

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
Tuesday, August 15, 2023
10:00 AM
600 S. Commerce Ave. Sebring, FL 33870
AGENDA

1 ADDENDUM TO THE REGULAR AGENDA OF THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

2 REGULAR SESSION BEGINS AT 9:00 A.M.

11. ACTION AGENDA

- 11.E *Request approval to apply to the Florida Department of Emergency Management for a Hazard Mitigation Grant Program (HMGP) grant requiring matching grant funds in the amount of \$200,000.00.*
Critical Infrastructure Director - Clinton Howerton Jr., P.E.
If approved for funding, fiscal impact would be approximately \$200,000 from Infrastructure Surtax (Fund 151).
- 11.F *Request approval to apply to the National Endowment for the Arts (NEA) 'Our Town' grant requiring matching grant funds in the amount of \$25,000.00.*
Ingra Gardner, Director of Community Programs
Vikki Brown, Manager, Highlands of County Library Systems.
If approved for funding, the fiscal impact would be approximately \$25,000.00 from cost center 6210 (Projects), 6209-6212 (Operating), in-kind (time match for the Manager of the Library System and Director of Community Programs), and cost center 6210 and 6212 (Library Books and Publications).
[Copy of 20230718 Budget and Timeline of NEA Our Town.pdf](#)
[Project Summary.pdf](#)
- 11.G *Request approval to apply to the Florida Fish and Wildlife Conservation Commission (FWC) Wildlife Diversity Conservation Section for habitat management assistance in optimizing gopher tortoise carrying capacity at Grassy Lake Scrub.*
Dawn Ritter, Natural Resources Manager
- 11.H *Request approval to apply for a Florida Department of Environmental Protection Grant of \$100,000 requiring no matching funds.*
Dawn Ritter, Natural Resources Manager
- 11.I *Request approval for JD Langford, P.E., County Engineer to submit three (3) Rural and Tribal Assistance Grant Applications for Design and Planning Assistance.*
JD Langford, P.E., County Engineer
The fiscal impact would be a cost reduction in the total amount of \$1,080,000.00 to Fund 151 (Infrastructure Surtax Fund) or the overall budget toward the County's cost portion of the previously approved FDOT Grants for these projects.

HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM

DATE OF ACTION REQUEST: August 15, 2023

PRESENTER: Critical Infrastructure Director - Clinton Howerton Jr., P.E.

SUBJECT/TITLE: Request approval to apply to the Florida Department of Emergency Management for a Hazard Mitigation Grant Program (HMGP) grant requiring matching grant funds in the amount of \$200,000.00.

STATEMENT OF ISSUE

Request approval to apply to Florida Department of Emergency Management for a Hazard Mitigation Grant Program (HMGP) grant to retrofit the existing Annex Building located at 500/505 S Commerce Avenue to better withstand storm events such as a hurricane. The improvements would include replacement of existing windows with storm rated windows, adding shutters where necessary, strengthening mechanical device supports on the roof, roof strengthening, and lighting protection. This building houses the Critical Infrastructure Division, Engineering Division, and Development Services Division which include the Building Department, Planning and Zoning, Engineering, Drainage, Solid Waste, and several other critical areas which are necessary for efficient disaster recovery efforts. Strengthening the building where these departments are housed would serve all residents of the County by allowing these departments to function at a more efficient capacity and protect the records and assets stored within.

If approved, the grant would require matching funds. The estimated project cost is \$800,000 (75% Federal, 25% Local, or \$600,000 Federal, \$200,000 Local). The application deadline is August 29, 2023.

Project has been reviewed and included by the Local Mitigation Strategy (LMS) Working Group.

RECOMMENDED ACTION

Move approval to apply to the Florida Department of Emergency Management for a Hazard Mitigation Grant Program (HMGP) grant requiring matching grant funds in the amount of \$200,000.00.

FISCAL IMPACT

If approved for funding, fiscal impact would be approximately \$200,000 from Infrastructure Surtax (Fund 151).

Attachments:

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: August 15, 2023

PRESENTER: Ingra Gardner, Director of Community Programs
Vikki Brown, Manager, Highlands of County Library Systems.

SUBJECT/TITLE: Request approval to apply to the National Endowment for the Arts (NEA) 'Our Town' grant requiring matching grant funds in the amount of \$25,000.00.

STATEMENT OF ISSUE

Request approval to apply to the National Endowment for the Arts 'Our Town' grant to continue Highlands County's progress to becoming a "trauma -informed community". The Community Assistance in Responses to Trauma (C-ART) program will create a community-based endeavor to develop youth driven quality public art. The focus of this project is to foster connections between community residents, bolster community resilience, and promote emotional intelligence.

