HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
Tuesday, January 18, 2022
9:00 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

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

2 INVOCATION

3 PLEDGE OF ALLEGIANCE

4 ANNOUNCEMENTS

The Highlands County Health Facilities Authority will meet on Tuesday, January 18, 2022, at 12:00 p.m. in the Sebring City Council Chambers, 368 S. Commerce Ave., Sebring

Highlands Soil & Water Conservation District will hold a meeting on Tuesday, January 18, 2022 at 3:00 p.m., in Conference room #3 of the Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring

The Children's Services Council will hold a general body meeting on Wednesday, January 19, 2022 at 8:00 a.m., in the Board room, 600 S. Commerce Ave., Sebring, and via TEAMS Live, 1 (904) 638-2711, conference code: 385 908 479#

The Local Mitigation Strategy Working Group hold a regular meeting on Wednesday, January 19, 2022 at 8:00 a.m., in Conference room #2 of the Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring

The Tourist Development Council will meet on Wednesday, January 27, 2022 at 8:15 a.m., in the Board room, 600 S. Commerce Ave., Sebring

5 CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS:

6 RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:

7 PUBLIC COMMENT

8 CONSENT AGENDA

8.A *Request approval of the minutes from the November 16, 2021 regular meeting of the Board, the November 23, 2021 special meeting of the Board and the December 07, 2021 regular meeting of the Board.*
111621REG.pdf
112321REG - Special.pdf

120721REG.pdf

8.B *Request to accept into record the Financial Statements and Independent Auditor's Report for Fiscal Year Ended (FYE) June 30, 2021 and 2020 for Peace River Center for Personal Development, Inc.*
Tanya Cannady, Business Services Director
There is no fiscal impact to accepting the Financial Reports into the record.

Peace River attachments.pdf

8.C *Request approval of member appointments to the Hospital District Board.*
Ingra Gardner, Community Programs Director

There is no fiscal impact.
Johnson, D Application.pdf
Divietro, V Application.pdf

8.D *Request to approve the appointment of members to the Affordable Housing Advisory Committee.*
Ingra Gardner, Community Programs Director
There is no fiscal impact.
LOBOZZO Application.pdf
STEPHENSON Application.pdf
FULLER Application.pdf
ASCIUTTO Application.pdf
GRIFFIN Application.pdf
BATEMAN Application.pdf
MCGUIRE Application.pdf
VON PALESKE-BUSH Application.pdf
CRUZ Application.pdf
SCHWINGEL Application.pdf
HOWERTON Application.pdf
List of Applicants with Profession.pdf

8.E *Request approval of the Highlands County Industrial Development Authority's (IDA) recommendation to appoint Garrett Anderson to the Highlands County Industrial Development Authority's (IDA).*
Meghan DiGiacomo, Executive Manager of Business & Economic Development
Jeff King, Economic Development Manage
No Fiscal Impact.
Garrett Anderson Application.pdf
DRAFT Dec 2021 IDA Minutes.docx

8.F *Request approval of revisions to the job descriptions of Operations Supervisor and Mechanic III/Shop Foreman.*
Jonathan Harrison, Road & Bridge Director
No Fiscal Impact.

Operations Supervisor Revised 1.6.22.docx
Mechanic III (1087) REVISED 1.6.2022.docx

8.G *Request approval to declare 417 County owned properties as surplus.*
Brandon Gunn/Purchasing Agent
The sale will result in revenue to the General Fund and the property will be back on the Tax Roll.
Properties to Surplus 1.5.22.pdf

8.H *Request approval of Tower Removal Agreement between Highlands County, TowerCom VIII-B, LLC, and Jorge & Teresa Moreno.*
Rachel Barry, Zoning Supervisor
No fiscal impact.
TRA Moreno.pdf

8.I *Request to waive the Landfill Tipping Fees for disposal of debris from demolition of the existing buildings to allowconstruction of the Florida Medal of Honor Memorial at 442 S Eucalyptus St., Sebring, Fl.*
Clinton Howerton, Jr., P.E., County Engineer
The fiscal impact to Fund 401 (Solid Waste) will be the loss of revenue not collected from the tipping fees. Landfill staff estimates demolition of the site would generate approximately 120 tons of waste at a cost of $3,900.00.
Florida Medal of Honor Mem. Location Map-8.5X11 (LS).pdf

8.J *Consideration of Consultant Service Authorization No.1 with Jones Edmunds & Associates, Inc. and Budget Amendment 21-22-042*
Clinton Howerton, Jr., P.E., County Engineer
There is no fiscal impact to Fund 401 (Solid Waste) or the overall FY 21/22 budget as this budget amendment is transferring $144,049.00 within the adopted budget.
Jones Edmunds FINAL CSA. 1.13.22.pdf

8.K *Request approval of payment without a purchase order to VisitFlorida in the amount of $10,000, for a in-state connected TV package as budgeted and recommended by the Tourism Development Council at the August 19, 2021 Council meeting.*
Leah Sauls, Development Services Director
Casey Hartt, Lead Marketing Consultant
The fiscal impact is to Fund 152 (Tourism), $10,000 from cost center 5305 (Tourist Dev-Marketing and Promotion) and account 54800 (Contractual Services).
8.19.2021 Draft TDC Min.pdf
TD - PWPO.pdf

8.L *Request acceptance of the State of Florida Emergency Medical Services Grant application for $14,471.00 and approval of Budget Amendment 21-22-030 and associated Resolution 21-22-46.*
Ellison L. Stearns, Public Safety Director
The fiscal impact will be an increase to the General Fund in the amount of $14,471.00 to cost center 5105, Emergency Medical Services.
EMS Grant attachments.pdf

8.M *Request approval of Local Mitigation Strategy Working Group Organizations for Calendar Year 2022.*

Corey Amundsen - Emergency Management Planning Coordinator
No fiscal impact.
LMS_Agenda_2022 rev.2.pdf
LMS.WG representation CY 2022.pdf

8.N *Request approval of Budget Amendment 21-22-034 and Interlocal Agreement, pursuant to the Recreation & Parks Advisory Committee's (RPAC) recommendation of a Funding Request from the Spring Lake Improvement District, for an amount up to $90,000, for the construction of eight pickleball courts at Pine Breeze Park.*
Richard Fleeger, Parks & Facilities Superintendent
There is no fiscal impact to the Fund 151 (Infrastructure Surtax) or the overall budget as this Budget Amendment is transferring funds from account 56300 (Improvements Other Than) to Project 21059 (Pine Breeze Park Pickleball Courts), account 56301Z (Project Capital Improvement), all within cost center 6101A (Recreation Dept. 151). The reimbursement will be for up to $90,000.
Pickleball attachments.pdf

8.O *Request acceptance of the 21/22 Child Advocacy Trust Fund Award Agreement and adoption of accompanying resolution 21-22-58 for Budget Amendment 21-22-035 to appropriate funding in the amount of $3,960 to be received from The Florida Network of Children's Advocacy Centers for project 21060.*
Sarah Beth Rogers, CAC Manager
The fiscal impact will be an increase to the Fund 005 (General) and will be appropriated in cost center 3995 (Children's Advocacy Ctr), Project 21060 (CATF 21-22) in the amount of $3,960.00.
21-22-035 Project 21060 CATF 21-22 (BA).pdf
21-22-035R Project 21060 CATF 21-22 (Resolution).pdf
CAC-23 Agreement & Budget.pdf

8.P *Request approval of Budget Amendment 21-22-032 for the replacement of the outdoor unit and evaporator coil on AHU #1 at the Bert J. Harris Agri-Civic Center, Project No. 21057 in the amount of $65,815.00*
Richard Fleeger, Parks & Facilities Superintendent
This budget amendment is transferring funds within Fund 151 from Cost Center 9990B, Account 59900 (Reserve for Contingency) to Project No. 21057, Cost Center 2672A account 56400Z (Project Equipment) in the amount of $65,815.00.
21-22-032 Project 21057 AG Center HVAC Unit (BA).pdf
21-22-032 Proj 21057 AG Center HVAC Unit (Reserve).pdf

8.Q *Request to waive the Landfill Tipping Fees and the approval to donate, deliver and haul away up to 9 loads of clean sand from Road and Bridge for the Highlands County Junior Livestock Showat the Highlands County Fair*
Clinton Howerton, Jr., P.E., County Engineer and Jonathan Harrison, Road and Bridge Director
Landfill staff estimates the fair will generate approximately 11 tons of waste at a cost of $45.00 per ton for a total of $495.00. The figures are based upon staff estimate of two (2) roll off bins. In addition, Road and Bridge estimates total cost, including delivery and removal is to be approximately $2,400.00, which includes donation of sand, delivery and cost to haul away after the Highlands County Fair is completed.
2022 Letter - Request to Waive Landfill Tipping Fees.pdf

2022 Letter - Request of Sand.pdf
Template-Table of Waived Tipping fees.pdf
Fair Assoc Previous 2021-2022.pdf

8.R *Request acceptance of the Florida Department of Health EMS Matching Grant 21-22 and adoption of accompanying resolution 21-22-55 for Budget Amendment 21-22-031 to appropriate funding in the amount of $211,061.00 (90%) to be received from the Florida Department of Health, with a 10% County Match in the amount of $23,451.02 for project 21058.*
Ellison L. Stearns, Public Safety Director
The fiscal impact will be an increase to Fund 005 (General) in the amount of $211,061.00 and appropriated in cost center 5105 (Ambulance Service 005) along with funding from cost center 9990 (Budgetary Expenditure AC/005), account 59900 (Reserve for Contingency) in the amount of $23,451.02, totaling $234,512.02.
Grant Application.pdf
21-22-031 Project 21058 EMS Matching Grant 21-22 (BA).pdf
21-22-031R Project 21058 EMS Macthing Grant 21-22 (Resolution).pdf
21-22-031 Proj. 21058 EMS Matching Grant 21-22 (Reserve).pdf

8.S *Request approval of the Southwest Florida Water Management District Cooperative Funding Initiative Project Agreement and adoption of accompanying resolution 21-22-62 for Budget Amendment 21-22-039 to set up and appropriate funding in the amount of $228,750.00 for project 21062.*
Jonathan Harrison, Road & Bridge Director
The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $220,000.
SWFWMD CFI Project Agreement Catfish Creek.pdf
Funding Letter to SWFWMD 10.2021.pdf
Q298 LJIW Catfish RASB Eval.pdf
21-22-039 Proj 21062 Lk June in Winter Catfish Crk BMP's (BA).pdf
21-22-039R Project 21062 Lake June in Winter Catfish Creek BMP's (Resolution).pdf
21-22-039 Proj 21062 Lk June in Winter Catfish Crk BMP's (Reserve).pdf

8.T *Request adoption of resolution 21-22-56 to establish a public hearing date of February 15, 2022 to discuss and consider closing a platted 20-foot alley at 100 Commerce St NW.*
Clinton Howerton, Jr., P.E., County Engineer
There is no fiscal impact.
VOR 1st Board Mtg_100 Commerce St NW_Rev 1.4.22.pdf

8.U *Request adoption of resolution 21-22-57 to establish a public hearing date of February 15, 2022 to discuss and consider closing a platted 20-foot alley at 101 Atherton Ave NW.*
Clinton Howerton, Jr., P.E., County Engineer
There is no fiscal impact.
1st Board Mtg_101 Atherton Ave_Rev 1.4.22.pdf

8.V *Request approval of the supplement to the State-Funded Small County Road Assistance Grant Agreement ("Supplemental Agreement") and adoption of*

accompanying resolution 21-22-60 for Budget Amendment 21-22-037 to appropriate additional funding in the amount of $130,000 to be received from the Florida Department of Transportation for project 18009.
Clinton Howerton, Jr., P.E., County Engineer
Kenya A. Anderson, MSP, Project Manager

The fiscal impact is an increase to Fund 151 (Infrastructure Surtax) in the amount of $130,000 and being appropriated in Cost Center 4102A (Transportation Projects), Project 18009 (CR 623 Resurface), Account No. 56301Z (Project Capital Improvements), which is being funded 100% through a grant from FDOT.
Kenilworth Attachments.pdf

8.W *Request adoption of resolution 21-22-59 for Budget Amendment 21-22-036 to appropriate funding in the amount of $1,451.00 from the Children's Advocacy Center Donation funds to be used for Christmas presents purchased for child victims in need for project 15064.*
Sarah Beth Rogers, CAC Manager
The fiscal impact will be an increase to Fund 005 (General) in the amount of $1,451.00 and appropriated in Cost Center 3995 (Children's Advocacy Ctr), Project 15064 (CAC Donations).
21-22-036 Project 15064 CAC Donations (BA).pdf
21-22-036R Project 15064 CAC Donations (Resolution).pdf

8.X *Request adoption of resolution 21-22-66 for approval of Budget Amendment 21-22-038 to set up project funds for Bullet Proof Vest grant program for the Sheriff within the General Fund.*
Paul Blackman, Sheriff
The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $11,261.81; these funds will be received from a donation from the Florida Sheriff's Association.
21-22-038 Proj 21061 BPV 21-22 (FL Sheriffs Assoc. Award Letter).pdf
21-22-038 Project 21061 BPV 21-22 (BA).pdf
21-22-038R Project 21061 BPV 21-22 (Resolution).pdf

8.Y *Request approval of Budget Amendment 21-22-040 to the Conservation Trust Fund and associated Resolution 21-22-063.*
Michael McMillian, Natural Resource Specialist II
The fiscal impact is an increase to Fund 129 (Conservation Trust) and the overall budget in the amount of $967.49 which is being appropriated in cost center 6307 (Conservation Trust), account 55200 (Operating Supplies).
21-22-040 Conservation Trust_Lake Grassy (BA).pdf
21-22-040R Conservation Trust_Lake Grassy (Resolution).pdf

8.Z *Request to approve Budget Amendment 21-22-041 to reallocate funds in the amount of $75,000.00 for recycling collection drop-off site improvements.*
Clinton Howerton Jr., P.E., County Engineer
There is no fiscal impact to Fund 401 (Solid Waste) or the overall FY 21/22 budget as this budget amendment is transferring $75,000.00 from the Solid Waste Reserve for Contingency account.
21-22-041 Project 21063 Recycling Drop Off Sites (BA).pdf

21-22-041 Proj 21063 Recycling Drop-off Sites (Reserve).pdf

9 PUBLIC HEARING

9.A *Public Hearing to consider approval of Atlantic Palm Beach Ambulance Inc. d/b/a American Medical Response (AMR) application for a Class 1 Non-Emergency Medical Transportation, Class 2 Basic Life Support and Class 3 Advanced Life Support Ambulance Certificate of Public Convenience and Necessity (COPCN)*
Public Safety Director, Ellison L. Stearns
No fiscal impact.
AMR COPCN application.pdf
COI.pdf
COPCN Class 1 - Atlantic Palm Beach.pdf
COPCN - Class 2 & 3 - Atlantic Palm Beach.pdf
Proof AMR.pdf

9.B *Public Hearing to consider approval of Lifefleet Southeast, Inc. d/b/a American Medical Response's current Class 2 and 3 Certificate of Public Convenience and Necessity (COPCN)*
Public Safety Director, Ellison L. Stearns
No fiscal impact
Lifefleet application.pdf
Lifefleet COI.pdf
Lifefleet COPCN - Class 2 and 3 cert.pdf
Proof Lifefleet.pdf

9.C *Public hearing to consider adoption of Large Scale Plan Amendment for Text Amendments to the Highlands County 2030 Comprehensive Plan, CPA-21-592LS, pertaining to the addition of a Property Rights Element.*
Melony Culpepper, Planning and Zoning Manager
There is no fiscal impact.
Staff Report CPA-21-592LS Property Rights Element BCC Adoption.pdf
Red-Lined Property Rights Element BCC Adoption.pdf
Ordinance CPA-21-592LS Property Rights Element BCC Adoption.pdf

9.D *Public hearing to consider adoption of P&Z Hearing No. 2088, modifying the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) for 29 parcels, and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) for 8 parcels, spread throughout the Covered Bridge Community.*
Melony Culpepper, Planning and Zoning Manager
There is no fiscal impact.
Staff Report P&Z 2088 for BCC Covered Bridge.pdf
Application P&Z 2088 - Covered Bridge.pdf
Resolution P&Z 2088 - Covered Bridge Community - M-1 FUD.pdf
Resolution P&Z 2088 - Covered Bridge - R-2 FUD.pdf

9.E *Public hearing to consider adoption of P&Z Hearing No. 2089, changing the Official Zoning Atlas for approximately 16.22 acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned*

Development (AU PD).
Rachel Barry, Zoning Supervisor
There is no fiscal impact.
Application for P&Z 2089
Staff Report P&Z 2089 for BCC
Resolution P&Z 2089

9.F *Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-22-594SS, for approximately 6.62-acre parcel, from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
Staff Report CPA-22-594SS Ben Hill Griffin for BCC
Application CPA-22-594SS Ben Hill Griffin for BCC
Ordinance CPA-22-594SS Ben Hill Griffin.pdf

9.G *Public hearing to consider adoption of P&Z Hearing No. 2092, changing the Official Zoning Atlas for approximately 6.62 acres, from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
Staff Report P&Z 2092 Ben Hill Griffin for BCC
Application P&Z 2092 Ben Hill Griffin for BCC
Resolution P&Z 2092 - Ben Hill Griffin, Inc.pdf

9.H *Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-22-595SS, for an approximate 38.58-acre parcel, from Agriculture (AG) to High Density Residential (RH).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
Staff Report CPA-22-595SS for BCC Cherries R Us
Application CPA-22-595SS Cherries R Us for BCC
Ordinance CPA-22-595SS Cherries R Us.pdf

9.I *Public hearing to consider adoption of P&Z Hearing No. 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel, from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD).*
Sandra S. Vázquez, Planner I
There is no fiscal impact.
Staff Report P&Z Cherries R Us for BCC.pdf
Application P&Z 2093 Cherries R Us.pdf
Resolution P&Z 2093 Cherries R Us.pdf

9.J *Public Hearing to consider proposed Ordinance amending Section 12.16.310, Form Board Survey Required, of Chapter 12 (also known as the Highlands County Land Development Regulations) of the Code of Ordinance of Highlands County, Florida pertaining to form board survey requirements.*

Melony Culpepper, Planning and Zoning Manager
There is no fiscal impact.
Staff Report P&Z 2091 - Form Board Survey Requirements LDR Amendment BCC.pdf
Ordinance 21-22-11 re. Section 12.16.310 of LDRs, form board surveys.SGS.pdf

9.K *Public Hearing to consider text amendments to the Highlands County Land Development Regulations to implement the Lake Placid Regional Plan (LPRP) Overlay District.*
Jennifer Codo-Salisbury, Central Florida Regional Planning Council
Melony Culpepper, Planning and Zoning Manager
There is no fiscal impact.
LPRP LDR Amendments Overview BCC.pdf
Ordinance LPRP.pdf

10 ACTION AGENDA

10.A *Request consideration for approval of Budget Amendment 21-22-033 and Recreation and Parks Advisory Committee's (RPAC) recommendation to construct a restroom facility at Carver (MLK) Park. An additional item for consideration, not included in the attached budget amendment, is partial funding of a shade canopy for the play area at Carver (MLK) Park.*
Richard Fleeger, Parks & Facilities Superintendent
The Fiscal Impact is a decrease in the amount of $24,187.50 to Reserve for Contingency from either Fund 005 (General) or Fund 151 (infrastructure Surtax) and transferring $24,187.50 from account 56200 (Buildings) to Project 21056 (Carver Park Restrooms), account 56200Z (Project Buildings), within cost center 6101A (Recreation Dept. 151). Project total is $48,375.00. If additional shade canopy match is approved, there will be an additional fiscal impact of $11,000 from Reserve for Contingency.
21-22-033 Project 21056 Carver Park Restrooms (BA).pdf
funding app.pdf
RPAC Minutes 11.18.pdf
21-22-033 Proj 21056 Carver Park Restrooms (Reserve).pdf

10.B *Request approval of Budget Amendment 21-22-044 and Resolution to make adjustments and corrections to the rollover project balances from FY 20/21 into the current FY 21/22 to properly budget the available funds in the projects in FY 21/22.*
David Nitz, OMB Manager
Angela Bollinger, Sr. Budget Analyst
The fiscal impact for FY 21-22 is an increase to Fund 005 (General), Fund 129 (Conservation Trust), Fund 151 (Infrastructure Surtax), Fund 152 (Tourist Development Trust), Fund 155 (Hospital District), Fund 180 (Building), Fund 355 (HCFPIRN LTD Capital, Fund 401 (Solid Waste) and Fund 420 (Energy Recovery) in the amounts of $185,872.36, $744.87, $1,820,591.56, $255,270.55, $6,756.00, $3,600.00, $298,860.19, $1,694.52, and $0.30 respectively, and a decrease to Fund 110 (Transportation Trust), Fund 143 (FL Boating Improvement), Fund162 (Affordable Housing Assistance), and Fund 181 (Fire Assessments) in the amounts of $42,054.07, $24,670.00, $3,289.00, and $5,070.83 respectively, with an overall budget increase of $2,498,307.25.
21-22-044 FY20-21 Rollover Project Adjustments_Corrections to FY21-22 (BA).pdf
21-22-044R FY20-21 Rollover Project Adjustments_Corrections to FY21-22

(Resolution).pdf

11 COUNTY ADMINISTRATOR AND LEGAL

11.A *County Attorney Status Report*
Sherry G. Sutphen, County Attorney
There is no fiscal impact.
COUNTY ATTORNEY LOG.pdf

11.B *Commissioner's Priorities and the Project Status Report*
Randy Vosburg, County Administrator
No Fiscal Impact.
Status - Project Updates (FINAL) 01.18.2022.pdf
Status - Commissioner's Priorities (FINAL) 01.18.2022.pdf

12 COMMISSIONERS

13 INFORMATIONAL

13.A *Board payables from December 21, 2021 to January 17, 2022*

14 ADJOURN

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

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

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

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

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: 01/18/2022

PRESENTER:

SUBJECT/TITLE: **Request approval of the minutes from the November 16, 2021 regular meeting of the Board, the November 23, 2021 special meeting of the Board and the December 07, 2021 regular meeting of the Board.**

RECOMMENDED ACTION

Move approval of the minutes from the November 16, 2021 regular meeting of the Board, the November 23, 2021 special meeting of the Board and the December 07, 2021 regular meeting of the Board.

Attachments: 111621REG.pdf
112321REG - Special.pdf
120721REG.pdf

REGULAR MEETING OF THE BOARD, NOVEMBER 16, 2021

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 Ave., Sebring, Florida, with the following members present:

Commissioner Kathleen G. Rapp **Commissioner Chris Campbell**
Commissioner Kevin J. Roberts **Commissioner Arlene Tuck**
Commissioner Scott A. Kirouac

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

2. INVOCATION
The meeting opened with a prayer led by Pastor Chantel Parris, with the Bountiful Blessings Church of God.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Richard "Ric" Fleeger, Ret. US Army, Parks & Facilities Superintendent.

4. ELECTION OF CHAIR AND VICE-CHAIR
Chairman Kirouac read the rules of nominations for the election of Chair and Vice-Chair.

A. Request by presiding Chairman Kirouac to open nominations for Chairperson.
Chairman Kirouac opened nominations for election of a new chairperson.

Commissioner Roberts nominated the current Vice-Chair, Commissioner Rapp as Chairperson.

Hearing no further nominations, Chairman Kirouac called for a vote.

Upon roll call, all Commissioners voted aye. ***See SMB 145 Page 12.***

The gavel was passed to the newly elected chairperson, Chairman Rapp.

B. Request by the Chairperson to open nominations for Vice-Chairperson.
Chairman Rapp opened nominations for vice-chairperson.

Commissioner Kirouac nominated Commissioner Campbell as Vice-Chairperson. Commissioner Roberts seconded the nomination.

Hearing no further nominations, Chairman Rapp called for a vote.

Upon roll call, all Commissioners voted aye. ***See SMB 145 Page 13.***

Chairman Rapp presented a plaque to Commissioner Kirouac, as outgoing chairman, in appreciation of his continuing commitment to the community and furtherance of the public trust in government by his service as Chair.

5. ANNOUNCEMENTS

The Children's Services Council will hold a General Body meeting at 8:00 a.m., on November 17, 2021, in the Boardroom of the Government Center, 600 S. Commerce Ave., Sebring, FL and via TEAMS Live, 1 (904) 638-2711, conference code: 543 715 79#

The Local Mitigation Strategy Working Group will meet at 8:00 a.m., on Wednesday, November 17, 2021, in Room 2 of the Bert J. Harris, Jr. Agricultural Center, 4509 George Blvd., Sebring, FL.

The Heartland Library Cooperative will hold a Governing Board meeting at 10:30 a.m., on November 17, 2021, at the Lake Placid Memorial Library, 205 W. Interlake Blvd., Lake Placid, FL.

The Board of County Commissioners of the Highlands Hospital District will meet at 1:15 p.m., on November 18, 2021, in the Boardroom of the Government Center, 600 S. Commerce Ave., Sebring, FL.

The Recreation & Parks Advisory Committee will meet at 2:00 p.m., on November 18, 2021, at the Highlands County Multi-Sports Complex at 216 Sheriff's Tower Road, Sebring, FL.

County offices will be closed November 25-26, 2021 in observance of the Thanksgiving Day and the Friday after the Thanksgiving Holiday.

Healthy Families Highlands Advisory Board Subcommittee of the Children's Services Council will meet at 9:00 a.m., on Wednesday, December 1, 2021, at 7205 S. George Blvd., Sebring, FL.

The Veterans Advisory Board will meet at 3:30 p.m., on Thursday, December 2, 2021, at the Veteran Services Office, 7209 S. George Blvd., Sebring, FL.

The Highlands County Board of County Commissioners will hold a special meeting on Tuesday, November 23, 2021, at 9:00 a.m., in the Boardroom of the Government Center, 600 S. Commerce Ave., Sebring, FL.

The Highlands County Board of County Commissioners regular meeting scheduled on Tuesday, January 4, 2022, at 9:00 a.m., has been cancelled. The first regular meeting in 2022 will be as scheduled, on January 18, 2022, at 9:00 a.m., in the Boardroom of the Government Center, 600 S. Commerce Ave., Sebring, FL.

6. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS:

Jerome Kaszubowski, Clerk of Courts, provided an economic statistic update from the Clerk's office for FY 2020-2021. ***See Clerk of Court's website***.

7. RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:

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

Commissioner Tuck presented the request and read the Proclamation into the record.

Commissioner Tuck moved approval to adopt the Proclamation recognizing November 17, 2021 as "NRA Day in Highlands County". Commissioner Campbell seconded the motion.

Upon roll call, all Commissioner voted aye. The motion carried. ***See Res. Book 32 Page 65 & SMB 145 Page 14.***

John Larson came before the Commission to thank the Commissioners for this recognition and stated that the 150th anniversary celebration of the National Rifle Association is an open invitation and will take place on Wednesday, November 17, 2021, from 10:00 a.m. to 4:00 p.m., at Gander RV of Bartow, 7400 Hwy 60 East, Bartow, FL.

B. Request approval of a Proclamation recognizing November 17th, 2021 as "GIS Day" in Highlands County, Florida.

Carley Fitzgerald, GIS Manager, provided a brief presentation and read the Proclamation into the record.

Commissioner Kirouac moved approval to adopt the Proclamation recognizing November 17, 2021 as "GIS Day" in Highlands County, Florida. Commissioner Tuck seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 66 & SMB 145 Page 15.***

Commissioner Roberts, Clinton Howerton, Jr., County Engineer, and Randy Vosburg, County Administrator, commented on Ms. Fitzgerald's presentation and discussed the GIS progress and resources because of Ms. Fitzgerald's efforts.

8. PUBLIC COMMENT

George Gall came before the Commission to comment on canal maintenance. County Administrator, Randy Vosburg commented on the issue and directed Mr. Gall to Jonathan Harrison, Road & Bridge Director, to further discuss this matter.

Ada McGowan, President & CEO of the non-profit organization Highlands County Citizens with Voices, came before the Commission to comment on a petition she has for Lincoln Park, requesting to save the park and repair the playground equipment for the children in the community. Mr. Vosburg thanked Ms. McGowan for coming forward and provided an update on this issue.

Jeffrey Jennewein came before the Commission to comment on Florida Statute 796.222 and his concerns that the Statute is open ended and easy to abuse. Sherry Sutphen, County Attorney commented on the issue and stated that she will address his concerns with State Representative Kaylee Tuck's staff.

9. CONSENT AGENDA

Commissioner Tuck moved to approve the consent agenda as amended, with the removal of item 9D, for discussion. Commissioner Kirouac seconded the motion.

Commissioner Roberts requested clarification on item 9D. Sherry Sutphen, County Attorney, recommended item 9B be pulled from the consent agenda and placed under the action agenda for discussion.

Commissioner Tuck amended her motion to include the moving of items 9B and 9D from the consent agenda to the action agenda. Commissioner Kirouac seconded the amended motion.

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

A. Request approval of the minutes from the August 3, 2021, August 17, 2021, September 7, 2021, September 21, 2021, and October 5, 2021 regular meetings of the Board; the minutes from the September 9, 2021 Public Hearing of the Board to consider the FY 2021-2022 Proposed

Budget; and the minutes from the September 21, 2021 Public Hearing of the Board to consider the FY 2021-2022 Tentative Budget. *See Clerk of Courts website.*

B. ~~**(Revised) Request adoption of Resolution 21-22-18 pertaining to Florida Statute 155.40.**~~ *This item was moved to the action agenda.*

C. **Request approval of Budget Amendment 21-22-009 and Resolution to provide funds for items needed within each fire district.** *See Res. Book 32 Page 67 (Res. No. 21-22-19) & SMB 145 Page 16.*

D. ~~**Request approval to change (1) Groundskeeper II position in the Parks and Facilities Department to a Greenskeeper Specialist, a change in job description, pay grade and salary adjustment for employee in position.**~~ *This item was moved to the action agenda.*

E. **Request approval of the contract between Highlands County and E.O. Koch Construction, Co. for the Unit 3 Barn Restrooms and Roof Replacement Projects (20050/18046). (ITB 21-024).** *See E.O. Koch Construction file.*

F. **Request approval of the Nu-Hope Elder Care Services, Inc., a Florida Non-Profit Corporation Grant Agreement as approved in the FY 21/22 Adopted Budget.** *See Nu-Hope Elder Care Services, Inc. file.*

G. **Consideration of Amendment #1 extending the existing License Agreement for an additional one (1) year between the Highlands Radio Control Club (HRCC) and Highlands County for the access and use of approximately fifty (50) acres of the Highlands County Solid Waste Management Center at 12700 Arbuckle Creek Road for the purpose of flying remote control model aircraft.** *See Highlands Radio Control Club, Inc. file.*

H. **Revision of the 2019-2022 Local Housing Assistance Plan on the housing strategy within the SHIP Program.** *See State Housing Initiatives Partnership (SHIP) Program file.*

I. **Request approval of Amendment No. 1 to revise Attachment A of the Memorandum of Agreement between the Highlands County Board of County Commissioners and the Florida Fish and Wildlife Conservation Commission.** *See Florida Fish and Wildlife Conservation Commission (FFWCC) file.*

J. **To update and change the job title Assistant County Administrator to Deputy County Administrator/Chief of Staff.** *See SMB 145 Page 17.*

K. **Request approval of Budget Amendment 20-21-150 and Resolution for the Clerk of Courts FY 20-21 yearend cleanup.** *See Res. Book 32 Page 68 (Res. No. 21-22-20) & SMB 145 Page 18.*

L. **Request approval of Budget Amendment 20-21-151 to realign budgets for the Supervisor of Elections' yearend cleanup within the General Fund.** *See Res. Book 32 Page 69 (Res. No. 21-22-21) & SMB 145 Page 19.*

M. **Request approval of a letter of support of the Highway Park Neighborhood Council's USDA Grant application for their proposed Highway Park Teaching & Demonstration Garden.** *See USDA file.*

N. Request approval of Budget Amendment 21-22-012 and Resolution to approve and appropriate awarded VOCA FY 20/21 grant/project funds; and to realign and setup COPS grant/project funds. *See Res. Book 32 Page 70 (Res. No. 21-22-22) & Sheriff's Office file (Subfolder: VOCA).*

O. Request approval of Budget Amendment 21-22-013 and Resolution to roll forward Project 20022 2020 COPS from FY 20/21 into FY 21/22. *See Res. Book 32 Page 71 (Res. No. 21-22-23) & SMB 145 Page 20.*

P. Request approval of Budget Amendment 21-22-008 to roll forward unspent SCAAP Projects into FY 21/22. *See Res. Book 32 Page 72 (Res. No. 21-22-24) & SMB 145 Page 21.*

Q. Request authorization to submit an application to the Florida House of Representatives and Senate for an appropriation request for the Fire/EMS station in the Spring Lake Community and authorization for the Chair to execute the required letters of support. *See SMB 145 Page 22.*

10. PUBLIC HEARING

A. Public hearing to consider adoption of P&Z Hearing No. 2085, changing the Official Zoning Atlas for an approximate 0.37-acre parcel, from Residential District (R-1) to Two-Family Dwelling District (R-2).

Sandra S. Vazquez, Planner I, presented the request and stated this public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record.

Ms. Vazquez questioned if any of the commissioners held ex parte communications concerning this hearing. Commissioner Kirouac stated he had a few phone calls, emails, and spoke with Planning and Zoning Commissioner Rob Reed. Commissioner Roberts stated he spoke with property owners Brian and Becka Kampman, Marie Giunta, and Richard and Karen Wiggins, and spoke with Rick Ingler and Chip Boring, who are both on the Planning & Zoning Commission. All other commissioners stated no.

Ms. Vazquez submitted letters of opposition to the Clerk to become part of the permanent record.

Melony Culpepper, Planning Supervisor, addressed concerns raised by the Commission.

Chairman Rapp opened the floor for public input. Input was received by Steve Backof, Karen Wiggins, Brian Kampman, Richard Uhrich, and Richard Wood. Mr. Backof read his opposition letter into the record and submitted 28 additional letters opposing the zoning change to the Clerk to become part of the permanent record.

Commissioner Roberts expressed his concerns and moved to deny rezoning the P&Z 2085, thereby maintaining the Residential District (R-1) zoning at 5633 Lakewood Road, Sebring, FL. Commissioner Kirouac seconded the motion for the purpose of discussion.

The Commission expressed their concerns.

Upon roll call, all Commissioners voted aye. The motion carried. ***The proposed Resolution (Res. No. 21-22-15) was not approved and denied by the Commission. See SMB 145 Page 23.***

B. Public hearing to consider adoption of P&Z Hearing No. 2086, changing the Official Zoning Atlas for two parcels totaling an approximate 29.45-acres, from Agricultural District (AU) to Mobile Home Parks District (M-2).

Sandra S. Vazquez, Planner I, presented the request and stated this public hearing was properly advertised and a proof of publication was submitted to the Clerk to become part of the permanent record. Ms. Vazquez questioned if any of the commissioners held ex parte communications concerning this hearing. All commissioners stated no. Rick Whidden, representing the applicant, addressed the Board.

Chairman Rapp opened the floor for public input. Input was not provided.

Commissioner Kirouac moved approval to adopt by Resolution, P&Z 2086, changing the Official Zoning Atlas for two parcels totaling an approximate 29.45-acres, from Agricultural District (AU) to Mobile Home Parks District (M-2), referencing the mandatory findings of fact and becoming effective as provided by law. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 73 (Res. No. 21-22-16) & Zoning Changes file.***

11. ACTION AGENDA

Commissioner Kirouac moved approval to set the action agenda as amended, moving consent agenda items 9B and 9D to the action agenda. Commissioner Tuck seconded the motion.

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

Request adoption of (Revised) Resolution 21-22-18 to Florida Statute 155.40. (Consent Agenda Item 9B)

Sherry G. Sutphen, County Attorney, presented the request. Randy Vosburg, County Administrator, stated this request stemmed from the Board's priorities.

Commissioner Roberts moved approval of the proposed revisions to Florida Statute 155.40 regarding the sale of the Highlands Regional Medical Facility, and associated resolution, for submission to Representative Tuck and Senator Albritton in the upcoming legislative session. Commissioner Tuck seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 74 (Res. No. 21-22-18) & SMB 145 Page 24.***

Request approval to change (1) Groundskeeper II position in the Parks and Facilities Department to a Greenskeeper Specialist, a change in job description, pay grade and salary adjustment for employee in position. (Consent Item 9D)

Richard "Ric" Fleeger, Parks and Facilities Superintendent, presented the request.

Commissioner Tuck moved approval changing the title, job description, and pay grade for (1) Groundskeeper II position in the Parks and Facilities Department from a 104 to a 106, and 5% salary adjustment for employee currently in this position, retroactive to October 1, 2021. Commissioner Kirouac seconded the motion for the purpose of discussion.

Mr. Fleeger and the County Administrator addressed the Commissioners questions and concerns.

Upon roll call, all Commissioner voted aye. The motion carried. ***See SMB 145 Page 25.***

A. Request to Vacate Easement – 4317 & 4309 Mendavia Drive, Sebring, FL 33872.

Clinton Howerton, Jr., County Engineer, briefly presented the proposed request and said the representative for the applicant(s) is present and that he and staff can answer any questions the Commissioners may have. The public hearing was properly advertised, and proof of publication was submitted to the Clerk to become part of the permanent record.

Commissioner Roberts moved approval of 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 and to the easement and any lands in connection therewith. Commissioner Tuck seconded the motion for discussion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 75 (Res. No. 21-22-25 & recorded in OR Book 2866 Page 692) & SMB 145 Page 26.***

B. Seek direction from Highlands County Board of County Commissioners to explore opportunities and/or move forward with negotiation with property owner reference purchase of 25.28 acres of property for public use.

Clinton Howerton, Jr., County Engineer, presented the request and stated that the representatives for the realtor and staff can answer any questions the Commissioners may have.

The Commission expressed their concerns in great detail.

Commissioner Kirouac moved to direct staff to either further explore opportunities with the subject property and/or negotiate a purchase price for 25.28 acres of property located at 4310 Kenilworth Blvd. Commissioner Roberts seconded the motion.

After further discussion, Commissioner Kirouac withdrew his motion and reinstated his motion to move to direct staff to further explore opportunities with the subject property of 25.28 acres located at 4310 Kenilworth Blvd. Commissioner Roberts withdrew his prior motion and seconded the amended motion.

Upon roll call, all Commissioners voted aye, except for Commissioner Tuck, who voted nay. The motion carried. ***See SMB 145 Page 27.***

C. Request approval of a State Revolving Loan application and accompanying Resolution 21-22-17.

Clinton Howerton, Jr., County Engineer, and Liz Barber, Legislative Affairs Grant Coordinator, presented the request.

The Commissioners expressed their concerns in great detail. Mr. Howerton and County Administrator Randy Vosburg addressed their concerns.

Chairman Rapp opened the floor for public input. Input was not provided.

Commissioner Kirouac moved approval of the application for the State Revolving Fund Loan in the amount of $1,750,000.00 and accompanying Resolution 21-22-17. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 76 (Res. No. 21-22-17) & the Florida Department of Environmental Protection file.***

D. Request approval of FY 21/22 State Housing Initiative Partnership Program (SHIP) funds of $429,461 along with Budget Amendment 21-22-010 and Resolution.

Lucy Castillo, Housing Programs Coordinator, presented the request.

Chairman Rapp opened the floor for public input. Input was not provided.

Commissioner Tuck moved approval of the FY 21/22 State Housing Initiative Partnership Program (SHIP) funds of $429,461 along with Budget Amendment 21-22-010 and Resolution. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 77 (Res. No. 21-22-26) & SMB 145 Page 28.***

E. To transfer of $375,000 surplus from the Dental Fund to the Health Fund and to increase the Board of County Commissioner employer contributions by $500,000, for all covered entities, to the Health Fund.

Tanya Cannady, Business Services Director, presented the request and stated that they have received information that the ARPA (American Rescue Plan Act) dollars could possibly be used to reimburse COVID-related costs. Ms. Cannady stated that they have reached out to their consultant to look into this possibility and will report to the Board once they have further information.

County Administrator Randy Vosburg, and Ms. Cannady addressed concerns raised by the Commissioners.

Jerome Kaszubowski, Clerk of Courts, thanked the Insurance Committee and staff for putting all of their effort in getting these numbers and coming up with solutions for the funding issues. Mr. Kaszubowski shared the Clerk's Accounting Team forecasts with the Commission.

Commissioner Kirouac moved approval of the transfer of $375,000 surplus from the Dental Fund to the Health Fund, and to direct staff to address funding from the American Rescue Plan (ARPA) to shore up the fund if those funds are unavailable, then would direct staff to increase the Board of County Commissioners employer contributions by $500,000 to the Health Fund. Commissioner Campbell seconded the motion.

Chairman Rapp opened the floor for public input. Input was received by Ms. Chantel Parris.

Upon roll call, all Commissioners voted aye. The motion carried. ***See SMB 145 Page 29.***

F. Approve repairs up to $10,000 for the Venus Clubhouse and allow the public opportunity to use the Clubhouse located at 41 Venus Clubhouse Rd., Venus, FL.

Tanya Cannady, Business Services Director, and Richard "Ric" Fleeger, Parks and Facilities Superintendent, presented the request.

Mr. Frank Youngman came before the Commission to comment on the Venus Clubhouse.

Commissioner Tuck moved approval of repairs up to $10,000 for the Venus Clubhouse and allow the public opportunity to use the Clubhouse located at 41 Venus Clubhouse Rd. 20, Venus, FL. Commissioner Kirouac seconded the motion.

Chairman Rapp opened the floor for public comment. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. ***See SMB 145 Page 30.***

G. Board consideration of excess funds from the Sebring Regional Airport and Industrial Park Community Redevelopment Agency (CRA) from FY 19/20.

Randy Vosburg, County Administrator, presented the request and along with the County Attorney, addressed concerns raised by the Commission.

Mr. Berk Edwards, representative for Sebring Regional Airport and Industrial Park Community Redevelopment Agency (CRA), came before the Commission to address the missed deadline and projects. Mr. Craig Johnson thanked the Commission for their consideration and addressed the ongoing projects and their assurance of being present at future Board meetings.

Commissioner Roberts moved approval to leave the funding in the amount of $1,800,000 with the Industrial Park Community Redevelopment Agency. Commissioner Campbell seconded the motion.

Mike Willingham addressed concerns raised by the Commissioners regarding projects.

Chairman Rapp opened the floor for public comment. Input was received by Ms. Chantel Parris.

Upon roll call, all Commissioners voted aye. The motion carried. ***See SMB 145 Page 31.***

H. Presentation on the redistricting of the Board of County Commissioners' Districts based on the 2020 Census Data.

Melony Culpepper, Planning and Zoning Manager, gave a brief presentation on the proposed redistricting of the Board of County Commissioners' districts based on the 2020 Census Data and provided an update on the Highlands County School Board's input from their latest meeting. Ms. Culpepper stated that staff recommends using Option 1 for redistricting as it encompasses all of the incorporated area of Avon Park within the boundary of District 1; it adds the remainder of the Lake Sebring subdivision into District 2; and the deviation percentages are smaller.

Ms. Culpepper and County Administrator Randy Vosburg addressed concerns raised by the Commission.

Commissioner Kirouac moved to direct staff to proceed with Option 1 and the associated Resolution to bring forth to the Board at the next Board meeting. Commissioner Tuck seconded the motion.

Chairman Rapp opened the floor for public comment. Input was not provided.

Upon roll call, all Commissioners voted aye. The motion carried. ***See SMB 145 Page 32.***

12. COUNTY ADMINISTRATOR & LEGAL

A. County Attorney Status Report.

Sherry G. Sutphen, County Attorney, presented the updated County Attorney File Log as of November 8, 2021 and stated there are no new claims since the end of last month. ***See SMB 145 Page 33.***

Commissioner Tuck questioned if the item titled *Community Garden in Special District* from the County Attorney Log is in Placid Lakes. Ms. Sutphen stated staff will look into this item further and report back to the Board as requests for more information have not been fruitful. Mr. Vosburg stated this may be related to Highway Park for their community garden, as there is a letter of support of the Highway Park Neighborhood Council's USDA Grant application that was approved today. ***(See Consent Agenda Item 9M.)***

B. Commissioner's Priorities and the Project Status Report.

Randy Vosburg, County Administrator, presented the updated list of Commissioner's Priorities and Project Status Report. ***See SMB 145 Page 34.***

Mr. Vosburg recognized the Town of Lake Placid stating that they received a significant grant from the Department of Environmental Protection in the amount of $40 million for the conversion of septic tanks to sewer. Mr. Vosburg stated that they will hear more details from the Town of Lake Placid and this will do substantial things for the residents, as well as for the water quality in that area.

13. COMMISSIONERS

Commissioner Campbell: Commissioner Campbell thanked Tanya Cannady and staff for their work on the Insurance Committee.

Commissioner Tuck: Commissioner Tuck wished everyone a Happy Thanksgiving and questioned Mr. Vosburg if there was going to be a float for the Christmas parades. Mr. Vosburg stated that they are working on a county float for the parades and confirmed with Ms. Gloria Rybinski, Public Information Officer, and stated that he will provide the dates and more information to the commissioners.

Commissioner Rapp: Commissioner Rapp recognized Commissioner Kirouac for his leadership and his service this past year as Chair.

Commissioner Kirouac: Commissioner Kirouac stated that Commissioner Rapp is doing a great job as the newly elected Chair and is looking forward to working with her and helping when he can.

Commissioner Roberts: Commissioner Roberts stated that Commissioner Rapp has done a great job today as newly elected Chair.

14. INFORMATIONAL

A. Board payables from November 2-16, 2021. *See Check Reports 2021 file.*

15. ADJOURN

Commissioner Kirouac moved to adjourn the Regular Meeting of the Board. Commissioner Campbell seconded the motion.

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

The meeting was adjourned at 12:23 p.m.

SPECIAL MEETING OF THE BOARD for the purpose of considering BUDGET AMENDMENTS for FISCAL YEAR 2020-2021

NOVEMBER 23, 2021

1. The meeting was called to order at 9:01 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Kathleen G. Rapp **Commissioner Chris Campbell**
Commissioner Scott A. Kirouac

Commissioner Kevin J. Roberts and **Commissioner Arlene Tuck** were absent from this meeting.

Also, present: Randy Vosburg, County Administrator; David "Matt" Raulerson, Assistant County Attorney; Sally Hood, Director of Accounting & Finance for the Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

This public hearing 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 led by Pastor Marilyn Rodriguez, with the Bountiful Blessings Church of God.

3. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Alfred Norton, US Air Force (Ret.), Veterans Affairs Liaison.

4. CONSENT AGENDA:
No consent items presented.

5. ACTION AGENDA:
Commissioner Kirouac moved approval of the action agenda as presented. Commissioner Campbell seconded the motion.

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

A. Request approval of Budget Amendment 20-21-154 and Resolution for FY 20/21 fiscal-year-end project budgets exceeded, closures and adjustments.

David Nitz, OMB Manager, presented the request.

Chairman Rapp opened the floor for public comment. Input was not provided.

Commissioner Campbell moved approval of Budget Amendment 20-21-154 and associated Resolution. Commissioner Kirouac seconded the motion for discussion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 78 (Res. No. 21-22-28) & SMB 145 Page 35.***

B. Request approval of Budget Amendment 20-21-152 and Resolution for FY 20/21 end-of-year cost center cleanup for budgets exceeded.

David Nitz, OMB Manager, presented the request.

Chairman Rapp opened the floor for public comment. Input was not provided.

Commissioner Kirouac moved approval of Budget Amendment 20-21-152 and associated Resolution. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 79 (Res. No. 21-22-29) & SMB 145 Page 36.***

6. ADJOURN

Commissioner Kirouac moved to adjourn the Special Meeting of the Board. Commissioner Campbell seconded the motion.

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

The meeting was adjourned at 9:07 a.m.

REGULAR MEETING OF THE BOARD, DECEMBER 07, 2021

1. The meeting was called to order at 9:09 a.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Kathleen G. Rapp — **Commissioner Chris Campbell**
Commissioner Kevin J. Roberts — **Commissioner Arlene Tuck**
Commissioner Scott A. Kirouac

Also, present: Randy Vosburg, County Administrator; Sherry G. Sutphen, County Attorney; Sally Hood, Director of Accounting & Finance for the Clerk of Courts; and Jill Ann Shields, Deputy Clerk.

2. INVOCATION

The meeting opened with a prayer led by Pastor Chantel Parris, with the Bountiful Blessings Church of God.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by John Cecil, US Navy, President of the Sea Services Museum.

A moment of silence was observed for the recent passing of WWII Veteran and US Senator Bob Dole.

4. ANNOUNCEMENTS

The Highlands County Construction Licensing, Enforcement and Appeals Board will hold a regular meeting on Tuesday, December 7, 2021 at 7:00 p.m., in the Boardroom of the Government Center, 600 S. Commerce Ave., Sebring, FL.

The Highlands County Industrial Development Authority and Highlands County Economic Development Commission will meet on Wednesday, December 8, 2021 at 7:30 a.m., at Nucor Steel Florida, Inc., 22 Nucor Drive, Frostproof, FL 33843.

The Highlands County Housing Authority will hold its quarterly Board meeting on Tuesday, December 14, 2021 at 10:30 a.m., at 2300 Hope Circle, Sebring, FL 33870.

The Highlands County Zoning Board of Adjustment and the Planning & Zoning Commission and Local Planning Agency will hold a Public Hearing on Tuesday, December 14, 2021 at 3:00 p.m., in the Commissioners Boardroom, 600 S. Commerce Ave., Sebring, FL.

There will be a Veterans Expo on Saturday, January 8, 2022, from 10:00 a.m. – 5:00 p.m., hosted by American Legion Post 69, 1301 West Bell St., Avon Park, FL. There will be VA State and Local Veteran Benefits available, participation available for the 22.2 Walk Challenge 22, bringing Veterans Suicide Awareness of the 22 Veterans a Day & 16 Kids committing suicide. For more information, please contact Larry Roberts at (850) 718-7773. ***See SMB 145 Page 38.***

5. CONSTITUTIONAL OFFICERS – ANNOUNCEMENTS:

No report.

RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:

A. Proclamation Honoring Veteran William England on his 100th Birthday.

Denise Williams, Highlands County Veteran Services Officer, presented the request and read the Proclamation into the record.

Commissioner Kirouac moved approval to adopt the Proclamation as presented. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioner voted aye. The motion carried. ***See Res. Book 32 Page 81 & SMB 145 Page 39.***

B. Proclamation of WWII Pearl Harbor to Survivor Jack Moore.

Denise Williams, Highlands County Veteran Services Officer, presented the request and read the Proclamation into the record.

Commissioner Kirouac moved approval to adopt the Proclamation as presented. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 82 & SMB 145 Page 40.***

6. PUBLIC COMMENT

No participants.

7. CONSENT AGENDA

County Administrator Randy Vosburg requested item 7K be pulled from the consent agenda and be brought back on December 21, 2021.

Commissioner Kirouac moved to approve the consent agenda with the removal of item 7K, to be moved to the December 21, 2021 meeting. Commissioner Roberts seconded the motion.

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

A. Request approval of the minutes from the October 19, 2021 and November 2, 2021 regular meetings of the Board. *See Clerk of Courts website.*

B. Request approval to accept into the record the County Administrators Annual Report for Fiscal Year 2020-2021. *See BCC Annual Reports file.*

C. Request approval of the Peace River Center for Personal Development, Inc., a Florida Non-Profit Corporation Grant Agreement as approved in the FY 21/22 Adopted Budget. *See Peace River Center file.*

D. Request approval of letters of support from both the Highlands County Board of County Commissioners and Highlands County Economic Development for the Sebring Regional Airport Authority as they apply for a federal grant application with the Economic Development Administration (EDA). *See SMB 145 Page 41.*

E. **Request approval of the Resolution for a federal grant application with the Economic Development Administration (EDA) to support the Tourist Development Council's goals for 1) a county-wide recreation outdoor facility and recreation plan and 2) a post-COVID strategic plan for tourism development in the combined amount of $100,000.** *See Res. Book 32 Page 83 (Res. No. 21-22-35) & SMB 145 Page 42.*

F. **Request approval of the contract between Highlands County and Maris, West and Baker, Inc. for marketing services.** *See Maris, West and Baker, Inc. file.*

G. **Request approval of a New Event Tourist Development Tax Grant in the amount of $7,500.00 for 2022 for the Citrus Golf Trail Open Women's Invitational.** *See Tourist Development Council file.*

H. **Request the appointment of one elected official from City of Avon Park, Councilwoman Brittany McGuire, to the Tourism Development Council with a term beginning December 7, 2021 and expiring May 2, 2022.** *See SMB 145 Page 43.*

I. **Request approval of the proposed Change Order for the Sebring Multisport Festival Grant Application, amending the date of the event to October 2, 2022.** *See Tourist Development Council file.*

J. **Request approval to expend funds from the Special Law Enforcement Trust Fund.** *See SMB 145 Page 44.*

K. ~~**Request consideration of Professional Services Agreement between Highlands County and Wharton-Smith, Inc. Construction Group to perform construction management at risk services for the new Lake Placid Fire/EMS Station 36; Project No. 18051.**~~ *This item has been pulled off the Consent Agenda to come back before the Board on December 21, 2021. See SMB 145 Page 45.*

L. **Request approval of Budget Amendment 21-22-014 and Resolution to reallocate Florida Department of Transportation (FDOT) revenue to Project 21009 – Highway Lighting.** *See Res. Book 32 Page 84 (Res. No. 21-22-36) & SMB 145 Page 46.*

M. **Request approval of Budget Amendment 21-22-016 and Resolution to roll forward and setup funding within the Special Law Enforcement Trust Fund.** *See Res. Book 32 Page 85 (Res. No. 21-22-37) & SMB 145 Page 47.*

N. **Request approval of Budget Amendment 21-22-017 and Resolution to roll forward and appropriate unspent funds into FY 21/22.** *See Res. Book 32 Page 86 (Res. No. 21-22-38) & SMB 145 Page 48.*

O. **Request approval of Budget Amendment 21-22-015 for realigning funds for 21/22 FY Sebring Parkway Maintenance 4110 cost center.** *See SMB 145 Page 49.*

P. **Request approval of Budget Amendment 21-22-018 and Resolution to roll forward Fund Balance to the Tourist Dev. – Marketing & Promotion cost center.** *See Res. Book 32 Page 87 (Res. No. 21-22-39) & SMB 145 Page 50.*

Q. Request approval of an Agreement with the Florida Network of Children's Advocacy Center to distribute proceeds from the Stop Child Abuse License Plate and Voluntary Contribution program and approval of Budget Amendment 21-22-019 and associated Resolution. *See Res. Book 32 Page 88 (Res. No. 21-22-40) & Children's Advocacy Center file.*

R. Request approval of Budget Amendment 21-22-020 for Improvements and Construction of Mooring Docks from the Florida Boating Improvement Fund. *See SMB 145 Page 51.*

S. 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 2021. *See SMB 145 Page 52.*

T. Gift Agreement for the donation installation of five (5) new score boards in various locations at the Highlands County Sports Complex for use as Highlands County deems appropriate in its sole discretion. *See Highlands County Sports Complex file.*

U. Request approval to cancel the first regular Board meeting and meeting of the Special Districts of 2022. *See SMB 145 Page 53.*

V. Request approval of Budget Amendment 21-22-007 to move funds into Project 21031 to replace chiller for the courthouse. *See SMB 145 Page 54.*

8. PUBLIC HEARING

A. The redistricting of the Board of County Commissioners' Districts based on the 2020 Census Data.

Leah Sauls, Development Services Director, provided a brief presentation and stated this public hearing was properly advertised and proof of publication was submitted to the Clerk to become part of the permanent record.

Chairman Rapp opened the floor for public comment. Input was not provided.

Commissioner Kirouac moved approval and adoption by Resolution 21-22-27, the five district blocks and district block groups description, changing the boundaries of the existing County Commissioners' Districts into five districts of contiguous territory as nearly equal in population as practicable, per Chapter 124, Florida Statutes, and transmitting Resolution 21-22-27 to the Florida Department of State becoming effective as provided by law. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Res. Book 32 Page 89 (Recorded in OR Book 2873 Page 335 of the Highlands County Clerk of Courts), SMB 145 Page 55 & Proof of Publication file.*** That Redistricting Resolution adopted by the Board of County Commissioners is set as follows:

RESOLUTION 21-22- 27

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE BOUNDARIES OF THE COUNTY COMMISSION DISTRICTS FOR HIGHLANDS COUNTY, FLORIDA; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR REVISED COUNTY COMMISSION DISTRICTS; PROVIDING FOR THE IMPLEMENATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Florida Constitution, Article VIII, Section 1 and Florida Statutes, Section 124.01, the Highlands County Board of County Commissioners is comprised of five county commission districts; and

WHEREAS, such county commission districts shall be contiguous territory and as nearly equal in proportion as possible; and

WHEREAS, after each decennial census the division of the commission districts shall be redistributed to be as nearly equal in population as practicable, with changes being made in odd numbered years; and

WHEREAS, the census data for the 2021 redistricting process has been released.

NOW THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Revised County Commission Districts.

A. The Census Bureau uses geographic levels to classify information. The smallest unit with complete information is called a Block. Block numbers have 15 digits and are grouped together in Block Groups which have 12 digits. The Highlands County Commission Districts are organized by Blocks and Block Groups.

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JEROME KASZUBOWSKI
CLERK OF COURTS, HIGHLANDS CO.

B. The Highlands County Board of County Commissioners shall be comprised of five members, one from each of five county commission districts as set forth hereafter:

DISTRICT 1. The area encompassed by the boundary described in **Exhibit "A"** attached hereto shall be District 1.

DISTRICT 2. The area encompassed by the boundary described in **Exhibit "B"** attached hereto shall be District 2.

DISTRICT 3. The area encompassed by the boundary described in **Exhibit "C"** attached hereto shall be District 3.

DISTRICT 4. The area encompassed by the boundary described in **Exhibit "D"** attached hereto shall be District 4.

DISTRICT 5. The area encompassed by the boundary described in **Exhibit "E"** attached hereto shall be District 5.

The revised District boundaries are depicted on **Exhibit "F"** attached hereto.

C. The populations in each District are based upon the most recent decennial Federal census and are as nearly as equal in population as practicable, as set forth below:

DISTRICT 1 – 20,425

DISTRICT 2 – 19,526

DISTRICT 3 – 20,998

DISTRICT 4 – 20,129

DISTRICT 5 – 20,157

D. The District boundaries as set forth herein coincide with other governmental entities, including the Highlands County School Board, congressional districts and state legislative districts, as well as existing voting precincts so as to assist members of the public and avoid confusion.

E. Each incumbent County Commissioner continues to reside in the same numbered District both before and after this change in the description of boundaries and that the incumbent County Commissioners shall serve from the Districts set forth below with such term expiring during the year indicated:

DISTRICT 1 – Kevin Roberts – 2024

DISTRICT 2 – Kathy Rapp – 2022

DISTRICT 3 – Scott Kirouac – 2024

DISTRICT 4 – Arlene Tuck – 2022

DISTRICT 5 – Chris Campbell - 2024

SECTION 3. Implementing Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to the vacation of the Easement described herein, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

SECTION 9. Directions to Clerk and County Administrator.

A. Following adoption of this Resolution, the same shall be recorded by the Clerk of the Circuit Court, in the official records of Highlands County, Florida.

B. The County Administrator shall cause a certified copy thereof to be published at least once a week for two consecutive weeks in a newspaper published in Highlands County, Florida, and thereafter such proof of publication shall be included as an informational item in the Minutes of the Board of County Commissioners of Highlands County, Florida, as required by Florida Statutes, Section 124.02.

C. The County Administrator shall transmit a certified copy of this Resolution to the Department of State as required by Florida Statutes, Section 124.03.

PASSED AND ADOPTED this 7th date of December, 2021.

BOARD OF COUNTY COMMISSIONERS SEAL

BOARD OF COUNTY COMMISSIONERS, HIGHLANDS COUNTY, FLORIDA

By: Kathleen G. Rapp
Kathleen G. Rapp, Chairperson

ATTEST:

By: Sally B Wood for
Jerome Kaszubowski, Clerk

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Exhibit "A"
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DISTRICT 1
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Exhibit "B"
DISTRICT 2

DISTRICT 2 BLOCK GROUPS
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Exhibit "C"
DISTRICT 3

DISTRICT 3
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Exhibit "D"
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Exhibit "E"
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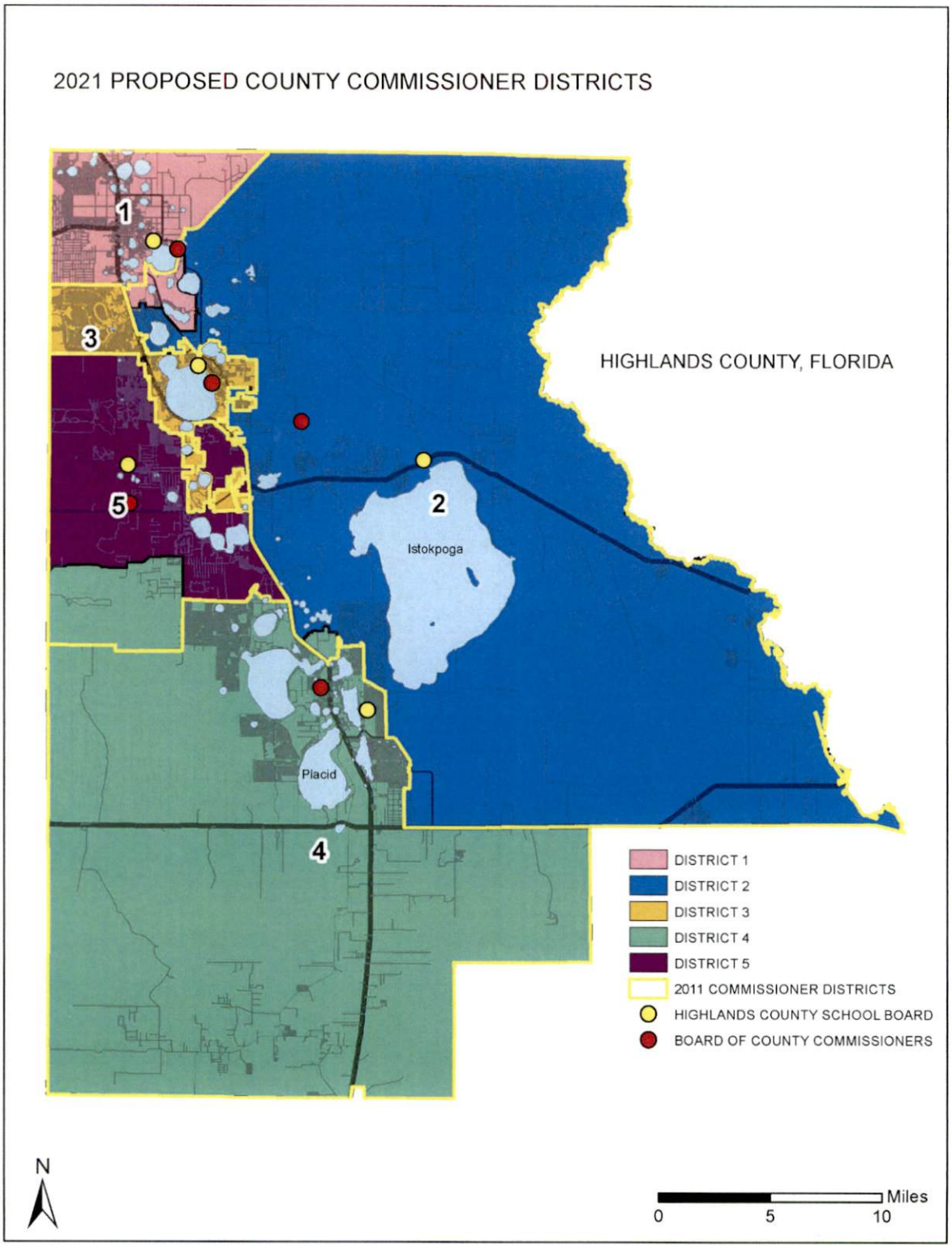
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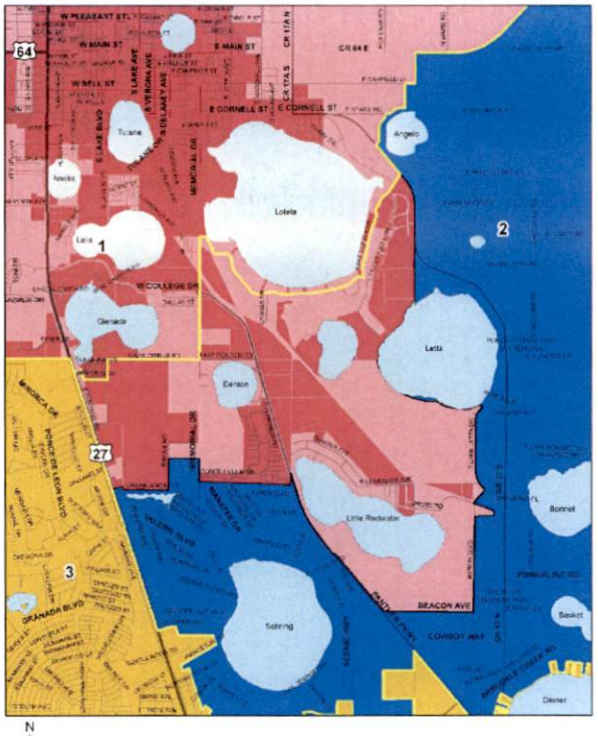
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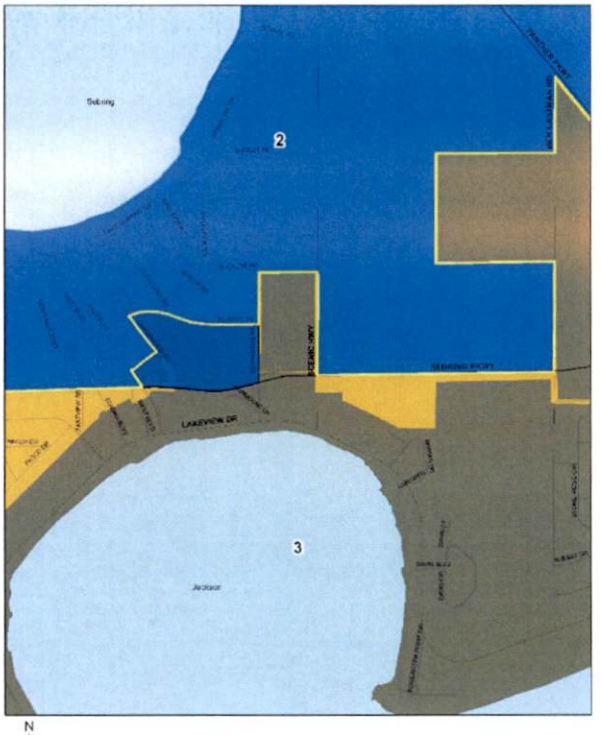
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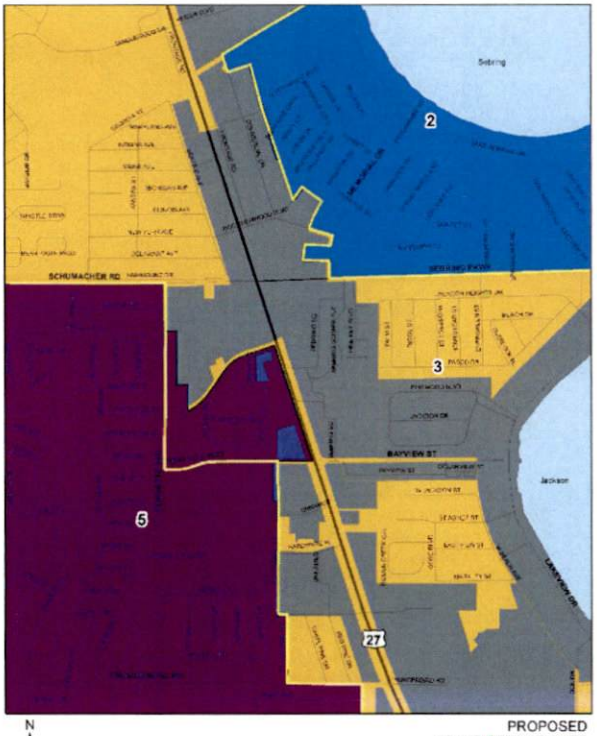
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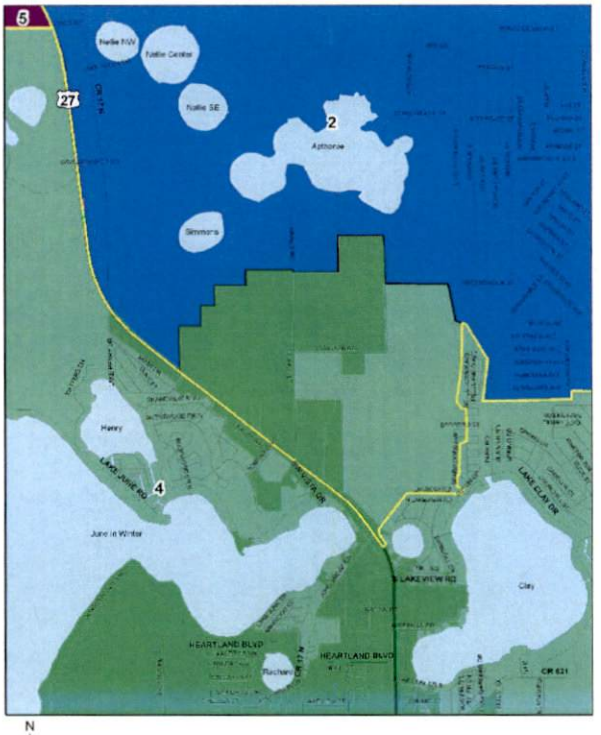
PROPOSED
AVON PARK ANNEXED AREA



PROPOSED
LAKE SEBRING NEIGHBORHOOD

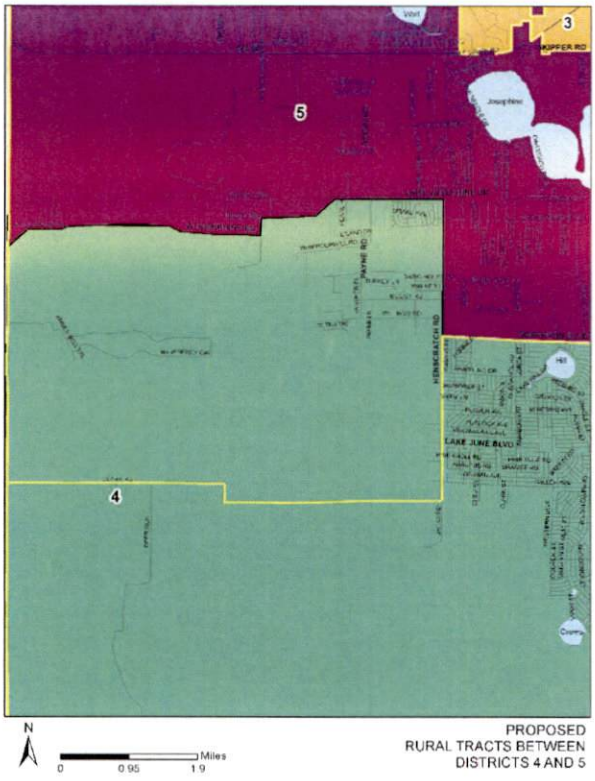


PROPOSED
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SEBRING COUNTRY ESTATES/SEBRING HILLS



PROPOSED
LAKE PLACID ANNEXED AREA

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PROPOSED
RURAL TRACTS BETWEEN
DISTRICTS 4 AND 5

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9. ACTION AGENDA

Commissioner Kirouac moved approval to set the action agenda as presented. Commissioner Campbell seconded the motion.

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

A. (Revised) Request approval of an agreement with Motorola Solutions for the Command Central AXS dispatch console equipment for the use of emergency operations in the amount of ~~$1,659,280.00~~ $1,627,780.00 using American Rescue Plan Act (ARPA) funds.

Sherry G. Sutphen, County Attorney, addressed the Commission before the presentation by stating that the Commissioners are receiving a revised agreement with the actual amount different than the amount in the original agreement. Ms. Sutphen stated that the actual amount is **$1,627,780.00** and the reduction is related to a subscription amount that cannot be purchased with ARPA funds and will be split into a separate agreement.

Liz Barber, Legislative Affairs & Grants Coordinator, and Randy Vosburg, County Administrator, presented the request.

Chairman Rapp opened the floor for public comment. Input was not provided.

Commissioner Roberts moved approval of the agreement, as presented, with Motorola Solutions, for the Command Central AXS dispatch console equipment for the use of emergency operations in the amount of $1,627,780.00 using American Rescue Plan Act (ARPA) funds. Commissioner Tuck seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Motorola Solutions, Inc. file.***

B. Request approval of the agreement between Highlands County and Excavation Point, Inc., for the construction of the CR 623 (Kenilworth Blvd) Mill and Resurfacing Project No. 18009, and ITB No. 21-003, in the amount of $1,280,331.00.

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

Chairman Rapp opened the floor for public comment. Input was not provided.

Commissioner Tuck moved approval of the agreement between Highlands County and Excavation Point, Inc., for the construction of the CR 623 (Kenilworth Boulevard) Mill and Resurfacing Project No. 18009, and ITB No. 21-003, in the amount of $1,280,331.00. Commissioner Campbell seconded the motion.

Upon roll call, all Commissioners voted aye. The motion carried. ***See Excavation Point, Inc. file.***

10. COUNTY ADMINISTRATOR & LEGAL

A. County Attorney Status Report.

Sherry G. Sutphen, County Attorney, presented the updated County Attorney File Log as of November 19, 2021 and provided an update on the Community Garden. ***See SMB 145 Page 56.***

B. Commissioner's Priorities and the Project Status Report.
Randy Vosburg, County Administrator, presented the updated list of Commissioner's Priorities and Project Status Report. ***See SMB 145 Page 57.***

Mr. Vosburg provided an update on the United Way fundraisers, with the Engineering Department sponsoring this month's fundraiser, "Silent Auction", featuring items on display at the Engineering Department that were donated mostly by employees, with all of the proceeds supporting the United Way Foundation.

Mr. Vosburg provided an update on the "Rudolph Roundup" Toy Donation Drive for children who are in foster care.

Mr. Vosburg took this opportunity to thank the county employees who continually give back to the community and support those efforts that they are doing now.

Mr. Vosburg provided an update on the Christmas parades in the county.

11. COMMISSIONERS

Commissioner Roberts commented on the Rudolph Roundup Toy Drive.

Commissioner Tuck stated the Oxers Feed & Western Store in Lake Placid has cards that list items needed for veterans.

Commissioner Campbell commented on the Sebring High School Football Team and stated Governor DeSantis was present at the semi-finals.

Commissioner Rapp stated her granddaughter was able to get her picture taken with Governor DeSantis.

12. INFORMATIONAL

A. Board payables from November 16, 2021 to December 6, 2021. *See Check Reports 2021 file.*

B. Sebring Regional Airport and Industrial Park Community Redevelopment Agency (CRA) Budget Amendment C21-05 for period ending September 30, 2021. *See SMB 145 Page 58.*

13. ADJOURN

Commissioner Kirouac moved to adjourn the Regular Meeting of the Board. Commissioner Campbell seconded the motion.

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

The meeting was adjourned at 9:52 a.m.

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Tanya Cannady, Business Services Director**
SUBJECT/TITLE:	**Request to accept into record the Financial Statements and Independent Auditor's Report for Fiscal Year Ended (FYE) June 30, 2021 and 2020 for Peace River Center for Personal Development, Inc.**

STATEMENT OF ISSUE

Peace River Center for Personal Development Inc. provides multiple functions for Highlands County. Peace River staffs and maintains the Domestic Violence Safehouse and provides in-patient Mental Health Care services.

RECOMMENDED ACTION

Move to accept into the record the Financial Statements and Independent Auditor's report for FYE June 30, 2021 and 2020 for Peace River Center for Personal Development, Inc.

FISCAL IMPACT

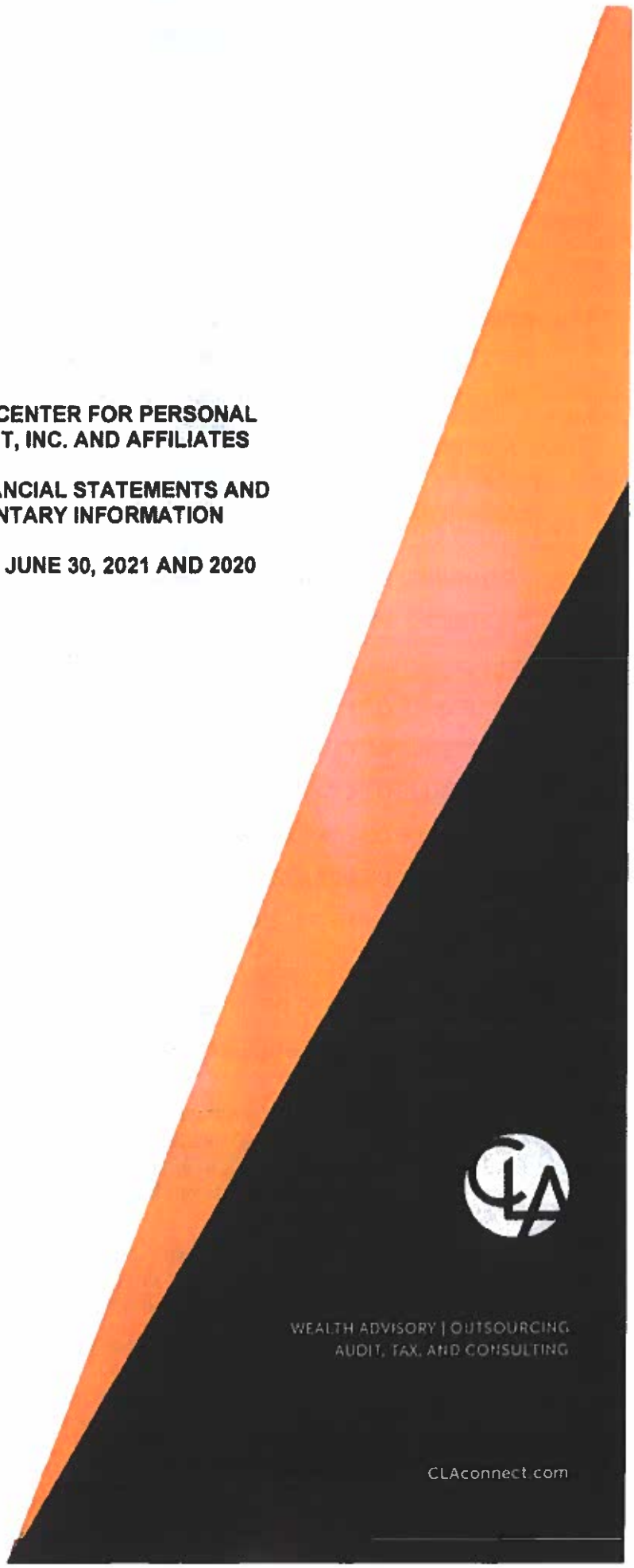
There is no fiscal impact to accepting the Financial Reports into the record.

Attachments: Peace River attachments.pdf

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES

COMBINED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

YEARS ENDED JUNE 30, 2021 AND 2020



PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Peace River Center for Personal Development, Inc.
and Affiliates
Bartow, Florida

Report on the Combined Financial Statements

We have audited the accompanying combined financial statements of the Peace River Center for Personal Development, Inc. and Affiliates (a nonprofit organization), which comprise the combined statements of financial position as of June 30, 2021 and 2020, and the related combined statements of activities and changes in net assets, functional expenses and cash flows for the years then ended and the related notes to the combined financial statements.

Management's Responsibility for the Combined Financial Statements

Management is responsible for the preparation and fair presentation of these combined financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of combined financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these combined financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined financial statements are free from material misstatement. The financial statements of Peace River Center Properties, Inc. and Peace River Center Properties II, Inc. were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the combined financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the combined financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the combined financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the combined financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the combined financial statements referred to above present fairly, in all material respects, the combined financial position of Peace River Center for Personal Development, Inc. and Affiliates as of June 30, 2021 and 2020, and the changes in their net assets, the statement of functional expenses, and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the combined financial statements as a whole. The accompanying supplementary information shown on pages 27 through 46 is presented for purposes of additional analysis and is not a required part of the basic combined financial statements of Peace River Center for Personal Development, Inc. and Affiliates. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is also presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information and the schedule of expenditures of federal awards is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the combined financial statements. Such information has been subjected to the auditing procedures applied in the audit of the combined financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the combined financial statements or to the combined financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the combined financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2021, on our consideration of Peace River Center for Personal Development, Inc. and Affiliates' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Peace River Center for Personal Development, Inc. and Affiliates' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Peace River Center for Personal Development, Inc. and Affiliates' internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Lakeland, Florida
December 14, 2021

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2021 AND 2020

ASSETS	2021	2020
CURRENT ASSETS		
Cash and Cash Equivalents	$ 5,640,722	$ 6,923,663
Accounts Receivable, Net	2,814,568	2,261,153
Tenant Accounts Receivable, Net	277	1,958
Inventory	211,477	264,563
Prepaid Expenses	773,486	192,138
Deposits	13,015	8,335
Current Portion of Pledges Receivable	5,000	15,045
Total Current Assets	9,458,545	9,666,855
RESTRICTED DEPOSITS AND FUNDED RESERVES		
Reserve for Client Funds	18,330	54,826
Tenant Security Deposits Held In Trust	4,605	5,217
Reserve for Replacements	35,446	28,281
Reserve for Construction	89,664	98,664
Total Restricted Deposits	148,045	186,988
PROPERTY, PLANT, AND EQUIPMENT, NET	9,084,783	8,094,275
OTHER ASSETS		
Notes Receivable - New Markets Tax Credit	3,381,500	3,381,500
Pledges Receivable, Long-Term	-	4,340
Beneficial Interest in Assets Held by GiveWell Community Foundation	23,194	18,705
Other Assets	-	1,575
Total Other Assets	3,404,694	3,406,120
Total Assets	$ 22,096,067	$ 21,354,238

See accompanying Notes to Combined Financial Statements

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENTS OF FINANCIAL POSITION (CONTINUED)
JUNE 30, 2021 AND 2020

LIABILITIES AND NET ASSETS	2021	2020
CURRENT LIABILITIES		
Accounts Payable	$ 463,687	$ 392,212
Accrued Expenses	1,029,177	1,601,254
Accrued Annual Leave	896,189	942,647
Deferred Revenue	508,370	840,917
Security Deposits Payable	9,835	10,334
Reserve for Client Funds	18,330	54,826
Current Portion of Long-Term Debt	154,158	116,650
Total Current Liabilities	3,079,746	3,958,840
LONG-TERM LIABILITIES		
Mortgages and Notes Payable, Net of Deferred Loan Costs	2,654,708	2,197,931
New Markets Tax Credit Notes Payable, Net of Deferred Loan Costs	4,800,654	4,765,822
Total Long-Term Liabilities	7,455,362	6,963,753
Total Liabilities	10,535,108	10,922,593
NET ASSETS		
Without Donor Restrictions:		
Undesignated	11,532,765	10,393,555
Designated by Board for Assets Held in GiveWell Community Foundation	23,194	18,705
Total Without Donor Restrictions	11,555,959	10,412,260
With Donor Restrictions	5,000	19,385
Total Net Assets	11,560,959	10,431,645
Total Liabilities and Net Assets	$ 22,096,067	$ 21,354,238

See accompanying Notes to Combined Financial Statements

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
FUNDING AND REVENUES WITHOUT DONOR RESTRICTIONS		
GOVERNMENT FUNDING		
Substance Abuse and Mental Health:		
Adult and Children Mental Health	$ 12,054,645	$ 11,570,972
NET PATIENT SERVICE FEES	9,568,059	8,750,736
OTHER GOVERNMENT FUNDING		
Other Federal and State Grants and Contracts	3,413,368	5,987,769
Local Government	1,763,789	1,786,742
Total Other Government Funding	5,177,157	7,774,511
OTHER FUNDING AND REVENUES		
Contributions	2,676,606	2,323,160
Other	617,456	497,305
Rental	215,275	218,230
Contracted Food Services	149,389	95,339
Program Income	5,562	10,671
Net Assets Released From Restrictions	14,385	108,850
Total Other Funding and Revenues	3,678,673	3,253,555
Total Funding and Revenues Without Donor Restrictions	30,478,534	31,349,774
EXPENSES		
Program Services	25,680,524	25,316,955
Management and General	3,370,389	3,432,991
Fundraising	283,922	405,044
Total Expenses	29,334,835	29,154,990
CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	1,143,699	2,194,784
REVENUE WITH DONOR RESTRICTIONS		
Net Assets Released From Restrictions	(14,385)	(108,850)
Total Revenue With Donor Restrictions	(14,385)	(108,850)
CHANGE IN NET ASSETS WITH DONOR RESTRICTIONS	(14,385)	(108,850)
CHANGE IN NET ASSETS	1,129,314	2,085,934
Net Assets - Beginning of Year	10,431,645	8,345,711
NET ASSETS - END OF YEAR	$ 11,560,959	$ 10,431,645

See accompanying Notes to Combined Financial Statements.

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2021

	Program	Management and General	Fundraising	Total
PERSONNEL EXPENSES				
Salaries	$ 15,588,828	$ 2,407,469	$ 133,645	$ 18,129,942
Benefits	3,624,879	464,447	33,370	4,122,696
Total Personnel Expenses	19,213,707	2,871,916	167,015	22,252,638
OTHER EXPENSES				
Building Occupancy	1,339,659	37,520	63,225	1,440,404
Professional Contractual Services	378,612	153,773	3,318	535,703
Travel	94,134	1,004	88	95,226
Equipment	472,116	22,111	2,798	497,025
Food Services	339,646	1,095	411	341,152
Medical and Pharmacy	306,535	(2,108)	32	304,459
Insurance	291,244	34,972	278	326,494
Interest	222,496	6,814	-	229,310
Operating Supplies and Expenses	1,783,877	232,056	29,945	2,045,878
Other	2,016	3,961	3,850	9,827
Donated Items	1,236,482	7,275	12,962	1,256,719
Total Other Expenses	6,466,817	498,473	116,907	7,082,197
Total Expenses	$ 25,680,524	$ 3,370,389	$ 283,922	$ 29,334,835

See accompanying Notes to Combined Financial Statements

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2020

	Program	Management and General	Fundraising	Total
PERSONNEL EXPENSES				
Salaries	$ 15,253,808	$ 2,428,093	$ 152,363	$ 17,834,264
Benefits	3,604,634	463,404	28,914	4,096,952
Total Personnel Expenses	18,858,442	2,891,497	181,277	21,931,216
OTHER EXPENSES				
Building Occupancy	1,424,038	17,241	58,050	1,499,329
Professional Contractual Services	278,082	168,398	14,092	460,572
Travel	144,803	9,086	557	154,446
Equipment	492,553	38,026	25,312	555,891
Food Services	347,254	5,900	32,104	385,258
Medical and Pharmacy	292,592	325	28	292,945
Insurance	273,735	27,013	3,963	304,711
Interest	180,152	8,606	-	188,758
Operating Supplies and Expenses	1,821,435	214,409	53,291	2,089,135
Other	1,294	52,490	-	53,784
Donated Items	1,202,575	-	36,370	1,238,945
Total Other Expenses	6,458,513	541,494	223,767	7,223,774
Total Expenses	$ 25,316,955	$ 3,432,991	$ 405,044	$ 29,154,990

See accompanying Notes to Combined Financial Statements.

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	$ 1,129,314	$ 2,085,934
Adjustment to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation	745,572	706,300
Amortization	40,289	37,620
Contributed Property	(216,414)	(229,820)
Change in Beneficial Interest in Assets	(4,489)	(568)
(Increase) Decrease in Assets:		
Accounts Receivable	(551,734)	67,250
Inventory	53,086	(39,339)
Prepaid Expenses	(581,348)	351,525
Deposits	(4,680)	-
Pledges Receivable	14,385	108,850
Reserve for Client Funds	36,496	235
Tenant Security Deposits Held in Trust	612	(1,441)
Reserve for Replacements	(7,165)	(3,130)
Reserve for Construction	9,000	-
Other Assets	1,575	-
Increase (Decrease) in Liabilities:		
Accounts Payable	71,475	(39,121)
Accrued Expenses and Accrued Annual Leave	(618,535)	765,903
Deferred Revenue	(332,547)	544,793
Security Deposits Payable	(499)	684
Reserve for Client Funds	(36,496)	(235)
Net Cash Provided (Used) by Operating Activities	(252,103)	4,355,440
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of Property, Plant, and Equipment	(851,094)	(681,073)
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on Mortgages and Notes Payable	(144,058)	(104,596)
Payment of Loan Issuance Costs	(35,686)	-
Net Cash Used by Financing Activities	(179,744)	(104,596)
NET CHANGE IN CASH AND CASH EQUIVALENTS	(1,282,941)	3,569,771
Cash and Cash Equivalents - Beginning of Year	6,923,663	3,353,892
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 5,640,722	$ 6,923,663
SUPPLEMENTAL INFORMATION		
Interest Paid	$ 194,477	$ 226,443
In-Kind Donations of Property, Plant and Equipment	$ 216,414	$ 229,820
Purchases of Assets through Issuance of Long-Term Debt	$ 650,250	$ -

See accompanying Notes to Combined Financial Statements.

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
NOTES TO COMBINED FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Peace River Center for Personal Development, Inc. (Peace River Center) is a nonprofit organization established in 1948 to provide a broad range of inpatient and outpatient mental health services throughout Polk, Highlands, and Hardee Counties in Central Florida. Peace River Center Properties, Inc. (the Properties) provides supervised residential facilities for mental health clients. Peace River Center Properties II, Inc. (Properties II) is a nonprofit corporation formed in November 2015 to facilitate obtaining Peace River Center's New Markets Tax Credit funding for new construction. The purpose of this entity is to hold certain assets of and title to property.

Principles of Combination

The combined financial statements include the statements of financial position, activities and changes in net assets, functional expenses, and cash flows of Peace River Center and Affiliates which are under common control. All material intercompany transactions have been eliminated.

Basis of Accounting

Peace River Center's combined financial statements have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables, and other liabilities.

Use of Estimates

The preparation of combined financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the combined financial statements and the reported amounts of revenues and expenses, including functional allocations during the reporting period. Actual results could differ from those estimates.

Concentration

Approximately 40% and 37% of Peace River Center's revenue was earned under contracts with one organization during the years ended June 30, 2021 and 2020, respectively.

Cash and Cash Equivalents

For purposes of reporting cash flows, Peace River Center considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. Peace River Center maintains its cash in bank deposit accounts, which may exceed federally insured limits. Management has not experienced any losses on these accounts.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fair Value Measurements

Peace River Center categorizes its assets and liabilities measured at fair value into a three-level hierarchy based on the priority of the inputs to the valuation technique used to determine fair value. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobserved inputs (Level 3). If the inputs used in the determination of the fair value measurement fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement. Assets and liabilities valued at fair value are categorized based on the inputs to the valuation techniques as follows:

Level 1 – Inputs that utilize quoted prices (unadjusted) in active markets for identical assets or liabilities that an entity has the ability to access.

Level 2 – Inputs that include quoted prices for similar assets and liabilities in active markets and inputs that are observable for the asset or liability, either directly or indirectly, for substantially the full term of the financial instrument. Fair values for these instruments are estimated using pricing models, quoted prices of securities with similar characteristics, or discounted cash flows.

Level 3 – Inputs that are unobservable inputs for the asset or liability, which are typically based on an entity's own assumptions, as there is little, if any, related market activity.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. There have been no changes in the valuation methodologies used at June 30, 2021 and 2020.

Peace River Center also follows the fair value option for newly acquired financial assets and liabilities standard. This standard allows entities the irrevocable option to elect fair value for certain newly acquired financial assets and liabilities on a contract-by-contract basis. Peace River Center has not elected to measure any newly acquired financial instruments at fair value at June 30, 2021, as permitted. However, Peace River Center may elect to measure newly acquired financial instruments at fair value in the future.

Pledges Receivable

The fair value of the pledges receivable is estimated by discounting expected net future cash flows using a rate of return based on the average yield of a U.S. Treasury Security with a maturity date similar to the expected collection period.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Tenant Accounts Receivable and Allowances for Doubtful Accounts

Accounts receivable consists of tenant rents due. Peace River Center does not charge interest on outstanding accounts receivables. The allowance for doubtful accounts is based on a percentage of aged receivables, based on historical experience. If actual collections experience changes, revisions to the allowance percentage are made. After all attempts to collect a receivable have failed, the receivable is written off against the allowance. Properties also records an allowance for tenant accounts receivable. This is based on identified tenant rents believed to be uncollectible based on historical experience. If actual collection experience changes, revisions to the allowance are made. After all attempts to collect a receivable have failed, the receivable is written off against the allowance. Properties had an allowance for doubtful accounts of $-0- and $2,326 as of June 30, 2021 and 2020, respectively. Based on the information available, Peace River Center believes the allowance for doubtful accounts as of June 30, 2021 and 2020 is adequate. However, actual write-offs may exceed the recorded allowance.

Inventory

Supply inventory consists of pharmaceuticals, nonperishable food, and food service supplies. Inventory is carried at cost and is maintained on a first in, first out basis.

Beneficial Interest in Assets Held by the GiveWell Community Foundation

Beneficial Interest in Assets held by GiveWell Community Foundation is valued at the estimated current market value.

Property, Plant, and Equipment

Property, plant, and equipment having a unit cost of $500 or more and software having a unit cost of $5,000 or more, and both having a useful life of one or more years is capitalized at cost. Donations of property, plant, and equipment are recorded as contributions at their estimated fair market value. Such donations are reported as contributions without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Depreciation is computed on the straight-line method over the estimated useful lives of the assets. Certain equipment with a net carrying amount of $442,135 was acquired with grant funds received from the state of Florida. Under terms of the grant agreement, the equipment may revert to the state of Florida if it is no longer used by the organization.

Estimated useful lives are as follows:

Buildings	30 to 40 Years
Building Improvements	5 to 30 Years
Equipment	3 to 7 Years

Rental property is stated at cost and depreciated on the straight-line method over the estimated useful lives of the assets ranging from 3 years for equipment to 40 years for buildings. The Properties capitalizes all expenditures in excess of $500 for property and equipment at cost.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property, Plant, and Equipment (Continued)

Peace River Center and the Properties review their investment in real estate for impairment whenever events or changes in circumstances indicate that the carrying value of such property may not be recoverable. Recoverability is measured by a comparison of the carrying amount of the real estate to the future net undiscounted cash flow expected to be generated by the rental property and any estimated proceeds from the eventual disposition of the real estate. If the real estate is considered impaired, the impairment to be recognized is measured at the amount by which the carrying amount of the real estate exceeds the fair value of such property. There were no impairment losses recognized in 2021 and 2020.

Restricted Deposits and Funded Reserves

Under the regulatory agreement, the Properties is required to make deposits into restricted escrow accounts. The Properties makes regular monthly deposits into the Reserve for Replacements for the replacement of property and equipment. Any disbursements from these accounts require the approval of U.S. Department of Housing and Urban Development (HUD). HUD approved withdrawals of $1,478 and $3,444 which were made from funded reserves during 2021 and 2020, respectively.

The Properties is also required to deposit into the Reserve for Replacements fund any surplus cash from operations within sixty days after the fiscal year-end. The Properties had surplus (deficiency) cash of ($3,139) and $1,913 at June 30, 2021 and 2020, respectively.

Net Assets

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The governing board has designated an amount from net assets without donor restrictions for future use.

Net Assets With Donor Restrictions – Net assets subject to donor- (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition

Net Patient Service Fees

Medicare and Medicaid Net Patient Revenue and Receivables

Revenue for services rendered to patients covered under the Medicare and Medicaid programs are recorded based on date of service at amounts equal to the standard rate charged by Peace River Center for the specific service. The standard rates are discounted to the contract payment rates specific to Peace River Center that are set by the Medicare and Medicaid programs. The payment rates are daily, hourly, or service specific rates for each of the levels of care or specific service provided by Peace River Center. Contractual adjustments are recorded for the difference between Peace River Center's established rate and the amounts estimated to be realized from the Medicare and Medicaid programs and are deducted from revenues and patient accounts receivable. Contractual adjustments are also recorded for the inability to obtain authorizations for services acceptable to the payor and other reasons unrelated to credit risk. Peace River Center estimates the impact of these adjustments based on historical experience, which primarily includes historical claims adjustments, and records it during the period services are rendered as an estimated contractual adjustment and as a reduction to patient accounts receivable.

Other Third-Party Payor Net Patient Revenue and Receivables

Revenue for services rendered to patients covered by other third-party payors (e.g., commercial insurance carriers, health maintenance organizations, and preferred provider organizations, etc.) are recorded based on date of service at amounts equal to the standard rate charged by Peace River Center for the specific service. The standard rates are discounted to the contract payment rates negotiated with the third-party payor. The payment rates are daily, hourly, or service specific rates for each of the levels of care or specific service provided by Peace River Center. Contractual adjustments are recorded for the difference between Peace River Center's established rate and the amounts estimated to be realized from third-party payors and are deducted from revenues and patient accounts receivable. Contractual adjustments are also recorded for the inability to obtain authorizations for services acceptable to the payor and other reasons unrelated to credit risk.

Peace River Center estimates the impact of these adjustments based on historical experience, which primarily includes historical claims adjustments, and records it during the period services are rendered as an estimated contractual adjustment and as a reduction to patient accounts receivable.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition (Continued)

Net Patient Service Fees (Continued)

Accounts Receivable, Net of Allowances for Doubtful Accounts

Accounts receivable consists of patient obligations due for services rendered. Peace River Center does not charge interest on outstanding accounts receivables. The allowance for doubtful accounts is based on identified patient accounts believed to be uncollectible, based on historical experience. Peace River Center records a provision for bad debts related to uninsured patients who will be unable or unwilling to pay for the services provided. If actual collections experience changes, revisions to the allowance percentage are made. After all attempts to collect a receivable have failed, the receivable is written off against the allowance. The allowance for the years ended June 30, 2021 and 2020 was $582,331 and $473,299, respectively. Based on the information available, Peace River Center believes the allowance for doubtful accounts as of June 30, 2021 and 2020 is adequate. However, actual write-offs may exceed the recorded allowance. Patient service revenue, net of contractual allowances and discounts (but before the provision of bad debts), recognized in the period from these major payor sources is as follows for the years ended June 30:

	2021	2020
Patient Service Fees:		
Medicaid	$ 11,687,904	$ 11,579,025
Medicare	2,359,147	2,278,562
Self Pay	5,109,821	6,466,310
Third-Party	2,189,196	1,614,002
Subtotal	21,346,068	21,937,899
Less: Contractual Adjustments	(11,778,009)	(13,187,163)
Net Patient Service Fees	$ 9,568,059	$ 8,750,736

Grants and Contracts

Peace River Center recognizes grants and contracts as restricted support if they are received with grantor or donor stipulations that limit the use of the donated assets. When a grantor or donor restriction expires, a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the combined statements of activities and changes in net assets as net assets released from donor restrictions. A receivable is recognized by Peace River Center for grants and contracts to be received from the grantor or donor.

Grants remaining unused at the end of an accounting period are carried forward as net assets with restrictions. Peace River Center may retain unexpended funds for use in future periods providing expenses incurred are in compliance with the specified terms of each grant.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Grants and Contracts (Continued)

A portion of Peace River Center's combined revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when Peace River Center has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the combined statements of financial position. Peace River Center recognized deferred revenue of $331,667 and $180,028 on the combined statements of financial position related to these grants as of June 30, 2021 and 2020 respectively. Peace River Center received cost-reimbursable grants of $637,854 and $292,415 that have not been recognized as of June 30, 2021 and 2020 respectively because qualifying expenditures have not yet been incurred.

Contract Funding Requiring Local Resource Match

As required under certain contracts, Peace River Center is required to match varying percentages of contract funds received. This match may be cash, in-kind, or a combination. For the years ended June 30, 2021 and 2020, Peace River Center met its matching requirements for all related contracts.

Contributions

Peace River Center reports contributions restricted by donors as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the combined statements of activities and changes in net assets as Net Assets Released from Restrictions. Gifts of long-lived assets and gifts of cash restricted for the acquisition of long-lived assets are recognized as restricted revenue when received and released from restrictions when the assets are placed in service.

Use of Contributed Facilities

Peace River Center occupies certain premises provided at no or nominal cost. The estimated fair rental value of these premises is reported as support and expense in the accompanying combined financial statements. The fair market value of contributed rent for the years ended June 30, 2021 and 2020 totaled $20,232 and $20,232 respectively.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Income Taxes

Peace River Center for Personal Development, Inc. and Peace River Center Properties, Inc. have qualified as nonprofit organizations under Section 501(c)(3) of the U.S. Internal Revenue Code (IRC) and are generally not subject to income taxation, except on net income derived from unrelated business activities. Peace River Center Properties II, Inc. has qualified as a real estate holding corporation under Section 501(c)(2) of the U.S. IRC and is generally not subject to income taxation. Peace River Center for Personal Development, Inc. provides food services on a contract basis which is subject to tax on unrelated business income. Peace River Center for Personal Development, Inc. does not have a tax liability on its unrelated business activity.

Peace River Center for Personal Development, Inc., Peace River Center Properties, Inc., and Peace River Center Properties II, Inc. follow guidance in the income tax standard regarding the recognition and measurement of uncertain tax positions. This guidance prescribes recognition threshold principles for the financial statement recognition of tax positions taken or expected to be taken on a tax return that are not certain to be realized. None of the entities are aware of any uncertain tax positions.

Peace River Center for Personal Development, Inc., Peace River Center Properties, Inc. and Peace River Center Properties II, Inc.'s tax returns are subject to review and examination by federal, state, and local authorities in accordance with prescribed statutes.

Functional Allocation of Expenses

The following program and support services are included in the accompanying financial statements:

- Program Services: Provides a broad range of inpatient and outpatient mental health services.
- Management and General: Includes the functions necessary to maintain the Organization's programs and activities and manages the financial responsibility of the Organization.
- Fundraising: Provides the structure necessary to obtain additional funding for program services.

The costs of program and supporting services activities have been summarized on a functional basis in the combined statements of activities and changes in net assets. The combined statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The expenses that are allocated include occupancy, depreciation, and amortization, which are allocated on a square footage basis, as well as salaries and wages, benefits, payroll taxes, professional services, office expense, information technology, interest, insurance, and other, which are allocated on the basis of estimates of time and effort.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Subsequent Events

Management has performed an analysis of the activities and transactions subsequent to June 30, 2021 to determine the need for any adjustments to and/or disclosures within the audited combined financial statements for the year ended June 30, 2021. Management has performed their analysis through December 14, 2021, the date the combined financial statements were available to be issued.

Subsequent to year-end, on August 2, 2021, Peace River Center sold assets held, including land and a building, with a carrying value of approximately $50,000 at June 30, 2021. A gain on sale of approximately $290,000 will be recognized during the year ended June 30, 2022.

NOTE 2 LIQUIDITY AND AVAILABILITY

Peace River Center manages its liquidity and reserves following three guiding principles: operating within a prudent range of financial soundness and stability, maintaining adequate liquid assets to fund near term operating needs, and maintaining sufficient reserves to provide reasonable assurance that long term obligations will be discharged. Peace River Center strives to maintain current financial assets less current liabilities at a minimum of 30 days operating expenses. Peace River Center also strives to maintain a year-end balance of undesignated net assets at 15 to 30 days of expected expenditures. To achieve these targets, Peace River Center forecasts its future cash flows and monitors its liquidity quarterly, and monitors its reserves annually. Financial assets in excess of daily cash requirements are invested in cash sweep accounts. During the year ended June 30, 2021, the level of liquidity and reserves was managed within the policy.

The following table reflects Peace River Center's financial assets as of June 30, 2021 and 2020 reduced by amounts that are not available to meet general expenditures within one year of the combined statements of financial position date because of contractual restrictions or internal board designations.

	2021	2020
Cash and Cash Equivalents	$ 5,640,722	$ 6,923,663
Accounts Receivable	2,814,568	2,261,153
Tenant Accounts Receivable	277	1,958
Pledges Receivable	5,000	15,045
Pledges Receivable, Long-Term	-	4,340
Beneficial Interest in Assets Held by Others	23,194	18,705
Total Financial Assets	8,483,761	9,224,864
Board-Designated Assets Held by Others	(23,194)	(18,705)
Financial Assets Not Available to Be Used Within One Year	(5,000)	(19,385)
Financial Assets Available to Meet Cash Needs for General Expenditures Within One Year	$ 8,455,567	$ 9,186,774

NOTE 3 FAIR VALUE MEASUREMENTS

Peace River Center uses fair value measurements to record fair value adjustments to certain assets and to determine fair value disclosures. For additional information on how Peace River Center measures fair value, refer to Note 1 – Summary of Significant Accounting Policies. As of June 30, 2021 and 2020, the fair value of beneficial interest in assets held by the GiveWell Community Foundation was $23,194 and $18,705, respectively. At June 30, 2021 and 2020. Peace River Center's investments consist of:

	2021			
	Level 1	Level 2	Level 3	Total
Beneficial Interest in Assets:				
Held by GiveWell Community Foundation	$ -	$ -	$ 23,194	$ 23,194
	$ -	$ -	$ 23,194	$ 23,194

	2020			
	Level 1	Level 2	Level 3	Total
Beneficial Interest in Assets:				
Held by GiveWell Community Foundation	$ -	$ -	$ 18,705	$ 18,705
	$ -	$ -	$ 18,705	$ 18,705

Assets measured at fair value on a recurring basis using significant unobservable inputs (Level 3):

	2021	2020
Balance - Beginning of Year	$ 18,705	$ 18,137
Total Realized and Unrealized Gain	4,489	568
Balance - End of Year	$ 23,194	$ 18,705

Beneficial Interest in Assets Held by GiveWell Community Foundation is measured at fair value with a valuation technique utilizing market prices at the close of the last business day for the statement period, provided by the GiveWell Community Foundation.

The change in beneficial interest totals $4,489 and $568 related to Level 3 are reported in the accompanying combined statements of activities and changes in net assets as "other revenues" for the years ended June 30, 2021 and 2020, respectively.

NOTE 4 NONCURRENT NOTES RECEIVABLE

Notes receivable from New Markets Tax Credit investment funds are secured by first interest in pledged securities and consist of the following at June 30, 2021 and 2020:

Description	2021	2020
Note receivable dated December 11, 2015, interest accrued at 1%, quarterly interest payments through December 2022, then annual principal and interest payments of $41,190, maturing December 2045	$ 3,381,500	$ 3,381,500
Total	$ 3,381,500	$ 3,381,500

Principal on noncurrent notes receivable is due from 2022 to 2045 (see Notes 8 and 14).

NOTE 5 PROPERTY, PLANT, AND EQUIPMENT

Property, plant, and equipment consist of the following at June 30:

	2021	2020
Land	$ 1,027,492	$ 602,492
Building Improvements	3,039,584	2,809,631
Buildings	9,874,033	9,534,033
Equipment	4,717,181	4,229,570
Construction in Progress	216,722	18,900
Subtotal	18,875,012	17,194,626
Less: Accumulated Depreciation and Amortization	(9,790,229)	(9,100,351)
Net Property, Plant, and Equipment	$ 9,084,783	$ 8,094,275

Depreciation expense totaled $745,572 and $706,300 for the years ended June 30, 2021 and 2020, respectively.

NOTE 6 RETIREMENT PLANS

Peace River Center maintains a 401(k) Plan retirement plan for the benefit of its employees. The 401(k) Plan is a qualified defined contribution plan governed by Section 401(k) of the Internal Revenue Code and was established January 1, 2014. Peace River Center has the option to match dollar-for-dollar contributions to the Plan up to 3% of compensation. The 401(k) Plan has a profit sharing component which can be funded at the discretion of the board of directors either prospectively on a pay-period basis, or retrospectively at an amount to be approved by the board of directors.

Participants vest in Peace River Center's contributions to the 401(k) Plan over a six-year period. The Plan provides for the payment of benefits to a participant upon his or her disability, severance of employment, or death. The benefits to a participant (or his or her designated beneficiary), in the event of disability or death, will be 100% of the amount in the participant's account regardless of his or her years of service.

NOTE 6 RETIREMENT PLANS (CONTINUED)

If a participant terminates employment or is dismissed, the amount due the participant will be the participant's contributions and related investment earnings and the participant's vested interest in the amounts contributed by Peace River Center. Peace River Center contributed $337,925 and $313,064 to retirement plans during fiscal years 2021 and 2020, respectively.

NOTE 7 COMMITMENTS AND CONTINGENCIES

Operating Leases

Peace River Center leases various software and equipment, as well as administrative and clinical space on contracts ranging from one to four years. The following is a schedule by years of future minimum rental payments required under noncancelable leases.

Year Ending June 30,	Amount
2022	$ 226,712
2023	148,920
Total	$ 375,632

There are no material purchases, escalation or contingent clauses in the leases. The lease for administrative office space is renewable, at the option of Peace River Center, for three additional five-year terms, at an amount not to exceed the current monthly rental adjusted by the percentage increase in the Consumer Price Index. Rent expense under all operating leases was $498,574 and $526,065 for the years ended June 30, 2021 and 2020.

Peace River Center is sub-leasing part of the administrative office space to another nonprofit agency. Peace River Center is to receive future rental payments of $43,476 in monthly installments of $3,623 through 2022.

Contracts

In February 2021, Peace River Center entered into a contract for renovation services on the Bartow Crisis Campus. The contracted price of approximately $1.1 million is due in installments as certain milestones are met. At June 30, 2021, approximately $865,000 remained unbilled on the contract.

Grant Compliance

Peace River Center is subject to federal and state audits to determine compliance with grant funding requirements. In the event that expenditures would be disallowed, repayment could be required. Government grants require the fulfillment of certain conditions as set forth by applicable laws, rules and regulations, and in the grant agreements. Failure to fulfill the conditions could result in the return of the funds to grantor.

NOTE 8 MORTGAGES AND NOTES PAYABLE

Debt was comprised of the following at June 30:

	2021	2020
Notes Payable		
Mortgage note payable to Bank of Central Florida, payable in 65 monthly installments of $13,618 including interest at 3.75%, with a final balloon payment of $1,502,597 plus interest due November 6, 2025, collateralized by building.	$ 1,929,115	$ 2,017,048
Mortgage note payable to HUD in monthly installments of $4,422, including interest at 9%, maturing November 1, 2028, collateralized by building.	286,401	312,406
Mortgage note payable to Bank of Central Florida, payable in 119 monthly installments of $4,746 including interest at 3.75%, with a final balloon payment of $263,644 plus interest due July 15, 2030, collateralized by building.	620,130	-
Total Notes Payable	2,835,646	2,329,454
New Markets Tax Credit Notes Subject to Put/Call Options (All secured by real and personal property)		
Properties II:		
Interest accrued at 1.43956%, December 2045	3,381,500	3,381,500
Interest accrued at 1.43956%, December 2045	1,468,500	1,468,500
Total New Markets Tax Credit Notes Payable Subject to Put/Call Options	4,850,000	4,850,000
Total Notes Payable	7,685,646	7,179,454
Less: Deferred Loan Costs	76,126	99,051
Less: Current Portion	154,158	116,650
Long-Term Portion	$ 7,455,362	$ 6,963,753

A summary of future maturities is as follows:

Year Ending June 30,	Amount
2022	$ 154,158
2023	295,866
2024	359,089
2025	353,389
2026	1,804,378
Thereafter	4,718,766
Total	$ 7,685,646

NOTE 8 MORTGAGES AND NOTES PAYABLE (CONTINUED)

Peace River Center has certain loan covenants on the mortgage note payable with Bank of Central Florida, including certain financial ratios that must be met. Peace River Center was in compliance with its loan covenants for the year ended June 30, 2021.

In January 2018, Peace River Center completed construction of a new crisis stabilization facility in Lakeland, Florida, funded by Noncurrent Notes Payable and Noncurrent Notes Receivable issued under the New Markets Tax Credit (NMTC) program as provided by Section 45D of the IRC. The new facility furthers Peace River Center's mission by providing a location in which to engage, restore, and empower individuals in the community to reach their fullest potential.

The purpose of the tax credit is to encourage investment in low-income community businesses, by reducing the borrowing or financing costs to the businesses. Construction was funded by SunTrust Bank (now known as Truist Bank) and their New Markets Tax Credit investment groups and intermediaries.

The NMTC provides tax credits over the first seven years to the NMTC investors. For the purposes of the Peace River Center transaction, SunTrust Community Capital LLC (a subsidiary of SunTrust Bank) served as the NMTC Investor. Peace River Center expects to have the net NMTC debt substantially reduced through equity conversions in 2022, upon the exercise of a $1,000 put option offered to SunTrust Community Capital LLC upon the conclusion of the NMTC Compliance Period. While the put option is at the election of SunTrust Community Capital LLC, it is industry practice for the NMTC Investor to put its interest to the sponsor upon the successful completion of the NMTC Compliance Period.

This net NMTC debt which is expected to be substantially reduced through equity conversions in 2022 is comprised of the Noncurrent Notes Payable by Peace River Center to the NMTC private investment groups, less Noncurrent Notes Receivable (see Note 4) owed to Properties II by the NMTC private investment groups, as follows:

NMTC Transaction		NMTC Noncurrent Notes		Net NMTC
Date	Equity Conversion	Payable	Receivable	Debt
Dec 2015	Dec 2022	$ 3,381,500	$ 3,381,500	$ -
Dec 2015	Dec 2022	1,468,500	-	1,468,500
	Total	$ 4,850,000	$ 3,381,500	$ 1,468,500

See Note 14 for additional details.

Interest expense totaled $194,477 and $226,443 for the years ended June 30, 2021 and 2020, respectively.

NOTE 9 LINE OF CREDIT

Peace River Center has a line of credit totaling $800,000 which is secured by real estate. Advances on the line of credit are payable on demand and carry an interest rate of 0.5% over prime. There were no borrowings outstanding at June 30, 2021 and 2020.

NOTE 10 RISK MANAGEMENT

Peace River Center is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Peace River Center insures itself against these risks with various insurance policies. All insurance coverage amounts remained constant from the prior year.

Peace River Center is self-insured for group health insurance. Peace River Center has insurance to cover individual losses greater than $90,000 and $90,000 for calendar years 2021 and 2020, respectively. Estimated claims incurred but not reported as of June 30, 2021 and 2020 were $261,000 and $267,000, respectively. Settlements did not exceed insurance coverage in fiscal years 2021 and 2020, respectively.

The liability currently provided is Peace River Center's maximum run-off claims liability. Peace River Center is reinsured for all losses greater than the maximum claims liability.

Claims payable is recorded in the combined statements of financial position as accrued expenses. Changes in Peace River Center's claims payable at June 30 are as follows:

	Current Year Claims Payable Beginning of Year	Claims and Changes in Estimates	Claim Payments	Current Year Claims Payable End of Year
2019 - 2020	$ 203,000	$ 2,351,661	$ 2,287,661	$ 267,000
2020 - 2021	$ 267,000	$ 2,520,866	$ 2,526,866	$ 261,000

NOTE 11 NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions in the accompanying combined statements of financial position consist of pledges receivable for a capital campaign in the amount of $5,000 and $19,385 as of June 30, 2021 and 2020, respectively. Net assets were released from restriction in the amount of $14,385 and $108,850 for the years ended June 30, 2021 and 2020, respectively, as a result of purpose conditions being met.

NOTE 12 THIRD-PARTY RATE ADJUSTMENTS AND REVENUE

Service fees are subject to audit and retroactive adjustment by respective third-party fiscal intermediaries. In the opinion of management, these adjustments, if any, would not be material to the financial position or results of operations of Peace River Center.

NOTE 13 CONTRIBUTED SERVICES

Peace River Center is the beneficiary of the diligent efforts of many dedicated volunteers. These volunteers have assisted Peace River Center in such areas as domestic violence counseling, rape counseling, and administrative services. Approximately 1,000 hours and 2,000 hours have been contributed by these volunteers during the fiscal years ending June 30, 2021 and 2020, respectively. Peace River Center has not included the value of these hours in its reported revenues and expenses as the services do not meet recognition criteria according to accounting principles generally accepted in the United States of America.

NOTE 14 NEW MARKETS TAX CREDIT TRANSACTIONS

Peace River Center entered into several debt and receivable transactions during the fiscal year ended June 30, 2016, in order to make additional funds available to it through the New Markets Tax Credit (NMTC) Program, as described in Note 8. As part of these transactions, Peace River Center created Peace River Center Properties II, Inc. (Properties II) as described in Note 1 under Nature of Organization.

The NMTC Program permits taxpayers to claim a credit against federal income taxes for Qualified Equity Investments (QEI) in designated Community Development Entities (CDEs). These designated CDEs must use substantially all (85%) of the proceeds to make Qualified Low-Income Community Investments (QLICI). The taxpaying investor is provided with a tax credit which is claimed over a seven-year period.

2015 NMTC Transaction

Peace River Center made a $3,381,500 loan to PRC Lakeland Investment Fund, LLC (Investment LLC). SunTrust, through its SunTrust Community Capital LLC (the Investor), made a $1,618,500 capital contribution into Investment LLC.

Investment LLC utilized the proceeds from the Peace River Center loan and the capital by the Investor, to acquire an interest in Community Hospitality Healthcare Services Subsidiary CDE 28, LLC through the making of a $5,000,000 capital contribution which qualified as a qualified equity investment (QEI) for purposes of the New Markets Tax Credit program.

Community Hospitality Healthcare Services Subsidiary CDE 28, LLC then made QLICI loans totaling $4,850,000 to Properties II, pursuant to two promissory notes in the amounts of $3,381,500 and $1,468,500, respectively.

Properties II used the proceeds from the QLICI loans to fund construction of a new Crisis Stabilization Unit in Lakeland, Florida.

NOTE 14 NEW MARKETS TAX CREDIT TRANSACTIONS (CONTINUED)

In connection with the transaction, Peace River Center also entered into a put option with the Investor. The agreements allow the Investor to put its interest in Investment LLC to Peace River Center at any time during the six months following the seventh anniversary of the effective date (which corresponds to the end of the NMTC Compliance Period under Section 45D of the Code). As noted above, while this option is at the discretion of Investment LLC (or the Investor), it is common industry practice for the Investor to elect such option upon the completion of the NMTC Compliance Period.

The purchase price of the interest is $1,000 plus the cost of third-party expenses associated with the completion of such transfer. Additionally, Peace River Center was granted a call option, which can be utilized if Investment LLC does not exercise their put option. Pursuant to such call option, Peace River Center may acquire the Investor's interest in Investment LLC, during the latter of six months following of the seventh anniversary of the effective date or six months following the receipt of the nonput election notice by the Investor. The purchase price of the call option is the fair market value of the Investors' interest at the time of the call. No amounts have been recorded on the accompanying combined financial statements related to the put and call options.

Associated with this transaction, interest income from the note receivable in the amount of $44,168 and $46,534 was recognized during the years ended June 30, 2021 and 2020, respectively. Interest expense on the related QLICI loans was $69,828 and $69,816 for the years ended June 30, 2021 and 2020, respectively.

NOTE 15 PAYCHECK PROTECTION PROGRAM LOAN

On April 15, 2020, Peace River Center received proceeds in the amount of $3,655,580 to fund payroll, rent, utilities and interest on mortgages and existing debt through the Paycheck Protection Program (the PPP loan). The PPP loan may be forgiven by the U.S. Small Business Administration (SBA) subject to certain performance barriers, as outlined in the loan agreement and the CARES Act. Therefore, Peace River Center classified this loan as a conditional contribution for accounting purposes. Peace River Center recognized $3,215,757 of government contribution revenue related to this agreement during the year ended June 30, 2020, which represents the portion of the PPP loan funds for which the performance barriers had been met. During the year ended June 30, 2021, Peace River Center recognized the remaining $439,823 of governmental contribution revenue as the performance barriers were met.

On May 14, 2021, the SBA granted formal forgiveness of Peace River Center's full obligation under the PPP loan. The SBA may review funding eligibility and usage of funds in compliance with the program based on dollar thresholds and other factors. The amount of liability, if any, from potential noncompliance cannot be determined with certainty; however, management is of the opinion that any review will not have a material adverse impact on Peace River Center's financial statements.

SUPPLEMENTARY INFORMATION

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNDING AND REVENUE SOURCES
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Case Management	Crisis Stabilization	Crisis Support / Emergency	Medical Services	Room and Board Level 2	Supported Employment
IA. STATE SAMH FUNDING						
(1) CFBHN	$ 336,962	$ 2,229,766	$ 1,430,771	$ 478,792	$ 378,442	$ 66,448
Total State SAMH Funding	336,962	2,229,766	1,430,771	478,792	378,442	66,448
IB. OTHER GOVERNMENT FUNDING						
(1) Other State Agency Funding	-	108,102	14,221	127,812	-	-
(2) Medicaid - Suncoast Region	129,761	1,989,922	636,999	472,788	8,143	-
(3) Medicaid - All Other Regions	-	-	-	-	-	-
(4) Local Government	11,126	1,123,372	364,017	131,735	-	-
(5) Federal Grants and Contracts	-	-	11,458	15,354	-	-
(6) In-Kind from Local Government Only	-	-	-	-	-	-
Total Other Government Funding	140,887	3,221,396	1,026,695	747,689	8,143	-
IC. ALL OTHER REVENUES						
(1) 1st 2nd Party Payments	-	36,166	24,332	27,436	3,017	-
(2) 3rd Party Payments (except Medicare)	-	384,829	100,883	43,815	-	-
(3) Medicare	4,566	664,191	239,411	236,455	-	-
(4) Contributions	-	1,286	-	-	3,923	-
(5) Other	-	224	-	-	54,284	-
(6) In-Kind	-	986	-	-	1,732	-
Net Bad Debt Expense	(1,317)	(28,778)	(9,824)	(7,655)	(109)	-
Total All Other Revenues	3,249	1,058,904	354,802	300,051	62,847	-
Total Funding	$ 481,098	$ 6,510,066	$ 2,812,268	$ 1,526,532	$ 449,432	$ 66,448

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNDING AND REVENUE SOURCES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Supported Living	Outpatient - Group	SRT	Clubhouse	Outreach	Substance Abuse (Outpatient)
IA. STATE SAMH FUNDING						
(1) CFBHN	$ 16,545	$ 159,127	$ 2,670,136	$ 425,664	$ 321,736	$ 246,659
Total State SAMH Funding	16,545	159,127	2,670,136	425,664	321,736	246,659
IB. OTHER GOVERNMENT FUNDING						
(1) Other State Agency Funding	-	1,784	-	164,894	-	33,751
(2) Medicaid - Suncoast Region	-	351,220	-	71,024	-	103,072
(3) Medicaid - All Other Regions	-	-	-	-	-	-
(4) Local Government	-	-	-	-	-	8,854
(5) Federal Grants and Contracts	-	-	-	-	-	15,130
(6) In-Kind from Local Government Only	-	-	-	-	-	-
Total Other Government Funding	-	353,004	-	235,918	-	160,807
IC. ALL OTHER REVENUES						
(1) 1st 2nd Party Payments	-	2	-	-	-	2,577
(2) 3rd Party Payments (except Medicare)	-	-	-	-	-	4,071
(3) Medicare	-	-	-	-	-	11,373
(4) Contributions	-	-	1,637	34,109	-	4,734
(5) Other	-	-	-	-	-	-
(6) In-Kind	-	-	-	-	-	-
Net Bad Debt Expense	-	(3,445)	-	(697)	-	(1,187)
Total All Other Revenues	-	(3,443)	1,637	33,412	-	21,568
Total Funding	$ 16,545	$ 508,688	$ 2,671,773	$ 694,994	$ 321,736	$ 429,034

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNDING AND REVENUE SOURCES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	FITT	FACT	Therapeutic Behavior Onsite	Children's Case Management	Children's Crisis Support / Emergency	Children's Medical Services
IA. STATE SAMH FUNDING						
(1) CFBHN	$ 334,076	$ 1,249,357	$ 19,257	$ 120,503	$ 726,496	$ 22,433
Total State SAMH Funding	334,076	1,249,357	19,257	120,503	726,496	22,433
IB. OTHER GOVERNMENT FUNDING						
(1) Other State Agency Funding	1,448	-	-	-	-	-
(2) Medicaid - Suncoast Region	-	-	124,474	283,760	62,803	294,863
(3) Medicaid - All Other Regions	-	-	-	-	-	-
(4) Local Government	-	-	-	-	-	-
(5) Federal Grants and Contracts	-	-	-	-	-	-
(6) In-Kind from Local Government Only	-	-	-	-	-	-
Total Other Government Funding	1,448	-	124,474	283,760	62,803	294,863
IC. ALL OTHER REVENUES						
(1) 1st 2nd Party Payments	-	-	-	-	-	3,985
(2) 3rd Party Payments (except Medicare)	-	-	88	-	-	26,794
(3) Medicare	-	-	-	-	-	-
(4) Contributions	1,598	733	59,196	14,527	-	39,887
(5) Other	-	-	-	2	-	-
(6) In-Kind	-	-	-	-	-	-
Net Bad Debt Expense	-	-	(1,222)	(2,783)	(616)	(3,148)
Total All Other Revenues	1,598	733	58,062	11,746	(616)	67,518
Total Funding	$ 337,122	$ 1,250,090	$ 201,793	$ 416,009	$ 788,683	$ 384,814

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNDING AND REVENUE SOURCES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	CAT	Outpatient Child - Individual	Children Group	Total SAMH	Non-SAMH	Support Services
IA. STATE SAMH FUNDING						
(1) CFBHN	$ 795,090	$ 26,385	$ -	$ 12,054,645	$ -	$ -
Total State SAMH Funding	795,090	26,385	-	12,054,645	-	-
IB. OTHER GOVERNMENT FUNDING						
(1) Other State Agency Funding	-	-	-	452,012	2,434,591	-
(2) Medicaid - Suncoast Region	-	495,410	(180)	5,024,059	2,119,974	-
(3) Medicaid - All Other Regions	-	-	-	-	-	-
(4) Local Government	-	-		1,639,104	124,685	-
(5) Federal Grants and Contracts	-	-	-	41,942	-	-
(6) In-Kind from Local Government Only	-	-	-	-	-	-
Total Other Government Funding	-	495,410	(180)	7,157,117	4,679,250	-
IC. ALL OTHER REVENUES						
(1) 1st 2nd Party Payments	-	9,870	104	107,489	73,028	-
(2) 3rd Party Payments (except Medicare)	-	54,533	-	615,013	555,274	-
(3) Medicare	-	-	-	1,155,996	9,715	-
(4) Contributions	748	39,542	-	201,920	703,058	-
(5) Other	-	-	-	54,510	183,730	-
(6) In-Kind	-	-	-	2,718	1,233,770	-
Net Bad Debt Expense	-	(5,491)	-	(66,272)	(26,217)	-
Total All Other Revenues	748	98,454	104	2,071,374	2,732,358	-
Total Funding	$ 795,838	$ 620,249	$ (76)	$ 21,283,136	$ 7,411,608	$ -

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNDING AND REVENUE SOURCES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Indirect	Fundraising	Unallocated	Grand Total	(Summarized) 2020
IA. STATE SAMH FUNDING					
(1) CFBHN	$ -	$ -	$ -	$ 12,054,645	$ 11,570,972
Total State SAMH Funding	-	-	-	12,054,645	11,570,972
IB. OTHER GOVERNMENT FUNDING					
(1) Other State Agency Funding	-	45,000	-	2,931,603	2,840,540
(2) Medicaid - Suncoast Region	-	-	-	7,144,033	6,779,867
(3) Medicaid - All Other Regions	-	-	-	-	-
(4) Local Government	-	-	-	1,763,789	1,786,742
(5) Federal Grants and Contracts	-	-	439,823	481,765	3,242,568
(6) In-Kind from Local Government Only	-	-	-	-	-
Total Other Government Funding	-	45,000	439,823	12,321,190	14,649,717
IC. ALL OTHER REVENUES					
(1) 1st 2nd Party Payments	-	-	-	180,517	105,733
(2) 3rd Party Payments (except Medicare)	-	-	-	1,170,287	829,638
(3) Medicare	-	-	-	1,165,711	1,035,498
(4) Contributions	11,077	503,826	-	1,419,881	1,084,210
(5) Other	123,419	96,737	314,008	772,404	520,780
(6) In-Kind	7,275	12,962	-	1,256,725	1,238,950
Net Bad Debt Expense	-	-	-	(92,489)	-
Total All Other Revenues	141,771	613,525	314,008	5,873,036	4,814,809
Total Funding	$ 141,771	$ 658,525	$ 753,831	$ 30,248,871	$ 31,035,498

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Case Management	Crisis Stabilization	Crisis Support / Emergency	Medical Services	Room and Board Level 2	Supported Employment	Supported Living
IIA. PERSONNEL EXPENSES							
(1) Salaries	$ 277,425	$ 4,450,841	$ 1,630,565	$ 1,107,545	$ 349,247	$ 46,848	$ 37,751
(2) Benefits	79,919	883,843	451,455	162,540	75,800	12,182	11,073
Total Personnel Expenses	357,344	5,334,684	2,082,020	1,270,085	425,047	59,030	48,824
IIB. OTHER EXPENSES							
(1) Building Occupancy	25,279	288,865	71,702	32,242	25,316	1,246	6
(2) Professional Contractual Services	3,998	122,305	40,585	38,955	4,141	549	609
(3) Travel	8,149	8,129	12,802	5,274	45	48	416
(4) Equipment	7,867	66,499	35,701	19,533	17,912	472	2,144
(5) Food Services	-	130,611	111	243	29,319	3	-
(6) Medical and Pharmacy	87	75,037	539	203,898	100	12	14
(7) Subcontracted Services	-	-	-	-	-	-	-
(8) Insurance	11,510	51,845	30,218	8,480	18,344	1,521	2,080
(9) Interest Paid	14	19,690	2,175	993	10,379	1	-
(10) Operating Supplies and Expenses	55,425	411,969	129,941	46,120	45,858	2,840	2,864
(11) Other	-	-	-	-	-	-	-
(12) Donated Items	-	986	-	-	1,732	-	-
Total Other Expenses	112,329	1,175,936	323,774	355,738	153,146	6,692	8,133
Total Personnel and Other Expenses	469,673	6,510,620	2,405,794	1,625,823	578,193	65,722	56,957
IIC. DISTRIBUTED INDIRECT COSTS							
(a) Other Support Costs (Optional)	-	-	-	-	-	-	-
(b) Administration	69,424	815,498	328,332	187,175	55,672	8,694	8,263
Total Actual Operating Expenses	539,097	7,326,118	2,734,126	1,812,998	633,865	74,416	65,220
IID. UNALLOWABLE COSTS	-	-	-	-	-	-	-
Total Allowable Operating Expenses	$ 539,097	$ 7,326,118	$ 2,734,126	$ 1,812,998	$ 633,865	$ 74,416	$ 65,220
IIE. CAPITAL EXPENDITURES	-	-	-	-	-	-	-

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Outpatient - Group	SRT	Clubhouse	Outreach	Substance Abuse (Outpatient)	FITT	FACT
IIA. PERSONNEL EXPENSES							
(1) Salaries	$ 129,289	$ 1,272,456	$ 251,326	$ 180,541	$ 238,846	$ 208,110	$ 600,952
(2) Benefits	32,448	269,379	73,115	47,055	59,668	44,322	133,843
Total Personnel Expenses	161,737	1,541,835	324,441	227,596	298,514	252,432	734,795
IIB. OTHER EXPENSES							
(1) Building Occupancy	58,239	179,811	73,942	20,223	10,659	15,150	52,637
(2) Professional Contractual Services	1,850	14,350	7,095	2,903	4,186	2,741	7,122
(3) Travel	933	336	265	5,690	522	1,094	13,355
(4) Equipment	5,329	30,580	16,253	3,782	4,317	6,702	16,022
(5) Food Services	1,695	81,747	246	1	3	-	1
(6) Medical and Pharmacy	35	19,294	82	44	1,344	187	139
(7) Subcontracted Services	-	-	-	-	-	-	-
(8) Insurance	5,609	23,671	12,249	2,293	3,429	2,993	17,366
(9) Interest Paid	1,213	19,803	22,082	30	2	4	51
(10) Operating Supplies and Expenses	11,216	142,228	20,606	28,460	21,345	13,643	281,539
(11) Other	-	73	-	-	-	-	-
(12) Donated Items	-	-	-	-	-	-	-
Total Other Expenses	86,119	511,893	152,820	63,426	45,807	42,514	388,232
Total Personnel and Other Expenses	247,856	2,053,728	477,261	291,022	344,321	294,946	1,123,027
IIC. DISTRIBUTED INDIRECT COSTS							
(a) Other Support Costs (Optional)	-	-	-	-	-	-	-
(b) Administration	69,424	815,498	328,332	187,175	55,672	8,694	8,263
Total Actual Operating Expenses	317,280	2,869,226	805,593	478,197	399,993	303,640	1,131,290
IID. UNALLOWABLE COSTS	-	-	-	-	-	-	-
Total Allowable Operating Expenses	$ 317,280	$ 2,869,226	$ 805,593	$ 478,197	$ 399,993	$ 303,640	$ 1,131,290
IIE. CAPITAL EXPENDITURES	-	-	-	-	-	-	-

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNCTIONAL EXPENSES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Therapeutic Behavior Onsite	Children's Case Management	Children's Crisis Support / Emergency	Children's Medical Services	CAT	Outpatient Child Individual	Outpatient Children Group
IIA. PERSONNEL EXPENSES							
(1) Salaries	$ 146,835	$ 322,104	$ 200,326	$ 618,101	$ 457,776	$ 627,923	$ 878
(2) Benefits	45,823	90,544	59,313	111,376	113,057	160,517	293
Total Personnel Expenses	192,658	412,648	259,639	729,477	570,833	788,440	1,171
IIB. OTHER EXPENSES							
(1) Building Occupancy	3,447	9,761	3,495	13,315	59,421	27,519	39
(2) Professional Contractual Services	2,584	9,858	3,414	27,553	5,369	15,691	48
(3) Travel	1,191	2,585	7,869	611	2,118	198	2
(4) Equipment	3,071	9,124	2,932	6,328	12,964	11,546	23
(5) Food Services	-	1	1	35	-	63	-
(6) Medical and Pharmacy	55	103	74	1,637	103	180	-
(7) Subcontracted Services	-	-	-	-	-	-	-
(8) Insurance	1,708	4,238	7,564	5,920	9,303	6,898	6
(9) Interest Paid	20	28	31	207	1	1,184	-
(10) Operating Supplies and Expenses	12,304	47,912	11,046	24,602	36,306	39,020	105
(11) Other	-	-	-	-	89	-	-
(12) Donated Items	-	-	-	-	-	-	-
Total Other Expenses	24,380	83,610	36,426	80,208	125,674	102,299	223
Total Personnel and Other Expenses	217,038	496,258	296,065	809,685	696,507	890,739	1,394
IIC. DISTRIBUTED INDIRECT COSTS							
(a) Other Support Costs (Optional)	-	-	-	-	-	-	-
(b) Administration	31,249	68,463	39,270	103,203	89,757	117,502	154
Total Actual Operating Expenses	248,287	564,721	335,335	912,888	786,264	1,008,241	1,548
IID. UNALLOWABLE COSTS	-	-	-	-	-	-	-
Total Allowable Operating Expenses	$ 248,287	$ 564,721	$ 335,335	$ 912,888	$ 786,264	$ 1,008,241	$ 1,548
IIE. CAPITAL EXPENDITURES	-	-	-	-	-	-	-

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF FUNCTIONAL EXPENSES (CONTINUED)
YEAR ENDED JUNE 30, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2020)

	Total SAMH	Non-SAMH	Indirect	Fundraising	Unallocated	2021 Grand Total	(Summarized) 2020
IIA. PERSONNEL EXPENSES							
(1) Salaries	$ 13,155,686	$ 2,412,367	$ 2,364,653	$ 133,645	$ 197	$ 18,066,548	$ 17,776,210
(2) Benefits	2,917,564	704,364	464,332	33,370	115	4,119,745	4,094,043
Total Personnel Expenses	16,073,250	3,116,731	2,828,985	167,015	312	22,186,293	21,870,253
IIB. OTHER EXPENSES							
(1) Building Occupancy	972,312	325,101	36,246	63,225	-	1,396,884	1,416,712
(2) Professional Contractual Services	315,906	62,706	101,958	3,318	24,037	507,925	433,176
(3) Travel	71,634	22,500	892	88	112	95,226	154,446
(4) Equipment	279,101	83,416	22,111	2,798	-	387,426	444,523
(5) Food Services	244,081	95,565	1,095	411	-	341,152	385,258
(6) Medical and Pharmacy	302,964	3,571	(2,108)	32	-	304,459	292,945
(7) Subcontracted Services	-	-	-	-	-	-	-
(8) Insurance	227,243	56,471	32,494	278	-	316,486	298,084
(9) Interest Paid	77,909	12,866	6,814	-	-	97,589	89,651
(10) Operating Supplies and Expenses	1,385,349	367,646	228,580	29,945	2,573	2,014,093	2,059,068
(11) Other	162	156	27	3,850	1,658	5,853	50,091
(12) Donated Items	2,718	1,233,770	7,275	12,962	-	1,256,725	1,238,945
Total Other Expenses	3,879,379	2,263,768	435,384	116,907	28,380	6,723,818	6,862,899
Total Personnel and Other Expenses	19,952,629	5,380,499	3,264,369	283,922	28,692	28,910,111	28,733,152
IIC. DISTRIBUTED INDIRECT COSTS							
(a) Other Support Costs (Optional)	-	-	-	-	-	-	-
(b) Administration	2,590,700	519,167	(3,142,333)	32,466	-	-	-
Total Actual Operating Expenses	22,543,329	5,899,666	122,036	316,388	28,692	28,910,111	28,733,152
IID. UNALLOWABLE COSTS	-	-	-	-	-	-	-
Total Allowable Operating Expenses	$ 22,543,329	$ 5,899,666	$ 122,036	$ 316,388	$ 28,692	$ 28,910,111	$ 28,733,152
IIE. CAPITAL EXPENDITURES	-	-	-	-	-	-	-

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF STATE EARNINGS
YEAR ENDED JUNE 30, 2021

1	Total Expenditures	$	28,910,111
2	Less Other State and Federal Funds		(10,557,401)
3	Less Non-Match SAMH Funds		(8,068,286)
4	Less Unallowable Costs per 65E-14, F.A.C.		(121,181)
5	Total Allowable Expenditures	$	10,163,243
6	Maximum Available Earnings (Line 5 times 75%)	$	7,622,432
7	Amount of State Funds Requiring Match		3,986,359
8	Amount Due to Department	$	-

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF BED-DAY AVAILABILITY PAYMENTS
YEAR ENDED JUNE 30, 2021

Program A	Cost Center B	State Contracted Rate C	Total Units of Service Provided D	Total Units of Service Paid for by 3rd Party Contracts, Local Govt or Other State Agencies E	Maximum # of Units Eligible for Payment by Department (D-E) F	Amount Paid for Services by the Department G	Maximum $ Value of Units in Column F (F x C) H	Amount Owed to Department (G-H or $-0-, Whichever is Greater) I
Children's MH	Crisis Stabilization Unit	$ -	-	-	-	$ -	$ -	$ -
Adult MH	Crisis Stabilization Unit	382.24	13,140	5,093	8,047	2,229,766	3,076,061	-
Children's SA	Substance Abuse Detox	-	-	-	-	-	-	-
Adult SA	Substance Abuse Detox	-	-	-	-	-	-	-
Adult MH	Short-Term Residential Treatment	243.91	10,590	-	10,950	2,670,136	2,670,815	-

Total Amount Owed to Department = $ -

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC.
SCHEDULE OF RELATED PARTY TRANSACTION ADJUSTMENTS
YEAR ENDED JUNE 30, 2021

Revenues From Grantee	Related Party	Allocation of Related Party Transactions Adjustment			
		State-Designated Cost Centers			
		1	2	3	Total
Rent		$ -	$ -	$ -	$ -
Services		-	-	-	-
Interest		-	-	-	-
Other		-	-	-	-
Total Revenue From Grantee		-	-	-	-
Expenses Associated with Grantee Transactions:					
Personnel Services		-	-	-	-
Depreciation		-	-	-	-
Interest		-	-	-	-
Other		-	-	-	-
Total Associated Expenses		-	-	-	-
Related Party Transaction Adjustment		$ -	$ -	$ -	$ -

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINING SCHEDULE OF FINANCIAL POSITION
JUNE 30, 2021

ASSETS	Peace River Center for Personal Development	Peace River Center Properties	Peace River Center Properties II	Eliminations	Total
CURRENT ASSETS					
Cash and Cash Equivalents	$ 5,604,585	$ 3,026	$ 33,111	$ -	$ 5,640,722
Accounts Receivable, Net	2,808,332	6,236	-	-	2,814,568
Tenant Accounts Receivable, Net	-	277	-	-	277
Inventory	211,477	-	-	-	211,477
Prepaid Expenses	783,176	2,987	-	(12,677)	773,486
Deposits	13,015	-	-	-	13,015
Current Portion of Pledges Receivable	5,000	-	-	-	5,000
Total Current Assets	9,425,585	12,526	33,111	(12,677)	9,458,545
RESTRICTED DEPOSITS AND FUNDED RESERVES					
Reserve for Client Funds	18,330	-	-	-	18,330
Tenant Security Deposits Held In Trust	-	4,605	-	-	4,605
Reserve for Replacements	-	35,446	-	-	35,446
Reserve for Construction	-	-	89,664	-	89,664
Total Restricted Deposits	18,330	40,051	89,664	-	148,045
PROPERTY, PLANT, AND EQUIPMENT, NET	3,635,540	266,384	5,182,859	-	9,084,783
OTHER ASSETS					
Notes Receivable - New Markets Tax Credit	3,381,500	-	-	-	3,381,500
Intercompany Receivables	400,000	-	-	(400,000)	-
Beneficial Interest in Assets Held by GiveWell Community Foundation	23,194	-	-	-	23,194
Total Other Assets	3,804,694	-	-	(400,000)	3,404,694
Total Assets	$ 16,884,149	$ 318,961	$ 5,305,634	$ (412,677)	$ 22,096,067

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINING SCHEDULE OF FINANCIAL POSITION (CONTINUED)
JUNE 30, 2021

LIABILITIES AND NET ASSETS	Peace River Center for Personal Development	Peace River Center Properties	Peace River Center Properties II	Eliminations	Total
CURRENT LIABILITIES					
Accounts Payable	$ 428,202	$ 6,924	$ 28,561	$ -	$ 463,687
Accrued Expenses	1,024,250	4,927	-	-	1,029,177
Accrued Annual Leave	896,189	-	-	-	896,189
Deferred Revenue	507,107	1,263	12,677	(12,677)	508,370
Intercompany Payables	-	-	400,000	(400,000)	-
Security Deposits Payable	5,943	3,892	-	-	9,835
Reserve for Client Funds	18,330	-	-	-	18,330
Current Portion of Long-Term Debt	125,713	28,445	-	-	154,158
Total Current Liabilities	3,005,734	45,451	441,238	(412,677)	3,079,746
LONG-TERM LIABILITIES					
Mortgages and Notes Payable, Net Deferred Loan Costs	2,396,752	257,956	-	-	2,654,708
New Markets Tax Credit Notes Payable, Net Deferred Loan Costs	-	-	4,800,654	-	4,800,654
Total Long-Term Liabilities	2,396,752	257,956	4,800,654	-	7,455,362
Total Liabilities	5,402,486	303,407	5,241,892	(412,677)	10,535,108
NET ASSETS					
Without Donor Restrictions					
Undesignated	11,453,469	15,554	63,742	-	11,532,765
Designated by Board for Assets Held in GiveWell Community Foundation	23,194	-	-	-	23,194
Total Without Donor Restrictions	11,476,663	15,554	63,742	-	11,555,959
With Donor Restrictions	5,000	-	-	-	5,000
Total Net Assets	11,481,663	15,554	63,742	-	11,560,959
Total Liabilities and Net Assets	$ 16,884,149	$ 318,961	$ 5,305,634	$ (412,677)	$ 22,096,067

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINING SCHEDULE OF ACTIVITIES AND CHANGES IN NET ASSETS
YEAR ENDED JUNE 30, 2021

	Peace River Center for Personal Development	Peace River Center Properties	Peace River Center Properties II	Eliminations	Total
FUNDING AND REVENUES WITHOUT DONOR RESTRICTIONS					
Government Funding					
Substance Abuse and Mental Health:					
Adult and Children Mental Health	$ 12,054,645	$ -	$ -	$ -	$ 12,054,645
Net Patient Service Fees	9,568,059	-	-	-	9,568,059
Other Government Funding					
Other Federal and State Grants and Contracts	3,413,368	-	-	-	3,413,368
Local Government	1,763,789	-	-	-	1,763,789
Total Other Government Funding	5,177,157	-	-	-	5,177,157
Other Funding and Revenues					
Contributions	2,676,606	-	-	-	2,676,606
Other	617,453	3	-	-	617,456
Rental	-	228,672	-	(13,397)	215,275
Contracted Food Services	149,389	-	-	-	149,389
Program Income	5,562	-	149,340	(149,340)	5,562
Net Assets Released From Restrictions	14,385	-	-	-	14,385
Total Other Funding and Revenues	3,463,395	228,675	149,340	(162,737)	3,678,673
Total Funding and Revenues Without Donor Restrictions	30,263,256	228,675	149,340	(162,737)	30,478,534
EXPENSES					
Program Services	25,333,129	144,150	352,585	(149,340)	25,680,524
Management and General	3,293,060	67,188	23,538	(13,397)	3,370,389
Fundraising	283,922	-	-	-	283,922
Total Expenses	28,910,111	211,338	376,123	(162,737)	29,334,835

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINING SCHEDULE OF ACTIVITIES AND CHANGES IN NET ASSETS (CONTINUED)
YEAR ENDED JUNE 30, 2021

	Peace River Center for Personal Development	Peace River Center Properties	Peace River Center Properties II	Eliminations	Total
CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	$ 1,353,145	$ 17,337	$ (226,783)	$ -	$ 1,143,699
REVENUE WITH DONOR RESTRICTIONS					
Net Assets Released From Restrictions	(14,385)	-	-	-	(14,385)
Total Revenue With Donor Restrictions	(14,385)	-	-	-	(14,385)
CHANGE IN NET ASSETS WITH DONOR RESTRICTIONS	(14,385)	-	-	-	(14,385)
CHANGE IN NET ASSETS	1,338,760	17,337	(226,783)	-	1,129,314
Net Assets (Deficit) - Beginning of Year	10,142,903	(1,783)	290,525	-	10,431,645
NET ASSETS - END OF YEAR	$ 11,481,663	$ 15,554	$ 63,742	$ -	$ 11,560,959

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2021

Grantor/Pass-through Agency Program Title	Assistance Listing Number	Contract Grant No	Expenditures
Federal Awards			
U.S. Department of Health and Human Services			
Passed Through Florida Central Florida Behavior Health Network (CFHBN)			
Substance Abuse and Mental Health (SAMH) Program (Other Cluster Program)			
SAMH Program	93.778	QB035	$ 276,018
SAMH Program	93.958	QB035	1,457,148
SAMH Program	93.959	QB035	227,897
Covid-19-Coronavirus Relief Fund	21.019	QB035	63,587
Total Other Cluster SAMH Program			2,024,650
Passed Through Florida Coalition Against Domestic Violence			
Domestic Violence Program (Temporary Assistance for Needy Families Cluster Program)	93.671	20-2218-GTEA (LN122)	35,315
Domestic Violence Program	93.671	20-2218-DVS (LN056)	206,899
Covid-19-Domestic Violence Program	93.671	20-2218-DVS (LN056)	12,782
Total Assistance Listing Number 93.671			254,996
Domestic Violence Program	93.558	20-2218-DVS (LN056)	238,216
Total Florida Coalition Against Domestic Violence			493,212
Passed Through Heartland for Children (Other Cluster Program)			
Home To Stay Program	93.556	QPRMS1	560,420
Home To Stay Program	93.667	QPRMS1	81
FITT/START Program	93.667	QPRMS1	11
Total Assistance Listing Number 93.667			92
Home To Stay Program	93.669	QPRMS1	456
FITT/START Program	93.669	QPRMS1	64
Total Assistance Listing Number 93.669			520
Total Other Cluster Heartland for Children			561,032
Passed Through State of Florida Council Against Sexual Violence			
Preventative Health and Health Services Block Grant	93.991	21PHH19	13,568
Total U.S. Department of Health and Human Services			3,092,462

See accompanying Notes to Combined Schedule of Expenditures of Federal Awards

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
COMBINED SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
YEAR ENDED JUNE 30, 2021

Grantor/Pass-through Agency Program Title	Assistance Listing Number	Contract Grant No.	Expenditures
U.S. Department of Housing and Urban Development			
Supportive Housing for Persons with Disabilities	14.181	067-EH226-L8-CMI	$ 312,406
Passed Through Polk County Board of County Commissioners			
Community Development Block Grant (CDBG Entitlement Grants Cluster)	14.218	CV20004	$ 55,250
Covid-19-Community Development Block Grant (CDBG Entitlement Grants Cluster)	14.218	ESGCV2002	216,205
Total CDBG Entitlement Grants Cluster			271,455
Lower Income Housing Assistance Program Section 8			
Moderate Rehabilitation (Section 8 Project Based Cluster Program)	14.856	A-87-0385	159,358
Total U.S. Department of Housing and Urban Development			743,219
U.S. Department of Justice/Office of the Attorney General			
Passed Through State of Florida Council Against Sexual Violence			
Sexual Violence Prevention Program-Services	16.017	16SAS19	58,586
Victims of Crime Act (VOCA)	16.575	VOCA-2018-00283 and VOCA-2019-00177	309,408
Total U.S. Department of Justice/Office of the Attorney General			367,994
U.S. Department of Agriculture			
Passed Through State of Florida Department of Elder Affairs			
Adult Care Food Program	10.558	Y6075	1,006
Passed Through State of Florida Department of Health			
Child Care Food Program	10.558	H-1766	17,553
Total U.S. Department of Agriculture			18,559
U.S. Department of Transportation			
Passed through State of Florida Department of Transportation			
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	1001-2019-8	164,894
Total Expenditures of Federal Awards			$ 4,387,128

See accompanying Notes to Combined Schedule of Expenditures of Federal Awards.

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
NOTES TO COMBINED SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2021

NOTE 1 BASIS OF PRESENTATION

The accompanying combined schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the Peace River Center for Personal Development, Inc. and Affiliates (Peace River Center) under programs of the federal government for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).* Because the Schedule presents only a selected portion of the operations of Peace River Center, it is not intended to and does not present the financial position, statements of activities and changes in net assets, functional expenses or cash flows Peace River Center for Personal Development, Inc.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Peace River Center has elected to not use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

NOTE 3 MAJOR PROGRAM DETERMINATION

The Substance Abuse and Mental Health Program and the Heartland for Children have funding sources that include multiple federal awards. In accordance with 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance),* each major program cannot be "unclustered" and, therefore, has been tested as a cluster. See the Summary of Auditors' Results on page 51 for a total listing of each major program by CFDA.

NOTE 4 LOANS OUTSTANDING

Peace River Center had the following loan balance outstanding at June 30, 2021:

Program Title	CFDA	Amount
HUD Insured Mortgage	14.181	$ 286,401

NOTE 5 RECONCILIATION

Peace River Center received state matching dollars, which are not reported on the Schedule, but were included in the supplementary combining schedule of activities and changes in net assets. Below are the reconciling items:

State Match Not Subject To Single Audit	Amount
SAMH Program (QB035)	$ 9,341,580
Home to Stay Program (QPRMS1)	9,862
Domestic Violence Program (18-2218)	51,758
Total	$ 9,403,200

NOTE 6 SUBRECIPIENTS

Peace River Center does not pass through funds to any subrecipients, therefore there were no subrecipient payments for the year ended June 30, 2021.

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF COMBINED FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Peace River Center for Personal Development, Inc.
and Affiliates
Bartow, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Peace River Center for Personal Development, Inc., which comprise the statements of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 14, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Peace River Center for Personal Development, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Peace River Center for Personal Development, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Peace River Center for Personal Development, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Board of Directors
Peace River Center for Personal Development, Inc.
and Affiliates

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Peace River Center for Personal Development, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Lakeland, Florida
December 14, 2021

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
Peace River Center for Personal Development, Inc.
and Affiliates
Bartow, Florida

Report on Compliance for Each Major Federal

We have audited Peace River Center for Personal Development, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Peace River Center for Personal Development, Inc.'s major federal programs for the year ended June 30, 2021. Peace River Center for Personal Development, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Peace River Center for Personal Development, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Peace River Center for Personal Development, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Peace River Center for Personal Development, Inc.'s compliance.

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Board of Directors
Peace River Center for Personal Development, Inc.
and Affiliates

Opinion on Each Major Federal Program

In our opinion, Peace River Center for Personal Development, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control Over Compliance

Management of Peace River Center for Personal Development, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Peace River Center for Personal Development, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Peace River Center for Personal Development, Inc.'s internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section ard was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Lakeland, Florida
December 14, 2021

PEACE RIVER CENTER FOR PERSONAL DEVELOPMENT, INC. AND AFFILIATES
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2021

Section I – Summary of Auditors' Results

Financial Statements

1. Type of auditors' report issued:	Unmodified		
2. Internal control over financial reporting:			
• Material weaknesses identified?	_____ yes	___x___	no
• Significant deficiency identified?	_____ yes	___x___	no
3. Noncompliance material to financial statements noted?	_____ yes	___x___	no

Federal Awards

1. Internal control over major federal programs:			
• Material weaknesses identified?	_____ yes	___x___	no
• Significant deficiency identified?	_____ yes	___x___	no
2. Type of auditors' report issued on compliance for major federal programs:	Unmodified		
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	_____ yes	___x___	no

Identification of Major Federal Programs

Federal Awards	Assistance Listing Number
Other Cluster Substance Abuse and Mental Health Program:	
DCF Program	93.778
DCF Program	93.958
DCF Program	93.959
DCF Program	21.019

Dollar threshold used to distinguish between Type A and Type B programs:	$___750,000		
Auditee qualified as low-risk auditee?	___x___ yes	_____	no

Section II – Financial Statement Findings

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

Section III – Findings and Questioned Costs – Major Federal Programs

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Ingra Gardner, Community Programs Director**

SUBJECT/TITLE: **Request approval of member appointments to the Hospital District Board.**

STATEMENT OF ISSUE

The purpose of the Hospital District is to carry out all duties and responsibilities set out in F.S. Chapter 2004-458. Currently, there are two vacant positions which have been advertised for the required amount of time. No other applications have been received.

RECOMMENDED ACTION

Motion to re-appoint Donald "Dusty" Johnson representing District 3 and to appoint Victor Divietro representing District 5 to the Hospital District Board to serve 4 (four) year terms, effective immediately, that will expire January 1, 2026.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Johnson, D Application.pdf
Divietro, V Application.pdf

Name = Donald "Dusty" Johnson
Address = 1013 Lake Reserve Rd
City = Sebring
State = FL
Zip_Postal_Code = 33875
Phone = 863-381-8041
Email = dohojo05@gmail.com

Request = Hospital District Board
Membership Type = Regular Member

Current Employment Experience: = I'm currently a Certified Financial Planner & Financial Advisor with Johnson Stivender Wealth Advisors in Sebring
Previous Employment Experience: = I was previously a Commercial Lines Insurance Producer for 8 years with Heacock Insurance Group.
High School = Sebring High School
College = University of Florida
Special Training: = Certified Financial Planner
Activities & Interest: = I like spending time with my family, travel, golf, and snow skiing.
Current positions on boards, committees, elected offices, law enforcement positions: = I currently sit on the Highlands County Hospital Board and the Highlands County Insurance Committee
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Male
Disabled = No
Age = 38
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Name = Victor Divietro
Address = 4812 Duffer Loop
City = Sebring
State = FL
Zip_Postal_Code = 33872
Phone = 863-381-4264
Email = vdivietro@embarqmail.com

Request = Hospital District Board
Membership Type = Regular Member

Current Employment Experience: = Senior Vice President & Partner Waypoints Financial
Previous Employment Experience: = VP - Wachovia Securities
VP - AG Edwards
VP & Office Manager - Merrill Lynch
High School = Mansfield High School
College = University of Texas at Austin - did not graduate
Special Training: = Special Training
Activities & Interest: = Golf, Boating and Fishing
Current positions on boards, committees, elected offices, law enforcement positions: = Board Chair - Ridge Area Arc
Trustee - Ridge Area Arc Foundation
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Male
Disabled = No
Age =
Race: = White
Signature Certification: = Checked indicating Electronically Signed

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Ingra Gardner, Community Programs Director**

SUBJECT/TITLE: **Request to approve the appointment of members to the Affordable Housing Advisory Committee.**

STATEMENT OF ISSUE

The Affordable Housing Advisory Committee (AHAC) is a committee governed by F.S. Sec. 420.9076(2) and Highlands County Code of Ordinances Sec. 5.4-37. The purpose of the Affordable Housing Advisory Committee is to review the established policies, procedures, ordinances, land development regulations, and adopted local comprehensive plan of the County, and to recommend specific initiatives to encourage or facilitate affordable housing.

With the 2021-2022 fiscal year, it is necessary to re-convene the Committee. Therefore, Staff has followed the necessary steps to recruit volunteers from the community to serve as representatives of the required specific criteria areas.

RECOMMENDED ACTION

Move to approve the appointment of 11 (eleven) members to the Affordable Housing Advisory Committee (AHAC) to serve a two year term with terms beginning February 1, 2022 and expiring January 31, 2024.

FISCAL IMPACT

There is no fiscal impact.

Attachments:
LOBOZZO Application.pdf
STEPHENSON Application.pdf
FULLER Application.pdf
ASCIUTTO Application.pdf
GRIFFIN Application.pdf
BATEMAN Application.pdf
MCGUIRE Application.pdf
VON PALESKE-BUSH Application.pdf
CRUZ Application.pdf
SCHWINGEL Application.pdf
HOWERTON Application.pdf
List of Applicants with Profession.pdf

Name = Doritza M. Lobozzo
Address = 1801 Azalea Terrace
City = Sebring
State = Fl
Zip_Postal_Code = 33875
Phone = 863-243-1145
Email = doritza.lobozzo@midflorida.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = MIDFLORIDA Credit Union - Mortgage Department Sebring, FL
Mortgage Loan Origination Support
Started 05.21.2018
I originate mortgage loans (Conventional, USDA, VA, & FHA).
I also provide coverage for other Loan Originators when they are out of the office and I assist management with other tasks as required.
Previous Employment Experience: = CenterState Bank, Sebring, FL
Branch Manager 2016-2018

Harbor Community Bank, Sebring FL (merged with CenterState Bank)
Assistant Branch Manager 2013-2016

Highlands Independent Bank, Sebring FL (merged with Harbor Community Bank)
Customer Service Representative 2008-2013
High School = High School Diploma - Avon Park High School
College = College - Bachelor's Degree - Hodges University
Special Training: = Special Training - Leadership Highlands, Class of 2020
Activities & Interest: = Spending time with family - my son plays baseball in Sebring and my daughter plays soccer & rides horses
Attending Church
Swimming
Traveling

Current positions on boards, committees, elected offices, law enforcement positions: = N/A
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Female
Disabled = No
Age = 41
Race: = Hispanic or Latino
Signature Certification: = Checked indicating Electronically Signed

Name = BILL STEPHENSON
Address = 1412 Whisper Circle
City = SEBRING
State = Florida
Zip_Postal_Code = 33870
Phone = 8634435602
Email = willie3224@gmail.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = Executive Director: Samaritans Touch Care Center A non profit that is the only Free Medical Clinic in Highlands County, we provide free health care to the uninsured and financially struggling families of Highlands County
Previous Employment Experience: = US Operations Mgr: Total Logistics, Canadian based company that looked after the food distribution for major food suppliers like Kraft and Mondelez.
High School = High School: Weston Collegiate
College = College Humber College
Special Training: = Special Training
Activities & Interest: = All Sports and Animals
Current positions on boards, committees, elected offices, law enforcement positions: = Homeless Task Force, Advent Community Health Needs, Heartland Transportation
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Male
Disabled = No
Age = 70
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Application for Appointment

(To request appointment to a board, committee, authority or other special activity)

Name Jimmie Fuller

Address: 5425 Lake Denton Rd. Avon Park FL. 33825

Phone: 863-441-2832

Email: fullerd@sunshineinspections.net

I wish to be appointed to the following board, committee, authority or special activity of the Highlands County Board of County Commissioners: AHAC

as a: (regular member) alternate advisory only

Employment experience

Current: Owner JFN Homes Inc., Sunshine Inspections Inc.

