public hearings, 9B and 9C, at the same time. These public hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Thayer questioned if any of the commissioners held ex parte communications concerning these hearings. All commissioners stated no. Ms. Thayer read the captions of the proposed Ordinance and Resolution into the record.

Mr. Bill Drost, with Century Storage, applicant, addressed their request.

Ms. Thayer read into the record the recommended motion for CPA-18-552SS.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, as read into the record by Ms. Thayer.

Upon roll call, all Commissioners voted aye. The motion carried. See CPA file & Ordinance Book 17.

Ms. Thayer read into the record the recommended motion for P&Z Hearing No. 2033.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, as read into the record by Ms. Thayer.

Upon roll call, all Commissioners voted aye. The motion carried. See Zoning Change file & Res. Book 29 Page 86.

BREAK: 10:36 a.m. to 11:36 a.m.


E. Linda Conrad, Zoning Supervisor, & Joedene Thayer, Planning Supervisor: Public hearing to consider adoption of P&Z Hearing No. 2031, changing the Official Zoning Atlas for approximately 100 acres from Business District (B-3) and Mobile Home Parks District (M-2) to RV Park with a Flexible Unit Development District (RV Park FUD).

These public hearings were heard after the action agenda.

10. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to set the action agenda as presented.

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

LaTosha Reiss, Emergency Management Manager, presented the 2018 Comprehensive Management Plan.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to accept by Resolution, the 2018 Comprehensive Emergency Management Plan.

Upon roll call, all Commissioners voted aye. The motion carried. See Emergency Management file.

B. Clinton Howerton, Jr., County Engineer, and Kenya Anderson, Engineering Project Manager: Request approval of the Local Agency Program (LAP) Agreement between the State of Florida Department of Transportation (FDOT) and Highlands County, for the design, construction, and Construction Engineering Inspection (CEI) of an 8 foot wide multi-use path on the west side of Memorial Drive from Pompano Drive to Sebring Parkway, for an approximate distance of 7,500 linear feet in the total grant amount of $1,520,457.00, in conjunction with Budget Amendment 17-18-143 and the accompanying resolution.

Kenya Anderson, Engineering Project Manager, presented the FDOT Local Agency Program agreement and requested that the proposed Budget Amendment not be approved today, but brought back at a future meeting.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to approve the Local Agency Program (LAP) agreement between the State of Florida Department of Transportation (FDOT) and Highlands County, for the design, construction, and Construction Engineering Inspection (CEI) of an 8 foot wide multi-use path on the west side of Memorial Drive from Pompano Drive to Sebring Parkway, for an approximate distance of 7,500 linear feet in the total grant amount of $1,520,457.00, in conjunction with the accompanying resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See FDOT file & Res. Book 29 Page 88.

C. Kyle Green, Road & Bridge Director: Request approval of the Public Right of Way Improvement, Right of Entry and Indemnification Agreement and Program.

Kyle Green, Road & Bridge Director, presented the request and stated that this program gives citizens an avenue where they can pay out of their pockets 100% of the improvement of a non-maintained public right-of-way. Mr. Green stated that staff mirrored the program from another County and made a few adjustments to fit Highlands County.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the Public Right of Way Improvement, Right of Entry and Indemnification Agreement and Program as well as approve authorization for the County Administrator or his/her designee to approve all Public Right of Way, Right of Entry and Indemnification agreements with a threshold up to $7,500. All proposed agreements above the $7,500 threshold, however, would require Board approval.

Public input was received from Patricia Cox.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 128 Page 39.

D. Clinton Howerton, Jr., County Engineer: Request approval of a Resolution to establish a Public Hearing date of October 2, 2018 to consider closing a portion of San Juan Ave.

Randy Vosburg, County Administrator, presented the request.
Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to adopt the Resolution to set the public hearing date as October 2, 2018, to consider the request to close that portion of San Juan Avenue as described in the attached petition.


E. Randy Vosburg, County Administrator: Request approval of Budget Amendment 17-18-144 to transfer funding from Reserve for Contingency to the Human Resources needed to pay for additional legal fees related to the EMS and Fire union establishment.

Randy Vosburg, County Administrator, presented the request.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve Budget Amendment 17-18-144 to provide additional funding in cost center 2107 – Human Resources.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 128 Page 41.

F. Randy Vosburg, County Administrator: Request approval of Budget Amendment 17-18-147 to transfer funding from Reserve for Contingency to Natural Resources to provide funding for the Lake Josephine tussock removal.

Randy Vosburg, County Administrator, presented the request.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve Budget Amendment 17-18-147 to provide additional funding in cost center 6303 – Natural Resources for tussock removal.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 90 & SMB 128 Page 42.

At this moment, the Commission re-opened public hearings 9A, 9D, and 9E.

9A. Clinton Howerton, Jr., County Engineer: Request to approve a Resolution for a realignment of Bramblewood Road, and to vacate a portion of Broadway Avenue, a portion of Hampton Terrace and a portion of Sunset Drive.

Clinton Howerton, Jr., County Engineer, presented a revised proposed Resolution agreeable to all parties involved and stated that the Resolution takes care of all the issues brought forward this morning.

Joy Carmichael, County Attorney, stated that the recommended motion would be to approve the Resolution titled in the handout.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move approval of the recommended motion.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 91 & SMB 128 Page 43.

9E. Linda Conrad, Zoning Supervisor, & Joedene Thayer, Planning Supervisor: Public hearing to consider adoption of P&Z Hearing No. 2031, changing the Official Zoning Atlas for approximately 100 acres from Business District (B-3) and Mobile Home Parks District (M-2) to RV Park with a Flexible Unit Development District (RV Park FUD).

Joedene Thayer, Planning Supervisor, presented the request and requested to open both public hearings, 9D and 9E, at the same time. These public hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Thayer questioned if any of the commissioners held ex parte communications concerning these hearings within the past 30 days. Commissioner Richie, Commissioner Elwell and Commissioner Harris stated no. Commissioner Brooks stated that he was involved in a discussion with the County Attorney, the County Engineer, and Attorney Mike Swaine in regards to the roads. Commissioner Handley stated that he had discussions with Mr. Carl Cool in regards to the new road.

Ms. Thayer read the captions of the proposed ordinance and resolution into the record.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the ordinance.

Upon roll call, all Commissioners voted aye. The motion carried. See CPA file & Ordinance Book 17.

Ms. Thayer read into the record the recommended motion for P&Z Hearing No. 2031.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the Resolution as read into the record.

Upon roll call, all Commissioners voted aye. The motion carried. See Zoning Change file & Res. Book 29 Page 92.

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on the Oak Manor pending item. Commissioner Elwell requested that, in the future, the assistant county attorney be present when Ms. Carmichael is away from the meeting, for example today with the Bramblewood issue. See SMB 128 Page 44.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update

Randy Vosburg, County Administrator, presented the County's updated list of pending items/projects. Clinton Howerton, Jr., County Engineer, addressed the Sebring Parkway Phase II and Phase III timelines and updates. See SMB 128 Page 45.

C. Update on Status of FY 2019 Proposed Budget.

Randy Vosburg, County Administrator, stated that the Sheriff has made an additional cut of $155,000 to his budget, and that he has met with the Court Administrator and Judge Cowden, and with the State Attorney’s Office in regards to the Court Tech funding.

David Nitz, OMB Manager, introduced Ms. Shannon Simpson as the newest member of the Budget Office, and gave a brief presentation on the FY 2018/2019 Proposed Budget. See SMB 128 Page 46.
In regards to the Court Technology item, Mr. Vosburg stated that the State Attorney and Court Administrator voiced that this funding request is a definite need, and that staff took a look at where funding could be diversified from.

After discussion, Mr. Vosburg stated that staff will proceed with preparing the FY 18/19 budget using 8.55 mils for the millage and plugging in roughly $3.6 million from Fund Balance. The formal budget adoption hearings for the tentative budget and final adopted budget have been scheduled for Thursday, September 6, 2018 at 5:30 p.m. and Tuesday, September 18, 2018 at 5:30 p.m., respectively.

Mr. Vosburg stated that the Town of Lake Placid has committed $25,000 of the requested $75,000 to the Safe Schools program.

Mr. Vosburg gave a brief update on the FEMA reimbursements.

Mr. Vosburg stated that Commissioner Richie has been selected as part of the leadership team for the Florida Association of Counties and that he will be on the Finance, Tax & Administration Committee Group.

Mr. Vosburg introduced Ms. Dawn Ritter, the new Lakes Manager for the County. Ms. Ritter will be working on the Istokpoga Marsh Watershed Improvement District (IMWID) project and Mr. Vosburg gave a brief update related to phase II of said project.

In regards to the merit Cost of Living Adjustment (COLA), Mr. Vosburg stated that residual funds will be used to “decompress” employees that have had longevity and a positive work history.

12. CITIZENS NOT ON THE AGENDA
Ms. Lenné Goslin came before the Commission to address her concerns with a drainage easement that is between her property (1528 Rutledge Ave) and the neighboring property (1530 Rutledge Ave), and stated that all the water from the entire block converges between the two houses and that they are already seeing some eroding. Ms. Goslin questioned if the County could help correct this problem. Jared Langford, Assistant County Engineer, addressed the issue and stated that he has already discussed several options with the homeowners. The homeowners believe the County allowed the builder to create this issue and do not want to add a swale or pipes. The County Attorney stated that the issue sounds like a matter that should be taken up with the building contractor. Commissioner Handley stated that to get rid of the water, the homeowner could pipe all around to the back of the house and send the water down to the creek, and that this was not the responsibility of the County.

13. COMMISSIONERS

- Commissioner Richie: No report.
- Commissioner Elwell: No report.
- Commissioner Handley: No report.
- Commissioner Brooks: Commissioner Brooks thanked staff for all their hard work in putting together the budget and thanked the Constitutional Officers for working together with the County on the budget.
- Commissioner Harris: Commissioner Harris echoed Commissioner Brooks’ comments.

14. ADJOURN
The meeting was adjourned at 12:43 p.m.
REGULAR MEETING OF THE BOARD, SEPTEMBER 4, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner James L. Brooks
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner Don Elwell

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
   The meeting opened with a prayer by Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Brooks.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 06</td>
<td>5:30 pm</td>
<td>Public Hearing to consider FY 18/19 Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 11</td>
<td>3:00 pm</td>
<td>Public Hearing – Zoning Board of Adjustment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 11</td>
<td>7:00 pm</td>
<td>Construction, Licensing, Enforcement and Appeals Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 12</td>
<td>7:30 am</td>
<td>Industrial Development Authority &amp; Economic Development Commission</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Jacaranda, 19 E. Main Street, Avon Park, FL</td>
</tr>
</tbody>
</table>

   Susie Bishop, Executive Director of the Highlands Soil & Water Conservation District, thanked the Commission for their partnership with the Highlands Soil & Water Conservation District, and stated that they were recently recognized as #1 Soil & Water Conservation District in Florida.

5. CONSTITUTIONAL OFFICERS
   Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, asked that we keep in prayer those in the path of Tropical Storm Gordon.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:
   A. County Administrator Randal Vosburg: Presentation of Years of Service Awards.
      Randy Vosburg, County Administrator, invited the Commission to come forward and recognize the following employees for their years of service to Highlands County: Mr. Perry Waldron and Mr. Chris Benson. Mr. Vosburg presented an award to Mr. Benson in recognition of his 10 years of service to the County. Kyle Green, Road & Bridge Director, presented an award to Mr. Waldron in recognition of his 30 years of service to the County. See SMB 128 Page 47.
7. **CONSENT AGENDA**

Randy Vosburg, County Administrator, presented an updated list of the waived fees for the use of County facilities. Commissioner Handley questioned if the Commission thought a minimal fee ought to be charged to cover electricity and clean-up when these facilities are being used by the groups requesting a waiver. The Commission addressed their concerns. Rick Fleeger, Parks & Facilities Superintendent, stated that this was not a burden on County staff, as each group did their own clean-up, and stated that the Boys and Girls Club helped paint the Desoto Community Center and regularly take care of the grounds. The Commission concurred to keep the requests as presented.

Public input was received from Bill Youngman. Kyle Green, Road & Bridge Director, addressed his concerns in regards to item 7P, explaining the use of the grant.

Commissioner Brooks made a motion and Commissioner Richie 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 September 4, 2018.** See Check Report file.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>657,689.88</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>21,124.34</td>
</tr>
<tr>
<td>CONSERVATION TRUST FUND</td>
<td>4,977.00</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>22,477.78</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>25,176.22</td>
</tr>
<tr>
<td>SHIP</td>
<td>16,092.98</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>43.48</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>311.13</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>1,300.00</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>199.36</td>
</tr>
<tr>
<td>BUIDLING FUND</td>
<td>262.01</td>
</tr>
<tr>
<td>HCISSR LTD CAPITAL FUND</td>
<td>25,388.00</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>34,460.21</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>36.07</td>
</tr>
</tbody>
</table>

**B. Request to remove the road name of Breeze By Way and continue the road name of Panther Place through the 90° curve to the end of the roadway.** See SMB 128 Page 48.

**C. Request approval to move forward with the sale of four (4) County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements and Deeds.** See SMB 128 Page 49.

**D. Request to extend Waiver of Fees for Boy Scout Troop 808 for Rental of the DeSoto Community Center for Fiscal Year 2018-2019.** See SMB 128 Page 50.

**E. Request to extend Waiver of Fees and liability insurance coverage for the Leisure Lakes Home Owners Civic Association for rental of the H.L. Bishop Park Clubhouse for Fiscal Year 2019.** See SMB 128 Page 51.

**F. Request approval to extend Waiver of Fees for Nu-Hope Elder Care Services, Inc. for the rental of the Agri-Civic Center Auditorium for Fiscal Year 2018-2019.** See SMB 128 Page 52.

H. Request approval to extend Waiver of Fees for Ridge Area ARC & Special STARS (affiliated with the ARC) for the rental of the Agri-Civic Center Auditorium and the Conference Rooms for Fiscal Year 2018-2019. See SMB 128 Page 54.

I. Request to approve and execute and agreement between Highlands County and the Highlands County Hospital District regarding Improvements to County Road 17 for Sebring Parkway Phase II, Project #01101, from DeSoto Road to US 27. See Highlands County Hospital District file.

J. Subordination of Right of Reversion for Mason's Ridge. See Mason's Ridge file.

K. Request approval of budget amendment 17-18-137 transferring funds from cost center 2107 (Human Resources) to 2109 (Public Information). See SMB 128 Page 55.


N. Request approval of Budget Amendment 17-18-161 to set up funding for Lake Grassy Building Repairs project and for Extension Office Remodeling & Expansion project from FY 17/18 funds set aside for County facility improvements. See SMB 128 Page 58.


P. Request approval to accept the Highlands County Hurricane Irma EWP Grant and Agreement between the United States Department of Agriculture (USDA) and Natural Resources Conservation Service (NRCS) to provide technical and financial assistance to Highlands County Board of County Commissioner (Sponsor) for implementation of recovery measures, that, if left undone, pose a risk to life and/or property (EWP Project #5072). See USDA file.

Q. Request to approve Amendment II to CAC 23 contract. See Children’s Advocacy Center file.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to request approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.
9. PUBLIC HEARINGS

A. Clinton Howerton, Jr., County Engineer: Proposed ordinance amending Article VI of Chapter 7 pertaining to temporary car tent sales and adding Article VII to Chapter 7 pertaining to temporary off-premises sales.

Linda Conrad, Zoning Supervisor, presented the request and read the caption of the proposed Ordinance into the record. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Commissioner Elwell stated that this public hearing was in relationship to tent sales and that due to the conflict with his current employer, he was removing himself from any discussions or possible actions, and stated that he would leave the meeting room. Joy Carmichael, County Attorney, advised that he not leave the room, but to refrain from discussion or action. Commissioner Elwell submitted a Memorandum of Voting Conflict form to the Clerk to become part of the permanent record.

Ms. Conrad presented the proposed amendments to the Ordinance. The Commission expressed their concerns.

The following amendments were made to the proposed Ordinance:

Subsection (b) (10) under Section 1 was amended to read: Provide a list of the motor vehicles proposed to be sold including vehicle identification numbers and the market value of each vehicle.

The last sentence in subsection (21) under Section 3 was amended to read as follows: The copy of a notice or notices will be in a form approved by the County Administrator that informs potential purchasers of motor vehicles that a surety bond has been issued in connection with the Seller’s permit to conduct business in Highlands County and that complaints pertaining to the purchases of motor vehicles may be filed with the person issued the permit at that person’s permanent address, that is stated on the notice.

Before going into Section 10 of the proposed Ordinance, in regards to the addition of Article VII – Permit required for temporary, off-premises sales of merchandise, Joy Carmichael, County Attorney questioned if the Commission would like to consider the ordinance pertaining to car tent sales, as Commissioner Elwell would not have a conflict in considering the other ordinance pertaining to temporary off-premises sales, and that the two ordinances could be handled separately.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve the car tent sale ordinance as presented.

Public input was received from Bill Youngman.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried.

Ms. Conrad continued with Section 10 of the proposed Ordinance (the addition of Article VII – Permit required for temporary, off-premises sales of merchandise). The Commission expressed their concerns.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the tent sale ordinance as presented.

Upon roll call, all Commissioners voted aye. The motion carried.
Ms. Carmichael, as a point of order, stated that there were two ordinances, the first titled car tent sale ordinance and the second one titled temporary off-premises sales ordinance.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the temporary off-premises sales ordinance as presented.

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

For clarification, Commissioner Elwell stated that he withdrew his first motion and Commissioner Handley withdrew his second.

Ms. Carmichael gave a general explanation of how the sales tax are collected. See Ordinance Book 17, Proof of Publication file & SMB 128 Page 60.

