

## **MINUTES OF A MEETING OF THE HIGHLANDS COUNTY HEALTH FACILITIES AUTHORITY**

A meeting of the **Highlands County Health Facilities Authority** was called to order by H. Wayne Harris, Chair, at 8:30 a.m., on Thursday, September 25, 2025, in the Sebring City Council Chambers located at 368 South Commerce Avenue, Sebring, Florida. Proper notice of the meeting was published on September 3, 2025 in the *Highlands News-Sun* and a copy of the affidavit of publication is attached to these Minutes. Present at the meeting were: H. Wayne Harris, Chair; William H. Stephenson, III, Vice Chair; John D. Haviland, Vicki J. Spires, and Charles W. Taylor, Jr., Members. Also present were: C. Robert Foltz, Associate Chief Legal Officer for AdventHealth; J. Michael Swaine and Robert S. Swaine, attorneys for the Authority; Tonya Marshall, Liaison for Highlands County Community Programs; and various members of the public.

The Chair announced that the first item of business was to award the 2025-2026 health services grants, which are funded from bonds issued for the Adventist Health Systems/Sunbelt, Inc. Accounts Receivable Program, and are distributed by the Authority to 501(c)(3) nonprofit organizations providing health services in Highlands County and which are not affiliated with AdventHealth.

The members of the Authority previously received and reviewed applications from: Champion for Children Foundation of Highlands County, Inc. for Prevention Services and Assistance and for the Ila and Kinsley Cox Living Memorial Fund; Change of Pace, Inc.; Choices Family Resource Centers, Inc.; Heartland Horses Equine Activities & Learning Inc.; Kim Gose Cancer Research Foundation, Inc.; Ridge Area ARC, Inc.; Samaritan's Touch Care Center, Inc.; South Florida State College Foundation, Inc.; and United Way of Central Florida, Inc. Representatives from each applicant gave a brief presentation to the Board and offered to answer any questions.

The Chair thanked everyone for their applications and their presentations and noted that the grant requests total \$202,890.00 and the amount available for distribution is \$55,250.00, or \$147,640.00 less than the total requested. He then opened the matter for discussion. Vicki J. Spires disclosed her potential voting conflict with Heartland Horses Equine Activities & Learning Inc. William H. Stephenson, III disclosed his potential voting conflict with Kim Gose Cancer Research Foundation, Inc. Charles W. Taylor, Jr. disclosed his potential voting conflict with United Way of Central Florida, Inc. Ms. Spires, Mr. Stephenson, and Mr. Taylor declined to discuss those applications and copies of their Memorandums of Voting Conflict For County, Municipal and Other Local Public Officers are attached to these Minutes.

1. Upon motion by Vicki J. Spires, second by Charles W. Taylor, Jr., the Board unanimously approved the following grants: \$7,500.00 to Champion for Children Foundation of Highlands County, Inc. for the Champion for Prevention Services and Assistance; \$5,000.00 to Champion for Children Foundation of Highlands County, Inc. for the Ila and Kinsley Cox Memorial Fund; \$4,000.00 to Change of Pace, Inc.; \$7,500.00 to Choices Family Resource Centers, Inc., \$10,000.00 to Ridge Area ARC, Inc.; and \$5,000.00 to South Florida State College Foundation, Inc.

2. Upon motion by Charles W. Taylor, Jr., second by John D. Haviland, the Board approved a grant of \$5,000.00 to Heartland Horses Equine Activities & Learning Inc., with Vicki J. Spires abstaining.

3. Upon motion by Vicki J. Spires, second by Charles W. Taylor, Jr., the Board approved a grant of \$7,500.00 to Kim Gose Cancer Research Foundation, Inc., with William H. Stephenson, III abstaining.

4. Upon motion by Vicki J. Spires, second by William H. Stephenson, III, the Board approved a grant of \$3,750.00 to United Way of Central Florida, Inc., with Charles W. Taylor, Jr. abstaining.

5. Mr. Harris advised that the grant agreements will be forwarded to the recipients and the funds will be distributed after October 1, 2025 upon the applicant's execution and return of the grant agreements.

After review and discussion by the Board and upon motion by William H. Stephenson, III, second by Charles W. Taylor, Jr., the Board approved the Minutes of the Meeting held on July 22, 2025.

After review and discussion by the Board and upon motion by Vicki J. Spires, second by John D. Haviland, the Board adopted Resolution No. 25-01 with Budget Amendments No. 1 and No. 2 authorizing and adopting the amended budget for fiscal year ending September 30, 2025.

After review and discussion by the Board and upon motion by Vicki J. Spires, second by Charles W. Taylor, Jr., the Board adopted Resolution No. 25-02 authorizing and adopting the budget for fiscal year ending September 30, 2026.