Brief description: Home Inspection Company, Construction of Homes Remodeling of Homes

Previous:

Brief description:

Education/special training

High School: yes

College:

Special training: Contractor's License, Home Inspector License

Activities & interests:

List any boards or committees to which you are currently appointed, elected offices held, or law enforcement positions held:

Are you related to any county employee or county commissioner? Yes (No)
Name of relative: **Relationship:**

Important:
The Highlands County Board of County Commissioners has an adopted Code of Conduct for persons serving on committees, boards, and panels appointed by the Highlands County Board of County Commissioners. A copy can be found at http://hcbcc.net/section/index.php. Please indicate by signing below that you have read and understand the adopted Code of Conduct.

Signature [signature] Date submitted 10-22-21

Name = Audrey Asciutto
Address = 865 Killarney Drive
City = Sebring
State = Fl
Zip_Postal_Code = 33870
Phone = 863-273-0308
Email = audrey.asciutto@gmail.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = I am self-employed both as a Realtor at Lake and Land Realty of Highlands Inc and as a mortgage loan originator at Rocket Mortgage. I have been a Realtor for over 9 years, and as a Realtor, I have a deep passion for working with customers to buy and sell properties. This year I obtained and started using my mortgage loan originator license.
Previous Employment Experience: = Prior to being a Realtor I ran a small cleaning and janitorial business.
High School = Department of Education State of Florida
College = College
Special Training: = Special Training
Activities & Interest: = Serving my community, spending time with my children and dog, hiking, and camping
Current positions on boards, committees, elected offices, law enforcement positions: = None yet. I hope to be able to join this committee because in job and my heart there is a special place for people who did not believe that they would ever be able to purchase a home. Homeownership and stable housing is the foundation of the American dream and the foundation of stable family and personal lives. It's all about security for people who work honestly for it.
Relation = No
Relative Name: = N/A
Relationship: = N/A
Conviction = No
Gender = Female
Disabled = No
Age = 36
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Name = MATT GRIFFIN
Address = 9142 COUNTY RD 635
City = SEBRING
State = FL
Zip_Postal_Code = 33875
Phone = 8633811650
Email = mwgriffin@yahoo.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = Owner, Air & Electrical Services, Rental Property Owner
Previous Employment Experience: = HVAC & Electrical Contracting
High School = Sebring High School
College = BS from Webber International University
Special Training: = Special Training
Activities & Interest: = Everything
Current positions on boards, committees, elected offices, law enforcement positions: = Chairman, Highlands County Family YMCA
Board Member, Sebring Sunrise Rotary
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Male
Disabled = No
Age = 41
Signature Certification: = Checked indicating Electronically Signed

Name = June Alane Bateman
Address = 514 LeMans Drive
City = Sebring
State = FL
Zip_Postal_Code = 33872
Phone = 8636344528
Email = June.Bateman@Results-CX.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = I am currently the Director of Results CX in Sebring. We currently employ over 400 Associates both in Site and Work at home. Results is a leading-edge outsourcer providing inbound and outbound customer contact and BPO solutions for many Fortune 500 companies. In the Role of Director I am responsible for the Associates in our charge as well as the financial health of the Site and the Clients we represent.
Previous Employment Experience: = Director of Operations Agero
Vendor Manager Agero
Operations Manager Agero
Merchandise Manager JCPenney
High School = High School: Meadville Area Senior High/Graduate
College = College: Bachelor of Science in Business Admin/Economics Cameron
University Special Training: = Several Business Courses
Activities & Interest: = Family Time and Watching and playing with my Grandchildren. Currently at the YMCA soccer field
Current positions on boards, committees, elected offices, law enforcement positions: = None
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Female
Disabled = No
Age = 58
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Name = Brittany McGuire
Address = 497 E. Maple St.
City = Avon Park
State = FL
Zip_Postal_Code = 33825
Phone = 863-443-2342
Email = bmcguire@avonpark.city

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = I co-own and operate Parkview Pre-K, LLC/ Parkview Prep Academy in Avon Park. Parkview was founded in 2008.
Previous Employment Experience: = I was employed as a teacher by the Highlands County School Board.
High School = Pensacola Christian Academy
College = University of South Florida (BA) & American College of Education (MA)
Special Training: = Special Training
Activities & Interest: = I am dedicated to educating and mentoring the youth in Highlands and the surrounding counties.
Current positions on boards, committees, elected offices, law enforcement positions: = I am currently serving on the Avon Park City Council. I am also the liason for the Avon Park Planning & Zoning Board. I recently applied to be on the Tourist Development Council.
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Female
Disabled = No
Age = 37
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Name = Stefanie von Paleske-Bush
Address = 2103 Reaney RD
City = Lakeland
State = FL
Zip_Postal_Code = 33803
Phone = 863-602-1413
Email = svonpaleskebush@cfrpc.org

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = I have been employed as a senior planner by the Central Florida Regional Planning Council for almost three years. My specialties including affordable housing, local planning as well as regional planning. I have worked as a planner in and around Polk County for 30 years. I have spent time in the public as well as private sector working on many diverse projects.

I am a certified planner by the American Planning Association
Previous Employment Experience: = 2013-2019 Wireless Planning Services. We specialized in zoning research for a large cell tower company.
2009-2013 Swan Development Advisors. The firm designed and carried out the use of the NSP funds allocated to Polk County.
2001-2008 Envisors Engineering.
1991-2001 Peterson, Myers, Polk County Planning, State of Florida Department of Community Affairs
High School = American College in Paris, BA
College = University of Florida, MA URP
Special Training: = University of South Florida, MLS
Activities & Interest: = I like to traveling, knitting and walking my large greyhound.
Current positions on boards, committees, elected offices, law enforcement positions: = Polk County Community Relations Advisory Board
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Female
Disabled = No
Age = 55
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Application for Appointment

(To request appointment to a board, committee, authority or other special activity)

Name: Anthony Cruz

Address: 2924 N Cambridge RD Avon Park FL 33825

Phone: 863-449-0790

Email: Tony2times@hotmail.com

I wish to be appointed to the following board, committee, authority or special activity of the Highlands County Board of County Commissioners.

_____ as a: (regular member) alternate advisory only

Employment experience

Current: Building Contractor

Brief description: New home contracting, Home Renovation and remodeling

Previous:

Brief description:

Education/special training

High School: Avon Park High School

College:

Special training: Contractors License, Wind Mitigation, Lead Certified

Activities & interests:

List any boards or committees to which you are currently appointed, elected offices held, or law enforcement positions held:

N/A

Are you related to any county employee or county commissioner? Yes (No)
Name of relative: **Relationship:**

Important:
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Signature _____ Date submitted 7-15-21

Name = Tod Schwingel
Address = 3800 Duffer Road
City = Sebring
State = Florida
Zip_Postal_Code = 33872
Phone = 863 446 3684
Email = Schwingel@embarqmail.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = Senior Minister at Sebring Christian Church since 10/1999
Previous Employment Experience: = Senior Minister at Cornerstone Christian Church (Spring Hill, FL) 5- yrs
Location Manager at Winn Dixie Stores (Ocala, FL) -10 yrs
High School = Lake Weir High School (Candler, FL)
College = Johnson University (Kissimmee); South Florida Bible College and Seminary
Special Training: = Special Training
Activities & Interest: = Family
Current positions on boards, committees, elected offices, law enforcement positions: = Board President of Highlands County Housing Authority and Highlands County Housing Authority Inc.
Relation = No
Relative Name: =
Relationship: =
Conviction = No
Gender = Male
Disabled = No
Age = 58
Race: = White
Signature Certification: = Checked indicating Electronically Signed

Name = Donna Howerton
Address = 4502 US Highway 98
City = Sebring
State = Fl
Zip_Postal_Code = 33876
Phone = 863-381-2664
Email = howertonsearching@gmail.com

Request = Affordable Housing Advisory Committee
Membership Type = Regular Member

Current Employment Experience: = Semi Retired from South Ridge Abstract doing Property information reports for South Ridge Abstract & Title Co.
Re: government and banking reports request.
Also do Property information reports for Highlands County Tax Collector for Tax Deed application
Currently in my 7 term serving on School Board of Highlands County Dist 2

Previous Employment Experience: = Full time at South Ridge Abstract & Title as title examiner and Vice President
High School = High School Sebring HIgh School
College = College
Special Training: = Special Training
Activities & Interest: = Grandkids
Current positions on boards, committees, elected offices, law enforcement positions: = Ag Venture Board
Children's Services Council Board
Highlands County 4 H Foundation Board
Salvation Army Board
Appointed by Governor Central Florida Reginal Planning Council
Medical task force for SBHC
Cattlewomen's member

Relation = Yes
Relative Name: = Charles Howerton
Relationship: = Spouse
Conviction = No
Disabled = No
Age = 66
Race: = White
Signature Certification: = Checked indicating Electronically Signed

	Area of Representation	Name	Profession
1.	One citizen who is actively engaged in the banking or mortgage industry in connection with affordable housing.	Doritza (Dorry) Lobozzo	MIdFlorida Credit Union
2.	One citizen who is actively engaged as an advocate for low income persons in connection with affordable housing.	Bill Stephenson	Samaritan's Touch Care Center
3.	One citizen who is actively engaged in the residential home building industry in connection with affordable housing.	Jimmy Fuller	Sunshine Inspectors; J & N Homes
4.	One citizen who is actively engaged as a real estate professional in connection with affordable housing.	Audrey Asciutto	Lake and Land Realty of Highlands
5.	One citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.	Matt Griffin	Air and Electrical Services
6.	One citizen who represents employers within the jurisdiction of Highlands County.	Jane Bateman	ResultsCX
7.	One citizen who resides within the jurisdiction of the local governing body making the appointments Highlands County.	Brittany McGuire	Parkview Pre-K and Prep Academy
8.	One citizen who actively serves on the local planning agency pursuant to F.S. § 163.3174.	Stefanie von Paleske-Bush	Central Florida Regional Planning Council
9.	One citizen who represents essential services personnel, as defined in the Highlands County Housing Assistance Program.	Matt Griffin	Air and Electrical Services
10.	One citizen who is actively engaged as a for-profit provider of affordable housing.	Anthony (Tony) Cruz	Mi Casa Builders
11.	One citizen who is actively engaged as a not-for-profit provider of affordable housing.	Tod Schwingel	Highlands County Housing Authority

12. Local County Elected Official - Donna Howerton – School Board Member

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Meghan DiGiacomo, Executive Manager of Business & Economic Development** **Jeff King, Economic Development Manage**
SUBJECT/TITLE:	**Request approval of the Highlands County Industrial Development Authority's (IDA) recommendation to appoint Garrett Anderson to the Highlands County Industrial Development Authority's (IDA).**

STATEMENT OF ISSUE

The Industrial Development Authority (IDA) had a recent resignation resulting in one vacant seat. The authority strives to maintain a cross-section of the county's business community with members representing real estate, law, banking, communications, health care, agriculture, education, insurance, construction, utilities, workforce, and engineering. During the December 8, 2021 IDA Board meeting, all factors were considered for the vacancy. Of the applications received, Garrett Anderson - CEO of Anderson Arms and Mayor of Avon Park was unanimously recommended for the vacant seat at the IDA's December 8th board meeting.

RECOMMENDED ACTION

Move to approve the Highlands County Industrial Development Authority's (IDA) recommendation to appoint Garrett Anderson to the Highlands County IDA with term expiring September 2024.

FISCAL IMPACT

No Fiscal Impact.

Attachments: Garrett Anderson Application.pdf
DRAFT Dec 2021 IDA Minutes.docx

Application for Appointment

(To request appointment to a board, committee, authority or other special activity)

Name: Garrett Anderson

Address: PO Box 434 Avon Park, FL 33825

Phone: 863-443-0608

Email: Garrett@anderson-arms.com

I wish to be appointed to the following board, committee, authority or special activity of the Highlands County Board of County Commissioners:

as a: ⊙ regular member ○ alternate ○ advisory only

Employment experience

Current: CEO of Anderson Arms, Inc. Mayor of Avon Park

Brief description: Anderson Arms is a small arms and ammunition manufacturing company.

Previous:

Brief description:

Education/special training

High School: Pensacola Christian Academy

College:

Special training: NRA Cartridge, Ballistics Labs, NRA Instructor, Cad Design, HAAS CNC,

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Activities & interests: All Outdoor Activities, Traveling, Business Mentorship, Church

---

List any boards or committees to which you are currently appointed, elected offices held, or law enforcement positions held:

Mayor of Avon Park, RPAC Member, HRTPO Member.

Are you related to any county employee or county commissioner ? ○ Yes ⊙ No

Name of relative: **Relationship:**

Important:

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Signature: James G Anderson Date submitted: 11/18/21

Highlands County Industrial Development Authority and Economic Development Commission Board of Directors Q&A

1) What does economic development mean to you?
The creation of job, education, wealth and entertainment opportunities.
2) Why do you want to serve on the Board of Directors for the Highlands County IDA/EDC?
The pandemic has accelerated an already growing state thereby creating a uniquely opportune time to secure the economic future of Highlands County. I hope to work with public and private partners to open our heartland for growth.
3) As a board member, how would you promote economic development for the county?
From a local standpoint I already do a fair amount of promotion for the area. This board position would provide more tools and legitimacy to promote when traveling. My position at Anderson Arms and soon to be Anderson Aero puts me in contact with manufacturers all over the country and abroad who are growing and potentially looking to re locate to states with more friendly business environments.
4) What are your goals for Highlands County economic development?
Maximize the growth of physician residency programs by coupling with local educational entities. The effect will be a "physician factory" in Highlands county seeding expanded medical services, innovation and wealth. This can be further coupled with manufacturing to create jobs for non skilled-highly skilled persons. I see medical and manufacturing as a key catalyst to create the exponential growth we need.
5) What other organizations, if any, have you previously or do you currently belong to? What responsibilities did you have (Officer seats, Community Service, etc.)?
(past president) Avon Park Rotary, Avon Park Service Club, (worship team) Life and Praise Ministries, (officer) Faith on Fire, (former) Avon Park city council, (current) Mayor of Avon Park, (CEO) Anderson Arms, (CEO) AAT, Various cleanup efforts and charitable causes over the years.

Please submit formal résumé

Garrett Anderson

SUMMARY

Born and raised in Avon Park, FL I was fortunate to have a loving family who instilled hard work and a thankful attitude. From a young age I enjoyed competition and entrepreneurship which combined with my love of shooting to form Anderson Arms. This adventure has led to many successes and opportunities to help others succeed as well.

EXPERIENCE

CEO, Anderson Arms; Avon Park, FL 2008-Present

Anderson Arms is a small arms ammunition and weapons manufacturer. We perform various contract manufacturing roles nationwide for civilian and defense contractors.

CEO, AAT; AVON PARK, FL 2015-PRESENT

AAT is an equipment and consultation company serving the ammunition industry. The request for consultations grew over the years until we thought it wise to detach that side of the company.

City Council, Avon Park, FL 2013-2015

I was elected at age 24 to the Avon Park city council where I served a 3 year term.

Mayor, Avon Park, FL 2016-Present

I was elected Mayor of Avon Park after a short break from city government. While still holding this office I greatly enjoy working with the staff and community partners to make Avon Park a better place.

EDUCATION

Pensacola Christian Academy, HAAS CNC, Ballistics Labs, NRA Metallic Cartridge, NRA Instructor, Various CAD design courses, Various Manufacturing courses

SKILLS

- Persistent Dedication
- Lean Manufacturing
- Business Administration
- Community Relations

PO BOX 434 AVON PARK, FL 33826 (863)443-0608 GARRETT@ANDERSON-ARMS.COM

INDUSTRIAL DEVELOPMENT AUTHORITY
DRAFT MEETING MINUTES
DECEMBER 8, 2021

The Highlands County Industrial Development Authority Board of Directors meeting was held at Nucor Steel Florida, 22 Nucor Dr., Frostproof, FL 33843, on Wednesday, December 8, 2021. Chair, Ray Royce, presided over the meeting; a quorum was present.

1. CALL TO ORDER – HIGHLANDS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY (IDA)

The December 8, 2021, Industrial Development Authority Board of Directors meeting was called to order at 7:37 a.m.

2. PUBLIC COMMENT

There were no comments from the public.

3. CONFIRMATION OF QUORUM

Name	Title	Organization	Present
Janet Barber	Past Chair	IDA/EDC Executive Committee	No
Ray Royce	Chair	IDA/EDC Executive Committee	Yes
John Varady	Vice Chair	IDA/EDC Board of Directors	Yes
Wade Taveniere	Secretary/Treasurer	IDA/EDC Executive Committee	Yes
Paul Koukos	Director	IDA/EDC Board of Directors	Yes
Thomas Leitzel	Director	IDA/EDC Board of Directors	Yes
John Shoop	Director	IDA/EDC Board of Directors	Yes
John Varady	Director	IDA/EDC Board of Directors	Yes
Craig Johnson	Director	IDA/EDC Board of Directors	Yes
Jim Renfro	Director	IDA/EDC Board of Directors	No
Jason Kimbrell	Director	IDA/EDC Board of Directors	No
Randy Surber	Director	IDA/EDC Board of Directors	Yes
Will Lenihan	Director	IDA/EDC Board of Directors	Yes
Ann Martin	Director	IDA/EDC Board of Directors	Yes
Tommy Massey	Director	IDA/EDC Board of Directors	Yes
Kathy Rapp	Commissioner, Liaison	Highlands County BOCC	No
Leah Sauls	Dev. Services Director	Highlands County BOCC	Yes
Meghan DiGiacomo	Exec. Manager of Business & Economic Development	Highlands County BOCC	Yes
Jeff King	Economic Development Manager	Highlands County BOCC	Yes
John McGee	Financial Services Professional	New York Life Co	Yes
Garrett Anderson	CEO	Anderson Arms	Yes

Table 1: Meeting Attendance

INDUSTRIAL DEVELOPMENT AUTHORITY
DRAFT MEETING MINUTES
DECEMBER 8, 2021

4. CONSENT AGENDA

The Consent Agenda, which included the September 8, 2021, meeting minutes, was presented for consideration. John Shoop moved to approve the consent agenda; seconded by John Varady. Motion carried unanimously.

5. OLD BUSINESS

A. Meghan DiGiacomo, Executive Manager of Business & Economic Development and Jeff King, Economic Development Manager provided a brief the industrial revenue bond update.

6. NEW BUSINESS

A. Meghan DiGiacomo, Executive Manager of Business & Economic Development, and Jeff King, Economic Development Manager, presented the new Member Applications. One vacancy was created with Roland Bishop's resignation. John McGee, Financial Services Professional at New York Life Co., and Garrett Anderson, Mayor of Avon Park and CEO of Anderson Arms submitted applications, and both addressed the board briefly.

John Shoop made a motion for the recommendation of Garrett Anderson to the BOCC for Mr. Anderson's appointment to the Industrial Development Authority; seconded by Craig Johnson. Motion carried unanimously. Mr. Shoop did ask, per policy, to keep John McGee's application on file for future vacancies. Ray Royce asked staff to check the bylaws regarding the maximum number of IDA board members.

7. ADJOURNMENT

The December 8, 2021 Industrial Development Authority Board of Directors meeting was adjourned at 7:50 a.m.

Next Meeting:

Wednesday, March 9, 2022, at 7:30 a.m.
Lake Placid Town Hall
1069 US 27 N Lake Placid, FL 33852

Minutes Submitted By: Jeff King, Economic Development Manager

Approval Date: draft

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: 1/6/2022

PRESENTER:	**Jonathan Harrison, Road & Bridge Director**
SUBJECT/TITLE:	**Request approval of revisions to the job descriptions of Operations Supervisor and Mechanic III/Shop Foreman.**

STATEMENT OF ISSUE

Current Operations Supervisor, Mr. Jerry Queen, recently announced his retirement. Due to this unprecedented transition, the job description of the Operations Supervisor has been revised and updated before posting the position for hire. Also, the Mechanic Shop Foreman job description, who reports to the Operations Supervisor, has been revised with additional duties added. Changes to the title, description, and paygrade are reflected. There will be no salary adjustment included.

RECOMMENDED ACTION

Request approval of revisions to the job descriptions of Operations Supervisor and Mechanic III/Shop Foreman.

FISCAL IMPACT

No Fiscal Impact.

Attachments: Operations Supervisor Revised 1.6.22.docx
Mechanic III (1087) REVISED 1.6.2022.docx

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
JOB DESCRIPTION

REGULAR ☒ **SENIOR MANAGEMENT SERVICE** ☐ **OPS/OTHER** ☐

POSITION INFORMATION

Position Type
Admin ☐ **Director** ☐ **Manager** ☐ **Supervisor** ☒ **Non-Supervisor** ☐

Job Title: Operations Supervisor	**Division**: Road & Bridge	**Department:** Road & Bridge	**Cost Center:** 4104/4102
Job Code: 1043	**Pay Grade**: PG-119	**Pay Band:** $66,391.12-$102,906.23	**FTE**: 1.0
Included/Exempt: Exempt	**Type of Transaction**: UPDATE		
EMPLOYEE: Jerry Queen	**Special Risk**: Yes ☐ No ☒	**Overtime**: Yes ☐ No ☒	

1. This position reports directly to: Job Title Road & Bridge Director Job Code 1043 Pay Grade 121

2. Job Title, Job Code, and Pay Grade of each position which reports directly to this position:

Fleet Records Manager/1024/PG 109	Mechanic II/0961/PG 109	Mechanic I/0960/PG 106
Warehouse Manager/0953/PG 110	Mechanic II/0961/PG 109	Mechanic Assistant/0959/PG 103
Mechanic III/Foreman/1087/PG 110	Mechanic II/0961/PG 109	Equipment Operator III/0914/PG 106
Mechanic II/AP Operator/1085/PG 110	Mechanic II/0961/PG 109	
Mechanic II/0961/PG 109	Mechanic II/0961/PG 109	

POSITION DUTIES & RESPONSIBILITIES

General Description:

A professional position responsible for supervising joint operations of the Highlands County Road and Bridge Department. The position will work closely with the Road and Bridge Director to ensure productivity and performance goals are met.

Essential Job Functions:

Plans and directs the construction, repair and maintenance, and operations for joint units within the Road and Bridge Department.

Fill in for the Road and Bridge Director, when required.

Assists the Road and Bridge Director with coordinating, overseeing and troubleshooting various construction and maintenance projects for the department.

Assists in the preparation and maintenance of departmental budget. Insures records are properly kept and reports are accurately dispersed.

Directly assists in the selection, placement, promotion, training, development, safety, discipline and appraisal of Road and Bridge employees.

Makes recommendations concerning departmental policy needs. May attend and speak during County Commission meetings in which Road and Bridge issues are discussed.

Responds productively to change and performs all other related tasks as required and as directed.

Knowledge, Skills, and Abilities:

Extensive knowledge of the principles and best management practices of road and bridge construction and maintenance. Knowledge of public works administrative practices. Some knowledge of asphalt plant operations and maintenance as well as paving knowledge. Ability to communicate effectively both verbally and in writing. Ability to form and maintain effective working relationships with coworkers and the public. Ability to work independently with little direction relying on his/her own judgment. Ability to effectively supervise and direct the work of as many as 40 employees. Demonstrates accountability in completing tasks, projects, or other work assignments on time and according to established performance standards. Knowledge of Highlands County Purchasing policy and procedures. Basic computer working knowledge.

Physical Skills:

Use of both hands and feet with dexterity. Continuous use of both near and far vision. Ability to reach, bend, stoop and lift up to 50 lbs. Ability to sit at work station, view display screen and operate computer for continuous periods of up to four hours. Ability to operate a commercial motor vehicle or other, for up to 4 hours continuously. Ability to climb on and operate heavy construction equipment if the need arises. Indoor work in an office environment, as well as outside project supervision responsibilities.

MINIMUM QUALIFICATIONS

Education & Experience:

Degree Required: Yes☒ No☐ If yes: High School Diploma/GED☒ Associates☐ Bachelors☐ Masters☐ Doctorate☐
Experience:

Bachelor's Degree in a construction related field with 5 years of supervisory experience preferred; Or, graduation from an accredited high school or possession of an acceptable equivalency diploma and a minimum of 10 years of public works field or construction management experience with 4 years in a highly responsible supervisory position, required.

Licenses, Certifications, or Registrations:

Must possess and maintain a valid Class B Florida Commercial Driver's License while employed.

Other job related requirements:

Disaster Essential.

Working hours: (A) Daily from to (B) Total hours in workweek 40 hours (C) (split shift, rotation, etc.)

I confirm I have read the above job description, fully understand the requirements of the job, and agree that I have the ability to perform my duties accordingly.

Employee Signature:	Date:

Discussed with Employee: Yes ☐ No ☐ Supervisor/Director Signature:	Title:	Date:

Internal Use Only:

Check those that apply: Uniforms ☐ Drug Screening☐ Background Check☐ Background & fingerprint required☐ Cell Phone☐ Vehicle☐ Other:

Approval of Human Resources:	Title: Human Resources Manager	Date:

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
JOB DESCRIPTION

REGULAR ☒ SENIOR MANAGEMENT SERVICE ☐ OPS/OTHER ☐

POSITION INFORMATION

Position Type
Admin ☐ Director ☐ Manager ☐ Supervisor ☒ Non-Supervisor ☐

Job Title: Mechanic III/Shop Foreman	**Division**: Maintenance Shop	**Department:** Road and Bridge	**Cost Center:** 4104
Job Code: 1087	**Pay Grade**: 113	**Pay Band:** $44,239.20 - $68,570.77	**FTE**: 1.0
Included/Exempt: Included	**Type of Transaction**: Update		
EMPLOYEE: Charles Benton	**Special Risk**: Yes ☐ No ☒	**Overtime**: Yes ☒ No ☐	

1. This position reports directly to: Job Title Road & Bridge Operations Supervisor Job Code 1043 Pay Grade 119

2. Job Title, Job Code, and Pay Grade of each position which reports directly to this position:

POSITION DUTIES & RESPONSIBILITIES

General Description:

A highly skilled technical position responsible for the maintenance and repair of Public Safety Fleet equipment such as Fire and Ambulance units, automotive, construction and various other public works fleet equipment. Responsible for overseeing the repair/maintenance operations of the mechanic shop. Provides support to the Operations Supervisor.

Essential Job Functions:

The following statements describe the principal functions of the job and its scope of responsibility but should not be considered an all-inclusive list of work requirements. Individuals may perform other duties as assigned.

- Diagnose and repair Public Safety Fleet equipment such as Fire Apparatus and Ambulance Units.
- Communicates with Public Safety personnel to coordinate repairs.
- Ability to use computer software to diagnose and troubleshoot emergency fleet vehicles, other automobiles and heavy construction equipment.
- Repairs and overhauls Commercial Motor Vehicles, bulldozers, graders, loaders and other heavy construction equipment.
- Rebuilds, repairs and installs electrical automotive apparatus, voltage regulators and other special equipment. Repairs hydraulic systems.
- Knowledge of current work order system utilized to maintain records on county assets. Prepares records and reports on work accomplished.
- Provides technical guidance to other mechanics when required to diagnose problems and make repairs.
- May serve as transport operator on an as needed basis.
- Maintains a professional and safe unit and work area adhering to established safety policies and the image desired for the organization.
- Follows consistently the Board policies and procedures.
- Coordinate work priorities through cooperation with other departments and personnel.
- Determine and supervise the most economical and cost effective way to repair and maintain equipment.
- Responds productively to change and performs all other related tasks as directed.

Knowledge, Skills, and Abilities:

• Knowledge of the methods, materials, tools and standard practices of the automotive mechanic's trades, specifically related to Emergency Fleet Vehicles.
• Knowledge of the occupational hazards and safety precautions of the trade.
• Knowledge of the operation and repair characteristics of a wide variety of public works equipment.
• Knowledge of automotive electrical systems.
• Ability to diagnose troubles in automotive and other public works equipment.
• Ability to understand and carry out oral and written instructions.
• Ability to follow automotive diagrams.
• Skill in the use of tools, machines and testing instruments of the trade.
• Ability to plan, assign, inspect and supervise the work of skilled and semi-skilled employees.
• Ability to coordinate with the Operations Supervisor on a preventative maintenance and equipment servicing program.
• Ability to maintain effective working relationships with co-workers, supervisors, managers, directors, Elected Officials, vendors, and the general public.

Physical Skills:

Must be able to remain in a stationary position for 10% of the time. Frequently operates various types of equipment to include, but not limited to hand and power tools. Frequently ascends/descends stairs, ladders and scaffolding. The person in this position frequently communicates with the public, vendors and co-workers. Must be able to exchange accurate information in these situations. Frequently moves materials and office equipment weighing up to 40 lbs. Occasionally works in outdoor weather conditions. Operates motor vehicle for up to eight (8) hours; of which four (4) may be continuous. Must be able to frequently position self to work under or around various items to perform maintenance tasks. Constantly inspects and assesses equipment, buildings and materials to complete daily tasks. Frequent exposure to moderately high noise levels. Frequently works indoor in an automotive repair shop. Potential exposure to chemicals associated with automotive exhaust and automotive repair in general.

MINIMUM QUALIFICATIONS

Education & Experience:

Degree Required: Yes ☒ No ☐ If yes: High School Diploma/GED ☒ Associates ☐ Bachelors ☐ Masters ☐ Doctorate ☐
Experience:

Graduation from an accredited high school or possession of an acceptable equivalent diploma. Eight (8) years of automatic mechanic experience, four of which repairing Emergency Vehicles.

Licenses, Certifications, or Registrations:

Vocational Training Certification, Emergency Vehicle Technician Certifications for Fire Apparatus & Ambulance.
Must possess and maintain a Florida Drivers License, Class A (No Restrictions)

Other job related requirements:

Disaster Essential.

Working hours: (A) Daily from to (B) Total hours in workweek 40 hours (C) (split shift, rotation, etc.)

I confirm I have read the above job description, fully understand the requirements of the job, and agree that I have the ability to perform my duties accordingly.

Employee Signature:		Date:
Discussed with Employee: Yes ☐ No ☐ Supervisor/Director Signature:	Title:	Date:

Internal Use Only:

Check those that apply: Uniforms ☒ Drug Screening ☐ Background Check ☒ Background & fingerprint required ☐ Cell Phone ☐ Vehicle ☐ Other:

Approval of Human Resources:	Title: Human Resources Manager	Date:

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: 1/18/2022

PRESENTER: **Brandon Gunn/Purchasing Agent**

SUBJECT/TITLE: **Request approval to declare 417 County owned properties as surplus.**

STATEMENT OF ISSUE

The attached list of 417 County owned properties have been reviewed and identified as not needed. I request that the list be declared surplus so that we may include them in our next property bid to generate revenue.

RECOMMENDED ACTION

Request approval to declare the attached list of 417 County owned properties as surplus and grant permission to solicit offers to purchase through the County's bid process.

FISCAL IMPACT

The sale will result in revenue to the General Fund and the property will be back on the Tax Roll.

Attachments: Properties to Surplus 1.5.22.pdf

	Parcel ID	Address	Assessed Price
1	C-04-34-28-251-7330-0040	5119 BELMAR DR, SEBRING 33872	$ 28,000.00
2	C-21-36-29-170-4460-0070	3512 FINCH AVE, LAKE PLACID, FL 33852	$ 5,000.00
3	C-04-34-28-050-0530-0240	4107 ALMERIA AVE, SEBRING 33872	$ 4,500.00
4	C-04-34-28-060-0650-0160	4125 CORTEZ BLVD, SEBRING 33872	$ 5,000.00
5	C-04-34-28-150-3100-0160	5206 SAVONA DR, SEBRING 33872	$ 6,006.00
6	C-04-34-28-150-3100-0260	5500 SAVONA DR, SEBRING 33872	$ 6,000.00
7	C-04-34-28-160-3320-0210	6833 COTORRO DR, SEBRING 33872	$ 6,060.00
8	C-04-34-28-160-3350-0160	6739 COCONUT GROVE DR, SEBRING 33872	$ 6,060.00
9	C-04-34-28-160-3370-0310	5557 CASTANIA DR, SEBRING 33872	$ 6,600.00
10	C-04-34-28-160-3400-0420	6818 SUN N LAKE BLVD SEBRING 33872	$ 6,022.00
11	C-04-34-28-160-3420-0120	5335 PEBBLE BEACH DR SEBRING 33872	$ 21,420.00
12	C-04-34-28-160-3530-0030	5072 SAN IGNACIO DR SEBRING 33872	$ 12,280.00
13	C-04-34-28-160-3600-0480	6756 SAN BRUNO DR SEBRING 33872	$ 6,060.00
14	C-04-34-28-250-4920-0040	5411 MINORCA DR SEBRING 33872	$ 6,000.00
15	C-04-34-28-250-4920-0070	5321 MINORCA DR SEBRING 33872	$ 6,000.00
16	C-04-34-28-050-0530-0250	4101 ALMERIA AVE, SEBRING 33872	$ 4,500.00
17	C-04-34-28-060-0730-0400	4425 CORTEZ BLVD SEBRING 33872	$ 5,000.00
18	C-04-34-28-060-0810-0390	4825 CORTEZ BLVD SEBRING 33872	$ 5,000.00
19	C-04-34-28-160-3260-0240	6400 SAN BRUNO DR SEBRING 33872	$ 6,600.00
20	C-04-34-28-160-3320-0420	6942 SAN BENITO DR SEBRING 33872	$ 6,060.00
21	C-04-34-28-160-3360-0230	7035 CARTAGENA ST SEBRING 33872	$ 8,785.00
22	C-04-34-28-160-3410-0330	4819 COLUMBUS BLVD SEBRING 33872	$ 6,000.00
23	C-04-34-28-160-3420-0130	5331 PEBBLE BEACH DR SEBRING 33872	$ 21,420.00
24	C-04-34-28-160-3530-0040	5068 SAN IGNACIO DR SEBRING 33872	$ 12,080.00
25	C-04-34-28-160-3590-0280	7037 SAN BENITO DR SEBRING 33872	$ 6,060.00
26	C-04-34-28-160-3600-0430	6724 SAN BRUNO DR SEBRING 33872	$ 6,120.00
27	C-04-34-28-161-7580-0020	7059 SAN BENITO DR SEBRING 33872	$ 6,000.00
28	C-04-34-28-250-4920-0050	5403 MINORCA DR SEBRING 33872	$ 6,000.00
29	C-04-34-28-250-4930-0030	6040 NEVADA ST SEBRING 33872	$ 6,000.00
30	C-04-34-28-251-7370-0040	6000 MICHELANGELO ST SEBRING 33872	$ 16,730.00
31	C-22-37-30-070-0850-0070	355 DRAMA DR LAKE PLACID 33852	$ 6,000.00
32	C-21-36-29-030-1790-0180	930 BRANSTAR RD LAKE PLACID 33852	$ 4,000.00
33	C-27-33-28-150-0000-0620	1434 CUMMINGS AVE, AVON PARK 33825	$ 1,750.00
34	C-22-37-30-070-0670-0210	386 SHOWBOAT AVE LAKE PLACID 33852	$ 6,000.00
35	C-04-34-28-160-3400-0090	6962 MEXICAN HAT DR SEBRING 33872	$ 7,500.00
36	C-01-33-28-010-0000-8401	2412 MINK RD AVON PARK 33825	$ 7,500.00
37	C-04-34-28-050-0630-0190	4103 LORETTO AVE SEBRING 33872	$ 5,000.00
38	C-04-34-28-060-0730-0420	4409 CORTEZ BLVD SEBRING 33872	$ 5,000.00
39	C-04-34-28-150-3100-0060	5411 PONCE DE LEON BLVD SEBRING 33872	$ 6,000.00
40	C-04-34-28-160-3320-0080	6911 DICKINSON DR SEBRING 33872	$ 6,060.00
41	C-04-34-28-160-3320-0430	6950 SAN BENITO DR SEBRING 33872	$ 6,060.00
42	C-04-34-28-160-3370-0030	6801 DICKINSON DR SEBRING 33872	$ 7,008.00
43	C-04-34-28-160-3400-0190	7000 SAN BENITO DR SEBRING 33872	$ 7,344.00
44	C-04-34-28-160-3420-0110	5341 PEBBLE BEACH DR SEBRING 33872	$ 21,420.00
45	C-04-34-28-160-3510-0220	5059 SAN IGNACIO DR SEBRING 33872	$ 12,500.00
46	C-04-34-28-160-3600-0130	6725 SAN BENITO DR SEBRING 33872	$ 6,120.00

	Parcel ID	Address	Assessed Price
47	C-04-34-28-160-3600-0440	6730 SAN BRUNO DR SEBRING 33872	$ 6,120.00
48	C-04-34-28-250-4920-0030	5423 MINORCA DR SEBRING 33872	$ 6,000.00
49	C-04-34-28-250-4920-0060	5333 MINORCA DR SEBRING 33872	$ 6,000.00
50	C-04-34-28-250-4930-0060	6010 NEVADA ST SEBRING 33872	$ 6,000.00
51	C-04-34-28-160-3420-0080	5357 PEBBLE BEACH DR SEBRING 33872	$ 21,420.00
52	C-04-34-28-100-1540-0340	8601 TRIONFO ST SEBRING FL 33872	$ 4,000.00
53	C-04-34-28-100-1540-0350	8603 TRIONFO ST SEBRING FL 33872	$ 4,000.00
54	C-04-34-28-100-1540-0610	4145 GERONA AVE SEBRING GL 33872	$ 4,000.00
55	C-04-34-28-100-1540-0630	4137 GERONA AVE SEBRING FL 33872	$ 4,000.00
56	C-04-34-28-100-1540-0650	4129 GERONA AVE SEBRING FL 33872	$ 4,000.00
57	C-04-34-28-100-1540-0670	4121 GERONA AVESEBRING FL 33872	$ 4,000.00
58	C-04-34-28-100-1540-0680	4117 GERONA AVE SEBRING FL 33872	$ 4,000.00
59	C-04-34-28-100-1540-0720	4101 GERONA AVE SEBRING FL 33872	$ 4,000.00
60	C-04-34-28-100-1550-0150	8749 SANADA ST SEBRING FL 33872	$ 4,000.00
61	C-04-34-28-100-1550-0160	8735 SANADA ST SEBRING FL 33872	$ 4,000.00
62	C-04-34-28-100-1550-0170	8727 SANADA ST SEBRING FL 33872	$ 4,000.00
63	C-04-34-28-100-1550-0180	8713 SANADA ST SEBRING FL 33872	$ 4,000.00
64	C-04-34-28-100-1550-0190	8701 SANADA ST SEBRING FL 33872	$ 4,000.00
65	C-04-34-28-100-1550-0210	8635 SANADA ST SEBRING FL 33872	$ 4,000.00
66	C-04-34-28-100-1550-0220	8629 SANADA ST SEBRING FL 33872	$ 4,000.00
67	C-04-34-28-100-1550-0230	8617 SANADA ST SEBRING FL 33872	$ 4,000.00
68	C-04-34-28-100-1550-0240	8605 SANADA ST SEBRING FL 33872	$ 4,000.00
69	C-04-34-28-100-1550-0260	8531 SANADA ST SEBRING FL 33872	$ 4,000.00
70	C-04-34-28-100-1550-0270	8525 SANADA ST SEBRING FL 33872	$ 4,000.00
71	C-04-34-28-100-1550-0280	8513 SANADA ST SEBRING FL 33872	$ 4,000.00
72	C-04-34-28-100-1560-0020	8526 SANADA ST SEBRING FL 33872	$ 4,000.00
73	C-04-34-28-100-1560-0030	8532 SANADA ST SEBRING FL 33872	$ 4,000.00
74	C-04-34-28-100-1560-0080	8640 SANADA ST SEBRING FL 33872	$ 4,000.00
75	C-04-34-28-100-1560-0100	8712 SANADA ST SEBRING FL 33872	$ 4,000.00
76	C-04-34-28-100-1570-0070	8624 PRIMAVERA ST SEBRING FL 33872	$ 4,000.00
77	C-04-34-28-100-1570-0090	8648 PRIMAVERA ST SEBRING FL 33872	$ 4,000.00
78	C-04-34-28-100-1570-0100	8700 PRIMAVERA ST SEBRING FL 33872	$ 4,000.00
79	C-04-34-28-100-1570-0210	8701 TUNIS ST SEBRING FL 33872	$ 4,000.00
80	C-04-34-28-100-1570-0220	8643 TUNIS ST SEBRING FL 33872	$ 4,000.00
81	C-04-34-28-100-1570-0240	8619 TUNIS ST SEBRING FL 33872	$ 4,000.00
82	C-04-34-28-100-1570-0250	8607 TUNIS ST SEBRIG FL 33872	$ 4,000.00
83	C-04-34-28-100-1570-0270	8525 TUNIS ST SEBRING FL 33872	$ 4,000.00
84	C-04-34-28-100-1570-0300	8501 TUNIS ST SEBRING FL 33872	$ 4,000.00
85	C-04-34-28-100-1580-0020	8308 TUNIS ST SEBRING FL 3872	$ 4,000.00
86	C-04-34-28-100-1580-0210	8748 TUNIS ST SEBRINGFL 33872	$ 4,000.00
87	C-04-34-28-100-1580-0260	5201 LUENGA AVE SEBRING FL 33872	$ 4,000.00
88	C-04-34-28-100-1580-0310	5112 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
89	C-04-34-28-100-1580-0320	5130 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
90	C-04-34-28-100-1580-0330	5200 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
91	C-04-34-28-100-1580-0360	5238 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
92	C-04-34-28-100-1600-0390	8747 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
93	C-04-34-28-100-1600-0400	8735 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
94	C-04-34-28-100-1600-0410	8723 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
95	C-04-34-28-100-1600-0440	8635 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
96	C-04-34-28-100-1600-0450	8629 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
97	C-04-34-28-100-1600-0460	8613 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
98	C-04-34-28-100-1600-0470	8601 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
99	C-04-34-28-100-1600-0480	8531 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
100	C-04-34-28-100-1600-0520	8429 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
101	C-04-34-28-100-1600-0530	8355 SUN N LAKES BLVD FL 33872	$ 4,000.00
102	C-04-34-28-100-1600-0540	8327 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
103	C-04-34-28-100-1600-0550	8243 SUN N LAKES BLVD SEBRING FL 3387	$ 4,000.00
104	C-04-34-28-100-1600-0560	8235 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
105	C-04-34-28-100-1600-0570	4189 GERONA AVE SEBRING FL 33872	$ 4,000.00
106	C-04-34-28-100-1600-0590	4181 GERONA AVE SEBRING FL 33872	$ 4,000.00
107	C-04-34-28-100-1600-0600	4177 GERONA AVE SEBRING FL 33872	$ 4,000.00
108	C-04-34-28-100-1600-0610	4173 GERONA AVE SEBRING FL 33872	$ 4,000.00
109	C-04-34-28-100-1610-0010	4201 GERONA AVE SEBRING FL 33872	$ 4,000.00
110	C-04-34-28-100-1620-0350	8855 BARQUERA DR SEBRING FL 33872	$ 4,000.00
111	C-04-34-28-100-1620-0360	8847 BARQUERA DR SEBRING FL 33872	$ 4,000.00
112	C-04-34-28-100-1620-0380	8811 BARQUERA DR SEBRING FL 33872	$ 4,000.00
113	C-04-34-28-100-1620-0390	8761 BARQUERA DR SEBRING FL 33872	$ 4,000.00
114	C-04-34-28-100-1620-0400	8757 BARQUERA SEBRING FL 33872	$ 4,000.00
115	C-04-34-28-100-1620-0450	8707 BARQUERA DR SEBRING FL 33872	$ 4,000.00
116	C-04-34-28-100-1620-0470	8637 BARQUERA DR SEBRING FL 33872	$ 4,000.00
117	C-04-34-28-100-1620-0490	8605 BARQUERA DR SEBRING FL 33872	$ 4,000.00
118	C-04-34-28-100-1620-0500	8549 BARQUERA DR SEBRING FL 33872	$ 4,000.00
119	C-04-34-28-100-1620-0510	8535 BARQUERA DR SEBRING FL	$ 4,000.00
120	C-04-34-28-100-1620-0550	8327 BARQUERA DR SEBRING FL 33872	$ 4,000.00
121	C-04-34-28-100-1630-0010	8304 BARQUERA DR SEBRING FL 33872	$ 4,000.00
122	C-04-34-28-100-1630-0060	8534 BARQUERA DR SEBRING FL 33872	$ 4,000.00
123	C-04-34-28-100-1630-0090	8624 BARQUERA DR SEBRING FL 33872	$ 4,000.00
124	C-04-34-28-100-1630-0100	8638 BARQUERA SR SEBRING FL 33872	$ 4,000.00
125	C-04-34-28-100-1630-0110	8650 BARQUERA DR SEBRING FL 338752	$ 4,000.00
126	C-04-34-28-100-1630-0120	8708 BARQUERA DR SEBRING FL 33872	$ 4,000.00
127	C-04-34-28-100-1630-0180	8762 BARQUERA DR SEBRING FL 33872	$ 4,000.00
128	C-04-34-28-100-1630-0230	8725 CAPILLA ST SEBRING FL 3387	$ 4,000.00
129	C-04-34-28-100-1630-0240	8711 CAPILLA ST SEBRING GL 33872	$ 4,000.00
130	C-04-34-28-100-1630-0250	8659 CAPILLA ST SEBRING FL 33872	$ 4,000.00
131	C-04-34-28-100-1630-0280	8621 CAPILLA ST SEBRING FL 33872	$ 4,000.00
132	C-04-34-28-100-1630-0300	8529 CAPILLA ST SEBRING FL 33872	$ 4,000.00
133	C-04-34-28-100-1630-0320	8433 CAPILLA ST SEBRING FL 33872	$ 4,000.00
134	C-04-34-28-100-1630-0350	8323 CAPILLA ST SEBRING FL 33872	$ 4,000.00
135	C-04-34-28-100-1630-0360	8309 CAPILLA ST SEBRING FL 33875	$ 4,000.00
136	C-04-34-28-100-1640-0010	8767 COSTADO ST SEBRING FL 33872	$ 4,000.00
137	C-04-34-28-100-1640-0020	8753 COSTADO ST SEBRING FL 33872	$ 4,000.00
138	C-04-34-28-100-1640-0040	8731 COSTADO ST SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
139	C-04-34-28-100-1640-0050	8723 COSTADO ST SEBRING FL 33872	$ 4,000.00
140	C-04-34-28-100-1640-0060	8711 COSTADO ST SEBRING FL 33872	$ 4,000.00
141	C-04-34-28-100-1640-0120	8613 COSTADO ST SEBRING FL 33872	$ 4,000.00
142	C-04-34-28-100-1640-0130	8525 COATADO ST FL 33872	$ 4,000.00
143	C-04-34-28-100-1640-0180	8405 COSTADO ST SEBRING FL 33872	$ 4,000.00
144	C-04-34-28-100-1640-0240	8528 CAPILLA ST SEBRING FL 33872	$ 4,000.00
145	C-04-34-28-100-1640-0270	8634 CAPILLA ST SEBRING FL 33872	$ 4,000.00
146	C-04-34-28-100-1640-0280	8646 CAPILLA ST SEBRING FL 33872	$ 4,000.00
147	C-04-34-28-100-1640-0300	8710 CAPILLA ST SEBRING FL 33872	$ 4,000.00
148	C-04-34-28-100-1640-0310	8724 CAPILLA ST SEBRING FL 33872	$ 4,000.00
149	C-04-34-28-100-1640-0320	8736 CAPILLA ST SEBRING FL 33872	$ 4,000.00
150	C-04-34-28-100-1660-0030	8836 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
151	C-04-34-28-100-1660-0060	5510 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
152	C-04-34-28-100-1660-0090	5602 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
153	C-04-34-28-100-1660-0100	5614 BALBOA BLVD SEBRING FL 33875	$ 4,000.00
154	C-04-34-28-100-1660-0150	5712 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
155	C-04-34-28-100-1660-0320	8947 MANTUA DE SEBRING FL 33872	$ 4,000.00
156	C-04-34-28-100-1660-0330	8941 MANTUA DR SEBRING FL 33872	$ 4,000.00
157	C-04-34-28-100-1660-0360	8923 MANTUA DR SEBRING FL 33872	$ 4,000.00
158	C-04-34-28-100-1660-0370	8424 MANTUA AVE SEBRING FL 33872	$ 4,000.00
159	C-04-34-28-100-1660-0390	8416 MANTUA AVE SEBRING FL 33872	$ 4,000.00
160	C-04-34-28-100-1660-0410	8408 MANTUA AVE SEBRING FL 33872	$ 4,000.00
161	C-04-34-28-100-1660-0420	8404 MANTUA AVE SEBRING FL 33872	$ 4,000.00
162	C-04-34-28-100-1660-0430	8400 MANTUA AVE SEBRING FL 33872	$ 4,000.00
163	C-04-34-28-100-1670-0340	8410 COSTADO SEBRING FL 33872	$ 4,000.00
164	C-04-34-28-100-1670-0360	8452 COSTADO ST SEBRING FL 33872	$ 4,000.00
165	C-04-34-28-100-1690-0200	8522 LIZARD ST SEBRING FL 33872	$ 4,000.00
166	C-04-34-28-100-1700-0010	8523 GENOA ST SEBRING FL 33872	$ 4,000.00
167	C-04-34-28-100-1700-0040	8212 MANTUA AVE SEBRING FL 33872	$ 4,000.00
168	C-04-34-28-100-1700-0050	8213 MANTUA AVE SEBRING FL 33872	$ 4,000.00
169	C-04-34-28-100-1700-0060	8220 MANTUA AVE SEBRING FL 33872	$ 4,000.00
170	C-04-34-28-100-1700-0070	8224 MANTUA AVE SEBRING FL 33872	$ 4,000.00
171	C-04-34-28-100-1700-0080	8228 MANTUA AVE SEBRING FL 33872	$ 4,000.00
172	C-04-34-28-100-1700-0100	8236 MANTUA AVE SEBRING FL 33872	$ 4,000.00
173	C-04-34-28-100-1700-0440	8511 GENOA ST SEBRING ST FL 33872	$ 4,000.00
174	C-04-34-28-100-1710-0190	8613 GENOA ST SEBRING FL 33872	$ 4,000.00
175	C-04-34-28-100-1710-0200	8605 GENOA ST SEBRING FL 33872	$ 4,000.00
176	C-04-34-28-100-1710-0210	8600 LENA DR SEBRING FL 33872	$ 4,000.00
177	C-04-34-28-100-1710-0220	8612 LENA DR SEBRING FL 33872	$ 4,000.00
178	C-04-34-28-100-1720-0170	5842 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
179	C-04-34-28-100-1720-0210	5916 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
180	C-04-34-28-100-1740-0230	8629 LUCY DR SEBRING FL 33872	$ 4,000.00
181	C-04-34-28-100-1740-0280	8612 GENOA ST SEBRING FL 33872	$ 4,000.00
182	C-04-34-28-100-1780-0230	8188 MANTUA AVE SEBRING FL 33872	$ 4,000.00
183	C-04-34-28-100-1780-0300	4367 GERONA AVE SEBRING FL 33872	$ 4,000.00
184	C-04-34-28-100-1780-0320	4375 GERONA AVE SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
185	C-04-34-28-100-1780-0350	4387 GERONA AVE SEBRING FL 33872	$ 4,000.00
186	C-04-34-28-100-1780-0380	4399 GERONA AVE SEBRING FL 33872	$ 4,000.00
187	C-04-34-28-100-1780-0390	4403 GERONA AVE SEBRING FL 33872	$ 4,000.00
188	C-04-34-28-100-1780-0410	4411 GERONA AVE SEBRING FL 33872	$ 4,000.00
189	C-04-34-28-100-1780-0440	4423 GERONA AVE SEBRING GL 33872	$ 4,000.00
190	C-04-34-28-100-1780-0460	4431 GERONA AVE SEBRING FL 33872	$ 4,000.00
191	C-04-34-28-100-1780-0470	4435 GERONA AVE SEBRING FL 33872	$ 4,000.00
192	C-04-34-28-100-1810-0150	7041 VIRTUDES ST SEBRING GL 33872	$ 4,000.00
193	C-04-34-28-100-1810-0160	7033 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
194	C-04-34-28-100-1810-0170	7025 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
195	C-04-34-28-100-1810-0180	7017 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
196	C-04-34-28-100-1810-0210	8105 MANTUA AVE SEBRING FL 33872	$ 4,000.00
197	C-04-34-28-100-1820-0160	7252 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
198	C-04-34-28-100-1820-0200	7222 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
199	C-04-34-28-100-1820-0210	7210 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
200	C-04-34-28-100-1820-0220	7200 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
201	C-04-34-28-100-1820-0240	7142 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
202	C-04-34-28-100-1820-0270	7124 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
203	C-04-34-28-100-1820-0280	7116 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
204	C-04-34-28-100-1820-0350	7008 VIRTUDES ST SEBRINGFL 33872	$ 4,000.00
205	C-04-34-28-100-1820-0360	7000 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
206	C-04-34-28-100-1820-0370	6926 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
207	C-04-34-28-100-1820-0410	7117 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
208	C-04-34-28-100-1820-0430	7127 CORTZ BLVD SEBRING FL 33872	$ 4,000.00
209	C-04-34-28-100-1820-0440	7131 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
210	C-04-34-28-100-1820-0460	7139 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
211	C-04-34-28-100-1820-0540	7247 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
212	C-04-34-28-100-1820-0550	7255 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
213	C-04-34-28-100-1820-0560	7259 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
214	C-04-34-28-100-1820-0570	7303 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
215	C-04-34-28-100-1820-0580	7317 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
216	C-04-34-28-100-1820-0650	7355 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
217	C-04-34-28-100-1820-0660	7361 CORTEZ BLVD SEBRING FL 33872	$ 4,000.00
218	C-04-34-28-101-6140-0010	5250 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
219	C-04-34-28-101-6140-0040	5231 LUENGA AVE SEBRING FL 33872	$ 4,000.00
220	C-04-34-28-101-6150-0020	5260 LUENGA AVE SEBRING FL 33872	$ 4,000.00
221	C-04-34-28-101-6150-0050	5240 LEUNGA AVE SEBRING FL 33872	$ 4,000.00
222	C-04-34-28-101-6150-0070	8754 TUNIS ST SEBRING FL 33872	$ 4,000.00
223	C-04-34-28-101-6160-0020	8424 TUNIS ST SEBRING FL 33872	$ 4,000.00
224	C-04-34-28-101-6170-0010	4169 GERONA AVE SEBRING FL 33872	$ 4,000.00
225	C-04-34-28-102-6000-0020	9129 OVIEDO ST SEBRING FL 33872	$ 4,000.00
226	C-04-34-28-102-6000-0060	9011 OVIEDO ST SEBRING FL 33872	$ 4,000.00
227	C-04-34-28-102-6180-0020	8965 MANTUA DR SEBRING FL 33872	$ 4,000.00
228	C-04-34-28-102-6190-0070	5818 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
229	C-04-34-28-102-6200-0010	9003 BARQUERA DR SEBRING FL 33872	$ 4,000.00
230	C-04-34-28-102-6200-0030	9343 OVIEDO ST SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
231	C-04-34-28-102-6200-0040	9331 OVIEDO ST SEBRING FL 33872	$ 4,000.00
232	C-04-34-28-102-6200-0050	9327 OVIEDO ST SEBRING FL 33872	$ 4,000.00
233	C-04-34-28-102-6200-0070	9303 OVIEDO ST SEBRING FL	$ 4,000.00
234	C-04-34-28-102-6200-0130	9123 BARQUERA DR SEBRING FL 33872	$ 4,000.00
235	C-04-34-28-102-6200-0140	9113 BARQUERA DR SEBRING, FL 33872	$ 4,000.00
236	C-04-34-28-102-6200-0160	9035 BARQUERA DR SEBRING FL 33872	$ 4,000.00
237	C-04-34-28-102-6200-0180	9007 BARQUERA DR SEBRING FL 33872	$ 4,000.00
238	C-04-34-28-102-6210-0090	9012 BARQUERA DR SEBRING FL 33872	$ 4,000.00
239	C-04-34-28-102-6210-0110	9024 BARQUERA DR SEBRING GL 33872	$ 4,000.00
240	C-04-34-28-102-6210-0130	9102 BARQUERA DR SEBRING FL 33872	$ 4,000.00
241	C-04-34-28-102-6210-0170	9132 BARQUERA DR SEBRING FL 33872	$ 4,000.00
242	C-04-34-28-102-6210-0190	8957 OVIEDO ST SEBRING FL 33872	$ 4,000.00
243	C-04-34-28-102-6210-0210	8945 OVIEDO ST SEBRING FL 33872	$ 4,000.00
244	C-04-34-28-102-6210-0250	8923 OVIEDO ST SEBRING FL 33872	$ 4,000.00
245	C-04-34-28-102-6210-0260	8919 OVIEDO ST SEBRING FL 33872	$ 4,000.00
246	C-04-34-28-102-6210-0290	8865 OVIEDO ST SEBRING FL 33872	$ 4,000.00
247	C-04-34-28-102-6220-0040	5749 BESS DR SEBRING FL 33872	$ 4,000.00
248	C-04-34-28-102-6220-0090	8642 COSTDO ST SEBRING FL 33872	$ 4,000.00
249	C-04-34-28-102-6230-0030	8751 OVIEDO ST SEBRING FL 33872	$ 4,000.00
250	C-04-34-28-102-6230-0100	8229 MANTUA AVE AVE SEBRING FL 33872	$ 4,000.00
251	C-04-34-28-102-6230-0110	8233 MANTUA AVE SEBRING FL 33872	$ 4,000.00
252	C-04-34-28-102-6240-0040	5048 OVIEDO ST SEBRING FL 33872	$ 4,000.00
253	C-04-34-28-102-6240-0080	9018 OVIEDO ST SEBRING FL 33872	$ 4,000.00
254	C-04-34-28-102-6240-0120	8956 OVIEDO ST SEBRING FL 33872	$ 4,000.00
255	C-04-34-28-102-6240-0140	8944 OVIEDO ST SEBRING FL 33872	$ 4,000.00
256	C-04-34-28-102-6240-0180	8922 OVIEDO ST SEBRING FL 33872	$ 4,000.00
257	C-04-34-28-102-6240-0200	8910 OVIEDO ST SEBRING FL 33872	$ 4,000.00
258	C-04-34-28-102-6240-0230	8860 OVIEDO ST SEBRING FL 33872	$ 4,000.00
259	C-04-34-28-102-6240-0280	8824 OVIEDO ST SEBRING FL 33872	$ 4,000.00
260	C-04-34-28-102-6240-0290	8816 OVIEDO ST SEBRING FL 33872	$ 4,000.00
261	C-04-34-28-102-6240-0300	8808 OVIEDO ST SEBRING GL 33872	$ 4,000.00
262	C-04-34-28-102-6240-0350	8740 OVIEDO ST SEBRING FL 33872	$ 4,000.00
263	C-04-34-28-102-6240-0380	8724 OVIEDO ST SEBRING FL 33872	$ 4,000.00
264	C-04-34-28-102-6240-0390	8718 OVIEDO ST SEBRING FL 33872	$ 4,000.00
265	C-04-34-28-102-6240-0430	8652 OVIEDO ST SEBRING FL 33872	$ 4,000.00
266	C-04-34-28-102-6240-0450	8640 OVIEDO ST SEBRING FL 33872	$ 4,000.00
267	C-04-34-28-102-6240-0520	8550 OVIEDO ST SEBRING FL 33872	$ 4,000.00
268	C-04-34-28-102-6240-0540	8534 OVIEDO ST SEBRING FL 33872	$ 4,000.00
269	C-04-34-28-102-6240-0550	8526 OVIEDO ST SEBRING FL 33872	$ 4,000.00
270	C-04-34-28-102-6260-0020	8641 OVIEDO ST SEBRING FL 33872	$ 4,000.00
271	C-04-34-28-102-6270-0020	8609 OVIEDO ST SEBRING FL 33872	$ 4,000.00
272	C-04-34-28-102-6280-0010	8553 OVIEDO ST SEBRING FL 33872	$ 4,000.00
273	C-04-34-28-102-6280-0020	8539 OVIEDO ST SEBRING FL 33872	$ 4,000.00
274	C-04-34-28-102-6280-0030	8525 OVIEDO ST SEBRING FL 33872	$ 4,000.00
275	C-04-34-28-102-6280-0040	8517 OVIEDO ST SEBRING FL 33872	$ 4,000.00
276	C-04-34-28-102-6280-0050	8509 OVIEDO ST SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
277	C-04-34-28-102-6300-0010	8604 RODRIGO CT SEBRING FL 33872	$ 4,000.00
278	C-04-34-28-102-6300-0060	8603 RODRIGO CT SEBRING FL 33872	$ 4,000.00
279	C-04-34-28-102-6310-0040	8666 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
280	C-04-34-28-102-6310-0050	8658 SAN NATEO ST SEBRING FL 33872	$ 4,000.00
281	C-04-34-28-102-6310-0060	8652 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
282	C-04-34-28-102-6310-0070	8648 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
283	C-04-34-28-102-6310-0080	8644 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
284	C-04-34-28-102-6310-0090	8640 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
285	C-04-34-28-102-6310-0110	8630 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
286	C-04-34-28-102-6320-0010	8667 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
287	C-04-34-28-102-6320-0020	8623 SAN MATEO ST SEBRING FL 33872	$ 4,000.00
288	C-04-34-28-102-6330-0010	6454 STEVE DR SEBRING FL 33872	$ 4,000.00
289	C-04-34-28-102-6330-0040	6440 STEVE DR SEBRING FL 33872	$ 4,000.00
290	C-04-34-28-102-6330-0050	6434 STEVE DR SEBRING FL 33872	$ 4,000.00
291	C-04-34-28-102-6330-0090	6324 STEVE DR SEBRING FL 33872	$ 4,000.00
292	C-04-34-28-102-6330-0220	7438 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
293	C-04-34-28-102-6330-0240	7426 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
294	C-04-34-28-102-6330-0250	7418 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
295	C-04-34-28-102-6340-0010	6453 STEVE DR SEBRING FL 33872	$ 4,000.00
296	C-04-34-28-102-6340-0020	6441 STEVE DR SEBRING FL 33872	$ 4,000.00
297	C-04-34-28-102-6340-0080	6319 STEVE DR SEBRING FL 33872	$ 4,000.00
298	C-04-34-28-102-6340-0110	6301 STEVE DR SEBRING FL 33872	$ 4,000.00
299	C-04-34-28-102-6340-0120	6235 STEVE DR SEBRING FL 33872	$ 4,000.00
300	C-04-34-28-102-6340-0130	6225 STEVE DR SEBRING FL 33872	$ 4,000.00
301	C-04-34-28-102-6340-0140	6217 STEVE DR SEBRING FL 33872	$ 4,000.00
302	C-04-34-28-102-6340-0170	6310 MERRICK DR SEBRING FL 33872	$ 4,000.00
303	C-04-34-28-102-6340-0180	6316 MERRICK DR SEBRING FL 33872	$ 4,000.00
304	C-04-34-28-102-6340-0190	6320 MERRICK DR SEBRING FL 33872	$ 4,000.00
305	C-04-34-28-102-6340-0200	6324 MERRICK DR SEBRING, FL 33872	$ 4,000.00
306	C-04-34-28-102-6350-0010	7417 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
307	C-04-34-28-102-6350-0020	6329 MERRICK DR SEBRING FL 33872	$ 4,000.00
308	C-04-34-28-102-6350-0030	6407 MERRICK DR SEBRING FL 33872	$ 4,000.00
309	C-04-34-28-102-6350-0100	7251 VIRTUDES ST SEBRING GL 33872	$ 4,000.00
310	C-04-34-28-102-6350-0110	6443 MERRICK DR SEBRING FL 33872	$ 4,000.00
311	C-04-34-28-102-6350-0120	6431 MERRICK DR SEBRING FL 33872	$ 4,000.00
312	C-04-34-28-102-6360-0010	6406 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
313	C-04-34-28-102-6360-0020	6414 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
314	C-04-34-28-102-6360-0070	6500 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
315	C-04-34-28-102-6360-0080	6510 BALBOA BLVD SEBRING FL 33872	$ 4,000.00
316	C-04-34-28-102-6360-0110	7264 VIRTUDES ST SEBRING FL 33872	$ 4,000.00
317	C-04-34-28-110-1830-0040	7744 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
318	C-04-34-28-110-1830-0070	7834 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
319	C-04-34-28-110-1830-0090	7900 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
320	C-04-34-28-110-1830-0120	7936 SUN N LAKES BLVD SEBRING FL 33872	$ 4,000.00
321	C-04-34-28-110-1830-0140	8022 SUN N LAKES BLVD SEBRING GL 33872	$ 4,000.00
322	C-04-34-28-110-1830-0200	8128 SUN N LAKES BLVD SEBRINGFL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
323	C-04-34-28-110-1830-0220	8149 ANCHA ST SEBRING FL 33872	$ 4,000.00
324	C-04-34-28-110-1830-0260	8059 ANCHA ST SEBRING FL 33872	$ 4,000.00
325	C-04-34-28-110-1830-0300	8011 ANCHA ST SEBRING FL 33872	$ 4,000.00
326	C-04-34-28-110-1830-0320	7947 ANCHA ST SEBRING FL 33872	$ 4,000.00
327	C-04-34-28-110-1830-0420	5503 CANADA AVE SEBRING FL 33872	$ 4,000.00
328	C-04-34-28-110-1840-0010	5504 CANADA AVE SEBRING FL 33872	$ 4,000.00
329	C-04-34-28-110-1840-0060	7513 ANCHA ST SEBRING FL 33872	$ 4,000.00
330	C-04-34-28-110-1840-0110	7335 ANCHA ST SEBRING FL 33872	$ 4,000.00
331	C-04-34-28-110-1840-0150	7213 ANCHA ST SEBRING FL 33872	$ 4,000.00
332	C-04-34-28-110-1840-0160	7209 ANCHA ST SEBRING FL 33872	$ 4,000.00
333	C-04-34-28-110-1840-0170	7135 ANCHA ST SEBRING FL 33872	$ 4,000.00
334	C-04-34-28-110-1840-0200	7107 ANCHA ST SEBRING FL 33872	$ 4,000.00
335	C-04-34-28-110-1840-0400	5502 CANASA AVE SEBRING FL 33872	$ 4,000.00
336	C-04-34-28-110-1850-0090	7512 ANCHA ST SEBRING FL 33872	$ 4,000.00
337	C-04-34-28-110-1850-0100	7530 ANCHA ST SEBRING FL 33872	$ 4,000.00
338	C-04-34-28-110-1850-0170	7722 ANCHA ST SEBRING FL 33872	$ 4,000.00
339	C-04-34-28-110-1850-0210	7645 BERNAL DR SEBRING FL 33872	$ 4,000.00
340	C-04-34-28-110-1850-0230	7615 BERNAL DR SEBRING FL 33872	$ 4,000.00
341	C-04-34-28-110-1850-0240	7539 BERNAL DR SEBRING FL 33872	$ 4,000.00
342	C-04-34-28-110-1850-0250	7525 BERNAL DR SEBRING FL 33872	$ 4,000.00
343	C-04-34-28-110-1850-0260	7509 BERNAL DR SEBRING FL 33872	$ 4,000.00
344	C-04-34-28-110-1850-0270	7441 BERNAL DR SEBRING FL 3387	$ 4,000.00
345	C-04-34-28-110-1850-0290	7411 BERNAL DR SEBRING FL 33872	$ 4,000.00
346	C-04-34-28-110-1850-0300	7335 BERNAL DR SEBRING FL 33872	$ 4,000.00
347	C-04-34-28-110-1850-0320	7307 BERNAL DR SEBRING FL 33872	$ 4,000.00
348	C-04-34-28-110-1850-0330	7239 BERNAL DR SEBRING FL 33872	$ 4,000.00
349	C-04-34-28-110-1850-0340	7225 BERNAL DR SEBRING FL 33872	$ 4,000.00
350	C-04-34-28-110-1850-0350	7209 BERNAL DR SEBRING FL 3387	$ 4,000.00
351	C-04-34-28-110-1850-0390	7203 MAGDA ST SEBRING FL 33872	$ 4,000.00
352	C-04-34-28-110-1860-0040	7836 ANCHA ST SEBRING FL 33872	$ 4,000.00
353	C-04-34-28-110-1860-0150	8058 ANCHA ST SEBRING FL 33872	$ 4,000.00
354	C-04-34-28-110-1860-0170	8047 BERNAL DR SEBRING FL 33872	$ 4,000.00
355	C-04-34-28-110-1860-0180	8037 BERNAL DR SEBRING FL 33872	$ 4,000.00
356	C-04-34-28-110-1860-0250	7911 BERNAL DR SEBRING FL 33872	$ 4,000.00
357	C-04-34-28-110-1860-0280	7817 BERNAL DR SEBRING FL 33872	$ 4,000.00
358	C-04-34-28-110-1860-0290	5503 AGULIA AVE SEBRING FL 33872	$ 4,000.00
359	C-04-34-28-110-1870-0030	7936 BERNAL DR SEBRING FL 33872	$ 4,000.00
360	C-04-34-28-110-1870-0050	7950 BERNAL DR SEBRING FL 33872	$ 4,000.00
361	C-04-34-28-110-1870-0090	8046 BERNAL DR SEBRING FL 33872	$ 4,000.00
362	C-04-34-28-110-1870-0100	8058 BERNAL DR SEBRING FL 33872	$ 4,000.00
363	C-04-34-28-110-1870-0110	8060 BERNAL DR SEBRING FL 33872	$ 4,000.00
364	C-04-34-28-110-1870-0120	8066 BERNAL DR SEBRING FL 33872	$ 4,000.00
365	C-04-34-28-110-1870-0160	8148 ANCHA ST SEBRING FL 33872	$ 4,000.00
366	C-04-34-28-110-1870-0170	4216 GERONA AVE SEBRING FL 33872	$ 4,000.00
367	C-04-34-28-110-1870-0180	4220 GERONA AVE SEBRING FL 33872	$ 4,000.00
368	C-04-34-28-110-1870-0190	4226 GERONA AVE SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
369	C-04-34-28-110-1870-0330	8133 MAGGIORE ST SEBRING FL 33872	$ 4,000.00
370	C-04-34-28-110-1870-0350	8109 MAGGIORE ST SEBRING FL 33872	$ 4,000.00
371	C-04-34-28-110-1870-0370	8137 CABO DR SEBRING FL 33872	$ 4,000.00
372	C-04-34-28-110-1870-0400	8101 CABO DR SEBRING FL 33872	$ 4,000.00
373	C-04-34-28-110-1870-0410	8049 CABO DR SEBRING FL 33872	$ 4,000.00
374	C-04-34-28-110-1870-0430	8025 CABO DR SEBRING FL 33872	$ 4,000.00
375	C-04-34-28-110-1870-0440	8019 CABO DR SEBRING FL 33872	$ 4,000.00
376	C-04-34-28-110-1870-0450	8011 CABO DR SEBRING FL 33872	$ 4,000.00
377	C-04-34-28-110-1870-0470	7957 CABO DR SEBRING FL 33872	$ 4,000.00
378	C-04-34-28-110-1870-0480	7945 CABO DR SEBRING FL 33872	$ 4,000.00
379	C-04-34-28-110-1870-0490	7937 CABO DR SEBRING FL 33872	$ 4,000.00
380	C-04-34-28-110-1870-0560	7823 CABO SR SEBRING FL 33872	$ 4,000.00
381	C-04-34-28-110-1870-0570	5603 CALIGULA AVE SEBRING FL 33872	$ 4,000.00
382	C-04-34-28-110-1880-0060	7508 BERNAL DR SEBRING FL 33872	$ 4,000.00
383	C-04-34-28-110-1880-0110	7644 BERNAL DR SEBRING FL 33872	$ 4,000.00
384	C-04-34-28-110-1880-0120	7712 BERNAL DR SEBRING FL 33872	$ 4,000.00
385	C-04-34-28-110-1880-0160	7806 BERNAL DR SEBRING FL 33872	$ 4,000.00
386	C-04-34-28-110-1880-0180	5604 CALIGULA AVE SEBRING FL 33872	$ 4,000.00
387	C-04-34-28-110-1880-0190	7727 CABO DR SEBRING FL 33872	$ 4,000.00
388	C-04-34-28-110-1880-0210	7625 CABO DR SEBRING FL 33872	$ 4,000.00
389	C-04-34-28-110-1880-0240	7539 CABO DR SEBRING FL 33872	$ 4,000.00
390	C-04-34-28-110-1880-0250	7525 CABO DR SEBRING FL 33872	$ 4,000.00
391	C-04-34-28-110-1880-0320	7321 CABO DR SEBRING FL 33872	$ 4,000.00
392	C-04-34-28-110-1890-0030	7322 CABO DR SEBRING FL 33872	$ 4,000.00
393	C-04-34-28-110-1890-0040	7334 CABO DR SEBRING FL 33872	$ 4,000.00
394	C-04-34-28-110-1890-0060	7418 CABO DR SEBRING FL 33872	$ 4,000.00
395	C-04-34-28-110-1890-0070	7424 CABO DR SEBRING FL 33872	$ 4,000.00
396	C-04-34-28-110-1890-0080	7510 CABO DR SEBRINGFL 33872	$ 4,000.00
397	C-04-34-28-110-1890-0120	7612 CABO DR SEBRING FL 33872	$ 4,000.00
398	C-04-34-28-110-1890-0130	7624 CABO DR SEBRING FL 33872	$ 4,000.00
399	C-04-34-28-110-1890-0140	7715 CABO DR SEBRING FL 33872	$ 4,000.00
400	C-04-34-28-110-1890-0170	7800 CABO DR SEBRING FL 33872	$ 4,000.00
401	C-04-34-28-110-1890-0210	7838 CABO DR SEBRING FL 33872	$ 4,000.00
402	C-04-34-28-110-1890-0220	7904 CABO DR SEBRING FL 33872	$ 4,000.00
403	C-04-34-28-110-1890-0230	7916 CABO DR SEBRING FL 33872	$ 4,000.00
404	C-04-34-28-110-1890-0280	8010 CABO DR SEBRINGFL 33872	$ 4,000.00
405	C-04-34-28-110-1890-0450	7401 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
406	C-04-34-28-110-1890-0460	7397 HAPPYFACE ST SEBRING FL 33875	$ 4,000.00
407	C-04-34-28-110-1890-0470	7393 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
408	C-04-34-28-110-1890-0500	7381 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
409	C-04-34-28-110-1890-0510	7377 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
410	C-04-34-28-110-1890-0600	7341 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
411	C-04-34-28-110-1890-0610	7337 HAPPYFACE ST SEBRING FL 33875	$ 4,000.00
412	C-04-34-28-110-1890-0620	7333 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
413	C-04-34-28-110-1890-0630	7329 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
414	C-04-34-28-110-1890-0640	7325 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00

	Parcel ID	Address	Assessed Price
415	C-04-34-28-110-1890-0680	7309 HAPPYFACE ST SEBRING FL 33872	$ 4,000.00
416	C-04-34-28-110-1890-0690	7305 HAPPYFACE ST SEBRING FL 33875	$ 4,000.00
417	C-04-34-28-130-2750-0590	4500 CALATRAVA AVE SEBRING FL 33872	$ 4,000.00

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Rachel Barry, Zoning Supervisor**

SUBJECT/TITLE: **Request approval of Tower Removal Agreement between Highlands County, TowerCom VIII-B, LLC, and Jorge & Teresa Moreno.**

STATEMENT OF ISSUE

On July 13, 2021, the Highlands County Zoning Board of Adjustment approved the request for a special exception to allow a wireless communication facility located at 4300 CR 64 E, Avon Park, Florida 33825. The tower owner/operator, TowerCom VIII-B, LLC, is required by Section 12.08.135.W. of the Code of Ordinances of Highlands County to execute and record a Tower Removal Agreement. This agreement is to ensure that, if abandoned, the tower is properly removed by the tower owner/operator or the owner of the property, or that sufficient security to cover the expense of having the tower removed is in place.

Attached for your review and approval, please find the Tower Removal Agreement between Highlands County, TowerCom VIII-B, LLC, and Jorge & Teresa Moreno.

RECOMMENDED ACTION

Move to approve and execute the Tower Removal Agreement between Highlands County; the tower owner/operator, TowerCom VIII-B, LLC; and the land owner, Jorge & Teresa Moreno; as submitted.

FISCAL IMPACT

No fiscal impact.

Attachments: TRA Moreno.pdf

TOWER REMOVAL AGREEMENT

THIS TOWER REMOVAL AGREEMENT ("Agreement") is made and entered into as of _____, 20__, by and between the **Board of County Commissioners** of Highlands County, a political subdivision of the State of Florida, whose address is 600 South Commerce Avenue, Sebring, Florida 33870 (the "County"), **Jorge & Teresa A. Moreno**, whose address is 2451 W Seiple Road, Avon Park, FL 33825 (the "Property Owner"), and **TowerCom VIII-B, LLC**, a Delaware limited liability company, whose address is 241 Atlantic Boulevard, Suite 201, Neptune Beach, FL 32266 (the "Tower Owner/Operator"), (collectively, the "Parties" and each individually a "Party").

BACKGROUND

WHEREAS, a special exception, Hearing Number 1880, was granted to the Jorge and Teresa A. Moreno on July 13, 2021 for the Tower Owner to construct a communications tower on the Property Owner's property (the "Tower"); and

WHEREAS, a commercial site plan exemption verification was approved for the Land Owner on November 3,2021 to construct the Tower within Highlands County, Florida, located on land then leased to Tower Owner by Property Owner and more fully described in the legal description attached as Exhibit "A" (the "Land");

WHEREAS, the Parties make this Agreement for the purposes of satisfying the requirement of Section 12.08.135.W. of the Code of Ordinances, Highlands County, Florida (the "Code").

NOW THEREFORE, it is hereby agreed as follows:

1. **Transfer of Ownership of Tower**. Upon sale or other transaction in which ownership of the Tower is transferred to another entity, the Tower Owner/Operator shall provide Highlands County with a copy of documents that provide verification of the transfer of ownership of the Tower to the new entity. Failure to provide those documents to Highlands County might subject Tower/Operator to a determination that Tower/Operator has abandoned the Tower, in accordance with Section 12.08.135.U. of the Code.
2. **Tower Removal by Tower Owner/Operator and Property Owner.** Tower Owner/Operator and Property Owner agree that non-use of the Tower located on the real property described on attached Exhibit A is governed by the provisions of Section 12.08.135.U. of the Code, as it is amended from time to time, which is incorporated herein by reference and presently provides as follows:
    a. **Discontinuance of use**. In the event the use of any wireless communications facility is discontinued for a period of one hundred eighty (180) consecutive days, the facility shall be deemed to be abandoned. Determination of the date of abandonment shall be made by the county administrator who shall have the right to request documentation and/or affidavits from the transmission Tower Owner/Operator regarding the issue of tower usage. Except where the County has determined the non-use

constitutes an unsafe condition and a shorter response period is specified in the County's notice of abandonment, the transmission Tower Owner/Operator shall respond within sixty (60) calendar days to the above notice of abandonment.

b. **Failure or refusal to respond**. Failure or refusal by the transmission Tower Owner/Operator to respond for any reason shall constitute prima facie evidence that the transmission Tower has been abandoned.

c. **Consequence of abandonment**. Upon a determination of abandonment and notice thereof to the Property Owner and to the transmission Tower Owner/Operator, the Tower Owner/Operator or Property Owner shall have an additional ninety (90) calendar days within which to:

   i. Activate the use of the facility or transfer the tower to another Tower Owner/Operator who makes actual use of the tower within the ninety (90) calendar day period; or

   ii. At no cost to the County, dismantle and remove the wireless communication facility.

d. **Expiration of special exception or approval**. At the earlier, of ninety (90) calendar days from the date of abandonment without reactivation or upon completion of dismantling and removal, any previous special exception and/or approval for the facility shall automatically expire.

3. **Security**. As required by Section 12.08.135.W. of the Code, the Tower Owner/Operator has provided the County with a bond or other form of security, attached as Exhibit B (the "Security").

4. **Estimate**. As required by Section 12.08.135.W. of the Code, the dollar amount secured by the Security was determined based on the project engineer's cost estimate for removal of the Tower, a copy of which is attached hereto and incorporated herein as Exhibit C.

5. **Amount and Duration of Security**. The Security shall be in an amount of one hundred ten percent (110%) of the estimated cost of removing the Tower and shall be for the duration of the life of the Tower and the length of the respective building permit, or whichever is greater.

6. **Maintenance and Renewal of Security**. The Tower Owner/Operator shall maintain a current bond or other form of security acceptable to the County in full force and effect and on file with the County until thirty (30) days after the Tower has been removed. That security shall be in an amount of one hundred ten percent (110%) of the estimated cost of removing the Tower, shall be renewed as required by the County, and shall be adjusted for increases in removal costs. Further, the project engineer's cost estimate shall be renewed every ten (10) years and submitted to the County Engineer's Office.

7. **Use of Security**. The County may use the Security and complete the removal of the Tower if the Tower has not been removed within one hundred eighty (180) days of abandonment and in accordance with the provisions of the Code.

8. **Removal of Tower by County**. In the event that Tower Owner/Operator or Property Owner fail to remove the Tower within the one hundred eighty (180) days set forth in the Code or are otherwise subject to removal of the Tower, the County may have the Tower removed in accordance with the provisions of Section 12.08.135.U. of the Code, and Tower Owner/Operator and Property Owner shall be responsible for the County's reasonable direct cost of removal; and the County may record a lien against the real property described on attached Exhibit A and the personal property of the Property Owner and Tower Owner/Operator for costs of removal, if the costs of removal exceed the Security or if the Security is invalid or expired for any reason.

9. **Non-liability of County**. The County shall not be responsible to Property Owner or Tower Owner/Operator for damage to any structures or property caused by or related to removal of the Tower.

10. **Recordation**. This Agreement shall be recorded in the Public Records of Highlands County, Florida and shall run with the Land and be binding on any successors or assigns of Property Owner and Tower Owner/Operator.

11. **Consent of Jurisdiction and Venue**. In the event that any Party to this Agreement commences a lawsuit or other proceeding relating to or arising from this Agreement, the Parties hereto agree that the Circuit Court of the Tenth Judicial Circuit in and for Highlands County, Florida, shall have the sole and exclusive jurisdiction over any such proceeding. That court shall be proper venue for any such lawsuit or judicial proceeding, and the Parties hereto waive any objection to such venue. The Parties hereto consent to and agree to submit to the jurisdiction of the court specified herein, agree to accept the service of process, and agree that service of process shall vest personal jurisdiction over them by that court.

12. **Notices**. All notices and other communication hereunder shall be in writing and shall be deemed to have been validly served, given or delivered: (i) five (5) days after deposit in the United States mail, by certified mail with return receipt requested and postage prepaid, (ii) when delivered personally, (iii) one (1) day after the delivery to any overnight courier, or (iv) when transmitted by facsimile transmission upon confirmation of receipt, when addressed to the Party to be notified as follows:

If to the Tower Owner, to: TOWERCOM VIII-B, LLC
241 Atlantic Boulevard, Suite 201

Neptune Beach, FL 32266
Attention: George Davis
Email: gdavis@towercomenterprises.com
Ref: Avon Park

If to the Property Owner, to: JORGE & TERESA A. MORENO
2451 W. Seiple Road
Avon Park, FL 33825

If to the County, to: Highlands County Board of County Commissioners
Attn: Clinton Howerton, P.E. County Engineer
505 S. Commerce Ave.
Sebring, Florida 33870
Phone: (863)402-6877
Fax: (863)402-6548

With a copy to: Highlands County Board of County Commissioners
Attn: Sherry Sutphen, County Attorney
600 S. Commerce Ave.
Sebring, Florida 33870
Phone: (863)402-6501
Fax: (863)402-6508

Or to such other address as each Party may designate for itself by like notice.

13. **Amendments or Waiver**. This Agreement may be changed, discharged, or terminated only by writing signed by all Parties hereto. No waiver of any provision of or performance, right, or obligation under this Agreement shall be valid except when delivered to the other Parties to this Agreement pursuant to paragraph 13 of this Agreement. No delay or omission by any part in exercising any right with respect hereto shall operate as waiver. A waiver on any one occasion shall not be construed as a bar to, or waiver of, any right or remedy on any further occasion.

14. **Severability**. To the extent any provision of this Agreement is prohibited by or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition, or invalidity, without invalidating the remainder of such provision or the remaining provisions of the Agreement.

15. **Governing Law**. This Agreement shall be construed and interpreted in accordance with the internal laws of the state of Florida without giving effect to the conflict of laws principles thereof.

16. **Entire Agreement**. This Agreement constitutes the entire agreement between the Parties relating to Sections 12.08.133 and 12.08.135 of the Code, the Security, and removal of the Tower.

17. **Binding Effect**. All of the terms of this Agreement, as amended from time to time, shall be binding upon, inure to the benefit of, and be enforceable by the respective successors and assigns of the Tower Owner/Operator, Property Owner, and the County.

18. **Execution of Counterparts**. This Agreement and any written direction may be executed in counterparts, which, when so executed, shall constitute one and the same agreement or direction.

IN WITNESS WHEREOF the Parties have hereunto set their hands and seals the day and year above set forth.

COUNTY:

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
~~Scott A. Kirouac, Chairman~~
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST: _____
Jerome Kaszubowski, Clerk

STATE OF FLORIDA
COUNTY OF HIGHLANDS

The foregoing Agreement was acknowledged before me by means of [ ] physical presence or [ ] online notarization this ___ day of _____, 20__, by ~~Scott A.~~ Kathleen G. Rapp ~~Kirouac~~, as ~~Chairman~~ Person of the Board of County Commissioners, and by Jerome Kaszubowski, Clerk of Court, who ☐ are personally known to me, or ☐ who have produced _____ and _____ as identification, and who did/did not take oaths.

_____
Print Name: _____

Notary Public, State of Florida
My Commission Expires: _____

TOWER OWNER/OPERATOR:

TowerCom VIII-B, LLC, a corporation,

By: John M. Moody

Print: John Moody

Title: Vice President

STATE OF Florida
COUNTY OF Brevard

The foregoing Agreement was acknowledged before me by means of [✓] physical presence or [ ] online notarization this 24 day of Nov, 2021 by John Moody, as VP (title) of TowerCom (corporation), who ☑ is personally known to me, or ☐ who has produced _____ as identification, and who did/did not take an oath.

_____
Print Name:

CHRISTOPHER TRUSTER
Notary Public – State of Florida
Commission # GG 197335
My Comm. Expires Mar 18, 2022
Bonded through National Notary Assn.

Notary Public, State of Florida
My Commission Expires: _____

PROPERTY OWNER:

Jorge Moreno

By: Jorge Moreno

ISAAC HERRERA
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG189608
Expires 3/20/2022

STATE OF Florida
COUNTY OF Highlands

The foregoing Agreement was acknowledged before me by means of [\] physical presence or [ ] online notarization this 22nd day of November, 2021, by Jorge Moreno, as owner (title) of property (corporation), who ☐ is personally known to me, or ☒ who has produced FLDL as identification, and who did/did not take an oath.

Isaac Herrera

Print Name: Isaac Herrera

Notary Public, State of Florida
My Commission Expires: 3-20-2022

Teresa A Moreno

By: Teresa A. Moreno

ISAAC HERRERA
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG189608
Expires 3/20/2022

STATE OF Florida
COUNTY OF Highlands

The foregoing Agreement was acknowledged before me by means of [ ] physical presence or [ ] online notarization this 22nd day of November, 2021, by Teresa Moreno, as owner (title) of property (corporation), who ☐ is personally known to me, or ☒ who has produced FLDL as identification, and who did/did not take an oath.

Print Name: Isaac Herrera

Notary Public, State of Florida
My Commission Expires: 3-20-2022

EXHIBIT "A"

Legal Description of the Leased Land

PARENT TRACT

(PER OFFICIAL RECORD BOOK 1625, PAGE 1948 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA)

TRACT 2:

A PORTION OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 33 SOUTH, RANGE 29 EAST, HIGHLANDS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTH QUARTER CORNER OF SAID SECTION;

THENCE RUN NORTH 89 DEG. 43' 00" WEST AND ALONG THE SOUTH LINE OF SECTION 9 A DISTANCE OF 2309.04 FEET;

THENCE NORTH 00 DEG. 17' 00" EAST A DISTANCE OF 660.06 FEET;

THENCE NORTH 89 DEG. 43' 00" WEST A DISTANCE OF 113.28 FEET TO A POINT ON THE SOUTHEASTERLY RIGHT OF WAY LINE OF STATE ROAD NO. 64;

THENCE NORTH 42 DEG. 42' 40" EAST AND ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 1732.23 FEET FOR POINT OF BEGINNING;

THENCE CONTINUE NORTH 42 DEG. 42' 40" EAST A DISTANCE OF 580.81 FEET;

THENCE SOUTH 17 DEG. 17' 20" EAST A DISTANCE OF 750.00 FEET;

THENCE SOUTH 42 DEG. 42' 40" WEST A DISTANCE OF 580.81 FEET;

THENCE NORTH 17 DEG. 17' 20" WEST A DISTANCE OF 750.00 FEET TO POINT OF BEGINNING.

TOWERCOM LEASE PARCEL

A PARCEL OF LAND BEING A PORTION OF THE SOUTHWEST ONE-QUARTER (1/4) OF SECTION 9, TOWNSHIP 33 SOUTH, RANGE 29 EAST, HIGHLANDS COUNTY, FLORIDA, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 9;

THENCE ON AN ASSUMED BEARING OF N89°43'00"W ALONG THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER (1/4) OF SAID SECTION 9, A DISTANCE OF 2309.04 FEET;

THENCE N00°17'00"E A DISTANCE OF 660.06 FEET;

THENCE N89°43'00"W A DISTANCE OF 113.28 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF COUNTY ROAD NO. 64 (150 FOOT PUBLIC RIGHT-OF-WAY);

THENCE N42°42'40"E ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 1732.23 FEET;

THENCE CONTINUE N42°42'40"E CONTINUING ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 580.81 FEET;

THENCE S47°17'20"E A DISTANCE OF 455.00 FEET;

THENCE S42°42'40"W A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING;

THENCE S47°17'20"E A DISTANCE OF 100.00 FEET;

THENCE S42°42'40"W A DISTANCE OF 100.00 FEET;

THENCE N47°17'20"W A DISTANCE OF 100.00 FEET;

THENCE N42°42'40"E A DISTANCE OF 100.00 FEET TO THE POINT OF BEGINNING;

SAID PARCEL OF LAND SITUATE WITHIN HIGHLANDS COUNTY, FLORIDA, CONTAINING 10,000.00 SQUARE FEET, MORE OR LESS.

TOWERCOM NON-EXCLUSIVE ACCESS AND UTILITY EASEMENT

A PARCEL OF LAND BEING A PORTION OF THE SOUTHWEST ONE-QUARTER (1/4) OF SECTION 9, TOWNSHIP 33 SOUTH, RANGE 29 EAST, HIGHLANDS COUNTY, FLORIDA, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER OF SAID SECTION 9;

THENCE ON AN ASSUMED BEARING OF N89°43'00"W ALONG THE SOUTH LINE OF THE SOUTHWEST ONE-QUARTER (1/4) OF SAID SECTION 9, A DISTANCE OF 2309.04 FEET;

THENCE N00°17'00"E A DISTANCE OF 660.06 FEET;

THENCE N89°43'00"W A DISTANCE OF 113.28 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF COUNTY ROAD NO. 64 (150 FOOT PUBLIC RIGHT-OF-WAY);

THENCE N42°42'40"E ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 1732.23 FEET;

THENCE CONTINUE N42°42'40"E CONTINUING ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 550.81 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUE N42°42'40"E CONTINUING ALONG SAID EAST RIGHT-OF-WAY LINE, A DISTANCE OF 30.00 FEET;

THENCE S47°17'20"E A DISTANCE OF 520.00 FEET;

THENCE S42°42'40"W A DISTANCE OF 50.00 FEET;

THENCE N47°17'20"W A DISTANCE OF 30.00 FEET;

THENCE N42°42'40"E A DISTANCE OF 20.00 FEET;

THENCE N47°17'20"W A DISTANCE OF 490.00 FEET TO THE POINT OF BEGINNING;

SAID PARCEL OF LAND SITUATE WITHIN HIGHLANDS COUNTY, FLORIDA, CONTAINING 16,200.00 SQUARE FEET, MORE OR LESS.

EXHIBIT "B"

Security Bond

Bond Number: CIC1908561

Tower Removal Bond

KNOW ALL PERSONS BY THESE PRESENTS: That we

TowerCom VIII - B, LLC Of 241 Atlantic Blvd., Ste 201, Neptune Beach 32266

a corporation duly organized under the laws of the State of Florida, as principal and Capitol Indemnity Corporation, as Surety are held and firmly bound unto BOCC of Highlands County, FL, 600 S Commerce Ave, Sebring, FL 33870 as Obligee, in the amount of Forty Four Thousand and No/100 Dollars ($44,000.00), for the payment of which, well and truly to made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, the liability of the Surety being limited to the penal sum of this bond regardless of the number of years the bond is in effect.

Whereas, the Principal has obtained written approval from the Obligee for the construction and erection of a wireless communication tower located at Avon Park – 4300 CR 64 E, Avon Park, FL 33825.

Now, therefore, if the principal well and truly complies with the maintenance, replacement, removal, relocation of the tower from the aforementioned address within 30 days upon receipt of written notice from the Obligee, to remove, replace, modify, or relocate the tower from said premises then this obligation is void, otherwise to remain in full force and effect unless cancelled as set forth below:

1. It shall be a condition precedent to any right of recover hereunder that, in the event of any default on the part of the Principal, a written statement of the particular facts of such default shall be, within Thirty (30) days, delivered to Surety at it's Home Office located at:

   Capitol Indemnity Corporation
   1600 Aspen Commons
   Middleton, WI 53562
   Phone: (800) 475-4450
   by registered mail to the Surety and the Surety shall not be obligated to perform Principal's obligation until sixty (60) days after Surety's receipt of such statement.

2. The Surety may cancel this bond at any time by giving Thirty (30) days' notice, by registered mail or overnight courier service to BOCC of Highlands County, FL (Obligee). Such termination shall not affect liability under this obligation prior to the effective date of such termination.
3. No action, suit, or proceeding shall be maintained against the Surety on this bond unless the action is brought within twelve (12) months of the cancellation date of this bond.
4. Regardless of the number of years this bond may be renewed; in no event shall the liability of the Surety exceed the penal sum of this bond.
5. It is understood that the non-renewal of the bond by the Surety, or failure or inability of the Principal to file a replacement bond shall not constitute a loss recoverable by the Obligee under this bond.

Signed, sealed, and witnessed this 10th day of November, 2021.

Witness

Towercom VII – B, LLC

Capitol Indemnity Corporation

Bradford J. Quiri, Attorney-In-Fact

Lock Fields

CAPITOL INDEMNITY CORPORATION
POWER OF ATTORNEY

CIC1908561
Bond Number

KNOW ALL MEN BY THESE PRESENTS, That the **CAPITOL INDEMNITY CORPORATION,** a corporation of the State of Wisconsin, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

---------- BRADFORD J. QUIRI; JEREMY J. CRAWFORD ----------

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

---------- ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED . $20,000,000.00 ----------

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **CAPITOL INDEMNITY CORPORATION** at a meeting duly called and held on the 15th day of May, 2002.

"**RESOLVED,** that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner – Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

IN WITNESS WHEREOF, the **CAPITOL INDEMNITY CORPORATION** has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 1st day of January, 2020.

Attest:

Ryan J. Byrnes
Senior Vice President,
Chief Financial Officer and Treasurer

Suzanne M. Broadbent
Assistant Secretary

CAPITOL INDEMNITY CORPORATION

John L. Sennott, Jr.
Chief Executive Officer and President

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

On the 1st day of January, 2020 before me personally came John L. Sennott, Jr., to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is Chief Executive Officer and President of **CAPITOL INDEMNITY CORPORATION,** the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

David J. Regele
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

I, the undersigned, duly elected to the office stated below, now the incumbent in **CAPITOL INDEMNITY CORPORATION,** a Wisconsin Corporation, authorized to make this certificate, **DO HEREBY CERTIFY** that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 10th day of November 20 21

Andrew B. Diaz-Matos
Senior Vice President, General Counsel and Secretary

THIS DOCUMENT HAS BEEN GENERATED FOR A SPECIFIC BOND. IF YOU HAVE ANY QUESTIONS CONCERNING THE AUTHENTICITY OF THIS DOCUMENT CALL 800-475-4450.

EXHIBIT "C"

Project Engineer's Cost Estimate for Removal of the Tower

CBVR
TELECOM DESIGN GROUP

November 8, 2021

Towercom VIII – B, LLC
241 Atlantic Blvd, Suite 201
Neptune Beach, FL

RE: Professional Engineer Opinion Letter for Tower Removal Cost
Towercom VIII – B, LLC Site Name / Number: Avon Park / 89397
Site Address: 4300 CR 64 E, Avon Park, FL 33825
CBVR Project #: TC.100.21

Dear Mr. Moody:

Based in our experience in the field of cellular telecommunications, I hereby attest to the best of my knowledge, belief, and professional judgment, that the cost of removing the telecommunication tower, demo the existing caisson below grade and to restore the site to same or better condition prior of the tower installation has a cost estimate of **$40,000.00**. This cost estimate ranges on prices within the average industry for a typical cellular telecommunications tower removal. Due to the ongoing fluctuation of construction costs, a licensed contractor experienced in the telecommunications field should be consulted for an exact removal quote, if needed.

CBVR Telecom Design Group makes no warranties, expressed or implied, in connection with this opinion letter, and disclaims any liability arising from its use. CBVR Telecom Design Group's scope of services does not include construction phase services nor the completion or review of any tower removal construction documents. Furthermore, this opinion letter shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures.

We appreciate and thank you for the opportunity to provide this professional service. If you have any further questions on this opinion letter, please do not hesitate to contact us.

Sincerely,

CBVR Telecom Design Group
Hugh O. Reilly, PE
FL PE #72410

CBVR Telecom Design Group | 5113 Memorial Highway | Tampa, FL 33634
770.853.1233 | FL CA #31014

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton, Jr., P.E., County Engineer**

SUBJECT/TITLE: **Request to waive the Landfill Tipping Fees for disposal of debris from demolition of the existing buildings to allow construction of the Florida Medal of Honor Memorial at 442 S Eucalyptus St., Sebring, Fl.**

STATEMENT OF ISSUE

The City of Sebring City Council approved at the January 4, 2022 City Council meeting to give the property located at 442 S Eucalyptus St., to Florida Medal of Honor Memorial, Inc. to locate and construct the Florida Medal of Honor Memorial. (See Attached Location Map) The Florida Medal of Honor Memorial will be moved from the current proposed location on George Blvd. to the proposed site at 442 S Eucalyptus St., Sebring.

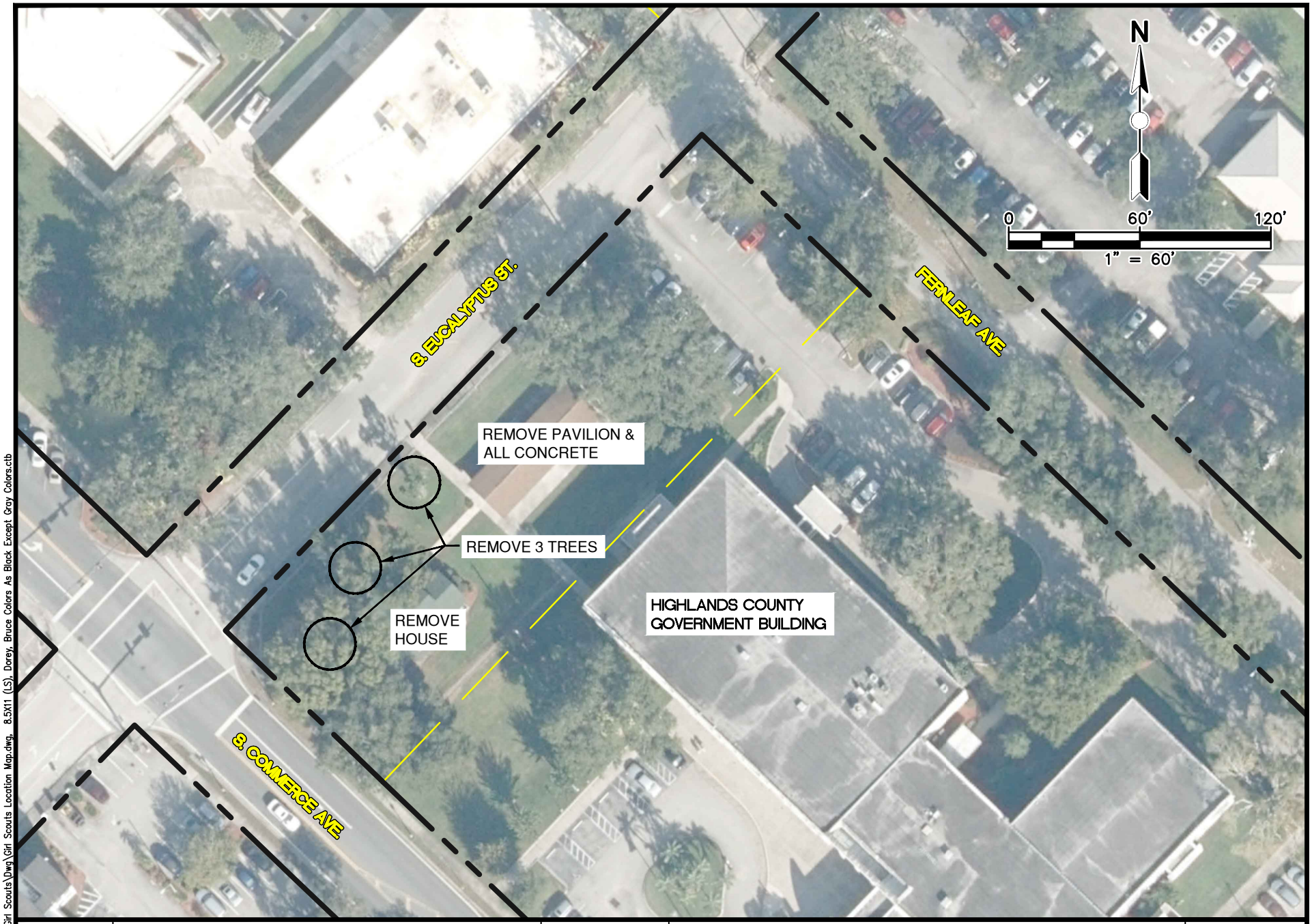
RECOMMENDED ACTION

Move approval to waive the Landfill tipping fees for disposal of the debris from demolition of existing buildings at the Florida Medal of Honor Memorial site.

FISCAL IMPACT

The fiscal impact to Fund 401 (Solid Waste) will be the loss of revenue not collected from the tipping fees. Landfill staff estimates demolition of the site would generate approximately 120 tons of waste at a cost of $3,900.00.

Attachments: Florida Medal of Honor Mem. Location Map-8.5X11 (LS).pdf



DESIGNED BY: J.D. LANGFORD, JR., P.E.	
DRAWN BY: BRUCE DOREY	
CHECKED BY: CLINTON HOWERTON, P.E.	
IN CHARGE: CLINTON HOWERTON, P.E.	
DATE: 1/6/2022	

HIGHLANDS COUNTY
ENGINEERING DEPARTMENT
505 S. COMMERCE AVENUE
SEBRING, FLORIDA 33870

APPROVED BY: CLINTON HOWERTON, JR., P.E.
FLORIDA REGISTRATION NO.: 61021
DATE:

FLORIDA MEDAL OF HONOR MEMORIAL
LOCATION MAP
442 S. EUCALYPTUS ST.,
SEBRING, FLORIDA

SCALE: HORIZ. 1"=60' VERT. N/A	
DRAWING NO. N/A	REV. 0
DATE: 1/6/2022	
SHEET 1 OF 1	

G:\PROJECTS\Other Projects\Girl Scouts\Dwg\Girl Scouts Location Map.dwg, 8.5X11 (LS), Dorey, Bruce Colors As Black Except Gray Colors.ctb

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton, Jr., P.E., County Engineer**

SUBJECT/TITLE: **Consideration of Consultant Service Authorization No.1 with Jones Edmunds & Associates, Inc. and Budget Amendment 21-22-042**

STATEMENT OF ISSUE

Attached for your approval is a Consultant Service Authorization (CSA) No 1 with Jones Edmunds and Associates, Inc. in the amount of $144,049.00 for Engineering Services to Evaluate Systems Operation and provide Temporary Systems Operation at the Highlands County Solid Waste Management Center and Closed Desoto City Landfill. Budget Amendment 21-22-042 to reallocate funds in the amount of $144,049.00 for the work is also attached for review and approval.

The loss of all the landfill technician staff to retirement or health issues has left the Solid Waste Department with no staff properly trained in the existing infrastructure layout and operations of the landfill leachate collection and treatment system. In addition, remaining staff is not trained in active gas management, control, and disposal system, groundwater monitoring well system, and potable water well and distribution system at the HCSWMC and the gas management, leachate collection and groundwater monitoring well system at the Closed Desoto City Landfill. This CSA will provide engineering evaluation of the system to develop revised operation plans and scope of the work involved with systems operations to provide detailed standard operating procedures for all the systems at the landfills to prevent the inability to perform systems operations with the loss of staff in the future as well as the possibility of ongoing operations by a qualified environmental systems operations vendor. The CSA will also evaluate the systems for any major repairs or maintenance and provide temporary daily operating services, monitoring and reporting from an environmental systems operation subconsultant for up to three (3) months along with training of landfill staff in all the systems operation is being performed. Funds in the amount of $144,049.00 will need to be reallocated within Cost Center 4210 (Refuse Disposal), Account 51200 (Regular Salaries & Wages) to Account 53100 (Professional Services).

RECOMMENDED ACTION

Move to approve the CSA No. 1 with Jones Edmunds and Associates, Inc. and Budget Amendment 21-22-042.

FISCAL IMPACT

There is no fiscal impact to Fund 401 (Solid Waste) or the overall FY 21/22 budget as this budget amendment is transferring $144,049.00 within the adopted budget.

Attachments: Jones Edmunds FINAL CSA. 1.13.22.pdf

HIGHLANDS COUNTY, FLORIDA
AUTHORIZATION FORM

Select One of the Following	
☐ **TOA: TASK ORDER ASSIGNMENT** (UNDER $50,000)	#
☒ **CSA: CONSULTANT SERVICE AUTHORIZATION** (OVER $50,000)	#1

Upon binding execution by both Parties, this CSA becomes an attachment to and a permanent part of the Master Professional Continuing Services Agreement (Agreement) between HIGHLANDS COUNTY and **Jones Edmunds & Associates, Inc.** (CONSULTANT), dated March 16, 2021. In accordance with Florida Statutes, Section 287.055 (2)(g) the CONSULTANT is providing professional services to the COUNTY for work of a specified nature as outlined in the Agreement.	**Project Amount:** $144,049.00
	Budget Account Number: Fund/cost center/account/project # if applicable. 401/4210/53100
	RFP# 20-024 Category 2 Engineering
	Master Contract Date: 03/16/2021

NOTE: THE CONSULTANT MAY NOT BEGIN WORK UNTIL THIS FULLY SIGNED CSA/TOA AND, AS NECESSARY, A COUNTY PURCHASE ORDER ARE DELIVERED TO THE CONSULTANT.

SUMMARY OF WORK TO BE COMPLETED

Each Task Authorization package must include:

☒ **Exhibit A** – Scope of Work
☒ **Exhibit B** – Compensation
☒ **Exhibit C** – Sub-Consultants
☐ **Exhibit D** – Plans/Drawings/Survey (NA)

DEPARTMENT APPROVAL

Recommended by	**Reviewed by**
Print Name: Robert A. Diefendorf, Jr., Assistant to County Engineer	Print Name: Clinton Howerton, PE, County Engineer
X Robert A. Diefendorf 1/12/22	X 1-12-22
1. Project Manager Signature — Date	2. Director or Designee Signature — Date

CONSULTANT ACCEPTANCE

Consultant's Designated Agent	**Consultant Project Manager:**
Print Name: Stanley F. Ferreira Jr, PE, President & CEO	Print Name: Alan Akman, Client Services Manager
X Stanley F. Ferreira, Jr. Jan 12, 2022 Stanley F. Ferreira, Jr. (Jan 12, 2022 09:34 EST)	**Select one of the items below:** ☒ Signer appears on Sunbiz.org OR
3. Consultant Signature — Date	☐ Signatory Authority is attached.

PURCHASING REVIEW

Purchasing Manager or Designee

Print Name: Christine Davis

X Christine Davis Digitally signed by Christine Davis Date: 2022.01.12 17:53:44 -05'00'

4. Purchasing Manager or Designee Signature — Date

LEGAL REVIEW

County Attorney or Designee

Print Name: Sherry G. Sutphen, County Attorney

X SGSutphen 1/13/2022

5. County Attorney or Designee Signature — Date

COUNTY APPROVAL

County Administrator or Designee (under $50,000)	**Board Chair** (over $50,000)
Print Name:	Print Name:
X	X
6. County Administrator or Designee Signature — Date	7. Board Chair or Designee Signature — Date

Consultant Services Authorization No. 1

Between and By
The Highlands County Board of County Commissioners
and Jones Edmunds & Associates, Inc.

I. CONSULTANT SERVICES GENERAL SCOPE OF WORK (EXHIBIT A)

TASK 1 – SYSTEM EVALUATION

Permit Conditions and Compliance – The **CONSULTANT** will review the Highlands County Solid Waste Management Center (HCSWMC) permits, operation plans, and recent compliance reports associated with the operation, management, and monitoring of theleachate collection and treatment system; active gas management,control, and disposal system; groundwater monitoring well system; and potable water well and distribution system. This review will include groundwater quality and leachate sprayfield loading. The **CONSULTANT** will also review the Closed Desoto City Landfill permits, operation plans, and recent compliance reports associated with the operation, management, and monitoring of the gas collection system, leachate collection system, and groundwater monitoring well system. From the results of the review, the **CONSULTANT** will summarize the submittal requirements and a schedule to include a list of action items that should be performed to maintain compliance or issues of concern that are identified.

1. System Evaluation – This evaluation will determine the operational, management, and monitoring status of the leachate collection and treatment system; active gas management, control, and disposal system; groundwater monitoring well system; and potable water well and distribution system to ensure that each system is operational, maintained, and meeting permit requirements.

    a. The System Evaluation includes:

        i. Reviewing existing permits, drawings, specifications, operationalplans, and sampling plans for the HCSWMC leachate collection and treatment system; active gas management, control, and disposal system; groundwater monitoring well system; and potable water well and distribution system as well as for the Closed Desoto City Landfill gas collection system, leachate collection system, and groundwater monitoring well system.

        ii. Jones Edmunds and Sullivan Environmental will provide field workand engineering assistance to manage and maintain the HCSWMCleachate collection and treatment system; active gas management, control, and disposal system; groundwater monitoring well system; and potable water well and distribution system as well as the Closed Desoto City Landfill gas collection system, leachate collection system, and groundwater well monitoring system including troubleshooting and recommending adjustments for better performance.

a) Up to 3 months of field work by the **CONSULTANT's** subconsultant Sullivan Environmental to evaluate the leachate collection and treatment system; active gas management, control, and disposal system; potable water well and distribution system; and groundwater monitoring well system. The active gas collection system evaluation will also include reviewing the flare, blower, wellfield, and wellfield optimization. A punch listof major items that may need maintenance or replacement will be prepared.

b) Weekly site visits by a Jones Edmunds Senior Engineer duringthe first month to provide oversight and direction of the evaluation.

c) Perform monitoring, sampling, reporting, and measurements as specified in the Operation Permit.

iii. Evaluating the system and completing minor corrective maintenance items. This task will cover the costs of minor workthat does not require permitting, design drawings, expansions, confined-space entry, electrical systems, or bid documents. Permit- and design-related work will be performed under a separate project as directed by the County.

iv. Training County Staff – Training will consist of hands-on trainingin the field on each of the systems evaluated. This training is assumed to take place during the evaluation period.

Task Assumptions:

1. Landfill drawings, specifications, and operation and sampling planincluding the leachate system, gas system, and potable well system can be found on the Florida Department of EnvironmentalProtection (FDEP) Oculus site.
2. Correspondence with FDEP is not required.
3. County staff will be available for training of the systems during theevaluation period.

Task Deliverables:

1. Punchlist of Repairs/Maintenance – A list of major items in need ofrepair/ replacement will be generated for each system.
2. Weekly summary report of operations performed by subconsultant.
3. All permit required reports and reports needed by the County to document field measurements, daily operation of equipment and flow measurements.

Task 2 – Revise Operation Plan

Update Operations – The existing Operation Plan will be revised based on the evaluation of the leachate collection and treatment system, active gas management, control and disposal system, potable water well and distribution system, and groundwater monitoring well system.

Task Assumptions:

1. The **CONSULTANT** will prepare updates to the Operation Plan documentin Word format.
2. No new CAD drawings will be required, although the figures mayneed to be revised.
3. The revised Operation Plan is for County use only and will not besubmitted to FDEP as a modification.

Task Deliverables:

1. Revised Operation Plan.

II. EXCLUSIONS AND CONDITIONS

All work included in this Work Scope is specified in this document. The followingare exclusions and conditions to this Work Scope:

- This Work Scope does not include any design of new systems or design modifications to existing systems.
- The intent of this Work Scope is to bring the operations of the Landfill systems into permit compliance. It does not guarantee that the leachate, gas, or groundwater will be in permit compliance.
- Additional training beyond the training during the evaluation period can be added to this scope for additional fee.
- Cost of materials needed to complete repairs to the various systems will bepaid by the County and is not included in this Work Scope.
- The quantities and labor hours listed in this Work Scope are intended as documentation and justification for the total cost of the project. Deviations or changes in the quantities and labor hours shall not be reason for non-payment if the total fee budget has not been exceeded.
- Sampling and testing for groundwater monitoring will be performed by the testing laboratory under a separate contract.

III. COMPENSATION (EXHIBIT B)

In accordance with the Contract for Continuing Services for Work of a Specified Nature between HIGHLANDS COUNTY **(the COUNTY)**, JONES EDMUNDS **(the CONSULTANT)**, and the Highlands County Purchasing Manual (Section 23. – Procurement of Goods and Services), the **CONSULTANT** will perform these services for the amount of One Hundred Forty-Four Thousand and Forty-Nine dollars ($144,049). Project work will be billed on a time-and-materials basis.

Invoices will be sent monthly and will reflect actual hours worked. Each invoice will contain a brief summary of the tasks performed during the month.

Attachment A provides a detailed budget breakdown.

IV. PERIOD OF SERVICE

The **CONSULTANT** will complete the work under this TASK ORDER by May 1, 2022, unless otherwise extended by the **COUNTY**.

CONSULTANT SERVICE AUTHORIZATION NO. 1
HIGHLANDS COUNTY
SYSTEMS OPERATIONS EVALUATION
JONES EDMUNDS OPPORTUNITY NO. 95884-376-21

JonesEdmunds

ATTACHMENT A - FEE ESTIMATE

TASKS	Chief Engineer 2	Senior Engineer 2	Senior Scientist	Engineering Intern	Designer	Secretary/ Clerical	Labor Hours	Labor Fee	COSTS Subconsultants	COSTS Reimbursable Expenses	TOTALS
Standard Rate	$235	$230	$160	$100	$105	$95					
TASK 1 - Systems Evaluation											
Permit Conditions and Compliance Review for HCSWMC	5	24	8	16		2	55	$ 9,765			$ 9,765
Current Systems Evaluation for HCSWMC	16	50		12			78	$ 16,460	$ 94,500	$ 750	$ 111,710
Current Systems Evaluation for DeSoto City Landfill	2	8		8	4		22	$ 3,530			$ 3,530
Punchlist of Repairs/Maintenance Items - Both Sites		4		8		2	14	$ 1,910			$ 1,910
Subtotal Task 1	23	86	8	44	4	4	169	$ 31,665	$ 94,500	$ 750	$ 126,915
TASK 2 - Revise Operation Plan											
Updated Operation Plan for HCSWMC	4	16	4	24	24	24	96	$ 12,460		$ 318	$ 12,778
Updated Operation Plan for DeSoto City Landfill	2	4	4	10	8	4	32	$ 4,250		$ 106	$ 4,356
Subtotal Task 2	6	20	8	34	32	28	128	$ 16,710		$ 424	$ 17,134
PROJECT TOTAL	29	106	16	78	36	32	297	$ 48,375	$ 94,500	$ 1,174	$ 144,049

EXHIBIT "C"

Sub-Consultants

Type/Service: Sullivan Environmental is a construction and consulting company with a focus on landfill-related construction and maintenance, landfill gas and leachate recovery and process systems, and environmental monitoring and reporting of all types.

Name: Sullivan Environmental, Inc
Address: 4448 13th Lane NE, St. Petersburg, Florida 33703
Contact: John Sullivan
Contact Phone: 813-210-1295
Contact E-mail: john@sullivanenv.com

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Leah Sauls, Development Services Director** **Casey Hartt, Lead Marketing Consultant**
SUBJECT/TITLE:	**Request approval of payment without a purchase order to VisitFlorida in the amount of $10,000, for a in-state connected TV package as budgeted and recommended by the Tourism Development Council at the August 19, 2021 Council meeting.**

STATEMENT OF ISSUE

On August 19, 2021, the Tourist Development Council, at the regularly scheduled meeting - item 5 D., approved $10,000 in the 2021-2022 budget to be spent on an in-state connected TV package with VisitFlorida; the package's run dates were October 4, 2021 through October 21, 2021. The estimated impressions from this campaign is 1.3 million. This package typically cost $50,000, but were able to secure a discount of $40,000 for a total package price of $10,000.

RECOMMENDED ACTION

Move to approve payment without a purchase order to VisitFlorida in the amount of $10,000, for a in-state connected TV package as budgeted and recommended by the Tourism Development Council at the August 19, 2021 Council meeting.

FISCAL IMPACT

The fiscal impact is to Fund 152 (Tourism), $10,000 from cost center 5305 (Tourist Dev-Marketing and Promotion) and account 54800 (Contractual Services).

Attachments: 8.19.2021 Draft TDC Min.pdf
TD - PWPO.pdf

Highlands County Tourist Development Council
Highlands County Government Center Boardroom
Regular Meeting
August 19, 2021 @ 8:15 a.m.

Draft Regular Meeting

1. The meeting was called to order at 8:17 a.m. by Vicki Pontius.

Roll Call

Council Members Present:
Commissioner Chris Campbell
Vicki Pontius
Mark Stewart
Maria Sutherland
Diane Rydecki
John Story

Council Members Absent:
Bill Brantley
Cindy Garren
Christine Hatfield

Also, Present:
Andy Kesling, Citrus Golf Trail/ Sun 'N Lake Golf Club
Leah Sauls, Development Services Director
Casey Hartt, Lead Marketing Consultant
Chantel Brutus, Legal Assistant/Fill in for vacant TDC assistant position
Joel Lamp, Airstream Ventures, LLC.
Cliff Woods
Rachel Barry, Zoning Supervisor
Matt Raulerson, Assistant County Attorney

Vicki Pontius and Chantel Brutus established that a quorum was present, and the meeting was properly noticed.

2. Acceptance of TDC Meeting Minutes of June 10, 2021.

Ms. Pontius inquired if there were any comments or changes to the minutes of June 10, 2021. Ms. Pontius made a motion, seconded by Ms. Sutherland to approve the meeting minutes. Upon roll call the Council voted aye. The motion passed.

3. Financial and Office Reports

Ms. Pontius presented the Monthly Expenditure and Revenue Reports year to date ending May 30, 2021, which makes a total up to date of $848,033.94.

Ms. Pontius made a motion, seconded by Mr. Stewart, to approve the financial reports as presented. Upon roll call the Council voted aye. The motion passed.

4. Marketing & Event Updates

A. Marketing Update

Ms. Hartt presented her Marketing report. Ms. Hartt updated the TDC and public that TDC staff and Airstream Ventures has focused on bringing sporting events to the area and allocating TDC funds to make that possible. The TDC has also applied for and received multiple Florida Sports grants to help with funding these events. Ms. Rydecki has stated her hotel has been full the last few months and numbers are looking good for accommodations, which we should see in the updated revenues when the financial department releases them.

TDC staff has resumed their community outreach and presentations with local stakeholders. These meetings generate a lot of useful feedback from the local community.

Lunker Louie has been secured as Visit Sebring's Fishing Ambassador. Lunker Louie fishes locally and posts on social media to attract fisherman to the area through his large following on social media.

B. Sports Events Update

Mr. Lamp presented an update on the sports events that TDC and Airstream Ventures has worked to bring to the Sebring Area. Mr. Lamp states that they have secured 8 sporting events. TDC staff and Airstream also held a County-wide meeting in April regarding Pickleball with nearly 40 people in attendance to discuss the sport and interest in Highlands County.

5. Items for Voting

A. GFNY Grant Amendment Request

The Board agreed to allow Ms. Fluhme to modify her grant application changing TDC funded expenses from marketing to MOT.

Ms. Pontius made a motion, seconded by Mr. Story, to approve the grant modification to allow MOT services. Upon roll call, all Council members on the call voted aye. The motion passed.

B. Highlands County Golf

Mr. Wood brought a Highlands County Golf Tourism Sales Proposal to the TDC asking them to spend $183,200 on recruiting a professional salesperson with digital sales/marketing experience, provide a budget to develop leads, develop sales literature, produce a video to be used as a sales aid, adjust the CGT website to include a focus on golf groups, and incidental sales/marketing expenses.

None of the TDC members were in agreeance with the proposal and the item was dropped.

C. Event Grant Program Proposed Changes

Ms. Hartt presented the proposed changes to the TDC Event Grant Program Applications.

Ms. Sutherland made a motion, seconded by Mr. Story to approve the Grant Application changes. Upon roll call, all Council members on the call voted aye. The motion passed

D. 2021-2022 Marketing Plan and Budget

Ms. Hartt presented her 2021-2022 Marketing Plan and Budget to the TDC board. Ms. Hartt's proposed preliminary budget would allocate $675,000 to marketing and promotions.

Mr. Story made a motion, seconded by Mr. Stewart, to approve the 2021-2022 Marketing Plan and Budget. Upon roll call, all Council members on the call voted aye. The motion passed.

E. TDC Alternate Members

TDC members decided to drop this item and bring it back at a later date if they decided they needed alternate members to be added since it was brought to TDC's attention that it was decided by Legal that Commissioner Campbell can vote per FL. Statue.

6. Old Business/Discussion

A. RFP Update

Ms. Sauls reported that Gray Dog Publishing ranked highest in the BID process and an offer was made. The TDC had a discussion asking Ms. Sauls to please bring their recommendation of Gray Dog to the Board of County Commissioners attention so they are aware of how pleased they are with the work Gray Dog has been doing and would like to continue in the same direction.

B. Tourism Insights Awards Update

Ms. Hartt stated that TDC staff has secured Brain London as a guest speaker for the event and it will be held on September 29, 2021 at 2p.m. in the Government Center, Board Room.

C. Stakeholder Meetings

Ms. Hartt informed the TDC that staff has continued their community outreach by having stakeholder meetings again after being put on hold due to COVID-19.
TDC Staff held a stakeholders meeting day and met with owners/ representatives from Arts & Culture, Agritourism, and Restaurant & Hotels.

D. TDT Letter

Ms. Sauls informed the TDC that the TDT informational letter has been put on hold until further direction from Administration.

7. Public Input

8. Board Member Roundtable

The TDC requested that the Fl. Statue that makes up the Tourism Development be included in the next meetings agenda for them to review and have a copy of. They also asked that legal take a look at the statue and ordinance and make revisions as they see fit.

9. Upcoming Meeting

A. Agritourism Forum, TBD
B. Tourism Insights Awards September 29, 2021 @ 2 p.m., Government Center, Boardroom
C. TDC Board Meeting October 28, 2021 @ 8:15 a.m., Government Center, Boardroom
D. AdventureEDU Program November 4-5, 2021, Inn on the Lakes

9. Adjournment

Ms. Pontius adjourned the meeting at 10:32 a.m.

For all backup documents, please contact Highlands County Public Information Office 863-402-6500.

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
Purchasing Division

REQUEST FOR PAYMENT FOR INVOICE WITHOUT A PURCHASE ORDER
FOR INVOICE GREATER THAN $7,500.00

To: Purchasing Manager

From: Dept of Tourist Dev (Department / Division Name) Karen Disalvo (Requesting Employee's)

Date: December 13, 2021

Purchase order to Visit Florida [Vendor's Name/Number] was not created for the purchase billed on the attached invoice, for the following reason(s):

Service provided was done during the closing of the fiscal year.

By my signature I certify that:
1.) The goods or services were ordered by a County employee or volunteer approved to request a PO.
2.) The goods or services were received in good order and needed by the Department
3.) Funds are budgeted and available to pay for the goods or services.
4.) Supporting documentation.

Karen Disalvo 12/13/2021
Employee's Signature & Date

Leah Sauls 12-13-21
Manager / Director's Signature & Date

Fund/Cost Ctr	Account	Project	Amount
5305	54800		10,000.00

Approval:

No other purchasing rules or procedures would be broken by approving the payment.

Purchasing Division - Signature — Date

Funds are available for payment and the amount is greater than $7,500.00.

OMB Division - Signature — Date

Approved for payment based on the above information.

Laurie A. Hurner — Digitally signed by Laurie A. Hurner, Date: 2021.12.13 15:45:43 -05'00'
County Administrator - Signature — Date

Date of Board approval — Requesting Employee's Initials

VISITFLORIDA.

Please remit payments to our address below:
2540 W. Executive Center Circle, Suite 200|Tallahassee, FL 32301

Phone: (850) 488-5607
Fax: (850) 201-6904
Email: accounting@VISITFLORIDA.org
Web: www.VISITFLORIDA.com

Bill To:
Attn: Chantel Brutus Visit Sebring 501 S. Commerce Ave. Suite 3 Sebring, FL 33870 USA

Invoice #	00080656
Type	Invoice
Date	10/31/2021
Due Date	10/31/2021
Contract #	74590
P.O. #	

Ship To:
Visit Sebring 501 S. Commerce Ave. Suite #3 Sebring, FL 33870

Invoice Detail

Product	Description	Qty	Rate	Amount
EDA In-State Bronze	In-state Connected TV package. Estimated impressions: 1.3 million (Applies To: Visit Sebring) 10/4/2021 - 10/31/2021	1		$10,000.00
			Total	$10,000.00
			Amount Received	$0.00
			Credit Memo Applied Amount	$0.00
			Amount Due	**$10,000.00**
Thank you for your continued support!				
Comments: 2021-22 EDA - Visit Sebring 10-4-2021 to 10-31-2021				

MEDIA INSERTION ORDER

VISITFLORIDA

2540 West Executive Center Drive, Suite 200
Tallahassee, FL 32301

VISIT FLORIDA Representative:
Chris Smith
/ csmith@visitflorida.org

Advertiser	
Company:	Visit Sebring
Address:	501 S. Commerce Ave. Suite 3
City, State, Zip:	Sebring, FL 33870

Accounts Payable Contact	
Contact:	Chantel Brutus
Email:	cbrutus@highlandsfl.gov
Phone:	(863) 402-6909

Contracting Organization	
Company:	Visit Sebring
Contact:	Randy Vosburg
Address:	501 S. Commerce Ave. Suite 3
City, State, Zip:	Sebring, FL 33870
Phone:	(863) 441-1126
Fax:	863-402-6500
Email:	rvosburg@highlandsfl.gov
Insertion Order #:	74590
Client Reference #:	

Production Contact	
Contact:	Casey Hartt
Email:	casey@visitsebring.com
Phone:	(863) 402-6909

Digital Production Contact	
Contact:	Casey Hartt
Email:	casey@visitsebring.com
Phone:	(863) 402-6909

Product	Details	Start Date	End Date	Materials Deadline	Comments	Retail Price	Net Total
EDA In-State Bronze	In-state Connected TV package. Estimated impressions: 1.3 million	10/4/2021	10/31/2021	6/25/2021	Exclude Highlands County from targeting.	$50,000.00	$10,000.00

Notes/Special Instructions:

Total Retail Price:	$50,000.00
Discount:	$40,000.00
Total Net:	$10,000.00

Prices valid through: 06/30/2021

Terms & Conditions:

With respect to digital advertising only, this contract adheres to version 3.0 of the Interactive Advertising Bureau Terms & Conditions ("IAB T&Cs"): http://www.iab.com/wp-content/uploads/2015/06/IAB_4As-tsandcs-FINAL.pdf. However, in the instance of a conflict between this contract and the IAB T&Cs, the terms of this contract prevail.

Client/Agency hereby authorizes VISIT FLORIDA and its agents to deliver ad(s) and/or services of the above products and agrees to pay VISIT FLORIDA the total amount shown above. The required assets ("Assets" or "Content") must be received by VISIT FLORIDA or its agent no later than Materials Deadline. Client/Agency shall not be relieved of any liability hereunder for failure to deliver assets by Materials Deadline even though such failure results in no publication or delivery of Client/Agency ad(s) and/or services.

VISIT FLORIDA reserves the right to reject any material(s) deemed objectionable. Materials are accepted and published on the representation that Client/Agency is authorized to publish entire contents thereof; VISIT FLORIDA will not be responsible for any claims or liability for such content and will not be responsible for errors in artwork. Jurisdiction and venue for any litigation ensuing from advertising placed with VISIT FLORIDA shall properly lie in Leon County, Florida.

This agreement may be modified only in writing. No oral representations shall supersede the terms of this agreement nor bind VISIT FLORIDA.

Billing Terms: VISIT FLORIDA will invoice all upon receipt of deliverables of campaign, unless otherwise stated. All invoices are due NET 15. An electronic copy of this agreement will be considered an original document.

Representations and Warranties: Client/Agency represents and warrants that: (1) Client/Agency has the legal right to post and/or submit the Content; (2) Client/Agency is the sole author and/or owner of the Content, or Client/Agency has the lawful right and legal authority to grant to VISIT FLORIDA the rights to the Content that Client/Agency is granting via these Terms and Conditions; (3) that Client/Agency holds an unrestricted, unconditional, unlimited, worldwide, irrevocable, fully paid-up, sublicensable, and perpetual license to use, display, copy, distribute, reproduce, disclose, transmit, modify, publish, broadcast, and translate all or any portion of the Content, in any form now existing or later developed or modified, for any purpose; (4) if any of the Content depicts any minor under 18 years of age, Client/Agency has all legal and proper consents from the Child's parent or guardian to the submission and use of the Content as described in these Terms and Conditions; (5) that if the Content depicts any person, Client/Agency has obtained all necessary and lawful consents and waivers from any person depicted therein to the submission and use of the Content as described in these Terms and Conditions, and that the depiction of any person is fully paid up and no further amounts shall be due to any such person upon any reproduction of the Content for any purpose; (6) that neither the Content nor the use of the Content by VISIT FLORIDA or its Agents will infringe upon or violate the rights of any other person or entity, including but not limited to rights of publicity, privacy, copyright, and trademark, and that such use is lawful; (7) that the Content is not indecent, obscene, tortuous, defamatory, slanderous, or libelous; and (8) that VISIT FLORIDA's use of the Content will not violate these Terms and Conditions, cause injury or harm to any person or entity, or violate any law, ordinance, or regulation.

License for Use of Content. By submitting the Content to VISIT FLORIDA, Client/Agency grants to VISIT FLORIDA a non-exclusive, unrestricted, unconditional, unlimited, worldwide, irrevocable, fully paid-up, and perpetual license to use, display, copy, distribute, reproduce, disclose, transmit, modify, publish, broadcast, and translate all or any portion of the Content, in any form now existing or later developed or modified, for advertising purposes in connection with this Insertion Order. Client/Agency understands and agrees that it will not receive any fees, sums, consideration, or remuneration for any of the rights that Client/Agency has granted hereunder, and Client/Agency agrees that Client/Agency shall have no right of approval, claim to compensation (including, but not limited to, license fees and/or royalties), and no claim (including, but not limited to, claims for invasion of privacy, defamation, right of publicity, copyright infringement, or trademark infringement) arising out of any use in accordance with these Terms and Conditions by the VISIT FLORIDA Parties. Notwithstanding this provision, Client/Agency understands and agrees that VISIT FLORIDA is not obligated to use the Content.

Public Records: Notwithstanding anything to the contrary in the IAB T&Cs, VISIT FLORIDA adheres to Chapter 119, Florida Statutes ("F.S."), and those portions of Chapter 286,

MEDIA INSERTION ORDER

VISITFLORIDA

2540 West Executive Center Drive, Suite 200
Tallahassee, FL 32301

VISIT FLORIDA Representative:
Chris Smith
/ csmith@visitflorida.org

F.S., relating to public meetings and records, and may only withhold and keep confidential those records in its possession that are made confidential or exempt from disclosure by Florida law. Contractor shall fully cooperate with VISIT FLORIDA regarding its efforts to comply with the requirements of Florida's public records laws. As required by Section 288.1226(13)(a), F.S., VISIT FLORIDA will post this Agreement on VISIT FLORIDA's website. All communications, expenditure information, and any other information concerning this Agreement provided to VISIT FLORIDA may be made public at any point in time unless otherwise made confidential by Florida law. The terms of this paragraph prevail over anything to the contrary in the IAB T&Cs.

The undersigned (Client/Agency) agrees to the above terms and conditions.

× Randy Vosburg Digitally signed by Randy Vosburg Date: 2021.06.08 15:20:22 -04'00'

Randy Vosburg, Highlands County BOCC Administrator

Craig Thomas (Jun 10, 2021 09:19 EDT)

Craig Thomas

COO

Jun 10, 2021

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Ellison L. Stearns, Public Safety Director**

SUBJECT/TITLE: **Request acceptance of the State of Florida Emergency Medical Services Grant application for $14,471.00 and approval of Budget Amendment 21-22-030 and associated Resolution 21-22-46.**

STATEMENT OF ISSUE

The State of Florida Department of Health , Emergency Medical Services Trust Grant is providing Highlands County EMS with a Grant of $14,471.00. This grant is received annually from the Florida Emergency Medical Services Trust Fund.

RECOMMENDED ACTION

Move to approve the acceptance of the State of Florida Emergency Medical Services Grant application for $14,471.00 and approval of Budget Amendment 21-22-030 and associated Resolution 21-22-46. The grant will be utilized for equipment for the EMS.

FISCAL IMPACT

The fiscal impact will be an increase to the General Fund in the amount of $14,471.00 to cost center 5105, Emergency Medical Services.

Attachments: EMS Grant attachments.pdf

FLORIDA DEPARTMENT OF HEALTH
Emergency Medical Services Section
EMS County Grant Application

ID Code (The State EMS Program will assign the ID Code – leave this blank) _____

1. County Name:	**HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS**
Business Address:	**600 SOUTH COMMERCE AVENUE**
	SEBRING, FLORIDA 33870
Telephone:	**863-402-6500**
Federal Tax ID Number (Nine Digit Number): VF	**59-6000655**

2. Certification: (The applicant signatory who has authority to sign contracts, grants, and other legal documents for the county) I certify that all information and data in this EMS county grant application and its attachments are true and correct. My signature acknowledges and assures that the county shall comply fully with the conditions outlined in the Florida EMS County Grant Application.

Signature: Date: 11/02/2021

Printed Name: **Scott Kirouac**
Position Title: **Highlands County Commissioner**

3. Contact Person: (The individual with direct knowledge of the project on a day-to-day basis and has responsibility for the implementation of the grant activities. This person is authorized to sign project reports and may request project changes. The signer and the contact person may be the same.)

Name: **TIM EURES**
Position Title: **DEPUTY CHIEF**
Address: **6850 W, GEORGE BLVD.**
SEBRING, FLORIDA 33875

Telephone: **863-402-6630** | Fax Number: **863-402-7404**
Email Address: **Teures@highlandsfl.gov**

4. Resolution: Attach a resolution from the Board of County Commissioners certifying the grant funds will improve and expand the county pre-hospital EMS system and will not be used to supplant current levels of county expenditures. We cannot process for funds without this resolution.

5. Organization List: Complete a budget page(s) for each organization, which at your option you will provide funds. List the organization(s) below. (Use additional pages if necessary)

HIGHLANDS COUNTY FIRE RESCUE

Instructions: County Government Application Form 2021-2022

The amount of your new grant is in the "Total" column of the county amount table accessible at the state EMS website link.

The first application form page has five numbered items. The first three are self-explanatory.

However, note that item 2 on the first application page is where the county's authorized person must provide his/her signature and date.

Item 4 describes the content of the "resolution." Please provide this in your county's customary format and approval process. The resolution must be current; or if a previous resolution has continuing authority, include a message from a lead county official stating that the resolution is still in-effect, with a copy of it.

Item 5 of the first page of the application form asks for the name of the organization(s) to which you decide to allocate funds from your new county grant. The second page of the application form is the budget page. One of these budget pages is needed for each organization listed in item 5.

The budget page for each organization must have on it specific and quantifiable items or services, with the cost for each unit or type of item or service. However, all costs in your budget combined must total to the exact amount of total new funds for your grant. You can request budget changes and add unexpended previous funds after the new grant begins.

Your budget totals in the application should be added for you if you place your cursor over a subtotal or total field, right click your mouse, then left click "Update Field" on the resulting menu.

You should copy this form on your computer to use it. If you place the application in restricted editing mode, you can use your keyboard Tab key to go from field to field.

Request for Grant Fund Distribution Form

Request for Grant Fund Distribution Form: this is the last page herein and you must complete the top part of the form. State EMS will complete the bottom part, as indicated on the form. Your address on this form must be an address in the state MyFloridaMarketplace (MFMP) system. A mailing address you place on this form is not usable by state finance if it is not in the MFMP system.

Ask a staff member of your organization who does cash transactions with the state for the organization name to use on the top half of the Distribution Form, the corresponding address and its 9-digit federal tax ID plus its 3-digit sequence code. Otherwise, no funds can be sent to you until this situation is resolved.

If needed, you can contact MFMP customer service at 1-866-352-3776, Monday to Friday, 8 a.m. to 6 p.m., or at the website: MyFloridaMarketPlace@dms.myflorida.com.

FLORIDA DEPARTMENT OF HEALTH
EMERGENCY MEDICAL SERVICES (EMS) GRANT UNIT

REQUEST FOR GRANT FUND DISTRIBUTION

In accordance with the provisions of section 401.113(2) (a), *Florida Statutes*, the undersigned hereby requests an EMS grant fund distribution for the improvement and expansion of pre-hospital EMS.

DOH Remit Payment To:
The county name, address, and corresponding federal ID number must be in the state MyFloridaMarketPlace (MFMP) system. A finance person in your organization who does business with the state must provide these.

Name of County: **HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS**

Mailing Address: **600 SOUTH COMMERCE AVENUE**

SEBRING, FLORIDA 33870

Federal 9-digit Identification number: **59-6000655** 3-digit seq. code

Authorized County Official: _____ Date 11/02/2021
Signature

Scott Kirouac, County Commissioner
Type or Print Name and Title

BOARD OF COUNTY COMMISSIONERS SEAL

Sign and return this page with your application to:

Florida Department of Health
Emergency Medical Services Unit, Grants
4052 Bald Cypress Way, Bin A-22
Tallahassee, Florida 32399-1722

Do not write below this line. For use by State Emergency Medical Services Section

Grant Amount for State to Pay: $_____ Grant ID: Code: _____

Approved By: _____ _____
Signature of State EMS Unit Supervisor Date

Approved By: _____ _____
Signature of Contract Manager Date

State Fiscal Year: 2020-2021

Organization Code	E.O.	OCA	Object Code	Category
64-61-70-30-000	05	SF005	751000	059998

Federal Tax ID: VF _ _ _ _ _ _ _ _ _ Sequence Code: _ _ _

Grant Beginning Date: _____ Grant Ending Date: _____

BUDGET PAGE

A. Salaries and Benefits:

For each position title, provide the amount of salary per hour, FICA per hour, other fringe benefits, and the total number of hours.	Amount
TOTAL Salaries =	$ 0.00
TOTAL FICA & Other Benefits =	
Total Salaries & Benefits =	**$ 0.00**

B. Expenses: These are travel costs and the usual, ordinary, and incidental expenditures by an agency, such as, commodities and supplies of a consumable nature excluding expenditures classified as operating capital outlay (see next category).

List the item and, if applicable, the quantity	**Amount**
Total Expenses =	**$ 0.00**

C. Vehicles, equipment, and other operating capital outlay means equipment, fixtures, and other tangible personal property of a non-consumable and non-expendable nature with a normal expected life of one (1) year or more.

List the item and, if applicable, the quantity	**Amount**
Reeves stretchers (qty 15)	**$5,439.00**
Deluxe Airway Trainer	**$2,700.00**
MegaCode Kelly	**$5,332.00**
12 Lead patient simulator	**$1,000.00**
Total Vehicles & Equipment =	**$14,471.00**
Grand Total =	**$14,471.00**

Mission:
To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.

Florida HEALTH

Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

Vision: To be the Healthiest State in the Nation

November 9, 2021

Scott Kirouac, County Commission Chair
Highlands County Board of County Commissioners
600 South Commerce Avenue
Sebring, Florida 33870

Dear Commission Chair Kirouac:

I am pleased to award the Emergency Medical Services (EMS) County Grant ID Code C0028 in the amount of $14,471.00 to Highlands County. The purpose of this grant is to improve and expand pre-hospital EMS. Section 401.113(2) (a), Florida Statutes, authorizes and requires this grant program, which is Number 64.005 in the Florida Catalog of State Financial Assistance. The money is state funds from the Department of Health's EMS Trust Fund, and there are no federal funds involved.

Your funds for the stated amount will be sent in full, in advance, within approximately 30 days. The grant begins the date of this letter and ends November 18, 2022. Please note that the county must report to the state its grant activities and purchases by the following dates: March 18, 2022, July 22, 2022, and December 2, 2022, the final report. Your signed grant application affirms you have read, understand, and will comply with the conditions and requirements in the "Florida EMS County Grant Program Application Packet, December 2008."

Thank you for your participation in this state EMS grant program. If you need assistance, please contact Mr. Alan Van Lewen, Health Services and Facilities Consultant in the Bureau of Emergency Medical Oversight, EMS Section at (850) 558-9550.

Sincerely,

Douglas H. Woodlief

Douglas H. Woodlief
Division Director
Emergency Preparedness and Community Support

DHW/mmj

cc: Tim Eures, Deputy Chief

RECEIVED DEC 07 2021

Florida Department of Health
Division of Emergency Preparedness and Community Support
Bureau of Emergency Medical Oversight
4052 Bald Cypress Way, Bin A-22 • Tallahassee, FL 32399-1722
PHONE: 850/245-4440 • FAX: 850/488-9406
FloridaHealth.gov

Accredited Health Department
Public Health Accreditation Board

REVIEWED
O.M.B DEPARTMENT
December 17, 2021
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: 12/16/2021 SUBMITTED BY: Roxanna Taylor

FUND(S): 005 FUND TITLE(S): General COST CENTER(S) #: 5105

PROJECT(S) #: 21055 PROJECT TITLE(S): EMS Trust Grant 21-22 COST CENTER TITLE(S): Ambulance Services 005

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3342170Z	EMS Trust Grant	21055	0.00	14,471.00		14,471.00
E	005	5105	55200Z	Project Operating Supplies	21055	0.00	14,471.00		14,471.00
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: To set up the new FY21-22 EMS Trust Grant Project 21055 and allocate the funds for approved expenses.

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # 21-22-030

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ___/___/___

TRANSFER TYPE:

_____ ITEM TO ITEM
_____ RESERVE
XX BY RESOLUTION
_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-46

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 20-21-030 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-030 is hereby approved and authorized to appropriate funding in the amount of $14,471.00 for Project #21055 EMS Trust Grant 21/22.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

Highlands County
Grant/Project Control Record

INSTRUCTIONS:

(1) Submit the form to the Office of Management and Budget (OMB), **Sections 1** and **2** **MUST** be completely filled out . **Please do not leave anything blank, if it does not apply to your situation use the N/A abbreviation.**
(2) OMB will assign the Grant/Project number.
(3) After OMB processes the form, it will be sent to the Clerk's Accounting Division to be entered into the system.
(4) The Clerk's Accounting Division will make copies of the form after posting the information to the system. Copies will then be sent to the department requesting the Grant/Project number, OMB, and Purchasing.
(5) This file will be made available in a read only format in Excel under O:\Budget\Budget Forms\Blank Grant-Proj Control Record Form - Revised 03-09-2011.xls.
(6) Force Account Construction indicates that Highlands County employees will be used in the construction process and that the project will be recorded as an asset in the accounting records.

SECTION 1 - DEPARTMENT

Advanced Funding: ☑ YES ☐ NO CFS: ☐ YES ☑ NO

Highlands County Grant/Project Number: 21055 Reimbursement Type Funding: ☐ YES ☑ NO Grant: ☑ YES ☐ NO

Add(AD)/Change(CH)/Delete(DL): AD Force Account Construction: ☐ YES ☑ NO

Grant / Project Title: EMS Trust Grant 21-22

Description: To expand and Improve Emergency Medical Services

Grantor / Contributing Agency: Florida Department of Helath Grant ID#: C0028

Grant / Project Period: Begin: 11/9/2021 End: 11/18/2022

Grant / Project Manager(s): Tim Eures, Deputy Chief *Grant CFDA or CSFA #: 64.005

*(THE FIELD BELOW IS ONLY REQUIRED FOR ALL FEDERAL AND STATE GRANTS.)

Total Project Amount: $14,471.00 Shares: Local 0 % State 100 % Federal 0 %

Grant / Project Fund #(s): 005 CC#(s): 5105 Expense #(s): 55200Z

Grant / Reimbursement Amount: $ 14,471.00

Revenue #(s): 3342170Z

SECTION 2 - DEPARTMENT

Form completed by: Print name: Roxanna Taylor Date: 12/16/2021

Sign name: Roxanna Taylor Dept: 5105 / HCFR

SECTION 3 - OMB

Signature: Angela Bollinger Digitally signed by Angela M. Bollinger Date: 2021.12.16 16:36:23 -05'00' Date Received: 12/16/2021

SECTION 4 - ACCOUNTING

Signature: Robin Dodd Digitally signed by Robin Dodd Date: 2021.12.20 12:27:20 -05'00' Date Received: 12/17/2021

Date Entered Into System: 12/20/2021 Date Copies Mailed:

Function: 52000 Activity: 52600

Last Revised: 3/9/2011

10

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Corey Amundsen - Emergency Management Planning Coordinator**

SUBJECT/TITLE: **Request approval of Local Mitigation Strategy Working Group Organizations for Calendar Year 2022.**

STATEMENT OF ISSUE

The Local Mitigation Strategy Working Group (LMS/WG) is required by its Bylaws, in accordance with the Florida Administrative Code (F.A.C.), to solicit membership in the LMS/WG from the community. Each year, per the F.A.C., the Board of County Commissioners (BOCC) is to send specific organizations with authority to regulate development an invitation to participate in the LMS/WG. Interested organizations were asked to submit, in writing, a request for consideration by the BOCC. The invitation also was placed in the Highlands News-Sun newspaper.

If approved by the BOCC, the total number of organizations will be fifteen.

The LMS/WG is a voluntary organization whose purpose is to decrease the vulnerability of the citizens, governments, businesses and institutions of Highlands County to the future human, economic and environmental costs of natural, technological and societal disasters. The LMS/WG also develops, monitors, implements and maintains a comprehensive plan for hazard mitigation intended to accomplish this purpose.

RECOMMENDED ACTION

Move to accept and appoint the Organizations as Listed to the Local Mitigation Strategy Working Group for Calendar Year 2022.

FISCAL IMPACT

No fiscal impact.

Attachments: LMS_Agenda_2022 rev.2.pdf
LMS.WG representation CY 2022.pdf

HIGHLANDS COUNTY EMERGENCY MANAGEMENT
6850 West George Blvd. Sebring, FL 33875
Phone: (863) 402-7600 / Fax: (863) 402-7400

Sir or Madam:

The Highlands County Board of County Commissioners (BOCC) hereby invites your organization to participate in the Local Mitigation Strategy/Working Group (LMS/WG) for the coming year. The LMS/WG is a voluntary organization. The purpose of the LMS/WG is to decrease the vulnerability of the citizens, governments, businesses, and institutions of Highlands County to the future human, economic, and environmental costs of natural, technological, and societal disasters. The LMS/WG also develops, monitors, implements, and maintains a comprehensive plan for hazard mitigation intended to accomplish this purpose.

The LMS/WG looks at the possible effects of the potential disasters facing Highlands County and seeks ways to minimize any effects and speed recovery. Each community and organization in Highlands County may be impacted by a disaster in different ways so it is beneficial to have varied representation in the LMS/WG to consider as many variables as possible before a disaster.

If your municipality, Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local or regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade or commercial support group or property owners association within Highlands County is interested in being represented on the LMS/WG to prepare for possible disasters that may impact the county, please provide, in writing, to the Highlands County Emergency Management Department, 6850 West George Blvd., Sebring, FL 33875, Attention LMS/WG Staff, by November 24, 2021, the name and contact information for a voting member and alternate voting member to represent your municipality, Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local or regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade or commercial support group or property owners association.

In December, the BOCC will designate each interested Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local and regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade and commercial support group, and property owners association which, together with all interested municipalities, will have representatives on the LMS/WG. The BOCC may also appoint members and alternate members to the LMS/WG from various agencies of county government.

Sincerely,

Scott Kirouac, Chairman

BOARD OF COUNTY COMMISSIONERS SEAL

cc: Members of the Board of County Commissioners
Randy Vosburg, County Administrator

NOTICE OF REQUEST FOR INTERESTED PARTIES LOCAL MITIGATION STRATEGY/WORKING GROUP

YOU ARE HEREBY NOTIFIED that the Local Mitigation Strategy/Working Group (LMS/WG) is seeking organizations interested in participating for the 2022 calendar year.

HIGHLANDS COUNTY EMERGENCY MANAGEMENT
6850 West George Blvd. Sebring, FL 33875
Phone: (863) 402-7600 / Fax: (863) 402-7400

Sir or Madam:

The Highlands County Board of County Commissioners (BOCC) hereby invites your organization to participate in the Local Mitigation Strategy/Working Group (LMS/WG) for the coming year. The LMS/WG is a voluntary organization. The purpose of the LMS/WG is to decrease the vulnerability of the citizens, governments, businesses, and institutions of Highlands County to the future human, economic, and environmental costs of natural, technological, and societal disasters. The LMS/WG also develops, monitors, implements, and maintains a comprehensive plan for hazard mitigation intended to accomplish this purpose.

The LMS/WG looks at the possible effects of the potential disasters facing Highlands County and seeks ways to minimize any effects and speed recovery. Each community and organization in Highlands County may be impacted by a disaster in different ways so it is beneficial to have varied representation in the LMS/WG to consider as many variables as possible before a disaster.

If your municipality, Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local or regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade or commercial support group or property owners association within Highlands County is interested in being represented on the LMS/WG to prepare for possible disasters that may impact the county, please provide, in writing, to the Highlands County Emergency Management Department, 6850 West George Blvd., Sebring, FL 33875, Attention LMS/WG Staff, by November 24, 2021, the name and contact information for a voting member and alternate voting member to represent your municipality, Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local or regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade or commercial support group or property owners association.

In December, the BOCC will designate each interested Native American Tribe or authorized tribal organization, water management district, regional planning council, independent special district, college, community college, county school district, local and regional agency involved with hazard mitigation, agency with authority to regulate development, private organization, civic organization, non-profit organization, trade and commercial support group, and property owners association which, together with all interested municipalities, will have representatives on the LMS/WG. The BOCC may also appoint members and alternate members to the LMS/WG from various agencies of county government.

Sincerely,

Scott Kirouac, Chairman

SEAL

cc: Members of the Board of County Commissioners
Randy Vosburg, County Administrator

Responses should be submitted in writing to the Highlands County Emergency Management Department, Attention LMS/WG Staff, 6850 W. George Blvd Sebring FL 33875, no later than Wednesday, November 24, 2021. Interested organization responses will be presented to the Highlands County Board of County Commissioners at a meeting in December. Inquiries should be directed to Corey Amundsen, Highlands County Emergency Management Planning Coordinator, at this address or by phone at (863) 402-7600.

The Board of County Commissioners of Highlands County, Florida, and its agencies do not discriminate upon the basis of any individual's disability status. This non-discriminatory policy involves every aspect of the Board's functions, including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26 Florida Statutes should contact ADA Coordinator at: 863-402-6509 (Voice), 863-402-6508 (TTY), or via Florida Relay Service 711. Requests for CART or interpreter services should be made at least 24 hours in advance to permit coordination of the service.

Amundsen, Corey

From: Amundsen, Corey
Sent: Monday, December 6, 2021 3:09 PM
To: wtrucanojr@gmail.com; Williams, Phil; Willie Hills; Clay Shrum; Curtis Knowles; jschmucker@cfrpc.org; lputilities@mylakeplacid.org; Joseph.DebreeIII@FreshFromFlorida.com; Joe DeCerbo; Keith.Loweke@southflorida.edu; Ken Fields; Laura Zirbel; Mark Schrader; Miguel.Nevarez@fdacs.gov; mike@sebring-airport.com; odejesus@snldistrict.org; Peter.Elliott@southflorida.edu; pastortrinitylp@gmail.com; rwhalen@avonpark.city; scott@sebring-airport.com; Jackson,Lorie; scottnoethlich@mysebring.com; terry@sebring-airport.com; cribbst@highlands.k12.fl.us
Cc: Reiss, Latosha
Subject: UPCOMING DEADLINE
Attachments: NOFA DR-4486.pdf; FDEM Portal Community User Guide.pdf

Good Afternoon,

As a friendly reminder the deadline for DR-4486 HMGP funding availability is DECEMBER 21, 2021 at 11:59 PM.

Also, if you haven't sent in your letters for LMS participation please do so by this Friday December 10, 2021.

Thank you,

Corey Amundsen
Planning Coordinator
Highlands County Emergency Management
6850 W George Blvd. • Sebring, FL 33875
(o) 863-402-7673 (f) 863-402-7400
camundsen@highlandsfl.gov
www.highlandsfl.gov

NOTICE OF REQUEST FOR INTERESTED PARTIES
LOCAL MITIGATION STRATEGY/WORKING GROUP

YOU ARE HEREBY NOTIFIED that the Local Mitigation Strategy/Working Group (LMS/WG) is seeking organizations interested in participating for the 2022 calendar year.

INSERT INVITATION

Responses should be submitted in writing to the Highlands County Emergency Management Department, Attention LMS/WG Staff, 6850 W. George Blvd Sebring FL 33875, no later than Wednesday, November 23, 2021. Interested organization responses will be presented to the Highlands County Board of County Commissioners at a meeting in December. Inquiries should be directed to Corey Amundsen, Highlands County Emergency Management Planning Coordinator, at this address or by phone at (863) 402-7600.

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Mr. Scott Kirouac, Chairman of the Board of County Commissioners

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This notice is to be published a minimum of 1 time in the Highlands News-Sun and as follows:

To be published in the Highlands News-Sun on: **Saturday, October 23, 2021**.

SEND PROOF OF PUBLICATION TO:

Highlands County Emergency Management, c/o Corey Amundsen, 6580 W George Blvd, Sebring, FL 33875.

BILL TO: BILL TO: Highlands County Emergency Management

The contents of this notice must be of a size that is legible.

The advertisement shall be no less than 2 columns (4.889") wide x 10" long, in standard size or a tabloid size newspaper, and the headline in the advertisement shall be in a type no smaller than 18 point. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear. The contents of this notice must be a size that is legible. Please fax a copy of the advertisement before publishing to Emergency Management at 863-402-7400.

Local Mitigation Strategy – Working Group
Calendar Year 2022

Representatives	**Organizations**
	Highlands County Board of County Commissioners
	Central Florida Regional Planning Council
	City of Avon Park
	City of Sebring
	Town of Lake Placid
	Florida Department of Health
	Florida Forest Service
	Florida-Georgia District Lutheran Church Missouri Synod
	Orange Blossom Baptist Association
	School Board of Highlands County
	Sebring Airport Authority
	South Florida State College
	South Florida State College Foundation
	Spring Lake Improvement District
	Sun N Lake Improvement District

Chairperson
William J. Trucano, Jr., Director of Disaster Relief
Orange Blossom Baptist Association
4429 Mackerel Drive
Sebring, Florida 33870
Phone (863) 273-5450
E-mail wtrucanojr@gmail.com

Vice-chairperson
LaTosha Reiss, Emergency Management Manager
Highlands County Division of Emergency Management
6850 West George Boulevard
Sebring, Florida 33875
Phone (863) 402-7670
E-mail lreiss@highlandsfl.gov

Table 1 Local Mitigation Strategy Working Group Members

Representing	**Voting Members**	**Voting Alternates**
Highlands County Board of County Commissioners	LaTosha Reiss	None
Central Florida Regional Planning Council	Curtis Knowles	Jeff Schmucker
City of Avon Park	Mark Schrader	Melody Sauerhafer
City of Sebring	Ken Fields	Scott Noethlich
Town of Lake Placid	Joe Barber	Phil Williams
Florida Department of Health	Lorie Jackson	Shane Lockwood

Local Mitigation Strategy – Working Group
Calendar Year 2022

Representing	**Voting Members**	**Voting Alternates**
Florida Forest Service	Miguel Nevarez	Joe Debree III
Florida-Georgia District Lutheran Church Missouri Synod	Rev. Richard Norris	Laura Zirbel
Orange Blossom Baptist Association	Bill Trucano	To Be Determined
School Board of Highlands County	Willie Hills	Toby Cribbs
Sebring Airport Authority	Mike Willingham	Terry Elders
South Florida State College	Keith Loweke	Peter Elliott
Spring Lake Improvement District	Clay Shrum	Joe DeCerbo
SFSC Foundation	Jamie Bateman	Anastasia Saunders
Sun N Lake Improvement District	Chris Shoemaker	Joey Silva

Coordinators

Corey Amundsen, Emergency Management Planning Coordinator
Highlands County Emergency Management
6850 W George Blvd
Sebring, FL 33875
863-402-7673
Email: camundsen@highlandsfl.gov

Melony Culpepper, AICP, Planner II
Highlands County
501 South Commerce Avenue
Sebring, Florida 33870
(863) 402-6650
Email: mculpepper@highlandsfl.gov

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Richard Fleeger, Parks & Facilities Superintendent**
SUBJECT/TITLE:	**Request approval of Budget Amendment 21-22-034 and Interlocal Agreement, pursuant to the Recreation & Parks Advisory Committee's (RPAC) recommendation of a Funding Request from the Spring Lake Improvement District, for an amount up to $90,000, for the construction of eight pickleball courts at Pine Breeze Park.**

STATEMENT OF ISSUE

The Recreation and Parks Advisory Committee met November 18, 2021, to discuss a Funding Request application submitted by the Spring Lake Improvement District. The request is to reimburse up to $90,000 of the total cost of $180,000 for a 50/50% split, for the construction of eight pickleball courts at the Pine Breeze Park.

RECOMMENDED ACTION

Move to approve Budget Amendment 21-22-034 and Interlocal Agreement, pursuant to the Recreation & Parks Advisory Committee's recommendation of a Funding Request from the Spring Lake Improvement District, for an amount up to $90,000, for the construction of eight pickleball courts at Pine Breeze Park.

FISCAL IMPACT

There is no fiscal impact to the Fund 151 (Infrastructure Surtax) or the overall budget as this Budget Amendment is transferring funds from account 56300 (Improvements Other Than) to Project 21059 (Pine Breeze Park Pickleball Courts), account 56301Z (Project Capital Improvement), all within cost center 6101A (Recreation Dept. 151). The reimbursement will be for up to $90,000.

Attachments: Pickleball attachments.pdf

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS
(Transfers over $5,000 require Board approval)

DATE: 1/3/2022 SUBMITTED BY: Richard Fleeger

FUND(S): 151 FUND TITLE(S): Infrastructure Surtax COST CENTER(S) #: 6101A

PROJECT(S) #: 21059 PROJECT TITLE(S): Pine Breeze Park Pickleball Courts COST CENTER TITLE(S): Recreation Dept 151
*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	6101A	56300	Improvements Other Than		275,812.50		90,000.00	185,812.50
E	151	6101A	56301Z	Project Capital Infrastructure	21059	0.00	90,000.00		90,000.00

REASON: To allocate funds to Project 21059 to construct eight pickleball courts at Pine Breeze Park at Spring Lake Improvement District.

