



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

March 18, 2025 Regular BoCC meeting

In accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Communications Office not later than 48 hours prior to the proceeding. Their office is located in the County Administration Building, 330 West Church Street in Bartow. Telephone (863) 534-6090 or TTY (863) 534-7777. If hearing impaired dial 7-1-1 for Florida Relay services or call (800) 955-8771 (TTY); dial (800) 955-1339 if you are using a computer.

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.

If a person decides to appeal any decision made by the board with respect to any matter considered at such meeting or hearing, 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 includes the testimony and evidence upon which the appeal is to be based.

CALL TO ORDER - 9:00 a.m. (RICK WILSON, CHAIR)

INVOCATION

Murphy Hanley, Polk County Fire Rescue Chaplain

PLEDGE OF ALLEGIANCE (RICK WILSON, CHAIR)

A. PRESENTATIONS and RECOGNITIONS

A.1. Employee Recognition

B. CEREMONIAL PROCLAMATIONS

C. REQUEST FROM THE GENERAL PUBLIC/AUDIENCE AND OPPORTUNITY TO BE HEARD

C.1. Comments.

D. APPROVE CONSENT AGENDA

D.1. Approve Consent Agenda.

E. COUNTY COMPTROLLER (STACY M. BUTTERFIELD, CPA)

E.1. Disbursements.

E.2. Minutes of Regular Board meeting held on March 4, 2025.

F. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

G. COUNTY ATTORNEY (RANDY MINK)

H. COUNTY MANAGER (BILL BEASLEY)

- H.1. Approve the Local Agency Program (LAP) Agreement between Polk County and the Florida Department of Transportation (FDOT) for the Maine Avenue Sidewalk Project, associated resolutions, CIP Budget Amendment and budget resolution (\$3,228,442.00 one-time unanticipated revenue).
- H.2. Approve the first amendment to the contract with Tri-County Human Services, Inc. (TCHS) to provide staffing in support for the HATCH Program. (not to exceed \$1,020,132 for the duration of the contract, and not to exceed \$365,965.18 for FY 24/25).
- H.3. Approve Consultant Services Agreement (CSA) No. 2022-063-02 with Inwood Consulting Engineers, Inc. to provide professional engineering services for Daughtery Road Park Phase I development. (\$736,759.10 one-time expense)
- H.4. Approve Standard Grant Agreement #P5028 between the State of Florida Department of Environmental Protection and Polk County for the Circle B Bar Reserve Pond Project. (one-time \$200,000 grant revenue and \$200,000 county match)

I. COMMISSIONER DISTRICT 1 (BECKY TROUTMAN)

- I.1. Commissioner Troutman Comments.

J. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

- J.1. Commissioner Braswell Comments.

K. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO)

- K.1. Commissioner Santiago Comments.

L. COMMISSIONER DISTRICT 5 (MICHAEL SCOTT)

- L.1. Commissioner Scott Comments.

M. COMMISSIONER DISTRICT 2 (RICK WILSON, CHAIR)

- M.1. Chair Wilson Comments.

N. LAY BOARD APPOINTMENTS

- N.1. Approve two new appointments and six reappointments to the Contractor Licensing Board

O. EXPEDITED HEARINGS PURSUANT TO RESOLUTION NO. 2022-089

* County Attorney opening comments

O.1. Public Hearing (LDCT-2024-21 Accessory Structures LDC Text Amendment) (Adoption Hearing) to amend Chapter 2, Section 206.A, Accessory Dwelling Units; Section 208.F, Accessory Structure Setbacks; Section 209.D, Accessory Structure Location and Chapter 9, Section 930, to add Accessory Dwelling Units. (No Fiscal Impact).

P. PUBLIC HEARINGS

P.1. Public Hearing to consider adoption of an ordinance amending and restating Polk County Ordinance 2024-062, the Polk County Amended and Restated Comprehensive Impact Fee Ordinance, for the purpose of adopting the 2025 Warehouse Transportation Impact Fee Study, and the related Extraordinary Circumstances Study Supplement, and imposing updated rates for Warehouse and Industrial Transportation Impact Fees.

