

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

Tuesday, July 1, 2025

9:00 AM

600 S. Commerce Ave. Sebring, FL 33870

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**

ANNOUNCEMENTS:

County offices will be closed on Friday, July 4, 2025, in observance of the Independence Day holiday

The Highlands County Board of County Commissioners will hold a Special Meeting for the purpose of holding a Budget Workshop at 9:00 a.m., on Tuesday, July 8, 2025, in the Board Room, 600 S. Commerce Ave., Sebring, FL

A Public Hearing of the Highlands County Planning & Zoning Commission and Local Planning Agency and the Zoning Board of Adjustment will be held at 3:00 p.m., on Tuesday, July 8, 2025, in the Board Room, 600 S. Commerce Ave., Sebring, FL

The Construction Licensing, Enforcement and Appeals Board will hold a regular meeting on Tuesday, July 8, 2025, at 7:00 p.m., in the Board Room, 600 S. Commerce Ave., Sebring, FL

5. **CONSTITUTIONAL OFFICERS - ANNOUNCEMENTS:**

6. **RECOGNITIONS, PRESENTATIONS AND PROCLAMATIONS:**

6.A *Presentation of Preferred Governmental Insurance Trust Risk Management Professional of the year*

Lauren Quinto- Safety Risk Management Consultant Pam Hancock- Director of Loss Control Services

There is no fiscal impact.

[Preferred Governmental Insurance Trust has selected Kristina Fyfe.docx](#)

- 6.B *Request approval of a Proclamation recognizing the month of July as "National Parks and Recreations Month" in Highlands County and announce the winning ponds names for the Sun n' Lake Preserve.*

Brandon Gunn, Parks and Facilities Director
Dawn Ritter, Natural Resources Manager

There is no fiscal impact.

[Statement of Issue-Parks and Rec Month and pond naming.docx](#)

[Parks & Rec Month Proclamation.pdf](#)

7. **CONSENT AGENDA**

- 7.A *Request approval of the amendment to the contract between Highlands County and Howerton Services, LLC for Sod.*

Jonathan Harrison, Road and Bridge Director

Fiscal impact is approximately \$250,000.00. Budget is provided for sod in the Transportation Trust Fund (110,) cost center 4102 (Road & Bridge Services). This item is already allocated within the adopted FY 2024/2025 budget.

[Statement of Issue, ITB 23-020.pdf](#)

[Howerton Renewal 7.1.2025.pdf](#)

- 7.B *Request approval of Pay Without PO for Motorola in the amount of \$21,110.40*

James K. Duppenhaler, Fire Chief

Fiscal impact to Fund 181 (Fire Assessment), cost center 3217 (Fire Assessment), Account 56400 (Machinery and Equipment) in the amount of \$9,212.16 and Fund 005 (General), cost center 5105 (Emergency Medical Services), Account 56400 (Machinery and Equipment) in the amount of \$13,818.24. A credit balance of \$1,920.00 has been applied to the original amount due of \$ 23,030.40 for a net fiscal impact of \$21,110.40.

[Statement.pdf](#)

[PWOP0.pdf](#)

- 7.C *Request approval of Budget Amendment 24-25-088 to realign funds in project # 21104, Spring Lake Fire Station #23.*

Tiffany Gunn, Capital Projects Manager
Mitch Thomas, Assistant County Engineer / Stormwater

The fiscal impact is a decrease of \$110,000.00 from Fire Assessment fund 181 cost center 3217 account #56200Z and an increase of \$110,000.00 to cost center 3217, account 56301Z, project #21104 for the widening of Haywood Taylor Boulevard for Spring Lake Fire Station, for a net fiscal impact of \$0.00.

[24-25-088 Proj 21104 Spring Lk Fire St 20_Haywood Taylor Widening \(BA\).pdf](#)

[Statement_of_Issue_SLFS_7.1.25.pdf](#)

- 7.D *Request to approve Amendment No. 3 to the Agreement Between Highlands County and Tetra Tech, Inc. for Disaster Debris Monitoring Services.*

Robert A. Diefendorf, Jr., E.I., Project Engineer

There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.

[Statement of Issue #1277-2024 - Tetra Tech.pdf](#)

[signed & notarized Amend. 3 to Tetra Tech Debris Monitoring Agree..pdf](#)

- 7.E *Request to approve Amendment No. 3 to the Agreement Between Highlands County and Phillips and Jordan, Inc. for Disaster Debris Removal and Recovery Services as the Prime Contractor*
Robert A. Diefendorf, Jr., E.I., Project Engineer
There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.
[Statement of Issue #1278-2024 - Phillips & Jordan.pdf](#)
[signed & notarized Amend 3 to P & J Debris Removal Agree.pdf](#)
- 7.F *Request to approve Amendment No. 3 to the Agreement Between Highlands County and Ceres Environmental Services, Inc. for Disaster Debris Removal and Recovery Services as the Secondary Contractor*
Robert A. Diefendorf, Jr., E.I., Project Engineer
There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.
[Statement of Issue #1279-2024 - Ceres.pdf](#)
[Agenda ready Signed & Notarized Ceres Environ. Amend. 3 to debris removal Agree.pdf](#)
- 7.G *Request approval of Sales Order ID# 10187793-JAmbr-26384269, which amends that Master Service Agreement ID# FL-10187793-JAmbr between Highland County and Comcast.*
J.D. Langford, Assistant County Administrator Theo Watts, CIO & Director of IT, Clerk of Courts
For the remaining 3 months of fiscal year 24-25, the fiscal impact is an estimated increase of \$13,368 for all agencies and \$11,109 for the Board's General Fund 005. The fiscal impact for year 25-26 and subsequent years is an estimated increase of \$53,472 for all agencies and \$44,440 for the Board's General Fund 005. The annual increase will be included in the fiscal year 25-26 budget.
[Comcast Statement of Issue.docx](#)
[Comcast HC Revised SOA.pdf](#)
- 7.H *Request adoption of Resolution 24-25-116 for Budget Amendment 24-25-091 for Central Square software additional funding.*
Tanya Cannady, Business Services Director
Fiscal impact is an increase of \$8,500 to Fund 005 (General), cost center 2111 (Central Services), account 56810Z (Proj. PC Software Purchase), project 20081 (Central Square Software).
[24-25-091 Proj 20081 Central Square Add'l Funding \(BA\).pdf](#)
[24-25-091R Proj 20081 Central Square Appropriate Add'l Funding \(Resolution\).pdf](#)
[Statement of Issue - Central Square BA.docx](#)
- 7.I *Request approval of an Amendment to the Interlocal Agreement between Highlands County and Central Florida Regional Planning Council.*
Leah Sauls, Development Services Director
There is no fiscal impact.
[Statement of Issue- CFRPC IRL ADDENDUM .pdf](#)
[CFRPC IRL Addendum.pdf](#)
- 7.J *Request adoption of Resolution No. 24-25-113 to repeal Resolution No. 24-25-075*

and reapprove the previously approved FDOT Supplemental Agreement No. 1 due to scrivener's errors found in the Project # 22066 / 441923-1 W. Interlake Sidewalk Agreement approved on 04/01/2025.

Kenya Anderson, Senior Project Manager James D. Langford, P.E., Assistant County Administrator / Acting County Engineer

The net fiscal impact is to reduce the added \$27,400 to \$24,700 in Fund 151 (Infrastructure Surtax Fund) specifically account 4102A 56301Z 22066.

[Res. 24.25.113 repeal 24.25.075 packet.pdf](#)

[22066 W Interlake Blvd MUP_Catfish Creek Rd to S Tangerine_Statement of Issue.pdf](#)

- 7.K *Request approval of a 5 (five) year lease renewal contract previously established between the Board of County Commissioners and DP Partners & PGP Partners, Ltd.*

Jonathan Harrison, Road and Bridge Director

The fiscal impact will be the cost of property taxes which normally do not exceed \$6,000.00, annually. Fund 110, Cost Center 4102.

[Statement of Issue, Phypers Renewal 7.1.2025.pdf](#)

[DP Partners and PGP Partners, LTD 7.1.2025.pdf](#)

- 7.L *Request approval of a High Impact Signature Event Tourist Development Grant for 2025 Caladium Festival to be held in Highlands County on July 25-27, 2025.*

Reagan Fultz, Tourism Marketing & Project Manager Casey Hartt, Lead Marketing Consultant

There is no fiscal impact to Fund 152 (Tourist Development) or the overall budget as there are funds budgeted in FY24/25 for marketing said event. The 2025 Caladium Festival is eligible for \$10,000.00 from Fund 152 (Tourist Development Trust) and cost center 5305 (Tourist Dev-Marketing and Promotion).

[STATEMENT OF ISSUE.pdf](#)

[Grant 2025.pdf](#)

- 7.M *Request approval of the Memorandum of Understanding with the Central-South Florida Prescribed Fire Working Group.*

Dawn Ritter, Natural Resources Manager

There is no fiscal impact

[Statement of Issue-MOU Prescribed fire.docx](#)

[CSFL_PFWG_MOU_Feb 2023.pdf](#)

- 7.N *Request approval of Amendment No. 2 to Agreement No. DMS-P1-24-07-05*

Paul Blackman, Sheriff

There is no fiscal impact.

[Reg.-1300-2024 Statement of Issue_Project 24014 NextGen E911 Amendment.pdf](#)

[DMS-P1-24-07-05 - HIGHLANDS - Amendment 2_CLEAN COPY.pdf](#)

8. PUBLIC COMMENT

9. COMMITTEE ASSIGNMENTS:

10. PUBLIC HEARING

- 10.A *Public hearing to approve Resolution 24-25-117 of the Highlands County Fire Protection Municipal Service Benefit Unit pertaining to the re-imposition of the fire protection special assessment.*

Tanya Cannady, Business Service Director Sandi Neubarth, Director of Infrastructure & Capital Projects Kelly Duppenhaler, Fire Chief

There is no fiscal impact to the fire assessment fund 181 as this does not affect the total budget.

[Resolution 24-25-117 PRELIMINARY Fire Assessment.SGS.pdf](#)

[Preliminary Fire Tear Sheet - Affidavit.pdf](#)

[Fire Assessment Statement of Issue.docx](#)

[Highlands County Workshop 5-20-25.pdf](#)

[Wholly Exempt - Church.pdf](#)

[Copy of Wholly Exempt non churches.pdf](#)

[Fire Assessment Retirement Homes 2025.pdf](#)

- 10.B *Public hearing to consider adoption of Ordinance 24-25-14, extending the moratorium of Impact Fees in Highlands County for up to one year from date of adoption.*

Leah Sauls, Development Services Director

The fiscal impact is not determinable at this time but is an estimated loss of \$2.5 million per year (500 new homes x approx. \$5,000 per home impact fee assessment) that will not be collected for capital improvement items.

[Ordinance.suspending_Impact_Fees.2026.SGS.pdf](#)

[Statement of Issue- IF Ord.pdf](#)

- 10.C *Public Hearing to consider approval of an Application for a Class 3 Certificate of Convenience and Necessity (COPCN) to National Health Transport, Inc.*

Dustin Fitch, Deputy Chief

There is no fiscal impact

[COPCN 1.pdf](#)

[Highland COI 6.2026.pdf](#)

[Statement.pdf](#)

- 10.D *Request adoption of Ordinance 24-25-15 pertaining to camping on public property.*

Sherry G. Sutphen, County Attorney

There is no fiscal impact.

[Ordinance public camping \(2025.06.18\).pdf](#)

[Statement of Issue \(003\).pdf](#)

11. ACTION AGENDA

12. COUNTY ADMINISTRATOR AND LEGAL

- 12.A *County Attorney Status Report as of June 25, 2025.*

Sherry G. Sutphen, County Attorney

There is no fiscal impact.

[Long_Range_Legal_Log_6.25.2025.SGSKatie.pdf](#)

12.B *Summary Presentation of the FY 2025/2026 Recommended Budget.*

David Nitz, OMB Manager

There is no fiscal impact at this time.

[Rec 25-26 Budget - 7.1.25.pdf](#)

12.C *Commissioner's Priorities and the Project Status Report.*

Laurie Hurner, County Administrator

There is no fiscal impact.

13. COMMISSIONERS

14. INFORMATIONAL

14.A *Board payables from July 1, 2025, through July 14, 2025*

15. ADJOURN

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 less than 48 hours in advance to permit coordination of the service.

Any invocation that may be offered before the official start of the Commission meeting is a voluntary offering by a private citizen. The views or beliefs expressed by the invocation speaker have not been 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.

A person desiring to provide public comment related to an item on the Consent Agenda of this meeting, must fill out a Speaker Card and submit the same to the County Administrator or Chairperson by 8:50a.m. All Speaker Cards received after 8:50am, will be called during the regular Public Comment.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

**PRESENTER: Lauren Quinto- Safety Risk Management Consultant Pam Hancock-
Director of Loss Control Services**

**SUBJECT/TITLE: Presentation of Preferred Governmental Insurance Trust Risk
Management Professional of the year**

STATEMENT OF ISSUE

RECOMMENDED ACTION

Award Presented by Risk Consultants for PGCS

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Preferred Governmental Insurance Trust has selected Kristina Fyfe.docx](#)

Preferred Governmental Insurance Trust has selected Kristina Fyfe, Risk Manager/HR Technician, as the 2025 Risk Management Professional of the Year. Chosen from over 400 nominees, Kristina was recognized for her leadership, proactive safety efforts, and impactful use of loss control services.

LAUREN QUINTO

SAFETY RISK MANAGEMENT CONSULTANT

Public Risk Underwriters of Florida, Inc.
Administrator for Preferred Governmental Insurance Trust

PO Box 958455
Lake Mary, FL 32746-2120

C: [\(727\) 466-8899](tel:(727)466-8899)

lquinto@publicrisk.com | PublicRisk.com



**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Brandon Gunn, Parks and Facilities Director Dawn Ritter, Natural Resources Manager

SUBJECT/TITLE: Request approval of a Proclamation recognizing the month of July as "National Parks and Recreations Month" in Highlands County and announce the winning ponds names for the Sun n' Lake Preserve.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Proclamation recognizing the month of July as "National Parks and Recreations Month" in Highlands County and accepting the winning ponds names for the Sun n' Lake Preserve.

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Statement of Issue-Parks and Rec Month and pond naming.docx](#)
Attachments: [Parks & Rec Month Proclamation.pdf](#)

Statement of Issue:

This month celebrates the vital role parks and recreation professionals play in building strong, vibrant, and resilient communities. The 2025 theme is “Build Together, Play Together”, highlighting the contributions of park and recreation professionals in maintaining parks and providing programs and services.

The primary goal of Parks & Recreation is to provide safe, clean and functional parks and recreation facilities. Our parks offer active and passive recreational opportunities for everyone. All county parks are open all year long from sunrise until sunset, unless one is launching a registered vessel for fishing. Facilities include eight parks, five ball parks, five playgrounds, four nature/boardwalks and 37 boat ramps throughout Highlands County.

To showcase one of our parks and get community involvement we held a “Pond Naming Contest” to name the five ponds at the Sun ‘n Lake Preserve. This provides an opportunity for the ponds to finally be named and allow a friendly fun competition on providing the best name.

PROCLAMATION

Designation of July as Park and Recreation Month

WHEREAS parks and recreation is an integral part of communities throughout this country, including Highlands County; and,

WHEREAS our parks and recreation programs are vitally important to establishing and maintaining a great quality of life in our community, ensuring the health of all citizens, and contributing to the economic and environmental well-being of our community and region; and,

WHEREAS parks and recreation encourages physical activities by providing space for popular sports, hiking trails and many other activities designed to promote active lifestyles; and,

WHEREAS park and recreation programming and education activities, such as youth sports and environmental education, are critical to childhood development; and,

WHEREAS parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and,

WHEREAS the employees of the parks and recreation division work tirelessly to maintain and improve the quality of life for our community through education, programming, and public service; and

WHEREAS parks and recreation fosters inclusion, health equity, environmental stewardship, and a sense of community; and,

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and,

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and,

WHEREAS Highlands County recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, BE IT PROCLAIMED, that the Highlands County Board of County Commissioners, Highlands County, Florida, does hereby recognize July 2025, as Parks and Recreation month in HIGHLANDS COUNTY, FLORIDA.

Done and adopted this 1st day of July, 2025.

BOARD OF COUNTY
COMMISSIONERS HIGHLANDS
COUNTY, FLORIDA

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Jonathan Harrison, Road and Bridge Director

SUBJECT/TITLE: Request approval of the amendment to the contract between Highlands County and Howerton Services, LLC for Sod.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the amendment to the contract between Highlands County and Howerton Services, LLC for Sod.

FISCAL IMPACT

Fiscal impact is approximately \$250,000.00. Budget is provided for sod in the Transportation Trust Fund (110,) cost center 4102 (Road & Bridge Services). This item is already allocated within the adopted FY 2024/2025 budget.

Attachments: [Statement of Issue, ITB 23-020.pdf](#)

Attachments: [Howerton Renewal 7.1.2025.pdf](#)

Road and Bridge

ITB 23-020 Howerton Services, LLC, Amendment 1

July 1, 2025

Statement of Issue:

Attached for your approval is the renewal and amendment 1 for ITB 23-020 between Highlands County and Howerton Services, LLC for sod on an “as need basis”. Amendment 1 is to extend the term for one (1) additional year, retroactively effective from November 7, 2024 through and including November 7, 2025. Please note, purchase orders are being used as the agreement.

**AMENDMENT 1 TO THE AGREEMENT
BETWEEN HIGHLANDS COUNTY AND
HOWERTON SERVICES, LLC.**

THIS AMENDMENT 1 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 Howerton Services, LLC., P.O. Box 642 Sebring, Florida 33871 hereinafter referred to as the "CONTRACTOR".

WITNESSETH:

WHEREAS, on November 7, 2023, the COUNTY executed an Agreement with the CONTRACTOR to provide Sod Services to the COUNTY related to ITB-23-020-KSB (the "Agreement"); and

WHEREAS, the parties have determined that it is in their mutual best interest to amend the Agreement to extend the services for one (1) year.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Agreement between the COUNTY and the CONTRACTOR is amended as follows:

1. SECTION 2. TERM, is hereby amended to extend the term for one (1) additional year, retroactively effective from November 7, 2024 through and including November 7, 2025.
2. All of the terms and conditions of the original Agreement, or any modification thereof shall remain in full force and effect, and to the extent of any conflict between this Amendment and the original Agreement, or any modification thereof, this Amendment shall prevail.

(Signatures on Following Page)

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Amendment 1 effective the date of execution by the COUNTY.

HIGHLANDS COUNTY

Arlene Tuck, Chairwoman

Date: _____

ATTEST:

Jerome Kaszubowski, Clerk

CONTRACTOR

By: Donna Howerton

Print: Donna Howerton

Title: Managing Member

Date: 6/18/2025

STATE OF Florida
COUNTY OF Highlands

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Donna Howerton, as Managing Member, of Howerton Sod, who personally swore or affirmed that he/she is authorized to execute this Amendment 1 and thereby bind the CONTRACTOR, and who is personally known to me or who produced FLDL as identification, and who did/did not take an oath this day of June 18th, 2025.

(stamp)



NICOLE L. KLEMM
Notary Public
State of Florida
Comm# HH370538
Expires 3/7/2027

Nicole Klemm
NOTARY PUBLIC

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: James K. Duppenthaler, Fire Chief

SUBJECT/TITLE: Request approval of Pay Without PO for Motorola in the amount of \$21,110.40

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Pay Without PO for Motorola in the amount of \$21,110.40

FISCAL IMPACT

Fiscal impact to Fund 181 (Fire Assessment), cost center 3217 (Fire Assessment), Account 56400 (Machinery and Equipment) in the amount of \$9,212.16 and Fund 005 (General), cost center 5105 (Emergency Medical Services), Account 56400 (Machinery and Equipment) in the amount of \$13,818.24. A credit balance of \$1,920.00 has been applied to the original amount due of \$ 23,030.40 for a net fiscal impact of \$21,110.40.

Attachments: [Statement.pdf](#)

Attachments: [PWOPPO.pdf](#)

Statement of Issue 1275-2024

Items were received and PO was closed, found 4 items were incorrect and returned. Motorola issued a refund for Correct items were resent, and quote was not received to request a new PO. (An unapplied credit of \$1,920 has been Deducted from total due per S. Quillen)



HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
Purchasing Division

**REQUEST FOR PAYMENT FOR INVOICE WITHOUT A PURCHASE ORDER
FOR INVOICE GREATER THAN \$10,000.00**

To: Purchasing Manager

From: 3217/5105/HCFR R Taylor
Department / Division Name Requesting Employee's

Date: 06.09.25

Purchase order to Motorola # 22143 [Vendor's Name/Number] was not created for the purchase billed on the attached invoice, for the following reason(s):

Items were received and PO was closed, found 4 items were incorrect and returned. Motorola issued a refund for Correct items were resent and quote was not received to request a new PO. (An unapplied credit of \$1,920 has been Deducted from total due per S. Quillen)

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.

Roxanna Taylor

Employee's Signature & Date

g. d. m. [Signature] 06/10/2025
Manager / Director's Signature & Date

Fund/Cost Ctr	Account	Project	Amount
181/3217	56400		\$9212.16
005/5105	56400		\$13,818.24
Credit			<u>-\$1920.00</u>
		Total	\$21,110.40

Approval:

No other purchasing rules or procedures would be broken by approving the payment.

[Signature]

Jun 10, 2025

Purchasing Division - Signature

Date

Funds are available for payment and the amount is greater than \$10,000.00.

David Nitz

Jun 10, 2025

OMB Division - Signature

Date

Approved for payment based on the above information.

[Signature]

Jun 10, 2025

County Administrator - Signature

Date

Board Chair - Signature

Date

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com

Bill To Address

HIGHLANDS COUNTY BOARD OF COUNTY COMM
 ATTN: Accounts Payable
 600 S COMMERCE AVE
 SEBRING FL 33870
 United States

ORIGINAL INVOICE

Transaction Number 8281995519 /	Transaction Date 04-OCT-2024	Transaction Total 14,292.04 USD
P.O. Number 240491	P.O. Date 02-AUG-2024	Customer Account No 1011858513
Payment Terms Net Due in 30 Days		Payment Due Date 03-NOV-2024

Ship To Address

HIGHLANDS COUNTY FIRE RESCUE
 4506 KENILWORTH BLVD
 SEBRING FL 33870
 United States

IMPORTANT INFORMATION

Ultimate Destination
 United States

Freight Terms: FREIGHT
 PREPAID
Inco Term: CPT
 NEAREST PORT OF IMPORT

For all invoice payment inquiries contact
AccountsReceivable@motorolasolutions.com
 Telephone: 800-247-2346
 Fax: +1(631)883-4238

Sales Order(s): 3203448613

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	LSV01S00133A	GA00318AF - ENH: 5 YEAR ESSENTIAL SVC : Duration Service From: 05-OCT-2024 Service To: 04-OCT-2029	4	480.00	1,920.00
1.1	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	4	0.00	0.00
1.2	GA00250AA	ADD: GNSS/BT-WIFI THRU MNT ANT, 17FT LOW LOSS PFP-100A/240, QMA	4	80.30	321.20
1.3	G174AD	ADD: ANT 3DB LOW-PROFILE 762-870	4	34.31	137.24
1.4	QA09113AB	ADD: BASELINE RELEASE SW	4	0.00	0.00
1.5	G892AB	ENH:HAND MIC,GCAI WTR RESISTANT APX	8	57.67	461.36

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8281995519	Customer Account No 1011858513	Payment Due Date 03-NOV-2024	Transaction Total 14,292.04 USD	Amount Paid
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Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

HIGHLANDS COUNTY BOARD OF
 COUNTY COMM
 ATTN: Accounts Payable
 600 S COMMERCE AVE
 SEBRING FL 33870
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 13108 Collections Center Drive
 Chicago IL 60693
 United States
 Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8281995519	Transaction Date 04-OCT-2024	Transaction Total 14,292.04 USD
P.O. Number 240491	P.O. Date 02-AUG-2024	Customer Account No 1011858513
Payment Terms Net Due in 30 Days		Payment Due Date 03-NOV-2024

Visit our website at www.motorolasolutions.com

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1.6	G444AH	ADD: APX CONTROL HEAD SOFTWARE	4	0.00	0.00
1.7	G67DT	ADD: REMOTE MOUNT E5 APXM	4	238.71	954.84
1.8	GA00092AU	ADD: APXM DUAL E5 CH	4	457.71	1,830.84
1.9	GA01670AA	ADD: APX E5 CONTROL HEAD	4	523.41	2,093.64
1.10	G628AC	ADD: REMOTE MOUNT CABLE 17 FT APX	8	12.41	99.28
1.11	G361AH	ENH: P25 TRUNKING SOFTWARE APX	4	240.90	963.60
1.12	G51AU	ENH: SMARTZONE OPERATION APX6500	4	963.60	3,854.40
1.13	G806BL	ENH: ASTRO DIGITAL CAI OP APX	4	413.91	1,655.64
				USD Subtotal	14,292.04
				USD Total Tax	0.00
				USD Total	14,292.04
				USD Amount Due	14,292.04

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8281994730 /	Transaction Date 03-OCT-2024	Transaction Total 8,738.36 USD
P.O. Number 240491	P.O. Date 02-AUG-2024	Customer Account No 1011858513
Payment Terms Net Due in 30 Days		Payment Due Date 02-NOV-2024
Bill To Address HIGHLANDS COUNTY BOARD OF COUNTY COMM ATTN: Accounts Payable 600 S COMMERCE AVE SEBRING FL 33870 United States	Project No: PROJECT NOT NEEDED	Ship To Address HIGHLANDS COUNTY FIRE RESCUE 4506 KENILWORTH BLVD SEBRING FL 33870 United States

Visit our website at www.motorolasolutions.com**IMPORTANT INFORMATION**

Ultimate Destination
 United States

Freight Terms: FREIGHT
 PREPAID
Inco Term: CPT
 NEAREST PORT OF IMPORT

For all invoice payment inquiries contact
 AccountsReceivable@motorolasolutions.com
 Telephone: 800-247-2346
 Fax: +1(631)883-4238

Sales Order(s): 3203448613
Delivery Number(s): 9111473049

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	M25URS9PW1BN	APX6500 ENHANCED 7/800 MHZ MOBILE SO Line #: 1.1 Ship Date: 03-OCT-2024	4	2,007.93	8,031.72
1.1	G996AS	ENH: OVER THE AIR PROVISIONING	4	80.30	321.20
1.2	G831AD	ADD: SPKR 15W WATER RESISTANT	8	48.18	385.44
1.3	GA00318AF	ENH: 5 YEAR ESSENTIAL SVC	4	0.00	0.00

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8281994730	Customer Account No 1011858513	Payment Due Date 02-NOV-2024	Transaction Total 8,738.36 USD	Amount Paid
---	--	--	--	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

HIGHLANDS COUNTY BOARD OF
 COUNTY COMM
 ATTN: Accounts Payable
 600 S COMMERCE AVE
 SEBRING FL 33870
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 13108 Collections Center Drive
 Chicago IL 60693
 United States
 Please provide your remittance details to:
 US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com

ORIGINAL INVOICE

Transaction Number 8281994730	Transaction Date 03-OCT-2024	Transaction Total 8,738.36 USD
P.O. Number 240491	P.O. Date 02-AUG-2024	Customer Account No 1011858513
Payment Terms Net Due in 30 Days	Payment Due Date 02-NOV-2024	
USD Subtotal		8,738.36
USD Total Tax		0.00
USD Total		8,738.36
USD Amount Due		8,738.36

BOARD OF COUNTY COMMISSIONERS, HIGHLANDS COUNTY, FLORIDA

RECEIVED FROM MOTORDA #22143

100778

ADDRESS _____ DATE 12/3/2024

AG CENTER USE \$ _____

ANIMAL RECLAIM \$ _____

ANIMAL TAGS \$ _____

ANIMAL SHOTS \$ _____

WELFARE REFUND \$ _____

BURT OIL \$ _____

FRANCHISE FEE \$ _____

COUNTY CODE \$ _____

AMBULANCE SERV. \$ _____

OTHER Credit \$ 23,030.40

OTHER \$ _____

OTHER \$ _____

OTHER \$ _____

OTHER \$ _____

SALES TAX \$ _____

TOTAL \$ _____

EDGE printing, inc.
10000REFUND TO DO# 240491V# SD161603\$ 23,030.403217/56400 \$922.165105/56400 \$13,818.24for RETURNED ITEMSHARR

DEPARTMENT

by

Haylon

Balance:	Current Invoices:	Currency:	Unapplied cash/credit:	Overdue Invoices
45,244.52	11,015.33	USD	-1,920.00	36,149.19

Invoices Credits Payments

Filters

All

Choose date

Order/Subsription #, PO #, Inv # Payment #, RMA #



Export

Showing 3 of 3 results

Show 25 entries per page

Credit date	Credit memo #	Order/Subsription #	PO #	Credit status	Original amount (\$)	Available amount (\$)	
08 Aug 2024	0281949764	3203427141	240491	Applied	23,030.40	0.00	
07 Aug 2024	0230478695	3203158357	240491	Applied	-1,920.00	0.00	

PWOPO Motorola 6.10.25

Final Audit Report

2025-06-10

Created:	2025-06-10
By:	Stacy Quillen (squillen@highlandsfl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADHksjBn_U9z_UOGyvAq_NZbRpwxc5uPr

"PWOPO Motorola 6.10.25" History

-  Document created by Stacy Quillen (squillen@highlandsfl.gov)
2025-06-10 - 3:48:36 PM GMT
-  Document e-signed by Stacy Quillen (squillen@highlandsfl.gov)
Signature Date: 2025-06-10 - 3:50:09 PM GMT - Time Source: server
-  Document emailed to David Nitz (dnitz@highlandsfl.gov) for signature
2025-06-10 - 3:50:11 PM GMT
-  Email viewed by David Nitz (dnitz@highlandsfl.gov)
2025-06-10 - 6:22:24 PM GMT
-  Document e-signed by David Nitz (dnitz@highlandsfl.gov)
Signature Date: 2025-06-10 - 6:28:07 PM GMT - Time Source: server
-  Document emailed to Laurie Hurner (lhurner@highlandsfl.gov) for signature
2025-06-10 - 6:28:09 PM GMT
-  Email viewed by Laurie Hurner (lhurner@highlandsfl.gov)
2025-06-10 - 6:51:45 PM GMT
-  Document e-signed by Laurie Hurner (lhurner@highlandsfl.gov)
Signature Date: 2025-06-10 - 7:08:35 PM GMT - Time Source: server
-  Agreement completed.
2025-06-10 - 7:08:35 PM GMT

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Tiffany Gunn, Capital Projects Manager Mitch Thomas, Assistant
County Engineer / Stormwater

SUBJECT/TITLE: Request approval of Budget Amendment 24-25-088 to realign
funds in project # 21104, Spring Lake Fire Station #23.

STATEMENT OF ISSUE

RECOMMENDED ACTION

**Move to approve Budget Amendment 24-25-088 to realign funds in project # 21104,
Spring Lake Fire Station #23.**

FISCAL IMPACT

The fiscal impact is a decrease of \$110,000.00 from Fire Assessment fund 181 cost center 3217 account #56200Z and an increase of \$110,000.00 to cost center 3217, account 56301Z, project #21104 for the widening of Haywood Taylor Boulevard for Spring Lake Fire Station, for a net fiscal impact of \$0.00.

Attachments: [24-25-088 Proj 21104 Spring Lk Fire St 20_Haywood Taylor Widening \(BA\).pdf](#)

Attachments: [Statement_of_Issue_SLFS_7.1.25.pdf](#)

June 23, 2025

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over \$5,000 require Board approval)

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

DATE: 6/11/2025

SUBMITTED BY: **Capital Projects**

FUND(S): **181** FUND TITLE(S): **Fire Assessment** COST CENTER(S) #: **3217**

PROJECT(S) #: **21104** PROJECT TITLE(S): **Spring Lake Fire Station 20** COST CENTER TITLE(S): **Fire Assessment**

*list additional cost centers on reverse side of form

[illegible]

REASON: To transfer available funds between accounts within the same project to widen a portion of Haywood Taylor Blvd in front of the soon-to-be constructed Spring Lake Fire Station
20.

OFFICE USE ONLY

OMB RECOMMENDATION:

REQUEST # 24-25-088

TRANSFER TYPE:

Approval

ACTION:

Board	<u> </u>	Approved	<u> </u>	Denied
County Administrator	<u> </u>	Approved	<u> </u>	Denied

<u>XX</u>	ITEM TO ITEM
<u> </u>	RESERVE
<u> </u>	BY RESOLUTION
<u> </u>	SUPPLEMENTAL BUDGET

SIGNATURE: _____

Signature: _____

DATE: / /

Posted by Clerk:

Statement of Issue

Capital Projects along with Fire Services is requesting the reallocation of Fire Assessment funds to project #21104, Spring Lake Fire Station. Currently, all funds within the project cannot be used for road construction. The requested funds will be used to widen Haywood Taylor Boulevard to allow Fire Services apparatus's ample space to enter and exit the fire station in a safe and effective manner. The construction of the road will be performed by utilizing in-house forces from Road and Bridge and Traffic Operations for a significant cost savings.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Robert A. Diefendorf, Jr., E.I., Project Engineer

SUBJECT/TITLE: Request to approve Amendment No. 3 to the Agreement Between Highlands County and Tetra Tech, Inc. for Disaster Debris Monitoring Services.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Amendment No. 3 to the Agreement Between Highlands County and Tetra Tech, Inc. to extend the contract through and including December 31, 2025, for disaster debris monitoring services.

FISCAL IMPACT

There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.

Attachments: [Statement of Issue #1277-2024 - Tetra Tech.pdf](#)

Attachments: [signed & notarized Amend. 3 to Tetra Tech Debris Monitoring Agree..pdf](#)

Statement of Issue #1277-2024

Attached for your approval is Amendment No. 3 to the Agreement Between Highlands County and Tetra Tech, Inc. to provide Disaster Debris Monitoring Services pursuant to RFP 20-016. The Amendment is for an extension of the contract through and including December 31, 2025.

The original three (3) year contract was approved on July 21, 2020, Amendment No. 1 approved June 20, 2023, extended the contract for the first of two one (1) year periods through July 21, 2024, and Amendment No. 2 approved May 21, 2024, extended the contract for the second of two one (1) year periods through July 21, 2025. This Amendment No. 3 will be to extend the contract through and including December 31, 2025. The debris monitoring contractor will ensure that all state and federal rules and regulations are followed by the debris removal and recovery contractors to ensure all requirements for eligible reimbursement for disaster debris removal and recovery services will be met.

