HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
Tuesday, November 29, 2022
9:00 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

1 MEETING CALLED TO ORDER: Invitation to fill out "citizens not on the agenda forms. Please silence all cell phones and devices.

2 INVOCATION

3 PLEDGE OF ALLEGIANCE

4 CONSENT AGENDA:

4.A *Request Adoption of Resolution 22-23-29 for Budget Amendment 22-23-023 to appropriate Project 22033 VOCA (SO) Grant funds.*
Paul Blackman, Sheriff
There is no fiscal impact to Fund 005 (General) nor the overall budget. This grant was anticipated and budgeted. Any differences between estimated to Actual will be offset with Fund Balance and Reserves.
22-23-023 Project 22033 VOCA (Sheriff) (BA).pdf
22-23-023R Project 22033 VOCA (SO) (Resolution).pdf
22-23-023 Project 22033 VOCA (Sheriff).pdf

4.B *Request approval of a letter of support for Glades Electric Cooperative and Conexon Connect's proposal to the Florida Broadband Opportunity Program Grant.*
Jeff King, Executive Manager of Business and Economic Development
There is no fiscal impact.
Glades Electric-Conexon BoCC LOS.docx

4.C *Request adoption of Resolution 22-23-34 for Budget Amendment 21-22-142 to realign budgets for the Supervisor of Election's yearend cleanup and post additional revenue received.*
David Nitz, OMB Manager
The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $20,632.75.
21-22-142 Supervisor of Elections YE Cleanup_Add'l Revenue (BA).pdf
21-22-142R Supervisor of Elections YE Cleanup_Add'l Revenue (Resolution).pdf

5 ACTION AGENDA:

5.A *Request adoption of Resolution 22-23-27 for Budget Amendment 22-23-021 to rollover encumbrances from FY 21/22 into FY 22/23.*
David Nitz, OMB Manager
The fiscal impact will be an increase to the overall budget in the amount of $12,073,558.42 by rolling forward authorized expenditures in FY 21/22 into FY 22/23 to

be paid within FY 22/23. The following funds were affected: Fund 005 General ($3,305,591.28), Fund 110 Transportation Trust ($328,872.08), Fund 122 E911 Operations ($741,395.03), Fund 151 Infrastructure Surtax ($4,360,407.15), Fund 152 Tourist Development Trust ($175,931.07), Fund 166 SHIP ($199,747.69), Fund 175 Sebring Parkway Maintenance ($25,794.00), Fund 179 State Court Facilities Trust ($10,848.31), Fund 179 Court Technology ($5,677.59), Fund 180 Building ($97,772.40), Fund 181 Fire Assessment ($234,975.68), Fund 350 HCISSR LTD Capital ($39,550.00), HCFPIRN LTD Capital ($196,088.96), Fund 401 Solid Waste ($2,298,051.94), and Fund 420 Energy Recovery ($52,855.24).

22-23-021 Encumbrance Roll (BA).pdf

22-23-021R Encumbrances Roll (Resolution).pdf

5.B *Request adoption of Resolution 22-23-31, establishing a temporary residential motor home (RV) accommodation permit program relating to structural damage resulting from Hurricane Ian or Hurricane Nicole.*
Melony Culpepper, Assistant Development Services Director/Planning and Zoning Manager

Resolution 22-23-31 Temp RV Accommodation Permit Program.Ian.Nicole.pdf

5.C *Request approval of Budget Amendment 21-22-144 for Projects item to item transfers between capital project accounts to assist with GASB 34 reporting with a net fiscal impact of $0.00.*
David Nitz, OMB Manager
Angie Bollinger, Sr. Budget Analyst

21-22-144 Projects with 56300Z 56301Z Accts (BA).pdf

5.D *Request adoption of Resolution 22-23-35 for Budget Amendment 21-22-143 for the Clerk of Courts FY 21-22 yearend cleanup and post additional revenue received.*
David Nitz, OMB Manager
The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $344,942.00.

21-22-143 Clerk of Courts YE Cleanup_Add'l Revenue (BA).pdf

21-22-143R Clerk of Courts YE Cleanup_Add'l Revenue (Resolution).pdf

5.E *Request adoption of Resolution 22-23-36 for Budget Amendment 21-22-146 to reorganize the ARPA project funds to follow the revised grant reporting guidelines with a fiscal impact of a net decrease in the amount of $859,435.00.*
David Nitz, OMB Manager
There is a net fiscal impact of a decrease to the General Fund (005) in the amount of $859,435.00.

21-22-146 ARPA Project Reorg (BA).pdf

21-22-146R ARPA Project Reorg (Resolution).pdf

21-22-146 ARPA Project Reorg (Reserve).pdf

5.F *Request adoption of Resolution 22-23-38 for Budget Amendment 21-22-148 for FY 21/22 end-of-year cost center cleanup for budgets exceeded.*
David Nitz, OMB Manager
The final fiscal impact is unknown at this time and will not be determined until November 28th when all transactions should be posted at that time.

21-22-147 Part 2 FYE 21-22 Project Cleanup_Adjustments (BA).pdf

5.G *Request adoption of Resolution 22-23-37 for Budget Amendment 21-22-147 for FY 21/22 fiscal-year-end project budgets exceeded, closures and adjustments.*

David Nitz, OMB Manager

Angie Bollinger, Sr. Budget Analyst

The fiscal impact is an increase to Fund 005 (General), Fund 129 (Conservation Trust), Fund 155 (Hospital District) and Fund 151 (Infrastructure Surtax) in the amounts of the $772,924.97, $1,524.51, $28.80 and $179,570.62, respectively, and a decrease to Fund 110 (Transportation Trust) in the amount of $2,871.47 for a total net increase of $951,177.43.

21-22-147 Part 2 FYE 21-22 Project Cleanup_Adjustments (BA).pdf

21-22-147R Part 2 FYE 21-22 Project Cleanup_Adjustments (Resolution).pdf

6 ADJOURN

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

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

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

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

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: **November 9, 2022**

PRESENTER: **Paul Blackman, Sheriff**

SUBJECT/TITLE: **Request Adoption of Resolution 22-23-29 for Budget Amendment 22-23-023 to appropriate Project 22033 VOCA (SO) Grant funds.**

STATEMENT OF ISSUE

The Highlands County Sheriff's Office received an award from the Office of the Attorney General for victims of crime services (VOCA). This award of $149,484.73 requires a local match of $30,418.31.

RECOMMENDED ACTION

Move to adopt Resolution 22-23-29 for Budget Amendment 22-23-023 to appropriate Project 22033 VOCA (SO) Grant funds.

FISCAL IMPACT

There is no fiscal impact to Fund 005 (General) nor the overall budget. This grant was anticipated and budgeted. Any differences between estimated to Actual will be offset with Fund Balance and Reserves.

Attachments: 22-23-023 Project 22033 VOCA (Sheriff) (BA).pdf
22-23-023R Project 22033 VOCA (SO) (Resolution).pdf
22-23-023 Project 22033 VOCA (Sheriff).pdf

REVIEWED
O.M.B DEPARTMENT
November 14, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **11/8/2022** SUBMITTED BY: **Sheriff**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **3101, 3327, 9990**

PROJECT(S) #: **22033** PROJECT TITLE(S): **VOCA 22-23 (SO)** COST CENTER TITLE(S): **Sheriff-005, Law Enforcement Other, Budgetary Expenditure AC/005**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3312211Z	VOCA GRANT		119,067.00		119,067.00	0.00
R	005		3312211Z	VOCA GRANT	22033	0.00	119,066.42		119,066.42
R	005		3999100	Fund Balance Brought Forward		2,169,152.00	0.58		2,169,152.58
E	005	3327	54900Z	Project Other Chg & Obligation		228,485.00		149,485.00	79,000.00
E	005	3101	51001Z	Project Personal Services	22033	0.00	149,484.73		149,484.73
E	005	9990	59900	Reserve for Contingency		440,659.33	0.27		440,659.60
									0.00

REASON: **To realign and appropriate budgeted funds for VOCA 22-23 (SO) (22033).**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** 22-23-023 **TRANSFER TYPE:**

________ Approval

________ Denial

ACTION:
Board ____ Approved ____ Denied
County Administrator ____ Approved ____ Denied

____ ITEM TO ITEM
XX RESERVE
XX BY RESOLUTION
____ SUPPLEMENTAL BUDGET

SIGNATURE: ________

DATE: / /

Signature: ________ Posted by Clerk: ________

Form Revised 08/05/2020

RESOLUTION NO. 22-23-29

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 22-23-023 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 22-23-023 is hereby approved and authorized to set up and appropriate funding for project #22033 VOCA 22-23 (SO) in the amount of $149,484.73, which requires a local match of $30,418.31, with no net Fiscal impact as the grant was anticipated and budgeted.

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. **<u>Scrivener's Errors.</u>** 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. **<u>Conflicts.</u>** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **<u>Severability.</u>** 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. **<u>Effective Date.</u>** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________
Chairperson

ATTEST:

____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
RESERVE FOR CONTINGENCY ADJUSTMENTS

GENERAL FUND - 005 (9990)

FISCAL YEAR 2022-2023

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/22		BEGINNING BALANCE		**$450,000.00**	
10/18/22	10/18/22	22-23-003	$3,371.00	$453,371.00	To adjust the Property Appraiser's budget to reflect the EDR salary adjustment and operating expense reductions.
10/18/22	10/18/22	22-23-004	($7,211.67)	$446,159.33	To adjust the Supervisosr of Election's budget to reflect the EDR salary adjustment for the Elected Official.
10/18/22	10/18/22	22-23-005	($5,500.00)	$440,659.33	To adjust the Clerk of Court's budget to reflect the EDR salary adjustment for the Elected Official.
11/29/22		22-23-023	$0.27	$440,659.60	To balance the VOCA grant Project 22033
REVISED TOTAL:				**$440,659.60**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: November 29, 2022

PRESENTER:	**Jeff King, Executive Manager of Business and Economic Development**
SUBJECT/TITLE:	**Request approval of a letter of support for Glades Electric Cooperative and Conexon Connect's proposal to the Florida Broadband Opportunity Program Grant.**

STATEMENT OF ISSUE

Glades Electric Cooperative requested a letter of support for their Florida Broadband Opportunity Grant Program application, which would be used to help bring broadband to Highlands County.

RECOMMENDED ACTION

Move to approve a letter of support for Glades Electric Cooperative and Conexon Connect's proposal to the Florida Broadband Opportunity Program Grant.

FISCAL IMPACT

There is no fiscal impact.

Attachments: Glades Electric-Conexon BoCC LOS.docx

November 29, 2022

Ms. Katie Smith
Florida Department of Economic Opportunity
107 East Madison Street
Tallahassee, FL 32399-4120

RE: Letter of Support for Glades Electric Cooperative's Florida Broadband Opportunity Program Grant Application

On behalf of the Highlands County Board of County Commissioners, I would like to express our support for the project described in the Glades Electric Cooperative/Conexon Connect proposal for the Florida Broadband Opportunity Program. Glades Electric Cooperative's proposal will allow for our local rural communities in Highlands County to have access to high-speed broadband connectivity, which it currently lacks. The past two years have exemplified the fact that access to broadband is not a luxury, but a necessary utility, much like water and electricity. Whether it is a child trying to complete homework, a patient trying to access telehealth resources or an employee working remotely from home, this deficiency of critical infrastructure results in a continued hardship for our citizens.

Glades Electric Cooperative has a history of meeting the needs of the unserved throughout South Central Florida. They were formed by local residents in 1945 to provide electricity to those left behind in the electrification of Florida's Heartland. Today, they are taking the risk to meet the needs of those left behind in the deployment of high-speed internet service. This proposed project presents an opportunity for the citizens of our communities to be able to fully participate in a vital aspect of everyday life.

I fully support Glades Electric Cooperative's grant application and hope the state supports them, and ultimately GEC members, by providing financial assistance for this much needed service. This is an organization that has the experience, track record, where with all, and resolve to see this project to the end – just like they have done on the electric side since 1945 – "leaving no one behind".

If you have any questions, feel free to contact me directly at: 863-402-6500.

Sincerely,

Commissioner Chris Campbell, Chairman
Highlands County Board of County Commissioners
600 S. Commerce Ave.
Sebring, FL 33870

HIGHLANDS COUNTY, FL
ECONOMIC DEVELOPMENT

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Nov 29, 2022

PRESENTER: **David Nitz, OMB Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-34 for Budget Amendment 21-22-142 to realign budgets for the Supervisor of Election's yearend cleanup and post additional revenue received.**

STATEMENT OF ISSUE

The Supervisor of Elections' office is requesting the approval of a fiscal year end budget amendment to align the SOE's budget with actual expenditures at fiscal year-end and to account for additional miscellaneous revenue received from the three (3) municipalities for reimbursement of election costs during the year.

RECOMMENDED ACTION

Move to adopt resolution 22-23-34 for budget amendment 21-22-142 to realign Supervisor of Election's budgets for FY 21/22 and post additional revenue received.

FISCAL IMPACT

The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $20,632.75.

Attachments: 21-22-142 Supervisor of Elections YE Cleanup_Add'l Revenue (BA).pdf
21-22-142R Supervisor of Elections YE Cleanup_Add'l Revenue (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **10/26/2022** SUBMITTED BY: **J. GABRUS**

FUND(S): **005** FUND TITLE(S): **General** COST CENTER(S) #: **2442**

PROJECT(S) #: ______ PROJECT TITLE(S): ______ COST CENTER TITLE(S): **Supervisor of Elections**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	2442	51001	PERSONAL SERVICES ELEC OFFICIAL		851,381.00		90,351.20	761,029.80
E	005	2442	53001	OPERATING EXPENSE - ELEC OFFICIAL		372,095.00	38,214.95	0.00	410,309.95
E	005	2442	56001	CAPITAL EXPENSE - ELEC OFFICIAL		0.00	72,769.00	0.00	72,769.00
R	005		3415500	SUPERVISOR ELECTIONS FEES		0.00	20,632.75	0.00	20,632.75
									0.00
									0.00
									0.00

REASON: **Cleanup negative balances for FYE close.**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** 21-22-142 **TRANSFER TYPE:**

______ Approval

______ Denial

ACTION:

Board ______ Approved ______ Denied

County Administrator ______ Approved ______ Denied

SIGNATURE: ______

DATE: ___/___/___

XX ITEM TO ITEM
___ RESERVE
XX BY RESOLUTION
___ SUPPLEMENTAL BUDGET

Signature: ______

Posted by Clerk: ______

Form Revised 08/05/2020

RESOLUTION NO. 22-23-34

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-142 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

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

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

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-142 is hereby approved and authorized to appropriate additional revenue received by the Supervisor of Election's Office in FY 21/22 in the amount of $20,632.75.

