

Highlands County Board of County Commissioners
Tuesday, March 3, 2026
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**

A Highlands County Code Enforcement Special Magistrate Hearing will be held at 1:30 p.m., on Wednesday, March 4, 2026, in the Boardroom, 600 S. Commerce Ave., Sebring, FL

The Zoning Board of Adjustment (BOA) will meet at 3:00 p.m., followed at 3:15 p.m., by the Planning and Zoning Commission/Local Planning Agency (P&Z) on Tuesday, March 10, 2026, in the Boardroom, 600 S. Commerce Ave., Sebring, FL

The Highlands Soil & Water Conservation District Board of Supervisors will meet at 3:00 p.m., on Thursday, March 12, 2026, at the Highlands Soil & Water Conference Room, in the Bert J. Harris, Jr., Agricultural Center, 4505 George Blvd., Sebring, FL

- 5. Constitutional Officers - Announcements**

- 6. Recognitions, Presentations and Proclamations**

- A. Request approval of a Proclamation designating the week of March 15-21, 2026 as Sunshine Week and the month of April as Records and Information Management Month in Highlands County.

Gloria Rybinski, Records Manager

No fiscal impact.

- B. Request approval of a Proclamation designating March 2026 as Irish American Heritage Month.

Laurie Hurner, County Administrator

No Fiscal Impact.

- C. Economic Development update to the Commission

Sarah Beth Murphy

No Fiscal Impact

- 7. Public Comment**

- 8. Consent Agenda**

- A. Request approval of Amendment 1 for Sonny's Lawn & Tree Service.

Stacy Prevatte, Procurement Manager

The fiscal impact for FY25/26 is \$24,756 to Fund 181 (Fire Assessment), \$6,036 to Fund 5 (General), \$45,500 to Fund 107 (Placid Lakes SBD), \$8,850 to Fund 148 (Highlands Park Estates SBD) and \$17,200 to Fund 128 (Sun 'N Lakes of Lake Placid SBD). These funds are in the approved FY25/26 Budget.

- B. Request Approval of Amendment 1 for LaFlam Bush Hogging.

Stacy Prevatte, Procurement Manager

The fiscal impact for FY25-26 is \$24,756 to Fund 181 (Fire Assessment), \$6,036 to Fund 5 (General), \$45,500 to Fund 107 (Placid Lakes SBD), \$8,850 to Fund 148 (Highlands Park Estates SBD) and \$17,200 to Fund 128 (Sun 'N Lakes of Lake Placid SBD). These funds are in the approved FY25/26 Budget.

- C. Request approval of the Interlocal Agreement with Highlands County and the Town of Lake Placid retroactive to October 1, 2025.

Tanya Cannady, Business Services Director

The fiscal impact to Fund 005 (General) is \$125,000 which is budgeted in cost center 6101, account 54915 and was approved in the Adopted Budget for FY 25/26

- D. Request Approval of Amendment 1 to subcontract agreement 25-30-42 between the Ounce of Prevention Fund of Florida/Healthy Families Florida and Highlands County

Cynthia Acevedo, Healthy Families Program Manager

The fiscal impact is a \$45,000 cost savings to the County (General Fund 005, cost center 5229). As a result of the approved lapse plan and budget reallocation, the grant will now fund \$45,000 in staff benefit costs that were previously budgeted from the General Fund. There is no negative fiscal impact, as existing grant funds are being realigned within allowable categories.

- E. Request approval of Henkelman Construction agreement amendment #1 to ITB #24-030-SDQ, EOC Expansion

Tiffany Gunn, Capital Projects Manager

Fiscal impact of \$200,139.15 for this change order is currently budgeted in cost center 3991, account 56200Z, project 19040.

- F. Request approval for the renewal agreement for financial advisory services with PFM Financial Advisors LLC.

David Nitz, OMB Manager

There is no fiscal impact by approving Amendment 3 to the piggyback agreement between Highlands County and PFM Financial Advisors, LLC unless the county determines there is a need to request their services.

- G. Request approval of Resolution 25-26-101 for the PROW Improvement Policy Updates

Jonathan Harrison, Road & Bridge Director

No fiscal impact.

- H. Request approval of the minutes from the January 22, 2026, and February 3, 2026, Regular meetings of the Board.

Pamela Gamez, Official Records Manager

No fiscal impact.

9. Public Hearing

- A. Request approval of Ordinance No. 25-26-08, regulations for Hobby Breeders along with an Amendment to Chapter 4.5 Ordinance through Resolution 25-26-099 to increase Animal Services fees in the Master Fee Schedule.

Beverly Singley, Code Enforcement Supervisor

There is no fiscal impact to Fund 005 (General). The Breeder Permit revenue is expected to cover all related staff costs and the fee Schedule for Veterinarian Services are set to be cost neutral and directly reflect the cost charged by the veterinarian.

10. Action Agenda

- A. Request acceptance of grant agreement between Florida Communities Trust (FCT) and Highlands County. (\$372,000.00)

Leah Sauls, Development Services Director, Casey Hartt, Lead Marketing Consultant

The fiscal impact is an increase of \$372,000.00 to Fund 152 (Tourist Development trust).

- B. Request approval of the agreement between Highlands County and Marmer Construction, Inc. for the construction of Spring Lake Fire Station # 23, project # 21104.

Tiffany Gunn, Capital Projects Manager

Fiscal impact of \$5,002,592.06, of which \$2,001,883.36 is budgeted in cost center 2685, account 56200Z, project 21104 and \$3,000,708.70 is budgeted in cost center 3217, account number 56200Z, project 21104. \$3,000,000.00 of the \$5,002,592.06 is grant funding from the State Fire Marshal's Office.

- C. Request to apply for Environmental Protection Agency Education Grant

Dawn Ritter, Natural Resources Manager

The fiscal impact is \$66,000 if awarded \$200,000. The \$66,000 can be utilized from fund 151, cost center 6303A, account 56301Z, project 23016.

11. County Attorney and County Administrator

- A. County Attorney Status Report

Sherry Sutphen

There is no fiscal impact.

- B. County Administrator Status Report
Laurie Hurner, County Administrator
No fiscal impact.

12. Commissioners

13. Informational

- A. Letter of support for Sebring Airport Authority's application to the BUILD grant
Sarah Beth Murphy
No Fiscal Impact
- B. Board payables from February 17– March 2, 2026

14. Adjourn

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

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. "Anyone requiring reasonable accommodation as provided for in the Americans With Disabilities Act or Section 286.26 Florida Statutes should contact Human Resources, ADA Coordinator at: 863-402-6509 (voice), or via Florida Relay 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 8:50 a.m. All Speaker Cards received after 8:50am, will be called during the regular Public Comment.