After review and discussion by the Board and upon motion by Vicki J. Spires, second by William H. Stephenson, III, the Board approved the engagement letters presented by CliftonLarsonAllen, LLP for Audit Services and Assertion Based Examination Services.

After review and discussion by the Board and upon motion by Vicki J. Spires, second by William H. Stephenson, III, the Board approved the engagement letters presented by Wicks, Brown, Williams, & Co., CPA's LLP.

There being no further business to come before the Authority, the meeting was adjourned.

Attest:

  
Member

  
 Chair     Vice Chair

AFFIDAVIT OF PUBLICATION

Highlands News Sun

Published Daily

Sebring, Highlands County, Florida

Case No. PO#1282-G Authority Meet 9/25

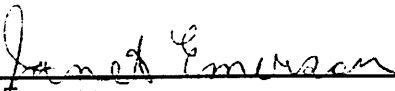
STATE OF FLORIDA  
COUNTY OF HIGHLANDS

Before the undersigned authority, Janet Emerson, personally appeared who on oath says that she is the Classified Advertising Legal Clerk of Highlands News Sun, a newspaper published at Sebring in Highlands County, Florida; that the attached copy or reprint of the advertisement, to the right, being a Public Notice, was published in said newspaper by print in the issues of or by publication on the newspaper's website, if authorized, on:

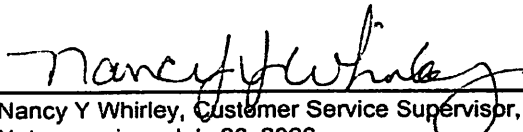
September 03, 2025

Affiant further says that the Highlands News Sun newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

SIGNED:

  
\_\_\_\_\_  
Janet Emerson

Sworn to and subscribed before me this 3rd day of September 2025 by Janet Emerson, who is personally known to me.

  
\_\_\_\_\_  
Nancy Y Whirley, Customer Service Supervisor, Notary Number: HH 293555  
Notary expires: July 26, 2026

00030218 00192312

SWAINE & HARRIS (HNS legals)  
425 S COMMERCE AVE  
SEBRING, FL 33870



NANCY Y. WHIRLEY  
Notary Public  
State of Florida  
Comm# HH293555  
Expires 7/26/2026

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the HIGHLANDS COUNTY HEALTH FACILITIES AUTHORITY (the "Authority") will meet in public session in the City Council Chambers of the City of Sebring, 368 South Commerce Avenue, Sebring, Florida, on Thursday, September 25, 2025, at 8:30 a.m. for the following purposes:

(a) to consider applications for grant funds and to authorize grants to nonprofit agencies holding a valid and current 501(c)(3) determination letter from the Internal Revenue Service and providing health related services to citizens of Highlands County, Florida,

(b) to consider an amendment to the adopted budget for fiscal year ending September 30, 2025;

(c) to adopt a budget for fiscal year ending September 30, 2026, and

(d) to consider such other business as may properly come before the Authority at such meeting.

In accordance with the Americans with Disabilities Act ("ADA"), if any person with a disability as defined by the ADA needs special accommodations to participate in the meeting of the Authority, then not later than two (2) business days prior to the meeting he or she should contact the counsel to the Authority, J. Michael Swane or Robert S. Swane, at 863-385-1549.

If any person decides to appeal any decision made by the Authority with respect to any matter considered at such meeting, such person will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and the evidence upon which the appeal is to be based.

DATED: September 3, 2025

HIGHLANDS COUNTY  
HEALTH FACILITIES AUTHORITY

By /s/ H. Wayne Harris  
Chair  
September 3, 2025

**MEMORANDUM OF VOTING CONFLICT FOR  
COUNTY, MUNICIPAL AND  
OTHER LOCAL PUBLIC OFFICERS**

<b>Last Name - First Name - Middle Name</b> Stephenson, III, William H.	<b>Name of Board, Council, Authority</b> Highlands County Health Facilities Authority
<b>Mailing Address:</b> 5313 Surrey Lane	<b>Board, Council, Authority on which I serve is a unit of:</b> <input type="checkbox"/> City <input checked="" type="checkbox"/> County <input type="checkbox"/> Other Agency
<b>City:</b> Sebring, FL 33875	<b>Name of Political Subdivision:</b> Highlands County, Florida
<b>Date on which Vote occurred:</b> September 25, 2025	<b>My position is:</b> <input type="checkbox"/> Elective <input checked="" type="checkbox"/> Appointive

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, William H. Stephenson, III, hereby disclose that on September 25, 2025:

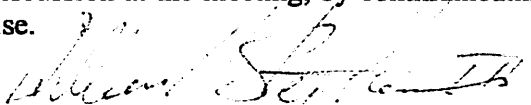
(a) A measure came or will come before my agency which (check one)

- inured to my special or private gain or loss;
- inured to the special gain or loss of my business associate, Kim Gose Cancer Research Foundation, Inc.
- inured to the special gain or loss of my relative, \_\_\_\_\_,
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Kim Gose Cancer Research Foundation, Inc., a not-for-profit Florida corporation, requested grant funds from the Highlands County Health Facilities Authority for health services in Highlands County, Florida. I am a board member of the Highlands County Health Facilities Authority and a board member of Kim Gose Cancer Research Foundation, Inc. I have in no way participated in the Authority's decision to give a grant to the applicant, whether by participating in discussion at the meeting, by communicating with officers or employees of the agency, voting or otherwise.

September 25, 2025  
Date

  
\_\_\_\_\_  
William H. Stephenson, III

## MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL AND OTHER LOCAL PUBLIC OFFICERS

<b>Last Name - First Name - Middle Name</b> Spires, Vicki J.	<b>Name of Board, Council, Authority</b> Highlands County Health Facilities Authority
<b>Mailing Address:</b> 1155 Western Blvd.	<b>Board, Council, Authority on which I serve is a unit of:</b> <input type="checkbox"/> City <input checked="" type="checkbox"/> County <input type="checkbox"/> Other Agency
<b>City:</b> Lake Placid, FL 3352	<b>Name of Political Subdivision:</b> Highlands County, Florida
<b>Date on which Vote occurred:</b> September 25, 2025	<b>My position is:</b> <input type="checkbox"/> Elective <input checked="" type="checkbox"/> Appointive

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Vicki J. Spires, hereby disclose that on September 25, 2025:

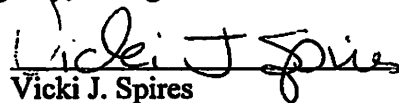
(a) A measure came or will come before my agency which (check one)

- inured to my special or private gain or loss;
- inured to the special gain or loss of my business associate, Heartland Horses Equine Activities & Learning, Inc.
- inured to the special gain or loss of my relative, \_\_\_\_\_,
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Heartland Horses Equine Activities & Learning, Inc., a not-for-profit Florida corporation, requested grant funds from the Highlands County Health Facilities Authority for health services in Highlands County, Florida. I am a board member of the Highlands County Health Facilities Authority and a board member of Heartland Horses Equine Activities & Learning, Inc. I have in no way participated in the Authority's decision to give a grant to the applicant, whether by participating in discussion at the meeting, by communicating with officers or employees of the agency, voting or otherwise.

September 25, 2025 \_\_\_\_\_  
Date

  
Vicki J. Spires

**MEMORANDUM OF VOTING CONFLICT FOR  
COUNTY, MUNICIPAL AND  
OTHER LOCAL PUBLIC OFFICERS**

<b>Last Name - First Name - Middle Name</b> Taylor, Jr., Charles W.	<b>Name of Board, Council, Authority</b> Highlands County Health Facilities Authority
<b>Mailing Address:</b> 1323 Edgewater Point Drive	<b>Board, Council, Authority on which I serve is a unit of:</b> <input type="checkbox"/> City <input checked="" type="checkbox"/> County <input type="checkbox"/> Other Agency
<b>City:</b> Sebring, FL 33870	<b>Name of Political Subdivision:</b> Highlands County, Florida
<b>Date on which Vote occurred:</b> September 25, 2025	<b>My position is:</b> <input type="checkbox"/> Elective <input checked="" type="checkbox"/> Appointive

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Charles W. Taylor, Jr., hereby disclose that on September 25, 2025:

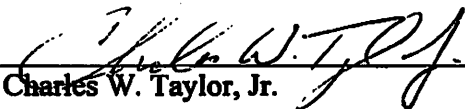
(a) A measure came or will come before my agency which (check one)

- inured to my special or private gain or loss;
- inured to the special gain or loss of my business associate, United Way of Central Florida
- inured to the special gain or loss of my relative, \_\_\_\_\_
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

United Way of Central Florida requested grant funds from the Highlands County Health Facilities Authority for health services in Highlands County, Florida. I am a board member of the Highlands County Health Facilities Authority and my son is a volunteer and local Board Chair for the applicant. I have in no way participated in the Authority's decision to give a grant to the applicant, whether by participating in discussion at the meeting, by communicating with officers or employees of the agency, voting or otherwise.

September 25, 2025  
Date

  
Charles W. Taylor, Jr.