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 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________
Chris Campbell, Chairperson

ATTEST:

____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: **November 29, 2022**

PRESENTER: **David Nitz, OMB Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-27 for Budget Amendment 22-23-021 to rollover encumbrances from FY 21/22 into FY 22/23.**

STATEMENT OF ISSUE

On October 19, 2022, the Clerk of Court's office, as part of the year-end close, rolled forward all encumbrances in the financial system from FY 21/22 into FY 22/23. Therefore, this budget amendment is merely revising the FY 22/23 budget to reflect this process that has already occurred. This will allow all purchases of goods and services from vendors by issuance of purchase orders not completed and delivered in FY 21/22 to complete the transactions for the goods and services in FY 22/23 that are still needed. Any project balances in FY 22/23 will be adjusted to agree with any funding that may have been included in the budget and rolled through an encumbrance.

RECOMMENDED ACTION

Move to adopt resolution 22-23-27 for budget amendment 22-23-021 to rollover encumbrances from FY 21/22 into FY 22/23.

FISCAL IMPACT

The fiscal impact will be an increase to the overall budget in the amount of $12,073,558.42 by rolling forward authorized expenditures in FY 21/22 into FY 22/23 to be paid within FY 22/23. The following funds were affected: Fund 005 General ($3,305,591.28), Fund 110 Transportation Trust ($328,872.08), Fund 122 E911 Operations ($741,395.03), Fund 151 Infrastructure Surtax ($4,360,407.15), Fund 152 Tourist Development Trust ($175,931.07), Fund 166 SHIP ($199,747.69), Fund 175 Sebring Parkway Maintenance ($25,794.00), Fund 179 State Court Facilities Trust ($10,848.31), Fund 179 Court Technology ($5,677.59), Fund 180 Building ($97,772.40), Fund 181 Fire Assessment ($234,975.68), Fund 350 HCISSR LTD Capital ($39,550.00), HCFPIRN LTD Capital ($196,088.96), Fund 401 Solid Waste ($2,298,051.94), and Fund 420 Energy Recovery ($52,855.24).

Attachments: 22-23-021 Encumbrance Roll (BA).pdf
22-23-021R Encumbrances Roll (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
November 14, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BUDGET AMENDMENTS
(Transfers over $5,000 require Board approval)

DATE: **10/21/2022** SUBMITTED BY: **S. Hood**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**
*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	1031	54601	AIR CONDITIONING		1,580.00	272.00	0.00	1,852.00
E	005	2101	54400	RENTALS AND LEASES		0.00	1,386.77	0.00	1,386.77
E	005	2101	55200	OPERATING SUPPLIES		330.00	2,047.68	0.00	2,377.68
E	005	2103	53100	PROFESSIONAL SERVICES		190,000.00	5,314.15	0.00	195,314.15
E	005	2105	53200	ACCOUNTING AND AUDITING		210,745.00	39,652.24	0.00	250,397.24
E	005	2107	53100	PROFESSIONAL SERVICES		0.00	17,233.33	0.00	17,233.33
E	005	2107	53400	CONTRACTUAL SERVICES		8,558.00	4,628.15	0.00	13,186.15

REASON: **Roll prior year encumbrances forward to FY 22-23**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** 22-23-021 **TRANSFER TYPE:**

_______ Approval
_______ Denial

ACTION:
Board _______ Approved _______ Denied
County Administrator _______ Approved _______ Denied

_______ ITEM TO ITEM
_______ RESERVE
XX BY RESOLUTION
_______ SUPPLEMENTAL BUDGET

SIGNATURE: _______

DATE: ____/____/____

Signature: _______

Posted by Clerk: _______

Form Revised 08/05/2020

REQUEST # 22-23-021

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	2107	54400	RENTALS AND LEASES		1,299.00	1,298.04	-	2,597.04
E	005	2107	54900	OTHER CHARGES/OBLIGATIONS		4,944.00	1,453.31	-	6,397.31
E	005	2107	55200	OPERATING SUPPLIES		4,420.00	862.59	-	5,282.59
E	005	2111	53100	PROFESSIONAL SERVICES		148,683.00	1,875.00	-	150,558.00
E	005	2111	54100	COMMUNICATIONS & FREIGHT		113,562.00	184.72	-	113,746.72
E	005	2111	54300	UTILITY SERVICES		-	1,378.00	-	1,378.00
E	005	2111	54400	RENTALS AND LEASES		4,455.00	4,452.72	-	8,907.72
E	005	2111	54900	OTHER CHARGES/OBLIGATIONS		56,700.00	782.75	-	57,482.75
E	005	2111	55200	OPERATING SUPPLIES		10,250.00	5,038.59	-	15,288.59
E	005	2558	54600	REPAIR & MAINTENANCE		14,448.00	1,592.85	-	16,040.85
E	005	2558	56810	PC SOFTWARE PURCH $25K+		-	320.83	-	320.83
E	005	2672	53400	CONTRACTUAL SERVICES		43,270.00	8,400.00	-	51,670.00
E	005	2672	54600	REPAIR & MAINTENANCE		123,564.00	28,486.88	-	152,050.88
E	005	2672	54601	AIR CONDITIONING		62,500.00	11,782.00	-	74,282.00
E	005	2672	55200	OPERATING SUPPLIES		41,379.00	4,480.14	-	45,859.14
E	005	2700	54400	RENTALS AND LEASES		3,490.00	3,489.12	-	6,979.12
E	005	2700	55200	OPERATING SUPPLIES		6,730.00	1,437.16	-	8,167.16
E	005	2810	53100	PROFESSIONAL SERVICES		101,600.00	49,889.94	-	151,489.94
E	005	2810	53400	CONTRACTUAL SERVICES		11,843.00	2,832.50	-	14,675.50
E	005	2810	54800	PROMOTIONAL ACTIVITIES		2,000.00	1,800.00	-	3,800.00
E	005	2810	55404	DUES & MEMBERSHIPS		2,060.00	125.00	-	2,185.00
E	005	2991	54400	RENTALS AND LEASES		2,775.00	1,986.07	-	4,761.07
E	005	2991	55200	OPERATING SUPPLIES		2,584.00	557.85	-	3,141.85
E	005	3400	54100	COMMUNICATIONS & FREIGHT		1,760.00	420.00	-	2,180.00
E	005	3991	54400	RENTALS AND LEASES		2,609.00	2,149.62	-	4,758.62
E	005	3991	54600	REPAIR & MAINTENANCE		80,904.00	12,480.79	-	93,384.79
E	005	3991	55200	OPERATING SUPPLIES		13,582.00	1,875.76	-	15,457.76

E	005	3995	51300	OTHER SALARIES & WAGES	-	290.00	-	290.00
E	005	3995	53400	CONTRACTUAL SERVICES	-	779.37	-	779.37
E	005	3995	54400	RENTALS AND LEASES	1,862.00	1,706.54	-	3,568.54
E	005	3995	55200	OPERATING SUPPLIES	1,258.00	319.60	-	1,577.60
E	005	3998B	54600	REPAIR & MAINTENANCE	28,992.00	9,946.17	-	38,938.17
E	005	3998B	55211	GAS & OIL	1,654.00	2,116.03	-	3,770.03
E	005	5105	53100	PROFESSIONAL SERVICES	67,700.00	840.00	-	68,540.00
E	005	5105	53400	CONTRACTUAL SERVICES	185,273.00	1,837.06	-	187,110.06
E	005	5105	53441	CONTRACTUAL SVCS MED DATA	32,000.00	9,896.15	-	41,896.15
E	005	5105	54300	UTILITY SERVICES	40,000.00	1,733.10	-	41,733.10
E	005	5105	54400	RENTALS AND LEASES	11,991.00	1,311.70	-	13,302.70
E	005	5105	54600	REPAIR & MAINTENANCE	195,036.00	29,347.79	-	224,383.79
E	005	5105	55200	OPERATING SUPPLIES	398,006.00	115,746.04	-	513,752.04
E	005	5105	55403	EDUCATION & TRAINING	57,113.00	2,980.00	-	60,093.00
E	005	5229	54400	RENTALS AND LEASES	1,862.00	1,706.54	-	3,568.54
E	005	5229	55200	OPERATING SUPPLIES	3,575.00	390.79	-	3,965.79
E	005	6102	53400	CONTRACTUAL SERVICES	8,000.00	9,600.00	-	17,600.00
E	005	6102	54600	REPAIR & MAINTENANCE	70,348.00	14,267.23	-	84,615.23
E	005	6105	55200	OPERATING SUPPLIES	17,635.00	185.50	-	17,820.50
E	005	6209	54400	RENTALS AND LEASES	3,346.00	2,145.55	-	5,491.55
E	005	6209	55200	OPERATING SUPPLIES	3,156.00	86.56	-	3,242.56
E	005	6209	56600	BOOKS PUBLICATIONS	32,000.00	217.74	-	32,217.74
E	005	6210	54400	RENTALS AND LEASES	3,347.00	2,325.18	-	5,672.18
E	005	6210	55200	OPERATING SUPPLIES	5,784.00	355.97	-	6,139.97
E	005	6210	56600	BOOKS PUBLICATIONS	66,154.00	3,614.02	-	69,768.02
E	005	6211	54400	RENTALS AND LEASES	3,347.00	2,145.55	-	5,492.55
E	005	6211	55200	OPERATING SUPPLIES	2,344.00	204.43	-	2,548.43
E	005	6211	56600	BOOKS PUBLICATIONS	32,000.00	513.45	-	32,513.45
E	005	6212	56600	BOOKS PUBLICATIONS	60,000.00	3,341.19	-	63,341.19
E	005	6213	54900	OTHER CHARGES/OBLIGATIONS	2,500.00	320.00	-	2,820.00
E	005	6302	54400	RENTALS AND LEASES	1,944.00	1,943.28	-	3,887.28

E	005	6302	55200	OPERATING SUPPLIES		1,978.00	926.63	-	2,904.63
E	005	6303	54600	REPAIR & MAINTENANCE		12,788.00	5.00	-	12,793.00
E	005	6304	54600	REPAIR & MAINTENANCE		17,481.00	50.00	-	17,531.00
E	005	6306	53400	CONTRACTUAL SERVICES		43,000.00	9,961.00	-	52,961.00
R	005		3999110	ENCUMB FWD		-	455,121.71	-	455,121.71
R	005		3999110Z	ROLL ENC FWD	02058	-	14,698.13	-	14,698.13
E	005	6303	53400Z	PROJECT CONTRACTUAL SVC	02058	-	14,698.13	-	14,698.13
R	005		3999110Z	ROLL ENC FWD	15071	-	6,983.75	-	6,983.75
E	005	2106	56810Z	PROJ PC SFTWR PURCH $25K+	15071	-	6,983.75	-	6,983.75
R	005		3999110Z	ROLL ENC FWD	17023	-	29,158.00	-	29,158.00
E	005	6303	53400Z	PROJECT CONTRACTUAL SVC	17023	41,259.00	29,158.00	-	70,417.00
R	005		3999110Z	ROLL ENC FWD	19029	-	6,859.92	-	6,859.92
E	005	6303	53100Z	PROJECT PROFESSIONAL SVC	19029	-	6,859.92	-	6,859.92
R	005		3999110Z	ROLL ENC FWD	19040	-	186,287.37	-	186,287.37
E	005	3996	56200Z	PROJECT BUILDINGS	19040	-	186,287.37	-	186,287.37
R	005		3999110Z	ROLL ENC FWD	19041	-	30,531.78	-	30,531.78
E	005	6303	53100Z	PROJECT PROFESSIONAL SVC	19041	58,750.00	30,531.78	-	89,281.78
R	005		3999110Z	ROLL ENC FWD	20027	-	105.00	-	105.00
E	005	3995	53400Z	PROJECT CONTRACTUAL SVC	20027	-	105.00	-	105.00
R	005		3999110Z	ROLL ENC FWD	20056	-	6,791.40	-	6,791.40
E	005	3996	53100Z	PROJECT PROFESSIONAL SVC	20056	-	6,791.40	-	6,791.40
R	005		3999110Z	ROLL ENC FWD	20066	-	10,000.00	-	10,000.00
E	005	2810	53100Z	PROJECT PROFESSIONAL SVC	20066	-	10,000.00	-	10,000.00
R	005		3999110Z	ROLL ENC FWD	20072	-	4,975.97	-	4,975.97
E	005	3996	53100Z	PROJECT PROFESSIONAL SVC	20072	-	4,975.97	-	4,975.97
R	005		3999110Z	ROLL ENC FWD	20073	-	1,220,835.00	-	1,220,835.00
E	005	3996	56400Z	PROJECT EQUIPMENT	20073	-	1,220,835.00	-	1,220,835.00
R	005		3999110Z	ROLL ENC FWD	20076	-	192,150.00	-	192,150.00
E	005	3996	56200Z	PROJECT BUILDINGS	20076	-	192,150.00	-	192,150.00
R	005		3999110Z	ROLL ENC FWD	20077	-	42,000.00	-	42,000.00
E	005	3996	56200Z	PROJECT BUILDINGS	20077	-	42,000.00	-	42,000.00

