



## Polk County Board of County Commissioners

### Meeting Agenda - Final-revised

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#### October 07, 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. Recognize Polk County Fire Rescue for achieving a perfect score on the Commission on Accreditation of Ambulance Services (CAAS) Reaccreditation.
- A.2. Recognize Polk County Fire Rescue Crews for Emergency Childbirth Assistance and Infant Lifesaving Efforts.

#### **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 September 16, 2025, and Budget Public Hearings held on September 8, 2025, and September 15, 2025.

**E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY**

**F. COUNTY ATTORNEY (RANDY MINK)**

**G. COUNTY MANAGER (BILL BEASLEY)**

- G.1. Confirm the appointment of Ms. Tabitha Biehl to serve as the Director of the Polk County Parks & Natural Resources Division.
- G.2. Approve agreement with The S/L/A/M Collaborative, Inc. for architectural & engineering services for the Courts & County Annex Building - Phase I. (\$494,337.00 one-time expense)
- G.3. Approve piggyback agreement with LucyRx Health Solutions, Inc. to provide pharmacy benefit services for the Polk HealthCare Plan. (\$7.9 million estimated recurring expense)
- G.4. Approve the contract with Peace River Center for Personal Development, Inc. for the proposed purchase of property and renovations of a building. (Total amount not-to-exceed \$1,600,000)

**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. Appoint Cassandra Richards as a member of the Sidewalk Advisory Committee for the three-year term, October 1, 2025, through September 30, 2028.
- 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**

- M.1. Appoint Brian Yates as a member of the Tourist Development Council effective October 23, 2025.

- M.2. Appoint Eugene “Gene” Conrad as a member of the Tourist Development Council to fulfill the remainder of Katherine “Kate” Johnson’s (LEGOLAND) four-year term which ends April 30, 2027.

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

\* County Attorney opening comments

- N.1. Public Hearing (LDCCD-2025-5 Bowling Green District Change) (Adoption Hearing) to consider the adoption of a Land Development Code Sub-District Map change from Rural Cluster Center-Residential (RCC-R) to Rural Cluster Center-Commercial (RCC) on ±1.02 acres.
- N.2. Public Hearing (LDCPAS-2025-20 Willow Oak Fire Station) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change from Residential Suburban (RS) to Institutional (INST) on ±2.15 acres for a future Polk County Fire Rescue Station.
- N.3. Public Hearing (LDCT-2025-13 Non-Phosphate Mining Exemption) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to allow an exemption for fill material excavation associated with approved phosphate mines and gypsum stacks. (No Fiscal Impact)

**O. PUBLIC HEARINGS**

**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. Consider adoption of a Resolution authorizing the issuance of Public Facilities Revenue Refunding Bonds to refinance outstanding debt for annual interest savings.

- R.2. Report 2025-09 Campground Cash Control Review.
- R.3. Proposed Fiscal Year 2025-2026 budgets for Westside Haines City, Willowbrook, Wind Meadows South, and Woodland Ranch Estates Community Development Districts.
- R.4. Removal of equipment from inventory as listed on Blanket Removal Form 2226.
- R. COUNTY MANAGER
- R. ECONOMIC DEVELOPMENT
- R. TOURISM/SPORTS MARKETING
- R.5. Approve Sponsorship Agreement with Bok Tower Gardens, Inc. for five events occurring during FY 25/26. (\$266,055 one-time expense) (Arts, Culture & Heritage)
- R.6. Approve Sponsorship Agreement with Florida Children's Museum, Inc. for six events occurring during FY 25/26. (\$238,733 one-time expense) (Arts, Culture & Heritage)
- R.7. Approve Sponsorship Agreement with Bonnet Springs Park, Inc. for six events occurring during FY 25/26. (\$150,908 one-time expense) (Arts, Culture & Heritage)
- R. OFFICE OF PLANNING & DEVELOPMENT
- R.8. SET HEARING: (LDCD-2025-3 Hamilton Road Sub-District) to consider the adoption of a sub-district change from Business Park Center (BPC-1) to Business Park Center-2 (BPC-2) on +/-38 acres within in the Urban Growth Area (UGA) and Rural Development Area (RDA). The suggested adoption hearing date is October 21, 2025, at 9:15 a.m.
- R.9. SET HEARING: (LDGPAS-2025-15 Crescent Rd CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Medium (RMX) to Employment Center (ECX) on 17.42 +/- acres located within the Transit Supportive Development Area (TSDA). The suggested adoption hearing date is October 21, 2025, at 9:15 a.m.
- R.10. SET HEARING: (LDGPAS-2025-16 Osprey Creek CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Development of Regional Impact (DRI) to Residential Low (RL-1) on 17.48 +/- acres within the Rural Development Area (RDA) The suggested adoption hearing date is October 21, 2025, at 9:15 a.m.
- R.11. Approve the release of a surety in the amount of \$2,785,273.37 in the form of Performance Bond No. 41K236939 for Banana Road\Millstone. (No Fiscal Impact)