10. ACTION AGENDA
There were no action items to consider.

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log
Joy Carmichael, County Attorney, presented the County Attorney’s file log. Commissioner Handley questioned the Oak Manor issue. Ms. Carmichael stated that they have received signatures from residents and are waiting for two more. Commissioner Handley questioned item #19 in regards to the Lorida School House property. Suzanne Hunnicutt, Capital Projects Manager, stated that this item will come before the Board at the next meeting and said that the Wesleyan Church and the First Baptist Church of Lorida have expressed interest and have agreed to split the property if the County would consider selling to them at the nominal cost. See SMB 128 Page 61.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update
Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 128 Page 62.

Mr. Vosburg questioned if the Commission would like to hold a workshop with Waste Connections to address several topics and pointed out those topics addressed by the commissioners individually: recycling and recycling options, pick-up alternatives, equipment, building improvements, commercial accounts, ideas for when landfill is closed, and contract compliance. Mr. Vosburg stated that he planned to send this list of matters, that the Commission would like addressed, to Waste Connections. Commissioner Elwell added roll-offs and complaints to the list. The Commission concurred to meet with Waste Connections possibly in October.

Mr. Vosburg addressed the upcoming meetings:
– Thursday, September 6, 2018 – First Budget Public Hearing – 5:30 p.m.
– Tuesday, September 18, 2018 – Regular Meeting – 9:00 p.m.
– Tuesday, September 18, 2018 – Final Budget Public Hearing – 5:30 p.m.

Mr. Vosburg also informed the Board that the Department of Environmental Protection would like to meet with the Board in regards to the Istokpoga Marsh Watershed Improvement District project and will let the Commission know if the Improvement District would like to meet in a one-on-one setting or in a group meeting. Mr. Vosburg stated that staff has sent a request for additional funding to FDEP and this created the need for a meeting.
12. **CITIZENS NOT ON THE AGENDA**
   No participants.

13. **COMMISSIONERS**
   - Commissioner Richie: No report.
   - Commissioner Elwell: No report.
   - Commissioner Handley: No report.
   - Commissioner Brooks: No report.
   - Commissioner Harris: No report.

14. **ADJOURN**
    The meeting was adjourned at 10:29 a.m.
PUBLIC HEARING OF THE BOARD TO CONSIDER THE 2018/2019 BUDGET

SEPTEMBER 6, 2018

1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner Don Elwell
   Commissioner Jack L. Richie
   Commissioner William R. Handley
   Commissioner James L. Brooks

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts; and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
   The meeting opened with a prayer by Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Handley.

4. Public Hearing statement (read by Chairman) to identify the millage rate and the purpose of the Public Hearing.
   Chairman Harris read the statement to identify the millage rate and the purpose of the public hearing. A copy of the notice of the public hearing was provided to the Clerk to become part of the permanent record. See SMB 128 Page 64.

5. Budget presentation by staff.
   David Nitz, OMB Manager, gave a brief presentation on the proposed budget for FY 18/19. See SMB 128 Page 65.

6. Public Hearing open to public input, discussion and comments.
   Chairman Harris opened the floor to the public. Input was not provided.

7. Motions for Resolutions for the adoption of the FY 2018-2019 Budget:
   A. Millage Adoption Resolution
      Commissioner Richie read the Resolution into the record.

      Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Resolution as read.

      Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 112.

   B. Tentative Budget Resolution
      Commissioner Brooks read the Resolution into the record.
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve the Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 113.

C. Adoption of Special Benefit Districts’ Assessments Budget Resolution
Chairman Elwell read the Resolution into the record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 114.

Randy Vosburg, County Administrator, stated that the final public hearing for adoption of the FY 2018/2019 Budget will be held on September 18, 2018 at 5:30 p.m. and stated that the advertising will be in the local newspaper. The Commission thanked the staff for their hard work and the Constitutional Officers for their support.

8. ADJOURN
The meeting adjourned at 5:48 p.m.
REGULAR MEETING OF THE BOARD, SEPTEMBER 18, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner Jack L. Richie
   Commissioner Don Elwell
   Commissioner James L. Brooks
   Commissioner William R. Handley

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Maria Brenes, Deputy Clerk.

2. INVOCATION:
The meeting opened with a prayer by Rev. Wayne Godwin, with the First Baptist Church of Lorida.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Elwell.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 18</td>
<td>10:30 am</td>
<td>Negotiations between HCBCC, HC Professional EMS &amp; Fire, IAFF 5147</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL - CANCELLED</td>
</tr>
<tr>
<td>Sept 18</td>
<td>12:00 pm</td>
<td>Highlands County Health Facilities Authority</td>
</tr>
<tr>
<td></td>
<td></td>
<td>City of Sebring Council Chambers, 368 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 18</td>
<td>5:30 pm</td>
<td>Final Budget Public Hearing to consider the FY 18/19 Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 21</td>
<td>8:30 am</td>
<td>Highlands County Health Facilities Authority</td>
</tr>
<tr>
<td></td>
<td></td>
<td>City of Sebring Council Chambers, 368 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Sept 27</td>
<td>8:15 am</td>
<td>Tourist Development Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

Randy Vosburg, County Administrator, stated that an item will be added to the action agenda relating to the reimbursement agreement between the Highlands County Health Facilities Authority, Sebring Senior Living, Inc., and Highlands County. The document is also available on the County’s website at www.hcbcc.net.

The negotiations meeting between Highlands County and EMS & Fire listed above has been cancelled.

The Highlands Soil & Water Conservation District will meet today at 3:00 p.m. in room 3 of the Ag Center.

The Heartland Regional Transportation Planning Organization will meet on Wednesday, September 19, 2018 at 10:00 a.m. in the Board room.

The Heartland Crime Stoppers Board will meet on Monday, September 24, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office.

5. CONSTITUTIONAL OFFICERS
No report.
6. **RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:**
   
   **A. Penny Ogg, Supervisor of Elections: Request approval of a Proclamation recognizing Election Day Officials.**
   
   Penny Ogg, Supervisor of Elections, thanked everyone involved in the Election Day process and read the Proclamation into the record.
   
   Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move approval to adopt a Proclamation in recognition of the contributions made by Election Day Officials.
   
   
7. **CONSEC AGENDA**

   Commissioner Richie made a motion and Commissioner Brooks 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 September 18, 2018.** See Check Report file.
   
<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>172,762.32</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>47,661.68</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>179,792.91</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>14,401.19</td>
</tr>
<tr>
<td>COMM DEVELOPMENT BLOCK</td>
<td>396,463.50</td>
</tr>
<tr>
<td>SHIP</td>
<td>1,047.27</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>56.80</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>5,219.94</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>1,192.37</td>
</tr>
<tr>
<td>FIRE ASSESSMENT FUND</td>
<td>.47</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>32,168.90</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>58,616.14</td>
</tr>
</tbody>
</table>

   **B. Request approval of the minutes from the August 21, 2018 and September 4, 2018 Regular meetings of the Board, and the September 6, 2018 Public Hearing of the Board to consider the FY 2018/2019 Budget.** See Clerk of Courts website.

   **C. Request approval to adopt an amended 2019 Holiday Schedule.** See SMB 128 Page 67.

   **D. Re-appointment and appointment of Natural Resources Advisory Commission (NRAC) members.** See SMB 128 Page 68.

   **E. Request approval of five (5) Hospital District Board grant agreements for FY 2018-2019.** See Highlands County Hospital District file & SMB 128 Page 69.

   **F. Request approval of Interlocal Agreement between Highlands County, Florida, and the Town of Lake Placid, Florida, for the provision of planning services.** See Town of Lake Placid file.
G. Request approval of the Interlocal Agreement between Highlands County and the City of Sebring for utility work to be done in conjunction with Sebring Parkway Phase II Project #01101. See City of Sebring file.

H. Request approval of payments without a purchase order to Southwest Florida Water Management District for Jack Creek/Josephine Creek Watershed Management Plan. See SMB 128 Page 70.

I. Request approval of the Highlands County Health Department (CHD) Core Contract for FY 2018-2019 between the Highlands County Board of County Commissioners and the State of Florida. See Highlands County Health Department file.

J. Request approval of a contract with Cintas Corporation No. 2 for uniform rental and cleaning services using the U.S. Communities Cooperative Contract #12-JLH-011C. See Cintas Corporation file.

K. Request to approve the receipt of a $5,000 donation from the Catherine M. Fay Amended and Restated Trust to Sebring Library. See Res. Book 29 Page 116 & SMB 128 Page 71.

L. Request approval of a one (1) year renewal of the contract between Highlands County and Evok Advertising & Design, Inc. for ongoing services for visitsebring.com website. See Evok Advertising & Design, Inc. file.

M. Request approval of Budget Amendment 17-18-143 and the accompanying Resolution to appropriate funds in the amount of $160,200.00 to the Memorial Dr. – Pompano Dr. to Sebring Parkway multi-use path project, Project Number 17034, for the design of an 8-foot-wide multi-use path on the west side of Memorial Drive from Pompano Drive to Sebring Parkway. See Res. Book 29 Page 117 & SMB 128 Page 72.

N. Request approval of Budget Amendment 17-18-167 to cover the FY 17-18 formula-based County Medicaid contribution. See SMB 128 Page 73.

O. Approval of Budget Amendment 17-18-169 with accompanying Resolution to reallocate Town of Lake Placid funds in the amount of $190,486.00 within Project 16004. See Res. Book 29 Page 118 & SMB 128 Page 74.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
   There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. PUBLIC HEARING

A. Linda Conrad, Zoning Supervisor, and Chris Grandlienard, Planner I: Public hearing to consider adoption of P&Z Hearing No. 2035, changing the Official Zoning Atlas for 4 parcels, totaling approximately 5.06 acres from Business District (B-3 & B-4) to Industrial District (I-1).
   Linda Conrad, Zoning Supervisor, Melony Culpepper, Planner II, & Chris Grandlienard, Planner I, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Conrad questioned if any of the Commissioners held ex parte communications concerning this hearing. All Commissioners stated no.
Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve and adopt by Resolution P&Z Hearing No. 2035, changing the Official Zoning Atlas for 4 parcels, totaling approximately 5.06 acres from Business District (B-3 & B-4) to Industrial District (I-1), referencing the mandatory findings of fact and becoming effective as provided by law.

Chairman Harris opened the floor to the public. Input was not provided.


B. Linda Conrad, Zoning Supervisor, and Melony Culpepper, Planner II: Public hearing to consider adoption of P&Z Hearing No. 2034, changing the Official Zoning Atlas for approximately 5.26 acres from Residential District (R-1) and Multiple-family Dwelling including Motel and Hotel with a Flexible Unit Development District (R-3 FUD) to Agricultural District (AU).

C. Melony Culpepper, Planner II: Public hearing to consider adoption of Small Scale Comprehensive Plan Land Use Amendment, CPA-18-553SS, for approximately 5.26 acres, from Medium Density Residential “RM” and High Density Residential “RH” to Agriculture “AG.”

Linda Conrad, Zoning Supervisor, Melony Culpepper, Planner II, & Chris Grandliefard, Planner I, presented the request and requested to open both public hearings, 9B and 9C, at the same time. These public hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Conrad questioned if any of the Commissioners held ex parte communications concerning these hearings. All Commissioners stated no.

Ms. Conrad read the caption of the proposed Ordinance into the record.

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to approve and adopt by Resolution, P&Z Hearing No. 2034, changing the Official Zoning Atlas for approximately 5.26 acres from Residential District (R-1) and Multiple-family Dwelling including Motel and Hotel with a Flexible Unit Development District (R-3 FUD) to Agricultural District (AU), referencing the mandatory findings of fact and becoming effective as provided by law.

Chairman Harris opened the floor to the public. Input was not provided.


Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve and adopt by Ordinance, CPA-18-553SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for 5.26 acres, from Medium Density Residential (RM) and High Density Residential (RH) to Agriculture (AG), and transmit CPA-18-553SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17 & Comprehensive Plan Amendment file.
D. Clinton Howerton, Jr., County Engineer: Request to approve a Resolution for a closing of an unnamed right of way for the Colvin Family Trust and the Boston Mining Company.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve that the vacation of right-of-way as described in the attached Resolution be vacated, abandoned, discontinued, closed, and all rights of the County and the public, in and to the section of the road and any lands in connection therewith, be and they are hereby renounced and disclaimed.

Chairman Harris opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 121 & SMB 128 Page 75.

E. Joy Cook Carmichael, County Attorney: An Ordinance Pertaining to the Sun 'n Lake of Sebring Improvement District Special Assessments; Amending Sections 9-132, 9-153, and 9-158 of the Code of Ordinances, Highlands County, Florida; Providing for exemption of county owned properties; Providing for Severability; Providing for inclusion in the Code; Providing for Conflict; and Providing for an Effective Date.

Joy Carmichael, County Attorney, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve the Ordinance pertaining to the Sun 'n Lake of Sebring Improvement District Special Assessments; amending Sections 9-132, 9-153, and 9-158 of the Code of Ordinances, Highlands County, Florida; providing for exemption of county owned properties; providing for severability; providing for inclusion in the Code; providing for conflict; and providing for an effective date.

Chairman Harris opened the floor to the public. Input was received from Salvatore Bologna.

Upon roll call, all Commissioners voted aye. The motion carried. See Ordinance Book 17 & SMB 129 Page 76.

10. ACTION AGENDA

Randy Vosburg, County Administrator, requested to add item 10F to the action agenda pertaining to the reimbursement agreement between the Highlands County Health Facilities Authority, Sebring Senior Living, Inc., and Highlands County.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to set the action agenda with the addition of item 10F.

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

A. Penny Ogg, Supervisor of Elections: Request from the Supervisor of Elections to change several Precincts.

Penny Ogg, Supervisor of Elections, presented the request.
Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve a list of changes to precinct boundaries due to recent annexations by the three municipalities and to change a portion of Precinct 22 to Precinct 9N at the request of voters.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 128 Page 77.

B. Suzanne Hunnicutt, Capital Projects Manager: Consideration of Resolutions to convey surplus real property to the Florida District of The Wesleyan Church and to The First Baptist Church of Lorida, Inc. pursuant to Section 125.38, Florida Statutes.

Suzanne Hunnicutt, Capital Projects Manager, presented the request and stated that staff’s recommendation was to convey the easterly portion of the property (where the building is located) to the Wesleyan Church, and the westerly portion of the property (adjacent to the First Baptist Church) to the First Baptist Church. Ms. Hunnicutt also stated that the Historic Preservation Commission has expressed preference towards the County conveying the property to an entity who would use and maintain the building, rather than allow it to deteriorate. Ms. Hunnicutt stated that the Wesleyan Church has agreed to maintain the historic exterior appearance of the building, as well as allow the Historic Preservation Commission to place a historic marker on the property.

Ms. Hunnicutt stated that the County Attorney has suggested that the Board might want to consider conveying the property with a reversion clause, which would return the property to the County if it ceases to be used for public or community interest and welfare. Ms. Hunnicutt also stated that it was a recommendation from staff to not include a reversion clause in the resolutions.

The Commission expressed their concerns in detail regarding the reversionary clause or a possible right of first refusal clause. Pastor Wayne Godwin, with the First Baptist Church of Lorida addressed the Board. Joy Carmichael, County Attorney, addressed the issue. After discussion, the Commission concurred to follow staff’s recommendation and not use a reversionary clause.

Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the Resolutions to convey surplus real property to the Florida District of the Wesleyan Church and to the First Baptist Church of Lorida, Inc., pursuant to Section 125.38, Florida Statutes; approving the Resolutions that do not include the reversion clause.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Pages 122 & 123 & SMB 128 Page 78.

C. Joedene Thayer, Planning Supervisor, Jennifer Codo-Salisbury, Deputy Director of the CFRPC, and Charles “Buck” MacLaughlin, Range Operations Officer, APAFR: Request to accept a Florida Defense Support Task Force Grant award in the amount of $90,000.00, and the execution of a Planning Advisory Services Agreement with the Central Florida Regional Planning Council to administer the grant in coordination with Highlands County.

Joedene Thayer, Planning Supervisor, Jennifer Codo-Salisbury, Deputy Director of the CFRPC, and Charles “Buck” MacLaughlin, Range Operations Officer of the Avon Park Air Force Range, presented the request. Commissioner Handley declared a conflict of interest due to a family relation.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the Florida Defense Support Task Force Grant agreement with Enterprise Florida, Inc., in the amount of $90,000 and authorize the Chair to sign the agreement.
Public input was received from Salvatore Bologna and Jared Slater.

Upon roll call, all Commissioners voted aye, except Commissioner Handley, who abstained. The motion carried. See Enterprise Florida, Inc. file.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve and authorize the Chair to sign the Planning Advisory Services Agreement with the Central Florida Regional Planning Council to administer the Florida Defense Support Task Force Grant in coordination with Highlands County.

Upon roll call, all Commissioners voted aye, except Commissioner Handley, who abstained. The motion carried. See Central Florida Regional Planning Council file.

D. David Nitz, OMB Manager: Request approval of budget amendment 17-18-164 to provide funds to the Sheriff to purchase vehicles for deputies required per the Safe Schools Act.

David Nitz, OMB Manager, presented the request.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 17-18-164 for the purchase of additional deputy vehicles.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 128 Page 79.

E. David Nitz, OMB Manager: Request approval of Budget Amendment 17-18-168 to correct budget amendments 17-18-001 & 17-18-131 and End-of-Year Z Account Clean-up realigning/removing budgeted funds with no Project #’s that did not get awarded or came in under the estimated amount.

David Nitz, OMB Manager, presented the request.

Commissioner Richie made a motion and Commissioner Elwell seconded the motion, to move to approve Budget Amendment 17-18-168 and Resolution correcting Budget Amendments 17-18-001 & 17-18-131 and end-of-year Z account clean up.


F. Joy Cook Carmichael, County Attorney: Reimbursement Agreement dated as of September 1, 2018 among the Highlands County Health Facilities Authority, Sebring Senior Living, Inc., and Highlands County, Florida.