R	005		3999110Z	ROLL ENC FWD	20078	-	39,400.00	-	39,400.00
E	005	3996	53100Z	PROJECT PROFESSIONAL SVC	20078	-	39,400.00	-	39,400.00
R	005		3999110Z	ROLL ENC FWD	20079	-	60,300.00	-	60,300.00
E	005	3996	56400Z	PROJECT EQUIPMENT	20079	-	60,300.00	-	60,300.00
R	005		3999110Z	ROLL ENC FWD	21001	-	753,903.30	-	753,903.30
E	005	3996	53400Z	PROJECT CONTRACTUAL SVC	21001	-	700,000.00	-	700,000.00
E	005	3996	55200Z	PROJECT OPERATING SUPP	21001	2,757.24	26,128.36	-	28,885.60
E	005	3996	55209Z	PROJECT SIGNS	21001	(2,757.24)	27,774.94	-	25,017.70
R	005		3999110Z	ROLL ENC FWD	21052	-	855.00	-	855.00
E	005	3995	53400Z	PROJECT CONTRACTUAL SVC	21052	-	855.00	-	855.00
R	005		3999110Z	ROLL ENC FWD	21058	-	217,535.72	-	217,535.72
E	005	5105	55200Z	PROJECT OPERATING SUPP	21058	-	25,759.96	-	25,759.96
E	005	5105	56400Z	PROJECT EQUIPMENT	21058	-	191,775.76	-	191,775.76
R	005		3999110Z	ROLL ENC FWD	21070	-	2,499.23	-	2,499.23
E	005	3996	55200Z	PROJECT OPERATING SUPP	21070	-	2,499.23	-	2,499.23
R	005		3999110Z	ROLL ENC FWD	21097	-	22,500.00	-	22,500.00
E	005	6213	53100Z	PROJECT PROFESSIONAL SVC	21097	-	22,500.00	-	22,500.00
R	005		3999110Z	ROLL ENC FWD	21098	-	2,100.00	-	2,100.00
E	005	6213	53100Z	PROJECT PROFESSIONAL SVC	21098	-	2,100.00	-	2,100.00
E	110	4101	53100	PROFESSIONAL SERVICES		30,000.00	1,966.00	-	31,966.00
E	110	4101	54400	RENTALS AND LEASES		2,924.00	2,298.60	-	5,222.60
E	110	4101	55200	OPERATING SUPPLIES		17,751.00	3,791.21	-	21,542.21
E	110	4102	53400	CONTRACTUAL SERVICES		81,500.00	39,543.40	-	121,043.40
E	110	4102	53402	HAULING		267,000.00	115,786.88	-	382,786.88
E	110	4102	54100	COMMUNICATIONS & FREIGHT		30,158.00	1,071.09	-	31,229.09
E	110	4102	54400	RENTALS AND LEASES		20,030.00	4,730.78	-	24,760.78
E	110	4102	54600	REPAIR & MAINTENANCE		778,298.00	77,110.82	-	855,408.82
E	110	4102	54602	BARNS		3,600.00	2,000.00	-	5,600.00
E	110	4102	54605	SIGNALS		50,000.00	3,617.00	-	53,617.00
E	110	4102	55200	OPERATING SUPPLIES		38,288.00	4,971.34	-	43,259.34

E	110	4102	55300	ROAD MATERIALS & SUPPLIES		56,000.00	8,911.20	-	64,911.20
E	110	4102	55403	EDUCATION & TRAINING		24,540.00	765.00	-	25,305.00
E	110	4103	54600	REPAIR & MAINTENANCE		14,490.00	25.00	-	14,515.00
E	110	4104	54400	RENTALS AND LEASES		10,690.00	1,325.01	-	12,015.01
E	110	4104	54600	REPAIR & MAINTENANCE		57,809.00	22,467.66	-	80,276.66
E	110	4104	55200	OPERATING SUPPLIES		9,517.00	1,084.15	-	10,601.15
E	110	4105	54400	RENTALS AND LEASES		38,749.00	1,148.73	-	39,897.73
E	110	4105	54605	SIGNALS		60,100.00	2,750.00	-	62,850.00
E	110	4105	55200	OPERATING SUPPLIES		11,435.00	22.75	-	11,457.75
E	110	4106	54600	REPAIR & MAINTENANCE		55,968.00	12,354.77	-	68,322.77
E	110	4108	53400	CONTRACTUAL SERVICES		250.00	684.99	-	934.99
E	110	4108	54600	REPAIR & MAINTENANCE		59,453.00	11,388.76	-	70,841.76
E	110	4998	53400	CONTRACTUAL SERVICES		5,000.00	6,508.66	-	11,508.66
E	110	4998	54400	RENTALS AND LEASES		2,162.00	1,268.28	-	3,430.28
E	110	4998	55200	OPERATING SUPPLIES		1,500.00	1,280.00	-	2,780.00
R	110		3999110	ENCUMB FWD		-	328,872.08	-	328,872.08
R	122		3999110Z	ROLL ENC FWD	21076	-	611,470.08	-	611,470.08
E	122	3998	56400Z	PROJECT EQUIPMENT	21076	-	611,470.08	-	611,470.08
R	122		3999110Z	ROLL ENC FWD	21077	-	129,924.95	-	129,924.95
E	122	3998	56400Z	PROJECT EQUIPMENT	21077	-	129,924.95	-	129,924.95
R	151		3999110	ENCUMB FWD		-	384,762.68	-	384,762.68
E	151	2672A	56300	IMPROVEMENTS OTHER THAN		-	3,303.02	-	3,303.02
E	151	3101B	56400	MACHINERY & EQUIPMENT		494,800.00	137,420.00	-	632,220.00
E	151	4102A	55303	RESURFACE ASPHALT		1,900,000.00	94,284.66	-	1,994,284.66
E	151	4102A	56400	MACHINERY & EQUIPMENT		150,000.00	48,831.00	-	198,831.00
E	151	6102A	56400	MACHINERY & EQUIPMENT		150,000.00	100,924.00	-	250,924.00
R	151		3999110Z	ROLL ENC FWD	04074	-	33,553.50	-	33,553.50
E	151	4102A	56300Z	PROJECT IMPROVEMENTS	04074	-	33,553.50	-	33,553.50
R	151		3999110Z	ROLL ENC FWD	14033	-	70,153.73	-	70,153.73

E	151	2111A	56400Z	PROJECT EQUIPMENT	14033	391,132.00	70,153.73	-	461,285.73
R	151		3999110Z	ROLL ENC FWD	16002	-	170,107.85	-	170,107.85
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	16002	123,494.00	170,107.85	-	293,601.85
R	151		3999110Z	ROLL ENC FWD	16044	-	36,370.95	-	36,370.95
E	151	5106A	56200Z	PROJECT BUILDINGS	16044	855,662.00	36,370.95	-	892,032.95
R	151		3999110Z	ROLL ENC FWD	17034	-	565.00	-	565.00
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	17034	1,365,841.00	565.00	-	1,366,406.00
R	151		3999110Z	ROLL ENC FWD	17035	-	29,000.00	-	29,000.00
E	151	2672A	56200Z	PROJECT BUILDINGS	17035	499,989.00	29,000.00	-	528,989.00
R	151		3999110Z	ROLL ENC FWD	17041	-	2,500.00	-	2,500.00
E	151	2672A	56200Z	PROJECT BUILDINGS	17041	113,815.00	2,500.00	-	116,315.00
R	151		3999110Z	ROLL ENC FWD	17062	-	363,817.52	-	363,817.52
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	17062	28,191.00	363,817.52	-	392,008.52
R	151		3999110Z	ROLL ENC FWD	17063	-	93,506.09	-	93,506.09
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	17063	125,000.00	93,506.09	-	218,506.09
R	151		3999110Z	ROLL ENC FWD	18007	-	391.50	-	391.50
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	18007	45,000.00	391.50	-	45,391.50
R	151		3999110Z	ROLL ENC FWD	18008	-	2,025,353.09	-	2,025,353.09
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	18008	1,300,000.00	2,025,353.09	-	3,325,353.09
R	151		3999110Z	ROLL ENC FWD	18009	-	2,531.49	-	2,531.49
E	151	4102A	56301Z	PROJ CAPITAL INFRASTRUCTU	18009	-	2,531.49	-	2,531.49
R	151		3999110Z	ROLL ENC FWD	18025	-	36,000.00	-	36,000.00
E	151	2672A	56200Z	PROJECT BUILDINGS	18025	250,000.00	36,000.00	-	286,000.00
R	151		3999110Z	ROLL ENC FWD	19007	-	16,700.00	-	16,700.00
E	151	4102A	56200Z	PROJECT BUILDINGS	19007	612,568.00	16,700.00	-	629,268.00
R	151		3999110Z	ROLL ENC FWD	20038	-	35,046.70	-	35,046.70
E	151	2672A	56200Z	PROJECT BUILDINGS	20038	91,190.00	35,046.70	-	126,236.70
R	151		3999110Z	ROLL ENC FWD	20039	-	161,200.00	-	161,200.00
E	151	5105A	56400Z	PROJECT EQUIPMENT	20039	-	161,200.00	-	161,200.00
R	151		3999110Z	ROLL ENC FWD	20050	-	52,125.00	-	52,125.00
E	151	4102A	56200Z	PROJECT BUILDINGS	20050	4,976.00	52,125.00	-	57,101.00

R	151		3999110Z	ROLL ENC FWD	21006	-	309,334.00	-	309,334.00
E	151	4102A	56400Z	PROJECT EQUIPMENT	21006	-	309,334.00	-	309,334.00
R	151		3999110Z	ROLL ENC FWD	21028	-	223,181.05	-	223,181.05
E	151	3322A	56400Z	PROJECT EQUIPMENT	21028	-	223,181.05	-	223,181.05
R	151		3999110Z	ROLL ENC FWD	21029	-	1,452.00	-	1,452.00
E	151	3322A	56200Z	PROJECT BUILDINGS	21029	-	1,452.00	-	1,452.00
R	151		3999110Z	ROLL ENC FWD	21034	-	26,727.00	-	26,727.00
E	151	2672A	56400Z	PROJECT EQUIPMENT	21034	60,813.00	26,727.00	-	87,540.00
R	151		3999110Z	ROLL ENC FWD	21043	-	248,791.00	-	248,791.00
E	151	5105A	56400Z	PROJECT EQUIPMENT	21043	-	248,791.00	-	248,791.00
R	151		3999110Z	ROLL ENC FWD	21056	-	2,000.00	-	2,000.00
E	151	2672A	56200Z	PROJECT BUILDINGS	21056	48,375.00	2,000.00	-	50,375.00
R	151		3999110Z	ROLL ENC FWD	21057	-	25,815.00	-	25,815.00
E	151	2672A	56400Z	PROJECT EQUIPMENT	21057	-	25,815.00	-	25,815.00
R	151		3999110Z	ROLL ENC FWD	21066	-	9,422.00	-	9,422.00
E	151	6101A	56400Z	PROJECT EQUIPMENT	21066	6,578.00	9,422.00	-	16,000.00
R	152		3999110	ENCUMB FWD		-	168,931.07	-	168,931.07
E	152	5301	54400	RENTALS AND LEASES		1,350.00	1,225.91	-	2,575.91
E	152	5301	55200	OPERATING SUPPLIES		527.00	455.16	-	982.16
E	152	5305	53400	CONTRACTUAL SERVICES		181,025.00	162,250.00	-	343,275.00
E	152	5305	54800	PROMOTIONAL ACTIVITIES		334,618.00	1,965.00	-	336,583.00
E	152	5307	54800	PROMOTIONAL ACTIVITIES		-	3,035.00	-	3,035.00
R	152		3999110Z	ROLL ENC FWD	19044	-	7,000.00	-	7,000.00
E	152	5306	53100Z	PROJECT PROFESSIONAL SVC	19044	-	7,000.00	-	7,000.00
R	166		3999110Z	ROLL ENC FWD	19366	-	22,742.00	-	22,742.00
E	166	5367	54910Z	PROJ REHABILITATION	19366	8,000.00	22,742.00	-	30,742.00
R	166		3999110Z	ROLL ENC FWD	20366	-	177,005.69	-	177,005.69
E	166	5366	54400Z	RENTAL & LEASES - PROJECT	20366	397.00	315.26	-	712.26
E	166	5366	55200Z	PROJECT OPERATING SUPP	20366	8,123.00	376.21	-	8,499.21

E	166	5367	54909Z	PROJECT DOWN PMT ASST	20366	40,000.00	57,700.00	-	97,700.00
E	166	5367	54910Z	PROJ REHABILITATION	20366	85,000.00	20,779.00	-	105,779.00
E	166	5367	54911Z	SPECIAL NEEDS RENTAL DEV	20366	-	90,400.00	-	90,400.00
E	166	5367	54937Z	PROJ FORECLOSE INTERVENT	20366	4,500.00	7,435.22	-	11,935.22
R	175		3999110	ENCUMB FWD		-	25,794.00	-	25,794.00
E	175	4110	54600	REPAIR & MAINTENANCE		134,458.00	25,794.00	-	160,252.00
R	176		3999110	ENCUMB FWD		-	10,848.31	-	10,848.31
E	176	1031B	54600	REPAIR & MAINTENANCE		45,179.00	7,903.31	-	53,082.31
E	176	1031B	54601	AIR CONDITIONING		28,550.00	2,945.00	-	31,495.00
R	179		3999110	ENCUMB FWD		-	5,677.59	-	5,677.59
E	179	1002B	56400	MACHINERY & EQUIPMENT		28,000.00	5,677.59	-	33,677.59
R	180		3999110	ENCUMB FWD		-	97,772.40	-	97,772.40
E	180	3440A	53400	CONTRACTUAL SERVICES		80,218.00	5,537.96	-	85,755.96
E	180	3440A	54400	RENTALS AND LEASES		1,640.00	1,639.44	-	3,279.44
E	180	3440A	55200	OPERATING SUPPLIES		25,748.00	1,558.00	-	27,306.00
E	180	3440A	56400	MACHINERY & EQUIPMENT		429,014.00	89,037.00	-	518,051.00
R	181		3999110	ENCUMB FWD		-	234,975.68	-	234,975.68
E	181	3217	53100	PROFESSIONAL SERVICES		141,300.00	660.00	-	141,960.00
E	181	3217	53400	CONTRACTUAL SERVICES		195,458.00	32,569.97	-	228,027.97
E	181	3217	53422	CITY OF AVON PARK		-	923.75	-	923.75
E	181	3217	54300	UTILITY SERVICES		63,275.00	1,155.40	-	64,430.40
E	181	3217	54400	RENTALS AND LEASES		27,723.00	311.32	-	28,034.32
E	181	3217	54600	REPAIR & MAINTENANCE		375,522.00	10,060.63	-	385,582.63
E	181	3217	55200	OPERATING SUPPLIES		560,520.00	176,206.51	-	736,726.51
E	181	3217	55211	GAS & OIL		74,875.00	100.00	-	74,975.00
E	181	3217	55403	EDUCATION & TRAINING		100,980.00	12,988.10	-	113,968.10

