



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

May 06, 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

B. CEREMONIAL PROCLAMATIONS

B.1. National Water Safety Month

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 April 15, 2025.

F. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

G. COUNTY ATTORNEY (RANDY MINK)

H. COUNTY MANAGER (BILL BEASLEY)

- H.1. Approve agreement with Carollo Engineers, Inc. to provide Part 1 engineering services for improvements to the Northwest Regional Wastewater Treatment Facility. (\$3,249,568.00 one-time expense)
- H.2. Utility infrastructure agreement with Clayton Properties Group, Inc. for the Touchstone Development Force Main Extension. (\$3,064,574 One-time Expense)
- H.3. Approve State-Funded Supplemental Agreement with the Florida Department of Transportation (FDOT) to accept \$2,500,000.00 in construction funding for the North Ridge Trail Project, associated resolutions, CIP Amendment, and resolution to establish budget (\$2,500,000.00 one-time unanticipated revenue)
- H.4. Approve Land Purchase Agreement between Ruby K. Branson, Trustee of Ruby K. Branson Trust and Polk County in conjunction with a proposed new EMS/Fire Rescue station, CIP Amendment, and budget transfer. (\$1,420,000 one-time expense)

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

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

* County Attorney opening comments

- O.1. Public Hearing (LDCPAL-2024-14 Poinciana Subdivision CPA Amendment) (Transmittal Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 160 acres from Agricultural/Residential-Rural (A/RR) to Residential-Low (RL) and Rural Development Area (RDA) to Utility Enclave Area (UEA). (No Fiscal Impact).
- O.2. Public Hearing (LDCT-2025-3 Stressed Basins and Stormwater Management) (Adoption Hearing) to consider a County-initiated request to amend to multiple sections of the Land Development Code text to address stressed drainage basins, and improve stormwater management standards. (No Fiscal Impact)
- O.3. Public Hearing (LDCT-2025-4 1,000 Foot Public Hearing Mailer Radius) (Adoption Hearing) to consider a County-initiated 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. (No Fiscal Impact)
- O.4. Public Hearing (LDCT-2025-6 Mobile Homes in Plats Prior to 1971) (Adoption Hearing) to consider a County-initiated request for the adoption of an LDC Text amendment to Chapter 3 Conditional Uses, Section 303, Criteria for Conditional Uses, Individual Mobile Homes, to allow mobile homes by right in subdivision plats recorded prior to May 20, 1971. (No Fiscal Impact)
- O.5. Public Hearing (LDCT-2025-5 Coops & Roosters LDC Text Amendment) (First Reading) to reduce the setbacks for structures intended for the feeding and sheltering of livestock and fowl from 50 to 10 feet and prohibiting roosters and other disruptive fowl on properties less than one-half acre. (No Fiscal Impact).

P. PUBLIC HEARINGS

- P.1. Public Hearing (LDCDD-2025-1/ North Power Line Road 4th CDD Expansion) to consider the adoption of an applicant-initiated ordinance to expand an existing Community Development District (CDD) located partially in both Davenport and the unincorporated areas of the County. (No Fiscal Impact)
- P.2. Public Hearing to consider adoption of an ordinance granting an Economic Development Ad Valorem Tax Exemption to a new business, Supply Properties II, LLC, and approval of a Performance Agreement with the company.
- P.3. Public Hearing to consider adoption of an ordinance repealing Ordinance 22-054, the Economic Development Ad Valorem Tax Exemption for Lineage Logistics Services, LLC

- P.4. Public Hearing to consider adoption of an ordinance amending Ordinance 22-018, the Economic Development Ad Valorem Tax Exemption for Publix Super Markets, Inc. (IT Headquarters).
- P.5. Public Hearing (LDCPAL-2024-17 Stuart Thornhill Road CPA) (Transmittal Hearing). This is an applicant-initiated Comprehensive Plan Map Amendment to change 326.92 acres from Agricultural/Residential-Rural (A/RR) to Residential-Low (RL), Residential-Low (RL) to Residential-Medium (RM), and from Rural Development Area (RDA) to Urban Growth Area (UGA) on the Future Land Use Map. (No Fiscal Impact).
- P.6. Public Hearing (LDCPAL-2024-13 Alderman Road CPA) (Transmittal Hearing). This is an applicant-initiated Comprehensive Plan Map Amendment to change from Agricultural/ Residential Rural (A/RR) and Residential Low (RL) to Business Park Center (BPC) on 75.0± acres of a parent tract of 166.0± acres, and a related text amendment to Appendix 2.135 adding a reference that the subject site has development conditions in Appendix E of the Land Development Code (LDCT-2024-20), and relating to the 166.0± acre parent tract and a sub-district change from Business Park Center-1 (BPC1) to Business Park Center-2 (BPC2) on 51.0± acres (LDCD-2024-7). (No Fiscal Impact)
- P.7. Public Hearing (LDCT-2024-20 Alderman Road Text Amendment) (First Reading). This is an applicant-initiated Development Code text amendment to Appendix E adding Conditions for development on parent tracts totaling 166.0± acres, related to a Large Scale Comprehensive Plan Future Land Use designation change (LDCPAL-2024-13) from Agricultural/ Residential Rural (A/RR) and Residential Low (RL) to Business Park Center (BPC) on 75.0± acres, a Text Amendment to Appendix 2.135, and a sub-district change from Business Park Center-1 (BPC1) to Business Park Center-2 (BPC2) on 51.0± acres (LDCD-2024-7). (No Fiscal Impact)
- P.8. Public Hearing to consider the adoption of an Ordinance of the Polk County Board of County Commissioners prohibiting camping on certain property, unless specifically authorized.