Joy Carmichael, County Attorney, presented the request and stated that the recommended action was to approve the agreement and authorize the Chair to execute the agreement.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move approval of the motion as recommended by Ms. Carmichael.

Upon roll call, all Commissioners voted aye. The motion carried. See Highlands County Health Facilities Authority.

11. COUNTY ADMINISTRATOR & LEGAL
A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. See SMB 128 Page 81.

In regards to item #6 of the file log, Ms. Carmichael stated that she would like to meet with the retired attorney who came before the Board back in June to inquire about ADA regulations in government facilities and private businesses, to see what expertise he can bring regarding this issue. Commissioner Brooks and Commissioner Harris stated that they were uncomfortable with Ms. Carmichael meeting with this gentleman, but after further discussion, the Commission concurred that it would not hurt to have this meeting. The County Administrator, stated that Ben Dunn, Development Services Director, is working with the consultant who did the ADA compliance for the County, and stated that he has offered to facilitate a separate meeting as well.

In regards to the renovations of the Animal Services facility operated by the Sheriff’s Office, Ms. Carmichael stated that the Sebring Airport Authority has sent back the contract with a 99-year lease and not the 100-year lease as propose by the County, and that she is okay with the 99-year lease.

Commissioner Brooks questioned if Ms. Carmichael was utilizing the assistant county attorney and her strengths for efficiency and to help push items through. Ms. Carmichael stated yes and that she is able to focus on other matters as well. Commissioner Brooks suggested that for efficiency and time constraints, the paralegal and department heads be given the opportunity to take care of some items as well.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects and reminded the Commission that the final budget public hearing will take place tonight at 5:30 p.m. in the Boardroom. See SMB 128 Page 82.

Commissioner Handley questioned if we have heard from FEMA. Mr. Vosburg stated that in the recent dialog, FEMA is asking for additional clarification in regards to Road & Bridge.

Commissioner Handley also questioned if the Sebring Parkway Phase II project was ready to go out to bid. Clinton Howerton, Jr., County Engineer, addressed his concerns.

Commissioner Elwell questioned if a workshop meeting has been scheduled with the representatives from Waste Connections. Mr. Vosburg stated that Mr. Jim Wheatley has committed to meet with Mr. Vosburg to work out details before the workshop, and questioned when the Commission would like to meet. The Commission concurred to hold a workshop related to waste collection and recycling on October 9, 2018 at 5:30 p.m.

12. CITIZENS NOT ON THE AGENDA

Mr. Monte Goodwin came before the Commission to address his concerns with the Highlands County budget. Commissioner Elwell addressed his concerns and suggested that he view the budgets available on the County’s website.

Mr. Salvatore Bologna came before the Commission to address his concerns with water flow and roads in the Silver Fox area. Mr. Bologna stated that some residents have messed with the water flow, causing other roads to deteriorate. The County Engineer stated that these issues default back to the water management district and suggested Mr. Bologna visit their website, www.watermatters.org or call 1-800-492-7862.
13. COMMISSIONERS

- Commissioner Richie: No report.
- Commissioner Elwell: No report.
- Commissioner Handley: No report.
- Commissioner Brooks: No report.
- Commissioner Harris: No report.

14. ADJOURN
The meeting was adjourned at 11:15 a.m.
PUBLIC HEARING OF THE BOARD TO CONSIDER THE 2018/2019 BUDGET

SEPTEMBER 18, 2018

1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner Don Elwell
   Commissioner Jack L. Richie
   Commissioner R. Greg Harris
   Commissioner William R. Handley
   Commissioner James L. Brooks

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts; and Maria Brenes, Deputy Clerk.

2. INVOCATION:
   The meeting opened with a prayer by Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Handley.

4. Public Hearing statement (read by Chairman) to identify the millage rate and the purpose of the Public Hearing.
   Chairman Harris read the statement to identify the millage rate and the purpose of the public hearing. This public hearing was properly advertised and proof of publication was provided to the Clerk to become part of the permanent record. See Proof of Publication file & SMB 128 Page 83.

5. Budget presentation by staff.
   David Nitz, OMB Manager, gave a brief presentation on the proposed budget for FY 18/19. See SMB 128 Page 84.

6. Public Hearing open to public input, discussion and comments.
   Chairman Harris opened the floor to the public. Input was not provided.

7. Motions for Resolutions for the adoption of the FY 2018-2019 Budget:
   A. Millage Adoption Resolution
      Commissioner Richie read the Resolution into the record.

      Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Resolution as read into the record.

      Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 125.

   B. Final Budget Resolution
      Commissioner Brooks read the Resolution into the record.

      Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve the Resolution as read.
Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 126.

C. Adoption of Special Benefit Districts’ Assessments Budget Resolution
Chairman Elwell read the Resolution into the record.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to adopt the Resolution as read.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 127.

D. Resolution for adoption of budget changes
Commissioner Handley read the Resolution into the record.

Commissioner Elwell made a motion and Commissioner Brooks seconded the motion, to move to approve the Resolution as read.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 128.

E. Resolution for adoption of Fee Schedule
Chairman Harris read the Resolution into the record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the Resolution as read into the record.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 129.

F. Resolution for adoption of Capital Financial Strategy
Commissioner Elwell read the Resolution into the record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move to approve the Resolution as read into the record.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 130.

Randy Vosburg, County Administrator, stated that Mr. Jim Wheatley, with Waste Connections, would not be able to attend the workshop scheduled for October 9, 2018 at 5:30 p.m. and questioned if the Commission would like to reschedule the workshop to allow for Mr. Wheatley to be present. After a detailed discussion, the Commission concurred to have the County Administrator get information from Waste Connections by October 16, 2018 and to tentatively schedule a workshop for October 30th.

Mr. Nitz thanked the OMB staff and the Administration Department for all their hard work. Chairman Harris thanked everyone involved in putting together this years’ budget.

8. ADJOURN
The meeting adjourned at 6:08 p.m.
REGULAR MEETING OF THE BOARD, OCTOBER 2, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  Commissioner William R. Handley
   Commissioner Jack L. Richie  Commissioner Don Elwell

   Commissioner James L. Brooks was absent from this meeting.

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
   The meeting opened with a prayer by Rev. Ray Cameron, with the First Presbyterian Church of Lake Placid.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Richie.

4. ANNOUNCEMENTS
   A. October 2, 2018 at 7:00 p.m. the Construction Licensing, Enforcement & Appeals Board will meet in the Board room of the Highlands County Government Center, 600 S. Commerce Avenue, Sebring, FL.

   October 4, 2018 at 8:00 a.m. the Nominating Committee of the Children’s Services Council of Highlands County will meet at the Highlands Co. Health Department, 7205 S. George Blvd., Sebring, FL.

   October 9, 2018 at 3:00 p.m. the Planning & Zoning Commission & the Local Planning Agency & Zoning Board of Adjustment will meet in the Board room of the Highlands County Government Center, 600 S. Commerce Avenue, Sebring, FL.

   October 10, 2018 at 7:30 a.m. the Highlands Co. Industrial Development Authority & Highlands Co. Economic Commission will meet at the Engineer’s Training Room, 505 S. Commerce Ave., Sebring, FL.

   October 11, 2018 at 1:30 p.m. Pamela T. Karlson, Special Magistrate will hold a Public Hearing of the Highlands County Code Enforcement in the Kelly Courtroom at 430 S. Commerce Ave., Sebring, FL.

   October 11, 2018 at 2:30 p.m. the Historic Preservation Commission will hold a meeting at 501 S. Commerce Ave., Sebring, FL. See SMB 129 page 1.

5. CONSTITUTIONAL OFFICERS
   Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, thanked the Board staff for their help with the fiscal year end closing.

   Sheriff Paul Blackman came before the Commission to address an emergency regarding funding for the Safe Schools Act. He stated that the Highlands County Sheriff's Office is required by Senate Bill 7026 (Safe Schools Act) to place a school resource officer or deputy within each school in Highlands County, which has created the need for 11 new positions at the Highlands County Sheriff’s Office. Sheriff Blackman stated that the Sheriff's
FY 18-19 budget included this reoccurring cost to provide the deputies, but that his budget was reduced by about $145,000, with the expectation that the shortfall would be replaced by additional funding of $70,000 from the School Board of Highlands County, and $75,000 from the Town of Lake Placid. The Sheriff also explained that the Town of Lake Placid was only able to allocate $25,000 and that the $70,000 he anticipated from the School Board were state-allocated funds for the one-time startup of the Safe Schools Program and that the Senate decided not to send it. Sheriff Blackman announced that the Sheriff’s Office has received a reimbursement from FEMA in the amount of $255,020.55 and asked the Commission to consider allowing the Sheriff’s Office to utilize these funds, as well as the $75,000 already received from the City of Avon Park, and place them in a special safe-schools project to address the shortfall in this FY 18-19.

Commissioner Handley moved to approve the Sheriff's request. Commissioner Elwell seconded the motion for discussion.

The Commission discussed the issue in great detail. Sheriff Blackman stated that he is still $100,000 short and would do his best to find the funds. Randy Vosburg, County Administrator, stated that this matter would require a future budget amendment and that the Commission would get to see backup material then.

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

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

   A. Randy Vosburg, County Administrator: Presentation of Years of Service Awards.

   Randy Vosburg, County Administrator, invited the Commission to come forward and recognize the employees for their years of service to Highlands County. Cynthia Acevedo, Healthy Families Program Manager presented a 5 Years of Service award to Wanda Tookes, Family Support/Assessment Worker Supervisor. Pamela Rogers, Human Resources Manager, presented a 5 Years of Service award to Rebecca Cable, Human Resources Coordinator. Clinton Howerton, Jr., County Engineer, presented a 25 Years of Service award to Robert Diefendorf, Engineering Project Manager. See SMB 129 Page 2.

   B. Ashley H.K. Stewart, Highlands County 4-H Agent: Request approval of a Proclamation recognizing October 7th through 13th, 2018 as National 4-H Week in Highlands County.

   Miss Meghan Stockenburg, 4-H Council president, read the Proclamation into the record.

   Commissioner Ewell made a motion and Commissioner Richie seconded the motion, to move to approve the Proclamation as so very well read into the record.


   C. Tonya Akwetey, MPH, Community Liaison/FIMR Coordinator, Healthy Start Coalition of Hardee, Highlands & Polk Counties, Inc.: Request approval of a Proclamation recognizing the month of October as "Safe Sleep Awareness Month" in Highlands County.

   Ms. Tonya Akwetey, with the Healthy Start Coalition of Hardee, Highlands & Polk Counties, Inc., presented the request and read the Proclamation into the record. Several community partners joined Ms. Akwetey at the podium in support of the Proclamation.

   Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to approve the Proclamation recognizing the month of October as "Safe Sleep Awareness Month" in Highlands County.

Luke Andrews, Fire Services Supervisor, presented the request and read the Proclamation into the record.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Proclamation recognizing October 2018 as Fire Prevention Month.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 133 & SMB 129 Page 5.

E. Casey Wohl Hartt, Lead Consultant, Tourist Development Council: Presentation of a first place Flagler Award, “The Henry”, recognizing Sebring’s Citrus Golf Trail marketing campaign in the Rural County Marketing category.
Casey Wohl Hartt, TDC Lead Consultant, presented the request. The Commission thanked Ms. Hartt for the presentation.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move approval to accept the Visit Sebring’s Flagler Award, known as “The Henry”.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 6.

LaTosha Reiss, Emergency Management Manager, gave a brief update on the FEMA Reimbursement and addressed concerns raised by the Commission. Randy Vosburg, County Administrator, stated that because reimbursements were not received in the last fiscal year, this will reflect poorly in the audit and may negatively impact the Comprehensive Annual Financial Report (CAFR).

The Commission thanked Ms. Reiss for the presentation. See SMB 129 Page 7.

7. CONSENT AGENDA
Commissioner Handley made a motion and Commissioner Richie 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 October 6, 2018. See Check Report file.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>5,180,793.39</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>88,756.89</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>178,331.50</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>176,358.84</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>7,575.34</td>
</tr>
<tr>
<td>SHIP</td>
<td>10,915.45</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>-35.96</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>400.04</td>
</tr>
</tbody>
</table>
CRIME PREVENTION  40,330.00
COURT TECH 28.24 (12)(E)1  2,166.99
BUILDING FUND  40.32
FIRE ASSESSMENT FUND  16,501.15
SOLID WASTE  14,147.04
ENERGY RECOVERY  68,300.81
EMPLOYEE BENEFIT FUND  3,977.78

B. Request to approve authorizing the Property Appraiser to extend the 2018 ad valorem property tax roll prior to completion of the Valuation Adjustment Board Hearings. See SMB 129 Page 8.

C. Request approval to declare the indicated lists of library materials surplus and allow designated items to be donated to the Friends of the Libraries of Avon Park, Sebring and Lake Placid. All Library Friends groups are nonprofit corporations. See SMB 129 Page 9.

D. Request approval from the Board to waive the Landfill Tipping Fees for Ag-Venture Inc., not to exceed $180.00. See SMB 129 Page 10.


G. Request approval of a VOCA Grant Contract and budget amendment 18-19-002 to realign and appropriate Sheriff budgeted funds within the General Fund to accomplish the grant/project program goals. See Sheriff’s Office file, Res. Book 29 Page 136 & SMB 129 Page 13.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
   There being no further bills with potential voting conflicts, this item was not motioned for approval.

9. PUBLIC HEARING
   A. Clinton Howerton, Jr., County Engineer: Request to approve a Resolution for a closing of San Juan Ave.
   Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Mr. Howerton stated that the applicant was requesting this vacation due to encroachment concerns on the property.

   Jocelyn Skipper, representing the applicant, stated that if the Board was making this request contingent upon a drainage easement, then her client would agree to a drainage easement if the Board would agree to vacate the right-of-way. Kyle Green, Road & Bridge Director, addressed the issue.

   After a detailed discussion, the Commission concurred that they’d be in favor of maintaining the drainage easement and vacating the right-of-way, contingent to both owners of the properties agreeing to this. Mr. Howerton stated that an easement would be granted to the public from both sides that will give the County the
right to put in a pipe if needed. The Commission also concurred to continue this hearing to allow for Ms. Skipper to bring her client and the other property owner up to date.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to continue this public hearing to November 20, 2018 at 9:00 a.m. or soon thereafter as possible.

Upon roll call, all Commissioners voted aye. The motion carried. **See SMB 129 Page 14.**

### 10. ACTION AGENDA

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to set the action agenda.

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

#### A. Clinton Howerton, Jr., County Engineer: Request to approve and rank five (5) new CFI Grant Applications for drainage studies including the Jack Creek Watershed Management Plan (N856).

Clinton Howerton, County Engineer, presented the request and addressed concerns raised by the Commission.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to prioritize the cooperative funding initiative requests as: 1) Jack Creek; 2) Lake Haven/Orange Blossom/Silver Fox; 3) Sebring Country Estates/Sebring Hills; 4) Sebring Falls; and 5) Lake Lotela.

Susie Bishop, Executive Director of the Highlands Soil & Water Conservation District, stated that the Highlands Soil & Water may be able to be a 25% local match partner with the County on one of these projects, and stated that they have funds available for restoration of storm water runoff. Ms. Bishop stated that the conservation district would have to hear a presentation and see if they are on board with this.

Upon roll call, all Commissioners voted aye, except Commissioner Richie, who voted nay. The motion carried. **See SMB 129 Page 15.**

#### B. Taylor Benson, Economic Development Manager: Request approval of the Highlands County Industrial Development Authority’s recommendation to reappoint Janet Barber to the Highlands County Industrial Development Authority.

Taylor Benson, Economic Development Manager, presented the request. Commissioner Handley requested that staff send a thank you letter to the other applicants. Ms. Benson stated that applications are kept for two years and that they will have further opportunities to reapply.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve the Highlands County Industrial Development Authority’s recommendation to reappoint Janet Barber to the Highlands County Industrial Development Authority for a four-year term to expire on September 30, 2022.

Upon roll call, all Commissioners voted aye. The motion carried. **See SMB 129 Page 16.**

#### C. Marc Bashoor, Public Safety Director: Request approval of Highlands County Fire Services name change to Highlands County Fire Rescue, the Highlands County Fire Rescue Seal, job descriptions, Resolution and Length of Service Award Program (LOSAP).
Chief Marc Bashoor, Public Safety Director, gave a brief overview of the breast cancer awareness campaign launched by Highlands Fire and EMS. Chief Bashoor presented, for the Board’s consideration, the Highlands County Fire Services name change to Highlands County Fire Rescue, the Highlands County Fire Rescue seal, updated job descriptions, Resolution and Length of Service Award Program (LOSAP).

Commissioner Richie made a motion and Commissioner Handley seconded the motion, to move to approve Highlands County Fire Rescue name, job descriptions, seal, Resolution and LOSAP.

Upon roll call, all Commissioners voted aye. The motion carried. See Highlands County Fire Rescue.

D. Randy Vosburg, County Administrator: Request approval of budget amendment 18-19-001 Property Appraiser DOR Adjustment.

Randy Vosburg, County Administrator, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 18-19-001 to revise the Property Appraiser’s budget.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 17.

E. Clinton Howerton, Jr., County Engineer: Request approval of Budget Amendment 17-18-068 and accompanying Resolution for additional funding for Sebring Parkway Phase III.

Clinton Howerton, Jr., County Engineer, presented the request.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve Budget Amendment 17-18-068 in the amount of $1,148,371.55 in conjunction with the accompanying Resolution.


G. David Nitz, OMB Manager: Request approval of budget amendment 17-18-173 to transfer reserve funds to cost center 4218 (Refuse Collection Program) in Fund 401 (Solid Waste).

David Nitz, OMB Manager, presented the request.

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to approve Budget Amendment 17-18-173 to transfer reserve funds to cost center 4218.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 19

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission.

