



Polk County Board of County Commissioners

Meeting Agenda - Final

January 06, 2026 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. (MARTHA SANTIAGO, CHAIR)

INVOCATION

Murphy Hanley, Polk County Fire Rescue Chaplain

PLEDGE OF ALLEGIANCE (MARTHA SANTIAGO, CHAIR)

A. PRESENTATIONS and RECOGNITIONS

B. PUBLIC COMMENTS CONCERNING AGENDA ITEMS

B.1. Comments.

C. APPROVE CONSENT AGENDA

C.1. Approve Consent Agenda.

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

D.1. Disbursements.

D.2. Minutes of Regular Board meeting held on December 16, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

- G.1. Approve agreement with WSB LLC for construction engineering and inspection (CEI) services for the County Road 557 widening project. (not-to-exceed one-time expense \$7,671,349.67)
- G.2. Approve Consultant Services Authorization (CSA) No. 2022-089-04 with Jacobs Engineering Group, Inc., (CONSULTANT) to provide professional design services for the development of full construction documents for the CR 542A/Galloway Road at Swindell Road intersections. (Total cost not to exceed \$495,095.89)
- G.3. Utility infrastructure agreement with Clayton Properties Group, Inc. for the Myrtlebrook Development Lift Station Upsizing, Force Main upsizing, and Force Main and Potable Water Line abandonment. (\$313,838.72 One-time expense.)
- G.4. Approve agreement with GISJane LLC to provide forecasting, detection, and mitigation of harmful algal blooms. (\$300,000.00 one-time expense)

H. COMMISSIONER DISTRICT 1 (BECKY TROUTMAN)

- H.1. Commissioner Troutman Comments.

I. COMMISSIONER DISTRICT 2 (RICK WILSON)

- I.1. Reappoint Charles R. Walter, P.G. as a Member (Seat 1) of the Polk County Industrial Development Authority, for the three-year term, February 6, 2026 through February 5, 2029. (District 2 Appointment)
- I.2. Commissioner Wilson Comments.

J. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

- J.1. Commissioner Braswell Comments.

K. COMMISSIONER DISTRICT 5 (MICHAEL SCOTT)

- K.1. Appoint Julie Jackson as a Member of the Polk County Planning Commission, for the remainder of the three-year term, January 6, 2026, to August 31, 2026.
- K.2. Commissioner Scott Comments.

L. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO, CHAIR)

- L.1. Chair Santiago Comments.

M. LAY BOARD APPOINTMENTS

- M.1. Appoint KellyAnn Beach as a member of the Tourist Development Council to fulfill the remainder of Dexter Pagara four-year term which ends August 31, 2027.

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

* County Attorney opening comments

- N.1. Public Hearing (LDCPAL-2025-6 Poinciana Bayberry St CPA) (Adoption Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on +/- 72.27 acres from Development of Regional Impact (DRI) to Institutional (INST) in Poinciana Master Plan. (No Fiscal Impact)
- N.2. Public Hearing (LDCCD-2025-10 Poinciana Bayberry St Sub-District Change) (Adoption Hearing) to consider the adoption of a Sub-District change on +/- 72.27 acres from Institutional (INST-1) to Institutional (INST-2) in the Utility Enclave Area (UEA). (No Fiscal Impact)
- N.3. Public Hearing (LDCT-2025-21 Lake Gibson Estates Text Amendment) (First Reading) to consider the adoption of a Land Development Code Text Amendment to add development conditions in Appendix E, Section E 105 to limit the allowable uses and density to only 16 units for the property subject to LDCPAS-2025-30 which is a small scale Future Land Use Map amendment from Residential Low (RL) to Residential Medium (RM) on +/- 2.55 acres. (No Fiscal Impact)
- N.4. Public Hearing (LDCT-2025-23 Alcohol Separation Requirements & Hours LDC Text Amendment) (First Reading) to amend Chapter 2, Section 224 and Table 2.4, to change the method of distance measurement, reduce distance separations for different types of alcohol licenses from religious institutions and schools, and adjust Sunday hours of operation. (No Fiscal Impact)
- N.5. Public Hearing (LDCT-2025-24 Powerline Landscape Buffers LDC Text Amendment) (First Reading) to modify landscaping requirements to include a Utility Buffer (No Fiscal Impact)

O. PUBLIC HEARINGS

- O.1. Public Hearing to consider adoption of a resolution to vacate any public interest in a 30-foot strip of land lying south of Herndon Road and adjacent to the west of Parcel ID Number 273005-000000-011120. (No fiscal impact)
- O.2. Public Hearing to request the Board, by its own motion, consider adoption of a resolution to vacate a portion of platted, unopened, and unmaintained right-of-way shown as Bryan Avenue on the Map of Jester Subdivision. Also, request Board declare surplus and authorize the private conveyance of the County's interest in Parcel ID Number 262728-493000-000260 to Dwann Bowers. (\$1,000, one-time revenue)

- O.3. Public Hearing (LDPD-2025-9 Highlands Club PD) (De Novo Hearing) appealing the decision of the Planning Commission to approve a Planned Development for 747 single-family homes.

