



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

December 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. (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 2, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

F.1. Discuss potential removal of Michael B. Schmidt as a member of the Polk County Planning Commission.

- F.2. Approve Amendment #1 to Agreement 2025-015 with Geosyntec Consultants, Inc. for professional engineering services for the Southeast Landfill. (\$39,072.00 One-time expense)

G. COUNTY MANAGER (BILL BEASLEY)

- G.1. Approve agreement with Eisman & Russo, Inc. for construction engineering and inspection (CEI) services for Thompson Nursery Road Phase I - Segment 1. (not-to-exceed one-time expense \$5,010,675.00)
- G.2. Approve construction contract with Kamminga & Roodvoets, Inc. for the Spirit Lake Road Roundabout project (\$4,991,838.82 one-time expense)
- G.3. Approve Land Purchase Agreement between Preservation of Natural Florida, Inc. and Polk County in conjunction with the Environmental Lands Program, CLASAC Project EL-113-24. (\$226,250 total expense)

H. COMMISSIONER DISTRICT 1 (BECKY TROUTMAN)

- H.1. Commissioner Troutman Comments.

I. COMMISSIONER DISTRICT 2 (RICK WILSON)

- I.1. Commissioner Wilson Comments.

J. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

- J.1. Appoint Adam W. Greenway, Ph.D., to replace Blair Updike on the Comprehensive Plan Advisory Committee (CPAC).
- J.2. Appoint Jamie Richardson as a Member of the Lakes Access Advisory Committee, for the three-year term, November 17, 2025 through November 16, 2028. (District 3 Appointment)
- J.3. Commissioner Braswell Comments.

K. COMMISSIONER DISTRICT 5 (MICHAEL SCOTT)

- K.1. Commissioner Scott Comments.

L. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO, CHAIR)

- L.1. Chair Santiago Comments.

M. LAY BOARD APPOINTMENTS

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

* County Attorney opening comments

- N.1. Public Hearing (LDCPAL-2025-1 GPK Holly Hill Groves 2 CPA Amendment) (Adoption Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 14.6 acres from Employment Center - X (ECX) to Residential-High X (RHX). (No Fiscal Impact)
- N.2. Public Hearing (LDCPAS-2025-25 Lake Marion Creek Dr and Pine CCX CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment (CPA) to change the Future Land Use designation on 1.58 +/- acres from Development of Regional Impact (DRI) to Convenience Center-X (CCX) in the Utility Enclave Area (UEA). (No Fiscal Impact)
- N.3. Public Hearing (LDCPAS-2025-27 Highway 542 East Property CPA Amendment) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 12.64 acres from Residential-Suburban (RS) to Business-Park Center (BPC). (No Fiscal Impact).
- N.4. Public Hearing (LDCCD-2025-7 Highway 542 East Property District Change) (Adoption Hearing) to consider the adoption of a sub-district change from Business Park Center (BPC-1) to Business Park Center-2 (BPC-2) on 12.64 acres within in the Suburban Development Area (SDA). (No Fiscal Impact)
- N.5. Public Hearing (LDCT-2025-22 Recovery Residences) (Adoption Hearing) to consider the adoption of an ordinance amending the use tables in Chapter 2, Chapter 4, and Chapter 5, to add large group homes into residential future land use districts; amending chapter 10, definitions, to add recovery residences to conform with state statute. (No Fiscal Impact)

O. PUBLIC HEARINGS

- O.1. Public Hearing (LDCCD-2025-6 Hamilton Road Sub-district) (Adoption Hearing) to consider the adoption of a sub-district change from Business Park Center-1 (BPC-1) to Business Park Center-2 (BPC-2) to allow for outdoor storage. (No Fiscal Impact)
- O.2. Public Hearing (LDCPAS-2025-26 Natural Encounters CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on 33 acres +/- parcel from Agricultural/Residential Rural (A/RR) to Leisure/Recreation (L/R)) in the Rural Development Area (RDA) with a Comprehensive Plan Text Amendment to Section 2.135 Parcel Specific Future Land Use Map Amendment with Conditions to reference the subject site has development conditions as part of a LDC Text Amendment (LDCT-2025-18). (No Fiscal Impact)