Commissioner Elwell questioned the Oak Manor project. Ms. Carmichael stated that they have already received the complete petitions from all the residents and are waiting to receive the signed petition from one last resident. See SMB 129 Page 20.
B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 129 Page 21.

Mr. Vosburg presented a letter to the Commission from the Florida Department of Environmental Protection advising that FDEP will fund an additional $600,000 towards the Istokpoga Marsh Watershed Improvement Project. See SMB 129 Page 22.

In regards to the October 31, 2018 tentative workshop with Waste Connections, Mr. Vosburg stated that Waste Connections has requested meeting on November 1, 2018 at 5:30 p.m. because the prior date will not work for them. The Commission concurred with this date.

Mr. Vosburg informed the Commission that his evaluation is coming up and stated that he will distribute evaluation forms to the Commission at the next meeting.

12. CITIZENS NOT ON THE AGENDA

Ms. Theresa Kasch came before the Commission to address her concerns with tree and ditch problems in her Spring Lake property and presented photographs to the Board. These photographs were made part of the permanent record. Clinton Howerton, Jr., County Engineer, stated that the drainage in this area is not maintained by the County and that it would fall back to the Spring Lake Improvement District covered by the environmental resources permit issued to them by the water management district. Randy Vosburg, County Administrator, stated that staff will get together with Mr. Joe DeCerbo, Spring Lake Improvement District Manager, and will communicate to Ms. Kasch any findings. See Citizens not on the Agenda file.

Pedro and Rosangel Palma came before the Commission to address their concerns with Highlands County not requiring occupational licenses for handiwork and stated that at the minimum a certificate or license should be required to cover victims when they are scammed. Ms. Palma shared their unfortunate encounter with a cabinet maker whom they paid to have their kitchen cabinets resurfaced and he did not complete the work. Benjamin Dunn, Development Services Director, stated that it looks like this person is licensed to work and that staff will take this issue before the Construction Licensing, Enforcement & Appeals Board to see what remedies they find. Commissioner Handley requested Mr. Dunn look into occupational licenses and if it would be practical to bring back the requirement. See Citizens not on the Agenda file.

13. COMMISSIONERS

- Commissioner Richie: No report.

- Commissioner Elwell: Commissioner Elwell congratulated the Fire Fest participants from Highlands County, City of Sebring Fire Department and Highlands Lakes Volunteer Fire Department.

- Commissioner Handley: No report.

- Commissioner Harris: No report.

- Commissioner Harris: No report.

14. ADJOURN

The meeting was adjourned at 12:04 p.m.
REGULAR MEETING OF THE BOARD, OCTOBER 16, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner Jack L. Richie  
   Commissioner James L. Brooks  
   Commissioner Don Elwell  

Commissioner William R. Handley was absent from this meeting.

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION: Pastor Etienne Doucete, Grace Bible Church
The meeting opened with a prayer by Pastor Etienne Doucete, with Grace Bible Church.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Elwell.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct 17</td>
<td>8:00 am</td>
<td>Local Mitigation Strategy Working Group</td>
<td>4509 George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Oct 18</td>
<td>11:30 am</td>
<td>Health Facilities Authority</td>
<td>368 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Oct 18</td>
<td>1:00 pm</td>
<td>Sebring Airport Authority</td>
<td>600 West College Dr., Avon Park, FL</td>
</tr>
<tr>
<td>Oct 25</td>
<td>8:15 am</td>
<td>Tourist Development Council</td>
<td>600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Oct 30</td>
<td>7:30 am</td>
<td>Industrial Development Authority/Economic Development Commission</td>
<td>505 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Nov 1</td>
<td>5:30 pm</td>
<td>Workshop between Waste Connections and the Highlands County Board of County Commissioners</td>
<td>600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Highlands Soil & Water Conservation District will meet today at 3:00 p.m. in room 3 of the Ag Center.

The Heartland Crime Stoppers Board will meet on Monday, October 22, 2018 at 5:15 p.m. at the Polk County Sheriff’s Office in Winter Haven.

The Children’s Services Council will meet tomorrow at 7:30 a.m. at the Highlands County Health Department.

The Tourist Development Council meeting listed above has been cancelled and a new meeting date and time will be announced at a later date.

5. CONSTITUTIONAL OFFICERS
Bob Germaine, Clerk of Courts, asked that everyone include in their prayers those affected by Hurricane Michael and thank the Lord that we did not get hit again.
6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

A. Leah Sauls, Community Programs Director, and Luzed Cruz, Child Advocacy Center and Human Services Manager: Presentation from the Champion for Children Advocacy Center.
Leah Sauls, Community Programs Director, and Luzed Cruz, Child Advocacy Center and Human Services Manager, gave a presentation on the services provided by the Champion for Children Advocacy Center and addressed concerns raised by the Commission. The Commission thanked Ms. Sauls and Ms. Cruz for the presentation. See SMB 129 Page 24.

B. Aisha Alayande, Executive Director of Drug Free Highlands: Request approval of a Proclamation recognizing the month of October 2018 as “Let’s Talk Month” in Highlands County.
Ms. Rachel Moore, speaking on behalf of Aisha Alayande, Executive Director of Drug Free Highlands, presented the request and read the Proclamation into the record.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the Proclamation recognizing the month of October 2018 as “Let’s Talk Month” in Highlands County.


7. CONSENT AGENDA
Commissioner Richie made a motion and Commissioner Brooks seconded the motion, to move to approve the consent agenda as presented.

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>443,460.03</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>12,198.53</td>
</tr>
<tr>
<td>INTERGOVT RADIO COMMUNICA</td>
<td>48,399.96</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>154,059.52</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>16,867.39</td>
</tr>
<tr>
<td>HOSPITAL DISTRICT</td>
<td>42,500.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>2.19</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>4,360.40</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>197.55</td>
</tr>
<tr>
<td>BUIDLING FUND</td>
<td>273.43</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>14,417.26</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>3.24</td>
</tr>
<tr>
<td>INSURANCE FUND</td>
<td>709,880.78</td>
</tr>
</tbody>
</table>

B. Request approval of the minutes from the September 18, 2018 Regular Meeting of the Board, and the September 18, 2018 Public Hearing to consider the FY 18/19 Budget. See Clerk of Courts website.
C. Request approval to move forward with the sale of 15 County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements and Deeds. *SMB 129 Page 26.*

D. Request to approve the first Amendment to the Memorandum of Agreement, between the Highlands County Board of County Commissioners and the Florida Department of Health - Highlands County. *See Healthy Families file.*

E. Request approval to donate and deliver 80 tons of clean fill dirt to the Senior Future Farmers of America Chapter of Avon Park High School. *See SMB 129 Page 27.*


G. Request approval of a Tourist Development Tax Grant in the amount of $1,000 to the Lake Placid Art League, Inc. for advertising the 32nd Annual Art & Fine Craft Show. *See Tourist Development file.*

H. Request approval of a Tourist Development Tax Grant in the amount of $350 to the Heartland Cultural Alliance, Inc. to design and print the Peter Powell Roberts Museum of Art and Cultural Center Brochure. *See Tourist Development file.*

I. Request approval of budget amendment 18-19-005 and Resolution to realign and appropriate budgeted funds within the General Fund to accomplish the grant/project program goals of project 18027 (208 JAG) and project 18028 (Bulletproof Vests) and to formally accept the awards. *See Res. Book 29 Page 139 & SMB 129 Page 28.*

J. Request approval to declare the attached list of 444 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process. *See SMB 129 Page 29.*

8. **CONSENT AGENDA (2):** Request approval to pay all bills with voting conflicts.

Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye. The motion carried. *See Check Report file* for copy of abstention form.

9. **PUBLIC HEARING**

A. Clinton Howerton, Jr., County Engineer: Request to Vacate Easement at 783 Seneca Drive NW, Lake Placid, FL 33852.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.
Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution effectively closing, vacating, abandoning, and discontinuing all rights of the County and the public, in and to the easement and any lands in connection therewith.

Chairman Harris opened the floor to the public. Input was not provided.


B. Joy Carmichael, County Attorney: An Ordinance of the Board of County Commissioners of Highlands County, Florida, Amending Division 3, Chapter 12 of the Code of Ordinances, Highlands County, Florida, by adding thereto new sections providing for and pertaining to requirements and standards for communications facilities and placement of wireless support structures along, across, under or within any right-of-way under the jurisdiction of Highlands County, Florida; Providing for Severability; Providing for Inclusion in Code; Providing for Conflict; and Providing for an Effective Date.

Joy Carmichael, County Attorney, presented the request and read the caption of the proposed ordinance into the record and stated that she’d like to add Article 14 to the title, as it was left out. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Clinton Howerton, Jr., County Engineer, stated that this request was basically the new technology coming in, known as 5G, which has already been enrolled in several large cities. Mr. Howerton presented to the Commission several examples of what the cell antennas could look like, and stated that this is a technology that we want in the County, but that they need to manage it, and the proposed ordinance does that. Mr. Howerton addressed the requirements and standards for communication facilities and placement of wireless support structures. The Commission expressed their concerns in great detail. Ms. Carmichael stated that the state is obligating counties to provide for the wireless communication providers to place their facilities in the right-of-way and that the ordinance provides for limitations. Ms. Carmichael stated that she does not feel comfortable with continuing a moratorium and that the county should take action to have something in place and that she considers this ordinance a work in progress because the law is still developing. Commissioner Elwell stated that he is in favor of this ordinance today, but would like to see more restrictions added as we move forward, understanding that this is an evolving document, in addition to whatever is evolving at the state and federal level. The Commission concurred.

Commissioner Brooks made a motion and Commissioner Elwell seconded the motion, to move to approve the Ordinance of the Board of County Commissioners of Highlands County, Florida, amending Division 3, Chapter 12 of the Code of Ordinances, Highlands County, Florida, by adding thereto new sections providing for and pertaining to requirements and standards for communications facilities and placement of wireless support structures along, across, under or within any right-of-way under the jurisdiction of Highlands County, Florida; providing for severability; providing for inclusion in Code; providing for conflict; and providing for an effective date.

Ms. Carmichael requested that the motion be amended to include: Amending Division 3, Article 14, Chapter 12.

Commissioner Brooks included this request in his motion. Commissioner Elwell seconded the motion as amended.
Chairman Harris opened the floor to the public. Input was received from Jay Slater and Salvatore Bologna.

Mr. Slater and Mr. Bologna raised health concerns about the radiation emitted by the 5G equipment and urged the Commission to look into this further.

Commissioner Elwell suggested that County staff look into this and provide research to the Commission so that they have the knowledge going forward. Ms. Carmichael stated that she will look further and see to what extent they may consider health hazards, and questioned if the Commission would like to extend the current moratorium.

Commissioner Brooks withdrew his motion and Commission Elwell withdrew his second.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to extend the moratorium for 90 days to allow staff for more time to research.

Mr. Ray Royce, Lake Placid Town Councilman, encouraged County staff to reach out to senior leadership and legal staff in the municipalities and share with them what the County decides, so that Avon Park, Sebring, and Lake Placid can consider being in lock step with the County.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 31.

10. ACTION AGENDA
Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to set the action agenda as presented.

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

A. Paul Blackman, Sheriff: Request approval of budget amendment 18-19-004 and Resolution for additional funding for Safe Schools Act project 18017. Randy Vosburg, County Administrator, presented the request.

Commissioner Brooks made a motion and Commissioner Richie seconded the motion, to move to approve the special project and approve Budget Amendment 18-19-004 and associated Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 141 & SMB 129 Page 32.

B. Marc Bashoor, Public Safety Director: Request for approval of a Multi-Year Maintenance Contract with Motorola Solutions Inc. Randy Vosburg, County Administrator, presented the request. The Commission expressed their concerns.

Commissioner Brooks made a motion to move to approve a multi-year maintenance contract with Motorola Solutions, Inc., a savings of $152,060.50 over the term of the agreement. Commissioner Elwell seconded the motion for discussion.

Commissioner Elwell suggested that the motion not include the savings clause.
Commissioner Brooks modified his motion to move to drop that clause and only say approve the multi-year maintenance contract with Motorola Solutions, Inc. Commissioner Elwell seconded the motion as modified.

Upon roll call, all Commissioners voted aye. The motion carried. See Motorola Solutions, Inc. file.

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log. See SMB 129 Page 33.

Commissioner Elwell questioned the Oak Manor project and questioned if they ought to amend the policy to be the majority plus one, and do the paving minus the 200 feet that was going to be specifically half paid for by that one landowner. Ms. Carmichael will keep the Commission informed.

In regards to the Animal Services lease, Ms. Carmichael stated that if there were no further objections with the 99-year lease with the Sebring Airport Authority, she will moved forward with asking the Sebring Airport Authority to place it on their agenda for consideration and then it will be brought before the Commission. The Commission concurred.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 129 Page 34.

Mr. Vosburg provided the committee preference form to the Commission so they may indicate their level of interest on a certain committee. See SMB 129 Page 35.

Mr. Vosburg provided to the Commission a list of explanations and recommendations for issues in regards to Waste Connections and advised that the public workshop is set for November 1, 2018 at 5:30 pm. See SMB 129 Page 36.

Mr. Vosburg stated that staff had a meeting with Dr. Longshore, from the School Board of Highlands County, and stated that she brought information about the Highlands County Mentors program. Mr. Vosburg stated that the school board needs more mentors and informed the Commission that several staff members will begin participating in the program. See SMB 129 Page 37.

Mr. Vosburg provided for the chairman’s signature a letter of support for the Spring Lake Improvement District’s request for Legislative appropriation for the extension of waste water infrastructure.

Commissioner Elwell made a motion and Commissioner Richie seconded the motion, to move to approve the chairman to sign the letter of support for Spring Lake.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 39.

C. Chris Benson, Business Services Director: Discussion of proposed Budget policy.

Chris Benson, Business Services Director, presented the request. The Commission concurred to prioritize reaching the 2-month level of General Fund balance before this policy is implemented, and to use a 10-year average of end of the year returns. Sheriff Paul Blackman, Highlands County Sheriff’s Office, and Robert W. Germaine, Clerk of Courts, concurred that looking at a 10-year average may not work. Randy Vosburg, County
Administrator, stated that staff will take another look at this policy and bring it back to the Board at a later date. See SMB 129 Page 38.

12. CITIZENS NOT ON THE AGENDA
Mr. Jay Slater came before the Commission to address his concerns with climate engineering and solar radiation management, and provided to the Commission a copy of his findings. Chairman Harris thanked Mr. Slater for the information and for his interest in getting involved. See Citizens not on the Agenda file.

13. COMMISSIONERS

- Commissioner Richie: No report.

- Commissioner Elwell: No report.

- Commissioner Brooks: Commissioner Brooks asked that our thoughts and prayers be with the people up at the Florida panhandle who have suffered from Hurricane Michael. The County Administrator stated that they have resources on standby and are waiting to be called.

- Commissioner Harris: No report.

14. ADJOURN
The meeting was adjourned at 11:46 a.m.
SPECIAL MEETING OF THE BOARD, NOVEMBER 1, 2018

1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris
   Commissioner Jack L. Richie
   Commissioner Don Elwell
   Commissioner William R. Handley
   Commissioner James L. Brooks

This meeting was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. See Proof of Publication file.

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
The meeting opened with a prayer by Pastor Dustin Woods, from Grace Bible Church in Sebring.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Handley.

4. SOLID WASTE CONTRACT WORKSHOP
   Randy Vosburg, County Administrator, stated that staff would commence tonight’s workshop with item 5B.


   Clinton Howerton, Jr., County Engineer, presented the request and introduced to the Board Mr. Bob Diefendorf, Engineering Project Manager, Mr. Carmen Southern, District Manager, and Mr. Jim Wheatley, Director of Regulatory Affairs, both with Waste Connections. Mr. Howerton gave a brief presentation reviewing the current solid waste contract, concerns that have been expressed, and problems that have been encountered. See SMB 129 Page 40.

   Public input was received from Kaitlin Goode, Christine Gregory, John Nelson, Scott Kaplan, Georgie Guzman, and Barry Foster. Mr. Vosburg read into the record an email from Rebecca Cross.

   Mr. Kaplan commented on issues encountered by commercial accounts. Mr. Southern stated that he has spoken to Mr. Kaplan and that he has already put a plan in place to help remedy these issues.

   Commissioner Brooks stated that Waste Connections is aware of complaints and knows what needs to be worked on, and that the number of complaints versus the number of accounts in the County amount to less than 1%.

   Chairman Harris stated that some of the issues that arose were the County’s fault as well, noting that they pushed Waste Connections hard in the beginning to roll the program out as soon as possible. Secondly, that some of the route information given to Waste Connections by the County was inaccurate, causing further delays. Also, the fact that the landfill had to be shut down many times during the summer, delayed Waste Connections as well.
Chairman Harris also stated that he no longer receives complaint calls and commended Waste Connections for all their hard work.

Commissioner Handley stated that he has not had any complaints within the last two or three months, and stated that he has heard from the cities that they would like to have recycling back and that the Commission will do what they can to help, but that it is their responsibility to seek some sort of agreement for recycling. He stated that to go with a new company now, would be like starting over, issues and calls included.

Commissioner Richie commended Waste Connections for the super job that they have done considering the number of residents they service and stated that every time he called to make them aware of an issue, it was resolved in a timely manner.

Commissioner Elwell stated that a year ago, they were not where they are today, and that things are definitely better than they were. Commissioner Elwell stated that he still receives varied complaints and addressed problems with Waste Connections that are still happening.

The Commission thanked Waste Connections for being present tonight and addressing concerns.