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. Proposed Fiscal Year 2025/2026 budgets for City Center, Crossroads Village Center, Davenport Road South, Eagle Trace, Holly Hill Road East, Lucerne Park and Towne Park Community Development Districts.

R.2. Removal of equipment from inventory as listed on Blanket Removal Form 2216.

R.3. Appoint property custodian for the Utilities Division.

R. COUNTY MANAGER

R. ECONOMIC DEVELOPMENT

R. TOURISM/SPORTS MARKETING

R. OFFICE OF PLANNING & DEVELOPMENT

R.4. SET HEARING: (LDGPAS-2025-1 Richard Munday CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Suburban (RS) to Linear Commercial Corridor (LCC) on ±1.47 acres in the Suburban Development Area (SDA). The suggested adoption hearing date is May 20, 2025, at 9:15 a.m.

R.5. Conditional Approval of 38th Street Subdivision Plat. (No fiscal impact)

R.6. Conditional Approval of Cottonwood Plat. (No fiscal impact)

R.7. Conditional Approval of Knight's Landing Phase 2 Plat. (No Fiscal Impact)

R.8. Accept Citrus Place potable water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No Fiscal Impact)

R.9. Accept a one-year warranty and surety in the amount of \$51,108.06 in the form of Maintenance Bond No. 4184111 for Citrus Place. (No fiscal Impact)

R.10. Accept Rafina Tract A potable water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No Fiscal Impact)

R.11. Accept a one-year warranty and cash surety in the amount of \$1,756.60 for Rafina Tract A. (No Fiscal Impact)

R.12. Accept Rafina Tract E potable water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No fiscal impact)

R.13. Accept a one-year warranty and cash surety in the amount of \$1,992.12 for Rafina Tract E. (No Fiscal Impact)

- R.14. Accept Rafina Tract F potable water, wastewater and reclaim water utility system improvements for ownership, operation, and maintenance by Polk County Utilities. (No fiscal impact)
- R.15. Accept a one-year warranty and cash surety in the amount of \$3,407.50 for Rafina Tract F. (No fiscal Impact)
- R.16. Accept a one-year warranty and surety in the amount of \$3,824.14 in the form of Maintenance Bond No. 41K237623 for James Farms Phase 1 ROW Improvements. (No Fiscal Impact)
- R.17. Accept Performance Surety in the amount of \$97,958.00 in the form of Performance Bond No. GM245206 for 7-Eleven. (No Fiscal Impact)
- R.18. Accept Performance Surety in the amount of \$303,750.00 in the form of Performance Bond No. 017263215 for Pace Road Industrial. (No Fiscal Impact)
- R.19. Approve the release of a warranty and surety in the amount of \$88,990.61 in the form of Maintenance Bond No. LICX1979636 for Lake Deer Estates. (No Fiscal Impact)
- R.20. Approve recommended appointments of ex-officio non-voting members and alternates to the Planning Commission from School Board
- R.21. Approve an interlocal agreement between the Town of Dundee and the Polk County Building Division for building official, building inspection, and plans examining review services.
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R. PROCUREMENT
- R. COMMUNICATIONS
- R.22. Water Reuse Week
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES
- R.23. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program Homeowner Assistance Agreement and Grant Agreement for property located in Waverly, FL, for Case #RC24-SHIP-006. (\$194,291.50 one-time expense).