- O.3. Public Hearing (LDCT-2025-18 Natural Encounters LDC Text Amendment) (Adoption Hearing) to add development conditions in Appendix E, Section E 105 to limit the allowable uses on property subject to the Small Scale Comprehensive Plan Map and Text amendment (LDCPAS-2025-25) from Agricultural Residential Rural (A/RR) to Leisure Recreation (L/R) on 33 +/- acres with a Comprehensive Plan Text Amendment to Section 2.135 Parcel Specific Future Land Use Map Amendment with Conditions to reference the subject site has development conditions. (No Fiscal Impact)
- O.4. Public Hearing (LDCPAS-2025-17 Braddock & Berkley Rd NAC CPA Amendment) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on ±7.95 acres from Residential Low (RL) to Neighborhood Activity Center (NAC) with a Comprehensive Plan Text Amendment to Section 2.135 Parcel Specific Future Land Use Map Amendment with Conditions to reference the subject site has development conditions as part of a LDC Text Amendment (LDCT-2025-19) to Appendix E. (No Fiscal Impact).
- O.5. Public Hearing (LDCT-2025-19 Berkley & Braddock Text Amendment) (Adoption Hearing) to amend Appendix E, Section E 105, Parcel Specific Comprehensive Plan Amendments with Conditions on property subject to the Small Scale Comprehensive Plan Map and Text Amendment (LDCPAS-2025-17) from Residential Low (RL) to Neighborhood Activity Center (NAC) on 7.95 +/- acres with a Comprehensive Plan Text Amendment to Section 2.135 Parcel Specific Future Land Use Map Amendment with Conditions to reference the subject site has development conditions. (No Fiscal Impact)
- O.6. Public Hearing to consider Adoption of a Resolution Allowing for the Installation of Four Traffic Calming Devices (Speed Humps) on Arizona Avenue, Near Lakeland. (estimated \$20,000.00 one-time expense)
- O.7. Public Hearing to consider Adoption of a Resolution Allowing for the Installation of Two Traffic Calming Devices (Speed Humps) on Jamestown Avenue, Near Lakeland. (estimated \$20,000.00 one-time expense)
- O.8. Public Hearing to consider Adoption of a Resolution Allowing for the Installation of Two Traffic Calming Devices (Speed Humps) on Fox Creek Drive South, Near Mulberry. (estimated \$10,000.00 one-time expense)
- O.9. Public Hearing to consider the sale of the Waverly Utility System (water and wastewater) to the City of Lake Wales (\$5,300,000.00 one-time revenue)

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

- P.1. Becky Bywater to discuss Polk County Budget.
- P.2. 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.1. Ratification of the BoCC Member and Liaison Assignments, effective December 16, 2025

R. COMMISSIONER DISTRICT 5

R. COUNTY COMPTROLLER

R.2. Report 2025-16 Roads and Drainage Contractor Invoices audit

R.3. Removal of equipment from inventory as listed on Blanket Removal Form 2231.

R. COUNTY MANAGER

R.4. Approve Amendment No. 1 to Professional Services Agreement #2025-061 with Arrow Group Consulting, LLC for lobbying services for fiscal year 2025-2026. (No fiscal impact)

R.5. Approve an Agreement with Capital City Consulting, LLC for lobbying services for fiscal year 2025-2026. (\$67,500 one-time expense)

R.6. Approve an Agreement with Ballard Partners, Inc. for lobbying services for fiscal year 2025-2026. (\$45,000 one-time expense)

R. ECONOMIC DEVELOPMENT

R. TOURISM/SPORTS MARKETING

R. OFFICE OF PLANNING & DEVELOPMENT

R.7. SET HEARING: (LDCCD-2025-10 Poinciana Bayberry St Sub-District) to consider the adoption of a Sub-District to change 72.27 +/- acres from (INST-1) to Institutional (INST-2) in the Utility Enclave Area (UEA). The suggested adoption hearing date is January 6, 2026, at 9:15 a.m