**AMENDMENT 3 TO THE AGREEMENT BETWEEN
HIGHLANDS COUNTY AND TETRA TECH, INC.**

THIS AMENDMENT 3 is made by and between Highlands County, a political subdivision of the State of Florida, hereinafter referred to as “COUNTY” and Tetra Tech, Inc., 2301 Lucien Way, Suite 120, Maitland, Florida, 32751, hereinafter referred to as the “CONTRACTOR”.

WITNESSETH:

WHEREAS, on July 21, 2020, the COUNTY approved the agreement with the CONTRACTOR to provide the COUNTY with disaster debris removal and recovery services, and amended the same through Amendment 1, approved on June 20, 2023, and Amendment 2, approved May 21, 2024, hereinafter collectively referred to as the “Agreement;” and

WHEREAS, the parties have determined that it is in their best interest to further amend the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Agreement between the COUNTY and the CONTRACTOR is amended as follows:

1. Article 2, Term, is hereby amended to extend the Term through and including December 31, 2025.
2. Additional Terms: The additional terms set forth in **Exhibit “A-2”** attached hereto are hereby made a binding part of this Agreement. To the extent of any conflict between the terms and conditions of the Agreement and **Exhibit “A-2”**, the terms and conditions set forth in **Exhibit “A-2”** shall prevail.
3. All of the terms and conditions of the original Agreement, or any modification thereof shall remain in full force and effect, and to the extent of any conflict between this Amendment and the original Agreement, or any modification thereof, this Amendment shall prevail.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Amendment effective the ____ day of _____, 2025.

HIGHLANDS COUNTY

Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk

TETRA TECH, INC.

By: Jonathan Burgiel

Print: Jonathan Burgiel

Title: Business Unit President

STATE OF FLORIDA
COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Jonathan Burgiel, as Business Unit President, of Tetra Tech, Inc., who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Contractor, and who is personally known to me or who produced _____ as identification, and who did/did not take an oath this 9th day of June, 2025.

(stamp)

V. Menendez
NOTARY PUBLIC, State of Florida

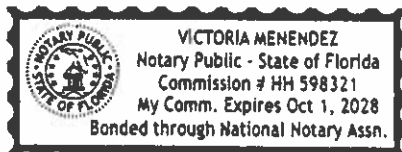


Exhibit "A-2"

The CONTRACTOR agrees to the following terms in addition to the requirements of the Agreement:

FOREIGN COUNTRY OF CONCERN.

- A. Pursuant to Florida Statutes, section 287.138, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not owned by a foreign country of concern, as defined in Florida Statutes, section 287.138(1)(c), such that a foreign country of concern possesses a controlling interest in the CONTRACTOR; or with any entities organized under the laws of, or with its principal place of business in, a foreign country of concern.
- B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Suspended Vendors list.

FORCED LABOR OR HUMAN TRAFFICKING.

A. Pursuant to Florida Statutes, sections 287.1346 and 787.06, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not an entity that is engaged in "forced labor" and has not been placed on the "forced labor vendor list," as defined by Florida Statutes, section 287.1346, and is not engaged in human trafficking as defined by Florida Statutes, section 787.06.

B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Forced Labor Vendors list.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Robert A. Diefendorf, Jr., E.I., Project Engineer

SUBJECT/TITLE: Request to approve Amendment No. 3 to the Agreement Between Highlands County and Phillips and Jordan, Inc. for Disaster Debris Removal and Recovery Services as the Prime Contractor

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Amendment No. 3 to the Agreement Between Highlands County and Phillips and Jordan, Inc. to extend the contract through and including December 31, 2025, for Disaster Debris Removal and Recovery Services as the prime contractor.

FISCAL IMPACT

There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.

Attachments: [Statement of Issue #1278-2024 - Phillips & Jordan.pdf](#)
Attachments: [signed & notarized Amend 3 to P & J Debris Removal Agree.pdf](#)

Statement of Issue #1278-2024

Attached for your approval is Amendment No. 3 to the Agreement Between Highlands County and Phillips and Jordan, Inc. as the Prime Contractor to provide Disaster Debris Removal and Recovery Services pursuant to RFP 20-017. The Amendment is for an extension of the contract through and including December 31, 2025.

The original three (3) year contract was approved on August 4, 2020, Amendment No. 1 approved on June 20, 2025, extended the contract for the first of two one (1) year periods through August 4, 2024, and Amendment No. 2 approved May 21, 2024, extended the contract for the second of two one (1) year periods through August 4, 2025. This Amendment No. 3 will be to extend the contract through and including December 31, 2025. The disaster debris removal and recovery contractor will manage the debris removal, transport, processing, and disposal of the debris.

**AMENDMENT 3 TO THE AGREEMENT BETWEEN
HIGHLANDS COUNTY AND PHILLIPS AND JORDAN, INC.**

THIS AMENDMENT 3 is made by and between Highlands County, a political subdivision of the State of Florida, hereinafter referred to as “COUNTY” and Phillips and Jordan, Inc., 10142 Parkside Drive, Suite 500, Knoxville, Tennessee, 37922, hereinafter referred to as the “CONTRACTOR”.

WITNESSETH:

WHEREAS, on August 4, 2020, the COUNTY approved the agreement with the CONTRACTOR to provide the COUNTY with disaster debris removal and recovery services, and amended the same through Amendment 1, approved on June 20, 2023, and Amendment 2, approved May 21, 2024, hereinafter collectively referred to as the “Agreement;” and

WHEREAS, the parties have determined that it is in their best interest to further amend the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Agreement between the COUNTY and the CONTRACTOR is amended as follows:

1. Article 2, Term, is hereby amended to extend the Term through and including December 31, 2025.
2. Additional Terms: The additional terms set forth in **Exhibit “A-2”** attached hereto are hereby made a binding part of this Agreement. To the extent of any conflict between the terms and conditions of the Agreement and **Exhibit “A-2”**, the terms and conditions set forth in **Exhibit “A-2”** shall prevail.
3. All of the terms and conditions of the original Agreement, or any modification thereof shall remain in full force and effect, and to the extent of any conflict between this Amendment and the original Agreement, or any modification thereof, this Amendment shall prevail.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Amendment effective the ____ day of _____, 2025.

HIGHLANDS COUNTY

Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk

PHILLIPS AND JORDAN, INC.

By: _____
[Signature]

Print: Morgan Pierce

Title: President, Power

STATE OF TENNESSEE

COUNTY OF Knox

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Morgan Pierce, as President, of Phillips and Jordan, Inc., who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Contractor, and who is personally known to me or who produced _____ as identification, and who did/did not take an oath this 4 day of June, 2025.

(stamp)



Exp 7/6/25

NOTARY PUBLIC, State of Tennessee

Exhibit "A-2"

The CONTRACTOR agrees to the following terms in addition to the requirements of the Agreement:

FOREIGN COUNTRY OF CONCERN.

- A. Pursuant to Florida Statutes, section 287.138, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not owned by a foreign country of concern, as defined in Florida Statutes, section 287.138(1)(c), such that a foreign country of concern possesses a controlling interest in the CONTRACTOR; or with any entities organized under the laws of, or with its principal place of business in, a foreign country of concern.
- B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Suspended Vendors list.

FORCED LABOR OR HUMAN TRAFFICKING.

A. Pursuant to Florida Statutes, sections 287.1346 and 787.06, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not an entity that is engaged in "forced labor" and has not been placed on the "forced labor vendor list," as defined by Florida Statutes, section 287.1346, and is not engaged in human trafficking as defined by Florida Statutes, section 787.06.

B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Forced Labor Vendors list.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Robert A. Diefendorf, Jr., E.I., Project Engineer

SUBJECT/TITLE: Request to approve Amendment No. 3 to the Agreement Between Highlands County and Ceres Environmental Services, Inc. for Disaster Debris Removal and Recovery Services as the Secondary Contractor

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Amendment No. 3 to the Agreement Between Highlands County and Ceres Environmental Services, Inc. to extend the contract through and including December 31, 2025, for Disaster Debris Removal and Recovery Services as the secondary contractor.

FISCAL IMPACT

There is no fiscal impact to the County until the County is adversely impacted by a disaster that would require the activation of this contract.

Attachments: [Statement of Issue #1279-2024 - Ceres.pdf](#)

Attachments: [Agenda ready Signed & Notarized Ceres Environ. Amend. 3 to debris removal Agree.pdf](#)

Statement of Issue #1279-2024

Attached for your approval is Amendment No. 3 to the Agreement Between Highlands County and Ceres Environmental Services, Inc. as the Secondary Contractor to provide Disaster Debris Removal and Recovery Services pursuant to RFP 20-017. The Amendment is for an extension of the contract through and including December 31, 2025.

The original three (3) year contract agreement was approved on August 4, 2020, Amendment No. 1 approved on June 20, 2023, extended the contract for the first of two one (1) year periods through August 4, 2024, and Amendment No. 2 approved May 21, 2024, extended the contract for the second of two one (1) year periods through August 4, 2025. This Amendment No. 3 will be to extend the contract through and including December 31, 2025. The disaster debris removal and recovery contractor will manage the debris removal, transport, processing, and disposal of the debris.

**AMENDMENT 3 TO THE AGREEMENT BETWEEN
HIGHLANDS COUNTY AND CERES ENVIRONMENTAL SERVICES, INC.**

THIS AMENDMENT 3 is made by and between Highlands County, a political subdivision of the State of Florida, hereinafter referred to as “COUNTY” and Ceres Environmental Services, Inc., 6868 Parkway East, Sarasota, Florida, 34240, hereinafter referred to as the “CONTRACTOR”.

WITNESSETH:

WHEREAS, on August 4, 2020, the COUNTY approved the agreement with the CONTRACTOR to provide the COUNTY with disaster debris removal and recovery services, and amended the same through Amendment 1, approved on June 20, 2023, and Amendment 2, approved May 21, 2024, hereinafter collectively referred to as the “Agreement,” and

WHEREAS, the parties have determined that it is in their best interest to further amend the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Agreement between the COUNTY and the CONTRACTOR is amended as follows:

1. Article 2, Term, is hereby amended to extend the Term through and including December 31, 2025.
2. Additional Terms: The additional terms set forth in **Exhibit “A-2”** attached hereto are hereby made a binding part of this Agreement. To the extent of any conflict between the terms and conditions of the Agreement and **Exhibit “A-2”**, the terms and conditions set forth in **Exhibit “A-2”** shall prevail.
3. All of the terms and conditions of the original Agreement, or any modification thereof shall remain in full force and effect, and to the extent of any conflict between this Amendment and the original Agreement, or any modification thereof, this Amendment shall prevail.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Amendment effective the ____ day of _____, 2025.

HIGHLANDS COUNTY

Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk

CERES ENVIRONMENTAL SERVICES, INC.

By: 

Print: TIA LAURIE

Title: CORPORATE SECRETARY

STATE OF FLORIDA
COUNTY OF SARASOTA

The foregoing instrument was acknowledged before me by means of ☒ physical presence or [] online notarization of TIA LAURIE, as CORPORATE SECRETARY, of Ceres Environmental Services, Inc., who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Contractor, and who is personally known to me or who produced _____ as identification, and who did/did not take an oath this 4TH day of JUNE, 2025.

(stamp)


NOTARY PUBLIC, State of Florida
TRACEY A. MANCINI

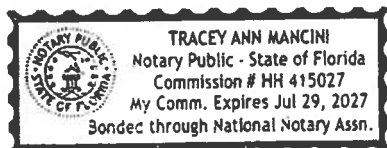


Exhibit “A-2”

The CONTRACTOR agrees to the following terms in addition to the requirements of the Agreement:

FOREIGN COUNTRY OF CONCERN.

- A. Pursuant to Florida Statutes, section 287.138, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not owned by a foreign country of concern, as defined in Florida Statutes, section 287.138(1)(c), such that a foreign country of concern possesses a controlling interest in the CONTRACTOR; or with any entities organized under the laws of, or with its principal place of business in, a foreign country of concern.
- B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Suspended Vendors list.

FORCED LABOR OR HUMAN TRAFFICKING.

A. Pursuant to Florida Statutes, sections 287.1346 and 787.06, and under penalty of perjury by the undersigned, the CONTRACTOR certifies that it is not an entity that is engaged in “forced labor” and has not been placed on the “forced labor vendor list,” as defined by Florida Statutes, section 287.1346, and is not engaged in human trafficking as defined by Florida Statutes, section 787.06.

B. The CONTRACTOR understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Forced Labor Vendors list.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: J.D. Langford, Assistant County Administrator Theo Watts, CIO & Director of IT, Clerk of Courts

SUBJECT/TITLE: Request approval of Sales Order ID# 10187793-JAmbr-26384269, which amends that Master Service Agreement ID# FL-10187793-JAmbr between Highland County and Comcast.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Sales Order identified herein which amends that Master Service Agreement between Highland County and Comcast.

FISCAL IMPACT

For the remaining 3 months of fiscal year 24-25, the fiscal impact is an estimated increase of \$13,368 for all agencies and \$11,109 for the Board's General Fund 005. The fiscal impact for year 25-26 and subsequent years is an estimated increase of \$53,472 for all agencies and \$44,440 for the Board's General Fund 005. The annual increase will be included in the fiscal year 25-26 budget.

Attachments: [Comcast Statement of Issue.docx](#)

Attachments: [Comcast HC Revised SOA.pdf](#)

Comcast Services Upgrade

Request approval of Sales Order ID# 10187793-JAmbr-26384269, which amends that Master Service Agreement ID# FL-10187793-JAmbr between Highland County and Comcast.

Statement of Issue:

This Sales Order is an amendment to the County's existing eight-year connectivity and internet services agreement with Comcast. The Sales Order reflects upgrades to bandwidth and infrastructure that are necessary to meet current needs and anticipated future demand across 22 remote County locations and both County data centers. The changes also standardize contract termination dates and allow for strategic site removal based on new fiber infrastructure.

Additional Information:

1. Is the four year term from the date the subject Order is approved or since it is being made part of the Master Agreement is it a tack on to the remaining term of the Master Agreement?
Per Comcast: The 4 years (48 months) would begin the date that services reflected in the sales order are turned up and available for use. The Sales Order would be considered as falling under the terms of the existing MSA, but the sales order would continue for the entirety of the 48 month term regardless of the expected expiration date of the MSA.
2. What is the term remaining on the Master Agreement?
Per Comcast: There should be 18 months left on the existing MSA. Current MSA is set to expire in November 2026.
3. It is understandable that we would be paying for upgraded fiber on County Property which connects into the Comcast system but is part of our extra \$50,000 a year paying for the cost of upgrading the Comcast system that will enable Comcast to extend upgraded services to their other customers as well?
Per County IT: No. The sites covered by this Sales Order already have Comcast fiber service. The \$50,000 increase reflects the cost of providing higher bandwidth at those locations. While Comcast may make some internal upgrades—primarily software-based, and occasionally hardware-related—those changes are specific to our contract requirements. There is no indication that this funding is subsidizing broader network enhancements for other Comcast customers.
4. Where is the extra \$50,000 being budgeted this year and where will it be budgeted each year thereafter (under Clerk budget or County budget)?
Per County IT: This increase was not budgeted in the current fiscal year. We have recommended that the Board of County Commissioners (BoCC) fund the remaining portion for this year, estimated at under \$20,000.

Recommended Action:

Move to approve the Sales Order identified herein which amends that Master Service Agreement between Highland County and Comcast.

MSA ID#: FL-10187793-JAmbr	SO ID#: FL-10187793-JAmbr-26384269	Account Name: Highlands County
CUSTOMER INFORMATION (for notices)		
Primary Contact: <u>Laurie Hurner</u>	Billing Account Name: <u>Highlands County.</u>	INVOICE ADDRESS
Title: _____	Billing Name _____	Address 1: <u>590 S Commerce Avenue</u>
Address 1: <u>600 S Commerce Ave</u>	(3rd Party Accounts) _____	Address 2: _____
Address 2: _____	Billing Contact: <u>Donnette Lafarge</u>	City: <u>Sebring</u>
City: <u>Sebring</u>	Title: _____	State: <u>FL</u>
State: <u>FL</u>	Phone: <u>863-402-6910</u>	Zip Code: <u>33870</u>
Zip: <u>33870</u>	Cell: _____	Tax Exempt: <u>Yes</u>
Phone: _____	Fax: _____	* If Yes, please provide and attach all applicable tax exemption certificates
Cell: _____	Email: <u>itinvoices@highlandsclerkfl.gov.</u>	
Fax: _____		
Email: <u>lhurner@highlandsfl.gov.</u>		

SUMMARY OF CHARGES (Details on following pages)			
Service Term (Months): 48			
SUMMARY OF SERVICE CHARGES*		SUMMARY OF STANDARD INSTALLATION FEES*	
Current Monthly Recurring Charges: \$15,005.61		Total Standard Installation Fees: \$0.00	
Current Trunk Services Monthly Recurring Charges: \$0.00		Total Trunk Services Standard Installation Fees: \$0.00	
Total Current Monthly Recurring Charges (all Services): \$15,005.61		Total Standard Installation Fees (all Services): \$0.00	
Change Monthly Recurring Charges: \$4,455.46		SUMMARY OF CUSTOM INSTALLATION FEES*	
Change Trunk Services Monthly Recurring Charges: \$0.00		Total Custom Installation Fee: \$0.00	
Change Monthly Recurring Charges (all Services): \$4,455.46			
Total Monthly Recurring Charges: \$19,461.07		SUMMARY OF MONTHLY EQUIPMENT FEES*	
Total Trunk Services Monthly Recurring Charges: \$0.00		Current Services Equipment Fee Monthly Recurring Charges: \$0.00	
Total Monthly Recurring Charges (all Services): \$19,461.07		Current Trunk Services Equipment Fee Monthly Recurring Charges: \$0.00	
		Current Equipment Fee Monthly Recurring Charges (All Services): \$0.00	
		Change Services Equipment Fee Monthly Recurring Charges: \$0.00	
		Change Trunk Services Equipment Fee Monthly Recurring Charges: \$0.00	
		Change Equipment Fee Monthly Recurring Charges (All Services): \$0.00	
		Total Service Equipment Fee Monthly Recurring Charges: \$0.00	
		Total Trunk Service Equipment Fee Monthly Recurring Charges: \$0.00	
		Total Equipment Fee Monthly Recurring Charges (All Services): \$0.00	

*Note: Charges identified in the Sales Order are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated). Please refer to your Comcast Enterprise Services Master Services Agreement (MSA) for specific detail regarding such charges. Customer shall pay Comcast one hundred percent (100%) of the non-amortized Custom Installation Fees prior to the installation of Service. The existence of Hazardous Materials at the Service Location or a change in installation due to an Engineering Review may result in changes to the Custom and/or Standard Installation Fees payable by Customer.

GENERAL COMMENTS

"This Sales Order is subject to the terms & conditions of Master Service Agreement ID# FL-10187793-JAmbr and associated amendments between Comcast & Highlands County. Master Service Agreement ID# FL-10187793-JAmbr and associated amendments supersedes all the other terms and conditions referenced in this order."

AGREEMENT

This Comcast Enterprise Services Sales Order Form ("Sales Order") shall be effective upon acceptance by Comcast. This Sales Order is made a part of the Comcast Enterprise Services Master Services Agreement, entered between Comcast and the undersigned and is subject to the Product Specific Attachment for the Service(s) ordered herein, located at <http://business.comcast.com/terms-conditions-ent>, (the "Agreement") . Unless otherwise indicated herein, capitalized words shall have the same meaning as in the Agreement.

COMPANY ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THIS 911 NOTICE:

Your Comcast Business Voice Services set forth in this Sales Order (the "Voice Services") have the following 911 limitations:

- In order for 911 calls to be properly directed to emergency services using the Voice Services, Customer must provide and maintain the correct service address information ("Registered Service Location") for each telephone number and extension used by Customer. The Registered Service Location should also include information such as floor and office number as appropriate.
- If the Voice Services are moved to, or used in, a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Services (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.
- Customer is solely responsible for programming its telephone system to map each telephone number and extension to the correct location, and for updating the telephone system as necessary to reflect moves or additions of stations.
- Customer 911 calls may be sent to an emergency call center where an agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.
- The Voice Services use electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.
- Calls using the Voice Services, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment and/or power failure, a broadband connection failure, or another technical problem.
- Failure by Customer to make updates to the Registered Service Location, including updates to restore service address to the original Registered Service Location, or failure to allot sufficient time for the Service Location update provisioning to complete may result in emergency services being dispatched to the incorrect Service Location.
- Customers should call Comcast at 800-741-4141 if they have any questions or need to update the Registered Service Location in the E911 system.

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICES.
By signing below, Customer acknowledges, agrees to and accepts the terms and conditions of this Sales Order.

CUSTOMER USE ONLY (by authorized representative)		COMCAST USE ONLY (by authorized representative)	
Signature: _____	Signature: <u>Rich Rollins</u>	Sales Rep: <u>Gregory Uttenreither</u>	
Name: _____	Name: <u>Rich Rollins</u>	Sales Rep E-Mail: <u>gregory_utteneither@comcast.com</u>	
Title: _____	Title: <u>Regional Vice President</u>	Region: <u>Florida</u>	
Date: _____	Date: <u>6/23/2025</u>	Division: <u>Central</u>	



COMCAST ENTERPRISE SERVICES SALES ORDER FORM
SERVICES AND PRICING

Account Name: Highlands County

Date: 6/19/2025

MSA ID#: FL-10187793-JAmbr

SO ID#: FL-10187793-JAmbr-26384269

Renewal and upgrade of the existing ENS(ED) Network

Short Description of Service:

Service Term: 48 MONTHS

PAGE 2 of 7

PAGE 2 of 7			Solution Charges							
Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Monthly	One-Time
001	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 11 N PIN	-	Interstate	1	(\$55.92)	\$0.00
002	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 11 N PIN	-	Interstate	1	(\$305.72)	\$0.00
003	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 11 N PIN	-	Interstate	1	\$124.62	\$0.00
004	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 11 N PIN	-	Interstate	1	\$385.38	\$0.00
005	-	-	-	-	-	-	-	-	\$0.00	\$0.00
006	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 11 W IN	-	Interstate	1	(\$58.63)	\$0.00
007	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 11 W IN	-	Interstate	1	(\$320.52)	\$0.00
008	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 11 W IN	-	Interstate	1	\$124.62	\$0.00
009	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 11 W IN	-	Interstate	1	\$385.38	\$0.00
010	-	-	-	-	-	-	-	-	\$0.00	\$0.00
011	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 116 E M	-	Interstate	1	(\$55.92)	\$0.00
012	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 116 E M	-	Interstate	1	(\$305.72)	\$0.00
013	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 116 E M	-	Interstate	1	\$124.62	\$0.00
014	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 116 E M	-	Interstate	1	\$385.38	\$0.00
015	-	-	-	-	-	-	-	-	\$0.00	\$0.00
016	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 12700 A	-	Interstate	1	(\$58.63)	\$0.00
017	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 12700 A	-	Interstate	1	(\$320.52)	\$0.00
018	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 12700 A	-	Interstate	1	\$124.62	\$0.00
019	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 12700 A	-	Interstate	1	\$385.38	\$0.00
020	-	-	-	-	-	-	-	-	\$0.00	\$0.00
021	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 1815 CC	-	Interstate	1	(\$55.92)	\$0.00
022	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 1815 CC	-	Interstate	1	(\$305.72)	\$0.00
023	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 1815 CC	-	Interstate	1	\$124.62	\$0.00
024	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 1815 CC	-	Interstate	1	\$385.38	\$0.00
025	-	-	-	-	-	-	-	-	\$0.00	\$0.00
026	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 230 PEA	-	Interstate	1	(\$55.92)	\$0.00
027	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 230 PEA	-	Interstate	1	(\$305.72)	\$0.00
028	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 230 PEA	-	Interstate	1	\$124.62	\$0.00
029	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 230 PEA	-	Interstate	1	\$385.38	\$0.00
030	-	-	-	-	-	-	-	-	\$0.00	\$0.00
031	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 4212 SU	-	Interstate	1	(\$55.92)	\$0.00
032	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 4212 SU	-	Interstate	1	(\$305.72)	\$0.00
033	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 4212 SU	-	Interstate	1	\$124.62	\$0.00
034	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 4212 SU	-	Interstate	1	\$385.38	\$0.00
035	-	-	-	-	-	-	-	-	\$0.00	\$0.00
036	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 51 WILH	-	Interstate	1	(\$55.92)	\$0.00
037	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 51 WILH	-	Interstate	1	(\$305.72)	\$0.00
038	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 51 WILH	-	Interstate	1	\$124.62	\$0.00
039	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 51 WILH	-	Interstate	1	\$385.38	\$0.00
040	Change	Remove	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 590 S C	-	Interstate	1	(\$242.34)	\$0.00
041	Change	Remove	EPL - Basic Network Bandwidth	1000 Mbps	Highlands County BOCC / 590 S C	Highlands County BOCC / 6850 W GE	Interstate	1	(\$693.47)	\$0.00
042	Change	Remove	Ethernet Network Interface - 10 Gig	Port	-	Highlands County BOCC / 6850 W GE	Interstate	1	(\$242.34)	\$0.00
043	Change	Add	Ethernet Network Interface - 10 Gig	Port	Highlands County BOCC / 590 S C	-	Interstate	1	\$228.24	\$0.00
044	Change	Add	EPL - Basic Network Bandwidth	10000 Mbps	Highlands County BOCC / 590 S C	Highlands County BOCC / 6850 W GE	Interstate	1	\$1,677.53	\$0.00
045	Change	Add	Ethernet Network Interface - 10 Gig	Port	Highlands County BOCC / 1172 US	-	Interstate	1	\$228.24	\$0.00
046	Change	Remove	Off-Net (Std) Interface - Highlands County BOCC	Port	Highlands County BOCC / 1172 US	-	Interstate	1	(\$753.55)	\$0.00
047	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 1172 US	-	Interstate	1	(\$320.52)	\$0.00
048	Change	Add	Off-Net (Std) Interface - Highlands County BOCC	Port	Highlands County BOCC / 1172 US	-	Interstate	1	\$545.05	\$0.00
049	Change	Add	ENS - Basic Network Bandwidth - Regional	100 Mbps	Highlands County BOCC / 1172 US	-	Interstate	1	\$544.02	\$0.00
050	-	-	-	-	-	-	-	-	\$0.00	\$0.00
* Services Location Details attached Charges are Exclusive of Equipment Fees									PAGE 2 SUBTOTAL:	
									\$2,122.72	\$0.00



COMCAST ENTERPRISE SERVICES SALES ORDER FORM

SERVICES AND PRICING

Account Name: Highlands County

Date: 6/19/2025

MSA ID#:

FL-10187793-Jambr

SO ID#:

FL-10187793-Jambr-26384269

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Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Monthly	One-Time
051	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 4612 Del	-	Interstate	1	(\$55.92)	\$0.00
052	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 4612 Del	-	Interstate	1	(\$305.72)	\$0.00
053	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 4612 Del	-	Interstate	1	\$124.62	\$0.00
054	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 4612 Del	-	Interstate	1	\$385.38	\$0.00
055	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
056	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 3517 Ha	-	Interstate	1	(\$55.92)	\$0.00
057	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 3517 Ha	-	Interstate	1	(\$305.72)	\$0.00
058	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 3517 Ha	-	Interstate	1	\$124.62	\$0.00
059	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 3517 Ha	-	Interstate	1	\$385.38	\$0.00
060	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
061	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 319 W C	-	Interstate	1	(\$55.92)	\$0.00
062	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 319 W C	-	Interstate	1	(\$305.72)	\$0.00
063	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 319 W C	-	Interstate	1	\$124.62	\$0.00
064	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 319 W C	-	Interstate	1	\$385.38	\$0.00
065	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
066	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 2874 La	-	Interstate	1	(\$55.92)	\$0.00
067	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 2874 La	-	Interstate	1	(\$305.72)	\$0.00
068	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 2874 La	-	Interstate	1	\$124.62	\$0.00
069	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 2874 La	-	Interstate	1	\$385.38	\$0.00
070	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
071	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 2841 N H	-	Interstate	1	(\$55.92)	\$0.00
072	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 2841 N H	-	Interstate	1	(\$305.72)	\$0.00
073	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 2841 N H	-	Interstate	1	\$124.62	\$0.00
074	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 2841 N H	-	Interstate	1	\$385.38	\$0.00
075	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
076	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 2502 US	-	Interstate	1	(\$55.92)	\$0.00
077	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 2502 US	-	Interstate	1	(\$305.72)	\$0.00
078	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 2502 US	-	Interstate	1	\$124.62	\$0.00
079	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 2502 US	-	Interstate	1	\$385.38	\$0.00
080	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
081	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 2300 Lo	-	Interstate	1	(\$55.92)	\$0.00
082	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 2300 Lo	-	Interstate	1	(\$305.72)	\$0.00
083	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 2300 Lo	-	Interstate	1	\$124.62	\$0.00
084	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 2300 Lo	-	Interstate	1	\$385.38	\$0.00
085	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
086	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 17 W R	-	Interstate	1	(\$55.92)	\$0.00
087	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 17 W R	-	Interstate	1	(\$305.72)	\$0.00
088	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 17 W R	-	Interstate	1	\$124.62	\$0.00
089	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 17 W R	-	Interstate	1	\$385.38	\$0.00
090	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
091	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 1115 E V	-	Interstate	1	(\$55.92)	\$0.00
092	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 1115 E V	-	Interstate	1	(\$305.72)	\$0.00
093	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 1115 E V	-	Interstate	1	\$124.62	\$0.00
094	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 1115 E V	-	Interstate	1	\$385.38	\$0.00
095	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
096	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 1317 Co	-	Interstate	1	(\$55.92)	\$0.00
097	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 1317 Co	-	Interstate	1	(\$305.72)	\$0.00
098	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 1317 Co	-	Interstate	1	\$124.62	\$0.00
099	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 1317 Co	-	Interstate	1	\$385.38	\$0.00
100	Change	-	-	-	-	-	-	1	\$0.00	\$0.00
101	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 460 S S	-	Interstate	1	(\$55.92)	\$0.00
102	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 460 S S	-	Interstate	1	(\$305.72)	\$0.00
* Services Location Details attached									\$1,121.96	\$0.00
Charges are Exclusive of Equipment Fees									PAGE 3 SUBTOTAL:	



COMCAST ENTERPRISE SERVICES SALES ORDER FORM
SERVICES AND PRICING

Account Name: Highlands County
MSA ID#: FL-10187793-Jambr

Date: 6/19/2025
SO ID#: FL-10187793-Jambr-26384269

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Request		Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Solution Charges	
Line									Monthly	One-Time
103	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 460 S Cl	-	Interstate	1	\$124.62	\$0.00
104	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 460 S Cl	-	Interstate	1	\$385.38	\$0.00
105	-	-	-	-	-	-	-	-	\$0.00	\$0.00
106	Change	Remove	Ethernet Network Interface - 10 / 100	Port	Highlands County BOCC / 300 Was	-	Interstate	1	(\$55.92)	\$0.00
107	Change	Remove	ENS - Basic Network Bandwidth - Regional	50 Mbps	Highlands County BOCC / 300 Was	-	Interstate	1	(\$305.72)	\$0.00
108	Change	Add	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 300 Was	-	Interstate	1	\$124.62	\$0.00
109	Change	Add	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 300 Was	-	Interstate	1	\$385.38	\$0.00
110	-	-	-	-	-	-	-	-	\$0.00	\$0.00
111	Change	Remove	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 6850 W	-	Interstate	1	(\$242.34)	\$0.00
112	Change	Remove	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 6850 W	-	Interstate	1	(\$749.38)	\$0.00
113	Change	Add	Ethernet Network Interface - 10 Gig	Port	Highlands County BOCC / 6850 W	-	Interstate	1	\$268.43	\$0.00
114	Change	Add	ENS - Basic Network Bandwidth - Regional	10000 Mbps	Highlands County BOCC / 6850 W	-	Interstate	1	\$1,865.57	\$0.00
115	-	-	-	-	-	-	-	-	\$0.00	\$0.00
116	Change	Remove	Ethernet Network Interface - Gig E	Port	Highlands County BOCC / 590 S Cl	-	Interstate	1	(\$242.34)	\$0.00
117	Change	Remove	ENS - Basic Network Bandwidth - Regional	1000 Mbps	Highlands County BOCC / 590 S Cl	-	Interstate	1	(\$749.38)	\$0.00
118	Change	Add	Ethernet Network Interface - 10 Gig	Port	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$268.43	\$0.00
119	Change	Add	ENS - Basic Network Bandwidth - Regional	10000 Mbps	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$1,865.57	\$0.00
120	-	-	-	-	-	-	-	-	\$0.00	\$0.00
121	Change	Remove	EDI - Network Interface - Gig E	Port	Highlands County BOCC / 6850 W	-	Interstate	1	\$0.00	\$0.00
122	Change	Remove	EDI - Bandwidth	300 Mbps	Highlands County BOCC / 6850 W	-	Interstate	1	(\$1,676.07)	\$0.00
123	Change	Remove	IPv4 Static Address Block /26 (62)	Static IP	Highlands County BOCC / 6850 W	-	Interstate	1	(\$75.00)	\$0.00
124	Change	Add	EDI - Network Interface - Gig E	Port	Highlands County BOCC / 6850 W	-	Interstate	1	\$0.00	\$0.00
125	Change	Add	EDI - Bandwidth	1000 Mbps	Highlands County BOCC / 6850 W	-	Interstate	1	\$805.00	\$0.00
126	Change	Add	IPv4 Static Address Block /26 (62)	Static IP	Highlands County BOCC / 6850 W	-	Interstate	1	\$80.00	\$0.00
127	-	-	-	-	-	-	-	-	\$0.00	\$0.00
128	Change	Remove	EDI - Network Interface - Gig E	Port	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$0.00	\$0.00
129	Change	Remove	EDI - Bandwidth	300 Mbps	Highlands County BOCC / 590 S Cl	-	Interstate	1	(\$1,676.07)	\$0.00
130	Change	Remove	IPv4 Static Address Block /26 (62)	Static IP	Highlands County BOCC / 590 S Cl	-	Interstate	1	(\$75.00)	\$0.00
131	Change	Add	EDI - Network Interface - Gig E	Port	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$0.00	\$0.00
132	Change	Add	EDI - Bandwidth	1000 Mbps	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$805.00	\$0.00
133	Change	Add	IPv4 Static Address Block /26 (62)	Static IP	Highlands County BOCC / 590 S Cl	-	Interstate	1	\$80.00	\$0.00
134	-	-	-	-	-	-	-	-	\$0.00	\$0.00
135	-	-	-	-	-	-	-	-	\$0.00	\$0.00
136	-	-	-	-	-	-	-	-	\$0.00	\$0.00
137	-	-	-	-	-	-	-	-	\$0.00	\$0.00
138	-	-	-	-	-	-	-	-	\$0.00	\$0.00
139	-	-	-	-	-	-	-	-	\$0.00	\$0.00
140	-	-	-	-	-	-	-	-	\$0.00	\$0.00
141	-	-	-	-	-	-	-	-	\$0.00	\$0.00
142	-	-	-	-	-	-	-	-	\$0.00	\$0.00
143	-	-	-	-	-	-	-	-	\$0.00	\$0.00
144	-	-	-	-	-	-	-	-	\$0.00	\$0.00
145	-	-	-	-	-	-	-	-	\$0.00	\$0.00
146	-	-	-	-	-	-	-	-	\$0.00	\$0.00
147	-	-	-	-	-	-	-	-	\$0.00	\$0.00
148	-	-	-	-	-	-	-	-	\$0.00	\$0.00
149	-	-	-	-	-	-	-	-	\$0.00	\$0.00
150	-	-	-	-	-	-	-	-	\$0.00	\$0.00
151	-	-	-	-	-	-	-	-	\$0.00	\$0.00
152	-	-	-	-	-	-	-	-	\$0.00	\$0.00
153	-	-	-	-	-	-	-	-	\$0.00	\$0.00
* Services Location Details attached									PAGE 4 SUBTOTAL: \$1,210.78	
Charges are Exclusive of Equipment Fees										