R	350		3999110Z	ROLL ENC FWD	21064	-	39,550.00	-	39,550.00
E	350	2680F	56200Z	PROJECT BUILDINGS	21064	-	39,550.00	-	39,550.00
R	355		3999110Z	ROLL ENC FWD	18051	-	196,088.96	-	196,088.96
E	355	2685	56200Z	PROJECT BUILDINGS	18051	2,713,374.00	196,088.96	-	2,909,462.96
R	401		3999110	ENCUMB FWD		-	493,620.60	-	493,620.60
E	401	4210	53100	PROFESSIONAL SERVICES		432,200.00	130,364.20	-	562,564.20
E	401	4210	53116	MONITORING WELLS		24,000.00	25,917.00	-	49,917.00
E	401	4210	53117	HAZARDOUS WASTE		43,060.00	9,449.09	-	52,509.09
E	401	4210	53400	CONTRACTUAL SERVICES		575,650.00	840.00	-	576,490.00
E	401	4210	53434	HAULING		64,980.00	5,297.45	-	70,277.45
E	401	4210	54400	RENTALS AND LEASES		25,587.00	2,700.19	-	28,287.19
E	401	4210	54600	REPAIR & MAINTENANCE		551,567.00	156,834.69	-	708,401.69
E	401	4210	54608	R/M LEACHATE/GAS		49,822.00	19,993.10	-	69,815.10
E	401	4210	54900	OTHER CHARGES/OBLIGATIONS		60,750.00	1,304.41	-	62,054.41
E	401	4210	55200	OPERATING SUPPLIES		94,247.00	2,263.37	-	96,510.37
E	401	4210	56400	MACHINERY & EQUIPMENT		411,000.00	121,939.00	-	532,939.00
E	401	4215	53100	PROFESSIONAL SERVICES		7,250.00	4,347.00	-	11,597.00
E	401	4215	53116	MONITORING WELLS		10,000.00	9,014.00	-	19,014.00
E	401	4215	54600	REPAIR & MAINTENANCE		3,500.00	200.00	-	3,700.00
E	401	4218	53433	WASTE FRANCHISE		4,892,911.00	3,157.10	-	4,896,068.10
R	401		3999110Z	ROLL ENC FWD	20045	-	16,432.10	-	16,432.10
E	401	4210	53100Z	PROJECT PROFESSIONAL SVC	20045	-	16,432.10	-	16,432.10
R	401		3999110Z	ROLL ENC FWD	21078	-	1,771,564.00	-	1,771,564.00
E	401	4210	53100Z	PROJECT PROFESSIONAL SVC	21078	-	1,771,564.00	-	1,771,564.00
R	401		3999110Z	ROLL ENC FWD	21081	-	16,435.24	-	16,435.24
E	401	4210	54600Z	PROJECT REPAIR & MAINT	21081	-	210.00	-	210.00
E	401	4210	55200Z	PROJECT OPERATING SUPP	21081	-	554.00	-	554.00
E	401	4210	55403Z	PROJECT EDUC & TRAINING	21081	-	6,510.00	-	6,510.00

E	401	4210	56810Z	PROJ PC SFTWR PURCH $25K+	21081	-	9,161.24	-	9,161.24
R	420		3999110	ENCUMB FWD		-	43,427.11	-	43,427.11
E	420	4230	53400	CONTRACTUAL SERVICES		6,700.00	573.20	-	7,273.20
E	420	4230	54600	REPAIR & MAINTENANCE		72,577.00	12,150.77	-	84,727.77
E	420	4230	55300	ROAD MATERIALS & SUPPLIES		1,327,060.00	30,703.14	-	1,357,763.14
R	420		3999110Z	ROLL ENC FWD	14014	-	1,508.13	-	1,508.13
E	420	4230	54600Z	PROJECT REPAIR & MAINT	14014	1,220,250.00	1,508.13	-	1,221,758.13
R	420		3999110Z	ROLL ENC FWD	21081	-	7,920.00	-	7,920.00
E	420	4230	54600Z	PROJECT REPAIR & MAINT	21081	-	1,575.00	-	1,575.00
E	420	4230	56810Z	PROJ PC SFTWR PURCH $25K+	21081	-	6,345.00	-	6,345.00

BOARD OF COUNTY COMMISSIONERS

REQUEST # 22-23-021

FUND(S)	FUND TITLE(S)	FUND(S)	FUND TITLE(S)
005	General		
110	Transportation Trust		
122	E911 Operations		
151	Infrastructure Surtax		
152	Tourist Development Trust		
166	SHIP		
175	Sebring Parkway Maint.		
176	State Court Facilities Trust		
179	Court Tech 28.24(12)(E)1		
180	Building		
181	Fire Assessment		
350	HCISSR LTD Capital		
355	HCFPIRN LTD Capital		
401	Solid Waste		
420	Energy Recovery		

FND	CST CTR	PROJ #	PROJECT TITLE
005	6303	02058	Little Lake Jackson Alum
151	4102A	04074	Old SR 8 - Reonstruction
151	4102A	12054	Memorial Dr. Pipe Replacement
151	2111A	14033	Technology Infrastructure Improvements
005	2106	15071	Budget Software
151	4102A	16002	Sebring Parkway II Series 2002
151	5106A	16044	Animal Control Building
005	6303	17023	Jack Creek Watershed Mgmt
151	4102A	17034	Memorial Dr - Pompano Dr
151	2672A	17041	CAC FACILITY IMPROVEMENTS
151	4102A	17062	Sebring Pkwy PH IIA
151	4102A	17063	Sebring Pkwy PH IIB
166	5367	17366	SHIP Phase 26
151	4102A	18009	CR 623 (Kenilworth)
181	3217	18033	Fire Rescue Station 18
181	3217	18034	Fire/EMS Admin Bldg
355	2685	18051	Fire Rescue Station 36
166	5637	18366	SHIP PH 27
005	3996	19001	COVID - 19
151	4102A	19002	ADA Transition Plan FY 19-20
151	4102A	19007	New Traffic Ops Bldg
355	2685	19010	Desoto City ST 19

COST CENTE	COST CENTER TITLE(S)
1031	Gen Op Courthouse Facilities
2101	Board of County Commissioners
2103	County Attorney
2105	County Audits - CPA
2107	Human Resources
2111	Central Services
2558	Purchasing
2672	Facilities Management 005
2700	County Plan/Development 005
2810	Office of Economic Development
2991	Veteran Service Office
3400	Development Services
3991	Local Emergency Mgt Agency
3995	Children's Advocacy Center
3998B	Communications Program
5105	Ambulance Services
5229	Healthy Families Grant
6102	Parks Department
6105	Sports Complex
6209	Libraries - Avon Park
6210	Libraries - Sebring
6211	Libraries - Lake Placid
6212	Libraries - Countywide
6213	Historic Dist. Site Survey
6302	County Extension
6303	Natural Resources
6304	Coop Aquatic Plant Prog
6306	Nuisance Abatement
4101	County Engineer
4102	Roads & Bridges -110
4103	Bridge & Concrete
4104	Maint Shop and Warehouse
4105	Traffic Operations
4106	ROW Maintenance
4108	County Shell Pit
4998	GIS
3998	E911 Program - Land
2672A	Facilities Management 151
3101B	Sheriff - 151

BOARD OF COUNTY COMMISSIONERS

REQUEST NUMBER 22-23-021

FND	CST CTR	PROJ #	PROJECT TITLE
005	6303	19029	Carter Creek WMP Alt Analysis
151	3991A	19040	EOC Building Remodel
005	6303	19041	Sebring Watershed Mgmt Proj.
152	5306	19044	Fishing Tournament Facility Improv.
005	5105	19049	CARES Act Provider Relief
005	3996	19051	HC CARES Act Relief Funds
162	5342	19055	COVID-19 Housing Assist Prog
110	4101	19057	Annex Building Generator
355	2685	19058	HP Class A Engine
166	5367	19366	SHIP Phase 28
151	4102A	20006	R&B Equipment
110	4105	20023	Hwy Lighting FY 20-21
005	3995	20027	SCALP 20-21
151	6101A	20031	Memorial Trail Head PH I
155	1155	20036	Hospital District Board 20/21
151	5105A	20039	Rechassis Ambulance
151	6101A	20041	HL Bishop Park Playground
151	6101A	20042	Sports Complex Playground
401	4210	20045	HCSWMC-Borrow Pit Mining
005	2810	20049	Rural Tookit Marketing
005	3996	20056	American Rescue Plan
005	3995	20064	FNCAC 21-22

COST CENTE	COST CENTER TITLE(S)
4102A	Transportation Projects
6102A	Parks Dept - 151
2111A	Central Services - 151
5106A	Animal Control - 151
5105A	Ambulance Service 151
3322A	County Jail - 151
6101A	Recreation 151
5301	Tourist Development - Operations
5305	Tourist Dev - Marketing & Promotions
5306	Tourist Development - Lakes
5307	Tourist Dev -Promote/Advertise Lakes
2106	Office of Mgmt & Budget
3996	Emergency/Disaster Relief
5366	SHIP Administration
5367	SHIP Program
4110	Sebring Parkway Maint.
1031B	State Court Facilities
1002B	State Attorney Technology
3440A	Building Dept.
3217	Fire Assessment
2680F	HCISSR LTD Capital
2685	HCFPIRN LTD Capital Exps.
4210	Refuse Disposal System
4215	Landfill Closure Program
4218	Refuse Collection Program
4230	Asphalt Plant

RESOLUTION NO. 22-23-27

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 22-23-021 TO THE GENERAL, TRANSPORTATION TRUST, E911 OPERATIONS, INFRASTRUCTURE SURTAX, TOURIST DEVELOPMENT TRUST, STATE HOUSING INITIATIVE PROGRAM, SEBRING PARKWAY MAINTENANCE, STATE COURT FACILITIES TRUST, COURT TECH 28.24(12)(E)1, BUILDING, FIRE ASSESSMENT, HCISSR LTD CAPITAL, HCFPIRN LTD CAPITAL, SOLID WASTE, AND ENERGY RECOVERY FUNDS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General, Transportation Trust, E911 Operations, Infrastructure Surtax, Tourist Development Trust, State Housing Initiative Program, Sebring Parkway Maintenance, State Court Facilities Trust, Court Tech 28.24(12)(E)1, Building, Fire Assessment, HCISSR LTD Capital, HCFPIRN LTD Capital, Solid Waste, and Energy Recovery Funds.

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

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

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 22-23-021 is hereby approved and authorized to roll forward encumbrances from fiscal year 21/22 into the current fiscal year 22/23 from the General, Transportation Trust, E911 Operations, Infrastructure Surtax, Tourist Development Trust, State Housing Initiative Program, Sebring Parkway Maintenance, State Court Facilities Trust, Court Tech 28.24(12)(E)1, Building, Fire Assessment, HCISSR LTD Capital, HCFPIRN LTD Capital, Solid Waste, and Energy Recovery Funds in the total amount of $12,073,558.42, to complete transactions for goods and services in fiscal year 22/23 which are still needed.

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 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________
Chairperson

ATTEST:

____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: **November 29, 2022**

PRESENTER: **Melony Culpepper, Assistant Development Services Director/Planning and Zoning Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-31, establishing a temporary residential motor home (RV) accommodation permit program relating to structural damage resulting from Hurricane Ian or Hurricane Nicole.**

STATEMENT OF ISSUE

At the November 15, 2022 meeting, the Board of County Commissioners (BCC), directed staff to bring a resolution to the BCC for consideration establishing a temporary RV accommodation permit program relating to structural damage resulting from Hurricane Ian or Hurricane Nicole. This resolution would allow property owners to apply for a Temporary Residential RV Accommodation Permit, which would enable them to place and maintain an RV on a homesteaded residential property for 180 days. The applicant would be able to extend this permit up to an additional 180 days.

RECOMMENDED ACTION

Move to adopt Resolution 22-23-31, establishing a temporary residential motor home (RV) accommodation permit program relating to structural damage resulting from Hurricane Ian or Hurricane Nicole.

Attachments: Resolution 22-23-31 Temp RV Accommodation Permit Program.Ian.Nicole.pdf

RESOLUTION NO. 22-23-31

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA, ESTABLISHING A TEMPORARY RESIDENTIAL MOTOR HOME (RV) ACCOMMODATION PERMIT PROGRAM RELATING TO STRUCTURAL DAMAGE RESULTING FROM HURRICANE IAN OR HURRICANE NICOLE; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR TEMPORARY RESIDENTIAL RV ACCOMODATION PERMIT PROGRAM; PROVIDING FOR SUNSET; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS, PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 23, 2022, Governor DeSantis issued Executive Order Number 22-218, and amended the same on September 24, 2022, through the issuance of Executive Order Number 22-219, declaring a state of emergency for the entire State of Florida, including Highlands County, related to Hurricane Ian; and

WHEREAS, on September 26, 2022, the County adopted Resolution No. 21-22-199, which declared a local state of emergency for Highlands County stemming from Hurricane Ian, and thereafter extended the same on October 3, 2022, through Resolution No. 22-23-03; and

WHEREAS, on November 7, 2022, Governor DeSantis issued Executive Order Number 22-253, amended the same on November 9, 2022, through the issuance of Executive Order Number 22-255, and amended the same again on November 10, 2022, through the issuance of Executive Order Number 22-256, declaring a state of emergency for the entire State of Florida, including Highlands County, related to Hurricane Nicole; and

WHEREAS, on November 8, 2022, the County adopted Resolution No. 22-23-26, which declared a local state of emergency for Highlands County stemming from Hurricane Nicole; and

WHEREAS, due to the Hurricane Ian and Hurricane Nicole weather events, the County has received reports of residential property damage and/or devastation experienced by citizens living in unincorporated Highlands County; and

WHEREAS, the County acknowledges that reconstruction and/or repair related to such residential property damage and/or devastation will likely be initiated by effected property owners over the next few months; and

WHEREAS, the County's Land Development regulations do not permit the placement of a motor home (RV) in any zoning district for use as a temporary residential dwelling; and

WHEREAS, the County understands that it may be cost prohibitive for certain property owners to otherwise secure temporary living accommodations during such new construction or repair activities under the circumstances related to either Hurricane Ian or Hurricane Nicole; and

WHEREAS, the County has determined that it is in the best interest of its residential citizens to allow for the temporary placement and maintenance of an RV on residential property under the limited parameters set forth herein when reconstructing or repairing a residential structure damaged by either Hurricane Ian or Hurricane Nicole.

