

Highlands County Board of County Commissioners

Tuesday, June 16, 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

The Highlands Soil and Water Conservation District will meet at 3:00 p.m., on Tuesday, June 16, 2026, in the HSWCD Conference room, at the Bert J. Harris, Jr., Agricultural Center, 4505 George Blvd., Sebring, FL

The Affordable Housing Advisory Committee will meet at 3:30 p.m., on Wednesday, June 17, 2026, in the Engineering Conference room, 505 S. Commerce Ave., Sebring, FL

The Natural Resources Advisory Commission will meet at 4:00 p.m., on Wednesday, June 24, 2026, in the Road & Bridge Conference room 1, 4344 George Blvd., Sebring, FL

The Highlands County Board of County Commissioners will hold a Special Meeting to adopt the Impact Fee Ordinance at 9:00 a.m., on Tuesday, June 30, 2026, in the Boardroom, 600 S. Commerce Ave., Sebring, FL

5. Constitutional Officers - Announcements

6. Recognitions, Presentations and Proclamations

A. Employee of the Quarter for the 1st quarter 2026.

Laurie Hurner, County Administrator

No fiscal impact.

B. Presentation of Years of Service Awards

James Duppenthaler, Fire Chief, Laura Borgesi, County Engineer, PE, PSM, MPA, Mark Lawrence, Solid Waste Director, Jonathan Harrison, Road & Bridge Director

No fiscal impact.

C. Request approval of Proclamation recognizing June as Faith, Family and Responsible Fatherhood Month in Highlands County.

Lauren Bush

There is no fiscal impact.

- D. Presentation regarding Sebring Airport Authority's capital projects, current operational activities and upcoming initiatives.

Andrew Bennett, Deputy Director, Sebring Airport Authority

No fiscal impact.

7. Public Comment

8. Consent Agenda

- A. Request approval of Agreement with Phillips Environmental LLC from RFP 25-013-RDV for Disaster Debris Removal and Recovery Services.

Robert Diefendorf, 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.

- B. Request approval of Agreement with Ceres Environmental Services, Inc. from RFP 25-013-RDV as the Secondary Contractor for Disaster Debris Removal and Recovery Services.

Robert Diefendorf, Project Engineer

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.

- C. Request to waive the Landfill Tipping Fees for Highway Park Neighborhood Council Great American Cleanup June 20, 2026

Mark Lawrence, Solid Waste Director

Landfill staff estimates that the Highway Park Neighborhood Council Great American Cleanup will haul an estimated twelve (12) tons of Class 1 waste at a cost of \$55.00 per ton for a total of \$660.00 to be waived. The figures are based upon the Highway Park Neighborhood Council Great American Cleanup estimate of two (2) roll off bins for this event.

- D. Request approval for Amendment 1 to the Agreement with Otis Elevator Company.

Brandon Gunn, Parks & Facilities Director

The fiscal impact is \$15,854.16 with \$7,601.32 budgeted in Fund 005 (General), Cost Centers 2672 (Facilities Management) and 6105 (Sports Complex); and \$8,252.84 in Fund 176 (State Court Facilities), Cost Center 1031B (Court Facilities).

- E. Request approval of budget amendment No. 25-26-086 increasing the funds in Cost Center 2103, County Attorney.

Sherry Sutphen, County Attorney

The fiscal impact in Fund 005 (General) of \$60,000.00 is a budget transfer from cost center 9990 (Budgetary Expenditures AC/005, account 59900 (Reserve for Contingency) to cost center 2103, account 53100 (Professional Services).

- F. Request adoption of Resolution No. 25-26-132 and Amendment 11 to the Traffic Signal Maintenance and Compensation Agreement (TSMCA)

Laura Borgesi, County Engineer, PE, PSM, MPA

There is a \$11,193 increase in the Transportation Trust Revenue Account #3344950Z and a \$11,193 increase in the Transportation trust Fund 4102A, Cost Center 4105, Account # 54609.

- G. Request adoption of Resolution 25-26-092 granting the Authority of the County Administrator to Execute applications, permits and the like required by Government Agencies related to Board approved projects.

Laurie Hurner, County Administrator

There is no fiscal impact.