COMCAST

BUSINESS

DATE: 6/19/2025

MSA ID#:

FL-10187793-JAMBR

PAGE 5 of 7

FL-10187793-JAMBR-26384269

SO ID#:

ACCOUNT NAME:

HIGHLANDS COUNTY

COMCAST ENTERPRISE SERVICES SALES ORDER FORM

SERVICE LOCATION DETAIL INFORMATION

Line	Location Name/Site ID	Address 1	Address 2	City	State	Zip Code	Incremental Equipment Fee	Technical/Local Contact Name	Technical/Local Contact Phone #	Technical/Local Contact Email Address	Technical Contact On Site (Yes/No)
1	Highlands County BOCC	11 N PINE AVE		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
2	Highlands County BOCC	11 W INTERLAKE BLVD		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
3	Highlands County BOCC	116 E MAIN ST		Avon Park	FL	33825	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
4	Highlands County BOCC	12700 ARBUCKLE CREEK RD		Sebring	FL	33870	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
5	Highlands County BOCC	1815 COUNTY ROAD 621 E		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
6	Highlands County BOCC	230 PEACH STREET		Sebring	FL	33870	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
7	Highlands County BOCC	4212 SUN N LAKE BLVD		Sebring	FL	33872	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
8	Highlands County BOCC	51 WILHITE ST		Avon Park	FL	33825	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
9	-										
10	Highlands County BOCC	6850 W GEORGE BLVD		Sebring	FL	33875	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
11	Highlands County BOCC	590 S Commerce Ave		Sebring	FL	33875	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
12	Highlands County BOCC	1172 US Hwy 98		LORIDA	FL	33857	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
13	Highlands County BOCC	4612 Desoto Rd		Sebring	FL	33870	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
14	Highlands County BOCC	3517 Hammock Rd		Sebring	FL	33872	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
15	Highlands County BOCC	319 W Center Ave		Sebring	FL	33870	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
16	Highlands County BOCC	2874 Lake June Blvd		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
17	Highlands County BOCC	2841 N Highlands Blvd		Avon Park	FL	33825	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
18	Highlands County BOCC	2502 US Hwy 27		Avon Park	FL	33825	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
19	Highlands County BOCC	2300 Longview Ct		Sebring	FL	33870	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
20	Highlands County BOCC	17 W Royal Palm St		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
21	Highlands County BOCC	1115 E Winthrop St		Avon Park	FL	33825	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
22	Highlands County BOCC	1317 Columbus St		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
23	Highlands County BOCC	460 S Sun N Lakes Blvd		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
24	Highlands County BOCC	300 Washington Blvd NW		Lake Placid	FL	33852	\$0.00	Arthur Wolfe	863-402-6582	ajwolfe@highlandsclerkfl.gov	Yes
25	Highlands County	800 Sheriff Tower		Sebring	FL	33870	\$39.95	Arthur Wolfe	(863) 402-6582	ajwolfe@highlandsclerkfl.gov	Yes
26	-										
27	-										
28	-										
29	-										
30	-										
31	-										
32	-										
33	-										
34	-										
35	-										
36	-										
37	-										

[illegible]



COMCAST TRUNK SERVICES SALES ORDER FORM

SUMMARY OF TRUNK SERVICES AND PRICING

SO ID#: FL-10187793-Jambr-2634269 Account Name: Highlands County

MSA ID#: FL-10187793-Jambr

Date: 6/19/2025

Service Term: 48 MONTHS

PAGE 1 of 7

PAGE 7 of 7		Site	Location Name/Site ID	# Full PRI	# Fractional PRI	# Additional Channels PORT 1	# Additional Channels PORT 2	# Additional Channels PORT 3	# Additional Channels PORT 4	# Additional Channels PORT 5	# Additional Channels PORT 6	# Additional Channels PORT 7	# Additional Channels PORT 8	SIP Trunk CCS	# of 1 TN Blocks	# of 20 TN Blocks	# of 100 TN Blocks	# of 200 TN Blocks	# of 500 TN Blocks	# of 1000 TN Blocks	# of RCF TNs	# of Toll Free #'s	# of Trunk Groups	# of Trunk Groups with DNS	Monthly Call Detail Record	Existing Customer	Existing Customer MRC	Customer Equip Fee MRC	Total Customer MRC	Solution Charges		
																														Monthly Equipment Fee	Monthly Recurring Charges	Incremental Installation Fees
		1																												\$0.00	\$0.00	\$0.00
		2																												\$0.00	\$0.00	\$0.00
		3																												\$0.00	\$0.00	\$0.00
		4																												\$0.00	\$0.00	\$0.00
		5																												\$0.00	\$0.00	\$0.00
		6																												\$0.00	\$0.00	\$0.00
		7																												\$0.00	\$0.00	\$0.00
		8																												\$0.00	\$0.00	\$0.00
		9																												\$0.00	\$0.00	\$0.00
		10																												\$0.00	\$0.00	\$0.00
		11																												\$0.00	\$0.00	\$0.00
		12																												\$0.00	\$0.00	\$0.00
		13																												\$0.00	\$0.00	\$0.00
		14																												\$0.00	\$0.00	\$0.00
		15																												\$0.00	\$0.00	\$0.00
		16																												\$0.00	\$0.00	\$0.00
		17																												\$0.00	\$0.00	\$0.00
		18																												\$0.00	\$0.00	\$0.00
		19																												\$0.00	\$0.00	\$0.00
		20																												\$0.00	\$0.00	\$0.00
		21																												\$0.00	\$0.00	\$0.00
		22																												\$0.00	\$0.00	\$0.00
		23																												\$0.00	\$0.00	\$0.00
		24																												\$0.00	\$0.00	\$0.00
		25																												\$0.00	\$0.00	\$0.00
		26																												\$0.00	\$0.00	\$0.00
		27																												\$0.00	\$0.00	\$0.00
		28																												\$0.00	\$0.00	\$0.00
		29																												\$0.00	\$0.00	\$0.00
		30																												\$0.00	\$0.00	\$0.00
		31																												\$0.00	\$0.00	\$0.00
		32																												\$0.00	\$0.00	\$0.00
		33																												\$0.00	\$0.00	\$0.00
		34																												\$0.00	\$0.00	\$0.00
		35																												\$0.00	\$0.00	\$0.00
		36																												\$0.00	\$0.00	\$0.00
		37																												\$0.00	\$0.00	\$0.00
Page 7 Total:																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	



Account Name

MSA ID

Date Generated

Highlands County

FL-10187793-JAmbr

6/19/2025

COMCAST ENTERPRISE SERVICES MASTER SERVICES AGREEMENT (MSA)

MSA Term: 60

CUSTOMER INFORMATION

Primary Contact:Laurie Hurner**Primary Contact Address Information****Title:****Address 1:** 600 S Commerce Avenue**Phone:****Address 2:****Cell:****City:** Sebring**Fax:****State:** FL**Email:** lhurner@highlandsfl.gov.**Zip Code:** 33870

This Comcast Enterprise Services Master Services Agreement ("Agreement" or "MSA") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide communications and other services ("Services") to the above customer ("Customer") and is effective as of the date of Customer's signature below (the "Effective Date"). The Agreement consists of this Master Service Agreement Cover Page executed by Customer (this "Cover Page"), the Comcast Enterprise Services General Terms and Conditions ("General Terms and Conditions"), any written amendments to the Agreement executed by both parties ("Amendments"), each Product-Specific Attachment for the applicable Services ("PSA(s)") and each Sales Order accepted by Comcast hereunder ("Sales Orders"). In the event of any inconsistency among these documents, the order of precedence will be as follows: (1) Amendments (if any), (2) this Cover Page, (3) PSA(s), (4) General Terms and Conditions and (5) Sales Orders. This Agreement shall be legally binding when signed by Customer and shall continue in effect until the expiration date of any Service Term specified in a Sales Order referencing the Agreement, unless terminated earlier in accordance with the Agreement.

Customer may submit Sales Orders to Comcast during the term of this Agreement ("MSA Term"). After the expiration of the initial MSA Term, Comcast may continue to accept Sales Orders from Customer under the Agreement, or require the parties to execute a new MSA.

The Agreement shall terminate in accordance with the General Terms and Conditions. The General Terms and Conditions and PSAs are located at <https://business.comcast.com/terms-conditions-ent>. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at <https://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at https://business.comcast.com/privacy-statement_new (or any successor URL). Comcast may update the General Terms and Conditions, PSAs, AUP and Privacy Policy from time to time upon posting to the Comcast website.

Services are only available to commercial customers in serviceable areas. Services may not be transferred without the prior written consent of Comcast as set forth in more details in the General Terms and Conditions. Minimum Service Terms are required for most Services and early termination fees may apply. Service Terms are identified in each Sales Orders, and early termination fees are identified in the applicable PSAs.

BY SIGNING BELOW, CUSTOMER AGREES TO THE TERMS AND CONDITIONS OF THIS AGREEMENT.

CUSTOMER (by authorized representative)

Signature:**Name:****Title:****Date:**

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Tanya Cannady, Business Services Director

SUBJECT/TITLE: Request adoption of Resolution 24-25-116 for Budget Amendment 24-25-091 for Central Square software additional funding.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to adopt Resolution 24-25-116 for Budget Amendment 24-25-091 for Central Square software additional funding.

FISCAL IMPACT

Fiscal impact is an increase of \$8,500 to Fund 005 (General), cost center 2111 (Central Services), account 56810Z (Proj. PC Software Purchase), project 20081 (Central Square Software).

Attachments: [24-25-091 Proj 20081 Central Square Add'l Funding \(BA\).pdf](#)

Attachments: [24-25-091R Proj 20081 Central Square Appropriate Add'l Funding \(Resolution\).pdf](#)

Attachments: [Statement of Issue - Central Square BA.docx](#)

June 25, 2025

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over \$5,000 require Board approval)

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

DATE: 6/11/2025

SUBMITTED BY: OMB

FUND(S): 005 FUND TITLE(S): General COST CENTER(S) #: 2111

PROJECT(S) #: 20081 PROJECT TITLE(S): Central Square Software COST CENTER TITLE(S): Central Services

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
				Fund Balance Brought Forward		10,107,194.14	8,500.00		10,115,694.14
R	005		3999100	Forward					
				Fund Balance Brought Forward		10,115,694.14		8,500.00	10,107,194.14
R	005		3999100	Forward					
									0.00
				Project Fund Balance Forward		225,000.00	8,500.00		233,500.00
R	005		3999100Z	Forward	20081				
				Proj PC Software Purchase		555,000.00	8,500.00		563,500.00
E	005	2111	56810Z	Purchase	20081				
									0.00
									0.00

REASON: To appropriate additional Fund Balance for the purchase of the Financial software.

OFFICE USE ONLY

OMB RECOMMENDATION:

REQUEST # 24-25-091

TRANSFER TYPE:

Approval

ACTION:

Denial

Board Approved Denied
County Administrator Approved Denied

 ITEM TO ITEM
 RESERVE
XX BY RESOLUTION
 SUPPLEMENTAL BUDGET

SIGNATURE: _____

Signature: _____

DATE: / /

Posted by Clerk: _____

RESOLUTION NO. 24-25-116

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 24-25-091 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 24-25-091 is hereby approved and authorized to appropriate Fund Balance to Project #20081 Central Square Software for FY24/25. The fiscal impact is an increase in the amount of \$8,500.00.

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 1st day of July, 2025.

HIGHLANDS COUNTY, FLORIDA

By: _____
Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk of Court

When the Central Square contract was amended last month adding the correct number of users, the set up fees are estimated to be due and payable within this fiscal year.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Leah Sauls, Development Services Director

SUBJECT/TITLE: Request approval of an Amendment to the Interlocal Agreement between Highlands County and Central Florida Regional Planning Council.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Amendment to the Interlocal Agreement between Highlands County and Central Florida Regional Planning Council.

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Statement of Issue- CFRPC IRL ADDENDUM .pdf](#)

Attachments: [CFRPC IRL Addendum.pdf](#)

Statement of Issue

On September 19, 2023, the County entered into an Interlocal Agreement with Central Florida Regional Planning Council (CFRPC) to assist the county with the completion of a Comprehensive Vulnerability Assessment as detailed in the grant agreement between Highlands County and Florida Department of Environmental Protection (FDEP). The original deadline for the FDEP Grant was March 31, 2025. On April 15th, 2025, the BOCC approved an extension of the FDEP contract until September 30, 2026. This Amendment to the Interlocal Agreement between Highlands County and CFRPC reflects the updated reporting dates and payment schedule from the approved FDEP contract extension.

AMENDMENT 1
to the
INTERLOCAL AGREEMENT
BETWEEN
Central Florida Regional Planning Council (COUNCIL)
and
Highlands County, a political subdivision of the State of Florida (COUNTY)

THIS AMENDMENT 1 is entered into by and between the **Central Florida Regional Planning Council** (hereinafter referred to as the “COUNCIL”) and **Highlands County** (hereinafter referred to as the “COUNTY”) stemming from that Interlocal Agreement approved by the COUNTY on the 19th day of September 2023 (“Agreement”), for the purpose of the COUNCIL assisting the COUNTY with completion of a Comprehensive Vulnerability Assessment pursuant to Florida Statutes, Section 380.093, and a Local Mitigation Strategy as detailed in that Grant Agreement between Highlands County and the Florida Department of Environmental Protection dated September 25, 2023 as amended on April 15, 2025 (collectively referred to as “FDEP Grant Agreement”).

1. Paragraph 3, Compensation, is hereby deleted in its entirety and replaced with the following, consistent with the FDEP Grant Agreement:

As consideration for performance of Work, the COUNTY agrees to pay a fee not to exceed \$340,000 (three hundred forty thousand and 00/100 dollars) to be paid in eleven (11) payments as follows: **NOTE: Underlined text is added and ~~strikeout~~ text is removed**

Task No.	Task Title	Total Amount	Task Due Dates
1	Kick-off Meeting	\$10,000	11/30/2023
2	Assemble Steering Committee	\$5,000	11/30/2023
3	Conduct Steering Committee Meetings	\$7,000	1/31/2024
4	Public Outreach Meeting #1	\$8,000	1/31/2024
5	Acquire Background Data	\$50,000	1/31/2024 <u>3/31/2026</u>
6	Exposure Analysis	\$100,000	9/30/2024 <u>3/31/2026</u>
7	Sensitivity Analysis	\$90,000	10/31/2024 <u>3/31/2026</u>
8	Public Outreach Meeting #2	\$10,000	11/30/2024 <u>3/31/2026</u>
9	Final Vulnerability Assessment Report, Maps, and Tables	\$40,000	3/31/2025 <u>3/31/2026</u>
10	Public Presentation	\$10,000	3/31/2025 <u>3/31/2026</u>

Signature:

Email:

Task No.	Task Title	Total Amount	Task Due Dates
11	Local Mitigation Strategy	\$10,000	3/31/2025 3/31/2026
	Total	\$340,000	

2. All of the terms and conditions of the Agreement shall remain in full force and effect, and to the extent of any conflict between this Amendment 1 and the Agreement between the parties, this Amendment 1 shall prevail.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives have executed this Amendment effective on the date of the last signatory hereto..

**CENTRAL FLORIDA REGIONAL
PLANNING COUNCIL**

By: 
Jennifer Cobo-Salisbury
Executive Director

Date: 6/13/2025


Forb Date (Jun 13, 2025 14:30 EDT)
CFRPC Attorney


Witness Signature

Brenda Torres
Witness Printed Name

HIGHLANDS COUNTY,
a political subdivision of the
State of Florida

Arlene Tuck, Chairwoman

Date: _____

Reviewed as to form and legal sufficiency:

Sherry G. Sutphen
County Attorney

ATTEST:

Jerome Kaszubowski
Clerk of Court

Highlands-CFRPC Inter Local Agreement for VA Amendment 1 for Signature

Final Audit Report

2025-06-13

Created:	2025-06-13
By:	Curtis Knowles (cknowles@cfrpc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXEX5GP-0VVF-alwUDK7XhVW6YIjuV5qv

"Highlands-CFRPC Inter Local Agreement for VA Amendment 1 for Signature" History

-  Document created by Curtis Knowles (cknowles@cfrpc.org)
2025-06-13 - 6:12:19 PM GMT
-  Document emailed to Norm White (gatorwhite@msn.com) for signature
2025-06-13 - 6:12:24 PM GMT
-  Email viewed by Norm White (gatorwhite@msn.com)
2025-06-13 - 6:30:37 PM GMT
-  Document e-signed by Norm White (gatorwhite@msn.com)
Signature Date: 2025-06-13 - 6:30:52 PM GMT - Time Source: server
-  Agreement completed.
2025-06-13 - 6:30:52 PM GMT

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Kenya Anderson, Senior Project Manager James D. Langford, P.E.,
Assistant County Administrator / Acting County Engineer

SUBJECT/TITLE: Request adoption of Resolution No. 24-25-113 to repeal
Resolution No. 24-25-075 and reapprove the previously approved
FDOT Supplemental Agreement No. 1 due to scrivener's errors
found in the Project # 22066 / 441923-1 W. Interlake Sidewalk
Agreement approved on 04/01/2025.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to adopt Resolution No. 24-25-113 to repeal Resolution No. 24-25-075 and reapprove the previously approved FDOT Supplemental Agreement No. 1 due to scrivener's errors found in the Project # 22066 / 441923-1 W. Interlake Sidewalk Agreement approved on 04/01/2025.

FISCAL IMPACT

The net fiscal impact is to reduce the added \$27,400 to \$24,700 in Fund 151 (Infrastructure Surtax Fund) specifically account 4102A 56301Z 22066.

Attachments: [Res. 24.25.113 repeal 24.25.075 packet.pdf](#)

Attachments: [22066 W Interlake Blvd MUP_Catfish Creek Rd to S Tangerine_Statement of Issue.pdf](#)

RESOLUTION NO. 24-25-113

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO SUPPLEMENTAL AGREEMENT NO.: 1 TO LOCAL AGENCY PROGRAM AGREEMENT WITH FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FINANCIAL PROJECT NO.: 441923-1-38-01; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR REPEAL OF RESOLUTION NO. 24-25-075; PROVIDING FOR APPROVAL OF SUPPLEMENTAL AGREEMENT NO.: 1 AND AUTHORIZATION TO EXECUTE; 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, FDOT awarded a Local Agency Program grant to Highlands County in accordance with that Agreement identified by FDOT Financial Project No.: 441923-1-38-01, dated June 13, 2023 ("Agreement"), for the design of a 5 foot wide multi-use path two feet from the existing right of way line along the south side of the roadway of West Interlake Boulevard from Catfish Creek Road to South Tangerine Drive ("Project"); and;

WHEREAS, additional funds are needed due to necessary environmental testing for the Project and FDOT awarded additional funds and the Supplemental Agreement No.: 1, related thereto was approved by the County on April 1, 2025; however, there was a scrivener's error contained in Supplemental Agreement No.: 1, and FDOT required that a new Supplemental Agreement No.: 1 be approved and a new associated Resolution be adopted to fully complete the transaction; and

WHEREAS, Highlands County has determined that it is in the best interest of the public to approve the corrected version of Supplemental Agreement No.: 1 with FDOT to accept additional funding for the Project.

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. Repeal of Resolution 24-25-075. Resolution 24-25-075 adopted by the County on April 1, 2025, is hereby repealed in its entirety and shall have no further force or effect.

SECTION 3. Approval of Supplemental Agreement No.: 1 and Authorization to Execute. Supplemental Agreement No.: 1, amending the Local Agency Program Agreement identified by Financial Project No.: 441923-1-38-01, attached hereto as **Exhibit “A,”** is hereby approved and the Chairperson or designee thereof is authorized to execute the same on behalf of the County.

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 Supplemental Agreement No.: 1 to that Local Agency Program Agreement identified by Financial Project No.: 441923-1-38-01, approved hereby, 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 upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2025.

HIGHLANDS COUNTY, FLORIDA

By: _____
Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk of Court

Exhibit “A”
STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
SUPPLEMENTAL AGREEMENT NO.: 1 TO THE
LOCAL AGENCY PROGRAM AGREEMENT
Financial Project No.: 441923-1-38-01

**LOCAL AGENCY PROGRAM
SUPPLEMENTAL AGREEMENT**

SUPPLEMENTAL NO.

1

FEDERAL ID NO. (FAIN)

D123-038-B

CONTRACT NO.

G2L68

FEDERAL AWARD DATE

FPN

441923-1-38-01

RECIPIENT UNIQUE ENTITY ID SAM NO.

DVGCMAE96DX5

Recipient, Highlands County, desires to supplement the original Agreement entered into and executed on 06/13/2023 as identified above. All provisions in the original Agreement and supplements, if any, remain in effect except as expressly modified by this supplement.

The changes to the Agreement and supplements, if any, are described as follows:

PROJECT DESCRIPTION

Name West Interlake Blvd from Catfish Creek Road to South Tangerine Drive Length .50 miles

Termini the design of a 5 foot wide multi-use path two feet from the existing right of way line along the south side of roadway from West Interlake Blvd from Catfish Creek Road to South Tangerine Drive

Description of Work:

The scope of the project consists of the design of a five-foot wide path two feet from the existing right of way.

Reason for Supplement and supporting engineering and/or cost analysis:

The purpose of this supplemental agreement #1 is to add additional design funds (phase 38) in the amount of \$24,700.00 (Twenty-Four Thousand Seven Hundred Dollars) as shown in the attached Exhibit "B" adjusted "SCHEDULE OF FUNDING". Highlands County has requested additional design funding due to requirements of additional environmental work/testing.

The Local Agency Program Agreement is amended as follows:

- a. Exhibit B "SCHEDULE OF FUNDING" is replaced in its entirety by the "ADJUSTED EXHIBIT B SCHEDULE OF FUNDING" and is incorporated by reference.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**LOCAL AGENCY PROGRAM
SUPPLEMENTAL AGREEMENT**

525-010-32
PROGRAM MANAGEMENT
03/22

IN WITNESS WHEREOF, the parties have executed this Agreement on the date last ascribed herein.

RECIPIENT Highlands County

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

By: _____
Name:
Title:

By: _____
Name:
Title:

Date: _____

Legal Review:

_____ 

LOCAL AGENCY PROGRAM
SUPPLEMENTAL AGREEMENT

ADJUSTED EXHIBIT “B” SCHEDULE OF FINANCIAL ASSISTANCE

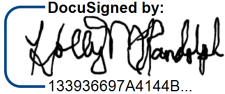
RECIPIENT NAME & BILLING ADDRESS: Highlands County
505 South Commerce Avenue
Sebring, FL 33870

FINANCIAL PROJECT NUMBER: 441923-1-38-01

PHASE OF WORK By Fiscal Year	FUNDING					
	(1) PREVIOUS TOTAL PROJECT FUNDS	(2) ADDITIONAL PROJECT FUNDS	(3) CURRENT TOTAL PROJECT FUNDS	(4) TOTAL LOCAL FUNDS	(5) TOTAL STATE FUNDS	(6) TOTAL FEDERAL FUNDS
Design FY: 2022/2023 (TALL) FY: 2022/2023 (TALT) FY: 2024/2025 (TALT)	\$26,377.00 \$674.00 	 \$24,700.00	\$26,377.00 \$674.00 \$24,700.00	 	 	\$26,377.00 \$674.00 \$24,700.00
Total Design Cost	\$27,051.00	\$24,700.00	\$51,751.00	\$ 0.00	\$ 0.00	\$51,751.00
Right-of-Way FY: (Insert Program Name) FY: (Insert Program Name) FY: (Insert Program Name)	 	 	 	 	 	
Total Right-of-Way Cost	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction FY: (Insert Program Name) FY: (Insert Program Name) FY: (Insert Program Name)	 	 	 	 	 	
Total Construction Cost	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction Engineering and Inspection (CEI) FY: (Insert Program Name) FY: (Insert Program Name) FY: (Insert Program Name)	 	 	 	 	 	
Total CEI Cost	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
(Insert Phase) FY: (Insert Program Name) FY: (Insert Program Name) FY: (Insert Program Name)	 	 	 	 	 	
Total Phase Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL COST OF THE PROJECT	\$27,051.00	\$24,700.00	\$51,751.00	\$ 0.00	\$ 0.00	\$51,751.00

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.

Holly Randolph
District Grant Manager Name

DocuSigned by:

133936697A4144B...

03/11/2025 | 4:16 PM EDT

Signature

Date

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

STATEMENT OF ISSUE

On April 1, 2025 the Board approved Resolution #24-25-078 to approve a Supplemental Grant Agreement for Project #22066 - 441923-1 W. Interlake Blvd. sidewalk construction from Catfish Creek Road to S. Tangerine Avenue. When processing the documents signed by the Board, a scrivener's error was discovered. The scrivener's errors are two (2) numbers were transposed in the cost listed on Page 1 of the agreement and were carried over to the corresponding B/A. The correct amount of \$24,700.00 (shown on Page 2 of the agreement) was inadvertently changed to \$27,400.00. FDOT is aware of these errors and necessary changes. Board staff are working with the Clerk staff to correct the B/A approved with the agreement on 4/01/2025.

The purpose of this agenda item is to repeal the original signed resolution and supplemental agreement and replace them with the attached revised documents to rectify these scrivener's errors.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Jonathan Harrison, Road and Bridge Director

SUBJECT/TITLE: Request approval of a 5 (five) year lease renewal contract previously established between the Board of County Commissioners and DP Partners & PGP Partners, Ltd.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve a 5 (five) year lease renewal contract previously established between the Board of County Commissioners and DP Partners & PGP Partners, Ltd.

FISCAL IMPACT

The fiscal impact will be the cost of property taxes which normally do not exceed \$6,000.00, annually. Fund 110, Cost Center 4102.

Attachments: [Statement of Issue, Phypers Renewal 7.1.2025.pdf](#)

Attachments: [DP Partners and PGP Partners, LTD 7.1.2025.pdf](#)

Road and Bridge

DP Partners & PGP Partners, Ltd, Amendment 1

July 1, 2025

Statement of Issue:

Attached for your approval is the renewal and amendment 1 for the lease agreement of 7.77+/- acres between Highlands County and DP Partners and PGP Partners, Ltd. Amendment 1 is to extend the term for five (5) additional years. Lease renewal to extend to August 19, 2030 with paragraph 7, deleted in its entirety and replace with: *It is understood and agreed by and between the parties hereto that this Lease may be terminated upon forty-five (45) days, written notice from the Lessor to the Lessee.*

**AMENDMENT 1 TO THE LEASE AGREEMENT BETWEEN
HIGHLANDS COUNTY AND DP PARTNERS AND PGP PARTNERS, LTD**

THIS AMENDMENT 1 is made by and between Highlands County, 600 S. Commerce Avenue, Sebring, Florida 33870, hereinafter referred to as "COUNTY" or "LESSEE" and DP Partners, a Florida general partnership and PGP Partners, Ltd., a Florida limited partnership, hereinafter referred collectively referred to as "LESSOR".

WHEREAS, on August 18, 2020, the COUNTY and LESSOR entered into a Lease Agreement ("Lease"); and

WHEREAS, the parties have determined that it is in their mutual best interest to amend the Lease to extend the Term as set forth herein.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the COUNTY and LESSOR agree as follows:

1. The Term of the Lease is hereby extended for a period of five (5) years beginning on the 19th day of August, 2025, and expiring on the 19th day of August, 2030.
2. Paragraph 7, of the Lease is hereby deleted in its entirety and replaced with the following language:

It is understood and agreed by and between the parties hereto that this Lease may be terminated upon forty-five (45) days, written notice from the Lessor to the Lessee.

3. All other terms and conditions of the Lease shall remain in full force and effect, and to the extent of any conflict between this Amendment and the Lease or any previous agreements between the parties, this Amendment shall prevail.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal this ____ day of _____, 2025.

HIGHLANDS COUNTY

Arlene Tuck, Chairwoman

ATTEST:

Jerome Kaszubowski, Clerk

LESSOR

DP PARTNERS

A Florida general partnership


Print: DANIEL N. PHYPER
Title: General Partner

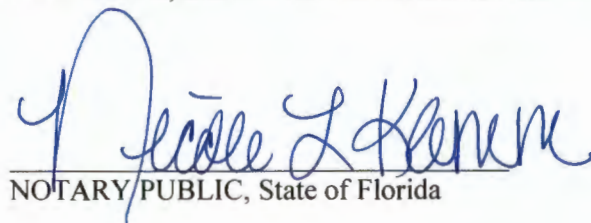
STATE OF FLORIDA
COUNTY OF Highlands

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Daniel Phypers, as General Partner of DP Partners and PGP Partners, LTD who personally swore or affirmed that he/she is authorized to execute this Amendment and thereby bind the Lessor, and who is personally known to me or who produced FLDL as identification, and who did/did not take an oath this 19th day of June, 2025.

(stamp)

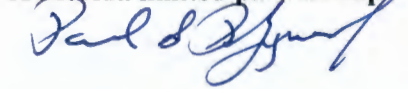


NICOLE L. KLEMM
Notary Public
State of Florida
Comm# HH370538
Expires 3/7/2027


NOTARY PUBLIC, State of Florida

PGP PARTNERS, LTD.

A Florida limited partnership


Print: Paul G. Phypers Jr
Title: Gen. Partner

STATE OF FLORIDA
COUNTY OF Highlands

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Paul Phypers, as General Partner of DP Partners and PGP Partners, LTD who personally swore or affirmed that he/she is authorized to execute this Amendment and thereby bind the Lessor, and who is personally known to me or who produced FLDL as identification, and who did/did not take an oath this 19th day of June, 2025.

(stamp)



NICOLE L. KLEMM
Notary Public
State of Florida
Comm# HH370538
Expires 3/7/2027


NOTARY PUBLIC, State of Florida

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Reagan Fultz, Tourism Marketing & Project Manager Casey Hartt, Lead Marketing Consultant

SUBJECT/TITLE: Request approval of a High Impact Signature Event Tourist Development Grant for 2025 Caladium Festival to be held in Highlands County on July 25-27, 2025.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Request approval of a High Impact Signature Event Tourist Development Grant for 2025 Caladium Festival to be held in Highlands County on July 25-27, 2025.

FISCAL IMPACT

There is no fiscal impact to Fund 152 (Tourist Development) or the overall budget as there are funds budgeted in FY24/25 for marketing said event. The 2025 Caladium Festival is eligible for \$10,000.00 from Fund 152 (Tourist Development Trust) and cost center 5305 (Tourist Dev-Marketing and Promotion).

Attachments: [STATEMENT OF ISSUE.pdf](#)

Attachments: [Grant 2025.pdf](#)

STATEMENT OF ISSUE

The Tourist Development Council (TDC), at the regular meeting on May 1, 2025, recommended reimbursing the Greater Lake Placid Chamber of Commerce (Grantee) for the 2025 Caladium Festival held in Highlands County.

The Grantee requested up to \$10,000.00 in funding from the TDC. The TDC recommends reimbursing up to a total of \$10,000.00 for the event with the entirety of that amount being based on number of attendees to the event, calculating the funding at \$0.50/per verified attendee.

This grant will reimburse the grantee for eligible expenses associated with tent rentals, bus rentals for Caladium Field bus tours during the event, portable restroom facilities, and approved reimbursable items under the High Impact Signature Event Grant guidelines for the 2025 Caladium Festival.

**HIGHLANDS COUNTY
SPECIAL EVENT/PROJECT GRANT AGREEMENT**

GRANTEE

NAME: GREATER LAKE PLACID CHAMBER OF COMMERCE
ADDRESS: 18 N. OAK AVE.
LAKE PLACID, FL 33852
FEI NO: 59-1026434

Highlands County, a political subdivision of the State of Florida ("COUNTY"), hereby agrees to provide funding to the Greater Lake Placid Chamber of Commerce ("GRANTEE") for the purpose of reimbursement of expenses for the 2025 Caladium Festival ("Event") as provided in the Funding Application attached to this Agreement as Exhibit "A" and made a part hereof. To the extent of any conflict between Exhibit "A" and the terms and conditions of this Agreement, the terms and conditions of this Agreement shall prevail.

GRANTEE RESPONSIBILITIES

1. The GRANTEE shall be responsible for obtaining all applicable local, state and federal permits.
2. The GRANTEE is responsible for all administrative services and represents that it has or will secure at its own expense all necessary personnel. Such personnel shall not be employees of the COUNTY. The GRANTEE shall be responsible for the payment of all its FICA and Social Security Taxes.

INDEPENDENT CONTRACTOR RELATIONSHIP

The GRANTEE is, and shall be, in the performance of all work, services and activities an independent contractor, and not an employee, agent, or servant of the COUNTY. All persons engaged in any of the work or services performed by or on behalf of the GRANTEE shall at all times, and in all places, be subject to the GRANTEE's sole direction, supervision and control. The GRANTEE shall exercise control over the means and manner in which it and its employees and volunteers perform the work and, in all respects, the GRANTEE's relationship and the relationship of its employees and volunteers to the COUNTY shall be that of an independent contractor and not as employees or agents of the COUNTY.