- R.12. Accept Banana Road\Millstone potable water, wastewater and reclaim water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No Fiscal Impact)
- R.13. Accept a one-year warranty and surety in the amount of \$233,235.31 in the form of Maintenance Bond No. 41K236939 for Banana Road\Millstone. (No Fiscal Impact)
- R.14. Approve the release of a surety in the amount of \$5,693,471.50 in the form of Performance Bond No. FGAC-25005 for Garden Hills at Providence Phase 3. (No fiscal impact)
- R.15. Accept Garden Hills at Providence Phase 3 potable water and wastewater utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No Fiscal Impact)
- R.16. Accept a one-year warranty and cash surety in the amount of \$1,334.22 for Dollar General Store 30973. (No Fiscal Impact)
- R.17. Accept Performance Surety in the amount of \$40,656.83 in the form of Performance Bond No. 101585674 for Posh Lakeland Highland. (No Fiscal Impact)
- R.18. Approve the release of a cash surety in the amount of \$1,555.00 for Heartland Dental. (No Fiscal Impact)
- R.19. Release of Standby Letter of Credit No. 211763771-27871801 in the amount of \$661,936.00 for completion of improvements to W. Daughtery Road. (No Fiscal Impact)
- R.20. Approve recommended changes to the functional classification of select Polk County roads: Kidd School Road, Lake Shipp Drive, Nest Egg Road and 9th Street. (No Fiscal Impact)
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R. PROCUREMENT
- R. COMMUNICATIONS
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES

- R.21. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program 1) Homeowner Assistance Agreement and 2) Grant Agreement for property located in Fort Meade, FL, for Case #RC25-SHIP-008. (\$201,660.00 one-time expense).
- R.22. Approve SHIP rehabilitation/replacement 1) Homeowner Assistance Agreement and 2) Grant Agreement for property located in Lake Wales, FL, for Case#RC24-SHIP-011. (\$186,882.00 one-time expense).
- R.23. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program 1) Homeowner Assistance Agreement and 2) Grant Agreement for property located in Bartow, FL, for Case # RC25-SHIP-004. (\$185,852.00 one-time expense).
- R.24. Ratify and approve correction of a scrivener's error and inclusion of Exhibit A (Legal Description) and Exhibit B (Other Applicable Laws and Regulations) to the Tri-Party Agreement for State Housing Initiatives Program (SHIP) Funding for Grove Manor II Apartments, Lake Wales. (No fiscal impact).
- R. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R.25. Approve a piggyback agreement with Konica Minolta Business Solutions U.S.A., Inc. for copier leases and managed print services for all county divisions. (\$350,000.00 estimated recurring annual expense)
- R.26. Approve a piggyback agreement with HP Computing and Printing Inc. for the purchase of multi-function copiers and maintenance services for all county divisions. (\$150,000.00 estimated recurring annual expense)
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R.27. Approve Aviation Insurance Policy Renewal - Chubb/Westchester Fire Insurance Company, effective October 31, 2025, through October 31, 2026. (\$257,040.20)
- R. COMMUNITY HEALTH CARE
- R.28. Approve the amendment and restatement to the contract with Florida Department of Health in Polk County to provide dental services to eligible low-income county residents. (total amount not to exceed \$500,000 annually)

- R.29. Approve renewal agreement for core public health services with the Florida Department of Health in Polk County. (\$380,000 not-to-exceed one-time expense)

R. FACILITIES MANAGEMENT

- R.30. Ratify July 16, 2024, agenda item with Trane U.S., Inc. relative to Agreement No. 2022-100 to increase the annual estimated recurring expense to \$7,500,000.00.
- R.31. Approve Consultant Services Agreement (CSA) No. 2021-032-06 with CMHM Architects, Inc. to provide design, engineering and permitting services for the Parks and Natural Resources Saddle Creek Park Office/Maintenance Area. (\$207,510.00 one-time expense)
- R.32. Modification No. 01 to Consultant Services Authorization (CSA) No.2021-031-02 with SLAM for an Indigent Health Care (IHC) (Community Health Care) Renovation Study as a scope of services expansion to include a master planning study for select Polk County-owned properties located in the east Bartow campus area. (\$97,992.00 one-time expense)
- R.33. Approve agreement with Miller Construction Management, Inc. to provide pre-construction services for the Bradley Junction Fire Rescue Station. (\$28,556.77 pre-construction services one-time expense).
- R.34. Approve agreement with Miller Construction Management, Inc. to provide pre-construction services for the Caloosa Lake Fire Rescue Station. (\$28,556.77 pre-construction services one-time expense).