5. SOLID WASTE PROGRAM DISCUSSION

A. W. Kyle Green, Road & Bridge Director: Presentation of the Bear Proof Garbage Cart Program in Highlands County.

Kyle Green, Road & Bridge Director, gave a brief presentation on the Bear Proof Garbage Cart Program in the County and stated that the intent of the program is to sell the carts to residents at $75.00 plus tax, per cart, with the funds being placed back into the program to purchase additional bear-resistant carts. Mr. Green addressed the protocol for purchasing a bear-proof cart. See SMB 129 Page 41.

The Commission questioned if the collection of sales tax was necessary. Tasha Morgan, Assistant County Administrator, stated that sales tax had to be collected.

The Commission concurred that $75 for the cart was too high. Commissioner Elwell suggested that the blue solid waste can be swapped out for the bear-proof cart for $25. He believes that lowering the fee would actually help them use up all the bear-proof carts that have been purchased. The blue solid waste can would go back to Waste Connections. If residents do not want to swap out their blue solid waste can, then the fee for a bear-proof cart would be $75. The Commission concurred to have staff bring this item back on the regular agenda for proper approval.

B. Clinton Howerton, Jr., County Engineer: Workshop discussion in reference to recycling options within the Cities of Avon Park and Sebring and the Town of Lake Placid.

Clinton Howerton, Jr., County Engineer, addressed Florida Statute 403.706(2)(a), and addressed issues with recycling. Randy Vosburg, County Administrator, stated that staff would like to see the level of interest from the municipalities for recycling.

Commissioner Brooks questioned if the municipalities decide that they want to pick up recycled material, would they have to negotiate a price with Waste Connections to process the recycling. Jim Wheatley, with Waste Connections, stated yes. Commissioner Brooks also questioned if Waste Connections would consider negotiating. Mr. Wheatley stated that he doubted it, and that there is not a market for it.

Mr. Phil Williams, Lake Placid Town Administrator, stated that the Lake Placid Town Council have expressed an
interest in recycling, but that their problem was that the recycling bins that were located within the town limits were
being abused and non-recyclable materials were being thrown in or piled up around Main Street. Mr. Williams stated
that the Town has thought of hiring a person to police an area and possibly issue permits to Lake Placid residents.
Commissioner Handley questioned if the three municipalities have spoken among themselves to come up with a
certain agreement between them, where for example, they'd hire an employee to monitor a fenced-in area certain
days of the week in each city. This would be a joint effort between the three and they’d share the work and expenses,
and that the County would give them the roll-offs. Mr. Williams stated that this idea would work for them and that he
was sure the Town of Lake Placid Council would be willing to work with the County.

Commissioner Elwell questioned if there was money in cardboard and aluminum. Mr. Wheatley stated yes, but that
after packaging and hauling, there is not enough profit to cover the expenses. Commissioner Elwell stated that it
would make more sense for the municipalities to do this locally, using the recycling transfer facility (RTF) that is
located at the landfill. Mr. Wheatley stated that they would be willing to entertain this idea if they’d negotiate the
right price.

Mr. Scott Noethlich, City of Sebring Administrator, stated that the City does have an identified location to do this,
and that their thought was to hire a part time employee to manage the area, but that the real cost was in transporting
the material out. Mr. Noethlich stated that their location is fenced, and they would probably place cameras out there
to monitor the area and try to keep people from putting stuff outside of the fence. Mr. Noethlich stated that the cities
ought to be able to use the recycling transfer facility (RTF) located at the landfill and use the vendor to get the
recycled materials to the coast. Commissioner Handley stated that the vendor is willing to speak to the cities.

Josh Turner, with the City of Avon Park, stated that he is sure that the City will work with the other municipalities in
regards to recycling and sharing the cost.

Commissioner Brooks questioned if the County was losing money when they were recycling, compacting, and
selling the material. Mr. Howerton stated yes, that they were spending over $700,000 per year and only making
about $100,000 back. Commissioner Brooks stated that this state mandate is not an enforced mandate, and
questioned if any counties have had any action against them for not reaching the recycling percentage. Bob
Diefendorf, with the Engineering Department, stated that the ways the State can enforce this mandate is to possibly
withhold federal or state money or forcing the counties to revise their recycling plan to meet this mandate. Joy
Carmichael, County Attorney, stated that this mandate is a mandate to set a goal, and commented on the penalties
provided in the mandate.

In closing this item, Chairman Harris stated that it seemed like the municipalities are interested in doing something
about recycling and will need a price from Waste Connections, and that it may be cost prohibitive, but it was a good
place to start. Mr. Wheatley concurred.

Public input was received from Mr. Livio Magni, with E-Stone Corporation. Mr. Magni advised to the Commission
that he buys glass and invited the Commission to tour his facility. Input was also received from Mr. Ray Napper and
Ms. Arlene Tuck. Mr. Howerton addressed Ms. Tuck’s comments in regards to the current solid waste contract. See
SMB 129 Page 42.

6. Public Input
   No further public input.

7. ADJOURN
   The meeting was adjourned at 7:58 p.m.
REGULAR MEETING OF THE BOARD, NOVEMBER 6, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner R. Greg Harris  
   Commissioner James L. Brooks  
   Commissioner Jack L. Richie  
   Commissioner William R. Handley  
   Commissioner Don Elwell  

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
The meeting opened with a prayer by Rev. Marcus Marshall.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by John Nelson, Officer of the Tanglewood Veterans.

4. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov 07</td>
<td>9:30 am</td>
<td>Children’s Services Council Nominating Committee &amp; Agenda Planning</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7205 S. George Blvd., Sebring, FL</td>
</tr>
<tr>
<td>Nov 08</td>
<td>1:30 pm</td>
<td>Public Hearing of Highlands County Code Enforcement Special Magistrate, Pamela T. Karlson, Kelly Courtroom, 430 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Nov 13</td>
<td>3:00 pm</td>
<td>Planning &amp; Zoning Commission &amp; the Local Planning Agency &amp; the Zoning Board of Adjustment, Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Nov 14</td>
<td>10:00 am</td>
<td>Heartland Library Cooperative</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lake Placid Memorial Library, 205 W. Interlake Blvd., Lake Placid, FL</td>
</tr>
<tr>
<td>Nov 15</td>
<td>1:15 pm</td>
<td>Highlands County Hospital District Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boardroom, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

Highlands County Government offices will be closed on Monday, November 12, 2018 in observance of Veteran’s Day, and also on Thursday, November 22, 2018 and Friday, November 23, 2018 for the Thanksgiving Holiday.

The County Administrator announced that the Military Sea Services Museum in Sebring has assembled an exhibit in the lobby showcase to honor the men and women who served this country so valiantly. The Museum encourages everyone to view the exhibit and reflect on the sacrifices made every day by soldiers, sailors, marines, and airmen.

The Highlands Soil & Water Conservation District will meet on Tuesday, November 20, 2018 at 1:00 p.m.

Ms. Susie Bishop announced that Ag Venture starts on Tuesday, November 13, 2018, and invited everyone to the steak dinner from 4:30 p.m. – 6:30 p.m. Adult tickets are $12. Child tickets are $6.

5. CONSTITUTIONAL OFFICERS
Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts, thanked Commissioner Richie for his many years of service to county government and wished him the best.
Sheriff Paul Blackman came before the Commission to present a check in the amount of $1,290,687.38 for unexpended funds in the 17/18 Fiscal Year. Sheriff Blackman, on behalf of everyone from the Sheriff’s Office, expressed his gratitude towards Commissioner Richie for his long service to Highlands County.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

   A. Randal Vosburg, County Administrator: Presentation of Years of Service Awards.
      Kyle Green, R&B Director, will be presenting to Michael Taylor, Crew Leader (15 years). Dustin Fitch, EMS Manager, will be presenting to Jenna Levine, Paramedic (10 years), Litton Walker, Paramedic (25 years), Todd Kreulen, EMT (25 years), and Mark Fairfield, Paramedic (25 years).
      Randy Vosburg, County Administrator, invited the Commission to come forward to recognize the employees for their years of service to Highlands County. Dustin Fitch, EMS Manager, presented an award to Jenna Levine, Paramedic, for her 10 years of service. Kyle Green, Road & Bridge Director, presented an award to Michael Taylor, Crew Leader, for his 15 years of service. Mr. Fitch also presented awards to Litton Walker, Paramedic; Todd Krueven, EMT; and Mark Fairfield, Paramedic, for their 25 years of service. See SMB 129 Page 43.

   B. Nancye Cornelius, Esq., Highlands County Guardian Ad-Litem Attorney, and Tom Selander, Supervisor for Highlands County: Presentation of The Florida Guardian Ad Litem Foundation’s “County of the Year Award” to Highland County.
      Ms. Nancye Cornelius, Attorney for the Highlands County Guardian Ad-Litem, and Mr. Tom Selander, Highlands County Supervisor for the Highlands County Guardian Ad-Litem, presented to the Board of County Commissioners the Florida Guardian Ad-Litem Foundation’s “County of the Year Award”. Chairman Harris came forward to receive the award. See SMB 129 Page 44.

7. CONSENT AGENDA

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

Public input was received from Beth Degnan.

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

A. Request approval to pay all duly authorized bills November 6, 2018. See Check Report file.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,606,021.03</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>68,639.67</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>85,525.75</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>156,794.56</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>6,525.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>1,175.00</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>16.83</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>800.39</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>270.00</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>137.93</td>
</tr>
<tr>
<td>BUIDLING FUND</td>
<td>245.06</td>
</tr>
<tr>
<td>FIRE ASSESSMENT FUND</td>
<td>408.67</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>17,678.22</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>93,203.10</td>
</tr>
<tr>
<td>EMPLOYEE BENEFIT FUND</td>
<td>926.40</td>
</tr>
</tbody>
</table>
B. Request approval of the minutes from the October 2, and 16, 2018 Regular Meetings of the Board. See Clerk of Courts website.

C. Request approval to accept into the record the Court-Related and Other Miscellaneous Funds Revenue and Expenditures Summary, for the Quarter ended September 30, 2018. See SMB 129 Page 45.

D. Request approval to donate, deliver and haul away (after the fair is over) up to 9 loads of clean sand to the Highlands County Junior Livestock Committee. See SMB 129 Page 46.

E. Request approval to waive the Landfill Tipping Fees for the Lake Placid Arts & Crafts Country Fair. See SMB 129 Page 47.

F. Request consideration of a waiver of fees and deposit for the Salvation Army for rental of the Multi Sports Complex Concession for their Thanksgiving Dinner. See SMB 129 Page 48.

G. Request approval of the Peace River Center for Personal Development, Inc., a Florida Non-Profit Corporation Grant Contract as approved in the FY 18/19 Adopted Budget. See Peace River Center file.

H. Request approval of the Nu-Hope Elder Care Services, Inc., a Florida Non-Profit Corporation Grant Contract as approved in the FY 18/19 Adopted Budget. See Nu-Hope Elder Care Services, Inc. file.

I. Request approval of Pay without PO for Phillips and Jordan, Inc., Invoice# 4117014*11 in the amount of $8,073.00. See SMB 129 Page 49.

J. Request approval to write off $1,116.55 of bad debt that is owed to the Solid Waste Fund. See SMB 129 Page 50.

K. Request approval to declare the old Valerie Blvd EMS Station (property and building), transfer switch and generator as surplus and grant permission to solicit offers to purchase through the County’s bid process. See SMB 129 Page 51.

L. Request approval of Budget Amendment 17-18-177 to realign budgets for the Supervisor of Election’s year end cleanup within the General Fund. See SMB 129 Page 52.

M. Request approval of Budget Amendment 17-18-178 to realign budgets for the Sheriff’s year end cleanup within the General Fund. See SMB 129 Page 53.


O. Request to approve Budget Amendment 18-19-007 and Resolution for the Highlands County Public Library System additional state aid funding. See Res. Book 29 Page 143 & SMB 129 Page 55.


8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Handley made a motion and Commissioner Brooks seconded the motion, to move approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye. The motion carried. See Check Report file for copy of abstention form.

9. RECOGNITION OF COMMISSIONER RICHIE FOR HIS DEDICATED SERVICE TO THE CITIZENS OF HIGHLANDS COUNTY.
Chairman Harris, on behalf of the Board of County Commissioners, presented a plaque to Commissioner Richie for his dedicated service to the citizens of Highlands County. The Commission also presented a photograph to Commissioner Richie as a remembrance token. Commissioner Brooks and Commissioner Elwell expressed their words of gratitude towards Commissioner Richie and his service to Highlands County. Commissioner Richie stated that he really appreciates the County Administrator for the fantastic job he has done and thanked the public for allowing him to serve for the past eight years.

BREAK: 9:35 a.m. to 9:55 a.m.

Randy Vosburg, County Administrator, read into the record a certificate of appreciation presented to Commissioner Richie from Donna Doubleday, with the Career Source Heartland.

10. ACTION AGENDA
Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to set the action agenda.

Public input was received from Beth Degnan.

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

A. Laurie A. Hurner, County Extension Director/Citrus Agent III, and David Austin, Highlands County Residential Horticulture Agent/Master Gardener Coordinator: Request to construct a Teaching Pavilion on County property and consider a recommendation from UF/IFAS Highlands County Horticulture Committee to name the proposed Teaching Pavilion after Master Gardener Volunteer Charles V. Reynolds.

Laurie Hurner, County Extension Director, and David Austin, Horticulture Agent/Master Gardener Coordinator, presented the request.
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the construction of a teaching pavilion on County property and naming of the proposed teaching pavilion after Master Gardener Volunteer Charles V. Reynolds.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 60.

Ms. Hurner announced that the 2018 Garden Festival will take place on Saturday, November 17, 2018 from 9:00 a.m. to 4:00 p.m.

B. David Nitz, OMB Manager: Request approval of Budget Amendment 18-19-006 for salary adjustment for the County Commissioners.
David Nitz, OMB Manager, presented the request.

Public input was received from Beth Degnan.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 18-19-006 for County Commissioner salary adjustments.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 61.

C. J.D. Langford, Jr., P.E., Assistant County Engineer: Request approval of Budget Amendment 18-19-012 to adjust the Rollover of Project 01101 (Sebring Parkway II Series 2002) and split the balance of funds between Project #17062 (Sebring Parkway Phase IIA) and Project #17063 (Sebring Parkway Phase IIB).
J.D. Langford, Assistant County Engineer, presented the request and addressed concerns raised by the Commission.

Commissioner Brooks made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 18-19-012, closing out Project #01101 (Sebring Parkway II Series 2002) and split the balance of funds between Project #17062 (Sebring Parkway Phase IIA) and Project #17063 (Sebring Parkway Phase IIB).

Public input was received from Beth Degnan.


D. Suzanne Hunnicutt, Capital Projects Manager: Request approval of Budget Amendment 18-19-014 and accompanying Resolution.
Suzanne Hunnicutt, Capital Projects Manager, presented the request.

Commissioner Handley made a motion and Commissioner Richie seconded the motion, to move to approve Budget Amendment 18-19-014 and accompanying Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 149 & SMB 129 Page 63.
E. Jerome Kaszubowski, Clerk’s Senior Director of Business Services: Request consideration of a modified Budget Draw for the Clerk of Courts for General Fund cash flow purposes.

Tasha Morgan, Assistant County Administrator, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the modification as read into the record by the assistant county administrator for budget draws for the Clerk of Courts, for both this year and going forward, for General Fund cash flow purposes.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 64.

11. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log

Joy Carmichael, County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. See SMB 129 Page 65.

Commissioner Elwell requested an update on the Oak Manor project. Ms. Carmichael stated that the additional landowner who expressed interest in signing the petition for paving of the road is seeking information on the exact cost and that staff will calculate in more detail. Kyle Green, Road & Bridge Director, stated that they will provide the information as soon as possible.

Commissioner Handley questioned the request for revision of qualifications for advisory board members. Ms. Carmichael stated that the County Administrator has asked for an overall review of the requirements for each board and to ensure that they are all consistent. Commissioner Handley stated that there are boards that need the experience brought by the longevity of volunteers and would not like to see them gone because their term comes to an end. The County Administrator stated that the intent of this item will not address that issue, but rather the eligibility to be on some of the boards.

Commissioner Handley also questioned the review for Sherwood & Goodfellas closing documents and questioned if the job was being held up. The County Engineer stated that they are having to work around the area because the closing documents are not ready. Commissioner Handley asked that this item be sped up.

Commissioner Brooks questioned the illegal lot splitting in Somervale Downs. Ms. Carmichael addressed ideas that she will discuss with the Planning Department.

Commissioner Brooks also questioned the review of Notice of Annexation for Avon Park. Ms. Carmichael stated that she and the County Engineer have spoken to Avon Park’s attorney to address and hear concerns, and that the attorney will send Ms. Carmichael some Attorney General Opinions for her to look at. Ms. Carmichael will follow up after this.

Ms. Carmichael thanked Commissioner Richie for his service and stated that she will miss working with him.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.

Randy Vosburg, County Administrator, presented the County’s updated list of pending items/projects. See SMB 129 Page 66.

Commissioner Elwell suggested that items having a 12-18 month follow up be changed to “ongoing” or add a date on them. Commissioner Elwell questioned if the Risk Manual update was complete. Mr. Vosburg stated no.
Commissioner Handley questioned the Highlands Hammock State Park Road Paving project. Kyle Green, Road & Bridge Director, stated that this project was for the bridge and that work is to start on Saturday. Mr. Vosburg stated that this item will be reworded to avoid confusion.

Mr. Vosburg requested the Commission's input regarding the meeting schedule for January 2019, since the first Tuesday falls on January 1st. The Commission concurred to meet on January 8, 2019 and January 22, 2019.

Mr. Vosburg informed the Commission that they have received communication from the Florida Department of Emergency Management that one FEMA project from Hurricane Irma has made it to the next level.

Mr. Vosburg also informed the Commission that their United Way fundraiser event went very well and all proceeds went to United Way.

