



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

June 17, 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. REQUEST FROM THE GENERAL PUBLIC/AUDIENCE AND OPPORTUNITY TO BE HEARD

B.1. Dartha Shular, National Coalition of 100 Black Women, Inc. President, to propose a county ordinance establishing a comprehensive print and digital media public awareness campaign to identify, prevent, and combat human trafficking in Polk County.

B.2. 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 June 3, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

G.1. Approve cooperative agreement with Carahsoft Technology Corp. for case management and contract management software modules and implementation services. (\$3,228,188.60 total 5-year expense)

G.2. Approve agreement with The Lunz Group, LLC, for architectural & engineering services for the Sheriff's Office - Polk County Joint-Use Warehouse & Facilities Management Administration Building. (\$1,117,825.00 one-time expense)

G.3. Approve agreement with The Lunz Group, LLC, for architectural & engineering services for a new roadway maintenance facility. (\$556,277.00 one-time expense)

G.4. Approve cooperative agreement and lease agreements with Mobile Modular Management Corporation for relocatable building and storage solutions with related services. (\$997,923.00 one-time expense)

H. COMMISSIONER DISTRICT 1 (BECKY TROUTMAN)

H.1. Commissioner Troutman Comments.

I. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

I.1. Commissioner Braswell Comments.

J. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO)

J.1. Commissioner Santiago Comments.

K. COMMISSIONER DISTRICT 5 (MICHAEL SCOTT)

K.1. Commissioner Scott Comments.

L. COMMISSIONER DISTRICT 2 (RICK WILSON, CHAIR)

L.1. Chair Wilson Comments.

M. LAY BOARD APPOINTMENTS

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

* County Attorney opening comments

- N.1. Public Hearing (LDCPAS-2025-3 Lake Gibson Estates CPA) (Adoption Hearing) to consider the adoption of an applicant-initiated Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation from Residential Low (RL-3) to Residential Medium (RM) on a 2.52 +/- acres. (No Fiscal Impact)
- N.2. Public Hearing (LDCPAS-2025-5 Lake Hancock Road CPA) (Adoption Hearing) to consider the adoption of an applicant-initiated Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation from Business Park Center (BPC-2X) to Residential Low (RL-1X) in the US 98 Selected Area Plan on a 2.28 +/- acre parcel near the Bartow city limits. (No Fiscal Impact)
- N.3. Public Hearing to consider the adoption of LDCT-2025-10, a County-initiated to amend Chapter 2, Section 207, Temporary Uses, subsection 207.L, Road Construction Material/Equipment, 207.M, Temporary Storage of Vegetative Debris Collected from Major Storms. (First Reading)
- N.4. Public Hearing to consider the adoption of LDCT-2025-4, a County-initiated request to consider the adoption of an LDC Text amendment to Chapter 9 Development Review Procedures, Section 960(A), Types of Public Notice, by removing the current text of a 500-foot distance in which mail notices are to be sent to area property owners and replacing it with 1,000 feet. (Adoption Hearing) (Continued to July 15, 2025)
- N.5. Public Hearing to consider the adoption of LDCT-2025-3, a County-initiated request to consider the adoption of an LDC Text amendment to multiple sections, to address stressed drainage basins, and improve stormwater management standards. (Adoption Hearing) (Continued to July 15, 2025)
- N.6. Public Hearing (LDCT-2025-5 Coops & Roosters LDC Text Amendment) (Adoption Hearing) to reduce the setbacks for structures intended for the feeding and sheltering of livestock and fowl from 50 to 10 feet. Prohibiting roosters and other disruptive fowl on properties less than one-half acre. (No Fiscal Impact) (Continued to July 15, 2025).

O. PUBLIC HEARINGS

- O.1. Public Hearing to consider adoption of a resolution to vacate a portion of platted, unopened, and unmaintained right-of-way as shown on the map of Goldenbough Association's Plat of Homesites, Lake Wales, Florida. Also accept a Quit Claim Deed for additional right-of-way for Goldenbough Road . (No fiscal impact)

- O.2. Public hearing to consider adoption of an Assessment Resolution setting the rate of collection and approval of the Non-Ad Valorem Assessment Roll for the 2025 Local Provider Participation Fund special assessment, and authorizing the County Manager to execute Letters of Agreement with the State of Florida Agency for Health Care Administration. (no fiscal impact)