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

Signature: _____

REQUEST # 21-22-034

ACTION:

Board	____ Approved	____ Denied
County Administrator	____ Approved	____ Denied

SIGNATURE: _____

DATE: ____/____/____

TRANSFER TYPE:

- XX ITEM TO ITEM
- ____ RESERVE
- ____ BY RESOLUTION
- ____ SUPPLEMENTAL BUDGET

Posted by Clerk: _____

Form Revised 08/05/2020

INTERLOCAL AGREEMENT
BETWEEN HIGHLANDS COUNTY
AND
SPRING LAKE IMPROVEMENT DISTRICT
FOR
PINE BREEZE PARK
EIGHT PICKLEBALL COURTS

This Interlocal Agreement (hereinafter referred to as the "Interlocal Agreement") is made by and between **HIGHLANDS COUNTY**, a political subdivision of the State of Florida, 600 South Commerce Avenue, Sebring, Florida 33870 (hereinafter referred to as the "COUNTY") and the **SPRING LAKE IMPROVEMENT DISTRICT**, an independent special district of the State of Florida, 115 Spring Lake Boulevard, Sebring Florida, 33876 (hereinafter referred to as the "DISTRICT"),

WHEREAS, Highlands County and the SPRING LAKE IMPROVEMENT DISTRICT cooperate and work together for the purpose of funding for the maintenance for certain recreational facilities within the County; and

WHEREAS, the addition of eight (8) pickleball courts to be constructed at Pine Breeze Park; and

WHEREAS, Highlands County and the SPRING LAKE IMPROVEMENT DISTRICT have determined that it is their best interest to enter into an interlocal agreement for the purpose of allocating the funds necessary for the construction of pickleball courts; and

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the COUNTY and the DISTRICT hereby agree as follows:

1. Recitals. The above recitals are true and correct and incorporated herein.

2. Purpose. The purpose of this Interlocal Agreement is to provide for cooperative funding for the construction of pickleball courts located at Pine Breeze Park, 209 Spring Lake Boulevard, in Sebring, Florida, (herein referred to as the "Project").

3. Procurement. The parties agree that the DISTRICT shall be responsible for all bidding, contracting and supervision of the Project. The DISTRICT agrees to follow its adopted procedures for the awarding of contracts for work of this nature. The DISTRICT is responsible for obtaining all permits, licenses, agreements, leases, etc. required for the Project.

4. Terms.

   A. The COUNTY agrees to reimburse the DISTRICT the verifiable costs for construction of the Project in the amount of NINETY THOUSAND AND

00/100 DOLLARS ($90,000.00), in infrastructure funds set aside for recreation and the COUNTY shall have no obligation to pay any costs beyond this maximum amount. The DISTRICT shall be the lead party to this Interlocal Agreement and shall pay all Project costs prior to requesting reimbursement from the COUNTY. The DISTRICT and COUNTY understand and agree that the DISTRICT shall be responsible for all Project costs not reimbursed by the COUNTY pursuant to this Interlocal Agreement and for any expenditures which are not for infrastructure as defined in Section 212.055(2), Florida Statutes.

B. This Interlocal Agreement shall become effective upon the execution by the DISTRICT and the COUNTY.

C. This Interlocal Agreement expires 24 months from date of execution. Any financial obligations on the part of the COUNTY shall become null and void upon the date of expiration and any unexpended COUNTY funds shall revert back into the appropriate infrastructure account.

5. Accounting. The DISTRICT shall document all expenditures of public money in detail sufficient for a proper pre-audit and post-audit report. The DISTRICT shall retain all records for supporting Project costs for three (3) years after the fiscal year in which the final payment was released by the DISTRICT, or until final resolution of matters resulting from any litigation, claim, or audit that started prior to the expiration of the three (3) year record retention period.

6. Inspections/Audits. The COUNTY reserves the right to inspect the Project, as well as the right to audit any and all financial records pertaining to the Project at any reasonable time. This Interlocal Agreement can be unilaterally canceled by the COUNTY if the DISTRICT refuses to allow public access to all documents, papers, letters, or other material made or received in conjunction with this Interlocal Agreement pursuant to the provisions of Chapter 119, Florida Statutes. Following receipt of an audit report identifying any reimbursement due the COUNTY, the DISTRICT will be allowed a maximum of sixty (60) days to submit additional documentation to offset the amount identified or to return the amount due.

7. Terminate. The COUNTY shall have the right to terminate this Interlocal Agreement and demand refund of all funds for the DISTRICT's non-compliance with the terms and conditions of this Interlocal Agreement if the DISTRICT fails to cure such material non-compliance within ten (10) days after receiving notice thereof from the COUNTY or within such additional time as the COUNTY may allow. If the DISTRICT fails to cure such material non-compliance within the time allowed, the DISTRICT agrees to return those funds to the COUNTY within sixty (60) days after the termination and demand for refund by the COUNTY.

8. E-verify. The DISTRICT recognizes that employment of unauthorized aliens is a violation of Federal Law. To ensure compliance with the law the DISTRICT shall:

A. Utilize the U.S. Immigration and Customs Enforcement E-Verify System to determine employment eligibility of all new hires and validation of Social Security numbers.

B. Require all contractors and subcontractors working on behalf of the DISTRICT on projects that will be submitted for reimbursement pursuant to this Interlocal Agreement to: (i) include, and to require the inclusion of, this paragraph 16, substituting the name of the contractor or subcontractor for the word DISTRICT, in each contract and subcontract for work that will be submitted for payment reimbursement pursuant to this Interlocal Agreement and (ii) supply to the DISTRICT documented proof that the contractor or subcontractor is enrolled in the E-verify System to verify employment eligibility of its employees.

9. Default. Upon the occurrence of any event of default by the DISTRICT, all obligations on the part of the COUNTY to make any further payments of funds pursuant to this Interlocal Agreement shall if the COUNTY so elects, terminate, but the COUNTY may make any payments or parts of payments after the happening of any event of default without thereby waiving the right to exercise any remedy which it may have without becoming liable to make any further payment.

10. Indemnification and Sovereign Immunity.

A. As to any legal action brought by persons or entities who are not a party to this Agreement, to the extent permitted by law, the DISTRICT agrees to be liable for any and all damages, losses, and expenses incurred by the COUNTY, caused by the acts and/or omissions of the DISTRICT arising out of or in any way connected with this Agreement or any future modifications hereof. For acts or omissions caused by the DISTRICT, the DISTRICT shall defend and hold the COUNTY harmless from any and all legal actions, claims, demands by any person, arising out of or in any way connected with this Agreement or any future modifications hereof.

B. As to any legal action brought by persons or entities who are not a party to this Agreement, to the extent permitted by law, the COUNTY agrees to be liable for any and all damages, losses, and expenses incurred by the DISTRICT, caused by the acts and/or omissions of the COUNTY arising out of or in any way connected with this Agreement or any future modifications hereof. For acts or omissions caused by the COUNTY, the COUNTY shall defend and hold the DISTRICT harmless from any and all legal actions, claims, demands by any person, arising out of or in any way connected with this Agreement or any future modifications hereof.

C. The COUNTY and the DISTRICT expressly retain all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Notwithstanding anything set forth in any section, article or

paragraph of this Agreement to the contrary, nothing in this Agreement shall be deemed as a waiver of sovereign immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature, and the cap on the amount and liability of the COUNTY or DISTRICT for damages, attorney fees and costs, regardless of the number or nature of claims in tort, equity or contract, shall not exceed the dollar amount set by the Florida Legislature for tort. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim against the COUNTY or the DISTRICT which would otherwise be barred under the Doctrine of Sovereign Immunity or operation of law.

11. Entire Agreement. This Agreement, and any amendments hereto, constitutes the entire Agreement between the parties relating to the specific matters set forth herein, and no other prior agreements or understandings shall have any force or affect whatsoever on this Agreement or the parties hereto.

12. Notice. The parties hereto agree and understand that written notice, mailed or delivered to the last known mailing address, shall constitute sufficient notice to the COUNTY and to the DISTRICT. All notices required and/or made pursuant to this Agreement to be given to the COUNTY and the DISTRICT shall be in writing and given by way of hand delivery or the United States Postal Service, first class mail, postage prepaid, addressed to the following addresses of record:

COUNTY: Highlands County
Attention: County Administrator
600 N. Commerce
Sebring, Florida 33870

DISTRICT: SPRING LAKE IMPROVEMENT DISTRICT
Attention: District Manager
115 Spring Lake Boulevard
Sebring, Florida 33876

13. Governing Law and Venue. The laws of the State of Florida shall govern all aspects of this Agreement. In the event it is necessary for either party to initiate legal action regarding this Agreement, venue shall lie in Highlands County, Florida.

14. Waiver. Failure of the parties to insist upon strict performance of any of the covenants, terms, provisions, or conditions of this Agreement or to exercise any right of option herein contained, shall not be construed as a waiver or a relinquishment for the future of any such covenant, term, provision, or condition, or right of election, but same shall remain in full force and effect.

15. Amendment. The covenants, terms, and provisions of this Agreement may be modified by way of a written instrument, mutually accepted by the parties hereto. In the event of a conflict between the covenants, terms, and/or provisions of this Agreement

and any written Amendment(s) hereto, the provisions of the latest executed instrument shall take precedence.

16. Severability. All clauses found herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on any other provision of this Agreement. It is understood by the parties hereto that if any part, term, or provision of this Agreement is by the courts held to be illegal or in conflict with any law of the State of Florida or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid. If necessary, to preserve the intent of the parties, the parties shall negotiate in good faith to amend this Agreement, adopting a substitute provision for the one deemed invalid or unenforceable that is legally binding and enforceable. Nothing in this Interlocal Agreement shall be construed to benefit any person or entity not a party to this Interlocal Agreement.

17. Joint Negotiations. This Agreement shall be construed as resulting from joint negotiation and authorship. No part of this Agreement shall be construed as the product of any one of the parties hereto.

18. Recording. The COUNTY shall record this Agreement as required by the Act immediately following the execution by all of the parties, and thereafter provide a copy evidencing recordation to the DISTRICT.

IN WITNESS WHEREOF, this Interlocal Agreement is hereby effective on the date signed by the last party.

DATED this _____ day of _____, 2022.

HIGHLANDS COUNTY, a political subdivision of the State of Florida
By Its Board of County Commissioners

By: _____
Kathleen G. Rapp, Chairperson

Attest:

_____
Jerome Kaszubowski, Clerk

DATED this 29th day of December, 2021

SPRING LAKE IMPROVEMENT DISTRICT

By: _____
Tim McKenna Chairman

Attest:

_____
Diane Angell, DISTRICT Clerk

Received Nov. 1, 2021 1:58 PM gs

SpringLake IMPROVEMENT DISTRICT

115 Spring Lake Boulevard • Sebring, Florida 33876-6143
Phone (863) 655-1715 • Fax (863) 655-4430
www.springlakefl.com

To: RPAC
From: Joe DeCerbo, District Manager
Subject: Pickleball Courts

In early October it came to my attention that there was an initiative to find a location to construct 8 courts in the Sebring area. At a breakfast with County Administrator Randy Vosburg, he was aware of the project, had met the leaders of the group, and encouraged me to consider Spring Lake as the location. A few days later Casey Wohl and TDC consultant Alan Verlander came to my office, and I briefed them on this initiative. Casey was aware of it as well, had met with some of the same people spearheading the effort, and encouraged me to pursue a Spring Lake location.

We have resident pickleball players using our 2 courts and they were very excited about having actual courts instead of the makeover we did a few years back on the tennis courts. While a lot of their players are still up north, several of them are listed on the petition that I have attached.

As we looked at Pine Breeze Park, and the amenities that are already there, this project seemed like a good fit. We have the additional 50' that would be needed to lengthen the area, and additional parking is not a problem, especially since many of the players come in their golf carts. Since the existing courts and fencing were constructed in the early 80's, they have to be removed.

I have discussed costs with several people who have built courts, and the type of company that will be needed to construct such a facility. I feel very comfortable with the cost I have projected, and if the bids come in higher than anticipated Spring Lake will absorb the difference.

With groundbreaking for an independent living campus on land adjacent to this location, it will be extremely attractive for both current and future users.

1971-2021 50 SPRINGLAKE YEARS

Recreation & Parks Advisory Committee
Funding Application

Funding Applications must be submitted to the Parks & Facilities Department no less than 2 weeks prior to any RPAC meeting. Any incomplete applications will be returned and will not be placed on the RPAC agenda until all necessary documentation is submitted.

Recreational funding must be used to improve public safety, develop, expand, renovate or remodel parks, or to purchase land to build new parks.

I. APPLICATION INFORMATION

Date: November 1, 2021
Local Government Name: Spring Lake Improvement District
Project Manager: Joe DeCerbo
Telephone: 863-655-1715 Email: jdecerbo@springlakefl.com

II. PROJECT SUMMARY

Project / Park Name: Pine Breeze Park Pickleball Courts
Project address: 209 Spring Lake Blvd.
Date approved by Governing Board: November 10, 2021 (pending)
Who owns the property? Spring Lake Improvement District

			Percentage of Total Cost
Local funds available *(Requester's contribution)*:			
Cash:	$	90,000.00	50%
In-kind: *(Provide detailed data)*	$		%
Other: *(Other agency funding, donations, etc.)*	$		%
County funds request *(RPAC Share)*:	$	90,000.00	50%
Total cost of project:	$	180,000.00	

All applicant/other funds will be used first. The balance, up to the approved RPAC recommendation, will be reimbursed by the County

Please provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, and any existing buildings on site.

Pickleball has become a popular program in our District, and with the residential and apartment projects currently underway, there will be a number of new residents to participate in an expanded complex. Several groups and individuals have met with the District Manager and encouraged this initiative. This amenity would enhance our Pine Breeze Park Complex (see attached maps).

III. PROJECT COST ESTIMATE

Development/Remodel/Expansion Projects: Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on this application. The site plan must CLEARLY DELINEATE facilities currently existing, facilities proposed for funding in this application and facilities planned for future development.

Acquisition Projects: If applying for an acquisition project, submit the proposed development for the project. Along with the breakdown of the facilities, submit a construction timeline for the required development of facilities. Also, submit conceptual site plan displaying the areas and facilities to be developed as proposed on this application.

NOTES:

- Applicant has 24 months for project completion from the date of the execution of the Interlocal Agreement by the Board of County Commissioners.
- With the exception of public safety needs, any previously approved major project must be completed prior to applying for another project to be funded.

Budget Category	Total
Administration Project Management	
Contracted Services	2,500.00
Permitting & Project Inspection Fees	2,500.00
Site Preparation	4,000.00
Demolition and Removal	5,000.00
Construction	166,000.00
Equipment (Rental, or in-kind use)	
Contingency Cost	
Other Cost: _____	

Total Project Cost: 180,000.00

Will local vendors be used: Yes ☑ No ☐

Please list all vendors you received quotes and estimates from and attach with this application:

TBD

IV. OPERATION AND MAINTENANCE

Describe the on-going maintenance that will be provided by the municipality for the improvements in which funding is being requested.

1. The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance.
2. The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance.
3. The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance.
4. An organized volunteer group, such as a civic group or youth sports association, will operate and maintain the site. Name of Organization: _____

If the expansion/remodel/renovation will REDUCE costs of maintenance/operation, and /or will eliminate a safety hazard, please provide a detailed explanation and back-up verification.

V. PROJECT INFORMATION

	Yes	No
Is this project part of the Master plan for a park and/or greenway system?	☐	☑
Is the project part of the three-year RPAC Planning Strategy? *(2020-2023)*	☐	☑
Is there a safety and/or health concern?	☐	☑
Is access hindered *(i.e. damage roads, limited ADA compliance, etc.)*	☐	☑
Is the project a service that is over populated due to size?	☐	☑
Will there be a charge or user fee: *(attach fee schedule if applicable)*	☐	☑
Public Involvement — Public Meeting:	☐	☑
Survey:	☐	☑

Petitioned: ☑ How many Signatures? 116

Please list all amenities this park/location already provides.

Amenities	Yes	No	How Many?	Amenities	Yes	No	How Many?
Soft/Baseball Fields	☐	☑		Bicycling Trails	☐	☑	
Soccer Fields	☐	☑		Fitness Trails	☐	☑	
Tennis Courts	☑	☐	2	Hiking Trails	☐	☑	
Running Track(s)	☐	☑		Equestrian Trails	☐	☑	
Volleyball Courts	☐	☑		Nature Trails	☐	☑	
Basketball Courts	☑	☐	4	Swimming	☐	☑	
Pickleball Courts	☐	☑		Camping	☐	☑	
Bocce Ball Courts	☐	☑		Picnic Tables	☑	☐	12
Horseshoe Pits	☐	☑		Pavilions	☑	☐	1
Drinking Fountains	☑	☐	3	Grills	☑	☐	3
Other: _____				Playground	☑	☐	1

VI. CONCLUSION

Please attach quotes, estimates, photos, conceptual site plans, surveys, and petitions with this application.

Email application to the Parks & Facilities Management office at Facility@highlandsfl.gov or mail/deliver to 636 Fernleaf Ave in Sebring.

Pine Breeze Park Pickleball Project

An invitation to bid on this project for court construction will be conducted after the necessary approvals from the County. Those areas other than court construction will be contracted locally.

Construction costs include:

*Removing existing court and non-functioning light towers
*Shell Rock base
*Court construction (bid)
*Installation of shelter and patio
*Security and entry system
*Irrigation
*Netting and dividers
*Landscape
*Windscreen
*Shelter furniture

PINE BREEZE PARK EXPANSION

1 Site for pickleball courts
2 Shelter
3 Bathrooms
4 Community Center
5 Fishing areas
6 Basketball Courts
7 Children's Playground
8 District Offices



Highlands County Property Appraiser



C-15-35-30-020-P010-0010

//www.hcpao.org/Search/Parcel/303515020P0100010C

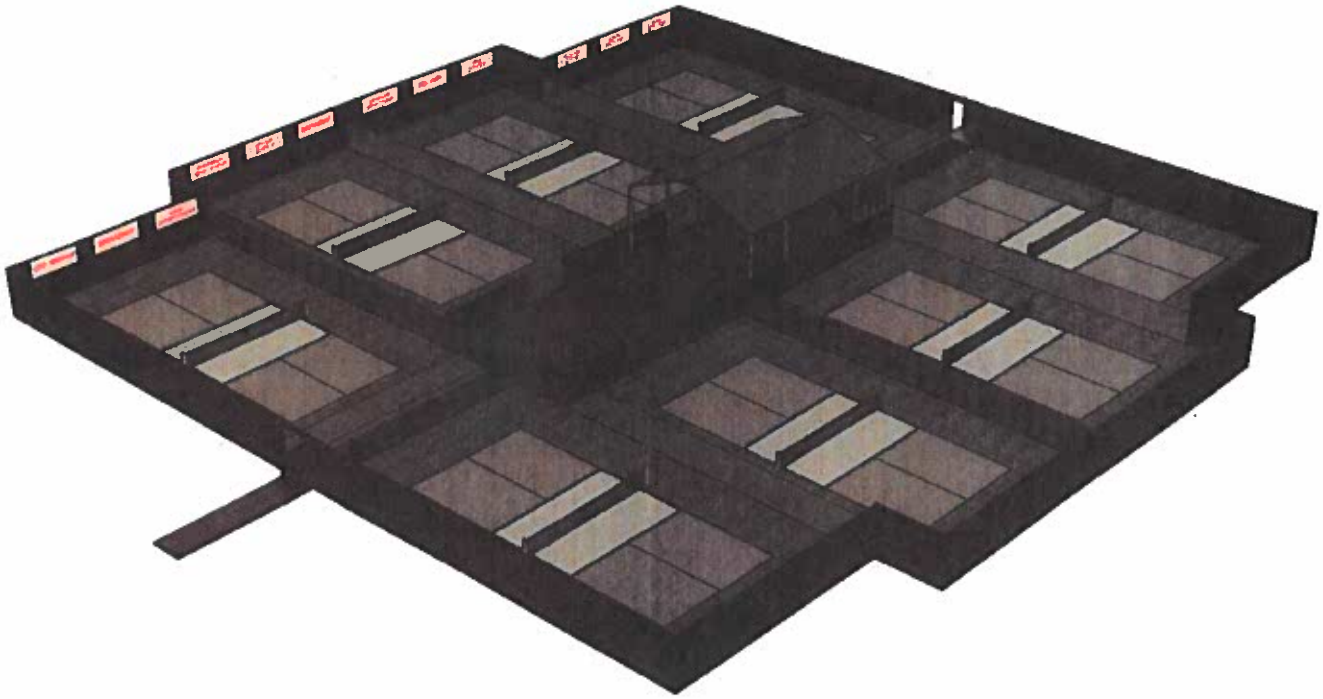
209 SPRING LAKE BLVD
SEBRING, FL 33876-

Owners
SPRING LAKE IMPROVEMENT DIST

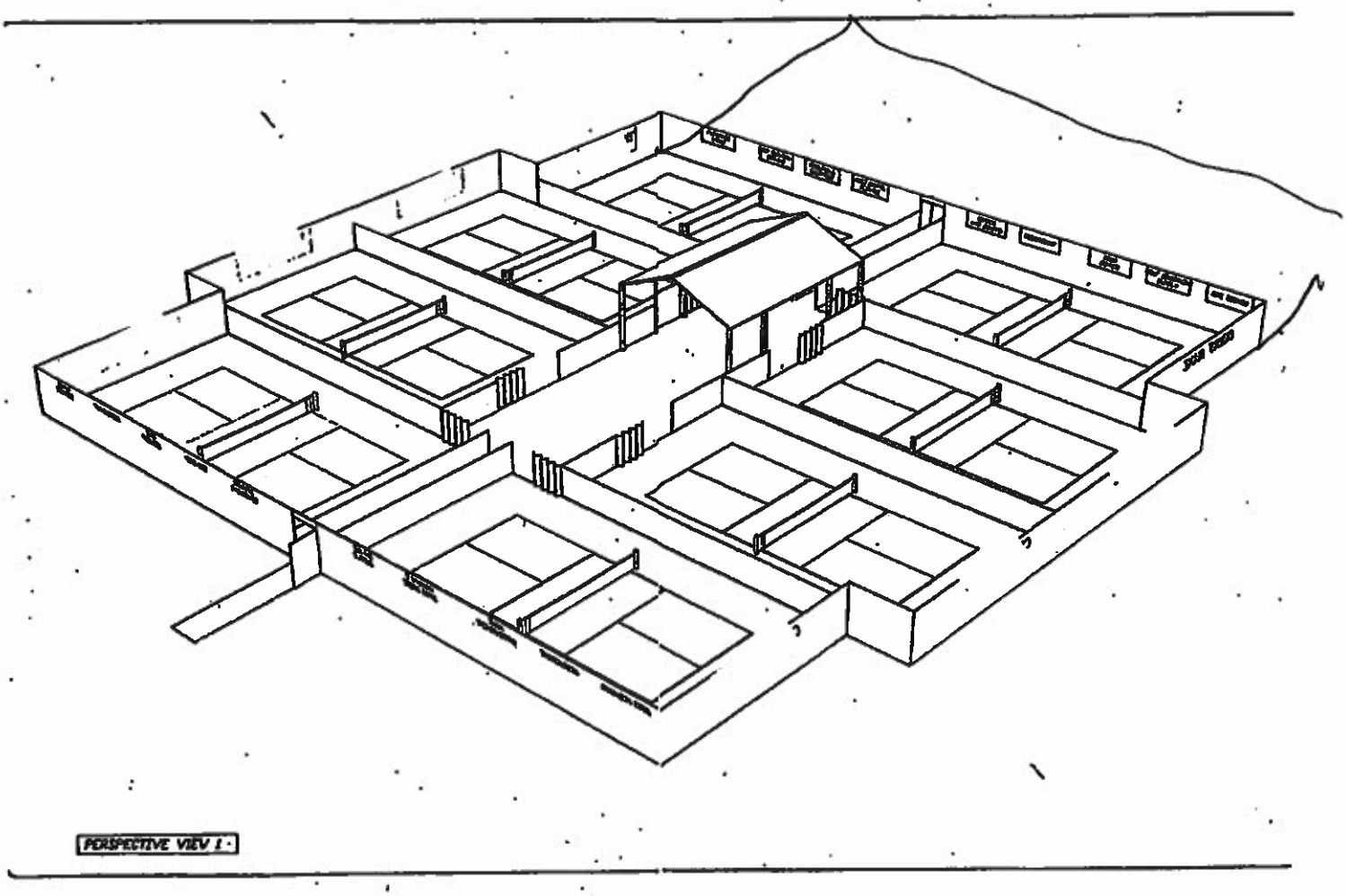
Mailing Address
115 SPRING LAKE BLVD
SEBRING, FL 33870-6143

Legal Description
SPRING LAKE VILLAGE II
PB 9 PG 43
W 500 FT OF PARCEL 1 LESS
S 275 FT
5.88 ACRES M/L

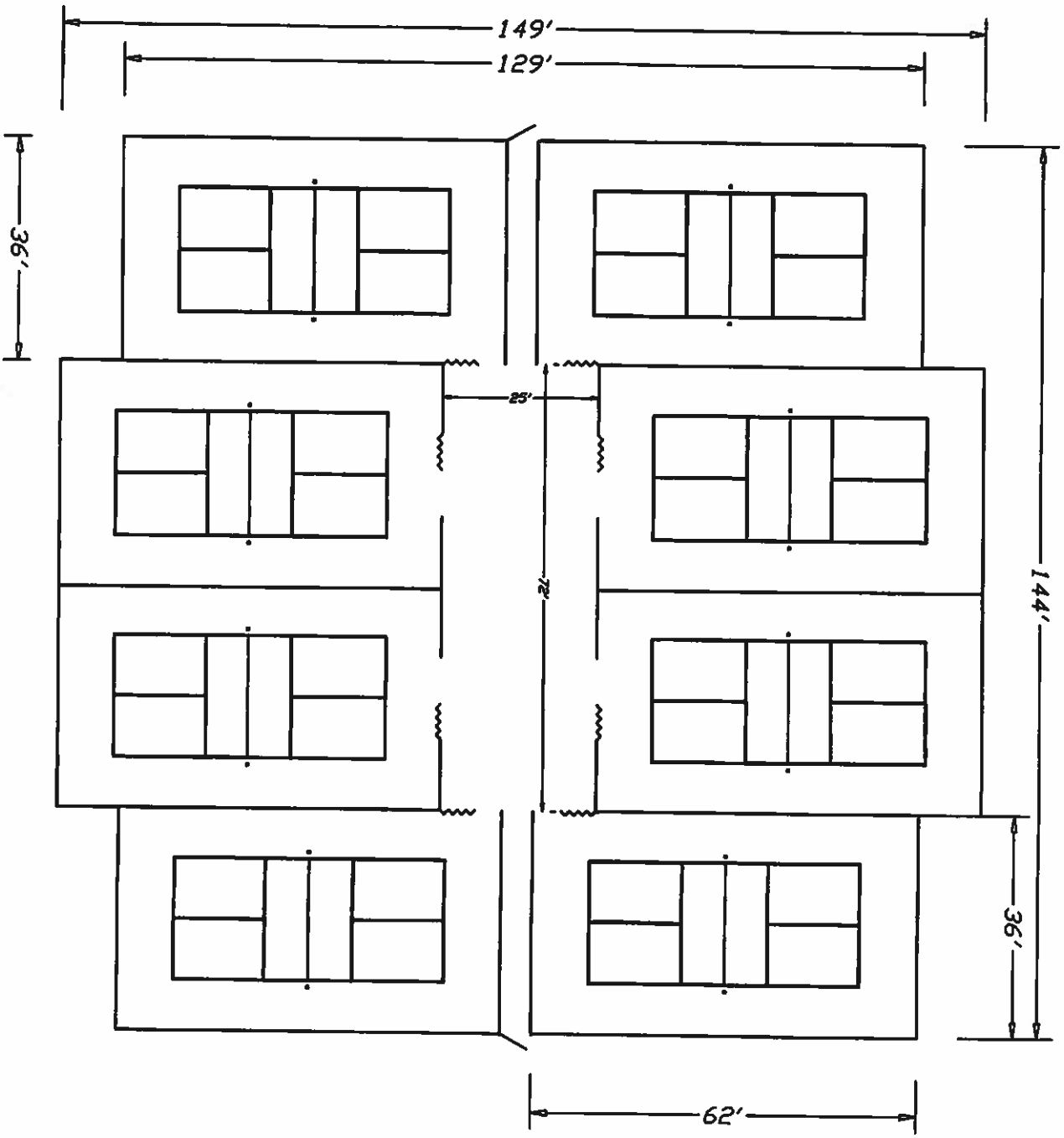
DOR Code: 89 - MUNICIPAL
Neighborhood Code: 1226 - SPRING LAKE VILLAGE VI N OF 98



PERSPECTIVE VIEW 1



PERSPECTIVE VIEW I


149'
129'
36'
25'
72'
144'
36'
62'

Spring Lake Pickleball Courts

By singing below I express that I am a pickleball player and am in support of the building of eight pickleball courts at the Spring Lake Improvement District.

	Signature	Print Name	Address	Date
1.		Cheryl Mannings	303 Belle Grove	10/28/21
2.		Bruce + Mona Ingram	353 Belle Grove	10/28/21
3.	Tammy Boudin	33 Fishermans	Tammy Boudin	10/28/21
4.		Joseph F. Shirs	145 Everfield Ave 954-520-5452	10/28/21
5.	Kim Careri	Kim Careri	1326 Lake Clay Dr LP, FL	10/28/21
6.	Buddy Careri	Buddy Careri	1326 Lake Clay Dr	10/28/21
7.		Sam Marcus	273 Tangerine Rd	10/28/21
8.		Joe Cotter	1530 Washington Blvd (Ste)	10/28/21
9.	Jackie Purcell	Jackie Purcell	309 W. Waterway NW	10-28-21
10.	John Purcell	John Purcell	309 W. Waterway NW	10-28-21
11.	Josie Cimly	Josephine Cimly	607 Sunset Ave	10-28-21
12.		Ken Myers	1607 Wilmington	10-28-21
13.	Helen Myers	Helen Myers	1607 Wilmington	10-28-21
14.		Dave Smith	1228 Joseph Ave	10/28/
15.	Margaret Smith	Meg Smith	" "	"

Spring Lake Pickleball Courts

By singing below I express that I am a pickleball player and am in support of the building of eight pickleball courts at the Spring Lake Improvement District.

	Signature	Print Name	Address	Date
1.		Jeff Lindskrong	2628 Oak Beach Blvd Sebring	10/28/21
2.		Cynthia Lindskog 614 406-7442	2628 Oak Beach Blvd Sebring	10-28-21
3.	Check	Charles Totten, Charles Totten	13 Parkwest Ave	10/28/21
4.		G. Rea DeBarros	20 Milky Way, Venus,	FL 33960 10/28/21
5.		Keith Reynolds	17 Snowball DR	10-28-21
6.		Barb Cotter	1530 Washington Blvd NW LP	10/28/21
7.		Drew Severance	215 E Belleview St	10/28/21
8.		Tom Waters	130 Loquat Rd NE	10/28/21
9.		Mitch Valley	1400 Camellia St. LP	10/28/21
10.		Kris Storm	1146 Peachtree Dr L.P	10-28-21
11.		D. Lenardson	36 Beach Front Lane	10/28/21
12.		Glenn A. Morrison	2963 Lake June Blvd L.P. 33852	10/28/21
13.		Mark Pearlman	3008 Going to the Sun Sebring 33872	10/29/21
14.		Susan Price	228 Sheppard Rd. NW Lake Placid, FL	10/29/21
15.		Sam MacHopka	7737 Cheyenne Ad Sebring	10/29/21

Spring Lake Pickleball Courts

By singing below I express that I am a pickleball player and am in support of the building of eight pickleball courts at the Spring Lake Improvement District.

	Signature	Print Name	Address	Date
1.		Daric P. Hithi	1135 Meadow Ridge Dr Sebring, Florida 33872	10/29/2021
2.		Rick Jenkins	624 Walk By Way	10/29/21
3.		Sue Yuan	719 Elephant Walk	10/29/21
4.	Michael Yuan	Michael Yuan	719 Elephant Walk	10/29/21
5.		Emilio Stella	612 Sunset Pointe Dr.	10/29/21
6.		Rebecca Stella	612 Sunset Pointe	10/29/21
7.		John Prentice	1108 Advantage Ave	10/29/21
8.		R. Bonnek	1545 Caravel Rd	10/29/21
9.		Craig Wahnish	3520 Lakeview Dr.	10/29/21
10.		Darcylin Sexton	428 Columbus Blvd	10/29/21
11.	Thomas Clancy	Thomas Clancy	3797 Runningdeer Tanglewood	10/29/21
12.		M. Wahnish	3520 Lakeview Dr	10/29
13.		Vick. Born	3507 Camry Ct.	10/29/21
14.		Pablo E Suarez	2027 Lake Cotela Dr	10/29/21
15.		Alva Suarez	2027 Lake Cotela Dr	10/29/21

Spring Lake Pickleball Courts

By singing below I express that I am a pickleball player and am in support of the building of eight pickleball courts at the Spring Lake Improvement District.

	Signature	Print Name	Address	Date
1.		ALEJANDRO ANDREU	5024 FRIARS COVE ST. SEBRING 33872	10-29-2021
2.		HILDA ANDREU	"	"
3.		MICHAEL BLACKNEY	3705 CREEKSIDE DR	10/29/21
4.		Htin Huang	2507 Manor Dr	33872.
5.		Cho Win	2507 "	"
6.		Tom Pearson	PO Box 613 Sebring FL 33871	10/29/2021
7.		Connie Pearson	" "	10/29/21
8.		Kristi Becker	3435 Freidlie Way Avon Park 33825	10/29/21
9.		Kirk Becker	" "	10/29/21
10.		Tom Alberty	721 Elephant Walk	10/29/21
11.		Joan Alberty	721 Elephant Walk	10/29/21
12.		Dane R. Adams	210 Oak Beach	10/29/21
13.				
14.				
15.				

Spring Lake Pickleball Club

28

Barbara Morgan
1264 Blue Heron Dr.
Sebring, Fl. 33876

Kathy Jindall
609 Ivy Dr.
Sebring, Fl. 53876

Doug Wendt
Mallards Resort
Lorida, Wi. 33857

Mary Beth Wendt
Mallards Resort
Lorida, Wi 33857

Jo Ann Graham
5924 Pebble Lane
Sebring, Fl. 33876

Margie Baker
101 Glen Mar Circle
Sebring, Fl. 33876

Debbie Carlson
6109 Golf View Drive
Sebring, Fl. 33876

Brian Carlson
6709 Golf View Dr.
Sebring, Fl 33876

Paul Blanchard
416 Maple Ln.
Sebring, Fl 33876

Gail Whiting
624 Holly Drive
Sebring, Fl 33876

Kris Jauricello
5917 Pebble Lane
Sebring, Fl 33876

Irene Della Porta
5908 Longbow Dr.
Sebring Fl 33876

Henry Fedorowicz
86 Club House Lane
Sebring Fl. 33876

Loretta Fedorowicz
86 Club House Lane
Sebring, Fl 33876

Judy Heiden
881 Club House Lane
Sebring, FL. 33876

Karen Reid
6713 Kenwood Place
Sebring, FL 33876

Peter Gosselin
225 Dells Drive
Sebring, FL. 33876

Pat Gresko
225 Dells Drive
Sebring, FL 33876

Brian Jordan
86 Clubhouse Lane
Sebring, FL 33876

Judy De Orias
2340 Villa Way East
Sebring, FL. 33876

Sandy Roberts
733 Holly Dr.
Sebring, FL 33876

Gail Fuller
1900 Villa Way West
Sebring, Fl 33876

Carrie Goodall
433 Maya Dr.
Sebring, Fl 33876

Long Boese
Villa Way
Sebring, Fl. 33876

Jim Meuwissen
5800 Longbow Drive
Sebring Fl 33876

Jim Meuwissen
5800 Longbow
Sebring, Fl 33876

Tom Severe
1603 Villaway West
Sebring 33876

Marlene Severe
1603 Villaway West
Sebring Fl. 33876

dana1911adams@gmail.com Lake Placid

Spring Lake Pickleball Courts

By singing below I express that I am a pickleball player and am in support of the building of eight pickleball courts at the Spring Lake Improvement District.

	Signature	Print Name	Address	Date
1.		Ken C. Shockey	5111 Majesty Av	10/29/2021
2.		Jeff Manasse	1554 Bear Pointe	10/29/21
3.		Cheryl Shires	145 Eventide Ave	10/29/21
4.		Margarita McKenna	83 Eleanor Ct	10/29/21
5.		Bill Grigsby	10282 Payne Rd	10/29/21
6.		Jason Holmes	271 Holmes Ave	10/29/21
7.		Kathleen Moore-Anderson	367 Deanlands Dr	10/29/21
8.		Paul Blanchard	416 Maple Cir	10/29/21
9.		Sandi Holmes	271 Holmes Ave	10/29/21
10.		Steven McKenna	133 Eleanor Ct	10/29/21
11.				
12.				
13.				
14.				
15.				

Karen Reid
6713 Kenwood Pl.
Sebring, FL 33876

Pam Glass
6817 Parkwood St.
Sebring, FL. 33876

3161

I support the construction of pickleball courts at the Pine Breeze Park Complex

NAME	ADDRESS
Cindy Bacon	115 Springlake Blvd.
Tom & Gina DiGicomo	8316 Castile Rd.
Al Verdicchio	210 Andretti Ave.
[signature]	316 Arrowhead

HIGHLANDS COUNTY
RECREATION AND PARKS ADVISORY COMMITTEE
MEETING MINUTES
November18, 2021; 2:00 PM
Highlands County Multi-Sports Complex,
216 Sheriff's Tower Rd, Sebring

Danielle Phillips, City of Avon Park	Garrett Anderson, City of Avon Park
Todd Moore, Town of Lake Placid	Harry Durbano, Town of Lake Placid
Bob Swaine, City of Sebring	Charlie Lowrance, City of Sebring
Ariel Fells, At Large	Joe Decerbo, At Large
Vicki Pontius, At Large	Sandy Rossborough, At Large
Michael Blackney, At Large	Bill Brantley, School Board
Ric Fleeger, Parks & Facilities Management	Sarah Albritton, Parks & Facilities Mgmt.
Ginger Svendsen, Parks & Facilities Mgmt.	Sandra Vazquez, Planning Division

Guest: Isaac Durance, Evelyn Colon, Shirley Harris and Teddy Callahan.

Call to Order
Chairman Bill Brantley, called the meeting to order at 2:00 pm. Ric Fleeger read the public notice for the meeting. Twelve members were present, constituting a quorum.

Approval of Minutes
Harry Durbano made a ***motion*** to approve the minutes for May 20, 2021. Joe Decerbo ***seconded the motion***. Motion Carried.

Election of Officers: Bill opened the floor for nominations. Sandy Rossborough moved to nominate Vicki Pontius as Chair, and Todd Moore ***seconded the motion***. Unanimous vote. **Motion Carried**. Vicki Pontius moved to nominate Garrett Anderson as Co-Chair. Danielle Phillips ***seconded the motion***. Unanimous vote. Motion Carried.

Old Business:
Updates on open projects

- Town of Lake Placid Lake June ballfield lights is complete. Lake June Phase 2 project is underway.
- City of Sebring Seven New Scoreboards – In possession of scoreboards and waiting to be installed.
- Memorial Trailhead Rest/Bike Stations –There is one more Bike Repair Station to install for the North circle that is currently on back order.
- Playground Systems for H.L. Bishop Park and Sports Complex – Systems are on order and waiting for delivery date.
- School Board Tennis Courts Resurface for Sebring High and Lake Placid High are completed.
- Donaldson Park Restroom renovation are almost completed.

Bill gave an update on the fund balance of $479,570.62.

New Business:

HIGHLANDS COUNTY
RECREATION AND PARKS ADVISORY COMMITTEE
MEETING MINUTES
November18, 2021; 2:00 PM
Highlands County Multi-Sports Complex,
216 Sheriff's Tower Rd, Sebring

Funding Request for Spring Lake Improvement District: Joe Decerbo presented a request for eight Pickleball Courts at Pine Breeze Park. Total cost of the project is estimated at $180,000 and they are asking RPAC to match funds of $90,000 for a 50/50 split. Residents are currently using the tennis courts constructed in the 1980s that were made over as pickleball courts and will be removed for the new courts. Many members voiced their opinions on the fast-growing sport. Although sixteen courts are needed for tournaments, they are more comfortable starting with eight courts at this time. Questions were asked about nearby restrooms, are there any shade structures, and will there be user fees. Joe replied that there are newly built restrooms in the park. Construction has started for an independent living facility structure adjacent to the property that will have restrooms available as well. There will be shade structure in place and trees nearby. Residents already pay a park assessment and will use the facility free of charge. However, if they choose to join the club and play in tournaments they can, but the club understands that it must be open to the public. Lights are included in the project.

Vicki Pontius asked for clarification for the funds requested. Total project will be paid for by Spring Lake Improvement District, with Spring Lake paying the first $90,000 and request a reimbursement from RPAC to pay the remaining balance up to $90,000.
Vicki Pontius ***motioned*** to approve the expenditure of up to $90,000 of RPAC funds and recommendation to the Board of County Commissioners for the funding of eight pickleball courts at the Pine Breeze Park in Spring Lake Improvement District. ***Motion was seconded*** by Garrett Anderson. All were in favor. Motion carried.

Funding Request, Highlands County: Evelyn Colon, Director of the Highway Park Neighborhood Council (HPNC), introduced herself along with Teddy Callahan, Council Treasurer and Shirley Harris, a volunteer for the Council. The Highway Park community is seeking to add a restroom facility to the park for future events. The current amenities include a little league baseball field with bleachers, newly resurfaced and painted basketball courts, playground, newly added 10 fit trail exercise stations and new fencing in areas where needed. The park cannot be ADA compliant without restrooms, and they desire the park to be user-friendly. The cost of the project is estimated at $48,375 and are asking RPAC to fund $24,187.50 for a 50/50 split.

Question was asked about the maintenance of the restrooms. Ric Fleeger explained they were still working out some of the logistics. They are not sure if the park will be opened and closed at a certain time or opened only for events. The restrooms will be maintained by the county and/or monitored by the community at the same time.

Bill explained he would like to see it used and wondered about vandalism. He also drove through the park and found it to be very clean and well-maintained. Ric said this was a preliminary request for RPAC to agree to pay 50% of the project, then he will take it before the Board of County Commissioners to approve the other 50%. Bill spoke on the restroom he built years ago for the school board and how the cost is much higher now. Ric received an

estimate from Brian Ogg for $39,875 and $8,500 for the septic system. Evelyn Colon said the restrooms will not have lights, but since the park closes at sundown they are not needed. Sandy Rossborough suggested not moving forward until there is clarification on who is maintaining the restrooms. Ric assured the members that the county will make sure it is maintained. Joe Decerbo ***motioned*** to approve the request as presented. Harry Durbano ***seconded the motion.***

Vicki Pontius asked if the cash portion is being paid 100% by the county or is Highway Park contributing some dollars. Highway park is not contributing any of the funds to the project, so half will come from Infrastructure funds and the other half from general funds. All members were in favor. The motion carried.

Next meeting is February 17, 2022.

Since this is Bill's last meeting, he thanked everyone and said he enjoyed serving on the committee. He has served 8 years and must rotate off for at least one year.

Meeting adjourned at 2:31 p.m.

Respectfully submitted by,

Ginger Svendsen, Administrative Assistant
Parks & Facilities Management

DRAFT

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sarah Beth Rogers, CAC Manager**

SUBJECT/TITLE: **Request acceptance of the 21/22 Child Advocacy Trust Fund Award Agreement and adoption of accompanying resolution 21-22-58 for Budget Amendment 21-22-035 to appropriate funding in the amount of $3,960 to be received from The Florida Network of Children's Advocacy Centers for project 21060.**

STATEMENT OF ISSUE

The Florida Network of Children's Advocacy Centers allocated $3,960 from the Child Abuse Trust Fund to the Ruth E. Handley Children's Advocacy Center of Highlands County to be used to improve the safety, permanency, an well-being of families and children involved in an allegation of child maltreatment by providing community-based services.

RECOMMENDED ACTION

Move to accept the 21/22 Child Advocacy Trust Fund Award Agreement and adoption of accompanying resolution 21-22-58 for Budget Amendment 21-22-035 to appropriate funding in the amount of $3,960 to be received from The Florida Network of Children's Advocacy Centers for project 21060.

FISCAL IMPACT

The fiscal impact will be an increase to the Fund 005 (General) and will be appropriated in cost center 3995 (Children's Advocacy Ctr), Project 21060 (CATF 21-22) in the amount of $3,960.00.

Attachments: 21-22-035 Project 21060 CATF 21-22 (BA).pdf
21-22-035R Project 21060 CATF 21-22 (Resolution).pdf
CAC-23 Agreement & Budget.pdf

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **1/3/2022** SUBMITTED BY: **Mercedes McNew**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **3995**

PROJECT(S) #: **21060** PROJECT TITLE(S): **CATF 21/22** COST CENTER TITLE(S): **Children's Advocacy Center**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	**005**		**3346900Z**	**Project Other Human Services**	**21060**	**0.00**	**3,960.00**		**3,960.00**
E	**005**	**3995**	**51200Z**	**Project RegularSalaries**	**21060**	**0.00**	**3,960.00**		**3,960.00**
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: **To appropriate the FY 21-22 Child Advocacy Trust Fund (CATF) Grant to Project # 21060 to direct services to victims of child abuse and/or their families.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-035**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____/____/____

TRANSFER TYPE:

_____ ITEM TO ITEM

_____ RESERVE

XX BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____ Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-58

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-035 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-035 is hereby approved and authorized to appropriate funding in the amount of $3,960.00 for Project #21060 Child Advocacy Trust Fund Award (CATF) 21/22 from FNCAC. The funds must be appropriated to be used for direct services to victims of child abuse and/or their family members.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

THIS Agreement is entered into between the Florida Network of Children's Advocacy Centers, Inc., hereinafter referred to as the "FNCAC" and **Highlands County, a Political Subdivision of the State of Florida**, a Children's Advocacy Center as defined in Section 39.3035, Florida Statutes, hereinafter referred to as the "CAC".

The section headings contained in this contract are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

The FNCAC and CAC agree as follows:

1. ENGAGEMENT AND TERM

1.1 Purpose and Agreement Amount

The Florida Department of Children and Families, hereinafter referred to as the "Department", has entered into a contract with the FNCAC effective December 2, 2021, hereinafter referred to as the "Contract". The Department is engaging the FNCAC for the purpose of **purchasing the funding of services provided by CACs through the disbursement of funds from the Grants and Donations Trust Fund to the FNCAC to augment services, as required by Section 39.3035, F.S.**, as further described in Section 2, payable as provided in Section 3, in an amount not to exceed $3,960.00.

Funds disbursed to the FNCAC by the Department under the Contract are to be used by the CAC with the goal of improving the safety, permanency, and well-being of families and children involved in an allegation of child maltreatment by providing community-based services that augment, but that do not duplicate, services provided by state agencies

1.2 FNCAC Contract Manager

The name, address, telephone number and e- mail address of the FNCAC Contract Manager for this Agreement is:

Name: Michèle Vaught
Address: 501 E. Tennessee Street, Suite B, Tallahassee, Florida 32308
Phone: 850-671-4791
Email: mvaught@fncac.org

1.3 Effective and Ending Dates

The Agreement shall be effective upon execution by both parties and shall end at midnight, **Eastern** time, on **June 30, 2022**. If the Agreement is not fully executed by both parties by January 28, 2022 as required by the Contract; the Agreement shall be null and void.

2. STATEMENT OF WORK

2.1 Scope of Work

The Scope of Work is described in Exhibit A.

2.2 List of Services

The List of Services is described in Exhibit B.

3. BUDGET, PAYMENT AND INVOICE

The FNCAC shall pay for services performed by the CAC during the service performance period of this Agreement according to the terms and conditions of this Agreement in an amount not to exceed that set forth in Section 1.1, subject to the availability of funds and satisfactory performance of all terms by the CAC. Any costs or services paid for under any other Agreement or from any other source are not eligible for payment under this Agreement.

3.1 Budget

Using the budget form (Exhibit C), the CAC shall prepare a budget to identify services to be provided with funds from the Grants and Donations Trust Fund. The budget shall be submitted to the FNCAC Contract Manager for approval prior to the execution of the Agreement.

3.2 Method of Payment

This is a cost reimbursement Agreement. The FNCAC agrees to reimburse the Provider for services incurred in accordance with the terms and conditions of this Agreement.

3.3 Invoices and Reports

3.3.1 The Monthly Activity Report & Invoice form (Attachment A-1) is due no later than the **seventh (7th) calendar day** of the month following the month of service. Otherwise, the Invoice cannot be processed. If there are no services to be invoiced, the CAC shall still be required to submit the form as a zero dollar invoice for that month.

3.3.2 During the term of this Agreement, the CAC shall collect and submit data (client and service detail) on the Monthly Services Details Report form (Attachment A-2) to the FNCAC no later than the **seventh (7th) calendar day** of the month following the month of service This form is required as backup documentation for the Monthly Activity Report & Invoice. Each month's data shall be submitted on the form and not be combined with prior month's data. Otherwise, the invoice cannot be processed.

3.3.3 All reports, invoices, or other items identified herein shall be submitted electronically to the FNCAC contract manager via Track-It! document management system, unless otherwise approved by the contract manager. When submitting documents through Track-It! the CAC will select the correct document type which determines the destination of the submission. The work order purpose never changes and always says "This Work Order is for Submitting Required Documentation." The Track-It! URL is: https://trackit.fncac.org:9001/TrackItWeb/SelfService.

3.3.4 The **final invoice** for payment shall be submitted to the FNCAC no more than **ten (10) calendar** days after the Agreement ends or is terminated. If the CAC fails to do so, all rights to payment are forfeited and the FNCAC will not honor any requests submitted after the aforesaid time period.

3.3.5 Any payment due under the terms of this Agreement may be withheld until performance of services and all reports due from the CAC and necessary adjustments thereto, have been approved by the FNCAC.

3.3.6 The CAC shall submit to the FNCAC via Track-It! no later than **July 12, 2022**, the **Final Report Data form** (Attachment B) providing demographic data, year-to-date units of service provided and number of clients served that were funded through this Agreement.

4. GENERAL TERMS AND CONDITIONS GOVERNING PERFORMANCE

4.1 Compliance with Statutes, Rules and Regulations

In performing its obligations under this Agreement, the CAC shall without exception be aware of and comply with all State and Federal laws, rules, Children and Families Operating Procedures (CFOPs), and regulations relating to its performance under this Agreement as they may be enacted or amended from time-to-time, as well as any court or administrative order, judgment, settlement or compliance agreement involving the Department which by its nature affects the services provided under this Agreement.

4.2 Independent Contractor, Subcontracting and Assignments

4.2.1 In performing its obligations under this Agreement, the CAC shall at all times be acting in the capacity of an independent contractor and not as an officer, employee, or agent of the State of Florida, except where the CAC is a State agency. Neither the CAC nor any of its agents, employees, subcontractors, independent contractors or assignees shall represent to others that it is an agent of or has the authority to bind the Department by virtue of this Agreement, unless specifically authorized in writing to do so. This Agreement does not create any right in any individual to State retirement, leave benefits or any other benefits of State employees as a result of performing the duties or obligations of this Agreement.

4.2.2 The Department or the FNCAC will not furnish services of support (e.g., office space, office supplies, telephone service, secretarial or clerical support) to the CAC, its subcontractor, or assignee, unless specifically agreed to by the FNCAC in this Agreement. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds and all necessary insurance for the CAC, the CAC's officers, employees, agents, subcontractors, or assignees shall be the sole responsibility of the CAC and its subcontractors. The parties agree that no joint employment is intended and that, regardless of any provision directing the manner of provision of services, the CAC and its subcontractors alone shall be

responsible for the supervision, control, hiring and firing, rates of pay and terms and conditions of employment of their own employees.

4.2.3 The CAC may subcontract under this Agreement.

4.2.3.1 The CAC shall take such actions as may be necessary to ensure that it and each subcontractor of the CAC will be deemed to be an independent contractor and will not be considered or permitted to be an officer, employee, or agent of the State of Florida.

4.2.3.2 The CAC is responsible for all work performed and for all commodities produced pursuant to this Agreement whether actually furnished by the CAC or by its subcontractors. Any subcontracts shall be evidenced by a written document. The CAC further agrees that the Department or the FNCAC shall not be liable to the subcontractor in any way or for any reason relating to this Agreement.

4.3 Insurance

The CAC shall maintain continuous adequate liability insurance coverage during the existence of this Agreement. With the exception of a State agency or subdivision as defined by subsection 768.28(2), F.S., by execution of this Agreement, the CAC accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the CAC and the clients to be served under this Agreement. The Department reserves the right to require additional insurance as specified in this Agreement.

4.4 Notice of Legal Actions

The CAC shall notify the FNCAC of potential or actual legal actions taken against the CAC related to services provided through this Agreement or that may impact the CAC's ability to deliver the services, or that may adversely impact the Department and/or the FNCAC. The CAC shall notify the FNCAC Contract Manager within five (5) days of CAC becoming aware of such actions or potential actions or from the day of the legal filing, whichever comes first.

4.5 Intellectual Property

All intellectual property, inventions, written or electronically created materials, including manuals, presentations, films, or other copyrightable materials, arising in relation to the CAC's performance under this Agreement, and the performance of all of its officers, agents and subcontractors in relation to this Agreement, are works for hire for the benefit of the Department, fully compensated for by the Agreement amount. Neither the CAC nor any of its officers, agents nor subcontractors may claim any interest in any intellectual property rights accruing under or in connection with the performance of this Agreement. It is specifically agreed that the Department shall have exclusive rights to all data processing software falling within the terms of section 119.084, F.S., which arises or is developed in the course of or as a result of work or services performed under this Agreement, or in any way connected herewith. Notwithstanding the foregoing provision, if the CAC is a university and a member of the State University System of Florida, then section 1004.23, F.S., shall apply.

4.5.1 If the CAC uses or delivers to the Department for its use or the use of its employees, agents or subcontractors, any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood that the compensation paid pursuant to this Agreement includes all royalties or costs arising from the use of such design, device, or materials in any way involved in the work contemplated by this Agreement. For purposes of this provision, the term "use" shall include use by the CAC during the term of this Agreement and use by the Department its employees, agents or subcontractors during the term of this Agreement and perpetually thereafter.

4.5.2 All applicable Agreements include the provision that the Federal awarding agency reserves all patent rights with respect to any discovery or invention that arises or is developed in the course of or under the Agreement. Notwithstanding the foregoing provision, if the CAC or one of its subcontractors is a university and a member of the State University System of Florida, then section 1004.23, F.S., shall apply, but the Department shall retain a perpetual, fully-paid, nonexclusive license for its use and the use of its contractors of any resulting patented, copyrighted or trademarked work products.

4.6 Mandatory Reporting Requirements

The CAC and any subcontractor must comply with and inform its employees of the following mandatory reporting requirements. Each employee of the CAC, and of any subcontractor, providing services in connection with this Agreement who has any knowledge of a reportable incident shall report such incident as follows:

4.6.1 A reportable incident is defined in CFOP 180-4, which can be obtained here.

4.6.2 Reportable incidents that may involve an immediate or impending impact on the health or safety of a client shall be immediately reported to the FNCAC Contract Manager.

4.6.3 Other reportable incidents shall be reported to the Department's Office of Inspector General through the Internet at http://www.dcf.state.fl.us/admin/ig/rptfraud1.shtml or by completing a Notification/Investigation Request (Form CF 1934) and emailing the request to the Office of Inspector General at IG.Complaints@myflfamilies.com. The CAC and subcontractor may also mail the completed form to the Department of Children and Families, Office of Inspector General, The Center, 2415 Monroe Street, Suite 400 - I, Tallahassee, Florida, 32303; or via fax at (850) 488-1428.

4.7 Employment Screening

4.7.1 The CAC shall ensure that all staff utilized by the CAC and its subcontractors (hereinafter, "Contracted Staff") that are required by Florida law and by CFOP 60-25, Chapter 2, which is hereby incorporated by reference to be screened in accordance with chapter 435, F.S., are of good moral character and meet the Level 2 Employment Screening standards specified by sections 435.04, 110.1127, and subsection 39.001(2), F.S., as a condition of initial and continued employment that shall include but not be limited to:

4.7.1.1 Employment history checks;

4.7.1.2 Fingerprinting for all criminal record checks;

4.7.1.3 Statewide criminal and juvenile delinquency records checks through the Florida Department of Law Enforcement (FDLE);

4.7.1.4 Federal criminal records checks from the Federal Bureau of Investigation via the Florida Department of Law Enforcement; and

4.7.1.5 Security background investigation, which may include local criminal record checks through local law enforcement agencies.

4.7.1.6 Attestation (Attachment D) by each employee, subject to penalty of perjury, to meeting the requirements for qualifying for employment pursuant to chapter 435 and agreeing to inform the employer immediately if arrested for any of the disqualifying offenses while employed by the employer.

4.7.2 The CAC shall sign the Florida Department of Children and Families Employment Screening Affidavit (Attachment E) that all required staff have been screened or the CAC is awaiting the results of screening.

5. RECORDS, AUDITS AND DATA SECURITY

5.1 Records, Retention, Audits, Inspections and Investigations

5.1.1 The CAC shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the Department under this Agreement. Upon demand, at no additional cost to the Department or the FNCAC, the CAC will facilitate the duplication and transfer of any records or documents during the term of this Agreement and the required retention period in Section 5.1.2. These records shall be made available at all reasonable times for inspection, review, copying, or audit by Federal, State, or other personnel duly authorized by the Department and/or the FNCAC.

5.1.2 Retention of all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement shall be maintained by the CAC during the term of this Agreement and retained for a period of six (6) years after completion of the Agreement or longer when required by law. In the event an audit is required under this Agreement, records shall be retained for a minimum period of six (6) years after the audit report is issued or until resolution of any audit findings or litigation based on the terms of this Agreement, at no additional cost to the Department.

5.1.3 At all reasonable times for as long as records are maintained, persons duly authorized by the FNCAC, the Department and Federal auditors, pursuant to 2 CFR § 200.336, shall be allowed full access to and the right to examine any of the CAC's Agreements and related records and documents, regardless of the form in which kept.

5.1.4 Monitoring by the FNCAC

5.1.4.1 To permit persons duly authorized by the FNCAC to inspect any records, papers, documents, facilities, goods, and services of the CAC, which are relevant to this Agreement, and interview any clients and employees of the CAC to assure the FNCAC of satisfactory performance of the terms and conditions of this Agreement. Following such evaluation, the FNCAC will deliver to the CAC a written report of its findings and will include written recommendations with regard to the CAC's performance of the terms and conditions of this Agreement. The CAC will correct all noted deficiencies identified by the FNCAC within the specified period of time set forth in the recommendations. The CAC's failure to correct noted deficiencies may, at the sole and exclusive discretion of the FNCAC, result in any one or any combination of the following: (1) the CAC being deemed in breach or default of this Agreement; (2) the withholding of payments to the CAC by the FNCAC; and (3) the termination of this Agreement for cause.

5.1.4.2 The CAC agrees to fully cooperate with the FNCAC in the conduct of both performance audits and financial audits related to the Grants and Donations Trust Fund. The CAC will be evaluated through on-site monitoring visits and/or desk reviews of service reports and invoices. This component is intended to be in addition to other audit requirements found in other documents incorporated by reference in this Agreement and is not to be construed as a limitation upon them. The CAC agrees to include these audit and recordkeeping requirements in all approved subcontracts and assignments that result from this Agreement.

5.1.5 The CAC shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by The Office of the Inspector General (section 20.055, F.S.).

5.1.6 No record may be withheld nor may the CAC attempt to limit the scope of any of the foregoing inspections, reviews, copying, transfers or audits based on any claim that any record is exempt from public inspection or is confidential, proprietary or trade secret in nature; provided, however, that this provision does not limit any exemption to public inspection or copying to any such record.

5.2 Confidentiality

The CAC shall maintain confidentiality of all data, files, and records including client records related to the services provided pursuant to this agreement and shall comply with state and federal laws, including, but not limited to, sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes. Procedures must be implemented by the CAC to ensure the protection and confidentiality of all confidential matters. The CAC must also comply with any applicable professional standards of practice with respect to client confidentiality.

5.3 Information Security

The CAC shall comply with, and be responsible for ensuring subcontractors compliance as if they were the CAC with, the following information security requirements whenever the CAC or its subcontractors have access to Department information systems or maintain any client or other confidential information in electronic form:

5.3.1 An appropriately skilled individual shall be identified by the CAC to function as its Information Security Officer. The Information Security Officer shall act as the liaison to the Department's security staff and will maintain an appropriate level of information security for Department information systems or any client or other confidential information the CAC is collecting or using in the performance of this Agreement. An appropriate level of security includes approving and tracking all who request or have access, through the CAC's access, to Department information systems or any client or other confidential information. The Information Security Officer will ensure that any access to Department information systems or any client or other confidential information is removed immediately upon such access no longer being required for CAC's performance under this Agreement.

5.3.2 The CAC shall provide the latest Departmental security awareness training to all who request or have access,

through the CAC's access, to Department information systems or any client or other confidential information.

5.3.3 All who request or have access, through the CAC's access, to Department information systems or any client or other confidential information shall comply with, CFOP 50-2, and shall sign the DCF Security Agreement form CF 0114 annually. A copy of CF 0114 may be obtained here.

5.3.4 The CAC shall prevent unauthorized disclosure or access, from or to Department information systems or client or other confidential information. Client or other confidential information on systems and network capable devices shall be encrypted per CFOP 50-2.

5.3.5 The CAC agrees to notify the Contract Manager as soon as possible, but no later than two (2) business days following the determination of any potential or actual unauthorized disclosure or access to Department information systems or to any client or other confidential information.

5.3.6 The CAC shall, at its own cost, comply with section 501.171, F.S. The CAC shall also, at its own cost, implement measures deemed appropriate by the Department to avoid or mitigate potential injury to any person due to potential or actual unauthorized disclosure or access to Department information systems or to any client or other confidential information.

5.4 Public Records

5.4.1 The CAC shall allow public access to all documents, papers, letters, or other public records as defined in subsection 119.011(12), F.S. as prescribed by subsection 119.07(1) F.S., made or received by the CAC in conjunction with this Agreement except that public records which are made confidential by law must be protected from disclosure. As required by section 287.058(1)(c), F.S., it is expressly understood that the CAC's failure to comply with this provision shall constitute an immediate breach of Agreement for which the Department may unilaterally terminate this Agreement.

5.4.2 As required by section 119.0701, F.S., to the extent that the CAC is acting on behalf of the Department within the meaning of section 119.011(2), F.S., the CAC shall:

5.4.2.1 Keep and maintain public records that ordinarily and necessarily would be required by the FNCAC and the Department in order to perform the service.

5.4.2.2 Upon request from the Department's custodian of public records, provide to the Department a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.

5.4.2.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the CAC does not transfer the records to the Department.

5.4.2.4 Upon completion of the Agreement, transfer, at no cost, to the Department all public records in possession of the CAC or keep and maintain public records required by the Department to perform the service. If the CAC transfers all public records to the Department upon completion of the Agreement, the CAC shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CAC keeps and maintains public records upon completion of the Agreement, the CAC shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department, upon request from the Department's custodian of public records, in a format that is compatible with the information technology systems of the Department.

6. TERMINATION

6.1 In accordance with Section 22 of PUR 1000 Form, the Contract may be terminated by the Department without cause upon no less than thirty (30) calendar days' notice in writing to the FNCAC unless a sooner time is mutually agreed upon in writing. Said termination date will be effective for this Agreement and notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

6.2 The Agreement may be terminated by the FNCAC upon no less than one-hundred (100) calendar days' notice in writing to the CAC unless another notice period is mutually agreed upon in writing. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

6.3 In the event funds for payment pursuant to this Agreement become unavailable, the FNCAC may terminate the Agreement upon no less than twenty-four (24) hours' notice in writing to the CAC.

7. OTHER TERMS

7.1 Unauthorized Aliens

Unauthorized aliens shall not be employed. Employment of unauthorized aliens shall be cause for unilateral cancellation of this Agreement by the Department for violation of section 274A of the Immigration and Nationality Act (8 U.S.C. § 1324a) and section 101 of the Immigration Reform and Control Act of 1986. The CAC and its subcontractors will enroll in and use the E-verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of its employees and its subcontractors' employees performing under this Agreement. Employees assigned to the Agreement means all persons employed or assigned (including subcontractors) by the CAC or a subcontractor during the Agreement term to perform work pursuant to this Agreement within the United States and its territories.

7.2 Civil Rights Requirements

These requirements shall apply to the CAC and all contractors, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to clients or employees in connection with its programs and activities.

7.2.1 The CAC shall comply with the provisions In accordance with Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, or the Florida Civil Rights Act of 1992, as applicable the CAC shall not discriminate against any employee (or applicant for employment) in the performance of this Agreement because of race, color, religion, sex, national origin, disability, age, or marital status.

7.2.2 The CAC shall not discriminate against any applicant, client, or employee in service delivery or benefits in connection with any of its programs and activities in accordance with 45 CFR, Parts 80, 83, 84, 90, and 91, Title VI of the Civil Rights Act of 1964, or the Florida Civil Rights Act of 1992, as applicable and CFOP 60-16.

7.2.3 If employing fifteen or more employees, the CAC shall complete the Civil Rights Compliance Checklist, CF Form 946 within thirty (30) days of execution of this Agreement and annually thereafter in accordance with CFOP 60-16 and 45 CFR, Part 80.

7.3 Use of Funds for Lobbying Prohibited

The CAC shall comply with the provisions of sections 11.062 and 216.347, F.S., which prohibit the expenditure of Agreement funds for the purpose of lobbying the Legislature, judicial branch, or a State agency.

7.4 Public Entity Crime and Discriminatory Contractors

Pursuant to sections 287.133 and 287.134, F.S., the following restrictions are placed on the ability of persons placed on the convicted vendor list or the discriminatory vendor list. When a person or affiliate has been placed on the convicted vendor list following a conviction for a public entity crime, or an entity or affiliate has been placed on the discriminatory vendor list, such person, entity or affiliate may not submit a bid, proposal, or reply on an Agreement to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on an Agreement with a public entity for the construction or the repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under an Agreement with any public entity; and may not transact business with any public entity; provided, however, that the prohibition on persons or affiliates placed on the convicted vendor shall be limited to business in excess of the threshold amount provided in section 287.017, F.S., for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

7.5 Whistleblower's Act Requirements

In accordance with subsection 112.3187, F.S., the CAC and its subcontractors shall not retaliate against an employee for reporting violations of law, rule, or regulation that creates substantial and specific danger to the public's health, safety, or

welfare to an appropriate agency. Furthermore, agencies or independent contractors shall not retaliate against any person who discloses information to an appropriate agency alleging improper use of governmental office, gross waste of funds, or any other abuse or gross neglect of duty on the part of an agency, public officer, or employee. The CAC and any subcontractor shall inform its employees that they and other persons may file a complaint with the Office of Chief Inspector General, Agency Inspector General, the Florida Commission on Human Relations or the Whistle-blower's Hotline number at 1-800-543-5353.

8. CLIENT SERVICES APPLICABILITY

8.1 Client Risk Prevention

If services to clients are to be provided under this Agreement, the CAC and any subcontractors shall, in accordance with the client risk prevention system, report those reportable situations listed in CFOP 215-6 in the manner prescribed in CFOP 215-6. The CAC shall immediately report any knowledge or reasonable suspicion of abuse, neglect, or exploitation of a child, aged person, or disabled adult to the Florida Abuse Hotline on the statewide toll-free telephone number (1-800-96ABUSE). As required by Chapters 39 and 415, F.S., this provision is binding upon both the CAC and its employees.

8.2 Support to the Deaf or Hard-of-Hearing

8.2.1 The CAC and its subcontractors shall comply with Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as implemented by 45 CFR Part 84 (hereinafter referred to as Section 504), the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131, as implemented by 28 CFR Part 35 (hereinafter referred to as ADA), and CFOP 60-10, Chapter 4, entitled Auxiliary Aids and Services for the Deaf or Hard-of-Hearing.

8.2.2 If the CAC or any of its subcontractors employs 15 or more employees, such CAC and subcontractor shall each designate a Single-Point-of-Contact to ensure effective communication with deaf or hard-of-hearing customers or companions in accordance with Section 504 of the ADA, and CFOP 60-10, Chapter 4. The CAC's Single-Point-of-Contact and that of its subcontractors will process the compliance data into the Department's HHS Compliance reporting Database https://fs16.formsite.com/DCFTraining/Monthly-Summary-Report/form_login.html by the 5th business day of the month, covering the previous month's reporting, and forward confirmation of submission to the Agreement Manager. The name and contact information for the CAC's Single-Point-of-Contact shall be furnished to the FNCAC Contract Manager within fourteen (14) calendar days of the effective date of this requirement.

8.2.3 The CAC shall, within thirty (30) days of the effective date of this requirement, require that its subcontractors comply with Section 504, the ADA, and CFOP 60-10, Chapter 4. A Single-Point-of-Contact shall be required for each subcontractor that employs 15 or more employees. This Single-Point-of-Contact will ensure effective communication with deaf or hard-of-hearing customers or companions in accordance with Section 504 and the ADA and coordinate activities and reports with the CAC's Single-Point-of-Contact.

8.2.4 The Single-Point-of-Contact shall ensure that employees are aware of the requirements, roles and responsibilities, and contact points associated with compliance with Section 504, the ADA, and CFOP 60-10, Chapter 4. Further, employees of CACs and their subcontractors with fifteen (15) or more employees shall attest in writing (Attachment C and reference Attachment C-1 for the most recent list of ADA/504 Coordinators) that they are familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4. This attestation shall be maintained in the employee's personnel file.

8.2.5 The CAC's Single-Point-of-Contact will ensure that conspicuous Notices which provide information about the availability of appropriate auxiliary aids and services at no-cost to the deaf or hard-of-hearing customers or companions are posted near where people enter or are admitted within the agent locations. Such Notices must be posted immediately by The CAC and its subcontractors. The approved Notice is available at: http://www.myflfamilies.com/about-us/services-deaf-and-hard-hearing/dcf- posters.

8.2.6 The CAC and its subcontractors shall document the customer's or companion's preferred method of communication and any requested auxiliary aids/services provided in the customer's record. Documentation, with supporting justification, must also be made if any request was not honored. The CAC shall distribute Customer Feedback forms to customers or companions, and provide assistance in completing the forms as requested by the customer or companion.

8.2.7 If customers or companions are referred to other agencies, the CAC must ensure that the receiving agency is notified of the customer's or companion's preferred method of communication and any auxiliary aids/service

needs.

8.2.8 The Department requires each CAC's direct service employees and subcontractors to complete training on serving our Customers who are Deaf or Hard-of-Hearing and sign the Attestation of Understanding. Direct service employees performing under this Agreement will also print their certificate of completion, attach it to their Attestation of Understanding, and maintain them in their personnel file.

By signing this Agreement, the parties agree that they have read and agree to the entire Agreement.

IN WITNESS THEREOF, the parties hereto have caused this 25 page Agreement to be executed by their undersigned officials as duly authorized.

CAC: Highlands County, a Political Subdivision of the State of Florida	**Florida Network of Children's Advocacy Centers, Inc.**
Signature:_____	**Signature:**_____
Print Name:_____	**Print Name:**_____
Title:_____	**Title:**_____
Date:_____	**Date:**_____

EXHIBIT A – SCOPE OF WORK

A-1 Scope of Service

This agreement is purchasing the services provided by Children's Advocacy Centers (CACs) as listed in Exhibit B.

A-2 Major Agreement Goals

The major goal of this service is to improve the safety, permanency, and well-being of families and children involved in an allegation of child maltreatment by providing community-based ***services that augment, but that do not duplicate, services provided by state agencies***.

A-3 Service Area/Locations/Times

A-3.1 Services for clients shall be delivered at the locations where there are eligible CACs.

A-3.2 Client services shall be available from 8:00 A.M. to 5:00 P.M., Monday through Friday.

A-3.3 The CAC shall notify the FNCAC Contract Manager, in writing, thirty (30) calendar days in advance of any changes in the street or mailing address, telephone number, electronic mail address, or facsimile number that affects the FNCAC's ability to contact the CAC.

A-4 Clients To Be Served

A-4.1 Victims of child abuse and/or their non-offending family member/caregiver.

A-5 Client Eligibility

A-5.1 Eligible clients are families and children who are involved in an investigation of alleged child maltreatment and identified by a CAC to be in need of the services of the CAC.

A-6 Client Determination

A-6.1 The CAC shall determine eligibility for services based on the signed Agreement.

A-7 Equipment

A-6.1 No equipment or property shall be purchased with these funds.

A-8 Contract Limits

Services in addition to those required by the express provisions of this contract shall be deemed gratuitous and without charge to the FNCAC and/or the Department.

EXHIBIT B – LIST OF SERVICES

Below is a list of services funded under this Agreement. The list is only for direct services to victims of child abuse or their non-offending family member/caregiver. The services will **augment, but not duplicate**, services provided by state agencies to the victim of child abuse or their non-offending family member.

- Augmented Services are services delivered to families or children that increase the number of units of service delivered to the same family or children served that do not duplicate services provided by state agencies.
- Primary victim is defined as: the child who has alleged abuse/neglect/witness to violence, drug endangered etc. (refer to the National Children's Alliance ("NCA") Standards and NCA required statistics reporting). If two siblings make allegations, then there are two primary victims.
- Direct service is direct contact with a person – not just leaving a message or sending correspondence.

B-1 Advocacy and Case Management - Advocacy and Case Management services on behalf of/for the primary victim and/or family member/caregiver and child witness:

- Crisis assessment and intervention, risk assessment, and safety planning and support for children and family member/caregiver at all stages of involvement with CAC
- Assessment of individual needs and cultural considerations for the child and family to ensure those needs are addressed
- Presence at CAC during the forensic interview in order to participate in information sharing; inform and support family about the coordinated, multidisciplinary response; and assess needs of child and non-offending family member/caregiver
- Provision of education and access to victims' rights and crime victims' compensation
- Assistance in procuring concrete services (housing, protective orders, domestic violence intervention, food, transportation, public assistance etc.)
- Provision of referrals for specialized, trauma focused, evidence-supported mental health and medical treatment, if not provided at the CAC
- Access to transportation to interviews, court, treatment and other case-related meetings
- Engagement in child and family response regarding participation in the investigation and/or prosecution
- Participation in case review in order to discuss the unique needs of the child and family and plan associated support services, ensure the seamless coordination of services, and ensure the child and family's concerns are heard and addressed
- Provision of updates to the family on case status, continuances, dispositions, sentencing, and inmate status notification (including offender release from custody)
- Provision of court education and courthouse/courtroom tours, support, and accompaniment
- Coordinated case management meetings with all individuals providing victim advocacy services.

B-2 Mental Health Services:

- Therapy services are defined as specialized, evidence based, trauma focused mental health services.
    - Individual Therapy is a therapy session for one of the following: the primary victim, and/or family member/caregiver and sibling(s). Traditional individual therapy sessions are an hour and count as one service but the occasional 40-minute session with a child is understandable and would count as one service.

- Family Therapy is with two or more family member/caregivers and counts as one service.
- Group Therapy is ideally a group of three or more unrelated persons; however, it is understood that at times there may be a no show, or someone leaves the group and there is not another "suitable" member to join at that time. The group can be continued. One service per person in the group session is counted. For example, if there were 6 participants, 1 group therapy service would be counted with six participants and it must be documented in each participant's file.

- Psychological Evaluation is a concise description of an individual's current psychological and neurological functioning by a licensed psychologist or credentialed school psychologist through the interpretation of an individual's psychological testing, history, clinical interviews, behavioral symptoms, and observation for the purpose of providing relevant and professionally sound opinions in matters where a child's health and welfare may have been or may be harmed. The licensed psychologist or credentialed school psychologist must see the children or parents face-to-face. Service count would be one for the child and if an evaluation is done with a parent, one for the parent.

B-3 Forensic and Specialized Interviews:

- A forensic interview is a developmental and age appropriate interview conducted by staff designed to collect factual information from a child to determine if that child was the victim of a crime or witnessed a crime against another person. The forensic interview is conducted in a manner that is legally sound, of a neutral fact-finding nature, and is coordinated to avoid duplicative interviewing. Service counts will be on the primary victim and/or child witness and counts as one service.

- A specialized interview (SI) is an interview with a child or a member of the child's family for the purpose of gathering clinical data, family functioning, family history, or other information for assisting with the assessment of alleged child maltreatment. SI's may be done with the primary victim due to their age, developmental issues, not a prosecutable case, and other issues that are unique to each community. Specialized interviews are information gathering in nature, and include the development of a risk assessment, and may be more flexible, not following an interview protocol. Specialized interviews are not used/cannot be used for legal purposes. A specialized interview counts as one service.

B-4 Medical Exams and Evaluations - Service counts will be on the primary victim and/or siblings:

- A child who is a suspected victim of child abuse should be assessed to determine the need for a medical evaluation.
- A medical evaluation (exam or consult*)* is conducted by a qualified medical provider with pediatric experience and child abuse expertise to:
    1. help ensure the health, safety and well-being of the child;
    2. diagnose, document, and address medical conditions resulting from abuse;
    3. differentiate medical findings that are indicative of abuse from those which may be explained by other medical conditions;
    4. diagnose, document, and address medical conditions unrelated to abuse; and
    5. assess the child for any developmental, emotional, or behavioral problems needing further evaluation and treatment and make referrals as necessary.
- Medical evaluations are routinely made available on-site or through linkage agreements with other appropriate agencies or providers.
- A medical evaluation counts as one service.

B-5 Interpreter Services:

- The eligible Children's Advocacy Centers will provide, **at no cost to the primary victim and/or family member/caregiver and child witness** (client(s)), appropriate auxiliary aids, including qualified or certified *(Term used by the U.S. Department of Justice to mean the existence of formal accreditation or certification.)* language interpreters, where necessary, to afford such persons an equal opportunity to participate in or benefit from the CAC's programs and services. Reference the Statewide Auxiliary Aids and Service Plan for Persons with Disabilities & Persons with Limited English Proficiency here.

- All clients and potential clients are entitled to an equal opportunity to use and benefit from the programs and services of the CACs. This includes language access to ensure that programs and services are equally accessible to and equally effective for otherwise qualified persons with Limited English Proficiency.
- The CACs will take reasonable steps to provide services and information in the appropriate language, other than English, to ensure that persons who are Limited English Proficient are effectively informed and can effectively participate in and benefit from its programs, services and activities.
- Language interpreters will be available for use by clients and potential clients in each phase of the service delivery process (e.g., telephone inquiries, requests, intake interviews, service delivery, counseling, complaints, testing, treatment, and training, etc.) This service will be at no cost to the client.

EXHIBIT C – FY21-22 BUDGET

Refer to the DCF Required Reports & Instructions Document

1. Legal Name of Children's Advocacy Center:

2. Description of Augmented and Unduplicated Direct Services that will be provided by the CAC with funds awarded under this agreement *(Advocacy and Case Management Services, Mental Health (Therapy & Psychological Evaluations), Forensic and Specialized Interviews, Medical Exams and Evaluation, and Interpreter Services - refer to Exhibit B)*:

3. Cost/Rate of Services being provided *(Explain how cost/rate is derived)*:

4. Number of Units of Service to be provided *(Explain how number of units of service is derived):*

5. Estimated Number of Victims of Child Abuse or their Non-Offending Family Member/Caregiver (clients) that will be served *(Explain how number is derived):*

ATTACHMENT A

Provided as Separate Attachments

A-1 Monthly Activity Report

A-2 Monthly Services Detail Report

ATTACHMENT B

2021-2022 DCF TRUST FUND
FINAL REPORT DATA FORM

Instructions: The information required by this form relates ONLY to the funds your CAC was awarded from the DCF Child Advocacy Trust Fund by the FNCAC for FY 21-22, and the services that were provided from execution of the Agreement through June 30, 2022 as a result of your CAC being awarded those funds. This report is due by July 12, 2022.

DO NOT include statistics for all the children seen by your CAC.

For purposes of this Form, "unduplicated child" is defined as follows: A child is counted as a child only once regardless of the number of services that that child received as a result of the child's referral to the CAC for a specific type of maltreatment. If the child was referred to the CAC during the same fiscal year for a new allegation and received services from the CAC as a result of that allegation, the child may be counted again.

Name of CAC:_____

Mailing Address: _____

City, State: _____ **Zip Code:** _____

Telephone number: ( ) _____

_____

Demographic Information:

1. Total number of unduplicated children served with Trust Fund Award: _____

2. Total number of families served with Trust Fund Award: _____

3. Gender of children served (total number should be equal to line 1):
Male: _____ Female: _____

4. Age of children in line 1 at the time of service (total number should be equal to line 1):
0-6 years: _____ 7-12 years: _____ 13-18 years: _____

5. Race or ethnicity of children served: White: _____ African American: _____
Hispanic: _____ Asian: _____ Other: _____

6. Of the children in line 1, the number of children seen for the following type of maltreatment (here you may count a child more than once if there were multiple types of maltreatment presenting):
Sexual Abuse: _____ Physical Abuse: _____ Neglect: _____
Witness to violence: _____ Drug endangered: _____
Other: _____

_____

Amount Spent by CAC:

7. Amount of funds awarded CAC: _____
8. Amount of award spent by CAC: _____
9. Amount of unspent award returned to FNCAC: _____

_____

Services Provided to Clients:

The totals for 10 & 11 should match the YTD column on line 1 of the Activity Report

10. Number of units of service provided to children by CAC with Trust Fund Award:
Advocacy: _____
Therapy services: _____
Psychological evaluations: _____
Forensic and specialized interviews: _____
Medical evaluations: _____

11. Number of units of service provided to non-offending family members/caregivers with Trust Fund Award:
Advocacy: _____
Therapy services: _____
Other (please list services as well as number):_____

12. Number of clients seen under Trust Fund Award:
The total should match the YTD column on line 2 of the Activity Report

Advocacy: _____
Therapy services: _____
Psychological evaluations: _____
Forensic and specialized interviews: _____
Medical evaluations: _____

13. Hourly rate for service provided with Trust Fund Award:
Advocacy: _____
Therapy services: _____
Psychological evaluations: _____
Forensic and specialized interviews: _____
Medical evaluations: _____

14. Additional information regarding Forensic Interviewers' services outside of performing forensic interviews for children seen and reported in the monthly services report

_____
_____
_____
_____
_____

By signing this Final Report Data Form, I certify that the information contained herein is true and accurate.

Signature of Authorized Representative **Date**

ATTACHMENT C

Deaf and Hard-of-Hearing Training

To support effective communications for customers or companions of the Department of Children and Families (DCF) who are deaf and hard-of-hearing every provider and subcontractor employee is required to know or be familiar with the following:

- Name, contact information, and role and responsibility for your DCF Contract Agency Single Point of Contact.
- Name, contact information, and role and responsibility for the DCF ADA/504 Coordinator,
- Requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C.794, as implemented by C.F.R. Part 84, the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. 12131, as implemented by 28 C.F.R. Part 35, and the Children and Families Operating Procedure (CFOP) 60-10, Chapter 4 entitled "Auxiliary Aids and Services for the Deaf and Hard of Hearing.

Contact Information and Roles and Responsibilities

My Single Point of Contact at my location is:

Provider/ Subcontractor	Single Point of Contact	Phone	Email
Insert Company Name/Location			

This Single Point of Contact's responsibility is to:

1. Ensure effective communication with deaf and hard of hearing Customers or Companions in accordance with the ADA and/or Section 504.
2. Capture the information required in the Auxiliary Aid Service Record described in Section G.8 within each Customer's case record.
3. Summarize the records into a report and submit to the DCF Contract Manager who will forward to the appropriate DCF ADA/Section 504 Coordinator.
4. Ensure that information is provided to any agency to which a deaf and hard of hearing Customer or Companion is referred about the disabled person's requested auxiliary aid or service.
5. Designate a Single Point of Contact as each contractual agreement with DCF is renewed.

DCF ADA/SECTION 504 COORDINATORs

The ADA/504 Coordinator responsible for my activity is ***(refer to Attachment C-1 for most recent ADA/504 Coordinators)*****:**

Location	Coordinator	Phone	Email
Headquarters	Brittany Gardener	(850) 717-4566	Brittany.Gardener@myflfamilies.com
Northwest	Lisa Stephany	(850) 717-4557	Lisa.Stephany@myflfamilies.com
FSH	Freeman Bishop III	(850) 717-4565	Freeman.Bishop@myflfamilies.com
Northeast	Dick Valentine	(904) 485-9682	Dick.Valentine@myflfamilies.com
Central	Richard Dicks, Jr.	(407) 317-7552	Richard.Dicks@myflfamilies.com
SunCoast	Romina Artaza	(727) 373-1758	Romina.Artaza@myflfamilies.com
Southeast	Heather DePetro	(561) 227-6723	Heather.DePetro@myflfamilies.com
Southern	Shenna Fluriach	(786) 257-5218	Shenna.Fluriach@myflfamilies.com

The ADA/504 Coordinator's responsibility is to:

1. Disseminate specific plans and procedures to fully implement this agreement.
2. Analyze data collection collected in the Auxiliary Aid and Service Record and implement any corrective action plan, if warranted.
3. Answer questions and provide appropriate Technical Assistance regarding immediate access to and proper use of appropriate auxiliary aids and services.
4. Identify, develop and coordinate the distribution of qualified sign language and/or oral interpreters for the Direct Service Facilities.
5. Keep abreast of new technology and resources for ensuring effective communication with deaf and hard of hearing persons.
6. Submit a report describing the method for capturing all information required in the Customer Communication Template and Auxiliary Aid and Service Record.
7. Communicate with each Single Point of Contact concerning services to deaf and hard of hearing Customers or Companions.

I, _____Insert Employee's _____, attest to the

1. I received the names, contact information, and Roles and Responsibilities for the Contract Agency Single Point of Contact and the DCF ADA/504 Coordinator.
2. I understand that I will contact the Contract Agency Single Point of Contact, within my office, regarding assistance with the delivery of services to deaf and hard of hearing customers.
3. I am familiar with the requirements of Section 504, the ADA, and the CFOP 60-10,

_____

Signature Date

*This document will be maintained in the personnel

ATTACHMENT D

ATTESTATION OF COMPLIANCE with Background Screening Requirements

Authority: This form shall be used by all required staff (employees/contractors) working on the Department of Children and Families Grant funded through Florida Network of Children's Advocacy Centers to comply with the attestation requirements of section 435.05(2), Florida Statutes, which state that every employee required to undergo Level 2 background screening must attest, subject to penalty of perjury, to meeting the requirements for qualifying for employment pursuant to this chapter and agreeing to inform the employer immediately if arrested for any of the disqualifying offenses while employed by the employer.

This form must be maintained in the employee's personnel file.

Employee/Contractor Name:
Child Advocacy Center Name:
Address of Child Advocacy Center:

You must attest to meeting the requirements for employment and you may not have been arrested for and awaiting final disposition of, have been found guilty of, regardless of adjudication, or have entered a plea of nolo contendere (no contest) or guilty to, or have been adjudicated delinquent and the record has not been sealed or expunged for, any offense prohibited under any of the following provisions of state law or similar law of another jurisdiction: Criminal offenses found in section 435.04, F.S.

(a) Section 393.135, relating to sexual misconduct with certain developmentally disabled clients and reporting of such sexual misconduct.

(b) Section 394.4593, relating to sexual misconduct with certain mental health patients and reporting of such sexual misconduct.

(c) Section 415.111, relating to adult abuse, neglect, or exploitation of aged persons or disabled adults.

(d) Section 777.04, relating to attempts, solicitation, and conspiracy to commit an offense listed in this subsection.

(e) Section 782.04, relating to murder.

(f) Section 782.07, relating to manslaughter, aggravated manslaughter of an elderly person or disabled adult, or aggravated manslaughter of a child.

(g) Section 782.071, relating to vehicular homicide.

(h) Section 782.09, relating to killing of an unborn child by injury to the mother.

(i) Chapter 784, relating to assault, battery, and culpable negligence, if the offense was a felony.

(j) Section 784.011, relating to assault, if the victim of the offense was a minor.

(k) Section 784.03, relating to battery, if the victim of the offense was a minor.

(l) Section 787.01, relating to kidnapping.

(m) Section 787.02, relating to false imprisonment.

(n) Section 787.025, relating to luring or enticing a child.

(o) Section 787.04(2), relating to taking, enticing, or removing a child beyond the state limits with criminal intent pending custody proceedings.

(p) Section 787.04(3), relating to carrying a child beyond the state lines with criminal intent to avoid producing a child at a custody hearing or delivering the child to the designated person.

(q) Section 790.115(1), relating to exhibiting firearms or weapons within 1,000 feet of a school.

(r) Section 790.115(2)(b), relating to possessing an electric weapon or device, destructive device, or other weapon on school property.

(s) Section 794.011, relating to sexual battery.

(t) Former s. 794.041, relating to prohibited acts of persons in familial or custodial authority.

(u) Section 794.05, relating to unlawful sexual activity with certain minors.

(v) Chapter 796, relating to prostitution.

(w) Section 798.02, relating to lewd and lascivious behavior.

(x) Chapter 800, relating to lewdness and indecent exposure.

(y) Section 806.01, relating to arson.

(z) Section 810.02, relating to burglary.

(aa) Section 810.14, relating to voyeurism, if the offense is a felony.

(bb) Section 810.145, relating to video voyeurism, if the offense is a felony.

(cc) Chapter 812, relating to theft, robbery, and related crimes, if the offense is a felony.

(dd) Section 817.563, relating to fraudulent sale of controlled substances, only if the offense was a felony.

(ee) Section 825.102, relating to abuse, aggravated abuse, or neglect of an elderly person or disabled adult.

(ff) Section 825.1025, relating to lewd or lascivious offenses committed upon or in the presence of an elderly person or disabled adult.

(gg) Section 825.103, relating to exploitation of an elderly person or disabled adult, if the offense was a felony.

(hh) Section 826.04, relating to incest.

(ii) Section 827.03, relating to child abuse, aggravated child abuse, or neglect of a child.

(jj) Section 827.04, relating to contributing to the delinquency or dependency of a child.

(kk) Former s. 827.05, relating to negligent treatment of children.

(ll) Section 827.071, relating to sexual performance by a child.

(mm) Section 843.01, relating to resisting arrest with violence.

(nn) Section 843.025, relating to depriving a law enforcement, correctional, or correctional probation officer means of protection or communication.

(oo) Section 843.12, relating to aiding in an escape.

(pp) Section 843.13, relating to aiding in the escape of juvenile inmates in correctional institutions.

(qq) Chapter 847, relating to obscene literature.

(rr) Section 874.05, relating to encouraging or recruiting another to join a criminal gang.

(ss) Chapter 893, relating to drug abuse prevention and control, only if the offense was a felony or if any other person involved in the offense was a minor.

(tt) Section 916.1075, relating to sexual misconduct with certain forensic clients and reporting of such sexual misconduct.

(uu) Section 944.35(3), relating to inflicting cruel or inhuman treatment on an inmate resulting in great bodily harm.

(vv) Section 944.40, relating to escape.

(ww) Section 944.46, relating to harboring, concealing, or aiding an escaped prisoner.

(xx) Section 944.47, relating to introduction of contraband into a correctional facility.

(yy) Section 985.701, relating to sexual misconduct in juvenile justice programs.

(zz) Section 985.711, relating to contraband introduced into detention facilities.

(3) The security background investigations under this section must ensure that no person subject to this section has been found guilty of, regardless of adjudication, or entered a plea of nolo contendere or guilty to, any offense that constitutes domestic violence as defined in s. 741.28, whether such act was committed in this state or in another jurisdiction.

Attestation

Under penalty of perjury, I, _____ , hereby swear or affirm that I meet the requirements for qualifying for employment in regard to the background screening standards set forth in Chapter 435 F.S. In addition, I agree to inform my employer immediately if arrested for any of the disqualifying offenses while employed by or contracting for the Child Advocacy Center.

Employee/Contractor Signature	Title	Date

ATTACHMENT E

Employment Screening Affidavit

CONTRACT NO.: LJ012/21-22 DCF

The undersigned Children's Advocacy Center (CAC) hereby attests that all CAC employees and/or contractors utilized by the CAC for the DCF Agreement who are required by Florida law and by CFOP 60-25, Chapter 2, to be screened in accordance with Chapter 435, F.S., are of good moral character and meet the Level 2 Employment Screening standards specified by Sections 435.04, 110.1127, and subsection 39.001(2), F.S., as a condition of initial and continued employment that shall include but not be limited to:

a. Employment history checks;
b. Fingerprinting for all criminal record checks;
c. Statewide criminal and juvenile delinquency records checks through the Florida Department of Law Enforcement (FDLE);
d. Federal criminal records checks from the Federal Bureau of Investigation via the Florida Department of Law Enforcement; and
e. Security background investigation, which may include local criminal record checks through local law enforcement agencies.
f. Attestation by each employee/contractor, subject to penalty of perjury, to meeting the requirements for qualifying for employment pursuant to Chapter 435 and agreeing to inform the employer immediately if arrested for any of the disqualifying offenses while employed by the employer.

.

All required staff and/or subcontractors have been screened or the CAC is awaiting the results of screening.

CAC Name: _____
(Print Name)

By:_____Date:_____
Signature Of Authorized Representative

Representative's Name/Title: _____
(Print Name/Title)

State Of _____
County Of _____

Sworn to (or affirmed) and subscribed before me, by means of ☐ physical presence or ☐ online notarization this _____ day of_____,_____(year), by

_____.

Signature of Notary (Print, Type, or Stamp Commissioned Name of Notary Public)

[Check One]_____Personally Known OR____Produced the following I.D. _____

VENDOR NAME_____FEIN#_____

VENDOR'S AUTHORIZED REPRESENTATIVE NAME AND TITLE

_____

ADDRESS:_____

CITY, STATE, ZIP:

PHONE NUMBER: _____

EMAIL ADDRESS:_____

EXHIBIT C – FY21-22 BUDGET

Refer to the DCF Required Reports & Instructions Document

1. Legal Name of Children's Advocacy Center:

The Children's Advocacy Center of Highlands County; a Political Subdivision of the State of Florida

2. Description of Augmented and Unduplicated Direct Services that will be provided by the CAC with funds awarded under this agreement ***(Advocacy and Case Management Services, Mental Health (Therapy & Psychological Evaluations), Forensic and Specialized Interviews, Medical Exams and Evaluation, and Interpreter Services - refer to Exhibit B)*****:**

DCF Trust Funds will be utilized to preform Mental Health Services (i.e. Trauma Focused mental health treatment) to CAC Clients

3. Cost/Rate of Services being provided ***(Explain how cost/rate is derived)*****:**

The hourly rate of therapy service for a child victim without insurance is $80.00.

4. Number of Units of Service to be provided ***(Explain how number of units of service is derived):***

49.5 hours of therapy will be provided at $80.00/hr.

5. Estimated Number of Victims of Child Abuse or their Non-Offending Family Member/Caregiver (clients) that will be served ***(Explain how number is derived):***

A standard TF-CBT plan for a child victim consists of 12 1-hour sessions of therapy. 49.5 hours divided by 12 sessions to complete the program would equal 4.125 clients completing a full cycle of TF-CBT.

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Richard Fleeger, Parks & Facilities Superintendent**
SUBJECT/TITLE:	**Request approval of Budget Amendment 21-22-032 for the replacement of the outdoor unit and evaporator coil on AHU #1 at the Bert J. Harris Agri-Civic Center, Project No. 21057 in the amount of $65,815.00**

STATEMENT OF ISSUE

The outdoor unit AHU #1 at the Bert J. Harris Agri-Civic Center failed in December and is in need of replacement. After receiving three quotes, the lowest quote came in at $65,815.00 from Juliano Air Conditioning. This will replace the outdoor unit and evaporator coil on AHU #1 and installation of new variable frequency drive and replacement of refrigeration devices to accommodate R410A Freon.

RECOMMENDED ACTION

Move to approve Budget Amendment 21-22-032 for the replacement of outdoor unit and evaporator coil on AHU #1 at the Bert J. Harris Agri-Civic Center, Project 21057 in the amount of $65,815.00.

FISCAL IMPACT

This budget amendment is transferring funds within Fund 151 from Cost Center 9990B, Account 59900 (Reserve for Contingency) to Project No. 21057, Cost Center 2672A account 56400Z (Project Equipment) in the amount of $65,815.00.

Attachments: 21-22-032 Project 21057 AG Center HVAC Unit (BA).pdf
21-22-032 Proj 21057 AG Center HVAC Unit (Reserve).pdf

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **12/20/2021** SUBMITTED BY: **Richard Fleeger**

FUND(S): **151** FUND TITLE(S): **Infrastructure Surtax** COST CENTER(S) #: **2672A; 9990B**

PROJECT(S) #: **21057** PROJECT TITLE(S): **AG Center HVAC Unit** COST CENTER TITLE(S): **Facilities Management 151; Budgetary Expenditure AC/151**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	**151**	**9990B**	**59900**	**Reserve for Contingency**		**175,000.00**		**65,815.00**	**109,185.00**
E	**151**	**2672A**	**56400Z**	**Project Equipment**	**21057**	**0.00**	**65,815.00**		**65,815.00**

REASON: **To allocate funds for Project 21057 AG Center HVAC Unit not on the Adopted CFS schedule.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-032**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____/____/____

TRANSFER TYPE:

_____ ITEM TO ITEM

XX RESERVE

_____ BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____ Posted by Clerk: _____

Form Revised 08/05/2020

LOCAL INFRASTRUCTURE SURTAX FUND (CAPITAL IMPROVEMENTS) - 151 (9990B)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$175,000.00**	
10/19/21	10/19/21	21-22-002	$957,000.00	$1,132,000.00	To move budgeted funds for EOC Bldg Remodel from Fund 151 funds to ARPA funding
12/21/21	12/21/21	21-22-028	($957,000.00)	$175,000.00	To use add'l Reserve funds for CFS projects
01/18/22		21-22-032	($65,815.00)	$109,185.00	To allocate funds for Project 21057 AG Center HVAC Unit not on the Adopted CFS schedule
REVISED TOTAL:				**$109,185.00**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Clinton Howerton, Jr., P.E., County Engineer and Jonathan Harrison, Road and Bridge Director**
SUBJECT/TITLE:	**Request to waive the Landfill Tipping Fees and the approval to donate, deliver and haul away up to 9 loads of clean sand from Road and Bridge for the Highlands County Junior Livestock Show at the Highlands County Fair**

STATEMENT OF ISSUE

The Highlands County Junior Livestock Committee is requesting that the Board waive the landfill tipping fees for waste collected during the Highlands County Fair. The fair is scheduled for February 4, 2022 to February 12, 2022. The waste will be hauled to the Landfill the week of the event. The Highlands County Junior Livestock Committee's request for waived tipping fees have been approved in the past.

The Highlands County Junior Livestock Committee has requested the Board of County Commissioners to donate, deliver and haul away to the Landfill (after the fair is over) up to 9 loads of clean sand to be used during the 2022 Highlands County Fair. There will be no charges associated with the Landfill disposal. A letter from the Highlands County Fair Livestock Committee is included in the agenda back up, as well as, a list of historical requests made by the Highlands County Fair Livestock Committee.

RECOMMENDED ACTION

Motion to approve waiving the Landfill tipping fees, and the donation, delivery and haul away of up to 9 loads of clean sand by Road and Bridge for the Highlands County Junior Livestock Committee at the Highlands County Fair.

FISCAL IMPACT

Landfill staff estimates the fair will generate approximately 11 tons of waste at a cost of $45.00 per ton for a total of $495.00. The figures are based upon staff estimate of two (2) roll off bins. In addition, Road and Bridge estimates total cost, including delivery and removal is to be approximately $2,400.00, which includes donation of sand, delivery and cost to haul away after the Highlands County Fair is completed.

Attachments: 2022 Letter - Request to Waive Landfill Tipping Fees.pdf
2022 Letter - Request of Sand.pdf
Template-Table of Waived Tipping fees.pdf
Fair Assoc Previous 2021-2022.pdf

HIGHLANDS COUNTY
JUNIOR LIVESTOCK
COMMITTEE
P.O. BOX 1425
SEBRING, FL
33871
highlandsjuniorlivestock@gmail.com

December 15, 2021

Highlands County Board of County Commissioners
600 S. Commerce Avenue
Sebring, FL 33870

RE: Waiver of Landfill Tipping Fees

Dear Honorable Commissioners:

The Highlands County Junior Livestock Show provides the opportunity for over 300 Highlands County students to develop work ethic, financial responsibility, sportsmanship and a better knowledge of agricultural production. Animals begin arriving at the Highlands County Fair beginning on Friday, February 4, 2022, and depart on Saturday, February 12, 2022.

On behalf of the Highlands County Junior Livestock Committee, I would like to request that the landfill tipping fees be waived for the livestock waste generated during the 2022 Junior Livestock Show at the Highlands County Fair.

We appreciate your past support of this program and thank you for your consideration of this year's request.

Respectively Submitted,

Darin Hood
Chairman

HIGHLANDS COUNTY
JUNIOR LIVESTOCK
COMMITTEE
P.O. BOX 1425
SEBRING, FL
33871
highlandsjuniorlivestock@gmail.com

December 15, 2021

Highlands County Board of County Commissioners
600 S. Commerce Avenue
Sebring, FL 33870

RE: Request for Sand

Dear Honorable Commissioners:

The Highlands County Junior Livestock Show provides the opportunity for over 300 Highlands County students to develop work ethic, financial responsibility, sportsmanship and a better knowledge of agricultural production. Animals begin arriving at the Highlands County Fair beginning on Friday, February 4, 2022, and depart on Saturday, February 12, 2022.

On behalf of the Highlands County Junior Livestock Committee, I would like to request up to nine (9) loads of sand to be provided and delivered to the Highlands County Fairgrounds prior to the 2022 Highlands County Fair and Junior Livestock Show. The sand will be utilized by the youth exhibitors of Highlands County for bedding of their animals throughout the week and for use in the show arena. As in years past, we request the removal of the sand for alternative BOCC purposes at the conclusion of the 2022 Highlands County Fair. The sand for removal will be stockpiled in a central location for ease of BOCC staff removing the material.

We greatly appreciate your past support of this program and your continued support of the youth in our community, and thank you for your consideration of this year's request.

Respectively Submitted,

Darin Hood
Chairman

HIGHLANDS COUNTY LANDFILL
TIPPING FEES WAIVED
Highlands County Junior Livestock Commitee

Transaction Number	Date	MT	Tons	Cost Per Ton if Charged	Total Fees Waived	Note
2019						
1596969	2/14/2019	2002	4.91	$ 45.00	$220.95	Board waived fees - Highlands County Junior Livestock Commitee
1597197	2/16/2019	2002	6.01	$ 45.00	$270.45	
			10.92		**$491.40**	
2020						
1631335	2/18/2020	2002	7.29	$ 45.00	$328.05	Board waived fees - Highlands County Junior Livestock Commitee
1631361	2/18/2020	2002	1.05	$ 45.00	$47.25	
			8.34		**$375.30**	
2021						
1667781	2/16/2021	2002	3.27	$ 45.00	$ 147.15	Board waived fees - Highlands County Junior Livestock Commitee
1668548	2/22/2021	2002	6.45	$ 45.00	$ 290.25	
			9.72		**$437.40**	

PREVIOUS ASSITANCE TO THE FAIR ASSOCIATION

Delivered 6 loads of sand to the Highlands County Fair Association
With a fiscal impact of $517.71 7/7/2012

Delivered 6 loads of sand to the Highlands County Fair Association
With a fiscal impact of $517.71 1/8/2013

Delivered 2 loads of shell to the Highlands County Fair Association
With a fiscal impact of $625.95 10/15/2013

Delivered 10 loads of fill material to the Highlands County Fair Association
With a fiscal impact of $894.45 12/16/2014

Repair of a washout around a structure at the edge of the parking lot.
With a fiscal impact of $2,293.94 1/20/2015

Delivered 10 loads of fill dirt to the Highlands County Fair Association
With a fiscal impact of $908.30 11/17/2015

Delivered 11 loads of fill dirt to the Highlands County Fair Association Junior
With a fiscal impact of $999.13 11/1/16

Delivered 10 loads of fill dirt to the Highlands County Fair Association. With a fiscal impact of $950.00 1/16/2018

Delivered and hauled away 7 loads of fill dirt to Highlands County Fair Association Junior Livestock with a fiscal impact of $1575.00. 2019

Delivered and hauled away 9 loads of clean sand to be used for the Highlands County Junior Livestock Committee with a fiscal impact of approximately $1,600.00. 12/2019

Delivered 3 loads of stabilizer to be used on the vacant lot for parking with a fiscal impact of approximately $600.00. 12/2019

Delivered and hauled away 9 loads of clean sand to be used for the Highlands County Junior Livestock Committee with a fiscal impact of approximately $1,400.00. 12/2020

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Ellison L. Stearns, Public Safety Director**

SUBJECT/TITLE: **Request acceptance of the Florida Department of Health EMS Matching Grant 21-22 and adoption of accompanying resolution 21-22-55 for Budget Amendment 21-22-031 to appropriate funding in the amount of $211,061.00 (90%) to be received from the Florida Department of Health, with a 10% County Match in the amount of $23,451.02 for project 21058.**

STATEMENT OF ISSUE

The Florida Department of Health would provide Highlands County EMS with a grant in the amount of $211,061.00 with a 10% County Match in the amount of $23,451.02, totaling $234,512.02 for project 21058. The grant will provide the EMS with equipment and supplies in the reserve ambulances to serve and respond more adequately to the citizens of Highlands County.

RECOMMENDED ACTION

Move to accept the Florida Department of Health EMS Matching Grant 21-22 and adoption of accompanying resolution 21-22-55 for Budget Amendment 21-22-031 to appropriate funding in the amount of $211,061.00 (90%) to be received from the Florida Department of Health, with a 10% County Match in the amount of $23,451.02 for project 21058.

FISCAL IMPACT

The fiscal impact will be an increase to Fund 005 (General) in the amount of $211,061.00 and appropriated in cost center 5105 (Ambulance Service 005) along with funding from cost center 9990 (Budgetary Expenditure AC/005), account 59900 (Reserve for Contingency) in the amount of $23,451.02, totaling $234,512.02.

Attachments: Grant Application.pdf
21-22-031 Project 21058 EMS Matching Grant 21-22 (BA).pdf
21-22-031R Project 21058 EMS Macthing Grant 21-22 (Resolution).pdf
21-22-031 Proj. 21058 EMS Matching Grant 21-22 (Reserve).pdf

EMS MATCHING GRANT APPLICATION

FLORIDA DEPARTMENT OF HEALTH
Emergency Medical Services Program

Complete all items unless instructed differently within the application

Type of Grant Requested: ☐ **Rural** X☐ **Matching**

ID. Code (The State Bureau of EMS will assign the ID Code – (leave this blank) _____

1. Organization Name: Highlands County Board of County Commissioners

2. Grant Signer: (The applicant signatory who has authority to sign contracts, grants, and other legal documents. This individual must also sign this application)

Name: Kathleen G. Rapp

Position Title: Highlands County Commissioner

Address: 600 South Commerce Ave

City: Sebring	County: Highlands
State: Florida	Zip Code: 33870
Telephone: 863-402-6500	Fax Number:
E-Mail Address: lstearns@highlandsfl.gov	

3. Contact Person: (The individual with direct knowledge of the project on a day-to-day basis and responsibility for the implementation of the grant activities. This person may sign project reports and may request project changes. The signer and the contact person may be the same.)

Name: Ellison L. Stearns

Position Title: Public Safety Director

Address: 4506 Kenilworth Blvd

City: Sebring	County: Highlands
State: Florida	Zip Code: 33870
Telephone: 863-402-7600	Fax Number: 863-402-7692
E-Mail Address: lstearns@highlandsfl.gov	

4. Legal Status of Applicant Organization (Check only one response):
   (1) ☐ Private Not for Profit [Attach documentation-501 (3) ©]
   (2) ☐ Private for Profit
   (3) ☐ City/Municipality/Town/Village
   (4) X☐ County
   (5) ☐ State
   (6) ☐ Other (specify): _____

5. Federal Tax ID Number (Nine Digit Number). VF 59-6000655 _ _

6. EMS License Number: 2801 Type: X☐Transport ☐Non-transport ☐Both

7. Number of permitted vehicles by type: 0 BLS; 17 ALS Transport; 0 ALS non-transport.

8. Type of Service (check one): ☐ Rescue; X☐ Fire; ☐ Third Service (County or City Government, non-fire); ☐ Air ambulance; ☐ Fixed wing; ☐ Rotowing; ☐ Both; ☐Other (specify) _____.

9. Medical Director of licensed EMS provider: If this project is approved, I agree by signing below that I will affirm my authority and responsibility for the use of all medical equipment and/or the provision of all continuing EMS education in this project. **[No signature is needed if medical equipment and professional EMS education are not in this project.]**

Signature: _____ Date: 12/14/21

Print/Type: Name of Director Donald Blair Geldhart

FL Med. Lic. No. ME27412

Note: All organizations that are not licensed EMS providers must obtain the signature of the medical director of the licensed EMS provider responsible for EMS services in their area of operation for projects that involve medical equipment and/or continuing EMS education.

If your activity is a research or evaluation project, omit Items 10, 11, 12, 13, and skip to Item Number 14. Otherwise, proceed to Item 10 and the following items.

10. Justification Summary: Provide on no more than three one sided, double spaced pages a summary addressing this project, covering each topic listed below.

A) Problem description (Provide a narrative of the problem or need).
B) Present situation (Describe how the situation is being handled now).
C) The proposed solution (Present your proposed solution).
D) Consequences if not funded (Explain what will happen if this project is not funded).
E) The geographic area to be addressed (Provide a narrative description of the geographic area).
F) The proposed time frames (Provide a list of the time frame(s) for completing this project).
G) Data Sources (Provide a complete description of data source(s) you cite).
H) Statement attesting that the proposal is not a duplication of a previous effort (State that this project doesn't duplicate what you've done on other grant projects under this grant program).

11. Outcome For Projects That Provide or Effect Direct Services To Emergency Victims: This may include vehicles, medical and rescue equipment, communications, navigation, dispatch, and all other things that impact upon on-site treatment, rescue, and benefit of emergency victims at the emergency scene. Use no more than two additional one-sided, double-spaced pages for your response. Include the following.

A) Quantify what the situation has been in the most recent 12 months for which you have data (include the dates). The strongest data will include numbers of deaths and injuries during this time.

The situation from October 1, 2020 until October 1, 2021 has been that the county only had 1 of 4 reserve/secondary response/special events ambulances partially equipped. This one unit is currently the designated special events and primary back up unit. None of the other 3 units have any equipment to be response ready should there be a mass casualty, special event, or emergency needing to be put into service immediately. In addition they are not ready to be put into service when a primary truck is down for repair or maintenance without a complete equipment change over thereby lengthening the unit downtime.

B) In the 12 months after this project's resources are on-line, estimate what the numbers you provided under the preceding "(A)" should become.

In the 12 months after this project's resources are on-line we expect that 100 percent of the departments 4 reserve/secondary response /special events ambulances will have inventory that meet state and department criteria.

C) Justify and explain how you derived the numbers in (A) and (B), above.

The numbers will be derived from department inventory/check in sheets on the 4 reserve/secondary response /special events ambulances.

D) What other outcome of this project do you expect? Be quantitative and explain the derivation of your figures.

One of the other outcomes of this project will be a decrease unit downtime/availability for maintenance since there will be fully equipped reserve/secondary response /special events ambulances available. A unit will be able to remain in service while a unit is in for repair or preventive maintenance.

E) How does this integrate into your agency's five-year plan?

The newly consolidated department is only 3 years old and has not completed a formal 5 year plan. There have been informal discussions about these needs and seeking funding solutions to resolve the issues associated with not having equipped backup units.

Next, only complete one of the following: Items 11, 12, 13 or 14. Read all four and then select and complete the one that pertains the most to the preceding Justification Summary. Note that on all, that credible before-after differences for emergency victim data are the highest scoring items on the Matching Grants Evaluation Worksheet used by reviewers to evaluate your application form.

11. Outcome For Projects That Provide or Effect Direct Services To Emergency Victims: This may include vehicles, medical and rescue equipment, communications, navigation, dispatch, and all other things that impact upon on-site treatment, rescue, and benefit of emergency victims at the emergency scene. Use no more than two additional one-sided, double-spaced pages for your response. Include the following.

A) Quantify what the situation has been in the most recent 12 months for which you have data (include the dates). The strongest data will include numbers of deaths and injuries during this time.
B) In the 12 months after this project's resources are on-line, estimate what the numbers you provided under the preceding "(A)" should become.
C) Justify and explain how you derived the numbers in (A) and (B), above.
D) What other outcome of this project do you expect? Be quantitative and explain the derivation of your figures.
E) How does this integrate into your agency's five-year plan?

12. Outcome For Training Projects: This includes training of all types for the public, first responders, law enforcement personnel, EMS, and other healthcare staff. Use no more than two additional one-sided, double-spaced pages for your response. Include the following:

A) How many people received the training this project proposes in the most recent 12-month time period for which you have data (include the dates).
B) How many people do you estimate will successfully complete this training in the 12 months after training begins?
C) If this training is designed to have an impact on injuries, deaths, or other emergency victim data, provide the impact data for the 12 months before the training and project what the data should be in the 12 months after the training.
D) Explain the derivation of all figures.
E) How does this integrate into your agency's five-year plan?

13. Outcome For Other Projects: This includes quality assurance, management, administrative, and other. Provide numeric data in your responses, if possible, that bear directly upon the project and emergency victim deaths, injuries, and/or other data. Use no more than two additional one-sided, double-spaced pages for your response. Include the following.

A) What has the situation been in the most recent 12 months for which you have data (include the dates)?
B) What will the situation be in the 12 months after the project services are on-line?
C) If this project is designed to have an impact on injuries, deaths, or other emergency victim data, provide the impact data for the 12 months before the project and what the data should be in the 12 months after the project.
D) Explain the derivation of all numbers.
E) How does this integrate into your agency's five-year plan?

Skip Item 14 and go to Item 15, unless your project is research and evaluation and you have not completed the preceding Justification Summary and one outcome item.

14. Research and Evaluation Justification Summary, and Outcome: You may use no more than three additional one-sided, double spaced pages for this item.

A) Justify the need for this project as it relates to EMS.
B) Identify (1) location and (2) population to which this research pertains.
C) Among population identified in 14(B) above, specify a past time frame, and provide the number of deaths, injuries, or other adverse conditions during this time that you estimate the practical application of this research will reduce (or positive effect that it will increase).
D) (1) Provide the expected numeric change when the anticipated findings of this project are placed into practical use.
(2) Explain the basis for your estimates.
E) State your hypothesis.
F) Provide the method and design for this project.
G) Attach any questionnaires or involved documents that will be used.
H) If human or other living subjects are involved in this research, provide documentation that you will comply with all applicable federal and state laws regarding research subjects.
I) Describe how you will collect and analyze the data.

ALL APPLICANTS MUST COMPLETE ITEM 15.

15. Statutory Considerations and Criteria: The following are based on s. 401.113(2)(b) and 401.117, F.S. Use no more than one additional double-spaced page to complete this item. Write N/A for those things in this section that do not pertain to this project. Respond to all others.

Justify that this project will:
A) Serve the requirements of the population upon which it will impact.
B) Enable emergency vehicles and their staff to conform to state standards established by law or rule of the department.
C) Enable the vehicles of your organization to contain at least the minimum equipment and supplies as required by law, rule, or regulation of the department.
D) Enable the vehicles of your organization to have, at a minimum, a direct communications linkup with the operating base and hospital designated as the primary receiving facility.
E) Enable your organization to improve or expand the provision of:
1) EMS services on a county, multi county, or area wide basis.
2) Single EMS provider or coordinated methods of delivering services.
3) Coordination of all EMS communication links, with police, fire, emergency vehicles, and other related services.

16. Work activities and time frames: Indicate the major activities for completing the project (use only the space provided). Be reasonable, most projects cannot be completed in less than six months and if it is a communications project, it will take about a year. Also, if you are purchasing certain makes of ambulances, it takes at least nine months for them to be delivered after the bid is let.

Work Activity	***Number of Months After Grant Starts*** Begin	End
Prepare Quotes for equipment purchase	Month 1	Month 2
Order equipment	Month 3	Month 4
Receive and deploy equipment	Month 4	Month 5
Final check off	Month 6	Month 7

17. County Governments: If this application is being submitted by a county agency, describe in the space below why this request cannot be paid for out of funds awarded under the state EMS county grant program. Include in the explanation why any unspent county grant funds, which are now in your county accounts, cannot be allocated in whole or part for the costs herein.

The County received approximately $14,000.00/year. With the needs described it would take over 16 years to put in full service the 3 reserve units.

18. Budget:		
Salaries and Benefits: For each position title, provide the amount of salary per hour, FICA per hour, fringe benefits, and the total number of hours.	**Costs**	**Justification:** Provide a brief justification why each of the positions and the numbers of hours are necessary for this project.
N/A	N/A	N/A
N/A	N/A	N/A
N/A		
N/A	N/A	N/A
N/A	N/A	N/A
TOTAL:	**$ 0.00**	Right click on 0.00 then left click on "Update Field" to calculate Total

Expenses: These are travel costs and the usual, ordinary, and incidental expenditures by an agency, such as, commodities and supplies of a consumable nature, excluding expenditures classified as operating capital outlay (see next category).	**Costs:** List the price and source(s) of the price identified.	**Justification:** Justify why each of the expense items and quantities are necessary to this project.
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
TOTAL:	**$ 0.00**	Right click on 0.00 then left click on "Update Field" to calculate Total

Vehicles, equipment, and other operating capital outlay means equipment, fixtures, and other tangible personal property of a non-consumable and non-expendable nature, and the normal expected life of which is 1 year or more.	**Costs:** List the price of the item and the source(s) used to identify the price.	**Justification:** State why each of the items and quantities listed is a necessary component of this project.
(3) LifePak 15	3@$44,000.00 $132,000.00 Price is a quote from Stryker	Three of the reserve/secondary response/special events ambulances do not have LifePaks
(4) Stair-Pro 6252	4@$4,600.00 $18,400.00 Price is a quote from Stryker	Four of the reserve/secondary response/special events ambulances do not have stair chairs
(3) IV Pump	3@$900.00 $2,700.00 Price is a quote from manufacturer	Four of the reserve/secondary response/special events ambulances do not have IV pumps
(4) Autovent	4@$3.850.00 $15,200.00 Price is a quote from supplier	Four of the reserve/secondary response/special events ambulances do not have IV pumps
(4) Portable Suction	4@$1,000.00 $4,000.00 Price is a quote from supplier	Four of the reserve/secondary response/special events ambulances do not have IV pumps
(4) Medical Bags	4@$600.00 $2,400.00 Price is a quote from supplier	Four of the reserve/secondary response/special events ambulances do not have medical bags
(3) Stryker Stretcher	3 @$19,937.34 $59, 812.02 Price is a quote from Stryker	Three of the reserve/secondary response/special events ambulances do not have stretchers
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
TOTAL:	**$ 234,512.00**	Right click on 0.00 then left click on "Update Field" to calculate Total

State Amount (Check applicable program)		
☐ Matching: 75 Percent	**$ 0.00**	Right click on 0.00 then left click on "Update Field" to calculate Total
X ☐ Rural: 90 Percent	**$211,061.00**	Right click on 0.00 then left click on "Update Field" to calculate Total
Local Match Amount (Check applicable program)		
☐ Matching: 25 Percent	**$ 0.00**	Right click on 0.00 then left click on "Update Field" to calculate Total
X ☐ Rural: 10 Percent	**$ 23,451.00**	Right click on 0.00 then left click on "Update Field" to calculate Total
Grand Total	**$ 234,512.00**	Right click on 0.00 then left click on

19. Certification:
My signature below certifies the following.
I am aware that any omissions, falsifications, misstatements, or misrepresentations in this application may disqualify me for this grant and, if funded, may be grounds for termination at a later date. I understand that any information I give may be investigated as allowed by law. I certify that to the best of my knowledge and belief all of the statements contained herein and, on any attachments, are true, correct, complete, and made in good faith.
I agree that any and all information submitted in this application will become a public document pursuant to Section 119.07, F.S. when received by the Florida Bureau of EMS. This includes material which the applicant might consider to be confidential or a trade secret. Any claim of confidentiality is waived by the applicant upon submission of this application pursuant to Section 119.07, F.S., effective after opening by the Florida Bureau of EMS.
I accept that in the best interests of the State, the Florida Bureau of EMS reserves the right to reject or revise any and all grant proposals or waive any minor irregularity or technicality in proposals received, and can exercise that right.
I, the undersigned, understand and accept that the Notice of Matching Grant Awards will be advertised in the *Florida Administrative Weekly*, and that 21 days after this advertisement is published I waive any right to challenge or protest the awards pursuant to Chapter 120, F.S.
I certify that the cash match will be expended between the beginning and ending dates of the grant and will be used in strict accordance with the content of the application and approved budget for the activities identified. In addition, the budget shall not exceed, the department, approved funds for those activities identified in the notification letter. No funds count towards satisfying this grant if the funds were also used to satisfy a matching requirement of another state grant. All cash, salaries, fringe benefits, expenses, equipment, and other expenses as listed in this application shall be committed and used for the activities approved as a part of this grant.
Acceptance of Terms and Conditions: If awarded a grant, I certify that I will comply with all of the above and also accept any attached grant terms and conditions and acknowledge this by signing below. _____ ____/___/____ Signature of Authorized Grant Signer (Individual Identified in Item 2) MM / DD / YY

DH FORM 1767 [2013]

THE TOP PART OF THE FOLLOWING PAGE MUST ALSO BE COMPLETED AND SIGNED.

Applicant Information and Form for 2021-2022 Matching Grant Requests

Optional: In your application package cover letter, you may request to be, or recommend a person to be, a reviewer of matching grant applications during this grant cycle. If selected, reviewers will only evaluate applications that are not associated with them.

Request for Grant Fund Distribution Page: this page is the last page herein and you must complete the top part of the form. State EMS will complete the bottom part, as indicated on the form. We need this to obtain state funds for awards.

A staff member of your organization who has cash transactions with the state for your organization must provide the address on the top part of this Distribution Page because the address on this page is not a normal mailing address. It must exactly be the same address as in the state financial system for your organization's corresponding nine-digit ID code and the additional three-digit sequence code of the address, for any funds to be provided.

Number of pages. Each application must be no more than 15 one sided pages, including the form and all content. Reviewers may not read any pages beyond 15 one sided pages. However, you may submit a one-page cover letter and letters of recommendation, and these do not count against the 15 pages.

Fastening. If you send a paper application, do not use a cover or folder, just staple in the upper left corner, with the first page of the application form the first of the stapled pages.

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **12/16/2021** SUBMITTED BY: **Roxanna Taylor**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **5105 / 9990**

PROJECT(S) #: **21058** PROJECT TITLE(S): **EMS Matching Grant 21-22** COST CENTER TITLE(S): **Ambulance Service 005 / Budget Expenditure AC/005**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	**005**		**3342170Z**	**EMS Trust Grant**	**21058**	**0.00**	**211,061.00**		**211,061.00**
E	**005**	**9990**	**59900**	**Reserve for Contingency**		**393,827.27**		**23,451.02**	**370,376.25**
E	**005**	**5105**	**55200Z**	**Project Operating supplies**	**21058**	**0.00**	**42,700.00**		**42,700.00**
E	**005**	**5105**	**56400Z**	**Project Equipment**	**21058**	**0.00**	**191,812.02**		**191,812.02**
									0.00
									0.00
									0.00

REASON: **To set up the new FY21-22 EMS Matching Grant Project # 21058 and allocate the funds for approved expenses, include a County match from General Fund Reserves of 10% ($23,451.02).**

OFFICE USE ONLY

OMB RECOMMENDATION:

____ Approval

____ Denial

REQUEST # **21-22-031**

ACTION:

Board ____ Approved ____ Denied

County Administrator ____ Approved ____ Denied

SIGNATURE: ____

DATE: ____ / ____ / ____

TRANSFER TYPE:

____ ITEM TO ITEM

XX RESERVE

XX BY RESOLUTION

____ SUPPLEMENTAL BUDGET

Signature: ____

Posted by Clerk: ____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-55

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-031 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-031 is hereby approved and authorized to appropriate funding in the amount of $234,512.02, for project #21058 EMS Matching Grant 21-22. $211,061.00 (90%) to be received from the Florida Department of Health, with a 10% County Match in the amount of $23,451.02.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
RESERVE FOR CONTINGENCY ADJUSTMENTS

GENERAL FUND - 005 (9990)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$450,000.00**	
10/19/21	10/19/21	21-22-003	($66,153.00)	$383,847.00	To adjust the Property Appraiser's budget to reflect the DOR salary adjustment and employee COLA/merit.
11/16/21	11/16/21	21-22-012	$9,980.27	$393,827.27	To post the excess budget from Proj. 21041 VOCA 21-22 (SO).
01/18/22		21-22-031	($23,451.02)	$370,376.25	To provide County match requirement for Proj. 21058 EMS Mtching Grant 21-22
REVISED TOTAL:				**$370,376.25**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Jan 18, /2022

PRESENTER: **Jonathan Harrison, Road & Bridge Director**

SUBJECT/TITLE: **Request approval of the Southwest Florida Water Management District Cooperative Funding Initiative Project Agreement and adoption of accompanying resolution 21-22-62 for Budget Amendment 21-22-039 to set up and appropriate funding in the amount of $228,750.00 for project 21062.**

STATEMENT OF ISSUE

This is a Lake June-in-Winter Catfish Creek BMP's Project consisting of design, permitting, and construction of stormwater BMP's in Catfish Creek to improve water quality in Lake June-In-Winter. The resource benefit of the Project is the reduction of pollutant loads in Lake June-In-Winter by an estimated 205lbs/yr TN. The Governor's Executive Order 19-12 instructs the five water management districts to prioritize funding to focus on projects that will address harmful algal blooms and maximize nutrient reductions. Highlands County qualifies for a 75% cost share as a REDI community as defined by Florida Statute. Highlands County will be responsible for 25% of project costs. Total Project Costs of $260,000 with $220,000 from local and state grants ($195,000 SWFWMD; $25,000 Highlands County Soil and Water Conservation District) and $40,000 from General Fund. $33,750 will come from the General Fund reserves this fiscal year with $31,250 to be budgeted for Fiscal Year 2023.

RECOMMENDED ACTION

Move to approve the Southwest Florida Water Management District Cooperative Funding Initiative Project Agreement and adoption of accompanying resolution 21-22-62 for Budget Amendment 21-22-039 to set up and appropriate funding in the amount of $228,750.00 for project 21062.

FISCAL IMPACT

The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $220,000.

Attachments: SWFWMD CFI Project Agreement Catfish Creek.pdf
Funding Letter to SWFWMD 10.2021.pdf
Q298 LJIW Catfish RASB Eval.pdf
21-22-039 Proj 21062 Lk June in Winter Catfish Crk BMP's (BA).pdf
21-22-039R Project 21062 Lake June in Winter Catfish Creek BMP's (Resolution).pdf
21-22-039 Proj 21062 Lk June in Winter Catfish Crk BMP's (Reserve).pdf

DocuSign Envelope ID: 1E49261B-BD4B-42B2-817A-46CC5529FA35

AGREEMENT NO. 22CF0003717

Southwest Florida Water Management District
Cooperative Funding Initiative (CFI)
Project Agreement (Type 1-3)

This Agreement, including any exhibits referenced, attached, or incorporated herein (Agreement) is entered into by and between the Southwest Florida Water Management District (District), 2379 Broad Street, Brooksville, Florida 34604, and the Cooperator named below.

Project Information

Cooperator Name:	Highlands County
Cooperator Address:	600 South Commerce Avenue Sebring, Florida 33807-3867
Project Number:	Q298
Project Name:	Lake June-in-Winter Catfish Creek BMPs
Entity Type:	Public
Project Description:	This Project consists of design, permitting and construction of stormwater BMPs in Catfish Creek to improve water quality in Lake June-In-Winter, a Lake Wales Ridge Lake.
Electronic Signature:	Yes

Funding/Agreement Information

Effective Date:	10/1/2021	Expiration Date:	12/31/2025
Type/Risk Level (1-3):	Type 3	O&M Expiration Date:	
Anticipated Total Project Cost:	$260,000	Multi-Year Funded Project:	Yes
District's Maximum Share:	$195,000	Funding Approved: FY: 2022	$116,250
		District Funding:	75%
State Funding:	No	CSFA #: Title:	
Federal Funding:	No	CFDA #: Title:	
Cooperator's Total Share:	$65,000	Land Acquisition Cost:	No
Third Party Review:	No	Conservation Easement:	No

Party Contacts

District Contract Manager

Name:	Nancy Norton, Senior Professional Engineer
Address:	7601 U.S. 301 North (Fort King Highway) Tampa, Florida 33637
Phone:	1-800-423-1476 x2203
Email:	nancy.norton@swfwmd.state.fl.us

Cooperator Project Manager

Name:	Dawn Ritter
Address:	4344 George Boulevard. Sebring, Florida 33875
Phone:	863 402 6525
Email:	dritter@highlandsfl.gov

The Parties agree to comply with the terms and conditions of the following checked exhibits and attachments, which are incorporated herein by reference:

X	Exhibit A - CFI Standard Terms and Conditions (Public Cooperator)
	Exhibit A - CFI Standard Terms and Conditions (Private Cooperator)
	Exhibit B - CFI Special Terms and Conditions – Standard Construction, Restoration, or Conservation with Construction
X	Exhibit B - CFI Special Terms and Conditions – Construction (Water Quality/Flood Protection)
	Exhibit B - CFI Special Terms and Conditions – Construction (Reclaimed Water)
	Exhibit B - CFI Special Terms and Conditions – Construction (Aquifer Storage & Recovery and Recharge)
	Exhibit B - CFI Special Terms and Conditions – Non-Construction (Study, Conservation, Watershed Management Plan, or Third-Party Review {design only})
	Exhibit B - CFI Special Terms and Conditions – Construction/Non-Construction (Septic to Sewer)
X	Exhibit C - Project Plan
	Exhibit D - State Funding Terms and Conditions
	Exhibit E - Federal Funding Terms and Conditions
	Exhibit F - Special Audit Requirements
	Exhibit G - Miscellaneous
	Additional Exhibits (if necessary)
X	Attachment 1 - Contingency Funds Justification Form
X	Attachment 2 - Minority/Women Owned and Small Business Utilization Report Form
	Attachment 3 - Sample Conservation Easement
X	Attachment 4 - Cooperative Funding Agreement Checklist
	Additional Attachments (if necessary)

IN WITNESS WHEREOF, the parties hereto, or their lawful representatives, have executed this Agreement on the day and year set forth next to their signatures below.

Southwest Florida Water Management District

By:_____

Name: _____ Date: _____

Title: _____

Highlands County

By:_____

Name: _____ Date: _____

Title: _____

Additional signatures attached on separate page

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Exhibit A
Southwest Florida Water Management District
Standard Terms and Conditions
Public Cooperator

1. Project Contacts and Notices.
The individuals identified in the CFI Project Agreement are the prime contacts for matters relating to this Agreement. Each party shall provide notice to the other party of any changes to the prime contact information. All notices under this Agreement shall be in writing to the other party's prime contact and shall be sent by email or overnight mail, except for cure and default notices which shall be sent by certified mail. Unless otherwise indicated in this Agreement, reports may be provided by email. Notices and reports are effective upon receipt. Any notice or report delivered by email shall request a receipt thereof confirmed by email or in writing by the recipient and the effective date shall be the date of receipt, provided such receipt has been confirmed by the recipient.
2. Contact Authority.
The Cooperator's Project Manager is authorized to affirm the invoice certification required by this Agreement. The District's Contract Manager is authorized to approve requests to extend a Project task deadline or to adjust a line item amount of the Project Budget. The District's Contract Manager is not authorized to approve any time extension that will extend a Project task beyond the expiration date of this Agreement or which will result in a change to the total Project cost or the parties' funding shares as identified in the CFI Project Agreement. Changes authorized by this Paragraph do not require a formal written amendment but must be in writing and signed in accordance with each party's signature authority.
3. Agreement Term.
The effective date of this Agreement is identified in the CFI Project Agreement. The expiration date is the date identified in the CFI Project Agreement, or upon the satisfactory completion of the Project and subsequent final reimbursement to the Cooperator, whichever occurs first. If Exhibit B requires the Cooperator to operate and maintain the Project after its completion, the operation and maintenance obligation shall survive the above-referenced expiration date for 20 years, beginning on the date provided in Exhibit B. The Cooperator is not eligible for reimbursement for any Project work conducted or costs incurred prior to the effective date of this Agreement.
4. Scope of Work.
The Cooperator shall perform the services necessary to complete the Project in accordance with Exhibit C, the Project Plan. The Cooperator shall commence and complete Project tasks in accordance with the Project Schedule, including any properly authorized extensions of time. Time is of the essence in the performance of each obligation under this Agreement. The Cooperator shall promptly advise the District of issues that arise that may impact the successful and timely completion of the Project. The Cooperator shall be solely responsible for managing and controlling the Project and its operation and maintenance, including the engagement and supervision of any consultants or contractors.
5. Funding.
   5.1. The anticipated total cost of the Project is identified in the CFI Project Agreement. The District's maximum funding share is identified in the CFI Project Agreement, subject to Paragraph 6 below. The Cooperator shall provide all remaining funds necessary for the satisfactory completion of the Project.
   5.2. Any state or federal appropriations or grant funds received by the Cooperator for the Project will be applied to reduce each party's share in accordance with their respective funding percentages as described in the CFI Project Agreement. If the District is a recipient of state or federal appropriations or grant funds for the Project, the District's reimbursement obligation of such funding amounts is contingent upon the District's receipt of such funds.

5.3. Reimbursement for expenditures of contingency funds is contingent upon the District's approval and determination, in its sole discretion, that the expenditures were necessary to achieve the resource benefit of the Project and were not in excess of what was reasonably necessary to complete the Project. The term "contingency funds" shall include funds that are allocated for unanticipated or extra work needed to the complete the Project. Items not considered for reimbursement include those unrelated to the resource benefit or resulting from design errors and defects in the work. The Cooperator may submit up to 5% of the anticipated total cost of the Project for contingency reimbursement. The District's total reimbursement obligation of contingency expenses is limited to its funding percentage identified in CFI Project Agreement. If an invoice includes expenditures of contingency funds, the Cooperator shall complete and submit the Contingency Funds Justification Form exhibit to explain the basis of each line item expenditure.

5.4. The Cooperator shall evaluate the cost benefit of utilizing owner direct purchases for the Project and shall advise the District as to the reason the Cooperator did or did not choose to utilize owner direct purchase for major Project components.

5.5. Costs associated with in-kind services provided by the Cooperator are not reimbursable by the District and may not be included in the Cooperator's share of Project funding.

5.6. Unless otherwise indicated in this Agreement, the District shall withhold a retainage of 10% of its funding share until all submittals and deliverables required by this Agreement have been provided and the District's Contract Manager verifies their compliance with this Agreement.

5.7. If the Project Plan requires the District to contract with a consultant to perform a third-party review of the 30% design package:

5.7.1. The District shall withhold reimbursement of the costs associated with the 30% design package in an amount equivalent to half the cost of the third-party review.

5.7.2. The District has the right to terminate this Agreement without further payment obligation at the option of the District Governing Board, in its sole discretion, after being presented with the third-party review. If the Board decides to terminate this Agreement, the District shall not be obligated to reimburse the Cooperator for any post-30% design work.

6. Funding Contingency.

The District's performance and payment pursuant to this Agreement are contingent upon the District's Governing Board appropriating funds in its approved budget for the Project in each fiscal year of this Agreement. The District's funding percentage is subject to change due to subsequent Governing Board approvals. However, once funds are appropriated for the Project in a given fiscal year and the Cooperator has expended allowable Project costs, the appropriated amount will not be reduced. If the District does not approve additional funds needed for the Project in a future fiscal year, the District is obligated to reimburse its share of Cooperator expenses incurred in the amount of funds the District appropriated as of the date of the District's non-appropriation. In this event, the District and the Cooperator, by mutual agreement, may reduce the Project scope. The Cooperator's performance and payment pursuant to this Agreement are contingent on the Cooperator's governing body or the Florida Legislature, as applicable, lawfully appropriating legally available funds.

7. Invoice and Payment.

7.1. The District shall reimburse the Cooperator for its share of allowable Project costs in accordance with the Project Budget, subject to its right to withhold funds as provided in this Agreement; however, at no point in time will the District's expenditure amounts under this Agreement exceed the District's funding percentage identified in the CFI Project Agreement.

7.2. Each invoice must include the following certification:

"I certify that the costs requested for reimbursement and the Cooperator's matching funds are directly related to the performance under the Agreement between the Southwest Florida Water Management District and the Cooperator (Agreement No.

_____), are allowable, allocable, properly documented, and are in accordance with the approved Project Budget. This invoice includes $__ of contingency funds expenditures."

If the invoice includes the use of federal or state appropriations or grant funds, the certification must also include the following sentence:

"The Cooperator received a total of $__ in federal and state appropriations or grant monies for the Project and $__ has been allocated to this invoice, reducing the District's and Cooperator's share of this invoice to $__ / $__ respectively."

7.3. With the exception of the payment of contingency funds, the District shall reimburse the Cooperator within 45 days of receipt of an invoice with adequate supporting documentation to satisfy auditing purposes and submitted in the manner prescribed by this Agreement. The District shall reimburse the Cooperator for expenditures of contingency funds within a reasonable time to accommodate the process provided for in Subparagraph 5.3. The Cooperator shall submit original invoices to the District every 3 months electronically at invoices@WaterMatters.org. If the Cooperator does not have the capability to submit invoices electronically, the invoices may be mailed to the Accounts Payable Section, Southwest Florida Water Management District, Post Office Box 15436, Brooksville, Florida 34604-5436. Copies of invoices may also be submitted to the District's Contract Manager to expedite the review process.

7.4. Any travel expenses authorized under this Agreement will be reimbursed in accordance with Section 112.061, Florida Statutes (F.S.), as may be amended from time to time.

7.5. Surcharges added to third party invoices are not considered an allowable cost under this Agreement.

7.6. The Cooperator shall comply with applicable procurement laws when procuring consultants and contractors to accomplish the Project. The District shall only be obligated to reimburse the Cooperator for costs incurred under contracts for Project work that is included in the Project Plan and is necessary to achieve the resource benefits of the Project, to be determined by the District in its sole discretion. Additionally, the District shall only be obligated to reimburse the Cooperator for costs that are reasonable, to be determined by the District in its sole discretion. In order for the District to make the above determinations, the Cooperator shall provide all solicitations to the District prior to posting, and contracts prior to execution, unless the solicitation has been posted or contract has been executed before the parties' execution of this Agreement, in which case, the documents must be provided within 30 days of execution of this Agreement. The District shall provide a response to the Cooperator within 21 days of receipt of the solicitation or contract. Upon written District approval, the budget amounts for the Project work set forth in a contract will refine the Project Budget and be incorporated herein by reference. The District shall not reimburse the Cooperator for costs incurred under consultant and contractor contracts until the requirements of this Subparagraph are satisfied.

8. Dispute Resolution.

If an issue or dispute arises during the course of the Project, including whether expenses are reimbursable under this Agreement, the Cooperator shall continue to perform the Project work in accordance with the Project Plan. The Cooperator shall seek clarification and resolution of any issue or dispute by providing the details and basis of the issue or dispute to the District's Contract Manager no later than 10 days after the issue or dispute arises. If not resolved by the District's Contract Manager, in consultation with his or her Bureau Chief, within 10 days of receipt of notice, the dispute will be forwarded to the District's Assistant Executive Director. The District's Assistant Executive Director in consultation with the District's Office of General Counsel will issue the District's final determination. The Cooperator's continuation of the Project work as required under this Paragraph will not constitute a waiver of any legal remedy available to the Cooperator concerning the dispute.

9. Force Majeure.
In the event of hurricanes, tornados, floods, acts of God, acts of war, or other such catastrophes, or other man-made emergencies such as labor strikes or riots which are beyond the control of the party obligated to perform the work, the party's obligation to meet the timeframes provided in this Agreement shall be suspended for the period of time the condition continues to exist. When the party is able to resume performance of its obligations under this Agreement, in whole or in part, it shall immediately give the other party written notice to that effect and shall resume performance no later than 2 days after the notice is delivered. The suspension of the party's obligations provided for in this Paragraph shall be the party's sole remedy for the delays set forth herein.

10. Project Records and Audit.
The Cooperator, upon request, shall permit the District to examine or audit all Project related records and documents during or following Project completion at no cost to the District. These records shall be available at all reasonable times for inspection, review, or audit. "Reasonable" shall be construed according to circumstances, but ordinarily shall mean normal business hours of 8:00 a.m. to 5:00 p.m., local time, Monday through Friday. The Cooperator shall similarly require its consultants and contractors to maintain and allow access to such records for inspection, review, or audit purposes. Payments made to the Cooperator under this Agreement shall be reduced for amounts found to be not allowable under this Agreement by an audit. If an audit is undertaken by the District, all required records shall be maintained until the audit has been completed and all questions arising from it are resolved. The Cooperator shall maintain all such records and documents for at least 5 years following completion of the Project. If an audit has been initiated and audit findings have not been resolved at the end of the 5 years, the records shall be retained until resolution of the audit findings, which would include an audit follow-up by the inspector general if the findings result from an external auditor, or any litigation. The Cooperator understands and will comply with its duty, pursuant to Section 20.055(5), F.S., to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing. The Cooperator shall similarly require its consultants and contractors to comply with their duty, pursuant to Section 20.055(5), F.S., to cooperate with the inspector general in any investigation, audit, inspection, review or hearing. This Paragraph shall survive the expiration or termination of this Agreement.

11. Reports.
    11.1. The Cooperator shall provide the District with a quarterly report describing the progress of the Project tasks, adherence to the Project Schedule and any developments affecting the Project. Quarterly means the calendar quarters ending March 31, June 30, September 30 and December 31. The Cooperator shall submit quarterly reports to the District's Contract Manager no later than 30 days following the completion of the applicable quarter.
    11.2. Upon request by the District, the Cooperator shall provide the District with copies of data, reports, models, studies, maps and other documents resulting from the Project. This Subparagraph shall survive the expiration or termination of this Agreement.
    11.3. If required in the Project Plan, the Cooperator shall submit all water resource data collected under this Agreement to the District for upload to District databases, and to the Florida Department of Environmental Protection's (FDEP) database for water quality data in accordance with Rule 62-40.540, Florida Administrative Code. This Subparagraph shall survive the expiration or termination of this Agreement.
    11.4. The Cooperator shall provide the documents referenced in this Paragraph at no cost to the District.

12. Risk, Liability, and Indemnity.
    12.1. To the extent permitted by Florida law, the Cooperator assumes all risks relating to the Project and shall be solely liable for, and shall indemnify and hold the District harmless from all claims, loss, damage and other expenses, including attorneys' fees and costs and attorneys' fees and costs on appeal, arising from the design, construction, operation, maintenance or implementation of the Project; provided, however, that the Cooperator shall not indemnify for

that portion of any loss or damages proximately caused by the negligent act or omission of the District's officers, employees, contractors and agents. The acceptance of the District's funding by the Cooperator does not in any way constitute an agency relationship between the District and the Cooperator.

12.2. The Cooperator shall indemnify and hold the District harmless, to the extent allowed under Section 768.28, F.S., from all claims, loss, damage and other expenses, including attorneys' fees and costs and attorneys' fees and costs on appeal, arising from the negligent acts or omissions of the Cooperator's officers, employees, contractors and agents related to its performance under this Agreement.

12.3. This Paragraph, including all subparagraphs, shall not be construed as a waiver of the Cooperator's sovereign immunity or an extension of the Cooperator's liability beyond the limits established in Section 768.28, F.S. Additionally, this Paragraph, including all subparagraphs, will not be construed to impose contractual liability on the Cooperator for underlying tort claims as described above beyond the limits specified in Section 768.28, F.S., nor be construed as consent by the Cooperator to be sued by third parties in any manner arising out of this Agreement.

12.4. Nothing in this Agreement shall be interpreted as a waiver of the District's sovereign immunity or an extension of its liability beyond the limits established in Section 768.28, F.S., nor be construed as consent by the District to be sued by third parties in any manner arising out of this Agreement.

12.5. This Paragraph, including all subparagraphs, shall survive the expiration or termination of this Agreement.

13. Default.

A party may terminate this Agreement upon another party's failure to comply with any term or condition of this Agreement, provided the terminating party is not in default of this Agreement at the time of termination. The terminating party shall provide the defaulting party with a written notice stating its intent to terminate and describing all terms and conditions with which the defaulting party has failed to comply (Notice of Termination). If the defaulting party has not remedied its default within 30 days after receiving the Notice of Termination, this Agreement shall automatically terminate. If a default cannot reasonably be cured within 30 days, then the cure time may be extended at the terminating party's discretion if the defaulting party is pursuing a cure of the default with reasonable diligence. The rights and remedies in this Paragraph are in addition to any other rights and remedies provided by law or this Agreement.

14. Release of Information.

The parties will not initiate any oral or written media interviews or issue press releases on or about the Project without providing notices or copies to the other party no later than 3 business days prior to the interview or press release. This Paragraph shall not be construed as preventing the parties from complying with the public records disclosure laws set forth in Chapter 119, F.S.

15. District Recognition.

The Cooperator shall recognize District funding in any reports, models, studies, maps or other documents resulting from this Agreement, and the form of said recognition shall be subject to District approval.

16. Permits and Real Property Rights.

The Cooperator shall obtain all permits, local government approvals and all real property rights necessary to complete and operate the Project prior to commencing any construction of the Project. The District shall not reimburse the Cooperator for allowable costs under this Agreement until the Cooperator has obtained all permits, approvals, and property rights necessary to complete the Project. This Paragraph shall survive the expiration or termination of this Agreement.

17. Law Compliance.

The Cooperator shall comply with all applicable federal, state and local laws, rules, regulations and guidelines related to performance under this Agreement.

18. Diversity in Contracting and Subcontracting.
The District is committed to supplier diversity in the performance of all contracts associated with District cooperative funding projects. The Cooperator shall encourage Project participation of minority owned and woman owned and small business enterprises, as prime contractors and subcontractors, in accordance with applicable laws.
    18.1. If requested, the District shall assist the Cooperator by sharing information to help the Cooperator ensure that minority owned and woman owned and small businesses are afforded an opportunity to participate in the performance of this Agreement.
    18.2. If the District's share of Project costs is greater than or equal to $100,000, the Cooperator shall provide the District with the Minority/Women Owned and Small Business Utilization Report attached as an exhibit, indicating all contractors and subcontractors who performed Project work, the amount paid to each contractor or subcontractor, and to the extent such information is known, whether each contractor or subcontractor was a minority owned or woman owned or small business enterprise. The report is required upon Project completion prior to final payment, or within 30 days of the execution of any amendment that increases the total Project cost, for information up to the date of the amendment and prior to the disbursement of any additional funds by the District.
19. Assignment.
No party may assign any of its rights or obligations under this Agreement, including any operation or maintenance obligations, without the prior written consent of the other party. Any attempted assignment in violation of this Paragraph is void. This Paragraph shall survive the expiration or termination of this Agreement.
20. Miscellaneous.
Nothing in this Agreement shall be construed or implied to create any relationship between the District and any consultant or contractor of the Cooperator. Nothing in this Agreement shall be construed to benefit any person or entity not a party to this Agreement. This Agreement is governed by Florida law and venue for resolving disputes under this Agreement shall be exclusively in Hillsborough County, Florida. Unless otherwise stated in this Agreement, if a court of competent jurisdiction deems any term or condition of this Agreement to be invalid, illegal, or unenforceable, the remaining terms and conditions are severable and shall remain in full force and effect. This Paragraph shall survive the expiration or termination of this Agreement.
21. Lobbying Prohibition.
Pursuant to Section 216.347, F.S., the Cooperator is prohibited from using funds provided by this Agreement for the purpose of lobbying the Legislature, the judicial branch or a state agency.
22. Counterparts and Authority to Sign.
The signatures of all parties need not appear on the same counterpart. Unless otherwise indicated in the CFI Project Agreement, in accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to this Agreement.
23. Entire Agreement.
This Agreement, including the attached, referenced, and incorporated exhibit(s), constitutes the entire agreement between the parties and, unless otherwise provided herein, may only be amended through a formal amendment, signed by all parties to this Agreement. In the event of a conflict of contract terminology, priority shall be given first to the CFI Project Agreement; the exhibits, in the order presented in the CFI Project Agreement, except that Exhibit B shall take precedence over Exhibit A, and then the attachments in the order presented in the CFI Project Agreement.

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Exhibit B
Southwest Florida Water Management District
Special Terms and Conditions
Construction – Water Quality or Flood Protection

1. Project Funding.
   1.1. The District Governing Board approved the funding of the Project based upon the expectation that the Resource Benefit as provided in the Project Plan would be achieved. Construction of the Project in accordance with the Measurable Benefit as provided in the Project Plan is expected to result in the Resource Benefit. The Cooperator is solely responsible for implementing the Project in such a manner that the Measurable Benefit is achieved. If at any point during the progression of the Project, the District determines that it is likely that the Measurable Benefit will not be achieved, the District shall provide the Cooperator with 15 days advance written notice that the District will withhold payments until such time as the Cooperator demonstrates that the Project will achieve the Measurable Benefit.
   1.2. Furthermore, if at any point during the progression of the Project, it is determined by the District, in its sole discretion, that the Resource Benefit may not be achieved, the District may terminate this Agreement without any payment obligation. Such termination shall be effective 10 days following the Cooperator's receipt of written notice from the District.
   1.3. The District shall not reimburse the Cooperator for any costs under this Agreement until the notice to proceed with construction has been issued to the Cooperator's contractor; unless the Project Plan requires the District to perform a third-party review, in which case the District shall reimburse the Cooperator for the 30% design package costs subject to Subparagraph 5.7 in Exhibit A, and shall not reimburse the Cooperator for any post-30% design work until the notice to proceed with construction has been issued.
2. Repayment.
   2.1. The Cooperator shall repay the District all funds the District paid to the Cooperator under this Agreement, except for the 30% design package costs if a third-party review was performed by the District, if: a) the Cooperator fails to complete the Project in accordance with the terms and conditions of this Agreement; b) the District determines, in its sole discretion, that the Cooperator has failed to maintain scheduled progress of the Project thereby endangering the timely completion of the Project; c) if the Cooperator is a public entity, the Cooperator fails to appropriate sufficient funds to meet the Project task deadlines; d) the District determines, in its sole discretion, that a permit, approval, or property right legal challenge has caused an unreasonable delay or cancellation of the Project; e) the Project is used for compensatory water quality treatment or mitigation or water use permitting withdrawal credits in violation of this Agreement; or f) any contractual requirement or expectation of the resource benefits resulting from the Project, including any requirement applicable to reclaimed water projects, is held to be invalid, illegal or unenforceable during the term of this Agreement, including the O&M Period. Should any of the above conditions exist that require the Cooperator to repay the District, this Agreement shall terminate in accordance with the procedure set forth in the Default Paragraph.
   2.2. Notwithstanding the above, if the Project fails to achieve the Measurable Benefit, the Cooperator may request the District Governing Board waive the repayment obligation, in whole or in part.
   2.3. If the Cooperator is obligated to repay the District, the Cooperator shall repay the District within a reasonable time, as determined by the District in its sole discretion.

2.4. The Cooperator shall pay attorneys' fees and costs incurred by the District, including appeals, resulting from the Cooperator's failure to repay the District as required by this Agreement.

2.5. This Paragraph, including all subparagraphs, shall survive the expiration or termination of this Agreement.

3. Operation and Maintenance.

The Cooperator shall operate and maintain the Project for at least 20 consecutive years (O&M Period) beginning at Project completion in such a manner that the Project's resource benefits are achieved. If the Cooperator ceases to operate and maintain the Project, the Cooperator shall repay the District 5% of total District monies contributed to the Project for each year or a fraction of a year in which the Project is not operated and maintained. The rights and remedies in this Paragraph are in addition to any other rights and remedies provided by law or this Agreement.

3.1. Within 30 days of Project completion, or as extended by the District in writing, the Cooperator shall provide the District with construction record drawings, including Resource Benefit calculations and methodology, signed and sealed by a professional engineer, certifying that the Measurable Benefit has been achieved. If required in the Project Plan, the Cooperator shall provide the District with an operation and maintenance plan that provides reasonable assurance that the Project will be operated and maintained as required by this Agreement. Every 2 years during the O&M Period, the Cooperator shall generate a report certifying that the Project has been maintained in accordance with all permit requirements. The Cooperator's obligation to generate and maintain such reports shall continue throughout the O&M Period.

3.2. The District retains the right to audit any certification and, if requested by the District, the Cooperator shall provide documentation to support its certification that the required resource benefits have been achieved.

3.3. This Paragraph, including all subparagraphs, shall survive the expiration or termination of this Agreement.

4. Design Submittal. *Checked paragraph applies.*

☐ The Cooperator shall provide the District with the final design drawings and Resource Benefit calculations and methodology, signed and sealed by a professional engineer, including supporting documentation. The District shall provide written notice to the Cooperator within 15 days of receipt of the design submittal advising if it appears to meet the requirements of this Agreement. The District's acceptance of the design submittal shall not be construed as an approval of the design, or a representation or warranty that the District has verified the architectural, engineering, mechanical, electrical, or other components of the construction bid documents or that such documents are in compliance with applicable rules, regulations or law, including the District's.

☒ The Cooperator must ensure that the design of the Project maximizes the resource benefits to the greatest extent practicable. The Cooperator shall provide the District with the 30%, 60%, 90% and final design drawings and Resource Benefit calculations and methodology, including supporting documentation. A professional engineer shall sign and seal the final design drawings and Resource Benefit calculations and methodology. The District shall provide written notice to the Cooperator within 15 days of receipt of each design submittal, advising if it appears to meet the requirements of this Agreement. The District's acceptance of any design submittal shall not constitute an approval of the design, or a representation or warranty that the District has verified the architectural, engineering, mechanical, electrical, or other components of the

construction bid documents or that such documents are in compliance with applicable rules, regulations or law, including the District's.

5. Compensatory Treatment Mitigation.
The Project shall not be used by the Cooperator or any other entity as compensatory water quality treatment or wetland mitigation, or any other required mitigation due to impacts for any projects. The Project shall not be used for water use permitting withdrawal credits. The Project can be used for self-mitigation due to impacts specifically associated with the construction of the Project. This Paragraph shall survive the expiration or termination of this Agreement.
6. Additional Clauses. *Checked paragraphs apply.*

☒ Signage.
The Cooperator shall provide signage at the Project site that recognizes the District's funding for the Project. All signage must receive the District's written approval as to form, content and location, and must be in accordance with local sign ordinances.

☐ Florida Single Audit Act.
Funding for this Agreement includes state financial assistance and is therefore subject to the Florida Single Audit Act (FSAA), Section 215.97, F.S. The Cooperator is a subrecipient of state financial assistance under this Agreement and therefore may be subject to audits and monitoring as described in the Special Audit Requirements exhibit. The Cooperator must also use the attached Florida Single Audit Act Checklist for Non-State Organizations – Recipient/Subrecipient vs. Vendor Determination to evaluate the applicability of the FSAA to non-state organizations to which the Cooperator provides State resources to assist in carrying out activities related to this Agreement. If the Cooperator has a question related to the grant or subgrant of State funding, contact the individual identified below:

Grants Compliance Accountant
Southwest Florida Water Management District
2379 Broad Street, Brooksville, Florida 34604
Phone: (352) 796-7211, Ext. 4104
GrantsAccounting@watermatters.org

The Cooperator shall provide the District with its grant contact information within 30 days of execution of this Agreement.

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EXHIBIT C
PROJECT PLAN

PROJECT DESCRIPTION
The Project is a cooperative funding project located within Highlands County in the Lake June-In-Winter watershed. Lake June-In-Winter is a Lake Wales Ridge Lake.

The Project includes design, permitting and construction of stormwater best management practices in Catfish Creek to improve water quality in Lake June-In-Winter, a Lake Wales Ridge Lake. The drainage area includes approximately 2,760 acres of the Catfish Creek watershed. The general location of the Project is shown on the attached map (Figure 1).

RESOURCE BENEFIT
The Resource Benefit of the Project is the reduction of pollutant loads to lake June-In-Winter, a Lake Wales Ridge Lake, by an estimated 205 lbs./yr. TN, and 42 lbs./yr. TP.

MEASURABLE BENEFIT
Design, permitting and construction of low impact development (LID) best management practices (BMPs) to provide treatment to 2,760 acres of the Catfish Creek watershed. Construction will be done in accordance with the permitted plans.

PROJECT TASKS
Key tasks to be performed by the Cooperator:

1. DESIGN – The Cooperator shall provide the necessary services such as survey, geotechnical services, environmental services, and engineering services to develop design drawings and technical specifications for construction. At each design stage submittal, the Cooperator shall provide Resource Benefit calculations and methodology including cost benefit analysis for flood protection projects.

2. PERMITTING – The Cooperator shall prepare and submit all necessary permit applications and obtain necessary approvals.

3. BIDDING AND CONTRACT AWARD – The Cooperator shall procure a contractor to implement the Project based on the final design drawings and approved permits. The Cooperator shall identify those bid items for which reimbursement will be requested from the District.

4. CONSTRUCTION – The Cooperator shall construct the Project in conformance with the final design drawings, specifications and approved permits.

5. CONSTRUCTION ENGINEERING AND INSPECTION (CEI) – The Cooperator shall review all shop drawings, complete engineering inspections and monitor all phases of construction by means of survey, observations, and materials testing to give reasonable assurance that the construction work conforms to the permitted drawings and design specifications. The Cooperator shall provide the District with inspection documents and photographs, if requested.

6. AS-BUILT SURVEY, RECORD DRAWINGS AND CERTIFICATE OF SUBSTANTIAL COMPLETION – The Cooperator shall obtain and provide to the District, an As-Built Survey signed and sealed and certified by a licensed Florida professional surveyor, the Record Drawings signed and sealed by a professional engineer, and a Certificate of Substantial Completion, signed by the Cooperator, contractor, and professional engineer. The Cooperator shall provide the Resource Benefit calculations and methodology, signed and sealed by a professional engineer, following completion of construction.

7. OPERATION AND MAINTENANCE – The Cooperator shall provide for the operation and maintenance of the completed Project to provide pollutant removal and ensure the Project functions in accordance with the final design drawings and conforms to all the conditions specified in the environmental permits issued for the Project. The Cooperator shall be identified as the entity responsible for all operation and maintenance requirements in all permits issued for the Project.

DELIVERABLES

- Design drawings at 30%, 60%, 90% and final design levels; include electronic and CAD
- Engineer's opinion of probable cost at 30%, 60%, 90% and final design
- Technical Specifications at 60%, 90% and final design
- Dated color (digital) photographs of the construction site prior to, during, and immediately following completion of construction
- Record Drawings with Resource Benefits and Calculations and Methodology
- Certificate of Substantial Completion

SPATIAL REFERENCE, CAD DELIVERABLE REQUIREMENTS

All survey and mapping services and deliverables shall be certified as meeting or exceeding, in quality and precision, the standards applicable for this work, as set forth in Chapter 472, F.S.

Horizontal Datum will be referenced to the Florida State Plane Coordinate System, West Zone (0902), Units US Survey Feet, North American Datum of 1983 (NAD83/2011) Current Adjustment including the most recent NSRS adjustment.

Vertical Datum will be referenced to the North American Vertical Datum of 1988 (NAVD 88), Units US Survey Feet, using the most recent geoid model to compute orthometric heights based on GPS derived ellipsoid heights.

PROJECT SCHEDULE

DESCRIPTION	COMMENCE	COMPLETE
Design	03/01/2022	10/31/2022
Permitting	08/01/2022	10/31/2022
Bidding and Contract Award	11/01/2022	1/31/2023
Construction and Construction Engineering & Inspection (CEI)	02/01/2023	02/01/2024
As-Built Survey, Record Drawings & Certificate of Substantial Completion	02/01/2024	03/01/2024

Additional task deadlines contained in the performance schedules of the consultant and contractor contracts will be incorporated herein by reference.