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. Temporary Residential RV Accommodation Permit Program.

A. The County hereby establishes the Temporary Residential RV Accommodation Permit Program which enables certain qualifying property owners to secure a permit to place and maintain an RV on a homesteaded, residential property for a temporary period of time while the residential structure on the property is being repaired or reconstructed.

B. In order to qualify for a temporary RV placement permit, the property owner must submit the appropriate application to the County and evidence of the following acceptable to the County:

1. The structural damage or destruction causing the need for reconstruction or repair was the result of either Hurricane Ian or Hurricane Nicole;

2. The property upon which the damaged or destroyed structure is located is homesteaded;

3. If the structure was not destroyed, the damage to the structure is such that the property owner is unable to live in the structure during the repair work;

4. An acceptable and safe electric service has been established for the RV;

5. An acceptable and safe water source has been established for the RV;

6. An acceptable and safe wastewater source has been established for the RV.

C. A temporary RV permit issued in accordance herewith shall only be valid and active for a period of one-hundred eighty (180) days or until such time as the Certificate of Occupancy is received, whichever occurs first. A temporary RV permit may be extended for additional periods not exceeding one-hundred eighty (180) additional days, for a maximum permit term of three hundred sixty (360) days.

SECTION 3. Sunset.

A. Without further action of the Board of County Commissioners, the Temporary Residential RV Accommodation Permit Program shall sunset six (6) months from the Effective Date hereof with no further applications being accepted for a temporary RV permit related to Hurricane Ian or Hurricane Nicole.

B. The Sunset of this Program shall not invalidate an active temporary RV permit which has been issued in accordance herewith.

C. If determined to be in the best interest of the County, the Temporary Residential RV Accommodation Permit Program related to Hurricane Ian and Hurricane Nicole may be extended for an additional period beyond the six (6) month term set forth herein through the adoption of a subsequent Resolution.

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 the Temporary Residential RV Accommodation Permit Program related to Hurricane Ian and Hurricane Nicole, 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 City 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 become effective immediately upon adoption.

DONE AND ADOPTED, this 29th day of November, 2022.

BOARD OF COUNTY COMMISSIONERS
OF HIGHLANDS COUNTY, FLORIDA

By: ______________________________
Chris Campbell, Chairperson

(SEAL)

ATTEST:

____
Jerome Kaszubowski, Clerk

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Nov 29, 2022

PRESENTER:	**David Nitz, OMB Manager** **Angie Bollinger, Sr. Budget Analyst**
SUBJECT/TITLE:	**Request approval of Budget Amendment 21-22-144 for Projects item to item transfers between capital project accounts to assist with GASB 34 reporting with a net fiscal impact of $0.00.**

STATEMENT OF ISSUE

This project budget amendment is necessary to transfer item to item between capital project accounts to assist with GASB 34 reporting with a net fiscal impact of $0.00.

RECOMMENDED ACTION

Move to approve Budget Amendment 21-22-144 for Projects item to item transfers between capital project accounts to assist with GASB 34 reporting with a net fiscal impact of $0.00.

Attachments: 21-22-144 Projects with 56300Z 56301Z Accts (BA).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **9/1/2022** SUBMITTED BY: **OMB**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	129	6307	56300Z	Project Improvements	02084	41,801.30		41,801.30	0.00
E	129	6307	54600Z	Project Repair & Maintenance	02084	7,015.00	41,801.30		48,816.30
E	151	4102A	56300Z	Project Improvements	14015	283,598.00		283,598.00	0.00
E	151	4102A	56301Z	Project Capital Infrastructure	14015	-	283,598.00		283,598.00
E	151	5106A	56300Z	Project Improvements	16044	150,000.00		150,000.00	-
E	151	5106A	56200Z	Project Buildings	16044	648,933.11	150,000.00		798,933.11
E	151	4102A	56300Z	Project Improvements	19037	300,000.00		300,000.00	-

REASON: **Item to item transfers within projects to assist with GASB 34 reporting.**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** 21-22-144 **TRANSFER TYPE:**

______ Approval

______ Denial

ACTION:
Board ______ Approved ______ Denied
County Administrator ______ Approved ______ Denied

XX ITEM TO ITEM
______ RESERVE
______ BY RESOLUTION
______ SUPPLEMENTAL BUDGET

SIGNATURE: ______

Signature: ______ DATE: ____/____/____ Posted by Clerk: ______

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-144

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	4102A	56301Z	Project Capital Infrastructure	19037	-	300,000.00		300,000.00
E	151	4102A	56300Z	Project Improvements	20044	167,093.41		167,093.41	-
E	151	4102A	56301Z	Project Capital Infrastructure	20044	77,329.70	167,093.41		244,423.11
E	151	6101A	56300Z	Project Improvements	20057	140,801.44		140,801.44	-
E	151	6101A	56301Z	Project Capital Infrastructure	20057	-	140,801.44		140,801.44
E	151	6101A	56300Z	Project Improvements	20058	33,960.00		33,960.00	-
E	151	6101A	56200Z	Project Buildings	20058	-	33,960.00		33,960.00
E	151	4102A	56300Z	Project Improvements	21015	29,317.62		29,317.62	-
E	151	4102A	56301Z	Project Capital Infrastructure	21015	-	29,317.62		29,317.62
E	151	4102A	56300Z	Project Improvements	21017	74,611.72		74,611.72	-
E	151	4102A	56301Z	Project Capital Infrastructure	21017	-	74,611.72		74,611.72
E	151	4102A	56300Z	Project Improvements	21018	77,363.40		77,363.40	-
E	151	4102A	56301Z	Project Capital Infrastructure	21018	-	77,363.40		77,363.40

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-144

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	4102A	56300Z	Project Improvements	21020	48,000.00		48,000.00	-
E	151	4102A	56301Z	Project Capital Infrastructure	21020	-	48,000.00		48,000.00
E	151	4102A	56300Z	Project Improvements	21021	38,950.19		38,950.19	-
E	151	4102A	56301Z	Project Capital Infrastructure	21021	-	38,950.19		38,950.19
E	151	4102A	56300Z	Project Improvements	21022	44,062.05		44,062.05	-
E	151	4102A	56301Z	Project Capital Infrastructure	21022	-	44,062.05		44,062.05
E	151	4102A	56300Z	Project Improvements	21023	23,321.24		23,321.24	-
E	151	4102A	56301Z	Project Capital Infrastructure	21023	-	23,321.24		23,321.24
E	151	4102A	56300Z	Project Improvements	21024	34,164.01		34,164.01	-
E	151	4102A	56301Z	Project Capital Infrastructure	21024	-	34,164.01		34,164.01
E	151	4102A	56300Z	Project Improvements	21025	45,393.49		45,393.49	-
E	151	4102A	56301Z	Project Capital Infrastructure	21025	-	45,393.49		45,393.49
E	151	4102A	56300Z	Project Improvements	21040	220,000.00		220,000.00	-
E	151	4102A	56301Z	Project Capital Infrastructure	21040	-	220,000.00		220,000.00
E	151	6101A	56301Z	Project Capital Infrastructure	21059	90,000.00		90,000.00	-
E	151	6101A	56300Z	Project Improvements	21059	-	90,000.00		90,000.00
E	151	4102A	56300Z	Project Improvements	21093	99,986.91		99,986.91	-
E	151	4102A	56301Z	Project Capital Infrastructure	21093	-	99,986.91		99,986.91

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-144

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	151	4102A	56300Z	Project Improvements	21094	40,000.00		40,000.00	-
E	151	4102A	56301Z	Project Capital Infrastructure	21094	-	40,000.00		40,000.00
E	151	4102A	56300Z	Project Improvements	21099	30,000.00		30,000.00	-
E	151	4102A	56301Z	Project Capital Infrastructure	21099	-	30,000.00		30,000.00
E	151	4102A	56300Z	Project Improvements	21100	89,000.00		89,000.00	-
E	151	4102A	56301Z	Project Capital Infrastructure	21100	-	89,000.00		89,000.00

Form Revised 08/05/2020

REQUEST NUMBER **21-22-144**

FUND(S)	FUND TITLE(S)
129	Conservation Trust
151	Infrastructure Surtax

COST CTR(S)	COST CENTER TITLE(S)
6307	Conservation Trust
4102A	Transportation Projects
5106A	Animal Control 151
6101A	Recreation 151

FND	CST CTR	PROJ #	PROJECT TITLE
129	6307	02084	MAINT PRESERVE SUN 'N LK
151	4102A	14015	WEBSTER TURN
151	5106A	16044	ANIMAL CONTROL BUILDING
151	4102A	19037	THUNDERBIRD DRAINAGE IMP
151	4102A	20044	CL EAST AVON PINES ROAD
151	6101A	20057	LK JUNE PK PH II IMPRV
151	6101A	20058	CL DONALDSON PK (RPAC)
151	4102A	21015	CL ANDROS AVE NW
151	4102A	21017	CL ELBA DR NE
151	4102A	21018	CL FINCH AVE
151	4102A	21020	MADISON AVE
151	4102A	21021	CL SENTIMENTAL CT
151	4102A	21022	CL SUNDOWN CT
151	4102A	21023	CL SUNNYSIDE CT
151	4102A	21024	CL SUWANNEE LN
151	4102A	21025	CL THRUSH CT
151	4102A	21040	DRAINAGE IMPROVEMENTS (set-a-side)
151	6101A	21059	PINE BREEZE PICKLEBALL CT
151	4102A	21093	E WINTHROP ST
151	4102A	21094	AP FUEL ISLAND
151	4102A	21099	SRF DRAINAGE IMP STUDY
151	4102A	21100	W. STRYKER ROAD

Form Revised 08/05/2020

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: **Nov 29, 2022**

PRESENTER: **David Nitz, OMB Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-35 for Budget Amendment 21-22-143 for the Clerk of Courts FY 21-22 yearend cleanup and post additional revenue received.**

STATEMENT OF ISSUE

The Clerk of Courts' office is requesting the approval of a fiscal year end budget amendment to align the Clerk's Board funded budget with actual expenditures for FY 21-22 and to account for additional miscellaneous revenue received from the Board of County Commissioners, Tax Collector, Property Appraiser, State Court Facilities, and Supervisor of Elections for additional IT Services.

RECOMMENDED ACTION

Move to adopt resolution 22-23-35 for budget amendment 21-22-143 to align the Clerk's Board funded budget as of September 30, 2022, and post additional revenue received.

FISCAL IMPACT

The fiscal impact is an increase to Fund 005 (General) and the overall budget in the amount of $344,942.00.

Attachments: 21-22-143 Clerk of Courts YE Cleanup_Add'l Revenue (BA).pdf
21-22-143R Clerk of Courts YE Cleanup_Add'l Revenue (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **11/11/2022**

SUBMITTED BY: **J. Gabrus**

FUND(S): **005**

FUND TITLE(S): **General**

COST CENTER(S) #: **2102, 2110, 1014, 1018, 1033C**

PROJECT(S) #:

PROJECT TITLE(S):

COST CENTER TITLE(S): **Clerk to Board; Clerk to Board - 51900; Pre-Trial Release; Cir Ct Fam Pro Se Services, Law Library**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	PROJECT	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	2102	51001	Personal Services - Elected Officials		2,668,333.00	419,518.00	-	3,087,851.00
E	005	2102	53001	Operating Expense - Elected Officials		617,296.00	71,090.00	-	688,386.00
E	005	2102	56001	Capital Outlay - Elected Officials		-	10,698.00	-	10,698.00
E	005	2102	57001	Debt Service - Elected Officials		-	14,778.00	-	14,778.00
E	005	2110	51001	Personal Services - Elected Officials		646,507.00	-	83,458.00	563,049.00
E	005	2110	53001	Operating Expense - Elected Officials		210,686.00	-	53,877.00	156,809.00
E	005	2110	57001	Debt Service - Elected Officials		-	800.00	-	800.00

REASON: **Budget Amendment to align the Board books with the Clerk books as of September 30, 2022.**

OFFICE USE ONLY

OMB RECOMMENDATION:

REQUEST # 21-22-143

TRANSFER TYPE:

_______________ Approval

_______________ Denial

ACTION:
Board _____ Approved _____ Denied
County Administrator _____ Approved _____ Denied

XX ITEM TO ITEM
___ RESERVE
XX BY RESOLUTION
___ SUPPLEMENTAL BUDGET

SIGNATURE: _______________

DATE: ____ / ____ / ____

Signature: _______________

Posted by Clerk: _______________

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-143

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	PROJECT	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	1014	51001	Personal Services - Elected Officials		130,266.00	-	6,065.00	124,201.00
E	005	1014	53001	Operating Expense - Elected Officials		1,680.00	-	377.00	1,303.00
E	005	1018	51001	Personal Services - Elected Officials		33,111.00	-	9,730.00	23,381.00
E	005	1018	53001	Operating Expense - Elected Officials		2,980.00	-	385.00	2,595.00
E	005	1018	57001	Debt Service - Elected Officials		-	462.00	-	462.00
E	005	1033C	51001	Personal Services - Elected Officials		53,533.00	-	10,210.00	43,323.00
E	005	1033C	53001	Operating Expense - Elected Officials		5,725.00	-	3,270.00	2,455.00
E	005	1033C	56001	Capital Outlay - Elected Officials		62,860.00	-	5,954.00	56,906.00
E	005	1033C	57001	Debt Service - Elected Officials		-	922.00	-	922.00
R	005		3699000	Other Misc Revenue		548,500.00	344,942.00	-	893,442.00

RESOLUTION NO. 22-23-35

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-143 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

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

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

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-143 is hereby approved and authorized to appropriate additional revenue received by the Clerk's Office in FY 21/22 in the amount of $344,942.00.