In recent years, Highlands County and community partners have made strides in transforming the County into a Trauma-Informed Community. As in many communities across the country, Highlands County was significantly impacted by a mass shooting in 2019, when an individual killed 5 people in a random act of violence at a SunTrust bank. The county has searched for new and innovative ways to partner with regional organizations to produce effective, evidence-based opportunities for improved community relations. This project relies on the implementation of artist-based therapy and early student education to support emotional intelligence and expression through the arts.

If approved, the grant will require matching funding in the amount of \$25,000.00. The estimated project cost is \$51,152.00. The application deadline is August 17, 2023.

If approved, the timeline for the project is July 1, 2024-July 1, 2026. The two-year period is intended to allow applicant sufficient time to plan, execute, and close out the project, not to repeat a one-year project for a second year.

RECOMMENDED ACTION

Move to approve to apply to the National Endowment for the Arts (NEA) 'Our Town' grant requiring matching grant funds in the amount of \$25,000.00.

FISCAL IMPACT

If approved for funding, the fiscal impact would be approximately \$25,000.00 from cost center 6210 (Projects), 6209-6212 (Operating), in-kind (time match for the Manager of the Library System and Director of Community Programs), and cost center 6210 and 6212 (Library Books and Publications).

Attachments: [Copy of 20230718 Budget and Timeline of NEA Our Town.pdf](#)
[Project Summary.pdf](#)

HCOCC: NEA Our Town						
Quantity	Item	Cost Per	Total Cost	Match	Grant	Activity
24	Art Therapist (12 act. 2 hours/each)	\$ 75.00	\$ 1,800.00		\$ 1,800.00	4
1	Art Supplies for art therapy	\$ 4,564.00	\$ 4,564.00	\$ 3,412.00		4
300	Books to Supplement Lessons/Programs	\$ 30.00	\$ 9,000.00	\$ 9,000.00		2
72	Staff Time - Vikki (Two hours per program)	\$ 32.00	\$ 2,304.00	\$ 2,304.00		1-4
9	Supplies for Remember When	\$ 100.00	\$ 900.00	\$ 600.00	\$ 300.00	1
3	Medical Professional Services	\$ 250.00	\$ 750.00		\$ 750.00	2
3	Local Musicians	\$ 500.00	\$ 1,500.00		\$ 1,500.00	3
37	Marketing Of Programs	\$ 100.00	\$ 3,700.00	\$ 2,550.00	\$ 1,150.00	1-4
9	Local Chef Demo	\$ 750.00	\$ 6,750.00		\$ 6,750.00	3
1	Garden Supplies (Butterfly & Community)	\$ 2,500.00	\$ 2,500.00		\$ 2,500.00	3
1	Murals/Mural Supplies	\$ 5,450.00	\$ 5,450.00	\$ -	\$ 5,450.00	5
12	Mileage for staff (to and from programs)	\$ 50.00	\$ 600.00	\$ 600.00	\$ -	1-4
3	Paint Supplies	\$ 200.00	\$ 600.00	\$ 600.00		2
2	Open-Mic Night Equipment	\$ 450.00	\$ 900.00	\$ 900.00		3
3	Set-Up for Open Mic Night	\$ 100.00	\$ 300.00	\$ 300.00		3
3	Bound Poetry from Open-Mic Night	\$ 100.00	\$ 300.00	\$ 300.00		3
24	Light Refreshments for Programs/Food Art	\$ 200.00	\$ 4,800.00		\$ 4,800.00	1-4
24	Protective table covers & paper supplies	\$ 70.00	\$ 1,680.00	\$ 1,680.00		1-4
3	Ribbon Cutting supplies for Gardens	\$ 150.00	\$ 450.00	\$ 450.00		5
72	Staff Time - Ingra (one hour per program)	\$ 32.00	\$ 2,304.00	\$ 2,304.00		Time Match
TOTAL:			\$51,152.00	\$25,000.00	\$25,000.00	
6210 Project account: \$ 10,893.00 4 Cost Center Operating budgets: \$ 499.00 Time Match: \$ 4,608.00 6210 & 6212 Book Budgets \$ 9,000.00 Total Match: \$ 25,000.00						

Activities - Year of Healing Together	
1	Remember When Programs
2	Health Discussions with Medical Professionals
3	Art/Music/Theater/Food Programs - Focused on together
4	Art Therapy Programs
5	The community can work on a canvas murals that represents what the future of each city will look like if the future is one free of litter, free of racism and free of trauma. The murals can be shared between the three cities/libraries to work on and display.
* Costs are approximate based on research available	
	Community Garden
	Food art
	Butterfly Garden