PROJECT BUDGET

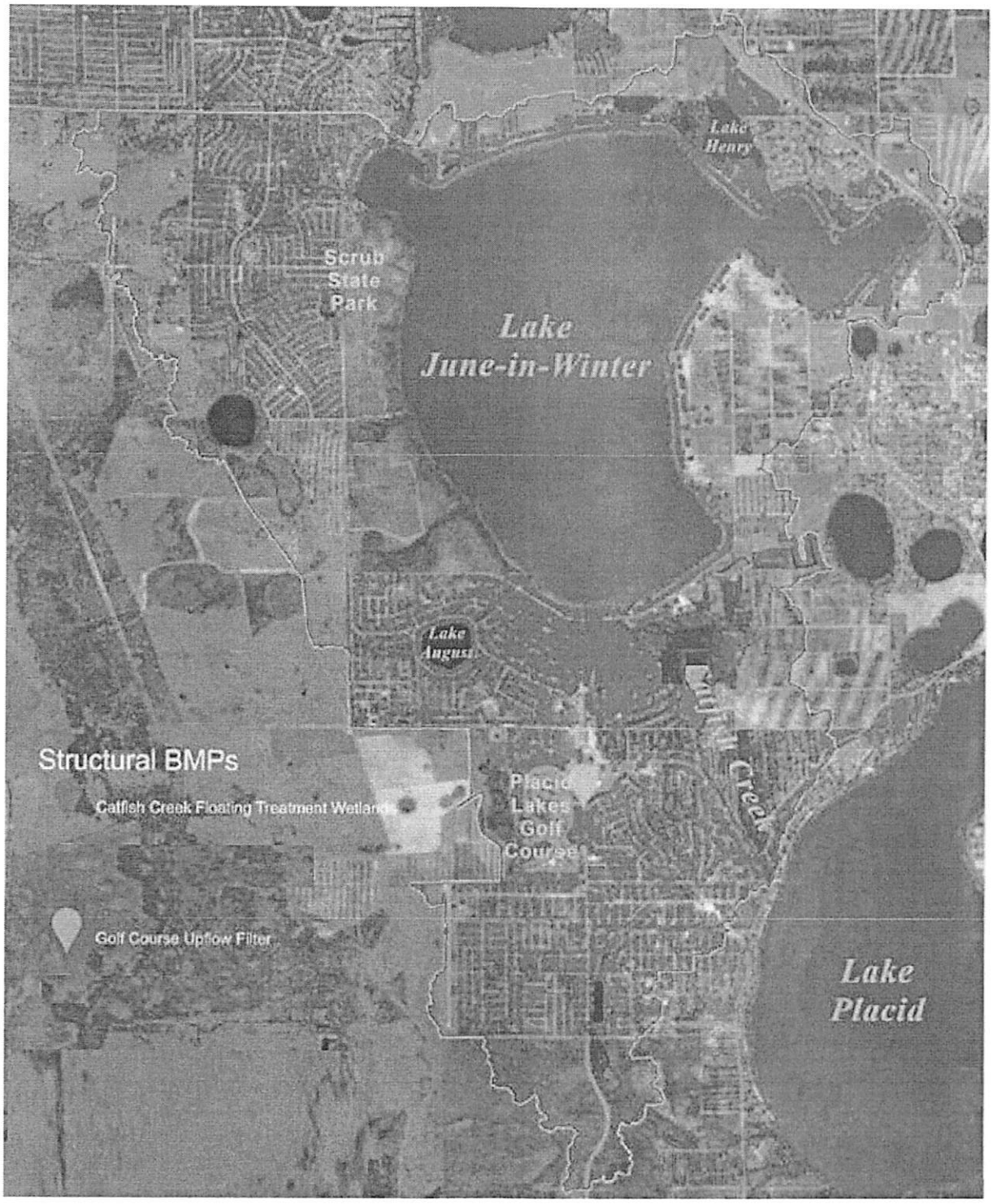
DESCRIPTION	DISTRICT	COOPERATOR	TOTAL
Design	$101,250	$33,750	$135,000
Permitting	$0	$0	$0
Construction	$93,750	$31,250	$125,000
Construction Engineering & Inspection (CEI)	$0	$0	$0
As-Built Survey, Record Drawings, & Certificate of Substantial Completion	$0	$0	$0
TOTAL	$195,000	$65,000	$260,000

Reimbursement for expenditures of contingency funds is contingent upon District approval in accordance with the Funding Paragraph in the Agreement. The Cooperator must complete one Cooperative Funding Construction Contingency Justification form, attached to this Agreement, per contingency line item requested for District reimbursement.

The remainder of this page intentionally left blank.

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FIGURE 1
Lake June-in-Winter Watershed Catfish Creek Structural BMPs



Cooperative Funding Construction Contingency Justification
Submit ONE form per contingency line item requested for
District reimbursement

Project Name:
District Project Number:
Cooperator:
Contract Number:
Contingency Request Number:

Awarded Construction Contract Total ($):
Contingency Amount Requested ($):

Cumulative Contingency Amount Authorized to date ($): Total Cumulative Contract Price Including this Request ($): Maximum contingency eligible for reimbursement ($): up to 5% (2.5% District portion

Contingency Request Description:

Contingency Line Item Justification[1]:

Cooperative Funding Resource Benefit[2]:

Cost/Negotiation Description[3]:

I hereby certify that this contingency request is necessary for the resource benefit required under the cooperative agreement and scope and costs were negotiated in good faith.

Contract Manager or Engineer of Record Date

[1] Justification must document the need for the contingency line item, the circumstances under which the need was discovered, and why the item was not included within the original project scope. The District may deny reimbursement for additional costs due to design errors, rework and defects in the work. ALTERNATE LANGUAGE: The District may deny reimbursement for additional costs resulting from delays, inefficiencies, rework or extra work.

[2] Describe why the contingency line item is needed to fulfill the resource benefit required under the cooperative agreement.

[3] Costs need to be justified and demonstrated to be reasonable. Provide unit price comparison, or recent competitive cost proposals, RS Means or FDOT cost data. Attach backup documentation. If no price comparisons or competitive quotes can be provided, a certification from the Engineer of Record or appropriate Professional Engineer stating that the cost is reasonable may be considered. The certificati method is not preferred and will require justification that other methods were not available

DocuSign Envelope ID: 1E49261B-BD4B-42B2-817A-46CC5529FA35

AGREEMENT NO. 22CF0003717

ATTACHMENT 2
MINORITY/WOMEN OWNED AND SMALL BUSINESS UTILIZATION REPORT

Projects receiving $100,000 or more in cooperative funding from the Southwest Florida Water Management District require the submission of the following information within 30 days of any amendment increasing project funding and with the final invoice. Questions regarding use of this form should be directed to Contracts Administration, Phone (352) 796-7211 ext. 4133.

COOPERATOR: _____

AGREEMENT NO.: _____

PROJECT NAME: _____

TOTAL PROJECT COST: _____

		INDICATE THE ONE CATEGORY THAT BEST DESCRIBES EACH ORGANIZATION LISTED*												
		BUSINESS CLASSIFICATION		CERTIFIED MBE					NON-CERTIFIED MBE					UNKNOWN
NAMES OF CONTRACTORS AND SUBCONTRACTORS UTILIZED	TOTAL AMOUNT PAID	NON-MINORITY	SMALL BUSINESS Section 288.703(1) F.S.	AFRICAN AMERICAN	HISPANIC AMERICAN	ASIAN/HAWAIIAN AMERICAN	NATIVE AMERICAN	AMERICAN WOMAN	AFRICAN AMERICAN	HISPANIC AMERICAN	ASIAN/HAWAIIAN AMERICAN	NATIVE AMERICAN	AMERICAN WOMAN	

* ☐ Our organization does not collect minority status data.

Signature Date Print Name and Title

DocuSign Envelope ID: 1E49261B-BD4B-42B2-817A-46CC5529FA35

Attachment 4: Cooperative Funding Agreement Checklist

This checklist is to be used as a tool by the Cooperator and District Contract Manager to monitor and trackCooperative Funding Agreement terms throughout Project implementation.

Cooperator	District	
		For Studies and Design:
☐	☐	Copy of contract with consultant. If contract is not provided to the District prior to execution, the Cooperator may be executing a contract with consultant that includes items that are not reimbursable
☐	☐	All Draft and Final Reports and/or design drawings per the Exhibit C Project Plan
		For Construction Reimbursement:
☐	☐	Copy of bid documents and bid form. If bid documents and bid form are not provided to the District prior to bidding, the Cooperator may be advertising for items that are not reimbursable
☐	☐	Copy of contract with contractor. If contract is not provided to the District prior to execution, the Cooperator may be executing a contract with contractor that includes items that are not reimbursable
☐	☐	Copy of Notice to Proceed to contractor
☐	☐	Owner Direct Purchase Statement
☐	☐	Copy of construction permits
☐	☐	If land acquisition included, review and comment from District's Real Estate Services on appropriate land value
☐	☐	Any state or federal appropriations or grant funds received by the Cooperator for the Project will be applied to reduce each party's share in accordance with their respective funding percentages as described in the CFI Project Agreement
☐	☐	Copy of all required federal, state, and local environmental permit approvals and permitted drawings
		During Project Work:
☐	☐	Quarterly (see Exhibit A paragraph 11) status reports
☐	☐	Invoices for reimbursement (per Exhibit A paragraph 7)
☐	☐	Contingency Form for each contingency item
☐	☐	Request(s) for changes to prime contacts
☐	☐	Request(s) to extend project task deadline and/or adjustments to line item budget
☐	☐	Request(s) for changes to scope, budget, and/or schedule requiring an amendment to the agreement
☐	☐	M/W/SME Form must be submitted to the District if an amendment is executed that increases the total Project cost. This will apply to amendments when authorizing post-TPR work
		Close Out:
		Prior to Final Payment Reimbursement the Cooperator will provide to the District:
☐	☐	Minority/Women Owned and Small Business Utilization Report (If District's share is $100,000 or greater)
☐	☐	All Deliverables listed in Exhibit C Project Plan as described in the tasks
		Survival of the Agreement:
		Per Exhibit B, the District upon request may review the biennial Operation and Maintenance Report

DocuSign

Certificate Of Completion

Envelope Id: 1E49261BBD4B42B2817A46CC5529FA35
Status: Sent
Subject: Please DocuSign: Lake June-In-Winter Catfish Creek BMPs Agreement - 22CF0003717
Source Envelope:
Document Pages: 19
Signatures: 0
Certificate Pages: 4
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator:
Meagan Finneran
2379 Broad Street
Brooksville, FL 34604
meagan.finneran@swfwmd.state.fl.us
IP Address: 192.155.215.34

Record Tracking

Status: Original
12/10/2021 5:07:55 PM
Holder: Meagan Finneran
meagan.finneran@swfwmd.state.fl.us
Location: DocuSign

Signer Events	Signature	Timestamp
In Person Signer Events	**Signature**	**Timestamp**
Editor Delivery Events	**Status**	**Timestamp**
Agent Delivery Events	**Status**	**Timestamp**
Intermediary Delivery Events	**Status**	**Timestamp**
Certified Delivery Events	**Status**	**Timestamp**
Mike McMillian mmcmillian@highlandsfl.gov Security Level: Email, Account Authentication (None)	VIEWED Using IP Address: 50.239.62.46	Sent: 12/10/2021 5:17:41 PM Viewed: 12/13/2021 6:36:04 AM
Electronic Record and Signature Disclosure: Accepted: 12/13/2021 6:36:04 AM ID: 90fcbfb5-3519-43b3-acad-9de6878fe909		
Dawn Ritter dritter@highlandsfl.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign		Sent: 12/13/2021 6:36:04 AM
Carbon Copy Events	**Status**	**Timestamp**
Nancy Norton nancy.norton@swfwmd.state.fl.us Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign		
Johnathon Harrison jharrison@highlandsfl.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign		

Witness Events	Signature	Timestamp
Notary Events	**Signature**	**Timestamp**
Envelope Summary Events	**Status**	**Timestamps**
Envelope Sent	Hashed/Encrypted	12/10/2021 5:17:41 PM
Payment Events	**Status**	**Timestamps**

Electronic Record and Signature Disclosure

Your Consent to Use Electronic Records and Signatures

From time to time, the Southwest Florida Water Management District ("District") may provide you with certain agreements. The federal E-SIGN Act and the Florida Uniform Electronic Transaction Act, Chapter 668, Florida Statutes, allow the District to provide you these agreements electronically and the use of electronic signatures with your consent. Described below are the terms and conditions for providing you such agreements electronically as well as for the use of electronic signatures. This consent relates to your agreement with the District and any associated electronic signatures. If you consent to receive your agreement electronically and to use electronic signatures, you must keep your email address up to date by notifying ESignQuestions at ESignQuestions@swfwmd.state.fl.us of any changes to your contact information.

Please read the information below thoroughly and, if you can access this information electronically to your satisfaction, please confirm your acceptance and understanding that your electronic signature executed in conjunction with the electronic submission of your agreement shall be legally binding and such transaction shall be considered authorized by you by clicking the "I consent to use Electronic Records and Signatures" box located on the previous page. If you do not agree to use electronic signatures, click the link under "Other Options" to print and sign the agreement.

Right to Have Records Provided on Paper

At any time, you may request from the District paper copies of any of your agreements at no cost to you. You may request delivery of paper copies by contacting ESignQuestions at ESignQuestions@swfwmd.state.fl.us. Additionally, following your signing session, you will have the ability to download and print your agreement through the DocuSign, Inc. ("DocuSign") system. You will receive an email with a link to access your agreement within the DocuSign system.

Right to Withdraw Your Consent to Receive Electronic Records; Consequences

If you agree to receive your agreement electronically and use electronic signatures, you have the right to withdraw your consent at any time and at no cost to you. You must inform the District of your decision by ESignQuestions at ESignQuestions@swfwmd.state.fl.us. Please include your contact information and the agreement number you are declining to sign electronically in your withdrawal notice. If you elect to receive your agreement only in paper format, or refuse to sign electronically, it may slow down the speed at which you receive documents or information.

Hardware and Software Minimum Requirements

To access and retain your agreement, you will need the following:

Operating Systems:	Windows 2000 or Windows XP
Browsers (for SENDERS):	Internet Explorer 6.0 or above
Browsers (for SIGNERS):	Internet Explorer 6.0, Mozilla Firefox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enable Security Settings:	Allow per session cookies Users accessing internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

These minimum requirements are subject to change. If these requirements change such that you may not be able to access or retain the electronic records, we will provide you with an email message at the email address we have on file for you, providing you with the revised hardware and software requirements. At that time, you will have the right to withdraw your consent to receive documents electronically.

Weekly Meeting

December 13, 2021

JDF

Monday -

Tuesday –

Wednesday –

Thursday –

Mike McMillian –

Monday – be ready to move tortoise when Ric says he's ready; Preserve mowing

Tuesday – if trailer returned, scrub debris removal, if not Preserve mowing and trail work

Wednesday – if trailer returned, scrub debris removal, if not Preserve mowing and trail work

Thursday – if trailer returned, scrub debris removal, if not Preserve mowing and trail work

Dawn Ritter

Review the excel sent for NR Task for remainder of the year-any updates/comments/clarification
Working document in G Drive under "Dawn". I edit information each week.
Along with many How-to documents under "How to Tutorials"

IMWID Phase 2 – Board will decide how to move forward. This will be on December 7th Board meeting.

JD-Lake Trout Lake Watch Volunteer- any info? Trained and excel volunteer file updated(jdf)

Admin still has trailer so cannot transport Ranger (Chris' trailer too small).

HIGHLANDS COUNTY

BOARD OF COUNTY COMMISSIONERS

ROAD AND BRIDGE DEPARTMENT
NATURAL RESURCES DIVISION

TO: Southwest Florida Water Management District 2023 Cooperative Funding Initiative

DATE: October 13, 2021

RE: **Lake June-in-Winter Watershed Catfish Creek Best Management Practices Funding Intent Letter**

In a motion on December 2, 2003, the Highlands County Board of County Commissioners formally directed the County Administrator to request that the County's required match be waived or reduced to 25% of total costs as allowed by law under the Rural Economic Development Initiative, Section 288.0656 of Florida Statutes. Highlands County is in the South Central Rural Area of Opportunity. The Department's proposed budget allocation for each year will seek 75% reimbursement from Southwest Florida Water Management District (SWFWMD) as invoiced. The Highlands County Natural Resources Department requested a multi-year project funding for the Lake June-in-Winter Catfish Creek BMP totaling $195,000 from District funds and $65,000 (REDI Eligible Community) from Highlands County. The first CFI application in fiscal year 2022 a total of $116,250 was requested from SWFWMD and $38,750 from the County. The remaining funds for the total project is being asked for CFI application 2023 with $78,750 being requested from SFWMD and County funding 25% at $26,250.

If there are any Questions or additional information needed, please feel free to contact Dawn Ritter at the Natural Resources Department, (863) 402-6529 or via email at dritter@highlandsfl.gov.

Sincerely,

Randy Vosburg

Digitally signed by Randy Vosburg
Date: 2021.10.17 22:56:00 -04'00'

Randy Vosburg
Highlands County Board of County Commissioners County Administrator

cc: Laurie Hurner
Highlands County Board of County Commissioners Assistant County Administrator
Jonathan Harrison
Highlands County Board of County Commissioners Road and Bridge Director

Project No. Q298	SW IMP – Water Quality – Lake June-in-Winter Catfish Creek BMPs
Highlands County	FY2022

Risk Level:	Type 3	Multi-Year Contract: Yes, Year 1 of 2

Description	
Description:	Design, permitting and construction of stormwater BMPs in Catfish Creek to improve water quality in Lake June-In-Winter, a Lake Wales Ridge Lake.
Measurable Benefit:	The contractual Measurable Benefit will be the design, permitting and construction of LID BMPs to provide treatment to 2,760 acres of the Catfish Creek watershed. Construction will be done in accordance with permitted plans. There will be no monitoring or performance testing requirements.
Costs:	Total project cost: $260,000 (design, permitting, construction) Highlands County: $65,000 (REDI Eligible Community) District: $195,000 with $116,250 requested in FY2022 and $78,750 anticipated to be requested in future years.

Evaluation		
Application Quality:	Medium	Application included most of the required information identified in the CFI guidelines. District PM/CM had to work with cooperator to obtain remaining required information.
Project Benefit:	High	The Resource Benefit of the Project is the reduction of pollutant loads to Lake June-In-Winter, a Lake Wales Ridge Lake, by an estimated 205 lbs/yr TN, and 42 lbs/yr TP.
Cost Effectiveness:	High	The estimated cost/lb of TN removed is below the historical cost average of $176/lb. The estimated cost/lb of TP removed is below the historical average of $1498/lb.
Past Performance:	High	Based upon an assessment of the schedule and budget for the 1 ongoing project.
Complementary Efforts:	High	Applicant has an active stormwater utility that collects fees.
Project Readiness:	Medium	Project is ready to begin on or before March 1, 2022.

Strategic Goals		
Strategic Goals:	High	**Strategic Initiative - Water Quality Maintenance and Improvement:** Develop and implement programs, projects and regulations to maintain and improve water quality. **Heartland Region Priority:** Improve Winter Haven Chain of Lakes and Ridge Lakes.

Overall Ranking and Recommendation	
Fund as a High Priority	This project is cost effective and improves water quality discharging to Lake June-In-Winter, a Lake Wales Ridge Lake. The Governor's Executive Order 19-12 instructs the five water management districts to prioritize funding to focus on projects that will address harmful algal blooms and maximize nutrient reductions. Highlands County qualifies for a 75% cost share as a REDI community as defined by Florida Statute. Under the Cooperative Funding Initiative Governing Board Policy, the Board can reduce the requirements for matching funds for REDI communities.

Funding

Funding Source	Prior	FY2022	Future	Total
District	$0	$116,250	$78,750	$195,000
Highlands County	$0	$38,750	$26,250	$65,000
Total	**$0**	**$155,000**	**$105,000**	**$260,000**

REVIEWED
O.M.B DEPARTMENT
January 6, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **1/5/2022** SUBMITTED BY: **Jonathan Harrison**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **6303 / 9990**

PROJECT(S) #: **21062** PROJECT TITLE(S): **Lake June in Winter Catfish Creek BMP's** COST CENTER TITLE(S): **Natural Resources / Budgetary Expenditure AC/005**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3999100	Fund Bal Brought Forward		1,845,228.88	25,000.00		1,870,228.88
R	005		3999100	Fund Bal Brought Forward		1,870,228.88		25,000.00	1,845,228.88
R	005		3999100Z	Project Fund Balance Forward	21062	0.00	25,000.00		25,000.00
R	005		3344930Z	SWFWMD-Water Control	21062	0.00	195,000.00		195,000.00
E	005	9990	59900	Reserve for Contingency		370,376.25		8,750.00	361,626.25
E	005	6303	56300Z	Project Improvements	21062	0.00	228,750.00		228,750.00
									0.00

REASON: **To set up funding for a total $260,000 for Project # 21062 for a SWFWMD Cooperative Funding Agreement granting the County $195,000, with $25,000 having been received in FY20-21 from HC Soil & Water and the County's share being the remaining $40,000, with $31,250 to be set up in the FY22-23 Budget cycle. The County's current portion of $8,750 to come from Reserve for Contingency.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-039**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____ / ____ / ____

TRANSFER TYPE:

_____ ITEM TO ITEM

XX RESERVE

XX BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-62

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-039 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-039 is hereby approved and authorized to set up and appropriate funding in the amount of $228,750.00 for project #21062 - Lake June in Winter Catfish Creek BMP's; of which $25,000.00 has been received in FY 20-21, which is now Fund Balance Brought Forward; $195,000 to be received from SWFWMD, with the remaining $40,000 to be funded by the County; $31,250 of which will be appropriated during the FY22-23 Budget cycle.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters

relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
RESERVE FOR CONTINGENCY ADJUSTMENTS

GENERAL FUND - 005 (9990)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$450,000.00**	
10/19/21	10/19/21	21-22-003	($66,153.00)	$383,847.00	To adjust the Property Appraiser's budget to reflect the DOR salary adjustment and employee COLA/merit.
11/16/21	11/16/21	21-22-012	$9,980.27	$393,827.27	To post the excess budget from Proj. 21041 VOCA 21-22 (SO).
01/18/22		21-22-031	($23,451.02)	$370,376.25	To provide County match requirement for Proj. 21058 EMS Mtching Grant 21-22
01/18/22		21-22-039	($8,750.00)	$361,626.25	To provide County match requirement for Proj. 21062 for a SWFWMD Cooperative Funding Agreement
REVISED TOTAL:				**$361,626.25**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton, Jr., P.E., County Engineer**

SUBJECT/TITLE: **Request adoption of resolution 21-22-56 to establish a public hearing date of February 15, 2022 to discuss and consider closing a platted 20-foot alley at 100 Commerce St NW.**

STATEMENT OF ISSUE

Attached is resolution 21-22-56 to set a public hearing date for February 15, 2022 for the Board to discuss and consider vacating that portion of road more particularly described as:
THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE EASTERLY AND WESTERLY PORTIONS OF LOT 8, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE NORTH AND SOUTH BY THE PROLONGATIONS OF THE NORTHERLY AND SOUTHERLY BOUNDARIES OF SAID LOT 8.

Such Resolution is a necessary procedure of the Board's policy for a road closing in addition to being a statutory requirement.

RECOMMENDED ACTION

Move to adopt resolution 21-22-56 to set a Public Hearing Date for February 15, 2022 to discuss and consider the request to close a platted unnamed 20-foot alley at 100 Commerce St NW as described in the attached petition.

FISCAL IMPACT

There is no fiscal impact.

Attachments: VOR 1st Board Mtg_100 Commerce St NW_Rev 1.4.22.pdf

RESOLUTION NO. 21-22-56

A RESOLUTION OF THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS PERTAINING TO THE REQUEST BY VALERIE LAURENCE TO CLOSE CERTAIN DESCRIBED COUNTY ROADWAYS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR NOTICE OF PUBLIC HEARING TO CONSIDER ROAD CLOSURE; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Florida Statues, Section 336.09, Highlands County is empowered, among other actions, to vacate, abandon, discontinue and close any existing street, road, highway or other place used for travel, or any portion thereof; and

WHEREAS, the County has received a Petition, attached as **Exhibit "A"**, from Valerie Laurence, requesting to close certain roadways under the control of Highlands County; and

WHEREAS, Florida Statutes, Section 336.09 requires that the County adopt a resolution declaring the time and place that it will hold a public hearing for the purpose of considering the requested roadway closure.

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Notice of Public Hearing to Consider Road Closure. A public hearing shall be held on **Tuesday, February 15, 2022, at 9:00 a.m.**, or as soon thereafter as possible, for the Highlands County Board of County Commissioners to consider the request to close that roadway described as follows:

THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE EASTERLY AND WESTERLY PORTIONS OF LOT 8, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE NORTH AND SOUTH BY THE PROLONGATIONS OF THE NORTHERLY AND SOUTHERLY BOUNDARIES OF SAID LOT 8.

SECTION 3. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such actions as deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to the request by Valerie Laurence to close the roadway described herein, which is the subject of this Resolution, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 18th day of January 2022.

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

By:

_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

EXHIBIT "A"
Request for Roadway Closure

PETITION

TO: HIGHLANDS COUNTY
BOARD OF COUNTY
COMMISSIONERS C/O
ENGINEERING DEPARTMENT
505 SOUTH COMMERCE
AVENUE SEBRING, FLORIDA
33870

FROM: Valerie Lawrence
113 Murray Ct NW
Lake Placid, FL 33852

This is to Petition the Board of County Commissioners to consider vacating a road, as shown on the attached map, legal description as follows:

That portion of the 20 foot platted alley dividing the easterly and westerly portions of Lot 8, Block 198, as shown on the plat of PLACID LAKES INDUSTRIAL PARK, recorded in Plat Book 8, Page 63 of the Public Records of Highlands County, Florida, said portion of alley being bounded on the north and south by the prolongations of the northerly and southerly boundaries of said Lot 8.

The petition is being requested for the following reason:

I am petitioning to vacate the alleyway as it is not in use or necessary.

I will publish the Notice of Public Hearing in not less than two weekly issues of a newspaper of general circulation in Highlands County prior to the date stated therein for such hearing and will have proof of publication in your office prior to the date of hearing.

Signature of Petitioner

Attachments: (MAP)
Proof of Publication
Certificates Showing Taxes Paid

Highlands County Engineering Department

Reference Map

PROPOSED ROAD CLOSURE

THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE EASTERLY AND WESTERLY PORTIONS OF LOT 8, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE NORTH AND SOUTH BY THE PROLONGATIONS OF THE NORTHERLY AND SOUTHERLY BOUNDARIES OF SAID LOT 8.

For Reference Only - Not A Boundary Survey

Map Created: 11/17/2021

Prepared By:
Highlands County Engineering Dept.
505 S. Commerce Ave
Sebring, FL 33870
Office: (863) 402-6877

1 inch = 80 feet



G:\Road Closures\2021\100 Commerce St NW\Maps\100 Commerce St Road Closure.mxd Date Saved: 11/17/2021 bdorey

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton, Jr., P.E., County Engineer**

SUBJECT/TITLE: **Request adoption of resolution 21-22-57 to establish a public hearing date of February 15, 2022 to discuss and consider closing a platted 20-foot alley at 101 Atherton Ave NW.**

STATEMENT OF ISSUE

Attached is resolution 21-22-57 to set a public hearing date as February 15, 2022 for the Board to discuss and consider vacating that portion of road more particularly described as:
THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE NORTHERLY AND SOUTHERLY PORTIONS OF LOT 10, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE EAST AND WEST BY THE PROLONGATIONS OF THE EASTERLY AND WESTERLY BOUNDARIES OF SAID LOT 10.

Such Resolution is a necessary procedure of the Board's policy for a road closing in addition to being a statutory requirement.

RECOMMENDED ACTION

Move to adopt resolution 21-22-57 to set a Public Hearing Date for February 15, 2022 to discuss and consider the request to close a platted unnamed 20-foot alley at 101 Atherton Ave NW as described in the attached petition.

FISCAL IMPACT

There is no fiscal impact.

Attachments: 1st Board Mtg_101 Atherton Ave_Rev 1.4.22.pdf

RESOLUTION NO. 21-22-57

A RESOLUTION OF THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS PERTAINING TO THE REQUEST BY VALERIE LAURENCE TO CLOSE CERTAIN DESCRIBED COUNTY ROADWAYS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR NOTICE OF PUBLIC HEARING TO CONSIDER ROAD CLOSURE; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Florida Statues, Section 336.09, Highlands County is empowered, among other actions, to vacate, abandon, discontinue and close any existing street, road, highway or other place used for travel, or any portion thereof; and

WHEREAS, the County has received a Petition, attached as **Exhibit "A"**, from Valerie Laurence, requesting to close certain roadways under the control of Highlands County; and

WHEREAS, Florida Statutes, Section 336.09 requires that the County adopt a resolution declaring the time and place that it will hold a public hearing for the purpose of considering the requested roadway closure.

NOW, THEREFORE, BE IT RESOLVED BY THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Notice of Public Hearing to Consider Road Closure. A public hearing shall be held on **Tuesday, February 15, 2022, at 9:00 a.m.**, or as soon thereafter as possible, for the Highlands County Board of County Commissioners to consider the request to close that roadway described as follows:

THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE NORTHERLY AND SOUTHERLY PORTIONS OF LOT 10, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE EAST AND WEST BY THE PROLONGATIONS OF THE EASTERLY AND WESTERLY BOUNDARIES OF SAID LOT 10.

SECTION 3. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such actions as deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to the request by Clifford Ables, III, Esq. to close the roadway described herein, which is the subject of this Resolution, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 18th day of January 2021.

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

By:

_____

Kathleen G. Rapp, Chairperson

ATTEST:

_____

Jerome Kaszubowski, Clerk of Court

EXHIBIT "A"
Request for Roadway Closure

PETITION

TO: HIGHLANDS COUNTY
BOARD OF COUNTY
COMMISSIONERS C/O
ENGINEERING DEPARTMENT
505 SOUTH COMMERCE
AVENUE SEBRING, FLORIDA
33870

FROM: Valerie Lawrence
113 Murray ct NW
Lake Placid FL 33852

This is to Petition the Board of County Commissioners to consider vacating a road, as shown on the attached map, legal description as follows:

That portion of the 20 foot platted alley dividing the northerly and southerly portions of Lot 10, Block 198, as shown on the plat of PLACID LAKES INDUSTRIAL PARK, recorded in Plat Book 8, Page 63 of the Public Records of Highlands County, Florida, said portion of alley being bounded on the east and west by the prolongations of the easterly and westerly boundaries of said Lot 10.

The petition is being requested for the following reason:

I am petitioning to vacate the alleyway as it is not in use or necessary.

I will publish the Notice of Public Hearing in not less than two weekly issues of a newspaper of general circulation in Highlands County prior to the date stated therein for such hearing and will have proof of publication in your office prior to the date of hearing.

Signature of Petitioner

Attachments: (MAP)
Proof of Publication
Certificates Showing Taxes Paid

Highlands County Engineering Department

Reference Map

PROPOSED ROAD CLOSURE

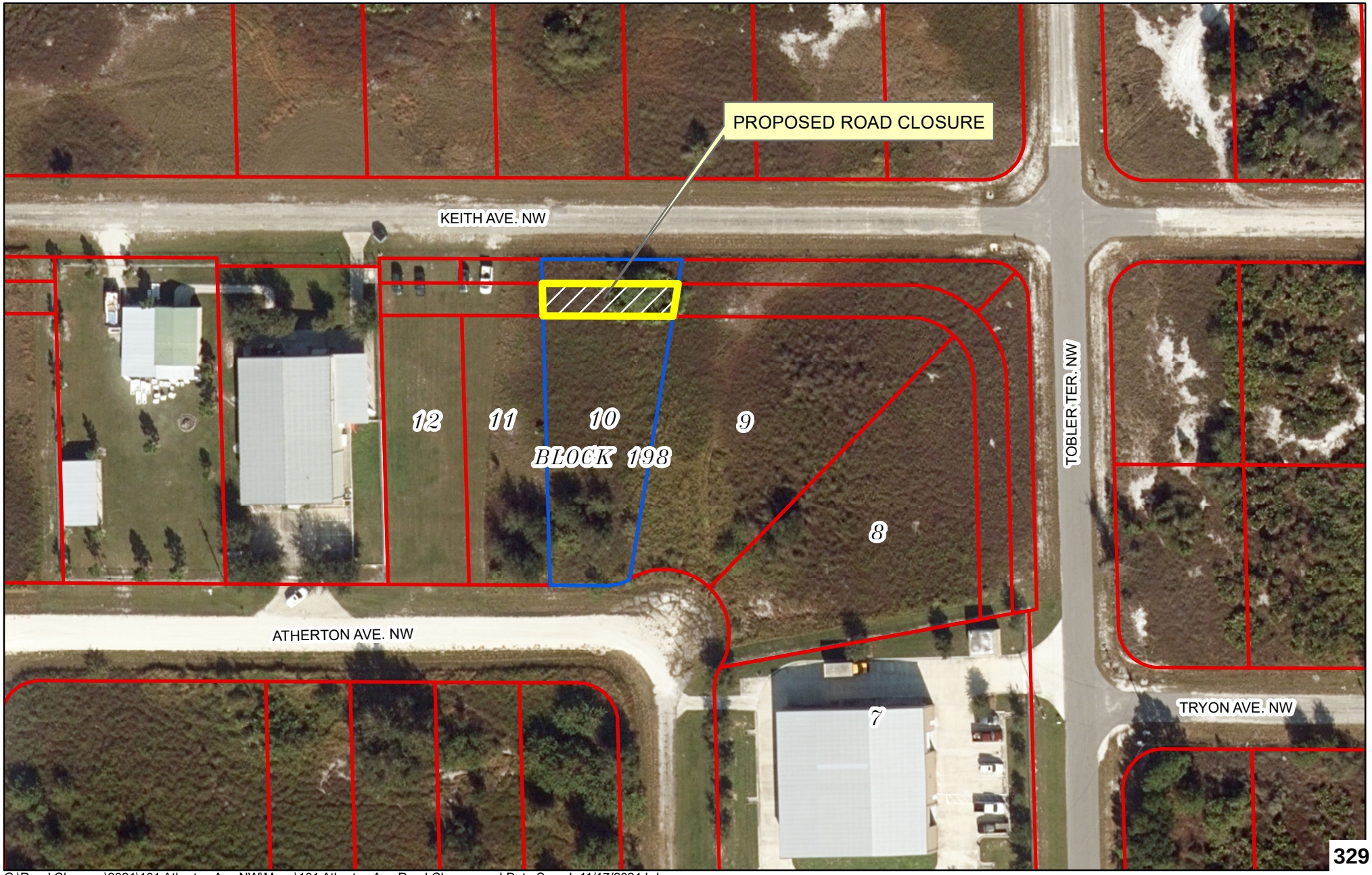
THAT PORTION OF THE 20 FOOT PLATTED ALLEY DIVIDING THE NORTHERLY AND SOUTHERLY PORTIONS OF LOT 10, BLOCK 198, AS SHOWN ON THE PLAT OF PLACID LAKES INDUSTRIAL PARK, RECORDED IN PLAT BOOK 8, PAGE 63 OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA, SAID PORTION OF ALLEY BEING BOUNDED ON THE EAST AND WEST BY THE PROLONGATIONS OF THE EASTERLY AND WESTERLY BOUNDARIES OF SAID LOT 10.

For Reference Only - Not A Boundary Survey

Map Created: 11/17/2021

Prepared By:
Highlands County Engineering Dept.
505 S. Commerce Ave
Sebring, FL 33870
Office: (863) 402-6877

1 inch = 80 feet



G:\Road Closures\2021\101 Atherton Ave NW\Maps\101 Atherton Ave Road Closure.mxd Date Saved: 11/17/2021 bdorey

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton, Jr., P.E., County Engineer**
Kenya A. Anderson, MSP, Project Manager

SUBJECT/TITLE: **Request approval of the supplement to the State-Funded Small County Road Assistance Grant Agreement ("Supplemental Agreement") and adoption of accompanying resolution 21-22-60 for Budget Amendment 21-22-037 to appropriate additional funding in the amount of $130,000 to be received from the Florida Department of Transportation for project 18009.**

STATEMENT OF ISSUE

Attached for your approval is the Supplemental Agreement to allocate additional funds to FDOT Contract G1659 between FDOT and Highlands County for the design, construction, and CEI services for the resurfacing of CR 623 from Haywood Taylor Boulevard to Mini Ranch Road for approximately 1.478 miles, in conjunction with Budget Amendment 21-22-037 and the accompanying Resolution 21-22-60.

FDOT is willing to provide the County with additional financial assistance under the FDOT Financial Project No. 436643-1-54-01, in the total amount of $130,000.00 (One Hundred Thirty Thousand Dollars) for construction and CEI services for CR 623 from Haywood Taylor Boulevard to Mini Ranch Road. The proposed construction consists of milling and resurfacing and/or overlaying the existing travel lanes. The County will only be reimbursed for direct costs (this excludes general and administrative overhead). The estimated completion date is December 2022.

The Board Attorney has reviewed and approved the Supplemental Agreement and the accompanying resolution. Kenya A. Anderson is the project manager for this project. Daniel W. Schroeder, P.E. of AIM Engineering and Surveying, Inc., is the engineer of record.

RECOMMENDED ACTION

Move to approve the supplement to the State-Funded Small County Road Assistance Grant Agreement ("Supplemental Agreement") and adoption of accompanying resolution 21-22-60 for Budget Amendment 21-22-037 to appropriate additional funding in the amount of $130,000 to be received from the Florida Department of Transportation for project 18009.

FISCAL IMPACT

The fiscal impact is an increase to Fund 151 (Infrastructure Surtax) in the amount of $130,000 and being appropriated in Cost Center 4102A (Transportation Projects), Project 18009 (CR 623 Resurface), Account No. 56301Z (Project Capital Improvements), which is being funded 100% through a grant from FDOT.

Attachments: Kenilworth Attachments.pdf

DocuSign Envelope ID: 29C2DED1-C1EE-432F-957B-B133AD8977BB

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

STATE-FUNDED GRANT SUPPLEMENTAL AGREEMENT

SUPPLEMENTAL NO.
1

CONTRACT NO.
G1659

FPN
436643-1-54-01/02

Recipient: Highlands County

This Supplemental Agreement ("Supplemental"), dated _____ arises from the desire to supplement the State-Funded Grant Agreement ("Agreement") entered into and executed on March 12, 2019 as identified above. All provisions in the Agreement and supplements, if any, remain in effect except as expressly modified by this Supplemental.

The parties agree that the Agreement is to be amended and supplemented as follows:

Exhibit "B" SCHEDULE OF FINANCIAL ASSISTANCE is replaced in its entirety by the attached REVISED Exhibit "B" SCHEDULE OF FINANCIAL ASSISTANCE and is incorporated by reference. Per request from Highlands County, $130,000.00 (One Hundred Thirty Thousand Dollars) in additional construction funding (phase 54) has been programmed to the project. Project total is now $1,549,207.00 (One Million Five Hundred Forty Nine Thousand Two Hundred and Seven Dollars

Reason for this Supplemental and supporting engineering and/or cost analysis:

Highlands County requested additional funding to cover budget shortfall due to increased construction cost.

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

RECIPIENT:
Highlands County

By:_____
Name:
Title:

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

By:_____
Name:
Title:

Legal Review:

DS
DC

Alt Form 525-010-60eB

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STATE-FUNDED GRANT AGREEMENT

525-011-08
PROGRAM
MANAGEMENT
8/21
Page 1 of 1

EXHIBIT B
SCHEDULE OF FINANCIAL ASSISTANCE

RECIPIENT NAME & BILLING ADDRESS:	**FINANCIAL PROJECT NUMBER:**
Highalnds County 505 South Commerce Ave Sebring, FL 33870	436643-1-54-01/02

PHASE OF WORK by Fiscal Year:		MAXIMUM PARTICIPATION (1) TOTAL PROJECT FUNDS	(2) LOCAL FUNDS	(3) STATE FUNDS	Indicate source of Local funds
Design- Phase 34 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Design Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
Right-of-Way- Phase 44 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Right-of-Way Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
Construction- Phase 54 FY: 2019	Maximum Department Participation (SCRA)	$1,419,207.00	$	$1,419,207.00	☐ In-Kind ☐ Cash
FY: 2022	Maximum Department Participation (SCRA)	$130,000.00	$	$130,000.00	☐ In-Kind ☐ Cash
	Total Construction Cost	$1,549,207.00 %	$ 0.00 %	$1,549,207.00 %	
Construction Engineering and Inspection - Phase 64 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Construction Engineering and Inspection Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
(Phase :) FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
	TOTAL COST OF THE PROJECT	$1,549,207.00	$ 0.00	$1,549,207.00	

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:
I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Zoe Giannopoulos
District Grant Manager Name

DocuSigned by:
Zoe Giannopoulos
Signature 68BD7DF7192F4AB... Date

RESOLUTION NO. 21-22-60

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-037 TO THE INFRASTRUCTURE SURTAX FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the Infrastructure Surtax Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-037 is hereby approved and authorized to set up and appropriate additional funding in the amount of $130,000.00, for project #18009 - CR623 (Kenilworth) from Haywood Taylor Blvd to Mini Ranch Rd to be received from the Florida Department of Transportation.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.


BEGIN PROJECT
N. NURANCH BLVD
CENTRAL BLVD
CR 623 (KENILWORTH BLVD)
335

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sarah Beth Rogers, CAC Manager**

SUBJECT/TITLE: **Request adoption of resolution 21-22-59 for Budget Amendment 21-22-036 to appropriate funding in the amount of $1,451.00 from the Children's Advocacy Center Donation funds to be used for Christmas presents purchased for child victims in need for project 15064.**

STATEMENT OF ISSUE

The Children's Advocacy Center received donations in the amount of $1,451 to be used to purchase Christmas presents for child victims in need.

RECOMMENDED ACTION

Move to adopt resolution 21-22-59 for Budget Amendment 21-22-036 to appropriate funding in the amount of $1,451.00 from the Children's Advocacy Center Donation funds to be used for Christmas presents purchased for child victims in need for project 15064.

FISCAL IMPACT

The fiscal impact will be an increase to Fund 005 (General) in the amount of $1,451.00 and appropriated in Cost Center 3995 (Children's Advocacy Ctr), Project 15064 (CAC Donations).

Attachments: 21-22-036 Project 15064 CAC Donations (BA).pdf
21-22-036R Project 15064 CAC Donations (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
January 6, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **1/4/2022** SUBMITTED BY: **Mercedes McNew**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **3995**

PROJECT(S) #: **15064** PROJECT TITLE(S): **CAC Donations** COST CENTER TITLE(S): **Children's Advocacy Center**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	**005**		**3661000Z**	**Project Donations/ Contributions**	**15064**	**0.00**	**1,451.00**		**1,451.00**
E	**005**	**3995**	**54900Z**	**Project Other Charges/ Obligations**	**15064**	**0.00**	**1,451.00**		**1,451.00**
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: **To appropriate funds that were donated to the CAC to buy Christmas presents for child victims in need,**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-036**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____ / ____ / ____

TRANSFER TYPE:

_____ ITEM TO ITEM

_____ RESERVE

XX BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-59

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-036 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-036 is hereby approved and authorized to appropriate funding in the amount of $1,451.00 to Project #15064 Children's Advocacy Center Donations. The funds must be appropriated to be used for Christmas presents purchased for child victims in need.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Paul Blackman, Sheriff**

SUBJECT/TITLE: **Request adoption of resolution 21-22-66 for approval of Budget Amendment 21-22-038 to set up project funds for Bullet Proof Vest grant program for the Sheriff within the General Fund.**

STATEMENT OF ISSUE

Highlands County has been awarded $11,261.81 from the Florida Sheriff's Association Bullet Proof Vest Grant Program. This project requires a 50% match which will be absorbed within the Sheriff's FY 21/22 adopted budget. The remaining 50% is offset by incoming revenue for the project reimbursement.

RECOMMENDED ACTION

Move to adopt resolution 21-22-66 for approval of Budget Amendment 21-22-038 to set up project funds for Bullet Proof Vest grant program for the Sheriff within the General Fund.

FISCAL IMPACT

The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $11,261.81; these funds will be received from a donation from the Florida Sheriff's Association.

Attachments: 21-22-038 Proj 21061 BPV 21-22 (FL Sheriffs Assoc. Award Letter).pdf
21-22-038 Project 21061 BPV 21-22 (BA).pdf
21-22-038R Project 21061 BPV 21-22 (Resolution).pdf

Protecting, Leading & Uniting...since 1893
FLORIDA SHERIFFS ASSOCIATION
2617 Mahan Drive, Tallahassee, Florida 32308
P.O. Box 12519 • Tallahassee, Florida 32317-2519
p: (850) 877-2165
f: (850) 878-8665
www.flsheriffs.org

December 16, 2021

Sheriff Paul Blackman
Highlands County Sheriff's Office
400 S. Eucalyptus St.
Sebring, FL 33870

I am writing to inform you that you were awarded $11,261.81 for 36 vests from the Florida Sheriffs Association Bulletproof Vest Grant Program. Congratulations! You received 80% of the funding your agency applied for.

The Board of Directors approved $250,000 in funding for this fiscal year as part of an initiative to assist fiscally constrained sheriffs' offices in obtaining lifesaving, mission-critical equipment. The Board wanted your Association to continue to give back to its members. With bullet-resistant vests being some of the most important pieces of equipment for law enforcement officers, we are happy the Association can assist your office in acquiring them at this time.

Additionally, I would like to thank the agencies that also use the Federal Bulletproof Vest Program. The Board of Directors encourages agencies to use the Federal Bulletproof Vest Program. The use of the federal program combined with the FSA grant allows the Association's dollars to assist more agencies in need. If your agency did not apply, there is still time to apply this fiscal year. FSA staff hosted a webinar to demonstrate the ease of applying and is happy to answer any questions or assist with the application process.

The procedure for the funds to be distributed follows a reimbursement model. Vests should be purchased and paid for under standard sheriff's office procedures. A copy of the invoice and proof of payment should be submitted to FSA. FSA will then reimburse the sheriff's office directly.

If a sheriff does not have the funds to pay for the vests upfront, the sheriff can request FSA to advance the funds to the sheriff's office. The request for an advance must be in writing from the sheriff to the Executive Director. The funds will be required to be spent within 60 days of

the receipt of the funds by the sheriff's office no later than September 30, 2022. Once spent, a copy of the invoice and proof of payment will need to be submitted to the Association. These funds are a donation from FSA and are not considered state or federal funding.

FSA's Director of Finance and Accounting, Trish Eldridge, will be the point of contact for your office to submit the invoice and proof of payment. If you submitted invoices and receipts with the application, please contact her. Her contact information is teldridge@flsheriffs.org and (850)877-2165.

Congratulations once again, and thank you for your support of the Florida Sheriffs Association.

Please let us know if you have any further questions.

Sincerely,



Steve Casey
Executive Director

REVIEWED
O.M.B DEPARTMENT
January 6, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **1/4/2022** SUBMITTED BY: **Sheriff**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **3101**

PROJECT(S) #: **21061** PROJECT TITLE(S): **BPV FY21-22** COST CENTER TITLE(S): **Sheriff-005**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3661000Z	Proj Donations/ Contributions	21061	0.00	11,261.81		11,261.81
E	005	3101	53001Z	Project Operating Expense-Elected	21061	0.00	11,261.81		11,261.81
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: **To setup project funds for Bullet Proof Vests FY21/22 (21061) awarded by the Florida Sheriff's Association on 12/16/21.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-038**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____ / ____ / ____

TRANSFER TYPE:

_____ ITEM TO ITEM

_____ RESERVE

XX BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-61

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-038 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-038 is hereby approved and authorized to set up and appropriate funding in the amount of $11,261.81, for project #21061 BPV 21-22 to be received from the Florida Sheriffs Association.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Jan 18, 2022

PRESENTER: **Michael McMillian, Natural Resource Specialist II**

SUBJECT/TITLE: **Request approval of Budget Amendment 21-22-040 to the Conservation Trust Fund and associated Resolution 21-22-063.**

STATEMENT OF ISSUE

We are requesting the Lake Grassy Scrub unspent funds from FY 20-21 be brought forward into FY 21-22 to provide for the management needs of the Lake Grassy Scrub Tract mitigation area in the amount of $967.49.

RECOMMENDED ACTION

Motion to approve Resolution No. 21-22-63 and corresponding budget amendment 21-22-040 to bring fund balance forward into FY 21-22 in the amount of $967.49 to appropriate the remaining funding from FY 20-21 to provide for the management needs of the Lake Grassy Scrub Tract mitigation area.

FISCAL IMPACT

The fiscal impact is an increase to Fund 129 (Conservation Trust) and the overall budget in the amount of $967.49 which is being appropriated in cost center 6307 (Conservation Trust), account 55200 (Operating Supplies).

Attachments: 21-22-040 Conservation Trust_Lake Grassy (BA).pdf
21-22-040R Conservation Trust_Lake Grassy (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
January 6, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **1/6/2022** SUBMITTED BY: **Natural Resources**

FUND(S): **129** FUND TITLE(S): **Conservation Trust** COST CENTER(S) #: **6307**

PROJECT(S) #: _____ PROJECT TITLE(S): _____ COST CENTER TITLE(S): **Conservation Trust**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	**129**		**3999100**	**Fund Balance Brought Forward**		**0.00**	**967.49**		**967.49**
E	**129**	**6307**	**55200**	**Operating Supplies**		**0.00**	**967.49**		**967.49**
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: **To appropriate the remaining funding from FY 20-21 into the current fiscal year to provide for management needs of the Lake Grassy Scrub Tract mitigation area.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-040**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____ / ____ / ____

TRANSFER TYPE:

_____ ITEM TO ITEM

_____ RESERVE

XX BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

RESOLUTION NO. 21-22-63

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-040 TO THE CONSERVATION TRUST FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the Conservation Trust Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-040 is hereby approved and authorized to bring fund balance forward into FY 21-22 in the amount of $967.49 to appropriate the remaining funding from FY 20-21 into the current fiscal year to provide for management needs of the Lake Grassy Scrub Tract mitigation area.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Clinton Howerton Jr., P.E., County Engineer**

SUBJECT/TITLE: **Request to approve Budget Amendment 21-22-041 to reallocate funds in the amount of $75,000.00 for recycling collection drop-off site improvements.**

STATEMENT OF ISSUE

Attached, for your review and approval is Budget Amendment 21-22-041 in the amount of $75,000.00 for recycling collection drop-off sites improvements.

On August 18, 2021 Highlands County decided to revise the Highlands County Residential Solid Waste Collection program and change the way residential recycling materials were collected. The program was changed from curbside residential collections to recycling drop-off centers. Highlands county will coordinate construction of three (3) recycling drop-off centers throughout the County in 2022 and both county and city residents will be able to bring clean recycling materials for drop off at the centers once opened. Each of the drop off center sites will require the County to provide a mobile toilet, fencing and gates, site improvements and construction of vehicle access areas, and installation of signage. In order to complete the improvements needed to establish the drop-off sites, Project No. 21063 Recycling Drop-off Sites will be created and funds in the amount of $75,000.00 will need to be reallocated from Cost Center 9990F (Budgetary Expenditure 401), Account 59900 (Reserve for Contingency) to Cost Center 4210 (Refuse Disposal) Account 56300Z (Project Improvements). Attached is Budget Amendment 21-22-041 in the amount of $75,000.00 to complete the necessary improvements at the recycling drop off sites.

RECOMMENDED ACTION

Move to approve the Budget Amendment 21-22-041 in the amount of $75,000.00.

FISCAL IMPACT

There is no fiscal impact to Fund 401 (Solid Waste) or the overall FY 21/22 budget as this budget amendment is transferring $75,000.00 from the Solid Waste Reserve for Contingency account.

Attachments: 21-22-041 Project 21063 Recycling Drop Off Sites (BA).pdf
21-22-041 Proj 21063 Recycling Drop-off Sites (Reserve).pdf

REVIEWED
O.M.B DEPARTMENT
January 6, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS
(Transfers over $5,000 require Board approval)

DATE: **1/5/2022**

SUBMITTED BY: **Clinton Howerton, Jr.,P.E., County Engineer**

FUND(S): **401** FUND TITLE(S): **Solid Waste** COST CENTER(S) #: **9990F; 4210**

PROJECT(S) #: **21063** PROJECT TITLE(S): **Recycling Drop-off Sites** COST CENTER TITLE(S): **Budgetary Expenditure 401; Refuse Disposal**
*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	**401**	**9990F**	**59900**	**Reserve for Contingency**		**194,890.00**		**75,000.00**	**119,890.00**
E	**401**	**4210**	**56300Z**	**Project Improvements**	**21063**	**0.00**	**75,000.00**		**75,000.00**

REASON: **To reallocate funds within the Solid Waste Fund 401 to create project 21063 in the amount of $75,000 for the additional unexpected cost of Recycling Collection drop-off site improvements.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-041**

ACTION:
Board _____ Approved _____ Denied
County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: ____ / ____ / ____

TRANSFER TYPE:

_____ ITEM TO ITEM
XX RESERVE
_____ BY RESOLUTION
_____ SUPPLEMENTAL BUDGET

Signature: _____

Posted by Clerk: _____

Form Revised 08/05/2020

SOLID WASTE FUND - 401 (9990F)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$250,000.00**	
12/21/21	12/21/21	21-22-029	($55,110.00)	$194,890.00	To appropriate funds in project 20045 for the cost of relocation of Bald Eagle nests and Caracara nests.
01/18/22		21-22-041	($75,000.00)	$119,890.00	To create project 21063 for the additional unexpected cost of Recycling Collection drop-off site improvements.
REVISED TOTAL:				**$119,890.00**	

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Public Safety Director, Ellison L. Stearns**

SUBJECT/TITLE: **Public Hearing to consider approval of Atlantic Palm Beach Ambulance Inc. d/b/a American Medical Response (AMR) application for a Class 1 Non-Emergency Medical Transportation, Class 2 Basic Life Support and Class 3 Advanced Life Support Ambulance Certificate of Public Convenience and Necessity (COPCN)**

STATEMENT OF ISSUE

Move to approve Atlantic Palm Beach Ambulance Inc. d/b/a AMR current Class 1, 2 and 3 Certificate of Public Convenience and Necessity (COPCN).

RECOMMENDED ACTION

Move to approve Atlantic Palm Beach Ambulance Inc. d/b/a AMR current Class 1, 2 and 3 Certificate of Public Convenience and Necessity (COPCN).

FISCAL IMPACT

No fiscal impact.

Attachments: AMR COPCN application.pdf
COI.pdf
COPCN Class 1 - Atlantic Palm Beach.pdf
COPCN - Class 2 & 3 - Atlantic Palm Beach.pdf
Proof AMR.pdf

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
DIVISION OF EMERGENCY MEDICAL SERVICES

APPLICATION
for
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

Type of Application: New____ Renewal__xx Transport__xx__ NonTransport____

Type of Service: (1) Non-emergency medical transportation__xx__
(2) Basic Life Support ambulance__xx__
(3) Advanced Life Support ambulance__xx__
(4) Air Ambulance service____

1. Name of Service Atlantic/Palm Beach Ambulance, Inc d/b/a AMR

Mailing Address 1105 Barnett Drive City Lake Worth

County Palm Beach State Florida Zip Code 33461

Business Phone Number (561)533-5633 FAX Number (561-588-5199

Type of Ownership (i.e., Private, City, County, Volunteer, Etc.) Private

Experience of Applicant Over 25 years expierence providing service to Sebring Raceway

2. Manager's Name Michael Fulton

3. Provide name(s) of Owner(s) or list all Officers, Directors and Shareholders (if a corporation).

NAME	ADDRESS	POSITION
See attached: Sunbiz document		

4. List the address and/or describe the location of your base station and all substations (attach separate sheet if needed). List hours of operation and staffing for each location.

Main Station for Operating Area- 1105 Barnett Dr. LW, FL 33461
24 hrs a day 7 days a week

5. Describe the geographic area to be served by your service. Attach map showing area described, if necessary.
Highlands County
Sebring Raceway as Special detail assigned

6. Radio Frequencies 470 mhz.

Radio Call Number(s) Based on assigned unit

7. Please list all hospitals or facilities with which you have direct radio communications (attach a separate sheet if needed).

FROM VEHICLE	FROM YOUR BASE STATION
Highlands Regional	
Advent Health Sebring	
Advent Health Lake Placid	

8. Does your communications system provide biotelemetry capability between your personnel and supervising physician(s)? Yes XXX No____

9. Attach the following:

ATTACHMENT #1 Description of the staffing patterns to assure compliance with staffing requirements set forth in 64E, Florida Administrative Code. Submit a personnel roster of EMTs and Paramedics.
ATTACHMENT #2 Vehicle Roster
ATTACHMENT #3 Vehicle Permit Applications
ATTACHMENT #4 Insurance Verification (by copy of policy) - limits of coverage must be shown on policy. Must be current.
ATTACHMENT #5 A statement of facts showing the demand or need for the proposed service.
ATTACHMENT #6 A proposed schedule of rates, fares and charges, if any.
ATTACHMENT #7 Copies of all certificates and/or licenses held by all personnel.
ATTACHMENT #8 Copy of contract with medical director.
ATTACHMENT #9 Agreement to comply with all state and county laws, ordinances, and regulations.
ATTACHMENT #10 Evidence that the applicant is financially able to provide the service(s) described in the application.

AIR AMBULANCE APPLICANTS MUST ALSO ATTACH THE FOLLOWING: (1) Copy of aircraft liability coverage; (2) copy of medical liability coverage for each air medical crew member; (3) copy of each pilot's commercial license and current medical certificate. **IF YOU ARE NOT CURRENTLY LICENSED IN THIS STATE, A LICENSE MUST BE ISSUED BEFORE YOU MAY OPERATE IN THIS STATE.**

I, the undersigned representative of the above service, do hereby attest my service meets all of the requirements for operation of an ambulance service in the State as provided by Chapter 401, Part III, Florida Statutes, and 64E, Florida Administrative Code. I further acknowledge any discrepancies discovered by inspection will subject this service and its authorized representatives to corrective action. To the best of my knowledge, all statements on this application are true and correct.

Michael Zerta
Signature

Assistant Manager
Position

ISABEL MARIE RODRIGUEZ
Notary Public - State of Florida
Commission # GG 287548
My Comm. Expires Apr 22, 2023
Bonded through National Notary Assn.

Notary Seal

Notary Signature _____ Date 10/27/21

Rev. 08/2009



Florida Department of State

DIVISION OF CORPORATIONS



Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Foreign Profit Corporation
ATLANTIC/PALM BEACH AMBULANCE, INC.

Filing Information

Document Number	P38131
FEI/EIN Number	33-0506808
Date Filed	03/31/1992
State	DE
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	12/08/2000

Principal Address

6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Changed: 02/27/2020

Mailing Address

6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Changed: 02/27/2020

Registered Agent Name & Address

CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301

Name Changed: 03/14/2006

Address Changed: 03/14/2006

Officer/Director Detail

Name & Address

Title SENIOR VICE PRESIDENT, CHIEF COMPLIANCE OFFER

DORAN, AMANDA

6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title SENIOR VICE PRESIDENT, CHIEF MEDICAL OFFICER

RACHT, ED
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title CHIEF OPERATING OFFICER

VAN HORNE, EDWARD B.
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title SENIOR VICE PRESIDENT OF REVENUE MANAGEMENT

THOMAS, ERIC J.
209 STATE HIGHWAY 121 BYPASS
SUITE 21
LEWISVILLE, TX 75067

Title VICE PRESIDENT - TAX

METCALF, KARL
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title SENIOR VICE PRESIDENT, CHIEF HUMAN RESOURCE OFFICER

JACOBA, LISA
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title EXECUTIVE VICE PRESIDENT, CFO, CAO, ASSISTANT SECRETARY

PREISSLER, MICHAEL
209 STATE HIGHWAY 121 BYPASS
SUITE 21
LEWISVILLE, TX 75067

Title PRESIDENT, CEO, DIRECTOR

OWEN, RANDEL G.
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title SENIOR VICE PRESIDENT, CIO

TULEY, SEAN
6363 S. FIDDLER'S GREEN CIRCLE
SUITE 1400
GREENWOOD VILLAGE, CO 80111

Title EXECUTIVE VICE PRESIDENT, GENERAL COUNSEL, SECRETARY

COOK, THOMAS A.A.
1001 BOARDWALK SPRINGS PLACE
SUITE 250
O'FALLON, MO 63368

Annual Reports

Report Year	Filed Date
2019	04/23/2019
2020	02/27/2020
2021	04/17/2021

Document Images

04/17/2021 -- ANNUAL REPORT	View image in PDF format
02/27/2020 -- ANNUAL REPORT	View image in PDF format
04/23/2019 -- ANNUAL REPORT	View image in PDF format
05/10/2018 -- AMENDED ANNUAL REPORT	View image in PDF format
04/12/2018 -- ANNUAL REPORT	View image in PDF format
04/21/2017 -- ANNUAL REPORT	View image in PDF format
04/25/2016 -- ANNUAL REPORT	View image in PDF format
04/22/2015 -- ANNUAL REPORT	View image in PDF format
10/02/2014 -- AMENDED ANNUAL REPORT	View image in PDF format
04/27/2014 -- ANNUAL REPORT	View image in PDF format
04/22/2013 -- ANNUAL REPORT	View image in PDF format
04/19/2012 -- ANNUAL REPORT	View image in PDF format
04/18/2011 -- ANNUAL REPORT	View image in PDF format
04/19/2010 -- ANNUAL REPORT	View image in PDF format
04/27/2009 -- ANNUAL REPORT	View image in PDF format
04/28/2008 -- ANNUAL REPORT	View image in PDF format
09/26/2007 -- ANNUAL REPORT	View image in PDF format
07/05/2007 -- ANNUAL REPORT	View image in PDF format
03/14/2006 -- Reg. Agent Change	View image in PDF format
02/07/2006 -- ANNUAL REPORT	View image in PDF format
01/17/2005 -- ANNUAL REPORT	View image in PDF format
01/06/2004 -- ANNUAL REPORT	View image in PDF format
01/17/2003 -- ANNUAL REPORT	View image in PDF format
04/07/2002 -- ANNUAL REPORT	View image in PDF format
04/10/2001 -- ANNUAL REPORT	View image in PDF format
12/08/2000 -- REINSTATEMENT	View image in PDF format
05/05/1999 -- ANNUAL REPORT	View image in PDF format

05/11/1998 -- ANNUAL REPORT	View image in PDF format
03/17/1997 -- ANNUAL REPORT	View image in PDF format

Florida Department of State, Division of Corporations

VEHICLE/AIRCRAFT ROSTER

Name of Service Atlantic/Palm Beach Ambulance, Inc. d/b/a AMR Date October 29, 2021

List each vehicle/aircraft for which a permit is requested, and provide the following information (attach an additional page if necessary).

Fleet ID	Make	Model	Year	Mileage	Vehicle I.D. Number or FAA Reg/Tail Number	BLS	ALS	State Vehicle Permit #
1. 206	FORD	E350/TYPE2	2013	213742	1FDSS3ES1DDA02090		ALS	22802
2. 243	FORD	TRANSIT T250	2019	74815	1FDYR2CM7KKB86500		ALS	22855
3. 244	FORD	E350/TYPE2	2013	222666	1FDSS3ES0DDB32183		ALS	18276
4. 246	FORD	E350/TYPE2	2014	152106	1FDSS3EL9EDB15084		ALS	20123
5. 255	FORD	TRANSIT T250	2021	850	1FDBR1CG1MKA40557		ALS	23959
6. 256	FORD	TRANSIT T250	2021	905	1FDBR1CG3MKA40558		ALS	23960
7. 270	FORD	E350/TYPE3	2011	358521	1FDWE3FS8BDB13885		ALS	17214
8. 274	FORD	E350/TYPE2	2013	28124	1FDSS3ES4DDB35359		ALS	18238
9. 275	FORD	E450/TYPE3	2013	275069	1FDXE4FS6DDA69415		ALS	18239
10. 277	FORD	E350/TYPE3	2014	359930	1FDWE3FS4EDA12234		ALS	18241
11. 279	FORD	E350/TYPE3	2014	348683	1FDWE3FS5EDA17863		ALS	18243
12. 280	FORD	E350/TYPE3	2015	398706	1FDWE3FS8FDA05305		ALS	18808
13. 285	FORD	E350/TYPE3	2013	244572	1FDWE3FS5DDA21376		ALS	20714
14. 286	FORD	E350/TYPE3	2012	242113	1FDWE3FS0CDA39380		ALS	20715
15. 288	FORD	E350/TYPE3	2017	127886	1FDWE3FSOHDC37495		ALS	21106
16. 290	FORD	E350/TYPE3	2012	284340	1FDWE3FL5CDA79169		ALS	21230
17. 291	FORD	E350/TYPE3	2013	246858	1FDWE3FS4DDA01667		ALS	21302
18. 292	FORD	E350/TYPE3	2013	228656	1FDWE3FS9CDA09360		ALS	21303
19. 293	FORD	E350/TYPE3	2019	213946	1FDWE3FSXKDC02664		ALS	21845
20. 295	FORD	E350/TYPE3	2011	335209	1FDWE3FS2BDA94640		ALS	23845
21. 202	FORD	TRANSIT T250	2018	104782	1FDYR2CM7JKB08944	BLS		5616
22. 289	FORD	TRANSIT T250	2017	144815	1FDYR2CM2HKB32837	BLS		5391

HIGHLANDS COUNTY, FLORIDA
DIVISION OF EMERGENCY MEDICAL SERVICES

APPLICATION FOR VEHICLE OR AIRCRAFT PERMIT

Name of Service Atlantic/Palm Beach Ambulance, Inc d/b/a AMR Date 10/04/21

Address 1105 Barnett Drive City Lake Worth

State Florida Zip Code 33461

1. TYPE OF APPLICATION: (Check all that apply)
   - ____ New Application
   - xxx Renewal
   - ____ Transport
   - ____ Non-Transport
   - xxx Non-Emergency Medical Transport
   - xxx Basic Life Support ambulance
   - xxx Advanced Life Support ambulance
   - ____ Air Ambulance Service

2. VEHICLE DATA:

   Make See attached document Model _____ Year _____

   Mileage _____ V.I.N. _____

   Florida Tag Number _____

3. AIRCRAFT DATA:

   Make _____ Model _____ Year _____

   FAA Registration/Tail Number _____

4. Enclose permit fee if applicable.

TO THE BEST OF MY KNOWLEDGE, ALL STATEMENTS ON THIS APPLICATION ARE TRUE AND CORRECT.

Michael Toth
Signature

Assistant Manager
Position

10/29/21
Date

Rev. 08/2009

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 04/03/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (866) 283-7122 **FAX (A/C. No.):** (800) 363-0105
E-MAIL ADDRESS:

INSURED
Atlantic/Palm Beach Ambulance, Inc.
D/B/A American Medical Response
1105 Barnett Drive, Suite D
Lake Worth FL 33461

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	ACE American Insurance Company	22667
INSURER B:	Indemnity Insurance Co of North America	43575
INSURER C:	ACE Fire Underwriters Insurance Co.	20702
INSURER D:	Lloyd's Syndicate No. 2623	AA1128623
INSURER E:	Great American Insurance Company of NY	22136
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 570086876730 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			XSLG7248194A SIR applies per policy terms & conditions	03/31/2021	03/31/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG SIR/Deductible	$2,750,000 $100,000 $2,750,000 $5,000,000 $2,750,000 $250,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			ISAH25545138	03/31/2021	03/31/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$10,000,000
E	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION			EXC3415145	03/31/2021	03/31/2022	EACH OCCURRENCE AGGREGATE	$10,000,000 $10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WLRC67819299 AOS	03/31/2021	03/31/2022	X PER STATUTE OTH-ER	
A				WLRC67819251 CA, MA	03/31/2021	03/31/2022	E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	$1,000,000 $1,000,000 $1,000,000
D	E&O-PL-XS			W1B173210601 Professional Liability SIR applies per policy terms & conditions	03/31/2021	03/31/2022	Per Claim SIR	$10,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS IS INCLUDED AS ADDITIONAL INSURED IN ACCORDANCE WITH THE POLICY PROVISIONS OF THE AUTOMOBILE LIABILITY POLICY.

CERTIFICATE HOLDER

HIGHLANDS COUNTY BOARD OF
COUNTY COMMISSIONERS
600 SOUTH COMMERCE AVENUE
SEBRING FL 33870 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central Inc.

Holder Identifier :

Certificate No : 570086876730

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AGENCY CUSTOMER ID: 570000073826
LOC #:

ADDITIONAL REMARKS SCHEDULE

Page _ of _

AGENCY	NAMED INSURED
Aon Risk Services Central, Inc.	American Medical Response
POLICY NUMBER: See Certificate Number: 570086876730	
CARRIER: See Certificate Number: 570086876730 / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	WORKERS COMPENSATION							
C		N/A		SCFC67819330 WI Paid Loss Retro	03/31/2021	03/31/2022		
A		N/A		WCUC67819378 OH-SIR SIR applies per policy terms & conditions	03/31/2021	03/31/2022		

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A Global Medical Response Solution

1105 Barnett Drive
West Palm Beach FL 33461
www.amr.net

October 7, 2021

Highlands County
Board of County Commissioners
Division of Emergency Medical Services

The purpose of the letter is to state that Atlantic Palm Beach Ambulance, Inc. d/b/a AMR has providing ALS service to Sebring Raceway for over 25 years and will continue that service as well as (support/meet) the needs of Highlands County as requested.

Sincerely,

Michael Fulton

Michael Fulton
Assistant Manager
American Medical Response
1105 Barnett Dr.
Lake Worth, FL 33461

AMR	Highlands County Rate Structure
BLS Base Rate	$450.00
ALS Base Rate	$550.00
SCT/CCT Base Rate	$800.00
Oxygen	$30.00
Milegae(per mile rate)	$10.50
Wait time per 1/4 hour	$25.00
Airport Fee	$25.00

PERSONNEL ROSTER

Name of Service Atlantic/Palm Beach Ambulance, Inc. d/b/a AMR Type of Service: BLS X ALS X Other: CRITICAL CARE

PLEASE LIST ALL PERSONNEL, INCLUDING PART-TIME AND VOLUNTEERS

	Last Name	First & M.I.		Certification Type	Certification No.	Expiration Date
1.	Abreu	Natalie		EMT-B	EMT 568082	12/01/22
2.	Armbruster	Tara M.		Paramedic Supervisor	PMD 502096	12/01/22
3.	Brid	Hans		EMT Supervisor	EMT 532191	12/01/22
4.	Brue	Colleen		Paramedic	PMD 15970	12/01/22
5.	Brue	Kylie		EMT-B	EMT 568753	12/01/22
6.	Brunton	Tyler J.		Paramedic	PMD 538916	12/01/22
7.	Buck	Douglas		EMS Supervisor	PMD 516173	12/01/22
8.	Cameron	William R.		Paramedic	PMD 517081	12/01/22
9.	Cavaleri	Samuel L.		Paramedic	PMD 532329	12/01/22
10.	Cutts	Steven		CCT-Paramedic Supervisor	PMD 516396	12/01/22
11.	Donohue	Maggie P.		Paramedic	PMD 539132	12/01/22
12.	Evans	Robert		CCT-Paramedic Supervisor	PMD 13197	12/01/22
13.	Gabriel	Geoffrey		EMT-B	EMT 509326	12/01/22
14.	Gay	Madison P.		EMT-B	EMT 568194	12/01/22
15.	Giesen	Robert		EMT-B	EMT 547772	12/01/22
16.	Graham	Sean		EMT FTO	EMT 545352	12/01/22
17.	Gunn	Donald		Paramedic Supervisor	PMD 531977	12/01/22
18.	Haffield	Jason R.		Paramedic	PMD 206391	12/01/22
19.	Hernandez	John E.		EMT-B	EMT 561615	12/01/22
20.	Hoelderlin	Logan B.		Paramedic	PMD 536288	12/01/22
21.	Keating	Mark		Paramedic Supervisor	PMD 15932	12/01/22
22.	Lasch	Kyle E.		EMT-B	EMT 560482	12/01/22
23.	Littky	Joseph H.		EMT-B	EMT 560264	12/01/22
24.	Maycan	Daniel L.		EMT-B	EMT 520545	12/01/22
25.	M'Causland	Gabriel		EMT-B	EMT 548120	12/01/22
26.	Mihalko	Ryan		EMT-B	EMT 553609	12/01/22
27.	Miller	Geoffrey		Paramedic	PMD 525281	12/01/22
28.	Moen	Arthur D.		EMT FTO	EMT 60796	12/01/22
29.	Myers	Justin		EMT-B	EMT 553405	12/01/22
30.	Pritchard	Mark		Paramedic	PMD 206180	12/01/22
31.	Robbins	Ian		Paramedic	PMD 536625	12/01/22
32.	Ross	Charles R.		Paramedic	PMD 525749	12/01/22
33.	Salvino	Robbie		CCT-Paramedic	PMD 512092	12/01/22
34.	Tabares	John J.		EMT-B	EMT 563194	12/01/22
35.	Tribie	Bernard		EMT-B	EMT 301924	12/01/22
36.	Vazquez	Rafael		EMT-B	EMT 526716	12/01/22
37.	Vogel	Richard		Paramedic	PMD 510485	12/01/22
38.	West	Joseph		EMT-B	EMT 540279	12/01/22
39.	Zikofsky	Patrick		EMT-B	EMT 556972	12/01/22

Global Medical Response

10/14/21

To whom it my concern:

This letter is to confirm that Dr. Joe Nelson is presently employed by American Medical Response Ambulance under Global Medical Response, in the position of Medical Director Regional on a full-time basis. Dr. Joe Nelson commenced employment with the company on 11/01/1992.

If you have any additional information, please do not hesitate to contact me.

Sincerely,

Elsie Maisonet
Human Resources Manager
Global Medical Response
American Medical Response/Medics Ambulance
2500 NW 29th Manor
Pompano Beach, FL 33069
954-312-1700 Ext 81450

The Mission of the AMR Human Resources Team is to inspire a culture of collaboration and trust that fosters innovation and an entrepreneurial spirit in our people and partnerships, to advance the delivery of emergency medical services within our communities

A Global Medical Response Solution

1105 Barnett Drive
West Palm Beach FL 33461
www.amr.net

October 7, 2021

Highlands County
Board of County Commissioners
Division of Emergency Medical Services

The purpose of the letter is to confirm that Atlantic Palm Beach Ambulance, Inc. d/b/a AMR will comply with all state and county laws, ordinances, and regulations set forth by The Highlands County Board of County Commissioners.

Sincerely,

Michael Fulton

Michael Fulton
Assistant Manager
American Medical Response
1105 Barnett Dr.
Lake Worth, FL 33461



AMR HoldCo Inc.
(a wholly-owned subsidiary of Global Medical Response, Inc.)

CONSOLIDATED FINANCIAL STATEMENTS WITH
INDEPENDENT AUDITORS' REPORT
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019, THE PERIOD FROM MARCH 14, 2018 TO DECEMBER 31, 2018 AND THE PERIOD FROM JANUARY 1, 2018 TO MARCH 13, 2018

KPMG LLP
Suite 800
1225 17th Street
Denver, CO 80202-5598

Independent Auditors' Report

The Board of Directors
AMR HoldCo Inc.:

We have audited the accompanying consolidated financial statements of AMR HoldCo Inc., and its subsidiaries, which comprise the consolidated balance sheets as of December 31, 2020 and 2019, and the related consolidated statements of operations, changes in equity, and cash flows for the years in the ending December 31, 2020 and 2019, the period from March 14, 2018 to December 31, 2018, and the period from January 1, 2018 to March 13, 2018, and the related notes to the consolidated financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of AMR HoldCo Inc. as of December 31, 2020 and 2019, and the results of their operations and their cash flows for the years ended December 31, 2020 and 2019, the period from March 13, 2018 to December 31, 2018, and the period from January 1, 2018 to March 13, 2018 in accordance with U.S. generally accepted accounting principles.

KPMG LLP, a Delaware limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee.

Emphasis of Matter

As discussed in Note 2 to the consolidated financial statements, in 2019, the Company adopted new accounting guidance for revenue due to the adoption of ASU 2014-09, *Revenue from Contracts with Customers*. Our opinion is not modified with respect to this matter.

As discussed in Note 2 to the consolidated financial statements, in 2020, the Company adopted new accounting guidance for leases due to the adoption of ASU 2016-02, *Leases*. Our opinion is not modified with respect to this matter.

KPMG LLP

Denver, Colorado
April 16, 2021

AMR HOLDCO INC.
(a wholly-owned subsidiary of Global Medical Response, Inc.)

CONSOLIDATED BALANCE SHEETS
(in thousands)

	December 31, 2020	December 31, 2019
ASSETS		
Current assets:		
Cash and cash equivalents	$ 122,616	$ 194,122
Insurance collateral	200,159	123,844
Accounts receivable, net	444,910	448,830
Supplies inventory	62,839	43,774
Prepaid expenses	34,814	31,704
Other current assets	38,498	16,851
Total current assets	**903,836**	**859,125**
Property and equipment, net	329,244	341,932
Operating right-of-use assets	168,055	—
Finance right-of-use assets	5,584	1,637
Intangible assets, net	973,439	1,004,722
Goodwill	813,892	803,347
Other assets	22,908	19,505
Total assets	**$ 3,216,958**	**$ 3,030,268**
LIABILITIES AND EQUITY		
Current liabilities:		
Accounts payable	$ 38,494	$ 26,801
Accrued wages, benefits and taxes	171,248	119,852
Other accrued liabilities	183,758	163,859
Current portion of lease obligations and long-term debt	37,533	674
Total current liabilities	**431,033**	**311,186**
Operating lease obligations	142,345	—
Finance lease obligations and long-term debt	7,574	1,948
Deferred income taxes	103,348	77,762
Insurance reserves	159,293	130,658
Other long-term liabilities	17,914	11,596
Total liabilities	**861,507**	**533,150**
Commitments and contingencies		
Equity:		
Investment by Parent	2,126,188	2,337,562
Accumulated other comprehensive income (loss)	2,817	5,523
Retained earnings	226,446	154,033
Total equity	**2,355,451**	**2,497,118**
Total liabilities and equity	**$ 3,216,958**	**$ 3,030,268**

The accompanying Notes to Consolidated Financial Statements are an integral part of these statements.

AMR HOLDCO INC.
(a wholly-owned subsidiary of Global Medical Response, Inc.)

CONSOLIDATED STATEMENTS OF OPERATIONS
(in thousands)

	Successor			Predecessor
	Year Ended December 31, 2020	Year Ended December 31, 2019	Period from March 14 to December 31, 2018	Period from January 1 to March 13, 2018
Revenue	$ 2,829,600	$ 2,686,552	$ 2,822,887	$ 798,229
Provision for uncompensated care	—	—	(719,795)	(295,024)
Net revenue	2,829,600	2,686,552	2,103,092	503,205
Operating expenses:				
Employee wages, benefits and taxes	1,632,403	1,556,574	1,191,897	290,208
Maintenance, fuel and other direct expenses	160,547	163,320	130,156	34,981
Insurance expense	121,470	92,983	64,597	24,481
Other operating expenses	657,344	526,390	455,660	115,614
Governmental grants	(34,358)	—	—	—
Acquisition, integration and other charges	31,534	47,420	75,111	11,694
Depreciation and amortization	158,513	160,022	124,159	28,933
Total operating expenses	2,727,453	2,546,709	2,041,580	505,911
Operating income (loss)	102,147	139,843	61,512	(2,706)
Interest income (expense), net	3,426	676	(834)	(252)
Equity in earnings of unconsolidated affiliates	282	478	380	54
Other income (loss), net	692	1,685	(22)	—
Net income (loss) before income taxes	106,547	142,682	61,036	(2,904)
Income tax (benefit) expense	34,134	32,147	16,737	3,038
Net income (loss)	$ 72,413	$ 110,535	$ 44,299	$ (5,942)
Other comprehensive income (loss):				
Unrealized holding gains (losses) on investments	3,383	3,417	(1,117)	—
Defined benefit pension plan net gain (loss)	(7,062)	(2,442)	6,532	—
Deferred income tax benefit (expense), net	973	(337)	(1,331)	—
Total other comprehensive income (loss), net of income tax	(2,706)	638	4,084	—
Comprehensive income (loss)	**$ 69,707**	**$ 111,173**	**$ 48,383**	**$ (5,942)**

The accompanying Notes to Consolidated Financial Statements are an integral part of these statements.

AMR HOLDCO INC.
(a wholly-owned subsidiary of Global Medical Response, Inc.)

CONSOLIDATED STATEMENTS OF CHANGES IN EQUITY
(in thousands)

	Investment by Parent/ Prior Parent	Accumulated Other Comprehensive Income (Loss)	Retained Earnings (Accumulated Deficit)	Total
Balance at January 1, 2018 (Predecessor)	**$ 2,526,826**	**$ (4,447)**	**$ (71,423)**	**$ 2,450,956**
Net working capital distributed to Prior Parent	(71,372)	—	—	(71,372)
Net income (loss)	—	—	(5,942)	(5,942)
Predecessor balance prior to Acquisition on March 14, 2018	**$ 2,455,454**	**$ (4,447)**	**$ (77,365)**	**$ 2,373,642**
Elimination of Predecessor equity in connection with the Acquisition	(2,455,454)	4,447	77,365	(2,373,642)
Successor opening equity	2,388,431	—	—	2,388,431
Successor balance at March 14, 2018	**$ 2,388,431**	**$ —**	**$ —**	**$ 2,388,431**
Net working capital contributed by Parent	75,390	—	—	75,390
Acquisitions funded by Parent	33,354	—	—	33,354
Net income (loss)	—	—	44,299	44,299
Other comprehensive income (loss), net of tax expense of $1.3 million	—	4,084	—	4,084
Balance at December 31, 2018 (Successor)	**$ 2,497,175**	**$ 4,084**	**$ 44,299**	**$ 2,545,558**
Cumulative-effect adjustment upon application of accounting change	—	801	(801)	—
Net working capital distributed to Parent	(180,850)	—	—	(180,850)
Acquisitions funded by Parent	21,237	—	—	21,237
Net income (loss)	—	—	110,535	110,535
Other comprehensive income (loss), net of tax expense of $0.3 million	—	638	—	638
Balance at December 31, 2019 (Successor)	**$ 2,337,562**	**$ 5,523**	**$ 154,033**	**$ 2,497,118**
Net working capital distributed to Parent	(228,374)	—	—	(228,374)
Acquisitions funded by Parent	17,000	—	—	17,000
Net income (loss)	—	—	72,413	72,413
Other comprehensive income (loss), net of tax benefit of $1.0 million	—	(2,706)	—	(2,706)
Balance at December 31, 2020 (Successor)	**$ 2,126,188**	**$ 2,817**	**$ 226,446**	**$ 2,355,451**

The accompanying Notes to Consolidated Financial Statements are an integral part of these statements.

AMR HOLDCO INC.
(a wholly-owned subsidiary of Global Medical Response, Inc.)

CONSOLIDATED STATEMENTS OF CASH FLOWS
(in thousands)

	Successor			Predecessor
	Year Ended December 31, 2020	Year Ended December 31, 2019	Period from March 14 to December 31, 2018	Period from January 1 to March 13, 2018
Cash flows from operating activities:				
Net income (loss)	$ 72,413	$ 110,535	$ 44,299	$ (5,942)
Adjustments to reconcile net income (loss) to net cash provided by operating activities:				
Depreciation and amortization	158,513	160,022	124,159	28,933
Loss on disposal of property and equipment	3,807	1,780	825	303
Unrealized loss (gain) on marketable equity securities	(3,596)	(2,602)	—	—
Other, net	1,695	1,037	—	—
Equity in earnings of unconsolidated affiliates	(282)	(478)	(380)	(54)
Deferred income taxes	35,451	31,614	21,064	2,688
Change in operating assets/liabilities, net of acquisitions:				
Accounts receivable, net	3,818	(65,662)	10,582	92,542
Accounts payable	11,693	4,163	(1,682)	7,824
Accrued wages, benefits and taxes	51,348	12,482	9,003	14,311
Accrued liabilities	4,254	(10,192)	6,745	(29,022)
Other assets and liabilities, net	(8,217)	22,904	2,496	5,861
Net cash provided by operating activities	330,897	265,603	217,111	117,444
Cash flows from investing activities:				
Purchases of property and equipment	(104,683)	(100,338)	(75,341)	(23,339)
Proceeds from the sale of property and equipment	2,484	554	923	160
Acquisition of businesses, net of cash and restricted cash acquired	(17,000)	(21,237)	(33,354)	(1,396)
Net change in investments held as insurance collateral	642	1,109	351	109
Purchases of marketable securities	(93,025)	(156,513)	(71,717)	—
Sales and maturities of marketable securities	67,239	106,499	15,145	—
Other investing activities, net	296	43	714	(363)
Net cash used in investing activities	(144,047)	(169,883)	(163,279)	(24,829)
Cash flows from financing activities:				
Net working capital, overhead allocations and other transfers contributed by (distributed to) Prior Parent	—	—	—	(77,288)
Net working capital and other transfers contributed by (distributed to) Parent	(211,374)	(159,613)	110,765	—
Payments on finance lease obligations and long-term debt	(3,800)	(282)	(252)	(67)
Proceeds from issuance of long-term debt	2,487	—	—	—
Net cash provided by (used in) financing activities	(212,687)	(159,895)	110,513	(77,355)
Effect of exchange rate changes on cash, cash equivalents, restricted cash and restricted cash equivalents	(1,477)	(1,060)	—	—
Net increase (decrease) in cash, cash equivalents, restricted cash and restricted cash equivalents	(27,314)	(65,235)	164,345	15,260
Cash and cash equivalents, beginning of period (including restricted cash and restricted cash equivalents of $12.7 million, $34.4 million, $106.1 million, and $83.9 million, respectively)	206,774	272,009	107,664	92,404
Cash and cash equivalents, end of period (including restricted cash and restricted cash equivalents of $56.8 million, $12.7 million, $34.4 million, and $106.1 million, respectively)	$ 179,460	$ 206,774	$ 272,009	$ 107,664
Supplemental disclosure of cash flow information				
Cash paid during the period for				
Income taxes, net of refunds received	$ (2,577)	$ (544)	$ (3,020)	$ —

The accompanying Notes to Consolidated Financial Statements are an integral part of these statements.

Notes to Consolidated Financial Statements

1. Description of Business

AMR HoldCo Inc., along with its subsidiaries (collectively, "AMR" or the "Company") operates in 38 states and the District of Columbia, including monetary assets of an investment held in Trinidad and Tobago, providing a full range of healthcare transportation services, including emergency ("911"), non-emergency, managed transportation, fire protection services, fixed-wing ambulance and disaster response. In addition, AMR operates 911 call and response services for large and small communities all across the United States, offers contracted medical staffing, and provides telephone triage, transportation dispatch and demand management services.

Prior to March 14, 2018, the Company was a wholly-owned subsidiary of Envision Healthcare Corporation ("EVHC" or "Prior Parent"). On March 14, 2018, Global Medical Response, Inc. ("GMR" or "Parent") completed the acquisition of all outstanding equity interests of AMR (the "Acquisition"). The impacts of this acquisition, as described in Note 4, have been recognized in our financial statements beginning on March 14, 2018. Since March 14, 2018, the Company has been a wholly-owned subsidiary of GMR.

As a result of the application of purchase accounting at the Acquisition date, as well as the adoption by the Company of accounting policies to conform to those of the Parent, the Predecessor and Successor periods presented are not comparable.

As used herein the term "Predecessor" refers to the Company prior to the Acquisition date, while "Successor" refers to the Company subsequent to the Acquisition date.

2. Summary of Accounting Policies

Consolidation

The consolidated financial statements of the Company include all of its wholly-owned subsidiaries. All significant intercompany transactions and balances have been eliminated in consolidation.

Investment by Parent / Prior Parent

Investment by Parent/ Prior Parent, in the consolidated financial statements represents the Company's cumulative investment from the Parent or Prior Parent for the accumulation of the following to the extent that they are not cash settled:

- Investments in AMR
- Net cash transfers to and from AMR
- Overhead cost allocations, if any
- Transactions between the Parent or Prior Parent and AMR
- Net cash transactions due to the Parent's or Prior Parent's centralized cash management.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions relating to the reporting of results of operations, financial condition and related disclosure of contingent assets and liabilities at the date of the financial statements including, but not limited to, estimates and assumptions for revenue, accounts receivable, insurance-related reserves and acquired or pushed-down intangible assets. Actual results may differ from those estimates under different assumptions or conditions.

Notes to Consolidated Financial Statements – Continued

Cash and Cash Equivalents

Cash and cash equivalents are comprised principally of demand deposits at banks and highly liquid short-term investments with a maturity generally three months or less at acquisition, and are recorded at cost, which approximates market value.

Supplies Inventory

Parts and supplies inventory is valued at cost, determined on a first in, first out basis. Durable medical supplies are capitalized as inventory and expensed as used.

Restricted Cash

At December 31, 2020 and 2019, the Company held restricted cash and cash equivalents of $56.8 million and $12.7 million, respectively, classified within "Insurance collateral" in the accompanying consolidated balance sheets. The cash was restricted for the purpose of satisfying the obligations of the Company's wholly-owned captive insurance subsidiary.

CARES Act

In March 2020, in response to the COVID-19 pandemic, the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") was signed into law. The CARES Act provides numerous tax provisions and other stimulus measures, including temporary changes regarding prior and future utilization of net operating losses, temporary changes to the prior and future limitations on interest deductions, temporary delay of certain payment requirements for the employer portion of social security taxes, technical corrections from prior tax legislation for tax depreciation of certain qualified improvement property, and the creation of certain payroll tax credits associated with the retention of employees. The CARES Act also includes a number of benefits that are applicable to the Company and other healthcare providers including, but not limited to, the appropriation of funding to health care providers for related expenses or lost revenues that are attributable to the COVID-19 pandemic.

During 2020, the Company received approximately $34.4 million from the initial tranche of funds and other provider relief grants. The fund payments are grants, not loans, however providers are restricted and the funds must be used only for grant approved purposes. Upon receiving and having satisfied the terms and conditions associated with the initial tranche distribution of funds, the Company accounted for these as restricted contributions under ASU 2018-08, "Not-for-Profit Entities – Clarifying the Scope and Guidance for Contributions Received and Contributions Made" and recognized income in the consolidated statements of operations. For the year ended December 31, 2020, net cash provided by operating activities includes the $34.4 million that the Company received from the provider relief funds that were distributed to healthcare providers under the CARES Act.

The Company's assessment of whether the terms and conditions for amounts received have been met considers all frequently asked questions and other interpretive guidance issued by HHS through January 15, 2021. After consideration of the guidance provided, the Company believes the governmental grants recognized are appropriately recorded as of December 31, 2020.

Recent Accounting Pronouncements

From time to time, new accounting pronouncements are issued by the Financial Account Standards Board ("FASB") or other standards setting bodies that the Company adopts as of the specified effective date. Unless otherwise discussed, the impact of any other recently issued standards that are not yet effective are either not applicable to the Company at this time or will not have a material impact on the Company's consolidated financial statements upon adoption.

In February 2016, the FASB issued ASU No. 2016-02, "Leases (Topic 842)", and has modified the standard thereafter.

The Company adopted the new standard, as modified, on January 1, 2020 using the modified retrospective approach. The Company applied the new guidance to all leases that commenced before and were existing as of January 1, 2020. The Company recognized right of use assets and lease liabilities for the majority of our operating leases, which was the primary impact of the standard on our results. Our operating leases consist principally of real estate and other equipment. As permitted under the standard, we do not recognize right of use assets or lease liabilities for leases with a term of 12 months or less. We applied practical expedients that permitted us not to reassess (i) whether expired or existing contracts contain a lease under the new standard, (ii) the lease classification for expired or existing leases, or (iii) whether previously capitalized initial direct costs would qualify for capitalization under the new standard. The adoption of ASU 2016-02 had no significant impact on our consolidated statement of operations and cash flows from operating, investing and financing activities on our consolidated statements of cash flows. The adoption of ASU 2016-02 impacted our December 31, 2020 consolidated balance sheet including the reclassification of our deferred rent liabilities to an operating lease asset (see Note 7).

In May 2014, the FASB issued Accounting Standards Update (ASU) No. 2014-09, "Revenue from Contracts with Customers (Topic 606)," which eliminated the transaction and industry-specific revenue recognition guidance under current GAAP and replaced it with a principle-based approach using the following steps: identify the contract(s) with a customer, identify the performance obligations in the contract, determine the transaction price, allocate the transaction price to the performance obligations in the contract and recognize revenue when (or as) the entity satisfies a performance obligation. In August 2015, the FASB issued ASU 2015-14 "Revenue from Contracts with Customers (Topic 606), Deferral of the Effective Date," which granted a one-year deferral of this ASU. In 2016 and 2017, the FASB issued the following ASUs to provide entities further clarity on the application of ASU 2014-09:

- ASU No. 2016-08 "Principal versus Agent Considerations (Reporting Revenue Gross versus Net)"
- ASU No. 2016-10 "Identifying Performance Obligations and Licensing"
- ASU No. 2016-12 "Narrow-Scope Improvements and Practical Expedients"
- ASU No. 2016-20 "Technical Corrections and Improvements to Topic 606, Revenue from Contracts with Customers"
- ASU No. 2017-13 "Revenue Recognition (Topic 605), Revenue from Contracts with Customers (Topic 606), Leases (Topic 840), and Leases (Topic 842): Amendments to SEC Paragraphs Pursuant to the Staff Announcement at the July 20, 2017 EITF Meeting and Rescission of Prior SEC Staff Announcements and Observer Comments (SEC Update)"

The Company adopted the new standard effective January 1, 2019 using the modified retrospective method. No cumulative effect adjustment was recognized as a result of the adoption, other than changes to presentation discussed in Note 3. The adoption of the standard did not have a material impact on the Company's consolidated financial position, results of operations, or cash flows. However, as a result of certain changes by ASU No. 2014-09 and the related ASUs, the majority of the Company's provision for uncompensated care is recognized as a direct reduction to revenues, instead of separately as a deduction to arrive at revenue. Penalties incurred related to certain contracts will be recognized as a direct reduction to revenues, instead of separately as other operating expenses.

In January 2016, the FASB issued ASU No. 2016-01 "Financial Instruments – Overall," as amended by ASU No. 2018-03, "Technical Corrections and Improvements to Financial Instruments (Subtopic 825-10) – Recognition and Measurement of Financial Assets and Financial Liabilities" in February 2018, which among other changes in accounting and disclosure requirements, replaces the cost method of accounting for non-marketable equity securities with a model for recognizing impairments and observable price changes, and also eliminates the available-for-sale classification for marketable equity securities. Under the new guidance, other than when the consolidation or equity method of accounting is utilized, changes in the fair value of equity securities are to be recognized in earnings. The Company adopted the provisions of ASU No. 2016-01 and ASU No. 2018-03 effective for the 2019 annual reporting period. Upon adoption, the Company has recognized a cumulative effect adjustment of approximately $0.8 million to retained earnings and accumulated other comprehensive income related to the unrealized loss on corporate equity securities and has recognized the change in fair value on these equity securities as a component of other income (expense), net in the consolidated statements of operations.

In November 2019, the FASB issued ASU No. 2019-10, "Financial Instrument – Credit Losses (Topic 326), Derivatives and Hedging (Topic 915), and Leases (Topic 842)," which among other changes in accounting and disclosure requirements, provides guidance on how an entity should measure credit losses on financial instruments. The ASU is effective for private entities for fiscal years beginning after December 15, 2022. We are in process of evaluating the impact of this standard to the financial statements.

3. Revenue Recognition and Accounts Receivable

Revenue Recognition

On January 1, 2019, the Company adopted ASU No. 2014-09. The amounts of earnings from operations and net earnings were unchanged upon adoption of the new standard; however adoption of the new standard resulted in changes to the presentation of revenues and the provision for uncompensated care in the consolidated statements of operations. Previously, the estimate for unrealizable amounts was recorded to the provision for uncompensated care and presented as a separate deduction to arrive at net revenue. Upon adoption, the estimate for unrealizable amounts is now reflected as implicit price concessions that are a direct reduction to net revenue. Additionally, penalties incurred related to certain contracts are recognized as a direct reduction to revenues, instead of separately as other operating expenses.

The majority of our revenue is generated from fee for service patient revenue, which is derived principally through contracts originating from ground medical transport services provided to patients of healthcare facilities and communities served. Each transport constitutes a single performance obligation and, in most instances occur at readily determinable transaction prices. As a practical expedient, the Company adopted a portfolio approach to sources of patient revenue, applied by payor type. At this level, each portfolio shares the characteristics conducive to ensuring that the results do not materially differ from the new standard if it were to be applied to each individual patient contract related to each transport. Accordingly, there was not a change in the Company's method to recognize revenue. Subsequent changes in the customer's ability to pay, are recorded as bad debt within other operating expenses.

Other revenue primarily represents income earned from fire protection service contracts, standby, special event, community subsidies and income earned from our contract with the Federal Emergency Management Agency for disaster relief efforts and other federal and state agencies to coordinate emergency medical services responses. The transaction price for these arrangements may be fixed or variable, with determination periods generally ranging from one month to 16 months. In these instances, the Company will estimate variable consideration at contract commencement and recognize revenue monthly on a straight-line basis, which correlates with the performance obligation to stand ready.

Estimating revenue is a complex process, largely due to the volume of transactions, the number and complexity of contracts with payors, the limited availability, at times, of certain patient and payor information at the time services are provided, and the length of time it takes for collections to fully mature. Patients are billed for services provided, and the Company receives payments for these services from patients or their third-party payors. Payments for services provided are generally less than billed charges. The Company recognizes fee for service revenue, net of contractual adjustments and discounts for uninsured patients, at the time transport services are provided. In the period services are provided, the Company estimates gross charges based on: billed services plus an estimate for unbilled services based on pending case data collected, estimates of contractual allowances (explicit price concessions) based on contracted rates and historical or actual cash collections (net of recoveries), when available, and estimates of the discount (implicit price concession) for uninsured patients based on historical cash collections (net of recoveries) from uninsured patients. For third-party payors, the specific benefits provided for under each patients' healthcare plan, mandated payment rates under the Medicare and Medicaid programs, as applicable, and historical cash collections are utilized. These expected collections are based on fees and negotiated payment rates in the case of third-party payors, the specific benefits provided for under each patient's healthcare plans, mandated payment rates in the case of Medicare and Medicaid programs, and historical cash collections (net of recoveries) in combination with expected collections from third party payors. In addition, the Company records net revenue from uninsured patients at an estimated realizable value based on historical cash collections (net of recoveries). The price concession includes an estimate of uncollectible balances due from uninsured patients, uncollectible co-pay and deductible

balances due from insured patients and special charges, if any, for uncollectible balances due from managed care, commercial and governmental payors.

The relationship between gross charges and the transaction price recognized is significantly influenced by payor mix, as collections on gross charges may vary significantly depending on whether and with whom the patients the Company provides services to in the period are insured and the Company's contractual relationships with those payors. Payor mix is subject to change as additional patient and payor information is obtained after the period services are provided. The Company periodically assesses the estimates of unbilled revenue, contractual adjustments (explicit price concessions) and discounts (implicit price concessions) for uninsured patients and payor mix for a period of at least one year following the date of service by analyzing actual results, including cash collections, against estimates. Changes in these estimates are charged or credited to the consolidated statement of operations in the period that the assessment is made. Significant changes in payor mix, contractual arrangements with payors, specialty mix, acuity, business office operations, general economic conditions and health care coverage provided by federal or state governments or private insurers may have a significant impact on estimates and significantly affect the results of operations and cash flows. Concentration of credit risk with respect to other payors is limited due to the large number of such payors.

In certain circumstances, federal law requires providers to render emergency medical services to any patient who requires care regardless of their ability to pay. Services to these patients are not considered to be charity care and provisions for uncompensated care for these services are estimated accordingly. Although the Company does provide a level of charity care it is not significant to the Company's net revenues.

The Company's billing and accounting systems provide historical trends of cash collections and contractual write-offs, accounts receivable agings and established fee adjustments from third-party payors. These estimates are recorded and monitored monthly as revenues are recognized. The principal exposure for uncollectible fee for service visits is from self-pay patients and, to a lesser extent, for co-payments and deductibles from patients with insurance.

Net revenue (after provision for uncompensated care in 2018) for the years ended December 31, 2020 and 2019, the period from March 14, 2018 to December 31, 2018 (Successor), and the period from January 1, 2018 to March 13, 2018 (Predecessor) consisted of the following (in thousands):

	Successor						Predecessor	
	Year Ended December 31, 2020		Year Ended December 31, 2019		Period from March 14 to December 31, 2018		Period from January 1 to March 13, 2018	
Medicare	$ 766,688	27 %	$ 839,445	31 %	$ 640,424	30 %	$ 162,516	32 %
Medicaid	308,939	11 %	310,035	12 %	186,859	9 %	47,418	9 %
Commercial insurance and managed care (excluding Medicare and Medicaid managed care)	768,014	27 %	898,071	33 %	668,772	32 %	169,709	34 %
Self-pay	103,773	4 %	116,688	4 %	76,636	4 %	19,447	4 %
Net fee for service revenue	1,947,414	69 %	2,164,239	80 %	1,572,691	75 %	399,090	79 %
Other revenue	882,186	31 %	522,313	20 %	530,401	25 %	104,115	21 %
Net revenue	$ 2,829,600	100 %	$ 2,686,552	100 %	$ 2,103,092	100 %	$ 503,205	100 %

Accounts Receivable

The Company manages accounts receivable by regularly reviewing its accounts and contracts and by providing appropriate adjustments to the estimate of the transaction price. Some of the factors considered by management in determining the adjustments are the historical trends of cash collections, contractual and uninsured write-offs, accounts receivable agings, established fee schedules, contracts with payors, changes in payor mix and procedure statistics. Actual collections of accounts receivable in subsequent periods may require changes in the estimated transaction price.

The Company tests its analysis by comparing cash collections to net fee for service revenues and monitoring self-pay utilization. In addition, when actual collection percentages differ from expected results, on a contract by contract basis, supplemental detailed reviews of the outstanding accounts receivable balances may be performed by the Company's billing operations to determine whether there are facts and circumstances existing that may cause a different conclusion as to the estimate of the collectability of that contract's accounts receivable from the estimate resulting from using the historical collection experience. Changes in these estimates, if any, are charged or credited to the consolidated statements of operations in the period of change. Material changes in estimates may result from unforeseen write-offs of patient or third-party accounts receivable, unsuccessful disputes with managed care payors, adverse macro-economic conditions which limit patients' ability to meet their financial obligations, or broad changes to government regulations that adversely impact reimbursement rates for services provided by the Company. Significant changes in payor mix, changes in contractual arrangements with payors, business office operations, general economic conditions and health care coverage provided by federal or state governments or private insurers may have a significant impact on the Company's estimates and significantly affect its results of operations and cash flows. Consideration of credit risk is limited by the diversity and number of facilities, patients, payors and by the geographic dispersion of the Company's operations.

4. Acquisitions

The Company accounts for its business combinations under the fundamental requirements of the acquisition method of accounting and under the premise that an acquirer be identified for each business combination. The acquirer is the entity that obtains control of one or more businesses in the business combination and the acquisition date is the date the acquirer achieves control. The assets acquired and liabilities assumed at the acquisition date are recognized at their fair values as of that date, and the direct costs incurred in connection with the business combination are recorded and expensed separately from the business combination.

On March 14, 2018, GMR completed the acquisition of all of the outstanding equity interests of the Company for a total purchase price of $2.45 billion, subject to working capital adjustments of ($60.3) million, paid in cash and rollover equity awards valued at $10.0 million. Pursuant to the purchase agreement, EVHC and GMR agreed to a Section 338(h)(10) election of the Internal Revenue Code allowing GMR to achieve certain tax benefits in exchange for additional purchase consideration reflected in the total purchase price above. The Company finalized the purchase price allocation of AMR during the first quarter of 2019.

Subsequently, on October 15, 2019, GMR agreed to the assumption of certain potential tax exposures related to the AMR acquisition in exchange for a cash payment from the seller received in full by January 2020.

The goodwill recognized in connection with the acquisition is primarily attributable to synergies that are expected to be achieved through the integration of AMR under GMR. The total amount of goodwill that is expected to be deductible for tax purposes is $652.6 million.

Notes to Consolidated Financial Statements – Continued

The final allocation of the AMR purchase price is in the table below (in thousands):

	Value Assigned
Cash and cash equivalents	$ 1,580
Insurance collateral	106,084
Accounts receivable	394,294
Spare parts, medical supplies, and fuel	37,019
Prepaid and other current assets	64,800
Property and equipment	385,050
Intangible assets	1,039,000
Goodwill	783,831
Other assets	38,422
Accounts payable	(24,319)
Accrued wages, benefits and taxes	(97,841)
Other accrued liabilities	(152,044)
Capital lease obligations	(1,414)
Deferred income taxes	(34,237)
Insurance reserves	(117,946)
Other long-term liabilities	(33,848)
	$ 2,388,431

Included in other accrued liabilities and other long-term liabilities is an earn-out provision related to a previous acquisition of approximately $9.2 million, which was paid in full during 2019.

Other Acquisitions

During the years ended December 31, 2020 and 2019, the Company paid $17.0 million and $20.9 million, in cash, in total aggregate purchase consideration for other acquisitions. The Company acquired each of these companies in order to achieve certain operational and strategic benefits.

The other acquisitions completed during the years ended December 31, 2020 and 2019 consist of the following:

Acquired Operation	Location	Date Acquired
ABC Ambulance, LLC	Arizona	June 2020
Yellow Enterprise Systems, LLC (dba Yellow Ambulance Service)	Kentucky	December 2019
CrowdRX, Inc.	New York	December 2019
Trans-Star Ambulance	Kentucky	April 2019
Cooperstown Medical Transport, Inc.	New York	March 2019
Life Line Emergency Medical Response Service Corporation	Illinois	February 2019

The acquisition date fair value of the total consideration transferred and acquisition date fair value of each major class of assets and liabilities for the other acquisitions completed during 2020 and 2019 are as follows (in thousands):

	2020	2019
Supplies inventory	118	334
Property and equipment	1,132	2,428
Intangible assets	5,100	7,682
Goodwill	10,698	10,659
Accrued wages, benefits and taxes	(48)	(167)
	$ 17,000	$ 20,936

The goodwill recorded for other acquisitions completed during the years ended December 31, 2020 and 2019 is expected to be fully deductible.

The accounting for other acquisitions completed during 2020 is currently preliminary. The Company continues to obtain information relative to the fair values of the assets acquired and liabilities assumed in the transactions, which could result in material changes to the amounts allocated above. The Company expects to finalize the purchase price allocations for these other acquisitions as soon as practicable. The purchase price allocation for the other acquisitions completed during 2019 is considered final.

5. Fair Value Measurements

The fair value of a financial instrument is the amount at which the instrument could be exchanged in an orderly transaction between market participants to sell the asset or transfer the liability. The inputs used by the Company to measure fair value are classified into the following hierarchy:

Level 1: Quoted prices in active markets for identical assets or liabilities as of the reporting date. The Company does not adjust the quoted price for these assets or liabilities, which include marketable securities held in connection with the Company's captive insurance program.

Level 2—Pricing inputs are other than quoted prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies.

Level 3—Pricing inputs are unobservable as of the reporting date and reflect the Company's own assumptions about the fair value of the asset or liability. Balances in this category include the Company's estimate, using a combination of internal and external fair value analyses, of contingent consideration for acquisitions described in Note 4.

The Company has adopted the provisions of ASU No. 2016-01 and ASU No. 2018-03 effective for the 2019 annual reporting period, which requires changes in the fair value of equity investment securities to be recognized in net income. In prior periods, the changes in the fair value of equity investment securities were recognized through accumulated other comprehensive income. Upon adoption, the Company has recognized a cumulative effect adjustment of approximately $0.8 million to retained earnings and accumulated other comprehensive income related to the unrealized loss on corporate equity securities and has recognized the change in fair value on these equity securities as a component of other income (expense), net in the consolidated statements of operations.

The following table summarizes the valuation of the Company's financial instruments by the above fair value hierarchy levels as of December 31, 2020 and 2019 (in thousands):

	December 31, 2020			
Description	Level 1	Level 2	Level 3	Total
Assets:				
Available-for-sale securities	$ 115,938	$ —	$ —	$ 115,938
Marketable equity securities	27,377	—	—	27,377

	December 31, 2019			
Description	Level 1	Level 2	Level 3	Total
Assets:				
Available-for-sale securities	$ 95,531	$ —	$ —	$ 95,531
Marketable equity securities	15,659	—	—	15,659

Insurance Collateral

Insurance collateral is comprised of investments in U.S. Treasuries and marketable equity and debt securities held by the Company's wholly-owned captive insurance subsidiary that support the Company's insurance programs and reserves, as well as cash deposits with third parties. Certain of these investments, if sold or otherwise liquidated or if they decline significantly in value, would have to be replaced by other suitable financial assurances and are, therefore, considered restricted. All debt securities are designated as available-for-sale and reported at fair value with the temporary unrealized gains and losses reported as a separate component of accumulated other comprehensive income (loss), net of deferred income tax. Declines in the fair value of debt securities which are determined to be other-than-temporary are recognized in the statements of operations, thus establishing a new cost basis for such investment. All equity securities are carried at fair value with changes in fair value reported as a component of other income (loss), net in the consolidated statements of operations. Investment income earned on these investments is reported as a component of other income, net in the accompanying statements of operations. Realized gains and losses are determined based on an average cost basis.

Investments are generally classified within Level 1 or Level 2 of the fair value hierarchy because they are valued using quoted market prices, broker or dealer quotations, or alternative pricing sources with reasonable levels of price transparency.

Insurance collateral consisted of the following as of December 31, 2020 and 2019 (in thousands):

	December 31	
	2020	2019
Available-for-sale securities:		
U.S. Treasuries	$ —	$ 244
Corporate bonds/Fixed income	115,938	95,287
Total available-for-sale securities	115,938	95,531
Marketable equity securities	27,377	15,659
Cash deposits and other	56,844	12,654
Insurance Collateral	$ 200,159	$ 123,844

Amortized cost basis and aggregate fair value of the Company's marketable securities as of December 31, 2020 and 2019 were as follows (in thousands):

	December 31, 2020			
	Cost Basis	Gross Unrealized Gains	Gross Unrealized Losses	Fair Value
Description:				
Corporate bonds/Fixed Income	$ 109,455	$ 6,492	$ (9)	$ 115,938
Total available-for-sale securities	109,455	6,492	(9)	115,938
Marketable equity securities	21,979	5,505	(107)	27,377
Total securities	$ 131,434	$ 11,997	$ (116)	$ 143,315

	December 31, 2019			
	Cost Basis	Gross Unrealized Gains	Gross Unrealized Losses	Fair Value
Description:				
U.S. Treasuries	$ 235	$ 9	$ —	$ 244
Corporate bonds/Fixed Income	92,195	3,111	(19)	95,287
Total available-for-sale securities	92,430	3,120	(19)	95,531
Marketable equity securities	13,858	1,910	(109)	15,659
Total securities	$ 106,288	$ 5,030	$ (128)	$ 111,190

As of December 31, 2020, available-for-sale securities included U.S Treasuries, corporate bonds and fixed income securities of $5.2 million with contractual maturities within one year, $53.0 million with contractual maturities extending longer than one year through five years and $57.7 million with contractual maturities extending longer than five years. Actual maturities may differ from contractual maturities as a result of the Company's ability to sell these securities prior to maturity.

The Company evaluates the investment securities available-for-sale on a quarterly basis to determine whether declines in the fair value of these securities are other-than-temporary. The evaluation consists of reviewing the fair value of the security compared to the carrying amount, the historical volatility of the price of each security, and any industry and company specific factors related to each security. There were no available-for-sale investment securities that were other-than-temporarily impaired as of December 31, 2020 and 2019.

The Company is not aware of any specific factors indicating that the underlying issuers of the corporate bonds/fixed income securities would not be able to pay interest as it becomes due or repay the principal amount at maturity. Therefore, the Company believes that the changes in the estimated fair values of these debt securities are related to temporary market fluctuations and the Company does not intend to dispose of these investments. Additionally, the Company is not aware of any specific factors which indicate the unrealized losses on the investments in corporate equity securities are due to anything other than temporary market fluctuations.

The Company realized net gains on the sales and maturities of available-for-sale securities of $1.2 million for the year ended December 31, 2020 and a gain of less than $0.1 million for the year ended December 31, 2019 as well as for the period from March 14, 2018 to December 31, 2018 (Successor). No realized net gain (loss) was incurred for the period from January 1, 2018 to March 13, 2018 (Predecessor).

Notes to Consolidated Financial Statements – Continued

6. Property and Equipment, net

Property and equipment is recorded at cost, except for property and equipment acquired through business acquisitions, which is initially recorded at fair value. Depreciation of property, plant and equipment is provided substantially on a straight line basis over their estimated useful lives, which are as follows:

Buildings	20 to 40 years
Leasehold improvements	Shorter of 5 years or life of lease
Vehicles	7 to 12 years
Computer hardware	3 years
Other	3 to 15 years

Maintenance and repairs that do not extend the useful life of the property are charged to expense as incurred. Gains and losses from dispositions of property and equipment are recorded in the period incurred. Property and equipment, net, consisted of the following (in thousands):

	December 31, 2020	December 31, 2019
Land	$ 2,737	$ 2,958
Building and building improvements	7,776	7,106
Leasehold improvements	23,925	18,848
Medical equipment and other	165,501	143,415
Vehicles	267,416	241,886
Computer hardware and software	138,043	113,062
Construction in process	21,007	10,870
Property and equipment	626,405	538,145
Less: Accumulated depreciation	(297,161)	(196,213)
Property and equipment, net	**$ 329,244**	**$ 341,932**

Depreciation expense was $120.6 million and $123.5 million for the years ended December 31, 2020 and 2019 (Successor), respectively, $96.1 million for the period from March 14, 2018 to December 31, 2018 (Successor) and $21.5 million for the period from January 1, 2018 to March 31, 2018 (Predecessor).

7. Lease Commitments

On January 1, 2020, the Company adopted ASU No. 2016-02. Upon adoption, we recognized right of use assets and lease liabilities for the majority of our operating leases. We enter into operating and finance leases for aircrafts, vehicles, equipment and real estate, among other things. Lease terms are generally between one to 20 years, some of which include renewal options, and some of which include options to terminate the leases within one year. Variable lease payments were $6.7 million for the year ended December 31, 2020. Variable expenses include common area maintenance, utilities, and other items as periodically billed by property management or the related lessor. Our lease agreements do not contain any material residual value guarantees or material restrictive covenants.

We determine if an arrangement is a lease and classify that lease as either an operating or finance lease at inception. Operating leases are included in operating right-of-use assets, current portion of lease obligations and operating lease obligations on our consolidated balance sheets. Finance leases are included in finance right-of-use assets, current portion of lease obligations and finance lease obligations on our consolidated balance sheets. As permitted under the standard, leases with an initial term of 12 months or less are not recorded on the balance sheet and we recognize lease expense for these leases on a straight-line basis over the lease term in our consolidated statements of operations.

Right of use ("ROU") assets represent our right to use an underlying asset for the lease term and lease liabilities represent the present value of our obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. When our leases do not provide an implicit rate, we use our incremental borrowing rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes the impact of prepaid or deferred lease payments. The length of our lease term may include options to extend or terminate the lease when it is reasonably certain that we will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term.

The components of lease expense were as follows (in thousands):

	Year Ended December 31, 2020
Operating lease cost	$ 54,698
Short-term lease cost[1]	397
Finance lease cost:	
Amortization of right-of-use assets	1,535
Interest on lease liabilities	438
Total finance lease cost	1,973
Total lease costs	$ 57,068

(1) Leases that have terms of 12 months or less.

Supplemental cash flow information related to leases was as follows (in thousands):

	Year Ended December 31, 2020
Cash paid for amounts included in the measurement of lease liabilities:	
Operating cash flows from operating leases	$ 52,120
Operating cash flows from finance leases	$ 438
Finance cash flows from finance leases	$ (3,028)
Right-of-use assets obtained in exchange for lease obligations:	
Operating leases	$ 47,325
Finance leases	$ 3,785
Right-of-use assets recognized at January 1, 2020, upon adoption of ASU No. 2016-02	$ 169,113

Supplemental balance sheet information related to leases was as follows (in thousands):

	December 31, 2020
Operating Leases:	
Operating right-of-use assets	$ 168,055
Current portion of lease obligations	$ 34,487
Operating lease obligations	142,345
Total operating lease liabilities	$ 176,832
Finance Leases:	
Finance right-of-use assets	$ 6,998
Accumulated amortization	(1,414)
Finance right-of-use assets, net	$ 5,584
Current portion of lease obligations	$ 2,170
Finance lease obligations	4,401
Total finance lease liabilities	$ 6,571
Weighted Average Remaining Lease Term (in years):	
Operating leases	6.36
Finance leases	2.99
Weighted Average Discount Rate:	
Operating leases	7.16%
Finance leases	7.31%

Future commitments as of December 31, 2020 for lease liabilities related to premises, equipment and other recurring commitments are as follows (in thousands):

	Maturities of Lease Liabilities		
Year Ending December 31,	Operating Leases	Finance Leases	Total
2021	$ 45,286	$ 2,568	$ 47,854
2022	36,913	2,442	39,355
2023	32,252	1,765	34,017
2024	27,897	520	28,417
2025	23,109	—	23,109
Thereafter	56,738	—	56,738
Total lease payments	$ 222,195	$ 7,295	$ 229,490
Less: Amount representing interest	(45,363)	(724)	(46,087)
Total	176,832	6,571	183,403
Less: Short-term lease obligation payments	(34,487)	(2,170)	(36,657)
Total long-term lease obligations	$ 142,345	$ 4,401	$ 146,746

8. Goodwill and Intangible Assets, net

The Company's intangible assets include goodwill and other intangibles, which include the fair value of both the customer relationships and trade names. The Company's indefinite-lived intangibles include goodwill, trade names and licenses. Goodwill represents the excess of purchase price over the fair value of net assets acquired. The Company evaluates indefinite-lived intangible assets, including goodwill, for impairment at least on an annual basis and more frequently if certain indicators are encountered. Goodwill is tested at the reporting unit level, defined as an operating segment or one level below an operating segment (referred to as a component), with the fair value of the reporting unit being compared to

its carrying amount. The Company consists of one reporting unit. If the fair value of a reporting unit exceeds its carrying amount, the goodwill associated with the reporting unit is not considered to be impaired.

The Company completed its annual impairment test as of October 1, 2020, using a qualitative assessment and determined that its indefinite-lived intangibles were not impaired. The Company's finite-lived intangibles include its customer relationships and testing for impairment is performed whenever events or circumstances indicate that the carrying amount may not be recoverable. The Company's policy is to recognize an impairment change when the carrying amount is not recoverable and such amount exceeds fair value. During the years ended December 31, 2020 and 2019, and the periods from March 14, 2018 to December 31, 2018 (Successor) and from January 1, 2018 to March 13, 2018 (Predecessor), there were no events or circumstances that indicated a potential impairment in the Company's finite-lived intangibles.

The following table presents changes in the carrying amount of goodwill during the years ended December 31, 2020 and 2019 (in thousands):

	Year Ended December 31, 2020	Year Ended December 31, 2019
Balance at beginning of period	$ 803,347	$ 794,086
Measurement period adjustments	(153)	(1,551)
New acquisitions	10,698	10,812
Balance at end of period	**$ 813,892**	**$ 803,347**

Intangible assets consist primarily of customer relationships, non-amortizing trade names and certain non-amortizable licenses. The table below illustrates the useful lives of each class of intangible assets and the remaining weighted average amortization period.

Amortizable Intangibles Assets	Estimated Useful Life	Weighted Average Amortization Period
Customer relationships	20 years	17 years

The Company's intangible assets, net, as of December 31, 2020 and 2019 are as follows (in thousands):

	December 31, 2020			December 31, 2019		
	Gross Carrying Amount	Accumulated Amortization	Net Carrying Amount	Gross Carrying Amount	Accumulated Amortization	Net Carrying Amount
Amortizable intangible assets:						
Customer relationships	$ 729,832	$ (100,793)	$ 629,039	$ 724,750	$ (64,428)	$ 660,322
Total amortizing intangible assets	729,832	(100,793)	629,039	724,750	(64,428)	660,322
Non-amortizable intangible assets						
Licenses	18,400	—	18,400	18,400	—	18,400
Trade names	326,000	—	326,000	326,000	—	326,000
Total non-amortizing intangible assets	344,400	—	344,400	344,400	—	344,400
Total intangibles, net	**$ 1,074,232**	**$ (100,793)**	**$ 973,439**	**$ 1,069,150**	**$ (64,428)**	**$ 1,004,722**

The following table shows the expected amortization of long-lived intangible assets for each of the years ending December 31 (in thousands):

2021	$ 36,492
2022	36,492
2023	36,492
2024	36,492
2025	36,492
Thereafter	446,579
	$ 629,039

Amortization expense was $36.7 million and $36.4 million for the years ended December 31, 2020 and 2019, respectively, $28.1 million for the period from March 14, 2018 to December 31, 2018 (Successor) and $7.9 million for the period from January 1, 2018 to March 31, 2018 (Predecessor).

9. Other Accrued Liabilities

Accrued liabilities were as follows as of December 31, 2020 and 2019 (in thousands):

	December 31, 2020	December 31, 2019
Insurance reserves	$ 71,035	$ 58,146
Deferred revenue	27,915	29,033
Patient refunds	18,282	12,896
Accrued legal fees and settlements	2,807	8,570
Other	63,719	55,214
Total other accrued liabilities	**$ 183,758**	**$ 163,859**

10. Income Taxes

The components of income tax expense (benefit) were as follows (in thousands):

	Successor			Predecessor
	Year Ended December 31, 2020	Year Ended December 31, 2019	Period from March 14 to December 31, 2018	Period from January 1 to March 13, 2018
Current:				
Federal	$ 1,091	$ (1,727)	$ (6,670)	$ 108
State	6,449	2,293	2,343	242
Total current	7,540	566	(4,327)	350
Deferred:				
Federal	22,403	26,816	20,406	234
State	4,191	4,765	658	2,454
Total deferred	26,594	31,581	21,064	2,688
Total tax expense (benefit):				
Federal	23,494	25,089	13,736	342
State	10,640	7,058	3,001	2,696
Income tax expense (benefit)	**$ 34,134**	**$ 32,147**	**$ 16,737**	**$ 3,038**

A reconciliation of the provision for income taxes at the federal statutory rate of 21% compared to the effective tax rate is as follows (in thousands):

	Successor		Predecessor	
	Year Ended December 31, 2020	Year Ended December 31, 2019	Period from March 14 to December 31, 2018	Period from January 1 to March 13, 2018
Income tax expense (benefit) at the statutory rate	$ 22,375	$ 29,963	$ 12,817	$ (610)
Increase (decrease) in income taxes resulting from:				
State taxes, net of federal	9,372	4,813	2,878	2,092
Political expenses	241	114	7,013	425
Valuation allowance	848	3,170	3,041	279
Unrecognized tax benefits	1,541	(3,857)	(8,770)	166
Tax credits	(2,694)	(2,413)	(528)	—
Other	2,451	357	286	686
Income tax expense (benefit)	**$ 34,134**	**$ 32,147**	**$ 16,737**	**$ 3,038**

Deferred income taxes reflect the impact of temporary differences between the reported amounts of assets and liabilities for financial reporting purposes and such amounts as measured by tax laws and regulations. The deferred tax assets and liabilities represent the future tax return consequences of those differences, which will either be taxable or deductible when the assets and liabilities are recovered or settled.

Significant components of the Company's deferred taxes were as follows at December 31, 2020 and 2019 (in thousands):

	December 31, 2020	December 31, 2019
Deferred tax assets:		
Accounts receivable	$ 4,990	$ 5,051
Accrued liabilities	23,855	9,693
Operating loss and credit carryforwards	11,652	36,220
Insurance and other long-term liabilities	11,816	6,452
Deferred tax assets	52,313	57,416
Valuation allowances	(8,783)	(7,935)
Total deferred tax assets	**43,530**	**49,481**
Deferred tax liabilities:		
Intangible assets	(58,839)	(36,255)
Property and equipment	(55,252)	(58,523)
Attribute reduction	(32,787)	(32,465)
Total deferred tax liabilities	**(146,878)**	**(127,243)**
Net deferred income taxes	**$ (103,348)**	**$ (77,762)**

On March 27, 2020, the CARES Act was enacted. It includes temporary changes to existing U.S. corporate income tax laws that impact the Company, most notably the ability to offset 100% of taxable income with net operating loss carryforwards.

On December 22, 2017, the Tax Cuts and Jobs Act, (the "Tax Act") was enacted. The Tax Act includes a number of changes to existing U.S. corporate income tax laws that impact the Company, most notably a reduction of the U.S. statutory corporate tax rate from 35% to 21%, for tax years beginning after December 31, 2017. The Tax Act also provides for

acceleration of depreciation for certain assets placed into service after September 27, 2017. As of December 31, 2018, the Company had completed its accounting for the tax effects of the Tax Act.

As of December 31, 2020, the Company has federal net operating loss carryforwards of $24.5 million with an indefinite carryforward period. The Company has state and local net operating loss carryforwards of $85.7 million, of which $36.8 million may expire in the years 2029-2040. A valuation allowance is established when it is more likely than not that all, or a portion, of net deferred tax assets will not be realized. Based on review of available evidence, the Company has determined that it is more likely than not that certain deferred tax assets may not be realized. The increase in valuation allowance of $0.8 million is primarily attributable to net operating loss carryforwards.

The Company operates in multiple taxing jurisdictions and in the normal course of business is examined by federal and state tax authorities. The Company considers many factors and uses judgment in estimating and assessing the impact of uncertain tax positions. Final audit results may vary from the Company's estimates. In nearly all jurisdictions, the tax years prior to 2016 are no longer subject to examination.

A reconciliation of the beginning and ending amount of unrecognized tax benefits is as follows (in thousands):

	Year Ended December 31, 2020	Year Ended December 31, 2019
Balance at beginning of period	$ —	$ 3,857
Additions for tax positions for current year	327	—
Additions for tax positions of prior years	1,271	—
Reductions for tax positions due to lapse of statute of limitations	—	(3,857)
Balance at end of period	**$ 1,598**	**$ —**

As of December 31, 2020, the Company has $1.6 million of unrecognized tax benefits of which $1.5 million would affect the effective tax rate, if recognized. The Company does not expect the total amount of unrecognized tax benefits to significantly change within the next twelve months.

The Company recognized zero, zero, $0.3 million, and $0.1 million within income tax expense in the consolidated statements of operations related to interest and penalties for the year ended December 31, 2020, the year ended December 31, 2019, the period from March 14, 2018 to December 31, 2018 (Successor), and the period from January 1, 2018 to March 13, 2018 (Predecessor), respectively. The Company reversed zero, $0.5 million, $2.0 million, and zero of the interest and penalties previously recognized for the year ended December 31, 2020, the year ended December 31, 2019, the period from March 14, 2018 to December 31, 2018 (Successor), and the period from January 1, 2018 to March 13, 2018 (Predecessor), respectively. There are no amounts of interest and penalty obligations recognized within other long-term liabilities in the consolidated balance sheets as of December 31, 2020 and 2019, respectively.

11. Insurance

Insurance reserves are established for automobile, workers compensation, general liability and professional liability claims utilizing policies with both fully insured and self-insured components. This includes the use of a wholly-owned off-shore captive insurance program, GMR Insurance Services, Ltd. ("GMRIS"). In those instances where the Company has obtained third party insurance coverage, the Company normally retains liability for the first $1 to $3 million of the loss. Insurance reserves cover known claims and incidents within the level of Company retention that may result in the assertion of additional claims, as well as claims from unknown incidents that may be asserted arising from activities through December 31, 2020.

During the Predecessor period, the Company utilized an off-shore captive insurance program through a wholly-owned subsidiary of the Prior Parent.

The Company establishes reserves for claims based upon an assessment of claims reported and claims incurred but not reported. The reserves are established based on consultation with third party independent actuaries using actuarial principles and assumptions that consider a number of factors, including historical claim payment patterns (including legal costs) and changes in case reserves and the assumed rate of inflation in health care costs and property damage repairs. Provisions for insurance expense included in the statement of operations include annual provisions determined in consultation with third-party actuaries and premiums paid to third party insurers.

The table below summarizes the non-health and welfare insurance reserves included in the accompanying balance sheets (in thousands):

	December 31, 2020			December 31, 2019		
	Accrued Liabilities	Insurance Reserves	Total Liabilities	Accrued Liabilities	Insurance Reserves	Total Liabilities
Automobile	$ 26,772	$ 58,401	$ 85,173	$ 20,776	$ 47,972	$ 68,748
Workers' compensation	29,677	63,338	93,015	26,401	62,127	88,528
General/ Professional liability	14,586	37,554	52,140	10,969	20,559	31,528
	$ 71,035	**$ 159,293**	**$ 230,328**	**$ 58,146**	**$ 130,658**	**$ 188,804**

12. Other Comprehensive Income (Loss)

The following table presents the tax effect on each component of "Other comprehensive income (loss)" for the years ended December 31, 2020 and 2019 (in thousands):

	For the year ended December 31, 2020			For the year ended December 31, 2019		
	Before Tax Amount	Tax Benefit (Expense)	Net of Tax Amount	Before Tax Amount	Tax Benefit (Expense)	Net of Tax Amount
Unrealized holding gains (losses) on investments	$ 3,383	$ (752)	$ 2,631	$ 3,417	$ (933)	$ 2,484
Defined benefit pension plan net gains (loss)	(7,062)	1,725	(5,337)	(2,442)	596	(1,846)
Other comprehensive income (loss)	$ (3,679)	$ 973	$ (2,706)	$ 975	$ (337)	$ 638

The "Accumulated other comprehensive income (loss)" is detailed in the following table, net of tax (in thousands):

Accumulated Other Comprehensive Income (Loss)	Unrealized holding gains (losses) on investments	Defined benefit pension plan net gains (loss)	Total
Balance at December 31, 2017 (Predecessor)	$ —	$ (4,447)	$ (4,447)
Elimination of Predecessor accumulated other comprehensive income	—	4,447	4,447
Other comprehensive income (loss) before reclassification	(893)	4,954	4,061
Amounts reclassified from accumulated other comprehensive income (loss)	23	—	23
Balance at December 31, 2018 (Successor)	$ (870)	$ 4,954	$ 4,084
Reclassification adjustment for losses on marketable equity securities	801	—	801
Other comprehensive income (loss) before reclassification	2,391	(2,465)	(74)
Amounts reclassified from accumulated other comprehensive income (loss)	93	619	712
Balance at December 31, 2019 (Successor)	$ 2,415	$ 3,108	$ 5,523
Other comprehensive income (loss) before reclassification	2,432	(5,337)	(2,905)
Amounts reclassified from accumulated other comprehensive income (loss)	199	—	199
Balance at December 31, 2020	$ 5,046	$ (2,229)	$ 2,817

13. Retirement Plans and Employee Benefits

Rural/ Metro Pension Plan

As part of the Company's acquisition of Rural/ Metro on October 28, 2015, the Company acquired a defined benefit pension plan (the "Pension Plan") that covers eligible employees of one of Rural/ Metro's subsidiaries, primarily those covered by collective bargaining arrangements. Eligibility is achieved upon the completion of one year of service. Participants become fully vested in their accrued benefit after the completion of five years of service.

The Pension Plan was amended on April 8, 2016 (the "curtailment date"), whereby the Pension Plan became frozen for all participants as of June 30, 2016. As part of the freezing of the Pension Plan, no new benefits accrue, no hours of service earned after the freeze date will count in determining a participant's credited service, and no earnings earned after the freeze date are counted in determining a participant's average annual earnings. In November 2019, the plan offered lump sum settlements to certain participants, resulting in the settlement of approximately $10.9 million of accumulated benefit obligations and a $0.6 million realized gain was recorded for the year ended December 31, 2019, presented within the "Other income (loss)" caption on the consolidated statements of operations. Benefits expense under this plan was approximately $0.3 million and $0.5 million for the years ended December 31, 2020 and 2019, respectively, $0.4 million for the period from March 14, 2018 to December 31, 2018 (Successor) and approximately $0.1 million for the period from January 1, 2018 to March 13, 2018 (Predecessor). The net accrued benefits liability under this plan totaled $16.6 million and $9.5 million at December 31, 2020 and 2019, respectively, presented within the "Other long-term liabilities" caption on the consolidated balance sheets.

The Company's general funding policy is to make annual contributions to the Pension Plan as required by the Employee Retirement Income Security Act. No contributions were made during 2020 or 2019.

Other Postemployment Benefits

The Company participates in a 401(k) plan maintained by the Parent, for its employees and employees of certain subsidiaries who meet the eligibility requirements set forth in the plan. Employees may contribute a maximum of 80% of

their gross pay each year up to the annual limit established by the Internal Revenue Service ($19,500 for 2020). The Company's match is 50% of contributions up to 8% of eligible compensation.

The Company's contributions to the plan were $24.8 million and $21.7 million for the years ended December 31, 2020 and 2019, respectively, $16.4 million for the period from March 14, 2018 to December 31, 2018 (Successor) and $3.9 million for the period from January 1, 2018 to March 13, 2018 (Predecessor). Contributions are included in salaries and benefits in the accompanying consolidated statement of operations.

Collective Bargaining Agreements

Approximately 42% of AMR employees are represented by 63 active collective bargaining agreements. There are three operational locations representing approximately 350 employees currently in the process of negotiations or that will be subject to negotiation in 2020. In 2021, 24 collective bargaining agreements, representing approximately 4,300 employees will be subject to negotiation. While the Company believes it maintains a good working relationship with its employees, the Company has experienced some union work actions. The Company does not expect these actions to have a material adverse effect on its ability to provide service to its patients and communities.

14. Commitments and Contingencies

Lease Commitments

As discussed in Note 7, the Company leases various facilities and equipment under operating lease agreements. On January 1, 2020, the Company adopted ASU No. 2016-02. Upon adoption, we recognized right of use assets and lease liabilities for the majority of our operating leases. Prior to the adoption of ASU No. 2016-02, the Company recorded certain other assets, including leasehold improvements and vehicles, under capital leases. Capital-leased assets were capitalized using implicit interest rates at the inception of the lease and were amortized over the lesser of the contractual lease term or the useful life of the leased asset. Capital leases were collateralized by the underlying assets.

Rent expense for operating leases totaled $60.3 million for the year ended December 31, 2019, $46.3 million for the period from March 14, 2018 to December 31, 2018 (Successor) and $11.8 million for the period from January 1, 2018 to March 13, 2018 (Predecessor). Rent expense is included in the "Other operating expenses" caption on the consolidated statements of operations.

As of December 31, 2019, prior to the adoption of ASU No. 2016-02, future commitments under non-cancellable capital and operating leases for premises, equipment and other recurring commitments were as follows (in thousands):

	Capital Leases	Operating Leases & Other
Year Ended December 31,		
2020	$ 261	$ 105,931
2021	261	84,910
2022	261	62,395
2023	87	40,727
2024	—	28,851
Thereafter	1,669	57,002
Total capital lease obligations	2,539	$ 379,816
Less: Amount representing interest	(121)	
Present value of minimum capital lease payments	2,418	
Less: short-term capital lease obligation payments	(605)	
Long-term capital lease obligations	$ 1,813	

Refer to Note 7 for further information on the impact on the adoption ASU No. 2016-02 on the Company's consolidated financial statements for the year ended December 31, 2020.

Guarantee of Parent Company Debt and Letters of Credit

Parent company debt of $4.6 billion is partially guaranteed by the assets and working capital, respectively, of AMR on a full and unconditional and joint and several basis, with limited exceptions considered customary for such guarantees, including the release of the guarantee upon the sale of AMR's assets.

Parent company secured letters of credit outstanding on behalf of AMR as of December 31, 2020 were $103.3 million. Customary letter of credit fees comprise the majority of interest expense reported in the consolidated statements of operations.

Other Legal Matters

In March 2017, Rural Metro of Florida received a Civil Investigative Demand from the U.S. Attorney Office for the Middle District of Florida (DOJ) requesting documentary materials and written interrogatories related to the Rural Metro of Florida's provision of services to a number of Medicare beneficiaries. The government contended that it had certain civil claims against Rural Metro of Florida arising from the submission of claims for basic life support, non-emergency services, which the government contended lacked medical necessity or were improperly documented. This matter was settled in February 2021 for $650,000.

The Company is involved in other litigation arising in the ordinary course of business. Management believes the outcome of these legal proceedings will not have a material adverse impact on its financial condition, results of operations or liquidity.

15. COVID-19

The continued spread of COVID-19 in the areas in which we operate could adversely affect our business. The transport and treatment of highly contagious COVID patients in our aircraft or ground ambulance units or the exposure of our employees during the normal course of their personal and professional lives may result in a temporary shutdown of portions of operations, the diversion of patients, quarantine of staff, or staffing shortages. There may also be disruptions or delays in production and delivery of materials and products in the supply chain. The current corona virus outbreak, or any actions governmental authorities take in connection with COVID-19 may result in a decrease in demand for our services and could adversely impact our business. The potential impact of the outbreak with respect to our markets or our business is difficult to predict.

16. Subsequent Events

The Company has evaluated new information and events through April 16, 2021, which is the date these consolidated financial statements were available to be issued, to determine the need to either update these consolidated financial statements or to provide additional disclosures about those events. No additional disclosures were deemed necessary by the Company.

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 04/03/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Aon Risk Services Central, Inc. Philadelphia PA Office One Liberty Place 1650 Market Street Suite 1000 Philadelphia PA 19103 USA	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE		NAIC #
Atlantic/Palm Beach Ambulance, Inc. D/B/A American Medical Response 1105 Barnett Drive, Suite D Lake Worth FL 33461	INSURER A:	ACE American Insurance Company	22667
	INSURER B:	Indemnity Insurance Co of North America	43575
	INSURER C:	ACE Fire Underwriters Insurance Co.	20702
	INSURER D:	Lloyd's Syndicate No. 2623	AA1128623
	INSURER E:	Great American Insurance Company of NY	22136
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 570086876730 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			XSLG7248194A SIR applies per policy terms & conditions	03/31/2021	03/31/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG SIR/Deductible	$2,750,000 $100,000 $2,750,000 $5,000,000 $2,750,000 $250,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			ISAH25545138	03/31/2021	03/31/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$10,000,000
E	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION			EXC3415145	03/31/2021	03/31/2022	EACH OCCURRENCE AGGREGATE	$10,000,000 $10,000,000
B A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WLRC67819299 AOS WLRC67819251 CA, MA	03/31/2021 03/31/2021	03/31/2022 03/31/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
D	E&O-PL-XS			W1B173210601 Professional Liability SIR applies per policy terms & conditions	03/31/2021	03/31/2022	Per Claim SIR	$10,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS IS INCLUDED AS ADDITIONAL INSURED IN ACCORDANCE WITH THE POLICY PROVISIONS OF THE AUTOMOBILE LIABILITY POLICY.

CERTIFICATE HOLDER

HIGHLANDS COUNTY BOARD OF
COUNTY COMMISSIONERS
600 SOUTH COMMERCE AVENUE
SEBRING FL 33870 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central Inc.

Holder Identifier :

Certificate No : 570086876730

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AGENCY CUSTOMER ID: 570000073826
LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Aon Risk Services Central, Inc.	American Medical Response
POLICY NUMBER: See Certificate Number: 570086876730	
CARRIER: See Certificate Number: 570086876730 / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	WORKERS COMPENSATION							
C		N/A		SCFC67819330 WI Paid Loss Retro	03/31/2021	03/31/2022		
A		N/A		WCUC67819378 OH-SIR SIR applies per policy terms & conditions	03/31/2021	03/31/2022		

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HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

NONEMERGENCY MEDICAL TRANSPORTATION LICENSURE

WHEREAS, Atlantic Palm Beach Ambulance, Inc. d/b/a AMR has applied for Class 1 Nonemergency Medical Transportation licensure in Highlands County to provide nonemergency medical transport to the citizens of the county who are confined to stretchers and wheelchairs and whose condition is such that these persons do not need, nor are likely to need, immediate medical attention during transport: and

WHEREAS, *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* has met all the requirements of Sections 5-52 thru 5-62 of the Code of Ordinances, Highlands County, Florida; and

WHEREAS, *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR*, has indicated that they will comply with all the requirements of Chapter 5 of the Code of Ordinances, Highlands County, Florida, that pertain to the class of service licensed, and will offer twenty-four-hour service to all of Highlands County.

NOW, THEREFORE, the Board of County Commissioners of Highlands County, Florida, do hereby issue a license to Atlantic Palm Beach Ambulance, Inc. d/b/a AMR, a Florida corporation d/b/a AMR for Class 1 Nonemergency Medical Transport for a period of two years. This license will become effective January 7, 2022, and will expire January 7, 2024, unless revoked by the Board of County Commissioners.

Attest: _____

Jerome Kaszubowski, Clerk of Courts, Highlands County Florida

_____

Kathleen G. Rapp, Chairman, Board of County Commissioners

Date: January 7, 2022

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

WHEREAS, *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR* applied for a Class 2 Basic Life Support and Class 3 Advanced Life Support Ambulance certificate of public convenience and necessity to provide Advanced Life Support interfacility transfers and, at the County's request, transport patients to a medical facility: and

WHEREAS, *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* has met all the requirements of Sections 5-52 thru 5-59 of the Code of Ordinances, Highlands County, Florida; and

WHEREAS, *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* has stated that it will provide twenty-four-hour service to all of the geographic areas of Highlands County, will continue to comply with all the requirements of Florida law, Part III of Chapter 401, Florida Statutes, Chapter 64J-1, Florida Administrative Code, the Code of Ordinances, Highlands County, Florida, and the requirements of any other state and federal agencies regulating emergency medical transportation services.

NOW, THEREFORE, the Board of County Commissioners of Highlands County, Florida, does hereby issue this Certificate of Public Convenience and Necessity to *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR*, for Class 3 Advanced Life Support Ambulance pursuant to the terms, conditions, and limitations of Chapter 5 of the Code of Ordinances, Highlands County, Florida, for the remaining period of that Certificate of Public Convenience and Necessity as set forth herein, subject to and conditioned upon the following requirements:

(1) *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* complies with all requirements of Florida law, Part III of Ch. 401, Florida Statutes, Chapter 64J-1, Florida Administrative Code, the Code of Ordinances, Highlands County, Florida, and the requirements of any other state or federal agencies regulating emergency medical transportation services.

(2) By acceptance of this certificate, Atlantic Palm Beach Ambulance, Inc. d/b/a AMR, agrees to indemnify the County and its elected officials, officers, employees, agents, and insurers, for all claims and losses arising out of the operations of *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* specifically including, but not limited to, all claims and losses arising out of, resulting from or related to employment, by *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* of off-duty full-time or part-time employees of the County.

(3) *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR*, satisfies its obligations stated in Section 5-58(c) of the Code of Ordinances, Highlands County, Florida, which are included herein by this reference.

(4) *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* is authorized to provide Basic and Advanced Life Support interfacility transfers between facilities described in Section 5-51 of the Code of Ordinances, Highlands County, Florida, and, at the County's request, transport patients to a medical facility subject to the terms, conditions, and limitations of Licensure by the State of Florida, and Divisions 1 and 2 of Article IV of Chapter 5 of the Code of Ordinances, Highlands County, Florida.

(5) *Atlantic Palm Beach Ambulance, Inc. d/b/a AMR,* shall provide the services herein authorized twenty-four hours each day to all geographic areas of Highlands County.

(6) This Certificate of Public Convenience and Necessity is effective January 7, 2022, and will expire January 7, 2024, unless earlier revoked by the Board of County Commissioners.

Attest: _____

Jerome Kaszubowski, Clerk of Courts, Highlands County Florida

_____

Kathleen G. Rapp, Chairman, Board of County Commissioners

Date: January 7, 2022

AFFIDAVIT OF PUBLICATION

HIGHLANDS NEWS-SUN
Published – Daily
SEBRING, HIGHLANDS COUNTY, FL

STATE OF FLORIDA,
COUNTY OF HIGHLANDS

Before the undersigned authority personally appeared Janet Emerson, who on oath says that she is an authorized employee of the Highlands News-Sun published at Sebring, in Highlands County, Florida;
NOTICE OF PUBLIC HEARING
TO CONSIDER ISSUANCE OF CERTIFICATE OF
PUBLIC CONVENIENCE AND NECESSITY
ATLANTIC PALM BEACH AMBULANCE, INC.
was published in said newspaper in the issues
JANUARY 2, 2022
Affiant further says that the said HIGHLANDS NEWS-SUN is a newspaper published at Sebring, in said Highlands County, Florida, and that the said newspaper has heretofore been continuously published in said Highlands County, Florida, and has been entered as second class, mail matter at the post office in Sebring, in said Highlands County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Janet Emerson

Sworn to and subscribed before me this 4th day of January, 2022

Romona D Washington

Notary Public

(Notary Stamp)

NOTARY PUBLIC STATE OF FLORIDA
ROMONA D WASHINGTON
Commission # GG 333543
Expires June 20, 2023
Bonded Thru Budget Notary Services

NOTICE OF PUBLIC HEARING TO CONSIDER ISSUANCE OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY NOTICE IS HEREBY GIVEN TO WHOM IT MAY CONCERN:

Notice is hereby given that the Highlands County Board of County Commissioners will hold a public hearing to consider the issuance of a Certificate of Public Convenience and Necessity described below, on January 18, 2020, at 9:00 a.m. or as soon thereafter as possible, in the Board Room of the County Commission Building, 600 Commerce Avenue, Sebring, Florida.

Highlands County Emergency Medical Service has received from ATLANTIC PALM BEACH AMBULANCE, INC. a foreign corporation d/b/a American Medical Response a private for-profit registered Florida corporation and licensed EMS service provider by the State of Florida Department of Health, an application for renewal of their Certificate of Public Convenience and Necessity (COPCN) to allow such services as are considered Class 1 nonemergency medical transport pursuant to Section 5-55 of the Code of Ordinances, Highlands County, Florida. The Class 1 nonemergency medical transport encompasses providing nonemergency transport services to persons who are confined to stretcher and/or wheelchair and whose condition is such that these persons do not need and are not likely to need basic life support or advanced life support during transport. The Class 2-Basic Life Support Ambulance class of service encompasses providing basic life support services on inter-facility transports The Class 3-Advanced Life Support Ambulance encompasses providing advanced life support services on inter-facility transports. Both classes of service may at the county's request transport patients to a medical facility and may render on-scene assistance to victims prior to transport. The applicant intends to serve the geographical area of Highlands County Florida, including all incorporated areas within that County.

A copy of this notice is available for public inspection during regular business hours in the office of the Clerk of the Board of County Commissioners at the Highlands County Government Center, 590 South Commerce Avenue, Sebring, Florida 33870. The application and further information on the application may be inspected by the public at the Highlands County Fire Rescue Services, 4506 Kenilworth Boulevard, Sebring, Florida 33870, between the hours of 8:00 A.M. and 5:00 P.M. Monday through Friday, except holidays. Inquiries or written testimony should be directed to Tim Eures, Deputy Chief, at that address or by phone at (863) 402-6630. Photocopies may be obtained at that location for fifteen cents ($0.15) per page, single sided, and twenty cents ($0.20) per page, double sided.

All interested persons may appear and be heard at the time and place specified above.

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

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This nondiscriminatory policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26, Florida Statutes, should contact Human Resources, ADA Coordinator, at (863) 402-6809 (voice), 863-402-6508 (TTY), or via Florida Relay Service 711, or by e-mail: HRbcc@highlandsfl.gov. Requests for CART or interpreter services should be made at least 24 hours in advance to permit coordination of the service.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA
By: Kathleen G. Rapp, Chair
ATTEST:
Jerome Kaszubowski, Clerk
Jan. 2, 2022

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Public Safety Director, Ellison L. Stearns**
SUBJECT/TITLE:	**Public Hearing to consider approval of Lifefleet Southeast, Inc. d/b/a American Medical Response's current Class 2 and 3 Certificate of Public Convenience and Necessity (COPCN)**

STATEMENT OF ISSUE

Lifefleet Southeast, Inc. d/b/a American Medical Response submitted its renewal of COPCN Class 2 -Basic Life Support Ambulance and Class 3 -Advanced Life Support Ambulance application to Highlands County Fire Rescue. The application was found complete and was publicly noticed on January 3, 2022 pursuant to Section 5-56(b) of the Code of Ordinances, Highlands County, Florida

RECOMMENDED ACTION

Move to approve Lifefleet Southeast, Inc. d/b/a American Medical Response's current Class 2 and 3 Certificate of Public Convenience and Necessity (COPCN).

FISCAL IMPACT

No fiscal impact

Attachments: Lifefleet application.pdf
Lifefleet COI.pdf
Lifefleet COPCN - Class 2 and 3 cert.pdf
Proof Lifefleet.pdf

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
DIVISION OF EMERGENCY MEDICAL SERVICES

APPLICATION
for
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

Type of Application: New____ Renewal_X_ Transport____ NonTransport____

Type of Service: (1) Non-emergency medical transportation____
(2) Basic Life Support ambulance_X_
(3) Advanced Life Support ambulance_X_
(4) Air Ambulance service____

1. Name of Service Lifefleet Southeast Inc. d/b/a American Medical Response

   Mailing Address 4531 Oak Fair Blvd City Tampa

   County Hillsborough State FL Zip Code 33610

   Business Phone Number (813) 885-7722 FAX Number (813) 441-8169

   Type of Ownership (i.e., Private, City, County, Volunteer, Etc.) Private

   Experience of Applicant See Attachment #1

2. Manager's Name Jessica Strout

3. Provide name(s) of Owner(s) or list all Officers, Directors and Shareholders (if a corporation).

NAME	ADDRESS	POSITION
Please refer to Attachment #2		

4. List the address and/or describe the location of your base station and all substations (attach separate sheet if needed). List hours of operation and staffing for each location.

   Please refer to Attachment #3

5. Describe the geographic area to be served by your service. Attach map showing area described, if necessary.
   Please refer to Attachment #4

6. Radio Frequencies Please refer to Attachment #5

Radio Call Number(s) Please refer to Attachment #5

7. Please list all hospitals or facilities with which you have direct radio communications (attach a separate sheet if needed).

FROM VEHICLE	FROM YOUR BASE STATION
Please refer to Attachment #6	

8. Does your communications system provide biotelemetry capability between your personnel and supervising physician(s)? Yes____ No____

9. Attach the following:

(7) ATTACHMENT #1 Description of the staffing patterns to assure compliance with staffing requirements set forth in 64E, Florida Administrative Code. Submit a personnel roster of EMTs and Paramedics.

(8) ATTACHMENT #2 Vehicle Roster

(9) ATTACHMENT #3 Vehicle Permit Applications

(10) ATTACHMENT #4 Insurance Verification (by copy of policy) - limits of coverage must be shown on policy. Must be current.

(11) ATTACHMENT #5 A statement of facts showing the demand or need for the proposed service.

(12) ATTACHMENT #6 A proposed schedule of rates, fares and charges, if any.

(13) ATTACHMENT #7 Copies of all certificates and/or licenses held by all personnel.

(14) ATTACHMENT #8 Copy of contract with medical director.

(15) ATTACHMENT #9 Agreement to comply with all state and county laws, ordinances, and regulations.

(16) ATTACHMENT #10 Evidence that the applicant is financially able to provide the service(s) described in the application.

AIR AMBULANCE APPLICANTS MUST ALSO ATTACH THE FOLLOWING: (1) Copy of aircraft liability coverage; (2) copy of medical liability coverage for each air medical crew member; (3) copy of each pilot's commercial license and current medical certificate. **IF YOU ARE NOT CURRENTLY LICENSED IN THIS STATE, A LICENSE MUST BE ISSUED BEFORE YOU MAY OPERATE IN THIS STATE.**

I, the undersigned representative of the above service, do hereby attest my service meets all of the requirements for operation of an ambulance service in the State as provided by Chapter 401, Part III, Florida Statutes, and 64E, Florida Administrative Code. I further acknowledge any discrepancies discovered by inspection will subject this service and its authorized representatives to corrective action. To the best of my knowledge, all statements on this application are true and correct.

Edward Badan
Signature

Regional Director
Position



Notary Seal

Notary Signature Jessica Strout Date 11/8/21

Rev. 08/2009

HIGHLANDS COUNTY, FLORIDA
DIVISION OF EMERGENCY MEDICAL SERVICES

APPLICATION FOR VEHICLE OR AIRCRAFT PERMIT

Name of Service Lifefleet Southeast Inc. d/b/a American Medical Response Date 11/8/2021

Address 4531 Oak Fair Blvd City Tampa

State Florida Zip Code 33610

1. TYPE OF APPLICATION: (Check all that apply)
   - ____ New Application
   - x Renewal
   - x Transport
   - ____ Non-Transport
   - x Non-Emergency Medical Transport
   - x Basic Life Support ambulance
   - x Advanced Life Support ambulance
   - ____ Air Ambulance Service

2. VEHICLE DATA: Please refer to Attachment #8

   Make _____ Model _____ Year _____

   Mileage _____ V.I.N. _____

   Florida Tag Number _____

3. AIRCRAFT DATA:

   Make _____ Model _____ Year _____

   FAA Registration/Tail Number _____

4. Enclose permit fee if applicable.

TO THE BEST OF MY KNOWLEDGE, ALL STATEMENTS ON THIS APPLICATION ARE TRUE AND CORRECT.

Edward Badam
Signature

Regional Director
Position

Date

Rev. 08/2009

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY): 11/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (866) 283-7122 **FAX (A/C. No.):** (800) 363-0105
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	ACE American Insurance Company	22667
INSURER B:	Indemnity Insurance Co of North America	43575
INSURER C:	ACE Fire Underwriters Insurance Co.	20702
INSURER D:	Lloyd's Syndicate No. 2623	AA1128623
INSURER E:	Great American Security Ins Co	31135
INSURER F:		

INSURED
Lifefleet South East, Inc.
DBA American Medical Response
4914 West Knox Street
Tampa FL 33309 USA

COVERAGES **CERTIFICATE NUMBER:** 570090237539 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			XSLG7248194A	03/31/2021	03/31/2022	EACH OCCURRENCE	$2,750,000
	CLAIMS-MADE X OCCUR			SIR applies per policy terms & conditions			DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
							MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$2,750,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$5,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,750,000
	OTHER:						SIR/Deductible	$250,000
A	AUTOMOBILE LIABILITY	Y		ISAH25545138	03/31/2021	03/31/2022	COMBINED SINGLE LIMIT (Ea accident)	$10,000,000
	X ANY AUTO						BODILY INJURY (Per person)	
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
	X $2,500 Coll Deductib X $2,500 Comp Deduct							
E	UMBRELLA LIAB X OCCUR			EXC3415145	03/31/2021	03/31/2022	EACH OCCURRENCE	$10,000,000
	X EXCESS LIAB CLAIMS-MADE						AGGREGATE	$10,000,000
	DED RETENTION							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WLRC67819299	03/31/2021	03/31/2022	X PER STATUTE OTHER	
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N/A		AOS				
A	If yes, describe under DESCRIPTION OF OPERATIONS below			WLRC67819251 CA, MA	03/31/2021	03/31/2022	E.L. EACH ACCIDENT	$1,000,000
							E.L. DISEASE-EA EMPLOYEE	$1,000,000
							E.L. DISEASE-POLICY LIMIT	$1,000,000
D	E&O-PL-XS			W1B173210601 Professional Liability SIR applies per policy terms & conditions	03/31/2021	03/31/2022	Per Claim	$10,000,000
							Aggregate	$10,000,000
							SIR	$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Highlands County Board of County Commissioners is included as additional insureds with respects to the auto liability policy as required by written contract.

CERTIFICATE HOLDER

/

Highlands County
Board of County Commissioners
600 South Commerce Avenue
Sebring FL 33870 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central, Inc.

Holder Identifier :

Certificate No : 570090237539

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AGENCY CUSTOMER ID: 570000073826
LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Aon Risk Services Central, Inc.	Lifefleet South East, Inc.
POLICY NUMBER: See Certificate Number: 570090237539	
CARRIER: See Certificate Number: 570090237539 / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	WORKERS COMPENSATION							
C		N/A		SCFC67819330 WI Paid Loss Retro	03/31/2021	03/31/2022		
A		N/A		WCUC67819378 OH-SIR SIR applies per policy terms & conditions	03/31/2021	03/31/2022		

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HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

WHEREAS, *Lifefleet Southeast Inc. d/b/a American Medical Response* applied for a Class 2 Basic Life Support Ambulance and a Class 3 Advanced Life Support Ambulance certificate of public convenience and necessity to provide Advanced Life Support interfacility transfers and, at the County's request, transport patients to a medical facility; and

WHEREAS, *Lifefleet Southeast Inc. d/b/a American Medical Response,* has met all the requirements of Sections 5-52 thru 5-59 of the Code of Ordinances, Highlands County, Florida; and

WHEREAS, *Lifefleet Southeast Inc. d/b/a American Medical Response*, has stated that it will provide twenty-four-hour service to all of the geographic areas of Highlands County, will continue to comply with all the requirements of Florida law, Part III of Chapter 401, Florida Statutes, Chapter 64J-1, Florida Administrative Code, the Code of Ordinances, Highlands County, Florida, and the requirements of any other state and federal agencies regulating emergency medical transportation services.

NOW, THEREFORE, the Board of County Commissioners of Highlands County, Florida, does hereby issue this Certificate of Public Convenience and Necessity to *Lifefleet Southeast Inc. d/b/a American Medical Response, a Florida for profit corporation d/b/a American Medical Response*, for Class 2 Basic Life Support Ambulance and Class 3 Advanced Life Support Ambulance pursuant to the terms, conditions, and limitations of Chapter 5 of the Code of Ordinances, Highlands County, Florida, for the remaining period of that Certificate of Public Convenience and Necessity as set forth herein, subject to and conditioned upon the following requirements:

(1) *Lifefleet Southeast Inc. d/b/a American Medical Response* complies with all requirements of Florida law, Part III of Ch. 401, Florida Statutes, Chapter 64J-1, Florida Administrative Code, the Code of Ordinances, Highlands County, Florida, and the requirements of any other state or federal agencies regulating emergency medical transportation services.

(2) By acceptance of this certificate, *Lifefleet Southeast Inc. d/b/a American Medical Response*, agrees to indemnify the County and its elected officials, officers, employees, agents, and insurers, for all claims and losses arising out of the operations of *Lifefleet Southeast Inc. d/b/a American Medical Response,* specifically including, but not limited to, all claims and losses arising out of, resulting from or related to employment, by *Lifefleet Southeast Inc. d/b/a American Medical Response,* of off-duty full-time or part-time employees of the County.

(3) *Lifefleet Southeast Inc. d/b/a American Medical Response* satisfies its obligations stated in Section 5-58(c) of the Code of Ordinances, Highlands County, Florida, which are included herein by this reference.

(4) *Lifefleet Southeast Inc. d/b/a American Medical Response,* is authorized to provide only Advanced Life Support interfacility transfers between facilities described in Section 5-51 of the Code of Ordinances, Highlands County, Florida, and, at the County's request, transport patients to a medical facility subject to the terms, conditions, and limitations of Licensure by the State of Florida, and Divisions 1 and 2 of Article IV of Chapter 5 of the Code of Ordinances, Highlands County, Florida.

(5) *Lifefleet Southeast Inc. d/b/a American Medical Response* shall provide the services herein authorized twenty-four hours each day to all geographic areas of Highlands County.

(6) This Certificate of Public Convenience and Necessity is effective January 7, 2022, and will expire January 7, 2024, unless earlier revoked by the Board of County Commissioners.