- R.8. SET HEARING: (LDCPAS-2025-30 Lake Gibson Estates CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Low (RL-3) to Residential Medium (RM) on 2.51 +/- acres in the Urban Growth Area (UGA). This case is related to LDCT-2025-21. The suggested adoption hearing date is January 20, 2026, at 9:15 a.m.
- R.9. SET HEARING: (LDCT-2025-21 Lake Gibson Estates LDC Text) to add development conditions in Appendix E, Section E 105 and add policies in Section 2.135 in the Comprehensive The suggested hearing dates are for the first reading on January 6, 2026, at 9:15 a.m. and the adoption hearing date on January 20, 2026, at 9:15 a.m.
- R.10. SET HEARING: (LDCT-2025-23 Alcohol Separation Requirements & Hours LDC Text) to amend Chapter 2, Section 224, Alcohol Sales and Chapter 10 to add definitions. The suggested hearing dates are for the first reading on January 6, 2026, at 9:15 a.m. and the adoption hearing date on January 20, 2026, at 9:15 a.m.
- R.11. SET HEARING: (LDCT-2025-24 Powerline Landscaping Buffer) to amend Chapter 3, Section 303, Solar Electric-Power Generation Facility and Chapter 7, Section 720, Landscaping and Buffering. The suggested hearing dates are for the first reading on January 6, 2026, at 9:15 a.m. and the adoption hearing date on January 20, 2026, at 9:15 a.m.
- R.12. SET HEARING: (LDPD-2025-9/DeNovo; The Highlands Club PD) This is a request appealing the decision of the Planning Commission to approve a Planned Development for 747 single-family homes. The suggested hearing dates are for the first reading on January 6, 2026, at 9:15 a.m.
- R.13. Approve the release of a warranty and surety in the amount of \$134,591.02 in the form of Maintenance Bond No. LICX1983025 for Brentwood Townhomes Phase 2 & 3. (No Fiscal Impact)
- R.14. Accept Performance Surety in the amount of \$49,995.50 in the form of Performance Bond No. 7901110846 for Dookhan Site Design. (No Fiscal Impact)
- R.15. Accept Performance Surety in the amount of \$57,791.42 in the form of Performance Bond No. 108327991 for PS Sandhill Offsite Water Main Improvements. (No Fiscal Impact)
- R.16. Thompson Nursery Road Proportionate Share Agreement - Kingdom Valley Development (In the amount of \$923.07).

- R.17. Approve selection committee's recommendation to authorize staff negotiations with Kimley-Horn & Associates, Inc., Rummel, Klepper & Kahl, LLP, Chastain-Skillman, LLC, Dewberry Engineers, Inc., CivilSurv Design Group, Inc. and Pennoni Associates, Inc. for engineering staff augmentation services for Land Development. (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. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R.18. Approve license agreement with TeamDynamix Solutions LLC. for cloud Information Technology Service Management (ITSM) and implementation services. (5YR cost: \$ 320,275.31)
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R.19. Approve annual Stop Loss reinsurance with Aetna for the self-insured Employee Health Plan for a one-year premium of \$809,000.
- R. COMMUNITY HEALTH CARE
- R.20. Approve the second amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with BayCare Health System, Inc. for behavioral health care services. (estimated annual amount less than \$100,000)
- R.21. Approve the second amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Tri-County Human Services, Inc. for behavioral health care services. (Transfer of existing appropriations to medical provider)
- R. FACILITIES MANAGEMENT

- R.22. Accept and execute Amendment three (3) to the Florida Department of Commerce (Formally Florida Department of Equal Opportunity) Federally funded Community Development Block Grant Mitigation Program (CDBG-MIT) subrecipient agreement with the Florida Department of Equal Opportunity for the Polk County Specialty Care/Children's Home Society Roof Replacement project. (No fiscal impact)
- R. FLEET MANAGEMENT
- R. PARKS & NATURAL RESOURCES
- R. FIRE RESCUE
- R. EMERGENCY MANAGEMENT
- R.23. Resolution to increase established user fees for the use of Public Safety Radio System and Radio Communication services provided by the County and to adopt policy guidelines for such services (estimated \$35,811,600 revenue over five years).
- R. REAL ESTATE SERVICES
- R.24. SET HEARING to consider requests to vacate a portion of a platted right-of-way shown on the map of Jester Subdivision along with a request to vacate any public interest in a portion of a 30-foot wide strip of land lying adjacent to the west of Parcel ID Number 273005-000000-011120. (Suggested hearing date is January 6, 2026 at 9:00 a.m or immediately following the regular agenda)
- R.25. 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, McKinnie/Wilson parcel (\$4,000 one-time expense)
- R.26. Accept a Drainage Easement from Connie Cristancho and Fabio Castro, as successor trustees and authorize a Partial Release of Easement for a drainage easement associated with Galloway Road. (No fiscal impact)
- R.27. Approve Subordinations of County Utility Interests between the State of Florida Department of Transportation and Polk County, FDOT parcels 104.7 and 105.7. (No fiscal impact)
- R.28. Authorize a County Deed to Woodland Ranch Estates 3, LLC as a title clearing measure. (No fiscal impact)
- R.29. Accept Quit Claim Deed for additional right-of-way along Old Combee Road as requested through the Development Review Process. (No fiscal impact)
- R. ROADS & DRAINAGE