12. CITIZENS NOT ON THE AGENDA
Beth Degnan came before the Commission to address her concerns with documentation that she just received from the Public Information Office that she had requested over a year ago in regards to the Highlands Park Estates clubhouse. The County Administrator stated that staff takes public records and Sunshine Law very serious and that he supports Gloria Rybinski, Public Information Officer, who is very dedicated to her job and knows that she is very compliant, and also supports the Engineering Department staff in knowing that they designed that building to the required standards. Ms. Rybinski stated that the records requested by Ms. Degnan were ready for Ms. Degnan's review for several months before they were finally emailed to her because she failed to pick them up. Ms. Degnan also addressed concerns with vandalism in the construction area of the clubhouse. Commissioner Handley stated that this has been an issue with every job in the construction industry and that it is the responsibility of the contractor while the site is in construction.

Ms. Anne Pollard, with the Lake Placid Morning Rotary, came before the Commission to express her appreciation with how well the Board of County Commissioners is represented by its department heads, who have gone to speak at their meetings.

13. COMMISSIONERS
- **Commissioner Handley:** No report.

- **Commissioner Brooks:** Commissioner Brooks reiterated to Commissioner Richie that he hopes he enjoys his time and that they appreciate all that he's done for the County.

- **Commissioner Elwell:** Commissioner Elwell congratulated Commissioner Richie for his 8 years as a very dedicated commissioner. Chairman Harris concurred.

- **Commissioner Richie:** Commissioner Richie thanked the Commission for putting up with him for 8 years and stated that he appreciates being able to participate with everyone. Commissioner Richie expressed his gratitude towards the County Administrator and staff.

- **Commissioner Harris:** No report.

14. ADJOURN
The meeting was adjourned at 11:08 a.m.
PUBLIC HEARING OF THE BOARD TO CONSIDER THE 2018/2019 BUDGET

NOVEMBER 19, 2018

1. The meeting was called to order at 5:30 p.m. in the Highlands County Board of County Commissioners Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner James L. Brooks       Commissioner William R. Handley
   Commissioner Don Elwell

   Commissioner R. Greg Harris and Commissioner Jack L. Richie were absent from this meeting.

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts; and Maria Brenes, Deputy Clerk.

2.  INVOCATION:
   The meeting opened with a prayer by Jerome Kaszubowski, Senior Director of Business Services for the Clerk of Courts.

3.  PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Commissioner Handley.

4.  Public Hearing statement (read by Chairman) to identify the millage rate and the purpose of the Public Hearing.
   Vice-Chairman Brooks read the statement to identify the millage rate and the purpose of the public hearing. This public hearing was properly advertised and proof of publication was provided to the Clerk to become part of the permanent record. See Proof of Publication file & SMB 129 Page 68.

   Randy Vosburg, County Administrator, stated that this public hearing was being held because the State has asked the County to do so due to an error in the advertising of the millage rate. Mr. Vosburg stated that when the public hearing was advertised the County used last year’s adopted millage, but that the State requires that they use last year’s certified millage. The new advertisement has been approved by the State.

   A. Review of the FY 2018-2019 Tentative Budget and Adoption of Resolutions as required by the State Department of Revenue. See SMB 129 Page 69.

5.  Budget presentation by staff.

6.  Motions for Resolutions for adoption of the FY 2018-2019 Budget:

   A. Millage Adoption Resolution
      Commissioner Handley read the Resolution into the record.

      Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Resolution as read into the record.

      Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 151.
B. Tentative Budget Resolution Adoption
Commissioner Brooks read the Resolution into the record.

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to approve the Resolution as read.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 152.

C. Adoption of Special Benefit Districts’ Assessments Budget Resolution
Chairman Elwell read the Resolution into the record.

Commissioner Handley made a motion and Commissioner Elwell seconded the motion, to move to adopt the Resolution as read.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 153.

D. Resolution for adoption of Budget Changes
Commissioner Handley read the Resolution into the record.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the Resolution as read.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 154.

Commissioner Elwell wished a Happy Birthday to the assistant county administrator Tasha Morgan.

7. ADJOURN
The meeting was adjourned at 5:48 p.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner James L. Brooks  Commissioner William R. Handley
   Commissioner Don Elwell    Commissioner R. Greg Harris
   Commissioner Arlene Tuck

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
The meeting opened with a prayer by Rev. Richard Norris.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Commissioner Elwell.

4. SWEARING-IN CEREMONY OF COUNTY COMMISSIONERS:
   A. Swearing in of Commissioner Don Elwell by Reverend Richard Norris
   B. Swearing in of Commissioner Arlene Tuck by the Honorable Judge Peter Estrada
      The Honorable Judge Peter Estrada swore in Commissioner Arlene Tuck.

5. ELECTION OF A CHAIR AND VICE-CHAIR
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to elect Commissioner Brooks as Chair.

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

   The gavel was passed to the newly elected chairman.

   Commissioner Harris made a motion and Commissioner Elwell seconded the motion, to move to nominate Commissioner Handley as Vice-Chair.

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

   At this point, Commissioner Brooks took over the meeting as chairman and presented a plaque to Commissioner Harris as outgoing chairman.

6. ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Announcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov 22</td>
<td>County Offices closed in observance of the Thanksgiving holiday.</td>
</tr>
<tr>
<td>Nov 22</td>
<td>County Landfill closed, solid waste pickups regularly scheduled for Thursday, November 22, 2018 changed to Friday, November 23, 2018.</td>
</tr>
<tr>
<td>Nov 23</td>
<td>County Landfill reopens, solid waste pickups regularly scheduled for Friday, November 23, 3018 changed to Saturday, November 24, 2018.</td>
</tr>
<tr>
<td>Nov 23</td>
<td>County offices closed in observance of the Day of Thanksgiving holiday</td>
</tr>
<tr>
<td>Nov 29</td>
<td>2:00 pm Recreation &amp; Parks Advisory Committee</td>
</tr>
<tr>
<td></td>
<td>Sports Complex, Second floor, 216 Sheriff's Tower Road, Sebring, FL</td>
</tr>
</tbody>
</table>
The Heartland Crime Stoppers will meet on Monday, November 26, 2018 at 5:15 p.m. at the Polk County Sheriff's Office.

The Highlands Soil & Water Conservation District will meet today at 1:00 p.m. at the Ag Center, room #3.

The Heartland Regional Transportation Planning Organization will meet on Wednesday, November 28, 2018 at 10:00 a.m. in the Boardroom.

7. CONSTITUTIONAL OFFICERS
Penny Ogg, Supervisor of Elections, came before the Commission to say Thank You to God, to the voters, to Elections' staff, to the Canvassing Board, to all poll workers, to the Board and its departments, to the Clerk's IT, and to many more for making this election process accessible and successful.

8. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

A. Randal Vosburg, County Administrator: Presentation of Employee of the Quarter for the 3rd Quarter of 2018.
Randy Vosburg, County Administrator, invited the Commission to come forward to recognize the employee of the quarter, Luke Andrews, Fire Services. Chief Marc Bashoor presented a plaque to Mr. Andrews. See SMB 129 Page 70.

9. CONSENT AGENDA
Randy Vosburg, County Administrator, requested to move item 9J to the action agenda.

Joy Carmichael, County Attorney, requested a revision to item 9O, adding the words plus applicable sales tax to the Resolution for the price of bear-proof carts.

Commissioner Harris made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda as amended.

Susie Bishop expressed her gratitude on behalf of the Highlands County AgVenture Board, to the Board of County Commissioners for their continued support and commented on the success of AgVenture this past week. Ms. Bishop also commented on the bear-proof carts and stated that it is hard to get citizens to call FWC and report bear sightings, and also questioned how many bear-proof carts could a citizen purchase. Ms. Bishop commented on the success of the bear-proof carts in her neighborhood. Mr. Vosburg stated that as long as it was a swap of a blue cart for a bear-proof cart the price is $25 plus tax.

Public input was received from Beth Degnan.

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>100,649.49</td>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>6,439.52</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>36,358.59</td>
<td>BUIDLING FUND</td>
<td>39.68</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>11,935.41</td>
<td>FIRE ASSESSMENT FUND</td>
<td>862.10</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>34.53</td>
<td>SOLID WASTE</td>
<td>3,257.48</td>
</tr>
<tr>
<td>SHIP</td>
<td>34.53</td>
<td>ENERGY RECOVERY</td>
<td>29,432.59</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>56.80</td>
<td>INSURANCE FUND</td>
<td>643.03</td>
</tr>
<tr>
<td>LEGAL AID TRUST FUND</td>
<td>3.24</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
B. Request approval to waive the Landfill Tipping Fees for the First Assembly of God of Sebring’s “Day of Hope” that was held on Saturday, November 10, 2018. See SMB 129 Page 71.


D. Request removal of one member and appointment of two new members to the Historic Preservation Commission. See SMB 129 Page 72.

E. Request the appointment of Martha Sue Rood as a regular member to the Heartland Library Governing Board. See SMB 129 Page 73.

F. Request approval to dissolve the Fire / EMS work group that was established and approved by the Board on May 17, 2016. See SMB 129 Page 74.

G. Request approval of a Tourist Development Tax Grant in the amount of $4,000 to Highlands Pedalers, Inc. for use of funds for email blast, Memberplanet.com software fee, print and design of flyer/post cards, and Facebook ads for the Highlands Bike Fest. See Tourist Development file.

H. Request approval of Budget Amendment 17-18-180 for 4th quarter reemployment (unemployment) charges. See SMB 129 Page 75.

I. Request approval of budget amendment 17-18-181 and associated Resolution to align budget with transferred expenses from Court Technologies. See Res. Book 29 Page 156 & SMB 129 Page 76.

J. Request approval of budget amendment 17-18-183 and Resolution for FY 17/18 end-of-year cost center cleanup. This item was moved to the action agenda.


L. Request approval of budget amendment 18-19-022 with accompanying Resolution to appropriate additional Town of Lake Placid funds in the amount of $3,628.00 to Project 16004 – Lake Blue Water Main Replacement. See Res. Book 29 Page 157 & SMB 129 Page 78.


N. Comcast Cable Communications Management, LLC Consent and Authorization Forms. See Comcast file.

O. A Resolution of the Board of County Commissioners of Highlands County, Florida, Providing for the Sale of Bear Resistant Trashcans; Providing for Severability; Providing for Conflict; and Providing for an Effective Date. See Res. Book 29 Page 159 & SMB 129 Page 80.

BREAK: 9:45 a.m. to 9:57 a.m.

10. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts. Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.
Commissioner Handley made a motion and Commissioner Harris seconded the motion, to move approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye. The motion carried. See Check Report file for copy of abstention form.

11. PUBLIC HEARING

A. Linda Conrad, Zoning Supervisor, and Chris Grandlienard, Planner I: Public hearing to consider adoption of P&Z Hearing No. 2036, changing the Official Zoning Atlas for approximately 4.79 acres from Business with a Conditional Use District (B-3 CU) and Business District (B-2) to Agricultural District (AU).

B. Joedene Thayer, Planning Supervisor, and Chris Grandlienard: Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment, CPA-18-554SS, for approximately 4.79 acres from "Commercial" to "Agriculture."

Chris Grandlienard, Planner I, presented the request and requested to open both public hearings, 11A and 11B, at the same time. These public hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Mr. Grandlienard read the captions of the proposed ordinance and the proposed Resolution into the record and questioned if any of the commissioners held ex parte communications concerning these hearings. Commissioner Elwell stated that he received a text message from a person involved asking what time to be at the hearing. All other commissioners stated no.

Mr. Grandlienard read into the record the recommended motion for CPA-18-554SS.

Commissioner Harris made a motion and Commissioner Handley seconded the motion, to move to approve and adopt by Ordinance, CPA-18-554SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 4.79-acres from Commercial "C" to Agriculture "AG," and transmit CPA-18-554SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Chairman Brooks opened the floor to the public. Input was not provided.


Mr. Grandlienard read into the record the recommended motion for P&Z Hearing No. 2036.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the zoning change as read.

Chairman Brooks opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See CPA file & Ordinance Book 17.

C. Melony Culpepper, Planner II: Public hearing to consider adoption of P&Z Hearing No. 2037, modifying the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) for 80 parcels and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) for 18 parcels spread throughout the Covered Bridge Community.

Melony Culpepper, Planner II, presented the request and read the caption of the Resolution into the record.
This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Culpepper questioned if any of the commissioners held ex parte communications concerning this hearing. All commissioners stated no.

Ms. Culpepper read into the record the recommended motion for P&Z Hearing No. 2037.

Commissioner Harris made a motion and Commissioner Elwell seconded the motion, to move to approve the zoning change as read.

Chairman Brooks opened the floor to the public. Input was not provided.


D. Melony Culpepper, Planner II: Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment, CPA-18-556SS, for approximately 9.72 acres, from Agriculture “AG” to Commercial “C.”

E. Linda Conrad, Zoning Supervisor, and Melony Culpepper, Planner II: Public hearing to consider adoption of P&Z Hearing No. 2038, changing the Official Zoning Atlas for approximately 9.72 acres from Agricultural District (AU) to Business District (B-3).

Melony Culpepper, Planner II, presented the request and requested to open both public hearings, 11D and 11E, at the same time. These public hearings were properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Joedene Thayer, Planning Supervisor, read into the record a letter of opposition from John W. Lee, Elizabeth Ann Lee, Annie P. Crocker, Jean Gilliard, and Kelly Duke, all with addresses in the near vicinity. Ms. Culpepper questioned if any of the commissioners held ex parte communications concerning these hearings. Commissioner Handley stated that he has heard from both sides of the issue. Chairman Brooks stated that he has talked to the applicant prior to the application being made and also to adjoining landowners. Commissioner Harris stated that he received an email from Mr. Lee. Commissioner Elwell stated that he received a voicemail and an email from Mr. Lee. Commissioner Tuck stated that she received a telephone call from the applicant and spoke to Mr. Lee also. Ms. Culpepper read the caption of the Ordinance into the record.

Mr. Charles Devlin, applicant, gave an overview of his request. Mr. John Lee, neighboring property owner, addressed his concerns with the zoning request, and stated that after listening to Mr. Devlin, he feels that he has a better understanding of what’s going on. Commissioner Handley questioned if Mr. Lee and adjoining landowners would be more receptive towards the request if a landscape buffer is added. Mr. Lee stated yes. Mr. Devlin stated that he would be okay with a landscape buffer condition added to the land use change.

Ms. Culpepper read into the record the recommended motion for CPA-18-556SS, including amending the ordinance to include the landscape buffer as discussed by the Board.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the motion as read.

Chairman Brooks opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See CPA file & Ordinance Book 17.
Ms. Culpepper read into the record the recommended motion for P&Z Hearing No. 2038.

Commissioner Handley made a motion and Commissioner Tuck seconded the motion, to move to approve the motion as read.

Chairman Brooks opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. See Zoning Change file & Res. Book 29 Page 162.

F. Clinton Howerton, Jr., County Engineer: Request to Vacate Easement at 3202 N. Horseshoe Drive, Avon Park, FL 33825, and 3204 N. Horseshoe Drive, Avon Park, FL 33825.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Tammy Surrency, applicant, addressed her request.

Commissioner Harris made a motion and Commissioner Handley seconded the motion, to move to approve the attached Resolution to vacate a portion of the existing drainage and utility easement as described in the Resolution effectively closing, vacating, abandoning, and discontinuing all rights of the county and the public, in and to the easement and any lands in connection therewith.

Chairman Brooks opened the floor to the public. Input was not provided.


G. Clinton Howerton, Jr., County Engineer: Request to approve a Resolution for a closing of San Juan Ave.

Clinton Howerton, Jr., County Engineer, presented the request. This public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Tuck made a motion and Commissioner Elwell seconded the motion, to move to approve the vacation of Right of Way as described in the attached Resolution, and that it be vacated, abandoned, discontinued, closed, and all rights of the county and the public, in and to the section of the road and any lands in connection therewith, be and they are hereby renounced and disclaimed.

Chairman Brooks opened the floor to the public. Input was not provided.

Joy Carmichael, County Attorney, stated that the motion must include that the County reserves a drainage easement as described in the Resolution.

Commissioner Tuck amended her motion to include that the County reserves a drainage easement as described in the Resolution. Commissioner Elwell amended his second.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 164 & SMB 129 Page 82.
12. **ACTION AGENDA**

Commissioner Handley made a motion and Commissioner Harris seconded the motion, to move to set the action agenda as amended.

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

Randy Vosburg, County Administrator, stated that the amendment was the addition of Consent Agenda item 9J to the Action Agenda as item 12F.

**A. David Nitz, OMB Manager: Request approval of Budget Amendment 18-19-015 and Resolution to roll over encumbrances from FY 17/18 into FY 18/19.**

David Nitz, OMB Manager, presented the request.

Commissioner Handley made a motion and Commissioner Tuck seconded the motion, to move to approve Budget Amendment 18-19-015 and associated Resolution to roll over encumbrances from FY 17/18 into FY 18/19.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 165 & SMB 129 Page 83.

**B. Leah Sauls, Community Programs Director: Request to approve the State Aid to Libraries Grant FY 18-19, pending legal review.**

Leah Sauls, Community Programs Director, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the State Aid to Libraries Grant FY 18-19, pending legal approval.

Upon roll call, all Commissioners voted aye. The motion carried. See Library Agreements file.

**C. Randy Vosburg, County Administrator: Request approval of the Board Meeting schedule for 2019.**

Randy Vosburg, County Administrator, presented the request.

Commissioner Harris made a motion and Commissioner Tuck seconded the motion, to move to approve the 2019 Board Meeting Schedule, with a modified schedule in January and then scheduled meetings on the 1st and 3rd Tuesday of each month thereafter (February thru December) with meetings starting at 9:00 a.m.

Commissioner Elwell questioned if the Commission would be interested in holding the 3rd Tuesday meeting in the evening. Commissioner Tuck stated that she would be in favor or this. Commissioner Handley stated that whenever an evening meeting is needed they schedule it and did not see a need to do so every month. Commissioner Harris concurred with Commissioner Handley and stated that he believes they accomplish more during the day. Chairman Brooks stated that he feels that evening meetings should be held as necessary.