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

- P.1. Comments.

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 2232.

R. COUNTY MANAGER

R. ECONOMIC DEVELOPMENT

R. TOURISM/SPORTS MARKETING

R.2. Approve master agreement with Digitech Graphics Group to provide graphic design Services. (\$250,000.00 estimated annual recurring expense)

R. OFFICE OF PLANNING & DEVELOPMENT

R.3. SET HEARING (LDCDD-2025-2 / Gardener Trails CDD) to consider the adoption of an applicant-initiated ordinance to establish a new Community Development District (CDD) in the unincorporated area of the county. Suggested hearing date is January 20, 2026, at 9:00 a.m. (No Fiscal Impact)

R.4. SET HEARING: (LDCU-2025-21/Level 4 Stericycle Conditional Use) for a Conditional Use request for an expansion of a non-conforming Solid Waste Management Facility to include a new operations building and additional parcels in the Industrial (IND) future land use designation located within the Urban Growth Area (UGA). The suggested hearing date is January 20, 2026, at 9:15 a.m.

- R.5. Approve the release of a surety in the amount of \$327,746.43 in the form of Performance Bond No. 30242652 for McDonald's 9-2686 Wahneta. (No Fiscal Impact)
- R.6. Accept an eighteen-month warranty and surety in the amount of \$29,795.13 in the form of Maintenance Bond No. 30256953 for McDonald's 9-2686 Wahneta. (No Fiscal Impact)
- R.7. Accept a one-year warranty and surety in the amount of \$31,805.00 in the form of Maintenance Bond No. 800207995 for County Line Crossings. (No Fiscal Impact)
- R.8. Approve recommended changes to the functional classification of select Polk County roads: Carefree Cove, Carefree Cove Drive, Lake Ring Drive, N Lake Eloise Drive, Suwannee Road and various roads in the Inwood Area - see attached. (No Fiscal Impact)
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R. PROCUREMENT
- R. COMMUNICATIONS
- R.9. Nominations for a candidate for Polk County Historical Commission Legacies in Polk Government Leadership
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES
- R.10. Approve modification of State Housing Initiatives Partnership (SHIP) Rehabilitation program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located in Unincorporated Lakeland, FL., for Case #RC24-SHIP-003. (\$9,210.00 one-time expense).
- R. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R. COMMUNITY HEALTH CARE

R. FACILITIES MANAGEMENT

- R.11. Approve agreement with Marcobay Construction, Inc. to provide Construction Manager at Risk (CMAR) pre-construction services for the new Agricultural Center Complex. (\$80,150.00 for pre-construction services one-time expense)
- R.12. Approve agreement with Rodda Construction, Inc. to provide Construction Manager at Risk (CMAR) pre-construction services for the Medical Examiner Expansion & Renovation Project (\$43,118.75 one-time expense)
- R.13. Approve agreement with Rodda Construction, Inc. to provide Construction Manager at Risk (CMAR) pre-construction services for a new Sheriff's Office/Polk County joint-use warehouse & Facilities Management Administration Building project (\$39,050.00 one-time expense)
- R.14. Approve agreements with Henkelman Construction, Inc., JF Construction Services, Marcobay Construction, Inc., Register Construction & Engineering, Inc., Rodda Construction, Inc., SEMCO Construction, Inc., Strickland Construction, Inc., and Whitehead Construction for Construction Manager at Risk (CMAR) continuing services. (No fiscal impact)

R. FLEET MANAGEMENT

R. PARKS & NATURAL RESOURCES

R. FIRE RESCUE

- R.15. Requesting the approval of initial application of Certificate of Public Convenience and Necessity (COPCN) for Panther Mountain Enterprises, LLC dba Express Medical Transport. (No fiscal impact)

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

- R.16. Approve Land Purchase Agreements in conjunction with the purchase of conservation preservation property located in the Lake Wales Ridge Ecosystem Project - Crooked Lake West Area; Sherron, Pearce, Rice and Azevedo parcels (\$23,000 one-time expense)
- R.17. Accept Quit Claim Deed from 653th, LLC, for additional right-of-way along Old Bartow/Lake Wales Road. (No fiscal impact)
- R.18. Accept Quit Claim Deed from CH Dev LLC for right-of-way for Hughes Road. (No fiscal impact)
- R.19. Accept Quit Claim Deeds for additional right-of-way along Minute Maid Ramp Road 1, Holly Hill Grove Road 3, Crescent Road and Hamilton Road as requested through the Development Review Process. (No fiscal impact)

- R.20. Accept a Warranty Deed from Pine Tree Trail Property, LLC and a Quit Claim Deed from Astonia Community Development District to Polk County for Pine Pointe at Astonia Lift Station 406 site. (No fiscal impact)
- R.21. Accept Drainage Easements from Michael and Susan Stone and Richard and Portia Rodocha in conjunction with drainage improvements along Cypress Point East. (No fiscal impact)
- R.22. Accept Sidewalk Easement from Cottages at Lake Hamilton, LLC as requested through the Development Review Process. (No fiscal impact)
- R.23. Authorize the conveyance of the County's interest in Parcel ID Number 232812-055500-007132 to the City of Lakeland. (No fiscal impact)