The GRANTEE does not have the power or authority to bind the COUNTY in any promise, agreement or representation.

REPORTS

The GRANTEE shall submit monthly status reports to the COUNTY detailing work completed and activities performed.

TERM OF AGREEMENT

This Agreement is effective on the date of execution by the COUNTY and shall remain in effect until September 30, 2025.

NOTICE

Any notice or other written communication, except invoices, between the parties to this Agreement shall be considered delivered when posted by U.S. registered or certified mail, postage prepaid and return receipt requested, or delivered in person to the COUNTY.

COMPENSATION

1. The COUNTY agrees to reimburse the GRANTEE in an amount up to Ten Thousand Dollars (\$10,000.00) for the 2025 Caladium Festival with attendee verifications required for the entirety of the awarded amount, from Cost Center 5305, the Marketing and Promotion Fund for providing the services described in attached Exhibit "A". The GRANTEE shall submit payment requests and expenditure documentation to the COUNTY, said requests being in detail sufficient for a proper pre-audit and post-audit thereof. The GRANTEE and the COUNTY understand and agree that there shall be no reimbursement of funds by the COUNTY for any expenditure made prior to the date of this Agreement or for any expenditure or amount in excess of the amount stated in this paragraph.
2. This Agreement is subject to the annual appropriation of funds by the COUNTY. In its sole discretion, the COUNTY reserves the right to forego the funding as set forth herein. The COUNTY shall provide notice to the GRANTEE if it decides for any reason or no reason in its sole discretion, not to provide funding for this Agreement in its annual budget.

PROHIBITION AGAINST LOBBYING

The GRANTEE is hereby prohibited from using any funds provided by this Agreement for the purpose of lobbying the Legislature or a state or county agency.

MANAGEMENT

The COUNTY Project Manager is **Leah Sauls, Development Services Director**, phone number **(863) 402-6550**. All matters shall be directed to the Project Manager for appropriate action or disposition.

GENERAL TERMS AND CONDITIONS

1. The COUNTY may terminate this Agreement for its convenience. In this event, the GRANTEE shall be compensated for work satisfactorily completed and for irrevocable commitments made.
2. All services shall be performed by the GRANTEE to the satisfaction of the COUNTY.
3. The GRANTEE shall be notified, in writing, by the COUNTY Project Manager of Agreement performance failures and given fifteen (15) calendar days to provide a written corrective action plan to the COUNTY for review. The COUNTY shall respond, in writing, to the proposed corrective action plan within fifteen (15) calendar days of receipt. If the GRANTEE and the COUNTY cannot reach agreement on the corrective measures to be taken and the schedule for corrective action, the COUNTY may terminate this Agreement in accordance with paragraph 4 of this section.
4. If the GRANTEE fails to perform in a timely and proper manner, in the judgment of the

COUNTY, the COUNTY may terminate this Agreement by written notice, specifying the effective time/date.

5. In the event that the GRANTEE fails to perform all the services described under the terms of this Agreement, the GRANTEE shall reimburse the COUNTY all compensation received within thirty (30) calendar days of the receipt of the COUNTY's written request for reimbursement.
6. The parties may at any time, by written order designated to be a change order signed by the GRANTEE and the COUNTY, make any change in the work within the general scope of the Agreement.
7. The GRANTEE shall maintain accurate books, records and documents directly pertinent to performance under this Agreement and for all expenditures of all funds received under this Agreement in accordance with generally accepted accounting principles consistently applied. The GRANTEE shall assure that these books, records and documents are available at all reasonable times for inspection, review or audit by the COUNTY's personnel and other personnel authorized by the COUNTY. The GRANTEE shall retain all such books, records and documents for three (3) years after the fiscal years in which payment is made by the COUNTY or until final resolution of matters resulting from any litigation, claim or audit that started prior to the expiration of the three-year record retention period.
8. The GRANTEE agrees to indemnify, defend, save and hold harmless the COUNTY from all claims, demands, liabilities and suits of any nature arising out of, because of, or due to, any negligent act or failure to act by the GRANTEE, its agents or employees to the extent permitted by Florida law. The parties agree that one percent of the total compensation to the GRANTEE for performance of this Agreement is the specific consideration from the COUNTY to the GRANTEE for the GRANTEE's indemnity agreement.
9. The GRANTEE covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.
10. The GRANTEE warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the GRANTEE to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the GRANTEE any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the COUNTY shall have the right to terminate this Agreement without liability and, at its discretion, to deduct from the reimbursement amount pursuant to this Agreement or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.
11. The COUNTY reserves the right to unilaterally cancel this Agreement for refusal by the GRANTEE to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the GRANTEE in conjunction with this Agreement.
12. This Agreement shall not be subject to transfer, assignment, sale or other disposition which would have the effect of substituting the GRANTEE's performance with that of another.

13. The GRANTEE represents to the best of its knowledge that all of its employees are treated equally during hiring and employment without regard to race, color, religion, handicap, sex, age or national origin.

CHOICE OF LAW/FORUM

The parties hereby agree that any and all actions or disputes arising out of this Agreement shall be governed by the laws of the State of Florida, and any such actions shall be brought in Highlands County, Florida.

SEVERABILITY

In the event one or more provisions of this Agreement are declared invalid, the balance of this Agreement shall remain in full force and effect.

PUBLIC ENTITY CRIMES

The GRANTEE affirmatively represents that it is aware of the prohibitions stated in Section 287.133(2)(a), Florida Statutes, and affirmatively represents that it has not been placed on the convicted vendor list or been convicted of a public entity crime.

DISCRIMINATORY VENDOR LIST

The GRANTEE affirmatively states that it is aware of the prohibitions found in Section 287.134(2) (a), Florida Statutes, and affirmatively represents that it has not been placed on the discriminatory vendor list referred to therein.

EMPLOYMENT ELIGIBILITY VERIFICATION

Pursuant to Florida Statutes, Section 448.095, and in the event performance of this Agreement is or will be funded using state or federal funds, the GRANTEE must comply with the Employment Eligibility Verification Program ("E-Verify Program") developed by the federal government to verify the eligibility individuals to work in the United States and 48 CFR 52.222-54 (as amended) is incorporated herein by reference. If applicable, in accordance with Subpart 22.18 of the Federal Acquisition Register, the GRANTEE shall be registered with and utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility status of all employees performing work under this Agreement as well as all newly hired employees. In addition, the GRANTEE shall require any and all subcontractors performing work in accordance with this Agreement to register with and utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility status of all employees performing work under this Agreement as well as all newly hired employees. Any such subcontractor shall provide an affidavit to the GRANTEE stating that the subcontractor does not employ, contract with or subcontract with any ineligible individuals and the GRANTEE must keep a copy of said affidavit for the duration of this Agreement. Violation of this section is subject to immediate termination of this Agreement by the COUNTY without regard to any notice otherwise required herein. In the event the COUNTY incurs costs as a result of the GRANTEE's breach of this provision, any and all such costs shall be paid by the GRANTEE immediately upon receipt of notice of the same from the COUNTY. Information on registration for and use of the E-Verify Program may be obtained at the Department of Homeland Security website: <http://www.dhs.gov/E-Verify>.

FOREIGN COUNTRY OF CONCERN

A. Pursuant to Florida Statutes, section 287.138, and under penalty of perjury by the undersigned, the GRANTEE certifies that it is not owned by a foreign country of concern, as defined in Florida Statutes, section 287.138(1)(c), such that a foreign country of concern possesses a controlling interest in the GRANTEE; or with any entities organized under the laws of, or with its principal place of business in, a foreign country of concern.

B. The GRANTEE understands that in addition to criminal penalties for perjury, a violation of this section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Suspended Vendors list.

FORCED LABOR OR HUMAN TRAFFICKING

A. Pursuant to Florida Statutes, sections 287.1346 and 787.06, and under penalty of perjury by the undersigned, the GRANTEE certifies that it is not an entity that is engaged in "forced labor" and has not been placed on the "forced labor vendor list," as defined by Florida Statutes, section 287.1346, and is not engaged in human trafficking as defined by Florida Statutes, section 787.06.

B. The GRANTEE understands that in addition to criminal penalties for perjury, a violation of this Section may result in civil penalties equal to twice the amount of this Agreement being assessed; the ineligibility to enter into, renew, or extend any contract, agreement, or grant with any governmental entity of the State of Florida; the ineligibility to receive or renew any license, certification, or credential issued by a governmental entity of the State of Florida; and placement on the State of Florida Forced Labor Vendors list.

PAYMENTS AFTER CONTRACT TERMINATION FOR CAUSE

Upon the occurrence of any event of default, all obligations on the part of the COUNTY to make any further payments of funds pursuant to this 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 hereby waiving the right to exercise any remedy which it may have without becoming liable to make any further payment.

INSURANCE

The GRANTEE shall maintain the following types of insurance, with the respective limits, and shall provide proof of same to the COUNTY, in the form of a Certificate of Insurance prior to the start of any work hereunder:

1. AUTOMOBILE LIABILITY: Combined Single Limit: One Million Dollars (\$1,000,000.00) combined single limit per occurrence for bodily injury and property damage liability. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos);
2. COMMERCIAL GENERAL LIABILITY: One Million Dollars (\$1,000,000.00) each

occurrence;

3. **WORKERS' COMPENSATION:** Statutory limits which cover all persons engaged in the performance of the Work described herein in compliance with Florida law and Federal law. The policy must include Employer Liability coverage with limits not less than \$1,000,000.00 each occurrence \$1,000,000.00 each employee, and \$500,000.00 policy limit for disease.

For every insurance policy required hereunder, the GRANTEE shall provide the COUNTY with a Certificate of Insurance evidencing such coverage for the duration of this Agreement. Said Certificate of Insurance shall be dated and show:

1. The name of the insured GRANTEE;
2. The specified name of the Event;
3. "HIGHLANDS COUNTY" as Additional Insured;
4. Recognition of the Indemnification requirements of this Agreement;
5. The name of the Insurer;
6. The number of the Policy;
7. The effective date;
8. The termination date; and
9. A statement that the insurer will mail notice to the COUNTY at least thirty (30) days prior to any material changes in the provisions or cancellation of the policy

PUBLIC RECORDS COMPLIANCE

- A. Pursuant to Florida Statutes, Section 119.0701:

IF YOU HAVE QUESTIONS REGARDING THE APPLICATION OF FLORIDA STATUTES, CHAPTER 119, TO YOUR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS:

**COUNTY CLERK: GLORIA RYBINSKI
RECORDS MANAGER
600 SOUTH COMMERCE AVENUE
SEBRING, FLORIDA 33870
TELEPHONE NUMBER: (863) 402-6832
HCBCCrecords@highlandsfl.gov**

- B. GRANTEE agrees to comply with public records laws, specifically to:

1. Keep and maintain public records required by the COUNTY to perform the services set forth herein.
2. Upon request from the COUNTY's custodian of public records, provide the COUNTY with a copy of the 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 Florida Statutes, Chapter 119, or as otherwise provided by law.
3. Ensure that public records which 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 GRANTEE does not transfer the records to the COUNTY.

4. Upon completion of the Agreement, transfer, at no cost, to the COUNTY all public records in possession of the GRANTEE or keep and maintain public records required by the COUNTY to perform the services set forth herein. If the GRANTEE transfers all public records to the COUNTY upon completion of the Agreement, the GRANTEE shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the GRANTEE keeps and maintains public records upon completion of the Agreement, the GRANTEE shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the COUNTY, upon request from the COUNTY's custodian of public records, in a format that is compatible with the information technology systems of the COUNTY.

ENTIRE AGREEMENT

It is hereby understood and agreed that this Agreement states the entire agreement and that the parties are not bound by any stipulations, representations, agreements or promises, oral or otherwise, not printed in this Agreement.

(Signatures on following page)

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement effective the date of execution by the COUNTY.

HIGHLANDS COUNTY

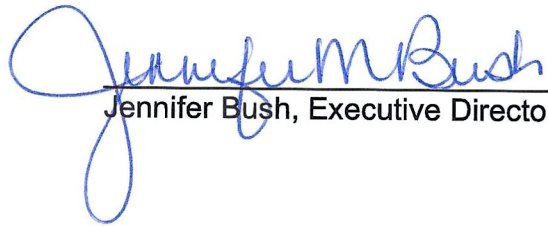
Arlene Tuck, Chair

DATE: _____

ATTEST:

Jerome Kaszubowski, Clerk

GREATER LAKE PLACID CHAMBER OF
COMMERCE



Jennifer Bush, Executive Director

STATE OF FLORIDA
COUNTY OF Highlands

The foregoing instrument was acknowledged before me by means of [☒] physical presence or [☐] online notarization of Greater Lake Placid Chamber of Commerce, as Executive Director, of Jennifer Bush, who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the GRANTEE, and who is personally known to me or who produced _____ as identification, and who did/did not take an oath this 19 day of June, 2025.

(stamp)





NOTARY PUBLIC, State of Florida

EXHIBIT "A"

APPLICATION

GENERAL INSTRUCTIONS

The application **must be completely filled out**. "Not Applicable" or "N/A" should be marked, as appropriate.

Copies of the following items should be attached to your application:

- List of Applicant's current Officers and/or Board members (if applicable)
- Applicant's W-9 tax form for post-Event payment
- Overall & detailed marketing plan for the Event

Please note: All final paperwork as outlined in the application must be submitted to the TDC **within 60 days of the conclusion of the Event/Project**. The request for reimbursement will be considered incomplete until all of the required forms are submitted to the TDC.

HIGHLANDS COUNTY TDC HIGH IMPACT SIGNATURE EVENT FUNDING REQUEST APPLICATION

Amount Requested from TDC: \$ 10,000.00

I. General Information

1. Name of Applicant: The Greater Lake Placid Chamber of Commerce
2. Name of Event: The Caladium Festival
3. Contact person: Jennifer Bush
4. Contact person e-mail: jennifer@lpfla.com
5. Complete address of Applicant: 18 N. Oak Ave. Lake Placid, FL 33852
Cell phone: 863-441-5957
6. Applicant's Chief Official/Event Coordinator: Jennifer Bush
Title: Executive Director
Address if different from above: N/A
Cell phone: N/A
Email: N/A
7. Has Event ever received funding from the TDC? ☒ Yes ☐ No
 - a. If yes – list years and amounts: 2022 - \$3953.50
8. Amount Applicant is requesting for the Event/Project: \$ 10000.00
9. Intended use of funds (*Refer to pages 3-4 for Eligible and Ineligible Uses of Funds*):
Tent Rental, Bus Rental, Portable Restroom Facilities.

II. Details about Applicant: (describe your business or organization)

The Greater Lake Placid Chamber of Commerce is organized as a voluntary partnership of agri-business, business, professional people and area residents working together to provide community awareness, build a healthy economy, and to sustain the quality of life in the greater Lake Placid area.

III. Schedule of Event/Project:

July 25-27, 2025 (Friday, Saturday 9AM-4PM and Sunday 10AM-3PM)

IV. Event Specific Information

1. Event/Project name: The Caladium Festival
2. Type of event or project: 3 day Festival
3. Dates of Event/Project: July 25-27, 2025
4. Location of Event/Project: Stuart Park, DeVane Park, Interlake Blvd., Park St..
5. Number of days: 3 Hours: 9AM-4PM, Fri & Sat. - 10AM-3PM Sun
6. Projected number of attendees (if Sport Event, just count participants): 17K to 25K Visitors
Overnight, out of state: 250 Overnight, in-state: 250 Day Trip: 19500
7. (Sport Event Only) Projected number of spectators per day: N/A
Overnight, out of state: Overnight, in-state: Day Trip:
8. Projected number of media, staff, officials: Not Known
Overnight, out of state: Overnight, in-state: Day Trip:
9. Event/Project promoter (if other than Applicant): N/A
Name of promoter:
Company name:
Contact name:
Address:
Phone:
Email:
Website:
11. Event/Conference Admission Price (if applicable) No Admission Fee
12. What is the GUARANTEED MINIMUM NUMBER OF PAID ROOM NIGHTS the Event will bring to Sebring/Highlands County? *(This is the minimum number of rooms that must be captured by the Event and documented by submitting the Room Night Certification Form within 60 days of the conclusion of the Event. The TDC reserves the right to reduce the reimbursement amount should the Event fail to meet this minimum room night guarantee.)* Number of Room Nights: N/A
13. What is the GUARANTEED MINIMUM NUMBER OF EVENT ATTENDEES?
Number of attendees: 20,000
(Please answer each question below or your application will be deemed incomplete).
- a. How many/what percentage will be traveling to the event from outside the county? 40%
- b. How will you document the attendees and the out-of-county percentage? Geo Fencing and Pacer AI
- c. Will you be providing the TDC with attendee contact information? Yes, if provided
14. Provide the previous year's event information, (if applicable):
- Previous Event or Project: 2024 Caladium Festival
Date: July 26-28, 2024
Location: Stuart Park, Interlake Blvd., Park St..
Total Room Nights: N/A
Contact Name/Phone: Jennifer Bush
Funding amount awarded: 0
Economic Impact (If available): Not Known

EVENT BUDGET SUMMARY

EVENT INCOME

Visit Sebring cannot be the sole source of income. Please list all Event income sources, types and amounts, including grants, sponsorships, registration fees, and in-kind services provided from public agencies, such as Police Department, Fire Rescue, etc. Please designate hard dollars versus in-kind.

Income Source & Type (i.e. Publix Sponsorship or Attendee Registration Fees)	Income Amount (or In-Kind Amount)
Caladium Growers Sponsorship	\$32,000
Booth Rentals	22,000
Sponsorships - Other	3,500
Merchandise	4,500
Bus Ticket Sales	8,400
Visit Sebring/TDC Funding Request	\$ 10,000
TOTAL INCOME ALL SOURCES	\$ 80,400

EVENT EXPENSES

Provide an itemized summary indicating the intended use of TDC funds at the bottom of this page. Please be as detailed as possible, including intended media outlets, promotional materials, etc. and the dollar amount that will be expended (tentatively) for each category. This chart will reflect the total amount of the grant you have requested. Use additional sheets if necessary.

Expense Type (Toilets, Signage, Insurance, etc.)	Expense Amount
Advertising	4,500
Entertainment	5,000
Merchandise	8,200
Event Coordinator	1,000
Busses	4,500
Equipment Rentals -Tent Rental, Bus Rental, Portable Restroom Facilities.	17,585
	\$
TOTAL EVENT EXPENSES	\$ 40,785
Intended Use of Tourist Development Tax Funds (provide details)	Amount
Tent Rental, Bus Rental, Portable Restroom Facilities.	10,000
TOTAL TDC EXPENSES	\$ 10,000

Grant Application Checklist

Please initial next to each item and fill in the blanks below. This list must accompany your grant application.

Initials

- JMB This application is being submitted at least four months (120 days) prior to the event start.
Date of Event: 7/25-27/2025
Date of Application: 4/23/2025
- JMB I understand that the reimbursement request must be completed and submitted to the Tourism Office with all back up and supporting material no later than 60 days after the event ends, which will be on 09/26/2025 (date 60 days after event ends).
- JMB I will obtain the signatures of the organization's President & Secretary on the proposed grant contract by 4/30/2025. (date one week after the application is submitted to and accepted by the Tourism Office)
- JMB I understand that the "Visit Sebring" logo must appear in any print advertisements that are funded by the TDC. For digital ads, the "Visit Sebring" logo must either be featured on the advertisement or on website/landing page linked to the ad or the ad must link to the TDC's website, VisitSebring.com. I will also use the #VisitSebring hashtag on at least one event social media post.
- JMB I have included an IRS **W-9 Form** and a copy of the Florida Division of Corporations form with the application.
- JMB I understand that someone representing this grant application must be available at the TDC meeting when it considers the application for funding or the application will not be considered.
- JMB I understand that no expenses incurred before the TDC recommends approval of the grant application will be reimbursed under any circumstances. I also understand that no funding has been approved until the Board of County Commissioners (BOCC) approves execution of the Grant Contract and that no expenditures will be reimbursed if the BOCC does not approve execution of the Grant Contract.
- JMB I understand that reimbursements following the event will only be made for itemized, authorized expenses approved by the BOCC in the fully executed Grant Contract.
- JMB I understand each reimbursement request must include copies of paid invoices, screenshots of digital ads, copies of the ad/tear sheets, invoice for reimbursement amount to the Highlands County Board of County Commissioners, copy of front and back of cleared checks paying for advertising, and outreach figures identifying the number of people your ad reached outside Highlands County and inside Highlands County.
- JMB I understand Reimbursement will only be provided at a rate of \$20/verified room night or \$0.50/verified attendee. And all funds will only be reimbursed after the event is complete.

- JMB I agree that the funds I receive will ONLY be used in accordance with the eligible and ineligible uses of funds. (pages 3-4)
- JMB I understand that I am required to submit a **Room Night Certification Form** from each participating hotel in order to track the number of hotel room nights the Event produces in order to receive funding. (page 8)
- JMB I have reviewed the **Highlands County Special Event Permit Flow Chart** and will proceed with any required county permits. (Contact: Rachel Barry; (863) 402-6638)
- JMB I have included a list of my business/organization's current Officers and/or Board members (if applicable) with the application.
- JMB I will provide the Visit Sebring office with a Certificate of Insurance (COI) naming "Highlands County Tourism Office" as additionally insured no later than 15 days before the event begins. If required, I will also provide the Visit Sebring office with a Certificate of Insurance (COI) naming "Florida Sports Foundation" as additionally insured no later than 15 days before the event begins.
- JMB I have included a detailed **Marketing Plan** for the Event.
- JMB I have included a sample **Visitor/Attendee Survey** for the Event, and will submit survey results to the Visit Sebring office no later than 60 days after the event takes place.
- JMB As an authorized representative of Applicant, I (the person submitting this application) acknowledge that I am also the person required to execute the contract and prepare the **Post-Event Report** (page 9-10) for the Event within 60 days after completion of event to receive payment. This report should include: total number of participants, total number of coaches, spectators, staff, media, etc., information regarding where attendee came from, feedback about destination (what did they like/not like).
- JMB I also acknowledge that I am required to submit documentation that confirms my authority to act on behalf of the Applying Organization, such as a corporate resolution or a copy of a record from the State of Florida Division of Corporations that lists me (the person submitting the Application) as an officer who has statutory authority to represent and bind the Applying Organization.
- JMB I acknowledge that any material made or received by Highlands County in connection with my request for Program funding is a public record and subject to public inspection unless there is a legislatively created exemption that makes it confidential and not subject to disclosure. I acknowledge that I cannot dictate to Highlands County what material is open to public inspection or the circumstances under which material is deemed confidential.
- JMB I understand that as a requirement to receiving funding, I will execute a release to permit Highlands County to photo and/or record the Event and I must make Event invitees aware of this and make the signing of a release a requirement to participate in the Event.
- JMB I understand that all funds received are subject to audit by the Highlands County Clerk of the Court – Internal Auditor or other representative as Highlands County may designate.

JMB

I understand that this event may require a Highlands County Special Event Permit, and it is up to me to complete that permit request and pay the required permit fee.

Authorized Agent: Jennifer M. Bush

Title: Executive Director Date: 4/23/2025

Authorized Agent Signature: Jennifer M. Bush

CERTIFICATION OF APPLICANT

Applicant has reviewed this Application for Funds from the Highlands County Tourist Development Council. Applicant is in full agreement with the information contained herein. To the best of Applicant's knowledge, the information contained in this Application and its attachments is accurate and complete.

Applicant Name: Jennifer Bush

Date: 4/22/2025

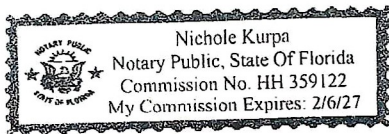
By: Jennifer M Bush
(Signature)

Its: Executive Director, Greater Lake Placid Chamber of Commerce
(Title)

STATE OF FLORIDA
COUNTY OF Highlands

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 23 day of April, 2025 by Jennifer Bush (name) as Executive Director (title) for Greater Lake Placid Chamber of Commerce (applicant, name of party on behalf of whom instrument was executed).

(NOTARY SEAL)



Nichole Kurpa
(Signature of Notary Public-State of Florida)

Nichole Kurpa
(Name of Notary Typed, Printed, or Stamped)

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced



The Greater
Lake Placid
Chamber of Commerce
"Building a Future that reflects our past"

PRESIDENT
Gilbert Randall
Barn at Paso Fino

1ST VICE PRESIDENT
Donald Clarke
Clarke Pest Control
Clarke Self Storage

2ND VICE PRESIDENT
Bill Brantley
Brantley Construction

SECRETARY
Theo Watts
Highlands Co. Clerk of Courts

TREASURER
Kim Miller
Clarke Pest Control

PAST PRESIDENT
VICKI SPIRES
MIDFLORIDA CREDIT UNION

DIRECTORS
Chris Duncan
Brantley Properties
Mudpuddles Children's Boutique

Nell Frewin-Hays
Town of Lake Placid
PGA/LPGA Golf Professional

Gina Hough
GNM Hough

Paul McGehee
Edward Jones

James "Pete" Richie
Airport Transportation Services

Justin Evans
AdventHealth

Tim Smolarick
The Highlands News Sun

Dan Stickle
Home & Office Essentials

Julie Whitmire
Crews Bank & Trust

Jennifer Bush
Executive Director

2025 Caladium Festival Strategic Marketing Plan

Objective:

Target Audience:

- Families and couples looking for unique weekend getaways
- Garden enthusiasts, plant lovers, and outdoor lifestyle audiences
- Festivalgoers and cultural event seekers in neighboring counties and regions
- Retirees and RV travelers in Florida
- Social media users interested in events and small-town experiences

1. Digital Advertising

Goal: Drive targeted traffic to the festival's website and social platforms while building excitement and engagement.

Tactics:

- Geo-targeted Facebook & Instagram ads aimed at nearby counties
- Reels ads featuring past highlights
- Boosted Facebook event pages

Timeline: April–July 2025 (peak in May–June)

Key Metrics: Impressions, click-through rate, website visits, engagement, conversions

2. Print Advertising

Goal: Reach traditional audiences and drive awareness through credible local publications.

Tactics:

- Ads in regional lifestyle magazines
- Flyers/posters in tourist hotspots, parks, nurseries, RV parks
- Newspaper ad in the Tampa Bay Times or The Ledger

Timeline: April–June 2025

Key Metrics: Reader reach, promotion redemptions, website traffic

3. Radio Advertising

Goal: Build anticipation and reach daily commuters and radio listeners in surrounding areas.



The Greater
Lake Placid
Chamber of Commerce
"Building a Future that reflects our past"

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Barn at Paso Fino

1ST VICE PRESIDENT
Donald Clarke
Clarke Pest Control
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Bill Brantley
Brantley Construction

SECRETARY
Theo Watts
Highlands Co. Clerk of
Courts

TREASURER
Kim Miller
Clarke Pest Control

PAST PRESIDENT
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Boutique

Nell Frewin-Hays
Town of Lake Placid
PGA/LPGA Golf Professional

Gina Hough
GNM Hough

Paul McGehee
Edward Jones

James "Pete" Richie
Airport Transportation
Services

Justin Evans
AdventHealth

Tim Smolarick
The Highlands News Sun

Dan Stickle
Home & Office Essentials

Julie Whitmire
Crews Bank & Trust

Jennifer Bush
Executive Director

Tactics:

- Ads on regional stations (country, classic rock, etc.)
- Morning/evening drive-time ads
- Live interviews with DJs and organizers

Timeline: June–July 2025

Key Metrics: Listener reach, inquiries, mentions of radio ads

4. Strategic Partnerships & Tourism Promotion

Goal: Leverage regional networks and tourism bureaus to extend the festival's promotional reach.

Tactics:

- Partner with Visit Sebring
- Partner with Caladium Growers to distribute 5,000 Save the Date cards in their mail orders
- Collaborate with hotels, campgrounds, Airbnb hosts
- Invite influencers and bloggers
- Distribute materials in visitor centers and gardens

Timeline: April–July 2025

Key Metrics: Partnership reach, bookings, influencer engagement

Promotional Theme Suggestion:

Rooted in Beauty, Growing in Fun – Discover the Caladium Festival

Budget Allocation:

- Digital Advertising: 40%
- Print Media: 20%
- Radio: 20%
- Partnerships & Influencer Outreach: 20%

Measurement & Evaluation:

- Track website analytics, bus ticket sales by ZIP code, and social insights
- Conduct visitor surveys during the event - \$250.00 gift card giveaway drawing sponsored by MidFlorida Credit Union to all who register on survey. Survey will capture how they heard about the festival and the zip code where they reside
- Compare attendance and bookings year-over-year

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
See Specific Instructions on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Greater Lake Placid Chamber of Commerce	
2 Business name/disregarded entity name, if different from above.	
3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) 501 c 6	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
5 Address (number, street, and apt. or suite no.). See instructions. 18 N Oak Avenue	
6 City, state, and ZIP code Lake Placid FL 33852	
7 List account number(s) here (optional)	
Requester's name and address (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
5	9	-	1	0	2	6	4	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person

Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

GREATER LAKE PLACID CHAMBER OF COMMERCE, INC.

Filing Information

Document Number	N32683
FEI/EIN Number	59-1026434
Date Filed	06/06/1989
State	FL
Status	ACTIVE
Last Event	EVENT CONVERTED TO NOTES
Event Date Filed	06/06/1989
Event Effective Date	NONE

Principal Address

18 N OAK AVENUE
LAKE PLACID, FL 33852

Changed: 03/24/2006

Mailing Address

18 N OAK AVENUE
LAKE PLACID, FL 33852

Changed: 03/24/2006

Registered Agent Name & Address

Bush, Jennifer M
18 NORTH OAK AVENUE
LAKE PLACID, FL 33852

Name Changed: 03/06/2020

Address Changed: 03/24/2006

Officer/Director Detail

Name & Address

Title Director

<u>11/06/2023 -- AMENDED ANNUAL REPORT</u>	View image in PDF format
<u>02/10/2023 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/10/2022 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/25/2021 -- ANNUAL REPORT</u>	View image in PDF format
<u>11/04/2020 -- AMENDED ANNUAL REPORT</u>	View image in PDF format
<u>03/06/2020 -- AMENDED ANNUAL REPORT</u>	View image in PDF format
<u>01/06/2020 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/08/2019 -- AMENDED ANNUAL REPORT</u>	View image in PDF format
<u>02/21/2019 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/03/2018 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/09/2017 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/18/2016 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/09/2015 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/29/2014 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/18/2013 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/03/2012 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/06/2011 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/18/2010 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/30/2009 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/11/2008 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/19/2007 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/24/2006 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/31/2005 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/15/2004 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/31/2003 -- ANNUAL REPORT</u>	View image in PDF format
<u>10/15/2002 -- ANNUAL REPORT</u>	View image in PDF format
<u>10/01/2001 -- ANNUAL REPORT</u>	View image in PDF format
<u>05/03/2000 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/20/1999 -- ANNUAL REPORT</u>	View image in PDF format
<u>05/01/1998 -- ANNUAL REPORT</u>	View image in PDF format
<u>05/20/1997 -- ANNUAL REPORT</u>	View image in PDF format
<u>05/01/1996 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/11/1995 -- ANNUAL REPORT</u>	View image in PDF format

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Dawn Ritter, Natural Resources Manager

SUBJECT/TITLE: Request approval of the Memorandum of Understanding with the Central-South Florida Prescribed Fire Working Group.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Memorandum of Understanding with the Central-South Florida Prescribed Fire Working Group.

FISCAL IMPACT

There is no fiscal impact

Attachments: [Statement of Issue-MOU Prescribed fire.docx](#)

Attachments: [CSFL_PFWG_MOU_Feb 2023.pdf](#)

Statement of Issue:

The Central-South Florida Prescribed Fire Working Group is established as a cooperative effort among public and private agencies and organizations with the intention to accomplish prescribed fire objectives on lands, improve fire training and education opportunities, and promote public understanding and the acceptance of prescribed fire in the Central-South Florida area. This cooperative effort will unite skills, tools and abilities so the combined burning accomplished by the Central-South Florida Prescribed Fire Working Group will exceed what the respective agencies and entities could accomplish independently. Prescribed burning operations conducted by the Central-South Florida Prescribed Fire Working Group will also enhance burning skills of participating group members and promote public understanding and acceptance of this important natural resource management tool. The intent of this cooperative effort is to unite skills, tools, and abilities so the combined burning accomplished will exceed the burning that could be accomplished by the respective agencies and entities on their own. This Memorandum of Understanding also provides for the sharing of information concerning land management and ecosystem restoration techniques.

As responsible environmental managers, it is our mission to keep fire as a defining presence in our remaining natural areas. Fire can be used as a method of ecosystem maintenance which can restore the beauty of native flora and fauna and preservation of an endangered species, or the very habitat they depend upon. Prescribed fire can also serve a variety of other functions such as hazardous fuel removal and watershed management. It can even have aesthetic benefits.

This Memorandum of Understanding addresses reciprocal fire use, as well as mutual assistance for other land management activities, information sharing, and publicizing our mutual management successes in common goals related.

MEMORANDUM OF UNDERSTANDING (MOU)

For The

CENTRAL/SOUTH FLORIDA PRESCRIBED FIRE WORKING GROUP (C/SFL-PFWG)

Participating Agencies/Organizations

Archbold Biological Station
Bok Tower Gardens
Broward County Parks and Recreation
Conservation Foundation
Collier County
Flagler County
Florida Department of Environmental Protection
Florida Fish and Wildlife Conservation Commission
Florida Forest Service
Hillsborough County
Manatee County
Martin County
Naples Botanical Garden
National Interagency Prescribed Fire Training Center
National Park Service
Oakland Nature Preserve
Palm Beach County
Ridge/Highlands Audubon
Sandpine Alliance International
Sarasota County
Seminole County
Seminole Tribe
South Florida Water Management District
The Nature Conservancy
US Air Force – Avon Park Air Force Range
USDA – Natural Resources Conservation Service
US Fish and Wildlife Service
University of Central Florida

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I. Introduction

In the ecosystem of the southeastern United States, fire has always been present. Explosive fuels and unlimited ignition sources from every thunderstorm which passed overhead, allowed the creation of many natural wildfires. With few exceptions, plant and animal communities have co-evolved with the presence of routine and wide-ranging fires. Only in recent history has fire been turned into a tool, first by the Native Americans, then by the European settlers and most recently, by the environmental managers of today's era. Because of the familiarity with fire, many of our native plant and animal species are dependent upon ecosystems that rely upon frequent to infrequent burning. Their health and stability are dependent upon very specific fire regimes. From the two to three year burning rotation of a longleaf pine-wire grass savanna to the burn cycles of depression marshes and sand-hill scrub which measure in decades, most ecosystems in Florida require fire-based maintenance.