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. **<u>Scrivener's Errors.</u>** 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. **<u>Conflicts.</u>** All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. **<u>Severability.</u>** 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. **<u>Effective Date.</u>** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________

Chris Campbell, Chairperson

ATTEST:

____

Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Nov 29, 2022

PRESENTER: **David Nitz, OMB Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-36 for Budget Amendment 21-22-146 to reorganize the ARPA project funds to follow the revised grant reporting guidelines with a fiscal impact of a net decrease in the amount of $859,435.00.**

STATEMENT OF ISSUE

This budget amendment is to reorganize the ARPA project funds to follow the revised grant reporting guidelines with a fiscal impact of a net decrease in the amount of $859,435.00, which is the revenue replenishment allocation for the General Fund.

RECOMMENDED ACTION

Move to adopt Resolution 22-23-36 for Budget Amendment 21-22-146 to reorganize the ARPA project funds to follow the revised grant reporting guidelines with a fiscal impact of a net decrease in the amount of $859,435.00.

FISCAL IMPACT

There is a net fiscal impact of a decrease to the General Fund (005) in the amount of $859,435.00.

Attachments: 21-22-146 ARPA Project Reorg (BA).pdf
21-22-146R ARPA Project Reorg (Resolution).pdf
21-22-146 ARPA Project Reorg (Reserve).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **10/28/2022**

SUBMITTED BY: **OMB**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	20056	1,585,716.84		1,070,716.84	515,000.00
R	005		3999100Z	Project Fund Balance Forward	20056	1,645,293.13		1,645,293.13	0.00
E	005	3996	59010Z	Project Transfers Out	20056	3,022,453.00		3,022,453.00	0.00
E	005	3996	52300Z	Project Life & Health Insurance	20056	0.00	500,000.00		500,000.00
E	005	3996	59905Z	Project Reserve for Contigency	20056	193,556.97		193,556.97	0.00
									0.00

REASON: **To reorganize the ARPA Project Funds to follow the revised grant reporting guidelines.**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** **21-22-146** **TRANSFER TYPE:**

_______________ Approval

_______________ Denial

ACTION:

Board _____ Approved _____ Denied

County Administrator _____ Approved _____ Denied

XX ITEM TO ITEM
XX RESERVE
XX BY RESOLUTION
_____ SUPPLEMENTAL BUDGET

SIGNATURE: ____________________

Signature: ____________________

DATE: ____/____/____

Posted by Clerk: ____________________

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3999100	Fund Balance Brought Forward		1,865,488.88	1,742,563.00		3,608,051.88
E	005	9101D	59100	Non Operating Transfers		1,355,964.00	1,663,018.00		3,018,982.00
E	005	9990	59900	Reserve for Contingency		257,849.25	79,545.00		337,394.25
R	005		3999100Z	Project Fund Balance Forward	20073	830,000.00	66,979.00		896,979.00
E	005	3996	56400Z	Project Equipment	20073	1,627,780.00	66,979.00		1,694,759.00
R	005		3999100Z	Project Fund Balance Forward	20084	31,324.00	47,032.97		78,356.97
E	005	3996	51200Z	Project Regular Salaries	20084	48,605.00	47,032.97		95,637.97
R	005		3315100Z	American Rescue Plan Act	20078	125,000.00		119,400.00	5,600.00
R	005		3999100Z	Project Fund Balance Forward	20078	125,000.00		125,000.00	-
E	005	3996	53100Z	Project Professional Services	20078	250,000.00		244,400.00	5,600.00
R	005		3999100Z	Project Fund Balance Forward	21113	0.00	244,400.00		244,400.00
E	005	3322	53100Z	Project Professional Services	21113	0.00	244,400.00		244,400.00
R	005		3315100Z	American Rescue Plan Act	20075	500,000.00		500,000.00	-
R	005		3999100Z	Project Fund Balance Forward	20075	500,000.00	500,000.00		1,000,000.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	20075	1,000,000.00		1,000,000.00	-
E	005	3991	58102Z	Govt Agency-Admin/Govt	20075	0.00	1,000,000.00		1,000,000.00

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	20071	2,500,000.00		2,500,000.00	-
R	005		3999100Z	Project Fund Balance Forward	20071	2,500,000.00	2,500,000.00		5,000,000.00
E	005	3996	53100Z	Project Professional Services	20071	100,000.00		100,000.00	-
E	005	3996	54900Z	Project Other Chgs & Obligations	20071	1,000.00		1,000.00	-
E	005	3996	56100Z	Project Land	20071	250,000.00		250,000.00	-
E	005	3996	56200Z	Project Buildings	20071	4,549,000.00		4,549,000.00	-
E	005	3996	56301Z	Proj Capital Infrastructure	20071	100,000.00		100,000.00	-
E	005	3991	53100Z	Project Professional Services	20071	0.00	100,000.00		100,000.00
E	005	3991	54900Z	Project Other Chgs & Obligations	20071	0.00	1,000.00		1,000.00
E	005	3991	56100Z	Project Land	20071	0.00	250,000.00		250,000.00
E	005	3991	56200Z	Project Buildings	20071	0.00	4,549,000.00		4,549,000.00
E	005	3991	56301Z	Proj Capital Infrastructure	20071	0.00	100,000.00		100,000.00
R	005		3315100Z	American Rescue Plan Act	20081	75,000.00		75,000.00	-
R	005		3999100Z	Project Fund Balance Forward	20081	75,000.00	75,000.00		150,000.00
E	005	3996	56810Z	Proj PC Software Purch $25K+	20081	150,000.00		150,000.00	-
E	005	3400	56810Z	Proj PC Software Purch $25K+	20081	0.00	150,000.00		150,000.00

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	20079	87,500.00		87,500.00	-
R	005		3999100Z	Project Fund Balance Forward	20079	87,500.00	87,500.00		175,000.00
E	005	3996	55200Z	Project Operating Supplies	20079	25,000.00		25,000.00	-
E	005	3996	56400Z	Project Equipment	20079	150,000.00		150,000.00	-
E	005	6212	55200Z	Project Operating Supplies	20079	0.00	25,000.00		25,000.00
E	005	6212	56400Z	Project Equipment	20079	0.00	150,000.00		150,000.00
R	005		3315100Z	American Rescue Plan Act	20082	62,500.00		62,500.00	-
R	005		3999100Z	Project Fund Balance Forward	20082	62,500.00	62,500.00		125,000.00
E	005	3996	56200Z	Project Buildings	20082	125,000.00		125,000.00	-
E	005	2672	56200Z	Project Buildings	20082	0.00	125,000.00		125,000.00
									-
R	005		3315100Z	American Rescue Plan Act	20083	50,000.00		50,000.00	-
R	005		3999100Z	Project Fund Balance Forward	20083	50,000.00	50,000.00		100,000.00
E	005	3996	56200Z	Project Buildings	20083	100,000.00		100,000.00	-
E	005	2672	56200Z	Project Buildings	20083	0.00	100,000.00		100,000.00
									-

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	21068	42,500.00		42,500.00	-
R	005		3999100Z	Project Fund Balance Forward	21068	0.00	42,500.00		42,500.00
E	005	3996	58301Z	Other-Individuals	21068	42,500.00		42,500.00	-
E	005	3995	58301Z	Other-Individuals	21068	0.00	42,500.00		42,500.00
R	005		3315100Z	American Rescue Plan Act	21084	21,000.00		21,000.00	-
R	005		3999100Z	Project Fund Balance Forward	21084	21,000.00	21,000.00		42,000.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21084	42,000.00		42,000.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21084	0.00	42,000.00		42,000.00
R	005		3315100Z	American Rescue Plan Act	21085	12,000.00		12,000.00	-
R	005		3999100Z	Project Fund Balance Forward	21085	12,000.00	12,000.00		24,000.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21085	24,000.00		24,000.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21085	0.00	24,000.00		24,000.00
R	005		3315100Z	American Rescue Plan Act	21086	170,000.00		170,000.00	-
R	005		3999100Z	Project Fund Balance Forward	21086	170,000.00	170,000.00		340,000.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21086	340,000.00		340,000.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21086	0.00	340,000.00		340,000.00

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	21087	1,750.00		1,750.00	-
R	005		3999100Z	Project Fund Balance Forward	21087	1,750.00	1,750.00		3,500.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21087	3,500.00		3,500.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21087	0.00	3,500.00		3,500.00
R	005		3315100Z	American Rescue Plan Act	21088	13,750.00		13,750.00	-
R	005		3999100Z	Project Fund Balance Forward	21088	13,750.00	13,750.00		27,500.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21088	27,500.00		27,500.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21088	0.00	27,500.00		27,500.00
R	005		3315100Z	American Rescue Plan Act	21089	9,900.00		9,900.00	-
R	005		3999100Z	Project Fund Balance Forward	21089	9,900.00	9,900.00		19,800.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21089	19,800.00		19,800.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21089	0.00	19,800.00		19,800.00
R	005		3315100Z	American Rescue Plan Act	21090	11,150.00		11,150.00	-
R	005		3999100Z	Project Fund Balance Forward	21090	11,150.00	11,150.00		22,300.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21090	22,300.00		22,300.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21090	0.00	22,300.00		22,300.00

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3315100Z	American Rescue Plan Act	21091	21,250.00		21,250.00	-
R	005		3999100Z	Project Fund Balance Forward	21091	21,250.00	21,250.00		42,500.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21091	42,500.00		42,500.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21091	0.00	42,500.00		42,500.00
R	005		3315100Z	American Rescue Plan Act	21092	19,750.00		19,750.00	-
R	005		3999100Z	Project Fund Balance Forward	21092	19,750.00	19,750.00		39,500.00
E	005	3996	58102Z	Govt Agency-Admin/Govt	21092	39,500.00		39,500.00	-
E	005	2111	58102Z	Govt Agency-Admin/Govt	21092	0.00	39,500.00		39,500.00
									-
									-
									-
									-
									-
									-
									-
									-

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-146

FUND(S)	FUND TITLE(S)
005	General

COST CTR(S)	COST CENTER TITLE(S)
3996	Emergency/Disaster Relief
9101D	Interfund Transfers 005
9990	Budgetary Expenditure AC/005
3322	County Jail Maintenance
3991	Local Emergency management Agency
3400	Development Services
6212	Libraries - Countywide
2672	Facilities management 005
3995	Childrens Advocacy Center
2111	Central Services

FND	CST CTR	PROJ #	PROJECT TITLE
005	3996	20056	American Rescue Plan Act
005	3996	20073	Dispatch Console Upgrade (ARPA)
005	3996	20084	Admin Project Mgmt (ARPA)
005	3996	20078	COVID Jail Master Plan (ARPA)
005	3322	21113	Jail Generator
005	3991	20075	Septic to Sewer EOC
005	3991	20071	Hurricane Shelter/Civic Ctr
005	3400	20081	Development Svcs Software
005	6212	20079	HC Libraries Outreach
005	2672	20082	Annex Remodel - 1st Floor

FND	CST CTR	PROJ #	PROJECT TITLE
005	2672	20083	R&B Main Facility Upgrade
005	3995	21068	CAC Household Assistance
005	2111	21084	SNL Auto Flushing Stations
005	2111	21085	SNL Water Booster Stations
005	2111	21086	SNL Bypass Pump
005	2111	21087	SNL Remote Pressure Sensor
005	2111	21088	SNL Unit 16 Analyzer
005	2111	21089	SNL Unit 23 Modifications
005	2111	21090	SNL Water Pressure Valve
005	2111	21091	SNL Water System VFD
005	2111	21092	SNL Water Tank Mixer

Form Revised 08/05/2020

RESOLUTION NO. 22-23-36

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-146 TO THE GENERAL FUND; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General Fund.

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

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

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-146 is hereby approved and authorized to reorganize the ARPA project funds to follow the revised grant reporting guidelines with a fiscal impact of a net decrease in the amount of $859,435.00, which is the revenue replenishment allocation for the General Fund.

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 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________
Chris Campbell, Chairperson

ATTEST:

____
Jerome Kaszubowski, Clerk of Court

HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
RESERVE FOR CONTINGENCY ADJUSTMENTS

GENERAL FUND - 005 (9990)

FISCAL YEAR 2021-2022

DATE INTENDED	BCC APPROVED	B.A.#	AMOUNT	BALANCE	DESCRIPTION
10/01/21		BEGINNING BALANCE		**$450,000.00**	
10/19/21	10/19/21	21-22-003	($66,153.00)	$383,847.00	To adjust the Property Appraiser's budget to reflect the DOR salary adjustment and employee COLA/merit.
11/16/21	11/16/21	21-22-012	$9,980.27	$393,827.27	To post the excess budget from Proj. 21041 VOCA 21-22 (SO).
01/18/22	01/18/22	21-22-031	($23,451.02)	$370,376.25	To provide County match requirement for Proj. 21058 EMS Mtching Grant 21-22
01/18/22	01/18/22	21-22-039	($8,750.00)	$361,626.25	To provide County match requirement for Proj. 21062 for a SWFWMD Cooperative Funding Agreement
04/05/22	04/05/22	21-22-069	($50,000.00)	$311,626.25	To set up funding for Clerk IT purchases to benefit BOCC departments.
04/19/22	04/19/22	21-22-074	($8,600.00)	$303,026.25	To reinstate funding to the EM budget that was cut too agressively during the budget review process.
06/07/22	06/07/22	21-22-083	($35,177.00)	$267,849.25	To increase the County match from 10% to 25% for Project 21058 - EMS Matching Grant 21-22
09/06/22	09/06/22	21-22-128	($10,000.00)	$257,849.25	To set up Aquatic Spraying Cost Share Program project
11/29/22		21-22-146	$79,545.00	$337,394.25	To post excess revenue from ARPA project reorganization.
REVISED TOTAL:				**$337,394.25**	

CONTINUED ON NEXT PAGE

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Nov 29, 2022

PRESENTER: **David Nitz, OMB Manager**

SUBJECT/TITLE: **Request adoption of Resolution 22-23-38 for Budget Amendment 21-22-148 for FY 21/22 end-of-year cost center cleanup for budgets exceeded.**

STATEMENT OF ISSUE

During the fiscal year, variances between budgeted and actual expenditures occur. As part of the end-of-year fiscal close, variances in account balances are addressed and the budget is adjusted accordingly.