R. FLEET MANAGEMENT

R. PARKS & NATURAL RESOURCES

R. FIRE RESCUE

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

- R.35. SET HEARING to consider a request to vacate deeded and maintained right-of-way for J Day Drive. (Suggested hearing date is October 21, 2025 at 9:00a.m. or immediately following the regular agenda)
- R.36. Adopt a Resolution of Necessity authorizing condemnation for transportation improvements to Vaughn Road, Project No. 5400245. (No fiscal impact)
- R.37. Accept Quit Claim Deed for property being donated for conservation preservation, Goodlake parcel. (No fiscal impact)

- R.38. Approve Land Purchase Agreement in conjunction with the purchase of conservation preservation property located in the Lake Wales Ridge Ecosystem Project - Crooked Lake West Area, Forsythe parcel (\$3,000 one-time expense)
- R.39. Accept a Drainage Easement for drainage improvements along Woodgreen Lane. (No fiscal impact)
- R.40. Authorize a County Deed to Tree-O Groves, Inc. to clear title to a strip of property located off of White Road in Lake Alfred. (No fiscal impact)
- R.41. Approve maintained right-of-way maps for Lake Fox Drive East, Sand Lake Road/L. Stenger Road, Weiberg Road/Edwards Road, and Weita Road. (No fiscal impact)
- R.42. Approve Release of Easements for drainage easements adjacent to Wabash Avenue and 10th Street West over City of Lakeland property. (No fiscal impact)
- R.43. Approve Third Amendment to Lease No. 345 Extension Agreement and Third Amendment to Lease No. 346 Extension Agreement between Polk County and Mid Florida Community Services, Inc., D/B/A You Thrive Florida, a Florida not for profit corporation. (No Fiscal Impact)
- R.44. Approve Agreements for Transfer of Public Roads between the City of Haines City and Polk County for a portions of FDC Grove Road and Park Place Boulevard and authorize County Deeds for the rights-of-way associated therewith. (No fiscal impact)

R. ROADS & DRAINAGE

- R.45. Approve construction contract with Helicon Foundation Repair Systems, Inc. for the Old Bartow Road sinkhole repair (\$370,534.50 one-time expense )
- R.46. Approve a revenue-only budget transfer within the Northridge Trail Phase 1, Segment 1 Grant Fund for the FY 24/25 Budget. (\$5,000,000.00 one-time transfer).
- R.47. Approve a State-Funded Grant Agreement and associated resolution with the Florida Department of Transportation (FDOT) for the Thompson Nursery Road (TNR) Phase I Extension. (\$3,276,934.00 one-time revenue)
- R.48. Adopt a Resolution Setting Speed Limits on County Road 557 (Buena Vista Drive), near Lake Alfred. (\$3,111.89 one-time expense)
- R.49. Adopt a Resolution Setting Parking Restrictions on Orchid Drive, near Haines City (\$1,035.76 one-time expense)
- R.50. Adopt a Resolution Setting Speed Limit on Eastside Drive South, near Lakeland. (\$277.76 one-time expense)



- R.51. Adopt a Resolution Setting Speed Limits on Adams Barn Road, near Auburndale. (\$242.40 one-time expense)
- R.52. Adopt a Resolution Setting Speed Limits on Bomber Road, near Winter Haven. (\$242.40 one-time expense)
- R.53. Adopt a Resolution Setting Speed Limit on Bennett Street and Roels Street, near Haines City. (\$222.27 one-time expense)
- R.54. Approve a CIP Amendment and budget transfer to CR 557 Widening Project Grant Fund for the FY 24/25 Budget. (\$89,434 one-time transfer).