As responsible environmental managers, it is our mission to keep fire as a defining presence in our remaining natural areas. Fire can be used as a method of ecosystem maintenance which can restore the beauty of native flora and fauna in areas that have been transformed by human disturbance and lack of fire. In some instances, public entities and other conservation land managers use prescribed fire for the preservation of an endangered species, or the very habitat they depend upon. Prescribed fire can also serve a variety of other functions such as hazardous fuel removal and watershed management. It can even have aesthetic benefits.

II. Purpose of this Cooperative

The Central-South Florida Prescribed Fire Working Group (C/SFL-PFWG) is established as a cooperative effort among public and private agencies and organizations with the intention to accomplish prescribed fire objectives on public and private lands, improve fire training and education opportunities, and promote public understanding and the acceptance of prescribed fire in the Central-South Florida area. In many instances a

prescribed burning program will be limited by personnel, equipment or local weather. This cooperative effort will unite skills, tools and abilities so the combined burning accomplished by the C/SFL-PFWG will exceed what the respective agencies and entities could accomplish independently. Prescribed burning operations conducted by the C/SFL-PFWG will also enhance burning skills of participating group members and promote public understanding and acceptance of this important natural resource management tool.

Although restoring the natural fire regime to lands administered by the cooperating members is the primary focus of the C/SFL-PFWG, we also recognize that there are many other areas of land management expertise that could potentially be shared between Parties including the following:

- Ground cover restoration
- Hydrologic restoration
- Invasive exotic species control
- Rare species management
- Ecological monitoring

III. Objectives

This Memorandum of Understanding (MOU) among the Archbold Biological Station (ABS), Bok Tower Gardens (BTG), Broward County Parks and Recreation (BCPR), Collier County (CC), Conservation Foundation (CF), Flagler County (FC), Florida Department of Environmental Protection (DEP), Florida Fish and Wildlife Conservation Commission (FFWCC), Florida Forestry Service (FFS), Hillsborough County (HC), Manatee County (MNC), Martin County (MAC), Naples Botanical Garden, National Interagency Prescribed Fire Training Center (NIPFTC), National Park Service (NPS), Oakland Nature Preserve (ONP), Palm Beach County (PBC), Ridge/Highlands Audubon (RHA), Sandpine Alliance International (SAI), Sarasota County (SC) Seminole Tribe (ST), South Florida Water Management District (SFWMD), The Nature Conservancy (TNC), USAF/APAFR (APAFR), US Fish and Wildlife Service (FWS), USDA/Natural

Resources Conservation Service (NRCS), University of Central Florida (UCF) and any additional Parties executing this MOU, addresses reciprocal fire use, as well as mutual assistance for other land management activities, information sharing, and publicizing our mutual management successes in meeting both individual and common goals related to this MOU.

This MOU establishes the Central-South Florida Prescribed Fire Working Group (C/SFL-PFWG), the Parties to which will provide staffing and equipment to conduct prescribed fires on lands administered by the Parties, cooperate with fire training and education opportunities, and will promote public understanding and acceptance of prescribed fire in the north central Florida region. In many instances a prescribed burning program is limited by its personnel, equipment, or local weather. The intent of this cooperative effort is to unite skills, tools, and abilities so the combined burning accomplished by the C/SFL-PFWG will exceed the burning that could be accomplished by the respective agencies and entities on their own. This MOU also provides for the sharing of information concerning land management and ecosystem restoration techniques.

IV. Goals

- (1) Protect, restore and manage lands that will sustain the high biodiversity of the region.
- (2) Increase the fire management capacity of all Parties to this MOU.

To achieve these goals within the Central-South Florida Region, the Parties will, subject to each Party's legal authority, regulations, policies, programmatic priorities and availability of funding:

- Freely share land management expertise and resources as practicable and as allowed by the administering agency's or the landowners' policies.
- Enhance communication and coordination among participants and other interested Parties to identify opportunities for collaborative fire events, to facilitate operational success during emergency incidents such as wildfire and tropical weather.

- Seek federal, state, regional, local and private funding to support prescribed fire activities and training.
- Promote the education of interested private individuals and corporate landowners on fire management activities.
- Work to achieve landscape-level conservation through increased sharing of ecosystem management goals across agency boundaries.
- Provide opportunities for both prescribed fire and wildfire training for all participants in the form of standardized National Wildfire Coordinating Group (NWCG) training and on-the-ground mentoring.

V. Statement of Mutual Benefit and Interest

The U.S. Fish & Wildlife Service desires to work with others to conserve protect and enhance fish, wildlife, and plants and their habitats for the continuing benefit of the American people. The Service desires to fulfill this mission by working in cooperation agencies, individuals, non-profit organizations and other entities to support prescribed fire activities.

Bok Tower Gardens desires to work with the Parties to manage and restore imperiled ecosystems by cooperating and collaborating in joint prescribed fire activities.

The Florida Department of Environmental Protection desires to sustain biodiversity, protect water resources, link protected natural areas, and provide passive outdoor recreation opportunities to a growing population of residents and tourists.

The Florida Fish and Wildlife Conservation Commission desires to create a sustainable and healthy future for Florida's fish, wildlife, and their habitats and to provide recreational opportunities that foster stewardship of natural resources. FFWCC will contribute to a landscape-level approach by integrating its habitat management into the landscape matrix, leveraging partnerships and collaborating with other scientific disciplines.

The Nature Conservancy desires to preserve the plants, animals, and natural communities that represent global diversity of life by protecting the lands and waters they need to survive. The Nature Conservancy will work with the Parties to preserve and manage high priority conservation areas and functioning natural systems across the ecoregion by cooperating in joint prescribed fires and joint fire training sessions.

The National Interagency Prescribed Fire Training Center desires to participate with hosting agencies and organizations to train prescribed fire specialists, and conduct prescribed fire operations in accordance with prescribed fire plans that address a wide-range of land management objectives set forth in Land Management Plans.

The National Park Service desires to collaborate with governmental and non-governmental organizations to maintain natural processes, natural fire regimes, reduce hazard fuels, and preserve endangered species and habitat. The National Park Service intends to meet this objective by working with cooperators in the planning and implementation of prescribed fires.

Sandpine Alliance International desires to protect and restore natural lands through the proper use of prescribed fire and other beneficial methods. Sandpine Alliance International will work with parties involved to help with ecological restoration, joint prescribed fire and joint training operations

VI. Liability

Each Party agrees that it will be liable for personal injury and property damage for which it is found legally responsible.

No Party just by entering into this agreement assumes new or increases existing liability at law or in equity of any kind or nature. This MOU shall not be construed as conferring any rights on any Party against another Party, or on any third person.

Regarding governmental entities, nothing contained herein shall constitute a waiver of sovereign immunity, the limits of liability, or provisions of §768.28, Florida Statutes or the Federal Tort Claims Act.

VII. Prescribed Burning Operations and Responsibilities

A. Common Responsibilities (1 through 3).

1. All prescribed burns performed pursuant to this MOU will be conducted in complete compliance with all laws regulating the use of prescribed fire; specifically but not exclusively section 590.125(3), F.S. Rule 5I-2.006 F.A.C. and, when applicable, the specific policies of a Party regarding prescribed burning. Specific prescribed burning policies of the Parties are listed in Appendix B. (Specific Agency/Organization Requirements)
2. Each Party to the MOU is responsible for providing its own Personal Protective Equipment (PPE) for its participating employees.

Required PPE minimums (meets NFPA standards):

- Nomex clothing
- Hardhat
- Leather gloves
- Leather boots
- Eye protection
- Fire shelter
- Hand held radio

These minimums are for the general MOU only. More stringent requirements may apply on prescribed burns at sites administered by certain Parties to this MOU. See Appendix B (Specific

Agency/Organization Requirements) for additional PPE needed for burns conducted on such sites.

3. Minimum Training Requirements for Parties:

-National Wildfire Coordinating Group (NWCG) Courses:

- S-130: Basic Wildland Fire Suppression
- S-190: Introduction to Wildland Fire Behavior
- I-100: Introduction to the Incident Command System
- IS-700: An Introduction to the National Incident Management System
- L-180: Human Factors on the Fireline

Or:

Florida Interagency Basic Prescribed Fire Training Course

Burn Boss must be state of Florida certified burner who has participated in at least 10 prescribed burns.

Specific training requirements may be needed to participate on prescribed burns at sites administered by certain Parties to this MOU. See Appendix B (Specific Agency/Organization Requirements) for training required for burns conducted at such sites.

Parties to this MOU are encouraged to involve trainees in prescribed burning operations. In all cases, however, trainees will be identified as such and will work under the direct supervision of qualified personnel.

B. Responsibility of Requesting Party (4 through 8)

4. The Requesting Party will assume all responsibilities for prescribed burns conducted on property it administers including:

- Preparing burn prescriptions
 - Preparing smoke screening plans and smoke mitigation
 - Preparing site for burning and managing the burn
 - Obtaining Prescribed Burn Permits or Authorizations
5. Prior to the burn, the Requesting Party must supply the following to other Parties providing assistance with the burn:
- Burn operations plan and site map(s). Burn prescription will be provided if requested.
 - Safety and operational briefings.
 - Radio access for each person as deemed appropriate by the Burn Boss
6. The Requesting Party will make every effort to have its own Certified Burn Boss in charge of the burn.
7. Any rented or contracted private sector resources (equipment or personnel) will be paid for by the Party ordering those resources.
8. Suppression costs for escaped prescribed burns conducted under this MOU will be paid by the Requesting Party subject to the liability provisions of section VI. Suppression costs will be paid to the Florida Forest Service (FFS) at established public rates that can be obtained by contacting the local FFS office.

C. Responsibility of Assisting Party (9 and 10)

9. The goal of this MOU is that all Parties to the MOU will attempt to participate in at least two interagency prescribed burns per year if requested. Participation is defined as providing available personnel and equipment to burn operations.

10. Parties providing assistance agree to work under the direction of the Requesting Party or its designee(s) and will perform their duties in a safe and efficient manner.

VIII. Publicity & Media Relations

Public relations and media contacts concerning any C/SFL-PFWG burning operations will be managed by the Requesting Party but any use of another Party's name shall require prior approval from that Party. For one Party to use another Party's name, logo or insignia on any published media, such as Web pages, printed publications or audiovisual productions, written permission must be granted from the other Party. During media events, every effort will be made to promote the cooperative, inter-agency nature of any burn being conducted by Parties to the C/SFL-PFWG.

IX. Miscellaneous

1. Nothing in this MOU shall obligate any Party to commit or transfer any funds. Specific work projects or activities that involve the transfer of funds or property among the Parties will require execution of separate agreements and be independently authorized by appropriate statutory authority and legislative appropriation. This MOU does not provide such authority. Each Party operates under its own laws, regulations, and policies, subject to the availability of appropriated funds. Nothing in this MOU is intended to alter, limit, or expand the agencies' statutory and regulatory authority.
2. This MOU takes effect upon the signature of any participating Party and shall remain in effect for perpetuity or until all participating Parties withdraw signatures. Modifications within the scope of this MOU must be made by mutual consent of the Parties by the issuance of a written modification signed and dated by all properly authorized signatories. Requests for modification should be made in writing at least

30 days prior to implementation of the requested change. Any Party to this MOU may terminate or withdraw participation at any time before the date of expiration by providing written notice to all other Parties to this MOU at the addresses set forth in Appendix A or any other address provided in writing by a Party to the other Parties.

3. Any information furnished to any government agency under this MOU is subject to the Freedom of Information Act (5 U.S.C.552) and the public records laws of the State of Florida. This MOU in no way restricts any of the Parties from participating in similar activities with other public or private agencies, organizations, and individuals. This MOU is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a Party against any other Party, including the United States, its agencies, its officers, or any person.
4. Any communications affecting the operations addressed in this MOU given by any of the Parties is sufficient only if in writing and delivered in person, mailed postage pre-paid or transmitted electronically by e-mail or facsimile to the Program Manager listed for that agency, at the address specified in Appendix A of this MOU.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice (if specified therein), whichever is later.

5. Pursuant to 41 U.S.C. 22, no United States member of, or United States delegate to, Congress shall be admitted to any share or part of this MOU, or benefits that may arise therefrom, either directly or indirectly.
6. The terms and conditions contained in the MOU will be reviewed annually by participating parties in order to consider possible changes to the MOU. Amendments to the MOU must be in writing and signed by all of the Parties hereto.

7. Prescribed burning assistance conducted under this MOU will not be reimbursable to any Party participating on the C/SFL-PFWG. Each Party will absorb the costs incurred by it in performing tasks associated with this MOU. Nothing contained herein shall be construed to limit any Party's ability to apply for or receive any federal or state grants for work performed pursuant to this MOU.
8. AUTHORIZED REPRESENTATIVES. By signature below, the Party certifies that the individuals listed in this document as representatives of the Party are authorized to act in their respective areas for matters related to this MOU.

Appendix A: Participating Agency/Organization Contacts and Addresses

The Nature Conservancy

David Printiss
Florida Fire Manager
PO Box 941923
Maitland, FL 32794
407-682-3664

Sandpine Alliance International

David Hogrefe
President
678 S Rhoder PT
Lecanto FL 34461
352-220-5000

Flagler County Land Management

Michael Orlando
1769 E. Moody Blvd., Bldg #2
Bunnell, FL 3211
386-313-4001

Brevard County Environmentally Endangered Lands (EEL) Program

Kristine Isnardi, Chair
Brevard County Board of County Commissioners
2725 Judge Fran Jamieson Parkway
Viera, FL 32940

National Park Service

Richard Sinkovitz
Atlantic Zone Fire Management Officer
101 Wheeler St
St Mary's, GA 31558
912-464-9453

University of Central Florida

Ray Jarrett
Manager, Urban Forestry and Natural Resources
3528 N. Perseus Loop, Orlando, FL 32816
386-295-0481

Naples Botanical Garden

Chad Washburn
Vice President of Conservation
4820 Bayshore Dr
Naples, FL 34112
239-325-1919

Broward County Parks and Recreation

Linda Briggs Thompson
Environmental Program Manager
950 NW 39th St
Oakland Park, FL 33309
954-357-8120
lbriggs@broward.org

Seminole County

Allegra Buyer
Natural Resources Program Coordinator
3485 N County Rd 426
Geneva, FL 32732
407-665-2214
abuyer@seminolecountyfl.gov

Florida Fish and Wildlife Conservation Commission

Josh Agee
Regional Biologist
3900 Drane Field Rd
Lakeland, FL 33811
863-648-3825
[Contact email address](#)

Collier County

Summer Araque
Conservation Collier Program Coordinator
3300 Santa Barbara Blvd
Naples, FL 34106
239-252-2979
Summer.Araque@CollierCountyFL.org

Use this template to add your Agency/Organization Requirements on the following pages if a page does not already exist for your organization.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: _____

Primary Point of Contact for Party

Name: _____

Position Title: _____

Address: _____

Phone: _____

Additional PPE requirements (for Parties helping your agency/organization).

Training requirements (for Parties helping your agency/organization).

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: The Nature Conservancy

Signed

Primary Point of Contact for Party

Name: David Printiss

Position Title: Florida Fire Manager

Address: 151 N Maitland Ave, Ste 941923
Maitland, FL 32751

Phone: 850-643-6332

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources

Training requirements (for Parties helping your agency/organization).

S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), IS-700 (An Introduction to the National Incident Management System), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (moderate or arduous level) so that the FFT2 (Firefighter Type 2) level is maintained.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No TNC vehicles will be loaned unless operated by a TNC employee.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Sandpine Alliance International

Signed

Primary Point of Contact for Party

Name: David Hogrefe
Position Title: President
Address: 6780 S Rhoder PT Lecanto Fl 34461
Phone: 352-220-5000

Additional PPE requirements (for parties helping your agency/organization).

Standard PPE as laid out in the MOU are required for all resources.

Training requirements (for parties helping your agency/organization).

S-130, S-190, I-100, IS-700, L-180, RT-130 and a current Pack Test (moderate or arduous level)
Exceptions may be made for new parties interested in learning about prescribed fire under certain circumstances.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No Sandpine Alliance equipment will be loaned unless operated by a Sandpine Alliance Operator.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Flagler County Land Management

Signed

Primary Point of Contact for Party

Name: Michael Orlando

Position Title: Land Management/Prescribed Burn Manager

Address: 1769 E. Moody Blvd., Bldg #2 Bunnell, FL 32110

Phone: 386-225-1338

Additional PPE requirements (for parties helping your agency/organization).

Standard PPE as described in part VII of the NCF-RxFWG MOU

Training requirements (for parties helping your agency/organization).

S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (moderate or arduous level).

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No Flagler County Land Management vehicles will be loaned unless operated by a Flagler County Land Management employee

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

None

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Brevard County Environmentally Endangered Lands (EEL) Program

Primary Point of Contact for Party

Signed

Name: Kristine Isnardi

Position Title: Chair

Address: Brevard County Board of Commissioners
2725 Judge Fran Jamieson Parkway
Viera, FL 32940

Phone: _____

Additional PPE requirements (for Parties helping your agency/organization).

Training requirements (for Parties helping your agency/organization).

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Florida Department of Environmental Protection

Primary Point of Contact for Party

Name: Sasha Ernst

Position Title: Division Fire Coordinator

Address: Division of Recreation and Parks
3900 Commonwealth Blvd, M.S. 530
Tallahassee, FL 32399-3000

Phone: 850-245-3104

Additional PPE requirements (for Parties helping your agency/organization).

Requirements outlined in Section 7.A.2 are acceptable; additional requirements may be added on a case-by-case basis at the burn boss or site manager's discretion in accordance with FDEP standards.

Training requirements (for Parties helping your agency/organization).

Requirements outlined in Section 7.A.3 are acceptable for crew; additional requirements for crew boss or burn boss may be added on a case-by-case basis at the burn boss or site manager's discretion in accordance with FDEP standards.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No DEP vehicles will be loaned unless operated by a DEP employee

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

None

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: National Interagency Prescribed Fire Training Center

Primary Point of Contact for Party

Name: Robert Trincado

Position Title: Center Director,

Address: 3250 Capital Circle SW,
Tallahassee, FL 32310

Phone: 850-523-8633 Cell Phone: 850-228-0320

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources as indicated in the “Redbook” (Interagency Standards for Fire and Fire Aviation Operations (NFES 2424). PPE and handheld radios to be issued for personnel in accordance with guidance on PPE and supervisory span of control.

Training requirements (for Parties helping your agency/organization).

Crew members will need S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (moderate or arduous level) so that the FFT2 (Firefighter Type 2) or RXCM (Prescribed Fire Crew Member) level is maintained. Participants will need to have a current Incident Qualifications (“Red”) Card or be able to provide other equivalent documentation of currency. There are also additional requirements for Burn Boss or Single Resource Boss positions as dictated by NWCG standards (PMS 310-1).

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

When a NIPFTC team member is requested to serve as a Burn Boss Trainee for a cooperating organization, a written Prescribed Burn Plan is required, and must meet the content requirements of the Federal Interagency Prescribed Fire Planning & Implementation Procedures Reference Guide (2017).

Federal equipment will not be loaned out without a current, fully qualified and carded federal employee as operator responsible for said equipment.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

NIPFTC teams will have a designated Chief of Party. In the event that the Chief of Party determines that the prescribed burn project cannot be safely implemented, or has serious concerns about the advisability of burning, and is unable to reach agreement to rectify the situation, he or she reserves the right to decline participation. Federal personnel engaged in fire operations must be supervised by NWCG qualified individuals or by individuals authorized to perform such duties by an organization that is signatory to the NWCG.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: National Park Service

Signed

Primary Point of Contact for Party

Name: Richard Sinkovitz

Position Title: Atlantic Zone Fire Management Officer

Address: 101 Wheeler St, St. Mary's, GA 31558

Phone: 912-464-9453

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources as indicated in the "Redbook" (Interagency Standards for Fire and Fire Aviation Operations (NFES 2724) and NPS Reference Manual 18 (RM-18).

Training requirements (for Parties helping your agency/organization).

Crew members will need S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), IS-700 NIMS: An Introduction, L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (moderate or arduous level) so that the FFT2 (Firefighter Type 2). Participants will need to have a current Incident Qualifications ("Red") Card or be able to provide other equivalent documentation of currency. Anyone performing a function within the operational organization of a NPS prescribed fire must meet the NWCG standards (PMS 310-1) of that function.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

When a NPS employee is requested to serve as a Burn Boss for a cooperating organization, a written Prescribed Burn Plan is required, and must meet the content requirements of the Federal Interagency Prescribed Fire Planning & Implementation Procedures Reference Guide (2017 PMS 484).

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

All prescribed fires implemented on NPS lands will adhere to the most current policy standards of:

- Interagency Standards for Fire Aviation Operations (NFES 2724)
- NPS Reference Manual 18
- Federal Interagency Prescribed Fire Planning & Implementation Procedures (PMS 484)
- National Incident Management System: Wildland Fire Qualification System (PMS 310-1)

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: US Fish & Wildlife Service/North Fla National Wildlife Refuge Complex

Primary Point of Contact for Party

Name: Thomas Ledbetter

Position Title:

Address:

Phone:

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources as indicated in the “Redbook” (Interagency Standards for Fire and Fire Aviation Operations (NFES 2424). PPE and handheld radios to be issued for personnel in accordance with guidance on PPE and supervisory span of control.

Training requirements (for Parties helping your agency/organization).

Crew members will need S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (arduous level) so that the FFT2 (Firefighter Type 2) level is maintained at minimum. Participants will need to have a current Incident Qualifications (“Red”) Card or be able to provide other equivalent documentation of currency. There are also additional requirements for Burn Boss or Single Resource Boss positions as dictated by NWCG standards (PMS 310-1). Prescribed fires conducted on USFWS land will require a federal employee as burn boss.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

Federal equipment will not be loaned out without a current, fully qualified and carded federal employee as operator responsible for said equipment.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

All prescribed fire management activities on DOI/USFWS lands will be conducted in full accordance with the policies of the Federal Interagency Prescribed Fire Planning & Implementation Procedures Reference Guide (2017), along with the most current version of the US Fish & Wildlife Service Fire Management Handbook.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: University of Central Florida

Signed

Primary Point of Contact for Party

Name: Ray Jarrett

Position Title: Manager, Urban Forestry and Natural Resources

Address: 3528 N. Perseus Loop, Orlando, FL 32816

Phone: 386-295-0481

Additional PPE requirements (for parties helping your agency/organization).

Standard PPE required for all resources as indicated in the UCF Wildfire Management Plan that follows Interagency Standards for Fire and Aviation Operations (NFES 2424). PPE and handheld radios must be supplied by home unit's agency.

Training requirements (for parties helping your agency/organization).

Crew members will need S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), I-100 (Introduction to the Incident Command System), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher) and a current Pack Test (Moderate/Arduous Level) so that the FFT2 (Firefighter Type 2) level is maintained at minimum for federal interagency cooperation.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No UCF vehicles will be loaned unless operated by a UCF employee.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Naples Botanical Garden

Signed

Primary Point of Contact for Party

Name: Eric Foht

Position Title: Natural Resources Director

Address: 4820 Bayshore Dr
Naples, FL 34112

Phone: 239-919-7386

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources

Training requirements (for Parties helping your agency/organization).

Crew members will need S-130 (Basic Firefighter Training), S-190 (Introduction to Wildland Fire Behavior), L-180 (Human Factors in the Wildland Fire Service), RT-130 (Annual Fireline Safety Refresher), and a current Pack Test (moderate or arduous level) so that the FFT2 (Firefighter Type 2) level is maintained.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Broward County Parks and Recreation

Primary Point of Contact for Party

Name: Linda Briggs Thompson

Position Title: Environmental Program Manager

Address: 950 NW 38th St
Oakland Park, FL 33309

Phone: 954-357-8120

Additional PPE requirements (for Parties helping your agency/organization).

Training requirements (for Parties helping your agency/organization).

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Signed

Agency/Organization Name: Seminole County

Primary Point of Contact for Party

Name: Allegra Buyer

Position Title: Natural Resources Program Coordinator

Address: 3485 N County Rd 426
Geneva, FL 32732

Phone: 407-665-2214

Additional PPE requirements (for Parties helping your agency/organization).

Standards in Section 7.A.2. are sufficient

Training requirements (for Parties helping your agency/organization).

Standards in Section 7.A.3. are sufficient

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No Seminole County equipment will be loaned unless operated by a Seminole County operator

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
eCertified at 03/16/2022 11:09:29 -04:00
eCertified Id: 81B8-F7CF-C1CP
Page 28 of 30

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Florida Fish and Wildlife Conservation Commission Signed

Primary Point of Contact for Party

Name: Josh Agee

Position Title: Regional Biologist

Address: 3900 Drane Field Road
Lakeland, FL 33811

Phone: 863-648-3825

Additional PPE requirements (for Parties helping your agency/organization).

Training requirements (for Parties helping your agency/organization).

Crew members must have successfully completed the following National Wildfire Coordinating Group (NWCG) courses: Introduction to the Incident Command System (I-100 or ICS-100); Basic Wildland Firefighter Training (S-130); Introduction to Wildland Fire Behavior (S-190). All crew members shall have successfully completed fire shelter or fire shelter refresher training within the past 12 months. Anyone participating as a prescribed burn engine (pumper unit/brush truck) operator shall have the successfully completed the following level of NWCG training and have the specified level of experience: qualified at crew member level or above; completion of Southern Area Engine Academy (S-211 and SA-214) or Engine Operator (PMS 419); participated on at least five prescribed burns. Prescribed burns on FWC land will require an FWC employee as burn boss.

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No FWC vehicles or vessels will be loaned unless operated by an FWC employee.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Collier County

Signed

Primary Point of Contact for Party

Name: Summer Araque

Position Title: Conservation Collier Coordinator

Address: 3300 Santa Barbara Blvd
Naples, FL 34116

Phone: 239-252-2979

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE required for all resources

Training requirements (for Parties helping your agency/organization).

Introduction to the Incident Command System (I-100 or ICS-100); Basic Wildland Firefighter Training (S-130); Introduction to Wildland Fire Behavior (S-190)

Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No Collier County vehicles will be loaned unless operated by a Collier County employee

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Appendix B: Specific Agency/Organization Requirements

Agency/Organization Name: Highlands County

Primary Point of Contact for Party

Name: Dawn Ritter

Position Title: Natural Resources Manager

Address: 4344 George Blvd.
Sebring, FL 33875

Phone: 863-402-6529

Additional PPE requirements (for Parties helping your agency/organization).

Standard PPE is required for all resources, Section 7.A.2.

Training requirements (for Parties helping your agency/organization).

Standards in Section 7.A.3. are sufficient.

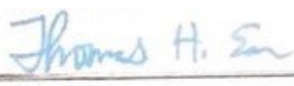
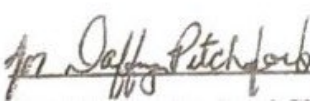
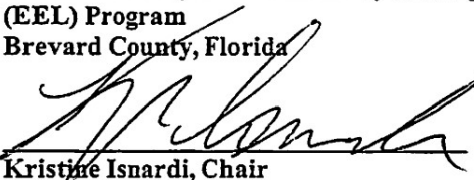
Additional rules or stipulations regarding equipment/personnel lending to other agencies/organizations.

No Highlands County equipment will be loaned unless operated by a Highlands County employee.

Further partner specific concerns, regulations, requirements, or information not addressed or mentioned in the main body of MOU document.

Agency Signature Pages

(In order of date signed)

Approved: FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION  3/7/18 Signature Date Eric Sutton, Director Division of Habitat and Species Conservation 620 S Meridian St Tallahassee, FL 32399-1600	Approved: Florida Forest Service  4-4-18 Signature Date Joey Hicks Director of Administrator 407 S Calhoun St Tallahassee, FL 32399-0800
Approved: US Fish & Wildlife Service  9/18/18 Signature Date David Viker, Chief, Southeast Region National Wildlife Refuge System US Department of the Interior US Fish & Wildlife Service	Approved: University of Central Florida <i>Duane T. Siemen</i> Signed: Tuesday, January 8, 2019 Signature Date Duane Siemen Assistant Vice President Administration and Finance, Facilities and Safety
Approved: Brevard County Environmentally Endangered Lands (EEL) Program Brevard County, Florida  Kristine Isnardi, Chair As approved by the Board on: <u>Jan. 22, 2019</u> Brevard County Board of County Commissioners 2725 Judge Fran Jamieson Parkway Viera, FL 32940	Approved: National Park Service  3/13/19 Signature Date Richard Sinkovitz Atlantic Zone Fire Management Officer 101 Wheeler St St Mary's, GA 31558 912-464-9453

Approved: Department of Environmental Protection <u>Noah Valenstein</u> <u>11/22/19</u> Signature Date Noah Valenstein, Secretary 3900 Commonwealth Blvd. Tallahassee, FL 32399	Approved: Bok Tower Gardens <u>David Price</u> <u>12/2/19</u> Signature Date David Price, President Bok Tower Gardens 1151 Tower Blvd Lake Wales, FL 33853
Approved: Sandpine Alliance International <u>David Hogrefe</u> <u>11-11-20</u> Signature Date David Hogrefe, President 6780 S Rhoder PT Lecanto FL 24461	Approved: The Nature Conservancy <u>Temperince Morgan</u> <u>3/12/21</u> Signature Date Temperince Morgan, State Director 2500 Maitland Center Parkway Suite 311 Maitland, FL 32751
Approved: Flagler County Land Management Flagler County BoCC <u>Jerry Cameron</u> <u>2-11-21</u> Signature Date Jerry Cameron 1769 E. Moody Blvd., Bldg #2 Bunnell, FL 32110 386-313-4001	Approved: Naples Botanical Garden <u>Donna McGinnis</u> <u>11/18/2021</u> Signature Date Donna McGinnis President & CEO 4820 Bayshore Dr Naples, FL 34112 239-325-1938
ATTEST: BOARD OF COUNTY COMMISSIONERS SEMINOLE COUNTY, FLORIDA By: <u>Bob Dallari</u> Bob Dallari, Chairman Date: <u>3/8/2022</u> As authorized for execution by the Board of County Commissioners at its <u>March 8</u> 20<u>22</u> regular meeting. <u>Paul W. Kinzel</u> Clerk to the Board of County Commissioners of Seminole County, Florida. For the use and reliance of Seminole County only. Approved as to form and legal sufficiency. <u>Paul W. Kinzel</u> County Attorney	Approved: COLLIER COUNTY <u>William L. McDaniel, Jr.</u> <u>9-13-2022</u> Signature Date William L. McDaniel, Jr. Chairman, Board of Collier County Commissioners 3299 Tamiami Trail East, Suite 303 Naples, FL 34112 239-252-8605 Approved as to form and legality <u>Assistant County Attorney</u> <u>8/1/22</u> ATTEST: CRYSTAL KINZEL, CLERK By: <u>Crystal Kinzel</u> Attest as to Clerk's signature 31

Approved: Highlands County Signature _____ Date _____ Arlene Tuck, Chair 600 S. Commerce Ave. Sebring, FL 33870	

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: Jul 1, 2025

PRESENTER: Paul Blackman, Sheriff

SUBJECT/TITLE: Request approval of Amendment No. 2 to Agreement No. DMS-P1-24-07-05

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to Approve Amendment No. 2 to Agreement No. DMS-P1-24-07-05.

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Reg.-1300-2024 Statement of Issue_Project 24014 NextGen E911 Amendment.pdf](#)

Attachments: [DMS-P1-24-07-05 - HIGHLANDS - Amendment 2_CLEAN COPY.pdf](#)

This is an amendment to the original State agreement for the first year of NG911 that the Sheriff is installing. The project is not complete; however, the original grant agreement is set to end on June 30, 2025. This amendment 2 extends the grant agreement through 06/30/26 for Project 24014, to be completed.

AGREEMENT NO. DMS-P1-24-07-05
BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
HIGHLANDS COUNTY
AMENDMENT NO.: 2

This Amendment No. 2 (Amendment) to Agreement No. **DMS-P1-24-07-05** (Agreement) is entered into by and between the Florida Department of Management Services (Department), and the **Highlands County** (Recipient), collectively referred to herein as the "Parties".

Whereas, the Parties entered into the Agreement for the Department to disburse funds to the Recipient to fund Public Safety Answering Points (PSAP) Upgrades pursuant to Specific Appropriation 2971 of Chapter 2024-231, Laws of Florida; and

Whereas, pursuant to Section 215 of SB 2500 (2025), the unexpended balance of funds provided to the Department by Specific Appropriation 2971 of Chapter 2024-231, Laws of Florida; and

Whereas, the Parties desire to update the end date of this agreement to reflect changes to the funding source pursuant to Section 8, Period of Agreement.

Accordingly, and in consideration of the mutual promises contained herein, the Parties agree to the following:

1. The Grant Agreement end date of June 30, 2025, is deleted and replaced with June 30, 2026, wherever found.
2. Section 10, Request for Reimbursement, subsection E., is deleted in its entirety and replaced with the following:
 - E. Submission of final documents and submission for closeout of the funding does not affect the Department's right to disallow costs and recover funds based on an audit or financial review. The final request for reimbursement and supporting documentation for incurred obligations pursuant to section 216.301, F.S., shall be submitted to the Department no later than August 15, 2026.
3. Section 11, Rural Community Or Rural Area Of Opportunity Request For Payment, subsection D., is deleted in its entirety and replaced with the following:
 - D. Submission of final documents and submission for closeout of the funding does not affect the Department's right to disallow costs and recover funds based on an audit or financial review. The final request for rural payment and supporting documentation for incurred obligations pursuant to section 216.301, F.S. shall be submitted to the Department no later than August 15, 2026.

4. Section 5., Deliverables, subsection 5.1.3 of Attachment A, Scope of Work and Budget, is deleted in its entirety and is replaced with the following:
 - 5.1.3 Task 3. Inspection: No later than August 15, 2026, the Recipient shall conduct or cause to be conducted an inspection of the Highlands County project to verify that the contract deliverables are met or exceeded in accordance with the Contract.
5. Section 5., Deliverables, subsection 5.1.4.1 of Attachment A, Scope of Work and Budget, is deleted in its entirety and is replaced with the following:
 - 5.1.4.1 Timely submit Attachment E, Quarterly Report within 30 days of the end of each quarter, and Attachment H, Administrative Close-Out Report, to the Department's Grant Manager. Attachment H is due no later than September 29, 2026.
6. Each person signing this Amendment warrants that he or she is duly authorized to do so and to bind the respective party.
7. This Amendment is hereby made a part of the Agreement. All other terms and conditions of the Agreement shall remain in full force and effect. To the extent any terms of this Amendment conflict with the terms of the Agreement, the terms of this Amendment shall control. This Amendment sets forth the entire understanding between the Parties with regard to the subject matter hereof.
8. The effective date of this Amendment is July 1, 2025.