Attest: _____

Jerome Kaszubowski, Clerk of Courts, Highlands County Florida

_____

Kathleen G. Rapp, Chairman, Board of County Commissioners

Date: January 7, 2022

AFFIDAVIT OF PUBLICATION

HIGHLANDS NEWS-SUN
Published – Daily
SEBRING, HIGHLANDS COUNTY, FL

STATE OF FLORIDA,
COUNTY OF HIGHLANDS

Before the undersigned authority personally appeared Janet Emerson, who on oath says that she is an authorized employee of the Highlands News-Sun published at Sebring, in Highlands County, Florida;
NOTICE OF PUBLIC HEARING
TO CONSIDER ISSUANCE OF CERTIFICATE OF
PUBLIC CONVENIENCE AND NECESSITY
LIFEFLEET SOUTHEAST, INC.
was published in said newspaper in the issues
JANUARY 2, 2022
Affiant further says that the said HIGHLANDS NEWS-SUN is a newspaper published at Sebring, in said Highlands County, Florida, and that the said newspaper has heretofore been continuously published in said Highlands County, Florida, and has been entered as second class, mail matter at the post office in Sebring, in said Highlands County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Janet Emerson

Sworn to and subscribed before me this 4th day of January, 2022

Notary Public

(Notary Stamp)

NOTARY PUBLIC STATE OF FLORIDA
ROMONA D WASHINGTON
Commission # GG 333543
Expires June 20, 2023
Bonded Thru Budget Notary Services

NOTICE OF PUBLIC HEARING TO CONSIDER ISSUANCE OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY NOTICE IS HEREBY GIVEN TO WHOM IT MAY CONCERN:

Notice is hereby given that the Highlands County Board of County Commissioners will hold a public hearing to consider the issuance of a Certificate of Public Convenience and Necessity described below, on January 18, 2022, at 9:00 a.m. or as soon thereafter as possible, in the Board Room of the County Commission Building, 600 Commerce Avenue, Sebring, Florida.

Highlands County Emergency Medical Service has received from Lifefleet Southeast, Inc. d/b/a American Medical Response, a private for-profit registered Florida corporation and licensed EMS service provider by the State of Florida Department of Health, an application for renewal of their Certificate of Public Convenience and Necessity (COPCN) to allow such services as are considered The Class 2-Basic Life Support Ambulance class of service encompasses providing basic life support services on inter-facility transports. The Class 3-Advanced Life Support Ambulance encompasses providing advanced life support services on inter-facility transports. All classes of service may at the county's request transport patients to a medical facility and may render on-scene assistance to victims prior to transport. The applicant intends to serve the geographical area of Highlands County Florida, including all incorporated areas within that County.

A copy of this notice is available for public inspection during regular business hours in the office of the Clerk of the Board of County Commissioners at the Highlands County Government Center, 590 South Commerce Avenue, Sebring, Florida 33870. The application and further information on the application may be inspected by the public at the Highlands County Fire Rescue, 4506 Kenilworth Boulevard, Sebring, Florida 33870, between the hours of 8:00 A.M. and 5:00 P.M. Monday through Friday, except holidays. Inquiries or written testimony should be directed to Tim Eures, Deputy Chief, at that address or by phone at (863) 402-6630. Photocopies may be obtained at that location for fifteen cents ($0.15) per page, single sided, and twenty cents ($0.20) per page, double sided.

All interested persons may appear and be heard at the time and place specified above.

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

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This nondiscriminatory policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26, Florida Statutes, should contact Sherri Bennett, ADA Coordinator, at (863) 402-6509 (voice), 863-402-6508 (TTY), or via Florida Relay Service 711, or by e-mail: HRbcc@highlandsfl.gov. Requests for CART or interpreter services should be made at least 24 hours in advance to permit coordination of the service.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA
By: Kathleen G. Rapp, Chair
ATTEST:
Jerome Kaszubowski, Clerk
Jan. 2, 2022

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Melony Culpepper, Planning and Zoning Manager**

SUBJECT/TITLE: **Public hearing to consider adoption of Large Scale Plan Amendment for Text Amendments to the Highlands County 2030 Comprehensive Plan, CPA-21-592LS, pertaining to the addition of a Property Rights Element.**

STATEMENT OF ISSUE

On October 19, 2021, the Board approved CPA-21-592LS for transmittal to the Florida Department of Economic Opportunity (DEO) for expedited state review. During DEO's review, they raised a comment regarding the County's proposed Property Rights Element; specifically that "Goal 1 states that 'To provide a framework for ensuring that private property rights are considered during the Highlands County decision-making process concerning land use and zoning matters.' Prior to adoption, the proposed amendment must be revised to indicate the County will consider private property rights in all local decision making in accordance with Section 163.3177(6)(i)1., F.S."

Staff consulted the County Attorney for the appropriate modification to the Property Rights Element. Attached please a red-lined version of the proposed Property Rights Element.

RECOMMENDED ACTION

Move to approve and adopt by Ordinance 21-22-04, Large Scale Plan Amendment CPA-21-592LS adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan for transmittal to the Florida Department of Economic Opportunity for compliance determination.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report CPA-21-592LS Property Rights Element BCC Adoption.pdf
Red-Lined Property Rights Element BCC Adoption.pdf
Ordinance CPA-21-592LS Property Rights Element BCC Adoption.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Comprehensive Plan Amendment	**BCC Hearing Date:** 1/18/2022
Case Number: CPA-21-592LS	**Case Name:** Property Rights Element
Public Hearing: BCC	**Case Staff Member:** Melony Culpepper

Amendment: Comprehensive Plan Text Amendment

Proposal: Include a Property Rights Element

Area Covered
By Amendment: County-wide

Staff Recommendations and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC):** Move to approve and adopt by Ordinance 21-22-04, Large Scale Plan Amendment CPA-21-592LS adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan for transmittal to the Florida Department of Economic Opportunity for compliance determination.

2. **Excerpt from the October 19, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "9.A. Public hearing to consider transmittal to the Florida Department of Economic Opportunity of a Large-Scale Plan Amendment for Text Amendments to the Highlands County 2030 Comprehensive Plan, CPA-21-592LS, pertaining to the addition of a Property Rights Element.** Melony Culpepper, Planner & Zoning 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. Ms. Culpepper read the caption of the ordinance into the record.

   Chairman Kirouac opened the floor for public comment. Input was not provided.

   Commissioner Tuck moved to approve Large Scale Plan Amendment CPA-21-592LS, adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan, for transmittal to the Florida Department of Economic Opportunity for expedited state review. Commissioner Roberts seconded the motion.
   Upon roll call, all Commissioners voted aye. The motion carried.

3. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve Large Scale Plan Amendment CPA-21-592LS adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan for transmittal to the Florida Department of Economic Opportunity for expedited state review.

4. **Staff Recommendation to the P&Z:** Recommend to the Board of County Commissioners (BCC) to approve Large Scale Plan Amendment CPA-21-592LS adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan for transmittal to the Florida Department of Economic Opportunity for expedited state review.

5. **Excerpt from the September 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "A. HEARING NUMBER CPA-21-592LS – PROPERTY RIGHTS ELEMENT TEXT AMENDMENT TO THE HIGHLANDS COUNTY 2030 COMPREHENSIVE PLAN – MELONY CULPEPPER, PLANNING AND ZONING MANAGER** Mr. Roberts read the request, and Mrs. Culpepper presented the request. There were no letters received; no one spoke in favor or against the request.

   Motion by Mrs. Hunnicutt and seconded by Mr. Reed to recommend to the Board of County Commissioners (BCC) to approve the Large Scale Plan Amendment CPA-21-592LS adding a Property Rights Element to the Highlands County 2030 Comprehensive Plan for transmittal to the Florida Department of Economic Opportunity for expedited state review.

   Upon roll call, all members voted yes. Motion carried 7-0.

Supplemental Material/Issue Analysis Report:

1. **Request:** To consider adoption of the proposed text amendments to the Highlands County 2030 Comprehensive Plan.

   The Florida Legislature adopted House Bill (HB) 59, which requires local governments to adopt a property rights element into their comprehensive plan to ensure that private property rights are considered in local decision-making. The text of the bill is as follows:

   A local government may adopt its own property rights element or use the following statement of rights:

   The following rights shall be considered in local decision-making:

   1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

4. The right of a property owner to dispose of his or her property through sale or gift.

2. Comments from reviewing agencies:

DEO: The Department of Economic Opportunity is raising a comment regarding the County's proposed Property Rights Element. Section 163.3177(6)(i)1., F.S. (Ch. 2021-195, Laws of Fla.), requires each local government to include a property rights element in its comprehensive plan. Proposed Amendment 21-02ESR adds a "Property Rights Element" (Goal, Objective 1, and Policies 1.1, 1.2, 1.3 and 1.4) to the Highlands County Comprehensive Plan. Goal 1 states that "To provide a framework for ensuring that private property rights are considered during the Highlands County decision-making process concerning land use and zoning matters." Prior to adoption, the proposed amendment must be revised to indicate the County will consider private property rights in all local decision making in accordance with Section 163.3177(6)(i)1., F.S. To ensure adopted language does not conflict, the Department recommends that the local government consult its legal department.

3. Analysis:

Staff consulted the County Attorney for the appropriate modification to the Property Rights Element.

PROPERTY RIGHTS ELEMENT

GOAL: To provide a framework for ensuring that private property rights are considered in local decision making. ~~the adoption of all rules, regulations, programs and/or decision making processes, which are adopted under the authority of Florida's Community Planning Act.~~

OBJECTIVE 1: Highlands County will recognize and respect all judicially acknowledged and constitutionally protected private property rights.

Policy 1.1: Highlands County will consider in its decision-making the right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

Policy 1.2: Highlands County will consider in its decision-making the right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

Policy 1.3: Highlands County will consider in its decision-making the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy 1.4: Highlands County will consider in its decision-making the right of a property owner to dispose of his or her property through sale or gift.

ORDINANCE NO. 21-22-04

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY PERTAINING TO THE PROPERTY RIGHTS ELEMENT TEXT AMENDMENT TO THE HIGHLANDS COUNTY COMPREHENSIVE PLAN 2030; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF COMPREHENSIVE PLAN TEXT AMENDMENT; PROVIDING FOR TRANSMITTAL OF AMENDMENT; PROVIDING FOR IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE, LEGAL STATUS OF PLAN AMENDMENT AND INCORPORATION INTO COMPREHENSIVE PLAN.

WHEREAS, Highlands County is committed to planning and managing the future growth of the unincorporated areas of the County; and

WHEREAS, Florida Statutes, Section 163.3167, requires that Highlands County maintain a Comprehensive Plan to guide its future development and growth; and

WHEREAS, Highlands County has the authority to amend its Comprehensive Plan pursuant to Florida Statutes, Chapter 163, Part II; and

WHEREAS, the purpose of this Ordinance is to amend the Highlands County Comprehensive Plan to include a property rights element; and

WHEREAS, the Highlands County Planning and Zoning Commission has been duly designated as the Local Planning Agency of the County and in such capacity conducted a duly noticed public hearing on September 14, 2021 to receive public comments on the proposed text amendment to the Highlands County Comprehensive Plan 2030; and

WHEREAS, on October 19, 2021, the Board of County Commissioners conducted a duly noticed public hearing to consider the public comments and receive the recommendations of the Planning and Zoning Commission; and

WHEREAS, Highlands County has complied with all requirements and procedures under Florida law in adopting the subject element to the Highlands County Comprehensive Plan 2030.

NOW, THEREFORE, BE IT ORDAINED by Highlands County, Florida, as follows:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. Highlands County has complied with all requirements and procedures of Florida law in processing this Ordinance. The above recitals are hereby adopted.

SECTION 2. APPROVAL OF COMPREHENSIVE PLAN TEXT AMENDMENT. The Highlands County Comprehensive Plan 2030 is hereby amended to include the Property Rights Element attached hereto as **EXHIBIT "A".**

SECTION 3. TRANSMITTAL OF AMENDMENTS. The County Administrator or a designee thereof is hereby directed to transmit the amendments to the Highlands County Comprehensive Plan 2030 to all necessary reviewing agencies pursuant to Florida Statutes, Section 163.3184.

SECTION 4. IMPLEMENTING ADMINISTRATIVE ACTIONS. The County Administrator is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 5. SAVINGS CLAUSE. All prior actions of Highlands County pertaining to the Highlands County Comprehensive Plan 2030, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 6. NON-CODIFICATION AND SCRIVENER'S ERRORS. The provisions of this Ordinance shall not be codified in the Board of County Commissioners of Highlands County Code of Ordinances. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 7. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 8. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 9. EFFECTIVE DATE, LEGAL STATUS OF PLAN AMENDMENT AND INCORPORATION INTO COMPREHENSIVE PLAN.

A. The effective date of the Comprehensive Plan Amendment adopted by this Ordinance shall be 31 days after the Florida Department of Economic Opportunity notifies the County that the plan amendment package is complete or, if timely challenged, the date the Florida Department of Economic Opportunity or the Administration Commission enters a final order determining the adopted amendments to be in compliance as set forth in Florida Statutes, Section 163.3184.

B. Upon the effective date of the Comprehensive Plan Amendment adopted by this Ordinance, said Amendment shall be incorporated into the Highlands County Comprehensive Plan 2030 and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

DONE AND ADOPTED this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY, FLORIDA

(SEAL)

By:_____
Kathleen G. Rapp, Chair

ATTEST_____
Jerome Kaszubowski, Clerk

EXHIBIT “A”
Property Rights Element

PROPERTY RIGHTS ELEMENT

GOAL: To provide a framework for ensuring that private property rights are considered in local decision making.

OBJECTIVE 1: Highlands County will recognize and respect all judicially acknowledged and constitutionally protected private property rights.

Policy 1.1: Highlands County will consider in its decision-making the right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

Policy 1.2: Highlands County will consider in its decision-making the right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

Policy 1.3: Highlands County will consider in its decision-making the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy 1.4: Highlands County will consider in its decision-making the right of a property owner to dispose of his or her property through sale or gift.

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Melony Culpepper, Planning and Zoning Manager**

SUBJECT/TITLE: **Public hearing to consider adoption of P&Z Hearing No. 2088, modifying the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) for 29 parcels, and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) for 8 parcels, spread throughout the Covered Bridge Community.**

STATEMENT OF ISSUE

The Applicant is requesting to modify the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD). Currently, the front yard requirement for single family homes and duplexes is 25 feet. The Applicant is requesting a reduced front yard requirement of 10 feet for the purpose of constructing open carports. The FUD conditions will allow the reduction of the front yard requirement for open carports only.

The same request was approved for a total of 101 lots spread throughout the Covered Bridge Community in 2018 and February 2021.

The Planning and Zoning Commission recommended approval of P&Z Hearing No. 2088 as presented.

RECOMMENDED ACTION

Move to approve and adopt by Resolution, P&Z Hearing No. 2088, modifying the existing M-1 FUD for 29 parcels, and the existing R-2 FUD for 8 parcels, spread throughout the Covered Bridge Community, to allow carports to encroach into the minimum 25-foot front yard setback by up to 15 feet, referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report P&Z 2088 for BCC Covered Bridge.pdf
Application P&Z 2088 - Covered Bridge.pdf
Resolution P&Z 2088 - Covered Bridge Community - M-1 FUD.pdf
Resolution P&Z 2088 - Covered Bridge - R-2 FUD.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Rezone	**BCC Hearing Date:** 1/18/2022
Case Number: P&Z 2088	**Case Name:** Covered Bridge Modification to Front Yard Requirements Part III
Agent: Covered Bridge Community c/o William Fowler	**Property Owners:** Multiple Owners of 37 parcels
Public Hearing: BCC	**Case Staff Member:** Melony Culpepper

Request: Modifying the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) for 29 parcels, and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) for 8 parcels, spread throughout the Covered Bridge Community. The Applicant is requesting a reduction to the front yard requirement from 25 feet to 10 feet to allow an open carport on each of the 37 parcels.

General Location: Located west of US 27, on the north side of Lake Francis Road, Lake Placid, FL; and abbreviated legal as follows: 37 parcels spread throughout the Covered Bridge Community, totaling an approximate 5.25-acres located in Section 15, Township 36 South, Range 29 East, Highlands County, Florida.

PARCEL IDs: See Exhibit 1

Staff Recommendations and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Resolution, P&Z Hearing No. 2088, modifying the existing M-1 FUD for 29 parcels, and the existing R-2 FUD for 8 parcels, spread throughout the Covered Bridge Community, to allow carports to encroach into the minimum 25-foot front yard setback by up to 15 feet, referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the P&Z:** Recommend to the Board of County Commissioners (BCC) to approve and adopt by Resolution, P&Z Hearing No. 2088, modifying the existing M-1 FUD for 29 parcels, and the existing R-2 FUD for 8 parcels, spread throughout the Covered Bridge Community, to allow carports to encroach into the minimum 25-foot front yard setback by up to 15 feet, referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "<u>A. HEARING NUMBER P&Z 2088 – COVERED BRIDGE COMMUNITY C/O WILLIAM FOWLER</u>** 37 parcels spread throughout the Covered Bridge community, totaling approximately 5.25 acres, located west of US 27, on the north side of Lake Francis Road, Lake Placid, Florida; and abbreviated legal as follows: 37 parcels spread throughout the Covered Bridge community, totaling approximately 5.25 acres, located in Section 15, Township 36 South, Range 29 East, Highlands County, Florida.

The Applicant is requesting to modify the existing Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) for 29 parcels and the existing Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) for 8 parcels. The applicant is requesting a reduction to the front setback from 25 feet to 10 feet to allow an open carport. Mr. Roberts read the request and Mrs. Culpepper presented the request. There were no letters received in favor, and one letter received in objection for lots that are not included in this request; no one in the audience spoke for or against the request.

Motion by Mr. Ingler and seconded by Mrs. Hunnicutt to recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z Hearing No. 2088, modifying the existing M-1 FUD for 29 parcels, and the existing R-2 FUD for 8 parcels, spread throughout the Covered Bridge Community, to allow carports to encroach into the minimum 25-foot front yard setback by up to 15 feet, referencing the mandatory findings of fact and becoming effective as provided by law.

Upon roll call, all members voted yes. **Motion carried 7-0."**

<u>Supplemental Material/Issue Analysis Report:</u>

1. **Request:** The matter for consideration is for a modification to the existing M-1 FUD and R-2 FUD for 37 parcels in the Covered Bridge Community. The Applicant is requesting a reduced front yard setback of 10 feet for the purpose of constructing carports only.

   The same request was approved for a total of 101 lots spread throughout the Covered Bridge Community in 2018 and February 2021.

2. **Existing Use Analysis:**

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Single-Family Residences (SFR) /Duplexes	High Density Residential (RH)	M-1 FUD/R-2 FUD
Adjacent Property to the North	Vacant/SFR/Misc./ Mobile Home	Agriculture (AG)/ Medium Density Residential (RM)	Agricultural District (AU)

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Adjacent Property to the South	SFR	AG	Residential District (R-1)
Adjacent Property to the East	Miscellaneous/ Orange Grove	AG/Low Density Residential (RL)	AU/ Estate District (EU)
Adjacent Property to the West	Vacant	AG	R-1

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Policies: 1.1, General Growth Management Strategy; Policy 1.2.D.4, High Density Residential (RH).

Zoning… Highlands County Land Development Regulations (LDRs): Section 12.05.220: Mobile Home Subdivisions District (M-1), Section 12.05.212: Two-Family Dwelling District (R-2), and Section 12.05.291: Flexible Unit Development District (FUD).

4. Department Analysis and Comments of Petitioner's Proposal:

4.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Engineering Department: No objection.

Zoning Division: The staff has no objection to this request.

Florida Department of Health: No objection.

Sebring Airport Authority (SEF): Location is 8 miles southwest of SEF; proposed objects 200-ft or less in height would not require a Form 7460 at this location. No impact to SEF.

4.B. The following Departments, Divisions, and Agencies offered no comment: Highlands County Natural Resources.

4.C. The following Departments, Divisions, and Agencies did not respond: Florida Department of Environmental Protection, Florida Department of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

5.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 70 and 85 feet.
2. **Soils:** The soils underlying the site are *Archbold, Astatula, Duette, Myaka, and Samsula Muck.*
   Archbold – this soil is nearly level to gently sloping and moderately well drained. The available water capacity is very low. The water table is within 40-60 inches during the summer rainy season and recedes to a lower depth the rest of year.
   Astatula – this soil is nearly level to moderately sloping and excessively drained. The available water capacity is very low. Depth to water table is more than 80 inches.
   Duette – this soil is nearly level and moderately well drained. The available water capacity is very low. The water table is at a depth of 48 to 72 inches for 1 to 4 months during the summer rainy season and recedes to a lower depth during the rest of the year.
   Myaka – this soil nearly level and poorly drained. The water table is at a depth of less than 12 inches during the summer rainy season. Generally, it is at a depth of 12 to 40 inches during the rest of the year, however, during extended dry periods, the water table recedes to a depth of more than 40 inches.
   Samsula Muck – this soil is nearly level and very poorly drained. The available water capacity is high. Under natural conditions this soil is ponded 6 to 9 months in most years. The water table is at a depth of 10 inches or less for the rest of the year.
3. **Surface Waters:** The subject parcel has no surface water areas.
4. **Vegetative Cover:** The site has been cleared of native vegetation.

5.B. Zoning Analysis:

1. **Current Use of Land:** There are currently single-family dwellings and duplexes existing on the site.
2. **Current Zoning Designation:** The site has a zoning designation of M-1 FUD and R-2 FUD.
3. **Proposed Zoning Designation:** The proposed zoning designation is M-1 FUD and R-2 FUD.
4. **Current Population Yield:** The current zoning allows up to 1 dwelling unit per property. The parcel would currently carry a potential population yield of 85 persons; 37 properties x 1 dwelling unit = 37 dwelling units; 37 dwelling units x 2.3 persons = 85.1 persons.
5. **Proposed Population Yield:** There is no proposed change to the number of dwelling units, which would result in no change to the population yield.
6. **The Applicant's proposed development program:** The property is currently comprised of single-family dwellings and duplexes for persons aged 55 years and older. The proposed modification will reduce the front yard requirements to permit construction of carports for the residents.

5.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Plan indicates that the site contains Xeric Upland, Cutthroat Seep, and Wetland

habitats. The purpose of this modification to the existing M-1 FUD and R-2 FUD is to reduce the front yard requirements to allow the construction of carports onto existing single-family dwellings and duplexes. Each parcel has been developed, and any potential habitats have already been impacted. Pursuant to Natural Resource Element Policy 3.3. of the Highlands County 2030 Comprehensive Plan, the Applicant **is not required** to obtain Environmental Clearance at the time of development.

2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.
4. **Floodplains (FEMA designation):** The property has a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, and a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, but with a 0.2% annual chance flood hazard, as depicted on the Flood Insurance Rate Map Community Panel Number **12055C00356C**, effective November 18, 2015.
5. **Military Airport Zones (MAZ):** The property is not located within a MAZ as designated by Section 12.12.800 of the Highlands County LDRs.
6. **Wellhead Protection Zones:** The property is not located within the Zone of Exclusion but is located within the Zone of Control as defined by Infrastructure Policy 6.6. of the Comprehensive Plan. The proposed development shall be required to comply with Section 12.12.301.B. of the Highlands County LDRs.
7. **Airport Surface Areas:** The property is not located within any of the defined surface areas as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

5.D. Public Facilities and Services:

1. **Potable Water:** The property is served by an off-site central potable water system provided by HC Waterworks.
2. **Central Wastewater:** The property is served by an off-site central wastewater system provided by HC Waterworks.
3. **Solid Waste:** The property is serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site is currently developed on non-County maintained roads within the Covered Bridge Community. The community utilizes Lake Francis Road and Peachtree Drive, which are County maintained, for vehicular access.
5. **Railroad Access:** There is no railroad access.
6. **Recreation:** The proposed modification will not require the need for additional recreation.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

5.E. Traffic Impacts: Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is not** required at the time of development.

5.F. Schools: The proposed modification will not generate student impacts to the school district.

5.G. Airports: The subject property is located approximately 17.35 miles southeast of the Avon Park Executive Airport and 7.5 miles southwest of the Sebring Regional Airport.

6. Mandatory Findings of Fact:

Use Consistency Finding: The proposed zoning change **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed zoning change **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed zoning change.

Historical and Archaeological Clearance: The proposed zoning change **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Resolution, P&Z Hearing No. 2088, modifying the existing M-1 FUD for 29 parcels, and the existing R-2 FUD for 8 parcels, spread throughout the Covered Bridge Community, totaling an approximate 5.25-acres, to allow carports to encroach into the minimum 25-foot front yard setback by up to 15 feet, referencing the mandatory findings of fact and becoming effective as provided by law.

Attachments:

Exhibit 1: Parcel List
Exhibit 2: Location Map
Exhibit 3: Aerial Map
Exhibit 4: Zoning Map
Exhibit 5: Site Photographs

Exhibit 1:

Parcel	Name	Address	Zoning
C-15-36-29-060-0100-0010	Marlene Blazey	132 Parkview Circle	M-1 FUD
C-15-36-29-060-0100-0020	Doug & Rose Jolman	134 Parkview Circle	M-1 FUD
C-15-36-29-060-0100-0240	Rod & Pamela Overpeck	7 Hillcrest St	M-1 FUD
C-15-36-29-060-0100-0030	Philip Howarth	136 Parkview Circle	M-1 FUD
C-15-36-29-060-0100-0320	Phyllis Saunders	39 Jasmine St	M-1 FUD
C-15-36-29-060-0100-0470	Gerald Burse	75 Jasmine St	M-1 FUD
C-15-36-29-060-0100-0490	McQueen Small	79 Jasmine	M-1 FUD
C-15-36-29-060-0100-0500	Doug Horne	81 Jasmine St	M-1 FUD
C-15-36-29-060-0100-0110	Susan Compton	152 Parkview Circle	M-1 FUD
C-15-36-29-060-0100-0270	William & Robin Jones	13 Hillcrest St	M-1 FUD
C-15-36-29-060-0100-0260	Gil & Rachael Hodges	11 Hillcrest St	M-1 FUD
C-15-36-29-060-0120-0100	Patty Hynes	64 Jasmine St	M-1 FUD
C-15-36-29-060-0120-0020	Debbra Monk	80 Jasmine St	M-1 FUD
C-15-36-29-060-0120-0280	Eric & Mary Jensen	36 Jasmine St	M-1 FUD
C-15-36-29-060-0120-0090	Ernest & Linda Hall	66 Jasmine St	M-1 FUD
C-15-36-29-060-0040-0140	Bill Backus	181 Woodside Drive	M-1 FUD
C-15-36-29-060-0040-0020	Mike Dooley	102 Oak Grove	M-1 FUD
C-15-36-29-060-0040-0170	Phyllis Klase	187 Woodside Dr	M-1 FUD
C-15-36-29-060-0050-0100	Patricia Triggs	119 Oak Grove St	M-1 FUD
C-15-36-29-060-0060-0130	Bob Weeks	117 Edgewater Dr	M-1 FUD
C-15-36-29-060-0060-0140	Sharon Dougan	115 Edgewater Dr S	M-1 FUD
C-15-36-29-060-0060-0150	Violet Tuttle	113 Edgewater Dr S	M-1 FUD
C-15-36-29-060-0060-0210	Carol Corah	101 Edgewater Dr S	M-1 FUD
C-15-36-29-060-0070-0020	Cliff Hangley & Tom Lilly (Kratt)	12 Hillcrest Street	M-1 FUD
C-15-36-29-060-0090-0020	Ann Downard	103 Jasmine St	M-1 FUD
C-15-36-29-060-0090-0300	Carol Jones	106 Parkview Circle	M-1 FUD
C-15-36-29-060-0090-0410	Yuana Eads	128 Parkview Circle	M-1 FUD
C-15-36-29-060-0090-0400	Norman Boucher	126 Parkview Circle	M-1 FUD
C-15-36-29-061-0000-0400	Angela Irvin	12 Jasmine St	M-1 FUD
C-15-36-29-060-0010-0300	Alberta Vasilake	132 Woodside Dr	R-2 FUD
C-15-36-29-060-0010-0320	Nathaile Hurford	144 Woodside Drive	R-2 FUD
C-15-36-29-060-0010-0390	Wanda Dickson	158 Woodside Dr	R-2 FUD
C-15-36-29-060-0010-0410	Don Haverkamp	162 Woodside Drive	R-2 FUD

Parcel	Name	Address	Zoning
C-15-36-29-060-0070-0140	Danny Brabson	17 Jasmine St	R-2 FUD
C-15-36-29-060-0080-0250	James & Carol Jewart	10460 High Grove Ave	R-2 FUD
C-15-36-29-060-0080-0270	John & Carole Pettinger	10470 High Grove Avenue	R-2 FUD
C-15-36-29-060-0090-0180	Tim Hertel	10439 High Grove Ave	R-2 FUD

Exhibit 2:

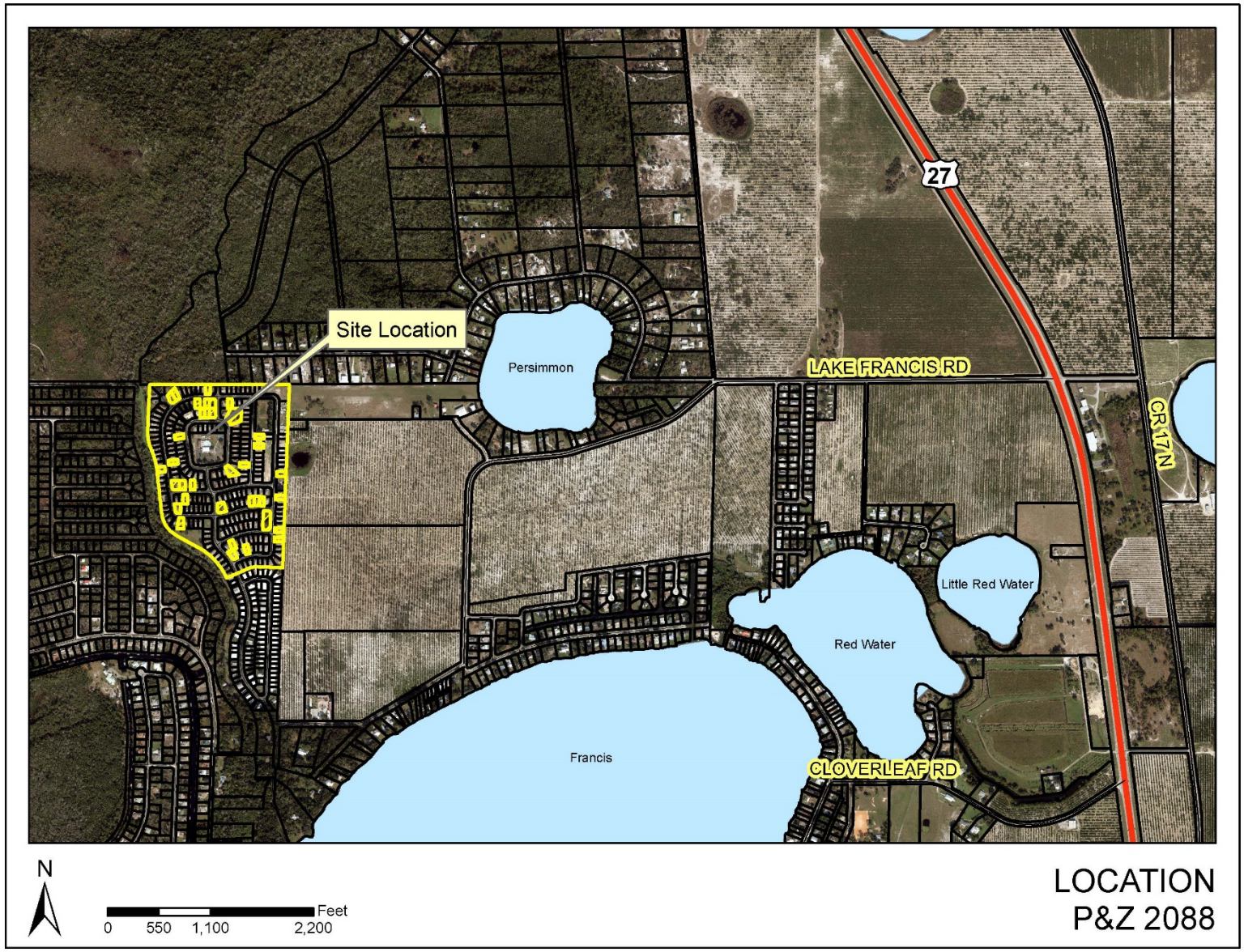

Site Location
Persimmon
LAKE FRANCIS RD
27
CR 17 N
Little Red Water
Red Water
Francis
CLOVERLEAF RD
N
0 550 1,100 2,200
Feet
LOCATION
P&Z 2088

Exhibit 3:

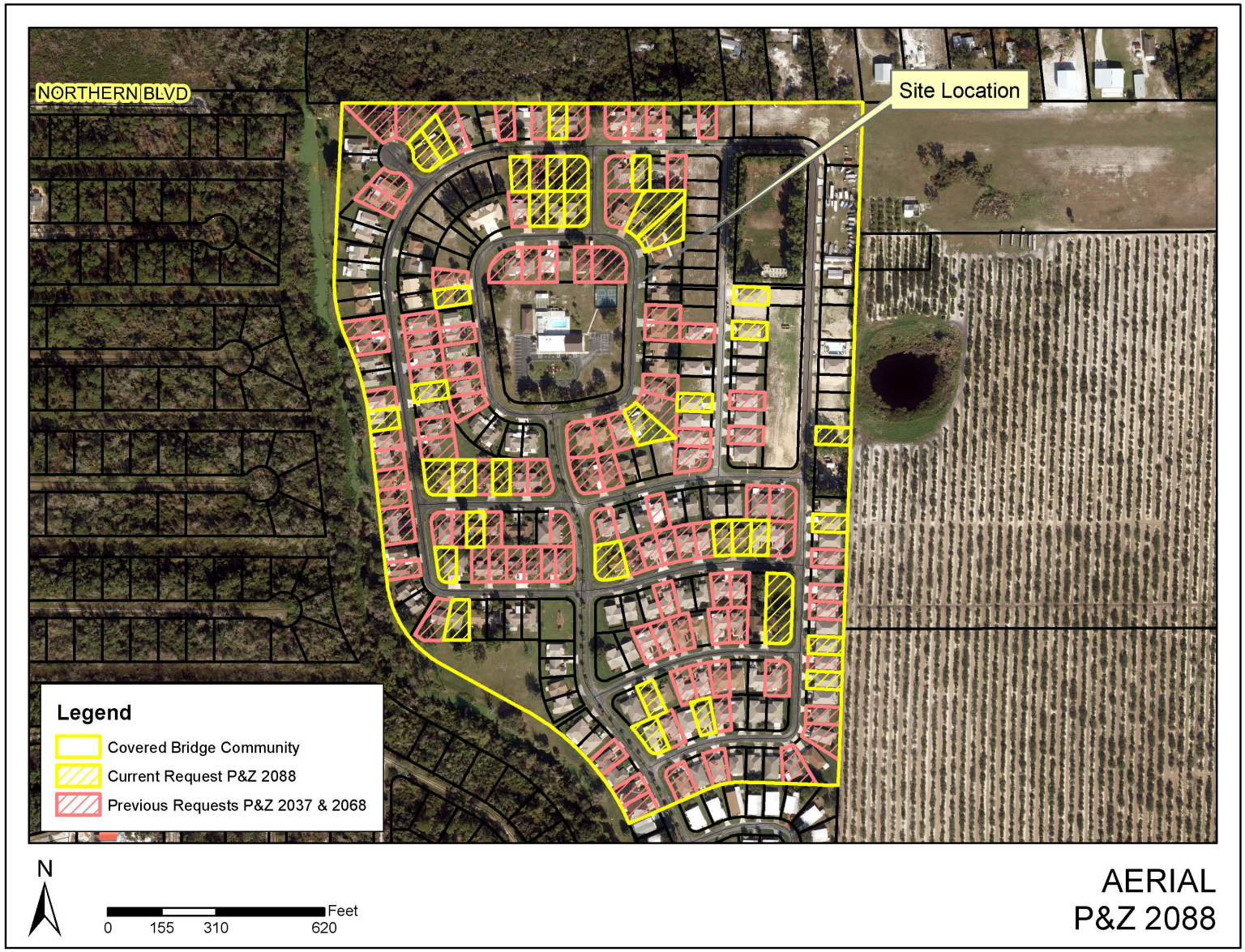

NORTHERN BLVD
Site Location
Legend
Covered Bridge Community
Current Request P&Z 2088
Previous Requests P&Z 2037 & 2068
N
0
155
310
620
Feet
AERIAL
P&Z 2088

Exhibit 4:

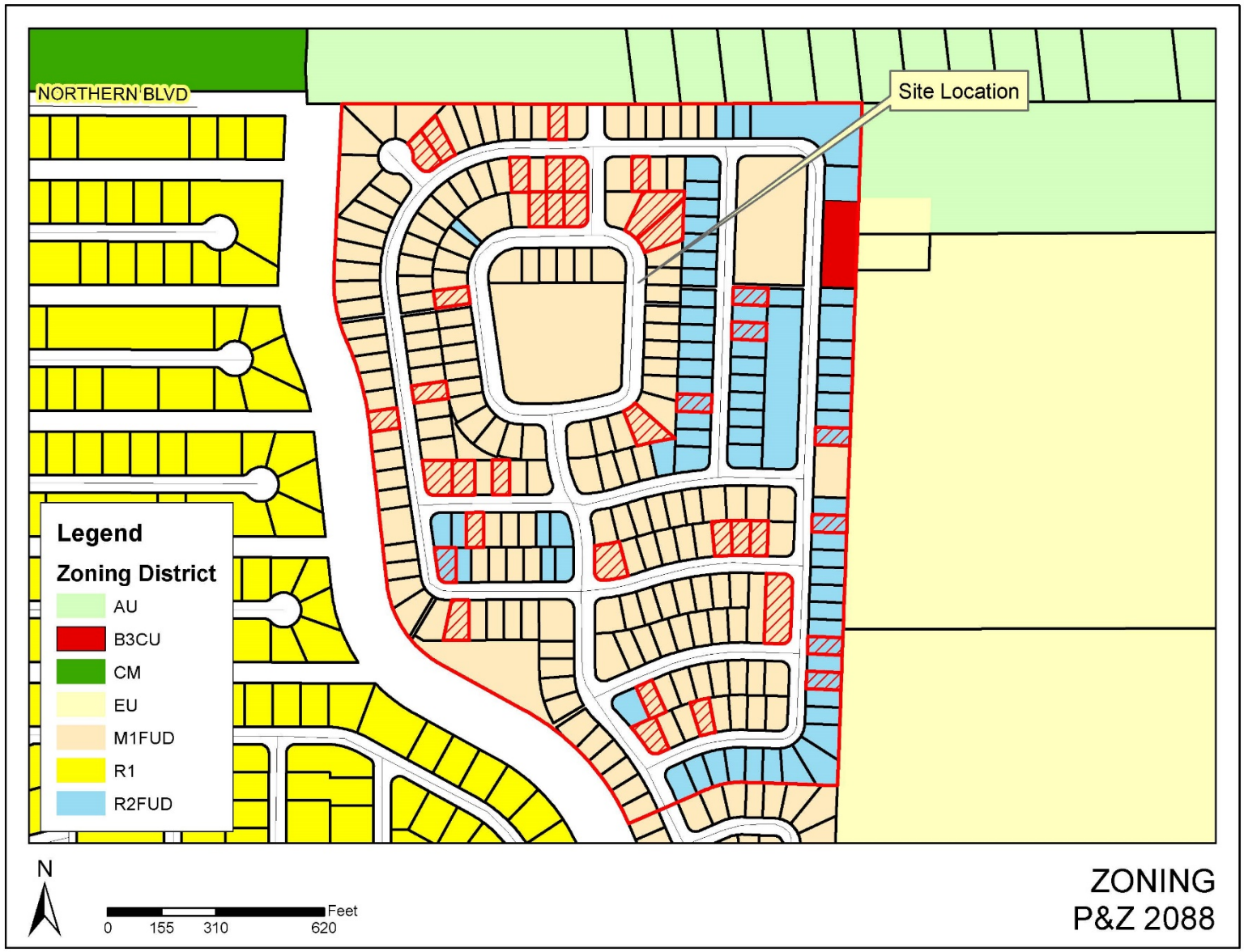

NORTHERN BLVD
Site Location
Legend
Zoning District
AU
B3CU
CM
EU
M1FUD
R1
R2FUD
N
0
155
310
620
Feet
ZONING
P&Z 2088

Exhibit 5:


SPEED LIMIT 20
WARNING
COVERED BRIDG
55+ DEED RESTRICTED COMMUNITY
12/17/2020


12/17/2020

Highlands County, Florida
Zoning Change Application

Zoning change from: M-1 FWD / M-2 FWD
Zoning change to: M-1 FWD / M-2 FWD

Note: *Do not leave any blank lines; if something does not apply, indicate that it is not applicable by using N/A*

****

SECTION I: STAFF USE ONLY:

P&Z Hearing Number: 2088 **Date of Application:** 9/15/2021
Amount of Fee: $ 1,950.00 **Receipt No.:** 21090007 **Tax Map No.:** 95-B & 95-A
Hearing Dates: LP: _____ **P&Z:** ~~December 9, 2021~~ December 14, **BCC:** ~~December 21, 2021~~ January 18, 2022

****

This application has been reviewed for completeness and determined sufficient:

Rachel Bry
Zoning Supervisor **Date** 10/20/2021

****

SECTION II: APPLICANT & PROPERTY INFORMATION:

1. **Name of Property Owner(s):** If more than one, all owners must sign the Owner's Affidavit (attached), which must accompany the application.
   Print Name: COVERED BRIDGE COMMUNITY
   Mailing Address: SEE ATTACHED
   Telephone No.: 364-545-4358 **E-Mail Address:** MACCHAIR@GMAIL.COM
2. **Name of Agent:** Complete the Agent's Affidavit (attached) from property owner, which must accompany application, giving agent authority to represent this application.
   Print Name: WILLIAM R FOWLER
   Mailing Address: 114 EDGEWATER DR S LAKE PLACID FL 33852
   Telephone No.: 364-545-4358 **E-Mail Address:** MACCHAIR@GMAIL.COM

NOTARIZED AUTHORIZATION:

- ☐ If the applicant is not the owner of the property, a written, notarized authorization from each owner must be provided with this application – use Form A, attached. Property owner authorization is required. If the property owner withdraws permission at any point during the review and approval process, the application is considered null and void.
- ☐ If an agent is submitting the application for the owner/applicant – authorization from the owner/applicant is required – use Form B, attached.

3. **Legal Description Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description, complete description, including section, township and range. SEE ATTACHED LIST
4. **Strap No.(s) of Property Covered by Application:**
   STRAP #:C- SEE ATTACHED LIST **STRAP #:**C-____-____-____-____-____-____-____
   STRAP #:C-____-____-____-____-____-____-____ **STRAP #:**C-____-____-____-____-____-____-____
5. **Street Address(es) of Property Covered by the Application:** SEE ATTACHED LIST

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SECTION III: INFORMATION ABOUT EXISTING USES:

6. **Existing Zoning District:** M-1 FHD/R-2 FHD **Existing Land Use Classification:** RH
Are the Zoning and Comprehensive Plan Consistent? ☑Consistent ☐Not Consistent

7. **Existing Property Information:** Size of Property (width) 50 feet, (depth) 100 feet, street frontage 50 feet, water frontage _____ feet, **Total acres** 76.79
If different from the total acreage, the upland, or developable portion is _____ +/- acres.

8. **Are there existing structures on the property?** ☒Yes ☐No **If Yes**, what type (CBS, Frame, Stucco, Other Multiple Units, Number of Dwellings per Building), and what are they used for? SINGLE FAMILY DWELLINGS AND DUPLEXS

If multiple units, the number of dwellings per building/number of buildings: _____

9. **Is the property located within the Lake Placid Regional Plan (LPRP) area?** ☐Yes ☒No **If yes,** please submit a draft PD Resolution and site plan as part of the application. A separate application meeting should be arranged with the Town of Lake Placid. Please ask the Town staff (County Planning Department) for assistance.

10. **Vesting:** Is the property vested for specific property rights? ☒Yes ☐No **If Yes,** list the Vesting Action or Order Number or the method used to grant vested rights (state binding letter, legal lot of record, etc).: 94-23-2

11. **Has a public hearing been held on this property within the last 12 months?** ☐Yes ☒No **If Yes,** in whose name and when? _____

12. **Information on the Adjacent Properties:**

	Existing Uses	FLUM Designations	Zoning Districts
North	VACANT SINGLE FAMILY	AG	AG
South	SINGLE FAMILY	AG	R-1
East	ORANGE GROVE	AL	E-R
West	VACANT	AG	R-1

****

SECTION IV: INFORMATION ABOUT THE PROPOSED CHANGE:

13. **Reason for Proposed Change(s) (DO NOT INCLUDE SPECIFIC USES):** TO REDUCE THE SETBACK FROM 25' TO 10' TO ALLOW OPEN CARPORT

14. **Proposed Number of Dwelling Units Desired or Number of Square Feet of Commercial Space (if applicable):** NO CHANGE IN THE PROPOSED NUMBER OF DWELLINGS

15. **Proposed Development Standards (if applicable):**

A. Proposed parcel size (if increasing area with this application) N/A square feet/acre
B. Proposed Floor Area Ratio (FAR): Gross floor area of existing building _____ divided by Parcel size _____ = FAR 35 %

****

SECTION V: ADDITIONAL INFORMATION REQUIRED: 16 & 17 – NOT APPLICABLE FOR EXISTING DEVELOPMENT THAT IS NOT INCREASING IN SIZE; INDICATE N/A. N/A

16. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☐Yes ☒No **If Yes,** the potable water system requirements will be accommodated by the _____ water system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the water system that will be used (gallons per capita per day or gpcd):

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required level of service (LOS) for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available. WRA **Applicant's Initial**

17. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. [ ]Yes [X]No N/A

If Yes, the wastewater treatment system requirements will be accommodated by the _____ system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the wastewater treatment system that will be used:

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required LOS for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site wastewater tank system that will be designed to connect to a central wastewater treatment system when it becomes available. WA **Applicant's Initial**

18. **Surface Drainage:** I (we) certify that storm water management will comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations: [X]Yes [ ]No WA **Applicant's Initial**

Note: The required LOS for the County is premised upon the applicable water management district standards.
SFWMD:25-year/24-hour storm event (peak discharge, 25-year/36-hour)
SWFWMD:25-year/24-hour storm event (peak discharge, 25-year/24-hour)

*Applicants must utilize the appropriate water management district standards for drainage procedures and methods to assure that post-development run-off will not exceed pre-development run-off for a minimum of 24-year/24-hour storm event, and that Best Management Practices shall be utilized to meet or exceed state water quality standards. Direct discharge into designated outstanding Florida waters requires a treatment area 1.5 times standard area.

19. **Solid Waste Disposal:** The proposed development will be served by the WASTE CONNECTIONS INC. refuse collection company.

Note: The required LOS for the County is based upon the landfill capacity to accommodate at least 5.21 pounds/person/day.

20. **Recreation and Green Space:** The recreation and green space LOS adopted by Highlands County will be met at the time of development which will include, in part, the following facilities, if any: N/A

Note: The required LOS for the County is to provide adequate facilities to maintain a County-wide standard of 10 acres/1,000 population.

21. **Military Airport Zones (MAZ):** Is this property located in an MAZ? ☐Yes ☒No
If Yes, please indicate the area as MAZ I, MAZ II, or MAZ III _____.

****

SECTION VI: ADDITIONAL ZONING AMENDMENT INFORMATION:

22. **Owner's Affidavit:** Owner's Affidavit(s) must be completed and submitted as part of **all** applications.

23. **Agent's Affidavit:** Agent's Affidavit(s), if applicable, must be completed and submitted as part of **all** applications.

24. **Map Properties within 500 Feet:** Submit a map which delineates the boundary of the proposed development site and its location on the map. Include each parcel of land within **500 feet** of the property being considered in the application.

25. **List of Property Owners:** List all current property owners within a 500-foot radius of the property being considered for a rezone, including names, mailing and site addresses, and STRAP numbers of their properties. **If** the property being considered for a rezone is an area currently zoned Agriculture, the list must contain a minimum of 6 different property owners adjacent to or in the vicinity of the rezoning being requested (Attach separate sheets to this application).

26. **Land Survey:** A copy of the survey, showing all dedications or easements within the property that is the subject of the application, prepared by a Florida registered land surveyor may be required and attached to the application.

27. **Proposed Flexible Unit Development (FUD) or Planned Development (PD) – Site Plan, Resolution, and Letter of Intent:** A site plan, a draft resolution, and a letter of intent are required which indicate uses, density, building locations, streets, site access, off-street parking, water courses or bodies, buffers, setbacks (dimensions), and environmentally sensitive areas. (See Section 12.05.291 of the Code of Ordinances for FUD requirements and Section 12.05.290 for PD requirements.)

28. **Surrounding Property Owners:** Have you discussed this rezoning request with the surrounding property owners? ☒**Yes** ☐**No**

29. **Contract to Sell:** Is this property under contract to sell contingent on the rezoning? ☐**Yes** ☒**No**

30. **Proposed Multiple Zoning Changes:** If more than one zoning change is being requested, it is necessary to show the exact areas to be covered by the different zoning designations. The legal description, along with an illustration showing the dimensions, of each different zoning designation must be included (Attach to the application if applicable).

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END OF APPLICATION

ATTACHMENTS:

1) Owner's Affidavit(s) or Corporation Affidavit
2) Agent's Affidavit(s)
3) Notarized authorization from each owner, as applicable (Form A)
4) Notarized authorization for agent to submit petition, as applicable (Form B)
5) Public Utility Information Request Format
6) Application Due Dates
7) Fee Schedule

P&Z 2068 Rezoning for setbacks

Strap #s:

1.	C-15-36-29-061-0000-0390	14 Jasmine Street
2.	C-15-36-29-060-0050-0180	105 Oak Grove Street
3.	C-15-36-29-060-0090-0290	104 Parkview Street
4.	C-15-36-29-060-0110-0050	131 Parkview Circle
5.	C-15-36-29-060-0110-0060	129 Parkview Circle
6.	C-15-36-29-060-0120-0070	72 Jasmine Street
7.	C-15-36-29-060-0120-0080	68 Jasmine Street
8.	C-15-36-29-060-0010-0520	184 Woodside Drive
9.	C-15-36-29-060-0040-0160	185 Woodside Drive
10.	C-15-36-29-060-0090-0280	102 Parkview Circle
11.	C-15-36-29-060-0060-0180	107 Edgewater Drive South

Legal Descriptions:

1. Lot 39 of Replat of part of Tract “H” of Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 12, Page 70, of the Public Records of Highlands County, Florida.

2. Lot 18, Block 5, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

3. Lot 29, Block 9, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

4. Lot 5, Block 11, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

5. Lot 6, Block 11, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

6. Lot 7, Block 12, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

7. Lot 8, Block 12, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

8. Lot 52, in Block 1, of Venetian Village Revised, according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County,

Florida, Less a portion, being particularly described as follows: Commence at the Northeast corner of Lot 49, in Block 1, said point being on a curve on the Southerly right-of-way line of Woodside Drive, said curve having for its elements a radius of 350.00 feet; a central angle of 25°49’15” and a chord bearing of South 77°11’43” West; thence along said curve to the left an arc distance of 157.73 feet; thence South 64°17’08” West a distance of 21.98 feet to the Northwest corner of said Lot 51 and the Point of Beginning; thence South 25°42’52” East a distance of 100.00 feet to the Southwest corner of said Lot 51; thence South 64°17’08” West a distance of 6.00 feet; thence North 25°42’52” West a distance 100.00 feet to a point on the southerly right-of-way of said Woodside Drive; thence North 64°17’08” East a distance of 6.00 feet to the Point of Beginning.

9. A portion of Lot 16 and Lot 17, Block 4, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida, being more particularly described as follows: Commence at the Southeasterly corner of Lot 16, said point lying on the arc of a curve concave to the south end on the Northerly right-of-way line of Woodside Drive; thence in a southwesterly direction and along the arc of said curve to the left (curve having for its elements a radius of 400.00 feet and a central angle of 00°12’12”) a distance of 1.42 feet to the point of tangency of said curve; thence South 64°17’08” West, a distance of 0.50 feet for the Point of Beginning; thence continue South 64°17’08” West, a distance of 40.17 feet; thence North 25°17’42” West, a distance of 100.00 feet; thence North 64°17’08” East, a distance of 49.93 feet; thence South 25°25’47” East, a distance of 100.00 feet to the Point of Beginning.

10. Lot 28, Block 9, Venetian Village (Revised) in Highlands County, Florida, according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida, LESS a portion along the Southerly boundary, more particularly described as follows: Begin at the Southwest corner of Lot 28, Block 9; thence North 12°56’58” West a distance of 4.01 feet; thence along the arc of a curve to the left having for its elements a central angle of 5°37’13” and a radius of 332.54 feet a distance of 32.62 feet; thence along the arc of a curve to the right having for its elements a central angle of 0°39’49” and a radius of 1,254.00 feet a distance of 14.49 feet; thence South 19°06’30” East a distance of 4.0 feet; thence along the Southerly boundary of Lot 28 and the arc of a curve to the left having for its elements a central angle of 00°40’55” and a radius of 1,250.00 feet and a distance of 14.28 feet; thence continue along the Southerly boundary of Lot 28 and the arc of a curve to the right having for its elements a central angle of 5°49’33” and a radius of 336.54 feet a distance of 34.22 feet to the Point of Beginning.

11. A portion of Lot 18, Block 6, Venetian Village (Revised), according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida, being more particularly described as follows: Begin at the

Southwest corner of Lot 18, Block 6, of said subdivision; thence run North 16°27’33” West and along the Westerly line of Lot 18, a distance of 99.00 feet to a point on the arc of a curve concave to the south; thence in an Easterly direction and along the arc of said curve to the right (curve having for its elements a radius of 999.00 feet, a central angle of 02°41’31” and a chord bearing of North 74°53’06” East), a distance of 46.87 feet; thence North 13°46’15” West, a distance of 1.00 feet to a point on the Northerly line of Lot 18, said point lying on the arc of a curve concave to the South; thence in an Easterly direction and along the arc of said curve to the right (curve having for its elements a radius of 1,000.00 feet, a central angle of 00°30’51” and a chord bearing of North 76°29’09” East), a distance of 8.97 feet to the Northeast corner of Lot 18; thence South 13°15’27” East and along the East line of Lot 18, a distance of 100.00 feet to a point on the Northerly right of way line of Citrus Street, said point lying on the arc of a curve concave to the South; thence in a Westerly direction and along said right of way line and along the arc of said curve to the left (curve having for its elements a radius of 900.00 feet, a central angle of 03°12’06” and a chord bearing of South 75°08’31” West), a distance of 50.29 feet to Point of Beginning.

RESOLUTION NO. 21-22-49

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE ZONING APPROVED OF APRIL 18, 1978, THROUGH HEARING #496 FOR THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID#(s) C-15-36-29-060-0100-0010, C-15-36-29-060-0100-0020, C-15-36-29-060-0100-0240, C-15-36-29-060-0100-0030, C-15-36-29-060-0100-0320, C-15-36-29-060-0100-0470, C-15-36-29-060-0100-0490, C-15-36-29-060-0100-0500, C-15-36-29-060-0100-0110, C-15-36-29-060-0100-0270, C-15-36-29-060-0100-0260, C-15-36-29-060-0120-0100, C-15-36-29-060-0120-0020, C-15-36-29-060-0120-0280, C-15-36-29-060-0120-0090, C-15-36-29-060-0040-0140, C-15-36-29-060-0040-0020, C-15-36-29-060-0040-0170, C-15-36-29-060-0050-0100, C-15-36-29-060-0060-0130, C-15-36-29-060-0060-0140, C-15-36-29-060-0060-0150, C-15-36-29-060-0060-0210, C-15-36-29-060-0070-0020, C-15-36-29-060-0090-0020, C-15-36-29-060-0090-0300, C-15-36-29-060-0090-0410, C-15-36-29-060-0090-0400, AND C-15-36-29-061-0000-0400; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AMENDMENT TO THE ZONING APPROVAL OF APRIL 18, 1978, THROUGH HEARING #496; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Highlands County Code of Ordinances, Section 12.05.291.H, the Property Owners of that property identified by the Highlands County Property Appraiser through Parcel ID#s C-15-36-29-060-0100-0010, C-15-36-29-060-0100-0020, C-15-36-29-060-0100-0240, C-15-36-29-060-0100-0030, C-15-36-29-060-0100-0320, C-15-36-29-060-0100-0470, C-15-36-29-060-0100-0490, C-15-36-29-060-0100-0500, C-15-36-29-060-0100-0110, C-15-36-29-060-0100-0270, C-15-36-29-060-0100-0260, C-15-36-29-060-0120-0100, C-15-36-29-060-0120-0020, C-15-36-29-060-0120-0280, C-15-36-29-060-0120-0090, C-15-36-29-060-0040-0140, C-15-36-29-060-0040-0020, C-15-36-29-060-0040-0170, C-15-36-29-060-0050-0100, C-15-36-29-060-0060-0130, C-15-36-29-060-0060-0140, C-15-36-29-060-0060-0150, C-15-36-29-060-0060-0210, C-15-36-29-060-0070-0020, C-15-36-29-060-0090-0020, C-15-36-29-060-0090-0300, C-15-36-29-060-0090-0410, C-15-36-29-060-0090-0400, and C-15-36-29-061-0000-0400, have requested a modification to the conditions, restrictions and limitations of the existing zoning classification for the specific purpose of furthering residential convenience objectives; and

WHEREAS, the County has determined that the proposed modification is consistent with FLU Policy 1.1.A., which states that the Future Land Use Element shall

be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector; and

WHEREAS, the County has determined that the proposed modification is consistent with the goals, objectives and policies of the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the County has determined that Environmental Clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed modification; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Properties and the proposed modification does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 of the Plan, NRE Policy 1.3 of the Plan and the Highlands County Land Development Regulations; and

WHEREAS, all future development actions for the Properties shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of any development.

NOW, **THEREFORE BE IT RESOLVED**, by the County, after public hearing and comment that:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Amendment To The Zoning Approval Of April 18, 1978, Through Hearing #496.

The Zoning Approval of April 18, 1978, through Hearing #496 providing for Mobile Home Subdivision with a Flexible Unit Development District (M-1 FUD) zoning designation for the properties identified by the Highlands County Property Appraiser through Parcel ID#(s) C-15-36-29-060-0100-0010, C-15-36-29-060-0100-0020, C-15-36-29-060-0100-0240, C-15-36-29-060-0100-0030, C-15-36-29-060-0100-0320, C-15-36-29-060-0100-0470, C-15-36-29-060-0100-0490, C-15-36-29-060-0100-0500, C-15-36-29-060-0100-0110, C-15-36-29-060-0100-0270, C-15-36-29-060-0100-0260, C-15-36-29-060-0120-0100, C-15-36-29-060-0120-0020, C-15-36-29-060-0120-0280, C-15-36-29-060-0120-0090, C-15-36-29-060-0040-0140, C-15-36-29-060-0040-0020, C-15-36-29-060-0040-0170, C-15-36-29-060-0050-0100, C-15-36-29-060-0060-0130, C-15-36-29-060-0060-0140, C-15-36-29-060-0060-0150, C-15-36-29-060-0060-0210, C-15-36-29-060-0070-0020, C-15-36-29-060-0090-0020, C-15-36-29-060-0090-0300, C-15-36-29-060-0090-0410, C-15-36-29-060-0090-0400, and C-15-36-29-061-0000-0400 (Property), and more particularly described as:

> Lots 2 and 14, of Block 4; A Portion of Lot 17, Block 4, being more particularly described as follows: COMMENCE at the Southeasterly Corner

of Lot 16, said point lying on the arc of a curve concave to the South and on the Northerly right of way line of Woodside Drive, thence in a Southwesterly direction and along the arc of said curve to the left (curve having for its elements a radius of 400.00 feet and a central angle of 00°12‘12“), a distance of 1.42 feet to the Point of Tangency of said curve: thence South 64°17‘08“ West a distance of 50.67 feet for POINT OF BEGINNING, thence continue South 64°17‘08“ West a distance of 31.08 feet to the Point of Curvature of a curve concave to the North, thence in a Northwesterly direction and along the arc of said curve to the right (curve having for its elements a radius of 25.00 feet and a central angle of 79°01‘20“) a distance of 34.48 feet to the Point of Reverse Curvature of a curve concave to the Southwest, thence in a Northwesterly direction and along the arc of said curve to the left (curve having for its elements a radius of 845.00 feet and a central angle of 05°34‘13“) a distance of 82.15 feet to the Northwest Corner of Lot 17, thence North 64°17‘08“ East a distance of 75.90 feet, thence South 25°17‘42“ East a distance of 100.00 feet to POINT OF BEGINNING; Lots 10 and 11, of Block 5; Lots 13, 14, 15 and 21, of Block 6; The East ½ of Lot 2 and West ½ of Lot 3, of Block 7; Lots 2 and 30, of Block 9; Lot 40, of Block 9, and a Portion of Tract "J", being more particularly described as follows: Commence at the Northeast corner of Tract "J", thence run South 0°06'20" West along the East line of Tract "J" for a distance of 17.07 feet for point of beginning, thence continue South 0°06'20" West a distance of 121.14 feet to the Southeast corner of Tract “J”, thence South 69°16'15" West a distance of 14.69 feet to the Southwest corner of the Tract thence in a Northwesterly direction along the arc of a curve to the left (said curve having for its elements a tangent bearing of North 20°43'45" West, a radius of 210.00 feet to a central angle of 22°55’06") for a distance of 84.00 feet to the most Northerly corner of Lot 40, Block 9, of Venetian Village Revised, thence North 46°21'09" East a distance of 80.73 feet to point of beginning; Lot 41, of Block 9 and a portion of Tract “J”, more particularly described as follows: Begin at the Southeast Corner of Lot 42, Block 9, thence North 23° 26’ 03” East a distance 105.0 feet, thence Southeasterly along the arc of the curve to the right having for its elements a central angle of 22°55’06” and a radius of 215.0 feet a distance of 86.0 feet, thence South 46°21’9” West a distance of 105.0 feet to the Northerly right of way line of Parkview Circle East, said line being the Northwesterly line of Lot 40, Block 9, thence along the arc of a curve to the left and the Northerly right of way of Parkview Circle East having for its elements a central angle of 22°55’06” and a radius of 110.0 feet a distance of 44.0 feet the Point of Beginning, and a portion of Tract "J", being more particularly described as follows: Commence at the Northeast corner of Tract "J" for Point of Beginning, thence run South 00°06’20” West a distance of 17.07 feet, thence South 46°21’09” West a distance of 80.73 feet to the Northwesterly corner of Lot 41, thence in a Northwesterly direction along the arc of the curve concave to the left (said curve having for its elements a tangent bearing of North 43°38’51” West, a radius of 210.00, a central angle of 22°55’6”) to the most Northerly corner Lot 41, Block 9 of VENETIAN VILLAGE (Revised), thence run North

23°26’03” East a distance of 22.67 feet, thence North 87°55’51” East a distance of 117.95 to Point of beginning; Lots 1, 2, 3, 24, 32, 47, 49, 50, and the east half of Tract F and Lot 11 less the South 10 feet thereof, of Block 10; All of Lot 26 and a portion of Lots 27 and 28, of Block 10, more particularly described as follows: beginning to the NW corner of Lot 26, thence South 2°21'0” E, a distance of 100 feet to the Northerly R/W line of Hillcrest Street, thence N 87°39'00” E, along the Northerly R/W line a distance of 15 feet, thence N 2°21'00” W a distance of 100 feet, thence S 87°39'00" W a distance of 15.0 feet to the point of beginning or the NW corner of Lot 26, all being in, Block 10; A portion of Lots 27 and 28, Block 10, more particularly described as follows: COMMENCE at the Northwest Corner of Lot 26, Block 10; thence South 87°39'00" west a distance of 15.0 feet to the POINT OF BEGINNING, thence South 2°21'00" East a distance of 100.0 feet to the Northerly right of way line of Hillcrest Street, thence South 87°39'00" West a distance of 50.61 feet to the P.C. of a curve to the right, thence along the arc of said curve to the right having for its elements a central angle of 82°22'00" and a radius of 25 feet, a distance of 35.94 feet to the P.T., said P.T. being on the Easterly right of way of Edgewater Drive, thence North 9°59’00" West along the Easterly right of way of Edgewater Drive a distance of 79.02 feet, thence North 87°39’00" East a distance of 85.89 feet of the POINT OF BEGINNING; and Lots 2, 9, 10 and 28, of Block 12; all being in VENETIAN VILLAGE REVISED, according to the Plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida;

And Lot 40, of A REPLAT OF PART OF TRACT "H" OF VENETIAN VILLAGE (REVISED), according to the Plat thereof recorded in Plat Book 12, Page 70 of the Public Records of Highlands County Florida.

is hereby modified as follows: The M-1 FUD zoning on the Property, shall be subject to the conditions, restrictions and limitations set forth in Sections 12.05.220 and 12.05.291 of the Highlands County Code of Ordinances EXCEPT Carports may encroach into the minimum 25-foot front yard setback for duplexes by up to 15 feet, leaving a setback of no less than 10-feet.

SECTION 3. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to P&Z 2088(a), as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall take effect immediately after adoption.

DONE AND ADOPTED, this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST: _____
Jerome Kaszubowski, Clerk

RESOLUTION NO. 21-22-50

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, AMENDING HIGHLANDS COUNTY RESOLUTION NO.: 05-06-207, PERTAINING TO THE ZONING ON THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID#s C-15-36-29-060-0010-0300, C-15-36-29-060-0010-0320, C-15-36-29-060-0010-0390, C-15-36-29-060-0010-0410, C-15-36-29-060-0070-0140, C-15-36-29-060-0080-0250, C-15-36-29-060-0080-0270, AND C-15-36-29-060-0090-0180; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AMENDMENT TO HIGHLANDS COUNTY RESOLUTION NO.: 05-06-207, FOR ZONING MODIFICATION; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Highlands County Code of Ordinances, Section 12.05.291.H, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID#s C-15-36-29-060-0010-0300, C-15-36-29-060-0010-0320, C-15-36-29-060-0010-0390, C-15-36-29-060-0010-0410, C-15-36-29-060-0070-0140, C-15-36-29-060-0080-0250, C-15-36-29-060-0080-0270, and C-15-36-29-060-0090-0180, has requested a modification to the conditions, restrictions and limitations of the existing zoning classification for the specific purpose of furthering residential convenience objectives; and

WHEREAS, the County has determined that the proposed modification is consistent with FLU Policy 1.1.A., which states that the Future Land Use Element shall be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector; and

WHEREAS, the County has determined that the proposed modification is consistent with the goals, objectives and policies of the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the County has determined that Environmental Clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed modification; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Properties and the proposed modification does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 of the Plan, NRE Policy 1.3 of the Plan and the Highlands County Land Development Regulations; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of any development.

NOW, **THEREFORE BE IT RESOLVED**, by the County, after public hearing and comment that:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Amendment to Highlands County Resolution No.: 05-06-207, For Zoning Modification.

Highlands County Resolution No.: 05-06-207, as adopted on August 22, 2006, providing for Two-Family Dwelling with a Flexible Unit Development District (R-2 FUD) zoning designation on that Property identified by the Highlands County Property Appraiser through Parcel ID#s C-15-36-29-060-0010-0300, C-15-36-29-060-0010-0320, C-15-36-29-060-0010-0390, C-15-36-29-060-0010-0410, C-15-36-29-060-0070-0140, C-15-36-29-060-0080-0250, C-15-36-29-060-0080-0270, and C-15-36-29-060-0090-0180 (Property) and more particularly described as:

> Lots 30, 32, 39 and 41, of Block 1; Lot 14 less and except easterly 17.5 feet thereof, of Block 7; Lots 25 and 27, of Block 8; and Lot 18, of Block 9; all being in VENETIAN VILLAGE REVISED, according to the plat thereof as recorded in Plat Book 11, Page 12, of the Public Records of Highlands County, Florida.

is hereby modified as follows: The R-2 FUD zoning on the Property, shall be subject to the conditions, restrictions and limitations set forth in Sections 12.05.212 and 12.05.291 of the Highlands County Code of Ordinances, EXCEPT Carports may encroach into the minimum 25-foot front yard setback by up to 15 feet, leaving a setback of no less than 10-feet.

SECTION 3. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to P&Z 2088(b), as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall take effect immediately after adoption.

DONE AND ADOPTED, this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST: _____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Rachel Barry, Zoning Supervisor**

SUBJECT/TITLE: **Public hearing to consider adoption of P&Z Hearing No. 2089, changing the Official Zoning Atlas for approximately 16.22 acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD).**

STATEMENT OF ISSUE

The Applicant is requesting to change the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from AU, R-2 and B-3 to AU PD. The parcel has been partially cleared of vegetation and contains several structures which are planned to be utilized as part of the proposed development.

The proposed Planned Development will be consistent with the existing future land use designation of Mixed Use (MU).

The Applicant is proposing to develop the three parcels for agricultural education activities, and long- and short-term rentals. Most of the proposed structures will be elevated off the ground to preserve wildlife trails.

The Planning and Zoning Commission recommended approval of P&Z Hearing No. 2089 as presented.

RECOMMENDED ACTION

Move to approve and adopt by Resolution, P&Z 2089, changing the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD), referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Application for P&Z 2089
Staff Report P&Z 2089 for BCC
Resolution P&Z 2089

Highlands County, Florida
Zoning Change Application

Zoning change from: AU/~~RT~~/B3/R-2

Zoning change to: AUPD

Note: *Do not leave any blank lines; if something does not apply, indicate that it is not applicable by using N/A*

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SECTION I: STAFF USE ONLY:

P&Z Hearing Number: 2089 **Date of Application:** 9/15/2021

Amount of Fee: $ 1,950.00 **Receipt No.:** 21090008/45000001256 **Tax Map No.:** 176-B

Hearing Dates: LP: _____ **P&Z:** ~~11/9/2021~~ 12/14/2021 **BCC:** ~~12/21/2021~~ 01/18/2022

****

This application has been reviewed for completeness and determined sufficient:

Rachel B [illegible] _____

Zoning Supervisor **Date**

****

SECTION II: APPLICANT & PROPERTY INFORMATION:

1. **Name of Property Owner(s):** If more than one, all owners must sign the Owner's Affidavit (attached), which must accompany the application.
   Print Name: Richard Paul-Hus 2016 Irrevocable Trust, P-House Ranch, LLC, Richard and Coleen Paul-Hus
   Mailing Address: 518 North Ridgewood Drive, POB 2027, Sebring, FL 33870
   Telephone No.: (954) 294-0933 **E-Mail Address:** colleen@inn-the-woods.com

2. **Name of Agent:** Complete the Agent's Affidavit (attached) from property owner, which must accompany application, giving agent authority to represent this application.
   Print Name: Gregory W. Griffin / BayHead Consulting, Inc
   Mailing Address: 460 N Franklin Street, Sebring, FL 33870
   Telephone No.: 561.239.2733 **E-Mail Address:** ggbhci@gmail.com

NOTARIZED AUTHORIZATION:

- ☐ If the applicant is not the owner of the property, a written, notarized authorization from each owner must be provided with this application – use Form A, attached. Property owner authorization is required. If the property owner withdraws permission at any point during the review and approval process, the application is considered null and void.
- ■ If an agent is submitting the application for the owner/applicant – authorization from the owner/applicant is required – use Form B, attached.

3. **Legal Description Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description, complete description, including section, township and range. On Seperate Sheet

4. **Strap No.(s) of Property Covered by Application:**
   STRAP #:C-15-35-30-070-P0C0-0030 **STRAP #:**C-15-35-30-060-P0G0-0010
   STRAP #:C-~~15-35-30-0060-00T0-0010~~ typo **STRAP #:**C-~~15-35-30-060-AAAA-0000~~ *

5. **Street Address(es) of Property Covered by the Application:** 5300 US Hwy 98, Sebring, FL 33876, 5314 US Hwy 98, Sebring, FL 33876

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* C-15-35-30-060-00T0-0220

SECTION III: INFORMATION ABOUT EXISTING USES:

6. **Existing Zoning District:** AU/B3/R2 **Existing Land Use Classification:** MU
Are the Zoning and Comprehensive Plan Consistent? ☑Consistent ☐Not Consistent

7. **Existing Property Information:** Size of Property (width) 400avg feet, (depth) 600avg feet, street frontage 395 feet, water frontage 0 feet, **Total acres** 18.01
If different from the total acreage, the upland, or developable portion is _____ +/- acres.

8. **Are there existing structures on the property?** ☑Yes ☐No **If Yes,** what type (CBS, Frame, Stucco, Other Multiple Units, Number of Dwellings per Building), and what are they used for? Frame, Multiple Units, 1 Dwelling Unit Per Building Max, Ag use

If multiple units, the number of dwellings per building/number of buildings: 1

9. **Is the property located within the Lake Placid Regional Plan (LPRP) area?** ☐Yes ☑No **If yes,** please submit a draft PD Resolution and site plan as part of the application. A separate application meeting should be arranged with the Town of Lake Placid. Please ask the Town staff (County Planning Department) for assistance.

10. **Vesting:** Is the property vested for specific property rights? ☐Yes ☑No **If Yes,** list the Vesting Action or Order Number or the method used to grant vested rights (state binding letter, legal lot of record, etc).: _____

11. **Has a public hearing been held on this property within the last 12 months?** ☐Yes ☑No **If Yes,** in whose name and when? _____

12. **Information on the Adjacent Properties:**

	Existing Uses	FLUM Designations	Zoning Districts
North	Vacant	MU	R1 / AU
South	Vacant	MU	B3
East	Vacant	MU/AG	AU
West	Vacant	MU	R1 / B-3

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SECTION IV: INFORMATION ABOUT THE PROPOSED CHANGE:

13. **Reason for Proposed Change(s) (DO NOT INCLUDE SPECIFIC USES):** Restaurant, Lodging, Education

14. **Proposed Number of Dwelling Units Desired or Number of Square Feet of Commercial Space (if applicable):** 30

15. **Proposed Development Standards (if applicable):**

A. Proposed parcel size (if increasing area with this application) 705,356 sq ft square feet/acre
B. Proposed Floor Area Ratio (FAR): Gross floor area of existing building 37,572 sf divided by Parcel size 705,356 sf = FAR 5.3 %

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SECTION V: ADDITIONAL INFORMATION REQUIRED: 16 & 17 – NOT APPLICABLE FOR EXISTING DEVELOPMENT THAT IS NOT INCREASING IN SIZE; INDICATE N/A.

16. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☑Yes ☐No **If Yes,** the potable water system requirements will be accommodated by the Spring Lake Improvement D+ water system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the water system that will be used (gallons per capita per day or gpcd):

a. The facility has the designed capacity for pumping and treating 1.8mgpd gpcd.
b. The facility has a permitted capacity for 415,260gpd gpcd.
c. The facility has an average demand or committed capacity for 250,000gpd gpcd.
d. The facility has an excess capacity of 450,000 gpcd.
e. This proposed development will require approximately 4,100 gpcd.

Note: The required level of service (LOS) for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available. _____ **Applicant's Initial**

17. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. ☑Yes ☐No

If Yes, the wastewater treatment system requirements will be accommodated by the Spring Lake Improvment system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the wastewater treatment system that will be used:

a. The facility has the designed capacity for pumping and treating 80,000gpd gpcd.
b. The facility has a permitted capacity for 80,000gpd gpcd.
c. The facility has an average demand or committed capacity for 30,000 gpcd.
d. The facility has an excess capacity of 50,000 gpcd.
e. This proposed development will require approximately 4,100 gpcd.

Note: The required LOS for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site wastewater tank system that will be designed to connect to a central wastewater treatment system when it becomes available. _____ **Applicant's Initial**

18. **Surface Drainage:** I (we) certify that storm water management will comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations: ☑Yes ☐No GWG **Applicant's Initial**

Note: The required LOS for the County is premised upon the applicable water management district standards.

SFWMD:25-year/24-hour storm event (peak discharge, 25-year/36-hour)
SWFWMD:25-year/24-hour storm event (peak discharge, 25-year/24-hour)

*Applicants must utilize the appropriate water management district standards for drainage procedures and methods to assure that post-development run-off will not exceed pre-development run-off for a minimum of 24-year/24-hour storm event, and that Best Management Practices shall be utilized to meet or exceed state water quality standards. Direct discharge into designated outstanding Florida waters requires a treatment area 1.5 times standard area.

19. **Solid Waste Disposal:** The proposed development will be served by the Waste Connections refuse collection company.

Note: The required LOS for the County is based upon the landfill capacity to accommodate at least 5.21 pounds/person/day.

20. **Recreation and Green Space:** The recreation and green space LOS adopted by Highlands County will be met at the time of development which will include, in part, the following facilities, if any: Entire project is eco resort.

Note: The required LOS for the County is to provide adequate facilities to maintain a County-wide standard of 10 acres/1,000 population.

21. **Military Airport Zones (MAZ):** Is this property located in an MAZ? ☐Yes ☑No
If Yes, please indicate the area as MAZ I, MAZ II, or MAZ III _____.

****

SECTION VI: ADDITIONAL ZONING AMENDMENT INFORMATION:

22. **Owner's Affidavit:** Owner's Affidavit(s) must be completed and submitted as part of **all** applications.

23. **Agent's Affidavit:** Agent's Affidavit(s), if applicable, must be completed and submitted as part of **all** applications.

24. **Map Properties within 500 Feet:** Submit a map which delineates the boundary of the proposed development site and its location on the map. Include each parcel of land within **500 feet** of the property being considered in the application.

25. **List of Property Owners:** List all current property owners within a 500-foot radius of the property being considered for a rezone, including names, mailing and site addresses, and STRAP numbers of their properties. **If** the property being considered for a rezone is an area currently zoned Agriculture, the list must contain a minimum of 6 different property owners adjacent to or in the vicinity of the rezoning being requested (Attach separate sheets to this application).

26. **Land Survey:** A copy of the survey, showing all dedications or easements within the property that is the subject of the application, prepared by a Florida registered land surveyor may be required and attached to the application.

27. **Proposed Flexible Unit Development (FUD) or Planned Development (PD) – Site Plan, Resolution, and Letter of Intent:** A site plan, a draft resolution, and a letter of intent are required which indicate uses, density, building locations, streets, site access, off-street parking, water courses or bodies, buffers, setbacks (dimensions), and environmentally sensitive areas. (See Section 12.05.291 of the Code of Ordinances for FUD requirements and Section 12.05.290 for PD requirements.)

28. **Surrounding Property Owners:** Have you discussed this rezoning request with the surrounding property owners? ☐**Yes** ☑**No**

29. **Contract to Sell:** Is this property under contract to sell contingent on the rezoning? ☐**Yes** ☑**No**

30. **Proposed Multiple Zoning Changes:** If more than one zoning change is being requested, it is necessary to show the exact areas to be covered by the different zoning designations. The legal description, along with an illustration showing the dimensions, of each different zoning designation must be included (Attach to the application if applicable).

****

END OF APPLICATION

ATTACHMENTS:

1) Owner's Affidavit(s) or Corporation Affidavit
2) Agent's Affidavit(s)
3) Notarized authorization from each owner, as applicable (Form A)
4) Notarized authorization for agent to submit petition, as applicable (Form B)
5) Public Utility Information Request Format
6) Application Due Dates
7) Fee Schedule

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Rezone	**BCC Hearing Date:** 1/18/2022
Case Number: P&Z 2089	**Case Name:** Richard and Colleen Paul-Hus
Agent: Greg Griffin	**Property Owners:** Richard and Colleen Paul-Hus and P-House Ranch LLC
Public Hearing: BCC	**Case Staff Member:** Rachel Barry

Request: Rezone three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD)

General Location: Three parcels totaling an approximate 16.22 acres located approximately 6.97 miles east of US 27, 1.68 miles south of O'Neal Road 0.92 miles west of Istokpoga Park Access Road, on the north side of US 98; the addresses being 5300 and 5314 US 98, Sebring, and parcel ID C-15-35-30-060-00T0-0220

PARCEL ID: C-15-35-30-070-P0C0-0030
C-15-35-30-060-P0G0-0010
C-15-35-30-060-00T0-0220

Staff Recommendations and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Resolution, P&Z 2089, changing the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD), referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the Planning and Zoning Commission (P&Z):** Recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2089, changing the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD), referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "<u>B. HEARING NUMBER P&Z 2089 – RICHARD & COLLEEN PAUL-HUS C/O GREG GRIFFIN</u>** Three parcels totaling an approximate 16.22-acres located approximately 6.97 miles east of US 27, 1.68 miles south of O'neal Road and 0.92 miles west of Istokpoga Park Access Road, on the north side of US 98; the addresses being 5300 and 5314 US 98, Sebring, and parcel ID C-15-35-30-060-00T0-0220; and abbreviated legal as follows: Three parcels totaling an approximate 16.22-acres located in Sections 11 and 14, Township 35 South, Range 30 East, Highlands County, Florida.

   The applicant is requesting a zoning change from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD). Mr. Roberts read the request, and Mrs. Culpepper and Mr. and Mrs. Paul-Hus presented the request. There were no letters received, and no one in the audience spoke for or against the request.

   Motion by Mr. Reed and seconded by Mr. Boring to recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2089, changing the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD), referencing the mandatory findings of fact and becoming effective as provided by law, including the conditions listed in the Staff Report.

   Upon roll call, all members voted yes. **Motion carried 7-0."**

4. **Recommended conditions of approval are included in the adopting resolution and are as follows:**
   1. The underlying or base zoning regulations for this PD District shall be the AU District and any use or allowance not specified herein will be as defined in the AU District as provided in Section 12.05.200 of the Code.
   2. This AU PD may function as an eco-resort with guest lodging, a full service farm to table restaurant with alcohol sales, an event venue, an experiential education facility featuring culinary, agriculture and practical skills classes, eco tours, a general store, and food trucks.
   3. Prior to development, the Property Owner must undergo the development review process and additional requirements may be identified at that time.
   4. The Property shall be treated as one project for review and permitting.
   5. Site plan development, throughout the development review process, shall be sensitive to nearby protected natural resources and agricultural properties.
   6. The property shall be used for residential use, both owner occupied and leased for long and/or short terms.
   7. There shall be a maximum of 30 one- and two-bedroom elevated cabin units, with 1 functioning as a bathhouse; 5 units as yurts; and 5 primitive camp sites.

8. Cabins shall be no less than 500 square feet and have a maximum floor area of 1,600 square feet; yurts shall be no less than 225 square feet; and primitive camping areas shall be no less than 200 square feet.
9. The maximum coverage by all buildings shall not exceed 50% of the entire Property.
10. Setbacks shall be a minimum of 25 feet from all property lines or in accordance with any Functional Classification Setback as required by Section 12.05.309 of the Code, whichever is greater, unless specifically stated as follows:
    a. A 9.7-foot x 5.7-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 18.5 feet from the adjacent easterly property line.
    b. A 12.0-foot x 7.0-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 2.0 feet from the adjacent easterly property line.
    c. A skateboard ramp located in the eastern corner of the subject parcel shall be a minimum of 20.2 feet from the adjacent easterly property line.
    d. A 2-story ziplining structure located in the eastern corner of the subject parcel shall be a minimum of 4.1 feet from the adjacent easterly property line.
11. The minimum separation of all buildings shall be 15 feet.
12. Each unit may have lockouts, allowing for the nightly rentals of a single room.
13. Exterior lighting fixtures shall be shielded and directed onto the Property so as not to impact adjacent properties.
14. Two identification signs shall be permitted along the front edge of any required yard.
15. Said identification signs shall not exceed 25 feet in overall height and 200 square feet on each face. Each sign shall have no more than two faces.
16. All permits required by other government entities with jurisdiction over the property, including but not limited to the applicable water management district, must be approved and submitted to the County prior to any development on the Property.
17. The approved PD site development plan for this R-3 PD, pursuant to the requirements set forth in Section 12.05.290 of the Code, is attached hereto as **"Exhibit A"**. The property shall be subject to the County Code for final site plan approval.

Supplemental Material/Issue Analysis Report:

1. Request: The matter for consideration is for a change to the Official Zoning Atlas of three parcels totaling an approximate 16.22-acres, from AU, R-2 and B-3 to AU PD.

The parcel has been partially cleared of vegetation and contains several structures which are planned to be utilized as part of the proposed development.

The proposed Planned Development will be consistent with the existing future land use designation of Mixed Use (MU).

The Applicant is proposing to develop the three parcels for agricultural education activities, and long- and short-term rentals. Most of the proposed structures will be elevated off the ground to preserve wildlife trails.

2. Existing Use Analysis:

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Timberland/ Cabins/ Vacant	Mixed Use (MU)	AU/ R-2/ B-3
Adjacent Property to the North	Vacant/ Golf Course	MU	AU/ Residential District (R-1)
Adjacent Property to the South	Vacant	MU	AU/ B-3
Adjacent Property to the East	Lakeside Stables	MU	AU
Adjacent Property to the West	Vacant	MU	R-1/ B-3

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Element, Policy: 1.1, General Growth Management Strategy; Policy 1.2.D.12, Mixed Use (MU).

Zoning…Highlands County Land Development Regulations (LDRs): Sections 12.05.200: Agricultural District (AU), 12.05.212: Two-Family Dwelling District (R-2), 12.05.242: Business District (B-3), and 12.05.290: Planned Development (PD).

4. Department Analysis and Comments of Petitioner's Proposal:

4.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Engineering Department: Approved with conditions. At the time of development, the applicant shall undergo the development review process and additional requirements may be identified at that time.

Zoning Division: The staff has no objection to this request.

Florida Department of Health: This will require an Annual Operating Permit from our office (64E-15, F.A.C.).

Sebring Airport Authority: Changing the zoning has no impact to [the Sebring Executive Airport], however the developer should be made aware that any structure will need to undergo a 7460 review by the FAA.

4.B. The following Departments, Divisions, and Agencies offered no comment: Highlands County Natural Resources.

4.C. The following Departments, Divisions, and Agencies did not respond: Highlands County Agriculture Extension Office, Spring Lake Improvement District, Highlands County School Board, Florida Department of Environmental Protection, Florida Department of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

5. Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

5.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 40 to 45 feet.
   Soils: The soils underlying the site are:
   Basinger Fine Sand; nearly level with 0 to 2% slopes, poorly drained soils. The available water capacity is low, and permeability is rapid. The water table is within 12 inches of the surface during the rainy season and is generally between depths of 12 to 40 inches but may recede to a lower depth during extended dry periods. This soil has severe limitations for urban and recreational development because of wetness.
   Kaliga Muck, Frequently Flooded; nearly level, very poorly drained soil. The available water capacity is very high, and permeability is slow or very slow. The seasonal high-water table is at a depth of less than 12 inches for very long periods in most years. These soils are subject to flooding for long periods during seasons of high rainfall. This soil is very poorly suited for urban or recreational development because of flooding, wetness, and low soil strength.
   Pomello Sand, 0 to 5% slopes; nearly level to gently sloping, moderately well drained soil. The available water capacity is very low, and permeability is moderately rapid. The water table is at a depth of 24 to 40 inches during the rainy season but may recede to a depth of 60 inches during extended dry periods. This soil has moderate limitations for most urban uses because of the seasonal high-water table, which can be easily overcome by simple water control systems.
2. **Surface Waters:** The subject parcel has no surface water areas.
3. **Vegetative Cover:** The site is mostly covered by native vegetation and timberland.

5.B. Zoning Analysis:

1. **Current Use of Land:** The current use of the land is timberland.
2. **Vested Rights:** The three parcels are within the Spring Lake vesting authority, BLIVR 78-015, which vests the Mixed Use future land use designation.
3. **Current Zoning Designation:** The site has a zoning designation of AU.
4. **Proposed Zoning Designation:** The proposed zoning designation is AU PD.
5. **Current Population Yield:** The current zoning allows up to one (1) dwelling unit per five (5) acres. The current zoning carries a potential population yield of 7 persons; 16.22 acres/5 acres = 3.24 dwelling units x 2.3 persons = 7.46 persons.
6. **Proposed Population Yield:** The proposed zoning allows up to thirty (30) cabins, five (5) yurts, and five (5) primitive campsites. Being that the proposed cabins are the only units which may support any population for residential purposes, the proposed zoning carries a potential population yield of 69 persons; 30 cabin units x 2.3 persons = 69 persons.
7. **The Applicant's proposed development program:** The Applicant is proposing a Planned Development that will be consistent with the surrounding area.

5.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Comprehensive Plan indicates that the site contains Wetland and Xeric Upland habitat. Pursuant to Natural Resource Element Policy 3.3. of the Comprehensive Plan, the Applicant **is required** to obtain Environmental Clearance at the time of development.
2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.
4. **Floodplains (FEMA designation):** The property has a flood zone designation of A and AE as depicted on the Flood Insurance Rate Map Community Panel Number **12055C0258C**, effective November 18, 2015, and a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, as depicted on the Flood Insurance Rate Map Community Panel Number **12055C0258C**, effective November 18, 2015.
5. **Military Airport Zones (MAZ):** The property is located within MAZ III as designated by Section 12.12.800 of the Highlands County LDRs.
6. **Wellhead Protection Zones:** The property is not located within any of the defined protection zones as defined by Infrastructure Policy 6.6. of the Comprehensive Plan.
7. **Airport Surface Areas:** The property is located within the conical surface area of the Sebring Executive Airport as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

5.D. Public Facilities and Services:

1. **Potable Water:** The property will be served by an off-site central potable water system provided by the Spring Lake Improvement District.
2. **Central Wastewater:** The property will be served by an off-site central wastewater treatment system provided by the Spring Lake Improvement District.
3. **Solid Waste:** The property will be serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site will have direct access onto Birch Avenue, which will be improved as part of this development from US 98 to the intersection of Birch Avenue and Honey Locust Road.
5. **Railroad Access:** The site is not located adjacent to any railroad tracks.
6. **Recreation:** The Applicant's site plan indicates the development will include an outdoor yoga area, skateboard ramp, zip lining activities, and on-site dining areas.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

5.E. **Traffic Impacts:** Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is** required at the time of development.

5.F. **Schools:** Pursuant to Section 12.13.151.A. of the Highlands County LDRs, public school concurrency **is** required at the time of development.

5.G. **Airports:** The subject property is located approximately 16.45 miles southeast of the Avon Park Executive Airport and 1.53 miles east of the Sebring Regional Airport.

6. **Mandatory Findings of Fact:**

Use Consistency Finding: The proposed zoning change **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed zoning change **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed zoning change.

Historical and Archaeological Clearance: The proposed zoning change **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Resolution, P&Z 2089, changing the Official Zoning Atlas for three parcels totaling an approximate 16.22-acres, from Agricultural District (AU), Two-Family Dwelling District (R-2), and Business District (B-3) to Agricultural District with a Planned Development (AU PD), referencing the mandatory findings of fact and becoming effective as provided by law with the following conditions of approval:

1. The underlying or base zoning regulations for this PD District shall be the AU District and any use or allowance not specified herein will be as defined in the AU District as provided in Section 12.05.200 of the Code.
2. This AU PD may function as an eco-resort with guest lodging, a full service farm to table restaurant with alcohol sales, an event venue, an experiential education facility featuring culinary, agriculture and practical skills classes, eco tours, a general store, and food trucks.
3. Prior to development, the Property Owner must undergo the development review process and additional requirements may be identified at that time.
4. The Property shall be treated as one project for review and permitting.
5. Site plan development, throughout the development review process, shall be sensitive to nearby protected natural resources and agricultural properties.
6. The property shall be used for residential use, both owner occupied and leased for long and/or short terms.
7. There shall be a maximum of 30 one- and two-bedroom elevated cabin units, with 1 functioning as a bathhouse; 5 units as yurts; and 5 primitive camp sites.
8. Cabins shall be no less than 500 square feet and have a maximum floor area of 1,600 square feet; yurts shall be no less than 225 square feet; and primitive camping areas shall be no less than 200 square feet.
9. The maximum coverage by all buildings shall not exceed 50% of the entire Property.
10. Setbacks shall be a minimum of 25 feet from all property lines or in accordance with any Functional Classification Setback as required by Section 12.05.309 of the Code, whichever is greater, unless specifically stated as follows:
    a. A 9.7-foot x 5.7-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 18.5 feet from the adjacent easterly property line.
    b. A 12.0-foot x 7.0-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 2.0 feet from the adjacent easterly property line.

c. A skateboard ramp located in the eastern corner of the subject parcel shall be a minimum of 20.2 feet from the adjacent easterly property line.
d. A 2-story ziplining structure located in the eastern corner of the subject parcel shall be a minimum of 4.1 feet from the adjacent easterly property line.

11. The minimum separation of all buildings shall be 15 feet.
12. Each unit may have lockouts, allowing for the nightly rentals of a single room.
13. Exterior lighting fixtures shall be shielded and directed onto the Property so as not to impact adjacent properties.
14. Two identification signs shall be permitted along the front edge of any required yard.
15. Said identification signs shall not exceed 25 feet in overall height and 200 square feet on each face. Each sign shall have no more than two faces.
16. All permits required by other government entities with jurisdiction over the property, including but not limited to the applicable water management district, must be approved and submitted to the County prior to any development on the Property.
17. The approved PD site development plan for this R-3 PD, pursuant to the requirements set forth in Section 12.05.290 of the Code, is attached hereto as **"Exhibit 6"** ("Exhibit A" in the adopting Resolution). The property shall be subject to the County Code for final site plan approval.

Attachments:

Exhibit 1: Location Map
Exhibit 2: Aerial Map
Exhibit 3: Future Land Use Map
Exhibit 4: Zoning Map
Exhibit 5: Proposed Zoning Map
Exhibit 6: Site Plan

Exhibit 1:

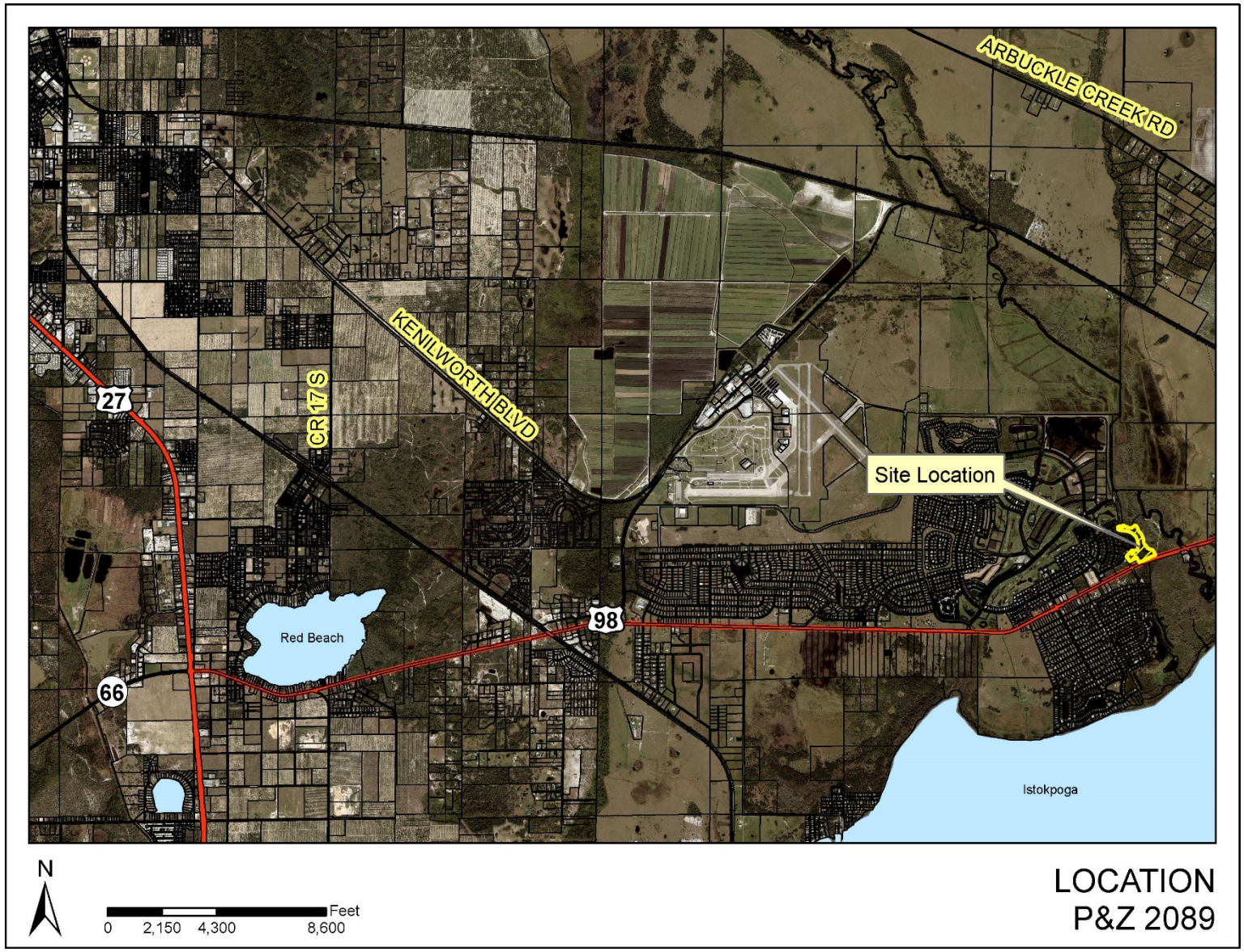

ARBUCKLE CREEK RD
KENILWORTH BLVD
CR 17 S
27
Site Location
98
Red Beach
66
Istokpoga
N
0
2,150
4,300
8,600
Feet
LOCATION
P&Z 2089

Exhibit 2:

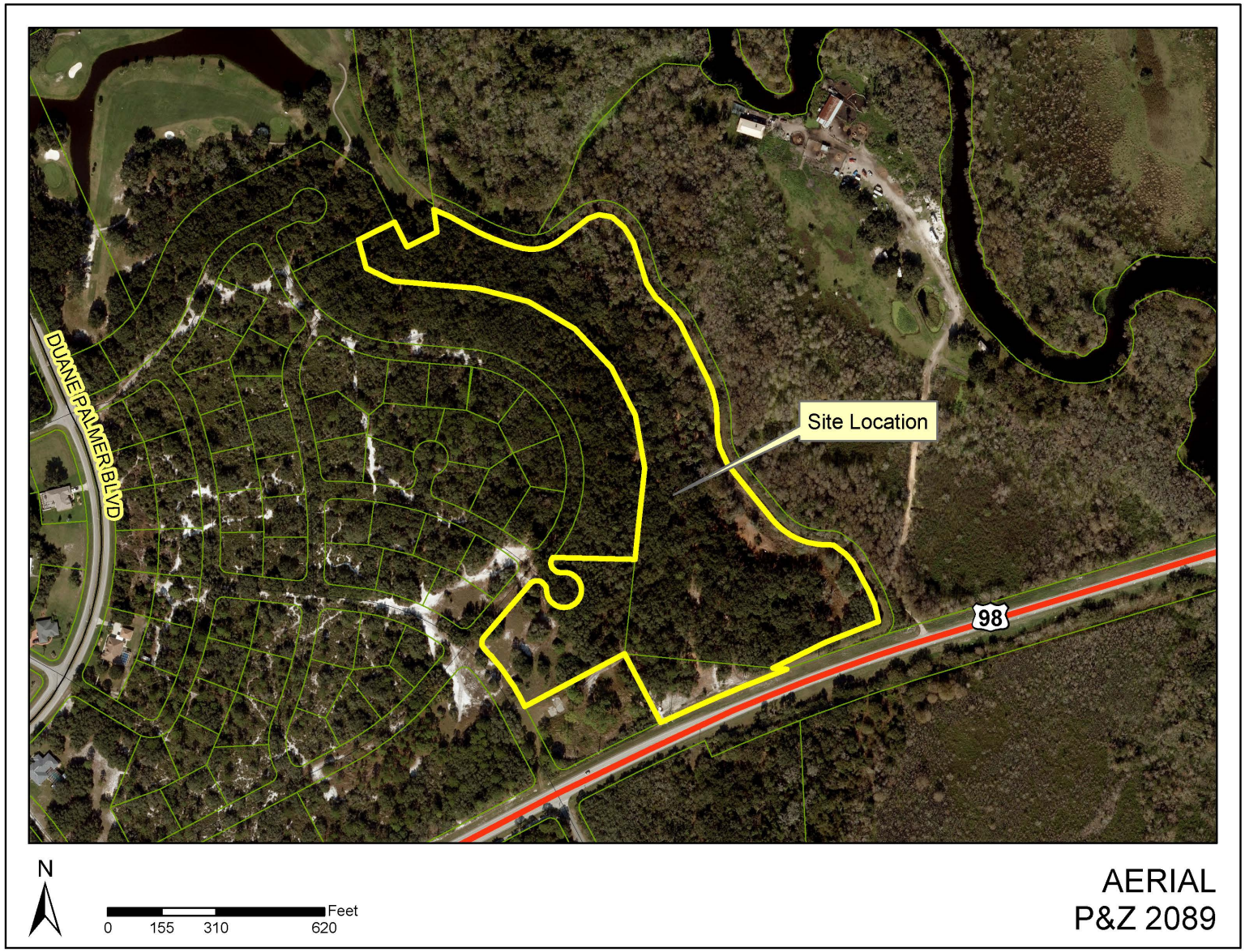

DUANE PALMER BLVD
Site Location
98
N
0
155
310
620
Feet
AERIAL
P&Z 2089

Exhibit 3:

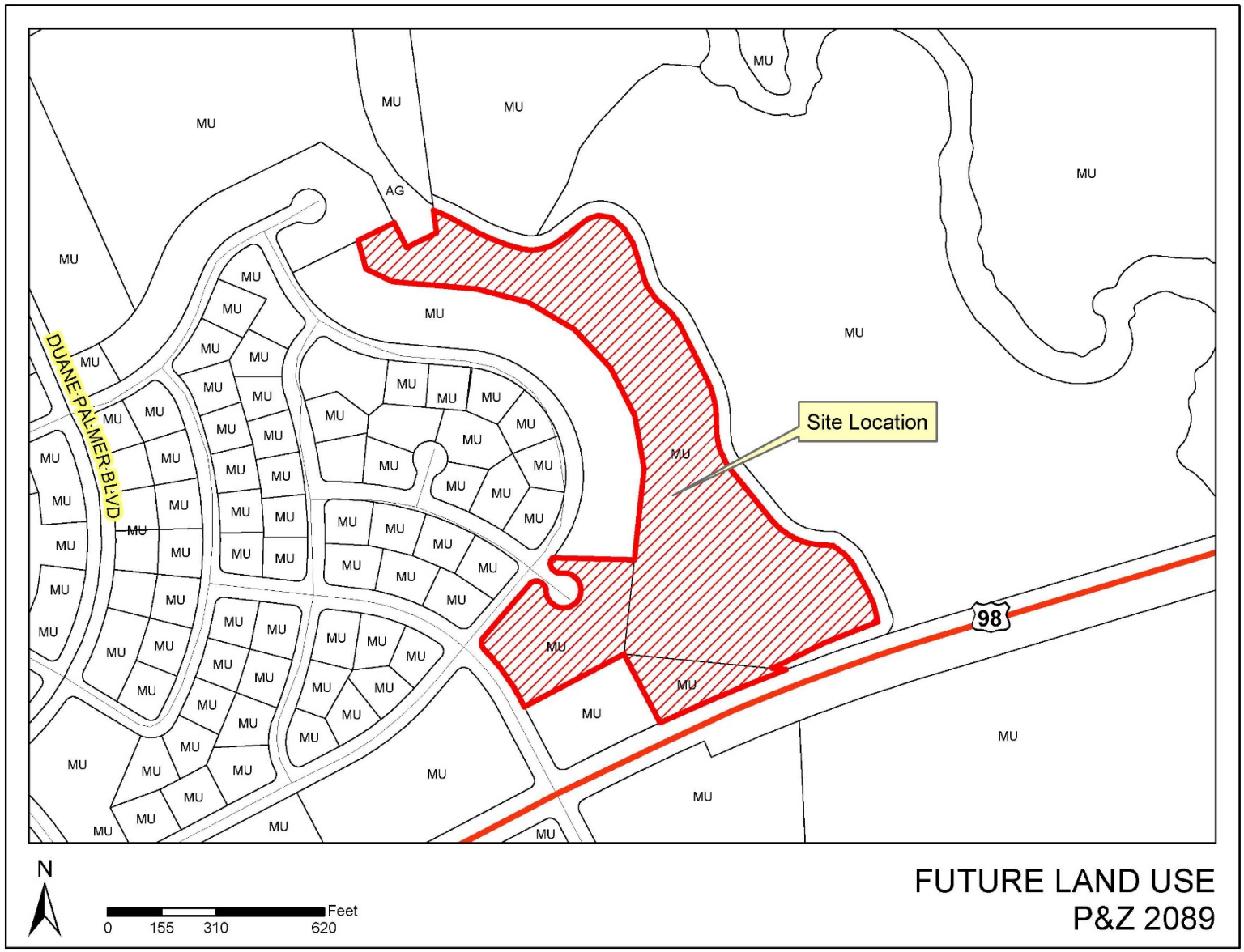

MU
AG
DUANE PALMER BLVD
Site Location
98
N
0
155
310
620
Feet
FUTURE LAND USE
P&Z 2089

Exhibit 4:

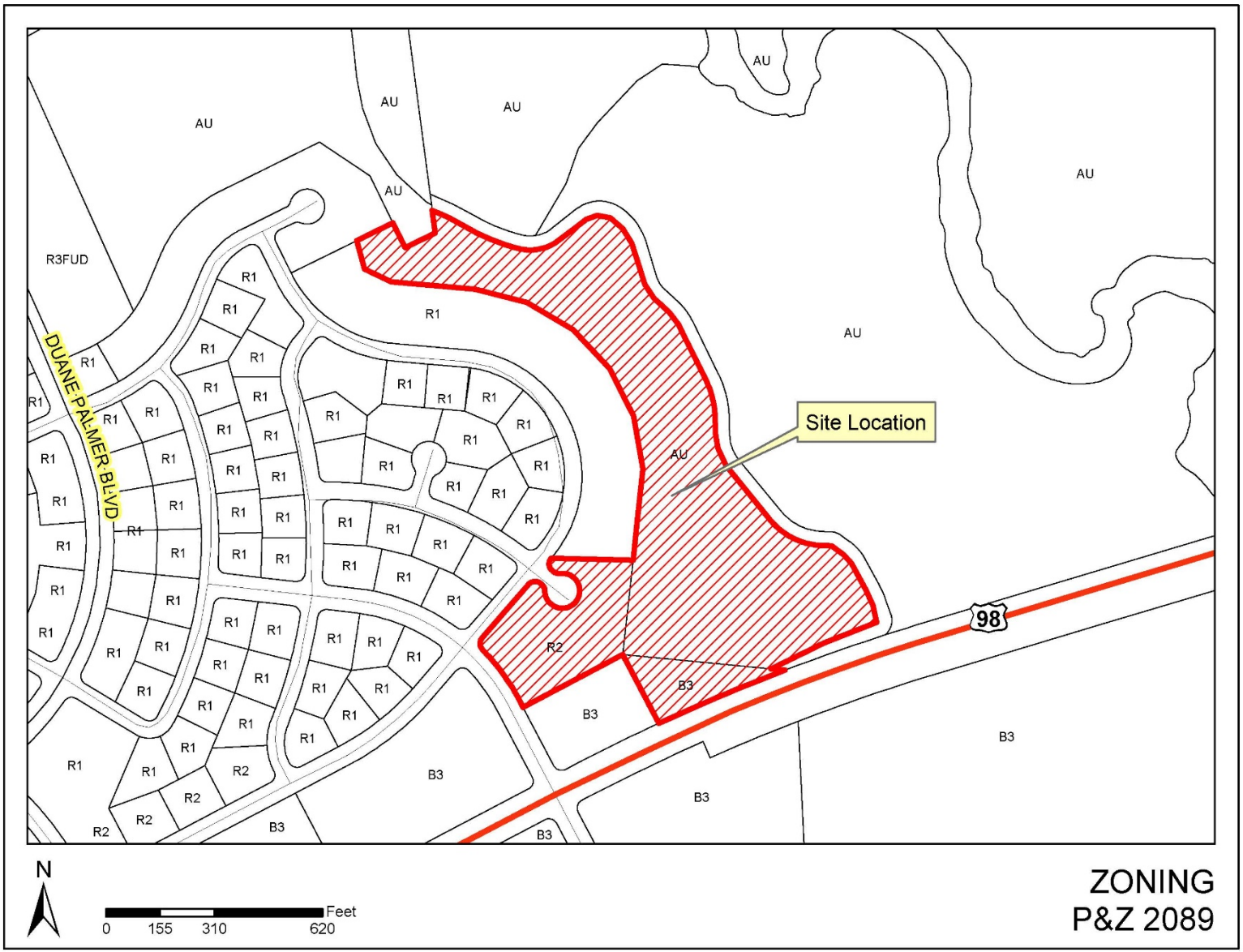

AU
R3FUD
R1
R2
B3
DUANE PALMER BLVD
Site Location
98
N
0
155
310
620
Feet
ZONING
P&Z 2089

Exhibit 5:

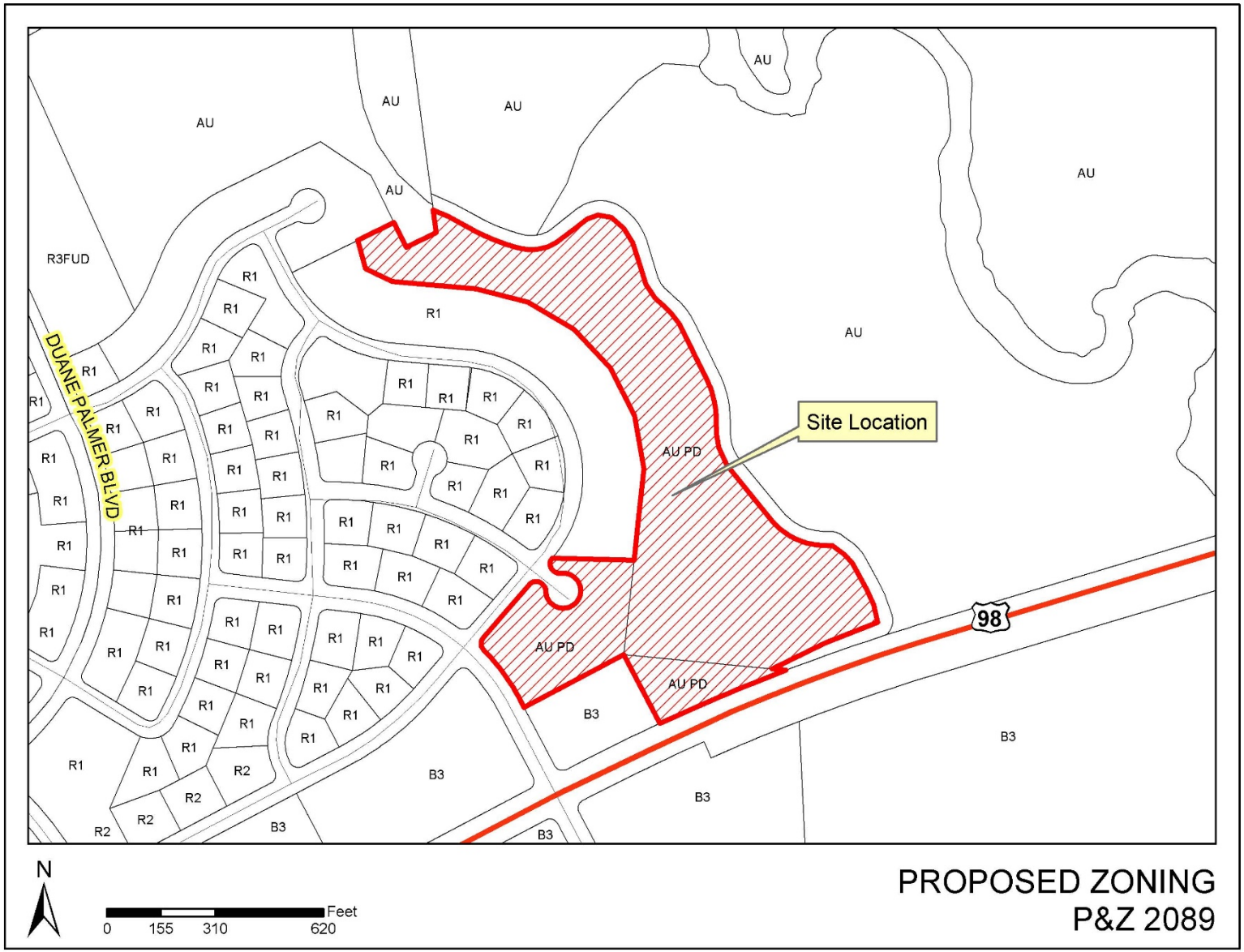
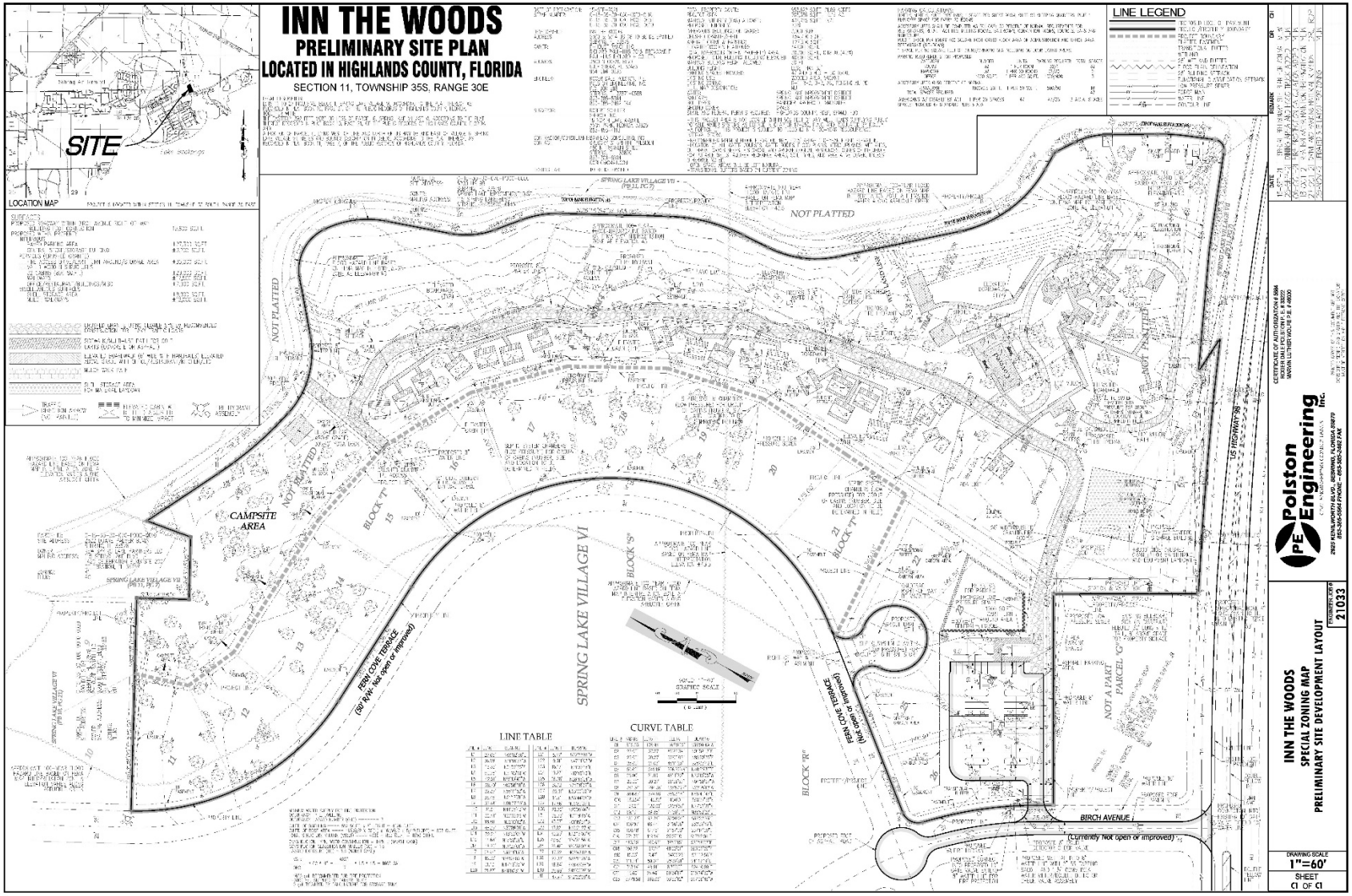

AU
R3FUD
R1
DUANE PALMER BLVD
Site Location
AU PD
98
B3
R2
N
Feet
0
155
310
620
PROPOSED ZONING
P&Z 2089

Exhibit 6:


INN THE WOODS
PRELIMINARY SITE PLAN
LOCATED IN HIGHLANDS COUNTY, FLORIDA
SECTION 11, TOWNSHIP 35S, RANGE 30E
SITE
LOCATION MAP
LINE LEGEND
NOT PLATTED
CAMPSITE AREA
SPRING LAKE VILLAGE VI
FERN COVE TERRACE
(50' R/W, Not open or improved)
FERN COVE TERRACE
(Not open or improved)
BIRCH AVENUE
(Currently Not open or improved)
US HIGHWAY 98
NOT A PART PARCEL "C"
LINE TABLE
CURVE TABLE
Polston Engineering Inc.
INN THE WOODS
SPECIAL ZONING MAP
PRELIMINARY SITE DEVELOPMENT LAYOUT
PROJECT NO. 21033
DRAWING SCALE
1"=60'
SHEET
C1 OF C1

RESOLUTION NO. 21-22-51

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE ZONING CHANGE FOR THOSE PROPERTIES IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID#s C-15-35-30-070-P0C0-0030, C-15-35-30-060-P0G0-0010 AND C-15-35-30-060-00T0-0220; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF ZONING CHANGE AND ZONING ATLAS AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Highlands County Code of Ordinances, Section 12.03.401, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID#s C-15-35-30-070-P0C0-0030, C-15-35-30-060-P0G0-0010 and C-15-35-30-060-00T0-0220 (Property), has requested a change to the existing zoning classification on the Property for the specific purposes of furthering agricultural and tourism objectives; and

WHEREAS, the County has determined that the proposed zoning change is consistent with FLU Policy 1.1.A., which states that the Future Land Use Element shall be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector; and

WHEREAS, the County has determined that the proposed zoning change is consistent with the goals, objectives and policies of the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the County has determined that Environmental Clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed zoning change; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Property and the proposed zoning change does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 of the Plan, NRE Policy 1.3 of the Plan and the Highlands County Land Development Regulations; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of any development.

NOW, **THEREFORE BE IT RESOLVED**, by the County, after public hearing and comment that:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Approval of Zoning Change and Zoning Atlas Amendment.

A. The zoning designation for that Property identified by the Highlands County Property Appraiser through C-15-35-30-070-P0C0-0030, C-15-35-30-070-P0G0-0010 and C-15-35-30-060-00T0-0220 and as more particularly and collectively described as:

> Portion of Parcel C, lying west of dike and north of US Hwy 98 and east of Village 6, Spring Lake Village CII, metes and bounds description in deeds, according to the plat thereof, as recorded in Plat Book 1, Page 7 of the Public Records of Highlands County, Florida; and the easterly 392 feet more or less of Parcel G, Spring Lake Village VI, according to the Plat thereof as recorded in Plat Book 10, Page 21 of the Public Records of Highlands County, Florida; and Lots 22 through 27, Bock T, Spring Lake Village VI, according to the Plat thereof as recorded in Plat Book 10, Page 21, of the Public Records of Highlands County, Florida.

is hereby changed from Agricultural District (AU), Two-Family Dwelling District (R-2) and Business District (B-3) to Agricultural District with a Planned Development (AU PD).

B. The official Zoning Atlas of the County is hereby amended to reflect that the zoning for the Property is Agricultural District with a Planned Development (AU PD).

C. At the time of development on the Property, the Property Owner, or a representative thereof shall submit a traffic study and such other requirements imposed during the development review process.

SECTION 3. General Condition, Restrictions and Limitations. This AU PD and limitations stated in Sections 12.05.200 and 12.05.290 of the Highlands County Code of Ordinances (hereinafter referred to as the "Code") except as expressly modified as follows:

1. The underlying or base zoning regulations for this PD District shall be the AU District and any use or allowance not specified herein will be as defined in the AU District as provided in Section 12.05.200 of the Code.
2. This AU PD may function as an eco-resort with guest lodging, a full service farm to table restaurant with alcohol sales, an event venue, an experiential education facility featuring culinary, agriculture and practical skills classes, eco tours, a general store, and food trucks.
3. Prior to development, the Property Owner must undergo the development review process and additional requirements may be identified at that time.

4. The Property shall be treated as one project for review and permitting.
5. Site plan development, throughout the development review process, shall be sensitive to nearby protected natural resources and agricultural properties.
6. The property shall be used for residential use, both owner occupied and leased for long and/or short terms.
7. There shall be a maximum of 30 one- and two-bedroom elevated cabin units, with 1 functioning as a bathhouse; 5 units as yurts; and 5 primitive camp sites.
8. Cabins shall be no less than 500 square feet and have a maximum floor area of 1,600 square feet; yurts shall be no less than 225 square feet; and primitive camping areas shall be no less than 200 square feet.
9. The maximum coverage by all buildings shall not exceed 50% of the entire Property.
10. Setbacks shall be a minimum of 25 feet from all property lines or in accordance with any Functional Classification Setback as required by Section 12.05.309 of the Code, whichever is greater, unless specifically stated as follows:
    a. A 9.7-foot x 5.7-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 18.5 feet from the adjacent easterly property line.
    b. A 12.0-foot x 7.0-foot wood building located in the eastern corner of the subject parcel shall be a minimum of 2.0 feet from the adjacent easterly property line.
    c. A skateboard ramp located in the eastern corner of the subject parcel shall be a minimum of 20.2 feet from the adjacent easterly property line.
    d. A 2-story ziplining structure located in the eastern corner of the subject parcel shall be a minimum of 4.1 feet from the adjacent easterly property line.
11. The minimum separation of all buildings shall be 15 feet.
12. Each unit may have lockouts, allowing for the nightly rentals of a single room.
13. Exterior lighting fixtures shall be shielded and directed onto the Property so as not to impact adjacent properties.
14. Two identification signs shall be permitted along the front edge of any required yard.
15. Said identification signs shall not exceed 25 feet in overall height and 200 square feet on each face. Each sign shall have no more than two faces.
16. All permits required by other government entities with jurisdiction over the property, including but not limited to the applicable water management district, must be approved and submitted to the County prior to any development on the Property.
17. The approved PD site development plan for this R-3 PD, pursuant to the requirements set forth in Section 12.05.290 of the Code, is attached hereto as **"Exhibit A"**. The property shall be subject to the County Code for final site plan approval.

SECTION 4. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The

County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 5. Savings Clause. All prior actions of Highlands County pertaining to P&Z 2089, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 6. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 7. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 9. Effective Date. This Resolution shall take effect immediately after adoption.

DONE AND ADOPTED, this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST: _____
Jerome Kaszubowski, Clerk

INN THE WOODS
PRELIMINARY SITE PLAN
LOCATED IN HIGHLANDS COUNTY, FLORIDA
SECTION 11, TOWNSHIP 35S, RANGE 30E

DATE OF PREPARATION: 15-SEP-2021
STRAP NUMBER: C-15-35-30-060-00T0-0110
C-15-35-30-070-P0C0-0030
C-15-35-30-060-P0G0-0010

DEVELOPMENT: INN THE WOODS
ADDRESS: 5300 & 5314 US 98 TO BE DETERMINED
SEBRING, FL 33876

OWNER: P-HOUSE RANCH LLC
RICHARD PAUL-HUS 2016 IRREVOCABLE
PAUL-HUS RICHARD + COLLEEN
ADDRESS: 3500 N OCEAN BLVD
GULF STEAM, FL 33483
954-294-0933

ENGINEER: ROGER DALE POLSTON, P.E.
POLSTON ENGINEERING, INC.
P.O. BOX 588
SEBRING, FL 33871-0588
863-385-5564
863-385-2462 FAX

SURVEYOR: ROBERT SCHULLER
SWORCO, INC.
16 NORTH LAKE AVENUE
AVON PARK, FLORIDA 33825
863-453-4113

CONTRACTOR/CONSULTANT: BAYHEAD CONSULTING, INC
CONTACT: GREGORY W. GRIFFIN, PRESIDENT
460 N FRANKLIN STREET
SEBRING, FL 33870
863-304-8904
CGBHC@GMAIL.COM

TESTING LAB: TO BE DETERMINED

LEGAL DESCRIPTION:
LOTS 11 TO 27 INCLUSIVE, BLOCK T, SPRING LAKE VILLAGE VI, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 21, OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA.
TOGETHER WITH:
THE EASTERLY 392 FEET MORE OR LESS OF PARCEL G, SPRING LAKE VILLAGE VI, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 10, PAGE 21, OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA.
AND;
A PORTION OF PARCEL C, LYING WEST OF DIKE AND NORTH OF US HWY 98 AND EAST OF VILLAGE 6, SPRING LAKE VILLAGE VII, METES AND BOUNDS DESCRIPTION IN DEEDS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 11, PAGE 7, OF THE PUBLIC RECORDS OF HIGHLANDS COUNTY, FLORIDA.

TOTAL PROPERTY OWNED: 953,622 SQ.FT. 21.89 ACRES
PROJECT AREA: 705,356 SQ.FT., 16.19 AC.
MAXIMUM INTENSITY (FAR) ALLOWED: 478,755 SQ.FT., 0.70
PROPOSED INTENSITY: 7.9%
IMPERVIOUS (BUILDINGS ON GRADE) 3,000 SQ.FT.
CRUSHED GRANITE/SHELL ±54,700 SQ.FT.
ASPHALT (DRIVE & PARKING) ±27,300 SQ.FT.
ELEVATED WOODEN PLATFORMS 54,000 SQ.FT.
TOTAL IMPERVIOUS (WITHIN PROPERTY) AREA: 80,300 SQ.FT., 0.18 AC.(4.3%)
PROPOSED TOTAL BUILDING INCLUDING ELEVATED 40,000 SQ.FT.
MAXIMUM BUILDING HEIGHT ALLOWED: 50 FT.
BUILDING HEIGHT: LESS THAN 35'
PARKING SPACES PROVIDED: 47 AND 3 H.C. = 50 TOTAL
EXISTING USE: WOODED AREA, VACANT
EXISTING ZONING: R-1, R-2, B-3, AU, PENDING AU PD
F.L.U. MAP DESIGNATION: MU
WATER: SPRING LAKE IMPROVEMENT DISTRICT
SANITARY: SPRING LAKE IMPROVEMENT DISTRICT
SOIL TYPES: BASINGER, ARCHBOLD, IMMOKALEE
GROUND COVER: GRASS
STATE AND FEDERAL PERMITS REQUIRED: HIGHLANDS COUNTY, FDEP, SFWMD, FDOT

-THIS PROJECT AREA IS NOT LOCATED WITHIN 600 FEET OF ANY WELL HEADS SUPPLYING PUBLIC POTABLE WATER SYSTEMS AS DEFINED IN CHAPTER 17-550, F.A.C. AND REGULATED BY F.D.E.P.
-A PORTION OF THIS PROJECT IS SUBJECT TO FLOODING IN A 100-YEAR RECCURRENCE INTERVAL STORM.
-RECOMMENDED MINIMUM FLOOR ELEVATION 46.5, ±2.5' ABOVE 100-YEAR FLOOD ELEVATION.
-LOCATION OF ALL WATER COURSES, WATER BODIES, FLOOD PLAINS, XERIC UPLANDS, WETLANDS, CUTTHROAT GRASS SEEPS, HISTORICAL AND ARCHAEOLOGICAL RESOURCES, CONES OF INFLUENCE FOR POTABLE WELLS, AQUIFER RECHARGE AREAS, SOIL TYPES, AND VEGETATIVE COVER, UNLESS OTHERWISE NOTED.
-OPEN SPACE AREAS WILL BE LEFT NATURAL.
-TRANSITIONAL BUFFERS BASED ON CURRENT ZONING.

PARKING CALCULATIONS:
HOTELS, MOTELS, SUITE TYPE INNS, 1 SPACE PER GUEST ROOM, SUITE OR SLEEPING QUARTERS, PLUS 1 EMPLOYEE SPACE FOR EVERY 20 ROOMS.

ACCESSORY USES SHALL BE COMPUTED AS FOLLOWS: 50 PERCENT OF NORMAL REQUIREMENTS FOR RESTAURANTS, RETAIL FACILITIES, MEETING ROOMS, BALLROOMS, CONVENTION ROOMS, LOUNGES, BARS AND NIGHTCLUBS.
PLUS 1 SPACE PER EVERY 400 SQUARE FOOT GROSS FLOOR AREA OF ADMINISTRATION AND OFFICE AREA.
RESTAURANT (SIT-DOWN)
1 SPACE PER 50 SQUARE FEET OF DINING/DRINKING GFA INCLUDING OUTDOOR EATING AREAS.

PARKING REQUIREMENTS FOR PROPOSED

CATEGORY	NUMBER	UNITS	PARKING REQUIRED	TOTAL SPACES
ROOMS	32	1 PER ROOM	32/1	32
EMPLOYEE	32	1 PER 20 ROOMS	32/20	2
OFFICE	1000 SQ.FT.	1 PER 400 SQ.FT.	1000/400	3
ACCESSORY USES @ 50 PERCENT OF NORMAL				
RESTAURANT	1000x0.5 SQ.FT.	1 PER 50 SQ.FT.	500/50	10
TOTAL SPACES REQUIRED				47
AMERICANS W/ DISABILITIES ACT	1 PER 25 SPACES	47	47/25	2 A.D.A. SPACES
SPACES PROVIDED 47 STANDARD PLUS 3 ADA				

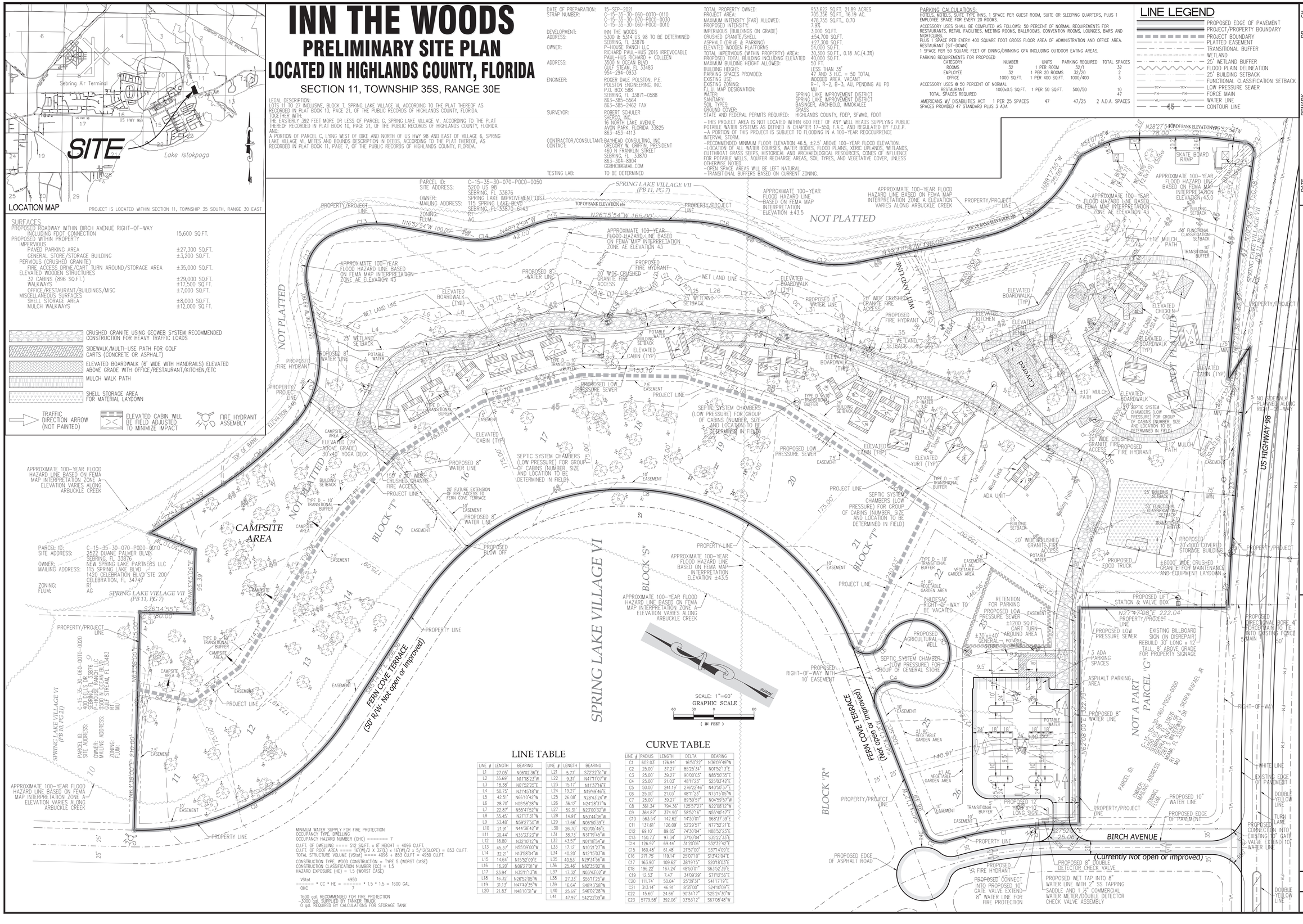
LOCATION MAP
PROJECT IS LOCATED WITHIN SECTION 11, TOWNSHIP 35 SOUTH, RANGE 30 EAST

SURFACES

PROPOSED ROADWAY WITHIN BIRCH AVENUE RIGHT-OF-WAY INCLUDING FDOT CONNECTION	15,600 SQ.FT.
PROPOSED WITHIN PROPERTY	
IMPERVIOUS	
PAVED PARKING AREA	±27,300 SQ.FT.
GENERAL STORE/STORAGE BUILDING	±3,200 SQ.FT.
PERVIOUS (CRUSHED GRANITE)	
FIRE ACCESS DRIVE/CART TURN AROUND/STORAGE AREA	±35,000 SQ.FT.
ELEVATED WOODEN STRUCTURES	
32 CABINS (896 SQ.FT.)	±29,000 SQ.FT.
WALKWAYS	±17,500 SQ.FT.
OFFICE/RESTAURANT/BUILDINGS/MISC	±7,000 SQ.FT.
MISCELLANEOUS SURFACES	
SHELL STORAGE AREA	±8,000 SQ.FT.
MULCH WALKWAYS	±12,000 SQ.FT.

CRUSHED GRANITE USING GEOWEB SYSTEM RECOMMENDED CONSTRUCTION FOR HEAVY TRAFFIC LOADS
SIDEWALK/MULTI-USE PATH FOR GOLF CARTS (CONCRETE OR ASPHALT)
ELEVATED BOARDWALK (6' WIDE WITH HANDRAILS) ELEVATED ABOVE GRADE WITH OFFICE/RESTAURANT/KITCHEN/ETC
MULCH WALK PATH
SHELL STORAGE AREA FOR MATERIAL LAYDOWN
TRAFFIC DIRECTION ARROW (NOT PAINTED)
ELEVATED CABIN WILL BE FIELD ADJUSTED TO MINIMIZE IMPACT
FIRE HYDRANT ASSEMBLY

LINE LEGEND
PROPOSED EDGE OF PAVEMENT
PROJECT/PROPERTY BOUNDARY
PROJECT BOUNDARY
PLATTED EASEMENT
TRANSITIONAL BUFFER
WETLAND
25' WETLAND BUFFER
FLOOD PLAIN DELINEATION
25' BUILDING SETBACK
FUNCTIONAL CLASSIFICATION SETBACK
LOW PRESSURE SEWER
FORCE MAIN
WATER LINE
45 CONTOUR LINE



LINE TABLE

LINE #	LENGTH	BEARING
L1	27.05'	N06°02'36"E
L2	35.69'	N11°18'23"W
L3	18.38'	N01°52'25"E
L4	50.75'	N31°45'18"W
L5	42.51'	N66°10'42"W
L6	28.70'	N05°58'28"W
L7	22.87'	N55°41'52"W
L8	35.45'	N21°17'31"W
L9	33.48'	N59°27'50"W
L10	21.91'	N44°38'42"W
L11	30.44'	N35°33'23"W
L12	18.80'	N33°01'12"W
L13	45.37'	N55°09'00"W
L14	32.21'	N13°58'04"W
L15	14.64'	N15°52'09"E
L16	16.20'	N06°27'01"W
L17	23.94'	N35°11'13"W
L18	16.32'	N26°52'05"W
L19	31.13'	N47°49'35"W
L20	21.83'	N48°10'31"W
L21	5.77'	S72°22'51"W
L22	9.31'	N47°11'07"W
L23	15.17'	N11°37'16"E
L24	19.27'	N19°49'46"E
L25	26.08'	N28°43'24"W
L26	36.12'	N24°28'37"W
L27	59.31'	N23°00'32"W
L28	14.91'	N53°44'06"W
L29	17.66'	N06°50'39"E
L30	26.70'	N20°05'46"E
L31	38.73'	N31°19'45"W
L32	43.57'	N01°18'54"W
L33	17.12'	N10°21'27"W
L34	40.20'	N12°15'03"W
L35	40.53'	N29°34'56"W
L36	25.46'	N82°35'02"W
L37	17.32'	N03°43'02"W
L38	27.33'	S55°11'25"W
L39	16.64'	S48°43'58"W
L40	25.69'	S46°02'28"W
L41	47.97'	S42°22'09"W

CURVE TABLE

LINE #	RADIUS	LENGTH	DELTA	BEARING
C1	602.03'	176.94'	16°50'22"	N36°09'49"W
C2	25.00'	37.27'	85°25'34"	N01°52'13"E
C3	25.00'	39.27'	90°00'03"	N85°52'35"E
C4	25.00'	21.03'	48°11'23"	S25°03'42"E
C5	50.00'	241.19'	276°22'46"	N40°50'37"E
C6	25.00'	21.03'	48°11'23"	N73°15'05"W
C7	25.00'	39.27'	89°59'57"	N04°59'57"W
C8	361.34'	794.36'	125°57'27"	N22°08'12"W
C9	364.87'	374.90'	58°52'16"	N55°40'47"E
C10	563.54'	142.62'	14°30'01"	S68°37'39"E
C11	137.61'	126.09'	52°29'57"	N77°52'21"E
C12	69.10'	89.85'	74°30'04"	N88°52'23"E
C13	150.73'	97.34'	37°00'04"	S35°22'33"E
C14	126.97'	69.44'	31°20'06"	S32°32'42"E
C15	160.48'	61.48'	21°57'00"	S37°14'09"E
C16	271.75'	119.14'	25°07'10"	S13°42'04"E
C17	163.90'	109.62'	38°19'15"	S20°18'03"E
C18	196.22'	167.24'	48°50'01"	S63°52'39"E
C19	12.53'	7.47'	34°09'29"	S71°12'56"E
C20	111.74'	50.04'	25°39'31"	S41°17'19"E
C21	313.14'	46.91'	8°35'00"	S24°10'09"E
C22	15.60'	24.66'	90°34'17"	S25°24'30"W
C23	5779.58'	392.06'	03°53'12"	S67°08'48"W

MINIMUM WATER SUPPLY FOR FIRE PROTECTION
OCCUPANCY TYPE, DWELLING
OCCUPANCY HAZARD NUMBER (OHC) ======= 7
CU.FT. OF DWELLING ==== 512 SQ.FT. x 8' HEIGHT = 4096 CU.FT.
CU.FT. OF ROOF AREA ==== 16'(W)/2 X 32'(L) x 16'(W)/2 x 5/12(SLOPE) = 853 CU.FT.
TOTAL STRUCTURE VOLUME (VStot) ==== 4096 + 853 CU.FT = 4950 CU.FT.
CONSTRUCTION TYPE, WOOD CONSTRUCTION = TYPE 5 (WORST CASE)
CONSTRUCTION CLASSIFICATION NUMBER (CC) = 1.5
HAZARD EXPOSURE (HE) = 1.5 (WORST CASE)

VStot = 4950
------- * CC * HE = ------ * 1.5 * 1.5 = 1600 GAL
OHC 7

1600 gal. RECOMMENDED FOR FIRE PROTECTION
3000 gal. SUPPLIED BY TANKER TRUCK
0 gal. REQUIRED BY CALCULATIONS FOR STORAGE TANK

DATE	REMARK	DR	CH
15-SEP-21	SPECIAL PRELIMINARY SITE PLAN FOR ZONING	MLW	
23-SEP-21	DINING AREA AND FOOD TRUCK ADDED	MLW	
06-OCT-21	FIRE PROTECTION CALCULATION ADDED	MLW	
13-OCT-21	REALIGN WATER MAIN FOR FIRE PROTECTION	DRJ	RDP
21-OCT-21	DRIVE AND PARKING MATERIAL REVISION	MLW	
29-NOV-21	UPDATED SITE LAYOUT FOR ZONING		

CERTIFICATE OF AUTHORIZATION # 5684
ROGER DALE POLSTON P. E. # 33222
MARVIN LUTHER WOLFE P.E. # 46030

Polston Engineering Inc.
CIVIL ENGINEERING CONSULTANTS
2925 KENILWORTH BLVD., SEBRING, FLORIDA 33870
863-385-5564 PHONE - 863-385-2462 FAX

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

INN THE WOODS
SPECIAL ZONING MAP
PRELIMINARY SITE DEVELOPMENT LAYOUT

ENGINEER JOB # 21033

DRAWING SCALE 1"=60'

SHEET C1 OF C1

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sandra S. Vázquez, Planner I**

SUBJECT/TITLE: **Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-22-594SS, for approximately 6.62-acre parcel, from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I).**

STATEMENT OF ISSUE

The Applicant is requesting a small-scale comprehensive plan amendment for an approximate 6.62-acre parcel, from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I). The parcel is vacant of structures and native vegetation. The Applicant is proposing to utilize the property for future industrial development.

A similar request was approved on October 11, 2021 for the abutting property to the north, CPA-21-589SS.

There is a companion request for a zoning change from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), P&Z 2092.

The Planning and Zoning Commission recommended approval of CPA-22-594SS as presented.

RECOMMENDED ACTION

Move to approve and adopt by Ordinance, CPA-22-594SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 6.62 acres from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), and transmit CPA-22-594SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report CPA-22-594SS Ben Hill Griffin for BCC
Application CPA-22-594SS Ben Hill Griffin for BCC
Ordinance CPA-22-594SS Ben Hill Griffin.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Small Scale Comprehensive Plan Amendment	**BCC Hearing Date:** 1/18/2022
Case Number: CPA-22-594SS	**Case Name:** Ben Hill Griffin
Applicant: Emery Smith	**Property Owners:** Ben Hill Griffin, Inc.
Public Hearing: BCC	**Case Staff Member:** Sandra S. Vázquez

Request: Change the Future Land Use Map (FLUM) for an approximate 6.62-acre parcel, from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I)

General Location: An approximate 6.62-acre parcel located approximately 0.42 miles south of the County line, 0.25 miles north of W Allamanda Blvd., and 0.41 miles east of Lake Adelaide, on the northeast side of US 27; the address being 1420 Linden Street, Avon Park, Florida

PARCEL ID: C-09-33-28-010-0450-0010

Staff Recommendation and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Ordinance, CPA-22-594SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 6.62 acres from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), and transmit CPA-22-594SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the Planning and Zoning Commission (P&Z):** Recommend to the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-594SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 6.62 acres from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), and transmit CPA-22-594SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "D. HEARING NUMBER CPA-22-594SS - BEN HILL GRIFFIN, INC., C/O EMERY SMITH** An approximate 6.62-acre parcel

located approximately 0.42 miles south of the County line, 0.25 miles north of W Allamanda Blvd., and 0.41 miles east of Lake Adelaide, on the northeast side of US 27.; the address being 1420 Linden Street, Avon Park; and abbreviated legal as follows: An approximate 6.62-acre parcel located in Section 9, Township 33 South, Range 28 East Highlands County, Florida.

The Applicant is requesting a small-scale plan amendment from Agriculture (AG) and Commercial/Industrial (CI) to Industrial (I). Mr. Roberts read the request, and Ms. Vazquez and Mr. Smith presented the request. There were no letters received, and no one in the audience spoke for or against the request.

Motion by Mr. Ingler and seconded by Mrs. Mack to recommend to the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-594SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 6.62 acres from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), and transmit CPA-22-594SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Upon roll call, all members voted yes. **Motion carried 7-0."**

Supplemental Material/Issue Analysis Report:

1. Request: The matter for consideration is for a change to the Future Land Use Map of an approximate 6.62-acre parcel, from AG and CI to I.

The parcel is vacant of structures and native vegetation. The Applicant is proposing to utilize the property for future industrial development.

A similar request was approved on October 11, 2021 for the abutting property to the north, CPA-21-589SS.

There is a companion request for a zoning change from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), P&Z 2092.

2. Existing Use Analysis:

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Vacant/Recently Cleared Grove	AG/CI	AU/B-3
Adjacent Property to the North	Vacant/Recently Cleared Grove	I	I-2

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Adjacent Property to the South	Vacant Commercial/ Stores	CI	B-3
Adjacent Property to the East	Groves/ Orchards	I/ RH (High Density Residential)	I-2/ R-3 (Multiple-Family Dwelling Including Motel and Hotel District)
Adjacent Property to the West	Vacant/ Fire Station/ Adelaide Shores RV Resort	C (Commercial)/ P (Public/Quasi-Public Facility and Institutional Lands)	B-1 (Neighborhood Business District)/ P (Public and Quasi-Public Lands District)/ B-3

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Policies: 1.1, General Growth Management Strategy; Policy 1.2.D.1, Agriculture (AG), Policy 1.2.D.8, Commercial/Industrial Mixed Use (CI) and Policy 1.2.D.10, Industrial (I).

Zoning…Highlands County Land Development Regulations (LDRs): Section 12.05.200: Agricultural District (AU), Section 12.05.242: Business District (B-3) and Section 12.05.252: Industrial District (I-2).

4. Supporting Goals, Objectives, and/or Policies from Comprehensive Plan:

Future Land Use Element

Goal: Ensure a High Quality, Diversified Living Environment through the Efficient Distribution of Compatible Land Uses, Discourage Urban Sprawl, Protect Environmentally Sensitive Lands, Reduce Greenhouse Gas Emissions, and Provide Guidance for the Location, Type, and Intensity for New Development, within the 2010 to 2030 Planning Period

Objective 1: Growth Management Strategy:

Policy 1.1, General Growth Management Strategy:

A. The Future Land Use Element shall be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector. The General Growth Management Strategy consists of the following:

1. Encourage compatible future growth, including infill, in the planning period of 2010 to 2030;

2. Allow and encourage compatible infill development wherever properties are already served by public infrastructure, but not utilized

at the most suitable density and/or intensity or type of land use in relation to surrounding development;

B. In general, the outward expansion of urban land uses from the municipal limits of Avon Park, Sebring, and Lake Placid shall connect to the existing and planned infrastructures and centralized services that support the communities, municipalities and many of the employment centers of Highlands County. In most instances, development decisions should recognize this as a fundamental principle of policies governing future development within Highlands County. The County will give preference to:

4. Development opportunities which provide permanent jobs and improve the County's revenue base.

Economic Development Element

Goal: Create and Support a Diverse Economy in Highlands County that is Conducive to the Prosperity of all Residents by Optimizing the Most Desirable Opportunities for Economic Expansion, Better Jobs, and Revenue Growth During the 2010-2030 Planning Period.

Objective 2: Maintain and Enhance the Economic Base and Retain and Create New Jobs:

Policy 2.11: County to Facilitate Recruitment of Adequate Industrial Sites:

A. The County shall strive to ensure there is sufficient Industrial land with proper FLU and zoning designations and adequate infrastructure for future development including industrial parks and business campuses.

5. Department Analysis and Comments of Petitioner's Proposal:

5.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Zoning Division: The staff has no objection to this request.

Engineering Department: Approved with conditions. At the time of development, the applicant shall undergo the development review process and additional requirements may be identified at that time.

Natural Resources: Former grove – no comment.

Sebring Reginal Airport (SEF): Location is over 16 miles northwest of the Airport. No impact to SEF, however the developer should be made aware that any structure will need to undergo a 7460 review by the Federal Aviation Association (FAA) for the following reason: Your proposed structure is in proximity to a navigation facility and may impact the assurance of navigation signal reception.

Florida Department of Health: No objection (If structures are built in an Industrial Zone and require a septic system, they have to apply for an Annual O/P for the septic systems).

5.C. The following Departments, Divisions, and Agencies did not respond: City of Avon Park, Florida Department of Environmental Protection, Florida Department of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

6. Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

6.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 130 and 135 feet.
2. **Soils:** The soil underlying the site is *Astatula.* The available water capacity is very low, with a very rapid permeability. Depth to the water table is more than 80 inches. This soil is nearly level to moderately sloping, and excessively drained. There are slight limitations to most urban uses in this soil that can be overcome with adding suitable topsoil.
3. **Surface Waters:** The subject parcel has no surface water areas.
4. **Vegetative Cover:** The site has been cleared of native vegetation.

6.B. Land Use Analysis:

1. **Current Use of Land:** The current use of the land is vacant. There was a citrus grove on the site that was recently cleared.
2. **Current Future Land Use Map (FLUM) Designation:** The site has a FLUM designation of Agriculture and Commercial/Industrial Mixed Use.
3. **Proposed FLUM Designation:** The proposed FLUM designation is Industrial.
4. **Current FLUM Population Yield/Intensity:** The current FLUM would not allow a dwelling unit to be constructed in the Agriculture portion of the property, as it does not meet the minimum 5-acre requirement; therefore, the population yield is zero. Within the Commercial/Industrial Mixed-Use portion, the current FLUM allows a maximum intensity of up to 0.80 FAR.
5. **Proposed FLUM Intensity:** The proposed FLUM allows a maximum of 1.00 FAR.
6. **The Applicant's proposed development program:** The Applicant is proposing to use the site for industrial purposes. No residential uses are proposed.

6.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Comprehensive Plan indicates that the site contains no Selected Natural Resources. Pursuant to Natural Resource Element Policy 3.3. of the Comprehensive Plan, the Applicant **is not required** to obtain Environmental Clearance at the time of development.
2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.

4. **Floodplains (FEMA designation):** The property has a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, as depicted on the Flood Insurance Rate Map Community Panel Number **12055C0019C**, effective November 18, 2015.
5. **Military Airport Zones (MAZ):** The property is located within MAZ III as designated by Section 12.12.800 of the Highlands County LDRs.
6. **Wellhead Protection Zones:** The property is located outside of the 200-foot Zone of Exclusion and a portion of the property is located within the 600-foot Zone of Control of a public potable water well, as defined by Infrastructure Policy 6.6. of the Comprehensive Plan.
7. **Airport Surface Areas:** The property is not located within any of the defined surface areas as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

6.D. Public Facilities and Services:

1. **Potable Water:** The property will be served by an off-site central potable water system provided by the City of Avon Park.
2. **Central Wastewater:** The property will be served by an off-site central wastewater system provided by the City of Avon Park.
3. **Solid Waste:** The property will be serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site has direct access onto US Highway 27 N.
5. **Railroad Access:** The site is located adjacent to the CSX railroad tracks that runs along the east side of this property.
6. **Recreation:** The proposed development will not require the need for recreation.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

6.E. Traffic Impacts: Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is** required at the time of development.

6.F. Schools: The permitted uses within the Industrial Future Land Use designation are industrial in nature. Any project development will not generate student impacts to the school district; school concurrency **is not** required.

6.G. Airports: The subject property is located approximately 2.94 miles north of the Avon Park Executive Airport and 16 miles northwest of the Sebring Regional Airport.

6.H. Fundamental Planning Analysis ref. Comprehensive Plan:
Technical Support Section II. 3.b. (1-8) for the Future Land Use Element: Sprawl Rule Indicators:

(1) *Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems:* The

site is located in an area with other industrial and commercial uses. The site's access will be located along US Highway 27 N, thereby locating economic growth in an easily accessible area built to withstand high amounts of traffic. The proposed use will not adversely impact the natural resources or ecosystems. All required permits from appropriate agencies shall be obtained prior to development.

(2) *Promotes the efficient and cost-effective provision or extension of public infrastructure and services:* The future development will be able to connect to existing central potable water and wastewater systems. Fire services and law enforcement are already available.

(3) *Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available:* The property is located adjacent to a shared bikeway path that connects to downtown Avon Park, which in turn connects to downtown Sebring. This shared bikeway path provides a multimodal transportation system to employees. Also, the property is located next to a railroad that has the potential for future transit.

(4) *Promotes conservation of water and energy:* The property is located in an existing industrial and commercial area.

(5) *Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils:* This indicator is not applicable.

(6) *Preserves open space and natural lands and provides for public open space and recreation needs:* The future development will locate on already disturbed natural lands; therefore, the development preserves other open space and natural lands.

(7) *Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area:* The proposed development is in an existing industrial and commercial area, which will allow for additional industrial and commercial uses for the residential neighborhoods in the area.

(8) *Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164:* This indicator is not applicable.

7. Mandatory Findings of Fact:

Use Consistency Finding: The proposed Small Scale Comprehensive Plan Amendment **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed Small Scale Comprehensive Plan Amendment **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed Small Scale Comprehensive Plan Amendment.