Public input was received from Beth Degnan.

Commissioner Elwell asked that the Commission keep an open mind in regards to evening meetings and reminded the Commission that all the municipalities hold all of their meetings in the evening.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 129 Page 84.
D. David Nitz, OMB Manager: Request approval of Budget Amendment 17-18-184 and Resolution for FY 17/18 end-of-year project closures and adjustments.

David Nitz, OMB Manager, presented the request.

Commissioner Handley made a motion and Commissioner Tuck seconded the motion, to move to approve Budget Amendment 17-18-184 and associated Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 166 & SMB 129 Page 85.

E. David Nitz, OMB Manager: Request approval of Budget Amendment 17-18-182 and Resolution for FY 17/18 end-of-year correction of negative balances and project closures.

David Nitz, OMB Manager, presented the request.

Commissioner Elwell made a motion and Commissioner Harris seconded the motion, to move to approve Budget Amendment 17-18-182 and associated Resolution.

Upon roll call, all Commissioners voted aye. The motion carried. See Res. Book 29 Page 167 & SMB 129 Page 86.

F. (Old Consent Item 9J) David Nitz, OMB Manager: Request approval of Budget Amendment 17-18-183 and Resolution for FY 17/18 end-of-year cost center cleanup.

David Nitz, OMB Manager, presented the request.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve Budget Amendment 17-18-183 and associated Resolution.


13. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log. See SMB 129 Page 88.

Joy Carmichael, County Attorney, presented the County Attorney’s file log and gave the Commission an update on the Oak Manor paving project. The Commission discussed the amount of time to pay back the cost of paving the road. Commissioner Handley and Chairman Brooks stated that they should follow their ordinance and ask the landowners to pay back the money in 3 years. Commissioner Elwell stated that he remembers that when asked, the landowners did not want to do 5 years even and that 3 years may not be feasible for them. Commissioner Harris stated that the Commission and staff had already told these landowners they could pay the money back in 10 years and he has a problem with changing it now after they have been promised a 10-year plan. Ms. Carmichael stated that in order to continue with what the Board already voted to do, the ordinance will need to be amended and brought back before the Commission for consideration.

Commissioner Handley questioned the closing documents for Sebring Parkway Phase II and asked that a rush be put into this project.

Commissioner Elwell commented on the need to improve the turnout of items from the legal department and stated that he would like to see Ms. Carmichael utilize the assistant county attorney and paralegal to the best of their ability on the lighter items, and that by doing so she will be able to handle the harder work load.
Chairman Brooks echoed Commissioner Elwell’s comments in regards to the workload from the legal department.

Public input was received from Beth Degnan.

**B. Randy Vosburg, County Administrator: County Administrator Evaluation Results.**
Randy Vosburg, County Administrator, presented to the Commission his evaluation results and stated that no action was required. *See SMB 129 Page 89.*

**C. Randy Vosburg, County Administrator: Pending Items/Project Report Update.**
Mr. Vosburg presented the County’s updated list of pending items/projects. *See SMB 129 Page 90.*

Mr. Vosburg stated that committee assignments will be brought before the Board at the next meeting.

**14. CITIZENS NOT ON THE AGENDA**
Beth Degnan came before the Commission to address concerns with fire stations and equipment being remodeled with the new fire assessment and buildings not being up to par before being staffed. Mr. Vosburg stated that the County is working diligently on these improvements.

**15. COMMISSIONERS**

- **Commissioner Handley:** No report.

- **Commissioner Harris:** No report.

- **Commissioner Tuck:** Commissioner Tuck stated that she would like the County Attorney to begin working on an ordinance concerning term limits that would go out to the voters for them to decide, and to bring this issue back under the action agenda at the next Board meeting.

- **Commissioner Elwell:** Commissioner Elwell stated that there have been several tragedies in the County lately and that as we head into the holiday season to please be safe and spend time with families. Commissioner Elwell wished everyone a safe and happy Thanksgiving holiday.

- **Commissioner Brooks:** No report.

**16. ADJOURN**
The meeting was adjourned at 11:47 a.m.
REGULAR MEETING OF THE BOARD, DECEMBER 4, 2018

1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner James L. Brooks
   Commissioner Don Elwell
   Commissioner Arlene Tuck

   Commissioner William R. Handley
   Commissioner R. Greg Harris

   Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. INVOCATION:
   The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. PLEDGE OF ALLEGIANCE
   The Pledge of Allegiance was led by Paul Hinman and Denis Tully, with the Vietnam Veterans of America, Local Chapter 1097. Mr. Hinman and Mr. Tully wished everyone a Merry Christmas and a Happy New Year.

4. ANNOUNCEMENTS

   Dec 04 7:00 pm  Construction, Licensing, Enforcement & Appeals Board
              Board room, 600 S. Commerce Ave., Sebring, FL

   Dec 06 8:15 am  Tourist Development Council
              Board room, 600 S. Commerce Ave., Sebring, FL

   Dec 11 3:00 pm  Planning & Zoning Commissioner & the Local Planning Agency
              Board room, 600 S. Commerce Ave., Sebring, FL

   Dec 12 7:30 am  Highlands Co. Industrial Development Authority & Highlands Co. Economic Development Commission
              2nd Floor, 505 S. Commerce Ave., Sebring, FL

   Dec 13 1:30 pm  Special Magistrate Pamela T. Karlson
              Kelly Courtroom, 430 S. Commerce Ave., Sebring, FL

   Dec 17 2:30 pm  HCBCC and Highlands Co. Professional EMS & Fire, IAFF5147 Negotiations
              Engineering Conference Room, 505 S. Commerce Ave., Sebring, FL

   The Central Florida Regional Planning Council will meet on Wednesday, December 12, 2018 at 9:30 a.m. at the Polk County Library in Bartow, FL.

   Due to the new year holiday being on a Tuesday, the regular meetings of the Board of County Commissioners for January 2019 will take place on the 2nd and 4th Tuesday of that month.

5. CONSTITUTIONAL OFFICERS
   No report.

6. RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:

   A. Randal Vosburg, County Administrator: Presentation of Years of Service Awards.
      Randy Vosburg, County Administrator, invited the Commission to come forward to recognize the employees for their years of service to Highlands County. Chris Benson, Business Services Director, presented a certificate to Ms. Sherri Bennet, Risk Management Coordinator, for her 20 years of service. Rick Fleeger, Parks & Facilities Superintendent, presented a certificate to Ms. Ginger Svendsen, Parks & Natural Resources Assistant, for her 25 years of service. See SMB 130 Page 1.
7. CONSENT AGENDA
Randy Vosburg, County Administrator, stated that item 7I, related to the EMS grant application, was added to the agenda this past Friday. Mr. Vosburg also stated that the property list for item 7H had been omitted inadvertently from the agenda packet and was being presented. Tasha Morgan, Assistant County Administrator, requested to exclude the following property from the list as it was platted as a park: 2025 Cleveland Road, Sebring, FL.

Commissioner Harris made a motion and Commissioner Handley seconded the motion, to move to approve the consent agenda with the changes noted.

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


<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>3,437,921.14</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>77,360.42</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>85,525.75</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>272,928.02</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>8,700.00</td>
</tr>
<tr>
<td>HOSPITAL DISTRICT</td>
<td>112,000.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>11,787.00</td>
</tr>
<tr>
<td>FIRE INSPECTION</td>
<td>25.59</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>5,336.50</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>231.96</td>
</tr>
<tr>
<td>FIRE ASSESSMENT FUND</td>
<td>3,958.82</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>16,266.73</td>
</tr>
</tbody>
</table>

B. Request approval of the minutes from the November 1, 2018 Workshop to discuss Waste Connections, the November 6, 2018 Regular Meeting, and the November 19, 2018 Final Budget Public Hearing. See Clerk of Courts website.

C. Request approval of revisions to the Building Maintenance Lead job description. See SMB 130 Page 2.

D. Consideration of the Plat Recordation of Lowe’s Outparcel. See Lowe’s Outparcel file & Official Records.

E. Request for approval of a Memorandum of Understanding (MOU) with Children's Home Society, setting forth a partnership agreement for Child Protection Team services and an acceptable use of the Children's Advocacy Center (CAC). See Children's Advocacy Center file.


G. Request to approve and execute a HUD Settlement Statement between Highlands County and Robert Matthew Sherwood regarding the purchase of a Drainage Easement for Sebring Parkway Phase III, Project No. 09021 and to give authorization to the Chairman of the Board to sign said document. See Sebring Parkway Phase III file.
H. Request approval to declare the attached list of 103 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process. See SMB 130 Page 4.

I. A Resolution of the Highlands County Board of County Commissioners pertaining to Grant Funds to improve and expand Prehospital Emergency Medical Services. See Res. Book 29 Page 173 & EMS file.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
There being no further items with potential voting conflicts, this item was not considered.

9. ACTION AGENDA
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to set the action agenda as presented.

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

A. Clinton Howerton, Jr., County Engineer, & Kyle Green, Road & Bridge Director: Request direction to modify Sebring Parkway Phase III project (project # 09021) to change design of the existing 90 degree turn intersection to a modern roundabout design.
Clinton Howerton, Jr., County Engineer, presented the request and stated that in having conversations with the City of Sebring, the question of why a roundabout was not considered at the existing 90 degree turn intersection of the Sebring Parkway. Mr. Howerton stated that when the original plans were done, roundabouts were not in consideration. Mr. Howerton stated that staff is projecting the cost of this project to be about $606,000. Mr. Howerton stated that the City of Sebring is very receptive to the change in design and have offered to pay up to 50% of the additional cost. Randy Vosburg, County Administrator, stated that he spoke with a representative from FDOT and that they have committed an additional $200,000, although not yet in writing, towards the new design. Mr. Vosburg stated that FDOT liked the partnership that has developed between the County, the City of Sebring, and FDOT. Mr. Vosburg stated that the funding agreement for the Sebring Parkway with FDOT will need to be amended.

Commissioner Handley questioned if staff considered doing the roundabout in concrete instead of asphalt. Mr. Howerton stated that doing it in concrete would cost more and addressed a few pros and cons of using concrete.

Commissioner Elwell questioned if the City of Sebring was aware of the funding commitment from FDOT. Mr. Howerton stated that the funding commitment from FDOT came after staff met with the City of Sebring. Commissioner Elwell stated that he liked the idea of using concrete and questioned if Mr. Howerton had an estimated cost. Mr. Howerton stated he would look into it and bring back a number.

Mr. Vosburg stated that if concrete is used for the roundabout, the long-term maintenance will be cheaper. Mr. Howerton concurred, stating that it would be costlier in the beginning, but that long-term care would cost less. Commissioner Harris questioned if the Road & Bridge Department could do the concrete. Mr. Howerton stated that they would contract it out.

Commissioner Tuck questioned the cost of this new design and stated that they have already spent a lot of money on the Sebring Parkway and would not like to see them spend more than discussed today. Ms. Tuck also stated that she will not agree to this project if the State does not provide the additional funding.
Commissioner Handley stated that he would like to see the price for using concrete and have staff talk to the City of Sebring and FDOT to see if they are willing to split the cost of upgrading to concrete. Mr. Howerton stated that he will provide a comparison cost to the Commission.

Chairman Brooks stated that he is in favor of roundabouts and concurs with Commission Handley in regards to using concrete and possibly splitting the cost with the City of Sebring and FDOT.

Public input was received from Beth Degnan.

Scott Noethlich, City of Sebring Administrator, stated that the City of Sebring Council voted in favor of this new design and believes that they would be in favor of looking at the concrete option.

Commissioner Harris made a motion and Commissioner Elwell seconded the motion, to move to direct staff to move forward with preparation of design, permitting, and interlocal agreements with the City of Sebring and with FDOT, to modify plans on the Sebring Parkway Phase III project to include a roundabout intersection design at the currently proposed signal intersection with Sebring Parkway Phase I; and have staff look at the cost of using concrete rather than the asphalt as well.

The Commission and staff discussed the direction of the motion. Mr. Howerton stated that he will move forward with the design, while staying within the current budget, and that any budget amendments and agreements will come back to the Board for consideration. Mr. Vosburg stated that he was concerned about the timeframe and questioned if the Board was comfortable with saying not to exceed the $606,000 and proceed with plans.

Commissioner Harris amended his motion by adding not to exceed $606,000. Commissioner Elwell seconded the amendment for discussion.

Commissioner Elwell stated that the recommended motion, without the concrete option and dollar amount was sufficient to move forward, and that they can instruct staff, outside of the motion, to come back with a budget amendment indicating the cost of using concrete. The Commission concurred.

Commissioner Harris withdrew his motion and the amendment to the motion. Commissioner Elwell removed his second.

Commissioner Harris made a motion and Commissioner Elwell seconded the motion, to move to direct staff to move forward with preparation of design, permitting, and interlocal agreements with the City of Sebring and with FDOT, to modify plans on the Sebring Parkway Phase III project to include a roundabout intersection design at the currently proposed signal intersection with Sebring Parkway Phase I.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 5.

B. Luzed Cruz, CSC Executive Director: Request for approval of member appointments to the Children's Services Council, effective January 01, 2019.

Chris Benson, Business Services Director, presented the request.

Public input was received from Beth Degnan, who questioned if there was a conflict of interest with the appointment of Mr. Nicholas Vosburg. Mr. Benson stated that the Children's Services Council is simply a recommending body and that they do not make decisions of any operations or grant funding. Commissioner Elwell stated that there is no personal gain for any board member or director. The County Attorney stated that this appointment would be ok.
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the recommendation for appointments of Dr. Bobbie Smith-Powell, Mrs. Marisa Stam, and Mr. Nicholas Vosburg to the Children's Services Council, and to appoint Aisha Alayande as the 2019 Chair, and April Rolle as Vice Chair.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 6.

C. David Nitz, OMB Manager: Request approval of Budget Amendment 18-19-029 and Resolution to roll over and adjust Project 09021 Sebring Parkway PH III.

David Nitz, OMB Manager, presented the request.

Commissioner Handley made a motion and Commissioner Harris seconded the motion, to move to approve Budget Amendment 18-19-029 and associated Resolution.


D. Randy Vosburg, County Administrator: Request approval of Commissioner appointments to the Value Adjustment Board, Career Source Board, the 10 County Coalition for Lake Okeechobee and the Small County Coalition for 2019.

Chairman Brooks presented for approval the Commissioner appointments.

Commissioner Handley made a motion and Commissioner Tuck seconded the motion, to move to approve the Commissioner appointments to the Value Adjustment Board, Career Source Board, the 10 County Coalition for Lake Okeechobee and the Small County Coalition for 2019.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 8.

E. David Nitz, OMB Manager: Request approval of Budget Amendment 18-19-017 and Resolution to appropriate funding for the Hospital District.

David Nitz, OMB Manager, presented the request.

Commissioner Elwell made a motion and Commissioner Harris seconded the motion, to move to approve Budget Amendment 18-19-017 and associated Resolution to appropriate funds received from the Hospital District.

Public input was received from Beth Degnan.


F. Thomas S. Haralson, Chief Information Officer: Request approval of Budget Amendment 18-19-024 and Resolution to adjust Clerks Projects 14033 and 16069.

Tommy Haralson, Clerk’s Chief Information Officer, presented the request.

Commissioner Handley made a motion and Commissioner Tuck seconded the motion, to move to approve Budget Amendment 18-19-024 and associated Resolution, adjusting Clerk of Courts’ Projects 14033 & 16069 in FY 18/19.

10. COUNTY ADMINISTRATOR & LEGAL

A. Joy Carmichael, County Attorney: County Attorney File Log.
Joy Carmichael, County Attorney, presented the County Attorney’s file log. See SMB 130 Page 11.

Commissioner Elwell requested the latest update on the Oak Manor project. Ms. Carmichael stated that the proposed revision to the current ordinance to provide for a period of time beyond three years to pay the assessments will be advertised for the next Board meeting. Ms. Carmichael stated that as far as the property owner that requested further information on what will be the assessment for his property, the calculated fees have been provided to him. Kyle Green, Road & Bridge Director, stated that he has not heard back an answer from Mr. Black, and stated that ultimately if Mr. Black decides not to sign the petition, they will not be able to build the road. Commissioner Handley questioned how much further was the County waiting on this property owner to make a decision. Mr. Vosburg stated that he hopes to have an answer from him before they review the ordinance on December 18, 2018. Mr. Santos de la Rosa, property owner in the Oak Manor area, addressed the Commission and stated that he hopes to see them approve the 10-year payment period and to reduce the requirement of 75% of property owners to 50%.

Commissioner Handley questioned the status of the lease agreement for the Animal Control property. Ms. Carmichael stated that the Sebring Airport Authority wanted to add provisions to the agreement that gives them authority to approve design of the facility and landscaping, and that the County’s response back to them was that the County would design in accordance to the LDRs. Mr. Vosburg stated that it was explained to them that the County was not looking to waive any of their standards and that they would be working within the LDRs.

Commissioner Handley stated that Sun ‘n Lake has asked if the County is allowed to list properties owned by the County in the Sun ‘n Lake area on a website, like Zillow. Ms. Carmichael stated that the County’s ordinance provides for listing these properties on the County’s website, or using the auction method as they’ve been doing. She stated that it also provides for obtaining a broker and having the broker list the properties on such website, but that for the County to list them directly, they would need to modify the existing ordinance.

Commissioner Tuck stated that she asked for Ms. Carmichael to research term limits for county commissioners and that Ms. Carmichael’s conclusion was to ask for an Attorney General opinion. Ms. Carmichael gave a summary of the findings that led to her conclusion. Commissioner Tuck requested that the Commission direct the County Attorney to ask for an Attorney General opinion. The Commission expressed their concerns and gave their consent for the County Attorney to move forward. Public input was received from Beth Degnan.