THIS SPACE LEFT INTENTIONALLY BLANK

IN WITNESS THEREOF, the Parties have executed this Amendment by the undersigned duly authorized representatives

**FLORIDA DEPARTMENT OF
MANAGEMENT SERVICES**

By: _____

Name: _____

Title: Deputy Secretary

Date: _____

**AUTHORIZED COUNTY OFFICIAL/
HIGHLANDS COUNTY, FLORIDA.**

By: _____

Name: _____

Title: _____

Date: _____

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**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Tanya Cannady, Business Service Director Sandi Neubarth, Director of Infrastructure & Capital Projects Kelly Duppenhaler, Fire Chief

SUBJECT/TITLE: Public hearing to approve Resolution 24-25-117 of the Highlands County Fire Protection Municipal Service Benefit Unit pertaining to the re-imposition of the fire protection special assessment.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to adopt Resolution 24-25-117 of the Highlands County Fire Protection Municipal Service Benefit Unit, pertaining to the re-imposition of the fire protection special assessment.

FISCAL IMPACT

There is no fiscal impact to the fire assessment fund 181 as this does not affect the total budget.

Attachments: [Resolution 24-25-117 PRELIMINARY Fire Assessment.SGS.pdf](#)
Attachments: [Preliminary Fire Tear Sheet - Affidavit.pdf](#)
Attachments: [Fire Assessment Statement of Issue.docx](#)
Attachments: [Highlands County Workshop 5-20-25.pdf](#)
Attachments: [Wholly Exempt - Church.pdf](#)
Attachments: [Copy of Wholly Exempt non churches.pdf](#)
Attachments: [Fire Assessment Retirement Homes 2025.pdf](#)

RESOLUTION NO. 24-25-117

(Preliminary Fire Assessment Resolution Fiscal Year 2025-26)

A RESOLUTION OF THE HIGHLANDS COUNTY PERTAINING TO THE FIRE PROTECTION MUNICIPAL SERVICE BENEFIT UNIT AND THE RE-IMPOSITION OF THE FIRE PROTECTION ASSESSMENT; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR INTERPRETATION AND DEFINITIONS; PROVIDING FOR THE RE-IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENT; PROVIDING A DETERMINATION OF FIRE SERVICES ASSESSED COSTS AND ESTABLISHMENT OF ANNUAL FIRE PROTECTION ASSESSMENT; PROVIDING FOR AN ASSESSMENT ROLL; PROVIDING AUTHORIZATION FOR PUBLIC HEARING; PROVIDING FOR NOTICE BY PUBLICATION AND MAIL; PROVIDING FOR METHOD OF COLLECTION; PROVIDING FOR APPLICATION OF ASSESSMENT PROCEEDS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Highlands County enacted Ordinance No.: 17-18-04, Ordinance No.: 17-18-08 and Ordinance No.: 18-19-17, as codified into Chapter 9, Article XLI (41), of the Highlands County Code of Ordinances (the "Code" or "Ordinance"), which authorizes the annual imposition of the fire protection assessment for fire protection related services, facilities and/or programs against all Assessed Property within the County; and

WHEREAS, on April 17, 2018, the County adopted the preliminary fire assessment through Resolution No.: 17-18-60 and on July 10, 2018, the County adopted the final initial fire assessment through Resolution No.: 17-18-112 ("Final Initial Assessment Resolution"); and

WHEREAS, on May 7, 2024, the County completed a study to re-evaluate and update its assessment method for efficiently and equitably allocating and apportioning the Fire Protection Assessed Cost amongst the benefitted parcels of Assessed Property within the jurisdiction of Highlands County; and

WHEREAS, on July 16, 2024, the County adopted the updated annual final fire assessment through Resolution No.: 23-24-145, as amended on February 4, 2025, through Resolution No.: 24-25-057 (collectively referred to as the "Updated Final Fire Assessment Resolution"); and

WHEREAS, the Ordinance, the Final Initial Assessment Resolution, and the Updated Final Assessment Resolution contain and reference a brief and general description of the fire protection services, facilities and/or programs to be provided to the Assessed Property; describes

the method of apportioning the Fire Protection Assessed Cost to compute the Fire Protection Assessment for fire protection services, facilities and programs against Assessed Property; estimates rates of assessment; and directs the updating and preparation of the Assessment Roll and provision of the notice required by the Ordinance; and

WHEREAS, the legislative determinations of special benefit and fair apportionment embodied in the Ordinance, the Final Initial Assessment Resolution and the Updated Final Fire Assessment Resolution are affirmed and incorporated herein by reference; and

WHEREAS, by this Preliminary Assessment Resolution, the County desires to adjust certain categories and re-impose the Fire Protection Assessment for the Fiscal Year beginning in October 1, 2025, using the procedures provided in the Ordinance, the Final Initial Assessment Resolution and the Updated Final Fire Assessment Resolution, for the funding of fire protection services, facilities and/or programs that provide special benefits to Assessed Property within the County.

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 findings are hereby adopted.

SECTION 2. Interpretation and Definitions.

A. This Resolution constitutes the Annual Rate Resolution for Fiscal Year 2024-25 as defined in Highlands County Code of Ordinances, Chapter 9, Article XLI (41).

B. All capitalized Terms in this Resolutions if not specifically defined in this Resolution shall have the meanings defined in Highlands County Code of Ordinances, Chapter 9, Article XLI (41).

SECTION 3. Re-Imposition and Computation of Fire Protection Assessment. Fire Protection Assessment shall be imposed within the County until discontinued or changed. Fire Protection Assessment shall be computed in a manner set forth in this Preliminary Assessment Resolution.

SECTION 4. Determination of Fire Protection Assessed Costs and Establishment of Annual Fire Protection Assessment.

A. The Fire Protection Assessed Cost to be assessed and apportioned against the benefited parcels of Assessed Property pursuant to the cost apportionment and the parcel apportionment for the Fiscal Year beginning October 1, 2025, is \$11,006,596.

B. The estimated Fire Protection Assessment to be assessed and apportioned among benefited parcels pursuant to the cost apportionment and parcel apportionment to generate the estimated Fire Protection Assessed Cost for the Fiscal Year beginning October 1, 2025, is hereby established as follows for the purpose of this Preliminary Rate Resolution:

Preliminary Fire Protection Assessment Rates (100% of Assessable Costs)

Residential Property Use Category	Rate Per Square Foot
Residential	\$0.0657
Non-Residential Property Use Categories	Rate Per Square Foot
Commercial	\$0.2250
Industrial/Warehouse	\$0.0364
Institutional	\$0.2748
Nursing Home/Assisted Living Facilities	\$0.8636
Church	\$0.0751
Land Property Use Category	Rate Per Parcel
Vacant Land	\$52.99

The estimated Gross Revenue from the Fire Protection Assessment for Fiscal Year 2025-26, is \$10,225,989; the estimated exempt buy-down is \$250,271 thus, the estimated Net Revenue from the Fire Protection Assessment for Fiscal Year 2025-26, is \$9,975,718.

C. The following shall apply to the Fire Protection Assessment program:

- i. Recreational vehicle park property will be treated as commercial property. It is fair and reasonable to treat each space within a recreational vehicle (“RV”) park property, whether rented or vacant, as a building of commercial property and assign the square footage of 191 square feet, which is the average size of a recreational vehicle, according to the Florida Association of RV Parks and Campgrounds, unless the Property Appraiser provides the actual square footage.
- ii. Mobile Home lots will be treated as residential property. It is fair and reasonable to treat each space within the mobile home park as a building of residential property and to assign each space an amount of 720 square feet. Actual square footage shall be assessed for each mobile home when the data is available.
- iii. No Fire Protection Assessment shall be imposed upon parcels assigned the following Florida Department of Revenue codes by the Highlands County Property Appraiser:

Code	Parcel Type
76	Cemetery
80	Vacant Governmental
81	Military

82/97	Forest/Park/Recreation
83	Public Schools
84	Colleges
86	County
87	State
88	Federal
89	Municipal
94	Rights of Way
95	Rivers, Lakes, Submerged Land
96	Wasteland/Marsh

- iv. Pursuant to the Code, Section 9-620(c), no Fire Protection Assessment shall be imposed upon Government Property; however, Government Property encumbered by a private lease and Government Property that is owned by federal mortgage entities, such as the VA and HUD, **shall not** be exempted from the Fire Protection Assessment. It is fair and reasonable that Government Property, except as set forth herein, is not assessed due to the benefits of such Government Property shared by all property within the jurisdiction of Highlands County.
- v. In accordance with Florida Statutes, Section 125.01(r), no Fire Protection Assessment shall be imposed against land classified by the Property Appraiser as agricultural lands pursuant to Florida Statutes, Section 193.461.
- vi. Any shortfall in the expected Fire Protection Assessment proceeds due to any reduction or exemption from payment of the Fire Services Assessment required by law or authorized by the County shall be supplemented by any legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Fire Protection Assessment. In the event a court of competent jurisdiction determines any exemption or reduction by the County is improper or otherwise adversely affects the validity of the Fire Protection Assessment imposed, the sole remedy shall be the imposition of a Fire Protection Assessment upon each affected Tax Parcel in the amount of the Fire Protection Assessment that would have been otherwise imposed save for such reduction or exemption afforded to such Tax Parcel by the County. This buy down provision shall not be applicable to Government Property, except to the extent the Government Property is encumbered by a private lease or the Government Property is owned by federal mortgage entities, such as the VA and HUD.
- vii. The approval of the Estimated Fire Protection Assessment Rate Schedule by the adoption of this Preliminary Rate Resolution determines the amount of the Fire Protection Assessed Costs. The remainder of the Fiscal Year

2025-26 budget for fire services, facilities, and programs shall be funded from available County revenue other than Fire Protection Assessment proceeds.

- viii. The estimated Fire Protection Assessment specified in the Estimated Fire Protection Assessment Rate Schedule is hereby established to fund the specified Fire Protection Assessed Costs determined to be assessed for the Fiscal Year 2025-26. No portion of such Fire Protection Assessed Costs are attributable to impact fee revenue that funds capital improvements necessitated by new growth or development. Further, no portion of such Fire Protection Assessed Costs are attributable to the Emergency Medical Services Cost.
- ix. The estimated Fire Protection Assessment established in this Preliminary Rate Resolution shall be the estimated assessment rates applied by the County Administrator in the preparation of the preliminary Assessment Roll for the Fiscal Year commencing October 1, 2025, as provided in this Preliminary Rate Resolution.

D. The above stated Fire Protection Assessment rates may be increased annually pursuant to the Maximum Rates established for future fiscal years as set forth in the Updated Final Fire Assessment Resolution provided a public hearing is conducted prior to September 1 of each such year with the adoption of a Resolution reflecting the approved increase. Notice of the public hearing required hereunder shall be provided by publication only pursuant to Highlands County Code, 9-623 as permitted by Section 9-627.

SECTION 5. Assessment Roll. The County Administrator is hereby directed to prepare, or cause to be prepared, a preliminary Assessment Roll for the Fiscal Year commencing October 1, 2025. The Assessment Roll shall include all Assessed Property. The County Administrator shall apportion the estimated Fire Protection Assessed Cost to be recovered through the Fire Services Assessment in the manner set forth in this Preliminary Rate Resolution.

SECTION 6. Authorization for Public Hearing. There is hereby established a public hearing to be held at 9:00 a.m., on Tuesday, August 5, 2025 in the Commission Chambers of the Highlands County Administration Building, 600 S. Commerce Avenue, Sebring Florida, 33870, at which time the County will receive and consider any comments on the Fire Protection Assessment from the public and affected property owners and consider imposing the Fire Protection Assessment for the Fiscal Year commencing October 1, 2025, collecting such assessments imposed on Assessed Property within the County on the same bill as ad valorem taxes pursuant to the Uniform Assessment Collection Act.

SECTION 7. Notice by Publication and Mail.

A. The County Administrator, or designee, shall publish notice of the public hearing authorized by Section 6, hereof in the manner and time provided in Section 9-623 of the County Code. The notice shall be published no later than July 16, 2025, in substantially the form attached hereto as **Exhibit "A"**.

B. For the Assessed Property which is proposed to receive an increase in the Fire Protection Assessment, which has been reclassified or if the preliminary Assessment Roll contains property that was not included on the Assessment Roll for the prior fiscal year, the County Administrator, or designee shall mail notice of the public hearing authorized by Section 6, hereof in the manner and time provided in Section 9-624 of the Code. The notice shall be mailed no later than July 15, 2025, in substantially the form attached hereto as **Exhibit “B”**.

SECTION 8. Method of Collection. It is hereby declared that the Fire Protection Assessment re-imposed on Assessed Property in the County shall be collected and enforced pursuant to the Uniform Assessment Collection Act for the Fiscal Year beginning October 1, 2025.

SECTION 9. Application of Assessment Proceeds. Proceeds derived by the County from the Fire Protection Assessment will be utilized for the provision of fire protection services, facilities and programs. In the event there is any fund balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund fire protection services, facilities and programs.

SECTION 10. Savings Clause. All prior actions of Highlands County pertaining to this Preliminary Fire Assessment Resolution and the fire assessment rates which are 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 11. 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 12. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 13. 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 14. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this ____ day of _____ 2025.

**HIGHLANDS COUNTY BOARD OF
COUNTY COMMISSIONERS**

ARLENE TUCK, CHAIRPERSON

ATTEST:

Jerome Kaszubowski, Clerk of Court

Exhibit “A”

(To be published no later than July 16, 2025)

**NOTICE OF HEARING TO RE-IMPOSE AND PROVIDE
FOR COLLECTION OF FIRE PROTECTION ASSESSMENT**

Notice is hereby given that the Highlands County Board of County Commissioners on behalf of the Fire Protection Municipal Service Benefit Unit, will conduct a public hearing to consider re-imposition of the Fire Protection Assessment for the provision of fire protection services within the unincorporated boundaries of Highlands County and the Town of Lake Placid for the Fiscal Year beginning October 1, 2026.

The public hearing will be held at 9:00 a.m., or as soon thereafter as possible, on August 5, 2025, in the Board Chambers at the Highlands County Administration Building, 600 S. Commerce Avenue, Sebring, Florida, 33870, for the purpose of receiving public comment on the proposed assessments. This public hearing may be continued to a future date or dates. The times, places, and dates of any continuances of a public hearing shall be announced during the public hearing without any further published notice.

All affected property owners have a right to appear at the hearing and to file written objections with Highlands County within 20 days of this notice. If a person decides to appeal any decision made by the Board of Supervisors with respect to any matter considered at the hearing, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Human Resources, ADA Coordinator no later than seven (7) days prior to the proceedings: Telephone (Voice) (863) 402-6509 or by Florida Relay Service 711 or by E-mail to: HRManager@Highlandsfl.gov.

The assessment for each parcel of property will be based upon each parcel’s Property Use classification and the total number of billing units attributed to that parcel. The following table reflects the proposed fire services assessment schedule being considered by the Board of County Commissioners for the Fiscal Year beginning October 1, 2025:

Fire Protection Assessment Rates

Residential Property Use Category	Rate Per Square Foot
Residential	\$0.0657
Non-Residential Property Use Categories	Rate Per Square Foot
Commercial	\$0.2250
Industrial/Warehouse	\$0.0364
Institutional	\$0.2748
Nursing Home/Assisted Living Facility	\$0.8636
Church	\$0.0751
Land Property Use Category	Rate Per Parcel
Vacant Land	\$52.99

The above stated Fire Protection Assessment rates may be increased annually pursuant to the Maximum Rates established for future fiscal years as set forth in the Updated Final Fire Assessment Resolution provided a public hearing is conducted prior to September 1 of each such year with the adoption of a Resolution reflecting the approved increase. Notice of the public hearing required hereunder shall be provided by publication only pursuant to Highlands County Code, 9-623 as permitted by Section 9-627.

Copies of the Fire Protection Assessment Ordinance, the Final Initial Assessment Resolution, the Updated Final Fire Assessment Resolution, and the Preliminary Rate Resolution initiating and imposing the Fire Protection Assessment which is the subject of this hearing and the preliminary assessment roll, and other documentation related to the proposed re-imposition of the Fire Protection Assessment are available for inspection at the County Administrator's office located in the County Administration Building, 600 S. Commerce Avenue, Sebring, Florida 33870, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

The assessments will be collected on the ad valorem tax bill to be mailed in November 2025, as authorized by Florida Statutes, Section 197.3632. Failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title.

If you have any questions, please contact the County at (863) 402-6500 between 8:00 a.m. and 5:00 p.m., Monday through Friday.

Exhibit “B”
(Notice to be Mailed)



Highlands County
Board of County Commissioners
600 South Commerce Avenue
Sebring, FL 33870

HIGHLANDS COUNTY, FLORIDA

NOTICE OF HEARING TO RE-IMPOSE AND PROVIDE
FOR COLLECTION OF FIRE PROTECTION SERVICES

NON-AD VALOREM ASSESSMENTS

NOTICE DATE: JULY 15, 2025

COPPER RONELDA FAYE
188 DENVER RD
CRESCENT CITY FL 32112-5100

Situs
15335 NW BONEY LN
OKEECHOBEE FL 34974-

Parcel
C283733-01000900000

*****NOTICE TO PROPERTY OWNER*****
*****THIS IS NOT A BILL*****

As required by Florida Statutes, Section 197.3632, and as directed by the Highlands County Fire Protection Municipal Service Benefit Unit (County) pursuant to Highlands County Code of Ordinances, Chapter 9, Article XLI, notice is hereby given that the County will consider re-imposing a special assessment which may be levied on your property for fire protection services, facilities and programs using the tax bill collection method. The estimated fire assessment revenue to be collected for the fire protection services special assessments for Fiscal Year 2025-26, within the County, is estimated to be \$11,006,596. However, this amount only represents a portion of the County's fire services budget. The assessment is based on the classification of each parcel of assessed property and number of billing units contained within the specified Property Use Categories.

Property Use Category	Unit	Fiscal Year 20-21 Rate Per Unit	Fiscal Year 21-22 Rate Per Unit
Residential	Square foot	\$0.0657	\$0.0657
Commercial	Square foot	\$0.2250	\$0.2250
Industrial/Warehouse	Square foot	\$0.0364	\$0.0364
Institutional	Square foot	\$0.3329	\$0.2748
Nursing Home/Assisted Living Facilities	Square Foot	\$0.3329	\$0.8636
Church	Square Foot	\$0.0900	\$0.0751
Vacant Land	Parcel	\$52.99	\$52.99

The above-listed parcel has the following units:

Property Use Category	Billing Units	Fiscal Year 21-22 Assessment
Institutional	1656	\$455.07

Total Assessment \$455.07

The maximum annual fire protection services assessment that can be charged without further notice for Fiscal Year 2025-26 is \$455.07.

Thereafter the Fire Protection Assessment rates may be increased annually pursuant to the Maximum Rates established for future fiscal years as set forth in the Updated Final Fire Assessment Resolution provided a public hearing is conducted prior to September 1 of each such year with the adoption of a Resolution reflecting the approved increase. Notice of the public hearing required hereunder shall be provided by publication only pursuant to Highlands County Code, 9-623 as permitted by Section 9-627.

A hearing will be held at 9:00 a.m., or as soon thereafter as possible, on Tuesday, August 5, 2025, in the Board Chambers at the Highlands County Administration Building, 600 S. Commerce Avenue, Sebring, Florida, 33870, for the purpose of receiving public comment on the proposed assessments. This public hearing may be continued to a future date or dates. The times, places, and dates of any continuances of a public hearing shall be announced during the public hearing without any further published notice.

All affected property owners have a right to appear at the hearing and to file written objections with the Board of Supervisors within 20 days of this notice. If a person decides to appeal any decision made by the Board of Supervisors with respect to any matter considered at the hearing, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Human Resources, ADA Coordinator no later than seven (7) days prior to the proceedings: Telephone (Voice) (863) 402-6509 or by Florida Relay Service 711 or by E-mail to: HRManager@Highlandsfl.gov.

Unless proper steps are initiated in a court of competent jurisdiction to secure relief within twenty (20) days after the date of County action at the above hearing (including the method of apportionment, the rate of assessment and the imposition of assessments), such action shall be the final adjudication of the issues presented.

Copies of the Fire Protection Special Assessment Ordinance, the Final Initial Assessment Resolution, the Preliminary Rate Resolution initiating and imposing the Fire Protection Assessment, the preliminary assessment roll, and other documentation related to the proposed re-imposition of the Fire Protection Special Assessment are available for inspection at the County Administrator's office located in the County Administration Building, 600 S. Commerce Avenue, Sebring, Florida 33870, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Both the fire protection services non-ad valorem assessment amounts shown on this notice and the ad valorem taxes for the above parcel will be collected on the ad valorem tax bill mailed in November 2025. Failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title.

If there is a mistake on this notice, it will be corrected. If you have any questions regarding your Fire Protection Special Assessment, please contact the County at (863) 402-6500 between 8:00 a.m. and 5:00 p.m., Monday through Friday.

AFFIDAVIT OF PUBLICATION
HIGHLANDS NEWS-SUN
Published Daily
SEBRING, HIGHLANDS COUNTY, FLORIDA

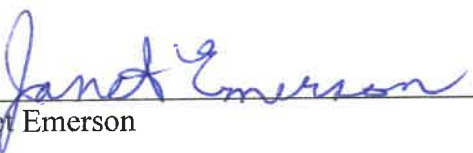
**Case No. NOTICE OF PUBLIC HEARING BEFORE THE BOARD OF
COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA
PERTAINING TO THE FIRE ASSESSMENT
FISCAL YEAR 2025-26**

**STATE OF FLORIDA,
COUNTY OF HIGHLANDS**

Before the undersigned authority, Janet Emerson, personally appeared who on oath says that she is the Classified Advertising Legal Clerk of Highlands News-Sun, a newspaper published at Sebring in Highlands County, Florida; that the attached copy or reprint of the advertisement, to the right, being a Public Notice, was published in said newspaper by print in the issues of or by publication on the newspaper's website, if authorized, on:

JUNE 20, 2025

Affiant further says that the Highlands News-Sun newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.
SIGNED:



Janet Emerson

Sworn to and subscribed before me this 23rd day of June, 2025
by Janet Emerson, who is personally known to me.



Nancy Y. Whirley, Customer Service Supervisor, Notary Number: HH 293555
Notary expires: July 26, 2026



NANCY Y. WHIRLEY
Notary Public
State of Florida
Comm# HH293555
Expires 7/26/2026

Zelenskyy calls for more pressure on Russia after deadly Kyiv missile strike

BY JUSTIN SPIKE AND ILLIA NOVIKOV
Associated Press

KYIV, Ukraine (AP) — Ukrainian President Volodymyr Zelenskyy on Thursday said a Russian missile strike on a nine-story Kyiv apartment building was a sign that more pressure must be applied on Moscow to agree to a ceasefire, as Moscow intensifies attacks in the three-year war.

The drone and missile attack on Kyiv early on Tuesday, the deadliest assault on the capital this year, killed 28 people across the city and injured 142 more, Kyiv Military Administration head Tymur Tkachenko said on Thursday.

Zelenskyy, along with the head of the presidential office Andrii Yermak and Interior Minister Ihor Klymenko, visited the site of the apartment building in Kyiv's Solomianskyi district Thursday morning, laying flowers and paying tribute to the 23 people who died there after a direct hit by a missile collapsed the structure.

“This attack is a reminder to the world that Russia rejects a ceasefire and chooses killing,” Zelenskyy wrote on Telegram, and thanked Ukraine's partners who he said are ready to pressure Russia to “feel the real cost of the war.”

Tuesday's attack on Kyiv was part of a sweeping barrage as Russia once again sought to overwhelm Ukrainian air defenses. Russia fired more than 440 drones and 32 missiles in what Zelenskyy called one of the biggest bombardments of the war, now in its fourth year.

As Russia proceeds with a summer offensive on parts of the roughly 620-mile front line, U.S.-led peace efforts have failed to gain traction. Russian President Vladimir Putin has effectively rejected an offer from U.S. President Donald Trump for an immediate 30-day ceasefire, making it conditional on a halt on Ukraine's mobilization effort and a freeze on Western arms supplies.

Meanwhile, Middle East tensions and U.S. trade tariffs have

drawn world attention away from Ukraine's pleas for more diplomatic and economic pressure to be placed on Moscow.

Russia in recent weeks has intensified long-range attacks that have struck urban residential areas. Yet on Wednesday, Putin denied that his military had struck such targets, saying that attacks were “against military industries, not residential quarters.”

Speaking to senior news leaders of international news agencies in St. Petersburg, Putin said he was open to talks with Zelenskyy, but repeated his claim that the Ukrainian leader had lost his legitimacy after his term expired last year — allegations rejected by Kyiv and its allies.

“We are ready for substantive talks on the principles of a settlement,” Putin said, noting that a previous round of talks in Istanbul had led to an exchange of prisoners and the bodies of fallen soldiers.

Putin on Wednesday praised Trump's push for peace in Ukraine.



EFREM LUKATSKY/AP PHOTO
Ukrainian Emergency Service work on the site of Russia's Tuesday deadly missile attack that ruined a multi-story residential building in Kyiv, Ukraine, Wednesday, June 18, 2025.

But Ukraine's Foreign Minister Andrii Sybiha wrote on X on Thursday that it was his country that had “unconditionally accepted” the U.S. proposal for a ceasefire, and said that Russian claims of willingness to end the war were “manipulations.”

“It has been exactly 100 days since Ukraine unconditionally accepted the U.S. peace

proposal to completely cease fire, put an end to the killing, and move forward with a genuine peace process ... 100 days of Russia escalating terror against Ukraine rather than ending it,” Sybiha wrote.

“Ukraine remains committed to peace. Unfortunately, Russia continues to choose war, disregarding U.S. efforts to end the kill-

ing,” he added.

Overnight on Wednesday, Russia fired a barrage of 104 Shahed and decoy drones across Ukraine, according to the country's air force. Of those, 88 were intercepted, jammed, or lost from radars mid-flight.

There were no immediate reports of casualties or damage caused by the attack.

Hackers say they wiped out \$90 million from Iran cryptocurrency exchange

BY GABE LEVIN
Associated Press

DUBAI, United Arab

Emirates (AP) — Hackers with possible links to Israel have drained more than \$90 million

from Nobitex, Iran's largest cryptocurrency exchange, according to blockchain analytics

firms. The group that claimed responsibility for the hack leaked on

Thursday what it said was the company's full source code. “ASSETS LEFT IN NOBITEX ARE NOW ENTIRELY OUT IN THE OPEN,” the group wrote on its Telegram account.

The stolen funds were transferred to addresses bearing messages that criticized Iran's Revolutionary Guard, Blockchain analytics firm Elliptic wrote in a blog post. It said the attack likely was not financially motivated as the wallets the hackers had poured the money into “effectively burned the funds in order to send Nobitex a political message.”

The hackers group, Gonjeshke Darande — “Predatory Sparrow” in Farsi — accused Nobitex of having helped Iran's government to evade Western sanctions over the country's rapidly advancing nuclear program and transfer money to militants, in a post on X claiming the attack.

Nobitex appeared to have confirmed the attack. Its app and website were down as it assessed “unauthorized access” to its systems, it said in a post on X.

The theft spanned a range of cryptocurrencies, including Bitcoin, Ethereum, Dogecoin and more, said head of national security intelligence at Chainalysis Andrew Fierman. The breach is “particularly significant given the comparatively modest size of Iran's crypto-

currency market,” he added.

The hack appears to be motivated by escalating tensions in the Israel-Iran conflict, which broke out last week when Israel struck Iran's nuclear sites and military officials, drawing Tehran's response with barrages of missiles. It came after the group said it had destroyed data in a cyberattack against Iran's state-controlled Bank Sepah on Tuesday.

Elliptic said that relatives of Iran's Supreme Leader Ali Khamenei were linked to the exchange and that sanctioned Revolutionary Guard operatives had used Nobitex. It shared evidence that the exchange had sent and received funds from cryptocurrency wallets controlled by Iranian allies including Yemen's Houthis and Hamas.

Gonjeshke Darande has previously claimed responsibility for other high-level cyberattacks against Iran, including a 2021 operation that paralyzed gas stations and a 2022 effort against a steel mill that sparked a large fire.

Israeli media have widely reported that Gonjeshke Darande is linked to Israel but the country's government has never officially acknowledged ties to the group.

U.S. Senators Elizabeth Warren and Angus King last year raised concerns about Iran's use of cryptocurrencies to evade sanctions.

NOTICE OF PUBLIC HEARING BEFORE THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO THE FIRE ASSESSMENT FISCAL YEAR 2025-26

Notice is hereby given that the Board of County Commissioners of Highlands County, Florida, will hold a public hearing to consider a reallocation of properties within the Institution category of Fire Protection Assessment, the rates levied against the benefited properties, as adopted by Highlands County Fire Protection Ordinance 17-18-04 and further set forth in Highlands County Resolution 23-24-145. This notice is given pursuant to Florida Statutes, Section 197.3632.

The public hearing will be held on Tuesday, July 1, 2025, at 9:00 a.m., or as soon thereafter as can be heard, at the Government Center Boardroom, 600 S. Commerce Ave., Sebring, Florida. All persons have the right to appear and be heard at the public hearing and the right to file written objections with Highlands County, Florida, within ten (10) days of the publication of this notice. Written objections should be delivered to Highlands County Non-Ad Valorem Assessment Department, 600 S. Commerce Avenue, Sebring, FL 33870.

The estimated total revenue expected to be collected from the Fire Protection Special Assessment for the Fiscal Year beginning October 1, 2025, is \$11,006,596.

The Fire Protection Special Assessments will appear on the annual tax bill and will be collected by the Tax Collector, as authorized by Florida Statutes, Section 197.3632. Failure to pay the assessment will cause a tax certificate to be issued against the property which may result in loss of title to the property.

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

If you have any questions, please contact the Non-Ad Valorem Assessment Department at (863) 402-6500; Monday through Friday between 8:00 am and 5:00 pm.

The Board of County Commissioners of Highlands County, Florida, does 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 Florida Statutes, Section 286.26, should contact Human Resources, ADA Coordinator at 863-402-6509 (Voice) Via Florida Relay Service 711, or by e-mail: HRmanager@highlandsfl.gov. Address: 600 S. Commerce Avenue, Sebring, FL 33870. Request for cart or interpreter services should be made at least 24 hours in advance to permit coordination of the service.



LOOKING FOR SOMETHING?

Find it in the **CLASSIFIEDS!**

SUN  **NEWSPAPERS**

At the May 20th, 2025, Fire Assessment Workshop, the consultant proposed two new categories for the fire assessment: Nursing Home and Church. Additionally, the category of wholly exempt institutional rate would be removed.

- The Nursing Home rate would increase from .3329 per sq ft to .8636, which is a 159% increase.
- The wholly exempt Church rate would decrease from .09 per sq ft to .0751, which is a 17% decrease.
- The wholly exempt non – church rate would increase from .09 per sq ft to .2748, which is an increase of 200%.

Please see the attached spreadsheets listing properties from each of the 3 categories.

The power point from the May 20th workshop is also attached for reference.

Resolution 24-25-057 refunded Agriculture pole barns and agriculture vacant lands assessments. These assessments were not necessary to cover the note payable debt service.



