



Polk County Board of County Commissioners

Meeting Agenda - Final-revised

December 02, 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

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 November 18, 2025.

E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

F. COUNTY ATTORNEY (RANDY MINK)

G. COUNTY MANAGER (BILL BEASLEY)

- G.1. Approve Consultant Services Authorization (CSA) No. 2025-053-01 with Eisman & Russo, Inc. (Consultant) for the Chestnut Road Sidewalk Phase 2 and 3 Project. (\$395,050.00 one-time expense)
- G.2. Approve Land Purchase Agreement between Ida Patricia Holley and Polk County for the purchase of property in conjunction with a project to consolidate Lift Stations 9 and 10. (\$328,500 one-time expense)

H. COMMISSIONER DISTRICT 1 (BECKY TROUTMAN)

- H.1. Appoint Jason C. Hirsbrunner as a Member of the Citizens HealthCare Oversight Committee, representing Health Care Clinics, for the four-year term, December 22, 2025 through December 19, 2029. (District 1 Appointment)
- H.2. Commissioner Troutman Comments.

I. COMMISSIONER DISTRICT 2 (RICK WILSON)

- I.1. Appoint William DeHart as a Member of the Lakes Access Advisory Committee, for the three-year term, November 17, 2025 through November 16, 2028. (District 2 Appointment)
- I.2. Commissioner Wilson Comments.

J. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

- J.1. Reappoint Carole F. Philipson, FACHE, CPPT, as a Member (Seat 6) of the Polk County Industrial Development Authority, for the three-year term, January 23, 2026 through January 22, 2029. (District 3 appointment)
- J.2. Commissioner Braswell Comments.

K. COMMISSIONER DISTRICT 5 (MICHAEL SCOTT)

- K.1. Commissioner Scott Comments.

L. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO, CHAIR)

- L.1. Reappoint Liz Antaya as a Member of the Citizens HealthCare Oversight Committee, representing the Health Insurance Industry, for the four-year term, December 16, 2025, through December 15, 2029.
- L.2. Chair Santiago Comments.

M. LAY BOARD APPOINTMENTS

- M.1. Appoint Angelic Sims to Housing and Neighborhood Development's (HND) Affordable Housing Advisory Committee (AHAC) for a three-year term January 1, 2026, through December 31, 2029. (No Fiscal Impact).
- M.2. Appoint Gordon Moore to Housing and Neighborhood Development's (HND) Affordable Housing Advisory Committee (AHAC) for a three-year term January 1, 2026, through December 31, 2029. (No Fiscal Impact).
- M.3. Reappoint Bridget Engleman to Housing and Neighborhood Development's (HND) Affordable Housing Advisory Committee (AHAC) for a three-year term January 1, 2026, through December 31, 2029. (No Fiscal Impact).
- M.4. Reappoint Hattie Wilson to Housing and Neighborhood Development's (HND) Affordable Housing Advisory Committee (AHAC) for a three-year term January 1, 2026, through December 31, 2029. (No Fiscal Impact).

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

* County Attorney opening comments

- N.1. Public Hearing (LDGPAS-2025-16 Osprey Creek CPA) (Adoption Hearing) to consider the adoption of a Small-Scale Comprehensive Plan Map Amendment to change the Future Land Use (FLU) designation on a 17.48 acre +/- parcel from Development of Regional Impact (DRI) in the Rural Development Area (RDA) to Residential Low (RL) in the Utility Enclave Area (UEA). (No Fiscal Impact)
- N.2. Public Hearing (LDCT-2025-7 Cargo Containers on Residential Property) (Adoption Hearing) to consider the adoption of a County-initiated ordinance amending the Land Development Code to allow cargo containers on residentially developed properties meeting or exceeding one acre. No Fiscal Impact.
- N.3. 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.
- N.4. Public Hearing (LDCT-2025-9 SE Polk Mobile Homes) (Adoption Hearing) to consider the adoption of a County-initiated 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.
- N.5. Public Hearing (LDGPAL-2025-9 ECX CPA) (Transmittal Hearing) to consider the adoption of an Applicant-initiated request for a Large-Scale Comprehensive Plan text amendment to Policy 2.131-RA4. F. 3. (h) to amend the personal services and commercial limitation to exceed 30 percent of the Employment Center-X (ECX) when approved as a Conditional Use in the US 98 SAP. (No Fiscal Impact)

