

MEETING OF THE DISTRICTS
Tuesday, February 06, 2024
9:30 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

DISTRICTS LIST

AVON PARK ESTATES S. B. D.	ORANGE VILLA MOBILE HOME ESTATES S. B. D.
DESOTO CITY S. B. F. D.	PLACID LAKES S. B. D.
HIGHLANDS PARK ESTATES S. B. D.	PLACID LAKES S. B. F. D.
HIGHLANDS PARK S. B. F. D.	RED HILL FARMS IMPROVEMENT DISTRICT
HIGHWAY PARK S. B. D.	SEBRING ACRES S. B. D.
LAKE HAVEN ESTATES S. B. D.	SEBRING COUNTRY ESTATES S. B. D.
LAKE PLACID S. B. F. D.	SEBRING HILLS S. B. D.
LEISURE LAKES S. B. F. D.	THUNDERBIRD ROAD WASTEWATER S. B. D.
LORIDA S. B. F. D.	VENUS SPECIAL B. F. D.
ORANGE BLOSSOM ESTATES S. B. D.	WEST SEBRING S. B. F. D.
ORANGE BLOSSOM UNIT 12 S. B. D.	
ISTOKPOGA MARSH WATERSHED IMPROVEMENT DISTRICT	
SUN 'N LAKE ESTATES AND ACREAGE OF LAKE PLACID—S. B. D.	
SUN 'N LAKES OF LAKE PLACID RECREATION DISTRICT	
HIGHLANDS LAKES SPECIAL TAX DISTRICT	
COUNTYWIDE FIRE DISTRICT	
OAK MANOR AVENUE ROAD PAVING MUNICIPAL SERVICE BENEFIT DISTRICT	

1 MEETING CALLED TO ORDER

2 PRESENTATIONS:

3 PUBLIC COMMENT

4 CONSENT AGENDA

- 4.A *Request adoption of Resolution 23-24-61 for Budget Amendment 23-24-048 to make adjustments and corrections to the rollover project balances from FY 22/23 into the current FY 23/24 to properly budget the available funds in the projects in FY 23/24.*
David Nitz, OMB Manager
The fiscal impact for FY 23-24 is an increase to Fund 144 (Lake Placid Special Benefit Fire District)in the amount of \$1,731.55.
[23-24-048 Project 18051 Clean up - SBD \(BA\).pdf](#)
[23-24-048R Project 18051 Clean up - SBD \(Resolution\).pdf](#)
- 4.B *Request approval of the minutes from the November 7, 2023 Meeting of the Special Districts.*
[110723SPC.pdf](#)

5 PUBLIC HEARING

6 ACTION AGENDA

7 ADJOURN

Any person who decides to appeal any decision made by the Board of Supervisors of any of the Special Districts of Highlands County, Florida, in a public hearing or quasi-judicial proceeding 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 Supervisors of the Special Districts in 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 the Highland County Human Resources Department, ADA Coordinator at: 863-402-6509 (voice), or via Florida Relay Service 711, or by e-mail: hrmanager@highlandsfl.gov. Requests for CART or interpreter services should be made as soon as possible but no later than 48 hours in advance of a public meeting 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 meeting of the Board of Supervisors of the Special Districts of Highlands County shall be the voluntary offering of a private citizen. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by Highlands County, nor is Highlands County allowed by law to endorse the religious beliefs or views of any speaker.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: Feb 6, 2024

PRESENTER: David Nitz, OMB Manager

SUBJECT/TITLE: Request adoption of Resolution 23-24-61 for Budget Amendment 23-24-048 to make adjustments and corrections to the rollover project balances from FY 22/23 into the current FY 23/24 to properly budget the available funds in the projects in FY 23/24.

STATEMENT OF ISSUE

This budget amendment is making adjustments and corrections to FY22-23 Project rollovers into FY23-24 according to actuals after end-of-year close-out, as well as, to roll projects that were not rolled in the budget process.

RECOMMENDED ACTION

Move to adopt Resolution 22-23-61 for Budget Amendment 23-24-048 to make adjustments and corrections to the rollover project balances from FY 22/23 into the current FY 23/24 to properly budget the available funds in the projects in FY 23/24.

FISCAL IMPACT

The fiscal impact for FY 23-24 is an increase to Fund 144 (Lake Placid Special Benefit Fire District)in the amount of \$1,731.55.