Timeline - Year of Healing Together

Month/Date	Task	Program Examples:	Target Demographic:	Possible Locations:	Incorporating Other Organizations @ Libraries/Community Centers
Jul-23	Plan and prepare grant application				
3-Aug-23	Begin reaching out to organizations				
August 10-17, 2023	Preapplication due				
Apr-24	Application due				
1-Jul-24	Announcement of award or rejection				
	Earliest project start date				
	Develop monthly plan for Jan to Dec 2025				
	Begin survey for murals				
	Form montly check in mtgs w/ partners				
Aug-24	Contact artists and other partners				
Sep-24	Get admin approval of monthly schedule				
Oct-24	Finalize monthly schedule				
Nov-24	Develop graphics for programs				
	Book Civic Center for Sebring Programs				
	Develop press releases for programs				
	Director and PIO approval of marketing				
Dec-24	Begin advertising for programs				
	Begin search for mural artists				
Jan-25	Program 1 - 3 Times (One for each city)	Food Art: Art through food. Have a local chef do a cooking demonstration with our Art Therapist facilitating the art portion of Food Art.	All ages. Kids would be able to freely express themselves and have fun with food. Adults would be able to tap into their inner child and allow themselves to "be a kid" again for an hour or two.	All 3 libraries and the Children's Museum	Invite: Boys & Girls Club, Highlands Art League, Big Brothers, Big Sisters, ARC
Feb-25	Program 2 - 3 Times (One for each city)	Remember When: Bedtime Stories - What were their favourite stories? Were there any stories they were afraid of? Who told you stories when you were children?	Specifically for those with dementia or alzheimers.	Change of Pace & Adult Care facilities	
Mar-25	Program 3 - 3 Times (One for each city) begins	Health Discussion: Mental Health professional facilitate a discussion. Follow-up with creating a mural together - all participants.	This activity would be adults 18 and older	Community Centers or Civic Centers and the Health Department	Partner w/ Health Department, Champion For Children Foundation
Apr-25	Program 4 - 3 Times (One for each city)	Open-Mic Poetry Night - Poems focus on Highlands County, the health and wellness of our area, and what a trauma informed community looks like. Poems will be bound and placed in the libraries for check out.	This would be a 16 and older event	It could be at libraries and/or civic centers	Invite: High school students, college students
May-25	Program 5 - 3 Times (One for each city)	Art Therapy w/ Art Therapist	This would be for all ages. Some suggestions by Art Therapist: activities involving feelings and turning written feelings into art, yard bombing allowed trees in the county, sensory related art (like clay), etc.	It could be at libraries and/or civic centers, Children's Museum, Art Leagues	Invite: Boys & Girls Club, Highlands Art League, Big Brothers, Big Sisters, ARC, 55+ Communities
Jun-25	Program 6 - 3 Times (One for each city)	Community Garden	This would be for all ages. We would create community gardens and allow community members to create garden art for the gardens.	Possible locations: Libraries, extension office, churches already doing gardens, areas the garden clubs work on	Partner w/ Extension Office and garden clubs
Jul-25	Program 7 - 3 Times (One for each city)	Health & Wellness: Dialogue facilitated by medical professional about the struggles in our area and what resources are available. Continue to work on the community canvas mural	This activity would be adults 18 and older	Community Centers or Civic Centers and the Health Department	Partner w/ Health Department, Champion For Children Foundation
Aug-25	Program 8 - 3 Times (One for each city)	Heal through music: Highlight local musicians with a concert and Q&A in the library	This would be for all ages	It could be at libraries and/or civic centers, Children's Museum, Art Leagues	
Sep-25	Program 9 - 3 Times (One for each city)	Art Therapy w/ Art Therapist	This would be for all ages. Some suggestions by Art Therapist: activities involving feelings and turning written feelings into art, yard bombing allowed trees in the county, sensory related art (like clay), etc.	It could be at libraries and/or civic centers, Children's Museum, Art Leagues	Invite: Boys & Girls Club, Highlands Art League, Big Brothers, Big Sisters, ARC, 55+ Communities
Oct-25	Program 10 - 3 Times (One for each city)	Butterfly Garden	This would be for all ages. We would create butterfly gardens and allow community members to create garden art for the gardens.	Possible locations: Libraries, extension office, churches already doing gardens, areas the garden clubs work on	Partner w/ Extension Office and garden clubs
Nov-25	Program 11 - 3 Times (One for each city)	Health Discussion: Mental Health professional facilitate a discussion. Continue with creating a mural together - all participants.	This activity would be adults 18 and older	Community Centers or Civic Centers and the Health Department	Partner w/ Health Department, Champion For Children Foundation
Dec-25	Program 12 - 3 Times (One for each city)	Art Therapy w/ Art Therapist	This would be for all ages. Some suggestions by Art Therapist: activities involving feelings and turning written feelings into art, yard bombing allowed trees in the county, sensory related art (like clay), etc.	It could be at libraries and/or civic centers, Children's Museum, Art Leagues	Invite: Boys & Girls Club, Highlands Art League, Big Brothers, Big Sisters, ARC, 55+ Communities
Jan- Feb 2026	Community Feedback Discussions on Year of Healing	Get feedback on how the year went and what would be beneficial to continue in the future	All ages	Libraries, community centers, civic centers, Children's Museum, Art Leagues, etc	Invite all community members
Mar-26	Ribbon Cutting for Gardens				
Apr-26	Compile all program				
	Ensure all related expenses have been paid				
May-26	Review all data				
	Compile all data				
Jun-26	Review data with Admin				
Jul-26	Submit all data				