- N.6. Public Hearing (LDCT-2025-20 ECX LDC Text Amendment) (First Reading) to amend Land Development Code Section 401.04.D.6(g) to amend the personal services and commercial limitation to exceed 30 percent of the Employment Center-X (ECX) when approved as a Conditional Use in the US 98 SAP. (No Fiscal Impact)
- N.7. Public Hearing (LDCT-2025-22 Recovery Residences) (First Reading) 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 (LDPD-2025-10 Southern Storage TAD) (Adoption Hearing) to consider a request to approve a Transitional Area District for the expansion of an existing self-storage facility into a residential future land use designation. (No Fiscal Impact)
- O.2. Public Hearing (LDCT-2025-18 Natural Encounters LDC Text Amendment) (First Reading) to add development conditions in Appendix E, Section E 105. This will amend Table E1 and create Subsection V. This will add policies in Section 2.135 in the Comprehensive Plan to reference that this property has development restrictions in the LDC. (No Fiscal Impact)
- O.3. Public Hearing: (LDCT-2025-19 Berkley & Braddock Text Amendment) (First Reading) to amend Appendix E, Section E105, Parcel Specific Comprehensive Plan Amendments with Conditions. (No Fiscal Impact)
- O.4. Public Hearing to consider adoption of a resolution providing notice of intent to use the uniform method for the levy, collection and enforcement of non-ad valorem assessments.
- O.5. 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 Eloise area near Winter Haven. (No fiscal impact)

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

- P.1. Kevin Noble to discuss speed limit issues on Alturas Road & Alturas Loop Road
- 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. COMMISSIONER DISTRICT 5
- R. COUNTY COMPTROLLER
- R.1. Removal of equipment from inventory as listed on Blanket Removal Form 2230.
- R. COUNTY MANAGER
- R. ECONOMIC DEVELOPMENT
- R. TOURISM/SPORTS MARKETING
- R.2. Approve an amendment to the Interlocal Agreement with the City of Winter Haven for the Renovation of the Chain of Lakes Complex. (The County will contribute one-time funds of approximately \$600,000 from Tourist Development Tax funds)
- R. OFFICE OF PLANNING & DEVELOPMENT
- R.3. SET HEARING: (LDCPAS-2025-17 Berkley & Braddock RL to NAC) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Low (RL) to Neighborhood Activity Center (NAC) in the Urban Growth Area (UGA) and Auburndale Joint Planning Area (JPA) on 7.95 +/- acres. This case is related to LDCT-2025-19. The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.
- R.4. SET HEARING: (LDCPAS-2025-25 Lake Marion Creek Dr & Pine St) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Development of Regional Impact (DRI) to Convenience Center-X (CCX) in the Utility Enclave Area (UEA) on 1.58 +/- acres. The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.
- R.5. SET HEARING: (LDCPAS-2025-26 Natural Encounters CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Agricultural/Residential Rural (A/RR) to Leisure/Recreation (L/R) in the Transit Supportive Development Area (TSDA) on 33 +/- acres. The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.