HIGHLANDS COUNTY FIRE ASSESSMENT PROGRAM

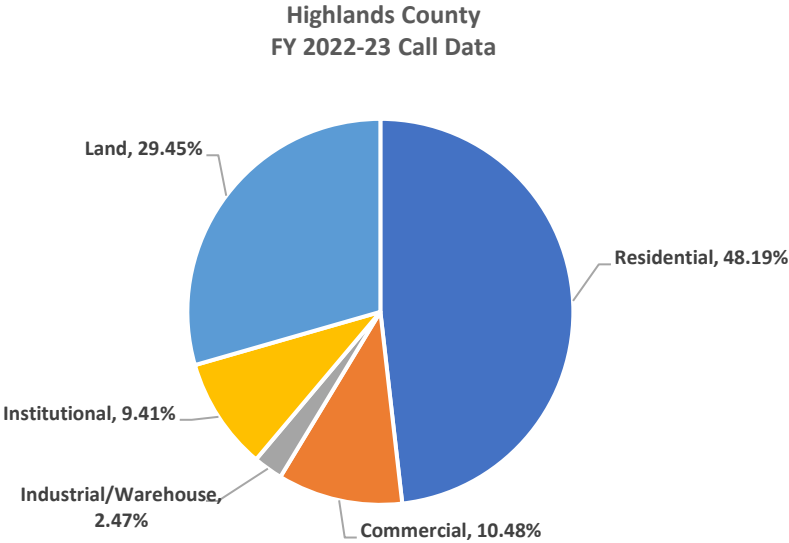
MAY 20, 2025

OVERVIEW FIRE ASSESSMENT PROGRAM

- Study conducted 2017
 - Implemented in 2018
- FY 2024-25 Update

	# Incidents	Average Call Duration	Weighting Factor	Weighted Calls	Percentage Weighted Calls
Residential	808	27.61	1.00	808.00	48.19%
Commercial	139	34.91	1.26	175.71	10.48%
Industrial/Warehouse	28	40.89	1.48	41.46	2.47%
Institutional	131	33.25	1.20	157.75	9.41%
Land	194	70.28	2.55	493.77	29.45%
Total	1300			1676.69	100.00%

- Total 5-Year Average Assessable Costs -- \$14,802,410
- **FY 2024-25 Adopted Rates**
 - Estimated Gross Revenue -- \$11,006,596
 - 83.93% of total O&M Assessable Budget \$10,625,968
 - 50% of Capital Assessable Budget -- \$2,088,221
- **Exemptions**
 - Government Parcels – 100% exemption
 - Buy-down -- \$829,540
 - Wholly Tax Exempt Institutional Buildings - \$0.0900 sq. ft.
 - Buy-down -- \$358,863
 - Agricultural Exemption – 100% exemption
 - Vacant agricultural land parcels
 - Non-residential buildings on agricultural parcels
 - Buy-down -- \$250,000
- **Net Realized Revenue -- \$9.5 Million**



FY 24-25 Adopted Rates

Residential Property Use Category	Rate Per Square Foot
Residential	\$0.0657
Non-Residential Property Use Categories	Rate Per Square Foot
Commercial	\$0.2250
Industrial/Warehouse	\$0.0364
Institutional	\$0.3329
Vacant Land Property Use Category	Rate per Parcel
Vacant Land	\$52.99

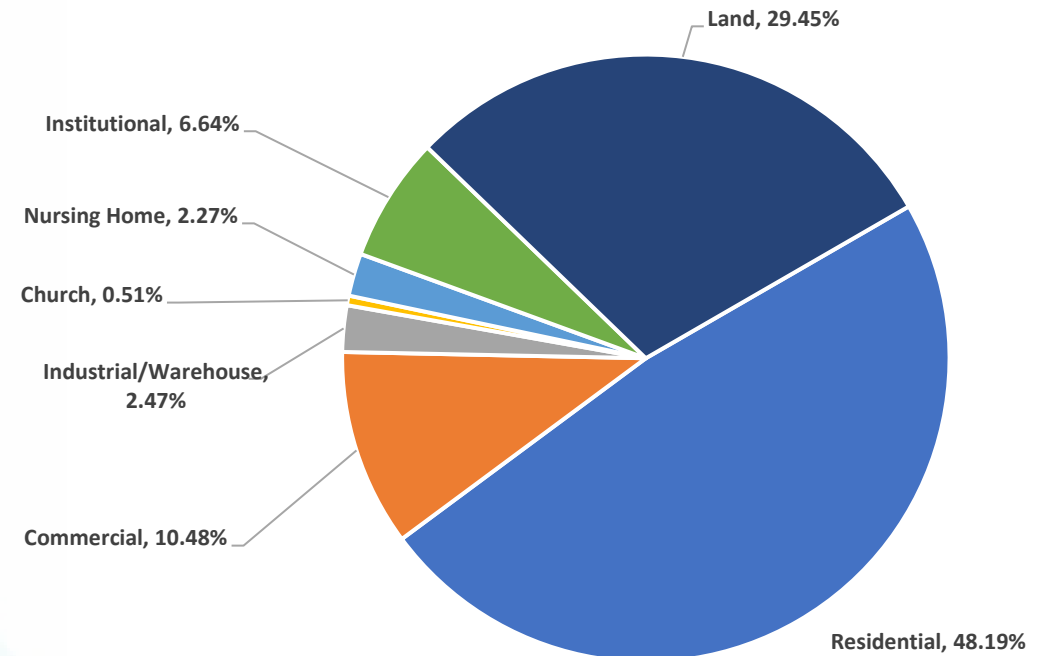
POLICY DIRECTION

- Review Institutional Rate Category – 9.41%
- Determine if data supports additional rate categories
 - Church
 - Nursing Home
 - Institutional

	# Incidents	Average Call Duration	Weighting Factor	Weighted Calls	Percentage Weighted Calls	Square Footage
Church	12	19.50	0.706	8.48	0.51%	742,329
Nursing Home	49	21.43	0.776	38.02	2.27%	289,039
Institutional	70	43.89	1.589	111.25	6.64%	2,658,495
Total	131			157.75	9.41%	3,689,864

	# Incidents	Average Call Duration	Weighting Factor	Weighted Calls	Percentage Weighted Calls
Residential	808	27.61	1.00	808.00	48.19%
Commercial	139	34.91	1.26	175.71	10.48%
Industrial/Warehouse	28	40.89	1.48	41.46	2.47%
Church	12	19.50	0.706	8.48	0.51%
Nursing Home	49	21.43	0.776	38.02	2.27%
Institutional	70	43.89	1.589	111.25	6.64%
Land	194	70.28	2.55	493.77	29.45%
Total	1300			1676.69	100.00%

Highlands County
FY 2022-23 Call Data



RATE SCENARIOS

Category	Updated Rates	FY 24-25 Adopted Rates	Difference	% Change
Residential	\$0.0657	\$0.0657	\$0.0000	0.00%
Commercial	\$0.2250	\$0.2250	\$0.0000	0.00%
Industrial/Warehouse	\$0.0364	\$0.0364	\$0.0000	0.00%
Nursing Home	\$0.8636	\$0.3329	\$0.5307	159.42%
Church	\$0.0751	\$0.3329	(\$0.2578)	-77.44%
Institutional	\$0.2748	\$0.3329	(\$0.0581)	-17.45%
Vacant Land	\$52.99	\$52.9900	\$0.0000	0.00%
Gross Revenue	\$11,006,596			
Government Buy-Down	\$780,607	\$829,540	\$48,933	
Ag Exemption	\$250,271	\$250,271	\$0	
Net Revenue	\$9,975,718	\$9,567,922	\$407,795	

Questions?

Wholly Exempt Institutional Building for Churches - New Rate of .0751

	parcel_id	Tax Parcel Number	DOR Code	Code	Code name	Total Units	2024	2025	Difference
1	4631	C013328-01000B00000	71	119	Fire - Institutional SF	5632	506.88	422.96	83.92
2	15658	C023428-02000800020	71	119	Fire - Institutional SF	4088	367.92	307.01	60.91
3	15690	C023428-05000E30000	71	119	Fire - Institutional SF	10896	980.64	818.29	162.35
4	41659	C033528-01000200010	71	119	Fire - Institutional SF	3262	293.58	244.98	48.60
5	41660	C033528-01000200060	71	119	Fire - Institutional SF	5361	482.49	402.61	79.88
6	41879	C033528-02000003170	71	119	Fire - Institutional SF	15942	1434.78	1,197.24	237.54
7	5969	C043328-01002700000	71	119	Fire - Institutional SF	20715	1864.35	1,555.70	308.65
8	16831	C043428-05006200020	71	119	Fire - Institutional SF	10539	948.51	791.48	157.03
9	18519	C043428-09013200010	71	119	Fire - Institutional SF	8032	722.88	603.20	119.68
10	18521	C043428-09013200480	71	119	Fire - Institutional SF	8536	768.24	641.05	127.19
11	25599	C043428-15032500400	71	119	Fire - Institutional SF	19936	1794.24	1,497.19	297.05
12	61369	C053529-A0003700000	71	119	Fire - Institutional SF	8612	775.08	646.76	128.32
13	61700	C063529-08000A50000	71	119	Fire - Institutional SF	3366	302.94	252.79	50.15
14	61730	C063529-08000D00080	71	119	Fire - Institutional SF	3717	334.53	279.15	55.38
15	61893	C063529-A0003200000	71	119	Fire - Institutional SF	5312	478.08	398.93	79.15
16	61896	C063529-A0003600000	71	119	Fire - Institutional SF	8424	758.16	632.64	125.52
17	61928	C073529-A0000400000	71	119	Fire - Institutional SF	12424	1118.16	933.04	185.12
18	100856	C073730-02000200020	71	119	Fire - Institutional SF	1344	120.96	100.93	20.03
19	100901	C073730-04000900130	71	119	Fire - Institutional SF	4115	370.35	309.04	61.31
20	100947	C073730-04001600010	71	119	Fire - Institutional SF	10522	946.98	790.20	156.78
21	100961	C073730-04001900020	71	119	Fire - Institutional SF	3951	355.59	296.72	58.87
22	100969	C073730-05000A00000	71	119	Fire - Institutional SF	7808	702.72	586.38	116.34
23	101011	C073730-05002500050	71	119	Fire - Institutional SF	5669	510.21	425.74	84.47
24	101038	C073730-05002900040	71	119	Fire - Institutional SF	1380	124.2	103.64	20.56
25	101054	C073730-05003100080	71	119	Fire - Institutional SF	2430	218.7	182.49	36.21
26	101057	C073730-05003100150	71	119	Fire - Institutional SF	1008	90.72	75.70	15.02
27	113095	C083531-01000700010	71	119	Fire - Institutional SF	11544	1038.96	866.95	172.01
28	6362	C093328-01000B00010	71	119	Fire - Institutional SF	22991	2069.19	1,726.62	342.57
29	6624	C093328-01104100000	71	119	Fire - Institutional SF	34067	3066.03	2,558.43	507.60

Wholly Exempt Institutional Building for Churches - New Rate of .0751

	parcel_id	Tax Parcel Number	DOR Code	Code	Code name	Total Units	2024	2025	Difference
30	6767	C093328-09000000030	71	119	Fire - Institutional SF	8378	754.02	629.19	124.83
31	62243	C093529-A0002900000	71	119	Fire - Institutional SF	11465	1031.85	861.02	170.83
32	101588	C093730-A0000400000	71	119	Fire - Institutional SF	13911	1251.99	1,044.72	207.27
33	101591	C093730-A0000700000	71	119	Fire - Institutional SF	8400	756	630.84	125.16
34	29594	C113428-01000400010	71	119	Fire - Institutional SF	2620	235.8	196.76	39.04
35	7198	C133328-0200AA00000	71	119	Fire - Institutional SF	26896	2420.64	2,019.89	400.75
36	62784	C133529-04000000080	71	119	Fire - Institutional SF	3000	270	225.30	44.70
37	78684	C133729-A0000100000	71	119	Fire - Institutional SF	33734	3036.06	2,533.42	502.64
38	30575	C143428-01000100000	71	119	Fire - Institutional SF	20394	1835.46	1,531.59	303.87
39	79923	C143729-05004700070	71	119	Fire - Institutional SF	15410	1386.9	1,157.29	229.61
40	85841	C143729-20200100000	71	119	Fire - Institutional SF	15594	1403.46	1,171.11	232.35
41	86560	C143929-01000300040	71	119	Fire - Institutional SF	3692	332.28	277.27	55.01
42	88477	C153530-020P0200010	71	119	Fire - Institutional SF	5300	477	398.03	78.97
43	88965	C153530-030P0600010	71	119	Fire - Institutional SF	6813	613.17	511.66	101.51
44	90105	C153530-060P0H00010	71	119	Fire - Institutional SF	10609	954.81	796.74	158.07
45	101600	C153730-A0000300000	71	119	Fire - Institutional SF	7224	650.16	542.52	107.64
46	53769	C163429-110AAA00030	71	119	Fire - Institutional SF	17891	1610.19	1,343.61	266.58
47	115609	C173531-A0001000000	71	119	Fire - Institutional SF	4095	368.55	307.53	61.02
48	113823	C173531-A0001900000	71	119	Fire - Institutional SF	8656	779.04	650.07	128.97
49	8746	C193328-06000100370	71	119	Fire - Institutional SF	7308	657.72	548.83	108.89
50	8757	C193328-06000200120	71	119	Fire - Institutional SF	3600	324	270.36	53.64
51	112559	C193930-01000D00090	71	119	Fire - Institutional SF	16084	1447.56	1,207.91	239.65
52	11033	C203328-A0000500000	71	119	Fire - Institutional SF	6680	601.2	501.67	99.53
53	63575	C203529-A0000310000	71	119	Fire - Institutional SF	32507	2925.63	2,441.28	484.35
54	91758	C203630-02001700030	71	119	Fire - Institutional SF	16660	1499.4	1,251.17	248.23
55	91884	C203630-02100200040	71	119	Fire - Institutional SF	12760	1148.4	958.28	190.12
56	11106	C213328-01001100061	71	119	Fire - Institutional SF	2376	213.84	178.44	35.40
57	55709	C213429-02010240070	71	119	Fire - Institutional SF	1270	114.3	95.38	18.92
58	55738	C213429-03041200110	71	119	Fire - Institutional SF	3853	346.77	289.36	57.41

Wholly Exempt Institutional Building for Churches - New Rate of .0751

	parcel_id	Tax Parcel Number	DOR Code	Code	Code name	Total Units	2024	2025	Difference
59	69044	C213629-03000A10000	71	119	Fire - Institutional SF	6102	549.18	458.26	90.92
60	116857	C223529-03001100010	71	119	Fire - Institutional SF	2975	267.75	223.42	44.33
61	64164	C223529-03008300070	71	119	Fire - Institutional SF	1449	130.41	108.82	21.59
62	107881	C223730-19022900010	71	119	Fire - Institutional SF	12014	1081.26	902.25	179.01
63	110454	C223730-29042700060	71	119	Fire - Institutional SF	3960	356.4	297.40	59.00
64	110653	C223730-40000J60000	77	119	Fire - Institutional SF	7876	708.84	591.49	117.35
65	111201	C223730-60001000050	71	119	Fire - Institutional SF	2855	256.95	214.41	42.54
66	33707	C233428-05000200180	71	119	Fire - Institutional SF	23142	2082.78	1,737.96	344.82
67	33862	C233428-A0000200000	71	119	Fire - Institutional SF	16313	1468.17	1,225.11	243.06
68	33876	C233428-A0000900000	71	119	Fire - Institutional SF	17566	1580.94	1,319.21	261.73
69	33881	C233428-A0001110000	71	119	Fire - Institutional SF	9050	814.5	679.66	134.85
70	86802	C233929-A0000200000	71	119	Fire - Institutional SF	5243	471.87	393.75	78.12
71	86825	C233929-A0002100000	71	119	Fire - Institutional SF	7425	668.25	557.62	110.63
72	13660	C243328-A0000800000	71	119	Fire - Institutional SF	2400	216	180.24	35.76
73	47115	C243528-12000100050	71	119	Fire - Institutional SF	3298	296.82	247.68	49.14
74	47639	C243528-14001700140	71	119	Fire - Institutional SF	2768	249.12	207.88	41.24
75	48448	C243528-17006600020	71	119	Fire - Institutional SF	8021	721.89	602.38	119.51
76	77002	C253629-A0000400000	71	119	Fire - Institutional SF	9688	871.92	727.57	144.35
77	77016	C253629-A0000720000	71	119	Fire - Institutional SF	12349	1111.41	927.41	184.00
78	14876	C273328-15000000450	71	119	Fire - Institutional SF	2698	242.82	202.62	40.20
79	36193	C273428-A0003500000	71	119	Fire - Institutional SF	33082	2977.38	2,484.46	492.92
80	36196	C273428-A0004200000	71	119	Fire - Institutional SF	14618	1315.62	1,097.81	217.81
81	99537	C323630-A0000200000	71	119	Fire - Institutional SF	7362	662.58	552.89	109.69
82	15344	C333328-A0000300000	71	119	Fire - Institutional SF	3728	335.52	279.97	55.55
83	37059	C343428-A0000400000	71	119	Fire - Institutional SF	24073	2166.57	1,807.88	358.69
84	37062	C343428-A0000700000	71	119	Fire - Institutional SF	22434	2019.06	1,684.79	334.27
85	65621	C343529-01000000070	71	119	Fire - Institutional SF	3282	295.38	246.48	48.90
86	65646	C343529-04000000010	71	119	Fire - Institutional SF	15060	1355.4	1,131.01	224.39
87	114716	C353732-03000100011	71	119	Fire - Institutional SF	6180	556.2	464.12	92.08

Wholly Exempt Institutional Building for Churches - New Rate of .0751

	parcel_id	Tax Parcel Number	DOR Code	Code	Code name	Total Units	2024	2025	Difference
88	100058	P063730-01000600010	71	119	Fire - Institutional SF	6960	626.4	522.70	103.70
89	100060	P063730-01000600070	71	119	Fire - Institutional SF	9298	836.82	698.28	138.54
90	100104	P063730-04000100030	71	119	Fire - Institutional SF	26467	2382.03	1,987.67	394.36
91	100175	P063730-04001800010	71	119	Fire - Institutional SF	8021	721.89	602.38	119.51
92	100313	P063730-06000600140	71	119	Fire - Institutional SF	3060	275.4	229.81	45.59
93	100364	P063730-07000200170	71	119	Fire - Institutional SF	1664	149.76	124.97	24.79
94	117607	P313630-03000100430	71	119	Fire - Institutional SF	25147	2263.23	1,888.54	374.69
95	99020	P313630-03000400080	71	119	Fire - Institutional SF	6048	544.32	454.20	90.12
96	99115	P313630-07000900010	71	119	Fire - Institutional SF	4996	449.64	375.20	74.44
97	99136	P313630-07A02600100	71	119	Fire - Institutional SF	8455	760.95	634.97	125.98
98	99275	P313630-08000K00000	71	119	Fire - Institutional SF	29163	2624.67	2,190.14	434.53
99	99452	P313630-A0003800000	71	119	Fire - Institutional SF	4551	409.59	341.78	67.81
100	77769	P363629-07000000110	71	119	Fire - Institutional SF	5030	452.7	377.75	74.95
Totals							<u>\$93,344.66</u>	<u>\$76,202.02</u>	<u>\$17,142.64</u>

Wholly Exempt Institutional Building for Non Churches - New Rate of .2748

							Total at Proposed		Difference
parcel_id	Strap (Dashes)	DOR Code	DOR Type	Code	Code name	Total Units	Rate Total	Rate	
1	4634 C-01-33-28-010-00H0-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	3002	\$ 270.18	\$ 824.95	\$ 554.77
2	40535 C-01-35-28-030-0300-0100	77	Clubs/Lodges Halls	119	Fire - Institutional SF	2256	\$ 203.04	\$ 619.95	\$ 416.91
3	99815 C-03-37-30-A00-0190-0000	75	Non-Profit Service	119	Fire - Institutional SF	4000	\$ 360.00	\$ 1,099.20	\$ 739.20
4	52566 C-06-34-29-A00-0071-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	11600	\$ 1,044.00	\$ 3,187.68	\$ 2,143.68
5	100994 C-07-37-30-050-0230-0040	75	Non-Profit Service	119	Fire - Institutional SF	900	\$ 81.00	\$ 247.32	\$ 166.32
6	112003 C-07-38-30-A00-0010-0000	75	Non-Profit Service	119	Fire - Institutional SF	68291	\$ 6,146.19	\$ 18,766.37	\$ 12,620.18
7	6644 C-09-33-28-011-0860-0010	72	Private Schools	119	Fire - Institutional SF	32697	\$ 2,942.73	\$ 8,985.14	\$ 6,042.41
8	113792 C-16-35-31-A00-0050-0000	75	Non-Profit Service	119	Fire - Institutional SF	3808	\$ 342.72	\$ 1,046.44	\$ 703.72
9	8687 C-19-33-28-040-1070-0010	77	Clubs/Lodges Halls	119	Fire - Institutional SF	6920	\$ 622.80	\$ 1,901.62	\$ 1,278.82
10	110653 C-22-37-30-400-00J6-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	7876	\$ 708.84	\$ 2,164.32	\$ 1,455.48
11	33866 C-23-34-28-A00-0050-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	3343	\$ 300.87	\$ 918.66	\$ 617.79
12	64561 C-23-35-29-020-00B0-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	9344	\$ 840.96	\$ 2,567.73	\$ 1,726.77
13	34324 C-26-34-28-010-00B0-0010	77	Clubs/Lodges Halls	119	Fire - Institutional SF	8158	\$ 734.22	\$ 2,241.82	\$ 1,507.60
14	35311 C-26-34-28-020-00A0-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	5400	\$ 486.00	\$ 1,483.92	\$ 997.92
15	59331 C-33-34-29-080-0000-0410	75	Non-Profit Service	119	Fire - Institutional SF	3336	\$ 300.24	\$ 916.73	\$ 616.49
16	59332 C-33-34-29-080-0000-0420	75	Non-Profit Service	119	Fire - Institutional SF	2361	\$ 212.49	\$ 648.80	\$ 436.31
17	76461 P-24-36-29-A00-0024-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	12792	\$ 1,151.28	\$ 3,515.24	\$ 2,363.96
18	99101 P-31-36-30-070-0070-0010	77	Clubs/Lodges Halls	119	Fire - Institutional SF	2507	\$ 225.63	\$ 688.92	\$ 463.29
19	99175 P-31-36-30-07A-0280-0140	79	Cultural Groups	119	Fire - Institutional SF	1478	\$ 133.02	\$ 406.15	\$ 273.13
20	99444 P-31-36-30-A00-0326-0000	77	Clubs/Lodges Halls	119	Fire - Institutional SF	9440	\$ 849.60	\$ 2,594.11	\$ 1,744.51
21	77868 P-36-36-29-130-0030-0010	77	Clubs/Lodges Halls	119	Fire - Institutional SF	5185	\$ 466.65	\$ 1,424.84	\$ 958.19
Total							\$ 18,422.46	\$ 56,249.91	\$ 37,827.45

Institutional Building Retirement Homes - New Rate of .8636

parcel_Tax Parcel Number		DOR			Total			
		Code	Code	Code name	Units	2024	2025	Difference
1	77009 C253629-A0000700020	06	123	Fire - Institutional SF	63963	21,293.28	55,238.45	33,945.16
2	77028 P253629-A0001500000	06	123	Fire - Institutional SF	48469	16,135.33	41,857.83	25,722.50
3	99575 P323630-A0001900000	06	123	Fire - Institutional SF	66892	22,268.35	57,767.93	35,499.58
4	23364 C043428-13025900030	78	119	Fire - Institutional SF	49205	16,380.34	42,493.44	26,113.09
5	30034 C133428-02000A00000	78	123	Fire - Institutional SF	20254	6,742.56	17,491.35	10,748.80
6	53768 C163429-110AAA00020	74	123	Fire - Institutional SF	10565	3,517.09	9,123.93	5,606.85
7	61696 C063529-08000A10000	71	119	Fire - Institutional SF	14129	4,703.54	12,201.80	7,498.26
8	61370 C053529-A0003800000	75	123	Fire - Institutional SF	8140	2,709.81	7,029.70	4,319.90
9	99240 P313630-08000F00000	03	123	Fire - Institutional SF	2063	686.77	1,781.61	1,094.83
						94,437.07	244,986.05	150,548.98

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Leah Sauls, Development Services Director

SUBJECT/TITLE: Public hearing to consider adoption of Ordinance 24-25-14, extending the moratorium of Impact Fees in Highlands County for up to one year from date of adoption.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to adopt Ordinance 24-25-14, extending the moratorium of Impact Fees in Highlands County for up to one year from the date of adoption.

FISCAL IMPACT

The fiscal impact is not determinable at this time but is an estimated loss of \$2.5 million per year (500 new homes x approx. \$5,000 per home impact fee assessment) that will not be collected for capital improvement items.

Attachments: [Ordinance.suspending_Impact_Fees.2026.SGS.pdf](#)

Attachments: [Statement of Issue- IF Ord.pdf](#)

ORDINANCE NO.: 24-25-014

AN ORDINANCE OF HIGHLANDS COUNTY, FLORIDA, AMENDING THE HIGHLANDS COUNTY CODE OF ORDINANCES, CHAPTER 13, IMPACT FEES; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AN AMENDMENT TO CHAPTER 13, IMPACT FEES, ARTICLE II, IMPOSITION OF IMPACT FEES, SECTION 13-29, SCHEDULE; 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, from time to time it is necessary for Highlands County to update and/or amend its codes and regulations; and

WHEREAS, the Highlands County Code of Ordinances, Chapter 13, provides for the imposition of impact fees to accommodate the cost of future growth necessitated capital improvements to the County's infrastructure; and

WHEREAS, on June 16, 2009, the County adopted Ordinance 08-09-80, which suspended the imposition of impact fees effective July 1, 2009; and

WHEREAS, since 2009, the County has consistently adopted ordinances to renew the suspension on the imposition of impact fees; and

WHEREAS, on August 20, 2024, the County adopted Ordinance No.: 23-24-36, which further extended the suspension on the imposition of impact fees through and including June 30, 2025; and

WHEREAS, on June 17, 2025, the County considered a Statement of Legislative Intent related to the further suspension of impact fees and directed an extension of the suspension; and

WHEREAS, the County hereby deems it necessary, appropriate and in the best interest of the public health, safety, comfort, good order, appearance, convenience and general welfare to amend Highlands County Code of Ordinances, Chapter 13, Impact Fees, Article II, Imposition of Impact Fees, Section 13-29, Schedule as set forth in this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY HIGHLANDS COUNTY, FLORIDA.

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 13, IMPACT FEES, ARTICLE II, IMPOSITION OF IMPACT FEES, SECTION 13-29, SCHEDULE. Highlands County Code of Ordinances, Chapter 13, Impact Fees, Article II, Imposition of Impact Fees, Section 13-29, Schedule, 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.**

Sec. 13-29. – Schedule.

The impact fees imposed under this article shall become effective at the following times and in the following rates:

- (3) Notwithstanding the provisions of subsections (1) and (2) of this section, all impact fees imposed pursuant to sections 13-21 through 13-28 herein are suspended and shall not be imposed through and including June 30, 2026, and the County is not required to adopt an annual impact fee index resolution during calendar year 2025 for an impact fee to be imposed pursuant to sections 13-21 through 13-28 herein.

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 13, Impact Fees, as set forth herein are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 5. SEVERABILITY. The divisions, sections, subsections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph, subsection, section, or divisions of this ordinance shall be declared invalid, unconstitutional or unenforceable by the valid judgment or decree of a

court of competent jurisdiction, such invalidity, unconstitutionality or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs, subsections, sections, and divisions of this ordinance.

SECTION 6. CODIFICATION AND SCRIVENER'S ERRORS.

A. Section 2 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 7. CONFLICT. Any ordinance or part thereof in conflict with this Ordinance or any part hereof is hereby repealed to the extent of the conflict.

SECTION 8. EFFECTIVE DATE. This Ordinance shall take effect immediately upon filing with the Department of State.

DONE AND ADOPTED this ____ day of _____, 2025.

**BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA**

Arlene Tuck, Chairperson

(SEAL)

ATTEST:

Jerome Kaszubowski, Clerk

Statement of Issue

Ordinance 24-25-14 allows for the suspension of Impact Fees to continue in Highlands County up to June 30, 2026.

The Board approved an agreement between Highlands County and Alfred Benesch & Company for the completion of the Highland's County Comprehensive Alternative Revenue (CAR) Study.

Highlands County's Comprehensive Funding Study includes an evaluation of impact fees, Municipal Service Taxing Unit (MSTU), Municipal Service Benefit Unit (MSBU) and other alternative revenues. In addition to the development of impact fees, the study is to evaluate whether implementation of other funding programs would be beneficial. Additionally, a rate analysis will also be completed for stormwater facilities.

The study's timeline is as follows:

Task Description	Date
1. Receipt of Notice to Proceed	December 2, 2024
2. Submittal of Data Needs Memo	January 2, 2025
3. Kick-off Meeting (Virtual)	January 13, 2025
4. Receipt of All Requested Data	February 14, 2025
5. Technical Study	February - October, 2025
6. Submittal of Draft Technical Report	September 19, 2025
7. Draft Report Review Meeting (Virtual)	Week of September 22, 2025
8. Commission Workshop	October, 2025
9. Submittal of Final Report	2 Weeks After Receipt of All Comments
10. Public Hearing	October/November, 2025

We have completed task 1 – 4, and are currently in the process of completing task 5.

The County will receive the first technical review draft in September.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Dustin Fitch, Deputy Chief

SUBJECT/TITLE: Public Hearing to consider approval of an Application for a Class 3 Certificate of Convenience and Necessity (COPCN) to National Health Transport, Inc.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to approve the Application for a Class 3 Certificate of Convenience and Necessity (COPCN) to National Health Transport, Inc.

FISCAL IMPACT

There is no fiscal impact

Attachments: [COPCN 1.pdf](#)

Attachments: [Highland COI 6.2026.pdf](#)

Attachments: [Statement.pdf](#)



Highlands County Fire Rescue



CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY NON-GOVERNMENTAL ENTITY MEDICAL TRANSPORTATION SERVICE LICENSE APPLICATION

Please type. Answer all questions that apply to the level of service to be provided. Attach additional sheets as needed.

STATEMENTS AND MATERIALS SUBMITTED WILL BE SUBJECT TO VERIFICATION

CHECK TYPE OF APPLICATION FOR CLASSIFICATION OF SERVICE

☒ New

☐ Renewal

☐ Class 1 (NEMT)

☐ Class 2 (BLS)

☒ Class 3 (ALS)

☐ Class 4 (Air)

National Health Transport Inc

Name of Service

2290 NW 110th Ave

Sweetwater

FL

33172

Mailing Address

City

State

Zip Code

(305) 636-5500

Telephone

1. Raul Rodriguez

Raul@nhtfl.com

Owner's Name

Email Address

2290 NW 110th Ave

Sweetwater

FL

33172

Mailing Address

City

State

Zip Code

(Attach names of elected officials associated with your service)

2. Michael DeSouza

(954)616-9000

mdesouza@nhtfl.com

General Manager/Contact Person

Telephone

Email Address

3. Date incorporated/formation of business association: 1/2010 (Attachment # 3)

(Attach articles of incorporation; names and address of shareholders along with number of outstanding shares.)

Additional pages may be added as needed



Highlands County Fire Rescue



4. Attach FCC license/communications contract: (Attachment # 4)
5. Address of present/proposed main station and any substations (attach list if more than three substations):
Main Station: 2290 NW 110th Ave Sweetwater, FL 33172
Substation: 871 S Kings Hwy Fort Pierce, FL 34945
Substation: _____
Substation: _____
6. Financial Information: (Attachment # 6)
Provide a financial statement as listed in Highlands County Code of Ordinances Section 5-56.
7. Insurance: (Attachment # 7)
Provide copies of Certificates of Insurance as listed in Highlands County Code of Ordinances Section 5-52.
8. Vehicle information: Complete and attach appropriate form.
9. Personnel information: Complete and attach appropriate form.
10. All COPCN applicants:
 - A. Attach contract with a medical director as provided by State Law and include copy of DEA license (Class 2, 3, and 4 applicants only).
 - B. Statement describing geographical area served by your company.
 - C. Statement of facts and data describing the need for your service in Highlands County.
 - D. Schedule of proposed fees to be charged for your service.
 - E. Identify staffing patterns and operational hours for each permitted vehicle in your fleet.



Highlands County Fire Rescue

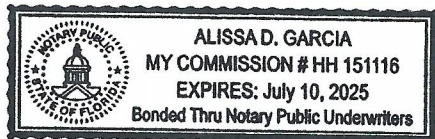


[Signature]
Signature of Owner/Manager

CEO
Title

STATE OF FLORIDA
COUNTY OF Miami Dade

Sworn to (or affirmed) and subscribed before me this 12 day of March, 2025, by
Raul Rodriguez (name of person making statement).



[Signature]
(Signature of Notary Public - State of Florida)
Alissa D. Garcia
(Print, Type, or Stamp Commissioned Name of Notary Public)

Public)
Personally Known: ☒ OR Produced Identification ☐
Type of Identification Produced: _____



Highlands County Fire Rescue



Additional requirements:

1. Attach letter of any investigation or formal disciplinary action involving your agency by the Florida Department of Health, or any local, state, or federal agency.
2. The financial ability of the applicant to provide the proposed services based on, at minimum, attach the following criteria:
 - a. Audited financial statements or federal tax returns or, for newly formed corporations, personal audited financial statements from the principal(s), as defined by the county administrator.
 - b. Pro forma statements.
 - c. Credit and bank references, and current official credit report.
 - d. Disclosure of any and all pending liabilities.
3. Attach the management plan of the applicant.

All applicants:

1. Return signed and notarized application, upon receipt of the application an invoice will be generated to include an application fee of \$500, exact fees charged for notification process and vehicle permit fees of \$100 per vehicle listed on Highlands County COPCN Certificate Vehicle form. A check made payable to the Highlands County Board of County Commissioners is required prior to any notification is made. All fees are non-refundable.
2. Renewal applicants: Return signed and notarized application, upon receipt of the application an invoice will be generated to include an application fee of \$500, exact fees charged for notification process, and vehicle permit fees of \$100 per vehicle listed on the Highlands County COPCN Certificate Vehicle form. A check made payable to the Highlands County Board of County Commissioners is required prior to any notification is made. All fees are non-refundable.
 - If a request for renewal is less than three months from the expiration of COPCN or application inaccuracies caused by the applicant create a delay of renewal to extend beyond the expiration of the services current COPCN, a non-refundable \$250 late fee will be imposed and required paid prior to notification of renewal request.
 - Any renewal COPCN requiring an extension of service due to late filing to be brought before the Highlands County Board of County Commissioners will require a non-refundable \$1,000 extension fee imposed and paid prior to notifications of extension and renewal application request.

INCORPORATION ATTACHMENT #3



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation

NATIONAL HEALTH TRANSPORT INC.

Filing Information

Document Number P10000004487
FEI/EIN Number 27-1720808
Date Filed 01/15/2010
Effective Date 01/15/2010
State FL
Status ACTIVE

Principal Address

2290 NW 110TH AVENUE
 SWEETWATER, FL 33172

Changed: 03/12/2019

Mailing Address

2290 NW 110TH AVENUE
 SWEETWATER, FL 33172

Changed: 03/12/2019

Registered Agent Name & Address

RODRIGUEZ, RAUL F
 2290 NW 110TH AVENUE
 SWEETWATER, FL 33172

Name Changed: 04/30/2012

Address Changed: 03/12/2019

Officer/Director Detail

Name & Address

Title P

RODRIGUEZ, RAUL F
 2290 NW 110TH AVENUE
 SWEETWATER, FL 33172

Annual Reports

Report Year	Filed Date
2022	04/07/2022
2023	03/14/2023
2024	02/20/2024

Document Images

02/20/2024 -- ANNUAL REPORT	View image in PDF format
03/14/2023 -- ANNUAL REPORT	View image in PDF format
04/07/2022 -- ANNUAL REPORT	View image in PDF format
04/30/2021 -- ANNUAL REPORT	View image in PDF format
04/02/2020 -- ANNUAL REPORT	View image in PDF format
03/12/2019 -- ANNUAL REPORT	View image in PDF format
04/18/2018 -- ANNUAL REPORT	View image in PDF format
05/01/2017 -- ANNUAL REPORT	View image in PDF format
04/29/2016 -- ANNUAL REPORT	View image in PDF format
05/01/2015 -- ANNUAL REPORT	View image in PDF format
02/12/2014 -- ANNUAL REPORT	View image in PDF format
03/12/2013 -- ANNUAL REPORT	View image in PDF format
04/30/2012 -- ANNUAL REPORT	View image in PDF format
04/15/2011 -- ANNUAL REPORT	View image in PDF format
01/15/2010 -- Domestic Profit	View image in PDF format

COMMUNICATIONS

ATTACHMENT #4



Communications

National Health Transport(NHT) communication center is located in Sweetwater, Florida. Crews receive their calls by radio and cell phone. Radio call sign WQYV483, see attached for radio frequency from Highland wireless. NHT also use a dispatch system call EMS1r where the crews receive their calls on cell phones.