FY24 NEA Highlands Our Town Project Outline and Summary

Total Grant Cost: \$50,000.00

- **Federal Share: \$25,000.00**
 - **Highlands County Match: \$25,000.00 (*Required 1 to 1 match*)**
-

Project Summary:

Highlands County will lead a 24-month collaborative community engagement and arts education project to develop and produce educational activities for K-12 students, creating a more vibrant, equitable education environment that benefits the community, especially the disadvantaged & underserved. The educational programming will focus on creating community art opportunities led by local musicians and artists, with a focus on supporting Highlands County as it makes the transition to becoming a Trauma-Informed Community.

Project Background and Context:

In recent years, Highlands County and community partners have made strides in transforming the County into a Trauma-Informed Community. As in many communities across the country, Highlands County was significantly impacted by a mass shooting in 2019, when an individual killed 5 people in a random act of violence at a SunTrust bank. The county has searched for new and innovative ways to partner with regional organizations to produce effective, evidence-based opportunities for improved community relations. This project relies on the implementation of artist-based therapy and early student education to support emotional intelligence and expression through the arts.

Highlands County is one of the fastest growing areas in Florida, sitting at the intersection of Florida's vast economic landscape. Highlands County reflects the cultural and racial makeup of the United States more broadly, with a significant percentage of its population above the age of 65 (36.2%). Additionally, Highlands County and many of the surrounding counties are classified as underserved in access to transportation, economic development, and education.

This project will invest federal and local resources to ensure that the younger populations of Highlands County are not forgotten, and that they have the opportunity to grow in their personal and emotional knowledge early in their life. This project will allow young people and families to connect across neighborhoods, create conditions for future economic growth, and increase greater opportunities for underserved communities to succeed.

Project Description:

The principal goal of this project is to provide educational programming for K-12 children and their families to provide art training to deal with emotional and community trauma, as well as to express feelings on growing, change, and personal growth.

The concrete outcome of the project will be the development and sustained engagement of community members in programming that integrates local arts, culture, and history into a community arts and education framework. The design will ultimately increase the vibrance and quality of life for children and their families in the County by advancing community engagement and educational opportunities.

Combined with support from local, regional, and national actors, the County seeks NEA Our Town funding support for arts educational programming with a focus on food art, community health discussions, art therapy, community gardening, health and wellness, and regional history. Specifically, this project will see Highlands County and work together to conduct the following:

A. Vision Process

- (1) Identify and convene partners and community stakeholders to participate in the planning and design process;
- (2) Identify and map the community's shared history, values, strengths, and assets;
- (3) Create a vision, identity, and core strategies for the activities conducted through this programming.
- (4) Engage local and regional artists and trained professionals to help enact project activities.

B. Educational Programming

- (5) Lead community engagement efforts
- (6) Create regularly occurring arts education opportunities

Description of Key Project Deliverables and/or Works of Art:

The two key deliverables are:

- 1) The plan & design of art education programming for K-12 students and families.
- 2) Documentation of community perspective/design process that reflects the shared community identity and hopes for future.

The proposed plan will include an extensive public engagement process that convenes stakeholders to develop a plan that addresses the concrete needs of community members, specifically children and families. This project can serve as a creative model for similar rural places looking to support mental, behavioral, and emotional health among their student populations. This project will allow for equitable marketing and information access to communities across the country, enacted at a variety of library locations across the county to ensure equitable regional access.

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: August 15, 2023

PRESENTER: Dawn Ritter, Natural Resources Manager

SUBJECT/TITLE: Request approval to apply to the Florida Fish and Wildlife Conservation Commission (FWC) Wildlife Diversity Conservation Section for habitat management assistance in optimizing gopher tortoise carrying capacity at Grassy Lake Scrub.