- R.6. SET HEARING: (LDCPAS-2025-27 Hwy 542 E Property CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use from Residential Suburban (RS) to Business Park Center (BPC) in the Suburban Development Area (SDA) on 12.64 +/- acres. This case is related to LDCD-2025-7. The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.
- R.7. SET HEARING: (LDCD-2025-7 (Hwy 542 E Property Sub-District) to consider the adoption of a Sub-District change on 12.64 +/- acres from Business Park Center-1 (BPC-1) to Business Park Center-2 (BPC-2) in the Suburban Development Area (SDA). This case is related to LDCPAS-2025-27. The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.
- R.8. SET HEARING: (LDCD-2025-6 Hamilton Road Sub-District) to consider the adoption of a Sub-District change on 8.1 +/- acres from Business Park Center-1 (BPC-1) to Business Park Center-2 (BPC-2) in the Urban Growth Area (UGA). The suggested adoption hearing date is December 16, 2025, at 9:15 a.m.
- R.9. Accept Performance Surety in the amount of \$39,479.00 in the form of cash for Lake Hamilton Self Storage. (No Fiscal Impact)
- R.10. Accept Performance Surety in the amount of \$170,648.56 in the form of Performance Bond No. 0273036 for Pipkin Road Convenience. (No Fiscal Impact)
- R.11. This is a proposed Landscape Maintenance Agreement between Polk County and the Myrtlebrook Preserve Homeowners Association (HOA). The HOA is seeking to place minimal landscaping in portions of the County right-of-way along Myrtle Road, Myrtlebrook Drive, Evergreen Meadows, and Flowering Shrub Street.
- R. BUILDING
- R. DEPUTY COUNTY MANAGER
- R. BUDGET & MANAGEMENT SERVICES
- R. PROCUREMENT
- R. COMMUNICATIONS
- R. COOPERATIVE EXTENSION SERVICES
- R. HEALTH & HUMAN SERVICES
- R.12. Approve Community Development Block Grant (CDBG) Rehabilitation/Replacement Program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located on Tangelo Street in Lake Wales, FL, for Case #RC24-CDBG-001. (\$192,076.00 one-time expense).

- R.13. Approve modification of State Housing Initiatives Partnership (SHIP) Rehabilitation program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located in Haines City, FL for Case #RC25-SHIP-006 Major Rehabilitation. (\$579.00 one-time expense).
- R. HUMAN RESOURCES
- R. INFORMATION TECHNOLOGY
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT
- R.14. Approve employee life and disability insurance policy with Hartford Insurance Company, effective January 1, 2026. (\$413,759 annual cost)
- R.15. Approve annual excess Workers' Compensation insurance policy renewal with Midwest Employers Casualty Company, effective January 1, 2026, through December 31, 2026. (one-time annual cost \$306,892)
- R. COMMUNITY HEALTH CARE
- R.16. Approve the first amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Ibis Healthcare, Inc. for behavioral health care services. (estimated annual amount less than \$100,000)
- R.17. Approve the first amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Lakeland Regional Health Systems, Inc. and Lakeland Regional Medical Center, Inc. d/b/a Lakeland Regional Health for behavioral health care services. (estimated annual amount less than \$100,000)
- R.18. Approve the first amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Silver Lining Counseling Kerrick Foundation, Inc. for behavioral health care services. (estimated annual amount less than \$100,000)
- R.19. Approve the first amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Wallace Mental Health & Addiction Counseling, LLC for behavioral health care services. (estimated annual amount less than \$100,000)
- R.20. Approve the second amendment to the Polk HealthCare Plan Behavioral Health Services Agreement with Central Florida Health Care, 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 Peace River Center for Personal Development, Inc. for behavioral health care services. (Transfer of existing appropriations to medical provider)

R. FACILITIES MANAGEMENT

R. FLEET MANAGEMENT

R. PARKS & NATURAL RESOURCES

R.22. Approve Memorandum of Agreement (MOA) between Rural and Family Lands Protection Program (RFLPP) of the Florida Department of Agriculture and Consumer Services, and Polk County to facilitate the acquisition of a perpetual conservation easement on EL-137-25 G-3 Ranch (Property) (\$500,000 One-time expense).

R.23. Approve Memorandum of Agreement (MOA) between Rural and Family Lands Protection Program (RFLPP) of the Florida Department of Agriculture and Consumer Services, and Polk County to facilitate the acquisition of a perpetual conservation easement on EL-134-25 A, Hunt (Property) (One-time expense \$250,000).

R.24. Approve Memorandum of Agreement (MOA) between Rural and Family Lands Protection Program (RFLPP) of the Florida Department of Agriculture and Consumer Services, and Polk County to facilitate the acquisition of a perpetual conservation easement on EL-134-25 B, Walters (Property) (One-time expense not to exceed \$750,000).

