



Polk County Board of County Commissioners

Meeting Agenda - Final

November 04, 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. Employee Recognition

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 October 21, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

- G.1. Approve the Construction Manager at Risk (CMAR), Guaranteed Maximum Price (GMP) Addendum No. 3 to Agreement 2023-074 with Wharton-Smith, Inc. for the Northeast Regional Wastewater Treatment Facility (NERWWTF). (\$50,825,822.00 one-time expense)
- G.2. Bargain Barn Road Realignment Infrastructure Agreement (cost not to exceed \$3,756,473.49).
- G.3. Approve Consultant Services Authorization (CSA) No. 2021-032-07 with CMHM Architects for Architectural and Engineering (A&E) services for a new Christina Fire Rescue EMS Station project. (\$312,225.00 one-time expense)
- G.4. Approve Consultant Services Authorization (CSA) No. 2021-032-08 with CMHM Architects for Architectural and Engineering (A&E) services for a new Willow Oak Fire Rescue EMS Station project. (\$207,090.00 one-time expense)
- G.5. Approve Interlocal Agreement between Polk County and Central Florida Regional Planning Council (CFRPC) to implement Polk County Vulnerability Assessment Adaptation Plan (\$300,000 one-time expense).
- G.6. Approve Consultant Services Agreement (CSA) 22-061-01 with Chastain Skillman, Inc. to provide professional engineering services for East Central Park in Dundee Florida (\$241,547.15 one-time expense.)
- G.7. Approve Corporate Client Agreement with FEDlogic, LLC to provide comprehensive federal and state benefits navigation services for Board of County Commissioners and Constitutional office employees and their families. (December 1, 2025 - November 30, 2026; \$203,700 annual cost)

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. Appoint Ashley Loute to the Polk County Lakes Access Advisory Committee for the three-year term, November 17, 2025, to November 16, 2028.
- 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 (LDCPAL 2025-4-EAR Based Comp Plan, CPA) (Adoption Hearing) to consider a Large-Scale Comprehensive Plan Amendment to change several policies in all Comprehensive Plan elements per the requirements of Florida Statutes 163.3191, Evaluation and Appraisal Report (EAR). (No Fiscal Impact)
- N.2. Public Hearing (LDCPAS-2025-21 Old Tampa HWY CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on 2.5 acres of a 2.87 acres +/- parcel from Residential Low (RL-4) to Industrial (IND). (No Fiscal Impact)
- N.3. Public Hearing (LDCPAS-2025-22 Motor Vault East CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on 2.28 +/- acres from Residential Low (RL) to Institutional (INST). (No Fiscal Impact)
- N.4. Public Hearing (LDCPAL-2025-6 Poinciana Bayberry St CPA) (Transmittal Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on 72.27 +/- acres from Development of Regional Impact (DRI) to Institutional (INST) in Poinciana Master Plan. (No Fiscal Impact)
- N.5. Public Hearing (LDCPAL 2025-8 Noth Ridge SAP PIX Text Change, CPA) (Transmittal Hearing) to consider the adoption of a Large-Scale Comprehensive Plan Text Amendment to Policy 2.131-Q4. L. c. (g) in the North Ridge Selected Area Plan (SAP) regarding limitations on commercial uses in the Professional Institutional-X (PIX) Future Land Use designation. This request is related to a Land Development Code text amendment (LDCT-2025-14). (No Fiscal Impact)
- N.6. Public Hearing (LDCT-2025-14 North Ridge SAP PIX LDC Text) (First Reading) to consider the adoption of a Land Development Code text amendment to amend Chapter 4, Section 401.06.E in the North Ridge Selected Area Plan (SAP) relating to commercial use limitations in the Professional Institutional-X (PIX) Future Land Use designation. This case is related to LDCPAS-2025-8 a Comprehensive Plan Text Amendment. (No Fiscal Impact)

- N.7. Public Hearing (LDCT-2025-7 Cargo Containers on Residential Property) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to allow cargo containers on residentially developed properties meeting or exceeding one acre. (No Fiscal Impact)
- N.8. Public Hearing (LDCT-2025-8 Pool Safety LDC Text) (First Reading) to consider the adoption of a Land Development Code text amendment to amend Chapter 2, Section 211, Pools and Screen Enclosures, to refer to Florida Building Code and Florida Statutes for consistency with above ground pool safety measures. (No Fiscal Impact)
- N.9. Public Hearing (LDCT-2025-9 SE Polk Mobile Homes) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to remove conditional use standards for Individual Mobile Homes within the Southeast Polk Selected Area Plan to conform with the rest of the County. (No Fiscal Impact)