STATEMENT OF ISSUE

The habitat management assistance will provide habitat support for State protected gopher tortoises, in which the Grassy Lake Scrub supports in maintaining. This will include, mowing, mulching, and burning at the Grassy Lake Scrub. The grant is reimbursed up to \$15,000 once task is completed.

RECOMMENDED ACTION

Move to approve the request to apply for the Florida Fish and Wildlife Conservation Commission (FWC) Wildlife Diversity Conservation Section for habitat management assistance in optimizing gopher tortoise carrying capacity at Grassy Lake Scrub.

Attachments:

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: August 15, 2023

PRESENTER: Dawn Ritter, Natural Resources Manager

SUBJECT/TITLE: Request approval to apply for a Florida Department of Environmental Protection Grant of \$100,000 requiring no matching funds.

STATEMENT OF ISSUE

Grants are available to local governmental entities for projects that evaluate and implement innovative technologies and short-term solutions to combat algal blooms and nutrient enrichment, restore and preserve Florida waterbodies, and implement water quality treatment technologies. Eligible projects will mitigate, clean up or prevent (especially through nutrient reductions) algal blooms. Projects that improve the ability to predict and monitor harmful algal blooms may also be funded.

RECOMMENDED ACTION

Move to approve application of a Florida Department of Environmental Protection Grant of \$100,000 requiring no matching funds.

Attachments:

**HIGHLANDS COUNTY
COUNTY COMMISSION AGENDA ITEM**

DATE OF ACTION REQUEST: August 15, 2023

PRESENTER: JD Langford, P.E., County Engineer

SUBJECT/TITLE: Request approval for JD Langford, P.E., County Engineer to submit three (3) Rural and Tribal Assistance Grant Applications for Design and Planning Assistance.

STATEMENT OF ISSUE

The Build America Bureau just launched a Rural and Tribal Assistance Pilot Program to assist Rural counties with a no-match grant program with the goal of funding early-stage development assistance for rural and tribal infrastructure projects. The three (3) requested grant applications are in the amount of \$360,000 each to cover the design and planning phases for the W College Drive, Wildflower Extension, and Sebring Parkway projects programmed to begin in Fiscal Years 2023/2024 and 2024/2025.

RECOMMENDED ACTION

Move to approve the submittal of three (3) Rural and Tribal Assistance Grant Applications for Design and Planning Assistance.

FISCAL IMPACT

The fiscal impact would be a cost reduction in the total amount of \$1,080,000.00 to Fund 151 (Infrastructure Surtax Fund) or the overall budget toward the County's cost portion of the previously approved FDOT Grants for these projects.

Attachments: [Rural & Tribal Assistance Pilot Program Applications.pdf](#)

Rural and Tribal Assistance Pilot Program

Review copy of Online Application questions

**All fields must be complete.*

1. Name and contact information of person for matters involving this application:

First and last name*:

James Langford, P.E.

Title*:

County Engineer

Phone*:

863-402-6877

Email*:

jdlangford@highlandsfl.gov

2. Entity name, address, and website:

Organization/Entity Name*:

Highlands County Board of County Commissioners

Address (#, street- no post office box numbers)*:

505 S Commerce Ave

City*:

Sebring

State*:

FL

Zip Code*:

33870

Website address, if applicable:

<https://www.highlandsfl.gov>

3. Employer/Taxpayer Identification Number (EIN/TIN)*:

59-6000655

4. Organization/entity Unique Entity Identifier (UEI) assigned by SAM.gov*:

DVGCMAE96DX5

5. Entity/Organization headquarters is in this congressional district(s)*:

District 17

Program/project is in this congressional district(s)*:

District 17

6. Below is a list of eligible entities for this program. Please select the one option that describes your eligibility*: (See Section C.1: Eligible Applicants of the Notice)

- ☒ A unit of local government or political subdivision seeking to advance a project that is located outside of an urbanized area with a population of more than 150,000 residents (*Urbanized area listing should be drawn from the 2020 Census results. For 2020 Census results, visit: <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>*)
- ☐ A State seeking to advance a project located outside of an urbanized area with a population of more than 150,000 residents
- ☐ A federally recognized Indian Tribe
- ☐ The Department of Hawaiian Home Lands

7. Project title*: (Descriptive title of project for which you seek funding)

Sebring Parkway from US 27 to N Ridgewood Dr.

8. Project location (no more than 100 words)*: Include city and state if providing street name(s). Latitude/longitude is also acceptable.