P. WORK SESSION ITEMS

Q. CONSENT AGENDA ITEMS

- Q. COMMISSIONER DISTRICT 1
- Q. COMMISSIONER DISTRICT 2
- Q. COMMISSIONER DISTRICT 3
- Q. COMMISSIONER DISTRICT 4
- Q. COMMISSIONER DISTRICT 5
- Q. COUNTY COMPTROLLER
- Q.1. Removal of equipment from inventory as listed on Blanket Removal Form 2219.
- Q.2. Report 2025-05 EMS Controlled Substances Management.
- Q.3. Proposed Fiscal Year 2025/2026 budgets for Cypress Park Estates, Hammock Reserve, Hartford Terrace, Hamilton Bluff, Highland Meadows, Highland Meadows II, Highland Meadows West, Hunt Club Grove, and Lake Deer Community Development Districts.
- Q.4. Resolution providing for the division of proceeds of the six (6) cent Local Option Gas Tax beginning on September 1, 2025.
- Q. COUNTY MANAGER
- Q. ECONOMIC DEVELOPMENT
- Q. TOURISM/SPORTS MARKETING
- Q. OFFICE OF PLANNING & DEVELOPMENT
- Q.5. RE-SET HEARING: (LDCPAL-2024-17 Stuart Property Thornhill Road) to consider the adoption of a Large-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 326.92+/- acres from Agricultural/Residential-Rural (A/RR) to Residential-Low (RL) and from Rural Development Area (RDA) to Urban Growth Area (UGA) on the Future Land Use Map. The suggested adoption hearing date is July 15, 2025, at 9:15 a.m.

- Q.6. SET HEARING: (LDCD-2025-1 Stuart Property Sub-District) to consider the adoption of a Sub-District Change to change 178 +/- acres from Residential-Low-1 (RL-1) to Residential-Low-4 (RL-4). The case is related to LDCPAL-2024-17, a request to change the Future Land Use Map from Agricultural/Residential-Rural (A/RR) to Residential-Low (RL), and from Rural Development Area (RDA) to Urban Growth Area (UGA) on the Future Land Use Map. The suggested adoption hearing date is July 15, 2025, at 9:15 a.m.
- Q.7. Accept Performance Surety in the amount of \$18,964.00 in the form of Irrevocable Letter of Credit NO. BOCFL071 for JSMJ Properties, LLC Warehouse. (No Fiscal Impact)
- Q.8. Accept a Performance Surety in the amount of \$130,117.00 in the form of Commercial Performance Bond No. OFL0529069 for the Whidden RV Park Extension. (No Fiscal Impact)
- Q.9. Thompson Nursery Road Proportionate Share Agreement - Maringa Valley Development (In the amount of \$101,375.48).
- Q.10. 1st Amendment to Wynnstone, Cascades, & Brentwood Infrastructure Agreement. Specifically, amending the "*Letter of Credit*" terms in the agreement to allow a Surety (Performance) Bond.
- Q. BUILDING
- Q. DEPUTY COUNTY MANAGER
- Q. BUDGET & MANAGEMENT SERVICES
- Q. PROCUREMENT
- Q. COMMUNICATIONS
- Q. COOPERATIVE EXTENSION SERVICES
- Q. HEALTH & HUMAN SERVICES
- Q. EQUITY & HUMAN RESOURCES
- Q. INFORMATION TECHNOLOGY
- Q.11. Approve contract with CDW-G for Microsoft Office 365 Managed Professional Services for the Clerk of the Courts (One-time cost: \$5,950, in addition to annual cost: \$101,400)
- Q. CODE ENFORCEMENT
- Q. COURT SERVICES

- Q.12. Approve Letter of Support for Allocation of FY2024 Byrne Justice Assistance Grant Funds
- Q. RISK MANAGEMENT
- Q. COMMUNITY HEALTH CARE
- Q. FACILITIES MANAGEMENT
- Q. FLEET MANAGEMENT
- Q. PARKS & NATURAL RESOURCES
- Q.13. Approve the Florida Defense Infrastructure Grant Agreement (S0281) made between the Florida Department of Commerce (Commerce) and Polk County (County) (one-time revenue of \$500,000)
- Q.14. Approve Amendment No. 1 to Agreement 2024-036, with Dream Traxx, LLC for renovations and maintenance of All-Terrain Vehicle (ATV) tracks at Bone Valley ATV Park. (\$80,000.00 estimated recurring annual expense)
- Q. FIRE RESCUE
- Q. EMERGENCY MANAGEMENT
- Q. REAL ESTATE SERVICES
- Q.15. Approve Agreement between Marc D. Robinson and Kristy Robinson and Polk County for property purchase and CIP amendment for Willow Oak Fire Rescue Station. (\$366,000 one-time expense)
- Q.16. Approve Right-of-Way Agreement between Robert Ureste and Polk County in conjunction with the Thompson Nursery Road Phase 1 - Segment 2 Project. (\$374,000 one-time expense)
- Q.17. Approve Land Purchase Agreement between CM Holdings CFL, Inc. and Polk County for a parcel associated with the realignment of Bargain Barn Road. (\$43,000 one-time expense)
- Q.18. Declare surplus and authorize the private sale through sealed bid offering to adjacent landowners of the County's interest in a platted park. (Potential for \$5,000 or greater, one-time revenue)
- Q.19. Declare surplus and authorize the private sale through sealed bid offering to adjacent landowners of County-owned Parcel ID Number 262905-670500-004002. (Potential for \$4,494, one-time revenue)
- Q.20. Accept Quit Claim Deed from KB Home Orlando LLC in conjunction with Ft. Fraser memorial. (No Fiscal Impact)

Q.21. Accept instrument for additional right-of-way along Parker Road. as requested through the Development Review Process. (No fiscal impact)

Q.22. Authorize the conveyance of the County's interest in Parcel ID Number 272935-879000-003110 to the City of Lake Wales. (No fiscal impact)

Q. ROADS & DRAINAGE

Q.23. Approve Change Order No. 1 with Crisdel Group, Inc., (Contractor) for the Fort Fraser Trail Extension Project. (\$558,221.80 one-time expense)

Q.24. Approve Change Order No. 1 to Contract No. 2024-081 with Kaminga & Roodvoets, Inc (Contractor) for the Indian Woods Trails Drainage Improvement Project (\$154,792.62 one-time expense).