B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.
Mr. Vosburg presented the County’s updated list of pending items/projects. See SMB 130 Page 12.

Commissioner Handley questioned the Sebring Parkway Phase IIA and IIB projects. The County Engineer addressed his concerns.

Commissioner Handley also questioned the plans for the new Sheriff’s Office employee parking. Suzanne Hunnicutt, Capital Projects Manager, addressed his concerns.

Commissioner Handley questioned the Lake Jackson Hydrology project and the Unpaved Roads Policy project. Kyle Green, Road & Bridge Director, addressed his concerns.

Commissioner Tuck requested an update on the Interlake Boulevard project and requested this item be added to pending items list. Clinton Howerton, Jr., County Engineer, addressed her concerns.
Mr. Vosburg gave a brief update on the FEMA reimbursement.

Mr. Vosburg stated that County employees have participated in the Rudolph Roundup through the Heartland for Children agency and were able to sponsor 56 children through voluntary contributions. Mr. Vosburg also stated that Chief Marc Bashoor and Public Safety staff put bins out at eleven (11) Fire & EMS locations for toy collections as well.

11. CITIZENS NOT ON THE AGENDA
Beth Degnan came before the Commission to address her concerns with the Highlands Park Estates Clubhouse door. The County Engineer stated that the building was being built according to the plans. Commissioner Elwell requested that staff bring back the balance of the non-ad valorem assessments for Highlands Park Estates.

12. COMMISSIONERS
   - Commissioner Elwell: No report.
   - Commissioner Handley: No report.
   - Commissioner Harris: No report.
   - Commissioner Tuck: No report.
   - Commissioner Brooks: No report.

13. ADJOURN
The meeting was adjourned at 11:27 a.m.
1. The meeting was called to order at 9:00 a.m. in the Highlands County Board of County Commission Chambers at 600 S. Commerce Avenue, Sebring, Florida, with the following members present:

   Commissioner James L. Brooks  Commissioner William R. Handley
   Commissioner Don Elwell  Commissioner R. Greg Harris
   Commissioner Arlene Tuck

Also present: Randy Vosburg, County Administrator; Tasha Morgan, Assistant County Administrator; Joy Carmichael, County Attorney; Robert W. Germaine, Clerk of Courts, and Pamela Gamez, Deputy Clerk.

2. **INVOCATION:**
The meeting opened with a prayer by Pastor Ed Sager, with the Highlands Grace Reformed Church.

3. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Commissioner Harris.

4. **ANNOUNCEMENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Announcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec 24</td>
<td>County offices closed in observance of the Christmas Eve holiday.</td>
</tr>
<tr>
<td>Dec 25</td>
<td>County offices closed in observance of the Christmas holiday.</td>
</tr>
<tr>
<td>Dec 25</td>
<td>County Landfill closed, regularly scheduled solid waste pickups for Tuesday changed to Wednesday, December 26, 2018.</td>
</tr>
<tr>
<td>Dec 26</td>
<td>County Landfill reopen, regularly scheduled solid waste pickups for Thursday, December 27, 2018 remain the same.</td>
</tr>
</tbody>
</table>

January 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Announcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 01</td>
<td>County offices &amp; Landfill closed in observance of the New Year’s Day holiday.</td>
</tr>
<tr>
<td>Jan 02</td>
<td>County offices &amp; Landfill reopen with the following solid waste pickup scheduling changes for this week only: Tuesday pickups rescheduled to Wednesday; Wednesday pickups rescheduled to Thursday; Thursday pickups rescheduled to Friday.</td>
</tr>
<tr>
<td>Jan 08</td>
<td>9:00 am Highlands County Board of County Commissioners Regular Board meeting</td>
</tr>
<tr>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
<tr>
<td>Jan 22</td>
<td>9:00 am Highlands County Board of County Commissioners Regular Board meeting</td>
</tr>
<tr>
<td></td>
<td>Board room, 600 S. Commerce Ave., Sebring, FL</td>
</tr>
</tbody>
</table>

The Highlands Soil & Water Conservation District will meet today at 3:00 p.m. in room 3 of the Ag Center.

5. **CONSTITUTIONAL OFFICERS**
Clerk of Courts Bob Germaine and Sheriff Paul Blackman wished everyone a Merry Christmas and a Happy New Year.

6. **RECOGNITIONS, PRESENTATIONS & PROCLAMATIONS:**

   A. **Marc Bashoor, Public Safety Director: Fire Rescue First Quarter Update.**
Marc Bashoor, Public Safety Director, presented the first quarter update for the Highlands County Fire Rescue. Public input was received from Beth Degnan.

   The Commission thanked Chief Bashoor for the presentation. Mr. Bashoor stated that the next update will be provided in March. *See SMB 130 Page 13.*
7. **CONSENT AGENDA**
Randy Vosburg, County Administrator, requested item 7J be pulled from the consent agenda for discussion under the action agenda.

Commissioner Handley made a motion and Commissioner Harris seconded the motion, to move to approve the consent agenda as presented, with the exception of moving item 7J to the action agenda.

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

A. **Request approval to pay all duly authorized bills December 18, 2018.** See Check Report file.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>170,056.29</td>
</tr>
<tr>
<td>COUNTY TRANSPORT TRUST</td>
<td>70,607.43</td>
</tr>
<tr>
<td>E911 OPERATIONS FUND</td>
<td>462,213.10</td>
</tr>
<tr>
<td>LOCAL GOVT INFRA SURTAX</td>
<td>98,579.77</td>
</tr>
<tr>
<td>TOURIST DEV TRUST FUND</td>
<td>623.24</td>
</tr>
<tr>
<td>SHIP</td>
<td>3.98</td>
</tr>
<tr>
<td>SEBRING PARKWAY MAINT</td>
<td>59.10</td>
</tr>
<tr>
<td>STATE COURT FACILITIES TF</td>
<td>873.98</td>
</tr>
<tr>
<td>COURT TECH 28.24 (12)(E)1</td>
<td>89.50</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>10,471.12</td>
</tr>
<tr>
<td>FIRE ASSESSMENT FUND</td>
<td>133.46</td>
</tr>
<tr>
<td>HCISSR LTD CAPITAL FUND</td>
<td>7,733.21</td>
</tr>
<tr>
<td>SOLID WASTE</td>
<td>17,580.41</td>
</tr>
<tr>
<td>ENERGY RECOVERY</td>
<td>86,916.51</td>
</tr>
</tbody>
</table>

B. **Request approval of the minutes from the November 20, 2018 and December 4, 2018 Regular meetings of the Board.** See Clerk of Courts website.


D. **Request approval of recommended revisions to Policy 410 (Supplemental Workforce) of the Personnel Rules & Regulations Manual.** See Personnel Rules & Regulations file.

E. **Request approval for City of Sebring Interlocal Agreement for Recreation Funding of $110,000.** See City of Sebring file.

F. **Request for Approval of Honorary Member Appointment to the Children’s Services Council, Effective January 01, 2019.** See SMB 130 Page 14.

G. **Approval of Local Mitigation Strategy Working Group Organizations for calendar year 2019.** See SMB 130 Page 15.

H. **Request approval to donate and deliver 2 loads of shell rock to the Highlands County Fairgrounds.** See SMB 130 Page 16.
I. Request approval to move forward with the sale of 18 County owned surplus properties and provide the Chair the authority to execute the Sale and Purchase Agreements and Deeds. See SMB 130 Page 17 & County Deed file.

J. Request approval of a Community Development Block Grant (CDBG) Interlocal Agreement between Highlands County and City of Avon Park. (This item was moved to the action agenda.)

K. Request approval of payments without purchase order to Southwest Florida Water Management District for Jack Creek - Josephine Creek Watershed Management Plan. See SMB 130 Page 18.

L. Request for approval of a Memorandum of Understanding (MOU) with Serving Children & Reaching Families (SCARF), setting forth a partnership agreement for mental health services and an acceptable use of the Children's Advocacy Center (CAC). See Children's Advocacy Center file.

M. Request approval to expend funds from the Law Enforcement Trust Fund. See SMB 130 Page 19.


O. Request approval of Budget Amendment 18-19-030 and accompanying Resolution to roll over funds from FY 17/18 to FY 18/19 related to Lake Grassy Scrub. See Res. Book 29 Page 178 & SMB 130 Page 21.

P. Request approval of Budget Amendment 18-19-031 to realign funding for Sheriff road patrol vehicle accessories. See SMB 130 Page 22.

Q. Request approval of Budget Amendment 18-19-033 to realign funding within two General Fund cost centers. See SMB 130 Page 23.


S. Request approval of Budget Amendment 18-19-035 and Resolution to roll funding from previous year budget projects to current FY 18/19 budgeted projects in the EMS cost center 5105. See Res. Book 29 Page 180 & SMB 130 Page 25.

8. CONSENT AGENDA (2): Request approval to pay all bills with voting conflicts.
Commissioner Elwell declared a conflict of interest due to a payment being made to Alan Jay, his current employer. A Memorandum of Voting Conflict form was submitted to the Clerk to become part of the permanent record.

Commissioner Harris made a motion and Commissioner Handley seconded the motion, to move approval to pay all bills with voting conflicts.

Upon roll call, all Commissioners voted aye, except Commissioner Elwell, who abstained. The motion carried. See Check Report file for copy of abstention form.
9. PUBLIC HEARING

A. An Ordinance amending Article II of Chapter 9 of the Code of Ordinances Highlands County, Florida; pertaining to paving in subdivisions; providing for consideration of the available financial resources of the County; providing for an alternative period of time for payment of assessments; providing for conflict; providing for severability; providing for inclusion in Code; and providing for an effective date.

Joy Carmichael, County Attorney, and Kyle Green, Road & Bridge Director, presented the request. This public hearing was properly advertised and proof of publication was submitted to the Clerk to become part of the permanent record. Mr. Green gave a brief history of the Oak Manor Avenue paving project that started several years ago.

Commissioner Tuck stated that she is okay with the proposed ordinance, but would suggest that the Oak Manor paving project be put to rest and would like to have a letter sent to Mr. Black advising he has until the end of February to respond. Chairman Brooks questioned if she was referring to the one property owner that has not yet signed the agreement. Commissioner Tuck stated yes.

In regards to the Oak Manor Avenue paving project, Chairman Brooks questioned if the work would be done upfront and the property owners would be given up to ten years to pay the County back. Mr. Green stated that if the proposed ordinance is adopted, that would be correct.

Commissioner Handley stated that he agrees with Commissioner Tuck that the Oak Manor paving project needs to be put to rest, but that he is not in agreement with the proposed ordinance because he believes it will lead to further issues down the road.

Commissioner Harris stated that he agrees with the proposed ordinance and stated that he believes the Oak Manor project should be done for those property owners because they have been promised before, and that other requests should be looked at individually.

Commissioner Elwell stated that he agrees with Commissioner Harris, and stated that the Oak Manor paving project could be a special exception, and that today’s amendment would give the Commission the flexibility to look at any other projects individually.

Commissioner Elwell made a motion and Commissioner Tuck seconded the motion, to move to approve the ordinance amending Article II of Chapter 9 of the Code of Ordinances, Highlands County, Florida; pertaining to paving in subdivisions; providing for consideration of the available financial resources of the County; providing for an alternative period of time for payment of assessments; providing for conflict; providing for severability; providing for inclusion in Code; and providing for an effective date.

Chairman Brooks opened the floor to the public. Input was not provided.

Upon roll call, all Commissioners voted aye, except Commissioner Handley and Commissioner Brooks, who voted nay. The motion carried.

Commissioner Tuck made a motion to move to ask the County Attorney to write a letter to Mr. Black advising that he has until January 31st to answer or the deal goes away. Commissioner Elwell seconded the motion for discussion.
Ms. Carmichael requested clarification on the motion and stated that Mr. Black is the property owner that has not signed the petition for the Oak Manor Avenue community’s request for paving to come to the Board officially to be considered, and that with the motion, they’d be saying that the residents would not have an opportunity for the petition to come before the Board.

Commissioner Elwell questioned the percentage of the property frontages without Mr. Black. Mr. Green stated approximately 50%. Commissioner Elwell stated that he’d like the flexibility of the Board that if we do not hear back from Mr. Black, or they hear back negatively, that they take a look at the original 700 feet that the residents wanted to pave. Commissioner Elwell also stated that he’d like to find out if Mr. Black wants to do the extra 200 feet, because if the responds no, then they can change the threshold to over a majority, so that he is still responsible for his portion of the original 700 feet.

Ms. Carmichael questioned Commissioner Tuck if she was in agreement with sending out a letter to all the residents that are impacted notifying them that we’ve set a time period by the end of January, by which they must submit a signed petition, and if the petition is not signed by the required 75% threshold, then the Board will not consider the petition.

Commissioner Tuck amended her motion and Commissioner Elwell amended his second to include Ms. Carmichael’s suggestion.

Upon roll call, all Commissioners voted aye, except Commissioner Handley and Commissioner Brooks, who voted nay. The motion carried.

Commissioner Elwell questioned if he could get a consensus of the Board to instruct staff to prepare an ordinance change that could potentially be put on the agenda to lower the 75% threshold to simple majority of the number of homeowners along the road, as well as the square footage along the road. Commissioner Harris stated that he is in support of this. Commissioner Tuck stated that she is in support as well. Commissioner Handley stated that he is not in support of this. Chairman Brooks stated that he needs to think about this and will decide once the issue is brought back before the Board.

Public input was received from Ray Royce. He questioned if the adopted ordinance pertained to only subdivisions or all roads. Chairman Brooks stated that it would be any roads. Ms. Carmichael will look into this. See Ordinance Book 17 & SMB 130 Page 26.

10. ACTION AGENDA
Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to set the action agenda as presented.

Public input was received from Beth Degnan.

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

A. Kyle Green, Road & Bridge Director: Request approval of the contract between Highlands County and Florida Transport Services, Inc. for shell hauling (ITB 19-004).
Kyle Green, Road & Bridge Director, presented the request and addressed concerns raised by the Commission.

Commissioner Tuck made a motion and Commissioner Elwell seconded the motion, to move to approve the contract between Highlands County and Florida Transport Services, Inc., for shell hauling up to (5) years.
Upon roll call, all Commissioners voted aye. The motion carried. See Florida Transport Services file.

B. Randy Vosburg, County Administrator: Seek Board consideration and approval of the recommended legislative priorities for the 2019 Florida Legislative Session.

Randy Vosburg, County Administrator, presented the recommended list of legislative priorities for 2019. The Commission discussed the possibility of having a lobbyist for Highlands County. Mr. Vosburg stated that staff can look into prices and see what other counties are doing, and bring information back to the Board. After discussion, the commission concurred to remove the following from the list: 1) Mandatory New Construction Sprinkler Legislation.

Commissioner Elwell made a motion and Commissioner Handley seconded the motion, to move to approve the amended recommended legislative priorities for the 2019 Florida Legislative Session.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 27.

C. Marc Bashoor, Public Safety Director: Request approval to fund the currently unfunded Emergency Management Planning Coordinator Position, Revised Job Description and Budget Amendment 18-19-034.

Chief Marc Bashoor, Public Safety Director, presented the request.

Commissioner Tuck made a motion and Commissioner Harris seconded the motion, to move to approve funding for an Emergency Management Coordinator Position, Revised Job Description and Budget Amendment 18-19-034.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 28.

D. Benjamin A. Dunn, Development Services Director: Request approval of FY 18/19 State Housing Initiative Partnership Program (SHIP) funds of $350,000 along with Budget Amendment 18-19-032 and Resolution.

Benjamin Dunn, Development Services Director, presented the request.

Commissioner Harris made a motion and Commissioner Tuck seconded the motion, to move to approve the FY 18/19 State Housing Initiative Partnership Program (SHIP) funds of $350,000 along with Budget Amendment 18-19-032 and Resolution.

Commissioner Tuck questioned if funds could be used for tiny homes for homeless veterans. Lucy Castillo, Housing Specialist, stated that they have special needs funds that could be applied for. The County Administrator stated that the Community Programs Director could get with Mr. Dunn to discuss this further.


E. Randy Vosburg, County Administrator: Request consideration of an additional Holiday for Board employees for December 31, 2018.

Randy Vosburg, County Administrator, presented the request.

Commissioner Tuck made a motion and Commissioner Harris seconded the motion, to move to approve December 31, 2018 as an additional holiday for Board employees.
Public input was received from Beth Degnan.

Upon roll call, all Commissioners voted aye. The motion carried. See SMB 130 Page 30.

F. Request approval of a Community Development Block Grant (CDBG) Interlocal Agreement between Highlands County and City of Avon Park. (Consent Agenda Item 7J)
Corbett Alday, with Guardian Community Resource Management, Inc., presented the request and addressed concerns raised by the Commission.

Commissioner Harris made a motion and Commissioner Tuck seconded the motion, to move to approve the CDBG Interlocal Agreement between Highlands County and the City of Avon Park.

Upon roll call, all Commissioners voted aye. The motion carried. See City of Avon Park file.

11. COUNTY ADMINISTRATOR & LEGAL
   A. Joy Carmichael, County Attorney: County Attorney File Log.
   Joy Carmichael, County Attorney, presented the County Attorney’s file log and addressed concerns raised by the Commission. See SMB 130 Page 31.

   B. Randy Vosburg, County Administrator: Pending Items/Project Report Update.
   Mr. Vosburg presented the County’s updated list of pending items/projects and addressed concerns raised by the Commission. See SMB 130 Page 32.

12. CITIZENS NOT ON THE AGENDA:
   No participants.

13. COMMISSIONERS
   Commissioner Harris commented on the lighting along US 27. The County Engineer addressed this issue.

   All the Commissioners wished everyone a Merry Christmas and a Happy New Year.

14. ADJOURN
   The meeting was adjourned at 11:26 a.m.