Historical and Archaeological Clearance: The proposed Small Scale Comprehensive Plan Amendment **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-594SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 6.62 acres from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), and transmit CPA-22-594SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Attachments:

Exhibit 1: Location Map
Exhibit 2: Aerial Map
Exhibit 3: Future Land Use Map
Exhibit 4: Proposed Future Land Use Map

Exhibit 1:

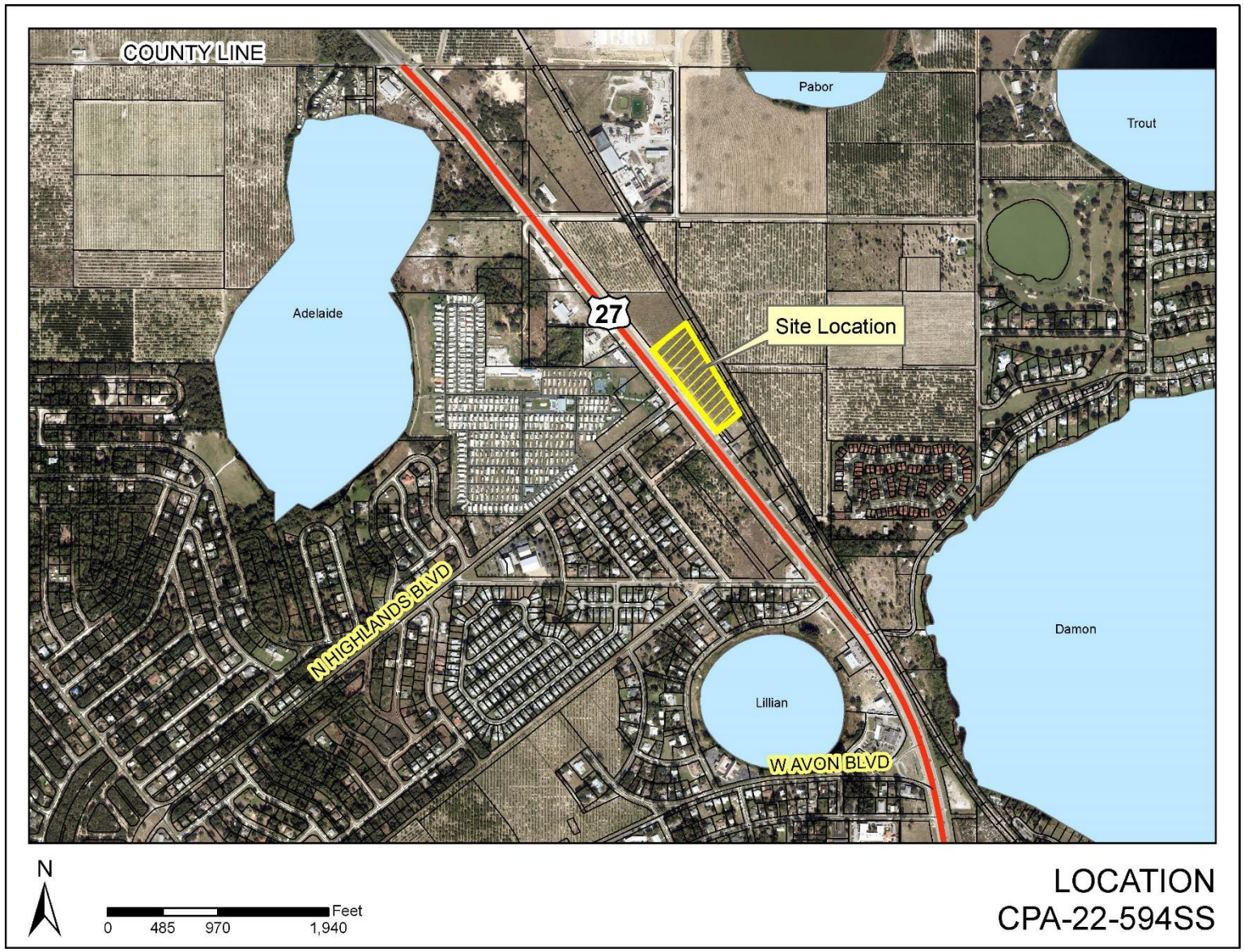

COUNTY LINE
Pabor
Trout
Adelaide
27
Site Location
N HIGHLANDS BLVD
Damon
Lillian
W AVON BLVD
N
0
485
970
Feet
1,940
LOCATION
CPA-22-594SS

Exhibit 2:

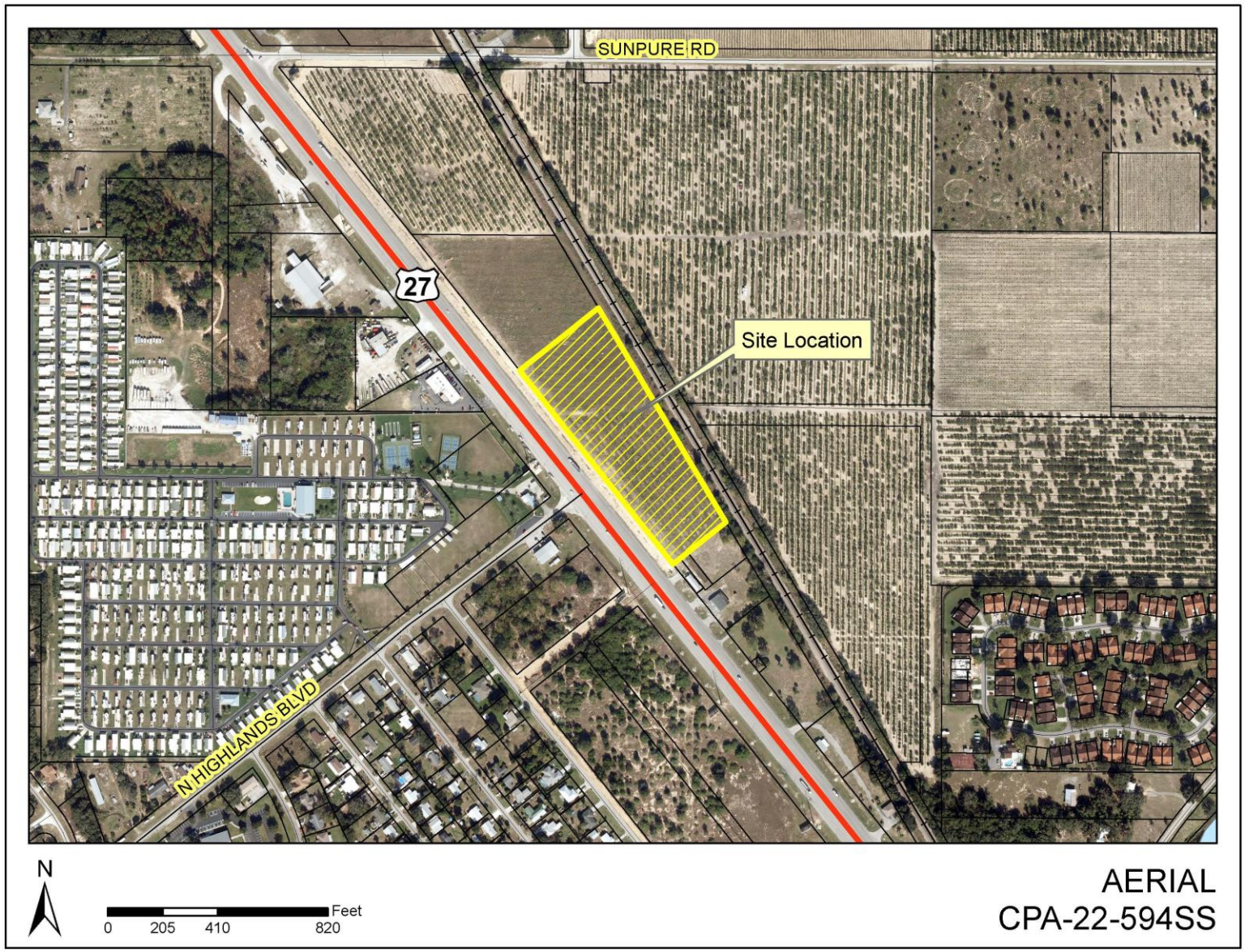

SUNPURE RD
27
Site Location
N HIGHLANDS BLVD
N
0 205 410 820
Feet
AERIAL
CPA-22-594SS

Exhibit 3:

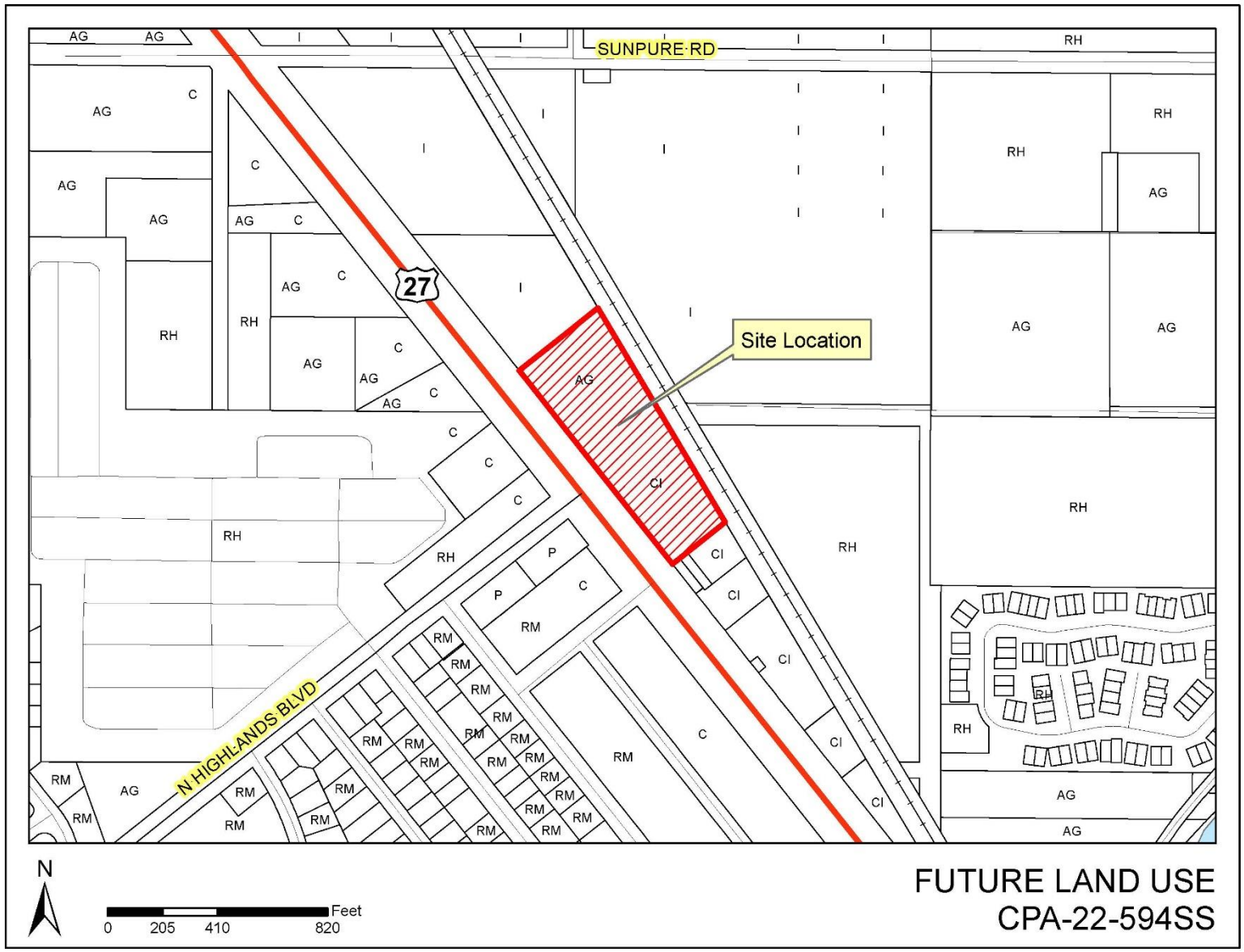
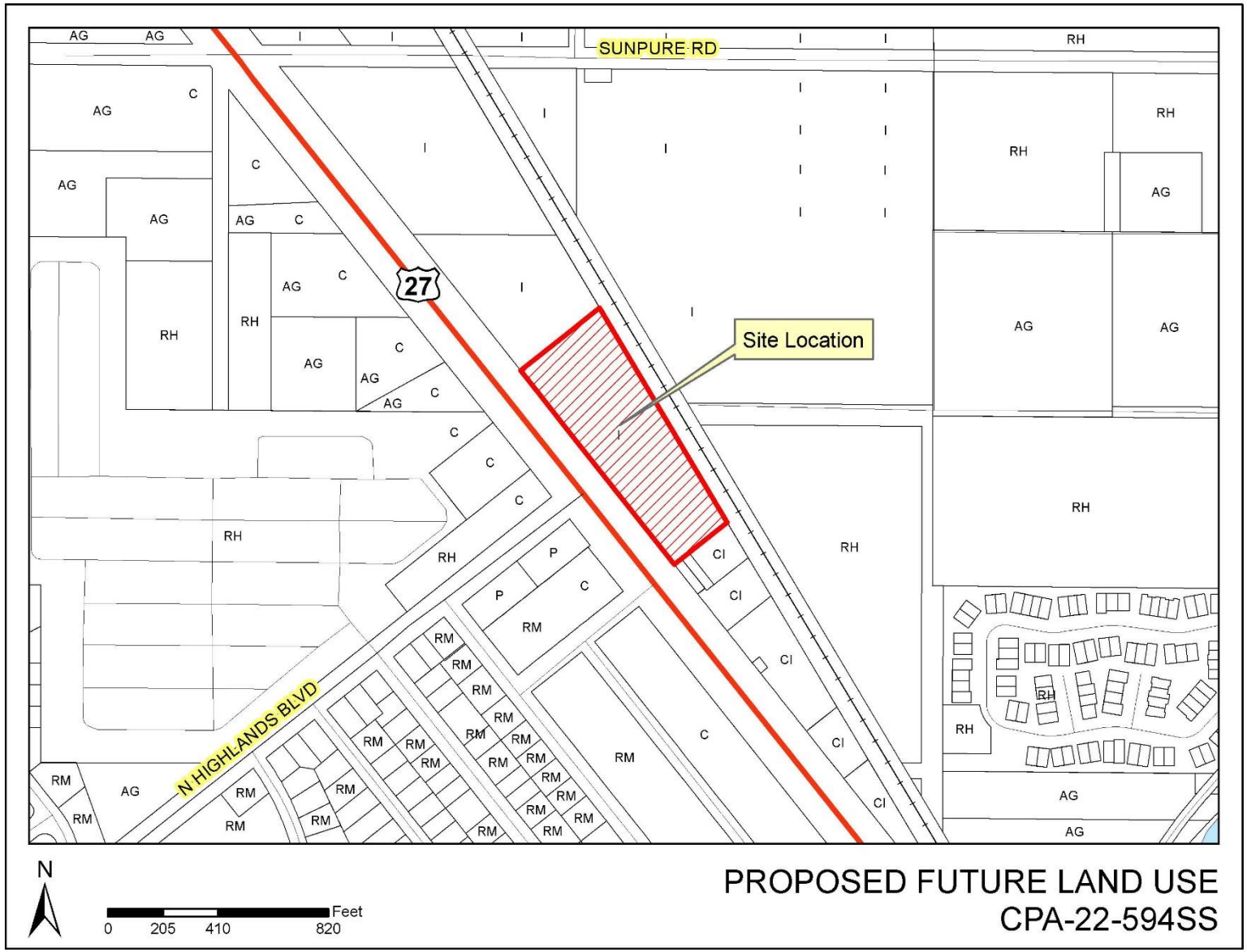

SUNPURE RD
27
Site Location
N HIGHLANDS BLVD
AG
C
I
RH
RM
P
CI
N
0
205
410
820
Feet
FUTURE LAND USE
CPA-22-594SS

Exhibit 4:


SUNPURE RD
Site Location
27
N HIGHLANDS BLVD
N
0 205 410 820 Feet
PROPOSED FUTURE LAND USE
CPA-22-594SS

Highlands County, Florida
Comprehensive Plan Amendment Application
Small Scale Comprehensive Plan Map Amendment (20 acres or less)

Change from: AG & CI Change to: Industrial

Note: Do not leave any blank lines; if something does not apply, indicate that it is not applicable.

STAFF USE ONLY: Receipt NO. 21090017

Case Number: CPA-22-594SS **Date of Application:** 9/27/2021

Amount of Fee: $ 1,500.00 **Tax Map No.:** 22-B

Hearing Dates: P&Z 12 / 14 / 2021 BOCC 01 / 18 / 2022

This application has been reviewed for completeness and determined sufficient.

Melissa Culpepper
Signed: Planning and Zoning Mgr. **Date** 10/27/2021

Property Identification Number(s) / Strap(s) of Property Covered by Application:

STRAP No. C-09-33-28-010-0450-0010 **STRAP No. C-**___-___-___-___-____-____-____

STRAP No. C-___-___-___-___-____-____-____ **STRAP No. C-**___-___-___-___-____-____-____

APPLICANT INFORMATION:

1. **Name of Property Owner(s):** Owner(s) must sign the **Owner's Affidavit** (attached), which must accompany the application.

   Print Name(s): Ben Hill Griffin, Inc.

   Mailing Address: P.O. Box 127 Frostproof, FL 33843

   Daytime Telephone No. (863) 635-2251 **E-Mail Address:** esmith@bhgriffin.com

2. **Name of Agent:** Complete the **Agent's Affidavit** (attached) from Property Owner, giving the Agent authority to represent this application. Attach completed affidavit to the application.

   Print Name: N/A

   Mailing Address: _____

   Daytime Telephone No. ( ) _____ **E-Mail Address:** _____

NOTARIZED AUTHORIZATION:

- ☐ If the Applicant is not the Owner of the property, a written, notarized authorization from each Owner must be provided with this application – use Form A, attached. Property Owner authorization is required. If the Property Owner withdraws permission at any point during the review and approval process, the application is considered null and void.

- ☐ If an Agent is submitting the application for the Owner/Applicant – authorization from the Owner/Applicant is required – use Form B, attached.

PLAN AMENDMENT REQUEST INFORMATION:

3. Please provide a brief description of the proposed plan amendment, including the reason(s) the amendment should be approved: This small parcel currently has two land uses that are conflicting and are not corresponding with the adjoining uses. This site is a part of a Duke Energy Site Readiness project, and the other land involved is zoned industrial. This should be approved for the benefit of the overall site for future use.

4. Based upon the Highlands County Comprehensive Plan, please provide the goal(s), objective(s), and/or policy number(s) that support your proposed plan amendment.
   a. Goal(s) Provide consistent land use for this parcel to go along with the surrounding parcels.
   b. Objective(s) Change the land use in order to eliminate two separate land use categories within the same parcel.
   c. Policy(ies) 1.1, 1.8, 4.1

PROPERTY INFORMATION:

5. **Legal Description(s) of Property Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description: complete description including section, township and range. Unit No. 1 Lake Lillian PB 2 PG 77 All Blks 45-47 AND Streets AND Park Contig to same. Fully described in DB 140 PG 352. Less Highway right of way. Section 9 Township 33 South Range 28 East Highlands County, Florida.

6. **Street Address(es) of Property Covered by the Application:** 1420 Linden Street Avon Park, FL 33825

7. **Name of Project, Subdivision, or Overall Project or part of a larger project, if applicable:** Duke Energy Site Readiness North Highlands

8. **Existing Zoning District:** AU & B3 **Existing Future Land Use Classification:** AG & CI

9. **Current Use of the Property:** Number of existing dwelling units, type of commercial or industrial, etc. The property is currently vacant.

10. **Are there existing structures on the property?** [ ] **Yes** [✓] **No** **If yes,** what type? (Dwelling, Mobile Home, Accessory Structure, Commercial Building, Other) _____

    If multiple units, the number of dwellings per building: _____

11. **Existing Property Information:** Size of Property (width) 920 feet, (depth) 312 average feet, road frontage 920 feet, water frontage N/A feet, **Total acres:** 6.62

If different from the total acreage, the developable portion is _____ +/- acres.

12. **Is the property located within the Lake Placid Regional Plan area?** ☐ **Yes** ☑ **No**

13. **Vesting:** Is the property vested for specific property rights? ☐ **Yes** ☑ **No** **If yes,** explain:

_____

14. **Current Uses on the Adjacent Properties:**

	Current Use(s)	FLUM Designation(s)	Zoning District(s)
North	vacant	I	I2
South	vacant commercial	CI	B3
East	Citrus	I/RH	I2/R3
West	mobile home park	C/RH	B3/RVFUD

INFORMATION ABOUT THE PROPOSED USE:

15. **Proposed Number of Dwelling Units and/or Square Feet of Commercial space:** N/A

16. **Residential Density:** The proposed density is N/A units per acre.

17. **Intensity:** The proposed intensity is N/A square feet at ____ Floor Area Ratio (FAR).

ADDITIONAL INFORMATION REQUIRED PERTAINING TO PUBLIC FACILITIES:

18. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☑ **Yes** ☐ **No**
If yes, the potable water system requirements will be accommodated by the City of Avon Park water system. PLEASE ATTACH A LETTER FROM THE SERVICE PROVIDER ACKNOWLEDGING CAPACITY. *(See the attached sample letter requesting this information from the service provider.)*

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available.

19. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. ☑ **Yes** ☐ **No**
If Yes, the wastewater treatment system requirements will be accommodated by the City of Avon Park system. PLEASE ATTACH A LETTER FROM THE SERVICE PROVIDER ACKNOWLEDGING CAPACITY. (See the attached sample letter requesting this information from the service provider.)

If No, the proposed development will be served by an on-site wastewater treatment system that will be designed to connect to a central wastewater treatment system when it becomes available.

20. **Schools:** Every application requesting a land use change that will generate new residential dwelling units and a permanent population shall secure from the Highlands County School District **a letter** that will certify information pertaining to the following concerns based upon the location of the Applicant's property: IF APPLICABLE, PLEASE ATTACH A LETTER TO THIS APPLICATION. (*See the attached sample letter requesting this information from the School District.)*

ADDITIONAL COMPREHENSIVE PLAN INFORMATION NEEDED AT THE TIME OF DEVELOPMENT:

A. **Environmental Clearance:** If the property contains Wetlands, Xeric Uplands and/or Cutthroatgrass Seeps.

B. **Flood Hazard Areas:** There may be Special Flood Hazard areas on the property.

C. **Historic Properties:** There may be historic resources on the property.

D. **Archaeological Resources:** There may be archaeological resources on the property.

E. **Military Airport Zones (MAZ):** The property may be located in a MAZ.

F. **Surface Drainage:** Storm water management must comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations.

G. **Solid Waste Disposal:** The proposed development must be served by a County approved refuse collection company.

H. **Recreation and Open Space:** The recreation and open space LOS adopted by Highlands County must be met at the time of development.

END OF APPLICATION

ATTACHMENTS:

1. Owner's Affidavit(s) or Corporate Affidavit
2. Agent's Affidavit(s)
3. Notarized authorization from each owner, as applicable (Form A)
4. Notarized authorization for agent to submit petition, as applicable (Form B)
5. Public Utility Information Request Sample Letter
6. Public School Information Request Sample Letter
7. Application Due Dates
8. Fee Schedule

ORDINANCE NO. 21-22-09

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE FUTURE LAND USE MAP OF THE HIGHLANDS COUNTY 2030 COMPREHENSIVE PLAN AND THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID# C-09-33-28-010-0450-0010; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF LAND USE DESIGNATION CHANGE AND FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 163.3167 empowers the Highlands County Board of County Commissioners to adopt and amend the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID# C-09-33-28-010-0450-0010 (Property), has requested a change to the Property which requires an amendment to the Future Land Use Map of the Plan; and

WHEREAS, the Highlands County Planning and Zoning Commission, held a duly noticed public hearing on December 14, 2021, to review the small-scale amendment to the Property, identified by CPA-22-594SS, which proposes a change to the Future Land Use Map of the Plan; and

WHEREAS, the Highlands County Planning and Zoning Commission recommended approval of CPA-22-594SS and adoption of the subject Future Land Use Map amendment; and

WHEREAS, the County has determined that the proposed Future Land Use Map amendment, CPA-22-594SS, is consistent with the patterns of existing development within this area of the County and is compatible with the surrounding land uses; and

WHEREAS, the County has determined that the proposed Future Land Use Map amendment, CPA-22-594SS, is consistent with the goals, objectives, and policies of the Plan; and

WHEREAS, the County has determined that Environmental clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed Future Land Use Map amendment, CPA-22-594SS; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Property and the proposed Future Land Use Map amendment, CPA-22-594SS, does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Plan; and

WHEREAS, the County has determined that the Property that is the subject of CPA-22-594SS is not located within an area of critical state concern; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of development.

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Highlands County, Florida, after due notice and public hearing, as follows:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. The Board of County Commissioners for Highlands County has complied with all requirements and procedures of Florida law in processing this Ordinance. The above recitals are hereby adopted.

SECTION 2. APPROVAL OF LAND USE DESIGNATION CHANGE AND FUTURE LAND USE MAP AMENDMENT.

A. The land use designation for that Property identified by the Highlands County Property Appraiser through Parcel ID# C-09-33-28-010-0450-0010 consisting of approximately 6.62 acres and more particularly described as:

> All that portion of the NE ¼ of the NE ¼ of the SW ¼ and the NW ¼ of the NW ¼ of the SE ¼ of Section 4, Township 33 South, Range 28 East, lying East of old State Road 8 right-of-way, more particularly described as that part of Blocks 45, 46, and 47, and all parkways and streets in the Lake Lillian Section of Highland Lakes Subdivision, recorded in Plat Book 2, Page 77, of the public records of Highlands County, Florida, lying and being in the above first description of this property.

is hereby changed from "Agriculture" and "Commercial/Industrial" to "Industrial".

B. The Future Land Use Map of the Plan is hereby amended to reflect that the land use for the Property is Industrial.

SECTION 3. IMPLEMENTING ADMINISTRATIVE ACTIONS. The County Administrator is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The County Administrator may, as deemed appropriate, necessary and convenient, delegate

the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. SAVINGS CLAUSE. All prior actions of Highlands County pertaining to CPA-22-594SS, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 5. **NON-CODIFICATION AND SCRIVENER'S ERRORS.** The provisions of this Ordinance shall not be codified in the Board of County Commissioners of Highlands County Code of Ordinances. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 8. EFFECTIVE DATE. This Ordinance shall be effective immediately upon adoption; however, pursuant to Florida Statutes, Section 163.3187, the subject small-scale Future Land Use Map amendment shall become effective 31 days after adoption of this Ordinance by the County, unless otherwise challenged within 30 days after said adoption. In the event of a timely challenge, the subject small-scale Future Land Use Map amendment shall become effective once the Florida Department of Economic Opportunity or the Administration Commission issues a final order determining that the adopted small-scale Future Land Use Map amendment is in compliance with the Plan.

DONE AND ADOPTED this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST:

_____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sandra S. Vázquez, Planner I**

SUBJECT/TITLE: **Public hearing to consider adoption of P&Z Hearing No. 2092, changing the Official Zoning Atlas for approximately 6.62 acres, from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2).**

STATEMENT OF ISSUE

The Applicant is requesting to change the Official Zoning Atlas for an approximate 6.62-acre parcel, from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2). The parcel is vacant of structures and partially cleared from native vegetation. The Applicant is proposing to utilize the property for future industrial development.

A similar request was approved on October 11, 2021 for the abutting property to the north, P&Z 2081.

There is a companion request for a small scale comprehensive plan amendment from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), CPA-22-594SS.

The Planning and Zoning Commission recommended approval of P&Z Hearing No. 2092 as presented.

RECOMMENDED ACTION

Move to approve and adopt by Resolution, P&Z 2092, changing the Official Zoning Atlas for approximately 6.62 acres from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report P&Z 2092 Ben Hill Griffin for BCC
Application P&Z 2092 Ben Hill Griffin for BCC
Resolution P&Z 2092 - Ben Hill Griffin, Inc.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Rezone	**BCC Hearing Date:** 1/18/2022
Case Number: P&Z 2092	**Case Name:** Ben Hill Griffin
Applicant: Emery Smith	**Property Owners:** Ben Hill Griffin, Inc.
Public Hearing: BCC	**Case Staff Member:** Sandra S. Vázquez

Request: Rezone an approximate 6.62-acre parcel, from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2)

General Location: An approximate 6.62-acre parcel located approximately 0.42 miles south of the County line, 0.25 miles north of W Allamanda Blvd., and 0.41 miles east of Lake Adelaide, on the northeast side of US 27; the address being 1420 Linden Street, Avon Park, Florida

PARCEL ID: C-09-33-28-010-0450-0010

Staff Recommendation and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Resolution, P&Z 2092, changing the Official Zoning Atlas for approximately 6.62 acres from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the Planning and Zoning Commission (P&Z):** Recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2092, changing the Official Zoning Atlas for approximately 6.62 acres from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "E. HEARING NUMBER P&Z 2092 - BEN HILL GRIFFIN, INC., C/O EMERY SMITH** An approximate 6.62-acre parcel located approximately 0.42 miles south of the County line, 0.25 miles north of W Allamanda Blvd., and 0.41 miles east of Lake Adelaide, on the northeast side of US 27.; the address being 1420 Linden Street, Avon Park; and abbreviated legal as follows:

An approximate 6.62-acre parcel located in Section 9, Township 33 South, Range 28 East Highlands County, Florida.

The Applicant is requesting a zoning change from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2). Mr. Roberts read the request, and Ms. Vazquez and Mr. Smith presented the request. There were no letters received, and no one in the audience spoke for or against the request.

Motion by Mr. Ingler and seconded by Mrs. Mack to recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2092, changing the Official Zoning Atlas for approximately 6.62 acres from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), referencing the mandatory findings of fact and becoming effective as provided by law.

Upon roll call, all members voted yes. **Motion carried 7-0."**

Supplemental Material/Issue Analysis Report:

1. Request: The matter for consideration is for a change to the Official Zoning Atlas of an approximate 6.62-acre parcel, from AU and B-3 to I-2.

The parcel is vacant of structures and partially cleared from native vegetation. The Applicant is proposing to utilize the property for future industrial development.

A similar request was approved on October 11, 2021 for the abutting property to the north, P&Z 2081.

There is a companion request for a future land use change from Agriculture (AG) and Commercial/Industrial Mixed Use (CI) to Industrial (I), CPA-22-594SS.

2. Existing Use Analysis:

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Vacant/Recently Cleared Grove	AG/ CI	AU/ B-3
Adjacent Property to the North	Vacant/Recently Cleared Grove	I	I-2
Adjacent Property to the South	Vacant Commercial/ Stores	CI	B-3

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Adjacent Property to the East	Groves/ Orchards	I/ RH (High Density Residential)	I-2/ R-3 (Multiple-Family Dwelling Including Motel and Hotel District)
Adjacent Property to the West	Vacant/ Fire Station/ Adelaide Shores RV Resort	C (Commercial)/ P (Public/Quasi-Public Facility and Institutional Lands)	B-1 (Neighborhood Business District)/ PU (Public and Quasi/Public Lands District)/ B-3

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Policies: 1.1, General Growth Management Strategy; Policy 1.2.D.1, Agriculture (AG), Policy 1.2.D.8, Commercial/Industrial Mixed Use (CI) and Policy 1.2.D.10, Industrial (I).

Zoning…Highlands County Land Development Regulations (LDRs): Section 12.05.200: Agricultural District (AU), Section 12.05.242: Business District (B-3) and Section 12.05.252: Industrial District (I-2).

4. Department Analysis and Comments of Petitioner's Proposal:

4.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Zoning Division: The staff has no objection to this request.

Engineering Department: No objection.

Natural Resources: Former grove – no comment.

Sebring Reginal Airport (SEF): Location is over 16 miles northwest of the Airport. No impact to SEF, however the developer should be made aware that any structure will need to undergo a 7460 review by the Federal Aviation Association (FAA) for the following reason: Your proposed structure is in proximity to a navigation facility and may impact the assurance of navigation signal reception.

Florida Department of Health: No objection (If structures are built in an Industrial Zone and require a septic system, they have to apply for an Annual O/P for the septic systems)

4.C. The following Departments, Divisions, and Agencies did not respond: City of Avon Park, Florida Department of Environmental Protection, Florida Department

of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

5. Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

5.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 130 and 135 feet.
2. **Soils:** The soil underlying the site is *Astatula.* The available water capacity is very low, with a very rapid permeability. Depth to the water table is more than 80 inches. This soil is nearly level to moderately sloping, and excessively drained. There are slight limitations to most urban uses in this soil that can be overcome with adding suitable topsoil.
3. **Surface Waters:** The subject parcel has no surface water areas.
4. **Vegetative Cover:** The site has been cleared of native vegetation.

5.B. Zoning Analysis:

1. **Current Use of Land:** The current use of the land is vacant. There was a citrus grove on the site that was recently cleared.
2. **Current Zoning Designation:** The current zoning designation for the site is AU and B-3.
3. **Proposed Zoning Designation:** The proposed zoning designation is I-2.
4. **Current Population Yield/Intensity:** The current zoning would not allow a dwelling unit to be constructed in the Agricultural portion of the property, as it does not meet the minimum 5-acre requirement; therefore, the population yield is zero. Within the B-3 portion, the current zoning allows a maximum intensity of up to 0.80 FAR.
5. **Proposed FLUM Intensity:** The proposed zoning allows a maximum of 1.00 FAR.
6. **The Applicant's proposed development program:** The Applicant is proposing to use the site for industrial purposes. No residential uses are proposed.

5.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Comprehensive Plan indicates that the site contains no Selected Natural Resources. Pursuant to Natural Resource Element Policy 3.3. of the Comprehensive Plan, the Applicant **is not required** to obtain Environmental Clearance at the time of development.
2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.
4. **Floodplains (FEMA designation):** The property has a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, as depicted on

the Flood Insurance Rate Map Community Panel Number **12055C0019C**, effective November 18, 2015.

5. **Military Airport Zones (MAZ):** The property is located within MAZ III as designated by Section 12.12.800 of the Highlands County LDRs.
6. **Wellhead Protection Zones:** The property is located outside of the 200-foot Zone of Exclusion and a portion of the property is located within the 600-foot Zone of Control of a public potable water well, as defined by Infrastructure Policy 6.6. of the Comprehensive Plan.
7. **Airport Surface Areas:** The property is not located within any of the defined surface areas as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

5.D. Public Facilities and Services:

1. **Potable Water:** The property will be served by an off-site central potable water system provided by the City of Avon Park.
2. **Central Wastewater:** The property will be served by an off-site central wastewater system provided by the City of Avon Park.
3. **Solid Waste:** The property will be serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site has direct access onto US Highway 27 N.
5. **Railroad Access:** The site is located adjacent to the CSX railroad tracks that runs along the east side of this property.
6. **Recreation:** The proposed development will not require the need for recreation.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

5.E. Traffic Impacts: Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is** required at the time of development.

5.F. Schools: Pursuant to Section 12.13.151.A. of the Highlands County LDRs, public school concurrency **is not** required at the time of development.

5.G. Airports: The subject property is located approximately 3.08 miles north of the Avon Park Executive Airport and 16.02 miles northwest of the Sebring Regional Airport.

6. Mandatory Findings of Fact:

Use Consistency Finding: The proposed zoning change **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed zoning change **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed zoning change.

Historical and Archaeological Clearance: The proposed zoning change **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Resolution, P&Z 2092, changing the Official Zoning Atlas for an approximate 6.62-acre parcel, from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2), referencing the mandatory findings of fact and becoming effective as provided by law.

Attachments:

Exhibit 1: Location Map
Exhibit 2: Aerial Map
Exhibit 3: Zoning Map
Exhibit 4: Proposed Zoning Map

Exhibit 1:

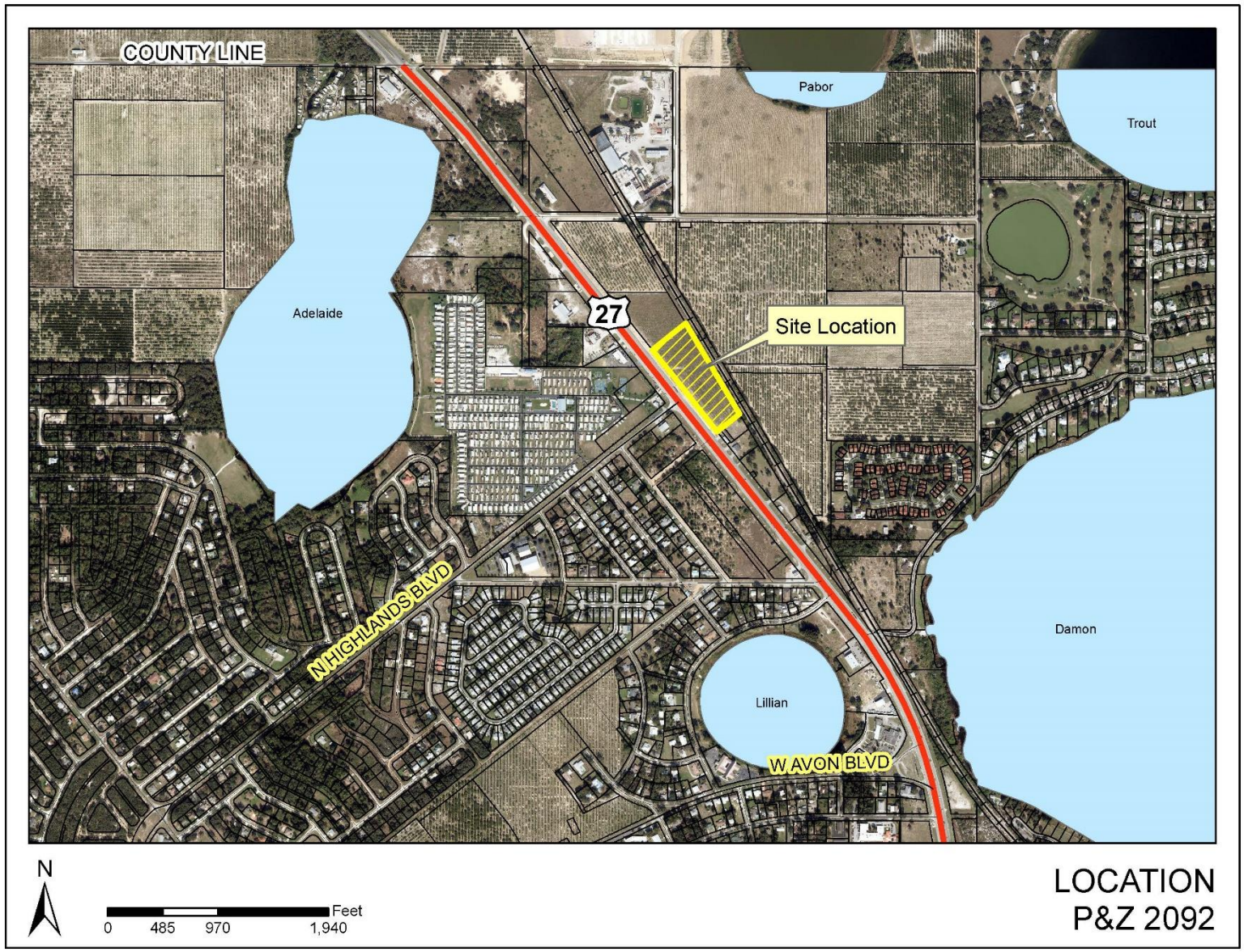

COUNTY LINE
Pabor
Trout
Adelaide
27
Site Location
N HIGHLANDS BLVD
Damon
Lillian
W AVON BLVD
N
0
485
970
Feet
1,940
LOCATION
P&Z 2092

Exhibit 2:

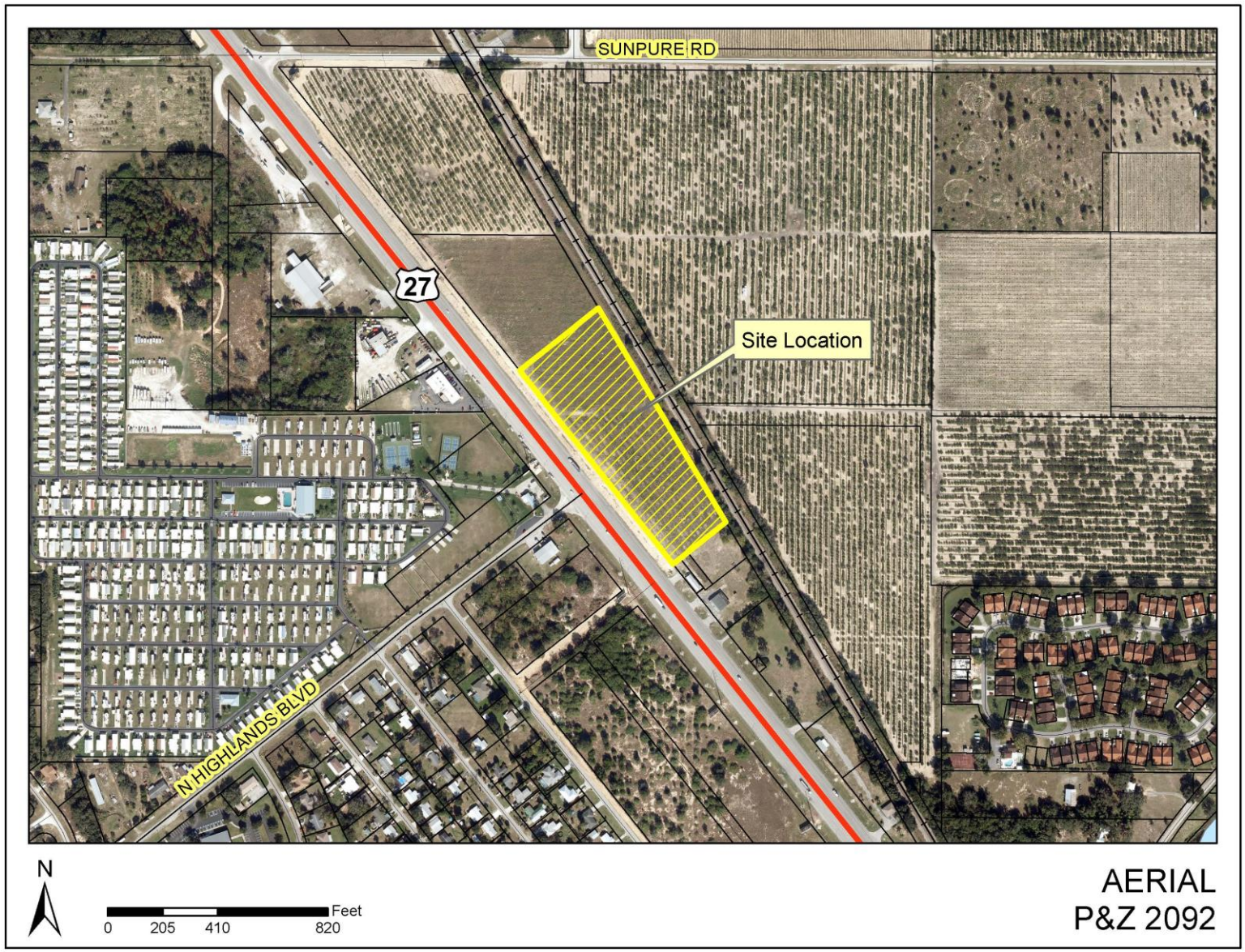

SUNPURE RD
27
Site Location
N HIGHLANDS BLVD
N
0
205
410
820
Feet
AERIAL
P&Z 2092

Exhibit 3:

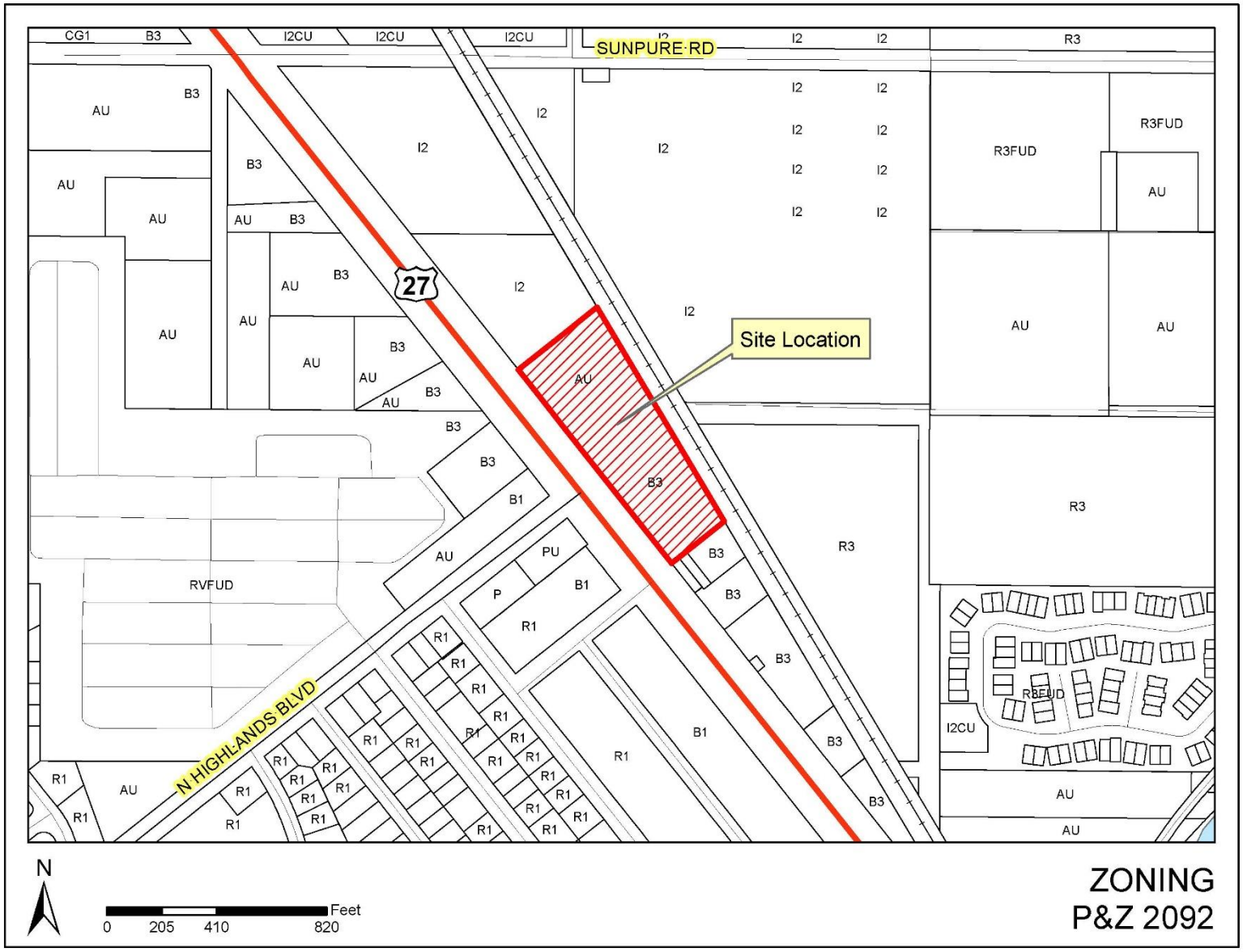
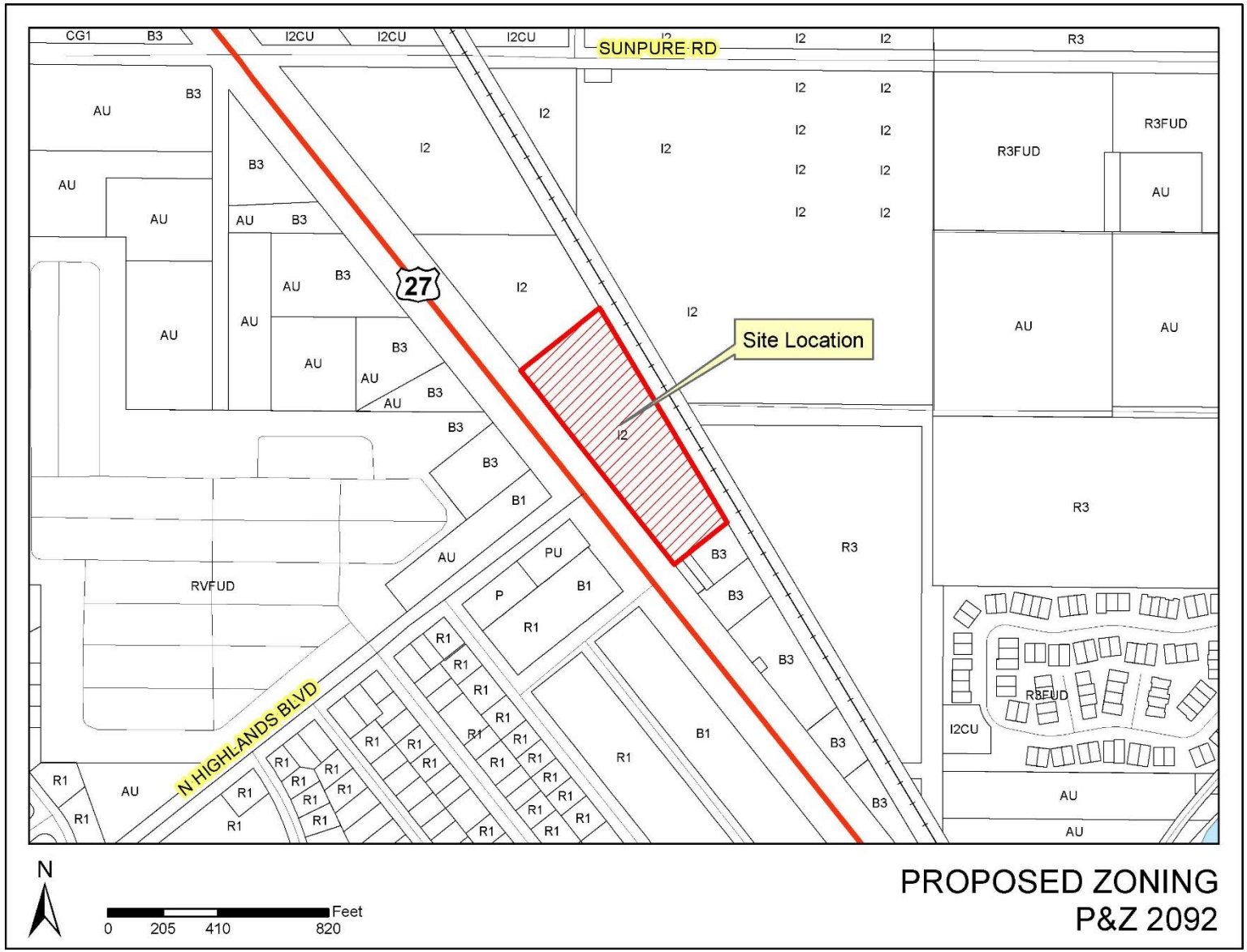

SUNPURE RD
Site Location
27
N HIGHLANDS BLVD
RVFUD
R3FUD
I2CU
N
Feet
0 205 410 820
ZONING
P&Z 2092

Exhibit 4:


SUNPURE RD
Site Location
27
N HIGHLANDS BLVD
RVFUD
R3FUD
I2CU
N
Feet
0 205 410 820
PROPOSED ZONING
P&Z 2092

Highlands County, Florida
Zoning Change Application

Zoning change from: ~~AG & Commercial~~ AU & B-3
Zoning change to: Industrial I-2

Note: *Do not leave any blank lines; if something does not apply, indicate that it is not applicable by using N/A*

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SECTION I: STAFF USE ONLY:

P&Z Hearing Number: 2092 **Date of Application:** 9/27/2021
Amount of Fee: $ 1,950.00 **Receipt No.:** 21090016 **Tax Map No.:** 22-B
Hearing Dates: LP: _____ **P&Z:** 12/14/2021 **BCC:** 01/18/2022

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This application has been reviewed for completeness and determined sufficient:

Rachel B [illegible] 9/28/2021
Zoning Supervisor **Date**

****

SECTION II: APPLICANT & PROPERTY INFORMATION:

1. **Name of Property Owner(s):** If more than one, all owners must sign the Owner's Affidavit (attached), which must accompany the application.
   Print Name: Ben Hill Griffin, Inc.
   Mailing Address: P.O. Box 127 Frostproof, FL 33843
   Telephone No.: 863-635-2251 **E-Mail Address:** esmith@bhgriffin.com

2. **Name of Agent:** Complete the Agent's Affidavit (attached) from property owner, which must accompany application, giving agent authority to represent this application.
   Print Name: _____
   Mailing Address: _____
   Telephone No.: _____ **E-Mail Address:** _____

NOTARIZED AUTHORIZATION:

- ☐ If the applicant is not the owner of the property, a written, notarized authorization from each owner must be provided with this application – use Form A, attached. Property owner authorization is required. If the property owner withdraws permission at any point during the review and approval process, the application is considered null and void.
- ☐ If an agent is submitting the application for the owner/applicant – authorization from the owner/applicant is required – use Form B, attached.

3. **Legal Description Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description, complete description, including section, township and range.
   Unit No. 1 Lake Lillian PB 2 PG 77 All Blks 45-47 AND Streets AND Park Contig. to same. Fully descriibed in DB 140 PG 352. Less Highway right of way. Section 9 Township 33 South Range 28 East Highlands County, Florida.

4. **Strap No.(s) of Property Covered by Application:**
   STRAP #:C-09-33-28-010-0450-0010 **STRAP #:**C-____-____-____-_____-_____-_____
   STRAP #:C-____-____-____-_____-_____-_____ **STRAP #:**C-____-____-____-_____-_____-_____

5. **Street Address(es) of Property Covered by the Application:** _____
   1420 Linden Street Avon Park, FL 33825

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SECTION III: INFORMATION ABOUT EXISTING USES:

6. **Existing Zoning District:** AU/B3 **Existing Land Use Classification:** AG/CI
Are the Zoning and Comprehensive Plan Consistent? ☑Consistent ☐Not Consistent

7. **Existing Property Information:** Size of Property (width) 920 feet, (depth) 312 average feet, street frontage 920 feet, water frontage 920 feet, **Total acres** 6.62
If different from the total acreage, the upland, or developable portion is _____ +/- acres.

8. **Are there existing structures on the property?** ☐Yes ☑No **If Yes,** what type (CBS, Frame, Stucco, Other Multiple Units, Number of Dwellings per Building), and what are they used for? _____

If multiple units, the number of dwellings per building/number of buildings: _____

9. **Is the property located within the Lake Placid Regional Plan (LPRP) area?** ☐Yes ☑No **If yes,** please submit a draft PD Resolution and site plan as part of the application. A separate application meeting should be arranged with the Town of Lake Placid. Please ask the Town staff (County Planning Department) for assistance.

10. **Vesting:** Is the property vested for specific property rights? ☑Yes ☐No **If Yes,** list the Vesting Action or Order Number or the method used to grant vested rights (state binding letter, legal lot of record, etc).: R-94-23-3

11. **Has a public hearing been held on this property within the last 12 months?** ☐Yes ☑No **If Yes,** in whose name and when? _____

12. **Information on the Adjacent Properties:**

	Existing Uses	FLUM Designations	Zoning Districts
North	vacant	I	I-2
South	vacant commercial	CI	B3
East	citrus	I/RH	I-2/R3
West	mobile home park	C/~~RH~~ P	B3/~~RVFUD~~ B-1/P

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SECTION IV: INFORMATION ABOUT THE PROPOSED CHANGE:

13. **Reason for Proposed Change(s) (DO NOT INCLUDE SPECIFIC USES):** _____
The land is located on US 27 with surrounding industrial zoning. This will be a compatible use.

14. **Proposed Number of Dwelling Units Desired or Number of Square Feet of Commercial Space (if applicable):**
None

15. **Proposed Development Standards (if applicable):**

A. Proposed parcel size (if increasing area with this application) _____ square feet/acre
B. Proposed Floor Area Ratio (FAR): Gross floor area of existing building _____ divided by Parcel size _____ = FAR _____%

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SECTION V: ADDITIONAL INFORMATION REQUIRED: 16 & 17 – NOT APPLICABLE FOR EXISTING DEVELOPMENT THAT IS NOT INCREASING IN SIZE; INDICATE N/A.

16. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☑Yes ☐No **If Yes,** the potable water system requirements will be accommodated by the City of Avon Park water system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the water system that will be used (gallons per capita per day or gpcd):

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required level of service (LOS) for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available. _____ **Applicant's Initial**

17. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. ☑Yes ☐No

If Yes, the wastewater treatment system requirements will be accommodated by the City of Avon Park system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the wastewater treatment system that will be used:

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required LOS for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site wastewater tank system that will be designed to connect to a central wastewater treatment system when it becomes available. _____ **Applicant's Initial**

18. **Surface Drainage:** I (we) certify that storm water management will comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations: ☑Yes ☐No _____ **Applicant's Initial**

Note: The required LOS for the County is premised upon the applicable water management district standards.

SFWMD:25-year/24-hour storm event (peak discharge, 25-year/36-hour)
SWFWMD:25-year/24-hour storm event (peak discharge, 25-year/24-hour)

*Applicants must utilize the appropriate water management district standards for drainage procedures and methods to assure that post-development run-off will not exceed pre-development run-off for a minimum of 24-year/24-hour storm event, and that Best Management Practices shall be utilized to meet or exceed state water quality standards. Direct discharge into designated outstanding Florida waters requires a treatment area 1.5 times standard area.

19. **Solid Waste Disposal:** The proposed development will be served by the Waste Connections refuse collection company.

Note: The required LOS for the County is based upon the landfill capacity to accommodate at least 5.21 pounds/person/day.

20. **Recreation and Green Space:** The recreation and green space LOS adopted by Highlands County will be met at the time of development which will include, in part, the following facilities, if any: N/A

Note: The required LOS for the County is to provide adequate facilities to maintain a County-wide standard of 10 acres/1,000 population.

21. **Military Airport Zones (MAZ):** Is this property located in an MAZ? ☑Yes ☐No
If Yes, please indicate the area as MAZ I, MAZ II, or MAZ III III.

****

SECTION VI: ADDITIONAL ZONING AMENDMENT INFORMATION:

22. **Owner's Affidavit:** Owner's Affidavit(s) must be completed and submitted as part of **all** applications.

23. **Agent's Affidavit:** Agent's Affidavit(s), if applicable, must be completed and submitted as part of **all** applications.

24. **Map Properties within 500 Feet:** Submit a map which delineates the boundary of the proposed development site and its location on the map. Include each parcel of land within **500 feet** of the property being considered in the application.

25. **List of Property Owners:** List all current property owners within a 500-foot radius of the property being considered for a rezone, including names, mailing and site addresses, and STRAP numbers of their properties. **If** the property being considered for a rezone is an area currently zoned Agriculture, the list must contain a minimum of 6 different property owners adjacent to or in the vicinity of the rezoning being requested (Attach separate sheets to this application).

26. **Land Survey:** A copy of the survey, showing all dedications or easements within the property that is the subject of the application, prepared by a Florida registered land surveyor may be required and attached to the application.

27. **Proposed Flexible Unit Development (FUD) or Planned Development (PD) – Site Plan, Resolution, and Letter of Intent:** A site plan, a draft resolution, and a letter of intent are required which indicate uses, density, building locations, streets, site access, off-street parking, water courses or bodies, buffers, setbacks (dimensions), and environmentally sensitive areas. (See Section 12.05.291 of the Code of Ordinances for FUD requirements and Section 12.05.290 for PD requirements.)

28. **Surrounding Property Owners:** Have you discussed this rezoning request with the surrounding property owners? ☐**Yes** ☑**No**

29. **Contract to Sell:** Is this property under contract to sell contingent on the rezoning? ☐**Yes** ☑**No**

30. **Proposed Multiple Zoning Changes:** If more than one zoning change is being requested, it is necessary to show the exact areas to be covered by the different zoning designations. The legal description, along with an illustration showing the dimensions, of each different zoning designation must be included (Attach to the application if applicable).

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END OF APPLICATION

ATTACHMENTS:

1) Owner's Affidavit(s) or Corporation Affidavit
2) Agent's Affidavit(s)
3) Notarized authorization from each owner, as applicable (Form A)
4) Notarized authorization for agent to submit petition, as applicable (Form B)
5) Public Utility Information Request Format
6) Application Due Dates
7) Fee Schedule

Emery Smith

From: Rick Whalen <rwhalen@avonpark.city>
Sent: Wednesday, August 25, 2021 1:52 PM
To: Emery Smith
Cc: Mark Schrader; Rick Reed
Subject: Water & Wastewater Availability - 1420 Linden Street, Avon Park

Emery,

Please accept this email as confirmation that the City of Avon Park, Florida can provide both drinking water service and wastewater service to 1420 Linden Street, Avon Park, FL 33825 (Parcel C-09-33-28-010-0450-0010 per Highlands County Property Appraiser's web site).

Please give me a call or email if you need any further information, or if you require confirmation on City letterhead.

Thanks.....Rick

Rick Whalen, P.E.
Public Works Director/City Engineer
City of Avon Park
2301 US Highway 27 South
Avon Park, Florida 33825
(863) 452-4400 ext. 406
rwhalen@avonpark.city

ExchangeDefender Message Security: Check Authenticity

RESOLUTION NO. 21-22-52

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE ZONING CHANGE FOR THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID# C-09-33-28-010-0450-0010; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF ZONING CHANGE AND ZONING ATLAS AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Highlands County Code of Ordinances, Section 12.03.401, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID# C-09-33-28-010-0450-0010 (Property), has requested a change to the existing zoning classification on the Property for the specific purposes of furthering economic objectives; and

WHEREAS, the County has determined that the proposed zoning change is consistent with FLU Policy 1.1.A., which states that the Future Land Use Element shall be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector; and

WHEREAS, the County has determined that the proposed zoning change is consistent with the goals, objectives and policies of the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the County has determined that Environmental Clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed zoning change; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Property and the proposed zoning change does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 of the Plan, NRE Policy 1.3 of the Plan and the Highlands County Land Development Regulations; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of any development.

NOW, **THEREFORE BE IT RESOLVED**, by the County, after public hearing and comment that:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Approval of Zoning Change and Zoning Atlas Amendment.

A. The zoning designation for that Property identified by the Highlands County Property Appraiser through Parcel ID# C-09-33-28-010-0450-0010 and more particularly described as:

> All that portion of the NE ¼ of the NE ¼ of the SW ¼ and the NW ¼ of the NW ¼ of the SE ¼ of Section 4, Township 33 South, Range 28 East, lying East of old State Road 8 right-of-way, more particularly described as that part of Blocks 45, 46, and 47, and all parkways and streets in the Lake Lillian Section of Highland Lakes Subdivision, recorded in Plat Book 2, Page 77, of the public records of Highlands County, Florida, lying and being in the above first description of this property.

is hereby changed from Agricultural District (AU) and Business District (B-3) to Industrial District (I-2).

B. The official Zoning Atlas of the County is hereby amended to reflect that the zoning for the Property is Industrial District (I-2).

SECTION 3. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of Highlands County pertaining to P&Z 2092, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall take effect immediately after Highlands County Ordinance 21-22-09, adopting a small-scale comprehensive plan amendment to change the land use designation on the Property from Agriculture (AG) and Commercial/Industrial (CI) to Industrial (I).

DONE AND ADOPTED, this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST:

_____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sandra S. Vázquez, Planner I**

SUBJECT/TITLE: **Public hearing to consider adoption of Small Scale Comprehensive Plan Future Land Use Amendment CPA-22-595SS, for an approximate 38.58-acre parcel, from Agriculture (AG) to High Density Residential (RH).**

STATEMENT OF ISSUE

The Applicant is requesting a small-scale comprehensive plan amendment for an approximate 38.58-acre parcel, from Agriculture (AG) to High Density Residential (RH). The parcel is covered with native vegetation and is vacant of structures. The Applicant is proposing to utilize the property for a future RV Park development with a maximum of 280 sites.

There is a companion request for a zoning change from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), P&Z 2093.

The Planning and Zoning Commission recommended approval of CPA-22-595SS as presented.

RECOMMENDED ACTION

Move to approve and adopt by Ordinance, CPA-22-595SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for approximately 38.58 acres, from Agriculture (AG) to High Density Residential (RH), and transmit CPA-22-595SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report CPA-22-595SS for BCC Cherries R Us
Application CPA-22-595SS Cherries R Us for BCC
Ordinance CPA-22-595SS Cherries R Us.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Small Scale Comprehensive Plan Amendment	**BCC Hearing Date:** 1/18/2022
Case Number: CPA-22-595SS	**Case Name:** Cherries R Us
Agent: Joe Cubas	**Property Owners:** Cherries R Us, Inc.
Public Hearing: BCC	**Case Staff Member:** Sandra S. Vázquez

Request: Change the Future Land Use Map (FLUM) for an approximate 38.58-acre parcel, from Agriculture (AG) to High Density Residential (RH)

General Location: An approximate 38.58-acre parcel located approximately 2.09 miles west of CR 29 and 0.55 miles east of US 27, on the south side of SR 70 E; the address being 475 SR 70 E, Lake Placid

PARCEL ID: C-04-38-30-A00-0011-0000

Staff Recommendation and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Ordinance, CPA-22-595SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for an approximate 38.58-acre parcel from Agriculture (AG) to High Density Residential (RH), and transmit CPA-22-595SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the Planning and Zoning Commission (P&Z):** Recommend to the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-595SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for an approximate 38.58-acre parcel from Agriculture (AG) to High Density Residential (RH), and transmit CPA-22-595SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "F. HEARING NUMBER CPA-22-596SS - CHERRIES R US, INC. C/O JAYMELDA HOLDINGS, LLC** An approximate 38.58-acre parcel located approximately 2.09 miles west of CR 29 and 0.55 miles east of US 27, on the south side of SR 70 E.; the address being 475 SR 70 E, Lake

Placid; and abbreviated legal as follows: An approximate 38.58-acre parcel located in Section 4, Township 38 South, Range 30 East, Highlands County, Florida.

The Applicant is requesting a small-scale plan amendment from Agriculture (AG) to High Density Residential (RH). Mr. Roberts read the request, and Ms. Vazquez and Mr. Joe Cubas of Jaymelda Holdings, LLC presented the request. There were no letters received, and no one in the audience spoke for or against the request.

Motion by Mr. Boring and seconded by Mr. Ingler to recommend to the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-595SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for an approximate 38.58-acre parcel from Agriculture (AG) to High Density Residential (RH), and transmit CPA-22-595SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Upon roll call, all members voted yes. **Motion carried 7-0."**

Supplemental Material/Issue Analysis Report:

1. Request: The matter for consideration is for a change to the Future Land Use Map of an approximate 38.58-acre parcel, from AG to RH.

The parcel is covered with native vegetation and is vacant of structures. The Applicant is proposing to utilize the property for a future RV Park development with a maximum of 280 sites.

There is a companion request for a zoning change from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), P&Z 2093.

2. Existing Use Analysis:

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Timberland	AG	B-2/ I-2 CU/ M-1/ AU
Adjacent Property to the North	Groves/ Orchards/ Mobile Home	AG	AU
Adjacent Property to the South	Groves/ Orchards	AG	AU

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Adjacent Property to the East	Non-Ag Acreage/ Groves/ Orchards	Existing Designation (E)/ AG	Business District (B-3)/ I-2 CU/ (Campground District) CG-3/ AU
Adjacent Property to the West	Sunshine RV Resort Maintenance Barn	AG/ Public/Quasi-Public Facility and Institutional Lands (P)	AU/ Public and Quasi-Public Lands District (P)

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Policies: 1.1, General Growth Management Strategy; Policy 1.2.D.1, Agriculture (AG), Policy 1.2.D.5, and Policy 1.2.D.4, High Density Residential (RH).

Zoning…Highlands County Land Development Regulations (LDRs): Section 12.05.200: Agricultural District (AU), Section 12.05.220: Mobile Home Subdivisions District (M-1), Section 12.05.223: RV Park (RV), Section 12.05.241: Limited Business District (B-2), Section 12.05.252: Industrial District (I-2), Section 12.05.291: Flexible Unit Development (FUD), and Section 12.05.292: Conditional Use Districts (CU).

4. Supporting Goals, Objectives, and/or Policies from Comprehensive Plan:

Future Land Use Element

Goal: Ensure a High Quality, Diversified Living Environment through the Efficient Distribution of Compatible Land Uses, Discourage Urban Sprawl, Protect Environmentally Sensitive Lands, Reduce Greenhouse Gas Emissions, and Provide Guidance for the Location, Type, and Intensity for New Development, within the 2010 to 2030 Planning Period

Objective 1: Growth Management Strategy:

Policy 1.1, General Growth Management Strategy:

A.1. Encourage compatible future growth, including infill, in the planning period of 2010 to 2030;

B. In general, the outward expansion of urban land uses from the municipal limits of Avon Park, Sebring, and Lake Placid shall connect to the existing and planned infrastructures and centralized services that support the communities, municipalities and many of the employment centers of Highlands County. In most instances, development decisions should recognize this as a fundamental principle of policies governing future development within Highlands County.

Infrastructure Element

Objective 6: Support the utility providers that serve the unincorporated portions of highlands county in providing sufficient potable water to residential and non-residential users within water service areas consistent with the water supply facilities work plan:

Policy 6.5, Mandatory Connection to Central Water System:

B. The County shall require that all new development and redevelopment containing dwelling units on lots smaller than one (1.0) gross acre in size to provide potable water.

C. Commercial and industrial uses, utilizing potable water, shall connect to an existing public water system if within ¼ mile of an available system.

5. Department Analysis and Comments of Petitioner's Proposal:

5.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Zoning Division: The staff has no objection to this request.

Engineering Department: Approved with conditions. At the time of development, the applicant shall undergo the development review process and additional requirements may be identified at that time.

Natural Resources: Xeric uplands and wetlands on property. We strongly recommend this property undergo a full-scale ECR that comes before NRAC. This property appears to be intact high-quality scrub/xeric upland that should at the very least contain tortoises and skinks. It may also have scrub jays.

Sebring Reginal Airport (SEF): Location is more than 16 miles south/southeast of SEF; proposed objects 200-ft or less in height would not require a Form 7460 at this location. No impact to SEF.

Florida Department of Health: No objection.

5.B. The following Departments, Divisions, and Agencies offered no comment:

5.C. The following Departments, Divisions, and Agencies did not respond: Town of Lake Placid, Florida Department of Environmental Protection, Florida Department of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

6. Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

6.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 120 and 135 feet.
2. **Soils:** The soil underlying the site is *Paola-Basinger Sands, Rollings.* The soil is nearly level to rolling, excessively drained on side slopes and ridge tops and poorly drained to very poorly drained in small depressional areas. This soil contains a range of 5 to 10 percent Basinger Sand, 60 to 75 percent Paola Sand and 5 to 35 percent of mixed soils. There are limitations to urban and recreational uses, depending on the slope and position on the landscape. On-site investigation of each area is needed to determine the limitations of the intended use.
3. **Surface Waters:** The subject parcel is indicated on the National Wetlands Inventory to contain several depressional areas of Freshwater Emergent Wetland.
4. **Vegetative Cover:** The site is covered in native vegetation.

6.B. Land Use Analysis:

1. **Current Use of Land:** The current use of the land is vacant.
2. **Current Future Land Use Map (FLUM) Designation:** The site has a FLUM designation of Agriculture.
3. **Proposed FLUM Designation:** The proposed FLUM designation is High Density Residential.
4. **Current FLUM Population Yield:** The current FLUM allows up to 1 dwelling unit per 5 acres, however the current zoning designations are either inconsistent with the FLUM or do not meet minimum lot size requirements. The current potential population yield is zero (0).
5. **Proposed Population Yield:** The parcel would carry a potential population yield of 644 persons; 280 dwelling units x 2.3 persons = 644 persons.
6. **The Applicant's proposed development program:** The Applicant is proposing to use the site for a future RV Park development.

6.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Comprehensive Plan, indicates that Xeric Upland and Cutthroat Seep habitats exist on the property. Pursuant to Natural Resource Element Policy 3.3. of the Comprehensive Plan, the Applicant is required to obtain Environmental Clearance at the time of development.
2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.
4. **Floodplains (FEMA designation):** The property has a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, and A, for areas located inside the Special Flood Hazard Areas as depicted on the Flood Insurance Rate Map Community Panel Number **12055C0529C**, effective November 18, 2015.

5. **Military Airport Zones (MAZ):** The property is not located within a MAZ.
6. **Wellhead Protection Zones:** The property is not located within any of the defined protection zones as defined by Infrastructure Policy 6.6. of the Comprehensive Plan.
7. **Airport Surface Areas:** The property is not located within any of the defined surface areas as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

6.D. Public Facilities and Services:

1. **Potable Water:** The property will be served by an on-site central potable water system that will be designed to connect to a central water system when it becomes available.
2. **Central Wastewater:** The property will be served by an on-site wastewater system that will be designed to connect to a central wastewater system when it becomes available.
3. **Solid Waste:** The property will be serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site has direct access onto State Road 70 E.
5. **Railroad Access:** The site is not located adjacent to any railroad tracks.
6. **Recreation:** Pursuant to Section 12.05.223.W. of the Highlands County LDRs, a recreation area shall be provided equivalent to 100 square feet of area for each RV, park model, mobile home or manufactured home site. Additionally, pursuant to Section 12.08.120 of the Highlands County LDRs, a recreation/disaster shelter building shall be provided to include a minimum of 15 square feet per lot, rental space, or campsite.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

6.E. Traffic Impacts: Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is** required at the time of development.

6.F. Schools: Pursuant to Section 12.13.151.A. of the Highlands County LDRs, public school concurrency is required at the time of development.

6.G. Airports: The subject property is located approximately 28.9 miles southeast of the Avon Park Executive Airport and 16.7 miles south of the Sebring Regional Airport.

6.H. Fundamental Planning Analysis ref. Comprehensive Plan:

Technical Support Section II. 3.b. (1-8) for the Future Land Use Element: Sprawl Rule Indicators:

(1) *Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems:* The site's access is directly off of SR 70 and in close proximity to US 27. The proposed amendment is adjacent to other similar existing uses and the

proposed use will not adversely impact the natural resources or ecosystems. All required permits from appropriate agencies shall be obtained prior to development.

(2) *Promotes the efficient and cost-effective provision or extension of public infrastructure and services:* The future development will be able to connect to future central potable water and wastewater systems. Fire services and law enforcement are already available.

(3) *Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available:* The property is located within close proximity to a proposed multi-use path that would connect to the Sun N Lakes Estates Subdivision and a proposed shared bikeway that would connect to US 27. This multi-use path and the shared bikeway would provide walkability to employees and visitors.

(4) *Promotes conservation of water and energy:* This indicator is not applicable.

(5) *Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils:* This indicator is not applicable.

(6) *Preserves open space and natural lands and provides for public open space and recreation needs:* Residential use such as rental sites for RVs can promote recreation/tourist interest and encourage future recreation/tourist development in the area.

(7) *Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area:* This property is located near an existing RV park and mobile home park and within a half a mile of US 27. The intersection of US 27 and SR 70 is planned for future commercial development. Developing an additional RV park in this area creates additional residential land for tourism/recreation in close proximity to commercial development.

(8) *Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164:* This indicator is not applicable.

7. Mandatory Findings of Fact:

Use Consistency Finding: The proposed Small Scale Comprehensive Plan Amendment **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed Small Scale Comprehensive Plan Amendment **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed Small Scale Comprehensive Plan Amendment.

Historical and Archaeological Clearance: The proposed Small Scale Comprehensive Plan Amendment **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Ordinance, CPA-22-595SS, amending the Future Land Use Map of the Highlands County Comprehensive Plan for an approximate 38.58-acre parcel from Agriculture (AG) to High Density Residential (RH), and transmit CPA-22-595SS to the Florida Department of Economic Opportunity for its compliance determination, referencing the mandatory findings of fact and becoming effective as provided by law.

Attachments:

Exhibit 1: Location Map
Exhibit 2: Aerial Map
Exhibit 3: Future Land Use Map
Exhibit 4: Proposed Future Land Use Map
Exhibit 5: Aerial Site Plan
Exhibit 6: Site Plan
Exhibit 7: Typical Lot Design

Exhibit 1:

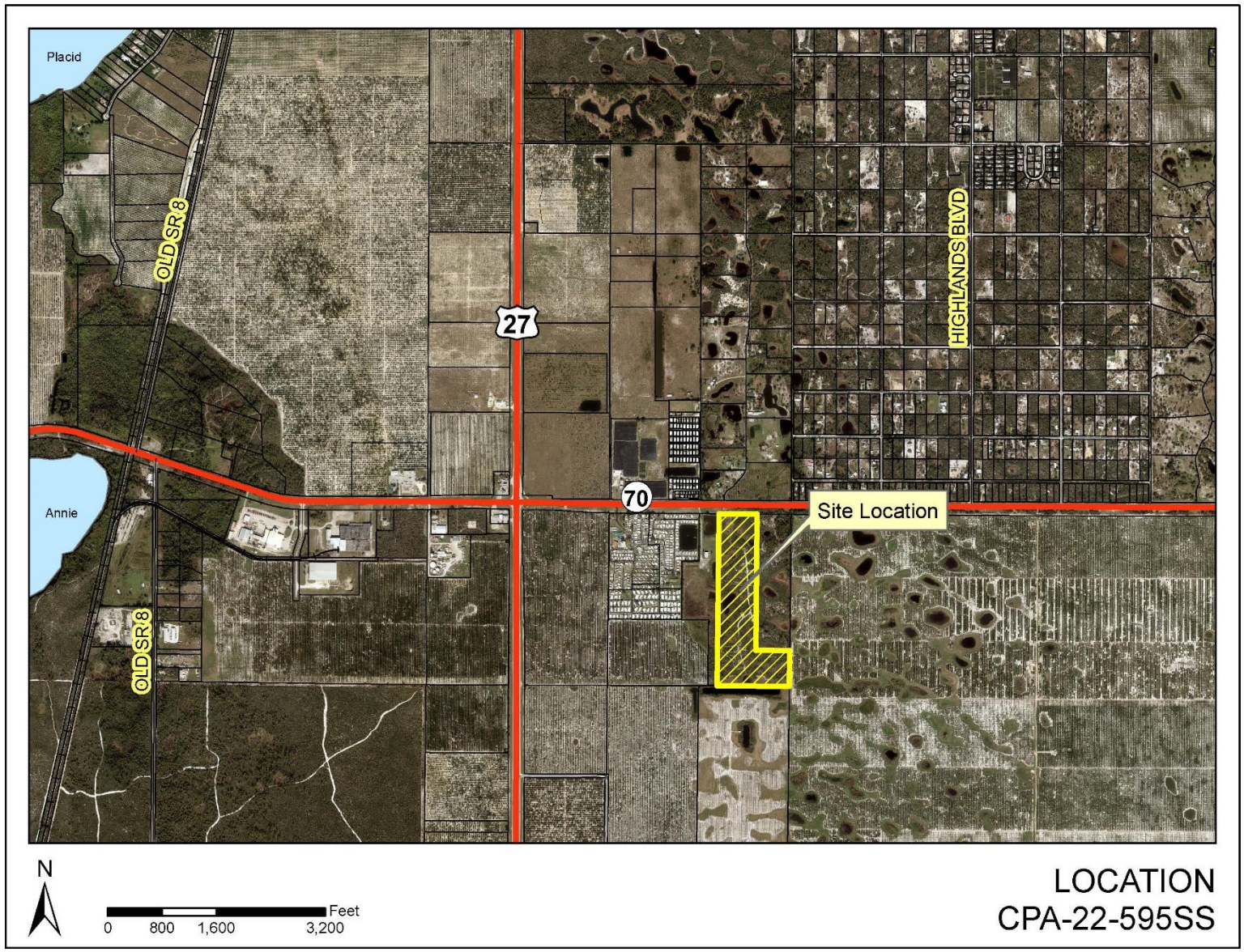

Placid
Annie
OLD SR 8
OLD SR 8
27
70
HIGHLANDS BLVD
Site Location
N
0
800
1,600
3,200
Feet
LOCATION
CPA-22-595SS

Exhibit 2:

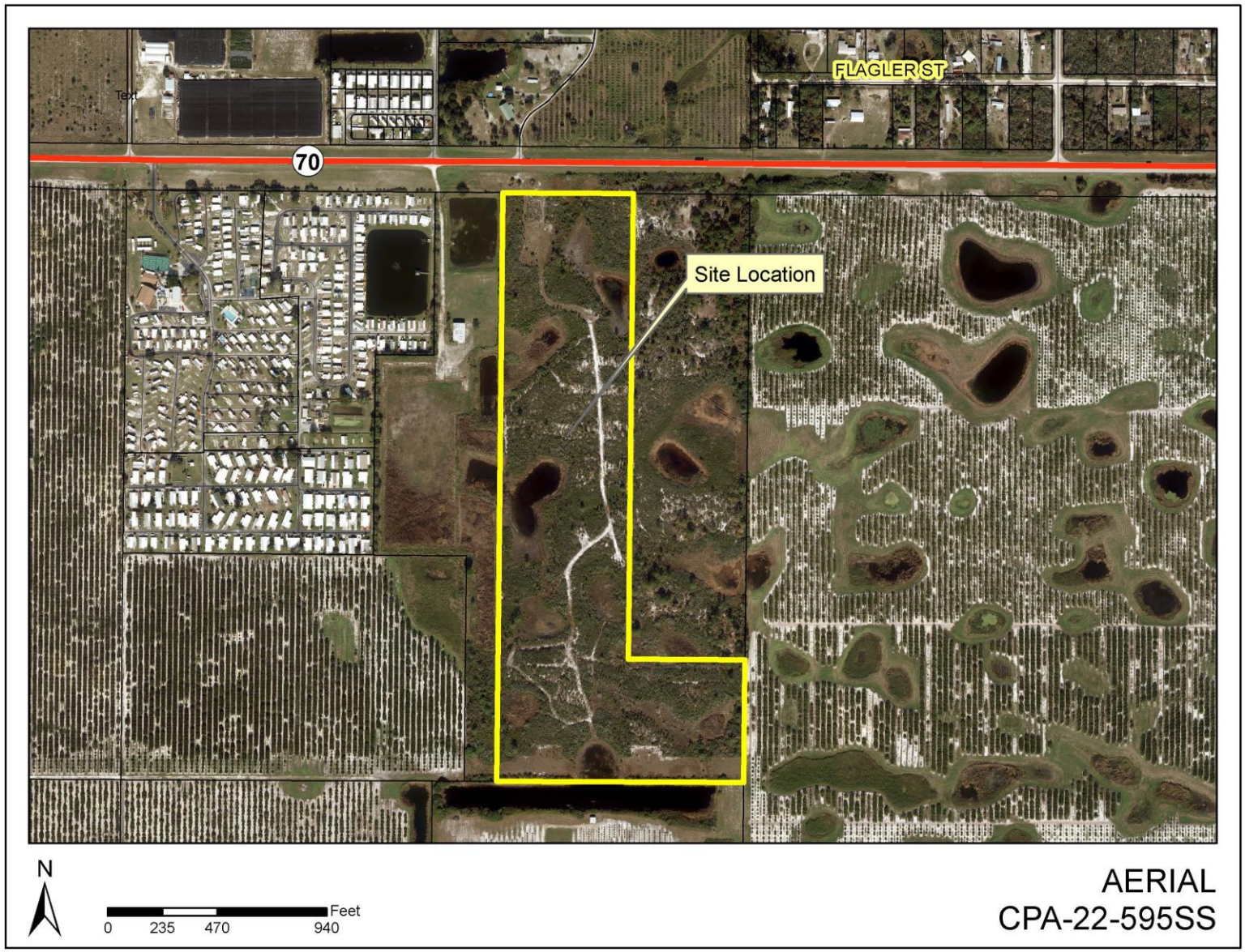

FLAGLER ST
70
Site Location
N
0
235
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940
Feet
AERIAL
CPA-22-595SS

Exhibit 3:

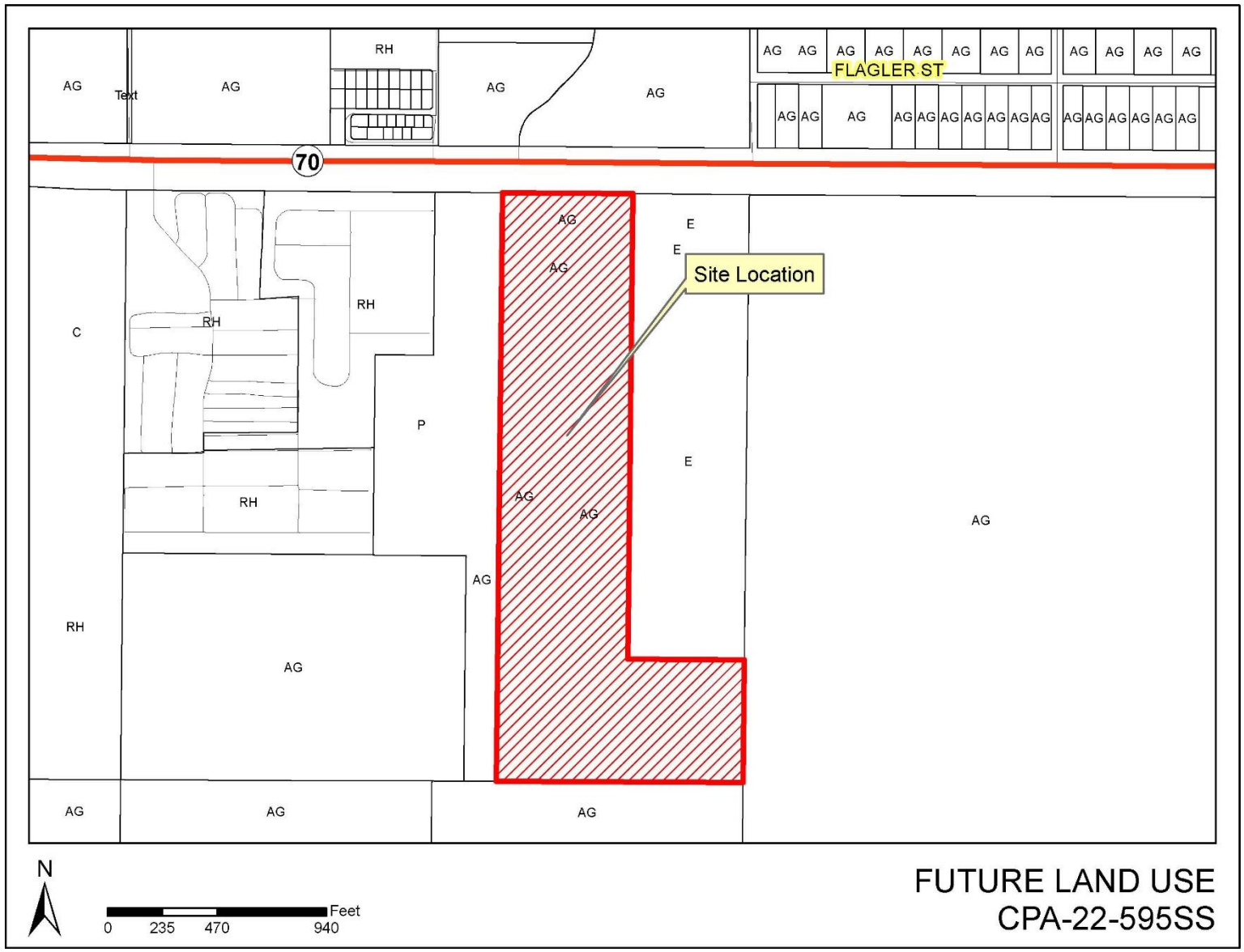

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FUTURE LAND USE
CPA-22-595SS

Exhibit 4:

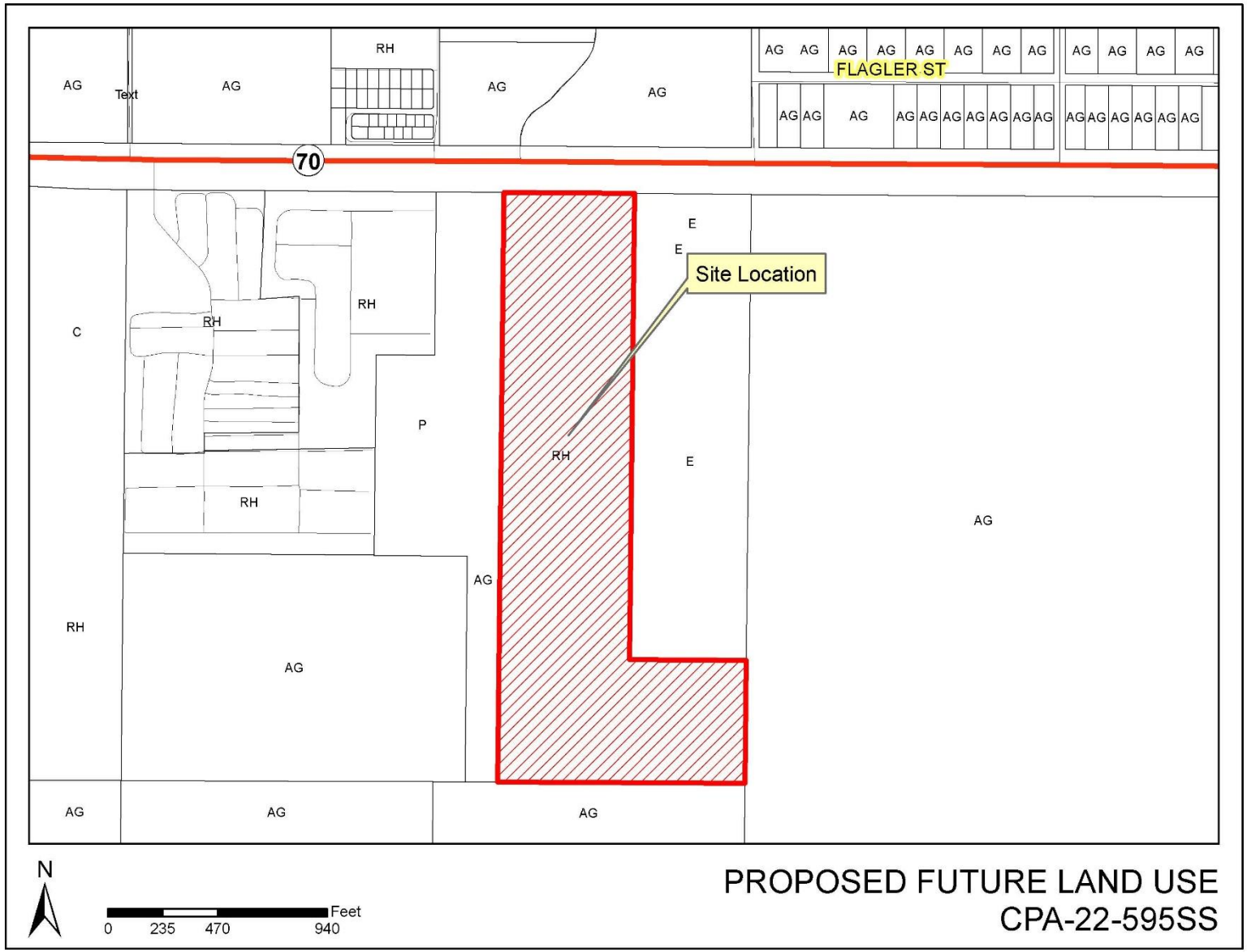

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Feet
PROPOSED FUTURE LAND USE
CPA-22-595SS

Exhibit 5:


TRUE NORTH
2529.16'
STATE ROAD 70 EAST
200' WIDE PUBLIC R/W
560.50'
1060.51'
2000.00'
525.96'
500.00'
DOG PARK
WELL SITE
25' WIDE ACCESS ROAD (TYPICAL)
PICKLEBALL COURTS
CLUBHOUSE
OFFICE
W.W.T.P.
10' BUFFER
5' BUFFER
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
LAKE PLACID RV RESORT
AERIAL SITE PLAN
C-2
AERIAL SITE PLAN
SCALE: 1" = 50'

Exhibit 6:

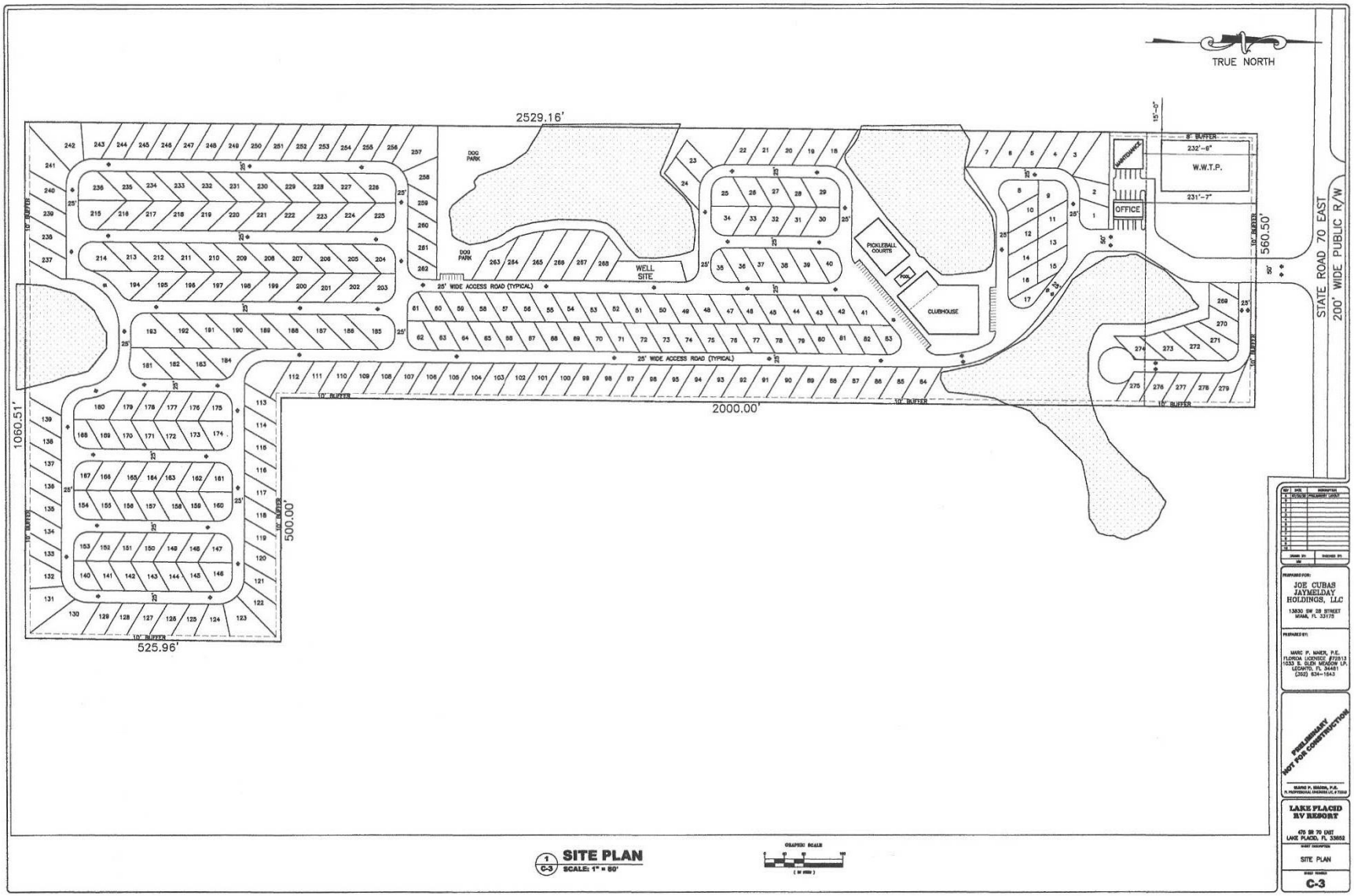
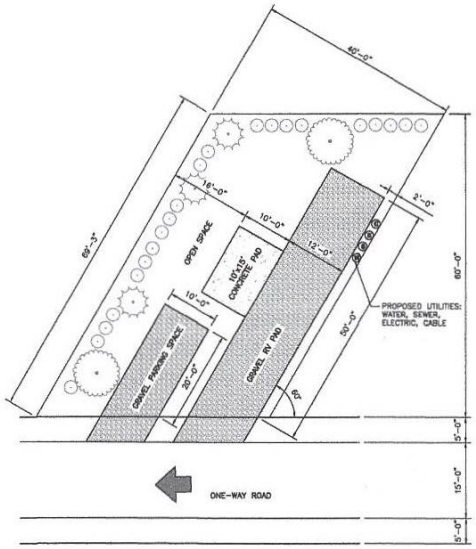

TRUE NORTH
2529.16'
STATE ROAD 70 EAST
200' WIDE PUBLIC R/W
560.50'
1060.51'
500.00'
2000.00'
525.96'
25' WIDE ACCESS ROAD (TYPICAL)
DOG PARK
WELL SITE
PICKLEBALL COURTS
CLUBHOUSE
MAINTENANCE
OFFICE
W.W.T.P.
10' BUFFER
8' BUFFER
SITE PLAN
SCALE: 1" = 60'
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
LAKE PLACID RV RESORT
SITE PLAN
C-3
PRELIMINARY NOT FOR CONSTRUCTION

Exhibit 7:

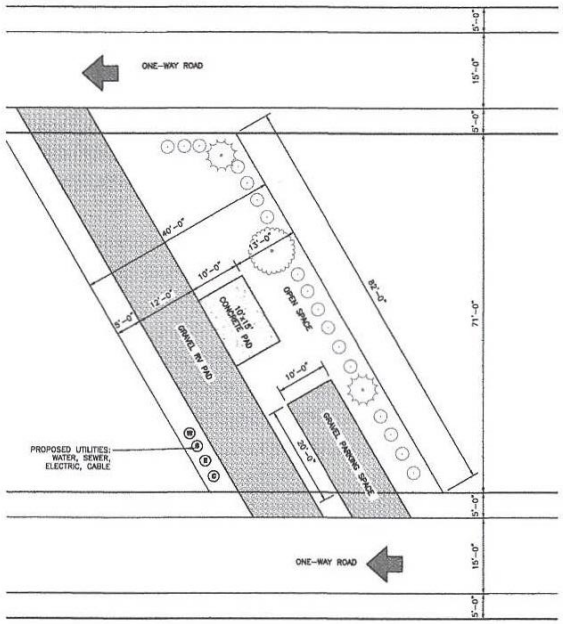
NOTES:

1.) THE PROPOSED PROJECT IS A 279 SITE RV PARK.
2.) THIS PROJECT WILL MEET OR EXCEED ALL SITE REQUIREMENTS IN SECTION 12.05.223 OF THE HIGHLANDS COUNTY LAND DEVELOPMENT CODE:
A. THE SITE PROPOSED SHALL CONTAIN NOT LESS THAN 5 ACRES.
B. MAXIMUM LOT COVERAGE BY ALL STRUCTURES IS 50 PERCENT OF THE TOTAL PARK AREA, EXCLUDING STREETS.
C. EACH RENTAL SPACE SHALL HAVE A MINIMUM LOT WIDTH 40 FEET AND A MINIMUM AREA OF 2,400 SQUARE FEET.
D. THIS RV PARK WILL BE EQUIPPED WITH CENTRAL WATER AND SEWER HOOKUPS.
E. A 10' WIDE BUFFER IS PROVIDED IN ALL LOCATIONS OTHER THAN THE WEST PROPERTY LINE.
F. 25' WIDE ACCESS ROADS ARE PROPOSED WITH ADEQUATE OFF-STREET PARKING AT EVERY RV SITE.

SITE SCHEDULE	
TOTAL APPLICANT OWNED LAND AREA	38.58 ACRES
TOTAL SITES PROPOSED	279
40'x69' SITES	258
40'x82' SITES	21
TOTAL RECREATION AREA REQUIRED (100 SF/SITE)	27,900 SQUARE FEET
TOTAL RECREATION AREA PROVIDED	48,473 SQUARE FEET
TOTAL FLOOR AREA PROPOSED	21,400 SQUARE FEET
PROPOSED FLOOR AREA RATIO	0.013



1 C-4 TYPICAL RV SITE (2,770 SQ. FT.)
SCALE: 1" = 10'



2 C-4 TYPICAL PULL THROUGH SITE (3,270 SQ. FT.)
SCALE: 1" = 10'

NO	DATE	DESCRIPTION
1	03/30/21	PRELIMINARY SITE PLAN
2		
3		
4		
5		
6		
7		
8		
9		
10		

DRAWN BY: MW | CHECKED BY:

PREPARED FOR:
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
13630 SW 28 STREET
MIAMI, FL 33175

PREPARED BY:
MARC P. MAIER, P.E.
FLORIDA LICENSE #72513
1033 S. GLEN MEADOW LP.
LEESBURG, FL 34401
(352) 634-1643

PRELIMINARY NOT FOR CONSTRUCTION

MARC P. MAIER, P.E.
FL PROFESSIONAL ENGINEER LIC. # 72513

LAKE PLACID RV RESORT
475 SR 70 EAST
LAKE PLACID, FL 33853

NOTES/DETAILS

SHEET NUMBER
C-4

Highlands County, Florida
Comprehensive Plan Amendment Application
Small Scale Comprehensive Plan Map Amendment (20 acres or less)

Change from: AG Change to: RH

Note: Do not leave any blank lines; if something does not apply, indicate that it is not applicable.

STAFF USE ONLY: Project #: 21100010

Case Number: CPA-22-595SS **Date of Application:** 10/20/2021

Amount of Fee: $ 1,500.00 **Tax Map No.:** 163-B

Hearing Dates: P&Z 12/14/2021 BOCC 01/18/2022

This application has been reviewed for completeness and determined sufficient.

Melony E. Spiegel
Signed: Planning and Zoning Manager

10/21/2021
Date

Property Identification Number(s) / Strap(s) of Property Covered by Application:

STRAP No. C-04-38-30-A00-0011-0000 **STRAP No. C-**___-___-___-___-____-____-____

STRAP No. C-___-___-___-___-____-____-____ **STRAP No. C-**___-___-___-___-____-____-____

APPLICANT INFORMATION:

1. **Name of Property Owner(s):** Owner(s) must sign the **Owner's Affidavit** (attached), which must accompany the application.

   Print Name(s): NEVA VELIQUITTE, TREASURER & REGISTERED AGENT

   Mailing Address: 6357 QUARTERLINE RD. KEWADIN, MICHIGAN 49648

   Daytime Telephone No. (231) 264-6750 X-303 **E-Mail Address:** neva@cherryke.com

2. **Name of Agent:** Complete the **Agent's Affidavit** (attached) from Property Owner, giving the Agent authority to represent this application. Attach completed affidavit to the application.

   Print Name: JOE CUBAS, MANAGING MEMBER, JAYMELDAY HOLDINGS, LLC.

   Mailing Address: 13830 SW 28 STREET, MIAMI, FLORIDA 33175

   Daytime Telephone No. (305) 219-2558 **E-Mail Address:** JCUBASHOLDINGS@AOL.COM

NOTARIZED AUTHORIZATION:

☑ If the Applicant is not the Owner of the property, a written, notarized authorization from each Owner must be provided with this application – use Form A, attached. Property Owner authorization is required. If the Property Owner withdraws permission at any point during the review and approval process, the application is considered null and void.

☑ If an Agent is submitting the application for the Owner/Applicant – authorization from the Owner/Applicant is required – use Form B, attached.

PLAN AMENDMENT REQUEST INFORMATION:

3. Please provide a brief description of the proposed plan amendment, including the reason(s) the amendment should be approved: FUD TO DEVELOP A RENTAL RV RESORT CONSISTING OF 280 SITES, CLUBHOUSE, POOLS AND OTHER AMENITIES. THE AMENDMENT SHOULD BE APPROVED AS IT IS CONSISTENT WITH THE EXISTING AREA AS THE MAJORITY OF HOMES AND COMMUNITIES IN THE AREA ARE MOBILE HOMES OR RV PARKS.

4. Based upon the Highlands County Comprehensive Plan, please provide the goal(s), objective(s), and/or policy number(s) that support your proposed plan amendment.
   a. Goal(s) PLEASE SEE ATTACHED
   b. Objective(s) _____
   c. Policy(ies) _____

PROPERTY INFORMATION:

5. **Legal Description(s) of Property Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description: complete description including section, township and range. PLEASE SEE LEGAL DESCRIPTION ATTACHED HERETO.

6. **Street Address(es) of Property Covered by the Application:** _____
   475 SR 70 E. LAKE PLACID, FLORIDA 33852

7. **Name of Project, Subdivision, or Overall Project or part of a larger project, if applicable:** LAKE PLACID RV RESORT

8. **Existing Zoning District:** AU,M-1,B-2,1-2CU **Existing Future Land Use Classification:** AG

9. **Current Use of the Property:** Number of existing dwelling units, type of commercial or industrial, etc. _____
   VACANT LAND

10. **Are there existing structures on the property?** [ ] **Yes** [✓] **No** **If yes,** what type? (Dwelling, Mobile Home, Accessory Structure, Commercial Building, Other) _____

    If multiple units, the number of dwellings per building: _____

11. **Existing Property Information:** Size of Property (width) 560 TO 1060 feet, (depth) 2529 feet, road frontage 560 feet, water frontage 0 feet, **Total acres:** 38.58

If different from the total acreage, the developable portion is APPROX 30.14 +/- acres.

12. **Is the property located within the Lake Placid Regional Plan area?** ☐ **Yes** ☑ **No**

13. **Vesting:** Is the property vested for specific property rights? ☐ **Yes** ☑ **No** **If yes,** explain:

14. **Current Uses on the Adjacent Properties:**

	Current Use(s)	FLUM Designation(s)	Zoning District(s)
North	MOBILE HOMES & GROVES	AG	AU
South	GROVES	AG	AU
East	VACANT LAND	E & AG	AU,CG-3,B-3 & I-2CU
West	RV RESORT	AG, RH, P	AU, CG-3, M-2 & P

INFORMATION ABOUT THE PROPOSED USE:

15. **Proposed Number of Dwelling Units and/or Square Feet of Commercial space:** 280

16. **Residential Density:** The proposed density is 7.25 units per acre.

17. **Intensity:** The proposed intensity is 21,400 square feet at 0.013 Floor Area Ratio (FAR).

ADDITIONAL INFORMATION REQUIRED PERTAINING TO PUBLIC FACILITIES:

18. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☐ **Yes** ☑ **No** ONSITE CENTRAL POTABLE WATER WILL BE PROVIDED AS REQUIRED BY LDR's.
If yes, the potable water system requirements will be accommodated by the _____ water system. PLEASE ATTACH A LETTER FROM THE SERVICE PROVIDER ACKNOWLEDGING CAPACITY. *(See the attached sample letter requesting this information from the service provider.)*

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available.

19. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. ☐ **Yes** ☑ **No** ONSITE WASTEWATER TREATMENT PLANT REQUIRED BY LDR.
If Yes, the wastewater treatment system requirements will be accommodated by the _____ system. PLEASE ATTACH A LETTER FROM THE SERVICE PROVIDER ACKNOWLEDGING CAPACITY. (See the attached sample letter requesting this information from the service provider.)

If No, the proposed development will be served by an on-site wastewater treatment system that will be designed to connect to a central wastewater treatment system when it becomes available.

20. **Schools:** Every application requesting a land use change that will generate new residential dwelling units and a permanent population shall secure from the Highlands County School District **a letter** that will certify information pertaining to the following concerns based upon the location of the Applicant's property: IF APPLICABLE, PLEASE ATTACH A LETTER TO THIS APPLICATION. (*See the attached sample letter requesting this information from the School District.)*

ADDITIONAL COMPREHENSIVE PLAN INFORMATION NEEDED AT THE TIME OF DEVELOPMENT:

A. **Environmental Clearance:** If the property contains Wetlands, Xeric Uplands and/or Cutthroatgrass Seeps.

B. **Flood Hazard Areas:** There may be Special Flood Hazard areas on the property.

C. **Historic Properties:** There may be historic resources on the property.

D. **Archaeological Resources:** There may be archaeological resources on the property.

E. **Military Airport Zones (MAZ):** The property may be located in a MAZ.

F. **Surface Drainage:** Storm water management must comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations.

G. **Solid Waste Disposal:** The proposed development must be served by a County approved refuse collection company.

H. **Recreation and Open Space:** The recreation and open space LOS adopted by Highlands County must be met at the time of development.

END OF APPLICATION

ATTACHMENTS:

1. Owner's Affidavit(s) or Corporate Affidavit
2. Agent's Affidavit(s)
3. Notarized authorization from each owner, as applicable (Form A)
4. Notarized authorization for agent to submit petition, as applicable (Form B)
5. Public Utility Information Request Sample Letter
6. Public School Information Request Sample Letter
7. Application Due Dates
8. Fee Schedule

GOALS, OBJECTIVES AND POLICIES

Briefly describe the objectives and policies that pertain to this application and how this proposal is compatible or is not compatible with them.

GOAL

ENSURE A HIGH QUALITY, DIVERSIFIED LIVING ENVIRONMENT THROUGH THE EFFICIENT DISTRIBUTION OF COMPATIBLE LAND USES, DISCOURAGE URBAN SPRAWL, PROTECT ENVIRONMENTALLY SENSITIVE LANDS, REDUCE GREENHOUSE GAS EMISSIONS, AND PROVIDE GUIDANCE FOR THE LOCATION, TYPE, AND INTENSITY FOR NEW DEVELOPMENT, WITHIN THE 2010 TO 2030 PLANNING PERIOD.

OBJECTIVE 1: GROWTH MANAGEMENT STRATEGY

Development within the County shall be managed through the application of Comprehensive Plan Goals, Objectives, and Policies including the implementation of the Land Development Regulations of Highlands County for the planning period of 2010 to 2030.

Policy 1.2: Land Use Categories, Densities, and Intensities

3. The location, type, scale, density/intensity, and design of the facilities are compatible with the overall character of the existing, as well as, the proposed future development of the area.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the proposed subject property and new Rv Resort development is consistent with the type, scale, density/intensity, and design of the facilities and are compatible with the overall character of the existing, as well as, the proposed future development of the area.

Policy 4.4: Buffering Standards

The County shall continue to administer provisions in its Land Development Regulations which require:

A. New commercial and industrial development to provide buffering from adjacent residential and other lower intensity land uses (such

as public parks and agricultural enterprises, etc.).

B. New residential development to provide buffering from adjacent non-residential land uses (such as public parks, commercial, industrial, airports, agricultural enterprises, etc.).

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the buffers required will be adhered to, in particular, Sect 12.05.223 RV Park (FUD), paragraph "P", Buffer Zone, where a vegetative buffer, ten feet in width and eight feet in height is provided, as shown on the Conceptual Site Plan along the perimeter of the resort where the park adjoins other lot lines which are not zoned for RV Park (FUD) or mobile home park.

Policy 11.12 Disaster Shelters

The County shall continue to administer and monitor for adjustment to existing Land Development Regulations for disaster shelters, establish a minimum standard of usable shelter space for each site occupied by a mobile home, a manufactured home (including park models), or a recreational vehicle.

The County shall review and recommend appropriate precautionary measures to ensure public safety during hurricanes or other natural emergencies

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020) and as per Section 12.05.223 "Y" and Section 12.08.120, B.1., the Clubhouse will serve as the emergency shelter for those guests and employees in case of emergency. With approximately 14,500 - 15,000 square feet, the Clubhouse exceeds the requirement of 15 square feet (excluding closets, toilets, bathrooms, porches, breezeways and terraces) per lot, rental space or campsite. The clubhouse/emergency shelter will be developed in accordance with local building codes and as per Section 12.08.120 of the Land Development Code.

Policy 12.2.2 Infrastructure

Off-site infrastructure serving private development within the Overlay Area including roads, water, central wastewater, and other public facilities shall be funded privately by developers according to law. *On-site infrastructure shall be provided by the developer or land owner.*

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. The owner or developer will install a well & water

purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes.

OBJECTIVE 12.7: INFRASTRUCTURE AND ENVIRONMENTAL PROVISIONS

Upon implementation of the LPRP, the infrastructure and environmental provisions in the LPRP will be applied by the Town of Lake Placid and Highlands County.

I. Driveways Private driveways for new platted lots on an existing collector or arterial road and new collector and arterial roads shall be prohibited. Driveways in proposed developments shall be serviced by internal (private or public) community roadways. All parking spaces shall be accessed by a driveway and shall not have direct access to collectors and arterial roads.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will not have any private driveways on an existing collector or arterial road. As shown on the Site Plan, driveways are serviced by internal community roads. Furthermore, as per Sect 12.05.223, paragraph "R" Roads, of the Land Development Regulations (2020), all parking spaces shall be accessed by a driveway and shall not have direct access to collectors and arterial roads, as well as, no "on-street" parking is proposed as each site has been provided with one car parking space as required by County Code.

Policy 12.7.6: Water and Wastewater Systems.

B. On-Site Wastewater Disposal System Permitted on Lots Greater than Net Three-Quarters of an Acre (not on lakefront) in New Developments - Lots three fourths of an acre in new developments (net fee ownership), may use traditional on-site wastewater disposal systems; provided that the system and drain field are not within 300 feet of a lake or stream.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will have a water & wastewater system. Furthermore, the subject property is greater than three fourths of an acre and as per Sect 12.05.223, "F", the land area for this RV park (FUD) district is greater than 5 acres, more specifically, 38.58 acres. Additionally, the onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to

the subject property at this time. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property the installation of an advanced wastewater treatment plant would be installed in accordance with (AWT) standards, Florida Statutes, the Florida Administrative Code, the DEP and the LDR to service the RV resort and associated buildings, exclusively.

F. Potable Water in New Construction - New construction (existing lots of record and new lots) shall be required to connect to public potable water when the capacity and lines are available and consistent with Policy 6.9 of the Infrastructure Element.

G. Water and Wastewater Treatment service shall be provided by a regional municipal system, effective upon the execution of an agreement between the County and the Town of Lake Placid outlining the details of the utility service area and service provisions. This agreement shall be executed by October 1, 2011.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will have a water & wastewater system. The onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property. However, when potable public water service becomes available to the subject property, the owner will connect to the public lines in accordance with Policy 6.9.

INFRASTRUCTURE ELEMENT

GOAL 1: TO PROVIDE A HIGH LEVEL OF INFRASTRUCTUR SERVICES TO COUNTY RESIDENTSWITHIN THE 2010 TO 2030 PLANNING PERIOD.

GOAL 2: TO PROTECT AND ENHANCE ENVIRONMENTAL QUALITY THROUGH ENSURING HIGHER STANDARDS OF WATER,

WASTEWATER, SOLID WASTE, AND STORMWATER MANAGEMENT SERVICES.

GOAL 3: TO MAXIMIZE UTILIZATION OF EXISTING INVESTMENT AND FACILITIES UNDER BOTH PUBLIC AND PRIVATE OWNERSHIP

GOAL 4: TO SUPPORT THE UTILITY PROVIDERS THAT SERVE THE UNINCORPORATED PORTIONS OF HIGHLANDS COUNTY IN PROVIDING SUFFICIENT POTABLE WATER, AS DETERMINED BY A WATER SUPPLY FACILITIES WORK PLAN, THAT IS ALLOCATED THROUGH AN EFFICIENT AND EFFECTIVE SERVICE PROVIDER PROGRAM, THAT INCORPORATES WATER RECLAMATION, AVAILABLE TO ALL NEW DEVELOPMENT AND, WHERE APPLICABLE, EXISTING DEVELOPMENT THAT IS CONSISTENT.

OBJECTIVE 2: CENTRAL WASTEWATER SYSTEMS

Recognize that certain land uses and development densities require central wastewater systems and require coordination with utility providers for the unincorporated portions of the County.

Policy 2.1: Central Wastewater Density Threshold, Development Standards, and Levels of Service

A. All new establishments and residential units that are required by the policies of this objective to be served by a central wastewater system, shall connect to central wastewater collection lines at the time of initial development, *but only where the nearest wastewater line is located closer than one-quarter mile from the property line boundary, as measured and accessed via existing easements.*

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the City of Lake Placid and Highlands County have notified the applicant that the nearest wastewater line is located much farther away than one-quarter mile from the property line boundary, as measured and accessed via existing easements. As such, the subject property will have an onsite water & wastewater system. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State

regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property.

B.3. All newly constructed private central wastewater systems shall be engineered for eventual integration into a publicly operated interceptor central wastewater network.

B.4. The County shall coordinate with the utility providers for the unincorporated areas to meet the minimum Level of Service standard in the design of wastewater treatment plants as follows: RV Park 75 gpcd.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the newly constructed private central wastewater system will be engineered and constructed to eventually integrate with the public wastewater lines. Furthermore, the design of the onsite wastewater treatment plant will meet the Level of Service Standards of 75 gpcd.

Policy 6.2: Design Capacities for Public Water Systems

A. The County shall coordinate with the utility providers that service the unincorporated areas of the County to ensure that the following minimum design standards to residential water systems are maintained: RV Park 75 gpcd.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the newly constructed private potable water system will be engineered and constructed to eventually integrate with the public water lines. Furthermore, the design of the onsite private water system will meet the Level of Service Standards of 75 gpcd.

Policy 12.6: Stormwater Retention/Discharge Standards

In order to limit stormwater pollution pursuant to receiving water quality standards established in Chapter 62-302 F.A.C., all new development and redevelopment shall be designed to conform with surface water management rules of the Southwest Florida Water Management District (SWFWMD) under Chapters 40D-4 and 40D-40 F.A.C. -or- the South Florida Water Management District (SFWMD) under Chapters 40E-4 and 40E-40, F.A.C.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will conform with surface water management rules of the South Florida Water Management District (SFWMD) under Chapters 40E-4 and 40E-40, F.A.C. A Storm retainage & Drainage plan will submitted at time of permitting in order to obtain a development order.

OBJECTIVE 3 PROTECT CONSERVATION LAND

The County shall protect native vegetative communities identified herein and shall restrict activities known to adversely affect endangered and threatened species and their habitat. This shall be a joint effort with state, federal, not-for-profit entities, private land owners, and for-profit private entities.

Policy 3.3 Environmental Clearance Process

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), prior to the issuance of a County Land Clearing Permit or Building Permit, the owner/developer of the subject property will provide the County with an Environmental Clearance Report conducted by a licensed Environmental Clearance Consultant.

OBJECTIVE 4 PROTECT WETLANDS

Protect wetland systems and their ecological functions to ensure their long term, economic, environmental, and recreational value and encourage restoration of wetland systems to a functional condition.

Policy 4.4: Development Order Conditions for Wetlands and Cutthroatgrass Seeps

B. All wetlands and cutthroatgrass seeps shall be delineated on final plats.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), prior to the issuance of a County Land Clearing Permit, Building Permit or Development Order, the owner/developer of the subject property will provide the County with a wetland delineation survey.

Policy 6.1: Measures to Protect Groundwater Quality and Quantity

B. Require natural buffers, set asides, and building setbacks pursuant to the policies of this Comprehensive Plan.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the Site Plan has been designed in accordance with the HC Comprehensive Plan, as well as, the FAC and the requirements of Department of Environmental Protection (DEP).

Economic Development Element

GOAL: **CREATE AND SUPPORT A DIVERSE ECONOMY IN HIGHLANDS COUNTY THAT IS CONDUCIVE TO THE PROSPERITY OF ALL RESIDENTS BY OPTIMIZING THE MOST DESIRABLE OPPORTUNITIES FOR ECONOMIC EXPANSION, BETTER JOBS, AND REVENUE GROWTH DURING THE 2010-2030 PLANNING PERIOD.**

OBJECTIVE 1: **MISSION STATEMENT FOR THE HIGHLANDS COUNTY ECONOMIC DEVELOPMENT OFFICE**

The Highlands County Economic Development Office (EDO) shall administer economic development programs recommended by the Industrial Development Authority (IDA) and approved by the Board of County Commissioners for the purpose of expanding and diversifying the County's tax base while protecting the current quality of life of Highlands County residents.

Policy 2.8: Identify Growth Businesses

The EDO shall identify key businesses or groups of businesses in the local economy that are poised for stable and beneficial growth. Attention shall be given to identifying those key businesses or groups of businesses that are related to commerce currently located within the County (i.e. filling backward linkages in sectors such as warehousing and distribution, medical care, *recreation industries*, and agricultural supports).

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), this request is to redesignate the subject property in order to establish an RV resort with approximately 280 sites, a bar & grill and other recreational amenities.

As such, the economic impact this resort will have on Highlands County more specifically, Lake Placid is of enormous proportions as outlined in the summary report prepared by the Florida Association of RV Parks and Campgrounds in 2015 and attached hereto as EXHIBIT B. In 2015, the RV industry had a $50 billion economic impact in Florida according to the research commissioned by the RV Industry Association (RVIA). RV camping had the largest economic impact of all out door activities. Camping expenditures exceed fishing, hunting, motorcycling and wildlife viewing combined. Camping and outdoor activities nationwide generated $646 billion in direct spending, $39 billion in federal taxes and another $39 billion in state and local revenues. Florida RV parks and campgrounds provide over 4,000 direct jobs and $165 million in wages.

Additionally, it is estimated that 20% of all Florida visitors are Rv'er. More than 600,000 Florida residents stay at camping resorts at least, six time per year, vacationing all over the state. Moreover, 93% of all camping visitors return to Florida to camp as repeat visitors. "Campers" come from every state in the country, as well as, numerous international countries. However, the number one source comes from Canada. During the winter months, Florida sees an influx of Canadian and Northeast campers who visit central and south Florida. During the summer months, the influx of campers comes from the sun belt states. The two most popular destinations in Florida for RV'ers are the panhandle and central Florida.

Legal Description

The East 1060.5 feet of the Northeast ¼ of Section 4, Township 38 South, Range 30 East, Highlands County, Florida, lying South of State Road #70, LESS and EXCEPT the East 500 feet of the North 2000 feet thereof.

Jaymelday Holdings, LLC

13830 SW 28 Street
Miami, Florida 33175
(305) 219-2558
Jcubasholdings@aol.com

September 13th, 2021

Ms. Melony Culpepper, AICP
Planning Supervisor Development Services
Highlands County
501 S. Commerce Avenue
Sebring, FL 33870

Re: Letter of Intent - Small Scale Comprehensive Plan Amendment & Zoning Change
Lake Placid RV Resort

Dear Ms. Culpepper:

Jaymelday Holdings, LLC will be the developer of the Lake Placid RV Resort if the Small Scale Plan Amendment and Zoning Change requests to RV Park (FUD) are approved.

Our company and/or its partners intends to develop the property as follows:

1. This resort will be a "first class" rental only recreational vehicle resort with a maximum of 280 sites. As per Sect 12.05.223, "F", the land area for this RV park (FUD) district is greater than 5 acres, more specifically, 38.58 acres. Each RV site shown on the Conceptual Site Plan has a minimum of 40 feet in width and a minimum area of 2400 square feet in size.

2. We intend to have recreational facilities as shown on the conceptual site plan and while the specific uses may not be finalized a this time, we are proposing a clubhouse with a bar & grille, game rooms, gym, swimming pool, tennis courts, pickleball courts, shuffleboard and dog parks.

3. As per Section 12.05.223 "Y" and Section 12.08.120, B.1., the Clubhouse will serve as the emergency shelter for those guests and employees in case of emergency. With approximately 14,500 - 15,000 square feet, the Clubhouse exceeds the requirement of 15 square feet (excluding closets, toilets, bathrooms, porches, breezeways and terraces) per lot, rental space or campsite. The clubhouse/emergency shelter will be developed in accordance with local building codes and as per Section 12.08.120 of the Land Development Code.

4. The locations of RV sites, streets and access are as shown on the Conceptual Site Plan that accompanies this application(s) for Small Scale Plan Amendment and Zoning Change.

5. As per Sect 12.05.223, paragraph "R" Roads, of the Land Development Regulations (2020), no "on-street" parking is proposed as each site has been provided with one car parking space as required by County Code.

6. The buffers required by the County will be adhered to, in particular, Sect 12.05.223 RV Park (FUD), paragraph "P", Buffer Zone, where a vegetative buffer, ten feet in width and eight feet in height is provided, as shown on the Conceptual Site Plan along the perimeter of the resort where the park adjoins other lot lines which are not zoned for RV Park (FUD) or mobile home park.

7. Retail and/or personal service uses for the tenants of this resort, if any, will be located in the enclosed Clubhouse and/or Office buildings and as per Sect. 12.05.223. "V".

8. A maintenance/utilities building to house the resort's equipment is shown on the northwest quadrant of the resort behind the Office Building.

9. Although a laundry building is not shown on the conceptual Site Plan, the area for laundry, exclusively for the use by guests, will be located either in an enclosed area within the Clubhouse or in an enclosed area located within the outer perimeter or section of the Maintenance Building.

10. There are no water courses or bodies of water that affect the subject property. Retention areas will be developed to provide the required treatment and attenuation of stormwater with a layout similar to that shown on the Conceptual Site Plan.

11. Sensitive to the environmental wetlands, the Conceptual Site Plan and layout has been designed to protect the known wetlands as per the Florida Administrative Code, South Florida Water Management District, State and local regulations.

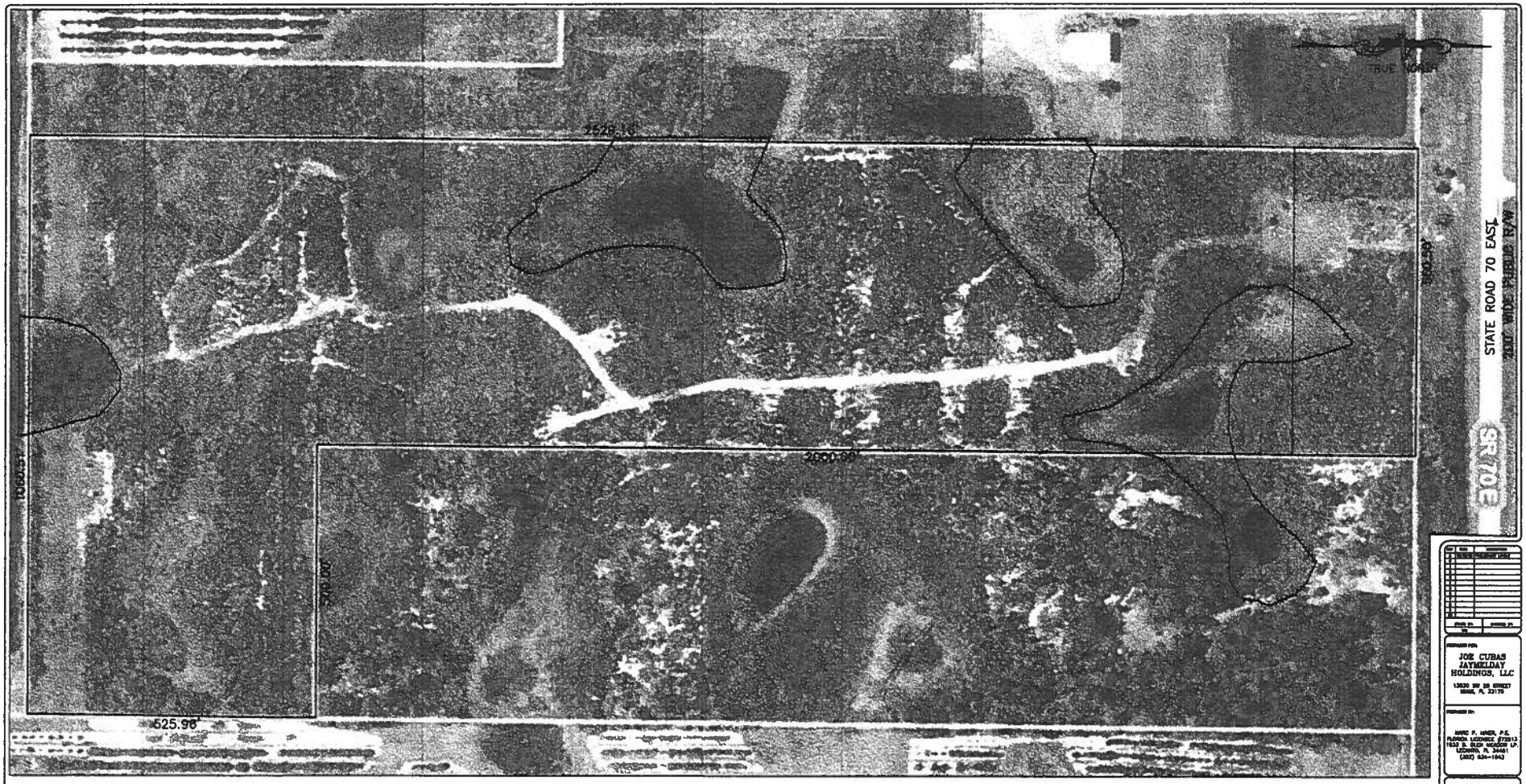
However, if this application request is approved and prior to the issuance of a development order, the developer will conduct a survey and wetland delineation to further identify any wetlands on the subject property.

12. The City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. As such, the only remaining option will be to install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes.

13. Once all development approvals have been received, we intend to start the development of the resort within three months and complete the development by the end of 2022.

Respectfully,

Joe Cubas
Jaymelday Holdings, LLC
Managing Member



EXISTING CONDITIONS

SCALE: 1" = 80'

PARCEL ID: C-04-38-30-A00-0011-0000

ADDRESS: 475 STATE ROAD 70 EAST
LAKE PLACID, FL 33852

LEGAL DESCRIPTION

THE EAST 1060.5 FEET OF THE NORTHEAST ¼ OF SECTION 4, TOWNSHIP 38 SOUTH, RANGE 30 EAST, HIGHLANDS COUNTY, FLORIDA, LYING SOUTH OF STATE ROAD #70, LESS AND EXCEPT THE EAST 500 FEET OF THE NORTH 2000 FEET THEREOF.

PREPARED FOR:
JOE CUBAS
JAYMELDAY HOLDINGS, LLC

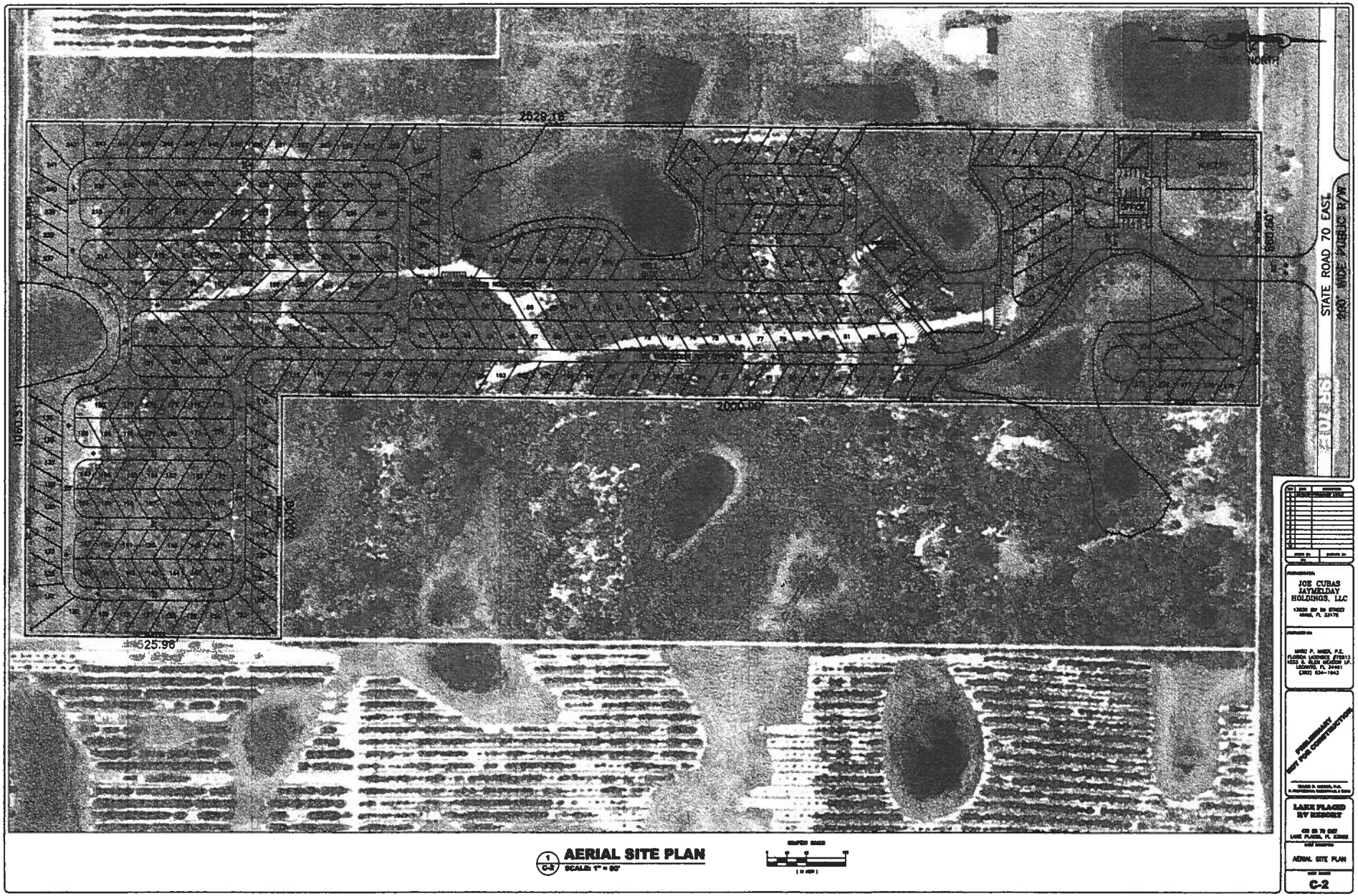
PREPARED BY:
MARC P. KNER, P.E.

FOR PRELIMINARY NOT FOR CONSTRUCTION

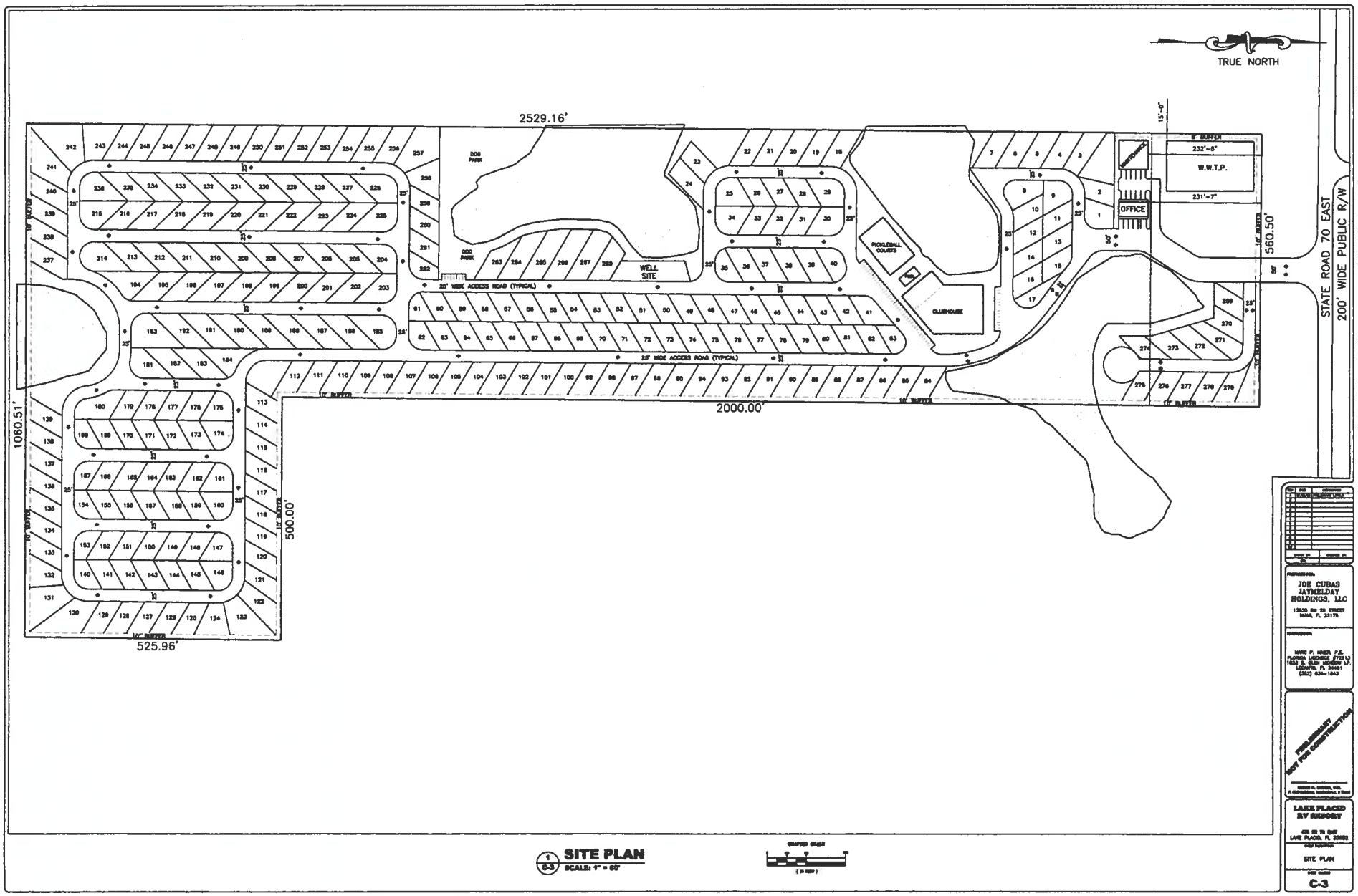
LAKE PLACID RV RESORT

EXISTING CONDITIONS

C-1



1 C-2 **AERIAL SITE PLAN**
SCALE: 1" = 60'

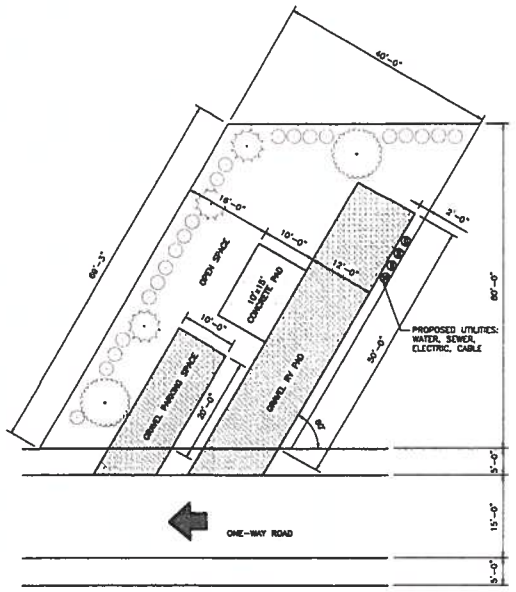


SITE PLAN
SCALE: 1" = 60'

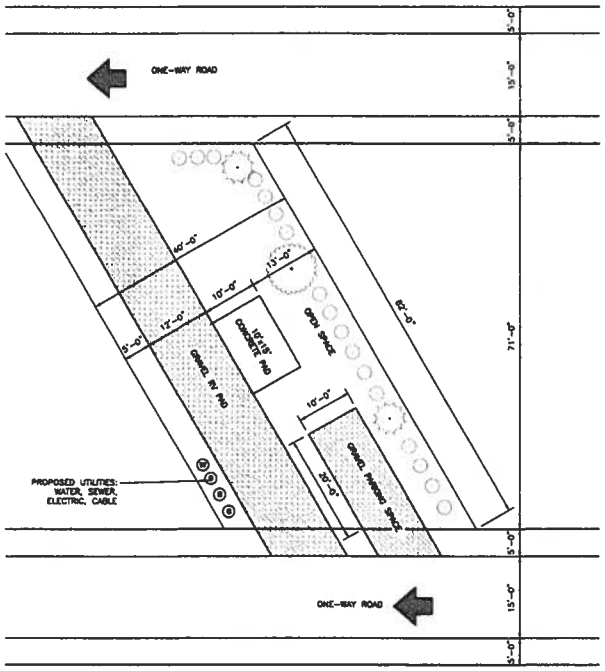
NOTES:

1.) THE PROPOSED PROJECT IS A 279 SITE RV PARK.
2.) THIS PROJECT WILL MEET OR EXCEED ALL SITE REQUIREMENTS IN SECTION 12.05.223 OF THE HIGHLANDS COUNTY LAND DEVELOPMENT CODE:
   A. THE SITE PROPOSED SHALL CONTAIN NOT LESS THAN 5 ACRES.
   B. MAXIMUM LOT COVERAGE BY ALL STRUCTURES IS 50 PERCENT OF THE TOTAL PARK AREA, EXCLUDING STREETS.
   C. EACH RENTAL SPACE SHALL HAVE A MINIMUM LOT WIDTH 40 FEET AND A MINIMUM AREA OF 2,400 SQUARE FEET.
   D. THIS RV PARK WILL BE EQUIPPED WITH CENTRAL WATER AND SEWER HOOKUPS.
   E. A 10' WIDE BUFFER IS PROVIDED IN ALL LOCATIONS OTHER THAN THE WEST PROPERTY LINE.
   F. 25' WIDE ACCESS ROADS ARE PROPOSED WITH ADEQUATE OFF-STREET PARKING AT EVERY RV SITE.

SITE SCHEDULE	
TOTAL APPLICANT OWNED LAND AREA	38.56 ACRES
TOTAL SITES PROPOSED	279
40'x69' SITES	258
40'x82' SITES	21
TOTAL RECREATION AREA REQUIRED (100 SF/SITE)	27,900 SQUARE FEET
TOTAL RECREATION AREA PROVIDED	48,473 SQUARE FEET
TOTAL FLOOR AREA PROPOSED	21,400 SQUARE FEET
PROPOSED FLOOR AREA RATIO	0.013



1 C-4 **TYPICAL RV SITE (2,770 SQ. FT.)**
SCALE: 1" = 10'



2 C-4 **TYPICAL PULL THROUGH SITE (3,270 SQ. FT.)**
SCALE: 1" = 10'

JOE CUBAS
JAYMELDAY HOLDINGS, LLC

PRELIMINARY NOT FOR CONSTRUCTION

LAKE PLACID RV RESORT

NOTES/DETAILS

C-4

The School Board of Highlands County
Transforming Today's Learners into Tomorrow's Leaders

Departm
Michael Averyt, Business/Operations

426 School Street
Sebring, FL 33870
(863) 471-5626
averytm@highlands.k12.fl.us

561

School Board of Highlands County
School Capacity Planning Tool for Comprehensive Plan Amendments

August 11, 2021

Joe Cubas, President
Jaymelday Holdings, LLC
13830 SW 28 Street
Miami, FL 33175

School Year of Analysis: **2021/2022**

Proposed Development: Lake Placid RV Resort
Applicant: Jaymelday Holdings, LLC
Location (map attached): 475 SR 70 East, Lake Placid, FL C-04-38-30-A00-0011-0000

School Attendance Zones:
Elementary: **Lake Country Elementary**
Middle: **Lake Placid Middle**
High: **Lake Placid High**

Maximum Proposed Dwelling Units: _Single Family 325 Mobile Home ___ Multi-Family
Propose build out year: **2022**
Proposed Phasing if applicable:

2018 Student Generation Rates by Dwelling Unit Type

Dwelling unit Type	Elementary (K-5)	Middle (6-8)	High (9-12)
Single Family	0.129	0.061	0.074
Mobile Home	0.086	0.041	0.049
Multi-Family	0.080	0.038	0.046

Dr. Brenda Longshore, Superintendent
Jan Shoop, Chairperson · Isaac Durrance, Vice Chairperson
Bill Brantley Jill Compton Twist · Donna Howerton ·

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Equal Opportunity Employment and Veteran's Preference Employer

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School	Capacity	5-Year Work Program Added Capacity	Available Planning Capacity	Proposed Development Student Generation	Available Capacity including Proposed Development (+/-)
Lake Country Elementary	230.00	0	230.00	27.95	202.05
Lake Placid Middle	183.10	0	183.10	13.33	169.77
Lake Placid High	196.26	0	196.26	15.93	180.33

This information is provided as a planning tool to assist in the evaluation of a proposed land use amendment. This information does not reserve school capacity nor does it establish school concurrency requirements. School concurrency requirements will be established pursuant to F.S. 163.3177 and F.S.163.3180 at time of development.

Sincerely,

Michael Averyt
Assistant Superintendent of Business/Operations

MA/cd

Dr. Brenda Longshore, Superintendent
Jan Shoop, Chairperson · Isaac Durrance, Vice Chairperson
Bill Brantley Jill Compton Twist · Donna Howerton ·

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REQUEST FOR LAND USE CHANGE

1. Concurrency

a) **Sanitary Sewer**- The subject property is within the Highlands County and City of Lake Placid Utilities Division. However, both have indicated that they can-not provide sewer to the subject property at this time. The closest main sewer line is located miles away from the subject property along US Hwy 27. In discussions with County Utilities, County Health, Florida Department of Environmental Protection and SFWMD, the applicant will retain a licensed and approved certified subcontractor for the installation of the Wastewater Treatment Plant to service the RV resort and associated buildings in order to achieve concurrency in accordance with the Florida Administrative Code and the LDR. As such and in accordance with the FDEP, Florida Administrative Code, Policies 3.20.1, 7.3.5, 7.3.6, 7.3.7, 7.3.16 of the Highlands County Comprehensive Plan, the developer will install an onsite treatment plant in order to provide the (LOS) level of service required by the LDR to meet concurrency.

b.) **Potable Water** – The subject property lies within the Highlands County and City of Lake Placid Utilities Division. Both have confirmed that the main water lines are located miles away for the subject property at this time. As such, the subject property will have wells and water purification systems to connect to the potable central water services in order to provide the (LOS) level of service required by the LDR to meet concurrency.

c.) **Solid Waste** – The subject property will use commercial solid waste collection with disposal in the Highlands County landfill.

d.) **Drainage** – The Master Plan provides for stormwater retention on site however, the applicant will coordinate with the County Engineering Division to design and meet the requirements of the Stormwater Management Section of the LDR, at time of permitting.

1. **Consistency with the Land Development Regulations**

The current land uses of the overall subject property are Agriculture and MI.

The purpose of this application is to redesignate the subject property, more specifically, *38.58 acres,* to an RV Park (FUD) in accordance with Section 12.05.223 of the Land Development Regulations, consisting of 280 sites, a bar & grill, and other recreational amenities. A Master Plan has been submitted for the proposed RV resort as part of this amendment.

Under this district, the minimum lot size is five acres of land area for RV Park (FUD) alone or in combination with CG-1, CG-3 and/or M-2 classifications. Each rental space shall have a minimum lot width of 40 feet and a minimum area of 2400 square feet. The maximum density in this district shall be determined by the FUD at the public hearings by the P & Z and the BCC.

All recreational vehicle parks shall have a central wastewater disposal system approved by the county health department and the department of health and rehabilitative services of the state. As such and in accordance with the FDEP, Florida Administrative Code, SFWMD and Policies 12.2.2, 12.7.6, 2.1, 6.2, of the Highlands County Comprehensive Plan, the developer will install an onsite package treatment plan in order to provide the (LOS) level of service required by the LDR to meet concurrency.

Temporary structures such as canvas awnings, screened enclosures, or platforms, which are normal camping equipment, may be erected but must be removed when the recreational vehicle space is vacated. No other structural additions shall be built onto or become a part of any RV.

As per Section 12.05.223 "Y" and Section 12.08.120, B.1., the Clubhouse will serve as the emergency shelter for those guests and employees in case of emergency. With approximately 14,500 - 15,000 square feet, the Clubhouse exceeds the requirement of 15 square feet (excluding closets, toilets, bathrooms, porches, breezeways and terraces) per lot, rental space or campsite. The clubhouse/emergency shelter will be developed in accordance with local building codes and as per Section 12.08.120 of the Land Development Regulations.

Furthermore, the Master Plan provides for stormwater retention on site however, the applicant will coordinate with the County Engineering Division to design and meet the requirements of the Stormwater Management Section of the LDR, at time of permitting.

The entire subject parcel appears to be partially wooded and contain some tree cover. The Master Plan shows for maximum tree preservation as it is the applicant's intent to create a "heavily wooded" luxury RV resort.

2 Consistency with the Highlands County 2030 Comprehensive Plan

GOALS, OBJECTIVES AND POLICIES

GOAL

ENSURE A HIGH QUALITY, DIVERSIFIED LIVING ENVIRONMENT THROUGH THE EFFICIENT DISTRIBUTION OF COMPATIBLE LAND USES, DISCOURAGE URBAN SPRAWL, PROTECT ENVIRONMENTALLY SENSITIVE LANDS, REDUCE GREENHOUSE GAS EMISSIONS, AND PROVIDE GUIDANCE FOR THE LOCATION, TYPE, AND INTENSITY FOR NEW DEVELOPMENT, WITHIN THE 2010 TO 2030 PLANNING PERIOD.

OBJECTIVE 1: GROWTH MANAGEMENT STRATEGY

Development within the County shall be managed through the application of Comprehensive Plan Goals, Objectives, and Policies including the implementation of the Land Development Regulations of Highlands County for the planning period of 2010 to 2030.

Policy 1.2: Land Use Categories, Densities, and Intensities

3. The location, type, scale, density/intensity, and design of the facilities are compatible with the overall character of the existing, as well as, the proposed future development of the area.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the proposed Rv Resort development on the subject property is consistent with the type, scale, density/intensity, and design of the facilities and are compatible with the overall character of the existing, as well as, the proposed future development of the area.

If approved, the proposed RV resort will sit adjacent to an existing RV park, Sunshine RV Resort, which consists of 402 RV, park model and mobile home sites, as well as, a clubhouse and amenities. Like the proposed RV resort, Sunshine has a wastewater treatment plant with wells and a water purification system to provide the LOS required by the LDR to meet concurrency.

Additionally, the proposed RV resort will be located directly across the street from Alpine Village R.O.C. Inc., a mobile home park that consists of 90 sites. Alpine also has a wastewater treatment plant with wells and a water purification system to provide the LOS required by the LDR to meet concurrency.

Policy 4.4: Buffering Standards

The County shall continue to administer provisions in its Land Development Regulations which require:

A. New commercial and industrial development to provide buffering from adjacent residential and other lower intensity land uses (such as public parks and agricultural enterprises, etc.).

B. New residential development to provide buffering from adjacent non-residential land uses (such as public parks, commercial, industrial, airports, agricultural enterprises, etc.).

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the buffers required will be adhered to, in particular, Sect 12.05.223 RV Park (FUD), paragraph "P", Buffer Zone, where a vegetative buffer, ten feet in width and eight feet in height is provided, as shown on the Conceptual Site Plan along the perimeter of the resort where the park adjoins other lot lines which are not zoned for RV Park (FUD) or mobile home park.

Policy 11.12 Disaster Shelters

The County shall continue to administer and monitor for adjustment to existing Land Development Regulations for disaster shelters, establish a minimum standard of usable shelter space for each site occupied by a mobile home, a manufactured home (including park models), or a recreational vehicle.

The County shall review and recommend appropriate precautionary measures to ensure public safety during hurricanes or other natural emergencies

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020) and as per Section 12.05.223 "Y" and Section 12.08.120, B.1., the Clubhouse will serve as the emergency shelter for those guests and employees in case of emergency. With approximately 14,500 - 15,000 square feet, the Clubhouse exceeds the requirement of 15 square feet (excluding closets, toilets, bathrooms, porches, breezeways and terraces) per lot, rental space or campsite. The clubhouse/emergency shelter will be developed in accordance with local building codes and as per Section 12.08.120 of the Land Development Code.

Policy 12.2.2 Infrastructure

Off-site infrastructure serving private development within the Overlay Area including roads, water, central wastewater, and other public facilities shall be funded privately by developers according to law. *On-site infrastructure shall be provided by the developer or land owner.*

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes.

Policy 12.7.6: Water and Wastewater Systems.

B. On-Site Wastewater Disposal System Permitted on Lots Greater than Net Three-Quarters of an Acre (not on lakefront) in New Developments - Lots three fourths of an acre in new developments (net fee ownership), may use traditional on-site wastewater disposal systems; provided that the system and drain field are not within 300 feet of a lake or stream.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will have a water & wastewater system. Furthermore, the subject property is greater than three fourths of an acre and as per Sect 12.05.223, "F", the land area for this RV park (FUD) district is greater than 5 acres, more specifically, 38.58 acres. Additionally, the onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property the installation of an advanced wastewater treatment plant would be installed in accordance with (AWT) standards, Florida Statutes, the Florida Administrative Code, the DEP and the LDR to service the RV resort and associated buildings, exclusively.

F. Potable Water in New Construction - New construction (existing lots of record and new lots) shall be required to connect to public potable water when the capacity and lines are available and consistent with Policy 6.9 of the Infrastructure Element.

G. Water and Wastewater Treatment service shall be provided by a regional municipal system, effective upon the execution of an agreement between the County and the Town of Lake Placid outlining the details of the utility service area and service provisions. This agreement shall be executed by October 1, 2011.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will have a water & wastewater system. The onsite infrastructure, more specifically, potable water & sewer will be provided by the developer or owner of the subject property as the City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property. However, when potable public water service becomes available to the subject property, the owner will connect to the public lines in accordance with Policy 6.9.

INFRASTRUCTURE ELEMENT

GOAL 1: TO PROVIDE A HIGH LEVEL OF INFRASTRUCTUR SERVICES TO COUNTY RESIDENTSWITHIN THE 2010 TO 2030 PLANNING PERIOD.

GOAL 2: TO PROTECT AND ENHANCE ENVIRONMENTAL QUALITY THROUGH ENSURING HIGHER STANDARDS OF WATER, WASTEWATER, SOLID WASTE, AND STORMWATER MANAGEMENT SERVICES.

GOAL 3: TO MAXIMIZE UTILIZATION OF EXISTING INVESTMENT AND FACILITIES UNDER BOTH PUBLIC AND PRIVATE OWNERSHIP

GOAL 4: TO SUPPORT THE UTILITY PROVIDERS THAT SERVE THE UNINCORPORATED PORTIONS OF HIGHLANDS COUNTY IN PROVIDING SUFFICIENT POTABLE WATER, AS DETERMINED BY A WATER SUPPLY FACILITIES WORK PLAN, THAT IS ALLOCATED THROUGH AN EFFICIENT AND EFFECTIVE SERVICE PROVIDER PROGRAM, THAT INCORPORATES WATER RECLAMATION, AVAILABLE TO ALL NEW DEVELOPMENT AND, WHERE APPLICABLE, EXISTING DEVELOPMENT THAT IS CONSISTENT.

OBJECTIVE 2: CENTRAL WASTEWATER SYSTEMS

Recognize that certain land uses and development densities require central wastewater systems and require coordination with utility providers for the unincorporated portions of the County.

Policy 2.1: Central Wastewater Density Threshold, Development Standards, and Levels of Service

A. All new establishments and residential units that are required by the policies of this objective to be served by a central wastewater system, shall connect to central wastewater collection lines at the time of initial development, *but only where the nearest wastewater line is located closer than one-quarter mile from the property line boundary, as measured and accessed via existing easements.*

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the City of Lake Placid and Highlands County have notified the applicant that the nearest wastewater line is located much farther away than one-quarter mile from the property line boundary, as measured and accessed via existing easements. As such, the subject property will have an onsite water & wastewater system. The owner or developer will install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes in order to meet concurrency requirements of the LDR and FAC and due to the lack of available service to the subject property.

B.3. All newly constructed private central wastewater systems shall be engineered for eventual integration into a publicly operated interceptor central wastewater network.

B.4. The County shall coordinate with the utility providers for the unincorporated areas to meet the minimum Level of Service standard in the design of wastewater treatment plants as follows: RV Park 75 gpcd.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the newly constructed private central wastewater system will be engineered and constructed to eventually integrate with the public wastewater lines. Furthermore, the design of the onsite wastewater treatment plant will meet the Level of Service Standards of 75 gpcd.

Policy 6.2: Design Capacities for Public Water Systems

A. The County shall coordinate with the utility providers that service the unincorporated areas of the County to ensure that the following minimum design standards to residential water systems are maintained: RV Park 75 gpcd.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the newly constructed private potable water system will be engineered and constructed to eventually integrate with the public water lines. Furthermore, the design of the onsite private water system will meet the Level of Service Standards of 75 gpcd.

Policy 12.6: Stormwater Retention/Discharge Standards

In order to limit stormwater pollution pursuant to receiving water quality standards established in Chapter 62-302 F.A.C., all new development and redevelopment shall be designed to conform with surface water management rules of the Southwest Florida Water Management District (SWFWMD) under Chapters 40D-4 and 40D-40 F.A.C. -or- the South Florida Water Management District (SFWMD) under Chapters 40E-4 and 40E-40, F.A.C.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the subject property will conform with surface water management rules of the South Florida Water Management District (SFWMD) under Chapters 40E-4 and 40E-40, F.A.C. A Storm retainage & Drainage plan will submitted at time of permitting in order to obtain a development order.

OBJECTIVE 3 PROTECT CONSERVATION LAND

The County shall protect native vegetative communities identified herein and shall restrict activities known to adversely affect endangered and threatened species and their habitat. This shall be a joint effort with state, federal, not-for-profit entities, private land owners, and for-profit private entities.

Policy 3.3 Environmental Clearance Process

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), prior to the issuance of a County Land Clearing Permit or Building Permit, the owner/developer of the subject property will provide the County with an Environmental Clearance Report conducted by a licensed Environmental Clearance Consultant.

OBJECTIVE 4 PROTECT WETLANDS

Protect wetland systems and their ecological functions to ensure their long term, economic, environmental, and recreational value and encourage restoration of wetland systems to a functional condition.

Policy 4.4: Development Order Conditions for Wetlands and Cutthroatgrass Seeps

B. All wetlands and cutthroatgrass seeps shall be delineated on final plats.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), prior to the issuance of a County Land Clearing Permit, Building Permit or Development Order, the owner/developer of the subject property will provide the County with a wetland delineation survey.

Policy 6.1: Measures to Protect Groundwater Quality and Quantity

B. Require natural buffers, set asides, and building setbacks pursuant to the policies of this Comprehensive Plan.

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), the Site Plan has been designed in accordance with the HC Comprehensive Plan, as well as, the FAC and the requirements of Department of Environmental Protection (DEP).

Economic Development Element

GOAL: CREATE AND SUPPORT A DIVERSE ECONOMY IN HIGHLANDS COUNTY THAT IS CONDUCIVE TO THE PROSPERITY OF ALL RESIDENTS BY OPTIMIZING THE MOST DESIRABLE OPPORTUNITIES FOR ECONOMIC EXPANSION, BETTER JOBS, AND REVENUE GROWTH DURING THE 2010-2030 PLANNING PERIOD.

OBJECTIVE 1: MISSION STATEMENT FOR THE HIGHLANDS COUNTY ECONOMIC DEVELOPMENT OFFICE

The Highlands County Economic Development Office (EDO) shall administer economic development programs recommended by the Industrial Development Authority (IDA) and approved by the Board of County Commissioners for the purpose of expanding and diversifying the County's tax base while protecting the current quality of life of Highlands County residents.

Policy 2.8: Identify Growth Businesses

The EDO shall identify key businesses or groups of businesses in the local economy that are poised for stable and beneficial growth. Attention shall be given to identifying those key businesses or groups of businesses that are related to commerce currently located within the County (i.e. filling backward linkages in sectors such as warehousing and distribution, medical care, *recreation industries*, and agricultural supports).

Consistent with the Highlands County 2030 Comprehensive Plan and the Highlands County Code of Ordinances, Land Development Regulations (2020), this request is to redesignate the subject property in order to establish an RV resort with approximately 280 sites, a bar & grill and other recreational amenities.

As such, the economic impact this resort will have on Highlands County more specifically, Lake Placid is of enormous proportions as outlined in the summary report prepared by the Florida Association of RV Parks and Campgrounds in 2015 and attached hereto as EXHIBIT B. In 2015, the RV industry had a $50 billion economic impact in Florida according to the research commissioned by the RV Industry Association (RVIA). RV camping had the largest economic impact of all out door activities. Camping expenditures exceed fishing, hunting, motorcycling and wildlife viewing combined. Camping and outdoor activities nationwide generated $646 billion in direct spending, $39 billion in federal taxes and another $39 billion in state and local revenues. Florida RV parks and campgrounds provide over 4,000 direct jobs and $165 million in wages.

Additionally, it is estimated that 20% of all Florida visitors are Rv'er. More than 600,000 Florida residents stay at camping resorts at least, six time per year, vacationing all over the state. Moreover, 93% of all camping visitors return to Florida to camp as repeat visitors. "Campers" come from every state in the country, as well as, numerous international countries. However, the number one source comes from Canada. During the winter months, Florida sees an influx of Canadian and Northeast campers who visit central and south Florida. During the summer months, the influx of campers comes from the sun belt states. The two most popular destinations in Florida for RV'ers are the panhandle and central Florida.

4. Impacts on Affordable Housing

The proposal does not have any impacts on affordable housing as RV resorts are transient in nature.

5. Compatibility with Adjacent Land Uses

The proposed RV Park on the subject property will maintain compatibility and provide continuity to the neighborhood and the surrounding properties. If approved, it will sit adjacent to an existing RV park, Sunshine RV Resort, which consists of 402 RV, park model and mobile home sites, as well as, a clubhouse and amenities. Like the proposed RV resort, Sunshine has a wastewater treatment plant with wells and a water purification system to provide the LOS required by the LDR to meet concurrency.

Additionally, the proposed RV resort will be located directly across the street from Alpine Village R.O.C. Inc., a mobile home park that consists of 90 sites. Alpine also has a wastewater treatment plant with wells and a water purification system to provide the LOS required by the LDR to meet concurrency.

6. Environmental

An environmental survey, also referred to as a biological study, is required for parcels larger than 5 acres. As per the LDR, the applicant will provide, at time of permitting. If a protected species is found on site, the applicant will coordinate with Highlands County and the Florida Fish and Wildlife Conservation commission (FWC).

7. Transportation

In accordance with Section 12.09.103 of the LDR, the Master Site Plan shows that the RV resort takes access from SR 70, a major arterial roadway. Access to a state road is controlled and permitted by the Florida Department of Transportation in compliance with Chapter 14-97 of the F.A.C, State Highway Systems Access Management Classification System and Standards.

Furthermore, in accordance with Section 12.05.223 RV Park (FUD), paragraph "R", Section 12.09.104 (3) and Section 12.10.200 of the LDR, the Master Site Plan shows that access roads and a parking space have been provided to each site. As such, no off-street parking is required and the roads can be 25 feet in width as shown on the Master Site Plan. Additionally, the roads inside the RV resort have been designed as "Private Streets" as the resort is transient in nature and considered "seasonal parks in accordance with Section 12.09.103 (4) of the LDR.

Additionally, the Master Site Plans shows a cul-de-sac street on the northeast corner of the resort. As per Section 12.09.104 (L), the cul-de-sac street does not exceed 1000 feet in length, provides for a closed end (cul-de-sac) with a turnaround having an outside road diameter of at least 80 feet and a property line diameter of at least 120 feet. Each lot that fronts the cul-de-sac is at least 30 feet.

MASTER PLAN OF DEVELOPMENT

The enclosed Master Site Plan has been designed in accordance and consistent with the Highlands County Comprehensive Plan and the Land Development Regulations (LDR). The proposed RV resort is consistent with the standards of the LDR's Section 12.05.223 RV Park (FUD). The Master Site Plan shows a total of 280 RV sites, a bar & grille, recreational amenities such as pools, basketball & volleyball courts, tennis courts, pickleball courts and dog park.

The minimum lot size in this district is five acres of land area for RV park (FUD). The subject property is 38.58 acres. As per the LDR, each rental space shall have a minimum lot width of 40 feet and a minimum area of 2400 square feet. The Master Site Plan shows a total of 280 RV sites comprised of 258 sites with dimensions of 40 X 69 feet for a total of 2,760 square feet and 21 sites with dimensions of 40 X 82 feet or 3280 square feet, far exceeding the requirements of the LDR.

As per Section 12.09.103 of the LDR, access to a state road is controlled and permitted by the Florida Department of Transportation in compliance with Chapter 14-97 of the Florida Administrative Code, State Highway System Access Management Classification System and Standards. The Master Site Plan shows the proposed development is to take one access point from SR 70, a major arterial roadway. Furthermore, in accordance with Section 12.05.223 RV Park (FUD), paragraph "R", Section 12.09.104 (3) and Section 12.10.200 of the LDR, the Master Site Plan shows that access roads and a parking space have been provided to each site. As such, no off-street parking is required and the roads can be 25 feet in width as shown on the Master Site Plan. Additionally, the roads inside the RV resort have been designed as "Private Streets" as the resort is transient in nature and considered "seasonal parks in accordance with Section 12.09.103 (4) of the LDR.

Section 12.05.223 also states that the maximum density shall be determined by the FUD at the public hearings. The subject property being proposed for RV Park (FUD) is 38.58 acres. The Master Site Plan shows 280 RV sites which equates to approximately 7.25 sites per acre. Furthermore, the LDR requires the proposed RV resort a minimum of a 10-foot wide landscaped vegetative buffer along any adjacent property which are not zoned for RV park (FUD) or mobile home park.

Additionally, the LDR states that the maximum lot coverage by all structures is 50% of the total park area, excluding streets. The total recreation area required is 100 square feet per site or 28,000 square feet. The Master Site Plan calls for 48,473 square feet of recreation area far exceeding the requirements of the LDR. Additionally, the proposed Master Site Plan will meet or exceed all site requirements of Section 12.05.223 of the Highlands County Land Development Regulations.

At this time, the Master Plan does not show the Impervious Surface Ratio (ISR) however, the proposed density is 7.25 units per acre while the proposed intensity is 21,400 square feet at 0.013 Floor Area Ration (FAR). Furthermore, the Master Plan provides for stormwater retention on site however, in accordance with the LDR, we will coordinate with the County Engineering Division to design and meet the requirements of the Stormwater Management Section of the LDR, at time of permitting.

ORDINANCE NO. 21-22-10

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE FUTURE LAND USE MAP OF THE HIGHLANDS COUNTY 2030 COMPREHENSIVE PLAN AND THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID# C-04-38-30-A00-0011-0000; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF LAND USE DESIGNATION CHANGE AND FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 163.3167 empowers the Highlands County Board of County Commissioners to adopt and amend the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID# C-04-38-30-A00-0011-0000 (Property), has requested a change to the Property which requires an amendment to the Future Land Use Map of the Plan; and

WHEREAS, the Highlands County Planning and Zoning Commission, held a duly noticed public hearing on December 14, 2021, to review the small-scale amendment to the Property, identified by CPA-22-595SS, which proposes a change to the Future Land Use Map of the Plan; and

WHEREAS, the Highlands County Planning and Zoning Commission recommended approval of CPA-22-595SS and adoption of the subject Future Land Use Map amendment; and

WHEREAS, the County has determined that the proposed Future Land Use Map amendment, CPA-22-595SS, is consistent with the patterns of existing development within this area of the County and is compatible with the surrounding land uses; and

WHEREAS, the County has determined that the proposed Future Land Use Map amendment, CPA-22-595SS, is consistent with the goals, objectives, and policies of the Plan; and

WHEREAS, the County has determined that Environmental clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed Future Land Use Map amendment, CPA-22-595SS; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Property and the proposed Future Land Use Map amendment, CPA-22-595SS, does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Plan; and

WHEREAS, the County has determined that the Property that is the subject of CPA-22-595SS is not located within an area of critical state concern; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of development.

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Highlands County, Florida, after due notice and public hearing, as follows:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. The Board of County Commissioners for Highlands County has complied with all requirements and procedures of Florida law in processing this Ordinance. The above recitals are hereby adopted.

SECTION 2. APPROVAL OF LAND USE DESIGNATION CHANGE AND FUTURE LAND USE MAP AMENDMENT.

A. The land use designation for that Property identified by the Highlands County Property Appraiser through Parcel ID# C-04-38-30-A00-0011-0000 consisting of approximately 38.58 acres and more particularly described as:

> The East 1060.5 feet of the Northeast ¼ of Section 4, Township 38 South, Range 30 East, Highlands County, Florida, lying South of State Road #70, LESS and EXCEPT the East 500 feet of the North 2000 feet thereof.

is hereby changed from "Agriculture" to "High Density Residential".