- R.24. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program Homeowner Assistance Agreement and Grant Agreement for property located in Unincorporated Lakeland, FL, for Case #RC24-SHIP-003. (\$192,960.00 one-time expense).
- R.25. Approve modification #2 of State Housing Initiatives Partnership (SHIP) Hurricane Housing Recovery Program (HHRP) Rehabilitation program Homeowner Assistance Agreement and Grant Agreement for the property located in Winter Haven (Wahneta), FL. for Case #DR24-S-IAN-018. (\$9,322.50 one-time expense).
- R. EQUITY & HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R.26. Approval of Enterprise Agreement with ESRI for GIS Software and Services (Annual cost of \$545,000)
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R. COMMUNITY HEALTH CARE
- R.27. Approve Polk HealthCare Plan Medical Services Agreement with Best Care Family and Wellness Centers, Inc. d/b/a Best Care Community and Family Health Center, Inc. for primary care services. (Transfer of existing appropriations to medical provider; estimated annual amount less than \$100,000.)
- R.28. Adopt Resolution to amend and restate the Resolution establishing the Citizens Health Care Oversight Committee's (COC) purpose, responsibilities, membership, officers, appointments, meeting, staffing, and other requirements. (no fiscal impact)
- R. FACILITIES MANAGEMENT
- R.29. Staff recommends the Board of County Commissioners approve the selection committee's recommendation to authorize staff to enter into negotiations with Harvard Jolly, Inc. to provide architectural and engineering services to design the expansion, addition, and modifications of the existing Polk County Medical Examiner's Office. (No Fiscal Impact)

- R.30. Staff recommends the Board approve the selection committee's recommendation to authorize staff negotiations with The SLAM Collaborative, Inc. to provide architectural & engineering services to evaluate the current space needs at the Polk County Courthouse and County Administration Building located in Bartow, FL, update the 2014 master plan, design a new Courts/County Annex facility and provide an estimate of construction cost. (No Fiscal Impact)

R. FLEET MANAGEMENT

- R.31. Approve piggyback agreement with Central Florida Auction, LLC for auction services for the Fleet Management Division. (Estimated \$650,000.00 annual revenue)

R. PARKS & NATURAL RESOURCES

R. FIRE RESCUE

- R.32. Requesting the approval of initial application of Certificate of Public Convenience and Necessity (COPCN) for Nemours Children's Hospital (No Fiscal Impact)

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

- R.33. Approve maintained right-of-way maps for Saratoga Avenue, Norman Lane, Lantana Road, Garrard Road, Mud Lake Road, J. Stenger Road and Poyner Oaks Road S. (No fiscal impact)

- R.34. Authorize an Easement to Duke Energy in conjunction with the Masterpiece Road Fire Station. (No fiscal impact)

- R.35. Declare surplus and authorize the private conveyance of the County's interest in Parcel ID Number 252825-000000-032140 to Winter Haven Lodge No. 186 Free and Accepted Masons of Florida. (\$30,000 one-time revenue)

- R.36. Approve Land Exchange Agreement between Polk County and The Villages at Imperial Lakes LLC, authorize a County Deed and adopt a resolution authorizing the exchange of real property, all in conjunction with the Imperial Lakes Drainage Improvements Project. (No fiscal impact)

- R.37. Approve Right-of-Way Agreement between John G. Wood, Jr. and Thomas H. Wood, Co-Trustees, and Polk County in conjunction with the CR 540 (Cypress Gardens Road) at Lake Ned Intersection Improvement Project, Parcel 701. (\$8,985 one-time expense)

- R.38. Accept Drainage Easement from Teresa L. Curry in conjunction with drainage improvements along Dubois Road. (No Fiscal Impact)

- R.39. Accept instruments for additional right-of-way along C.F Kinney Road, Cottonwood Drive and Holly Hill Grove Road as requested through the Development Review Process. (No fiscal impact)
- R.40. Approve Agreements for Transfer of Public Road between the City of Davenport and Polk County for a portion of East Palm Street along with unopened, unmaintained rights-of-way located in the vicinity thereof and authorize County Deeds for the rights-of-way associated therewith. (No fiscal impact)

R. ROADS & DRAINAGE

- R.41. SET HEARING to Consider Adopting a Resolution Allowing for the Installation of Traffic Calming Devices (Speed Humps) on Eleventh Street Southeast near Highland City. (Suggested Hearing Date: Tuesday, June 3, 2025, at 9:15 a.m.) (No fiscal impact)
- R.42. SET HEARING to Consider Adopting a Resolution Allowing for the Installation of Traffic Calming Devices (Speed Humps) on Friedlander Road near Highland Park. (Suggested Hearing Date: Tuesday, June 3, 2025, at 9:15 a.m.) (No fiscal impact)
- R.43. Approve Road Closure Requests in Accordance with the Ordinance No. 2025-020
- R.44. Approve Amendment 1 to Master Consulting Agreement 2022-098 with WSP USA, Inc. for an adjusted fee schedule. (unknown fiscal impact)