Q.25. Adopt Resolution Setting Truck Restrictions on Graves Street and Tangerine Drive (near Haines City). (\$221.11 one-time expense)

Q. UTILITIES

Q. SOLID WASTE

Q. ELECTED OFFICIAL AND OTHER GOVERNMENTAL AGENCY

Q. COURT RELATED

Q. POLK COUNTY PROPERTY APPRAISER

Q. POLK COUNTY SHERIFF

Q. POLK COUNTY SUPERVISOR OF ELECTIONS

Q. POLK COUNTY TAX COLLECTOR

Q. WORKFORCE DEVELOPMENT BOARD

Q. COUNTY ATTORNEY

Q.26. RESET PUBLIC HEARING to consider adoption of an ordinance to create the Master Inwood Street Lighting Municipal Service Benefit Unit (MSBU). (Suggested hearing date: July 1, 2025)

Q.27. Approve the termination of a temporary construction easement that the County was previously granted pursuant to a Stipulated Final Judgment in the case of Polk County v. TLG Championsgate, LLC, et al (2021CA-002701-0103-00).

Q.28. Adopt resolution Repealing and Restating Resolution No. 2016-009, Adopting Policy Guidelines to be Applied to Docks and Improvements Placed on or About Platted Parks or Placed Over or In the Water Body Adjacent to Platted Parks.

- Q.29. Release of Lien related to an Affordable Housing Impact Fee Waiver for Tracy Warner (No fiscal impact).
- Q.30 Adopt resolution Repealing and Restating Resolution No. 2013-122, Establishing Rules and Policies Concerning the Providing of Opportunities for Members of the Public to be Heard on Propositions Before the Board Within the Meaning of, and in compliance with, Section 286.0114, Florida Statutes.

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, June 16, 2025 – 1:30 p.m. – Transportation Disadvantaged Local Coordinating Board (TD-LCB) meeting will be held in the County Commission Boardroom.
- Tuesday, June 17, 2025 – 11:30 a.m. – Historical Association Pioneer Luncheon will be held at Bonnet Springs Park, 400 Bonnet Springs Boulevard, Lakeland.
- Tuesday, June 17, 2025 – 6:15 p.m. – 2025 Polk County All Sports Awards & Hall of Fame Ceremony will be held at the RP Funding Center, 701 West Lime Street, Lakeland.
- Wednesday, June 18, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commissioner Boardroom.
- Wednesday, June 18, 2025 – 10:00 a.m. – Masterpiece Station 44 Grand Opening, 1695 Masterpiece Road, Lake Wales, FL 33898.
- Wednesday, June 18, 2025 – 3:00 p.m. – Congressman Darren Soto to present a special Congressional Recognition to Ritchie Brothers Auctioneers, 700 Ritchie Road, Davenport.
- Wednesday, June 18, 2025 – 6:00 p.m. – The Housing and Neighborhood Development Office will hold the 2nd public meeting to review the FY 25/26 Community Development Block Grant (CDBG) Action Plan in the County Commission Boardroom.
- Thursday, June 19, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, June 19, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, June 19, 2025 – 10:30 a.m. – Affordable Housing Advisory Committee (AHAC) will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, June 19, 2025 – 6:00 p.m. – Stormwater Technical Advisory Committee (STAC) Annual Meeting to Discuss FY 25/26 Budget will be held in the Commissioners' Conference Room, Room 407.
- Friday, June 20, 2025 – 8:30 a.m. – Citizens Healthcare Oversight Committee (COC) will be held in the County Commissioner Boardroom.
- Monday, June 23, 2025 – 5:30 p.m. – Community Relations Advisory Council

(CRAC) will meet in Room 413, Fourth Floor, County Administration Building.

- Tuesday, June 24, 2025 – 9:00 a.m. – County Manager’s representatives will meet with representatives from the Imperial Polk County EMTs and Paramedics, I.A.E.P. Local 917 R-5 SEIU/NAGE to hold negotiations relative to collective bargaining at Polk State Advanced Technology Center, 310 Technology Drive, Bartow.
- Wednesday, June 25, 2025 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will be held in Room 413, Fourth Floor, County Administration Building.
- Wednesday, June 24, 2025 through Friday, June 27, 2025 – Florida Association of Counties Annual Conference will be held at the Signia by Hilton Orlando Bonnet Creek, 14100 Bonnet Creek Resort Lane, Orlando.
- Thursday, June 26, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, June 26, 2025 – 1:30 p.m. – Land Use Hearing Officer will be held in the County Commission Boardroom.
- Monday, June 30, 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.