This budget amendment is necessary to adjust negative Personal Expenditure, Non-Personal Expenditure, and Capital Expenditure category balances for various FY21/22 Board cost centers. This budget amendment realigns allocated funds into the corresponding account categories and appropriates revenues when needed so that the actual expenditures (by category) do not exceed the budget within that cost center

RECOMMENDED ACTION

Move to adopt resolution 22-23-38 for budget amendment 21-22-148.

FISCAL IMPACT

The final fiscal impact is unknown at this time and will not be determined until November 28th when all transactions should be posted at that time.

Attachments: 21-22-147 Part 2 FYE 21-22 Project Cleanup_Adjustments (BA).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS
(Transfers over $5,000 require Board approval)

DATE: **11/21/2022** SUBMITTED BY: **OMB**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3475600Z	Proj Rent Fee Horse Arena	00059	100.00	1,750.00		1,850.00
E	005	6302	54600Z	Proj Repairs & Maintenance	00059	5,634.27	1,750.00		7,384.27
R	129		3694010Z	Proj Insurance Proceeds	02084	0.00	2,905.53		2,905.53
R	129		3999100Z	Project Fund Balance Brought Forward	02084	49,154.30		1,381.02	47,773.28
E	129	6307	55211Z	Project Gas & Oil	02084	338.00	1,524.51		1,862.51
R	005		3662000Z	Libraries - Project	08048	165.81	77.16		242.97
E	005	6210	54900Z	Project Other Chgs & Obligations	08048	765.81	77.16		842.97

REASON: **End-of-Year FY21-22 project clean up, negative account clean up, and adjustments for accounting purposes.**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** **21-22-147** **TRANSFER TYPE:**

__________ Approval
__________ Denial

ACTION:
Board _____ Approved _____ Denied
County Administrator _____ Approved _____ Denied

XX ITEM TO ITEM
XX RESERVE
XX BY RESOLUTION
____ SUPPLEMENTAL BUDGET

SIGNATURE: __________

DATE: ____ / ____ / ____

Signature: __________ Posted by Clerk: __________

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3662000Z	Libraries - Project	08049	0.00	222.50		222.50
E	005	6211	55200Z	Project Operating Supplies	08049	4,212.88	222.50		4,435.38
E	401	4210	56400Z	Project Equipment	15072	339.13		339.13	-
E	401	4210	54600Z	Project Repair & Maintenance	15072	392.89	339.13		732.02
R	110		3449002Z	Right of Way Improvements	17061	46,372.66	374.74		46,747.40
E	110	4102	55300Z	Proj Rd Materials & Supplies	17061	46,372.66	374.74		46,747.40
E	166	5367	54910Z	Project Rehabilitation	18366	9,657.80		5,655.85	4,001.95
E	166	5367	54910Z	Project Rehabilitation	19366	75,303.32	5,655.85		80,959.17
E	166	5366	52200Z	Project Retirement Contributions	19366	2,351.00		1,361.50	989.50
E	166	5366	52300Z	Project Life & Health Insurance	19366	5,208.00		2,574.46	2,633.54
E	166	5366	51200Z	Project Regular Salaries	19366	7,113.27	1,542.44		8,655.71
E	166	5366	54100Z	Project Communications	19366	0.00	69.83		69.83
E	166	5366	54500Z	Insurance	19366	0.00	637.00		637.00
E	166	5366	54600Z	Project Repair & Maintenance	19366	123.00	394.62		517.62
E	166	5366	54900Z	Project Other Chgs & Obligations	19366	0.00	607.96		607.96
E	166	5366	55200Z	Project Operating Supplies	19366	0.00	200.75		200.75
E	166	5366	55211Z	Project Gas & Oil	19366	0.00	58.36		58.36
E	166	5366	55403Z	Project Education & Training	19366	0.00	425.00		425.00

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	155		3999100Z	Project Fund Balance Forward	19028	0.00	28.80		28.80
E	155	1155	53400Z	Project Contractual Services	19028	0.00	28.80		28.80
E	005	6304	52400Z	Project Worker's Compensation	20005	4,488.00		536.43	3,951.57
E	005	6304	52300Z	Project Life & Health Insurance	20005	31,248.00	536.43		31,784.43
E	005	6304	54100	Communications & Freight	20005	281.00		281.00	-
E	005	6304	54100Z	Project Communications	20005	0.00	281.00		281.00
E	151	6101A	53100Z	Project Professional Services	20031	3,750.00		2,026.25	1,723.75
E	151	6101A	56300Z	Project Improvements	20031	1,228.93	2,026.25		3,255.18
E	155	1155	52200Z	Project Retirement Contributions	20036	1,204.66		258.49	946.17
E	155	1155	52400Z	Project Workers Compensation	20036	1,622.77		1,612.77	10.00
E	155	1155	51200Z	Project Regular Salaries	20036	3,202.53	568.60		3,771.13
E	155	1155	52300Z	Project Life & Health Insurance	20036	0.00	1,302.66		1,302.66
E	005	3995	54700Z	Project Printing & Binding	20064	1,087.08		693.54	393.54
E	005	3995	55200Z	Project Operating Supplies	20064	5,360.76	693.54		6,054.30
R	110		3999100Z	Project Fund Balance Forward	20069	19,700.00		3,246.21	16,453.79
E	110	4101	53100Z	Project Professional Services	20069	19,700.00		3,246.21	16,453.79

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	3991	51001Z	Project Personal Services	20068	165,609.00		165,609.00	-
E	005	3991	51200Z	Project Regular Salaries	20068	0.00	101,701.45		101,701.45
E	005	3991	52100Z	Project FICA Taxes	20068	0.00	5,149.48		5,149.48
E	005	3991	52200Z	Project Retirement Contributions	20068	0.00	14,188.32		14,188.32
E	005	3991	52300Z	Project Life & Health Insurance	20068	0.00	18,802.30		18,802.30
E	005	3991	52400Z	Project Workers' Compensation	20068	0.00	1,903.79		1,903.79
E	005	3991	54100Z	Project Communications	20068	0.00	606.21		606.21
E	005	3991	54300Z	Utility Services Project	20068	0.00	23,257.45		23,257.45
E	166	5366	54900Z	Project Other Chgs & Obligations	20366	74,984.99		8,531.48	66,453.51
E	166	5366	51200Z	Project Regular Salaries	20366	18,500.00	2,126.01		20,626.01
E	166	5366	51300Z	Project Other Salaries	20366	6,028.00	1,181.38		7,209.38
E	166	5366	52100Z	Project FICA Taxes	20366	1,500.00	422.25		1,922.25
E	166	5366	52200Z	Project Retirement Contributions	20366	2,056.00	262.39		2,318.39
E	166	5366	52400Z	Project Worker's Compensation	20366	28.00	5.65		33.65
E	166	5366	55211Z	Project Gas & Oil	20366	0.00	36.27		36.27
E	166	5366	55402Z	Project Subscriptions	20366	0.00	4,497.53		4,497.53

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	166	5367	54942Z	Emergency Housing Assistance	20366	150,000.00		2,886.01	147,113.99
E	166	5367	54937Z	Project Foreclosure Intervention	20366	19,852.96	2,886.01		22,738.97
R	005		3315500Z	Disaster Relief FEMA-Proj	21001	0.00	770,875.31		770,875.31
E	005	3996	53400Z	Project Contractual Services	21001	0.00	700,000.00		700,000.00
E	005	3996	54600Z	Project Repair & Maintenance	21001	0.00	3,059.90		3,059.90
E	005	3996	54605Z	Signals Project	21001	0.00	281.53		281.53
E	005	3996	55200Z	Project Operating Supplies	21001	0.00	42,478.68		42,478.68
E	005	3996	55209Z	Project Signs	21001	0.00	25,017.70		25,017.70
E	005	3996	55211Z	Project Gas & Oil	21001	0.00	37.50		37.50
E	005	6304	54100	Communications & Freight	21005	95.00		95.00	-
E	005	6304	52300Z	Project Life & Health Insurance	21005	10,416.00		670.39	
E	005	6304	51400Z	Project Overtime	21005	57.00	465.47		522.47
E	005	6304	52200Z	Project Retirement Contributions	21005	3,994.00	299.92		4,293.92
E	401	4210	56400Z	Project Equipment	21008	93,750.00		29,957.14	63,792.86
E	401	4210	56300Z	Project Improvements	21008	0.00	29,957.14		29,957.14

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	110	4105	54609Z	Proj Highway Lighting Maint	21009	6,000.00		1,863.46	4,136.54
E	110	4105	54300Z	Utility Services Project	21009	10,500.00	1,863.46		12,363.46
E	151	2672A	56400Z	Project Equipment	21036	47,787.43		1,588.77	46,198.66
E	151	2672A	56400Z	Project Equipment	21031	142,668.46	1,588.77		144,257.23
E	005	3995	51200Z	Project Regular Salaries	21050	66,008.08		891.85	65,116.23
E	005	3995	52200Z	Project Retirement Contributions	21050	1,344.10	891.85		2,235.95
E	005	3996	54000Z	Project Travel & Per Diem	21070	500.00		500.00	-
E	005	3996	55100Z	Project Office Supplies	21070	3,000.00		2,291.95	708.05
E	005	3996	55200Z	Project Operating Supplies	21070	3,000.00	2,791.95		5,791.95
E	401	4210	55200Z	Project Operating Supplies	21081	10,562.05		1,382.50	9,179.55
E	401	4210	55403Z	Project Education & Training	21081	6,300.00	210.00		6,510.00
E	401	4210	56810Z	Proj PC Software Purch $25K+	21081	30,325.00	1,172.50		31,497.50
E	005	3995	51200Z	Project Regular Salaries	21096	27,750.00		32.68	27,717.32
E	005	3995	52200Z	Project Retirement Contributions	21096	0.00	31.87		31.87
E	005	3995	52400Z	Project Workers' Compensation	21096	0.00	0.81		0.81

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3312550Z	Proj Emerg Mgmt Prepare-F		133,022.00		59,293.00	73,729.00
R	005		3342500Z	Project Emerg Mgt Prepare		211,215.00		105,409.00	105,806.00
R	005		3999100	Fund Balance Brought Forward		1,865,488.88	164,702.00		2,030,190.88
									-
R	151		3999100	Fund Balance Brought Forward		3,414,853.16	179,570.62		3,594,423.78
E	151	6101A	56300	Improvements Other Than		185,812.50	179,570.62		365,383.12
									-
									-
									-
									-
									-
									-
									-
									-
									-
									-

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

FUND(S)	FUND TITLE(S)
005	General
110	Transporation Trust
129	Conservation Trust
166	SHIP
155	Hospital District
151	Infrastructure Surtax
401	Solid Waste

COST CENTER(S)	COST CENTER TITLE(S)
6302	Agr/Home Ec Agent 005
6307	Conservation Trust
6210	Libraries - Sebring 005
6211	Libraries - Lake Placid 005
4102	Roads & Bridges - 110
5366	SHIP Admin
5367	SHIP Program
1155	Hospital District
6304	Coop Aquatic Planr Program
6101A	Recreation Dept 151
3995	Childrens Advocacy Center
4101	County Engineer
3991	Local Emergency Management Agency
3996	Emergency/Disaster Relief
4210	Refuse Disposal System 401
4105	Traffic Operations
2672A	Facilities Management 151

FND	CST CTR	PROJ #	PROJECT TITLE
005	6302	00059	4-H Horse Arena Facility
129	6307	02084	Maintenance of the Preserve of Sun 'n Lakes
005	6210	08048	Sebring Library Donations
005	6211	08049	LP Library Donations
401	4210	15072	County Camera System
110	4102	17061	Public ROW Imp. Program
166	5367	18366	SHIP PH 27
166	5366	19366	SHIP PH 28
166	5367	19366	SHIP PH 28
155	1155	19028	Hospital District Board 19/20
005	6304	20005	State Aquatic Plant Program
151	6101A	20031	Memorial Trailhead PH I
155	1155	20036	Hospital District Board 20-21
005	3995	20064	FNCAC 21/22
110	4101	20069	Facilitated Process Improvement Initiative
005	3991	20068	EMPA/EMPG Base Grant
166	5366	20366	SHIP PH 29
166	5367	20366	SHIP PH 29
005	3996	21001	Hurricane Ian
005	6304	21005	State Aquatic Plant Program
401	4210	21008	Small Co SW Grant
110	4105	21009	Hwy Lighting 21-22
151	2672A	21031	Courthouse Chiller
151	2672A	21036	HVAC Unit Replacements
005	3995	21050	VOCA (CAC) 21/22
005	3996	21070	Veterans Svcs Outreach
401	4210	21081	Compuweigh Upgrade
005	3995	21096	NCA Prog Imp 2022

Form Revised 08/05/2020

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: Nov 29, 2022

PRESENTER:	**David Nitz, OMB Manager** **Angie Bollinger, Sr. Budget Analyst**
SUBJECT/TITLE:	**Request adoption of Resolution 22-23-37 for Budget Amendment 21-22-147 for FY 21/22 fiscal-year-end project budgets exceeded, closures and adjustments.**

STATEMENT OF ISSUE

This budget amendment is necessary for end of year cleanup of project budgets exceeded, closures and adjustments for FYE 21/22 financials.

RECOMMENDED ACTION

Move to adopt resolution 22-23-37 for budget amendment 21-22-147.

FISCAL IMPACT

The fiscal impact is an increase to Fund 005 (General), Fund 129 (Conservation Trust), Fund 155 (Hospital District) and Fund 151 (Infrastructure Surtax) in the amounts of the $772,924.97, $1,524.51, $28.80 and $179,570.62, respectively, and a decrease to Fund 110 (Transportation Trust) in the amount of $2,871.47 for a total net increase of $951,177.43.