Q. WORK SESSION ITEMS

R. CONSENT AGENDA ITEMS

R. COMMISSIONER DISTRICT 1

R. COMMISSIONER DISTRICT 2

R. COMMISSIONER DISTRICT 3

R. COMMISSIONER DISTRICT 4

R. COMMISSIONER DISTRICT 5

R. COUNTY COMPTROLLER

R.1. Removal of equipment from inventory as listed on Blanket Removal Form 2213.

R. COUNTY MANAGER

R. ECONOMIC DEVELOPMENT

R. TOURISM/SPORTS MARKETING

R. OFFICE OF PLANNING & DEVELOPMENT

R.2. SET HEARING: (LDGPAS-2024-34 Orchid Springs CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Low (RL) to Residential Medium (RM) on the upland 2.55 +/- acres of a total 5.84 +/- acres in the Urban Growth Area (UGA). The suggested adoption hearing date is April 1, 2025, at 9:15 a.m.

- R.3. SET HEARING: (LDCT-2024-28 I-4 Selected Area Plan Revisions Text Amendment) to amend Chapter 4, Section 401.01, I-4/NE Parkway Plan Districts. The suggested hearing dates are for the first reading on April 1, 2025, at 9:15 a.m. and the second reading on April 15, 2025, at 9:15 a.m.
- R.4. SET HEARING: (LDCT-2025-2 Vehicle Service, Mechanical and Outdoor Storage Text Amendment) to amend Chapter 2 to allow Vehicle Service, Mechanical and outdoor storage in INST-2. The suggested hearing dates are for the first reading on April 1, 2025, at 9:15 a.m. and the second reading on April 15, 2025, at 9:15 a.m.
- R.5. Fox Branch Ranch Phase 1B Plat for Conditional Approval. (No Fiscal Impact)
- R.6. Gard Estates Plat for Conditional Approval. (No Fiscal Impact)
- R.7. Groves at Grenelefe Plat for Conditional Approval. (No Fiscal Impact)
- R.8. North Lake Reedy Reserve Plat for Conditional Approval. (No fiscal impact)
- R.9. Touchstone Phase 1 Plat for Conditional Approval. (No Fiscal Impact)
- R.10. Accept Mosby Citrus Ridge (aka Orlando Breeze) potable water, wastewater and reclaim water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No Fiscal Impact)
- R.11. Accept a one-year warranty and surety in the amount of \$13,861.54 in the form of Maintenance Bond No. 800166897 for Mosby Citrus Ridge (aka Orlando Breeze). (No Fiscal Impact)
- R.12. Accept Performance Surety in the amount of \$3,350,165.18 in the form of Performance Bond No. 0266208 for Fox Branch Ranch Phase 1. (No fiscal impact)
- R.13. Approve the release of a warranty and surety in the amount of \$10,000.00 in the form of Maintenance Bond No. 301280C for Culver's Christina. (No fiscal impact)
- R.14. Approve the release of a warranty and surety in the amount of \$328,284.83 in the form of an Irrevocable Letter of Credit No. FGAC-23464 for Garden Hills Phase 1. (No Fiscal Impact)
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES

R. PROCUREMENT

- R.15. Report of Fiscal Year 2023/2024 emergency and sole source purchases that exceeded \$50,000.00. (No fiscal impact)

R. COMMUNICATIONS

R. COOPERATIVE EXTENSION SERVICES

R. HEALTH & HUMAN SERVICES

- R.16. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program Homeowner Assistance Agreement and Grant Agreement for property located in Auburndale, FL., for Case #RC23-SHIP-014. (\$183,525.00 one-time expense).

- R.17. Approve Amendment #2 for the City of Bartow Sub-recipient Agreement. (No Fiscal Impact).

R. EQUITY & HUMAN RESOURCES

- R.18. Approve the 2024-2025 Collective Bargaining Agreements and the Memorandum of Understanding between the Polk County Board of County Commissioners and Polk County Professional Firefighters I.A.F.F., Local 3531, Rank-and-File and Battalion Chiefs Bargaining Units.