R. UTILITIES

- R.45. Approve piggyback agreement for wastewater pumping and disposal services with Envirowaste Services Group, Inc. (\$700,000.00 estimated recurring annual expense)
- R.46. Facility Encroachment Agreement between CSX Transportation, Inc. and Polk County.
- R.47. Approve piggyback agreement with DGR Systems, LLC for SCADA technology products and services. (\$70,000.00 estimated recurring expense)
- R.48. Approve cooperative agreement with UniFirst Corporation for uniform rentals and purchases. (\$90,000.00 estimated recurring annual expense)

R. SOLID WASTE

- R.49. Approve Conditional Release and Assignment to Merchants Bonding Company (Mutual) (No Fiscal Impact)

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. POLK COUNTY TAX COLLECTOR
- R. WORKFORCE DEVELOPMENT BOARD
- R. COUNTY ATTORNEY
- R.50. APPROVE Resolution and First Amendment to Performance Agreement to amend Exemption Period of Economic Development Ad Valorem Tax Exemption for Banana George, LLC. (No fiscal impact)
- R.51. APPROVE Resolution and First Amendment to Performance Agreement to amend Exemption Period of Economic Development Ad Valorem Tax Exemption for D.R. Horton, Inc. (No fiscal impact)
- R.52. Adopt Resolution approving Fire Department Burn Ban 25-01
- R.53. Release of Lien related to a Workforce Housing Impact Fee Waiver for Barbara G. Noel (No fiscal impact).
- R.54. Approve Interlocal with the Polk County Supervisor of Elections for Legal Services by the County Attorney's Office and approve Waiver of Conflict.

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.

- Wednesday, May 7, 2025 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commission Boardroom.
- Wednesday, May 7, 2025 – 9:00 a.m. – Planning Commission meeting will be held in the County Commission Boardroom.
- Wednesday, May 7, 2025 – 10:00 a.m. – Wetlands Ribbon Cutting will be held at the Polk County Solid Waste Administration at the North Central Landfill, 10 Environmental Loop South, Winter Haven.
- Thursday, May 8, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, May 8, 2025 – 9:00 a.m. – Deferred Comp Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, May 8, 2025 – 9:00 a.m. – Tourist Development Council (TDC) Marketing Committee will meet at Bonnet Springs Park, 400 Bonnet Springs Boulevard, Lakeland.
- Tuesday, May 13, 2025 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot of the Parks and Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact tabithabiehl@polk-county.net for details.
- Tuesday, May 13, 2025 – 1:30 p.m. – Librarian's Advisory Council will meet at the Winter Haven Public Library, 325 Avenue A NW, Winter Haven.
- Tuesday, May 13, 2025 – 3:00 p.m. – Lake Access Advisory meeting will be held at the Parks and Natural Resources Office, 4177 Ben Durrance Road, Bartow.
- Wednesday, May 14, 2025 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot of the Parks and Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact tabithabiehl@polk-county.net for details.
- Wednesday, May 14, 2025 – 8:30 a.m. – Citrus Connection Board meeting will be held at 1120 George Jenkins Boulevard, Lakeland.
- Wednesday, May 14, 2025 – 1:00 p.m. – Winter Haven Leadership Luncheon and Roundtable will be held in Room 413 Fourth Floor, County Administration Building.

- Wednesday, May 14, 2025 – 1:30 p.m. – Library Cooperative Governing Board will meet at the Winter Haven Public Library, 325 Avenue A NW, Winter Haven.
- Wednesday, May 14, 2025 – 2:00 p.m. (or immediately following the Winter Haven Leadership meeting) – The Board of County Commissioners will meet in closed session with the County Manager’s representatives in the Commissioners’ Conference Room, Room 407, 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, and the Imperial Polk County EMTs and Paramedics, I.A.E.P. Local 917 R-5 SEIU/NAGE.
- Wednesday, May 14, 2025 – 3:00 p.m. – Comprehensive Plan Advisory Committee will meet in the Training Room, Second Floor, County Administration Building.
- Thursday, May 15, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, May 15, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, May 15, 2025 – 9:00 a.m. – Tourist Development Council (TDC) Sports and Special Events Committee will meet at the Camp Margaritaville, 361 Denton Avenue, Auburndale.
- Thursday, May 15, 2025 – 1:15 p.m. – Lake Wales Adult Leadership Roundtable Discussion will be held in Room 413, Fourth Floor, County Administration Building.
- Friday, May 16, 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.
- Monday, May 19, 2025 – 1:30 p.m. – Land Use Hearing Officer will be held in the County Commission Boardroom.