Attachments: 21-22-147 Part 2 FYE 21-22 Project Cleanup_Adjustments (BA).pdf
21-22-147R Part 2 FYE 21-22 Project Cleanup_Adjustments (Resolution).pdf

REVIEWED
O.M.B DEPARTMENT
November 22, 2022
BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

(Transfers over $5,000 require Board approval)

DATE: **11/21/2022** SUBMITTED BY: **OMB**

FUND(S): **See List** FUND TITLE(S): **See List** COST CENTER(S) #: **See List**

PROJECT(S) #: **See List** PROJECT TITLE(S): **See List** COST CENTER TITLE(S): **See List**

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3475600Z	Proj Rent Fee Horse Arena	00059	100.00	1,750.00		1,850.00
E	005	6302	54600Z	Proj Repairs & Maintenance	00059	5,634.27	1,750.00		7,384.27
R	129		3694010Z	Proj Insurance Proceeds	02084	0.00	2,905.53		2,905.53
R	129		3999100Z	Project Fund Balance Brought Forward	02084	49,154.30		1,381.02	47,773.28
E	129	6307	55211Z	Project Gas & Oil	02084	338.00	1,524.51		1,862.51
R	005		3662000Z	Libraries - Project	08048	165.81	77.16		242.97
E	005	6210	54900Z	Project Other Chgs & Obligations	08048	765.81	77.16		842.97

REASON: **End-of-Year FY21-22 project clean up, negative account clean up, and adjustments for accounting purposes.**

OFFICE USE ONLY

OMB RECOMMENDATION: **REQUEST #** 21-22-147 **TRANSFER TYPE:**

_______ Approval

_______ Denial

ACTION:
Board _______ Approved _______ Denied
County Administrator _______ Approved _______ Denied

XX ITEM TO ITEM
XX RESERVE
XX BY RESOLUTION
_______ SUPPLEMENTAL BUDGET

SIGNATURE: _______________

DATE: ____ / ____ / ____

Signature: _______________

Posted by Clerk: _______________

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3662000Z	Libraries - Project	08049	0.00	222.50		222.50
E	005	6211	55200Z	Project Operating Supplies	08049	4,212.88	222.50		4,435.38
E	401	4210	56400Z	Project Equipment	15072	339.13		339.13	-
E	401	4210	54600Z	Project Repair & Maintenance	15072	392.89	339.13		732.02
R	110		3449002Z	Right of Way Improvements	17061	46,372.66	374.74		46,747.40
E	110	4102	55300Z	Proj Rd Materials & Supplies	17061	46,372.66	374.74		46,747.40
E	166	5367	54910Z	Project Rehabilitation	18366	9,657.80		5,655.85	4,001.95
E	166	5367	54910Z	Project Rehabilitation	19366	75,303.32	5,655.85		80,959.17
E	166	5366	52200Z	Project Retirement Contributions	19366	2,351.00		1,361.50	989.50
E	166	5366	52300Z	Project Life & Health Insurance	19366	5,208.00		2,574.46	2,633.54
E	166	5366	51200Z	Project Regular Salaries	19366	7,113.27	1,542.44		8,655.71
E	166	5366	54100Z	Project Communications	19366	0.00	69.83		69.83
E	166	5366	54500Z	Insurance	19366	0.00	637.00		637.00
E	166	5366	54600Z	Project Repair & Maintenance	19366	123.00	394.62		517.62
E	166	5366	54900Z	Project Other Chgs & Obligations	19366	0.00	607.96		607.96
E	166	5366	55200Z	Project Operating Supplies	19366	0.00	200.75		200.75
E	166	5366	55211Z	Project Gas & Oil	19366	0.00	58.36		58.36
E	166	5366	55403Z	Project Education & Training	19366	0.00	425.00		425.00

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	155		3999100Z	Project Fund Balance Forward	19028	0.00	28.80		28.80
E	155	1155	53400Z	Project Contractual Services	19028	0.00	28.80		28.80
E	005	6304	52400Z	Project Worker's Compensation	20005	4,488.00		536.43	3,951.57
E	005	6304	52300Z	Project Life & Health Insurance	20005	31,248.00	536.43		31,784.43
E	005	6304	54100	Communications & Freight	20005	281.00		281.00	-
E	005	6304	54100Z	Project Communications	20005	0.00	281.00		281.00
E	151	6101A	53100Z	Project Professional Services	20031	3,750.00		2,026.25	1,723.75
E	151	6101A	56300Z	Project Improvements	20031	1,228.93	2,026.25		3,255.18
E	155	1155	52200Z	Project Retirement Contributions	20036	1,204.66		258.49	946.17
E	155	1155	52400Z	Project Workers Compensation	20036	1,622.77		1,612.77	10.00
E	155	1155	51200Z	Project Regular Salaries	20036	3,202.53	568.60		3,771.13
E	155	1155	52300Z	Project Life & Health Insurance	20036	0.00	1,302.66		1,302.66
E	005	3995	54700Z	Project Printing & Binding	20064	1,087.08		693.54	393.54
E	005	3995	55200Z	Project Operating Supplies	20064	5,360.76	693.54		6,054.30
R	110		3999100Z	Project Fund Balance Forward	20069	19,700.00		3,246.21	16,453.79
E	110	4101	53100Z	Project Professional Services	20069	19,700.00		3,246.21	16,453.79

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	005	3991	51001Z	Project Personal Services	20068	165,609.00		165,609.00	-
E	005	3991	51200Z	Project Regular Salaries	20068	0.00	101,701.45		101,701.45
E	005	3991	52100Z	Project FICA Taxes	20068	0.00	5,149.48		5,149.48
E	005	3991	52200Z	Project Retirement Contributions	20068	0.00	14,188.32		14,188.32
E	005	3991	52300Z	Project Life & Health Insurance	20068	0.00	18,802.30		18,802.30
E	005	3991	52400Z	Project Workers' Compensation	20068	0.00	1,903.79		1,903.79
E	005	3991	54100Z	Project Communications	20068	0.00	606.21		606.21
E	005	3991	54300Z	Utility Services Project	20068	0.00	23,257.45		23,257.45
E	166	5366	54900Z	Project Other Chgs & Obligations	20366	74,984.99		8,531.48	66,453.51
E	166	5366	51200Z	Project Regular Salaries	20366	18,500.00	2,126.01		20,626.01
E	166	5366	51300Z	Project Other Salaries	20366	6,028.00	1,181.38		7,209.38
E	166	5366	52100Z	Project FICA Taxes	20366	1,500.00	422.25		1,922.25
E	166	5366	52200Z	Project Retirement Contributions	20366	2,056.00	262.39		2,318.39
E	166	5366	52400Z	Project Worker's Compensation	20366	28.00	5.65		33.65
E	166	5366	55211Z	Project Gas & Oil	20366	0.00	36.27		36.27
E	166	5366	55402Z	Project Subscriptions	20366	0.00	4,497.53		4,497.53

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	166	5367	54942Z	Emergency Housing Assistance	20366	150,000.00		2,886.01	147,113.99
E	166	5367	54937Z	Project Foreclosure Intervention	20366	19,852.96	2,886.01		22,738.97
R	005		3315500Z	Disaster Relief FEMA-Proj	21001	0.00	770,875.31		770,875.31
E	005	3996	53400Z	Project Contractual Services	21001	0.00	700,000.00		700,000.00
E	005	3996	54600Z	Project Repair & Maintenance	21001	0.00	3,059.90		3,059.90
E	005	3996	54605Z	Signals Project	21001	0.00	281.53		281.53
E	005	3996	55200Z	Project Operating Supplies	21001	0.00	42,478.68		42,478.68
E	005	3996	55209Z	Project Signs	21001	0.00	25,017.70		25,017.70
E	005	3996	55211Z	Project Gas & Oil	21001	0.00	37.50		37.50
E	005	6304	54100	Communications & Freight	21005	95.00		95.00	-
E	005	6304	52300Z	Project Life & Health Insurance	21005	10,416.00		670.39	
E	005	6304	51400Z	Project Overtime	21005	57.00	465.47		522.47
E	005	6304	52200Z	Project Retirement Contributions	21005	3,994.00	299.92		4,293.92
E	401	4210	56400Z	Project Equipment	21008	93,750.00		29,957.14	63,792.86
E	401	4210	56300Z	Project Improvements	21008	0.00	29,957.14		29,957.14

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
E	110	4105	54609Z	Proj Highway Lighting Maint	21009	6,000.00		1,863.46	4,136.54
E	110	4105	54300Z	Utility Services Project	21009	10,500.00	1,863.46		12,363.46
E	151	2672A	56400Z	Project Equipment	21036	47,787.43		1,588.77	46,198.66
E	151	2672A	56400Z	Project Equipment	21031	142,668.46	1,588.77		144,257.23
E	005	3995	51200Z	Project Regular Salaries	21050	66,008.08		891.85	65,116.23
E	005	3995	52200Z	Project Retirement Contributions	21050	1,344.10	891.85		2,235.95
E	005	3996	54000Z	Project Travel & Per Diem	21070	500.00		500.00	-
E	005	3996	55100Z	Project Office Supplies	21070	3,000.00		2,291.95	708.05
E	005	3996	55200Z	Project Operating Supplies	21070	3,000.00	2,791.95		5,791.95
E	401	4210	55200Z	Project Operating Supplies	21081	10,562.05		1,382.50	9,179.55
E	401	4210	55403Z	Project Education & Training	21081	6,300.00	210.00		6,510.00
E	401	4210	56810Z	Proj PC Software Purch $25K+	21081	30,325.00	1,172.50		31,497.50
E	005	3995	51200Z	Project Regular Salaries	21096	27,750.00		32.68	27,717.32
E	005	3995	52200Z	Project Retirement Contributions	21096	0.00	31.87		31.87
E	005	3995	52400Z	Project Workers' Compensation	21096	0.00	0.81		0.81

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	005		3312550Z	Proj Emerg Mgmt Prepare-F		133,022.00		59,293.00	73,729.00
R	005		3342500Z	Project Emerg Mgt Prepare		211,215.00		105,409.00	105,806.00
R	005		3999100	Fund Balance Brought Forward		1,865,488.88	164,702.00		2,030,190.88
									-
R	151		3999100	Fund Balance Brought Forward		3,414,853.16	179,570.62		3,594,423.78
E	151	6101A	56300	Improvements Other Than		185,812.50	179,570.62		365,383.12
									-
									-
									-
									-
									-
									-
									-
									-
									-
									-

Form Revised 08/05/2020

BOARD OF COUNTY COMMISSIONERS

BUDGET AMENDMENTS

REQUEST NUMBER 21-22-147

FUND(S)	FUND TITLE(S)
005	General
110	Transporation Trust
129	Conservation Trust
166	SHIP
155	Hospital District
151	Infrastructure Surtax
401	Solid Waste

COST CENTER(S)	COST CENTER TITLE(S)
6302	Agr/Home Ec Agent 005
6307	Conservation Trust
6210	Libraries - Sebring 005
6211	Libraries - Lake Placid 005
4102	Roads & Bridges - 110
5366	SHIP Admin
5367	SHIP Program
1155	Hospital District
6304	Coop Aquatic Planr Program
6101A	Recreation Dept 151
3995	Childrens Advocacy Center
4101	County Engineer
3991	Local Emergency Management Agency
3996	Emergency/Disaster Relief
4210	Refuse Disposal System 401
4105	Traffic Operations
2672A	Facilities Management 151

FND	CST CTR	PROJ #	PROJECT TITLE
005	6302	00059	4-H Horse Arena Facility
129	6307	02084	Maintenance of the Preserve of Sun 'n Lakes
005	6210	08048	Sebring Library Donations
005	6211	08049	LP Library Donations
401	4210	15072	County Camera System
110	4102	17061	Public ROW Imp. Program
166	5367	18366	SHIP PH 27
166	5366	19366	SHIP PH 28
166	5367	19366	SHIP PH 28
155	1155	19028	Hospital District Board 19/20
005	6304	20005	State Aquatic Plant Program
151	6101A	20031	Memorial Trailhead PH I
155	1155	20036	Hospital District Board 20-21
005	3995	20064	FNCAC 21/22
110	4101	20069	Facilitated Process Improvement Initiative
005	3991	20068	EMPA/EMPG Base Grant
166	5366	20366	SHIP PH 29
166	5367	20366	SHIP PH 29
005	3996	21001	Hurricane Ian
005	6304	21005	State Aquatic Plant Program
401	4210	21008	Small Co SW Grant
110	4105	21009	Hwy Lighting 21-22
151	2672A	21031	Courthouse Chiller
151	2672A	21036	HVAC Unit Replacements
005	3995	21050	VOCA (CAC) 21/22
005	3996	21070	Veterans Svcs Outreach
401	4210	21081	Compuweigh Upgrade
005	3995	21096	NCA Prog Imp 2022

Form Revised 08/05/2020

RESOLUTION NO. 22-23-37

A RESOLUTION OF HIGHLANDS COUNTY, FLORIDA PERTAINING TO BUDGET AMENDMENT 21-22-147 TO THE GENERAL, TRANSPORTATION TRUST, CONSERVATION TRUST, HOSPITAL DISTRICT, AND INFRASTRUCTURE SURTAX FUNDS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF BUDGET AMENDMENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Section 129.06, (Execution and Amendment of Budget) provides that the Board of County Commissioners may by resolution amend its budget; and

WHEREAS, Highlands County has determined that the following budget amendment is necessary and proper within the General, Transportation Trust, Conservation Trust, Hospital District, and Infrastructure Surtax Funds.

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

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

SECTION 2. **Approval of Budget Amendment.** Budget Amendment 21-22-147 is hereby approved and authorized for FY 21/22 fiscal-year-end project budgets exceeded, closures and adjustments to maintain the authorized balances for a net increase in the amount of $951,177.43.

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 29th day of November, 2022.

HIGHLANDS COUNTY, FLORIDA

By:______________________________
Chris Campbell, Chairperson

ATTEST:

____
Jerome Kaszubowski, Clerk of Court