Attachments: [23-24-048 Project 18051 Clean up - SBD \(BA\).pdf](#)
[23-24-048R Project 18051 Clean up - SBD \(Resolution\).pdf](#)

BOARD OF COUNTY COMMISSIONERS

REVIEWED
O.M.B DEPARTMENT
January 25, 2024

BOARD OF COUNTY COMMISSIONERS
HIGHLANDS COUNTY FLORIDA

BUDGET AMENDMENTS

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

DATE: 1/9/2024

SUBMITTED BY: OMB

FUND(S): 144 FUND TITLE(S): Lake Placid SB Fire Dist COST CENTER(S) #: 7966

PROJECT(S) #: 18051 PROJECT TITLE(S): Fire Rescue Station 36 COST CENTER TITLE(S): Lake Placid SB Fire Dist

*list additional cost centers on reverse side of form

TYPE	FUND	COST CENTER	ACCOUNT	ACCOUNT NAME	ACTIVITY	BUDGET	INCREASE	DECREASE	REVISED BUDGET
R	144		3999100Z	Project Fd Bal Forward	18051	2,660,423.78		1,731.55	2,658,692.23
E	144	7966	56200Z	Project Buildings	18051	2,753,388.91		1,731.55	2,751,657.36
									0.00
									0.00
									0.00
									0.00
									0.00

REASON: To make adjustments and corrections to FY22-23 Project rollovers into FY23-24 according to actuals after end-of-year close-out.

OFFICE USE ONLY

OMB RECOMMENDATION:

REQUEST # 23-24-048

TRANSFER TYPE:

Approval
Denial

ACTION:
Board Approved Denied
County Administrator Approved Denied

ITEM TO ITEM
RESERVE
XX BY RESOLUTION
SUPPLEMENTAL BUDGET

SIGNATURE:

Signature:

DATE: / /

Posted by Clerk:

RESOLUTION NO. 23-24-61

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HIGHLANDS COUNTY, FLORIDA AS THE GOVERNING BODY FOR THE LAKE PLACID SPECIAL BENEFIT FIRE DISTRICT (HEREIN REFERRED TO COLLECTIVELY AS THE “DISTRICTS”); PERTAINING TO BUDGET AMENDMENT 23-24-048 TO THE LAKE PLACID SPECIAL BENEFIT FIRE DISTRICT 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, pursuant to the creation Ordinances, as codified by the Highlands County Code of Ordinances, for the various Districts which are the subject of this Resolution, the governing body for each such District may amend the budget thereof; and

WHEREAS, the Highlands County Board of County Commissioners as the governing body for the District set forth herein has determined that a budget amendment is necessary and proper within the Lake Placid Special Benefit Fire District Fund.

NOW, THEREFORE, BE IT RESOLVED BY HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS AS THE GOVERNING BODY OF THE DISTRICTS, 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 23-24-048 is hereby approved and authorized to make adjustments and corrections to the rollover project balances from FY 22/23 into the current FY 23/24 to properly budget the available funds in the projects in FY 23/24 to maintain the authorized balances; to roll projects that were not rolled for a net increase in the amount of \$1,731.55.

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 6th day of February 2024.

**HIGHLANDS COUNTY BOARD OF
COUNTY COMMISSIONERS AS
GOVERNING BODY FOR THE
DISTRICTS**

By: _____
Kevin J. Roberts, Chairperson

ATTEST:

Jerome Kaszubowski, Clerk of Court

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: February 6, 2024

PRESENTER:

SUBJECT/TITLE: Request approval of the minutes from the November 7, 2023 Meeting of the Special Districts.

RECOMMENDED ACTION

Move approval of the minutes from the November 7, 2023 Meeting of the Special Districts.

Attachments: [110723SPC.pdf](#)

MEETING OF THE SPECIAL DISTRICTS, NOVEMBER 07, 2023

1. The meeting was called to order at 3:30 p.m., in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida, with the following members present:

Commissioner Chris Campbell
Commissioner Kevin J. Roberts
Commissioner Scott A. Kirouac

Commissioner Arlene Tuck
Commissioner Don Elwell

Also, present: Laurie Hurner, County Administrator; Nick Sawyer, Deputy County Administrator/Chief of Staff; Sherry G. Sutphen, County Attorney; Jerome Kaszubowski, Clerk of Courts, and Jill Ann Shields, Deputy Clerk.

2. PRESENTATIONS

No presentations.

3. PUBLIC COMMENT

No participants.

4. CONSENT AGENDA

No consent items.

5. PUBLIC HEARING

No public hearings.

6. ACTION AGENDA

No action items.

7. ADJOURN

Commissioner Elwell moved to adjourn the Meeting of the Special Districts.

Chairman Campbell called for those in favor. The ayes have it and the motion carried.

The meeting was adjourned at 3:30 p.m.