B. The Future Land Use Map of the Plan is hereby amended to reflect that the land use for the Property is High Density Residential.

SECTION 3. IMPLEMENTING ADMINISTRATIVE ACTIONS. The County Administrator is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. SAVINGS CLAUSE. All prior actions of Highlands County pertaining to CPA-22-595SS, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 5. **NON-CODIFICATION AND SCRIVENER'S ERRORS.** The provisions of this Ordinance shall not be codified in the Board of County Commissioners of Highlands County Code of Ordinances. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 8. EFFECTIVE DATE. This Ordinance shall be effective immediately upon adoption; however, pursuant to Florida Statutes, Section 163.3187, the subject small-scale Future Land Use Map amendment shall become effective 31 days after adoption of this Ordinance by the County, unless otherwise challenged within 30 days after said adoption. In the event of a timely challenge, the subject small-scale Future Land Use Map amendment shall become effective once the Florida Department of Economic Opportunity or the Administration Commission issues a final order determining that the adopted small-scale Future Land Use Map amendment is in compliance with the Plan.

DONE AND ADOPTED this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST:

_____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sandra S. Vázquez, Planner I**

SUBJECT/TITLE: **Public hearing to consider adoption of P&Z Hearing No. 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel, from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD).**

STATEMENT OF ISSUE

The Applicant is requesting to change the Official Zoning Atlas for an approximate 38.58-acre parcel, from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD). The parcel is covered with native vegetation and is vacant of structures. The Applicant is proposing to utilize the property for a future RV Park development with a maximum of 280 sites.

There is a companion request for a small scale comprehensive plan amendment from Agriculture (AG) to High Density Residential (RH), CPA-22-595SS.

The Planning and Zoning Commission recommended approval of P&Z Hearing No. 2093 as presented.

RECOMMENDED ACTION

Move to approve and adopt by Resolution, P&Z 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), referencing the mandatory findings of fact and becoming effective as provided by law.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report P&Z Cherries R Us for BCC.pdf
Application P&Z 2093 Cherries R Us.pdf
Resolution P&Z 2093 Cherries R Us.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Rezone	**BCC Hearing Date:** 1/18/2022
Case Number: P&Z 2093	**Case Name:** Cherries R Us
Agent: Joe Cubas	**Property Owners:** Cherries R Us, Inc.
Public Hearing: BCC	**Case Staff Member:** Sandra S. Vázquez

Request: Rezone an approximate 38.58-acre parcel, from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD)

General Location: An approximate 38.58-acre parcel located approximately 2.09 miles west of CR 29 and 0.55 miles east of US 27, on the south side of SR 70 E; the address being 475 SR 70 E, Lake Placid

PARCEL ID: C-04-38-30-A00-0011-000

Staff Recommendation and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Resolution, P&Z 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), referencing the mandatory findings of fact and becoming effective as provided by law.

2. **Staff Recommendation to the Planning and Zoning Commission (P&Z):** Recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), referencing the mandatory findings of fact and becoming effective as provided by law.

3. **Excerpt from the January 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "G. HEARING NUMBER P&Z 2093 – CHERRIES R US, INC. C/O JAYMELDA HOLDINGS, LLC** An approximate 38.58-acre parcel

located approximately 2.09 miles west of CR 29 and 0.55 miles east of US 27, on the south side of SR 70 E; the address being 475 SR 70 E, Lake Placid; and abbreviated legal as follows: An approximate 38.58-acre parcel located in Section 4, Township 38 South, Range 30 East, Highlands County, Florida.

The Applicant is requesting a zoning change from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2) and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD). Mr. Roberts read the request, and Ms. Vazquez and Mr. Joe Cubas of Jaymelda Holdings, LLC presented the request. There were no letters received, and no one in the audience spoke for or against the request.

Motion by Mr. Boring and seconded by Mr. Ingler to recommend to the Board of County Commissioners to approve and adopt by Resolution, P&Z 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), including the conditions listed in the Staff Report.

Upon roll call, all members voted yes. **Motion carried 7-0."**

4. Recommended conditions of approval are included in the adopting resolution and are as follows:

1. The number of lots for rental space is to be capped at 280 sites.

2. All lots shall have a minimum of 40 feet in width and a minimum area of 2,400 square feet in size.

3. Permanent structures for the RV Park operation and recreational facilities are allowed.

4. All common areas will allow recreational activities, accessory structures and uses for the park.

5. The Clubhouse shall serve as the emergency shelter with a minimum floor area pursuant to Section 12.08.120 of the *Highlands County Land Development Regulations*, current edition.

6. Environmental clearance, if required, of impacts to selected natural resources shall be obtained prior to development. No development order or permit will be issued unless prescribed environmental mitigation is accomplished.

Supplemental Material/Issue Analysis Report:

1. Request: The matter for consideration is for a change to the Official Zoning Atlas of an approximate 38.58-acre parcel, from AU, M-1, B-2, and I-2 CU to RV FUD.

The parcel is covered with native vegetation and is vacant of structures. The Applicant is proposing to utilize the property for a future RV Park development with a maximum of 280 sites.

The existing zoning designation was adopted in 1984 for the development of a Mobile Home Subdivision with recreational facilities, commercial highway frontage, and a central wastewater treatment facility.

There is a companion request for a Future Land Use Map Amendment from Agriculture (AG) to High Density Residential (RH), CPA-22-595SS.

2. Existing Use Analysis:

LOCATION	EXISTING USE	LAND USE CATEGORY	ZONING
Subject Property	Timberland	AG	B-2/ I-2 CU/ M-1/ AU
Adjacent Property to the North	Groves/ Orchards/ Mobile Home	AG	AU
Adjacent Property to the South	Groves/ Orchards	AG	AU
Adjacent Property to the East	Non-Ag Acreage/ Groves/ Orchards	Existing Designation (E)/ AG	Business District (B-3)/ I-2 CU/ Campground District (CG-3)/ AU
Adjacent Property to the West	Sunshine RV Resort Maintenance Barn	AG/ Public/Quasi-Public Facility and Institutional Lands (P)	AU/ Public and Quasi-Public Lands District (P)

3. Applicable References:

Planning…§163.3194(1)(a) - (b), F F.S.; Highlands County 2030 Comprehensive Plan: Future Land Use Policies: 1.1, General Growth Management Strategy; Policy 1.2.D.1, Agriculture (AG), Policy 1.2.D.5, and Policy 1.2.D.4, High Density Residential (RH).

Zoning…Highlands County Land Development Regulations (LDRs): Section 12.05.200: Agricultural District (AU), Section 12.05.220: Mobile Home Subdivisions District (M-1), Section 12.05.223: RV Park (RV), Section 12.05.241: Limited Business District (B-2), Section 12.05.252: Industrial District (I-2), Section 12.05.291: Flexible Unit Development (FUD), and Section 12.05.292: Conditional Use Districts (CU).

4. Department Analysis and Comments of Petitioner's Proposal:

4.A. The Departments, Divisions, and Agencies listed below provided comments as follows:

Zoning Division: The staff has no objection to this request.

Engineering Department: Approved with conditions. At the time of development, the applicant shall undergo the development review process and additional requirements may be identified at that time.

Natural Resources: Xeric uplands and wetlands on property. We strongly recommend this property undergo a full-scale ECR that comes before NRAC. This property appears to be intact high-quality scrub/xeric upland that should at the very least contain tortoises and skinks. It may also have scrub jays.

Sebring Reginal Airport (SEF): Location is more than 16 miles south/southeast of SEF; proposed objects 200-ft or less in height would not require a Form 7460 at this location. No impact to SEF.

Florida Department of Health: No objection.

4.C. The following Departments, Divisions, and Agencies did not respond: Town of Lake Placid, Florida Department of Environmental Protection, Florida Department of Transportation, Highlands County Emergency Management, Highlands County Emergency Medical Services, and Highlands County Fire Rescue.

5. Planning Division: The following analysis and findings of fact describe the physical, legal and cultural characteristics of the Applicant's property:

5.A. Natural Features Analysis:

1. **Topography:** The topographic map depicts the subject property as mostly level with an elevation between 120 and 135 feet.
2. **Soils:** The soil underlying the site is *Paola-Basinger Sands, Rollings.* The soil is nearly level to rolling, excessively drained on side slopes and ridge tops and poorly drained to very poorly drained in small depressional areas. Contains a range of 5 to 10 percent Basinger Sand, 60 to 75 percent Paola Sand and 5 to 35 percent of mixed soils. There are limitations to urban and recreational uses, depending on the slope and position on the landscape. On-site investigation of each area is needed to determine the limitations of the intended use.
3. **Surface Waters:** The subject parcel is indicated on the National Wetlands Inventory to contain several depressional areas of Freshwater Emergent Wetland.
4. **Vegetative Cover:** The site is covered in native vegetation.

5.B. Zoning Analysis:

1. **Current Use of Land:** The current use of the land is vacant.
2. **Vested Rights:** The parcel is not within a vested authority.
3. **Current Zoning Designation:** The site has a zoning designation of AU, M-1, B-2 and I-2 CU.
4. **Proposed Zoning Designation:** The proposed zoning designation is RV FUD.
5. **Current Population Yield:** The current zoning would not allow a dwelling unit to be constructed in the Agriculturally zoned portion of the property, as it does not meet the minimum 5-acre requirement. The current zoning on the remainder of the parcel is not consistent with the current future land use designation, and therefore also would not allow a dwelling unit to be constructed. The current potential population yield is zero (0).
6. **Proposed Population Yield:** The parcel would carry a potential population yield of 644 persons; 280 dwelling units x 2.3 persons = 644 persons.
7. **The Applicant's proposed development program:** The Applicant is proposing to use the site for a future RV Park development.

5.C. Special Designated Areas:

1. **Environmental Protection:** The Conservation Overlay Map series of the Comprehensive Plan, indicates that Xeric Upland and Cutthroat Seep habitats exist on the property. Pursuant to Natural Resource Element Policy 3.3. of the Comprehensive Plan, the Applicant is required to obtain Environmental Clearance at the time of development.
2. **Historic Resources:** The Florida Master Site File (FMSF) indicates that there are no known historic resources on the property.
3. **Archaeological Resources:** The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the FMSF indicate no known archaeological resources on the site.
4. **Floodplains (FEMA designation):** The property has a flood zone designation of X, for areas located outside the Special Flood Hazard Areas, and A, for areas located inside the Special Flood Hazard Areas as depicted on the Flood Insurance Rate Map Community Panel Number **12055C0529C**, effective November 18, 2015.
5. **Military Airport Zones (MAZ):** The property is not located within a MAZ.
6. **Wellhead Protection Zones:** The property is not located within any of the defined protection zones as defined by Infrastructure Policy 6.6. of the Comprehensive Plan.
7. **Airport Surface Areas:** The property is not located within any of the defined surface areas as designated by Chapter 2.1 of the Highlands County Code of Ordinances.

5.D. Public Facilities and Services:

1. **Potable Water:** The property will be served by an on-site central potable water system that will be designed to connect to a central water system when it becomes available.

2. **Central Wastewater:** The property will be served by an on-site wastewater system that will be designed to connect to a central wastewater system when it becomes available.
3. **Solid Waste:** The property will be serviced by a county-approved refuse collection company.
4. **Vehicular Access and Traffic Circulation:** The site has direct access onto State Road 70 E.
5. **Railroad Access:** The site is not located adjacent to any railroad tracks.
6. **Recreation:** Pursuant to Section 12.05.223.W of the Highlands County LDRs, a recreation area shall be provided equivalent to 100 square feet of area for each RV, park model, mobile home or manufactured home site. Additionally, pursuant to Section 12.08.120 of the Highlands County LDRs, a recreation/disaster shelter building shall be provided to include a minimum of 15 square feet per lot, rental space, or campsite.
7. **Drainage:** The Applicant will be required to comply with Section 12.13.104.F. of the Highlands County LDRs and the applicable water management district regulations.

5.E. **Traffic Impacts:** Pursuant to the Comprehensive Plan: Technical Support Section, a traffic analysis **is** required at the time of development.

5.F. **Schools:** Pursuant to Section 12.13.151.A. of the Highlands County LDRs, public school concurrency is required at the time of development.

5.G. **Airports:** The subject property is located approximately 28.9 miles southeast of the Avon Park Executive Airport and 16.7 miles south of the Sebring Regional Airport.

6. **Mandatory Findings of Fact:**

Use Consistency Finding: The proposed zoning change **is consistent** with the patterns of existing development within this area and compatible with the surrounding land uses.

Plan Consistency Finding: The proposed zoning change **is consistent** with the goals, objectives, and policies of the adopted Comprehensive Plan.

Environmental Clearance Finding: Environmental Clearance, pursuant to Natural Resources Element Policy 3.3 of the Comprehensive Plan, **is not required** for the proposed zoning change.

Historical and Archaeological Clearance: The proposed zoning change **is not required** to obtain Historical and Archaeological clearance, pursuant to FLU Policy 7.1 and NRE Policy 1.3 of the Comprehensive Plan. The Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Comprehensive Plan and the Florida Master Site File indicate that there are no known cultural resources on the property.

Conformity Finding: If approved, all future development actions for the property shall be made to conform to applicable Comprehensive Plan policies and to LDRs in effect at the time the applicable development order becomes effective as provided by law.

The Planning Division, based on the Mandatory Findings of Fact and Consistency with the Comprehensive Plan, recommends the Board of County Commissioners to approve and adopt by Resolution, P&Z 2093, changing the Official Zoning Atlas for an approximate 38.58-acre parcel from Agricultural District (AU), Mobile Home Subdivisions District (M-1), Limited Business District (B-2), and Industrial District with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development District (RV FUD), referencing the mandatory findings of fact and becoming effective as provided by law with the following conditions of approval:

1. **The number of lots for rental space is to be capped at 280 sites.**

2. **All lots shall have a minimum of 40 feet in width and a minimum area of 2,400 square feet in size.**

3. **Permanent structures for the RV Park operation and recreational facilities are allowed.**

4. **All common areas will allow recreational activities, accessory structures and uses for the park.**

5. **The Clubhouse shall serve as the emergency shelter with a minimum floor area pursuant to Section 12.08.120 of the *Highlands County Land Development Regulations*, current edition.**

6. **Environmental clearance, if required, of impacts to selected natural resources shall be obtained prior to development. No development order or permit will be issued unless prescribed environmental mitigation is accomplished.**

Attachments:

Exhibit 1: Location Map
Exhibit 2: Aerial Map
Exhibit 3: Zoning Map
Exhibit 4: Proposed Zoning Map
Exhibit 5: Aerial Site Plan
Exhibit 6: Site Plan
Exhibit 7: Typical Lot Design

Exhibit 1:

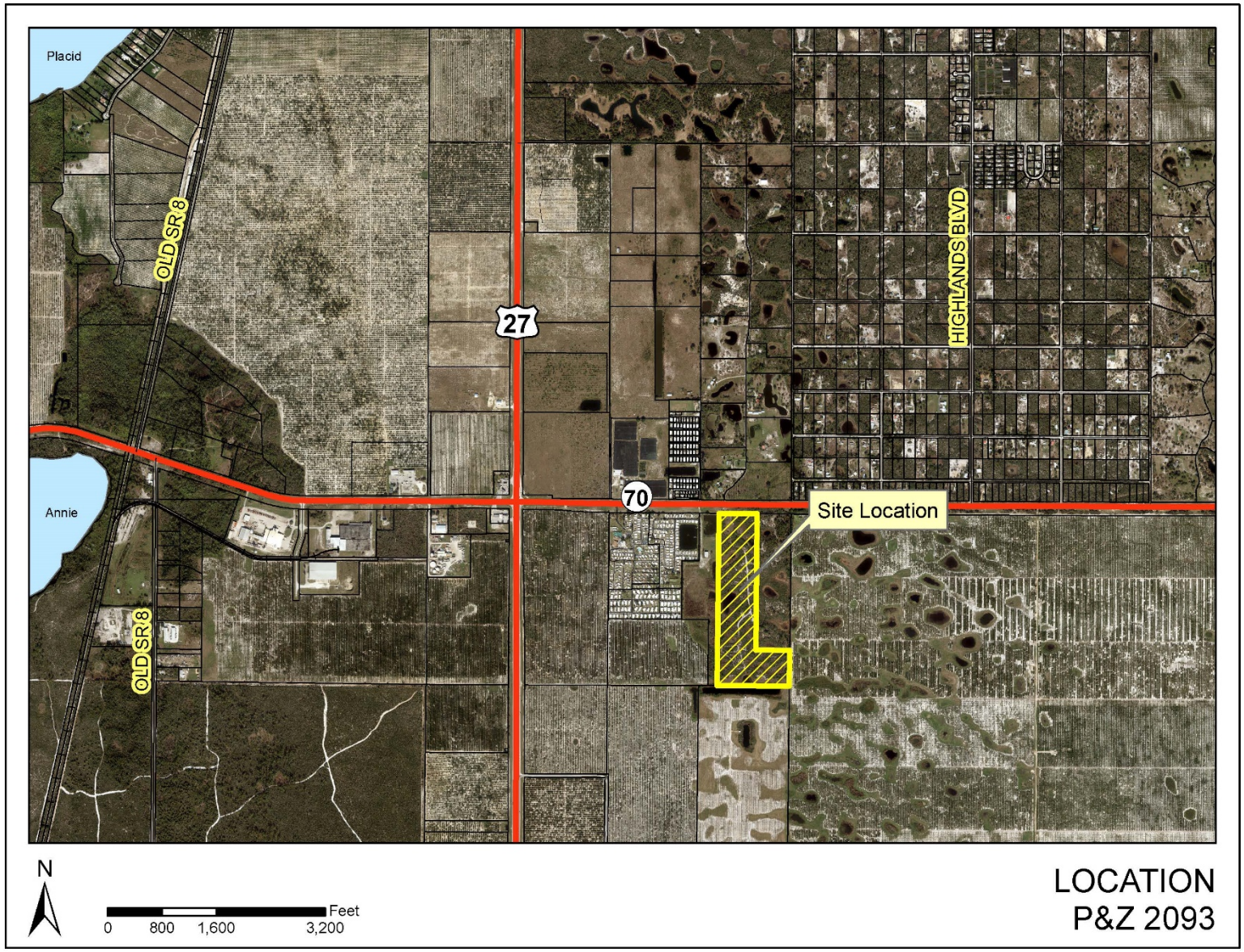

Placid
Annie
OLD SR 8
OLD SR 8
27
70
HIGHLANDS BLVD
Site Location
N
0
800
1,600
3,200
Feet
LOCATION
P&Z 2093

Exhibit 2:

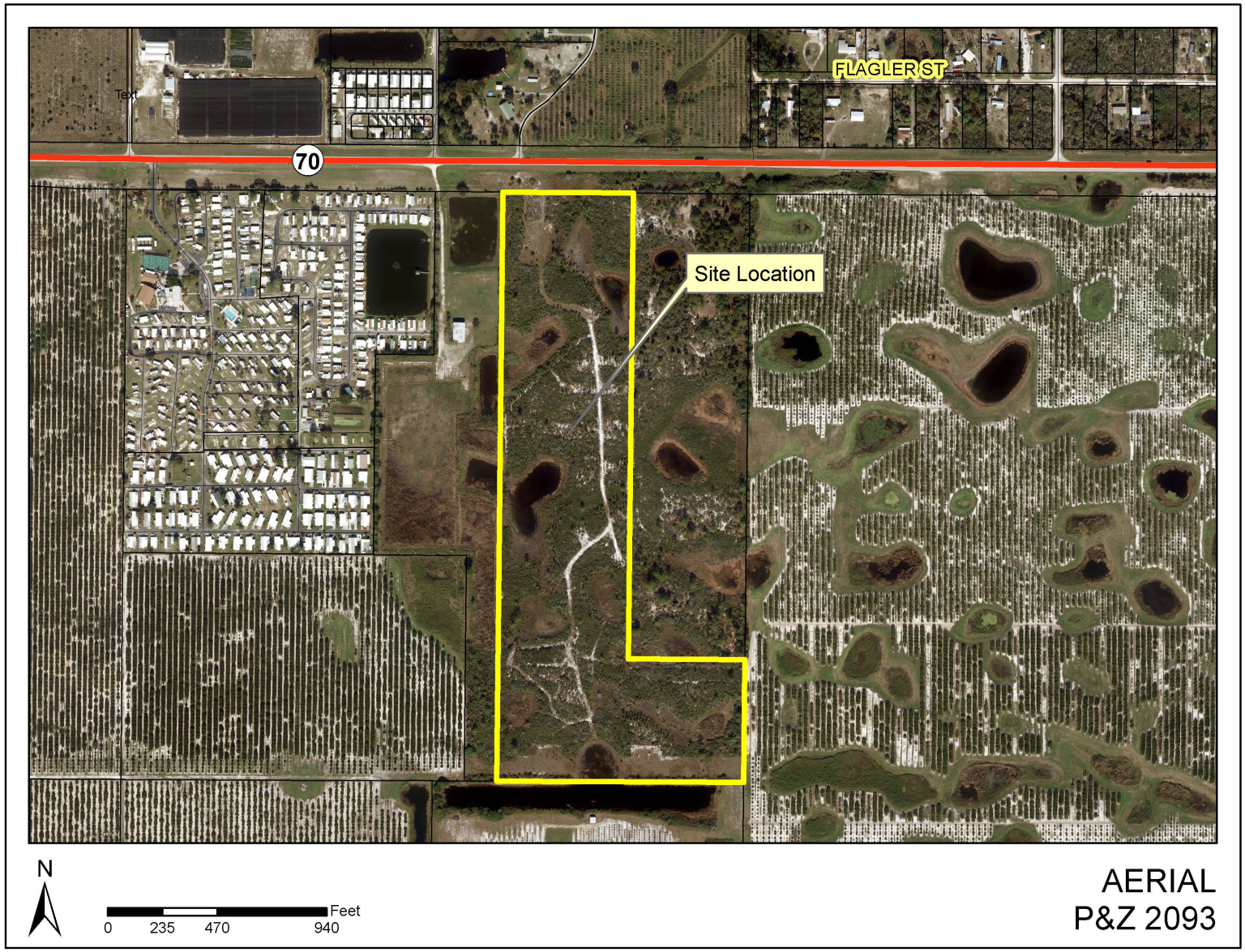

FLAGLER ST
70
Site Location
N
0
235
470
940
Feet
AERIAL
P&Z 2093

Exhibit 3:

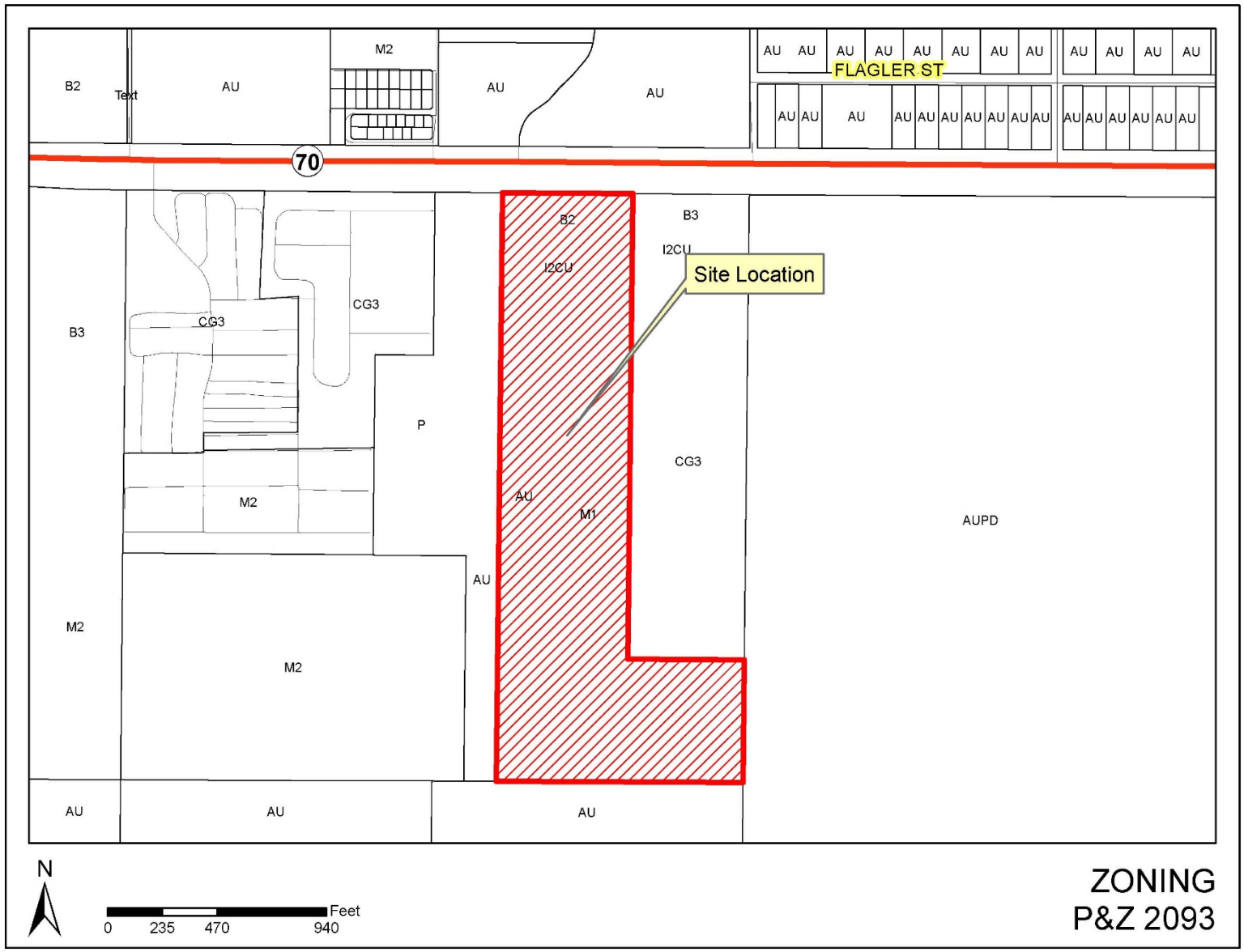

B2
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FLAGLER ST
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I2CU
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Site Location
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M2
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ZONING
P&Z 2093

Exhibit 4:

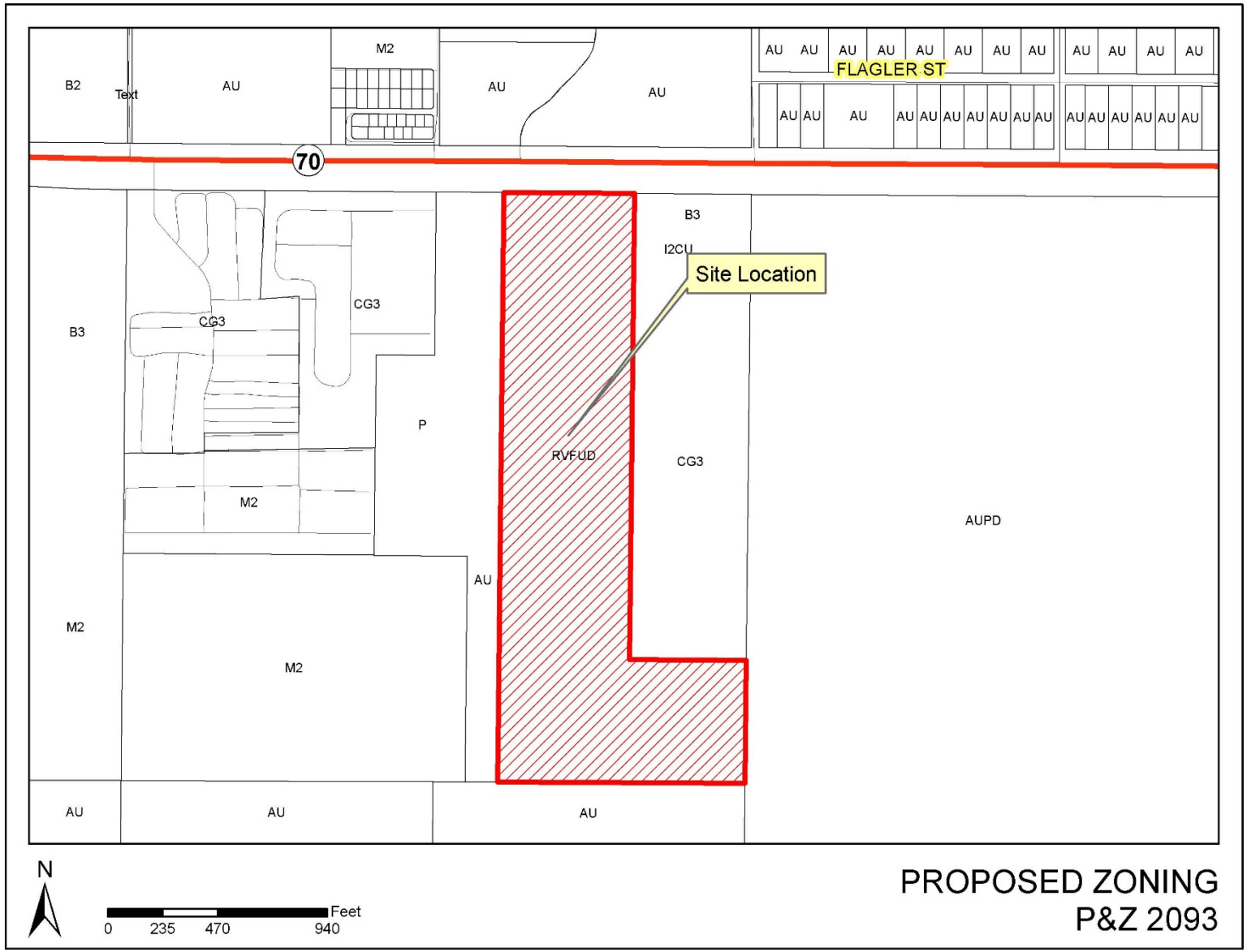

B2
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FLAGLER ST
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B3
I2CU
Site Location
CG3
CG3
B3
P
RVFUD
CG3
M2
AUPD
AU
M2
M2
AU
AU
AU
N
0 235 470 940 Feet
PROPOSED ZONING
P&Z 2093

Exhibit 5:


TRUE NORTH
2529.16'
STATE ROAD 70 EAST
200' WIDE PUBLIC R/W
560.50'
2000.00'
1060.51'
500.00'
525.96'
DOG PARK
WELL SITE
PICKLEBALL COURTS
CLUBHOUSE
OFFICE
W.W.T.P.
25' WIDE ACCESS ROAD (TYPICAL)
10' BUFFER
AERIAL SITE PLAN
SCALE: 1" = 60'
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
LAKE PLACID RV RESORT
AERIAL SITE PLAN
C-2

Exhibit 6:

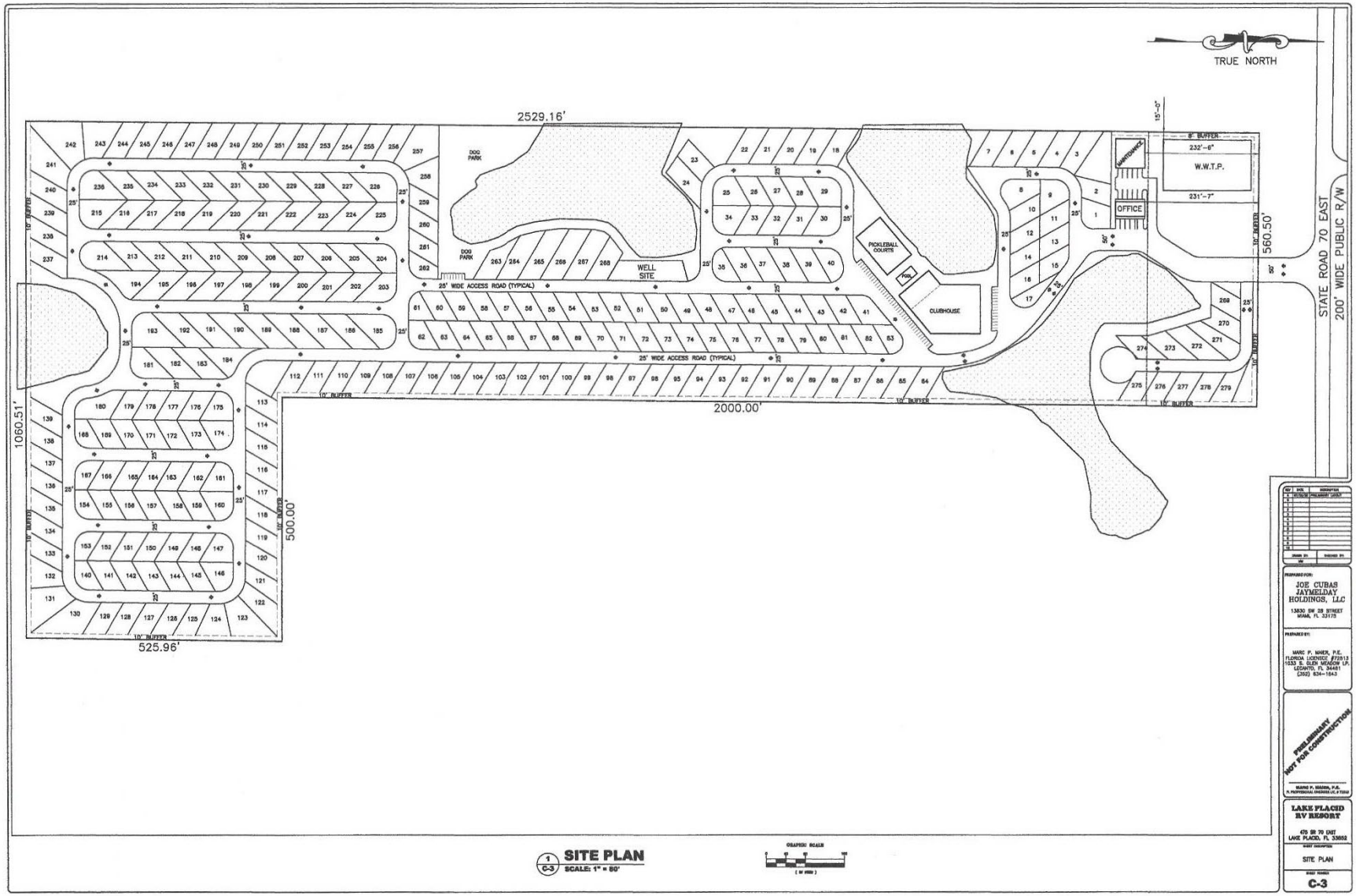
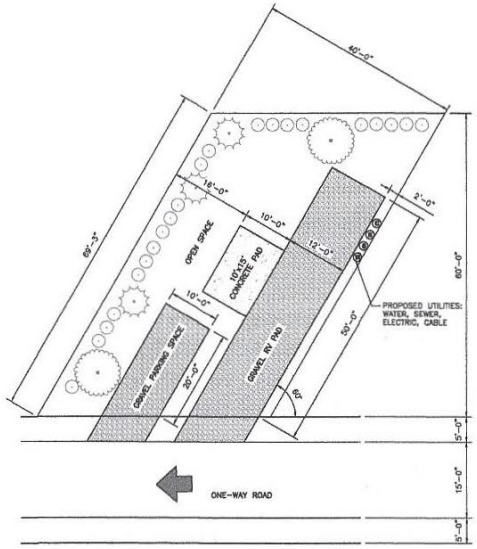

TRUE NORTH
2529.16'
STATE ROAD 70 EAST
200' WIDE PUBLIC R/W
560.50'
2000.00'
1060.51'
500.00'
525.96'
25' WIDE ACCESS ROAD (TYPICAL)
WELL SITE
DOG PARK
PICKLEBALL COURTS
CLUBHOUSE
OFFICE
MAINTENANCE
W.W.T.P.
10' BUFFER
8' BUFFER
SITE PLAN
SCALE: 1" = 60'
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
PRELIMINARY NOT FOR CONSTRUCTION
LAKE PLACID RV RESORT
SITE PLAN
C-3

Exhibit 7:

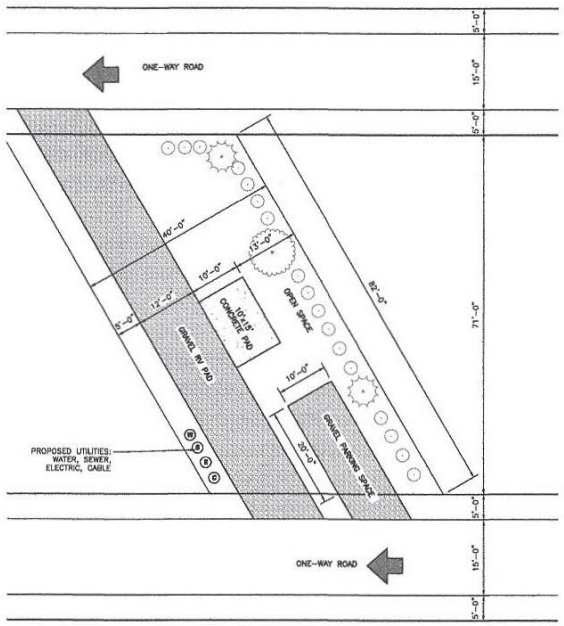
NOTES:

1.) THE PROPOSED PROJECT IS A 279 SITE RV PARK.
2.) THIS PROJECT WILL MEET OR EXCEED ALL SITE REQUIREMENTS IN SECTION 12.05.223 OF THE HIGHLANDS COUNTY LAND DEVELOPMENT CODE:
A. THE SITE PROPOSED SHALL CONTAIN NOT LESS THAN 5 ACRES.
B. MAXIMUM LOT COVERAGE BY ALL STRUCTURES IS 50 PERCENT OF THE TOTAL PARK AREA, EXCLUDING STREETS.
C. EACH RENTAL SPACE SHALL HAVE A MINIMUM LOT WIDTH 40 FEET AND A MINIMUM AREA OF 2,400 SQUARE FEET.
D. THIS RV PARK WILL BE EQUIPPED WITH CENTRAL WATER AND SEWER HOOKUPS.
E. A 10' WIDE BUFFER IS PROVIDED IN ALL LOCATIONS OTHER THAN THE WEST PROPERTY LINE.
F. 25' WIDE ACCESS ROADS ARE PROPOSED WITH ADEQUATE OFF-STREET PARKING AT EVERY RV SITE.

SITE SCHEDULE	
TOTAL APPLICANT OWNED LAND AREA	38.58 ACRES
TOTAL SITES PROPOSED	279
40'x69' SITES	258
40'x82' SITES	21
TOTAL RECREATION AREA REQUIRED (100 SF/SITE)	27,900 SQUARE FEET
TOTAL RECREATION AREA PROVIDED	48,473 SQUARE FEET
TOTAL FLOOR AREA PROPOSED	21,400 SQUARE FEET
PROPOSED FLOOR AREA RATIO	0.013



1 C-4 TYPICAL RV SITE (2,770 SQ. FT.)
SCALE: 1" = 10'



2 C-4 TYPICAL PULL THROUGH SITE (3,270 SQ. FT.)
SCALE: 1" = 10'

PREPARED FOR:
JOE CUBAS
JAYMELDAY HOLDINGS, LLC
13630 SW 58 STREET
MIAMI, FL 33175

PREPARED BY:
MARC P. MAIER, P.E.
FLORIDA LICENSE #72813
1033 S. GLEN MEADOW LP.
LECANTO, FL 34461
(352) 634-1843

PRELIMINARY NOT FOR CONSTRUCTION

LAKE PLACID RV RESORT
475 SR 70 EAST
LAKE PLACID, FL 33852

NOTES/DETAILS

C-4

Highlands County, Florida
Zoning Change Application

Zoning change from: AU, M-1, ~~B-3~~ B-2 & I-2 CU

Zoning change to: RV PARK FUD

Note: *Do not leave any blank lines; if something does not apply, indicate that it is not applicable by using N/A*

****

SECTION I: STAFF USE ONLY:

P&Z Hearing Number: 2093 Project **Date of Application:** 10/20/2021

Amount of Fee: $ 1,950.00 **Receipt No.:** 21100009 **Tax Map No.:** 163-B

Hearing Dates: LP: _____ **P&Z:** 12/14/2021 **BCC:** 01/18/2022

****

This application has been reviewed for completeness and determined sufficient:

_____ 10/27/2021

Zoning Supervisor **Date**

****

SECTION II: APPLICANT & PROPERTY INFORMATION:

1. **Name of Property Owner(s):** If more than one, all owners must sign the Owner's Affidavit (attached), which must accompany the application.
   Print Name: NEVA VELIQUETTE, CHERRYS R US
   Mailing Address: 6357 QUARTERLINE ROAD, KEWADIN, MICHIGAN 49648
   Telephone No.: 231-264-6750 X-303 **E-Mail Address:** NEVA@CHERRYKE.COM

2. **Name of Agent:** Complete the Agent's Affidavit (attached) from property owner, which must accompany application, giving agent authority to represent this application.
   Print Name: JOE CUBAS, JAYMELDAY HOLDINGS, LLC
   Mailing Address: 13830 SW 28 STREET, MIAMI, FLORIDA 33175
   Telephone No.: 305-219-2558 **E-Mail Address:** JCUBASHOLDINGS@AOL.COM

NOTARIZED AUTHORIZATION:

- If the applicant is not the owner of the property, a written, notarized authorization from each owner must be provided with this application – use Form A, attached. Property owner authorization is required. If the property owner withdraws permission at any point during the review and approval process, the application is considered null and void.
- If an agent is submitting the application for the owner/applicant – authorization from the owner/applicant is required – use Form B, attached.

3. **Legal Description Covered by Application:** If subdivided: Lot, block, complete name of subdivision, plat book, page number, section, township and range. If metes and bounds description, complete description, including section, township and range.
   PLEASE SEE ATTACHED LEGAL DESCRIPTION

4. **Strap No.(s) of Property Covered by Application:**
   STRAP #:C-04-38-30-A00-0011-0000 **STRAP #:**C-_____
   STRAP #:C-_____ **STRAP #:**C-_____

5. **Street Address(es) of Property Covered by the Application:**
   475 SR 70 E. LAKE PLACID, FLORIDA 33852

****

SECTION III: INFORMATION ABOUT EXISTING USES:

6. **Existing Zoning District:** AU,M-1,~~B-3~~B-2,I-2 CU **Existing Land Use Classification:** AG
Are the Zoning and Comprehensive Plan Consistent? ☑Consistent ☑Not Consistent

7. **Existing Property Information:** Size of Property (width) 560 TO 1060 feet, (depth) 2529 feet, street frontage 560 feet, water frontage 0 feet, **Total acres** 38.58
If different from the total acreage, the upland, or developable portion is Approx. 30.14 +/- acres.

8. **Are there existing structures on the property?** ☐Yes ☑No **If Yes,** what type (CBS, Frame, Stucco, Other Multiple Units, Number of Dwellings per Building), and what are they used for? _____

If multiple units, the number of dwellings per building/number of buildings: _____

9. **Is the property located within the Lake Placid Regional Plan (LPRP) area?** ☐Yes ☑No **If yes,** please submit a draft PD Resolution and site plan as part of the application. A separate application meeting should be arranged with the Town of Lake Placid. Please ask the Town staff (County Planning Department) for assistance.

10. **Vesting:** Is the property vested for specific property rights? ☐Yes ☑No **If Yes,** list the Vesting Action or Order Number or the method used to grant vested rights (state binding letter, legal lot of record, etc).: _____

11. **Has a public hearing been held on this property within the last 12 months?** ☐Yes ☑No **If Yes,** in whose name and when? _____

12. **Information on the Adjacent Properties:**

	Existing Uses	FLUM Designations	Zoning Districts
North	MOBILE HOMES & GROVES	AG	AU
South	GROVES	AG	AU
East	VACANT LAND	E & AG	AU, CG-3, B-3, & I-2 CU
West	RV RESORT	AG, RH, P	AU, CG-3, M-2, P

****

SECTION IV: INFORMATION ABOUT THE PROPOSED CHANGE:

13. **Reason for Proposed Change(s) (DO NOT INCLUDE SPECIFIC USES):** TO DEVELOP A RENTAL RV RESORT WITH FIRST CLASS AMENETIES

14. **Proposed Number of Dwelling Units Desired or Number of Square Feet of Commercial Space (if applicable):**
280 RV SITES

15. **Proposed Development Standards (if applicable):**

A. Proposed parcel size (if increasing area with this application) 38.58 square feet/acre
B. Proposed Floor Area Ratio (FAR): Gross floor area of existing building 21,400 divided by Parcel size 1,680,544.8 = FAR 0.013 %

****

SECTION V: ADDITIONAL INFORMATION REQUIRED: 16 & 17 – NOT APPLICABLE FOR EXISTING DEVELOPMENT THAT IS NOT INCREASING IN SIZE; INDICATE N/A.

16. **Potable Water:** The proposed development will be served by an off-site central potable water system. ☐Yes ☑No **If Yes,** the potable water system requirements will be accommodated by the _____ water system.

ONSITE Central potable water will BE PROVIDED AS REQUIRED BY LDRs

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the water system that will be used (gallons per capita per day or gpcd):

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required level of service (LOS) for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site potable water (well) system that will be designed to connect to a central water system when it becomes available. _____ **Applicant's Initial**

17. **Wastewater Treatment:** The proposed development will be served by an off-site central wastewater treatment system. ☐Yes ☑No WASTEWATER TREATMENT PLANT REQUIRED BY LDR'S

If Yes, the wastewater treatment system requirements will be accommodated by the _____ system.

(See the attached model letter requesting this information from the respective servers). PLEASE ATTACH THEIR LETTER TO THIS APPLICATION. THIS APPLICATION WILL NOT BE COMPLETE WITHOUT THIS LETTER.

The Applicant must provide the following data of the wastewater treatment system that will be used:

a. The facility has the designed capacity for pumping and treating _____ gpcd.
b. The facility has a permitted capacity for _____ gpcd.
c. The facility has an average demand or committed capacity for _____ gpcd.
d. The facility has an excess capacity of _____ gpcd.
e. This proposed development will require approximately _____ gpcd.

Note: The required LOS for potable water for Highlands County is:

Residence Type	Gallons per Capita per Day
RV Park	75
Mobile Home Park	100
Single Family or Multi-Family	120

If No, the proposed development will be served by an on-site wastewater tank system that will be designed to connect to a central wastewater treatment system when it becomes available. _____ **Applicant's Initial**

18. **Surface Drainage:** I (we) certify that storm water management will comply with the requirements of Section 12.13.104.F of the Highlands County Land Development Regulations (See County Engineer) and the applicable water management district regulations: ☑Yes ☐No _____ **Applicant's Initial**

Note: The required LOS for the County is premised upon the applicable water management district standards.

SFWMD:25-year/24-hour storm event (peak discharge, 25-year/36-hour)
SWFWMD:25-year/24-hour storm event (peak discharge, 25-year/24-hour)

*Applicants must utilize the appropriate water management district standards for drainage procedures and methods to assure that post-development run-off will not exceed pre-development run-off for a minimum of 24-year/24-hour storm event, and that Best Management Practices shall be utilized to meet or exceed state water quality standards. Direct discharge into designated outstanding Florida waters requires a treatment area 1.5 times standard area.

19. **Solid Waste Disposal:** The proposed development will be served by the Waste Connections of Florida refuse collection company.

Note: The required LOS for the County is based upon the landfill capacity to accommodate at least 5.21 pounds/person/day.

20. **Recreation and Green Space:** The recreation and green space LOS adopted by Highlands County will be met at the time of development which will include, in part, the following facilities, if any: Tennis & Pickleball Courts, shuffle board, trails, dog parks and recreational building.

Note: The required LOS for the County is to provide adequate facilities to maintain a County-wide standard of 10 acres/1,000 population.

21. **Military Airport Zones (MAZ):** Is this property located in an MAZ? ☐Yes ☑No

If Yes, please indicate the area as MAZ I, MAZ II, or MAZ III _____.

****

SECTION VI: ADDITIONAL ZONING AMENDMENT INFORMATION:

22. **Owner's Affidavit:** Owner's Affidavit(s) must be completed and submitted as part of **all** applications.

23. **Agent's Affidavit:** Agent's Affidavit(s), if applicable, must be completed and submitted as part of **all** applications.

24. **Map Properties within 500 Feet:** Submit a map which delineates the boundary of the proposed development site and its location on the map. Include each parcel of land within **500 feet** of the property being considered in the application.

25. **List of Property Owners:** List all current property owners within a 500-foot radius of the property being considered for a rezone, including names, mailing and site addresses, and STRAP numbers of their properties. **If** the property being considered for a rezone is an area currently zoned Agriculture, the list must contain a minimum of 6 different property owners adjacent to or in the vicinity of the rezoning being requested (Attach separate sheets to this application).

26. **Land Survey:** A copy of the survey, showing all dedications or easements within the property that is the subject of the application, prepared by a Florida registered land surveyor may be required and attached to the application.

27. **Proposed Flexible Unit Development (FUD) or Planned Development (PD) – Site Plan, Resolution, and Letter of Intent:** A site plan, a draft resolution, and a letter of intent are required which indicate uses, density, building locations, streets, site access, off-street parking, water courses or bodies, buffers, setbacks (dimensions), and environmentally sensitive areas. (See Section 12.05.291 of the Code of Ordinances for FUD requirements and Section 12.05.290 for PD requirements.)

28. **Surrounding Property Owners:** Have you discussed this rezoning request with the surrounding property owners? ☐**Yes** ☑**No**

29. **Contract to Sell:** Is this property under contract to sell contingent on the rezoning? ☑**Yes** ☐**No**

30. **Proposed Multiple Zoning Changes:** If more than one zoning change is being requested, it is necessary to show the exact areas to be covered by the different zoning designations. The legal description, along with an illustration showing the dimensions, of each different zoning designation must be included (Attach to the application if applicable).

****

END OF APPLICATION

ATTACHMENTS:

1) Owner's Affidavit(s) or Corporation Affidavit
2) Agent's Affidavit(s)
3) Notarized authorization from each owner, as applicable (Form A)
4) Notarized authorization for agent to submit petition, as applicable (Form B)
5) Public Utility Information Request Format
6) Application Due Dates
7) Fee Schedule

Jaymelday Holdings, LLC

13830 SW 28 Street
Miami, Florida 33175
(305) 219-2558
Jcubasholdings@aol.com

September 13th, 2021

Ms. Melony Culpepper, AICP
Planning Supervisor Development Services
Highlands County
501 S. Commerce Avenue
Sebring, FL 33870

Re: Letter of Intent - Small Scale Comprehensive Plan Amendment & Zoning Change
Lake Placid RV Resort

Dear Ms. Culpepper:

Jaymelday Holdings, LLC will be the developer of the Lake Placid RV Resort if the Small Scale Plan Amendment and Zoning Change requests to RV Park (FUD) are approved.

Our company and/or its partners intends to develop the property as follows:

1. This resort will be a "first class" rental only recreational vehicle resort with a maximum of 280 sites. As per Sect 12.05.223, "F", the land area for this RV park (FUD) district is greater than 5 acres, more specifically, 38.58 acres. Each RV site shown on the Conceptual Site Plan has a minimum of 40 feet in width and a minimum area of 2400 square feet in size.

2. We intend to have recreational facilities as shown on the conceptual site plan and while the specific uses may not be finalized a this time, we are proposing a clubhouse with a bar & grille, game rooms, gym, swimming pool, tennis courts, pickleball courts, shuffleboard and dog parks.

3. As per Section 12.05.223 "Y" and Section 12.08.120, B.1., the Clubhouse will serve as the emergency shelter for those guests and employees in case of emergency. With approximately 14,500 - 15,000 square feet, the Clubhouse exceeds the requirement of 15 square feet (excluding closets, toilets, bathrooms, porches, breezeways and terraces) per lot, rental space or campsite. The clubhouse/emergency shelter will be developed in accordance with local building codes and as per Section 12.08.120 of the Land Development Code.

4. The locations of RV sites, streets and access are as shown on the Conceptual Site Plan that accompanies this application(s) for Small Scale Plan Amendment and Zoning Change.

5. As per Sect 12.05.223, paragraph "R" Roads, of the Land Development Regulations (2020), no "on-street" parking is proposed as each site has been provided with one car parking space as required by County Code.

6. The buffers required by the County will be adhered to, in particular, Sect 12.05.223 RV Park (FUD), paragraph "P", Buffer Zone, where a vegetative buffer, ten feet in width and eight feet in height is provided, as shown on the Conceptual Site Plan along the perimeter of the resort where the park adjoins other lot lines which are not zoned for RV Park (FUD) or mobile home park.

7. Retail and/or personal service uses for the tenants of this resort, if any, will be located in the enclosed Clubhouse and/or Office buildings and as per Sect. 12.05.223. "V".

8. A maintenance/utilities building to house the resort's equipment is shown on the northwest quadrant of the resort behind the Office Building.

9. Although a laundry building is not shown on the conceptual Site Plan, the area for laundry, exclusively for the use by guests, will be located either in an enclosed area within the Clubhouse or in an enclosed area located within the outer perimeter or section of the Maintenance Building.

10. There are no water courses or bodies of water that affect the subject property. Retention areas will be developed to provide the required treatment and attenuation of stormwater with a layout similar to that shown on the Conceptual Site Plan.

11. Sensitive to the environmental wetlands, the Conceptual Site Plan and layout has been designed to protect the known wetlands as per the Florida Administrative Code, South Florida Water Management District, State and local regulations.

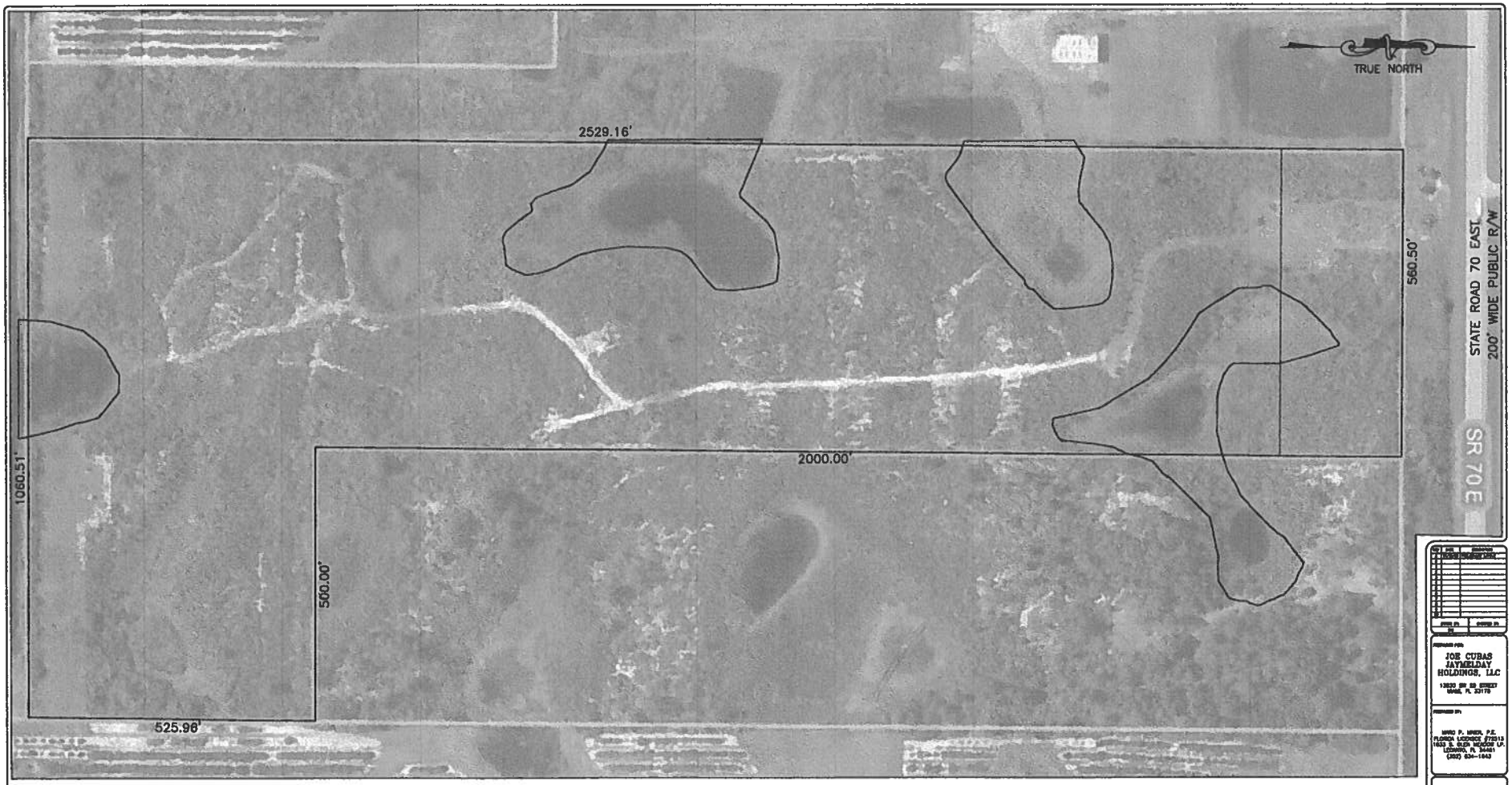
However, if this application request is approved and prior to the issuance of a development order, the developer will conduct a survey and wetland delineation to further identify any wetlands on the subject property.

12. The City of Lake Placid and Highlands County have informed the developer that they cannot provide water or sewer service to the subject property at this time. As such, the only remaining option will be to install a well & water purification system and a waste-water treatment plant. Each will be designed and built by licensed sub-contractors with SFWMD and in accordance with the Florida Administrative Code, South Florida Water Management District, State regulations and local codes.

13. Once all development approvals have been received, we intend to start the development of the resort within three months and complete the development by the end of 2022.

Respectfully,

Joe Cubas
Jaymelday Holdings, LLC
Managing Member



1 C-1 **EXISTING CONDITIONS**
SCALE: 1" = 80'

PARCEL ID: C-04-38-30-A00-0011-0000

ADDRESS: 475 STATE ROAD 70 EAST
LAKE PLACID, FL 33852

LEGAL DESCRIPTION

THE EAST 1060.5 FEET OF THE NORTHEAST ¼ OF SECTION 4, TOWNSHIP 38 SOUTH, RANGE 30 EAST, HIGHLANDS COUNTY, FLORIDA, LYING SOUTH OF STATE ROAD #70, LESS AND EXCEPT THE EAST 500 FEET OF THE NORTH 2000 FEET THEREOF.

JOE CUBAS
JAYMELDAY
HOLDINGS, LLC

PRELIMINARY
NOT FOR CONSTRUCTION

LAKE PLACED
RV RESORT

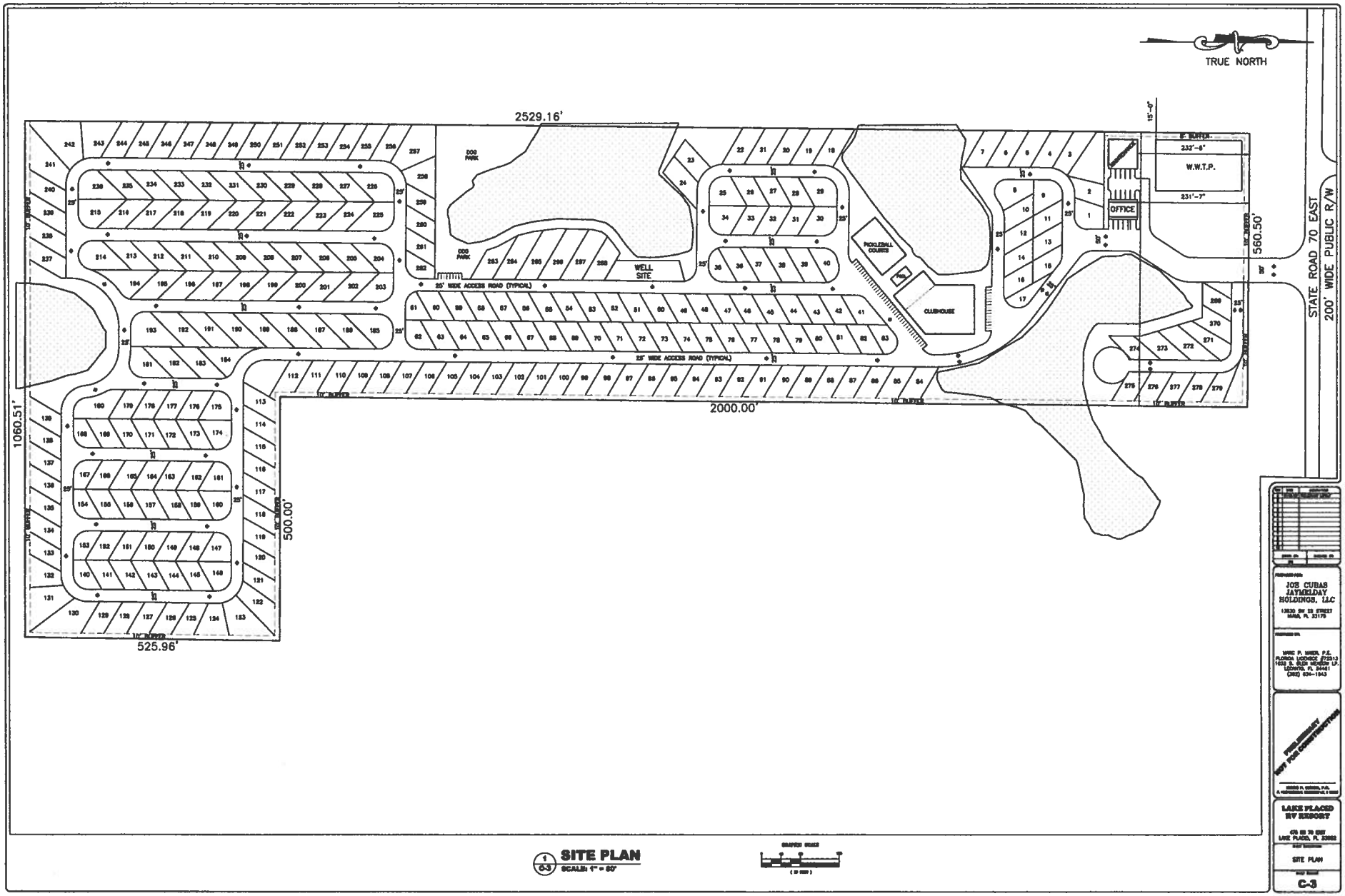
EXISTING CONDITIONS

C-1



1 / 64 **AERIAL SITE PLAN**
SCALE: 1" = 80'

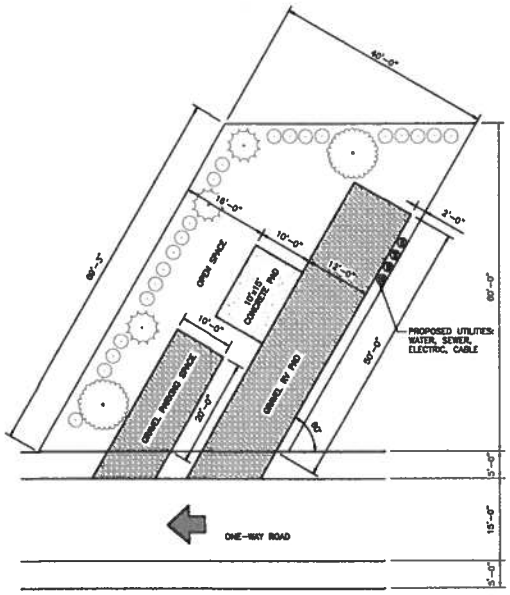
602


TRUE NORTH
2529.16'
STATE ROAD 70 EAST
200' WIDE PUBLIC R/W
DOG PARK
DOG PARK
WELL SITE
25' WIDE ACCESS ROAD (TYPICAL)
25' WIDE ACCESS ROAD (TYPICAL)
PICKLEBALL COURTS
CLUBHOUSE
OFFICE
W.W.T.P.
233'-6"
231'-7"
15'-4"
560.50'
1060.51'
2000.00'
500.00'
525.96'
10' BUFFER
JOE CUBAS
JAYMELDAY
HOLDINGS, LLC
LAKE PLACED
RV RESORT
SITE PLAN
C-3
SITE PLAN
SCALE: 1" = 60'

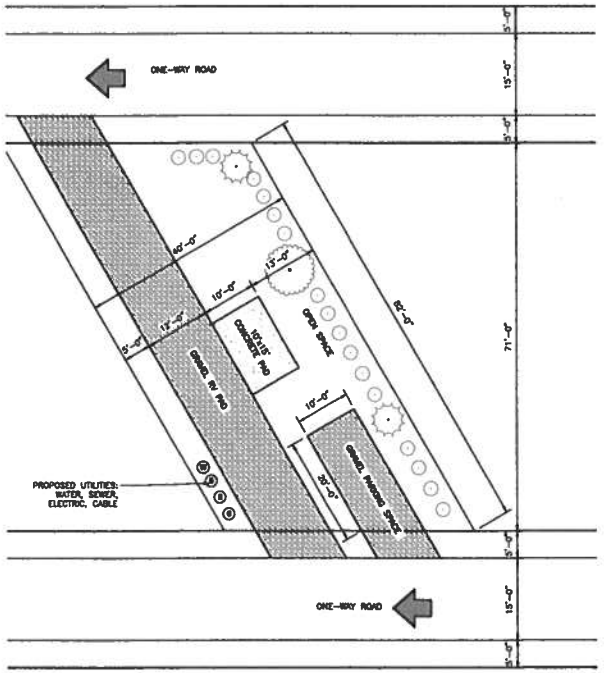
NOTES:

1.) THE PROPOSED PROJECT IS A 279 SITE RV PARK.
2.) THIS PROJECT WILL MEET OR EXCEED ALL SITE REQUIREMENTS IN SECTION 12.05.223 OF THE HIGHLANDS COUNTY LAND DEVELOPMENT CODE:
   A. THE SITE PROPOSED SHALL CONTAIN NOT LESS THAN 5 ACRES.
   B. MAXIMUM LOT COVERAGE BY ALL STRUCTURES IS 50 PERCENT OF THE TOTAL PARK AREA, EXCLUDING STREETS.
   C. EACH RENTAL SPACE SHALL HAVE A MINIMUM LOT WIDTH 40 FEET AND A MINIMUM AREA OF 2,400 SQUARE FEET.
   D. THIS RV PARK WILL BE EQUIPPED WITH CENTRAL WATER AND SEWER HOOKUPS.
   E. A 10' WIDE BUFFER IS PROVIDED IN ALL LOCATIONS OTHER THAN THE WEST PROPERTY LINE.
   F. 25' WIDE ACCESS ROADS ARE PROPOSED WITH ADEQUATE OFF-STREET PARKING AT EVERY RV SITE.

SITE SCHEDULE	
TOTAL APPLICANT OWNED LAND AREA	38.58 ACRES
TOTAL SITES PROPOSED	279
40'x89' SITES	258
40'x82' SITES	21
TOTAL RECREATION AREA REQUIRED (100 SF/SITE)	27,900 SQUARE FEET
TOTAL RECREATION AREA PROVIDED	48,473 SQUARE FEET
TOTAL FLOOR AREA PROPOSED	21,400 SQUARE FEET
PROPOSED FLOOR AREA RATIO	0.013



1 C-4 **TYPICAL RV SITE (2,770 SQ. FT.)**
SCALE: 1" = 10'



2 C-4 **TYPICAL PULL THROUGH SITE (3,270 SQ. FT.)**
SCALE: 1" = 10'

JOE CUBAS
JAYMELDAY HOLDINGS, LLC

LAKE PLACID RV RESORT

NOTES/DETAILS

C-4

RESOLUTION NO. 21-22-53

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO THE ZONING CHANGE FOR THAT PROPERTY IDENTIFIED BY THE HIGHLANDS COUNTY PROPERTY APPRAISER THROUGH PARCEL ID# C-04-38-30-A00-0011-0000; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF ZONING CHANGE AND ZONING ATLAS AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Highlands County Code of Ordinances, Section 12.03.401, the Property Owner of that property identified by the Highlands County Property Appraiser through Parcel ID# C-04-38-30-A00-0011-0000 (Property), has requested a change to the existing zoning classification on the Property for the specific purposes of furthering residential objectives; and

WHEREAS, the County has determined that the proposed zoning change is consistent with FLU Policy 1.1.A., which states that the Future Land Use Element shall be used as a common framework to govern land use decisions by the public sector and to guide the development activities of the private sector; and

WHEREAS, the County has determined that the proposed modification is consistent with the goals, objectives and policies of the Highlands County 2030 Comprehensive Plan (Plan); and

WHEREAS, the County has determined that Environmental Clearance, pursuant to NRE Policy 3.3 of the Plan, is not required for the proposed zoning change; and

WHEREAS, the County has determined that the Archaeologically Sensitive Areas Map of the Conservation Overlay Map series of the Plan and the Florida Master Site File indicate that there are no known cultural resources on the Property and the proposed modification does not require Historical and Archaeological clearance, pursuant to FLU Policy 7.1 of the Plan, NRE Policy 1.3 of the Plan and the Highlands County Land Development Regulations; and

WHEREAS, all future development actions for the Property shall be made to conform to applicable Plan policies and to the County's Land Development Regulations in effect at the time of any development.

NOW, **THEREFORE BE IT RESOLVED**, by the County, after public hearing and comment that:

SECTION 1. Legislative Findings and Intent. Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Approval of Zoning Change and Zoning Atlas Amendment.

A. The zoning designation for that Property identified by the Highlands County Property Appraiser through Parcel ID# C-04-38-30-A00-0011-0000 and as more particularly described as:

> The East 1060.5 feet of the Northeast ¼ of Section 4, Township 38 South, Range 30 East, Highlands County, Florida, lying South of State Road #70, LESS and EXCEPT the East 500 feet of the North 2000 feet thereof.

is hereby changed from Agricultural (AU), Mobile Home Subdivisions (M-1), Limited Business (B-2) and Industrial with a Conditional Use (I-2 CU) to RV Park with a Flexible Unit Development (RV FUD)

B. The official Zoning Atlas of the County is hereby amended to reflect that the zoning for the Property is RV Park with Flexible Unit Development (RV FUD).

C. At the time of development on the Property, the Property Owner, or a representative thereof shall submit a traffic study and such other requirements imposed during the development review process.

SECTION 3. General Condition, Restrictions and Limitations. This RV FUD shall be subject to the conditions, restrictions, and limitations stated in Sections 12.05.223 and 12.05.291 of the Highlands County Code of Ordinances (hereinafter referred to as the "Code") except as expressly modified as follows:

1. The underlying or base zoning regulations for this FUD District shall be the RV Park District and any use or allowance not specified herein will be as defined in the RV Park District as provided in Section 12.05.223 of the Code.

2. All lots shall be allowed a screen room, glass room, vinyl room, cabana room or rigid awning consisting of no more than 500 square feet with plumbing and electrical;

3. All lots shall be allowed an individual utility building consisting of no more than 100 square feet detached or attached to the park model or the Florida Room addition with plumbing and electrical, which cannot be converted to living space;

4. All lots shall be allowed a carport on the front or sides of the lot of up to 500 square feet, which cannot be enclosed or converted to living space;

5. All lots shall be allowed a deck in the front or rear yard of up to 500 square feet,

which may have a roof and sides that may be glassed or screened, without plumbing, which may not be converted to a bedroom;

6. Permanent structures for the RV Park operator to store equipment for park maintenance are allowed;

7. Permanent structures for laundry and bath houses are allowed; and

8. All common areas will allow recreational activities, accessory structures and park associated uses.

SECTION 4. Implementation of Administrative Actions. The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 5. Savings Clause. All prior actions of Highlands County pertaining to P&Z 2093, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 6. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 7. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 9. Effective Date. This Resolution shall take effect immediately after Highlands County Ordinance 21-22-10, adopting a small-scale comprehensive plan amendment to change the land use designation from Agriculture (AG) to High Density Residential (RH).

Signatures on following page

DONE AND ADOPTED, this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: _____
Kathleen G. Rapp, Chairperson

(SEAL)

ATTEST:

_____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Melony Culpepper, Planning and Zoning Manager**

SUBJECT/TITLE: **Public Hearing to consider proposed Ordinance amending Section 12.16.310, Form Board Survey Required, of Chapter 12 (also known as the Highlands County Land Development Regulations) of the Code of Ordinance of Highlands County, Florida pertaining to form board survey requirements.**

STATEMENT OF ISSUE

The County currently requires a form board survey to be submitted when structures are indicated to be placed within 18 inches of a required setback or easement. In recent years we have seen an increase in after-the-fact variance requests for encroachments into required setbacks for newly constructed structures. Over the last year alone, there have been seven variance requests for setbacks, four of which were due to encroachments into the setback after approval of the building permit application. Of those four, one submitted a form board survey and encroached into the setback with the form boards, two were not required to submit a form board survey because the applicant indicated the house would exceed the 18-inch requirement, and one did not provide the required form board survey.

In view of the increase in encroachments into required setbacks, staff is recommending an increase in distance requirements from 18 inches to five feet.

The Planning and Zoning Commission recommended approval of the text amendments on December 14, 2021.

RECOMMENDED ACTION

Move to approve and adopt by Ordinance the proposed text amendments to Section 12.16.310 of the Land Development Regulations amending form board survey requirements.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Staff Report P&Z 2091 - Form Board Survey Requirements LDR Amendment BCC.pdf
Ordinance 21-22-11 re. Section 12.16.310 of LDRs, form board surveys.SGS.pdf

HIGHLANDS COUNTY
PLANNING DIVISION
STAFF REPORT

Type: Land Development Regulations Amendment	**BCC Hearing Date:** 1/18/2022
Case Number: P&Z 2091	**Case Name:** Form Board Survey Requirements LDR Amendments
Public Hearing: BCC	**Case Staff Member:** Melony Culpepper

Amendment: Land Development Regulations – Text Amendments 12.16.310

Proposal: To amend Form Board Survey Requirements

Area Covered By Amendment: County-wide

Staff Recommendations and Minutes:

1. **Staff Recommendation to the Board of County Commissioners (BCC) concerning the Planning and Zoning Commission (P&Z) Recommendation:** Move to approve and adopt by Ordinance the proposed text amendments to Section 12.16.310 of the Land Development Regulations amending form board survey requirements.

2. **Staff Recommendation to the P&Z:** Recommend to the Board of County Commissioners to approve and adopt by Ordinance the proposed text amendments to Section 12.16.310 of the Land Development Regulations amending form board survey requirements.

3. **Excerpt from the December 14, 2021, DRAFT P&Z Minutes and Recommendation to the BCC: "C. ORDINANCE NO. 21-22- AMENDING SECTION 12.16.310 OF THE CODE OF ORDINANCES, HIGHLANDS COUNTY PERTAINING TO FORM BOARD SURVEY REQUIREMENTS** Mr. Roberts read the request, and Mrs. Culpepper presented the request. There were no letters received; no one spoke in favor or against the request.

   Motion by Mrs. Hunnicutt and seconded by Mrs. Mack to recommend to the Board of County Commissioners (BCC) to approve and adopt by Ordinance the proposed text amendments to Section 12.16.310 of the Land Development Regulations amending form board survey requirements.

   Upon roll call, Mrs. Hunnicutt, Mrs. Mack, Mr. Reed, Mr. Ingler, Mr. Boring, and Mr. Howard voted yes; Mr. Roberts voted no, as he would like to see stiffer penalties

that begin when the violation is discovered instead of the date variance is approved. **Motion carried 6-1."**

Supplemental Material/Issue Analysis Report:

1. Request: To consider adoption of the proposed text amendments to Section 12.16.310 of the Highlands County Land Development Regulations (LDRs).

The County currently requires a form board survey to be submitted when structures are indicated to be placed within 18 inches of a required setback or easement. In recent years we have seen an increase in after-the-fact variance requests for encroachments into required setbacks for newly constructed structures. Over the last year alone, there have been seven variance requests for setbacks, four of which were due to encroachments into the setback after approval of the building permit application. Of those four, one submitted a form board survey and encroached into the setback with the form boards, two were not required to submit a form board survey because the applicant indicated the house would exceed the 18-inch requirement, and one did not provide the required form board survey.

In view of the increase in encroachments into required setbacks, staff is recommending an increase in distance requirements from 18 inches to five feet.

The proposed language is as follows:

Section 12.16.310. Form board survey required.

A. A form board survey shall be required when ~~buildings~~ proposed principal structures exceed the minimum required zoning setbacks by less than ~~18 inches~~ five (5) feet or are closer than ~~18~~ inches five (5) feet to existing easements; and

B. A form board survey shall be required when accessory structures or additions to an existing principal structure exceed the minimum required zoning setbacks by less than 18 inches or are closer than 18 inches to existing easements; and

~~B~~C. Any contractor or owner-builder who has received a variance on a zoning setback from the BOA after commencement of a permitted building or structure, shall be subject to the following:

1. First Offense: ~~The contractor or owner-builder shall receive a written warning from the Highlands County Development Services Department;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the variance is granted;
2. Second Offense: ~~The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period one (1) year from the date the variance is granted;~~ The contractor or

owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of three (3) years from the date the variance is granted;

3. Third Offense or more: The contractor or owner-builder shall be required to submit a form board survey on all subsequently permitted buildings and structures prior to completion of the initial building inspection ~~for a period of three (3) years from the date the variance is granted~~; and

~~C~~D. Any contractor or owner-builder who, after January 1, 2009, receives a vacation of a portion or all of a drainage and/or utility easement from the Board of County Commissioners after commencement of a permitted building or structure shall be subject to the following:

1. First Offense: ~~The contractor or owner-builder shall receive a written warning from the Highlands County Development Services Department;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the vacation is granted;

2. Second Offense: ~~The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the vacation is granted;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted building and structures prior to completion of the initial building inspection for a period of three (3) years from the date the vacation is granted; and

3. Third Offense or more: The contractor or owner-builder shall be required to submit a form board survey on all subsequently permitted building and structures prior to completion of the initial building inspection ~~for a period of three (3) years from the date the vacation is granted~~; and

ORDINANCE NO. 21-22-11

AN ORDINANCE OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO AN AMENDMENT TO THE HIGHLANDS COUNTY CODE OF ORDINANCES, CHAPTER 12, LAND DEVELOPMENT REGULATIONS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AN AMENDMENT TO CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 16, BUILDING CODE, SECTION 12.16.310; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Chapter 125, confers upon a local government, the authority to adopt ordinances and regulations which are designed to promote the public health, safety and general welfare of its citizens; and

WHEREAS, the County has adopted Building Code regulations as part of its Code of Ordinances, Chapter 12, Land Development Regulations; and

WHEREAS, from time to time it is necessary for Highlands County to update and/or amend its codes and regulations; and

WHEREAS, the County has determined that amending its Land Development Regulations to revise the requirements for providing form board surveys is in the best interest, health, safety and welfare of the public.

NOW THEREFORE, BE IT ORDAINED BY HIGHLANDS COUNTY, FLORIDA AFTER DUE NOTICE AND PUBLIC HEARING, AS FOLLOWS:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. Highlands County has complied with all requirements and procedures of the Florida law in processing this Ordinance. The above recitals are hereby adopted.

SECTION 2. AMENDING CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 16, BUILDING CODE, SECTION 12.16.310. Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, Article 16, Building Code, Section 12.16.310 is hereby amended as follows:

Note: Underlined words constitute additions to existing text, ~~strikethrough~~ words constitute deletions to existing text, and asterisks (***) indicate omitted parts which are intended to remain unchanged.

Section 12.16.310. Form board survey required.

A. A form board survey shall be required when ~~buildings~~ proposed principal structures exceed the minimum required zoning setbacks by less than ~~18 inches~~ five (5) feet or are closer than ~~18~~ inches five (5) feet to existing easements; and

B. A form board survey shall be required when accessory structures or additions to an existing principal structure exceed the minimum required zoning setbacks by less than 18 inches or are closer than 18 inches to existing easements; and

~~B~~C. Any contractor or owner-builder who has received a variance on a zoning setback from the BOA after commencement of a permitted building or structure, shall be subject to the following:

1. First Offense: ~~The contractor or owner-builder shall receive a written warning from the Highlands County Development Services Department;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the variance is granted;
2. Second Offense: ~~The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period one (1) year from the date the variance is granted;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of three (3) years from the date the variance is granted;
3. Third Offense or more: The contractor or owner-builder shall be required to submit a form board survey on all subsequently permitted buildings and structures prior to completion of the initial building inspection ~~for a period of three (3) years from the date the variance is granted~~; and

~~C~~D. Any contractor or owner-builder who, after January 1, 2009, receives a vacation of a portion or all of a drainage and/or utility easement from the Board of County Commissioners after commencement of a permitted building or structure shall be subject to the following:

1. First Offense: ~~The contractor or owner-builder shall receive a written warning from the Highlands County Development Services Department;~~ The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the vacation is granted;
2. Second Offense: ~~The contractor or owner-builder shall be required to submit a form board survey on subsequently permitted buildings and structures prior to completion of the initial building inspection for a period of one (1) year from the date the vacation is granted;~~ The contractor or owner-builder shall be required

to submit a form board survey on subsequently permitted building and structures prior to completion of the initial building inspection for a period of three (3) years from the date the vacation is granted; and

3. Third Offense or more: The contractor or owner-builder shall be required to submit a form board survey on all subsequently permitted building and structures prior to completion of the initial building inspection ~~for a period of three (3) years from the date the vacation is granted~~; and

***

SECTION 3. IMPLEMENTING ADMINISTRATIVE ACTIONS. The County Administrator is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. SAVINGS CLAUSE. All prior actions of the Board of County Commissioners of Highlands County pertaining to the revisions to Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 5. CODIFICATION AND SCRIVENER'S ERRORS.

A. Sections 2 and 3 of this Ordinance shall be codified in the Highlands County Code of Ordinances and the sections, divisions and provisions of this Ordinance may be renumbered or re-lettered as deemed appropriate by the codifier of the Highlands County Code of Ordinances.

B. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the County Administrator and County Attorney, may be corrected with the endorsement of the County Manager, or designee, without the need for a public hearing.

SECTION 6. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 7. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 8. **EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its filing with the Department of State.

DONE AND ADOPTED this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

(SEAL)

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

By:_____
Jerome N. Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**Jennifer Codo-Salisbury, Central Florida Regional Planning Council** **Melony Culpepper, Planning and Zoning Manager**
SUBJECT/TITLE:	**Public Hearing to consider text amendments to the Highlands County Land Development Regulations to implement the Lake Placid Regional Plan (LPRP) Overlay District.**

STATEMENT OF ISSUE

The LPRP area (formerly known as the Greater Lake Placid Planned Vision Overlay – GLPPVO) was created when the Highlands County Board of County Commissioners and the Town of Lake Placid joined together to create a Growth Management Committee to consider and recommend strategies in preparation of growth in a joint planning area in and around the Town of Lake Placid. The County adopted Future Land Use Element Objective 12, the LPRP, in 2011. This objective requires the adoption of land development regulations to implement the LPRP.

The Central Florida Regional Planning Council has worked with the County and Town staff to draft amendments to the County's Land Development Regulations and the Town of Lake Placid's Land Development Code consistent with the LPRP adopted in both the Highlands County Comprehensive Plan and the Lake Placid Comprehensive Plan.

The Town adopted implementing Land Development Regulations in 2017 and in 2021.

The Planning and Zoning Commission recommended approval of the text amendments on December 14, 2021.

RECOMMENDED ACTION

Move to approve and adopt by Ordinance the proposed text amendments to the Land Development Regulations implementing the Lake Placid Regional Plan Overlay District.

FISCAL IMPACT

There is no fiscal impact.

Attachments: LPRP LDR Amendments Overview BCC.pdf
Ordinance LPRP.pdf

LAKE PLACID REGIONAL PLAN OVERLAY DISTRICT
PROPOSED LAND DEVELOPMENT REGULATIONS

OVERVIEW:
Text amendments are proposed to the following Articles of the Highlands County Code of Ordinances Chapter 12 - Land Development Regulations:

Article 2. Definitions and Abbreviations
For pertinent sections see attached overview

Article 5. Division 5. Overlay Districts (New)
See attached overview

Article 11. Division 1. Landscaping Standards. Lake Placid Regional Plan Overlay
For pertinent sections see attached overview

FORMAT OF AMENDMENTS TO ELEMENTS
The following pages indicate the proposed amendments to each Article. The format of the amendments is provided below. ***Please note that only those sections that are proposed to be amended are shown.***

Language
The text that is underlined is text to be added and text that is shown as ~~strikeout~~ is to be removed.

BACKGROUND
History of the Lake Placid Regional Plan

The Town of Lake Placid and the Highlands County Board of County Commissioners jointly appointed a **Growth Management Committee** to consider and recommend strategies to prepare for growth in a joint planning area in and around the Town of Lake Placid. The Town of Lake Placid adopted the Committee's recommendation in 2007.

The County also approved the Committee's report and transmitted the same as a comprehensive plan amendment in 2009. That transmittal was withdrawn so that it could be included in the County's comprehensive plan EAR amendments.

In 2011, Highlands County's 2030 Comprehensive Plan (Plan) was found "in compliance" by the State of Florida Department of Community Affairs. The **Plan includes Objective 12, the Lake Placid Regional Plan (LPRP)** which includes a significant part of the Joint Committee's recommendation. The LPRP applies to areas identified on Map 3 – 2030 Greater Lake Placid Planned Vision Overlay Growth Management Areas, of the Highlands County Comprehensive Plan Future Land Use Map Series.

In January 2013, the Town of Lake Placid Town Council voted to approve adoption of the Lake Placid 2030 Comprehensive Plan. As part of the adopted Future Land Use Element, the Lake Placid Regional Plan (Objective 6) was adopted. An outline of the Lake Placid Regional Plan is provided below.

LAKE PLACID REGIONAL PLAN (LPRP)

- **Growth Management Committee (GMC) Report** (May 29, 2007)
  - Adopted by Town of Lake Placid
  - Adopted by Highlands County

  - **Lake Placid Greater Regional Plan Applicability Area** (see attached map)

  - **Key Concepts**
    - **Vision for Lake Placid Greater Area – Principles**
      - Maintain Town's character in greater area
      - Urbanization (3 du/ac Gross Density, 12 du/ac Net Density)
      - Town serves as focal point of area
      - US 27 Corridor – Efficiency and Access Management
      - Multi-Use Transportation Corridors
      - Mixed Uses
      - Community Centers
      - Environmental Coordination
      - Aquifer Protection
      - Lake Protection
      - Agriculture

- **Comprehensive Plan Objectives adopted consistent with GMC Report**
  - Lake Placid Future Land Use Element Objective 6 (Adopted 2013)
  - Highlands County Future Land Use Element Objective 12 (Adopted 2011)

- **Implementation = Land Development Regulations**
  - **Consistency between Town and County Regulations**
  - **Key Components** (Many of these Key Components exist in the Town's Land Development Code)
    - Purpose and Applicability
    - Architectural Standards
    - Building Height
      - Building Height Applicability Map
    - Big Box Buildings
    - Landscaping
    - Lakeshore Parks
    - Multipurpose Trails and Paths
    - Planned Development
    - Underground Electric Utilities

<u>Land Development Regulations Update</u>

The **Highlands County Land Development Regulations** and **Lake Placid Land Development Code** are to be amended to include the remaining Committee recommendations as Town and the County's LDRs and should be amended to implement the LPRP. The Central Florida Regional Planning Council has worked with the Town and

County staff to draft amendments to the County's Land Development Regulations and the Town of Lake Placid's Land Development Code consistent with adopted Lake Placid Regional Plan adopted in both the Highlands County Comprehensive Plan and the Lake Placid Comprehensive Plan.

The Town adopted implementing Land Development Regulations in 2017 and in 2021.

Highlands County Land Development Regulations
Amendments

ARTICLE 2. Definitions and Abbreviations
Overview

PROPOSED TEXT AMENDMENTS:

Section 12.02.103. Abbreviations.

- Added LPRP: Lake Placid Regional Plan
- Renumbered Abbreviations to remove “Reserved” number.

Section 12.02.104. Definitions and interpretations.

- Added Definitions related to the Lake Placid Regional Plan including:
    - Developed Lands
    - Flex Space
    - Green Space
    - Gross Density
    - Gross Residential Density
    - Gross Residential Acreage
    - Gross Non-residential Acreage
    - Net Density
    - Net Residential Density
    - Net Residential Acreage
    - Open Space
    - Residential

Highlands County Land Development Regulations
Amendments

ARTICLE 5. DIVISION 5. Overlay Districts (New)
Overview

PROPOSED TEXT AMENDMENTS:

Section 12.05.500. Overlay Districts.

- Establishes a new section to address Overlay Districts.
- Includes Purpose, Intent and Applicability

Section 12.05.501. Lake Placid Regional Plan (LPRP) Overlay District.

- Establishes New LPRP Overlay District including provisions for:
    - Purpose and Intent
    - Applicability
    - Development Principles of the LPRP
    - Annexation
    - Expedited Application Review and Approval
    - Intergovernmental Coordination for Application Review within Unincorporated Highlands County and Areas within the Town within 300' of the County
    - Tall Building Height
    - Commercial Architectural Standards
    - Roof Treatments
    - Big Box Store
    - Electric Utilities
    - Multipurpose Trails and Paths
    - Access Management Standards
    - Driveways
    - Residential Drives on Major and Minor Collectors
    - Parking
    - Dumpsters
    - Traffic Circulation Systems (within Developments)
    - Outdoor Storage
    - Compatibility, Landscaping and Buffering Standards
    - Signs
      Planned Development

Highlands County Land Development Regulations
Amendments

ARTICLE 11. Landscaping Standards
DIVISON 1. Lake Placid Regional Plan Overlay District Compatibility, Landscaping, and Buffering Standards
Overview

PROPOSED TEXT AMENDMENTS:

Division 1. Changed from Overlay District Landscaping Standards to Lake Placid Regional Plan Overlay District Compatibility, Landscaping, and Buffering Standards.

- Amends LPRP Landscaping to be consistent with Town of Lake Placid requirements. Includes:

  . Purpose and Intent
  a. Landscape Plans, Irrigation Plans, and Permits
  b. Landscaping
  c. Canopy Coverage and Tree Species
  d. Buffer Yards
  e. Installation, Irrigation, Inspection, Certificate of Occupancy/Completion and Maintenance
  f. Violations and Penalties
  g. Recommended Plant Species List

ORDINANCE 21-22-12

AN ORDINANCE OF HIGHLANDS COUNTY, FLORIDA, PERTAINING TO AN AMENDMENT TO THE HIGHLANDS COUNTY CODE OF ORDINANCES, CHAPTER 12, LAND DEVELOPMENT REGULATIONS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING AMENDMENTS TO CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 2, DEFINITIONS AND ABBREVIATIONS, SECTION 12.02.103, ABBREVIATIONS AND SECTION 12.02.104, DEFINITIONS AND INTERPRETATIONS; PROVIDING AMENDMENTS TO CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 5, DISTRICTS AND SUPPLEMENTARY DISTRICT REGULATIONS; PROVIDING FOR AMENDMENTS TO CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 11, LANDSCAPING STANDARDS, DIVISION 1, OVERLAY DISTRICT LANDSCAPING STANDARDS; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the May 29, 2007, Report of the Placid Area Growth Management Committee provides a foundation for the Lake Placid Regional Plan Overlay District; and

WHEREAS, the Highlands County Board of County Commissioners adopted the "Highlands County 2030 Comprehensive Plan" on June 21, 2011, of which Objective 12 was added to the Future Land Use Element which includes policies specific to the Lake Placid Regional Plan; and

WHEREAS, amendments to the Highlands County Land Development Regulations are required to implement recommendations from the Growth Management Committee and the policies adopted in the Future Land Use Element of the "Highlands County 2030 Comprehensive Plan"; and

WHEREAS, Florida Statutes, Chapter 125, confers upon a local government, the authority to adopt ordinances and regulations which are designed to promote the public health, safety and general welfare of its citizens; and

WHEREAS, from time to time it is necessary for Highlands County to update and/or amend its codes and regulations; and

WHEREAS, amendments to the Land Development Regulations of a local government are authorized by Florida Statutes, Chapter 163.

NOW THEREFORE, BE IT ORDAINED BY HIGHLANDS COUNTY, FLORIDA AFTER DUE NOTICE AND PUBLIC HEARING, AS FOLLOWS:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. Highlands County has complied with all requirements and procedures of the Florida law in processing this Ordinance. The above recitals are hereby adopted.

SECTION 2. AMENDING CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 2, DEFINITIONS AND ABBREVIATIONS, SECTION 12.02.103, ABBREVIATIONS AND SECTION 12.02.104, DEFINITIONS AND INTERPRETATIONS.

A. The Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, Article 2, Definitions and Abbreviations, Section 12.02.103, Abbreviations, is hereby amended to include the following:

LPRP: Lake Placid Regional Plan

B. The Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, Article 2, Definitions and Abbreviations, Section 12.02.104, Definitions and Interpretations, is hereby amended to include the definitions set forth in **Exhibit "A"** attached hereto.

SECTION 3. AMENDING CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 5, DISTRICTS AND SUPPLEMENTARY DISTRICT REGULATIONS. The Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, Article 5, Districts and Supplementary District Regulations is hereby amended to create a new Division 5, Overlay Districts, beginning with Section 12.05.501, Lake Placid Regional Plan Overlay District, as set forth in **Exhibit "B"** attached hereto.

SECTION 4. AMENDING CHAPTER 12, LAND DEVELOPMENT REGULATIONS, ARTICLE 11, LANDSCAPING STANDARDS, DIVISION 1, OVERLAY DISTRICT LANDSCAPING STANDARDS. The Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, Article 11, Landscaping Standards, Division 1, Overlay District Landscaping Standards, is hereby deleted in its entirety and replaced with the language set forth in **Exhibit "C"** attached hereto.

SECTION 5. IMPLEMENTING ADMINISTRATIVE ACTIONS. The County Administrator is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 6. SAVINGS CLAUSE. All prior actions of the Board of County Commissioners of Highlands County pertaining to the revisions to Highlands County Code of Ordinances, Chapter 12, Land Development Regulations, as well as any and all

matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 7. CODIFICATION AND SCRIVENER'S ERRORS.

A. Sections 2, 3 and 4 of this Ordinance shall be codified in the Highlands County Code of Ordinances and the sections, divisions and provisions of this Ordinance may be renumbered or re-lettered as deemed appropriate by the codifier of the Highlands County Code of Ordinances.

B. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the County Administrator and County Attorney, may be corrected with the endorsement of the County Manager, or designee, without the need for a public hearing.

SECTION 8. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 9. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 10. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its filing with the Department of State.

DONE AND ADOPTED this 18th day of January, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

(SEAL)

By:_____
Kathleen Rapp, Chairperson

ATTEST:

By:_____
Jerome N. Kaszubowski, Clerk

Lake Placid Regional Plan (LPRP): The following definitions are specific to the Lake Placid Regional Plan.

Developed Lands (LPRP): Land which has been subdivided by plat into residential lots or subdivided by deed into parcels containing ten (10) acres or less. The presence of a home on a parcel indicates that the parcel is developed land. Platted parcels greater than ten (10) acres which do not contain a house and are not claimed as homestead on the date of adoption of the LPRP Overlay District Land Development Regulations, are not considered developed lands.

Flex Space (LPRP): Land which may be used for a variety of light assemblage, fabrication, storage, light industrial, office space, and support commercial uses.

Green Space (LPRP): Water management areas, parks, multi-use path, private yards, and setbacks, preserves, and landscaped areas.

Gross Density (LPRP): The density of residential dwelling units per acre calculated on the total fee owned acres before uncompensated extraction.

Gross Residential Density (LPRP): The total number of residential dwelling units or equivalent residential units within a residential project, or within a residential parcel contained within a project, divided by gross residential acreage.

Gross Residential Acreage (LPRP): The total acreage within a project, or part thereof, which is proposed for residential lots or parcels above the ordinary high water line of any naturally occurring waterbody and exclusive of all areas considered to be part of a project's gross nonresidential acreage, as listed below. The total acreage shall include:

- Any man-made waterbody.
- Wetland acreage.
- Acreage within any required setbacks from such jurisdictional area as required.

Gross Non-residential Acreage (LPRP): The total acreage within a project, or part thereof, which is proposed for non-residential lots or parcels, and which is also:

- Exclusive of all areas considered to be part of a project's gross residential acreage, as defined herein.
- Above the ordinary high-water line or ordinary high tide of any naturally occurring waterbody.
- Occupied by any man-made waterbody.
- Wetland acreage.
- Part of any proposed public facility dedicated to, and accepted by, Highlands County, or by the Highlands County School Board, or part of any park or outdoor recreation area.
- Inclusive of local streets or other streets internal to the project.

- Occupied by any easement for any public or private utility.
- Proposed as an open space area.
- Adjusted, where applicable, for any reductions in gross residential acreage.

Net Density (LPRP): The residential density on the lot or parcel for development considering the actual boundary of the developable piece of property or parcel within a larger developable area. Public rights-of-way shall not be included. Internal private roads shall be included.

Net Residential Density (LPRP): The total number of residential dwelling units or equivalent residential units within a residential project, or within a residential parcel contained within a project, divided by net residential acreage.

Net Residential Acreage (LPRP): The total acreage within a project proposed for residential lots or parcels, including off-street parking areas, and meeting the following limitations:

- Not subject to the jurisdiction of any local, state, or federal environmental review agency (wetlands).
- Not part of any recreational facility within the project or part of any public facility within the project.
- Not part of any natural waterbody below ordinary high water, or ordinary high water, as estimated at time of project review.
- Not part of any dedicated conservation easement.
- Not within any utility easement (i.e., above ground transmission lines, major underground utility easements).

Open Space (LPRP): Includes private yards, but only the landscaped median portion of public roads. Gross open space shall include recreational uses, manmade waterbodies, conservation and preservation areas, required buffers, pedestrian and bicycle circulation systems, water management areas and community gathering places.

Residential (LPRP): Includes a variety of market units. The residential products may be for rental or home ownership opportunities and may include fee simple or condominium style development. Residential types shall include, but are not limited to single-family, duplexes, multifamily, garden units, townhouses, estate homes, group housing and nursing homes.

Exhibit "B"

12.05.500 Overlay Districts

A. Purpose and Intent

An Overlay District is a zoning tool that provides specific design standards for development in a designated area. An overlay district is used to either protect the pre-existing character of an area or to create a character that would not otherwise be possible through the enforcement of the existing development standards of the current base zoning district. Overlay districts exist as an additional layer of regulation over an underlying base zoning district, providing development standards that are typically above and beyond those already established. The boundaries of an overlay district may or may not coincide with the boundaries of an underlying base zoning district, and in some cases may cover more than one underlying base zoning district.

B. Applicability

Regulations applicable to the underlying zoning district remain in full force and effect except where superseded herein. Where there is a provision not expressed in the underlying zoning district, or where a provision herein is in conflict with the underlying zoning regulations, the provision of the overlay district shall supersede and regulate the development. Where a regulation is more restrictive in other Sections of this Code, the more restrictive regulation shall apply.

12.05.501. Lake Placid Regional Plan (LPRP) Overlay District

A. Purpose and Intent

The purpose of the Lake Placid Regional Plan (LPRP) Overlay District is to implement the goals established in Objective 12 of the Future Land Use Element of the Highlands County 2030 Comprehensive Plan for the area described on FLU Map 2, 2030 LPRP Growth Management Areas of the Highlands County Future Land Use Map Series. The LPRP Overlay District standards included herein are designed to protect the character and intent of the Lake Placid area; recognize private property rights; and encourage sustainable development and conservation of environmentally sensitive lands and open space. The LPRP Overlay District is a planning tool to guide the transition of the Lake Placid area in unincorporated Highlands County into a planned community and allows the annexation of properties into the Town of Lake Placid (Town) to ensure development has public infrastructure.

B. Applicability

1. This section **applies to development within the LPRP Overlay District**, the boundaries which are shown on FLU Map 2, 2030 LPRP Growth Management Areas of the Highlands County Future Land Use Map Series. The LPRP Overlay District is geographically described as including the lands on the Lake Wales Ridge bounded approximately by the State Road 70 corridor to the south, and near Lake Apthorpe and Lake Francis to the north. The major platted subdivisions, Placid Lakes, Leisure Lakes, Sun 'N Lake Estates, and Highlands Park Estates, are not included in the LPRP, but are considered for their potential effect on the LPRP Overlay District roadway network. Comprehensive Plan Future Land Use Map amendments and zoning changes in place or in process, and ultimately approved, which establish land use greater than those established in this Overlay District are not impacted by

this Overlay District relative to density; provided however, all other aspects of the Overlay District apply.

2. **Development within the LPRP Overlay District** shall be accomplished using a Planned Development (PD) Ordinance including without limitation, commercial, residential, industrial, parks, and lake shore parks. There shall be no land use change, plat, or rezoning or subdivision without a PD Ordinance. At the landowner's option, the PD Ordinance may be created at the same time or after a Future Land Use change. Development may proceed using zoning or land use existing at the time of the adoption of the LPRP without a PD Ordinance. PDs shall be consistent with Section 12.05.501.V. and Section 12.05.290. Exemptions to PD approval include existing single-family dwelling units and existing platted lots of record intended for single-family use. The Development Services Director shall make this determination.

3. The **Lake Placid Regional Plan (LPRP) Applicability Map** (**Map 12.05.501.1**) indicates the areas in which the LPRP Overlay District applies. Regulations specific to the LPRP Overlay District include design requirements for Big Box retail, Signs, Architectural Standards, Utilities, Landscaping, Multi-Purpose Trails and Paths, Building Heights, PD, Transfer of Development Rights, and density.

4. The **LPRP Overlay District** shall be guided by density policies allowing for a maximum of 3 dwelling units per gross acre by encouraging clusters with net densities not to exceed 12 units per net acre.

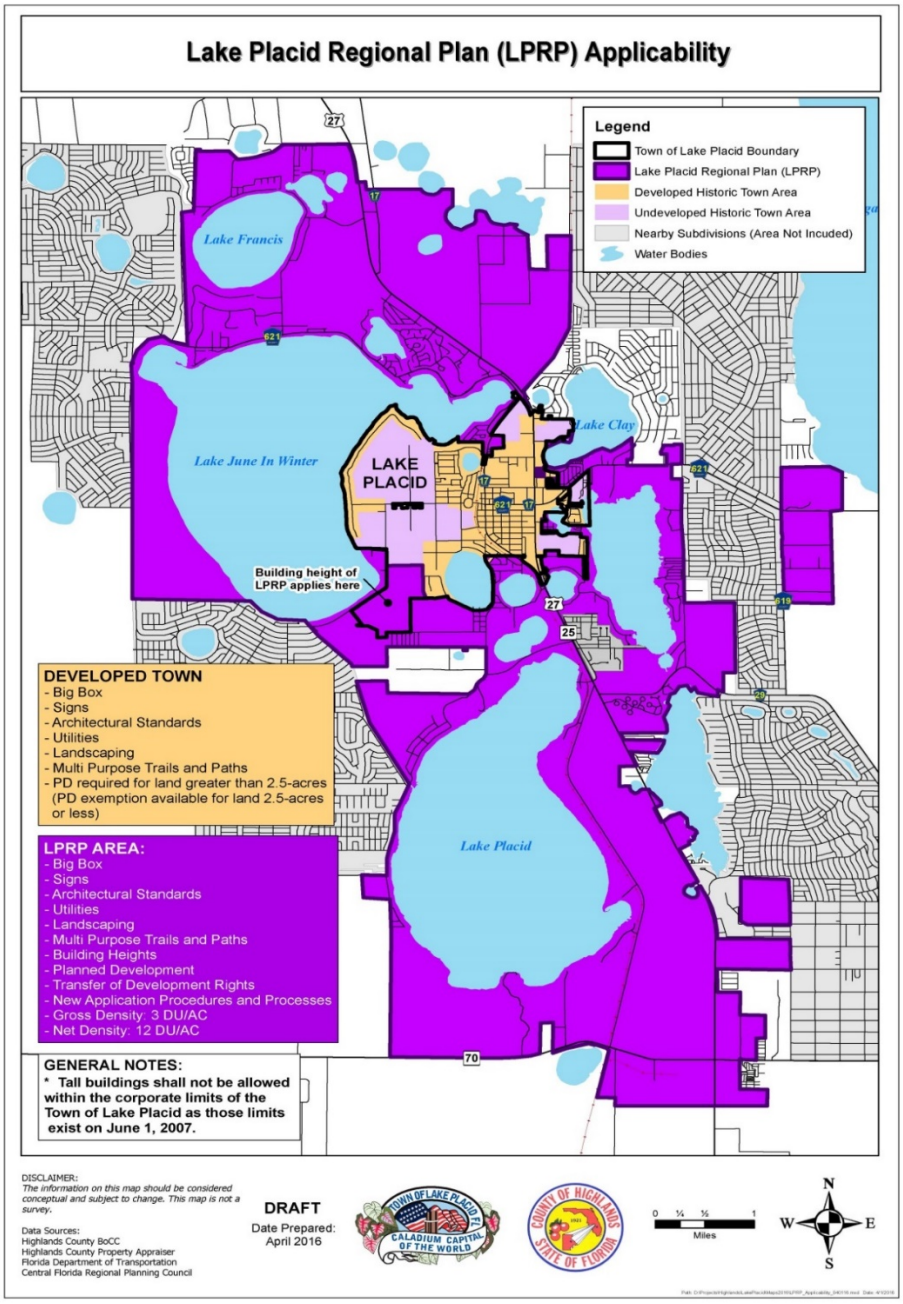
5. If there is **any conflict** between the provisions of this section and the underlying zoning district or other general provisions of the Land Development Regulations (LDRs), the provision imposing the greater restriction or requirement shall prevail.

6. **Development within the LPRP Overlay District** shall be consistent with Objective 12 of the Future Land Use Element of the Highlands County 2030 Comprehensive Plan.

7. The **Town of Lake Placid Land Development Code and the Highlands County Land Development Regulations** regarding the Lake Placid Regional Plan Overlay District shall be consistent in implementing the Lake Placid Regional Plan (similar to the consistency between Objective 6 of the Town of Lake Placid 2030 Comprehensive Plan Future Land Use Element and Objective 12 of the Highlands County 2030 Comprehensive Plan Future Land Use Element).

8. While the Town recognizes the County's Medium and High Density Future Land Use categories, the Town does not allow for mobile homes and mobile home parks as allowed in unincorporated Highlands County. No new mobile parks or RV parks may be permitted within the LPRP without the appropriate zoning district as of January 18, 2022.

Map 12.05.501.1



C. Development Principles of the Lake Placid Regional Plan (LPRP) Overlay District

Upon implementation of a Lake Placid Regional Plan (LPRP) Overlay District, the following development principles shall be used as a guide to facilitate sustainable development.

1. **Planned Development (PD) Process Required.** All development within the Lake Placid Regional Plan Area shall be accomplished using a PD. There shall be no land use change, plat, rezone or subdivision without a PD (*with the exception of existing agricultural uses, developed lands including existing single-family dwelling units, and existing platted lots of record intended for*

single-family use). The PD may be created at the same time or after land use change, provided, however that development may proceed using zoning or land use existing at the time of the adoption of this policy without a PD, at the landowner's option.

a. ***Property Rights.*** Property rights regarding density, and land use (including land use and zoning changes in process) or property rights vested before the adoption of the LPRP Overlay District Land Development Regulations (LDRs) will continue to be vested or may select to utilize the standards created herein through the PD process. All other parts of the LPRP Overlay District Land Development Regulations (LDRs) apply to all development. However, this Vision and Plan does not establish density in platted or developed lands. The effective date of the Lake Placid Regional Plan Area Overlay is January 18, 2022.

b. ***Planning Framework.*** The LPRP Overlay District establishes the framework for development of the Lake Placid Area. In some cases, it establishes minimum criteria for development. However, the LPRP Overlay District LDRs do not establish all development parameters needed for the Lake Placid Area. The PD process will apply reasonable development standards based upon the site and surrounding lands which may be set at a level beyond minimum standards within the LPRP Overlay District LDRs.

2. **Density.** The LPRP Overlay shall be guided by density policies allowing for a maximum of three dwelling units per gross area and 12 units per net acre which encourages clustering open space and pedestrian connectivity.

a. ***Density.*** The residents of the Lake Placid Area like the quality of life provided by its low to medium residential densities. New residents are attracted to the Lake Placid area for the same reason. New development (not developed lands) in the area shall have a gross density of up to three residential dwelling units per acre. Existing residential platted or otherwise developed lands may apply to redevelop said platted lands at the densities herein addressed.

b. ***Clustering and Transfer of Density.*** In order to maximize open space and green areas including sustainable agriculture, development clustering and transfer of density within a specific area is permitted. To achieve these goals, the use of innovative development techniques, such as but not limited to, the following: varying lot patterns and sizes, taller buildings with varied heights and roof lines, mixed uses, including residential above or as part of commercial, and office development. Maximum density per development parcel for residential land use shall be 12 units per net acre within the overall gross density cap of three units per acre for the area.

i. Residential density may be transferred or clustered only through the PD process.

ii. Density may only be transferred within each identified planning area and not to another planning area.

iii. No residential area should be established in or be transferred from the Paul Business Campus to other lands. See Map 12.05.501.2.

iv. The Highlands County LDRs Section 12.13.300 shall apply to all transfer of development rights applications.

v. Residential density may be transferred or clustered only through the PD process to achieve the vision of the Lake Placid Area and upon the following general concepts:

a) *Legislative Approval.* Transfer and clustering of density is not an automatic right. The PD process shall be used to assure that transfer and clustering of density remains reasonable and within the LPRP Overlay District LDRs. For cluster and transfer of density purposes, density on a parcel of land is vested for the sending parcel when the owner joins this plan (once approved) by recorded document. Transfer of density is set forth in Section 12.13.300 of the Highlands County Land Development Regulations.

b) *Land Standards Compatibility with Surrounding Development.* Consideration shall be given to the surrounding uses when transferring or clustering density to an area. Appropriate safeguards shall be applied in the PD process to protect surrounding land uses.

c) *Environmental Lands.* Transfer and clustering of density should be used to encourage the dedication to public use, ownership, and protection of environmentally significant lands.

d) *Net Density.* Within the three-units per gross acre, individual parcels ranging in size may be developed at a residential density of up to and including 12 units per net acre.

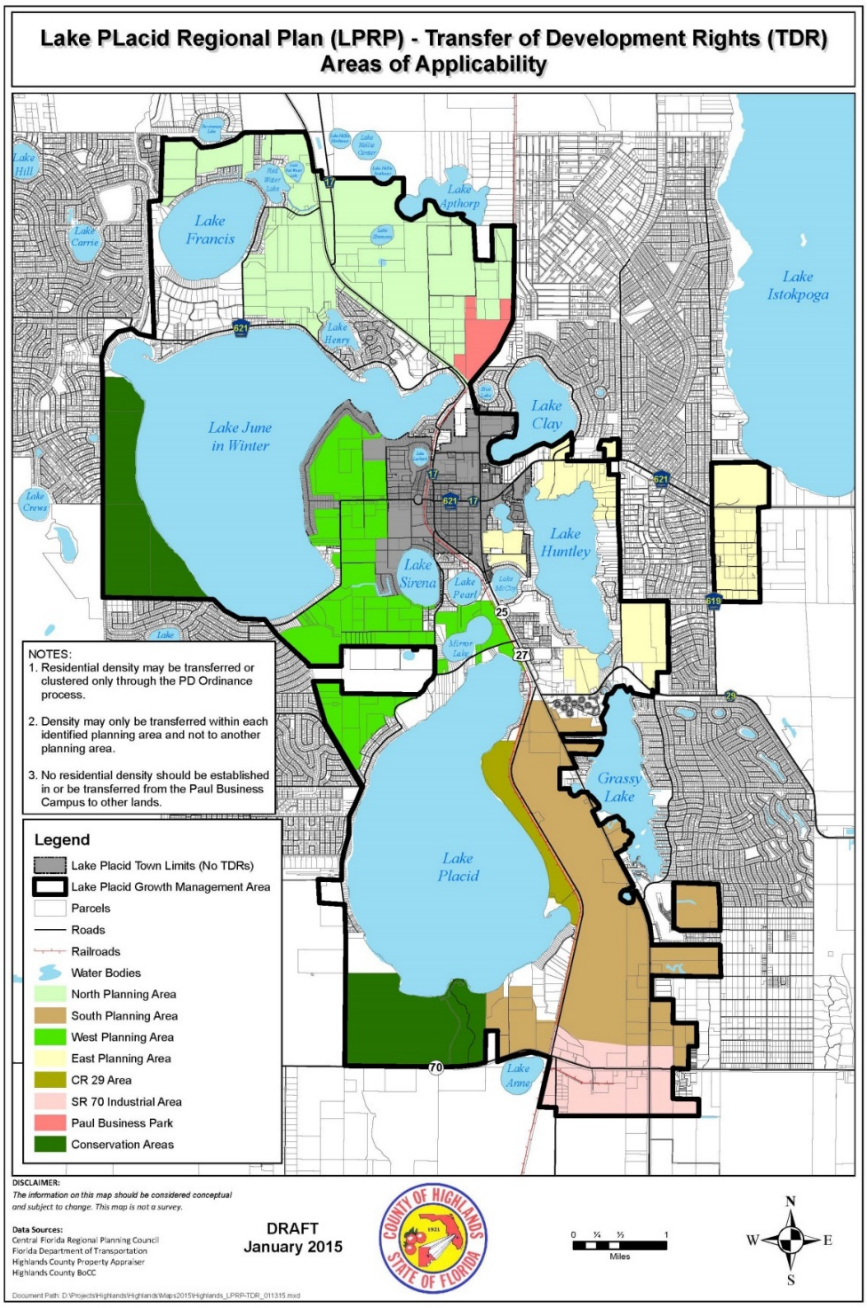
e) *Density Transfer.* Subject to the provisions of this section, density may be transferred only within an area identified within this LPRP Overlay District. For example, density may be transferred within the South Area, but not from the South Area to any other property or area (i.e. North Area). Density may be transferred from the SR 8 Sub-Area to the balance of the South Area. Density may not be clustered to or transferred to the SR 8 Sub-Area. **Map 12.05.501.1** identifies the planning areas referenced above.

f) *Protection of Clustered and Transferred Density.* When density is transferred or clustered, the land relieved of density shall be encumbered by a recorded easement or conservation easement, and PD prohibiting the re-imposition of density forever. Such instruments may prohibit any development of the restricted area or reduce density of a defined area.

g) *Lakes.* When considering the transfer and clustering of density to lake areas, additional safeguards for the lake and existing riparian owners, such as preservation of shoreline, height restriction, open space, setbacks, and lake size shall be required in the PD.

h) *Developed or Platted Lands.* Density may not be clustered or transferred to or from developed or platted lands.

Map 12.05.501.2



D. Annexation

1. **Municipal Services.** Highlands County should encourage the provision of municipal services by the Lake Placid Regional Utility, subject to the annexation standards set out below.

2. **Annexation of Lands Developed for Urban Use.** All lands being developed for urban residential, non-residential including commercial, office, industrial, and mixed uses within the Lake Placid Regional Plan Overlay District shall be required to consent to annex into the Town of Lake Placid.

This does not include agricultural land uses until such time that conversion to urban uses are proposed. Areas within the LPRP are provided in Section 12.05.501.B.

3. **Infrastructure.** Off-site infrastructure serving private development within the Lake Placid Regional Plan Overlay District including roads, water, sanitary sewer, and other public facilities, shall be funded privately by developers according to law. On-site infrastructure shall be provided by the developer or landowner.

4. **Development Approval Process/Annexation.** Within the Lake Placid Regional Plan Overlay District, undeveloped land being developed for urban use shall ultimately be annexed into the Town of Lake Placid. The intent of this policy is to facilitate such annexation.

   a. *Development Approval Process.* The following process shall be utilized for comprehensive plan amendments, rezoning and development orders for all undeveloped land being requested for conversion into urban and/or commercial uses within the Lake Placid Regional Plan Overlay District.

   b. *Comprehensive plan amendments and rezoning applications:* Areas contiguous to Lake Placid – Undeveloped land contiguous to the Town of Lake Placid may either submit applications for rezoning and/or comprehensive plan amendments to Highlands County for review and approval or may submit an annexation and comprehensive plan amendment/rezoning application to the Town of Lake Placid.
   The review process shall then proceed through the normal procedure of the governmental jurisdiction where the application has been filed.

   c. *Comprehensive plan and/or rezoning applications:* Non-contiguous land – Lands which are not contiguous with the Town limits shall submit their petitions for comprehensive plan amendments and/or rezoning to Highlands County for processing through the standard county review process.

5. **Annexation Consent Required**. When a petitioner seeks a comprehensive plan amendment, rezoning, PD rezoning, platting, zoning variance, special exception or any other development approval (hereinafter the "petition") through the County, an annexation consent (including all of the petitioner's contiguous property within the LPRP Overlay District) shall be required as part of the petition process. The annexation consent shall be recorded in the County's public records upon the granting of the first of the foregoing petitions. The principles of this policy shall be inherent in each annexation consent recorded under this provision. The consent may be more restrictive, but not less (unless the less restrictive terms are specifically called out and approved by the County Commission). The foregoing notwithstanding, a property owner may file an annexation consent at any time prior to filing a petition.

   a. *Annexation Before Consent.* Until a consent drafted according to this policy has been recorded, the Town may annex according to law. Once an annexation proceeding is commenced by the Town, the filing of an annexation consent by a property owner shall not provide annexation immunity (described below) to that proceeding.

b. *Time of Annexation.* The annexation consent shall provide for the annexation of the subject property when any one of the following has occurred:

i. When a property owner voluntarily requests annexation prior to the events in ii. or iii. below;

ii. Upon the approval of a preliminary plat, that portion of the consent parcel subject to the preliminary plat shall be annexed; or

iii. For un-platted properties, that portion of the consent area covered by the building permit application shall be annexed upon the issuance of a building permit.

6. Life of County Approvals. The annexation consent shall specifically provide that all County land use and zoning approvals shall be full force and effect until a Future Land Use, Rezoning, or subdivision of the property being annexed into the Town unless the Town and the property owner both consent to modifications thereto.

7. Annexation Phases. Annexation may occur in phases. The petitioner's entire contiguous property shall be included in the annexation consent but need not be rezoned nor annexed at one time. However, such phasing shall not create an unreasonable impediment to the annexation of other properties otherwise eligible for annexation. The creation of "spite strips" or other parcel configurations calculated to prevent legitimate annexations by the Town are prohibited. The final phase under an annexation consent shall not be less than 10% of the original annexation parcel, nor less than 20 acres (excluding parks and lands with environmental concerns, which shall be annexed sooner rather than later).

8. Involuntary Annexation. For parcels of land within the Lake Placid Regional Plan Area for which an annexation consent has been properly executed and recorded pursuant, no annexation shall occur prior to the time set forth in the recorded annexation consent. The foregoing notwithstanding, an parcel (or phase) constituting an enclave or otherwise preventing the legal voluntary annexation of other parcels eligible for annexation may be annexed pursuant to Florida Law, but only to the minimum extent necessary to affect the legal voluntary annexation of said eligible parcels.

E. Expedited Application Review and Approval

The Town of Lake Placid (Town) and Highlands County (County) shall implement Expedited Application Review and Approval where development applications that are consistent with the LPRP Overlay District may be promptly and efficiently reviewed and approved. A checklist shall be developed consistent with the LPRP. Areas within the LPRP are provided in Section 12.05.501.B.

1. Components of Expedited Review include:

a. *Pre-Application Meeting:* The governing jurisdiction (Town/County) shall conduct a pre-application meeting with the applicant to provide and discuss the LPRP Overlay District requirements.

b. *Application Completeness Review:* Upon receipt of a submitted application for Comprehensive Plan Amendment, Rezoning or Site Plan, the governing jurisdiction

(Town/County) shall provide a sufficient and completeness review within 10 business days of receipt. If the application is not sufficient and complete, the governing jurisdiction (Town/County) staff shall contact the applicant.

c. *Development Review:* Upon receipt of a "sufficient and complete" application, the governing jurisdiction (Town/County) staff shall provide development review comments (including Planning, Transportation, Engineering, Public Safety) within 30 business days of receipt.

d. *Completed Review:* After completed review, the application for the Comprehensive Plan Amendment/Rezoning will be scheduled for public hearings. Site plans will be approved upon completion of all requirements consistent with the Land Development Regulations.

2. The governing jurisdiction (Town/County) shall provide for the following as it implements Expedited Review.

a. *Pre-Application Review:* The County shall provide for each pre-application project review to include all applicable departments, building an integrated, multi-departmental approach over time.

b. *Establish an Ombudsman*: The County shall provide one point of contact to guide customers throughout the entire approval process.

c. *Time is of the Essence:* The County shall minimize the steps for project approval depending on the scope of development request, including but not limited to PD, subdivision, and permitted conditional use.

d. *Minimize Approval Steps:* The County shall commit to regular evaluations of the development review and permitting process to ensure an efficient and value-added process. The County shall implement processes and technology improvements as appropriate and feasible.

F. Intergovernmental Coordination for Application Review within Unincorporated Highlands County and Areas within the Town within 300' of the County

1. **Coordination:** The Town and County shall advise each other of Future Land Use and Zoning (and site plan) applications and proceedings within the LPRP Overlay District. This includes applications within the Town that are within 300' of unincorporated Highlands County. Review of such applications by the reviewing (rather than governing) jurisdiction shall be a courtesy review and no hearings shall be conducted by the review jurisdiction. To facilitate this, the following procedures shall be adhered to by both the Town and the County.
2. **Upon Receipt of Application:** Upon receipt of a Future Land Use Map Amendment or Rezoning Application by the governing jurisdiction (Town/County), an electronic copy of the application shall be provided to the reviewing jurisdiction (Town/County) within three (3) business days for comments.

3. **Review:** The reviewing jurisdiction (Town/County) staff and any members of the public shall provide the governing jurisdiction (Town/County) with any review comments within eight (8) business days of receipt of the application.

4. **Governing Jurisdiction Public Hearings:** The governing jurisdiction (Town/County) shall provide no less than 10 days' notice of any scheduled public hearings to the reviewing jurisdiction.

5. **Public Hearing Schedule:** The reviewing jurisdiction (Town/County) shall not delay the governing jurisdiction's (Town/County) public hearing schedule for the Future Land Use or Rezoning Application.

G. Tall Building Height

The County shall manage building height to ensure the community's "neighborly small town" integrity is maintained, and many viewsheds are protected for present and future residents of the Greater Lake Placid Area.

1. **Tall buildings are not a right.** The appropriateness of a tall building, including site, architecture, and height, shall be determined through the PD zoning process.

2. **Tall buildings are defined as follows:** Tall buildings exceed the height allowed by existing zoning and may be as tall as, but not more than 108 feet tall for residential and commercial structures; or 128 feet tall, which would include 2 parking floors, excluding the architectural roof treatment complementing the building. There shall be no more than nine residential/commercial floors. Tall Buildings shall have architectural features on the top. Roof treatments are required and therefore not included in the calculation of the building height. Mechanical features, such as cooling, heating, and elevators, shall not be open to exterior view. The height of the architectural treatments must be approved through the PD zoning process.

3. **Tall buildings** may be allowed within areas specified as residential, commercial, and mixed use through the use of PD zoning, and upon the following:

   a. *Impact.* The actual height of individual buildings and the location of buildings over three stories will be determined at the time of PD zoning approval for the proposed development.

   b. *Density.* Tall buildings may not be used to increase gross density. However, density may be clustered in the area of tall buildings up to 12 dwelling units per net acre on the subject parcel.

   c. *Added Green Space.* The impact of tall buildings shall be offset by the addition of green space; not parking or water management facilities. The additional green space shall be in the vicinity of the tall building and shall increase proportionately with the mass of the building.

   d. *Neighborhood Opinion.* Neighborhood opinion should be considered.

   e. *Minimum Land Area.* Tall buildings shall be on proportionately larger parcels of land, not counting natural water bodies.

   f. *Commercial Nodes.* Tall buildings, especially mixed-use tall buildings, shall be encouraged in commercial nodes.

g. *Mitigation*. Tall buildings shall be situated on the site in such a way as to minimize negative impacts on scenic vistas, which may include lake or significant natural landscape features. A variety of building heights in residential structures may be allowed in order to create a panorama and interest in the horizon.

h. *Enforcement.* The final development shall be documented by a PD development order and a deed restriction, condominium covenant or easement.

i. *Architecture.* Tall buildings shall have significant architectural features.

j. *Green Space Requirements.* Green space requirements shall increase to at least 40% if residential and/or commercial development is proposed for four or more stories in height to encourage the use of structured parking and to mitigate building height. This additional green space shall be in the area of the taller building.

H. Commercial Architectural Standards

All buildings within the Agricultural Future Land Use and Zoning districts within the Lake Placid Regional Plan (LRPR) Overlay District are exempt from the regulations in Section 12.05.501.B. The County may adopt a resolution containing graphics and images of desired architectural styles to serve as a guide for developers.

1. **Primary facades on commercial building.** Primary facades on commercial buildings shall be constructed according to the following standards:

   a. Facade means the exterior face of the building.

   b. Primary facade means a facade that faces a public or private street, entry courtyard or right-of-way. A maximum of two facades will be considered primary facades, when more than two facades of a building have frontage on public streets.

2. **Color.** An earth tone palette (browns and beiges) are encouraged to the maximum extent possible. The use of black, fluorescent, primary and secondary colors should be limited to no more than 10 percent of the affected facade, or the roof area. Building trim and accent areas may feature any color.

3. **Exterior building materials.**

   a. The following is a non-comprehensive list of preferred exterior building materials:
      i. Stucco
      ii. Concrete
      iii. Brick
      iv. Wood
      v. Stone veneer

b. The use of neon or neon-type tubing is not permitted to outline the exterior or the roof of a building.

c. The following shall not be used as exterior finishes: Metal (except for the roof, mansard, soffit, fascia and 10 percent exterior finish), struck concrete block, plywood, T-111 and similar products.

d. Upon temporary approval by the County in an emergency, a mobile and/or modular unit shall be exempt from the exterior building material requirement. Mobile and modular units shall not be used as temporary or permanent commercial or industrial buildings, except as approved by the County in an emergency and for less than nine months or until not needed, whichever comes first.

4. Primary facades.

a. Buildings located along a public or private street or pedestrian right-of-way shall be designed with an entrance to the building or an entry courtyard facing or abutting the street or pedestrian right-of-way.

b. Design features. The design of the primary facades shall include, at a minimum, two of the following design features:

i. Glazing covering at a minimum 30 percent of the primary facade area, consisting of window and glazed door openings.

ii. Projected, or recessed covered public entry providing a minimum horizontal dimension of eight (8) feet, and a minimum area of 100 square feet.

iii. Covered walkway, or arcade (excluding canvas type). The structure shall be permanent, and its design shall relate to the principal structure. The minimum width shall be eight (8) feet, with a total length measuring 60 percent of the length of the associated facade.

5. Out-parcels.

a. Primary facades. All facades on an out-parcel building which face a street (public or private) are considered primary facades and shall be constructed as primary facades (provided however that one (1) side of the building may be constructed without facade compliance). Out-parcels are not limited by subsection 12.05.501.H.1.b. to two facades.
b. When the use of common wall, side-by-side development occurs, continuity of facades and consolidated parking for several businesses on one parking lot may be used.

c. Out-parcel structures that are adjacent to each other must provide for vehicular connection between their respective parking lots and provide for connection of pedestrian walkways.

I. Roof treatments.

Roof treatments on commercial buildings shall be constructed to the following standards:

1. **Roof types and materials.**

    a. The following roof types are permitted:

        i. Dome;
        ii. Gable;
        iii. Hip; or
        iv. Parapet

    b. The following roof materials are permitted, exclusively:

        i. Tile;
        ii. Metal; or
        iii. Shingles, except that asphalt shingles are prohibited, unless such asphalt shingles are laminated, 320 pound, 30-year architectural grade asphalt shingles or better.

2. **Mansard roofs and canopies** are prohibited, unless they meet the following standards including the Florida Building Code, whichever is more restrictive:

    a. Minimum height clearance of eight feet is required for buildings larger than 20,000 square feet;

    b. Minimum height clearance of seven feet is required for buildings of up to 20,000 square feet of gross floor area;

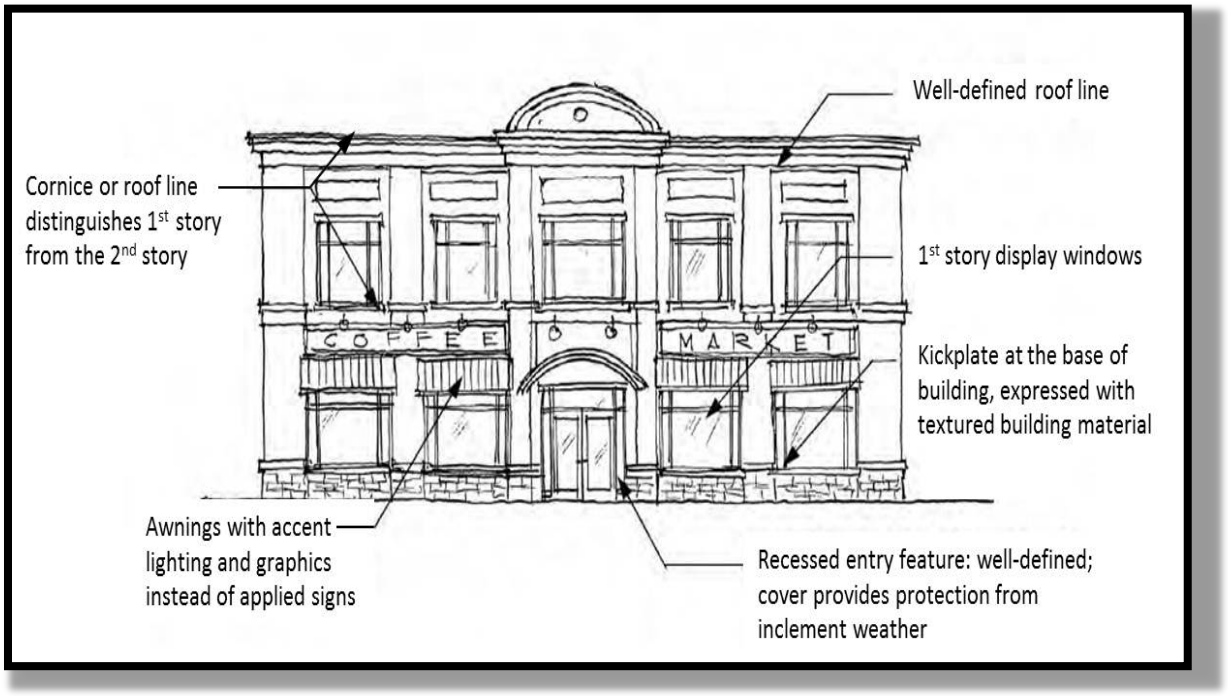
    c. The roof angle shall not be less than 25 degrees, and not greater than 70 degrees.

3. **Parapets.**

    a. Capped parapets are required on all flat roofs.

    b. If a roof contains rooftop equipment, the parapet must be sufficient to conceal such rooftop equipment from ground-level public view.

Figure 12.05.501.1
Architectural Terms



4. Ceilings in commercial buildings.

a. Interior ceilings in commercial buildings may be no less than 10 feet above the floor height immediately below the ceiling section in question.

b. Pre-existing, noncomplying buildings may apply for an exception to this requirement prior to redevelopment or a new use are exempt from this requirement.

J. Big Box Store

1. **Location.** *Bi*g box stores shall be located in a PD zoning district with a commercial or mixed-use Future Land Use designation.

2. **Big box store setbacks.** At the minimum, all improvements shall be set back 200 feet from the front and side property lines, and 100 feet from the rear property lines. Provided however, that improvements shall be set back 300 feet from the property lines of all residentially zoned property. The setback space shall be densely landscaped, irrigated and maintained so that the view of all buildings and improvements are blocked from all public streets and private property. These setbacks are minimum requirements to assure protection of the surrounding property from visual and noise pollution created by the big box store and its suppliers and customers.

3. **Big box store buildings**. Big box store buildings may cover no more than 20 percent of the big box store parcel. Each big box store shall reserve at least 30 percent of the big box store parcel as

landscaped open space (such space shall not be used for buildings, parking, water management facilities or streets).

4. **Restrictions.** These restrictions apply to all big box stores granted through a PD zoning district. The Board of County Commissioners may adjust these standards provided that substitute restrictions provide equivalent or better protection to the public and surrounding landowners.

5. **Definition.** A big box store is any building designed for or devoted to retail use and which is in excess of 50,000 square feet measured from inside the exterior walls. In no event shall a big box store exceed 100,000 square feet, regardless of the lot size.

6. **Minimum parcel size**. A big box store may be permitted by special exception on a parcel of land in excess of 20 contiguous acres.

7. **Building design standards for big box stores.**

    a. *Standards.*

        i. *Definitions.*

            a) A primary facade is one that is in the public view and faces or abuts a public or private street, entry court or right-of-way.

            b) A maximum of two facades will be considered primary facades, when more than two facades of a building have frontage on public or private streets. The two exterior facades with the most right-of-way exposure will adhere, to the extent possible, to the requirements of this article with respect to architectural design treatments for primary facades. A deviation from the above requirement for such elements as location of service door, minimum window area, or covered walk requirements may be considered through the PD process.

        ii. *Primary facade standards.*

            a) *Building entrances.* Buildings located along a public or private street or pedestrian right-of-way shall be designed with an entrance to the building or an entry courtyard facing or abutting the street or pedestrian right-of-way.

            b) *Design standards.* The design of the primary facades shall include, at a minimum, two of the following design features:

                1. Glazing.

                    a. Glazing covering at a minimum 30 percent of the primary facade area, consisting of window and glazed door openings.

                    b. In the alternative, up to 30 percent of the required glazing area may be covered with a trellis in lieu of glazing.

2. Projected, or recessed covered public entry providing a minimum horizontal dimension of eight feet, and a minimum area of 100 square feet.

3. *Covered walkway, or arcade (excluding canvas type).* The structure shall be permanent, and its design shall relate to the principal structure. The minimum width shall be eight feet, with a total length measuring 60 percent of the length of the associated facade.

4. *Design features.* Each primary facade of a building shall have at least six of the following building design treatments:

i. Canopies, porticos, or porte-cocheres, integrated with the building's massing and style, or

ii. Overhangs, minimum of three feet, or

iii. Colonnades or arcades, a minimum of eight feet clear in width, or

iv. Sculptured artwork, or

v. Cornice minimum two feet high with 12-inch projection, or

vi. Peaked or curved roof forms, or

vii. Arches with a minimum 12-inch recess depth, or

viii. Display windows, or

ix. Ornamental or structural architectural details, other than cornices, which are integrated into the building structure and overall design, or

x. Clock or bell tower, or other such roof treatment (i.e. dormers, belvederes, and cupolas), or

xi. Emphasized building base, a minimum of three-feet high, with a minimum projection from the wall of two inches, or

xii. Additional roof articulation above the minimum standards, or

xiii. Curved walls, or

xiv. Columns, or

xv. Pilasters, or

xvi. Metal or tile roof material.

b. *Facade/wall height transition*

i. *Purpose and intent.* The intent of this section is to ensure that the proposed buildings relate in mass and scale to the immediate streetscape and the adjacent built environment.

ii. *Applicability.* Buildings that are more than the height of any existing conforming land use (i.e. what is permitted under the current zoning, but not the existing structure) shall provide transitional massing elements to transition between the existing land uses of lower height, and the proposed development.

iii. *Transitional elements.* No less than 60 percent of the length of the facade, which is in part or whole within the 150 feet of an existing building, shall incorporate any combination of the following transitional massing elements:

1. Wall plane changes.
2. Roofs.
3. Canopies.
4. Colonnades.
5. Balconies.
6. Other similar architectural features.

c. *Variation in massing.* A single, large, dominant building mass shall be avoided. Changes in mass shall be related to entrances, the integral structure and the organization of interior spaces and activities, and not merely for cosmetic effect. False fronts or parapets create insubstantial appearance and are discouraged. All facades, excluding courtyard area, shall be designed to employ the following design treatments:

i. *Projections and recesses.* A maximum length or uninterrupted curve of any facade, at any point, shall be 150 linear feet. Projections and recesses shall have a minimum depth of 12 feet.

ii. *Wall plane changes.*

1. Any facade with horizontal length exceeding 50 linear feet shall incorporate wall plane projections or recesses having a depth of at least three feet, with a single wall plane limited to no more than 60 percent of each affected facade.

2. If a building has a projection or recess of 40 feet or more, each is considered a separate facade, and shall meet the requirements for wall plane changes.

d. *Site design elements.* All projects shall have a minimum of two of the following:

i. Decorative landscape planters or planting areas, a minimum of five feet wide, and areas for shaded seating consisting of a minimum of 100 square feet, or

ii. Integration of specialty pavers, or stamped concrete along the building perimeter walkway. Said treatment shall constitute a minimum of 60 percent of walkway area, or

iii. Water elements, a minimum of 100 square feet in area, or

iv. Two accent or specimen trees, above the minimum landscape code requirements, along the primary facade(s) with a minimum height of 18 feet at planting.

e. *Windows and entrances.*

i. Windows shall not be false or applied. Spandrel panels in curtain wall assembly are allowed but may not be included in the maximum glazing required for primary facade.

ii. The first floor of primary facades shall utilize transparent windows for no less than 30 percent of the horizontal length of the building facade. The bottoms of such windows shall be no more than three feet above the walkway grade and the tops of such windows shall not be less than eight feet above the walkway grade.

f. *Detail features.*

i. *Design elements.* The design elements in the following standard shall be an integral part of the building's design and shall be integrated into the overall architectural style. This element shall not consist solely of applied graphics or paint.

ii. *Blank wall areas.* Blank, opaque wall areas shall not exceed 10 feet in vertical direction or 20 feet in the horizontal direction of any primary facade. For facades connected to a primary facade, this shall apply to a minimum of 33 percent of the attached facades measured from the connection point. Control and expansion joints within this area shall constitute blank wall area unless used as a decorative pattern and spaced at intervals of six feet or less. The depth of the relief and reveal work must be a minimum of two inches.

g. *Roof treatments.*

i. *Roof edge and parapet treatment.* Roofs, other than mansard roofs, with the slope ratio of 3:12 or higher, are exempt from the preceding requirements for vertical change for the facades, which are not longer than 199 feet. One roof edge, or parapet line change, shall be provided for every 200 linear feet of the facade length.

ii. *Design standards.*

1. Parapets.

a. When parapets are used to conceal rooftop equipment and flat roofs, the height of the parapet(s) shall be sufficient to conceal such roof equipment from the ground-level public view.

b. The use of parapets cannot constitute a roof change for purposes of this section.

c. No more than four vertical feet of parapet area may be used to calculate permissible sign area.

d. Architectural detailing shall be present on parapets.

2. When a flat roof is screened with a parapet wall or mansard roof at any facade, the parapet or mansard roof treatment shall be extended along the remaining facades.

3. Prohibited roof types and materials. The following roof types and roof materials are prohibited.

a. Asphalt shingles.

b. Mansard roofs and canopies, unless they meet the following standards:

i. Minimum vertical height clearance of eight feet.

ii. The roof angle shall not be less than 25 degrees, and not greater than 70 degrees.

c. Awnings used as mansard or canopy roofs.

h. *Awning standards.* These standards apply to awnings associated with and attached to the big box store structure.

i. *Mansard awnings,* which are those awnings that span 90 percent or more of a facade length, and those which do not provide a connection between facades, shall adhere to all roof standards of Section 12.05.501.I., roof treatments.

ii. *All other awnings*, which are awnings that constitute less than 90 percent of a facade length, and those that do not provide a connection between facades, shall adhere to the following standards:

a. The location of awnings shall relate to the window and door openings.

b. Backlighting on awnings is prohibited.

i. *Overhead doors.*

i. *Required screening.* Overhead doors shall not be located on primary facades, unless sufficient screening is proposed. If an overhead door is required in a primary facade, a screening wall, with a minimum height of 90 percent of the overhead door height, or a landscape buffer achieving 75 percent opacity within one year, shall be provided. The placement and length of these screening devices shall block the view of the overhead doors from the street.

ii. *Doors facing one another.* Overhead doors facing one another may be treated as interior space, provided that the buildings meet all other requirements of this section, and the distance between the doors facing one another is no more than 50 feet.

j. *Entryways/customer entrance treatments.*

i. Purpose and intent. Entryway design elements are intended to give protection from the sun and adverse weather conditions. These elements are to be integrated into a comprehensive design style for the project.

ii. Big box store structure shall have clearly defined, highly visible, customer entrance(s). The customer entrance shall meet the following standards:

1. An outdoor patio area shall be provided adjacent to the customer entrance, with a minimum of 200 square feet in area. The patio area shall incorporate the following:

a. Benches or other seating components,

b. Decorative landscape planters or wing walls which incorporate landscaped areas, and

c. Structural or vegetative shading.

2. Front entry shall be set back from a driveway or parking area by a minimum distance of 15 feet.

k. *Materials and colors.*

i. *Purpose and intent.* Exterior building colors and materials contribute significantly to the visual impact of buildings on the community. The colors and materials shall be well designed and integrated into a comprehensive design style for the project.

ii. *Exterior building colors.* Earth and/or pastel tones are encouraged to the maximum extent possible. The use of black, fluorescent, primary and secondary colors is limited to no more than 10 percent of the affected facade, or the roof area. Building trim and accent areas may feature any color.

iii. *Exterior building materials.* The following building finish materials are limited to no more than 33 percent of the facade area.

1. Corrugated, or reflective metal panels,

2. Smooth concrete block.

iv. *Neon tubing.* The use of neon or neon type tubing is not permitted to outline the exterior or the roof of a building.

l. *Additional requirements.* In addition to the PD requirements herein set out, the Board of County Commissioners may apply such additional requirements as are reasonable to ensure that a big box store when in use, or if abandoned, shall be screened from public view and include all infrastructure reasonably required to support its maintenance and operation,

including, without limitation, water supply, sewage disposal, irrigated and maintained green space.

K. Electric Utilities

1. *Underground Utility Services.* All utilities shall be underground in all new developments and redevelopments (individual residential lots, residential subdivisions, commercial development).

2. *Electric Distribution Service Location.* To avoid conflicting with right-of-way and landscaping, electric distribution and utilities shall be within established utility corridors or within utility easements adjacent to each road. All plats and PDs shall include utility easements for this purpose. Utility companies shall have the opportunity to review preliminary plats.

3. *Electric Transmission.* Utility Service Corridors around the populated areas should be established for electric transmission service lines and utilities. The use of road right-of-way for above ground electric transmission lines should not be permitted when a feasible alternative is available.

4. *Underground Utility Fund.* The Town and County should adopt the appropriate ordinance to add fees to each monthly electric bill to be used exclusively to pay the cost of undergrounding utilities in the Lake Placid Area. Priority shall be given to funding undergrounding projects with one or more features (the more features, the higher the priority):

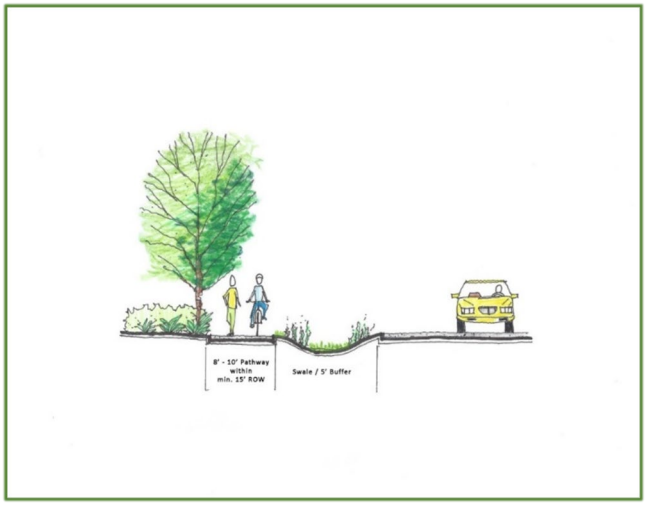
a. Significant matching funds.
b. Lower cost per line mile (cost effective projects).
c. Lines with higher public visibility.
d. Lines being installed or reinstalled, provided the construction or reconstruction cost is applied to the undergrounding (after a hurricane would be a good time).
e. Preservation of the most spectacular views.

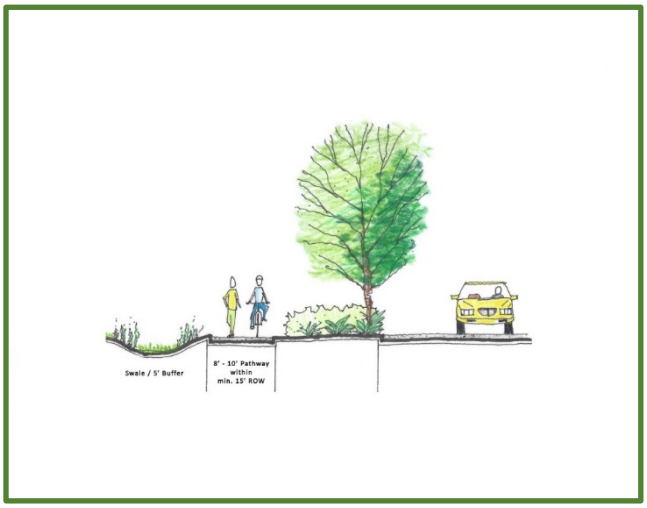
L. Multipurpose Trails and Paths

Collector roads shall include right-of-way of at least 15 feet for such paths. Developers shall either construct path segments adjacent to the proposed development or pay for the construction of similar improvements off-site related to the impacts of the development. The paths are part of a coordinated trail and multiuse path system that provides interconnectivity for the entire planning area. The system design will accommodate an eight to 10-foot pathway, adequate landscaping area, and maintenance.

On existing roads in developed areas, trails should be added to the extent that right of way is available. If right of way is not available in developed areas, paved shoulders at least five feet wide may be substituted. Trails are not required (but are encouraged) within private gated communities, and along low traffic neighborhood roads.

Figure 12.05.501.2: Multi-Use Trail Examples





M. Access Management Standards

1. Access to U.S. 27 and collector roads shall be managed through the use of, service roads (including frontage and backage roads) and access roads in a manner that protects the taxpayer's investment in the road system by reducing traffic impacts. Developers shall use to the greatest extent possible, shared drives, service roads, and linked parking lots. Division of property after July 1, 2006, shall not be used to create new parcels acquiring separate access rights to U.S. 27 or any other road (such newly created parcels shall have access only through the parent tract, unless reasonable benefit to the public is demonstrated by the applicant).

2. Access to individual parcels or parcels as part of an overall project, either requested for approval at one time or over a cumulative basis, shall be by an internal road system, frontage roads, cross-access easements, shared ingress/egress access easements, or some combination of these, off of a main access to a collector or arterial road.

3. Different uses shall incorporate shared ingress/egress facilities even if on the same parcel or multiple parcels.

TYPE OF ROADWAY	ROW	TRAFFIC LANES	FRONT SETBACK	MIN. SIDEWALK WIDTH	MIN. PLANTER WIDTH
Frontage/Backage Road (2 lanes)	24'-32'	22’	15'	5'	5'

N. Driveways

Private driveways for new platted lots on an existing collector or arterial road and new collector and arterial roads shall be prohibited. Driveways in proposed developments will be serviced by internal (public or private) community roadways. All parking spaces shall be accessed by a driveway and shall not have direct access to collectors and arterial roads.

O. Residential Drives on Major and Minor Collectors

Residential drives shall not be allowed on major or minor collectors; however, an exception may be made where this policy prevents the reasonable use of land. This exception should not be used to simply increase density. Parcels divided after the effective date of the LPRP Overlay District may not rely upon this exemption to gain additional curb cuts or driveways. Where existing conditions require exception, individual drives shall be discouraged in favor of combined drives.

P. Parking

Parking requirements for residential and nonresidential development may be decreased or increased through a waiver process if the developer presents a parking study demonstrating a reduced need based on the proposed use. The use of unpaved parking areas should be allowed, where appropriate, to increase green space and pervious area.

1. Parking requirements may be increased if parking study shows that a specific use requires additional parking.

2. Change in use should be allowed only if the owner provides parking for the new use.

3. When constructed or expanded, adjacent parking lots shall be linked, unless good cause is shown that linking is not practicable.

Q. Dumpsters

1. Every commercial, industrial, and multifamily development shall be required to provide a dumpster or appropriate trash receptacle on-site with adequate screening from public view. Such trash receptacles shall not interfere with the required parking.

2. Dumpster Screening: Dumpsters shall be fully screened from view. A dumpster enclosure shall be constructed at a height of 7-feet using durable building materials and colors coordinated with the overall building design as illustrated in **Figure 12.05.501.3**.

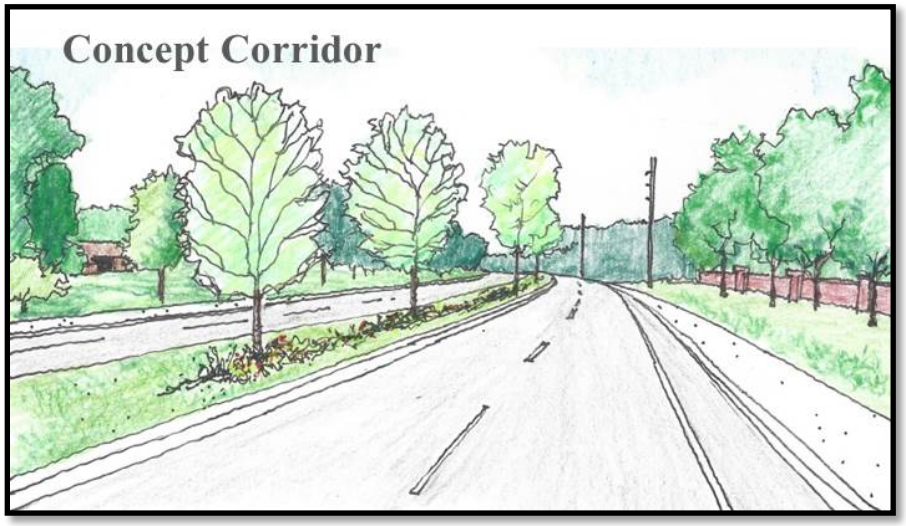
Figure 12.05.501.3: Example of Dumpster Enclosure



R. Traffic Circulation System (within Developments)

Traffic circulation system within developments shall be designed utilizing a network system that will be open to the public. However, the network may incorporate a grid system, a curvilinear design pattern and traffic circles where appropriate. The design of the circulation system shall encourage internal capture of road trips, thereby preserving capacity on the existing exterior arterials. Gated communities may be permitted. Ownership of the arterial, collector and local roadway system may be held by an appropriate governmental entity, community development district, master homeowner's association, or a combination thereof. The internal roadway system shall be a combination of a two-lane undivided and a two-lane divided system. Where appropriate, four lane-divided systems may also be utilized. The divided lane system will be landscaped to improve the traveling experience and to provide beautification to the development.

Figure12.05.501.4: Example of 4-lane divided corridor



S. Outdoor Storage

To maintain the aesthetic character of the LPRP Overlay District, proposed uses approved through PD process that have been approved for outdoor storage shall meet the following standards.

1. Outdoor storage shall be allowed to the rear and sides of the lot.

2. On corner lots, outdoor storage shall not extend toward the road frontage by more than one half the length of the building structure in the rear yard or forward of the front building line in the side yard.

3. Outdoor storage shall be prohibited on through-lots.

4. Outdoor storage for multiple buildings shall only be permitted behind the front building line of the building that is farthest from any street.

5. All outdoor storage shall be screened from off-site view.

T. Compatibility, Landscaping and Buffering Standards shall adhere to Article 11, Division 1 of this Chapter.

U. Signs

1. Definitions for Signage in the LPRP. Definitions pertaining to signs in the LPRP are provided below.

Aggregate sign area: The total available sign area of all sides or portions of a sign.

Animated sign: Any sign using actual motion or the illusion of motion.

Awning: A roof-like cover made of cloth, canvas or other similar material that projects from the wall of a building for the purpose of shielding a doorway, walkway or window from the elements.

Awning sign: Any building sign attached to an awning.

Balloon display: Any air inflated object, which may be of various shapes, made of flexible fabric and restrained, attached, or anchored in place by a cord, rope, cable, or similar method.

Banner: Any strip of cloth, plastic or other flexible material on which a sign is printed, painted, or otherwise displayed that is intended to be hung or mounted to a structure by cord, rope, cable, or similar method. "Banner" does not include blade signs.

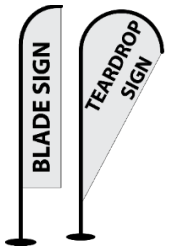


Example Banner

Bench sign: Any sign on a bench which displays advertising or which is intended for the display of advertising and when such benches are to be located on the public way or when such benches are to be located on private property, but the advertising is intended to be viewed from the public way.

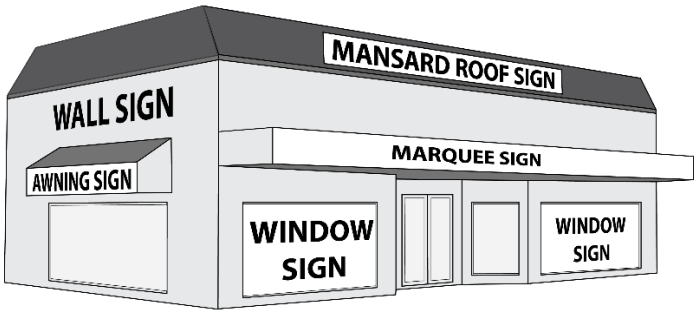
Billboard: A permanently constructed sign structure composed of one or more large surfaces for permanent or changeable messages, supported by vertical posts and generally used off-premises.

Blade sign (aka feather sign, teardrop sign): A temporary sign that is constructed of cloth, canvas, plastic fabric or similar lightweight, non-rigid material and that is supported by a single vertical pole mounted into the ground or on a portable structure.



Example Blade Signs

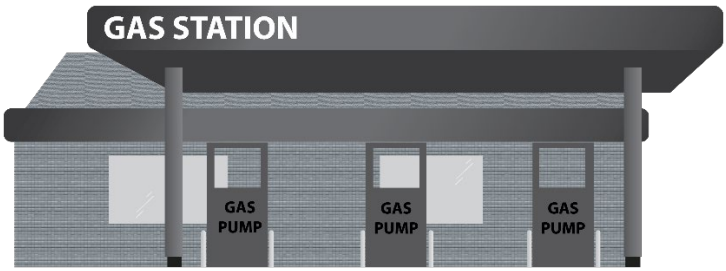
Building sign: An on-premises ~~a~~ sign displayed upon or attached to any part of the exterior of a building, including walls, windows, doors, canopies, awnings, marquees and roofs.



Examples of Building Signs

Canopy: A permanent roof-like shelter, open on at least three (3) sides, to protect an area from the elements, such as over gasoline pumps.

Canopy sign: Any building sign attached to a canopy.



Example Canopy Sign

Changeable copy sign (digital): A sign upon which copy is changed or changes automatically.

Changeable copy sign (manual): Any sign with copy that can be manually changed, rearranged, or altered without changing face of the sign.



Example Changeable Copy Sign (Manual)

Copy: The linguistic or graphic content of a sign.

Directional sign: Any permanent sign whose sole purpose is to provide direction to pedestrian and vehicular traffic.

Double-Face sign: A sign with equal sized back-to-back parallel faces provided that the faces are joined on the same support and separated by not more than two (2) feet.

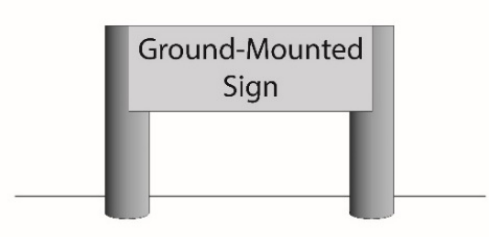
Eaves: The lowest horizontal line of a sloping roof or the plane of a flat roof.

Flag: A sign, usually square or rectangular shaped, made of plastic or fabric of any kind and intended to be hung from a flagpole by being tethered along one side.

Flagpole: A freestanding ground mounted structure, or a structure mounted to a building or wall and used for the sole purpose of displaying a flag.

Freestanding sign: A sign that is set firmly in or upon the ground surface and is not attached to any building or other structure. Freestanding signs include, but are not limited to, ground-mounted, monument, and pole signs.

Ground sign or ground-mounted sign: A permanent, freestanding sign that is supported by one (1) or more columns, upright poles, or braces extended from the ground or from an object on the ground, or that is erected on the ground, where no part of the sign is attached to any part of a building. Ground sign or ground-mounted sign does not include “pole sign”.



Example Ground-Mounted Sign

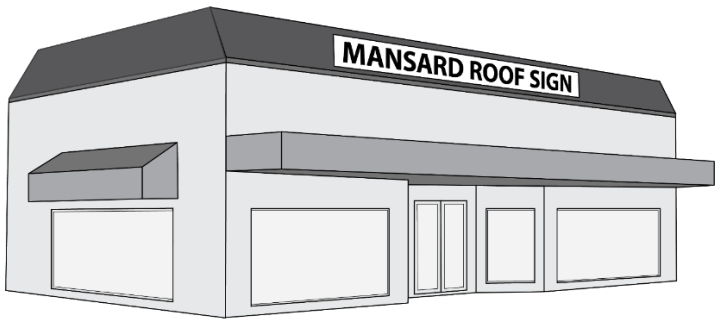
Hazardous sign: A any sign which constitutes a traffic hazard or a detriment to traffic safety by reason of its size, location, movement, contents, coloring, or methods of illumination, or which obstructs the visibility of any official traffic-control devise or which diverts or tends to divert the attention of drivers of moving vehicles form traffic movement on streets, roads, intersections, or access facilities.

Illuminated sign: A sign in which an artificial source of light is used in connection with the display of such sign.

Internal illumination: Illumination of a sign which is affected by an artificial source of light, which is contained within the sign itself.

Laser-Light Sign: *A sign having a laser light source and/or emitting a laser light.*

Mansard roof sign: A sign attached parallel to a mansard roof (a type of roof where all sides slope downwards to the walls, usually with a fairly gentle slope).

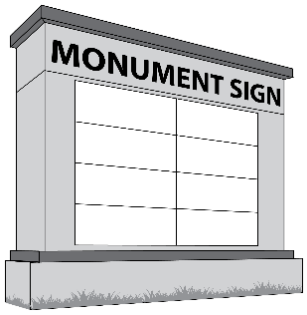


Example Mansard Roof Sign

Marquee: A structure projected from and supported by a building which extends beyond the building line and usually fully or partially covers a sidewalk, porch, public entrance or other pedestrian way.

Marquee sign: Any sign attached to a marquee.

Monument sign: A permanent, freestanding sign, with a solid base, designed with a continuous structural element of approximately the same dimension from the ground to the top of the sign.



Example Monument Sign

Murals: Original, painted, art forms on walls or similar building areas.

Neon sign: Any sign which is formed by luminous or gaseous tubes in any configuration, and such tubes are visible.

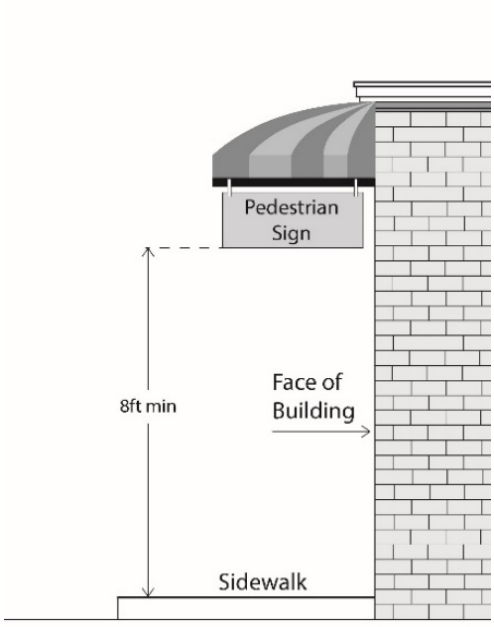
Nonconforming sign: A sign lawfully existing at the date it was erected, but could not be erected under the terms of this chapter, or as it may be amended.

Off-premises sign: Any sign relating to an activity or place not on the premises on which the sign is located. A sign bearing a non-commercial message is deemed to be on-premises.

On-premises sign: Any sign relating to an activity or place on the same premises on which the sign is located.

Parasite sign: Any sign attached to another sign, for which no permit has been issued.