- R.30. Approve Amendment No. 2 to Consultant Services Authorization (CSA) No. 22-087-02 with HDR Engineering Inc., (Consultant) to provide engineering services for the Country Club Road at Buckeye Loop Road Intersection Improvements Project (\$23,180.00 one-time expense).
- R.31. Approve Road Closure Request (Minute Maid Ramp Road 2) in Accordance with the Ordinance No. 2025-020
- R. UTILITIES
- R.32. Approval of Standard Grant Agreement QG033 in the amount of \$6,750,000 with the State of Florida Department of Environmental Protection (FDEP) for the Northeast Regional Wastewater Treatment Facility (NERWWTF) Expansion from 6.0 to 9.0 million gallons per day (MGD) Project (\$6,750,000 one-time grant revenue)
- R.33. Approve Consultant Services Authorization (CSA) 2024-014-03, with Jones Edmunds & Associates, Inc. for the Sun Ray Wastewater Treatment Facility Advanced Wastewater Treatment Upgrades and Improvements Evaluation project. (\$127,234.00 not-to-exceed, one-time expense).
- 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.34. Approve a budget transfer from the Tax Collector Reserve for Contingency for ongoing software and implementation purchases. (\$185,111 one-time transfer)
- R. WORKFORCE DEVELOPMENT BOARD
- R. COUNTY ATTORNEY
- R.35. Approve Agreements for Land Use Hearing Officer Services with (1) Boswell & Dunlap LLP; and (2) Janet McDonald.(\$150 per hour of service)
- R.36. Approve the 2025-2028 Collective Bargaining Agreement between the Polk County Board of County Commissioners and Imperial Polk County EMTs and Paramedics I.A.E.P. LOCAL 917 R-5 SEIU/NAGE

- R.37. Consider approval of the proposed settlement in the matter of Charles Wilson v Polk County Board of County Commissioners; \$145,000.00 one-time expense.
- R.38. Authorize the County Attorney's Office and outside counsel to stipulate to a Final Judgment for Parcel 143 in the case of Polk County v. Meritage Homes of Florida, Inc., et al, an eminent domain lawsuit filed to acquire needed rights-of-way for the County Road 557 Project. (\$225,900.00 one-time expense)

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, December 15, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Monday, December 15, 2025 – 1:30 p.m. – Polk County Transportation Disadvantaged Local Coordinating Board (TD-LCB) will be held in the County Commission Boardroom.
- Tuesday, December 16, 2025 – 6:00 p.m. - 7:00 p.m. – Florida Department of Environmental Protection (DEP) is hosting a meeting of a land management plan advisory group to discuss the land management plan for approximately 6,376 acres it manages located mostly along the Peace and Alafia Rivers (Lease 3995), part of the Integrated Habitat Network (IHN) Core Lands. The meeting will be held at 3760 Tenoroc Mine Road, Lakeland, FL 33805
- Wednesday, December 17, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, December 18, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Polk County Administration Building.
- Thursday, December 18, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, December 18, 2025 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Friday, December 19, 2025 – 8:30 a.m. – Citizens Healthcare Oversight Committee (COC) will be held in the County Commission Boardroom.
- Friday, December 19, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, December 25, 2025 - Friday, December 26, 2025 – The offices of the Board of County Commissioners will be closed in observance of the Christmas Holiday.
- Thursday, January 1, 2026 – The offices of the Board of County Commissioners will be closed in observance of New Year's Day.
- Friday, January 2, 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 5, 2026 – 10:00 a.m. – Polk County Sheriff's Office Ridge District Station Grand Opening & Ribbon Cutting, 9500 Marigold Avenue, Poinciana.