R. UTILITIES

- R.55. Approve Modification No. 2 to 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 (\$30,695.26 one-time expense); and approve a CIP amendment and budget transfer to reconcile the FY 25 project budget (\$1,050,000 one-time transfer).
- R.56. Approve piggyback with US Submergent Technologies, LLC for tank cleaning services at wastewater treatment facilities. (\$100,000.00 estimated recurring annual expense)

R. SOLID WASTE

- R.57. Approve a Non-Exclusive Commercial Franchise for FY2025-26 by JR Dumpster Rentals.
- R.58. Approve a Non-Exclusive Commercial Franchise for FY2025-26 by Waste Management Inc.
- R.59. Approve a Non-Exclusive Commercial Franchise for FY2025-26 by Roggen Clyne Development.
- R.60. Approve request for New License of Non-Exclusive Commercial Franchise for FY2025-26 by Preferred Dumpster, LLC.
- R.61. Approve renewal for Non-Exclusive Commercial Franchise for Fiscal year 2025-26 with Florida Roll-Off Solution, LLC.
- R.62. Approve renewal of Non-Exclusive Commercial Franchise for FY2025-26 by Republic Services of FL LP.
- R.63. Approve renewal of Non-Exclusive Commercial Franchise for FY2025-26 by Coastal Waste & Recycling of Central Florida, LLC.
- R.64. Approve renewal of Non-Exclusive Commercial Franchise for FY2025-26 by Steel Smith, LLC.

- R.65. Approve renewal for Non-Exclusive Commercial Franchise for FY2025-26 by JJ's Waste & Recycling, LLC.
- 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.66. Approve a budget amendment and transfer from the Supervisor of Elections (SOE) operating budget to capital for the purchase of five vehicles. (\$206,000 one-time transfer)
- R. POLK COUNTY TAX COLLECTOR
- R. WORKFORCE DEVELOPMENT BOARD
- R. COUNTY ATTORNEY
- R.67. Adopt resolution amending and combining the Solivita Phase 1 legal description by combining all phases of Solivita Special Street Lighting Areas into one single Solivita Phase 1 Special Street Lighting district.
- R.68. Adopt resolution abolishing and dissolving the Fairways Lake Estates Phase IV Special Street Lighting District.
- R.69. Adopt Resolution Establishing Guidelines for Submitting Grant Applications and Accepting Grant Awards on behalf of Polk County

## 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, October 6, 2025 – 11:00 a.m. – 1st Selection Committee Meeting for RFP 25-599 Construction Manager at Risk – Medical Expansion & Renovation will convene in Room 407, Fourth Floor, County Administration Building.
- Monday, October 6, 2025 – 1:00 p.m. – Selection Committee Interviews for RFP 25-600 Construction Manager at Risk – New Sheriff's Office/Polk County Joint-Use Warehouse & Facilities Management Administration Building will convene in Room 413, Fourth Floor, County Administration Building.
- Tuesday, October 7, 2025 – 6:00 p.m. – Sidewalk Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Wednesday, October 8, 2025 – 8:30 a.m. – Citrus Connection Board meeting will be held at 1212 George Jenkins Boulevard, Lakeland.
- Wednesday, October 8, 2025 – 9:00 a.m. – Selection Committee Interviews for RFP 25-597 Construction Manager at Risk - New Agricultural Center Complex will convene in Room 407, Fourth Floor, County Administration Building.
- Wednesday, October 8, 2025 – 1:00 p.m. – Comprehensive Plan Review Advisory Committee will meet, beginning with a training session, in Room 413, Fourth Floor, County Administration Building.
- Wednesday, October 8, 2025 – 4:00 p.m. – Central Florida Development Council (CFDC) Board Meeting will be held at the CFDC Offices, 1725 Bartow Road, Lakeland.
- Thursday, October 9, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, October 9, 2025 – 9:00 a.m. – Transportation Planning Organization (TPO) Board meeting, immediately followed by the Polk Transit Authority (PTA) meeting, will be held in the County Commission Boardroom.
- Thursday, October 9, 2025 – Friday, October 10, 2025 – The Polk County History Center will host a 2-day training session for those municipalities and counties across the state who have achieved Certified Local Government status. Polk County Historical Commission Members, acting as Polk County's Historical Resources Advisory Board, will participate on both days. Training will be held at the History Center, 100 East Main Street, Bartow.
- Tuesday, October 14, 2025 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the Parks & Natural Resources

Office parking lot, 4177 Ben Durrance Road, Bartow. Please contact [tabithabiehl@polk-county.net](mailto:tabithabiehl@polk-county.net) for details.

- Tuesday, October 14, 2025 – 6:00 p.m. – Polk Arts & Culture Hall of Fame Gala & Awards Ceremony will be held at the Bartow Civic Center, 2250 South Floral Avenue, Bartow.
- Wednesday, October 15, 2025 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the Parks & Natural Resources Office parking lot, 4177 Ben Durrance Road, Bartow. Please contact [tabithabiehl@polk-county.net](mailto:tabithabiehl@polk-county.net) for details.
- Wednesday, October 15, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, October 16, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, October 16, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Monday, October 20, 2025 – 1:00 p.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, October 20, 2025 – 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in the Employee Lounge, Third Floor, County Administration Building.