O. PUBLIC HEARINGS

- O.1. Public Hearing to consider adoption of a resolution to vacate and close a portion of maintained right-of-way for Second Terrace a/k/a 1st Street North in the Elosie area near Winter Haven. (No fiscal impact)
- O.2. Public Hearing to consider adoption of an ordinance granting an Economic Development Ad Valorem Tax Exemption to a new business, Fort Meade DC, LLC, and approval of a Performance Agreement with the company.
- O.3. Public Hearing to consider adoption of an ordinance requiring criminal history screening requirements.
- O.4. Public Hearing to consider the adoption of an ordinance setting the yearly salary of Commissioners in accordance with Section 2.5 of the Polk County Charter.

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. Report 2025-13 Building Permit Fees follow-up audit.
- R.2. Removal of equipment from inventory as listed on Blanket Removal Form 2228.
- R. COUNTY MANAGER
- R.3. Approve 2026 State Legislative Priorities for Polk County.
- R. ECONOMIC DEVELOPMENT
- R. TOURISM/SPORTS MARKETING
- R. OFFICE OF PLANNING & DEVELOPMENT
- R.4. Accept Performance Surety in the amount of \$45,260.60 in the form of Performance Bond No.101608415 for Commercial @ SWC SR 542 & Overlook Dr. (No Fiscal Impact)
- R.5. Accept Performance Surety in the amount of \$313,179.35 in the form of Performance Bond No.017263228 for Drane Field #3 Hamilton Trailer Site & Hamilton Industrial. (No Fiscal Impact)
- R.6. Accept Performance Surety in the amount of \$703,729.00 in the form of Performance Bond No. K41574896 for Eagle Lake Offsite Roadway Improvements. (No Fiscal Impact)
- R.7. Accept Performance Surety in the amount of \$70,000.00 in the form of Performance Bond No.101473177 for Mixed Use @ US Highway 192 & Town Center. (No Fiscal Impact)
- R.8. Approve selection committee's recommendation to authorize staff negotiate agreements with Janet A. McDonald and Seth B. Claytor to serve as Land Use Hearing Officers. (No Fiscal Impact)
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R.9. Request Board to adopt a resolution accepting unanticipated revenue for Hurricane Milton Debris. (Estimated one-time federal and state revenue \$10,970,795.00)
- R. PROCUREMENT

- R. COMMUNICATIONS
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES
- R.10. 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 #RC24-SHIP-002. (\$176,251.00 one-time expense).
- R.11. Approve First Amendment to a 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. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R. COMMUNITY HEALTH CARE
- R.12. Approve the contract with Polk Vision, Inc. (Polk Vision) to lead a public awareness campaign and organize and manage a Behavioral Health Summit. (Total amount not to exceed \$178,530.)
- R.13. Approve the second amendment to the contract with the School Board of Polk County for Traviss Technical College to provide dental services to eligible low-income county residents. (Total amount not to exceed \$165,500 in FY 25/26 and \$122,000 in FY 26/27 and subsequent years.)
- R.14. Approve the contract with Tri-County Human Services, Inc. for the purchase of incidentals for Helping HANDS participants. (Total amount not to exceed \$150,000.)
- R.15. Approve Polk HealthCare Plan Medical Services Agreement with Florida Community Health Partners, LLC for primary care services. (estimated annual amount less than \$100,000)
- R. FACILITIES MANAGEMENT

R.16. Modification No. 01 to Consultant Services Authorization (CSA) No.2021-031-03 with SLAM Collaborative for the Polk County High Voltage Switchgear and Generator Study as a scope of services expansion to include additional Architectural Services, Electrical and Civil Engineering for property recently purchased at 222 East Main Street, Bartow, FL 33830 (\$85,150.00 one-time expense)

R. FLEET MANAGEMENT

R.17. Approve budget amendment to transfer from reserves to capital expense in the Fleet Replacement Fund (\$3.3 million one-time transfer)

R. PARKS & NATURAL RESOURCES

R. FIRE RESCUE

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

R.18. Adopt a resolution authorizing negotiations required by §73.015, Florida Statutes to be undertaken by the County Real Estate Services Director and his designated agents, subject to final Board approval, for acquisitions necessitated by new Roads and Drainage CIP Projects; various capacity, intersection, bridge and drainage projects.. (No fiscal impact)

R.19. Accept a Drainage Easement from Connie Cristancho and Febio Castro, as successor trustees and authorize a Partial Release of Easement for a drainage easement associated with Galloway Road. (No fiscal impact)

R.20. Approve Subordination Agreement between Polk County and the City of Lakeland. (No fiscal impact)