- H. Request approval of a letter of support for The Guiding Lights Church Corp.'s application for a FEMA Fire Prevention and Safety Grant

James Duppenhaler, Fire Chief

There is no fiscal impact associated with this request. Approval of the Letter of Support does not obligate Highlands County to provide funding, staffing, equipment, or other resources.

- I. Request approval of the Office of the State Court Administrator Project Plan (\$0.00)

Ty Little, Project Manager

There is no fiscal impact.

- J. Request approval of the Settlement Agreement between Highlands County and CompostUSA of Highlands County, LLC ("CompostUSA"), stemming from the appeal of that Code Enforcement Magistrate dated June 4, 2025, against CompostUSA, filed in Circuit Court.

Sherry Sutphen

There is no fiscal impact.

- K. Request approval of the minutes from the May 5, 2026, and May 19, 2026, Regular Meetings of the Board and the May 12, 2026, Board Workshop.

Pamela Gamez, Official Records Director

No fiscal impact.

9. Committee Assignments

- A. Request approval of two (2) regular members to the Tourist Development Council.

Reagan Fultz, Tourism Project & Marketing Mgr.

No fiscal impact

- B. Request reappointment of John Haviland to Health Facilities Authority. (\$0)
Ingrascherese Gardner, Community Programs Director

No fiscal impact.

10. Public Hearing

- A. Second Public Hearing to consider proposed amendments to the Land Development Regulations pertaining to certified recovery residences
Cynthia Carman Kramer, Planning & Zoning Manager

No fiscal impact.

- B. Request adoption of Ordinance 25-26-16 for Tourist Development Tax collections transferring to Highlands County Tax Collector. (\$0)
Casey Hartt, Lead Marketing Consultant, Leah Sauls, Development Services Director

This fiscal impact would be up to 3% of collections being retained by the Highlands County Tax Collector as an administrative fee.

- C. Request adoption of Resolution No. 25-26-121 to Vacate Existing Drainage Easements
Laura Borgesi, County Engineer, PE, PSM, MPA

No Fiscal Impact

- D. Request adoption of Ordinance No. 25-26-17, extension of a burn ban pursuant to Florida Statutes, Section 125.66.
James Duppenhaler, Fire Chief

There is no fiscal impact.

- E. Request adoption of Resolution No. 25-26-135, amending the Special Exception approval dated May 12, 2020, for that property located at 80 Hicoria Road, Venus, Florida, and owned by CompostUSA of Highlands County, LLC.
Sherry Sutphen

There is no fiscal impact.

11. Action Agenda

- A. Request approval of Amendment 1 with Associated Asphalt, LLC
(\$1,000,000.00)
Jonathan Harrison, Road & Bridge Director

Fiscal Impact is approximately \$1,000,000.00. The budget is provided in Fund 420 (Asphalt Plant).

- B. Request approval to apply for the Assistance to Firefighters Grant (AFG)

Application.

James Duppenhaler, Fire Chief

The fiscal impact associated with this request includes the required local matching funds of \$200,000, as well as \$199,859.99 in costs exceeding the federal funding cap, for a total local financial commitment of \$399,859.99. This expenditure is contingent upon the award of the grant. Funding for this purchase has been secured in Fund 181, Account 271000.

- C. Consideration of Second Statement of Legislative Intent for amendments to the Highlands County Code of Ordinances - Sun 'n Lake of Sebring Improvement District related to the election process for the members of the governing body and other matters pertaining to the operations of the District.

Sherry Sutphen

The fiscal impact is anticipated to be minimal and limited to staff time required for ordinance preparation, legal review, and required advertising/publication costs.

- D. Request approval of Amendment 2 for the Healthy Families Florida Agreement FY 26-27 (\$193,116)

Cynthia Acevedo, Healthy Families Program Manager

The Fiscal Year 2026–2027 grant award totals \$343,463. The County's contribution is approximately \$193,116 (General Fund 005, Cost Center 5229) toward operational expenses, with additional program costs covered through in-kind contributions.

12. County Attorney and County Administrator

- A. County Attorney Status Report

- B. County Administrator Status Report

13. Commissioners

14. Informational

- A. Board payables from June 16, 2026, through July 6, 2026

15. 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.