R. INFORMATION TECHNOLOGY

R. CODE ENFORCEMENT

R. COURT SERVICES

R. RISK MANAGEMENT

- R.19. Request Board approval for the Risk Manager to bind coverage effective April 1, 2025, through March 31, 2026, for its comprehensive commercial property insurance program for a total annual premium of \$1,879,390

R. COMMUNITY HEALTH CARE

R. FACILITIES MANAGEMENT

- R.20. Approve Consultant Services Authorization (CSA) No. 2021-034-2 with Borrelli & Partners Inc. for design architectural and engineering services associated with the Polk County Parks & Natural Resources Division, new Chemical Storage Building, CIP project. (\$172,579.50 one-time expense)

- R.21. Approve selection committee's recommendation to authorize staff negotiations with The Lunz Group, for architectural and engineering services for the Polk County Agricultural Center Complex. (No Fiscal Impact)

R. FLEET MANAGEMENT

R. PARKS & NATURAL RESOURCES

R.22. Conservation Land Acquisition Selection Advisory Committee (CLASAC) recommends pursuing acquisition of EL-133-25 and EL-134-25 and to recommend staff to proceed with pursuing the acquisition process. CLASAC recommends to not pursue acquisition of EL-132-25. (no fiscal impact)

R.23. Approve Amendment #3 to Master Research Agreement C-23-022 Task Order No: 1, Task Order No:2 & Task Order No:3 with Florida Atlantic University (University) to complete work assignments related to watershed management and planning in Polk County. (no fiscal impact)

R.24. Approve Amendment #4 for a time extension for 4337-4-PAN with Florida Department of Emergency Management (FDEM) to complete work assignments related to watershed management and planning in Polk County. (no fiscal impact)

R.25. Approve Amendment #4 for a time extension for 4337-4-PAO with Florida Department of Emergency Management (FDEM) to complete work assignments related to watershed management and planning in Polk County. (no fiscal impact)

R.26. Approve Amendment #4 for a time extension for 4337-4-PAP with Florida Department of Emergency Management (FDEM) to complete work assignments related to watershed management and planning in Polk County. (no fiscal impact)

R. FIRE RESCUE

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

R.27. SET HEARING to consider requests to vacate a portion of a platted drainage easement shown on the plat of Pineview Estates Phase 2 along with a request to vacate any County or public interest in 30-foot wide strip of land lying adjacent to the east of Parcel ID Numbers 272822-000000-031010/031030. (Suggested hearing date is April 1, 2025 at 9:00 a.m or immediately following the regular agenda)

R.28. Authorize the County Attorney's Office or outside counsel to stipulate to a final judgment for Parcel 105 in the case of Polk County v. Milton Leory Willis, Jr., et al, an eminent domain lawsuit filed to acquire needed rights-of-way for the CR 542A (Galloway Road) @ 10th Street Project. (\$6,070 one-time expense)

R.29. Adopt a resolution authorizing negotiations required by §73.015, Florida Statutes to be undertaken by the County Real Estate Services Director and his designated agents, subject to final Board approval, for acquisitions necessitated by new Roads and Drainage CIP Projects; Holly Hill Road/Florida Development Road; Deen Still Road/Northridge Trail/Waverly Barn Road; and Mt. Olive Road @ SR 33. (No fiscal impact)

R.30. Accept Polk County Utilities Easement from Hope Rise Development LLC and 234 Fantasy LLC, as requested through the Development Review Process. (No fiscal impact)

R.31. Approve Subordination Agreement between Polk County and City of Lake Alfred, Florida, in conjunction with the County Road 557 Road Widening Improvement Project. (No fiscal impact)

R. ROADS & DRAINAGE

R.32. Request Board approve Amendment No. 2 to Agreement 2021-016 with AECOM Technical Services, Inc. for Construction Engineering and Inspection (CEI) services for the West Pipkin Road widening project. (\$470,095.55 one-time expense)

R.33. Approve Road Closure Requests greater than 5 Days

R. UTILITIES

R.34. Approve Corrected Release of Claims for Consultant Services Authorization (CSA) 18-060-03 with Jones Edmunds & Associates, Inc. for the Crooked Lake Park Receivership - Wastewater Treatment Facility (WWTF) Abandonment and Lift Station Replacements project. (Release of Claims (payment to County) totaling \$144,221.06).