(See Section C.1.i Eligible Applicants of the Notice. Note: For Indian Tribes and the Department of Hawaiian Home Lands, the project location does not have to meet the non-urban area requirement.)

Sebring Parkway is in Sebring, Florida. The project is from US Highway 27 to N Ridgewood Dr. for approximately 3.98 miles (21,014.4 LF). Lat: 27d 30' 53.21"N, Long: -81d 29' 40.29" W

9. Briefly describe the overall project (no more than 500 words)*: Include project type (i.e., bridge, new roadway, transit service), features to be constructed, project schedule, and estimated total project cost. Describe the anticipated project benefits, such as increasing affordable transportation options, improving safety, connecting Americans to good-paying jobs, fighting climate change, or improving access to resources and quality of life. State which funding program(s) you expect your project would qualify for.

(See Section C.3: Eligible Projects of the Notice)

This project will improve the roadway by adding structural integrity around manholes and improving safety of the overall roadway. By improving this roadway it will promote an increase of access to resources in the downtown Sebring area thereby connecting local residents to businesses in the downtown district and increasing jobs and quality of life for these additional job opportunities. The funding program most associated with this project is highway & bridge projects.

Estimated total project cost*:

\$5,713,784

10. Is the applicant delinquent on any federal debt*?

☐ Yes
☒ No

If yes, explain:

11. Appropriateness of services requested*: *(See the table in Section A of the Notice for examples of advisory services anticipated, and Section E.2.a: Criterion(1) of the Notice)*

- a. Please describe the task(s)/advisory services for which you are seeking program funds and how these services will materially advance your overall project. (no more than 400 words)***

Preliminary Engineering and Design: Drafting of plans based on general engineering practices to develop a design that will promote safety and the betterment of the community.

Environmental Review and permitting: Outlining particular environmental concerns associated with the project and rectifying any potential environmental impacts.

Cost Estimation: Developing design cost estimates to help validate construction budgets.

Evaluation of costs to sustain project (maintenance costs): Developing estimates costs to cover future maintenance activities for the project.

Project Planning: Associated planning activities that coincide with the proposed transportation improvements.

b. Requested funds from this program*:

c. Estimated cost of task proposed*:

- d. Describe what project-related development activities are completed - if any. List N/A if none. Also, list any data or information that has been collected or activities conducted that are necessary to complete the task(s)/advisory services. (no more than 250 words) ***

N/A

12. Viability of grant services requested (See Section E.2.b: Criterion (2) of the Notice)

- a. Please describe the following: Either 1) your organization's experience procuring advisory services or 2) your organization's process for timely hiring of staff (i.e. defined job description, recruitment process). State if you have additional funds available to commit to this effort should grant funding provided prove insufficient to complete the proposed task(s). If additional funds will be provided, include the amount and source of the local funding commitment. (no more than 400 words)***

The County has an adopted Purchasing Policy which includes the process for solicitation of Advisory Services through Invitation to Bid (ITB) or Request for Proposal (RFP).

- b. Applicants are encouraged to seek bids or quotes, or estimate the amount of dedicated staff time for the services being requested to demonstrate the reasonableness of the requested funding in this application. Have you obtained a bid, quote, or estimate for the services requested in this application?***

☐ Yes (to be submitted later if awarded grant)

☒ No (provide statement of how you determined estimated cost of proposed task)

Calculated Estimate based on Work Scope

- 13. ☒ By checking this box and submitting this application, I certify that the statements contained herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)***

James D Langford Jr. Digitally signed by James D Langford Jr.
Date: 2023.08.11 09:28:23 -04'00'

Signature (e-signature is sufficient)*

8/10/2023

Date*

Rural and Tribal Assistance Pilot Program

Review copy of Online Application questions

**All fields must be complete.*

1. Name and contact information of person for matters involving this application:

First and last name*:

James Langford, P.E.

Title*:

County Engineer

Phone*:

863-402-6877

Email*:

jldangford@highlandsfl.gov

2. Entity name, address, and website:

Organization/Entity Name*:

Highlands County Board of County Commissioners

Address (#, street- no post office box numbers)*:

505 S Commerce Ave

City*:

Sebring

State*:

FL

Zip Code*:

33870

Website address, if applicable:

<https://www.highlandsfl.gov>

3. Employer/Taxpayer Identification Number (EIN/TIN)*:

59-6000655

4. Organization/entity Unique Entity Identifier (UEI) assigned by SAM.gov*:

DVGCMAE96DX5

5. Entity/Organization headquarters is in this congressional district(s)*:

District 17

Program/project is in this congressional district(s)*:

District 17

6. Below is a list of eligible entities for this program. Please select the one option that describes your eligibility*: (See Section C.1: Eligible Applicants of the Notice)

- ☒ A unit of local government or political subdivision seeking to advance a project that is located outside of an urbanized area with a population of more than 150,000 residents (*Urbanized area listing should be drawn from the 2020 Census results. For 2020 Census results, visit: <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>*)
- ☐ A State seeking to advance a project located outside of an urbanized area with a population of more than 150,000 residents
- ☐ A federally recognized Indian Tribe
- ☐ The Department of Hawaiian Home Lands

7. Project title*: (Descriptive title of project for which you seek funding)

W College Drive from Memorial Drive to US 27

8. Project location (no more than 100 words)*: Include city and state if providing street name(s). Latitude/longitude is also acceptable.

(See Section C.1.i Eligible Applicants of the Notice. Note: For Indian Tribes and the Department of Hawaiian Home Lands, the project location does not have to meet the non-urban area requirement.)

W College Drive is in Avon Park, Florida. The project is from US Highway 27 to Memorial Drive for approximately 1.36 miles (7,180.8LF). Lat: 27d 34' 11.71"N, Long: -81d 30' 50.05" W

9. Briefly describe the overall project (no more than 500 words)*: Include project type (i.e., bridge, new roadway, transit service), features to be constructed, project schedule, and estimated total project cost. Describe the anticipated project benefits, such as increasing affordable transportation options, improving safety, connecting Americans to good-paying jobs, fighting climate change, or improving access to resources and quality of life. State which funding program(s) you expect your project would qualify for.

(See Section C.3: Eligible Projects of the Notice)

This project will improve the roadway by adding structural integrity to the roadway and improving safety of the overall transportation system. By improving this roadway it will promote an increase of access to resources in the downtown Sebring area and South Florida State College, thereby connecting local residents to businesses & education in community which will ultimately increase jobs and quality of life for these additional job opportunities. The funding program most associated with this project is highway & bridge projects.

Estimated total project cost*:

\$7,851,104

10. Is the applicant delinquent on any federal debt*?

☐ Yes
☒ No

If yes, explain:

11. Appropriateness of services requested*: *(See the table in Section A of the Notice for examples of advisory services anticipated, and Section E.2.a: Criterion(1) of the Notice)*

- a. Please describe the task(s)/advisory services for which you are seeking program funds and how these services will materially advance your overall project. (no more than 400 words)***

Preliminary Engineering and Design: Drafting of plans based on general engineering practices to develop a design that will promote safety and the betterment of the community.

Environmental Review and permitting: Outlining particular environmental concerns associated with the project and rectifying any potential environmental impacts.

Cost Estimation: Developing design cost estimates to help validate construction budgets.

Evaluation of costs to sustain project (maintenance costs): Developing estimates costs to cover future maintenance activities for the project.

Project Planning: Associated planning activities that coincide with the proposed transportation improvements.

b. Requested funds from this program*:

c. Estimated cost of task proposed*:

- d. Describe what project-related development activities are completed - if any. List N/A if none. Also, list any data or information that has been collected or activities conducted that are necessary to complete the task(s)/advisory services. (no more than 250 words) ***

N/A

12. Viability of grant services requested (See Section E.2.b: Criterion (2) of the Notice)

- a. Please describe the following: Either 1) your organization's experience procuring advisory services or 2) your organization's process for timely hiring of staff (i.e. defined job description, recruitment process). State if you have additional funds available to commit to this effort should grant funding provided prove insufficient to complete the proposed task(s). If additional funds will be provided, include the amount and source of the local funding commitment. (no more than 400 words)***

The County has an adopted Purchasing Policy which includes the process for solicitation of Advisory Services through Invitation to Bid (ITB) or Request for Proposal (RFP).

- b. Applicants are encouraged to seek bids or quotes, or estimate the amount of dedicated staff time for the services being requested to demonstrate the reasonableness of the requested funding in this application. Have you obtained a bid, quote, or estimate for the services requested in this application?***

☐ Yes (to be submitted later if awarded grant)

☒ No (provide statement of how you determined estimated cost of proposed task)

Calculated Estimate based on Work Scope

- 13. ☒ By checking this box and submitting this application, I certify that the statements contained herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)***

James D Langford Jr. Digitally signed by James D Langford Jr.
Date: 2023.08.11 11:17:47 -04'00'

Signature (e-signature is sufficient)*

8/11/2023

Date*

Rural and Tribal Assistance Pilot Program

Review copy of Online Application questions

**All fields must be complete.*

1. Name and contact information of person for matters involving this application:

First and last name*:

James Langford, P.E.

Title*:

County Engineer

Phone*:

863-402-6877

Email*:

jdlangford@highlandsfl.gov

2. Entity name, address, and website:

Organization/Entity Name*:

Highlands County Board of County Commissioners

Address (#, street- no post office box numbers)*:

505 S Commerce Ave

City*:

Sebring

State*:

FL

Zip Code*:

33870

Website address, if applicable:

<https://www.highlandsfl.gov>

3. Employer/Taxpayer Identification Number (EIN/TIN)*:

59-6000655

4. Organization/entity Unique Entity Identifier (UEI) assigned by SAM.gov*:

DVGCMAE96DX5

5. Entity/Organization headquarters is in this congressional district(s)*:

District 17

Program/project is in this congressional district(s)*:

District 17

6. Below is a list of eligible entities for this program. Please select the one option that describes your eligibility*: (See Section C.1: Eligible Applicants of the Notice)

- ☒ A unit of local government or political subdivision seeking to advance a project that is located outside of an urbanized area with a population of more than 150,000 residents (*Urbanized area listing should be drawn from the 2020 Census results. For 2020 Census results, visit: <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>*)
- ☐ A State seeking to advance a project located outside of an urbanized area with a population of more than 150,000 residents
- ☐ A federally recognized Indian Tribe
- ☐ The Department of Hawaiian Home Lands

7. Project title*: (Descriptive title of project for which you seek funding)

Wildflower Extension from Catfish Creek Rd. to Wildflower St.

8. Project location (no more than 100 words)*: Include city and state if providing street name(s). Latitude/longitude is also acceptable.

(See Section C.1.i Eligible Applicants of the Notice. Note: For Indian Tribes and the Department of Hawaiian Home Lands, the project location does not have to meet the non-urban area requirement.)

The proposed Wildflower St extension is a proposed roadway connection to connect two platted subdivisions to drastically reduce emergency personnel response time and provide an additional emergency route during natural disasters. It is located in Lake Placid, FL. It is approximately 1.26 miles (6,653 LF). Lat: 27d 17' 48.69" N, Long: -81d 25' 40.90" W

9. Briefly describe the overall project (no more than 500 words)*: Include project type (i.e., bridge, new roadway, transit service), features to be constructed, project schedule, and estimated total project cost. Describe the anticipated project benefits, such as increasing affordable transportation options, improving safety, connecting Americans to good-paying jobs, fighting climate change, or improving access to resources and quality of life. State which funding program(s) you expect your project would qualify for.

(See Section C.3: Eligible Projects of the Notice)

This project will include a new 2-lane connection roadway between two large subdivisions. By constructing this roadway it will promote an increase of access to resources in the downtown Lake Placid area and to other parts of the County, thereby connecting local residents to businesses in the community which will ultimately increase jobs and quality of life for these additional job opportunities. The funding program most associated with this project is highway & bridge projects.

Estimated total project cost*:

\$4,098,112.20

10. Is the applicant delinquent on any federal debt*?

☐ Yes
☒ No

If yes, explain:

11. Appropriateness of services requested*: *(See the table in Section A of the Notice for examples of advisory services anticipated, and Section E.2.a: Criterion(1) of the Notice)*

a. Please describe the task(s)/advisory services for which you are seeking program funds and how these services will materially advance your overall project. (no more than 400 words)*

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b. Requested funds from this program*:

c. Estimated cost of task proposed*:

d. Describe what project-related development activities are completed - if any. List N/A if none. Also, list any data or information that has been collected or activities conducted that are necessary to complete the task(s)/advisory services. (no more than 250 words) *

Right of way has been acquired.

12. Viability of grant services requested (See Section E.2.b: Criterion (2) of the Notice)

- a. Please describe the following: Either 1) your organization's experience procuring advisory services or 2) your organization's process for timely hiring of staff (i.e. defined job description, recruitment process). State if you have additional funds available to commit to this effort should grant funding provided prove insufficient to complete the proposed task(s). If additional funds will be provided, include the amount and source of the local funding commitment. (no more than 400 words)***

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- b. Applicants are encouraged to seek bids or quotes, or estimate the amount of dedicated staff time for the services being requested to demonstrate the reasonableness of the requested funding in this application. Have you obtained a bid, quote, or estimate for the services requested in this application?***

☐ Yes (to be submitted later if awarded grant)

☒ No (provide statement of how you determined estimated cost of proposed task)

Calculated Estimate based on Work Scope

- 13. ☒ By checking this box and submitting this application, I certify that the statements contained herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)***

James D Langford Jr. Digitally signed by James D Langford Jr.
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8/11/2023

Date*