



**VILLAGE OF HIGHLAND PARK
REGULAR MEETING**

Village of Highland Park Administration Building, 1650 Highland Park Drive North
Wednesday, September 25, 2024 @ 6:00 p.m.

CALL TO ORDER at 6:01 p.m.

ROLL CALL taken by the Assistant to the Clerk

Present: Mayor Brandon McWhorter, Commissioner Amanda Updike, Commissioner Derek Camann

PUBLIC COMMENT

The Mayor opened the floor for public comment. Blair Updike, 1551 South Highland Park Drive, stated that Polk County has a Comprehensive Plan Survey ([HERE](#)) that is circulating and needs to be filled out. She encouraged others to take the time to fill it out.

OATH OF OFFICE

Ms. Blair Updike, who was appointed the new Village Clerk at the August 28, 2024 Special Meeting of the Village Commission, took the oath of office.

NEW BUSINESS

1) MAYOR'S STATEMENT

Mayor McWhorter read the Mayor's Statement for the record, as follows:

“State Law requires the first substantive issue to be discussed at this hearing is the percentage increase in the millage over the rolled back rate and the reasons ad valorem taxes are being increased. The Village of Highland Park's proposed operating millage is 9.9759 mills which is 3.68% more than the rolled back rate of 9.6214 mills. The ad valorem proceeds resulting from the difference between the proposed rate and the rolled back rate will be used to offset increased operating expenses of the Village.”

**2) RESOLUTION NO. 2024-06, FINAL MILLAGE AND BUDGET HEARING FOR
FY 2024-2025**

Mayor McWhorter read Resolution 2024-06 in its entirety into the record.

A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA,
ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE VILLAGE OF
HIGHLAND PARK, POLK COUNTY, FLORIDA, FOR FISCAL YEAR 2024-2025; AND

PROVIDING FOR AN EFFECTIVE DATE

Mayor McWhorter opened the floor for public comment; being none, the floor was closed.

Motion to adopt Resolution 2024-06 was made by Commissioner Camann, Seconded by Commissioner Updike.

A roll call vote was taken.

Voting in favor: Commissioner Camann, Commissioner Updike, Mayor McWhorter

Opposed: None

Resolution 2024-06 passed at 6:06 p.m.

3) RESOLUTION NO. 2024-07, FINAL BUDGET FOR FY 2024-2025

Mayor McWhorter read Resolution 2024-07 in its entirety into the record.

A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024-2025; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McWhorter opened the floor for public comment; being none, the floor was closed.

Motion to adopt Resolution 2024-07 was made by Mayor-Commissioner McWhorter, Seconded by Commissioner Camann.

A roll call vote was taken.

Voting in favor: Commissioner Camann, Commissioner Updike, Mayor McWhorter

Opposed: None

Resolution 2024-07 passed at 6:09 p.m.

4) ORDINANCE NO. 24-01, FORMAL RECOGNITION OF 'LAKE AMORET NATURE PARK' AND 'ALTAVISTA PARK'

Mayor McWhorter read Ordinance 24-01 by title into the record, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, PROVIDING FOR FORMAL RECOGNITION OF 'LAKE AMORET NATURE PARK' AND 'ALTAVISTA PARK'; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McWhorter opened the floor for public comment; being none, the floor was closed.

Ms. O'Neill commented that a second reading of Ordinance 2024-01 would be advertised as

required by Florida Statutes and considered for final approval at a future meeting.

5) EAR-BASED AMENDMENT PROCESS

Mayor McWhorter asked the Clerk's Assistant to review the process to complete the Village's Evaluation and Appraisal Report. Ms. O'Neill presented the "Discussion Points for Consideration" as provided by Central Florida Regional Planning Council staff, Mr. Jeff Schmucker. She noted that EAR updates are required by the state of Florida every seven years per Chapter 163.3291. The EAR process allows the Village to review progress toward meeting goals, objectives, and policies, as well as identifies any needed changes. The CFRPC, representing the Village of Highland Park per the annual agreement for planning services, will send a letter to the state along with the affidavit signed by the Mayor from the Village of Highland Park to keep the process moving forward. The letter is due to the state by November 1, 2024, and once received starts the 12-month timeline to completion.

6) ADOPTION OF PREVIOUS MEETING MINUTES

The September 11, 2024 meeting minutes were provided to the Commission for review in advance of the meeting. A motion to adopt the minutes from the September 11, 2024 Public Hearing for the Tentative Millage and Budget for FY 2024-2025 was made by Mayor McWhorter, seconded by Commissioner Camann.

All in favor. None opposed.

The motion passed unanimously.

7) QUESTIONS/COMMENTS/ANNOUNCEMENTS

Mayor McWhorter opened the floor for questions, comments, and announcements. He asked for the City Manager's Report.

City Manager's Report

- 1) Garbage Service is changing October 1, 2024. Back door service will continue. Recycling will stop due to Polk County contract changes. The recycling bin may be kept and used as a second trash can. It was recommended to use it for yard waste. Bulk pickup is now on the 4th Thursday.
- 2) Landscaping and trimming of trees was done. It was noted that the timing worked well as Hurricane Helene, along with high winds, approaches.
- 3) The Lead and Copper Line Inventory was completed and submitted.

Treasurer's Report

- 1) The Treasurer presented a budget to actual report to the Commission.
- 2) The Treasurer noted that a budget amendment will need to be passed by resolution within 60 days of FY 2023-24 year-end as the Utilities line item exceeds the budgeted amount.

The Clerk's Assistant asked the Commission to discuss holiday season meeting dates so that meetings will not conflict with Thanksgiving week or Christmas week. Discussion ensued about

possibly canceling the October work session and moving the November and December meeting dates.

A motion to change the November regular meeting from November 27th to November 20th and to move the December work session from December 25th to December 18th was made by Mayor McWhorter, seconded by Commissioner Camann.

All in favor. None opposed.

The motion passed unanimously.

Mayor McWhorter asked if there were any other public comments or questions. Mark Smith, 1514 Highland Park Drive South, asked about state legislation that passed stating that municipalities must provide or designate public facilities for the homeless. Ms. O'Neill stated she would send the question to the Florida League of Cities.

ADJOURNMENT at 6:39 p.m.

Respectfully submitted,

Lita O'Neill

Minutes of Village Commission meetings may be obtained from the Village Clerk's Office. The minutes are recorded, but not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the Clerk to duplicate the recording. The cost of duplication will be the expense of the requesting party.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Village Clerk's Office no later than 5:00 p.m. on the day prior to the meeting at 863-455-6518, or via email at clerk@highlandpark-fl.org.

Persons who wish to appeal any decision made by the Village Commission with respect to any matter considered during a public hearing at this meeting will need a record of the proceedings, and for such purpose may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.