R.35. Approve the 2024 updates (Reference Manuals) by way of adopting a formal resolution consistent with requirements stated within Utilities Ordinance No. 10-081.

R. SOLID WASTE

R. ELECTED OFFICIAL AND OTHER GOVERNMENTAL AGENCY

R. COURT RELATED

R. POLK COUNTY PROPERTY APPRAISER

R. POLK COUNTY SHERIFF

R. POLK COUNTY SUPERVISOR OF ELECTIONS

R.36. Approve a transfer from the Special Revenue Grant Fund Reserve for Contingency to establish budget for the 2024-2025 Election Security ESF Grant Fund (Unanticipated revenue and expense of \$13,800)

R. POLK COUNTY TAX COLLECTOR

R. WORKFORCE DEVELOPMENT BOARD

R.37. Request Board Approval for CareerSource Polk to align with neighboring workforce boards to form the Tampa Bay Regional Planning Area.

R. COUNTY ATTORNEY

R.38. SET HEARING to consider the adoption of an Ordinance of the Polk County Board of County Commissioners prohibiting camping on certain property, unless specifically authorized. SUGGESTED HEARING DATE: April 15, 2025, at 9:00 a.m.

R.39. Approve First Amendment to Interlocal Agreement with the City of Frostproof for Collection of Polk County Impact Fees (No fiscal impact)

R.40. Authorize the filing of claim in the class action lawsuit of City of Laurel, Mississippi v. Cintas Corporations No. 2.

ANNOUNCEMENTS

Below are scheduled events and public meetings at which two or more County Commissioners or Planning Commissioners may appear to discuss issues that may come before the Board of County Commissioners.

- Monday, March 17, 2025 – 1:30 p.m. – Polk County Transportation Disadvantaged Local Coordinating Board (TDLCB) will be held in the County Commission Board Room.
- Tuesday, March 18, 2025 – 6:00 p.m. – SPEAK - Defenders of Crooked Lake Annual Meeting will be held at Babson Park Woman's Club, 1300 North Scenic Highway, Babson Park.
- Wednesday, March 19, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commissioner Boardroom.
- Wednesday, March 19, 2025 – 2:00 p.m. – Polk Regional Water Cooperative (PRWC) Board of Directors meeting will be held at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.
- Thursday, March 20, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, March 20, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, March 20, 2025 – 9:00 a.m. – Tourist Development Council's Sports and Special Events Committee will meet at the Adams Athletic Performance Center at Florida Southern College, Fryer Conference Room, 939 South Ingraham Avenue, Lakeland. (Parking with shuttle service located at 931 Frank Lloyd Wright Way, Lakeland)
- Monday, March 24, 2025 – 8:30 a.m. – Citrus Connection Board meeting will be held at 1212 George Jenkins Boulevard, Lakeland.
- Thursday, March 27, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, March 27, 2025 – 8:30 a.m. – Polk Transportation Planning Organization (TPO) Technical Advisory Committee (TAC) will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, March 27, 2025 – 1:30 p.m. – Land Use Hearing Officer Hearings will be held in the County Commission Boardroom.
- Friday, March 28, 2025 – 9:00 a.m. – Board/Staff Agenda Review meeting to

discuss the Agenda and any other matters that may come before the Board will be held in the Commissioners' Conference Room, Room 407.

- Friday, March 28, 2025 – 10:00 a.m. (or immediately following Board/Staff Agenda Review) – Meet with the County Manager's representatives pursuant to Section 447.605(1), Florida Statutes to discuss upcoming negotiations relative to collective bargaining with the Polk County Professional Fire Fighters, I.A.F.F., Local 3531, in the Commissioners' Conference Room, Room 407.
- Friday, March 28, 2025 – 12:00 p.m. – Value Adjustment Board hearings will be held in the Commissioners' Conference Room, Room 407.
- Monday, March 31, 2025 – 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in Room 413, Fourth Floor, County Administration Building.