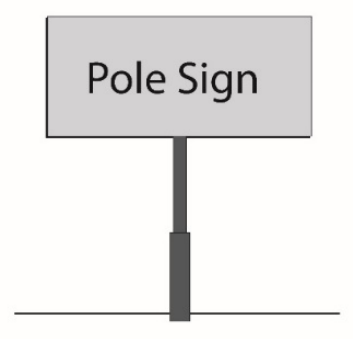
Pedestrian sign: A sign painted on or attached to the underside of a canopy, awning or marquee. Pedestrian signs shall have a minimum eight (8) feet of clearance between the bottom of the sign and the sidewalk.



Example Pedestrian Sign

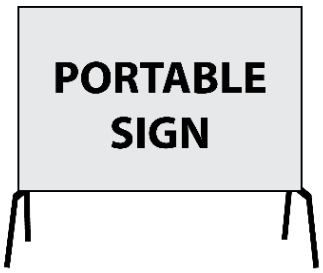
Permanent sign: A sign designed and constructed to be attached to a building or structure, or to the ground, in a manner that precludes ready removal or movement of the sign, and whose intended use appears to be indefinite.

Pole sign: A permanent, freestanding sign, other than a ground or monument sign, which is mounted on a free standing pole or poles embedded in the ground.



Example Freestanding Pole Sign

Portable sign: Any sign which is manifestly designed to be transported by trailer or on its own wheels, including any such sign even though the wheels may be removed and the remaining chassis or support structure converted to an A or T-frame sign and attached temporarily or permanently to the ground. Any sign designed, used or intended for use on a bicycle or other human-powered vehicle while located upon a bicycle path.



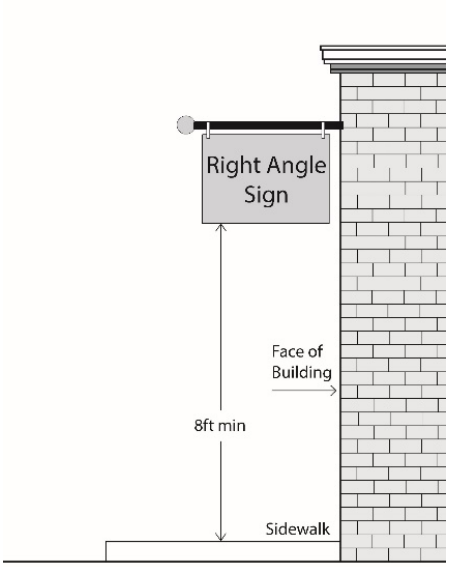
Example of Portable Sign

(may also be on wheels)

Projected sign: Any sign which is affixed to any building wall or structure and extends no more than twelve (12) inches horizontally from the plane of the building wall.

Right Angle Sign: A sign which extends, at a ninety-degree (90˚) angle, no more than five (5) feet from the building wall, or one-half (½) the width of the sidewalk, whichever is less. Right angle

signs shall have a minimum eight (8) feet of clearance between the bottom of the sign and the sidewalk.



Example Right Angle Sign

Roof line: The horizontal line which is the highest part of a roof.

Roof sign: Any sign erected or constructed and maintained above the eaves and under the roof line of any building.

Sandwich Board sign: A freestanding, self-supporting, temporary sign joined at the top to form an inverted "V" with up to two sign faces with each sign face totaling not more than 12 square feet, and each sign face not more than 4 feet tall or 3 feet wide.



Example Sandwich Board Sign

Scroll: A mode of message transition on a changeable copy (automatic) sign where the message appears to move vertically or horizontally across the display surface.

Searchlight: Any apparatus designed to project a beam of light for the purpose of advertisement during hours of darkness.

Sign: Any writing, pictorial presentation, number, illustration, decoration, or other device including the sign's area, face, and structure, which is used to announce, direct attention to, identify, advertise or otherwise make anything known. The term "sign" shall not be deemed to include the terms "building", "landscaping", or any architectural embellishment of a building not intended to communicate information.

Sign face (sign plane): The part of a sign that is or may be used for copy.

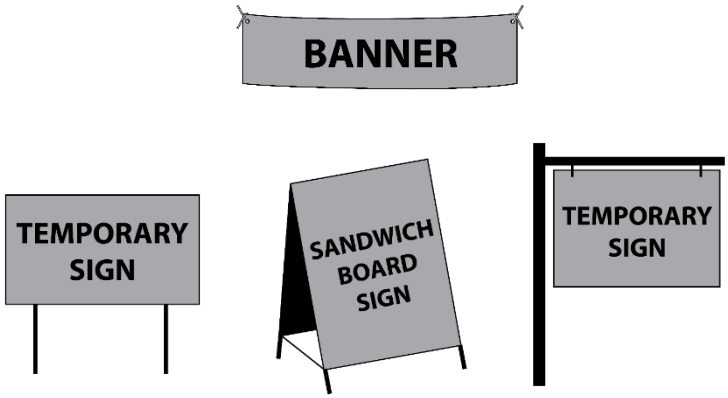
Sign face area (sign plane area): The area of any regular geometric shape (square, rectangle, parallelogram, triangle, circle, or semicircle) which contains the entire surface area of a sign upon which copy may be placed.

Sign structure: Any construction used or designed to support a sign, including all supports, braces, guys and anchors, electrical parts, wires and lighting fixtures, and all painted and display areas attached to or placed around the sign structure.

Snipe sign: Any sign, made of any material, when such sign is tacked, nailed, posted, pasted, glued or otherwise attached to trees, or light, electric or telephone poles, fences, sticks or other objects.

Tablet sign: A sign located on the permanent part of a building which denotes nameplates, the name of the building, date of construction, historical significance, dedication or other information.

Temporary sign: Any sign designed, constructed, and intended to be used on a limited-term basis, and which is not permanently installed. A permanent sign with periodic changes to the message shall not be considered a temporary sign. This definition shall include, but is not limited to, such signs as banner signs, yard signs, and sandwich board signs.



Examples of Temporary Signs

Trailer sign: Any sign mounted on a vehicle normally licensed by the state as a trailer and used for advertising or promotional purposes.

Travel: A mode of message transition on a changeable copy (automatic) sign where the message appears to move horizontally across the display surface.

Unsafe sign: Any sign that is not secure, in danger of falling or blown about, or otherwise unsafe in the opinion of the building official or town designee.

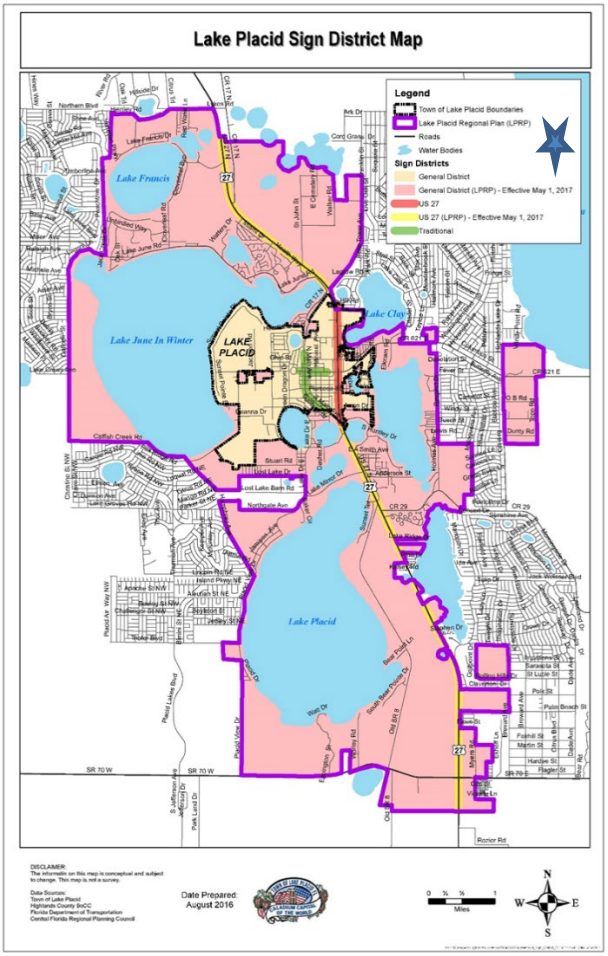
Vehicle sign: Any vehicle with commercial signage utilized in a fashion that simulates an actual freestanding sign, and not being used for transportation.

Wind Sign: *A*ny sign or display including but not limited to balloons, inflatable devices, and rotating devices, fastened in such a manner to move upon being subjected to pressure by air, wind, or a breeze.

2. Lake Placid Regional Plan Sign districts (US 27 and General).

The Lake Placid Regional Plan (LPRP) Sign district includes both the US 27 district and the General District. This LPRP district shall consist of parcels outside of the Town limits as of May 1, 2017, that are located within the LPRP. The U.S. 27 (LPRP) District regulations shall apply to non-residential parcels with frontage on US 27. The General (LPRP) Sign District shall apply to all other areas in the LPRP annexed after May 1, 2017. Signs in place prior to May 1, 2017 are grandfathered to the extent of their current lease.

Map 12.05.501.3



The General District (yellow) and the Traditional District are not applicable to the unincorporated area of Highlands County within the Lake Placid Regional Plan Overlay District.

2. Lake Placid Regional Plan Sign District (US 27 and General).

In addition to the regulations in the US 27 District and the General District, the following regulations shall apply throughout the Lake Placid Regional Plan District. Where inconsistency exists between these sign regulations, the more restrictive requirement shall apply.

a. *Small Directional Off-Premise Signs*.

Small directional off-premise signs may be permitted.

i. Such signs shall not exceed two square feet.

ii. No more than two signs shall be permitted and shall be located within a one and one half mile radius of the geographic center of the property referenced on said sign.

b. *Sign Height.*

Sign height in the LPRP Sign District shall not exceed eight feet.

i. Sign Face Area.
Sign face area in the LPRP Sign District shall not exceed 64 square feet.

ii. Community and Public Events.
Banners, and other attractors are prohibited within public right-of-way with the exception of those placed by local government to announce upcoming community and public events.

c. *One-Time Event Signs.*
One-time display (event) signs. The owner of record of a non-residential use, as determined through a business tax receipt, may apply for a sign permit to display one-time display (event) signs once during the lifetime of their non-residential use, for a period of up to thirty (30) consecutive calendar days. Signs may include banners and other allowable temporary signs, and the sign area of such signs shall not exceed the square footage requirements in Tables 14 and 15. A new application for a one-time display (event) sign shall be allowed on the same property if there is a change in use and/or ownership that requires a new or revised business tax receipt.

d. *Monument Signs.* Monument signs rather than pole signs and ground signs are permitted to create a pedestrian scale signage and to allow for uniform signage throughout this District. Pole signs are prohibited.

e. *Sign Area and Height Calculations.*

i. *Wall sign area computation*. In computing sign area in square feet, standard mathematical forms for known common shapes will be used. Common shapes shall include squares, rectangles, cones, spheres, trapezoids, triangles, circles, ovals, cylinders and other simple forms for which surface area formulas are established. The area of a wall sign shall include the areas between all letters, logos and things within the signage so that all area within the perimeter of the sign shall be included.

All words and components of a sign or related message shall be included as one sign.

ii. *Sign border calculation*. When signs are enclosed in a border or highlighted by background graphics, the perimeter of such border or background will be used to compute area.

iii. *Deviations*. The town planning and zoning official shall have the discretion to make minor adjustments and/or deviations from the principles stated herein in order to assure that the reasonable intent of this section is fulfilled, that equality is achieved in the computation, and that reasonable advertising exposure is allowed.

iv. *Double-face signs*. All surfaces of a double-face sign shall be equally sized back-to-back parallel faces and contained within a common perimeter. Only one side of a double-face sign shall be considered in computing square footage requirements for area limitations.

v. *Measurement of sign height*. The height of a sign shall be measured at the bottom from the finished grade of the parcel in the area of the sign (not from an artificially created mound) to the highest point of the sign.

vi. *Logos*. Logos are to be counted as part of a permitted sign as to height and size.

f. *Location.*

iii. *Roof line*. No sign attached to any building shall be located above the roof line of the portion of the building upon which it is situated.

iv. *Right-of-way*. No sign, except those placed by an authorized governmental agency, shall be placed on the public right-of-way.

v. *Traffic safety*. No sign shall interfere with traffic or be confused with or obstruct the view or effectiveness of any official traffic sign, traffic signal, or traffic marking or obstruct the sight distance of motorists or pedestrians.

vi. *In right-of-way*. Supports for signs or sign structures shall not be placed in or upon a public right-of-way or public easement, except those placed by an authorized governmental agency.

vii. *Over right-of-way*. No sign shall project over a public right-of-way, except those placed by an authorized governmental agency.

viii. *Blocking exits, fire escapes, etc*. No sign or sign structure shall be erected that impedes use of any fire escape, emergency exit, or standpipe.

ix. *Sign Separation.* Ground and monument, signs located along street frontages shall comply with all sign separation requirements.

x. No sign shall obstruct the sight distance triangle area as consistent with County requirements.

g. *Illumination Standards*.

iii. Sign lighting may not be designed or located to cause confusion with traffic lights.

iv. Illumination by floodlights, spotlights, or unshielded bulbs is permissible so long as none of the light emitted shines directly onto an adjoining property or into the eyes of motorists or pedestrians using or entering public streets. This standard applies to sign illumination originating inside of business windows or sign illumination originating on signs which are outside.

v. Lights used for external sign illumination shall not have lighting mechanisms that project more than eighteen (18) inches perpendicularly from any surface of the sign or over public space.

vi. Lights used for external sign illumination shall be so designed as to concentrate the illumination upon the sign, and such lights shall not glare upon the street or upon adjacent property.

vii. Unshielded lights used for external sign illumination that produce glare or are a hazard or a nuisance to motorists or occupants of adjacent properties are prohibited.

h. *Specific signs.* The following provisions apply to the indicated type of sign:

iii. Changeable copy sign (digital). On-premise, freestanding, changeable copy signs (digital) shall only be allowed in the General District and the United States Highway 27 Sign Districts subject to compliance with all applicable requirements contained in this Sign Code and the following standards:

a) No more than one changeable copy sign (digital) shall be allowed per site.

b) No more than one-third of the sign area may be composed of changeable copy signage.

c) Changeable copy signs (digital) shall be allowed provided the copy is included within an allowed ground-mounted or monument sign, it does not constitute more than one-third (1/3) of the allowed sign area of any one side of the sign, and is architecturally integrated into the sign.

d) Changeable copy signs (digital) shall display static images only and the copy may be changed or re-presented only once every 24 hours. The change of copy must be completed instantly. Other than change of copy, the changeable copy sign (digital) shall not flicker, vary in light intensity or color.

e) Continuous scrolling and/or traveling, flashing, spinning, rotating and similar moving effects are prohibited.

f) Changeable copy signs (digital) located on properties along state and county highways may be subject to State and County sign and permitting requirements.

g) All changeable copy signs (digital) shall come equipped with automatic shut-off technology so that the display will go dark during sign malfunction.

h) All changeable copy signs (digital) shall comply with the building and Electrical Codes.

i) Changeable copy signs (digital) shall not be placed or illuminated so as to obscure or interfere with traffic control devices.

j) All changeable copy signs (digital) shall come equipped with automatic dimming technology which automatically adjusts the sign's brightness based on ambient light conditions.

k) No changeable copy sign (digital) shall exceed a brightness level of 0.3 foot candles above ambient light, as measured perpendicular to the face of a sign using a foot candle (Lux) meter at a preset distance in relation to sign area as follows:

Table 12.05.501.1

Sign Area vs. Measurement Distance

Sign Area (Sq. Ft.)	Distance Measurement (Feet)
10	32
15	39
20	45
25	50
30	55

Sign Area (Sq. Ft.)	Distance Measurement (Feet)
35	59
40	63
45	67
50	71
55	74
60	77
65	81
70	84

*For signs with an area in square feet other than those specifically listed in the table (e.g., 12 sq. ft., 200 sq. ft., etc.) the measurement distance may be calculated with the following formula: Measurement Distance = √(Area of Sign Sq. Ft. x 100. (**Source: International Sign Association (ISA), Recommended Night-Time***

Brightness Levels for Electronic Message Centers (EMC's). A Compilation Summary with Extracts from Industry Reports, April 2011.)

ii. Changeable Copy Sign (Manual). No more than one on-premise, freestanding, changeable copy sign (manual) shall be allowed per site and only within the General and United States Highway 27 Sign Districts. Such signs shall be allowed provided the copy is included within an allowed freestanding sign, it does not constitute more than one-third of the allowed sign area of any one side of the sign and is architecturally integrated into the sign.

iii. Internal Site Signs. Permanent, freestanding, menu boards of no more than 36 square feet each shall be allowed for signage internal to the site including but not limited to drive-thru facilities. Such signs shall not exceed seven feet in height and shall be located adjacent to, or oriented toward, the drive-thru areas or other areas internal to the site. The square footage for menu boards shall not count towards or be included in sign area requirements. These signs are designed to be viewed on-site only.

iv. Banners. Banners shall only be allowed consistent with community events and post disaster signage. A parcel may display banner signs with an aggregate sign area of up to 15 square feet in a residential zoning district and 48 square feet in a non-residential zoning district.

v. Community event banner. A community event is one pertaining to recreational events, sporting events, events promoting a local industry (but not a particular business), concerts, noncommercial

events and held primarily on public property and within the Greater Lake Placid area. Community events shall be open to the general public and may charge an admission fee. Banners for community events may be allowed by permit issued by the County for the day(s) of the community event, and up to 21 days leading up to the community event. Conditions of the permit shall include: At least one million dollars ($1,000,000.00) of public liability insurance coverage related to the banner; indemnification by the event sponsor (including at least one live person) for claims related to the banner; up to 28 days of display; a rendering to scale of the banner contents; description of the banner's proposed dimension and materials; and the specific location of the banner. Banner locations shall be approved by resolution of the County, and if across a county road, shall be approved by the county engineer. Additional requirements may be included in the permit or by county resolution.

vi. Sandwich Board signs. Entities owning or leasing a parcel of land in the county (in any sign district) with a business situated thereon may place a single Sandwich Board sign on the property owned or leased by the said entity. Sandwich Board signs may only be displayed outside of the business when the business is open; shall be secured inside of the business at all other times; and shall not contain flags, lights, banners, or sound. There may be only one Sandwich Board sign per business.

A Sandwich Board sign shall not be placed on public property (including without limitation, streets, alleyways, parking and sidewalks). Sandwich Board signs shall be well maintained and shall consist of good quality materials that are safe and have no protruding or sharp edges that are a danger to the public.

vii. Temporary freestanding signs. A temporary freestanding signs may be allowed in all sign districts and shall comply with the following requirements:

a) Temporary signs shall not be allowed as permanent signage and may not be illuminated.

b) One (1) additional temporary sign, not to exceed the square footage requirements provided in letter c., Dimensional Requirements, below, is allowed for a parcel that has no permanent sign, provided that such sign is not displayed for a period of more than 60 days or until installation of the permanent sign, whichever occurs first.

c) Dimensional Requirements.

i. The square footage of a temporary sign shall not be included in the calculation of the total sign area allowance for a parcel.

ii. A parcel may display temporary signs with an aggregate sign area of up to 12 square feet.

iii. Parcels of two or more acres and multiple tenants (e.g., strip shopping centers or strip malls) shall be permitted temporary signs not to exceed 16 square feet of aggregate sign area for the parcel. The owner of the strip shopping center or mall shall be responsible for any penalties accrued for non-compliance by the tenants.

iv. Temporary signs shall not exceed six feet in height in the US Highway 27 Sign District.

v. Temporary signs shall not exceed four feet in height in all other sign districts.

vi. Temporary signs shall have a minimum five-foot setback from the property line.

d) Duration. Temporary signs shall be removed within five calendar days after the end of the scheduled occurrence or purpose to which it relates.

viii. *Prohibited signs and violations.* The following signs are prohibited, constitute a violation of this code, and shall not be permitted, erected or allowed:

a) Any sign not specifically permitted by these sign regulations is prohibited.

b) Abandoned signs. Abandoned signs shall be removed by the property owner. In determining whether a sign is abandoned, the following factors, among other factors shall be considered, to wit: The existence of a current occupational license; utilities service deposit at that location; use of the premises and relocation of a business. Signage shall be presumed (a rebuttable presumption) abandoned if the business advertised is closed for 60 consecutive days.

c) Signs on public right-of-way, unless otherwise expressly permitted by this Code.

d) Billboards. Billboards, whether off-premises or on-premises.

e) Bench Signs.

f) Signs with moving lights. Signs with lights or illuminations that flash, move, rotate, scintillate, blink, flicker, or vary in intensity or color, running, visible moving, revolving, or rotating parts or visible mechanical movement of any description or other apparent visible movement achieved by electrical, electronic, or mechanical means, except as otherwise expressly permitted by this Code for public service signs. This includes signs with the optical illusion of movement by means of a design that presents a pattern capable of giving the illusion of motion or changing of copy.

g) Hazardous signs. No sign shall be erected in such a manner as to obstruct the vision of pedestrians or drivers. Any sign, which by glare, or methods of illumination or intensity, constitutes a hazard to traffic, is prohibited. No sign may use the words, phrases, symbols, or characters in such a manner as to interfere with traffic, mislead or confuse drivers or pedestrians. Signs may not create a visual impairment for motorists.

h) Parasite signs.

i) Laser-lights.

j) Off-premises signs.

k) Portable signs.

l) Searchlights.

m) Trailer signs.

n) Wind signs.

o) Banners. Banners are prohibited, except as otherwise expressly permitted by this Code. To the extent not otherwise permitted, banners shall not exceed 15 square feet in residential zoning districts and 48 square feet in non-residential zoning districts.

p) Animated signs, except as otherwise expressly permitted by this Code.

q) Flying things. Signs containing flying paraphernalia.

r) Noise signs. Signs which produce noise or sound capable of being heard even though the sounds produced are not understandable sounds.

s) Emissions. Signs which emit visible smoke, vapor, particles, or odor.

t) Communication interference signs. Signs with any lighting or control mechanism which causes radio or television or other communication interference.

u) Motion pictures. Motion picture mechanism in conjunction with any outdoor advertising structure, accessory sign, or advertising statuary used in such a manner as to permit or allow the images to be visible from any public street or sidewalk.

v) Snipe signs.

w) Vehicle signs. Signs attached to or painted onto a vehicle parked on a public thoroughfare for the sole purpose of advertising.

x) Obscenity. This sign ordinance does not regulate the content of the message of the sign. However, signs containing any statement, word, character or illustration of an obscene, indecent or immoral nature that are not protected by the First Amendment of the United States and Article I §4 of the Constitution of the State of Florida are prohibited.

y) Signs that are painted, pasted, or printed on any curbstone, flagstone, pavement, sidewalk or street, except house numbers and traffic control signs.

z) Blade signs.

5. Tables of Sign Development Requirements by Sign District.

a. *Table of Sign Development Requirements for the Lake Placid Regional Plan Sign District.*

Table 12.05.501.2: US 27 Sign District (Lake Placid Regional Plan)

Permanent Freestanding Signs (Ground-Mounted, Monument) [1]						**Building/Wall Signs [2]**		**Mansard Roof Signs [3]**	
Max. Number of Signs on Road Frontage Per Site	*Min. Linear Feet of Lot Road Frontage Required to Allow a Sign*	*Max. Number of Sign Faces*	*Max. Area Per Each Sign Face (sq. ft.)*	*Max. Sign Height*	*Min. Distance Between Signs*	*Max. Number of Signs Allowed Per Street*	*Maximum Sign Area Allowed*	*Max. Height Above Ground Level*	*Max. % Area Allowed*
1	60’	2	64	8’	40’ [4]	1 [5]	30% of respective wall [6] No wall sign shall extend more than 24 feet above ground level to the top of the sign, nor above the roof line.	24’	30% of road front roof face

Note: *Maximum total building signage. The total signage allowed on one (1) building (wall, roof and additional building signage) shall not exceed one square foot of signage for each linear foot of street frontage, for each street frontage (up to three street frontages). The square foot signage shall be restricted to the street the signage fronts. Signs fronting two streets shall count in both.*

[1] No part of any permanent freestanding sign shall extend beyond any right-of-way line or building setback.
[2] Awnings are allowed and shall count in allowable signage for the building.
[3] Mansard roof sign and sign structures shall not extend above the roof line.
[4] Except where the locations of existing ground or pole signs on adjacent lots would make this requirement impossible to meet.
[5] Signage is allowed on the front wall of the building.
[6] Signage and graphics may not extend beyond the wall surface (top or sides).

Table12.05.501.3: General Sign District (Lake Placid Regional Plan)

Permanent Freestanding Signs (Ground-Mounted, Monument)				**Building/Wall Signs**		**Mansard Roof Signs [7]**		
Max. Number of Signs on Road Frontage Per Sit	*Max. Number of Sign Faces*	*Max. Area Per Each Sign Face (sq. ft.)*	*Max. Sign Height (feet)*	*Max. Number of Signs Allowed*	*Maximum Sign Area Allowed*	*Max. Number of Signs Allowed*	*Max. Height Above Ground Level*	*Max. % Area Allowed*
1	2	60	6’	1[8]	30% of respective wall	1[9]	24’	30% of face of respective roof

Note: *Additional building signage (three signs up to 10 square feet each) may be used on awnings, doors, canopies, marquees and windows.*

[7] Mansard roof sign and sign structures shall not extend above the roof line.
[8] Either one (1) on building ***or*** one (1) on roof. Cannot be sloped roof.
[9] Either one (1) on roof ***or*** one (1) on building. Cannot be sloped roof.

2. United States Highway 27 Sign District.

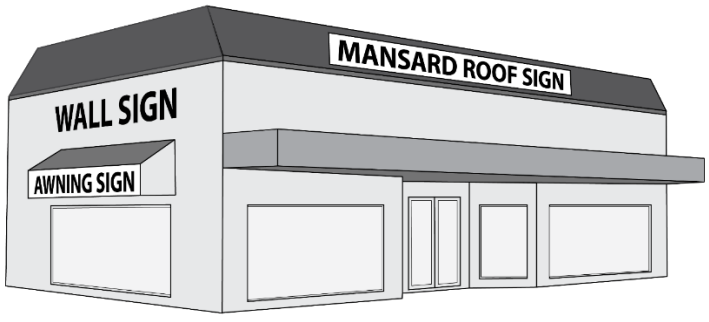
The United States Highway 27 Sign District consists of every non-residential parcel with any frontage on United States Highway 27. The following signage is permitted in this district and the following sign development standards are also provided in Tables 15 and 16. Unless otherwise expressly permitted by this sign code, all other signage is prohibited in this district:

a. Maximum total building signage. The total signage allowed on one building (wall, roof and additional building signage) shall not exceed one square foot of signage for each linear foot of street frontage, for each street frontage (up to three street frontages). The square foot signage shall be restricted to the street the signage fronts. Signs fronting two streets shall count in both.

b. Awning sign. Awning signs as herein defined are permitted in this district. An awning sign built in accordance with the Standard Building Code and so as not to interfere with safe vehicle traffic flow shall be permitted and shall count in allowable signage for the building.

c. Mansard roof signs. Mansard roof signs as herein defined are permitted in this district. Mansard roof signs and sign structures shall not extend beyond the roof. Mansard roof signs shall extend no more than 24 feet above ground and shall be no more than 30 percent of the road front roof face upon which it is situated.

d. Wall sign. Each business is entitled to signage on any wall of its building with street frontage (a maximum of three streets). The sign may occupy up to 30 percent of the respective wall. Signage and graphics may not extend beyond the wall surface (top or sides).
No wall sign or supporting structure shall project more than 12 inches horizontally from the wall of the building. Where an exterior parapet wall projects above the roof line, such signs may extend to the top of such wall. However, no wall sign shall extend more than 24 feet above ground level to the top of the sign, nor above the roof line.



Example Building Signage

e. Ground-mounted or monument signs. Ground-mounted or monument signs as herein defined are permitted in this district. A ground-mounted or monument sign shall only be permitted when the lot upon which it is to be placed has a minimum of 60 linear feet of road frontage. No ground-mounted, or monument sign shall be erected closer than 40 feet to any other

ground-mounted or monument sign, except where the locations of existing ground-mounted or monument signs on adjacent lots would make this requirement impossible to meet. No part of any sign shall extend beyond any right-of-way line. Any such ground-mounted, monument, or pole sign may have two faces, each up to 64 square feet. The maximum height of ground-mounted and monument signs in this district shall not exceed eight feet, except as provided in paragraph g below.

f. One changeable copy sign may be allowed per site providing the copy is included within a permitted monument sign, it does not constitute more than one-third of the sign area of any one side of the sign, and it is architecturally integrated into the sign.

g. Shopping center ground-mounted and monument signs. Ground-mounted and monument signs for shopping centers must be approved by the local planning agency. Each shopping center or strip mall is allowed one sign for each road frontage contiguous to the shopping center parcel. Each sign should be no more than 24 feet tall with a sign face of up to 125 square feet. A solid support structure (not mere poles) devoid of signage and lighting may not be counted as sign face.

h. Multiple advertisers. Shopping centers with more than five separate stores may petition the local planning agency for up 200 square feet of sign face on each sign side. A maximum of one changeable copy sign (manual or digital) may be permitted per site. No more than one-third of the sign area may be composed of changeable copy.

3. General Sign District.

The General Sign District consists of every parcel within the Town of Lake Placid that is not contained in another sign district. The following signage is permitted in this district, and the following sign development standards are also provided in **Table 12.05.501.3**. Unless otherwise expressly permitted by this sign code, all other signage is prohibited in this district.

a. *Ground-mounted and monument signs.* Ground-mounted and monument signs are permitted in the district. Illumination (if provided) shall be light fixtures mounted on the subject sign or indirectly from lights mounted near the sign. The maximum height of ground-mounted and monument signs in this district shall not exceed six feet. Said ground-mounted signs may have two sign faces, each up to 60 square feet.

b. *Building signs.* Signs on buildings are permitted within this district. Each parcel may have signs on the building wall or mansard roof (but not sloped roof) containing up to but not more than 30 percent of the respective wall or 30 percent of the face of the respective roof, but not both.

c. *Additional signage.* Additional building signage (three signs up to 10 square feet each) may be used on awnings, doors, canopies, marquees and windows.

d. *One changeable copy sign is allowed per business.* Changeable copy shall not make up great than one –third (1/3) of the total sign area.

V. Planned Development

1. General requirements. The following requirements apply to all planned developments (PDs). Requirements of Section 12.05.290. also apply.

a. *Permitted uses.* Any use permitted in the underlying zoning district may be permitted. The County may delete specific uses permitted in the underlying district. Any use not expressly permitted in the underlying district may be permitted with the approval of the Board of County Commissioners (BOCC). A new PD Zoning District with no underlying zoning shall include proposed permitted uses (subject to BOCC approval).

b. *Development standards*. PD applications may propose development standards based on underlying zoning district or the PD Zoning District but are subject to approval by the BOCC. All other development standards will be established by the underlying district. However, the BOCC may permit modification of any specific requirement of the underlying district.

c. *Phasing.* When provisions for phasing are included in the development plan, each phase of the development must be so planned and so related to previous development, surrounding properties, and the available public facilities and services that a failure to proceed with subsequent phases of development will have no adverse impact on the completed phase(s) or surrounding properties.

d. *Compliance with comprehensive plan required.* A PD must be consistent with the County's comprehensive plan. However, the BOCC may increase those standards, as appropriate to meet the impacts of the PD.

e. *Other conditions may be imposed by the BOCC.* The BOCC may establish, in addition to concurrency requirements and the time limits set by relevant development orders cited in the land development regulations, reasonable conditions, including periods of time for completing the project or phases thereof including any dedicated public facilities which are a part of the development or required by the development.

f. *Underground utilities.* All utilities shall be installed underground (except electric transmission lines). Underground utilities better survive storms and are cost effective if installed as a development is being constructed.

g. *Access management standards.* Access to U.S. 27 and collector roads shall be managed through the use of, service roads (including frontage and backage roads) and access roads in a manner that protects the taxpayer's investment in the road system by reducing traffic impacts. Developers shall use to the greatest extent possible, shared drives, service roads, and linked parking lots. Division of property after July 1, 2006, shall not be used to create new parcels acquiring separate access rights to U.S. 27 or any other road (such newly created parcels shall have access only through the parent tract, unless reasonable benefit to the public is demonstrated by the applicant).

Access to individual and/or uses as part of an overall project, either requested for approval at one time or over a cumulative basis, shall be by an internal road system, frontage roads, cross-access easements, shared ingress/egress access easements, or some combination of these, off of a main access to a collector or arterial road.

Different uses shall incorporate the use of shared ingress/egress facilities even if on the same parcel or multiple parcels.

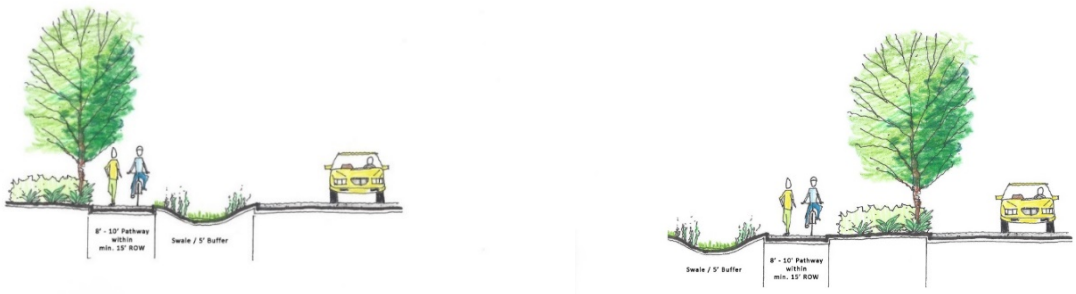
TYPE OF ROADWAY	ROW	TRAFFIC LANES	FRONT SETBACK	MIN. SIDEWALK WIDTH	MIN. PLANTER WIDTH
Frontage/Backage Road (2 lanes)	24'-32'	22’	15'	5'	5'

h. *Multipurpose paths or trails.* Collector roads shall include right-of-way of at least fifteen (15) feet for such paths. Developers shall either construct path segments adjacent to the proposed PD; or pay for the construction of similar improvements off-site related to the impacts of the PD. The paths are part of a coordinated trail and multi-use path system that provides interconnectivity for the entire planning area. The system design will accommodate an eight-foot pathway, adequate landscaping area, and maintenance.

On existing roads in developed areas, trails should be added to the extent that right of way is available. If right of way is not available in developed areas, paved shoulders at least five feet wide may be substituted. Trails are not required (but are encouraged) within private gated communities, and along low traffic neighborhood roads.

Figure 12.05.501.5

Multi-Use Trail



i. **Parks.** Parks and recreation shall be provided (and maintained) to meet the following level of service for the Lake Placid area, based on state recommended standards and comparable cities for a total of ten acres per 1,000 people.: (parks classifications)

Proposed Park Classification	Proposed Level of Service per 1,000 Population	Facilities
Equipped play area/tot lot	.1 acre	Play structures, benches, picnic areas, open spaces, landscaping
Neighborhood	2.0 acres	Play structures, recreation buildings, court games, hard courts, tennis courts, internal trails, shuffleboard, volleyball courts, picnic area, open area, landscaping
Community	5 acres	All of the facilities found in a neighborhood park plus informal ball fields, swimming pools, archery ranges, disc golf areas, ornamental gardens, open space and facilities for cultural activities

j. *Applicant to pay fair share.* The applicant shall pay the fair share of the total traffic impacts caused by the PD. The calculation of traffic impacts shall recognize the existing and committed development (at build out) which impact the PD. Existing trip capacity in the road system (capacity existing on July 1, 2006) shall be equitably allocated to the landowners in the affected area based upon the area's total build-out and related concurrency requirements. Developers will be required to construct or otherwise provide traffic system improvements (based upon the impact of the PD) even though the impacts will not drop traffic below LOS C.

k. *Buffering.* Provide maintenance, landscaping, landscaped berms, and irrigation to buffer roads, multipurpose paths, and nonresidential development.

l. *Infrastructure.* Off-site infrastructure serving private development including roads, water, central wastewater, and other public facilities shall be funded privately by developers according to law. On-site infrastructure shall be provided by the developer or landowner. Infrastructure improvements shall be addressed through a binding infrastructure agreement.

m. *Payment in Lieu of Parks.* Developers may contribute money equal to the value of the number of developed park acres required; or in the alternative, acquire and convey park acreage equal in value to the required developed park acreage in lieu of park acreage. The advanced approval of the payment in lieu of park land or the park acreage to be

conveyed is required. The acres contributed or the payment in lieu shall both include the cost of improving the land to become functional parkland (land cost, clearing, engineering, construction and management fee, shall be included in the payment). Payment in lieu of parks shall only be done through the PD Ordinance process. Payments in lieu of parks in the LPRP shall be spent in the LPRP.

n. *Lake Shore Parks.* Public parks and private parks along the shore of lakes should be allowed if contiguous to the land served, but only as herein regulated. Said parks may contain docks, picnic areas, marinas, restaurants, and boat ramps. However, the development and use of these parks shall be balanced with reasonable accommodations to protect the respective lakes and the affected riparian homeowners and neighbors. The following general standards apply:

i. Lake shore parks should provide services (land areas and lake front) in proportion to their anticipated use. Lake shore parks with higher anticipated use should be proportionately sized and should provide adequate maintained landscape buffers from adjacent residential uses.

ii. The park's level of service should be a minimum size for lake parks (10 acres per 1,000 persons). A long narrow parcel should not be used. The parcel shall have significant lake front relative to the lake park acreage. The actual design, setback, and buffer of every lake front park shall be included in and approved only through the PD Ordinance.

iii. Lake shore parks should have no more than two boat slips and two personal watercraft slips per 100 feet of lake front. Only one dock shall be allowed per park. Parking and other facilities needed to accommodate the park and slips shall be required. This is not intended to allow on-water boat storage or the rental or sale of boat slips.

iv. Boat ramps, docks, slips, and structures adjacent to vested residential development shall be significantly buffered from neighbors. The need for buffering decreases with the setback of the ramp and slips from vested residential neighborhoods.

v. The amenities (docks, slips and ramps) and setbacks on smaller lakes should be smaller than those on the larger lakes.

vi. Lake shore parks may be allowed with appropriate safeguards. A lot with less than 100 feet on the lake will not be adequate for a lake shore park with a dock. Maintenance and security shall be addressed in the PD Ordinance.

o. Green Space, Open Space and Maximum Lot Coverage.

i. Open space within the Area should be at least 30% for new development (residential). Open space for redevelopment may be less and shall be determined by the government with jurisdiction at the time of PD.

ii. Maximum lot coverage shall be 40% in the multi-family parcels (that percentage may increase/decrease with height of building—taller buildings should have more open space). Lot coverage includes the building footprint, impervious parking spaces, roads, and other impervious surfaces. Pools, tennis courts, and similar amenities are considered open space and not lot coverage.

iii. Green space shall be at least 10 percent of the Open Space.

iv. Green space requirements should increase to 40 percent if residential development is proposed for four or more stories in height to encourage the use of structured parking, and to mitigate building height. This additional green space should be in the area of the taller building.

p. ***Driveways.*** Private driveways for new platted lots on an existing collector or arterial road and new collector and arterial roads shall be prohibited. Driveways in proposed developments will be serviced by internal (public or private) community roadways. All parking spaces shall be accessed by a driveway and shall not have direct access to collectors and arterial roads.

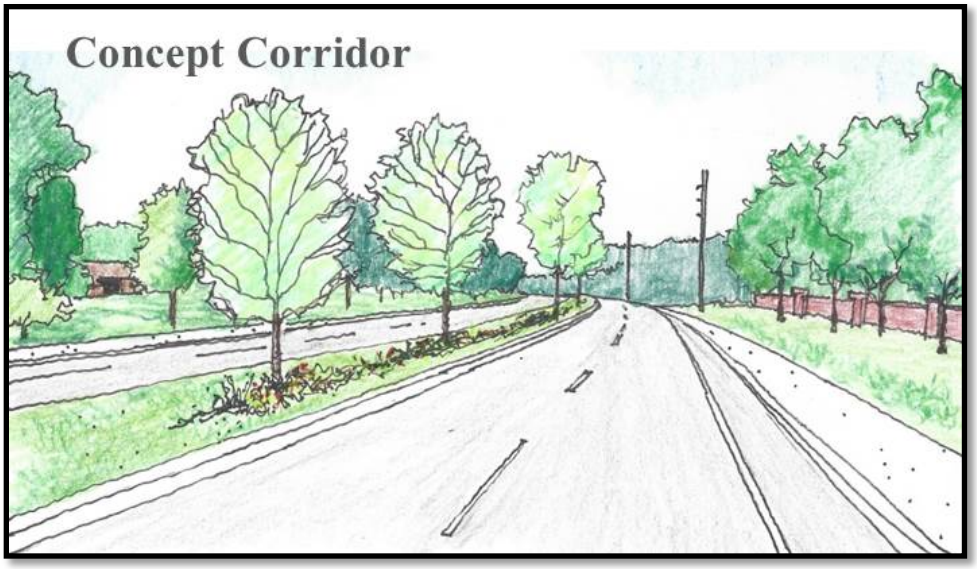
q. ***Residential Drive on Major and Minor Collectors.*** Residential drives shall not be allowed on major or minor collectors; however, an exception may be made where this policy prevents the reasonable use of land. This exception should not be used to simply increase density. Parcels divided after the effective date of the LPRP may not rely upon this exemption to gain additional curb cuts or driveways. Where existing conditions require exception, individual drives shall be discouraged in favor of combined drives.

r. ***Parking.*** Parking requirements for residential and nonresidential development may be decreased or increased if the developer presents a parking study demonstrating a reduced need based on the proposed use. The use of unpaved parking areas may be allowed, where appropriate, to increase green space and pervious area. Parking requirements may be increased if parking study shows that a specific use requires additional parking.

s. ***Traffic Circulation Systems (Within Developments).*** Traffic circulation system within developments shall be designed utilizing a network system that will be open to the public. However, the network may incorporate a grid system, a curvilinear design pattern and traffic circles where appropriate. The design of the circulation system shall encourage

internal capture of road trips, thereby preserving capacity on the existing exterior arterials. Gated communities may be permitted. Ownership of the arterial, collector and local roadway system may be held by an appropriate governmental entity, community development district, master homeowner's association, or a combination thereof. The internal roadway system shall be a combination of a two-lane undivided and a two-lane divided system. Where appropriate, four lane-divided systems may also be utilized. The divided lane system will be landscaped to improve the traveling experience and to provide beautification to the development.

Figure 12.05.501.6: Example of 4-lane divided corridor



t. Outdoor Storage.

i. To maintain the aesthetic character of the Lake Placid Regional Plan Overlay District, proposed uses approved through PD process that have been approved for outdoor storage shall meet the following standards.

ii. Outdoor storage shall be allowed to the rear and sides of the lot.

iii. On corner lots, outdoor storage shall not extend toward the road frontage by more than one half the length of the building structure in the rear yard or forward of the front building line in the side yard.

iv. Outdoor storage shall be prohibited on through-lots.

v. Outdoor storage for multiple buildings shall only be permitted behind the front building line of the building that is farthest from any street.

vi. All outdoor storage shall be screened from off-site view.

Exhibit "C"

Section 12.11.100 Purpose and Intent.

The purpose and intent of this Section is to set forth requirements and standards for the provision of canopy trees and buffer yards, the conservation of native plants and trees, and the conservation of water resources in the county. Specifically, it is intended that buffer yards will aid in reducing the potential negative impacts caused by glare, noise, dust, dirt, litter, odors and view of various land uses on adjacent properties. It is further intended that the planting of canopy trees will aid in lowering the ambient temperature of the air through increased shading; in conserving water; in enhancing the appearance of properties; in improving property values; and generally in protecting the health, safety and welfare of the public through the improvement of the quality of the human environment. As part of the development approval process, the County shall ensure that all new development is properly buffered to prevent adverse impacts on surrounding land uses.

Section 12.11.102 Landscape Plans, Irrigation Plans, and Permits.

Prior to issuance of a development permit, a landscape and irrigation plan shall be submitted showing canopy tree and buffer yard information required by this Section. The landscape and irrigation plan may be submitted separately, but shall be a part of a site development plan submission, where site development plan submission is required.

When landscaping is required under this Section, no building, grading or site preparation shall be allowed until the landscape and irrigation plans have been approved by the County. The plans shall be dated and stamped approved by the County, and only these plans and the requirements of this Section shall govern the construction of the site landscaping, irrigation, and subsequent maintenance inspections. A permit shall be obtained for the project within 12 months of the approval date of the approved landscape and irrigation plans or the plans shall become invalid, unless granted an extension.

A. The landscape plan shall:

1. Be drawn at a scale no smaller than one inch equals 30 feet on sheet size 24 inches by 36 inches (24" x 36"), unless otherwise approved in advance by the County and include dimensions, calculations (i.e., linear feet and number of plantings), north arrow, date, title, and project owner's name;

2. Delineate the existing and proposed parking, vehicular surface areas, buildings, access points, and roadways;

3. Show all utility lines and easements (in accordance with Buffer Yards, Utilities and Utility Easements);

4. Show the location of existing and proposed planting areas and vegetation communities and designate them by species name;

5. Show the location of permanent vegetation protection devices, such as barricades, curbing, and tree wells;

6. Show the landscaping required by this article, and any additional landscaping;

7. Show location of any water bodies or water courses;

8. Include a chart indicating graphic plant symbol, botanical and common name, quantity, height, spread, spacing, native status, drought tolerance rating (per UF/IFAS standards), and type of mulch that will be used;

9. Include calculations showing how the canopy cover requirements for the vehicular surface areas (i.e., sq.ft. of asphalt) and transitional buffers have been determined;

10. Show the zoning classification of all adjoining property;

11. Include a dimensioned cross section of any proposed transitional buffer showing proposed trees, shrubs, walls, berms, and any ground cover or erosion control;

12. Include a dimensioned cross section of any proposed vehicular surface planting area when a berm is used, showing slope, height, and crown width;

13. Show slope, height and crown width on berm cross sections, and show complete construction details on location(s) of any walls and fences cross sections (See engineering plans for any wall and fence details);

14. Contain the following certificate: "I hereby certify that the landscaping plan shown hereon is in substantial compliance with the Highlands County Land Development Regulations pertaining to landscaping.";

15. A maintenance plan shall be established on the landscape plan outlining best management practices consistent with the Florida Water Start program; and

16. The preparer shall submit a signed and sealed "as built" plan and a certificate of

completion to the County as a prerequisite to receiving a certificate of occupancy.

B. The irrigation plan shall:

1. Be drawn at a scale no smaller than one-inch equals 30 feet on sheet size 24 inches by 36 inches, unless otherwise approved in advance by the County and include dimensions, north arrow, date, title, and project owner's name;

2. Show existing vegetation to remain;

3. Delineate existing and proposed buildings and other site improvements, parking spaces, aisles, and driveways;

4. Indicate main, valves, pump locations, pipe sizes and specifications, controller locations and specifications, back flow preventer, and rain sensing devices;

5. Include a typical sprinkler zone plan indicating type, specifications and spacing, and coverage;

6. If proposed, drip irrigation or soaker hoses and their layout;

7. Contain the following statement: "I hereby certify that the irrigation plan shown hereon is in substantial compliance with the Highlands County Land Development Regulations pertaining to irrigation system design.";

8. Irrigation systems shall be designed to avoid impacts with existing vegetation and field changes may be made to avoid disturbance of such vegetation, such as line routing, sprinkler head placement and spray direction adjustments; and

9. The preparer shall submit a signed and sealed "as built" plan and a certificate of completion to the County as a prerequisite to receiving a certificate of occupancy.

C. The County may waive landscape and irrigation plan requirements upon determination that they are not applicable to the proposal.

D. Security for Plat Recording and Issuing a Certificate of Occupancy.
All required landscaping and irrigation shall be installed in accordance with plans prepared and approved pursuant to this chapter. In the event that the applicant desires to record a final

plat or secure a certificate of occupancy prior to the completion of the landscaping and irrigation improvements, the procedure adopted in Article 4, Chapter 12 of the Highlands County LDRs, entitled "Plats, Site Plans and Improvement Plans" of these regulations shall be followed.

E. Landscaping shall be maintained in accordance with Section 12.05.501.T.7.k. Violations and Penalties.

Section 12.11.103. Landscaping

Landscaping shall include the conservation of native plants and trees; the selection and planting of trees to shade vehicular use areas, sidewalks and other paved surfaces; and the design, selection of trees and shrubbery, and the planting of landscape materials to establish buffer yards.

Single-family, duplex, manufactured home dwellings on individual lots, and agriculture buildings where no paved parking is required are exempt from the requirements of this division, with the exception of the plant species listed in this division.

Section 12.11.103.1 Selection of New Trees and Shrubs; Site Conditions.

All plants identified in this Section are "Florida Friendly" plants for Highlands County, and are well suited to the environment in the Lake Placid Regional Plan Overlay District. A Florida Friendly Landscape is designed to reduce impacts to the environment through the selection of the right plant for the right location, thereby reducing the need for greater landscape maintenance and irrigation.

All vegetation to be planted shall meet the standards listed in this section.

A. All new living plant material to be installed shall be nursery grown and root pruned stock, free of insects, disease and defects, and shall satisfy the requirements of this Section and be Florida Grade No. 1 or better as defined in the most current edition of Grades and Standards for Nursery Plants (GSNP), Florida Department of Agriculture and Consumer Services, Florida Division of Plant Industry. All plants installed on the site shall be in accordance with the plans stamped approved by the County.

B. Nursery stock shall meet minimum requirements of the American Standards for Nursery Stock (ASNS), published by the American Nursery & Landscape Association. Nursery grown stock shall be in containers or freshly dug field grown, balled and burlapped. Field grown trees shall be heeled in or hardened off.

C. Caliper measurement, height measurement, height relation to caliper spread, bare foot and ball dimensions, number of canes, types of vines and

groundcovers, etc., shall conform to the applicable standards given in the ASNS.

D. Vines shall be of a size reasonably expected to become a minimum of 30 inches high one year after planting.

E. Plant material shall be planted in soil and climatic conditions that are appropriate for their growth habits. The County shall review and approve landscape plans when as to whether the required plants used in the landscape design meet the following requirements:

1. Are appropriate to the conditions in which they are to be planted, including cold-hardiness and drought-tolerance;

2. Have non-invasive growth habits;

3. Are suitable for the site with regards to eventual size and spread and given consideration of conflicts which might arise (i.e., views, signage, overhead power lines, underground utilities, lighting, circulation, etc.);

4. Encourage low maintenance; and

5. Are otherwise consistent with the intent of this section.

F. Plant material required by this section shall be chosen from the recommended plant species listed in Tables 12.11.108.A through H. Plant materials that vary from the lists provided in this section may be used with the approval of the County.

Section 12.11.103.2. Preservation of Existing Trees and Shrubs.

Preservation and protection of existing trees and shrubs exemplary to the naturally occurring habitat on the land shall be strongly encouraged, provided such plants are all healthy species and are not listed as an exotic and/or nuisance plant in the most recent Invasive Plant List of the Florida Exotic Pest Plant Council. In these instances, the plant material shall be acceptable to the County and may be maintained in its natural setting and incorporated into the required landscaping areas to fulfill the intent of this section. Using existing plant materials toward buffer and canopy requirements may be granted in accordance with the following:

Landscape plans shall identify the existing plant materials to be preserved, explain how the preservation of the plant material meets the intent of the landscape requirements, and state how much credit the preserved materials earn toward the County landscape requirements.

A. Trees excluded from preservation credit. No credit shall be given for preserved trees which:

    1. Are not located within the areas of the property for which trees are required by these regulations;

    2. Are located in required natural preservation areas indicated on an approved master land use plan, site plan, or plat;

    3. Are prohibited species identified in this division;

    4. Are dead, dying, diseased, or infested with harmful insects; or

    5. Are located in recreation tracts, golf courses or similar sub-areas within planned developments which are not intended to be developed for residential, commercial or industrial use (unless abutting said use, and the required buffer width is dedicated on the plat as a landscape buffer easement).

B. Reduction in the minimum number of off-street parking spaces required may be allowed if the reduction in the amount of required pavement will preserve the root zones of existing healthy specimen trees. The amount of reduction may be determined only after taking into consideration any unique site conditions and the impact of the reduction on parking needs for the use. Any reduction shall be agreed upon by both the applicant and the County.

C. Areas of existing vegetation to remain on site and as noted on landscape plans shall not be encroached upon or damaged during construction by any or all activities above or below ground. Visible barricades shall be placed around these areas and shall be kept clear of all construction materials, traffic and debris. Areas that have been damaged or removed shall be replanted and refurbished to restore the area as much as possible to its original condition.

D. The following methods and procedures shall be followed when preserving trees:

    1. The use of hand labor may be necessary to clear vegetation within the drip line of those trees to be preserved.

2. The area within the drip line of any tree to be preserved shall remain undisturbed; no materials, machinery, and soil shall be placed within the drip line.

3. Materials, wires, signs or nails shall not be attached to any tree unless such materials are used to preserve the tree.

4. All felled material shall be promptly and carefully removed from the site in order to avoid potential damage to remaining trees and vegetation.

5. Visible barricades shall be erected around those trees to be preserved. These barricades shall be at the drip line of the tree(s) and no closer than 10 feet to the trunk of the tree.

6. All trees to be preserved shall have their natural soil level maintained.

7. All efforts shall be made through the grading and drainage plan to maintain the natural drainage to those trees to be preserved.

Section 12.11.103.3 Exotic and Nuisance Plants.

The use of exotic and nuisance plants is prohibited and shall not be accepted as part of an approved landscape plan. For purposes of this Section, exotic and nuisance plants shall be those provided in the most recent Invasive Plant List of the Florida Exotic Pest Plant Council.

Section 12.11.103.4 Minimum Tree Planting Height, Planting Area and Distance from Pavement.

Table 12.11.103.4.A

Minimum Tree Planting Height, Planting Area and Distance from Pavement

Maximum Tree Size at Maturity	Minimum Planting Height	Planting Area	Minimum Distance from Pavement
(Small) Less than 30 feet tall	6 feet	50-150 square feet	2 feet
(Medium) Less than 50 feet tall	8 feet	150-300 square feet	4 feet

Maximum Tree Size at Maturity	Minimum Planting Height	Planting Area	Minimum Distance from Pavement
(Large) Taller than 50 feet	10 feet	More than 300 square feet	More than 6 feet

(Source: University of Florida "Planting Area Guidelines," 2011; planting area and distance from pavement; based on minimum 3' soil depth).

All newly planted trees shall be staked and guyed immediately after installation and shall remain supported until the root systems have established themselves to adequately support the tree.

Section 12.11.103.5. Minimum Shrub Planting Requirements.

Shrubs shall be a minimum of one foot tall at the time of planting, except where they are to act as required screening for residential uses and districts, in which case they shall be a minimum of three feet in height at the time of planting and maintained at a minimum height of five feet at maturity. One-foot-high shrubs shall be spaced no greater than 30 inches on center and three-foot-high shrubs shall be spaced no greater than 36 inches on center. The County may authorize alternate spacing for species which have especially broad coverage.

Section 12.11.103.6. Ground Covers.

Ground covers shall be spaced no greater than 18 inches on center and may be planted in lieu of lawn grass. Ground covers shall provide reasonably complete coverage within one year after installation. A list of recommended ground cover species is provided in Table 12.11.108.G.of this Section.

Section 12.11.103.7. Lawn Grass.

All new lawn grass applications shall be sodded. A list of lawn grass species and their characteristics, including drought tolerance level, soil type, light requirements, wear tolerance and plant maintenance, are provided in Table 12.11.108.H. The selection of lawn grasses shall be based upon the species and characteristics which are most appropriate for the site.

Section 12.11.103.8 Mulch.

Planting beds shall be mulched with standard accepted mulch materials to 1) prevent the invasion of other plant species; 2) to absorb moisture for the benefit of the plants; and 3) to present a neat and orderly appearance of the landscaped area. The mulched bed shall have a uniform coverage and a minimum depth of two inches and maximum depth three inches after watering in. Mulched areas around trees should be at least eight feet in

diameter. Mounding or pyramiding of mulch and the use of cypress mulch is prohibited.

Section 12.11.103.9. Planting Beds.

The planting bed for all landscaping materials shall be free of weeds, debris, and nuisance/invasive materials and shall consist of a healthy plant growth medium. The planting bed soil shall provide adequate support, drainage, and nutrients for the plants. Planting beds shall be free and clear of road construction materials.

Section 12.11.103.10 Landscaping for Decorative and Masonry Walls.

Residential subdivisions and commercial and industrial developments may have decorative entrance and screening walls. Landscaping shall be installed within the property setback/buffer yard area. If there are no specific buffer yard requirements for the development, one tree shall be planted for each 50 linear feet of wall. Buffer yard trees and shrubs required by this Section shall be planted on the outfacing side of the fence or wall.

Section 12.11.103.11. Tree Requirements for Residential Properties.

Trees for new residential development shall be provided at a rate of two large or medium sized trees per residential lot or one tree per attached unit. Existing trees may be used to satisfy this requirement on individual development parcels provided they are not specifically listed as an invasive species in the most recent Invasive Plant List of the Florida Exotic Pest Plant Council.

Section 12.11.103.12. Encroachments.

A. Structures.

Accessory uses, buildings, and dumpster pads shall not encroach upon or conflict with required landscaped areas. The landscaped area shall be protected by motor vehicle wheel stop or curbing.

B. Parking Stalls.

No more than two feet of vehicular overhang shall be allowed into a landscape area and no trees and shrubs shall be planted within the area of encroachment.

Section 12.11.103.13. Safe Sight Distance Triangles.

Landscaping shall not obstruct the view of motorists using any street, driveway, private parking aisle or the approach to any street intersection so as to constitute a traffic hazard or a condition dangerous to the public safety upon any such street, driveway, parking aisle or street intersection. Landscaping shall comply with requirements of Article 9 of Chapter 12 of the Highlands County Land Development

Regulations concerning clear visibility triangles.

Section 12.11.104 Canopy Coverage and Tree Species.

Trees providing canopy coverage shall be required for the purpose of shading vehicular use areas, sidewalks and other paved surfaces associated with all development in the LPRP Overlay, thereby lowering the ambient temperature of the air through increased shading; conserving water; enhancing the appearance of properties; improving property values; and protecting the general health, safety and welfare of the public through the improvement of the quality of the human environment. Buildings and structures shall not be counted as impervious surface for the purpose of calculating the areas that must be shaded with canopy trees.

A. Canopy trees shall be selected from the recommended plant species lists in Tables 12.11.108.A. through C.

B. Clustering of three or more palm trees shall equal one canopy tree. Palms shall not be used to fulfill more than 30 percent of the requirements of this section. Palms used for canopy cover shall have a minimum of 10 feet of clear trunk at the time of installation. Palm trees shall be selected from the recommended species list in Table 12.11.108.D.

C. Canopy coverage trees shall be interspersed throughout all vehicular use areas rather than restricted in any way to only a portion of the site. This allows for flexibility and creative design opportunities.

D. Trees located in buffer yards may receive partial credit in meeting vehicular use areas interior landscaping canopy requirements.

E. Planting areas under trees shall be planted with shrubs and/or ground covers which are compatible with site conditions.

F. Mixed genera of trees. A mix of tree species for canopy cover is strongly encouraged. Where more than 20 canopy trees are required to be planted on a site to meet these regulations, a mix of genera shall be required in accordance with Table 12.11.201.A.

Table 12.11.104.A.

Genera of trees required.

Total Trees Required	Minimum Number of Genera Required	Maximum Percentage of Any Genera
20 trees or less	1	Not Applicable
21 to 50 trees	2	70 percent
51 to 100 trees	3	50 percent
Over 100 Trees	4	40 percent

Section 12.11.104.1. Interior Landscaping and Canopy Requirements.

A. "Vehicular Use Area" is defined as any driveway, travel way, parking space, or vehicular display area and any other area accessed primarily by vehicle without regard to type of construction material or surface.

B. The standard for canopy is 50 percent coverage for all vehicular use areas, sidewalks and other paved surfaces associated with all land uses subject to these requirements.

Section 12.11.104.2 Open Space

This section creates an open system for the Lake Placid Regional Plan Overlay District and establishes open space requirements and standards for both residential and nonresidential development.

A. **Usable open space requirements.** Usable open space shall include active and passive recreation areas such as playgrounds, golf courses, beach frontage, waterways, lagoons, floodplains, wetlands, stormwater retention areas, nature trails, and other similar open spaces. Open space areas shall also include those areas set aside for preservation of native vegetation and landscaped areas. Open water area beyond the perimeter of the site, street rights-of-way, driveways, off-street parking areas, and off-street loading areas shall not be counted in determining usable open space.

B. **Special habitat areas.** Wherever possible, special habitat areas shall be treated as usable open space in any development plan for the parcel containing them, and these areas will count toward the open space area requirement for the development or parcel.

C. **Residential development.** In residential development, at least 30 percent of the gross area shall be devoted to usable open space. The 30 percent open space requirement

can be partially met by including, in addition to that described in A. and B. of this section, the usable open space required on individual lots and for the purposes of these regulations is calculated as the difference between the lot area and the maximum allowable site coverage as follows:

1. Low density residential: 50 percent.

2. Medium density residential: 60 percent.

3. High density residential: 70 percent.

D. **Nonresidential developments.** In nonresidential development, at least 20 percent of the gross area shall be devoted to usable open space. The 20 percent open space requirement can be partially met by including, in addition to that described in A. and B. of this section, the usable open space required on individual lots and parcels and for the purposes of these regulations is calculated as the difference between the lot or parcel area and the maximum allowable site coverage as follows:

1. Agriculture. 20 percent for properties that are 40 acres or less, ten percent for properties that are 40+ to 160 acres, five percent for properties that are 160+ acres in size;

2. Public/quasi-public facility lands: 75 percent;

3. Public conservation/management lands: Five percent;

4. Commercial: 80 percent;

5. Commercial/industrial mixed use: 80 percent; and

6. Industrial: 70 percent.

Section 12.11.105 Buffer Yards.

A buffer yard is an area containing plant material, fences, walls and/or berms which provides a visual screen and physical separation between incompatible land uses. Buffer yards are intended as landscaped open space; therefore, they shall be free of pavement and permanent structures

other than fences, walls, berms, unpaved pedestrian paths, and stormwater management and retention facilities. The purpose of this Section is to establish minimum buffer yard widths and landscaping requirements, in order to ensure compatibility between adjacent properties and land uses. The minimum required width of the buffer yard is therefore based on the potential degree of incompatibility between two abutting land uses.

Section 12.11.105.1 Buffer Yards Between Proposed and Abutting Land Uses and Vacant Property.

The County provides four different category types of buffer yards, identified as types A, B, C and D. Table 12.11.105.A. establishes the type of buffer yard required between proposed and existing land uses. When property adjacent to a proposed development is vacant, the need for a buffer yard is determined by the zoning classification of the vacant site as provided in Table 12.11.105.B.

Section 12.11.105.2. Buffer Yards along Rights-of-Way.

In addition to the standards set forth in this section regarding landscape requirements between proposed and abutting land uses and vacant property, provisions shall also be made to buffer land uses from adjacent public streets or rights-of-way as follows:

A. Arterial Roadways.

Land uses, excluding agriculture, located along arterial roadways are required to provide a landscape strip at least 10 feet wide with a minimum of five trees for each 100 linear feet of right-of-way frontage, or fraction thereof. In addition, seven shrubs per tree shall be planted within the landscape strip.

B. Collector Roadways.

Land uses, excluding agriculture, located along collector roadways are required to provide a landscape strip at least 10 feet wide with a minimum of one tree and seven shrubs for each 50 linear feet 100’ of right-of-way frontage, or fraction thereof.

C. Railroad Rights-of-Way.

Commercial and industrial land uses located along railroad rights-of-way shall not be required to provide buffering between the use and the right-of-way. New residential developments, excluding individual single-family home sites, individual duplex units and individual infill lot development shall meet the requirements of a “D” buffer yard.

D. Setbacks for Vision Clearance.

Buffer yards shall comply with standards for Clear Visibility Triangle.

Section 12.11.105.3. Buffer Yards for Free Standing or Satellite Parking Lots.

Buffer yards for free standing or satellite parking lots shall meet the following requirements:

A. *Residential Zoning Districts*: Standing or satellite parking lots located in residential zoning districts, which serve adjacent businesses, shall meet the following requirements.

1. Where the parking lot is contiguous to side lot lines of residentially zoned property, a side yard at least ten (10) feet in width shall be provided.

2. The parking area shall be provided with a continuous, un-pierced masonry wall six (6) feet in height adjacent to all required yards. All such walls shall be smoothly finished and shall not be used for signage.

3. All yard spaces between the required wall and lot lines shall be landscaped with at least one hedgerow of shrubs, not less than five feet (5') in height, placed next to the walls. The remainder of such yard space shall be covered by lawn grass or other approved ground covers as provided in Tables 12.11.108.G. and 12.11.108.H. All such landscaping shall be maintained in a healthy, growing condition, neat and orderly in appearance. Yard spaces shall be kept free of refuse or debris.

4. Where the parking lot is separated from residentially zoned property by a street, a buffer yard at least ten feet (10') in width shall be provided along the street frontage.

5. Where the parking is located upon a street upon which residentially zoned properties front and abut in the same block, a front yard shall be provided at least 25 feet in depth. Where one or both of the lots contiguous to and on each side of the parking lot are developed with residential structures having front yards greater than 25 feet in depth, the front yard on the parking lot shall be not less in depth than the deeper of these existing front yards.

B. *All Other Zoning Districts*: With the exception of letter A above, standing or satellite parking lots located in all other zoning districts shall be designed in accordance with the following requirements.

1. The parking area shall be provided with a buffer yard at least ten (10) feet in width along all property lines and streets on which the off-street parking area is located.

2. See Section 12.11.105.2, *Buffer Yards along Rights-of-Way*, for landscape buffer requirements adjacent to public rights-of-way.

3. A waiver of buffer yard requirements may be granted by the County along property lines where adjoining businesses propose to share a common parking lot. A site plan is required for review and approval.

C. *Site Plan Review*: The County may consider specific site plan requests under this Section. The County may accept or reject the original request, or it may impose conditions or safeguards on the request which it finds necessary to uphold the public interest and the intent of the Highlands County LDRs.

Section 12.11.105.4. Tree Canopy & Buffer Yard Waivers.

A. The County may grant a waiver or modification for the following:

1. Tree canopy requirements for impervious surfaces, which are exclusively used for parking and/or maneuvering of large trucks and/or for storing products or materials.

2. Buffer yard requirements.

B. The following shall be provided for any waiver or modification request.

1. The applicant shall submit an application, site plan, and application fee to the County.

2. The site plan shall detail the proposed exceptions to the strict application and enforcement of the tree canopy or buffer yard requirements contained in this Section.

3. The County shall forward the application and site plan to the County Planning Staff, which shall review the request and provide comments to the applicant.

4. Upon review, the County may approve the request based on consideration of the following findings:

a. The particular characteristics of the use and/or the site, such as its size, configuration, topography or subsurface conditions, are such that strict application of the tree canopy or buffer yard requirements would result in unreasonable hardship to the developer.

b. The effect of the waiver or modification does not nullify the purpose and intent of the County's landscape requirements.

c. The approval of the waiver or modification upholds the public interest.

d. The approval of the waiver or modification is not contrary to the County's Comprehensive Plan.

Table 12.11.105.A.

Buffer Yard Requirements between Proposed and Abutting Land Uses

PROPOSED LAND USE*	**ABUTTING LAND USE***									
	Single family detached dwellings	Duplex; multi-family up to 4 units per acre; outdoor recreation facilities; cemeteries	Professional office with up to 8 parking spaces; child care centers in converted residential structures	Duplex, single family attached, mobile home parks and multi-family at 4-8 units per acre	Single family attached, multi-family at 8+ units per acre; Utility substations, switching stations, etc.	Mobile Homes	Professional office with 9+ parking spaces; Churches; Schools; Government facilities; Commercial & business development sites with up to 10 parking spaces	Other commercial & business, wholesale, service businesses; Self-storage; Automobile service stations; Shopping centers; Hotels, motels; Hospitals	Light Industry; PWS; Governmental public works storage/ equipment facilities	Heavy industry; Water and wastewater treatment facilities
Single family detached dwellings	N	A	B	B	C	C	C	C	D	D
Duplex; multi-family up to 4 units per acre; outdoor recreation facilities; cemeteries	A	N	A	B	B	B	C	C	D	D
Professional office with up to 8 parking spaces; child care centers in converted residential structures	B	A	N	A	B	B	B	C	C	D
Duplex, mobile home parks & multi-family at 4-8 units per acre	B	B	A	N	A	A	B	C	C	D
Multi-family at 8+ units per acre up to & including 12 units per	C	B	B	A	N	A	A	B	C	D

PROPOSED LAND USE*	ABUTTING LAND USE*									
	Single family detached dwellings	Duplex; multi-family up to 4 units per acre; outdoor recreation facilities; cemeteries	Professional office with up to 8 parking spaces; child care centers in converted residential structures	Duplex, single family attached, mobile home parks and multi-family at 4-8 units per acre	Single family attached, multi-family at 8+ units per acre; Utility substations, switching stations, etc.	Mobile Homes	Professional office with 9+ parking spaces; Churches; Schools; Government facilities; Commercial & business development sites with up to 10 parking spaces	Other commercial & business, wholesale, service businesses; Self-storage; Automobile service stations; Shopping centers; Hotels, motels; Hospitals	Light Industry; PWS; Governmental public works storage/ equipment facilities	Heavy industry; Water and wastewater treatment facilities
acre; Utility substations, switching stations, etc.										
Mobile home parks	C	B	B	A	A	N	A	B	C	D
Professional office with 9+ parking spaces; Churches; Schools; Government facilities; Commercial & business development sites with up to 10 parking spaces	C	C	B	B	A	A	N	A	C	C
Other commercial & business, wholesale, service businesses; Self-storage; Automobile service stations; Shopping centers; Hotels, motels; Hospitals	C	C	C	C	B	B	A	N	B	C
Light Industry; PWS; Governmental public works storage/equipment facilities	D	D	C	C	C	C	C	B	N	B

PROPOSED LAND USE*	ABUTTING LAND USE*									
	Single family detached dwellings	Duplex; multi-family up to 4 units per acre; outdoor recreation facilities; cemeteries	Professional office with up to 8 parking spaces; child care centers in converted residential structures	Duplex, single family attached, mobile home parks and multi-family at 4-8 units per acre	Single family attached, multi-family at 8+ units per acre; Utility substations, switching stations, etc.	Mobile Homes	Professional office with 9+ parking spaces; Churches; Schools; Government facilities; Commercial & business development sites with up to 10 parking spaces	Other commercial & business, wholesale, service businesses; Self-storage; Automobile service stations; Shopping centers; Hotels, motels; Hospitals	Light Industry; PWS; Governmental public works storage/ equipment facilities	Heavy industry; Water and wastewater treatment facilities
Heavy industry; Water & wastewater treatment facilities	D	D	D	D	D	D	C	C	B	N

*N= No Buffer Yard Required. A through D= Type of Buffer Yard Required. See Illustrated Examples Buffer Yard Designs.

Table 12.11.105.B.

Buffer Yard Requirements between Proposed Land Use and Vacant Property

PROPOSED LAND USE*	ADJACENT VACANT LAND* (By Zoning District)					
	AU, RR, FUD, PD	EU, M1-S, FUD, PD	R-1, R-1A, R-2, M1-S, M-1, M-2, R-3, FUD, PD	R-3, R3-NC, RV, FUD, CG-1, CG-2, CG-3, FUD, PD	O-1, B-1, B-2, B-3, B-4, A-1, FUD, PD	I-1, I-2, A-1, BC-1, BC-2, FUD, PD
Agriculture	N	A	A	A	A	B
Single family detached dwellings	A	N	B	C	B	D
Duplex; Multi-family up to 4 units per acre; Outdoor recreation facilities; Cemeteries	A	A	A	C	B	D
Professional office with up to 8 parking spaces; Child care centers in converted residential structures	A	A	A	B	B	C
Duplex; multi-family at 4-8 units per acre	A	A	A	C	B	D
Multi-family at 8+ units per acre; Utility substations, switching stations, etc.	A	B	A	C	B	D
Mobile home park	A	B	B	C	B	D
Professional office with 9+ parking spaces; Churches; Schools; Government facilities; Commercial & business development sites with up to 10 parking spaces	A	C	A	B	B	C

PROPOSED LAND USE*	ADJACENT VACANT LAND* (By Zoning District)					
	AU, RR, FUD, PD	EU, M1-S, FUD, PD	R-1, R-1A, R-2, M1-S, M-1, M-2, R-3, FUD, PD	R-3, R3-NC, RV, FUD, CG-1, CG-2, CG-3, FUD, PD	O-1, B-1, B-2, B-3, B-4, A-1, FUD, PD	I-1, I-2, A-1, BC-1, BC-2, FUD, PD
Other commercial & business, wholesale, service businesses; Self-storage; Automobile service stations; Shopping centers; Hotels, motels; Hospitals	A	C	A	N	A	C
Light Industry; PWS; Governmental public works storage/equipment facilities	B	C	B	B	C	N
Heavy industry; Water and wastewater treatment facilities	C	D	D	C	D	N

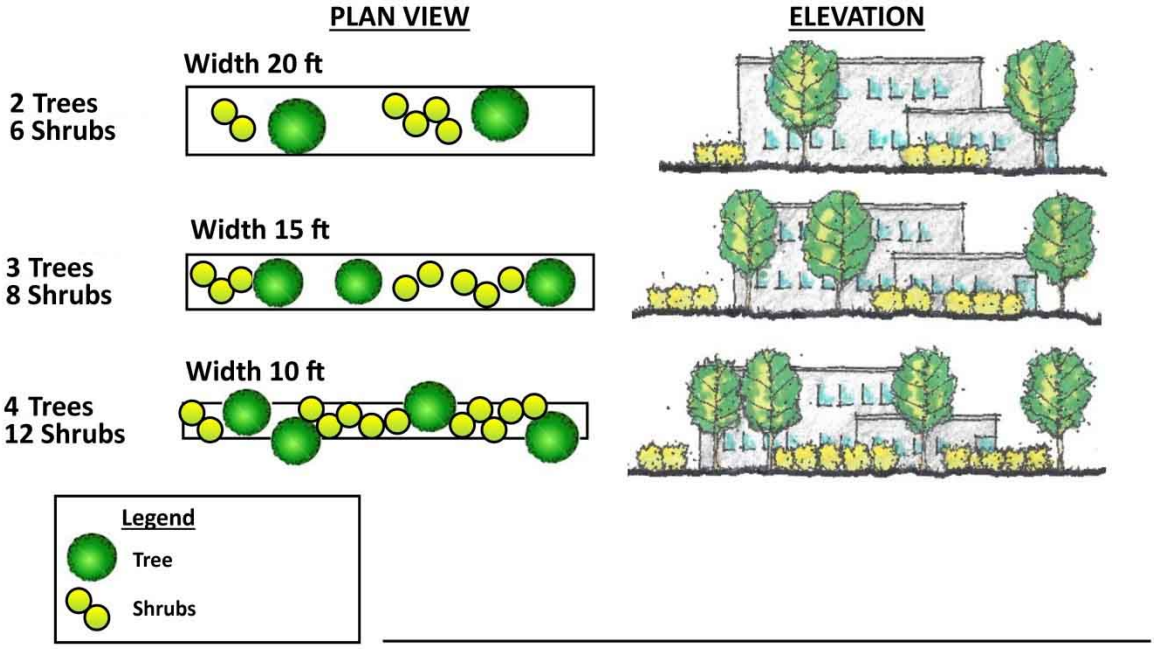
Section 12.11.105.4. Buffer Yard Diagrams.

Upon determining the type of buffer yard required for a property (type A, B, C, or D), the yard width and number of plantings shall be calculated. Three options are offered within each buffer yard type, allowing a buffer yard which best fits the constraints and features of the site. Any of the options within a particular buffer yard type will fulfill the buffer yard requirement. For example, if a Buffer Yard A is required, there are three options to choose from: a 10-foot-wide buffer, a 15-foot foot-wide buffer or a 20-foot foot-wide buffer. The number of trees and shrubs to be planted within the buffer yard area is dependent upon the buffer yard width chosen; a wider buffer yard requires less plant material.

The diagrams specify the number of each type of plant required per 100 linear feet, excluding the width of any driveway access as measured at the point where the driveway and property line intersect. The plant material does not need to be equally spaced and may be placed in any configuration or grouped to best display the plant material within the required buffer yard area. When natural plant material is present, it may be counted towards the total buffer yard requirement for trees and shrubs provided the existing material is generally consistent with the intent of this section.

Buffer Yard — A

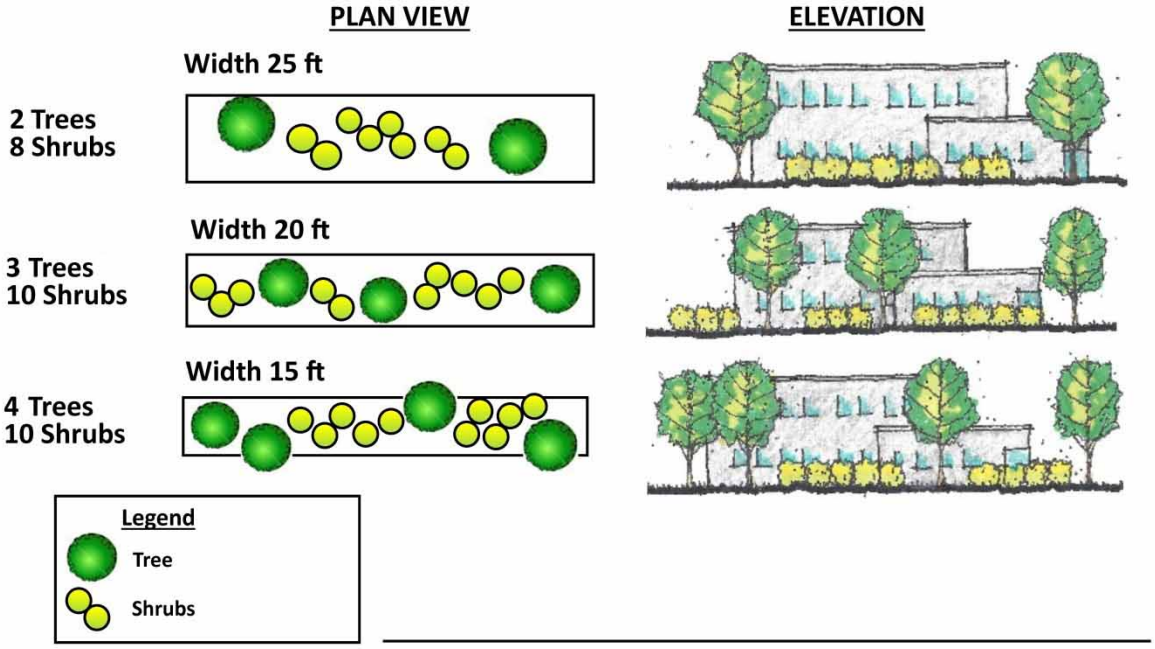
Plant Material per 100 ft



Buffer Yard

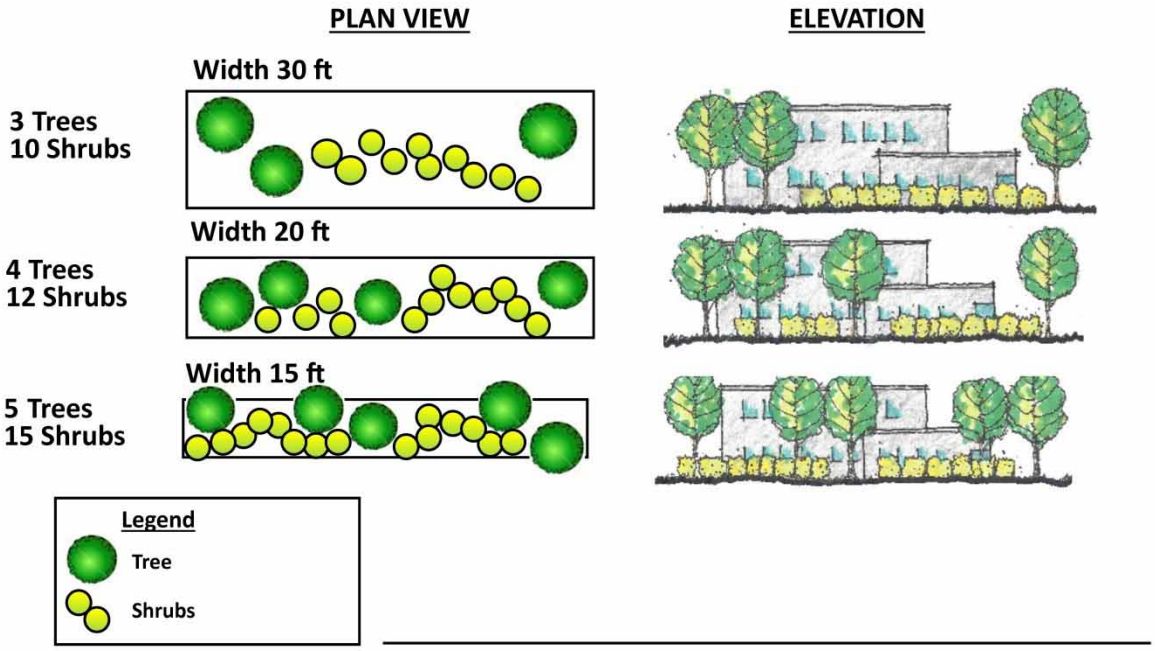
Plant Material per 100 ft

B



Buffer Yard C

Plant Material per 100 ft



Buffer Yard

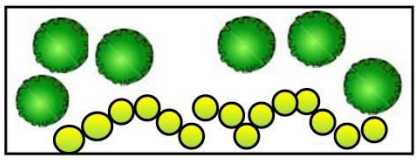
D

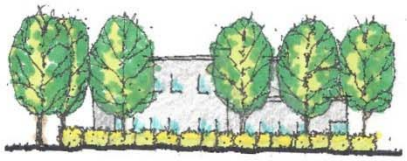
Plant Material per 100 ft

PLAN VIEW | **ELEVATION**

Width 40 ft

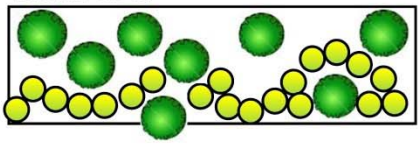
6 Trees
15 Shrubs





Width 30 ft

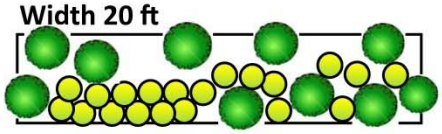
8 Trees
20 Shrubs

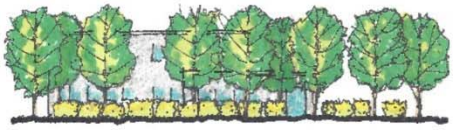


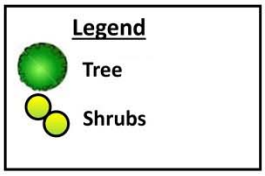


Width 20 ft

10 Trees
25 Shrubs



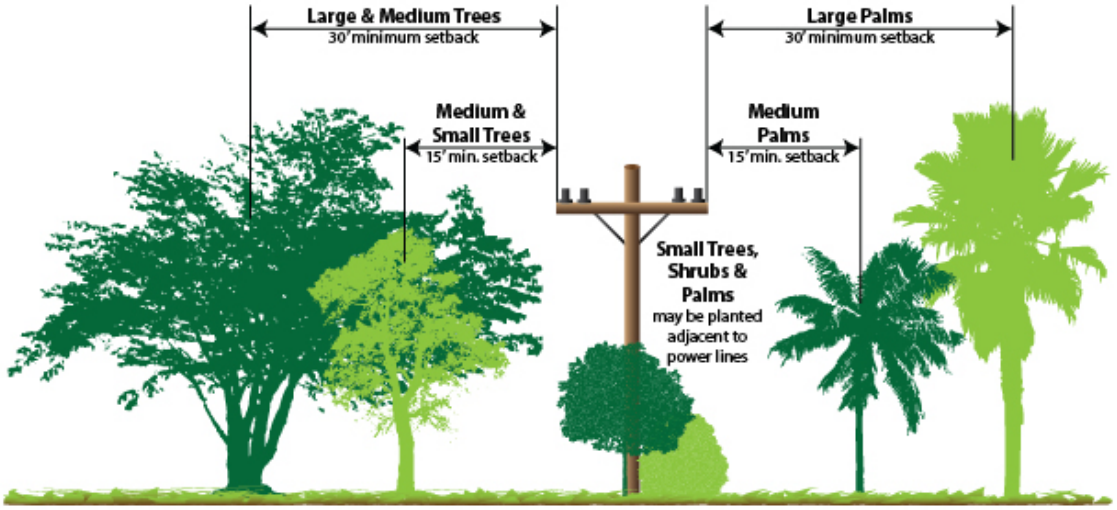




Section 12.11.105.5. Buffer Yards, Utilities and Utility Easements.

Utility easements in a buffer yard do not prohibit the planting of shrubs in the area of the easement of an underground utility, but no tree shall be planted within 12 feet of a buried utility. Large and medium sized trees, as identified in Table 12.11.108.A. and Table 12.11.108. B. should not be planted closer than 15 feet to any required light pole.

Figure 12.11.105.5.A Planting Distance from Power Lines



Section 12.11.106 Installation, Irrigation, Inspection, Certificate of Occupancy/Completion and Maintenance.

All plants shall be "Florida Grade No. 1" or better, shall be healthy and free of diseases and pests, and shall be of nursery stock in two-gallon containers or larger or field trees of comparable size. Field grown trees shall be balled and burlapped and heeled in or hardened off.

A. Installation.

1. All canopy and buffer yard trees shall be provided a minimum of 160 cubic feet of rootzone volume. Where existing conditions preclude the provision of the minimum rootzone volume, the County may approve a lesser volume that meets the arboriculture needs of the tree within the existing conditions.

2. The developer shall provide an appropriate planting soil medium for required plants and shall irrigate plant materials to sustain healthy growth of all plants to maturity.

3. Areas on any development site not used for buildings, paved surfaces, or landscape improvements shall be sodded or seeded prior to the issuance of a Certificate of Occupancy/Completion.

4. Areas within public rights-of-way, and areas off-site which have been disturbed by construction activity, shall be cleaned of all debris, re-graded to the proper elevations, and so as to restore the area to a stabilized and planted state.

5. Utility and Landscaping Compatibility.

    a. General. Lighting fixtures; transformer boxes; fire hydrants; power, cable television or telephone lines; sewer or water pipes; or any other existing or proposed utility facilities and associated appurtenances, shall be located and designed to provide adequate service in the presence of landscape materials when such landscape reaches maturity. Reasonable efforts shall be made to install utility service without impacting existing trees. Lighting fixtures shall be located a minimum of 10 feet from all required shade trees. No shade tree that exceeds 40 feet in height at maturity shall be placed within 15 feet of any overhead utility. Fire hydrant connections and building fire connections shall not be obstructed by plant material. Shrubs and ground cover 12 inches or less in height, provided in Tables 12.11.108.E through H., be planted to soften the visual impact of these facilities, provided that the necessary access to such facilities is maintained.

    b. Underground utility lines shall not be located within the rootzone volume of an existing or proposed tree, except for those lines that are two-inch diameter or less, and then only where the utility separation requirements in subsection (iii) below are met.

    c. Minimum utility separation requirement. A minimum of seven and one-half feet is required between new trees and existing or proposed water lines, wastewater force main, reclaimed water, gas, electric and telecommunications main and service utility lines, to protect against root incursion. A minimum separation requirement of 10 feet is required between new trees and existing or proposed wastewater gravity collection mains and laterals. Reduced separation distances to three and one-half feet may be allowed at the discretion of the utility company. In these instances the utility company may require one of the following measures to protect the utility lines, in accordance with the standards established by the utility company:

        a. Compaction of the soil immediately adjacent to the underground lines to 98 percent proctor density from the utility line to within 12 inches of ground surface;

        b. Encasing the utility line with excavatable flowable fill. Steel casing, or other acceptable methods;

c. Wrapping the utility line with an herbicide-impregnated geo-textile bio-barrier cloth;

d. Protecting the utility line with structural barriers of cast-in-place or pre-cast concrete panels, steel or high-density plastic sheet-pile barriers; or

e. Steel casing, installed in accordance with standards established by the utility company.

6. Irrigation of Cultivated Landscapes

a. No irrigation system shall be required where existing natural plant communities are maintained.

b. All new cultivated landscaped areas shall be provided with an automatic water efficient conservation irrigation system, consistent with the needs of the plants contained therein and designed and installed to meet the requirements of this section. The system shall provide coverage of any landscaping strips within the public right-of-way (i.e., area between sidewalk and curb of roadway/edge of pavement) as measured between the side property lines. Coordination with the Florida Department of Transportation (FDOT) for a right-of-way permit is required for such areas located within FDOT maintained rights-of-way.

7. Irrigation System Requirements

a. An irrigation system shall be designed to provide 100 percent head-to-head coverage of all landscape areas minimizing over spraying onto impervious surfaces including pavement, vehicular or pedestrian areas, and/or adjacent properties.

b. Sprinkler heads irrigating lawns or other high-water demand areas shall be circuited so that they are on a separate zone or zones from those irrigating trees, shrubbery, groundcover, flowers, or other reduced water requirement areas. Head placement shall provide 100 percent head-to-head coverage. Automatically controlled irrigation systems shall be operated by an irrigation controller that is capable of watering high water requirement areas at different frequencies and durations than low water requirement areas. Landscaping shall be watered on an “as needed” basis only, or as allowed by the rules of the appropriate water management district.

c. Irrigation systems shall be designed for the zoning of high and low water demand areas and based on head type. These requirements may be adjusted for retention areas. The irrigation systems shall be designed and installed in accordance with the Florida Irrigation Society, Standards and Specifications for Turf and Landscape Irrigation Systems, as amended from time to time. Irrigation systems utilizing well water should be designed

and maintained in a manner which minimizes staining of buildings, walks, walls, and other site improvements. All systems shall be designed to minimize the application of water to impervious areas.

d. Irrigation pipes shall be Schedule 40 or Class 315 solvent weld-type PVC pipe for mains or piping under roadways. Class 125 pipe is not permitted for mains or under roadways. IPS Flexible PVC Pipe may be substituted for rigid PVC pipe below grade in lateral lines only to avoid underground obstructions encountered during trenching or tunneling. Above grade pipes shall be a minimum of Schedule 40. PVC fittings must be of the same chemical compound as pipe on which they are installed. PVC cement must be of an appropriate chemical compound for the pipe on which it is used.

e. Reclaimed or other non-potable water source shall be used for irrigation if available and adequate.

f. A rain sensor or other approved device, such as a soil moisture sensor, shall be required on automatic irrigation systems to avoid irrigation during periods of sufficient rainfall. Said equipment shall consist of an automatic sensing device or switch, which will override the irrigation cycle of the sprinkler system when adequate rainfall has occurred. To avoid false readings, the device must be placed where it is exposed to unobstructed natural rainfall and shall not be installed over or within five feet of the edge of either an air conditioner compressor or pool heater unit.

g. Installers of irrigation systems shall provide property owners and users with the following post-construction documentation, including but not limited to: recommended maintenance activities and schedules, operational schedule, design precipitation rates, instructions on adjusting the system to apply less water after the landscape is established, maintenance schedule, water source, water shut-off method, warranty information and the manufacturer's operational guide.

h. Inspection and Certificate of Occupancy/Completion. A signed and sealed "as-built" plan and certification of completion shall be submitted to the County and signed off prior to the issuance of a Certificate of Occupancy/Completion. The County shall inspect the landscaping installation to ensure that it is in conformance with the requirements set forth in this Section and with the approved landscape plan. The irrigation system shall be operational at the time of inspection.

8. Maintenance.

a. Landscape areas shall be maintained and kept in good, living condition so as to present a healthy, neat and orderly appearance and shall be kept free from weeds, refuse and debris, following issuance of a Certificate of Occupancy.

b. Irrigation systems shall be maintained and in operating condition so as to properly irrigate

required landscape areas in accordance with the approved landscape and irrigation plans, following issuance of a Certificate of Occupancy.

c. Dead plants and trees shall be replaced to conform with the approved landscape plan. Such plants and trees shall be replaced with the same or similar variety of species within 30 days from the date of official notification. Any shrubs, ground covers, grasses and mulching that may have been removed or disturbed as part of the replanting shall also be replaced using the same or similar variety of species.

d. Vegetation required by this division shall only be pruned to promote healthy, uniform, natural growth of the vegetation in accordance with Pruning Standards of the National Arborist Association. Trees and shrubs shall not be severely pruned in order to permanently maintain growth at a reduced height or spread. Pruning shall not interfere with the design intent of the original installation.

e. If a landscape restoration plan is presented and differs from the original approved landscape plan, three copies of such landscape restoration plan shall be submitted and approved by the County. The County shall re-inspect the property for compliance after the restoration is complete.

f. Maintenance violations shall be subject to penalty in accordance with this section.

Section 12.11.107 Violations and Penalties.

Failure to maintain landscaping and irrigation systems consistent with the approved landscape and irrigation plans shall constitute a violation subject to penalties and shall be subject to code enforcement action by the County.

Section 12.11.108. Recommended Plant Species List.

Plants species identified in this Section include Florida Friendly native and non-native plants. The recommended species lists have been developed using the Florida Friendly Landscaping Guide to Plant Selection and Landscape Design published by the University of Florida/Institute of Food and Agricultural Sciences (UF/IFAS), Florida Friendly Landscaping Program. The species identified in these lists have been carefully selected, based on cold hardiness zone tolerance and those species conducive to the naturally occurring habitats found in the Greater Lake Placid region. "Right Plant, Right Place" should govern the selection of plant species for a given site, bearing in mind soil, light, water, proximity to power lines (see Figure *12.11.105.5.A*), and other site-specific conditions.

Any new plant material, which will serve to meet the County's minimum landscape requirements, shall be selected from the following plant species tables. The County may approve an applicant's request to use a plant species not included in the following tables if the applicant provides the relevant information as included in the tables for said species.

In calculating canopy requirements, each existing tree to be preserved, and each new tree to be planted shall be credited with its mature canopy, as provided in this Section. If an on-site preserved tree is not listed as an invasive plant in the most recent Invasive Plant List of the Florida Exotic Pest Plant Council, and its actual canopy exceeds the canopy area identified in this Section, the greater canopy area may be used in calculating canopy coverage.

Table 12.11.108.A. Large Trees

Species	Common Name	Type	Soil	Light	Drought Tolerance	Mature Height (feet)	Mature Crown Spread (feet)	Mature Canopy Area (sq. ft.)	P/L* (feet)
Acer rubrum	Red Maple	D	A	F, P	Medium	35-50’	25’	491	15-30’
Carya spp.	Hickory, Pecan	D	WD-M	F, P, S	High	50-100’	30’	707	30’
Gordonia lasianthus	Loblolly Bay	E	WD-M	P, F	Low	30-40’	16’	201	30’
Magnolia virginiana	Southern Bay Magnolia	E	M-W	P, F	None	30-60’	16’	201	30’
Pinus elliottii densa	Southern Slash Pine	E	WD-M	F, P	High	75-100’	25’	491	30’
Quercus falcata	Turkey Oak	D	WD	F	High	40-50’	25’	431	30’
Quercus virginiana	Live Oak	E	M-W	F, P	High	50-60’	50’	1964	30’
Taxodium distichum	Bald Cypress	D	A	F, P	High	60-100’	20’	314	30’

Key

Type: *D = Deciduous, E = Evergreen*

Soil Type: *WD = Well Drained, M = Medium Drained W = Wet, A = All Types*

Light: *S = Shade, P = Partial Shade, F = Full Sun*

P/L: *Minimum distance from Power Lines* ***(*see Figure 12.11.105.5.A)***

Table 12.11.108.B.

Medium Trees

Species	**Common Name**	**Type**	**Soil**	**Light**	**Drought Tolerance**	**Mature Height** (feet)	**Mature Crown Spread** (feet)	**Mature Canopy Area** (sq. ft.)	**P/L*** (feet)
Ilex cassine	Dahoon Holly	E	M-W	F, P, S	Medium	25-30’	16’	201	15’
Juniperus silicicola	Southern Red Cedar	E	WD	F, P	High	25-30’	12’	113	15’
Lagerstroemia indica	Crape Myrtle	D	WD-M	F	High	15-25’	12’	113	15'

Key

Type: *D = Deciduous, E = Evergreen*

Soil Type: *WD = Well Drained, M = Medium Drained W = Wet, A = All Types*

Light: *S = Shade, P = Partial Shade, F = Full Sun*

P/L: *Minimum distance from Power Lines* ***(*see Figure 12.11.105.5.A)***

Table 12.11.108.C.

Small Trees

Species	Common Name	Type	Soil	Light	Drought Tolerance	Mature Height (feet)	Mature Crown Spread (feet)	Mature Canopy Area (sq. ft.)	P/L* (feet)
Chionanthus virginicus	Fringetree	D	WD-M	P, F, S	Medium	15-25’	10’	79	15’
Ilex vomitoria	Yaupon Holly	E	A	P, F	High	15-25’	8’	50	15’
Myrcianthes fragrans	Simpson’s Stopper, Twinberry	E	A	P, F, S	High	6-30’	20’	250	15’
Quercus geminata	Sand Live Oak	E	WD	F	High	15-30’	12’	113	15’
Quercus incana	Blue Jack Oak	D	WD	F	High	15-30’	20’	--	15’
Quercus inopina	Florida Scrub Oak, Sandhill Oak	D	WD	F	High	3-10’	--	--	0

Key

***Type: D** = Deciduous, **E** = Evergreen*

***Soil Type: WD** = Well Drained, **M** = Medium Drained **W** = Wet, **A** = All Types*

***Light: S = Shade, P** = Partial Shade, **F** = Full Sun*

P/L:** Minimum distance from Power Lines **(*see Figure 12.11.105.5.A)

Table 12.11.108.D

Palms Trees and Palm-Like Plants

Species	**Common Name**	**Soil**	**Light**	**Drought Tolerance**	**Height (feet)**	**Mature Crown Spread (feet)**	**Mature Canopy Area (sq. ft.)**	**P/L* (feet)**
Acoelorrhaphe wrightii	Paurotis Palm, Saw Cabbage Palm	WD-M	F, P	M	15-30’	10-15’	150	15’
Bismarckia nobilis	Bismarck Palm	WD	F, P, S	H	40-70’	15-20’	200	30’
Butia capitata	Pindo Palm, Jelly Palm	WD	F, P	H	15-25’	10-15’	150	15’
Phoenix spp.	Date Palms	WD-M	F, P	H	6-80’	6-25’	150	30’
Rhapidophyllum hystrix	Needle Palm, Porcupine Palm	WD-M	P, S	M-H	2-6’	2’-6’	0	0
Sabal palmetto	Cabbage Palm, Sabal Palm, Cabbage Palmetto	A	F, P	H	25-60’	10-15’	150	30’
Serenoa repens	Saw Palmetto	WD	F, P, S	H	3-10’	4-10’	0	0
Zamia floridana	Coontie, Florida Arrowroot, Florida Zamia	WD	F, P, S	H	1-5’	3-5’	0	0

Key

***Soil Type: WD** = Well Drained, **M** = Medium Drained **W** = Wet, **A** = All Types*

***Light: S** = Shade, **P** = Partial Shade, **F** = Full Sun*

***Drought Tolerance: H** = High, **M** = Medium, **L** = Low, **N** = None*

P/L:** Minimum distance from Power Lines **(*see Figure 12.11.105.5.A)

Table 12.11.108.E.

Large Shrubs

Species	**Common Name**	**Soil**	**Light**	**Drought Tolerance**	**Height** (feet)	**Spread** (feet)
Callicarpa americana	Beautyberry	WD	P, S	H	6-8’	6-8’
Galphimia glauca	Thryallis	WD	F	M	5-9’	4-6’
Gardenia jasminoides	Gardenia	WD	S, P	M	4-8’	4-8’
Illicium spp.	Star Anise	WD	P, F	M	10-15’	6-15’
Podocarpus macrophyllus	Podocarpus	WD	F, P	H	30-40’	20-25’
Viburnum obovatum	Walter’s Viburnum	WD	P, F, S	H	8-25’	6-10’

Key

Soil Type: *WD = Well Drained, M = Medium Drained W = Wet, A = All Types*

Light: *S = Shade, P = Partial Shade, F = Full Sun*

Drought Tolerance: *H = High, M = Medium, L = Low, N = None*

Table 12.11.108.F.

Small Shrubs

Species	**Common Name**	**Soil**	**Light**	**Drought Tolerance**	**Height (feet)**	**Spread (feet)**
Agapanthus africanus	Lily of the Nile, African Lily	WD	F, P	M	2’	2’
Dietes iridoides	African Iris, Butterfly Iris	A	F, P	M	2-6’	1-2’
Gamolepis spp.	Bush Daisy	WD	F	M	2-4’	3-4’
Garberia heterophylla	Garberia	WD	F	H	4-8’	6-8’
Lantana depressa	Weeping Lantana	WD	F	M	3-6’	3-6’
Lyonia lucida	Fetterbush	WD-M	F, P	H	3-15’	2-5’
Raphiolepis spp. And cvs.	Indian Hawthorn	WD-M	F, P	H	2-10’	2-6’

Key

Soil Type: WD = *Well Drained,* ***M =*** *Medium Drained* ***W =*** *Wet,* ***A =*** *All Types*

Light: S = *Shade,* ***P =*** *Partial Shade,* ***F =*** *Full Sun*

Drought Tolerance: H = *High,* ***M =*** *Medium,* ***L*** *= Low,* ***N =*** *None*

Table 12.11.108.G.

Ground Covers

Species	**Common Name**	**Soil**	**Light**	**Drought Tolerance**	**Height (feet)**	**Spread (feet)**
Arachis glabrata	Perennial Peanut	WD	F	H	½-1’	1-8’
Juniperus conferta and cvs.	Shore Juniper	WD	F	H	1-2’	6-10’
Lantana montevidensis	Trailing Lantana	WD	F	M	1-3’	4-8’
Liriope muscari and cvs.	Liriope, Monkey Grass, Border Grass	WD	F, P, S	M	1-2’	1-2’
Licani michauxii	Gopher Apple	WD	F	H	½-1’	Varies
Muhlenbergia capillaris	Muhly Grass	A	F	H	2-5’	2-3’
Pennesetum setacum ‘Rubrum’	Red Fountain Grass	WD	F, P	H	3-4’	3-4’
Spartina spp.	Cordgrass	A	F	H	3-4’	3-5’

Key

***Soil Type: WD** = Well Drained, **M** = Medium Drained **W** = Wet, **A** = All Types*

***Light: S** = Shade, **P** = Partial Shade, **F** = Full Sun*

***Drought Tolerance: H** = High, **M** = Medium, **L** = Low, **N** = None*

Table 12.11.108.H.

Lawn Grass Species

Characteristics	Lawn Grasses				
	Bahia	**Bermuda**	**Seashore Paspalum**	**St. Augustine**	**Zoysia**
Area Adapted To	Statewide	Statewide	Statewide	Statewide	Statewide
Soil	Acid, Sandy	Whole Range	Wide Range	Wide Range	Wide Range
Leaf Texture	Coarse-Medium	Fine-Medium	Fine-Medium	Coarse-Medium	Fine-Medium
Drought Tolerance	Excellent	Good	Good	Fair	Medium
Shade Tolerance	Poor	Poor	Poor	Good	Good
Wear Tolerance	Poor	Good-Excellent	Good-Excellent	Poor	Good-Excellent
Nematode Tolerance	Very Good	Poor	Good	Good	Poor
Maintenance Levels	Low	Medium-High	Medium	Medium	High
Uses	Lawns, roadsides	Athletic Fields, golf courses	Lawns, athletic fields, golf courses	Lawns	Lawns
Establishment Methods	Sod	Sod	Sod	Sod	Sod

Source: "Selecting a Turf Grass for Florida Lawns," University of Florida IFAS Extension (ENHO4, 2007).

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Richard Fleeger, Parks & Facilities Superintendent**

SUBJECT/TITLE: **Request consideration for approval of Budget Amendment 21-22-033 and Recreation and Parks Advisory Committee's (RPAC) recommendation to construct a restroom facility at Carver (MLK) Park. An additional item for consideration, not included in the attached budget amendment, is partial funding of a shade canopy for the play area at Carver (MLK) Park.**

STATEMENT OF ISSUE

The Highway Park Neighborhood Council (HPNC) is seeking to add a restroom facility at Carver Park in Lake Placid. The restroom facility was part of the presentation that was presented to the Board on March 16, 2021, to improve the amenities at Carver (MLK) Park.

The Parks & Facilities Management submitted a Funding Request to RPAC for 50% of the estimated cost. On November 18, 2021, the Recreation and Parks Advisory Committee (RPAC) met to discuss the Funding Request application and approved the request for $24,187.50 of the estimated cost of $48,375.00. The remaining balance of $24,187.50 would come from Reserve for Contingency from Fund 151 (Infrastructure Surtax) if approved.

In 2021, the Parks & Facilities Management installed a water fountain and fit station that were donated by HPNC, as well as concrete pads for the bleachers and fencing around the basketball courts.

An additional item for consideration at the request of the Highway Park Neighborhood Association, is $11,000 to serve as a match to the $5,000 grant from Florida Blue for a shade canopy. This shade canopy will cover a portion of the play area at Carver (MLK) Park.

RECOMMENDED ACTION

Request consideration for approval of Budget Amendment 21-22-033 and Recreation and Parks Advisory Committee's (RPAC) recommendation to construct a restroom facility at Carver (MLK Park, estimated at $48,375.00. Additional consideration by the Board for approval of an $11,000 dollar match of the $5,000 grant for a shade canopy for Carver (MLK) Park.

FISCAL IMPACT

The Fiscal Impact is a decrease in the amount of $24,187.50 to Reserve for Contingency from either Fund 005 (General) or Fund 151 (infrastructure Surtax) and transferring $24,187.50 from account 56200 (Buildings) to Project 21056 (Carver Park Restrooms), account 56200Z (Project Buildings), within cost center 6101A (Recreation Dept.

151). Project total is $48,375.00. If additional shade canopy match is approved, there will be an additional fiscal impact of $11,000 from Reserve for Contingency.

Attachments: 21-22-033 Project 21056 Carver Park Restrooms (BA).pdf
funding app.pdf
RPAC Minutes 11.18.pdf
21-22-033 Proj 21056 Carver Park Restrooms (Reserve).pdf

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **12/20/2021** SUBMITTED BY: **Richard Fleeger**

FUND(S): **151** FUND TITLE(S): **Infrastructure Surtax** COST CENTER(S) #: **6101A; 9990B**

PROJECT(S) #: **21056** PROJECT TITLE(S): **Carver Park Restrooms** COST CENTER TITLE(S): **Recreation Dept 151; Budgetary Expenditure AC/151**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	6101A	56300	Improvements Other Than		300,000.00		24,187.50	275,812.50
E	151	9990B	59900	Reserve for Contingency		109,185.00		24,187.50	84,997.50
E	151	6101A	56200Z	Project Buildingss	21056	0.00	48,375.00		48,375.00

REASON: **To allocate funds to Project 21056 Carver Park Restrooms approved @ 50% by 151 RPAC Funds with the County paying the remaining 50% from 151 Reserves.**

OFFICE USE ONLY

OMB RECOMMENDATION:

_____ Approval

_____ Denial

REQUEST # **21-22-033**

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

SIGNATURE: _____

DATE: / /

TRANSFER TYPE:

XX ITEM TO ITEM

XX RESERVE

_____ BY RESOLUTION

_____ SUPPLEMENTAL BUDGET

Signature: _____ Posted by Clerk: _____

Form Revised 08/05/2020

721

Recreation & Parks Advisory Committee
Funding Application

Funding Applications must be submitted to the Parks & Facilities Department no less than 2 weeks prior to any RPAC meeting. Any incomplete applications will be returned and will not be placed on the RPAC agenda until all necessary documentation is submitted.

Recreational funding must be used to improve public safety, develop, expand, renovate or remodel parks, or to purchase land to build new parks.

I. APPLICATION INFORMATION

Date: August 5, 2021
Local Government Name: Highlands County Board of County Commissioners
Project Manager: Richard Fleeger
Telephone: 863-402-6758 Email: rfleeger@highlandsfl.gov

II. PROJECT SUMMARY

Project / Park Name: Carver Park Restroom Facility
Project address: 13639 Josephine Ave, Lake Placid FL
Date approved by Governing Board: _____
Who owns the property? Highlands County

Local funds available *(Requester's contribution)*:		*Percentage of Total Cost*
Cash:	$ 24,187.50	50%
In-kind: *(Provide detailed data)*	$ _____	___%
Other: *(Other agency funding, donations, etc.)*	$ _____	___%
County funds request *(RPAC Share)*:	$ 24,187.50	50%
Total cost of project:	$ 48,375.00	

All applicant/other funds will be used first. The balance, up to the approved RPAC recommendation, will be reimbursed by the County

Please provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, and any existing buildings on site.

Carver Park currently has a little league baseball field with bleachers, newly resurfaced and painted basketball courts, playground, newly added 10 Fit Trail Exercise Stations and new fencing in areas where needed. The Highway Park Neighborhood Council is seeking to add a restroom facility for future events.

III. PROJECT COST ESTIMATE

Development/Remodel/Expansion Projects: Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on this application. The site plan must CLEARLY DELINEATE facilities currently existing, facilities proposed for funding in this application and facilities planned for future development.

Acquisition Projects: If applying for an acquisition project, submit the proposed development for the project. Along with the breakdown of the facilities, submit a construction timeline for the required development of facilities. Also, submit conceptual site plan displaying the areas and facilities to be developed as proposed on this application.

NOTES:

- Applicant has 24 months for project completion from the date of the execution of the Interlocal Agreement by the Board of County Commissioners.
- With the exception of public safety needs, any previously approved major project must be completed prior to applying for another project to be funded.

Budget Category	Total
Administration Project Management	
Contracted Services	48,375.00
Permitting & Project Inspection Fees	
Site Preparation	
Demolition and Removal	
Construction	
Equipment (Rental, or in-kind use)	
Contingency Cost	
Other Cost: _____	

Total Project Cost: 48,375.00

Will local vendors be used: Yes ☑ No ☐

Please list all vendors you received quotes and estimates from and attach with this application:

MidState Management, Inc.

IV. OPERATION AND MAINTENANCE

Describe the on-going maintenance that will be provided by the municipality for the improvements in which funding is being requested.

- [x] 1. The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance.
- [ ] 2. The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance.
- [ ] 3. The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance.
- [ ] 4. An organized volunteer group, such as a civic group or youth sports association, will operate and maintain the site. Name of Organization: _____

If the expansion/remodel/renovation will REDUCE costs of maintenance/operation, and /or will eliminate a safety hazard, please provide a detailed explanation and back-up verification.

V. PROJECT INFORMATION

	Yes	No
Is this project part of the Master plan for a park and/or greenway system?	☐	☑
Is there a safety and/or health concern?	☐	☑
Is access hindered *(i.e. damage roads, limited ADA compliance, etc.)*	☐	☑
Is the project a service that is over populated due to size?	☐	☑
Will there be a charge or user fee: *(attach fee schedule if applicable)*	☐	☑

Public Involvement	Public Meeting:	☐	☑
	Survey:	☐	☑

Petitioned: ☐ How many Signatures? _____

Please list all amenities this park/location already provides.

Amenities	Yes	No	How Many?	Amenities	Yes	No	How Many?
Soft/Baseball Fields	☑	☐	1	Bicycling Trails	☐	☑	
Soccer Fields	☐	☑		Fitness Trails	☑	☐	1
Tennis Courts	☐	☑		Hiking Trails	☐	☑	
Running Track(s)	☐	☑		Equestrian Trails	☐	☑	
Volleyball Courts	☐	☑		Nature Trails	☐	☑	
Basketball Courts	☑	☐	2	Swimming	☐	☑	
Pickleball Courts	☐	☑		Camping	☐	☑	
Bocce Ball Courts	☐	☑		Picnic Tables	☑	☐	
Horseshoe Pits	☐	☑		Pavilions	☑	☐	
Drinking Fountains	☑	☐	1	Grills	☐	☑	
Other: _____				Playground	☑	☐	

VI. CONCLUSION

Please attach quotes, estimates, photos, conceptual site plans, surveys, and petitions with this application.

Email application to the Parks & Facilities Management office at Facility@highlandsfl.gov or mail/deliver to 636 Fernleaf Ave in Sebring.



Carver Park, 13639 Josephine Ave., Lake Placid, FL

MidState Management, Inc.
MSM

Brian Ogg
Brad L. Ogg

"For Professional Construction Service"
863-381-1351
317 Monte Real Blvd. Sebring, FL 33876
License #CBC1254159

Fax 863-655-4347
Email msmogg@gmail.com

PROPOSAL
#2021114

TO: Highlands County Parks and Recreation
JOB: Carver Park Bathrooms

Price includes Material and Labor to:

1. Construct 15'x 13' Men and Women's Restroom built to ADA codes
2. Both Restrooms to have 2- 53" wide x 16" high awning windows for light and ventilation
3. Restrooms to have commercial steel doors and commercial hardware
4. Roof to be engineered trusses, 5/8 plywood sheeting, with peel and stick over plywood, and metal roof
5. Exterior to be stucco, Interior to be sand finished with painted Exterior and Interior
6. Inside both Restroom floors to be sloped to center drain
7. Supply and install grab bars, soap dispensers, and paper holders
8. No electric provided
9. Septic System provided by county
10. Furnish all drawings and permits
11. Exterior grading and fill dirt provided by County
12. Water service to building provided by County
13. R-30 Insulation in Ceilings
14. Board and head vinyl soffit for interior bathroom ceilings for ease of pressure washing
15. (1) Hose bib on exterior of building

Total $ 39,875.00

Draw Schedule:

1st draw	33%	$13,158.33	When Concrete Slab is Poured
2nd draw	33%	$13,158.33	When Building is dried in ready for metal roof
3rd draw	33%	$13,158.34	Upon Completion and Final Inspection is done

If proposal is acceptable, please sign, and date below. A signed and dated proposal sheet will become a contract agreement for work to begin as schedule. All work performed to or above normal construction standards and in a timely fashion. All workers to be licensed and insured. Any changes to original print specifications, or the details of this proposal, must be authorized by a written change order, signed and dated by all parties involved before work begins on the change. Changes to contract price will be adjusted accordingly.

Customer Signature — Date

Brian Ogg — 11/4/21

Contractor Signature — Date

Thank you for the opportunity to bid on your construction project.
Sincerely,
Brian & Brad Ogg

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BAKER AND SONS SEPTIC INSTALLATIONS, LLC

225 Tulane Circle
Avon Park, FL 33825
(863)214-7390

In the Business for over 70 years!

ESTIMATE

DATE:	10/19/21
NAME:	Rick Fleeger
LOCATION:	City of Lake Placid
PHONE:	
EMAIL:	rfleeger@highlandsfl.gov

Baker and Sons Septic will supply the labor and materials necessary to install the following at: **OPTION 2 – This option will sustain 100 persons per day**

- Supply and Install 1050 Gallon Concrete Septic Tank
- Supply and Install 667 Sq Ft of Rock and Pipe Bed Drainfield
- Supply 10 Year Limited Warranty

Total Cost of Above = $8,500.00

Balance is due upon completion before final cover

*Note: This price does NOT include the replacement of sod or the repair of sprinkler lines, underground utilities, or electrical lines unless otherwise stated in this proposal. Baker and Sons Septic is also not responsible for damage to any concrete slabs that the equipment must cross. In addition, upon acceptance of this proposal, the owner agrees that payment of services is due in full on the day of completion. If the system requires a mound of stabilization, the customer is responsible for that stabilization. This bid is good for 30 days from the date of issue.

_____ Customer Initials

Estimate Provided by: Philip Baker, Registered Septic Contractor
State Registration SR0081594

_____	_____
Philip Baker	Signature of Owner
_____	_____
Date	Date

IF MAILING CHECKS OR CONTRACTS PLEASE MAIL TO:

225 Tulane Circle, Avon Park FL 33825

HIGHLANDS COUNTY
RECREATION AND PARKS ADVISORY COMMITTEE
MEETING MINUTES
November18, 2021; 2:00 PM
Highlands County Multi-Sports Complex,
216 Sheriff's Tower Rd, Sebring

Danielle Phillips, City of Avon Park	Garrett Anderson, City of Avon Park
Todd Moore, Town of Lake Placid	Harry Durbano, Town of Lake Placid
Bob Swaine, City of Sebring	Charlie Lowrance, City of Sebring
Ariel Fells, At Large	Joe Decerbo, At Large
Vicki Pontius, At Large	Sandy Rossborough, At Large
Michael Blackney, At Large	Bill Brantley, School Board
Ric Fleeger, Parks & Facilities Management	Sarah Albritton, Parks & Facilities Mgmt.
Ginger Svendsen, Parks & Facilities Mgmt.	Sandra Vazquez, Planning Division

Guest: Isaac Durance, Evelyn Colon, Shirley Harris and Teddy Callahan.

Call to Order
Chairman Bill Brantley, called the meeting to order at 2:00 pm. Ric Fleeger read the public notice for the meeting. Twelve members were present, constituting a quorum.

Approval of Minutes
Harry Durbano made a ***motion*** to approve the minutes for May 20, 2021. Joe Decerbo ***seconded the motion***. Motion Carried.

Election of Officers: Bill opened the floor for nominations. Sandy Rossborough moved to nominate Vicki Pontius as Chair, and Todd Moore ***seconded the motion***. Unanimous vote. **Motion Carried**. Vicki Pontius moved to nominate Garrett Anderson as Co-Chair. Danielle Phillips ***seconded the motion.*** Unanimous vote. Motion Carried.

Old Business:
Updates on open projects

- Town of Lake Placid Lake June ballfield lights is complete. Lake June Phase 2 project is underway.
- City of Sebring Seven New Scoreboards – In possession of scoreboards and waiting to be installed.
- Memorial Trailhead Rest/Bike Stations –There is one more Bike Repair Station to install for the North circle that is currently on back order.
- Playground Systems for H.L. Bishop Park and Sports Complex – Systems are on order and waiting for delivery date.
- School Board Tennis Courts Resurface for Sebring High and Lake Placid High are completed.
- Donaldson Park Restroom renovation are almost completed.

Bill gave an update on the fund balance of $479,570.62.

New Business:

HIGHLANDS COUNTY
RECREATION AND PARKS ADVISORY COMMITTEE
MEETING MINUTES
November18, 2021; 2:00 PM
Highlands County Multi-Sports Complex,
216 Sheriff's Tower Rd, Sebring

Funding Request for Spring Lake Improvement District: Joe Decerbo presented a request for eight Pickleball Courts at Pine Breeze Park. Total cost of the project is estimated at $180,000 and they are asking RPAC to match funds of $90,000 for a 50/50 split. Residents are currently using the tennis courts constructed in the 1980s that were made over as pickleball courts and will be removed for the new courts. Many members voiced their opinions on the fast-growing sport. Although sixteen courts are needed for tournaments, they are more comfortable starting with eight courts at this time. Questions were asked about nearby restrooms, are there any shade structures, and will there be user fees. Joe replied that there are newly built restrooms in the park. Construction has started for an independent living facility structure adjacent to the property that will have restrooms available as well. There will be shade structure in place and trees nearby. Residents already pay a park assessment and will use the facility free of charge. However, if they choose to join the club and play in tournaments they can, but the club understands that it must be open to the public. Lights are included in the project.

Vicki Pontius asked for clarification for the funds requested. Total project will be paid for by Spring Lake Improvement District, with Spring Lake paying the first $90,000 and request a reimbursement from RPAC to pay the remaining balance up to $90,000.
Vicki Pontius ***motioned*** to approve the expenditure of up to $90,000 of RPAC funds and recommendation to the Board of County Commissioners for the funding of eight pickleball courts at the Pine Breeze Park in Spring Lake Improvement District. ***Motion was seconded*** by Garrett Anderson. All were in favor. Motion carried.

Funding Request, Highlands County: Evelyn Colon, Director of the Highway Park Neighborhood Council (HPNC), introduced herself along with Teddy Callahan, Council Treasurer and Shirley Harris, a volunteer for the Council. The Highway Park community is seeking to add a restroom facility to the park for future events. The current amenities include a little league baseball field with bleachers, newly resurfaced and painted basketball courts, playground, newly added 10 fit trail exercise stations and new fencing in areas where needed. The park cannot be ADA compliant without restrooms, and they desire the park to be user-friendly. The cost of the project is estimated at $48,375 and are asking RPAC to fund $24,187.50 for a 50/50 split.

Question was asked about the maintenance of the restrooms. Ric Fleeger explained they were still working out some of the logistics. They are not sure if the park will be opened and closed at a certain time or opened only for events. The restrooms will be maintained by the county and/or monitored by the community at the same time.

Bill explained he would like to see it used and wondered about vandalism. He also drove through the park and found it to be very clean and well-maintained. Ric said this was a preliminary request for RPAC to agree to pay 50% of the project, then he will take it before the Board of County Commissioners to approve the other 50%. Bill spoke on the restroom he built years ago for the school board and how the cost is much higher now. Ric received an

estimate from Brian Ogg for $39,875 and $8,500 for the septic system. Evelyn Colon said the restrooms will not have lights, but since the park closes at sundown they are not needed. Sandy Rossborough suggested not moving forward until there is clarification on who is maintaining the restrooms. Ric assured the members that the county will make sure it is maintained. Joe Decerbo ***motioned*** to approve the request as presented. Harry Durbano ***seconded the motion***.

Vicki Pontius asked if the cash portion is being paid 100% by the county or is Highway Park contributing some dollars. Highway park is not contributing any of the funds to the project, so half will come from Infrastructure funds and the other half from general funds. All members were in favor. The motion carried.

Next meeting is February 17, 2022.

Since this is Bill's last meeting, he thanked everyone and said he enjoyed serving on the committee. He has served 8 years and must rotate off for at least one year.

Meeting adjourned at 2:31 p.m.

Respectfully submitted by,

Ginger Svendsen, Administrative Assistant
Parks & Facilities Management

DRAFT

LOCAL INFRASTRUCTURE SURTAX FUND (CAPITAL IMPROVEMENTS) - 151 (9990B)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$175,000.00**	
10/19/21	10/19/21	21-22-002	$957,000.00	$1,132,000.00	To move budgeted funds for EOC Bldg Remodel from Fund 151 funds to ARPA funding
12/21/21	12/21/21	21-22-028	($957,000.00)	$175,000.00	To use add'l Reserve funds for CFS projects
01/18/22		21-22-032	($65,815.00)	$109,185.00	To allocate funds for Project 21057 AG Center HVAC Unit not on the Adopted CFS schedule
01/18/22		21-22-033	($24,187.50)	$84,997.50	To allocate funds to Project 21056 Carver Park Restrooms with the County paying 50% from 151 Reserves.
REVISED TOTAL:				**$84,997.50**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:	**David Nitz, OMB Manager** **Angela Bollinger, Sr. Budget Analyst**
SUBJECT/TITLE:	**Request approval of Budget Amendment 21-22-044 and Resolution to make adjustments and corrections to the rollover project balances from FY 20/21 into the current FY 21/22 to properly budget the available funds in the projects in FY 21/22.**

STATEMENT OF ISSUE

This budget amendment is making adjustments and corrections to FY20-21 Project rollovers into FY21-22 according to actuals after end-of-year close-out, as well as, to roll projects that were not rolled in the budget process nor completed.

RECOMMENDED ACTION

Move to approve budget amendment 21-22-044 and associated resolution.

FISCAL IMPACT

The fiscal impact for FY 21-22 is an increase to Fund 005 (General), Fund 129 (Conservation Trust), Fund 151 (Infrastructure Surtax), Fund 152 (Tourist Development Trust), Fund 155 (Hospital District), Fund 180 (Building), Fund 355 (HCFPIRN LTD Capital, Fund 401 (Solid Waste) and Fund 420 (Energy Recovery) in the amounts of $185,872.36, $744.87, $1,820,591.56, $255,270.55, $6,756.00, $3,600.00, $298,860.19, $1,694.52, and $0.30 respectively, and a decrease to Fund 110 (Transportation Trust), Fund 143 (FL Boating Improvement), Fund162 (Affordable Housing Assistance), and Fund 181 (Fire Assessments) in the amounts of $42,054.07, $24,670.00, $3,289.00, and $5,070.83 respectively, with an overall budget increase of $2,498,307.25.

Attachments: 21-22-044 FY20-21 Rollover Project Adjustments_Corrections to FY21-22 (BA).pdf
21-22-044R FY20-21 Rollover Project Adjustments_Corrections to FY21-22 (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
January 11, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS
(Transfers over $5,000 require Board approval)

DATE: **12/20/2021** SUBMITTED BY: **OMB**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3475600Z	Proj Rent Fee Horse Arena	00059	0.00	100.00		100.00
R	005		3999100Z	Project Fd Bal Forward	00059	4,384.00	1,150.27		5,534.27
E	005	6302	54600Z	Project Repair & Maintenance	00059	4,384.00	1,250.27		5,634.27
R	005		3999110Z	Project Encumb Forward	02058	1,134.87		836.74	298.13
E	005	6303	53400Z	Project Contractual Services	02058	15,534.87		836.74	14,698.13
R	129		3999100Z	Project Fd Bal Forward	02084	49,787.00		632.70	49,154.30
E	129	6307	56300Z	Project Improvements	02084	42,434.00		632.70	41,801.30

REASON: **Fiscal Year (FY) 20-21 Rollover Project Adjustments and Corrections into FY 21-22.**

OFFICE USE ONLY

OMB RECOMMENDATION:

____ Approval

____ Denial

REQUEST # 21-22-044

ACTION:

Board ____ Approved ____ Denied

County Administrator ____ Approved ____ Denied

SIGNATURE: ____

DATE: ____ / ____ / ____

TRANSFER TYPE:

XX ITEM TO ITEM
____ RESERVE
XX BY RESOLUTION
____ SUPPLEMENTAL BUDGET

Signature: ____

Posted by Clerk: ____

Form Revised 08/05/2020

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-044

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	151		3999100Z	Project Fd Bal Forward	04074	0.00	11,944.00		11,944.00
E	151	4102A	56300Z	Project Improvements	04074	33,553.50	11,944.00		45,497.50
R	005		3999100Z	Project Fd Bal Forward	07040	0.00	379.10		379.10
E	005	6209	55200Z	Project Operating Supplies	07040	0.00	379.10		379.10
R	005		3662000Z	Libraries - Project	08048	0.00	165.81		165.81
R	005		3999100Z	Project Fd Bal Forward	08048	0.00	12,645.87		12,645.87
E	005	6210	54900Z	Project Other Chgs & Obligations	08048	0.00	765.81		765.81
E	005	6210	55200Z	Project Operating Supplies	08048	0.00	12,045.87		12,045.87
R	005		3999100Z	Project Fd Bal Forward	08049	0.00	4,212.88		4,212.88
E	005	6211	55200Z	Project Operating Supplies	08049	0.00	4,212.88		4,212.88
R	005		3999100Z	Project Fd Bal Forward	08067	4,000.00	1,215.48		5,215.48
E	005	5221	53108Z	Project Outpatient	08067	4,700.00	1,215.48		5,915.48
R	151		3999100Z	Project Fd Bal Forward	12054	174,300.00		728.86	173,571.14
E	151	4102A	56301Z	Proj Capital Infrastructure	12054	187,000.00		728.86	186,271.14
R	420		3999100Z	Project Fd Bal Forward	14014	979,260.00	0.30		979,260.30
E	420	4230	54600Z	Project Repair & Maintenance	14014	1,143,608.00	0.30		1,143,608.30
R	151		3999100Z	Project Fd Bal Forward	14033	612,087.00		147,115.38	464,971.62
E	151	2111A	56200Z	Project Buildings	14033	21,800.00		6,961.72	14,838.28

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-044

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	2111A	56400Z	Project Equipment	14033	660,440.73		140,153.66	520,287.07
R	005		3661000Z	Project Donations/ Contributions	15064	0.00	1,451.00		1,451.00
R	005		3999100Z	Project Fd Bal Forward	15064	9,757.00	292.70		10,049.70
E	005	3995	54000Z	Project Travel & Per Diem	15064	726.00	726.00		1,452.00
E	005	3995	54800Z	Project Promotional Activities	15064	0.00	1,017.70		1,017.70
R	401		3999100Z	Project Fd Bal Forward	15072	0.00	1,694.52		1,694.52
E	401	4210	56400Z	Project Equipment	15072	0.00	1,694.52		1,694.52
R	151		3344950Z	Project DOT Grant	16002	847,996.00		3,356.83	844,639.17
E	151	4102A	56301Z	Project Capital Infrastructure	16002	865,231.45		3,356.83	861,874.62
R	151		3999100Z	Project Fd Bal Forward	16044	506,323.00		323.34	505,999.66
E	151	5106A	56200Z	Project Buildings	16044	649,256.45		323.34	648,933.11
R	005		3999100Z	Project Fd Bal Forward	16056	1,587,072.00		51,266.00	1,535,806.00
E	005	3326	53400Z	Project Contractual Services	16056	51,266.00		51,266.00	-
R	151		3999100Z	Project Fd Bal Forward	16056	1,535,806.00	16,087.26		1,551,893.26
E	151	3322A	56200Z	Project Buildings	16056	1,535,806.00	16,087.26		1,551,893.26
R	005		3999100Z	Project Fd Bal Forward	17019	0.00	31.29		31.29
E	005	3995	55403Z	Project Education & Training	17019	0.00	31.29		31.29
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BUDGET AMENDMENTS

REQUEST NUMBER 21-22-044

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3999100Z	Project Fd Bal Forward	17020	4,825.00	0.17		4,825.17
E	005	3995	55200Z	Project Operating Supplies	17020	4,825.00	0.17		4,825.17
R	005		3999100Z	Project Fd Bal Forward	17023	59,230.00		17,970.75	41,259.25
E	005	6303	53400Z	Project Contractual Services	17023	60,391.75		17,970.75	42,421.00
R	151		3344950Z	Project DOT Grant	17034	1,365,941.00	0.34		1,365,941.34
E	151	4102A	56301Z	Project Capital Infrastructure	17034	1,406,671.00	0.34		1,406,671.34
R	151		3999100Z	Project Fd Bal Forward	17041	115,025.00		883.01	114,141.99
E	151	2672A	56200Z	Project Buildings	17041	118,551.40		883.01	117,668.39
R	151		3344950Z	Project DOT Grant	17046	0.00	1,837,993.15		1,837,993.15
E	151	4102A	56301Z	Project Capital Infrastructure	17046	0.00	1,837,993.15		1,837,993.15
R	151		3999100Z	Project Fd Bal Forward	17058	206,702.00	2,424.00		209,126.00
E	151	2672A	54900Z	Project Other Chgs 7 Obligations	17058	400.00		400.00	0.00
E	151	2672A	56200Z	Project Buildings	17058	240,802.00	2,824.00		243,626.00
R	110		3999100Z	Project Fund Balance Forward	17062	80,683.00		80,683.00	0.00
E	110	4120	56301Z	Project Capital Infrastructure	17062	80,683.00		80,683.00	0.00
R	151		3344950Z	Project DOT Grant	17062	12,374.00	42,838.95		55,212.95
E	151	4102A	53100Z	Project Professional Services	17062	80,440.69		80,440.69	0.00
E	151	4102A	56301Z	Project Capital Infrastructure	17062	1,633,461.60	123,279.64		1,756,741.24

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-044

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	151		3999100Z	Project Fd Bal Forward	17063	259,526.00		135,814.16	123,711.84
E	151	4102A	56301Z	Project Capital Infrastructure	17063	3,285,794.95		135,814.16	3,149,980.79
R	151		3344950Z	Project DOT Grant	18007	970,967.00		6,338.54	964,628.46
E	151	4102A	56301Z	Project Capital Infrastructure	18007	970,967.00		6,338.54	964,628.46
R	151		3344950Z	Project DOT Grant	18008	1,875,007.00		10,329.70	1,864,677.30
E	151	4102A	56301Z	Project Capital Infrastructure	18008	1,875,007.00		10,329.70	1,864,677.30
R	151		3344950Z	Project DOT Grant	18009	1,255,762.00		0.21	1,255,761.79
E	151	4102A	56301Z	Project Capital Infrastructure	18009	1,262,802.00		0.21	1,262,801.79
R	005		3999100Z	Project Fd Bal Forward	18018	22,491.00	22,491.00		44,982.00
E	005	5105	54600Z	Project Repair & Maintenance	18018	22,491.00	22,491.00		44,982.00
R	143		3999100Z	Project Fd Bal Forward	18026	24,670.00		24,670.00	-
E	143	6103	56300Z	Project Improvements	18026	24,670.00		24,670.00	-
R	005		3999100Z	Project Fd Bal Forward	18037	0.00	77.39		77.39
E	005	3995	55403Z	Project Education & Training	18037	0.00	77.39		77.39
R	151		3999100Z	Project Fd Bal Forward	18046	10,499.00		1,898.00	8,601.00
E	151	4102A	56200Z	Project Buildings	18046	10,499.00		1,898.00	8,601.00
R	151		3999110Z	Project Encumb Forward	19002	16,855.00		16,855.00	-
R	151		3999100Z	Project Fd Bal Forward	19002	10,301.28		4,305.36	5,995.92
E	151	4102A	56301Z	Project Capital Infrastructure	19002	27,156.28		21,160.36	5,995.92

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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	151		3999100Z	Project Fd Bal Forward	19007	621,769.00		2,023.56	619,745.44
E	151	4102A	56200Z	Project Buildings	19007	1,276,769.00		2,023.56	1,274,745.44
R	151		3344950Z	Project DOT Grant	19016	219,347.00		14,658.61	204,688.39
E	151	4102A	56301Z	Project Capital Infrastructure	19016	219,347.00		14,658.61	204,688.39
R	005		3999100Z	Project Fd Bal Forward	19020	8,951.00		8,951.00	-
E	005	5105	56400Z	Project Equipment	19020	8,951.00		8,951.00	-
R	005		3999100Z	Project Fd Bal Forward	19024	0.00	16.16		16.16
E	005	3995	55100Z	Project Office Supplies	19024	0.00	16.16		16.16
R	005		3999110Z	Project Encumb Forward	19029	24,382.16		1,226.34	23,155.82
E	005	6303	53100Z	Project Professional Services	19029	24,382.16		1,226.34	23,155.82
R	005		3999100Z	Project Fd Bal Forward	19040	1,400,000.00		41,817.42	1,358,182.58
E	005	3996	56200Z	Project Buildings	19040	2,841,575.00		41,817.42	2,799,757.58
R	005		3999100Z	Project Fd Bal Forward	19041	0.00	43,750.00		43,750.00
R	005		3999110Z	Project Encumb Forward	19041	42,020.24		11,488.46	30,531.78
E	005	6303	53100Z	Project Professional Services	19041	42,020.24	32,261.54		74,281.78
R	152		3343971Z	Prj FL Fish & Wildlife Comm	19044	0.00	36,000.00		36,000.00
R	152		3999100Z	Project Fd Bal Forward	19044	0.00	226,020.55		226,020.55
E	152	5306	56300Z	Project Improvements	19044	0.00	262,020.55		262,020.55

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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	152		3999110Z	Project Encumb Forward	19044	16,750.00		6,750.00	10,000.00
E	152	5306	53100Z	Project Professional Services	19044	16,750.00		6,750.00	10,000.00
R	005		3999100Z	Project Fd Bal Forward	19049	42,709.00		42,709.00	-
R	005		3999110Z	Project Encumb Forward	19049	9,918.00		9,918.00	-
E	005	5105	51400Z	Project Overtime	19049	22,769.00		22,769.00	-
E	005	5105	55200Z	Project Operating Supplies	19049	16,223.00		16,223.00	-
E	005	5105	56400Z	Project Equipment	19049	13,635.00		13,635.00	-
R	005		3999110Z	Project Encumb Forward	19051	341.50		341.50	-
E	005	3996	58102Z	Govt Agency - Admin/Govt	19051	341.50		341.50	-
R	162		3999110Z	Project Encumb Forward	19055	3,289.00		3,289.00	-
E	162	5342	54910Z	Project Rehabilitation	19055	3,289.00		3,289.00	-
R	110		3999100Z	Project Fd Bal Forward	19057	0.00	3,874.50		3,874.50
E	110	4101	56400Z	Project Equipment	19057	28,563.84	3,874.50		32,438.34
R	355		3999100Z	Project Fd Bal Forward	19058	0.00	298,860.19		298,860.19
E	355	2685	56400Z	Project Equipment	19058	200,149.95	298,860.19		499,010.14
R	151		3999100Z	Project Fd Bal Forward	20002	25,331.00	705.12		26,036.12
E	151	4102A	56301Z	Project Capital Infrastructure	20002	25,331.00	705.12		26,036.12
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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	151		3999100Z	Project Fd Bal Forward	20010	0.00	26,200.00		26,200.00
E	151	6101A	56300Z	Project Improvements	20010	0.00	26,200.00		26,200.00
R	151		3999100	Fund Balance Brought Forward		2,325,219.00	50,000.00		2,375,219.00
R	151		3999100Z	Project Fd Bal Forward	20012	0.00	50,000.00		50,000.00
E	151	2672A	56200Z	Project Buildings	20012	0.00	100,000.00		100,000.00
R	110		3999100Z	Project Fd Bal Forward	20023	0.00	15,054.43		15,054.43
E	110	4105	54300Z	Utility Services Project	20023	0.00	1,681.23		1,681.23
E	110	4105	54400Z	Rentals & Leases - Project	20023	0.00	1,500.00		1,500.00
E	110	4105	54609Z	Proj Highway Lighting Maintenance	20023	0.00	2,773.20		2,773.20
E	110	4105	55200Z	Project Operating Supplies	20023	0.00	9,100.00		9,100.00
R	005		3999100Z	Project Fd Bal Forward	20027	1,130.00		854.31	275.69
E	005	3995	54700Z	Project Printing & Binding	20027	400.00		124.31	275.69
E	005	3995	54800Z	Project Promotional Activities	20027	300.00		300.00	-
E	005	3995	55100Z	Project Office Supplies	20027	300.00		300.00	-
E	005	3995	55403Z	Project Education & Training	20027	130.00		130.00	-
R	181		3312900Z	FEMA Grant Project	20030	7,041.00		5,070.83	1,970.17
E	181	3217	55200Z	Project Operating Supplies	20030	7,041.00		5,070.83	1,970.17
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BUDGET AMENDMENTS

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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	151		3999100Z	Project Fd Bal Forward	20031	0.00	1,228.93		1,228.93
E	151	6101A	56300Z	Project Improvements	20031	0.00	1,228.93		1,228.93
R	129		3343971Z	Prj Fish & Wildlife Comm	20032	7,000.00		7,000.00	-
R	129		3999100Z	Project Fd Bal Forward	20032	1,551.00	8,377.57		9,928.57
E	129	6307	54600Z	Project Repairs & Maintenance	20032	8,551.00	1,377.57		9,928.57
R	155		3999100Z	Project Fd Bal Forward	20036	0.00	6,756.80		6,756.80
E	155	1155	51200Z	Project Regular Salaries	20036	0.00	3,202.53		3,202.53
E	155	1155	52100Z	Project FICA Taxes	20036	0.00	715.73		715.73
E	155	1155	52200Z	Project Retirement Contributions	20036	0.00	1,204.66		1,204.66
E	155	1155	52400Z	Project Workers' Compensation	20036	0.00	1,622.77		1,622.77
E	155	1155	53400Z	Project Contractual Services	20036	6,666.89	11.11		6,678.00
R	151		3999100Z	Project Fd Bal Forward	20038	208,650.00		2,730.38	205,919.62
E	151	2672A	54900Z	Project Other Chgs & Obligations	20038	200.00		200.00	-
E	151	2672A	56200Z	Project Buildings	20038	308,450.00		2,530.38	305,919.62
R	151		3999100Z	Project Fd Bal Forward	20043	27,985.00		3,585.00	24,400.00
E	151	2672A	56400Z	Project Equipment	20043	27,985.00		3,585.00	24,400.00
R	151		3999100Z	Project Fd Bal Forward	20044	436,596.00		127,002.26	309,593.74
E	151	4102A	56300Z	Project Improvements	20044	436,596.00		204,331.96	232,264.04
E	151	4102A	56301Z	Project Capital Infrastructure	20044	0.00	77,329.70		77,329.70

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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3999110Z	Project Encumb Forward	20049	5,000.00		5,000.00	-
E	005	2810	53100Z	Project Professional Services	20049	5,000.00		5,000.00	-
R	151		3999100Z	Project Fd Bal Forward	20057	0.00	140,801.44		140,801.44
E	151	6101A	56300Z	Project Improvemets	20057	0.00	140,801.44		140,801.44
R	151		3999100Z	Project Fd Bal Forward	20058	0.00	33,960.00		33,960.00
E	151	6101A	56300Z	Project Improvemets	20058	0.00	33,960.00		33,960.00
R	005		3346900Z	Other Human Services Project	20064	0.00	42,847.68		42,847.68
E	005	3995	51200Z	Project Regular Salaries	20064	0.00	23,805.36		23,805.36
E	005	3995	54000Z	Project Travel & Per Diem	20064	0.00	1,000.00		1,000.00
E	005	3995	54700Z	Project Printing & Binding	20064	0.00	2,000.00		2,000.00
E	005	3995	55100Z	Project Office Supplies	20064	0.00	3,000.00		3,000.00
E	005	3995	55200Z	Project Operating Supplies	20064	0.00	1,422.09		1,422.09
E	005	3995	55403Z	Project Education & Training	20064	0.00	7,925.49		7,925.49
E	005	3995	55404Z	Project Dues & Memberships	20064	0.00	3,694.74		3,694.74
R	151		3999100Z	Project Fd Bal Forward	20065	0.00	84,356.57		84,356.57
E	151	4102A	56300Z	Project Improvements	20065	0.00	84,356.57		84,356.57
R	005		3999100Z	Project Fd Bal Forward	20066	0.00	10,000.00		10,000.00
E	005	2810	53100Z	Project Professional Services	20066	0.00	10,000.00		10,000.00

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BUDGET AMENDMENTS

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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3999100Z	Project Fd Bal Forward	20067	0.00	6,190.08		6,190.08
E	005	6213	54900Z	Project Other Chgs & Obligations	20067	0.00	6,190.08		6,190.08
R	005		3312550Z	Proj Emerg Mgmt Prepare-F	20068	0.00	59,803.00		59,803.00
R	005		3342500Z	Proj Emerg Mgmt Prepare-S	20068	0.00	105,806.00		105,806.00
E	005	3991	51001Z	Project Personal Services	20068	0.00	165,609.00		165,609.00
R	005		3999100Z	Project Fd Bal Forward	20069	0.00	31,700.00		31,700.00
E	005	3400	53100Z	Project Professional Services	20069	0.00	31,700.00		31,700.00
R	110		3999100Z	Project Fd Bal Forward	20069	0.00	19,700.00		19,700.00
E	110	4101	53100Z	Project Professional Services	20069	0.00	19,700.00		19,700.00
R	180		3999100Z	Project Fd Bal Forward	20069	0.00	3,600.00		3,600.00
E	180	3440A	53100Z	Project Professional Services	20069	0.00	3,600.00		3,600.00
R	005		3312550Z	Proj Emerg Mgmt Prepare-F	20070	0.00	13,926.00		13,926.00
E	005	3991	55200Z	Project Opearting Supplies	20070	0.00	13,926.00		13,926.00
R	005		3315500Z	Disaster Relief FEMA - Proj	19001	0.00	20,000.00		20,000.00
E	005	3996	55200Z	Project Operating Supplies	19001	1,268.05	20,000.00		21,268.05
E	151	3322A	56400Z	Project Equipment	21028	232,164.00		6,241.00	225,923.00
E	151	3322A	56400	Machinery & Equipment		29,608.00	6,241.00		35,849.00
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TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	6304	51400	Overtime	20005	166.00		166.00	-
E	005	6304	51400Z	Project Overtime	20005	0.00	166.00		166.00
R	355		3999100	Fund Bal Brought Forward	20007	73,800.00		73,800.00	-
R	355		3999100Z	Project Fnd Bal Brought Forward	20007	0.00	73,800.00		73,800.00
E	005	6304	51400	Overtime	21005	57.00		57.00	-
E	005	6304	51400Z	Project Overtime	21005	0.00	57.00		57.00
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FUND(S)	FUND TITLE(S)
005	General
110	Transportation Trust
129	Conservation Trust
143	FL Boating Improvement
151	Infrastructure Surtax
152	Tourist Development Trust Fund
155	Hospital District
162	Affordable Housing Assistance
180	Building Department
181	Fire Assessments
355	HCFPIRN LTD Capital Fund
401	Solid Waste
420	Energy Recovery

COST CENTER(S)	COST CENTER TITLE(S)
1155	Hospital District
2685	HCFPIRN LTD Capital EXPS
2810	Office of Economic Development
3217	Fire Assessment
3326	Detention & Corrections Other
3991	Local Emergency Mgmt Agency
3995	Children's Advocacy Center
3996	Emergency/Disaster Relief

COST CENTER(S)	COST CENTER TITLE(S)
4101	Engineering Services
4105	Traffic Operations
4120	Multi Use Paths/Sidewalks
4210	Refuse Disposal System 401
4230	Asphalt Plant
5105	Ambulance Service 005
5221	Public Assistance Program
5306	Tourist Development - Lakes
5342	State Housing Initiatives
6103	FL Boating Improvement
6209	Libraries - Avon Park
6210	Libraries - Sebring
6211	Libraries - Lake Placid
6213	Historic Dist Site Survey
6302	County Extension
6303	Natural Resources
6307	Conservation Trust
2111A	Central Services 151
2672A	Facilities Management 151
3322A	County Jail - 151
3440A	Building Department 180
4102A	Transportation Projects
5106A	Animal Control 151
6101A	Recreation Department 151

FND	CST CTR	PROJ #	PROJECT TITLE
005	6302	00059	4-H Horse Arena Facility
005	6303	02058	Lil Lk Jax Alum
129	6307	02084	Maint. of the Preserve of Sun 'n Lakes
151	4102A	04074	Old SR 8 / Toni Dr Mining Permit
005	6209	07040	AP Library Donations
005	6210	08048	Sebring Public Library Donations
005	6211	08049	LP Mem Library Donations
005	5221	08067	Coast2Coast RX Card
151	4102A	12054	Memorial Drive Pipe Replacement & Extension
420	4230	14014	Asphalt R&M Set Aside Fees

FND	CST CTR	PROJ #	PROJECT TITLE
151	2111A	14033	Technology Infrastructure Improvements
005	3995	15064	CAC Donations
401	4210	15072	County Camera System
151	4102A	16002	Arbuckle Creek Rd Turn Lanes
151	5106A	16044	Animal Control Building
005	3326	16056	HCSO Detention Reconfiguration
151	3322A	16056	HCSO Detention Reconfiguration
005	3995	17019	SCALP
005	3995	17020	FNCAC - CAC23
005	6303	17023	Jack Creek Watershed Management Plan (N856)

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-044

FND	CST CTR	PROJ #	PROJECT TITLE
151	4102A	17034	Memorial Dr. - Pompano Dr. to Sebring Parkway
151	2672A	17041	CAC Facility Improvements
151	4102A	17046	CR 721 Resurface
151	2672A	17058	ADA Transition Plan (Interior Bldgs)
151	4102A	17062	Sebring Prkwy PH IIA
151	4102A	17063	Sebring Prkwy PH IIB
151	4102A	18007	Heron Street Roadway Improvements
151	4102A	18008	W. Stryker Rd Roadway Improvements
151	4102A	18009	CR 623 (Kenilworth) fm Haywood Taylor
005	5105	18018	Monitor Defibrillators
143	6103	18026	FY18-19 Boat Dock Improvements
005	3995	18037	SCALP
151	4102A	18046	Unit 3 Barn Refurbish
005	3996	19001	COVID - 19
151	4102A	19002	ADA TRANSITION PLAN FY 19-20
151	4102A	19007	New Traffic Ops Bldg
151	4102A	19016	Sun-N-Lakes Blvd Sidewalk
005	5105	19020	Lucas CPR Devices
005	3995	19024	SCALP

FND	CST CTR	PROJ #	PROJECT TITLE
151	4102A	20002	ADA Transition Plan FY 20-21
005	6304	20005	State Aquatic Plant Control Program
355	2685	20007	Spring Lake Airport ST 20
151	6101A	20010	SEB Max Long Scoreboards (RPAC)
151	1672A	20012	SAO Facility Improvements
110	4105	20023	Hwy Lighting FY20-21
005	3995	20027	SCALP 20-21
181	3217	20030	Firefighters - COVID 19 Supplement
151	6101A	20031	Memorial Trail Head PH 1
129	6307	20032	Gopher Tortoise Habitat Mgmnt
155	1155	20036	Hospital District Board 20-21
151	2672A	20038	Sebring Library Roof Replacement
151	2672A	20043	HVAC Units FY20-21
151	4102A	20044	E Avon Pines Rd
005	2810	20049	Rural Toolkit Marketing Grant
151	6101A	20057	Lk June Park PH II Improvements (RPAC)
151	6101A	20058	Donaldson Park Restrooms Improvements (RPAC)
005	3995	20064	FNCAC 21/22
151	4102A	20065	R&B Security Workstation Fnds

RESOLUTION NO. 21-22-65

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-044 TO THE GENERAL, TRANSPORTATION TRUST, CONSERVATION TRUST, FL BOATING IMPROVEMENT, INFRASTRUCTURE SURTAX, TOURIST DEVELOPMENT TRUST, HOSPITAL DISTRICT, AFFORDABLE HOUSING ASSISTANCE, BUILDING, FIRE ASSESSMENTS, HCFPIRN LTD CAPITAL, SOLID WASTE, AND ENERGY RECOVERY FUNDS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General, Transportation Trust, Conservation Trust, FL Boating Improvement, Infrastructure Surtax, Tourist Development Trust, Hospital District, Affordable Housing Assistance, Building, Fire Assessments, HCFPIRN LTD Capital, Solid Waste, and Energy Recovery Funds.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. **Legislative Findings and Intent.** Highlands County has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-044 is hereby approved and authorized to make adjustments and corrections to the rollover project balances from FY 20/21 into the current FY 21/22 to properly budget the available funds in the projects in FY 21/22 to maintain the authorized balances for a net increase in the amount of $2,498,307.25.

SECTION 3. **Implementation of Administrative Actions.** The County Administrator is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The

County Administrator may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such County employees as deemed effectual and prudent.

SECTION 4. **Savings Clause.** All prior actions of Highlands County pertaining to the budget amendment approved hereby, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. **Scrivener's Errors.** Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the County Administrator and County Attorney, may be corrected.

SECTION 6. **Conflicts.** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **Severability.** If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 18th day of January, 2022.

HIGHLANDS COUNTY, FLORIDA

By:_____
Kathleen G. Rapp, Chairperson

ATTEST:

_____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Sherry G. Sutphen, County Attorney**

SUBJECT/TITLE: **County Attorney Status Report**

STATEMENT OF ISSUE

Attached is a copy of the pending items on the County Attorney File Log as of January 3, 2022.

RECOMMENDED ACTION

None. This is being provided for informational purposes.

FISCAL IMPACT

There is no fiscal impact.

Attachments: COUNTY ATTORNEY LOG.pdf

County Attorney Log

	Commissioner Priority	RECEIVED FROM	REQUEST	STATUS
1	Priority 7	Sarah Albritton	Review Lincoln Heights Park Lease Agreement	Assigned SS/Under review
2	Priority 4	Clinton Howerton	Sebring Parkway Maintenance Agreement	Assigned SS/Under review
3	Priority 7	David Nitz	Tract J project	SS-Need more info
4	Priority 4	Karen Lepera	Community Garden in Special District	SS/MR-Need more info
5	Priority 4	Tanya Cannady	Volunteer Fire Districts & Hickory Hill	SS-Under review
6	Priority 4	Liz Barber	EDA Grant/letter of Support	SS-under review
7	Priority 4	Clinton Howerton	Lot Splitting	SS-under review
8	Priority 5 &7	Clinton Howerton	Recycling Site Agreement Interlocal	SS-under review
9	Priority 7	Jonathan Harris	W. County Line Rd. Agreement	SS-Under review
10	Priority 8	Kenya Anderson	DEP Stormwater Master Plan	SS-Need more info
11	Priority 4	Ric Fleeger	Girl Scout Building Lease	MR-Need more info
12	Priority 4	Jonathan Harris	Lake June-In-Winter Catfish Creek BMP's Agreement	SS-Under review
13	Priority 4	Melony Culpepper	DEO Response	SS-Under review-need more info
14	Priority 4	Garrett Roberts	Knox Box Ordinance	SS-Under review
15	Priority 4	Roxanna Taylor	COPCN's	MR-Under review
16	Priority 4	Sarah Beth Rogers	DCF Trust Fund Agreement	MR-Under review
17	Priority 4	Ginger Svendsen	Interlocal Agreement-SLID Pickleball Courts	SS-Finished
18	Priority 4	Roxanna Taylor	FDOH Grant Application	MR-Finished

STATUS NOTES

Assigned – will be followed by initials of attorney
Under Review – being worked on by attorney
Additional Information Needed – information being sought
Meeting Scheduled or Needed – meeting scheduled or coordination underway
Pending – newly provided without sufficient time to assign or perform cursory review
Blank – lacking information and detail when added to log

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER: **Randy Vosburg, County Administrator**

SUBJECT/TITLE: **Commissioner's Priorities and the Project Status Report**

STATEMENT OF ISSUE

Attached are the copies of the Commissioner's Priorities and Project Status Report as of January 4, 2022.

RECOMMENDED ACTION

This information is being provided for informational purposes

FISCAL IMPACT

No Fiscal Impact.

Attachments: Status - Project Updates (FINAL) 01.18.2022.pdf
Status - Commissioner's Priorities (FINAL) 01.18.2022.pdf

#	Departments	Project - Pending Items List	Status	Next Action	Date of Next Action
1	Engineering	Sebring Parkway Phase IIA	Construction began 10/12/2020 - On Schedule	Construction Final Completion	09/01/22
2	Engineering	Sebring Parkway Phase IIB	Construction began 10/12/2020 - On Schedule	Construction Final Completion	09/01/22
3	Engineering - Road & Bridge	Lacey Hills Improvement Projects	No change	Included in Carter Creek Watershed Study area. Awaiting results from study.	Pending funding
4	Engineering - Road & Bridge	Evaluation of Sebring Falls drainage issues	No change	Included in Sebring Watershed Study. Awaiting results from study.	Pending funding
5	Road & Bridge - Engineering	Memorial Drive Culvert Replacement and Extension PROJECT	Working with consultant for dewatering portion	Bid Project	On going
6	Engineering	Heron St. Roadway Improvements - Project #18007	Held Pre-Construction Meeting	Tentative Start of Construction	1/10/2022
7	Engineering	W. Stryker Rd. Roadway Improvements - Project #18008	100% Design Complete	Bid Project	12/20/2021
8	Engineering	CR 623 Improvements - Project #18009 (Kenilworth Blvd)	Contractor & FDOT approval of revised contract.	BOCC approval of contract	12/7/2021
9	Engineering	19016 Sun N Lake Sidewalk -LAP project	Approval of 100% plansby FDOTand preparation of BID documents.	Approval of BID documents	12/3/2021
10	Economic Development	Econ. Dev. Strategic Plan Progress Update	Implementing Strategic Plan Initiatives	Still working on ESF 18 functions (lighter), pushing out information relating to the new stimulus packages and resources for businesses. Working with multiple industrial prospects doing due diligence on property acquisition and project viability. Also working with marketing firm to implement marketing/communications plan. Looking into infrastructure grant opportunities for strategic site development. As part of the ARPA funding allocation $4.5M will be put toward broadband infrastructure. A RFI was issued Dec. 28 and a RFP will be issued shortly after the RFI closes. Early February should see the RFP complete.	Ongoing
11	Community Programs	Homeless Roundtable Update	Samaritan's Touch Care Center has identified a building for the resource center and overnight shelter. Funding will need to be raised to lease the building and perform the remodel.	Homeless Taskforce Meeting	Ongoing
12	Legislative Affairs & Grants	Broadband/ Highspeed Internet	Actively working with Econ. Dev & IT, as well as Spring Lake to develop plan for grants to begin work in the area.	To monitor Office of Broadband and State initiatives	Ongoing

13	Public Safety Director	Progress on development of Fire/EMS Department	Highlands County Fire Rescue continues to evolve , 3 new rescue units and 1 chassis re-mount on order. 1 Air/Light unit on order. We are awaiting ETA's on deliver of the rescues due to supply chain issues and chassis delays. Construction and planning continues on fire stations. Station 20 and Station 36 along with several construction projects at exsisting stations	Continuing project management and follow up.	Ongoing
14	Sarah Albritton/ Ric Fleeger	Hurricane shelter upgrades including a Pet-Friendly shelter	Animal Control Remodel scope changed to include animal only shelter	Met with animal control staff to determine new scope. Forwarded notes to architect; met with architect to design animal only shelter on site. Haywood Taylor Blvd property was purchased (July 2021) for future campus complex to include human/animal shelter.	TBD
15	Casey Hartt	Planning for family-oriented tourism assets utilizing 3rd penny tourism tax	Work with TDC to utilize Sports Audit to bring suggestions for enhancements of current Sports Facilities to Board for approval	Staff is looking to meet with leadership to establish goals and objectives in a post-Covid environment.	Ongoing

TOP (THREE HOLE PUNCH)

#	Assigned	Priority	Status	Next Action	Date of Next Action
Priority 1	Leah Sauls	Sell Highlands Regional & use funds for endowment for non-profits	BOCC and the Hospital District Board approved resolutions supporting changes to FS 155.40, and Staff have submitted those resolution to Rep. Tuck's office. Additionally an email has been prepared to be sent to the other counties who will be affected by the changes to the statue, requesting that they adopt similar resolutions. Staff have met the new CEO of Highlands Regional.	Met with the new CEO of Highlands Regional, and bring him up to speed. Follow the progress of the bill through the State Session. Intend to find a specialized appraiser to just represent HCBOCC. Map a plan for funds after the sale of the facility.	TBD
Priority 2	Leah Sauls	Develop a plan of action for utility extensions	Utility line maps have been compiled by Kimley-Horn into GIS format which has been shared with County GIS Team. Testing completed for all locations, except City of Sebring, and hydraulic modeling has commmenced.	Kimley-Horn working on suggested next steps/deliverables for ongoing efforts and implementation. Hydraulic modeling for Lake Placid, Spring Lake, and Sun N' Lake have been completed. Kimley Horn is still combining the paper maps from Sebring. Sebring hydraulic modeling is the last part to be completed by summer 2022.	Ongoing
Priority 3	Laurie Hurner/Tanya Cannady	Build reserves to 3.5 Months and plan for a millage reduction	Continuing to monitor the current COVID-19 situation and the immediate and anticipated financial impacts. OMB engaged PFM to assist with future revenue estimations. Directors continue to be fiscally responsible during the budget process.	Continue to monitor the impacts of COVID and to be fiscally responsible with spending, while maintaining County services.	Ongoing
Priority 4	Laurie Hurner	Work to streamline County bureaucracy to protect & grow economy; encourage economic development to focus on grants to retain & expand existing businesses, also keep an eye on new opportunities	1st draft submitted to County Administrator for review and comment.	Review with County Administrator.	TBD
Priority 5	Clinton Howerton	Recycling Program	Program modified to shift to residential collection centers to be staffed when open to reduce contamination.	Negotiating locations with Avon Park and Sebring; awaiting interlocal agreement with Lake Placid for collection center sites.	Ongoing
Priority 6	Clinton Howerton	Septage Processing	Staff working with potential treatment providers in the area to identify improvements needed to have additional disposal options. AP seeking treatment plant upgrades to improve reliability and increase treatment volume.	Updates will be provided to Board as they become available.	Ongoing
Priority 7	TBD	Annexation/ Interlocal with Municipalities	To approve an agreement with municipalities to combine maintenance of pedestrian pathways and thoroughfares with annexations so there is a clear responsibility for future repairs and improvements. To bring roadways that are annexed by state on both sides of the street to Board to remove from Countywide Maintenance list	TBD	Ongoing
Priority 8	Clinton Howerton/ Jonathan Harrison	Countywide Drainage Issues	Engineering and Road and Bridge Department working together to identify needs and goals.	Generate a list of areas with concerns and estimated costs	Ongoing

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: January 18, 2022

PRESENTER:

SUBJECT/TITLE: Board payables from December 21, 2021 to January 17, 2022

Attachments: