



Polk County Board of County Commissioners

Meeting Agenda - Final

June 16, 2026 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

A.1. The Honorable Scott Franklin, United States House of Representatives, to present the Government Finance Officers' Association (GFOA) Certificate of Achievement Awards for Financial Reporting for the 2024 Annual Comprehensive Financial Report and the 2024 Popular Annual Financial Report to Stacy M. Butterfield, CPA, Clerk and Comptroller. He will present the GFOA Distinguished Budget Award for 2024 to Commissioner Martha Santiago, Ed.D, Chairman, Board of County Commissioners.

A.2. Employee Recognition

B. PUBLIC COMMENTS CONCERNING AGENDA ITEMS

B.1. Comments.

C. COUNTY COMPTROLLER (STACY M. BUTTERFIELD, CPA)

C.1. Disbursements.

C.2. Minutes of Regular Board meeting held on June 2, 2026.

D. APPROVE CONSENT AGENDA

D.1. Approve Consent Agenda.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

E.1. Approval of precinct changes resulting from newly created districts for US House of Representatives, Florida House of Representatives, and the Florida Senate, as recommended by Melony Bell, Polk County Supervisor of Elections (No fiscal impact).

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

G.1. Confirm Appointment of Mr. Scott Lowery to serve as the Director of the Real Estate Services Division.

G.2. Request Board approve construction contract with Jr. Davis Construction Company., Inc. for the Thompson Nursery Road Extension Phase 1 - Segment 1 project. (\$33,523,440.79 one-time expense)

G.3. Request Board Approve Amendment 4 with Kimley-Horn and Associates, for Agreement 2022-041, professional engineering and design services for Thompson Nursery Road (TNR) - Phase II Roadway Widening project. (\$3,453,821.68 one-time expense)

G.4. Request Board approve 1) Construction Manager at Risk (CMAR), Guaranteed Maximum Price (GMP) Addendum with Miller Construction Management, Inc. for the Caloosa Lake Fire Rescue Station 21 (\$6,390,171.95 one-time expense) and 2) CIP amendment and budget transfer from the Emergency Medical Millage Fund in the amount of \$1,693,204.00, to fully fund the project.

G.5. Accela Cloud Software Renewal Agreement - Five-Year Term (\$2.79 Million over 5YR Term)

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. 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 2026-1 OC Text) (Adoption Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Amendment text amendment to modify the characteristics, location criteria and development criteria for the Office Center (OC) Future Land Use designation. (No Fiscal Impact)
- N.2. Public Hearing (LDCT-2026-2 Office Center Consistency) (Adoption Hearing) to consider the adoption of an ordinance amending the Land Development Code to clarify development parameters of the Office Center (OC) district to implement policies in the Comprehensive Plan. (No Fiscal Impact)
- N.3. Public Hearing (LDCPAS-2025-36 Hwy 540A OCX CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change Future Land Use Map designation from Residential Suburban-X (RSX) to Office Center-X (OCX) on 1.35± acres.
- N.4. Public Hearing (LDCPAS-2026-3 Sumner North Cozart Road CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Business Park Center (BPC) to Industrial (IND) on ±25.8 acres. (No Fiscal Impact)
- N.5. Public Hearing (LDCPAS-2025-12 Keller Road PM to A/RR CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Phosphate Mining (PM) to Agricultural/Residential Rural (A/RR) on 19.47± acres.
- N.6. Public Hearing (LDCPAS-2025-13 Mt Pisgah Rd PM to A/RR CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Phosphate Mining (PM) to Agricultural/Residential Rural (A/RR) on 2.0± acres.
- N.7. Public Hearing (LDCPAS-2026-4 Fort Groves CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan map amendment to change the land use designation from Phosphate Mining (PM) to Agricultural/Rural Residential (A/RR). (No Fiscal Impact)

- N.8. Public Hearing (LDCT-2026-3 Recreational Use Easements) (Adoption Hearing) to amending Chapter 3, Conditional Uses, Section 303, Criteria for Conditional Uses for High Intensity Recreation to allow access via easement for firearms ranges; providing for severability. (No Fiscal Impact)
- N.9. Public Hearing (LDCT-2026-8 ATMs & Vending Machines) (Adoption Hearing) to consider the adoption of an ordinance amending the Land Development Code to add standards and definitions for stand-alone vending machines and automated teller machines. (No Fiscal Impact)
- N.10. Public Hearing (LDCPAL 2026-5 ILE Duplex and Sewer Text Amendment CPA) (Transmittal Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Text Amendment to Policies in Section 2.130 modifying sewer connection requirements to allow septic tanks for duplexes in Residential Low-X (RL-X) for Indian Lakes Estates (ILE). This case is related to LDC-2026-12, a companion Land Development Code Text Amendment. (No Fiscal Impact)
- N.11. Public Hearing (LDCT-2026-12 ILE LDC Duplex and Use Table Text Change) (First Reading) to consider the adoption of ordinance amending the Land Development Code regarding Chapter 4, Section 402, c. Indian Lakes Estates (Pre-DRI #2) to add a use table and conditions for duplex units on septic tanks, minimum septic tank requirements, and prohibiting parcel subdivision. This case is related to LDCPAL-2026-5, a companion Comprehensive Plan text amendment. (No Fiscal Impact)
- N.12. Public Hearing (LDCT-2026-14 Polk City SPA LCCX Text Amendment) (First Reading) to consider the adoption of an ordinance amending the Land Development Code Chapter 5, Green Swamp Area of Critical State Concern, Section 502, Standards for Land Use Districts in the Green Swamp ACSC, Table 5.2, Use Table for Green Swamp ACSC, removing footnote number 1 to allow for Comprehensive Plan Future Land Use Map amendments to the Linear Commercial Corridor-X (LCCX) district in the Polk City Special Protection Area of the Green Swamp Area of Critical State Concern. (No Fiscal Impact)

O. PUBLIC HEARINGS

- O.1. Public Hearing (LDCPAS-2026-7 Premier Parking CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan map amendment to change the Future Land Use Map designation from Business Park Center (BPC) to Industrial (IND) on +/- 8.59 acres. (No Fiscal Impact)
- O.2. Public Hearing to consider adoption of an ordinance amending Polk County Ordinance 2006-024, the Polk County Procurement Ordinance, as amended, to increase the authorized maximum amount the County Manager may enter into without further Board approval to Two Hundred Thousand Dollars (\$200,000).

- O.3. Consider a Resolution amending Resolution No 2016-007, the Guidelines for the Execution of Contracts by the County Manager, to increase the authorized maximum amount the County Manager may enter into without further Board approval to Two Hundred Thousand Dollars (\$200,000).
- O.4. Consider a Resolution amending Resolution No 2001-094, Polk County Allowance Work policy establishing Allowance Administrator and providing allowance work rates for horizontal and vertical construction.

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

- P.1. Comments.

Q. WORK SESSION ITEMS

- Q.1. Polk County Utility Rate Study (Tamara Richardson, Utilities Division Director)
- Q.2. FY 26/27 Preliminary Budget (Christia Johnson, Budget & Management Services Division Director)

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 2243.
- R. COUNTY MANAGER
- R. ECONOMIC DEVELOPMENT
- R. TOURISM/SPORTS MARKETING
- R. OFFICE OF PLANNING & DEVELOPMENT

- R.2. SET HEARING: (LDCT-2026- Shimmering Drive Text) amend Appendix E, Section E105, Parcel Specific Comprehensive Plan Amendments with Conditions limiting allowable uses within the CAC, providing for an Activity Center Plan for an expansion of an Activity center on property subject to LDCPAS-2025-24. The suggested hearing dates are for the first reading on July 7, 2026, at 9:15 a.m. and the adoption hearing date on July 21, 2026, at 9:15 a.m.
- R.3. SET HEARING: (LDCT-2026-7 GrayLineX Text) modifying Appendix E, Section E105 Parcel Specific Comprehensive Plan Amendments with Conditions. The suggested hearing dates are for the first reading on July 7, 2026, at 9:15 a.m. and the adoption hearing date on July 21, 2026, at 9:15 a.m.
- R.4. SET HEARING: (LDPD-2025-2/DeNovo Crews Lake PD). This is a request appealing the decision of the Planning Commission to approve a Planned Development for a Single-Family Residential Subdivision. The suggested hearing date is July 21, 2026, at 9:15 a.m.
- R.5. Approve the release of a warranty and surety in the amount of \$33,612.28 in the form of Maintenance Bond No. 0859297 for Alta Davenport. (No Fiscal Impact)
- R.6. Approve the release of a warranty and surety in the amount of \$46,902.88 in the form of Maintenance Bond No. 1102218 for Bimini Bay Townhomes. (No Fiscal Impact)
- R.7. Approve the release of a warranty and surety in the amount of \$176,540.14 in the form of Maintenance Bond No. LICX1984331 for Brentwood Townhomes Ph 4 & 5. (No Fiscal Impact)
- R.8. Approve the release of a warranty and surety in the amount of \$187,040.45 in the form of Maintenance Bond No. LICX1984330 Cascades Subdivision Phase 3. (No fiscal impact)
- R.9. Approve the release of a warranty and surety in the amount of \$41,548.20 in the form of Maintenance Bond No. 016244304 for Lake Gibson Apartments. (No Fiscal Impact)
- R.10. Approve the release of a warranty and surety in the amount of \$6,425.43 in the form of Maintenance Bond No. 41K237614 for Minnesota Avenue Waterline. (No Fiscal Impact)
- R.11. Approve the release of a warranty and surety in the amount of \$5,667.07 in the form of Maintenance Bond No. 100277329 for RCMA Daycare Expansion. (No Fiscal Impact)
- R.12. Approve the release of a warranty and surety in the amount of \$1,918.20 in the form of Maintenance Bond No. 0842662 for Spirit Landings Storm & Drainage. (No Fiscal Impact)

- R.13. Approve the release of a warranty and surety in the amount of \$11,068.83 in the form of Maintenance Bond No. FL616202 for Strickland Brothers at US Hwy 27 & Student Drive. (No Fiscal Impact)
- R.14. Approve the release of a warranty and surety in the amount of \$40,400.83 in the form of Maintenance Bond No. LICX1983068 for Villamar Intersection Improvements. (No Fiscal Impact)
- R.15. Approve the release of a warranty and surety in the amount of \$132,342.75 in the form of Maintenance Bond No. 024275411 for Wilder Pines. (No Fiscal Impact)
- R.16. Approve the release of a cash surety in the amount of \$6,000.93 for Lakeland Boat & RV Storage. (No Fiscal Impact)
- R.17. Approve the release of a cash surety in the amount of \$1,677.84 for Rafina - Tract B. (No Fiscal Impact)
- R.18. Approve the release of a cash surety in the amount of \$1,799.88 for Tire's Plus #933853. (No Fiscal Impact)
- R.19. Approve recommended changes to the functional classification of select Polk County roads: Golden Gate Blvd (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.20. Approve Subcontract Amendment two between the Ounce of Prevention Fund of Florida, Healthy Families Florida, and Polk County, a political subdivision of the State of Florida (Healthy Families Polk) Fiscal Year 2026-2027. (\$1,580,498 one-time revenue and \$2,092,538 one-time expense)
- R.21. Resolution to approve the 2026-2027, 2027-2028, 2028-2029 Local Housing Assistance Plan (LHAP) for the State Housing Initiatives Partnership (SHIP) Program. (No fiscal impact).
- R. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY

- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R. COMMUNITY HEALTH CARE
- R.22. Approve Amendment No. 5 to Agreement 2021-015 with Heritage Health Solutions Inc. for third party administrative off-site medical services. (No fiscal impact at this time)
- R. FACILITIES MANAGEMENT
- R.23. Approve budget amendment to transfer funds from the Facilities Operating budget to the Facilities Capital budget within the General Fund (\$107,503 One-time transfer).
- R. FLEET MANAGEMENT
- R. PARKS & NATURAL RESOURCES
- R.24. Approve Consultant Services Agreement (CSA) 2022-061-06 with Chastain Skillman, Inc. to provide professional engineering services for Loyce E. Harpe Park in Mulberry (\$309,315.00 one-time expense.)
- R. FIRE RESCUE
- R. EMERGENCY MANAGEMENT
- R. REAL ESTATE SERVICES
- R.25. SET HEARING to consider a request to vacate platted and unmaintained right-of-way shown on the plat of Bevington Manor. (Suggested hearing date is July 7, 2026, at 9:00 a.m. or immediately following the regular agenda)
- R.26. Approve Grazing Lease Agreement between Polk County and Stuart Cattle & Equipment, LLC. (\$7,500 annual revenue)
- R.27. Adopt a resolution in conjunction with a State-Funded Grant Agreement between the Florida Department of Transportation ("FDOT") and Polk County for the Power Line Road Phase 2 Project. (No fiscal impact)
- R. ROADS & DRAINAGE
- R.28. Approve Consultant Services Authorization (CSA) No. 22-090-05 with Kimly-Horn and Associates, Inc. (Consultant) to provide professional engineering services in connection with preparations of initial engineering documents and 15% Line and Grade plans to guide the design of the Kraft Road Bridge No. 164121 Replacement Project. (\$144,658.40 one-time expense)

- R.29. Request Board approve Amendment 2 to agreement 2022-013 with AECOM Technical Services, Inc. for the North Ridge Trail project. (\$29,092.00 one-time expense)
- R.30. Request Board Approve Amendment 3 with WSP USA, for Agreement 2022-029, South Lake Wales drainage improvement project. (\$11,637.00 one-time expense)
- R.31. Adopt a Resolution Setting Speed Limits on Bomber Road, near Winter Haven. (\$242.40 one-time expense)
- R.32. Request the Board execute forms related to the Lake Bonny Hazard Mitigation Grant Application and act as the Authorized Agent for Project. (No Fiscal Impact)
- R.33. Request Board approve agreements with CrowderGulf Joint Venture, Inc. as the primary and Looks Great Services of MS, Inc. as the secondary for debris removal services. (No fiscal impact until a disaster event)
- R.34. Request Board approve agreements with Rostan Solutions, LLC as the primary, Tetra Tech, Inc. as the secondary and Thompson Consulting Services, LLC as the tertiary for debris monitoring services. (No fiscal impact until a disaster event)
- R. UTILITIES
- R.35. Approve Amendment No. 2 to Master Agreement 21-047 with N. Harris Computer Corporation (\$99,450 one-time expense and \$7,875 recurring annual expense)
- R.36. Approve Interlocal Agreement with the Tohopekaliga Water Authority and the accompanying Resolution regarding utility service area boundaries in portions of unincorporated areas of eastern Polk County. (No fiscal impact)
- R.37. Approve a resolution granting authority to the Utilities Division Director to apply for a loan from the State Revolving Loan program. (No fiscal impact)
- 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.38. Request Board approve CareerSource Polk's 2026-2027 Preliminary Budget.

R.39. Request Board approve appointment of Dr. N. Karen Steverson to the CareerSource Board of Directors

R. COUNTY ATTORNEY

R.40. Approve Resolution of the Board of County Commissioners of Polk County, Florida, Approving the Issuance by the City of Lakeland, Florida of its Hospital Revenue Refunding Bonds (Lakeland Regional Health Systems) and approve Interlocal Agreement.

R.41. Consider adoption of a written order denying LDCU-2025-38 (Highlands Street MH Park) without prejudice. (No fiscal impact)

R.42. Consider adoption of a written order denying LDSPD-2025-2 (Old Dixie Highway SPD) without prejudice. (No fiscal impact)

R.43. Authorize County Manager from May 1 to June 30 to adjust landfill rates annually, as necessary, to address yard waste to prepare for hurricane season.

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 15, 2026 – 1:30 p.m. – Polk Transportation Disadvantaged Local Coordinating Board (TD-LCB) will be held in the County Commission Boardroom.
- Tuesday, June 16, 2026 – 6:00 p.m. – 2026 Polk County All Sports Awards Hall of Fame Ceremony will be held at the RP Funding Center, 701 West Lime Street, Lakeland.
- Wednesday, June 17, 2026 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, June 18, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, June 18, 2026 – 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, June 18, 2026 – 9:00 a.m. – Tourism Development Council's Arts, Culture, and Heritage Committee (ACH) will meet at the AdventHealth Fieldhouse and Conference Center, Entrance 1, Meeting Room A, 210 Cypress Gardens Boulevard, Winter Haven.
- Friday, June 19, 2026 – 9:00 a.m. – Polk County Sheriff's Office K-9 Training Center Grand Opening, 2190 Old Bartow/Eagle Lake Road, Bartow.
- Monday, June 22, 2026 – 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in Room 413, Fourth Floor, County Administration Building.
- Tuesday, June 23, 2026 – Friday, June 26, 2026 – Florida Association of Counties (FAC) Annual Conference, Hilton Orlando, 6001 Destination Parkway, Orlando, FL.
- Wednesday, June 24, 2026 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, June 25, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, June 25, 2026 – 1:30 p.m. – Land Use Hearing Officer (LUHO) Hearings will be held in the County Commission Boardroom.
- Friday, June 26, 2026 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot at the Parks and

Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact brookemoherek@polkfl.gov for details.

- Friday, June 26, 2026 – 9:00 a.m. – Citizens Healthcare Oversight Committee (COC) will be held in the County Commission Boardroom.
- Tuesday, June 30, 2026 – 7:30 a.m. – Technical Advisory Group (TAG) for Polk County Environmental Lands Program will gather in the parking lot at the Parks and Natural Resources Office, 4177 Ben Durrance Road, Bartow. Please contact brookemoherek@polkfl.gov for details.
- Tuesday, June 30, 2026 – 10:00 a.m. – Fire Rescue Training Center Ribbon Cutting, 41 Vaughn Road, Winter Haven.
- Thursday, July 2, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Friday, July 3, 2026 – The offices of the Board of County Commissioners will be closed in observance of the Independence Day Holiday.
- Monday, July 6, 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.