Federal Communications Commission
Public Safety and Homeland Security Bureau

RADIO STATION AUTHORIZATION

LICENSEE: NATIONAL HEALTH TRANSPORT INC

ATTN: RAUL RODRIGUEZ
NATIONAL HEALTH TRANSPORT INC
2950 NW 7TH AVE
MIAMI, FL 33127

Call Sign WQYV483	File Number 0007636881
Radio Service PW - Public Safety Pool, Conventional	
Regulatory Status PMRS	
Frequency Coordination Number PS20170200019	

FCC Registration Number (FRN): 0026157818

Grant Date 02-02-2017	Effective Date 02-02-2017	Expiration Date 02-02-2027	Print Date 02-03-2017
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STATION TECHNICAL SPECIFICATIONS

Fixed Location Address or Mobile Area of Operation

Loc. 1 Area of operation
Countywide: MIAMI-DADE, FL

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000463.00000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.00000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.02500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.16250000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.16250000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.18750000	MO	20		11K2F3E	100.000	100.000			02-02-2018

Conditions:

Pursuant to §309(h) of the Communications Act of 1934, as amended, 47 U.S.C. §309(h), this license is subject to the following conditions: This license shall not vest in the licensee any right to operate the station nor any right in the use of the frequencies designated in the license beyond the term thereof nor in any other manner than authorized herein. Neither the license nor the right granted thereunder shall be assigned or otherwise transferred in violation of the Communications Act of 1934, as amended. See 47 U.S.C. § 310(d). This license is subject in terms to the right of use or control conferred by §706 of the Communications Act of 1934, as amended. See 47 U.S.C. §606.

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV483

File Number: 0007636881

Print Date: 02-03-2017

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000462.95000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000467.95000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000462.96250000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000467.96250000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000462.97500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000467.97500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000462.98750000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000467.98750000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.17500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.02500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.05000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.05000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.07500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.07500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.10000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.10000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.12500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.12500000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.15000000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.15000000	MO	20		11K2F3E	100.000	100.000			02-02-2018

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV483

File Number: 0007636881

Print Date: 02-03-2017

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000463.1750000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.1875000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.0125000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.0125000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.0375000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.0375000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.0625000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.0625000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.0875000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.0875000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.1125000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.1125000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000463.1375000	MO	20		11K2F3E	100.000	100.000			02-02-2018
1	1	000468.1375000	MO	20		11K2F3E	100.000	100.000			02-02-2018

Control Points

Control Pt. No. 1

Address: 2950 NW 7th Ave

City: Miami County: MIAMI-DADE State: FL Telephone Number: (305)636-5510

Associated Call Signs

<NA>

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV483

File Number: 0007636881

Print Date: 02-03-2017

Waivers/Conditions:

NONE



Federal Communications Commission Public Safety and Homeland Security Bureau

RADIO STATION AUTHORIZATION

LICENSEE: NATIONAL HEALTH TRANSPORT INC

ATTN: RAUL RODRIGUEZ
NATIONAL HEALTH TRANSPORT INC
2950 NW 7TH AVE
MIAMI, FL 33127

Call Sign WQYV706	File Number 0007636303
Radio Service PW - Public Safety Pool, Conventional	
Regulatory Status PMRS	
Frequency Coordination Number PS20170200025	

FCC Registration Number (FRN): 0026157818

Grant Date 02-06-2017	Effective Date 02-06-2017	Expiration Date 02-06-2027	Print Date 02-07-2017
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STATION TECHNICAL SPECIFICATIONS

Fixed Location Address or Mobile Area of Operation

Loc. 1 Area of operation
Countywide: BROWARD, FL

Antennas

Loc	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000463.00000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.18750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.00000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.02500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.02500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.05000000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Conditions:

Pursuant to §309(h) of the Communications Act of 1934, as amended, 47 U.S.C. §309(h), this license is subject to the following conditions: This license shall not vest in the licensee any right to operate the station nor any right in the use of the frequencies designated in the license beyond the term thereof nor in any other manner than authorized herein. Neither the license nor the right granted thereunder shall be assigned or otherwise transferred in violation of the Communications Act of 1934, as amended. See 47 U.S.C. § 310(d). This license is subject in terms to the right of use or control conferred by §706 of the Communications Act of 1934, as amended. See 47 U.S.C. §606.

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV706

File Number: 0007636303

Print Date: 02-07-2017

Antennas

Loc Ant Frequencies			Sta.	No.	No.	Emission	Output	ERP	Ant.	Ant.	Construct
No.	No.	(MHz)	Cls.	Units	Pagers	Designator	Power (watts)	(watts)	Ht./Tp meters	AAT meters	Deadline Date
1	1	000468.05000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.07500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.07500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.10000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.10000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.12500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.12500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.15000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.18750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.01250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.01250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.03750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.03750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.06250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.06250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.08750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.08750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.11250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.11250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.13750000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV706

File Number: 0007636303

Print Date: 02-07-2017

Antennas

Loc Ant Frequencies			Sta.	No.	No.	Emission	Output	ERP	Ant.	Ant.	Construct
No.	No.	(MHz)	Cls.	Units	Pagers	Designator	Power (watts)	(watts)	Ht./Tp meters	AAT meters	Deadline Date
1	1	000462.98750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.98750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.13750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.16250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.16250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.95000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.95000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.96250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.96250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.97500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.97500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.15000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.17500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.17500000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Control Points

Control Pt. No. 1

Address: 2950 NW 7th Ave

City: Miami County: MIAMI-DADE State: FL Telephone Number: (305)636-5510

Associated Call Signs

<NA>

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV706

File Number: 0007636303

Print Date: 02-07-2017

Waivers/Conditions:

NONE



Federal Communications Commission Public Safety and Homeland Security Bureau

RADIO STATION AUTHORIZATION

LICENSEE: NATIONAL HEALTH TRANSPORT INC

ATTN: RAUL RODRIGUEZ
NATIONAL HEALTH TRANSPORT INC
2950 NW 7TH AVE
MIAMI, FL 33127

Call Sign WQYV762	File Number 0007636306
Radio Service PW - Public Safety Pool, Conventional	
Regulatory Status PMRS	
Frequency Coordination Number PS20170200029	

FCC Registration Number (FRN): 0026157818

Grant Date	Effective Date	Expiration Date	Print Date
02-06-2017	02-06-2017	02-06-2027	02-07-2017

STATION TECHNICAL SPECIFICATIONS

Fixed Location Address or Mobile Area of Operation

Loc. 1 Area of operation
Countywide: MONROE, FL

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000463.11250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.11250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.13750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.13750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.16250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.16250000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Conditions:

Pursuant to §309(h) of the Communications Act of 1934, as amended, 47 U.S.C. §309(h), this license is subject to the following conditions: This license shall not vest in the licensee any right to operate the station nor any right in the use of the frequencies designated in the license beyond the term thereof nor in any other manner than authorized herein. Neither the license nor the right granted thereunder shall be assigned or otherwise transferred in violation of the Communications Act of 1934, as amended. See 47 U.S.C. § 310(d). This license is subject in terms to the right of use or control conferred by §706 of the Communications Act of 1934, as amended. See 47 U.S.C. §606.

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV762

File Number: 0007636306

Print Date: 02-07-2017

Antennas

Loc No.	Ant No.	Frequencies (MHz)	Sta. Cls.	No. Units	No. Pagers	Emission Designator	Output Power (watts)	ERP (watts)	Ant. Ht./Tp meters	Ant. AAT meters	Construct Deadline Date
1	1	000462.95000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.95000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.96250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.96250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.97500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.02500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.02500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.05000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.00000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.00000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.17500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.18750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.18750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.01250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.01250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.03750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.03750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.06250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.06250000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.08750000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV762

File Number: 0007636306

Print Date: 02-07-2017

Antennas

Loc Ant Frequencies			Sta.	No.	No.	Emission	Output	ERP	Ant.	Ant.	Construct
No.	No.	(MHz)	Cls.	Units	Pagers	Designator	Power (watts)	(watts)	Ht./Tp meters	AAT meters	Deadline Date
1	1	000468.08750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000462.98750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.98750000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000467.97500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.05000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.07500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.07500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.10000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.10000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.12500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.12500000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.15000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000468.15000000	MO	20		11K2F3E	100.000	100.000			02-06-2018
1	1	000463.17500000	MO	20		11K2F3E	100.000	100.000			02-06-2018

Control Points

Control Pt. No. 1

Address: 2950 NW 7th Ave

City: Miami County: MIAMI-DADE State: FL Telephone Number: (305)636-5510

Associated Call Signs

<NA>

Licensee Name: NATIONAL HEALTH TRANSPORT INC

Call Sign: WQYV762

File Number: 0007636306

Print Date: 02-07-2017

Waivers/Conditions:

NONE

FINANCIAL ATTACHMENT #6

NATIONAL HEALTH TRANSPORT INC

Profit & Loss

Cash Basis

January through December 2024

	Jan - Dec 24
Ordinary Income/Expense	
Income	
Management Fee Income	-560.00
Transportation Income	28,860,302.94
Total Income	28,859,742.94
Cost of Goods Sold	
Fuel for Vehicles	743,203.47
Merchant Account Fees	36,229.70
Payroll	14,258,229.03
Truck Maintenance Costs	12,845.96
Total COGS	15,050,508.16
Gross Profit	13,809,234.78
Expense	
Advertising and Promotion	33,059.86
Alarm Expense	1,586.08
Automobile Expense	26,004.92
Bank Service Charges	7,460.80
Biomedical Waste	4,798.66
Building Maintenance Broward	8,172.80
Building Maintenance Central FI	3,518.26
Building Maintenance Martin	19,441.01
Building Maintenance Miami	94,236.44
Capital Expenditures	358,944.31
Charitable Contribution	623,737.50
Computer and Internet Expenses	226,520.22
Contracted Personnel	710,633.89
Convention Seminars	28,058.19
Dues and Subscriptions	332,090.06
Employment Expense	25,731.75
Equipment Expense	155,431.31
Equipment Rental	20,658.01
Gym Expense	39,226.58
Insurance Expense	1,363,729.41
Interest Expense	3,037.70
Landscaping	17,242.29
Lease Payments	990,696.04
Legal Fees	125,645.20
Licenses and Permits	31,563.36
Marketing Supplies	3,166.61
Meals and Entertainment	301,398.26
Mechanical Supplies	1,441.65
Medical Supplies	445,842.43
Office Expense	65,042.71
Parking and Tolls Expense	72,804.16
Political Contributions	139,500.00
Postage and Delivery	25,527.15
Professional Fees	78,283.00
Records	138.29
Rent Expense	741,506.52
Repairs and Maintenance	851,733.33

	Jan - Dec 24
Tag and Registrations	
Taxes	14,257.00
	3,383.30
Telephone Expense	105.34
Telephone/Internet Expense	101,437.06
Traffic Violation	4,078.75
Travel Expense	694,543.50
Tuition Reimbursement	17,745.05
Uniforms	84,660.52
Utilities	60,363.82
Vehicle Maintenance	28,376.28
Vehicle Supplies	1,240.00
Waste Expense	8,437.12
Total Expense	8,996,236.50
Net Ordinary Income	4,812,998.28
Other Income/Expense	
Other Expense	30,513.22
Net Other Income	-30,513.22
Net Income	4,782,485.06

**CERTIFICATE OF
INSURANCE
ATTACHMENT #7**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/25/2024

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
MARSH USA, LLC.
1221 Brickell Avenue, Suite 1550
Miami, FL 33131

CN110033400--WAGP-24-25

INSURED
National Health Transport, Inc.
2290 NW 110th Avenue
Sweetwater, FL 33172-1923

CONTACT

NAME:

PHONE
(A/C, No, Ext):FAX
(A/C, No):

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Old Republic Insurance Co

24147

INSURER B : Covery's Specialty Insurance Company

15686

INSURER C :

INSURER D :

INSURER E :

INSURER F :

COVERAGES**CERTIFICATE NUMBER:**

ATL-005432681-08

REVISION NUMBER: 2

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			005FL000036286	06/23/2024	06/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			MWTB 313612 24 "Auto Physical Damage" "Comprehensive Ded: \$1,000" "Collision Ded: \$1,000"	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			005FL000036286	06/23/2024	06/01/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	MWC 313611 24	06/01/2024	06/01/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			005FL000036286	06/23/2024	06/01/2025	Limit Per Claim 1,000,000 Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Evidence of Insurance

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

Marsh USA LLC

VEHICLE INFORMATION



Highlands County Fire Rescue
HIGHLANDS COUNTY COPCN CERTIFICATE VEHICLES



Name of Service: National Health Transport Inc. Date: March 20th 20

Unit #	Vehicle Type:	Year/Make	Model	Vehicle Identification #	Mileage
96	Dodge Pro Master 2500	2023	Ram	3C6LRVDG7PE533043	96,345
98	Dodge Pro Master 2500	2023	Ram	3C6LRVDG6PE572271	65,578



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/30/2025

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.

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PRODUCER MARSH USA, LLC. 1221 Brickell Avenue, Suite 1550 Miami, FL 33131		CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL ADDRESS:	
CN110033400--WAGP-25-26		INSURER(S) AFFORDING COVERAGE	
INSURED National Health Transport, Inc. 2290 NW 110th Avenue Sweetwater, FL 33172-1923		NAIC # INSURER A: Old Republic Insurance Co 24147 INSURER B: Covery's Specialty Insurance Company 15686 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

ATL-005983314-08

REVISION NUMBER: 1

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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:		005FL000036286	06/01/2025	06/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		MWTB 313612 25 ""Auto Physical Damage"" ""Comprehensive Ded: \$1,000"" ""Collision Ded: \$1,000""	06/01/2025	06/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☒ N	MWC 313611 25	06/01/2025	06/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability		005FL000036286	06/01/2025	06/01/2026	Limit Per Claim 1,000,000 Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Highlands County, a Political Subdivision of the State of Florida and its elected officials, its agents, employees, and volunteers are Additional Insured on all policies except Worker's Compensation and Professional Liability.

CERTIFICATE HOLDER

CANCELLATION

Highlands County Board of County Commissioners 600 S. Commerce Ave. Sebring, FL 33870	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 <i>Marsh USA LLC</i>
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Statement of Issue: 1271-2024

National Health Transport, Inc applied for a COPCN on March 3, 2025. The application was found complete and was publicly noticed, pursuant to Section 5-56(b) of the code of ordinances, Highlands County, Florida

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Sherry G. Sutphen, County Attorney

SUBJECT/TITLE: Request adoption of Ordinance 24-25-15 pertaining to camping on public property.

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move to adopt Ordinance 24-25-15 pertaining to camping on public property.

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Ordinance public camping \(2025.06.18\).pdf](#)

Attachments: [Statement of Issue \(003\).pdf](#)

ORDINANCE NO. 24-25-15

**AN ORDINANCE OF HIGHLANDS COUNTY, FLORIDA,
PERTAINING TO CAMPING ON PUBLIC PROPERTY;
PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT;
PROVIDING FOR DEFINITIONS; PROVIDING FOR
PROHIBITION AGAINST CAMPING ON PUBLIC
PROPERTY; PROVIDING FOR PENALTIES; PROVIDING
FOR THE IMPLEMENTATION OF ADMINISTRATIVE
ACTIONS; PROVIDING A SAVINGS CLAUSE;
PROVIDING FOR SEVERABILITY; PROVIDING FOR
CODIFICATION AND SCRIVENER'S ERRORS;
PROVIDING FOR CONFLICTS; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, on March 20, 2024, the Governor of Florida approved House Bill 1365, which created Florida Statutes, Section 125.0231, making it impermissible, effective October 1, 2024, for counties and municipalities to authorize or otherwise allow camping or sleeping on public grounds, at public buildings, on public property or in public rights of way; and

WHEREAS, the purpose of the legislation was to fulfill an important state interest of protecting the health, safety, welfare, quality of life, and aesthetics of Florida communities; and

WHEREAS, pursuant to Florida Statutes, Section 125.0231, a prevailing resident or business owner may be awarded reasonable expenses incurred, including court costs, reasonable attorney fees, investigative costs, witness fees, and deposition costs, under a civil action against a government entity for failing to enforce the prohibition against public camping and sleeping; and

WHEREAS, the United States Supreme Court has found laws like Florida Statutes, Section 125.0231, to be constitutional in application and not a violation of the Eighth Amendment restriction against cruel and unusual punishment pertaining to homeless individuals. See *City of Grants Pass, Oregon v. Johnson, et. al*, 144 S.Ct. 2202 (2024); and

WHEREAS, the County hereby deems it necessary, appropriate and in the best interest of the public health, safety, comfort, good order, convenience and general welfare to establish regulations to prohibit camping on public property consistent with Florida Statutes, Section 125.0231.

NOW THEREFORE, BE IT ORDAINED BY HIGHLANDS COUNTY, FLORIDA, after due notice and public hearing, that:

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. DEFINITIONS. The following definitions shall apply to the interpretation and enforcement of this Ordinance. Any words not explicitly defined shall have the common meaning.

- A. *Camp* means residing or sleeping outdoors or in a temporary shelter located outdoors. This term does not include recreational or relaxation activities in a public park during Daylight Hours, such as picnicking, playing, or resting, provided there is no intent to remain overnight. This term also does not include overnight camping activities in an area of a public park that is properly designated as an overnight campground, so long as the overnight camping activities comply with the regulations and requirements of such campground.
- B. *Camp Paraphernalia* means items used for overnight habitation, including, but not limited to, tents, huts or other temporary shelters, tarpaulins, cots, sleeping bags, mattresses, hammocks, or portable cooking devices, including but not limited to camp stoves and grills. This term does not include such items when they are temporarily used in a park for recreation or relaxation during Daylight Hours when the park is open to the public, nor does it include items such as chairs or picnic baskets, as long as they are used solely for daytime activities, provided there is no intent to remain overnight.
- C. *Daylight Hours* means the period from one-half hour before sunrise to one-half hour after sunset, as determined by the National Weather Service for Highlands County, Florida, or the operating hours of a public park, whichever is shorter.
- D. *Public Property* means any real property, park, right-of-way, building, structure, equipment, sign, shelter, vegetation, trail, and/or public open space, including all associated areas such as parking lots, controlled or owned by the state, the County, any municipality or any other government entity.
- E. *Store* means leaving Camp Paraphernalia unattended on Public Property that is not properly designated as a campground for more than two hours with the intent to use them for camping or overnight habitation. This term does not include leaving items like tents, blankets, chairs, picnic baskets, or portable cooking devices in a public park during Daylight Hours for recreational or relaxation activities, provided there is no intent to remain overnight.

SECTION 3. PROHIBITION AGAINST CAMPING ON PUBLIC PROPERTY AND SOLICITATION IN PUBLIC ROADWAYS. It shall be unlawful for any individual, person, entity, group, representative or corporation to:

- A. Camp on any Public Property, or

- B. Store Camp Paraphernalia on Public Property that is not properly designated as a campground with the intent to use the same for camping or overnight habitation; or

SECTION 4. PENALTIES. Any individual, person, entity, group, representative, or corporation violating any provision of this Ordinance shall be subject to the following penalties:

- A. First Offense: A warning shall be issued by a law enforcement officer. The warning must include a clear explanation of the violation, the corrective action required, and the potential consequences of noncompliance or subsequent violations. If the individual or entity fails to comply after receiving the warning and continues the prohibited conduct, the law enforcement officer is authorized to take the individual into custody for noncompliance. Such noncompliance constitutes a subsequent violation under this Ordinance and shall be charged as a misdemeanor of the second degree in accordance with Section 775.082 or Section 775.083, Florida Statutes. Upon conviction in a judicial proceeding before the county court in and for Highlands County, Florida, the offender may be subject to imprisonment in the county jail for a period not exceeding 30 days, a fine not exceeding \$500.00, or both, as determined by the court.
- B. Second or Subsequent Offenses: Any person, entity, group, representative, or corporation found to have committed a second or subsequent violation of this section shall be charged as a misdemeanor of the second degree in accordance with Section 775.082 or Section 775.083, Florida Statutes. Upon conviction in a judicial proceeding before the county court in and for Highlands County, Florida, the offender may be subject to imprisonment in the county jail for a period not exceeding 30 days, a fine not exceeding \$500.00, or both, as determined by the court.
- C. Repeated Violations in Different Locations: If a person, after being warned or arrested, leaves the initial location and re-establishes the prohibited activity at a new location in violation of this section, such action constitutes a new and separate offense subject to penalties for a second or subsequent violation, as outlined above.

SECTION 5. APPLICABILITY. This Ordinance shall apply to unincorporated Highlands County, Florida, and the municipalities, and other government entities located within Highlands County Florida, unless such municipality or other government entity adopts or has adopted an ordinance that conflicts with the subject matter contained herein.

SECTION 6. 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 7. SAVINGS CLAUSE. All prior actions of Highlands County pertaining to the adoption of the regulations set forth herein are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 8. SEVERABILITY. The divisions, sections, subsections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph, subsection, section, or divisions of this ordinance shall be declared invalid, unconstitutional or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such invalidity, unconstitutionality or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs, subsections, sections, and divisions of this ordinance.

SECTION 9. CODIFICATION AND SCRIVENER'S ERRORS.

A. Section 2, Section 3 and Section 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 10. CONFLICTS. Any ordinance or part thereof in conflict with this Ordinance or any part hereof is hereby repealed to the extent of the conflict.

SECTION 11. EFFECTIVE DATE. This Ordinance shall take effect immediately upon filing with the Department of State.

DONE AND ADOPTED this ____ day of _____, 2025.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

(SEAL)

By: _____
Arlene Tuck, Chairperson

ATTEST:

By: _____
Jerome Kaszubowski, Clerk

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Sherry G. Sutphen, County Attorney

SUBJECT/TITLE: Request adoption of Ordinance 24-25-15 prohibiting camping on public property in accordance with Florida Statutes, Section 125.0231

STATEMENT OF ISSUE

On November 7, 2024, the Board authorized County staff to draft an ordinance stemming from the newly established law (Florida Statutes, Section 125.0231), related to the prohibition against camping and sleeping on public property. After the authorization was provided, County staff began working with the Sheriff on the best approach for this new regulation. Polk County was in the process of adopting an ordinance in reaction to the new legislation which our Sheriff was watching closely. On May 6, 2025, Polk County finally adopted its ordinance and recently the attorney for our Sheriff verified that the penalty measures set forth in the ordinance are acceptable.

A proposed ordinance regarding this matter was brought before the Board on June 17, 2025. That proposed ordinance also included a prohibition against solicitation in public roadways, which was previously requested by the Board. Discussion with the Sheriff during the June 17, 2025 Board meeting resulted in direction from the Board to separate the prohibition against solicitation in public roadways component from the prohibition against camping and sleeping on public property component.

Accordingly, the attached Ordinance relates only to the prohibition against camping or sleeping on public property and fulfils the important state interest of protecting the health, safety, welfare, quality of life and aesthetics of Florida communities.

RECOMMENDED ACTION

Move to adopt Ordinance 24-25-15, prohibiting camping on public property in accordance with Florida Statutes, Section 125.0231.

FISCAL IMPACT

There is no fiscal impact.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Sherry G. Sutphen, County Attorney

SUBJECT/TITLE: County Attorney Status Report as of June 25, 2025.

STATEMENT OF ISSUE

RECOMMENDED ACTION

None. This is being provided for informational purposes only.

FISCAL IMPACT

There is no fiscal impact.

Attachments: [Long_Range_Legal_Log_6.25.2025.SGSKatie.pdf](#)

LONG RANGE ATTORNEY LOG

****Bolted/underlined** language identifies updates

Matter	Notes
Employee Manual revisions	The legal team is currently focusing on clarifying Disaster Pay, Holiday Pay, and the travel policy in the new Personnel Manual that will come before the Board for approval later this year.
Hospital sale issues	The Hospital Board has hired a law firm out of Tallahassee to draft proposed legislation that will assist the County with the ultimate sale of the hospital. The County Attorney's Office will help the process in any way requested in order to meet the Board's objective of selling the hospital.
Interlocal Service Boundary Agreement/Joint Planning/Annexation issues with all cities (enclaves and roads)	Agreement has been forwarded to the City of Avon Park for first road take over. The County and Avon Park are also working toward an effective tool for dealing with enclaves and annexation. <u>On June 20, 2025, Jerry Buhr contacted me to let me know that the developer would be going before the Avon Park City Council on Monday, June 23, 2025, and they would have more information regarding approach after that meeting.</u> <u>It is my understanding that key County staff recently met with key Lake Placid staff and the conversations were very positive. The County Administrator's Office and the County Attorney's Office are in agreement that once the details are worked out, legal can get involved to draft the associated contracts.</u>
Revisions to organization of Advisory Board and Committees	The County Attorney's Office continues to bring forward revisions to the boards and committees. The County Attorney's Office has conducted meetings with staff liaisons for the Industrial Development Authority/Economic Development Commission (IDA/EDC), the Lake Istokpoga Management Committee (LIMC), and the Natural Resources Advisory Commission (NRAC) to gather additional information necessary to effectuate the proposed anticipated changes to these Committees. The County Attorney's Office continues to work with staff to finalize the proposed changes to bring before the Board.
Update/Repeal of County policies which have been individually adopted, and which are not part of a codified manual	This refers to day to day operational type policies of Administration and the various Departments which are not part of the code of ordinances, employment manual or Land Development Code. The Records Custodian for the County has started the researching the County's records to reveal all such policies.
Purchasing Policy revisions	The County Attorney's Office <u>continues to work with Purchasing on the agreed framework for the new Procurement Manual, in addition to making revisions to the platform and documentation for solicitations.</u>
Court Administration Interlocal Agreement	<u>On June 18, 2025, Court Administration contacted our office to inform us that its General Counsel is reviewing our last version of the Agreement and should have something to us within the next couple of weeks. As a side note, although the Agreement has not been finalized the Court has followed the budget process established in the Agreement for its budget requests for FY25-26.</u>

Fee Schedule	The County Attorney's Office is working with County staff to ensure that the County's Fee Schedule is being applied as permissible and consistently. Landfill and other solid waste related fees are currently being analyzed, and the revisions will be brought before the Board shortly. <u>We are also in the process of drafting documents to ensure that the fee revisions do not negatively impact the County's Solid Waste Contract and the Municipalities. We anticipate having all items related to this matter brought before the Board by the first meeting in August.</u>
TDC Grant Application and Agreement	The County Attorney's Office is working with TDC staff to revise the current Grant Application and associated Agreement.
Facility Use Agreement	The County Attorney's Office is working with County staff to revise the current Facility Use Agreement.
Code of Ordinances	The County Attorney's Office is reviewing the County's Code of Ordinances to identify obsolete ordinances that should be repealed or updated. Currently, the trespass ordinance and Land Development Regulations are being reviewed, and recommendations will be coming to the Board for approval in the coming months.
Local Business Tax Act	The County Attorney's Office has attended meetings with all of the Commissioners regarding the re-establishment of the Business Tax Receipt (BTR) to understand the expectations of each. The County Attorney's Office is now completing additional research based on discussions with each Commissioner. We will schedule a meeting with the Tax Collector once we have a working document so that we can discuss fees for his administration of the BTR.
Legislative Session Updates	The County Attorney's Office continues to monitor several bills that will impact our County and/or our County Departments and the services we provide and will report to the Board accordingly.
Housing (SHIP) Mortgage Documents	The County Attorney's Office will be reviewing and revising the SHIP Mortgage documents including the Satisfaction of Mortgage and Release documents to accommodate issues that we have been experiencing with title companies and with amending documents as necessary based on changes to the SHIP arrangement with property owners.
Ordinance changes for Fire Rescue	The County Attorney's Office continues to review the ordinance changes requested by Fire Rescue and is conducting research accordingly.
Code Enforcement	The County Attorney's Office is working with Code Enforcement to prioritize liens which are appropriate for foreclosure and violations which are appropriate for nuisance type lawsuits. We will bring the information to the Board for a decision as to proceeding forward once the information is fully gathered.
<u>Public Camping Ordinance</u>	<u>On June 18, 2025, a separate Ordinance was drafted and provided to the Sheriff and his counsel. The Sheriff approved the Ordinance and a public hearing will be held on July 1, 2025, to consider the Ordinance as instructed by the Board.</u>
<u>Solicitation Ordinance</u>	<u>On June 18, 2025, a separate Ordinance was drafted and provided to the Sheriff and his counsel. The Ordinance included updates to emphasize the health, safety and welfare of the matter and clarify the issues discussed during the public hearing on June 17, 2025. On June 24, 2025, counsel for the Sheriff provided redlines which we are currently considering. The Ordinance is scheduled to come back to the Board for consideration in a public hearing on July 15, 2025.</u>

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: Jul 1, 2025

PRESENTER: David Nitz, OMB Manager

SUBJECT/TITLE: Summary Presentation of the FY 2025/2026 Recommended Budget.

STATEMENT OF ISSUE

RECOMMENDED ACTION

None. This is for informational purposes only.

FISCAL IMPACT

There is no fiscal impact at this time.

Attachments: [Rec 25-26 Budget - 7.1.25.pdf](#)

**HIGHLANDS COUNTY BOARD OF COUNTY
COMMISSIONERS**



**FISCAL YEAR
2025-2026**

**RECOMMENDED
BUDGET**

JULY 01, 2025

FY 25-26 Recommended Budget vs FY 24-25 Adopted Budget

FY24-25 Adopted Budget **\$221,198,343**

FY25-26 Recommended Budget **\$205,412,834**

Fund	Fund Title	FY24-25 Adopted Budget	FY25-26 Recommended Budget	Change
420	Energy Recovery	\$ 3,275,745	\$ 3,667,286	\$ 391,541
401	Solid Waste	25,945,445	14,911,018	(11,034,427)
181	Fire Assessment	11,602,043	11,804,029	201,986
110	Transportation	15,971,572	16,007,519	35,947
151	Infrastructure	46,493,893	23,660,114	(22,833,779)
005	General Fund	105,837,449	116,509,662	10,672,213
various	All Other Funds	12,072,196	18,853,206	6,781,010
215	Total Budget	\$ 221,198,343	\$ 205,412,834	(\$ 15,785,509)

TAXABLE VALUE NOTE:

- Property Appraiser's Taxable Values for FY 25/26 are showing an increase of approximately 7.9% over FY 24/25.
- It was Staff's recommendation to limit the budget increases to 5.00% considering the current uncertain economic environment for FY 25/26 as well as the need to supplement funds with insufficient revenue.

GENERAL FUND FY 25/26 RECOMMENDED BUDGET VS FY 24/25 ADOPTED - INCREASE

	FY 24/25 Adopted Budget	FY 25/26 Recommended Budget**	Proposed Budget Increase	% Increase
General Fund Depts. - Board	\$ 29,264,106	\$ 30,970,864	\$ 1,706,758	5.83%
BOCC – Other (Mandates, etc)	16,045,419	16,921,785	876,366	5.46%
Sheriff	39,723,039	45,442,770	5,719,731	14.40%
Law Enforcement-BOCC	5,816,263	7,023,509	1,207,246	20.76%
E911 Program/Dispatch	1,152,609	1,316,810	164,201	14.25%
Clerk of Courts	5,687,205	6,089,521	402,316	7.07%
Property Appraiser	3,796,798	4,081,674	284,876	7.50%
Tax Collector *	2,591,007	2,785,333	194,326	7.50%
Supervisor of Elections	1,761,003	1,877,396	116,393	6.61%
TOTAL	\$ 105,837,449	\$ 116,509,662	\$ 10,672,213	10.08%

* Estimated 7.50% Increase

** Budgeting \$15.2 Million Fund Balance to balance

GENERAL FUND

MILLAGE NEEDED TO COVER INCREASE

	FY 24/25 Adopted Budget	Budget Increase 5.0%	FY 25/26 Requested Budget**	Above Allowed Increase	Mils to Cover Increase***
General Fund Depts. - Board	\$ 29,264,106	\$ 30,727,311	\$ 30,970,864	\$ 243,553	0.030
BOCC – Other (Mandates, etc)	16,045,419	16,847,690	16,921,785	74,095	0.009
Sheriff	39,723,039	41,709,191	45,442,770	3,733,579	0.459
Law Enforcement-BOCC	5,816,263	6,107,076	7,023,509	916,433	0.113
E911 Program/Dispatch	1,152,609	1,210,239	1,316,810	106,571	0.013
Clerk of Courts	5,687,205	5,971,565	6,089,521	117,956	0.014
Property Appraiser	3,796,798	3,986,638	4,081,674	95,036	0.012
Tax Collector *	2,591,007	2,720,557	2,785,333	64,776	0.008
Supervisor of Elections	1,761,003	1,849,053	1,877,396	28,343	0.003
TOTAL	\$ 105,837,449	\$ 111,129,321	\$ 116,509,662	\$ 5,380,341	0.661

* Estimated 7.50% Increase

** Budgeting \$15.2 Million Fund Balance to balance

*** 0.1 Mils = \$ 813,638

FUND BALANCE POLICY

Audited Fund Balance as of September 30, 2024	\$ 58,492,322
Extraordinary Fund Anomalies:	
- ARPA Funds Collected/Unspent	(8,331,165)
- Fire Exemption Buy Down	(3,564,432)
Current Fund Balance budgeted in FY24/25	(10,107,194)
Fund Balance currently budgeted in FY 25/26	<u>(15,211,578)</u>
Remaining Unassigned Fund Balance Available	\$ 21,277,953
 General Fund Budget FY 25/26	 \$ 116,509,662
100% Grant Programs	(7,475,293)
Capital Items	(1,300,176)
Transfers to Other Funds	(7,430,890)
Reserve for Contingency	<u>(506,500)</u>
Total General Fund Balance Per Policy	\$ 99,796,803
One Month Expenditures	\$ 8,316,400
Number of Months of Available Fund Balance	2.56 Months

SCHEDULED BUDGET MEETINGS

- July 8, 9:00 AM – CFS & Board Dept. Workshop
- July 8, 6:00 PM – Avon Park: South FL State College
- July 10, 6:00 PM – Lake Placid: Gov't Center
- July 15, 9:00 AM – Adoption of Millage Rate, Constitutional Officers and Outside Agency Workshop
- September 4, 5:30 PM – 1st Budget Public Hearing
- September 16, 5:30 PM – 2nd Budget Public Hearing



**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER: Laurie Hurner, County Administrator

SUBJECT/TITLE: Commissioner's Priorities and the Project Status Report.

STATEMENT OF ISSUE

RECOMMENDED ACTION

None. This information is being provided for informational purposes only.

FISCAL IMPACT

There is no fiscal impact.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: July 1, 2025

PRESENTER:

SUBJECT/TITLE: Board payables from July 1, 2025, through July 14, 2025

STATEMENT OF ISSUE

RECOMMENDED ACTION

Move approval of board payables

FISCAL IMPACT