



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

September 16, 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. 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 2, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

- G.1. Tri-Party Agreement for State Housing Initiatives Program (SHIP) Funding for Grove Manor Phase II Apartments, Lake Wales, Florida. (\$1,500,000 one-time expense)
- G.2. 2nd Amendment to Power Line Road Northern Extension (Phase 1) Infrastructure Agreement - Cost increase in the amount of \$3,250,490

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-2025-14 Solution Land FLUMA Small Scale CPA) (Adoption Hearing) to consider the adoption of an applicant-initiated Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use Map designation from Business Park Center (BPC) to Industrial (IND) in the Rural Development Area on a 26.21 +/- acre parcel.
- N.2. Public Hearing (LDCT-2025-12 Mobile Home Sales LDC Text Amendment) (Adoption Hearing) to allow Retail, Home Sales Offsite as a permitted use in the Industrial-X (INDX) land use district.
- N.3. Public Hearing (LDCT-2025-16 Heavy Machinery Equipment Sales and Services LDC Text Amendment) (Adoption Hearing) to allow Heavy Machinery Equipment Sales and Services as a conditional use in the Industrial-X (INDX) land use district.

O. PUBLIC HEARINGS

- O.1. Public Hearing (LDCPAS-2024-7 Goldenrod Lane CPA) (Adoption Hearing) to consider the adoption of an applicant-initiated Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use Map designation from Development of Regional Impact (DRI) to Residential Low (RL-1) in the Poinciana Master Plan on a 17.1 +/- acre parcel near the city limits of Haines City.
- O.2. Public Hearing to consider adoption of a Resolution to vacate portions of platted, unopened, and unmaintained rights-of-way as shown on Fields Map of Survey of the Town of Loughman, Florida. (No fiscal impact)
- O.3. Public Hearing to consider adoption of a Resolution providing that the proposed Polk County Ag-Center serves a public purpose

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 2225.
- R. COUNTY MANAGER
- R.2. Approve an Agreement with Arrow Group Consulting, LLC. for lobbying services for fiscal year 2026. (\$240,000 one-time expense)
- R. ECONOMIC DEVELOPMENT
- R. TOURISM/SPORTS MARKETING
- R. OFFICE OF PLANNING & DEVELOPMENT

- R.3. SET HEARING: (LDCD-2025-5 Bowling Green Sub-District) to consider the adoption of a Sub-District Change to change 1.02 +/- acres from Rural Cluster Center-Residential (RCC-R) to Rural Cluster Center-Commercial (RCC) in the Rural Development Area (RDA). The suggested adoption hearing date is October 7, 2025, at 9:15 a.m.
- R.4. SET HEARING: (LDCPAS-2025-20 Willow Oak Fire Station CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Suburban (RS) to Institutional (INST) on ±2.15 acres located within the Suburban Development Area (SDA). The suggested adoption hearing date is October 7, 2025, at 9:15 a.m.
- R.5. SET HEARING: (LDCT-2025-13 Non-Phosphate Mining Text Amendment) to amend Chapter 2, Section 227, Filling and Excavating Land, and Chapter 3, Section 303, Criteria for Conditional Uses. The suggested hearing dates are for the first reading on October 7, 2025, at 9:15 a.m. and the adoption hearing date on October 21, 2025, at 9:15 a.m.
- R.6. Accept a one-year warranty and surety in the amount of \$200,317.41 in the form of Maintenance Bond No. FGAC25489 for Garden Hills at Providence PH 3.
- R.7. Accept a one-year warranty and surety in the amount of \$25,752.08 in the form of Maintenance Bond No. DUA003469 for Hawthorne Phase 3 Driveway.
- R.8. Accept Performance Surety in the amount of \$950,983.00 in the form of Performance Bond No. 75003684 for East Ashton BLVD.
- R.9. Accept Performance Surety in the amount of \$26,633.75 in the form of Performance Bond No. FGAC25556 for Hunt Club Grove South PH 1.
- R.10. Accept Performance Surety in the amount of \$11,849.25 in the form of Performance Bond No. 3002247 for Jernigan Building.
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R.11. Approve Interlocal Agreement for Countywide Transit System with the Lakeland Area Mass Transit District (\$4,200,000 expense)
- R. PROCUREMENT
- R. COMMUNICATIONS
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES

- R.12. 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 #RC24-SHIP-009. (\$187,500.00 one-time expense)
- R.13. Approve State Housing Initiative Partnership (SHIP) Program rehabilitation/replacement program 1) Homeowner Assistance Agreement and 2) Grant Agreement for property located in Haines City, FL., for Case #RC25-SHIP-006 Major. (\$101,250.97 one-time expense).
- R.14. Approve modification of State Housing Initiatives Partnership (SHIP) Rehabilitation program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located in Winter Haven, FL for Case #RC24-SHIP-012. (\$11,402.00 one-time expense).
- R.15. Approve selection committee's recommendation to authorize staff to negotiate an agreement with Cynet Health to provide recruitment services of mental health provider positions for community mental health agencies. (No fiscal impact)
- R. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R.16. Approve Public Entity General Liability insurance effective October 1, 2025, through September 30, 2026. (one-time payment of \$514,250)
- R.17. Approve Cyber Risk and Network Security Liability annual insurance policy renewal effective October 1, 2025, through September 30, 2026. (one-time payment of \$134,838)
- R. COMMUNITY HEALTH CARE
- R.18. Approve three Low Income Pool Letters of Agreement with the State of Florida Agency for Health Care Administration as the non-federal/state share of matching funds for: 1) Central Florida Health Care, Inc. 2) Peace River Center for Personal Development, Inc. 3) Tri-County Human Services, Inc. (not-to-exceed \$3,545,953.46 one-time expense).
- R. FACILITIES MANAGEMENT
- R. FLEET MANAGEMENT
- R.19. Extension of MOU for Fleet Management with the City of Auburndale FY 25/26 (one-time revenue and expense of \$747,700.00)

- R.20. Extension of MOU for Fleet Management with the City of Lake Wales FY 25/26 (one-time revenue and expense of \$392,928.00)
- R. PARKS & NATURAL RESOURCES
- R. FIRE RESCUE
- R. EMERGENCY MANAGEMENT
- R. REAL ESTATE SERVICES
- R.21. Approve Right-of-Way Agreement between Baby A. Makil and Gisha Abraham, and Polk County in conjunction with the Mt. Olive Road at SR 33 Intersection Improvement Project, Parcel 100. (\$95,000 one-time expense)
- R.22. 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, Harvey parcel (\$4,000 one-time expense)
- R.23. Approve Agreement for Transfer of Public Road between the City of Lake Wales and Polk County for all of Conner Road and authorize County Deed for the right-of-way associated therewith. (No fiscal impact)
- R.24. Accept a Drainage Easement for drainage improvements along Lake Ariana Boulevard. (No fiscal impact)
- R.25. Accept Polk County Utility Easement from Davenport Self Storage II, LLC, a Delaware limited liability company, as requested through the Development Review Process. (No fiscal impact)
- R. ROADS & DRAINAGE
- R.26. Approve selection committee's recommendation to authorize staff negotiations with WSB LLC for construction engineering and inspection services for the CR 557 widening project. (No fiscal impact)
- R. UTILITIES
- R.27. Approve the purchase of three vehicles for Utilities positions, Microsoft surface pros, accessories, truck mounts and a budget amendment to move operating funds to capital funds (\$917,477 one-time transfer)
- 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. POLK COUNTY TAX COLLECTOR
- R. WORKFORCE DEVELOPMENT BOARD
- R. COUNTY ATTORNEY
- R.28. Approve Interlocal Agreements with each of 15 municipalities for the collection of Polk County Impact Fees. (No fiscal impact)
- R.29. Approve the Extension of the Ad Valorem and Non-Ad Valorem Assessment Rolls prior to Completion of Value Adjustment Board Hearings (No Fiscal Impact)
- R.30. Authorize the County Attorney's Office to open a probate in the Estate of Betty Frey for the limited purpose of clearing the title to the home located at 2348 W. Patterson Street, Lakeland, Florida 33815, and to take all legal steps necessary to do so.
- R.31. Authorize the County Attorney or his designee to file a complaint against all necessary parties to foreclose County Code Enforcement liens encumbering properties within Polk County owned by Salvador Lopez, Sr. a/k/a Salvador Lopez, and the County Manager to designate appropriate staff to represent the County in all related proceedings..

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, September 15, 2025 – 1:30 p.m. – Polk Transportation Disadvantaged Local Coordinating Board (TD-LCB) will be held in the County Commission Boardroom.
- Monday, September 15, 2025 – 6:00 p.m. – Public Hearing to adopt Final Millage Rates and Budget for fiscal year 2025-26 (includes millage rates and budget for the Parks, Library, Stormwater, and Rancho Bonito MSTUs) will be held in the County Commission Boardroom.
- Wednesday, September 17, 2025 – Thursday, September 18, 2025 – Florida Association of Counties (FAC) Innovation & Policy Conference will held at the Hilton University Florida, 1714 SW 34th Street, Gainesville.
- Wednesday, September 17, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Wednesday, September 17, 2025 – 2:00 p.m. – Polk Regional Water Cooperative (PRWC) Board of Directors meeting will be held at the AdventHealth Fieldhouse and Conference Center, 210 Cypress Gardens Boulevard SW, Chain of Lakes Park, Winter Haven.
- Thursday, September 18, 2025 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot at Parks & Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact tabithabiehl@polk-county.net for details.
- Thursday, September 18, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, September 18, 2025 – 9:00 a.m. – Tourist Development Council's Sports and Special Events Committee will meet at the Bartow Public Library, 2150 S. Broadway Avenue, Bartow.
- Thursday, September 18, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Monday, September 22, 2025 – 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in the Room 413, Fourth Floor, County Administration Building.
- Wednesday, September 24, 2025 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, September 25, 2025 – 8:30 a.m. – Development Review Committee will

meet in the Planning and Development Conference Room, Second Floor, County Administration Building.

- Thursday, September 25, 2025 – 9:00 a.m. – Tourist Development Council’s Marketing Committee will meet at the Whiskey Bend BBQ Supply, 2325 Commerce Point Drive, Suite 100, Lakeland.
- Thursday, September 25, 2025 – 9:00 a.m. – Polk Vision’s Mayors Roundtable will be held at Polk State College Center for Public Safety, 1251 Jim Keene Boulevard, Winter Haven.
- Thursday, September 25, 2025 – 9:30 a.m. – Polk Transportation Technical Advisory Committee (TAC) will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, September 25, 2025 – 1:30 p.m. – Land Use Hearing Officer Hearings will be held in the County Commission Boardroom.
- Thursday, September 25, 2025 – 5:30 p.m. – Central Florida Development Council (CFDC) Annual Meeting will be held at Camp Margaritaville, 361 Denton Avenue, Auburndale.
- Friday, September 26, 2025 – 8:30 a.m. – Citizens Healthcare Oversight Committee (COC) will be held in the County Commission Boardroom.
- Tuesday, September 30, 2025 – 9:00 a.m. – The 2nd Selection Committee Meeting for RFP 25-597 Construction Manager at Risk - New Agricultural Center Complex will convene in Room 407, Fourth Floor, County Administration Building.
- Tuesday, September 30, 2025 – 12:00 p.m. – Early Learning Coalition of Polk County Luncheon will be held at Cleveland Heights Golf Course, 2900 Buckingham Avenue, Lakeland.
- Tuesday, September 30, 2025 – 1:00 p.m. – 2nd Selection Committee Meeting 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.
- Wednesday, October 1, 2025 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commission Boardroom.
- Wednesday, October 1, 2025 – 9:00 a.m. – Planning Commission meeting will be held in the County Commission Boardroom.
- Thursday, October 2, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.

- Thursday, October 2, 2025 – 2:30 p.m. – Historical Commission and Marker Committee will meet in the County Commission Boardroom.
- Friday, October 3, 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, Fourth Floor, County Administration Building.
- Friday, October 3, 2025 – 1:00 p.m. – Value Adjustment Board (VAB) Organizational meeting will be held in the County Commission Boardroom.