R. ROADS & DRAINAGE

- R.24. SET HEARING to Consider Adopting a Resolution Allowing for the Installation of Traffic Calming Devices (Speed Humps) on Hancock Road near Lakeland. (Suggested Hearing Date: Tuesday, February 3, 2026, at 9:15 a.m.) (No fiscal impact)
- R.25. Approve Consultant Service Agreement (CSA) No. 22-85-07 with Dewberry Engineers, Inc. (Consultant) to provide professional engineering design services for the Lake Seward Outfall Drainage Improvement Project. (\$162,071.51 one-time expense)

R. UTILITIES

- R.26. Approve Consultant Services Authorization 2024-011-09 with Dewberry Engineers Inc. for implementation of the Northeast Regional Utility Service Area (NERUSA) - Environmental Management Plan (EMP) Wetland Monitoring (2025-2026) (\$117,883.86 not-to-exceed, one-time expense)

R. SOLID WASTE

- R.27. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Haul n All Services, LLC. (No fiscal impact)
- R.28. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Move My Junk, LLC. (No fiscal impact)
- R.29. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Recycling Services of Florida, Inc.8 (No fiscal impact)

R. ELECTED OFFICIAL AND OTHER GOVERNMENTAL AGENCY

R. COURT RELATED

R. POLK COUNTY PROPERTY APPRAISER

R. POLK COUNTY SHERIFF

R.30. Approve and release an appropriation and expenditure from the Law Enforcement Trust Fund. (\$43,540.26 one-time expense)

R. POLK COUNTY SUPERVISOR OF ELECTIONS

R. POLK COUNTY TAX COLLECTOR

R. WORKFORCE DEVELOPMENT BOARD

R. COUNTY ATTORNEY

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, January 5, 2026 – 10:00 a.m. – Polk County Sheriff's Office Ridge District Station Grand Opening & Ribbon Cutting, 9500 Marigold Avenue, Poinciana.
- Tuesday, January 6, 2026 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot at the Parks & Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact brookemoherek@polkfl.gov for details.
- Tuesday, January 6, 2026 – 6:00 p.m. – Sidewalk Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Wednesday, January 7, 2026 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commission Boardroom.
- Wednesday, January 7, 2026 – 9:00 a.m. – Planning Commission meeting will be held in the County Commission Boardroom.
- Thursday, January 8, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, January 8, 2026 – 2:30 p.m. – Historical Commission and Marker Committee will meet in the County Commissioner Boardroom.
- Tuesday, January 13, 2026 – 9:00 a.m. – Value Adjustment Board hearings will be held in Conference Room 341, Third Floor, County Administration Building.
- Tuesday, January 13, 2026 – 1:00 p.m. – 1st Selection Committee Meeting for RFP 26-054 Architectural & Engineering Services for Polk County Fire Rescue will convene in Procurement Conference Room 150, First Floor, County Administration Building.
- Tuesday, January 13, 2026 – 1:30 p.m. – Librarians' Advisory Council will meet at Lakeland Public Library, 100 Lake Morton Drive, Lakeland.
- Tuesday, January 13, 2026 – 2:00 p.m. – 1st Selection Committee Meeting for RFP 26-055 CMAR Smith Lane Joint-Use Fire Rescue Station will convene in Procurement Conference Room 150, First Floor, County Administration Building.
- Wednesday, January 14, 2026 – 8:30 a.m. – Citrus Connection Board meeting will be held at 1212 George Jenkins Boulevard, Lakeland.
- Wednesday, January 14, 2026 – 9:00 a.m. – Value Adjustment Board hearings will

be held in Conference Room 341, Third Floor, County Administration Building.

- Wednesday, January 14, 2026 – 9:00 a.m. – Tourist Development Council's Arts, Culture, and Heritage Committee (ACH) will meet at AdventHealth Fieldhouse and Conference Center, Entrance 1 - Meeting Room A, 210 Cypress Gardens Boulevard, Winter Haven.
- Wednesday, January 14, 2026 – 1:30 p.m. – Library Cooperative Governing Board will meet at Winter Haven Public Library, 325 Avenue A NW, Winter Haven.
- Wednesday, January 14, 2026 – 4:00 p.m. – Central Florida Development Council (CFDC) Board Meeting will be held at Florida Polytechnic University - IFF Innovation Center, 4330 Polytechnic Circle, Lakeland.
- Thursday, January 15, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Polk County Administration Building.
- Thursday, January 15, 2026 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, January 15, 2026 – 9:00 a.m. – Tourist Development Council's Marketing Committee will meet at Lake Myrtle Sports Complex, 2701 Myrtle Park Road, Auburndale.
- Friday, January 16, 2026 – 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, Fourth Floor, County Administration Building.
- Monday, January 19, 2026 – The offices of the Board of County Commissioners will be closed in observance of the Martin Luther King, Jr Day Holiday.