R. ROADS & DRAINAGE

R.21. Approve a FY 24/25 unbudgeted fund transfer for expense incurred from Hurricane Milton (\$1,702,926.00 one-time transfer)

R.22. Adopt a Resolution Setting Parking Restrictions on Bellview Drive, near Lake Wales (\$1,035.76 one-time expense)

R.23. Adopt a Resolution Setting Parking Restrictions on Fourth Street, near Mulberry (\$266.01 one-time expense)

R. UTILITIES

R.24. Approval of Year-End Budget Adjustments for Utilities FY 25, including a CIP Amendment and Operating-to-Capital and Operating-to-Debt Service Transfers (\$1,589,454 one-time transfer from reserves; \$928,723 transfer within existing operating funds)

- R.25. Approve Amendment No. 2 to Agreement 2023-074, with Wharton-Smith, Inc., to revise the fee schedule. (No fiscal impact)
- R. SOLID WASTE
- R.26. Approve transfer from Operating to Capital in the Solid Waste Fund (one-time transfer of \$357,495).
- R.27. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Noreast Services MBW Corp. dba 1-800 Got Junk. (No fiscal impact)
- R.28. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Williams Trucking Company, Inc. (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.29. SET HEARING to consider the adoption of an Ordinance of the Polk County Board of County Commissioners establishing the "Mandatory Milestone Inspection Program." SUGGESTED HEARING DATE: November 18, 2025 at 9:00 a.m.
- R.30. Adopt Resolution approving issuance of Housing Finance Authority Multifamily Housing Revenue Bonds for Cypress Oaks Preservation, Ltd.in an aggregate face amount not to exceed \$29,000,000.00. (No fiscal impact)
- R.31. Adopt Resolution Adopting Policy for Legal Representation for County Officials and Employees of Polk County.
- R.32. Adopt Resolution Calling for a School Board of Polk County Referendum on November 3, 2026, General Election Ballot on the School Board of Polk County, Florida authorization to impose an additional 1.0 mill ad valorem tax annually on taxable property in Polk County for School Operating Purposes beginning July 1, 2027, and ending June 30, 2031.

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, November 3, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Tuesday, November 4, 2025 – 9:00 a.m. – Tourist Development Council's Arts, Culture, and Heritage Committee (ACH) will meet at Depot Arts District, 955 East Memorial Boulevard, Lakeland.
- Tuesday, November 4, 2025 – 6:00 p.m. – Stormwater Technical Advisory Committee (STAC) will meet in the Commissioners' Conference Room, Room 407.
- Wednesday, November 5, 2025 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commissioner Boardroom.
- Wednesday, November 5, 2025 – 9:00 a.m. – Planning Commission meeting will be held in the County Commissioner Boardroom.
- Wednesday, November 5, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Wednesday, November 5, 2025 – 1:00 p.m. – Selection Committee Interviews for RFP 25-599 Construction Manager at Risk – Medical Expansion & Renovation will convene in Room 407, Fourth Floor, County Administration Building.
- Wednesday, November 5, 2025 – 3:00 p.m. – Central Florida Development Council (CFDC) Board Meeting will be held at Citrus Connection, 1212 George Jenkins Boulevard, Lakeland.
- Wednesday, November 5, 2025 – 4:00 p.m. – Central Florida Development Council (CFDC) Investor Meeting will be held at Citrus Connection, 1212 George Jenkins Boulevard, Lakeland.
- Thursday, November 6, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, November 6, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Friday, November 7, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Monday, November 10, 2025 – 9:00 a.m. – Value Adjustment Board hearings will

be held in the Administration Building, Third Floor, Conference Room 341.

- Tuesday, November 11, 2025 – The offices of the Board of County Commissioners will be closed in observance of the Veteran's Day Holiday.
- Wednesday, November 12, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Wednesday, November 12, 2025 – 8:30 a.m. – Citrus Connection Board Meeting will be held at 1212 George Jenkins Boulevard, Lakeland.
- Wednesday, November 12, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Wednesday, November 12, 2025 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.
- Thursday, November 13, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, November 13, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, November 13, 2025 – 9:00 a.m. – Deferred Compensation Committee will meet in the Commissioners' Conference Room, Room 407, Fourth Floor, County Administration Building.
- Thursday, November 13, 2025 – 9:00 a.m. – Tourist Development Council's Marketing Committee will meet at the Aerospace Center for Excellence / SUN 'n FUN – Eickhoff Hospitality Room, Second Level, 4075 James C. Ray Drive, Lakeland.
- Friday, November 14, 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.
- Monday, November 17, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.