R.25. Approve selection committee's recommendation to authorize staff negotiations with Dewberry Engineers, Inc. to provide engineering services for repairs to Circle B Bar Reserve from Hurricane Milton. (No fiscal impact)

R. FIRE RESCUE

R.26. Approve cooperative agreement with AVI-SPL LLC to provide audio visual equipment, accessories, and services for the Polk County fire training facility. (One-time expense \$459,989.01)

R. EMERGENCY MANAGEMENT

R.27. Approve 2025-2026 Emergency Management Preparedness and Assistance (EMPG) Subgrant Agreement and Certification (\$156,910.33 Unanticipated revenue and expense).

R. REAL ESTATE SERVICES

- R.28. Approve Right-of-Way Agreement between Robert Vaughn and Polk County in conjunction with the Vaughn Road Improvement Project, Parcel 100. (\$13,900 one-time expense)
- R.29. 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, Silverence parcel (\$5,000 one-time expense)
- R.30. Approve Lease Agreement between Polk County and USA Water Ski and Wake Sports Inc., and adopt a resolution authorizing the lease of the associated property. (\$13,800 annual revenue)
- R.31. Ratify Quit Claim Deed for additional right-of-way along Cone Road, as requested through the Development Review Process. (No fiscal impact)
- R.32. Accept Quit Claim Deed for additional right-of-way along Thornhill Road as requested through the Development Review Process. (No fiscal impact)

R. ROADS & DRAINAGE

- R.33. Approve Consultant Services Authorization (CSA) No. 22-094-05 with Patel, Greene & Associates, LLC., (Consultant) for engineering services for the design of improvements on the turn lanes of Spirit Lake Road where it intersects US 17. (\$163,540.41)
- R.34. Approve Construction Agreement and Resolution with the Florida Department of Transportation. (FDOT) for the SR 60 @ Old Bartow/Lake Wales Road Improvement Project (no fiscal impact).
- R.35. Approve selection committee's recommendation to authorize staff negotiations with Civil Surv Design Group, Inc. for professional engineering services for Caspian Road Sidewalk design. (No fiscal impact)

R. UTILITIES

R. SOLID WASTE

- R.36. Approve a New Non-Exclusive Commercial Franchise for FY2025-26 by Griffin Waste Services Tampa Bay - Dumpster Rental / Kabi Investment II, LLC.

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.37. Approve the FY 2025-2026 Polk County Workforce Development Board d/b/a CareerSource Polk's Final Budget. (No fiscal impact.)

R.38. Request Reappointment of Board Members to CareerSource Polk Board of Directors. (No fiscal impact.)

R. COUNTY ATTORNEY

R.39. SET HEARING on the proposed sale of the Waverly Utility System (water and wastewater) to the City of Lake Wales. Suggested Hearing Date: December 16, 2025, at 9:15 a.m. (No fiscal impact)

R.40. Adopt Resolution approving the issuance by Housing Finance Authority of Polk County, Florida of its Multifamily Housing Revenue Bonds for Leesburg Leased Housing Associates I, LLLP, or an affiliate thereof, in an amount not to exceed \$61,000,000.

R.41. Adopt Resolution approving Fire Department Burn Ban 25-02 (No fiscal impact.)

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 1, 2025 – 6:00 p.m. – Eloise Community Redevelopment Agency (CRA) Advisory Committee will meet at the Johnny and Freda Brooks Resource Center, 710 Snively Avenue, Eloise.
- Tuesday, December 2, 2025 – 6:00 p.m. – Daughtery Road Park Public Meeting will be held at Dr. N.E. Roberts Elementary School, 6600 Green Road, Lakeland.
- Wednesday, December 3, 2025 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commission Boardroom.
- Wednesday, December 3, 2025 – 9:00 a.m. – Planning Commission meeting will be held in the County Commission Boardroom.
- Wednesday, December 3, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Wednesday, December 3, 2025 – 3:30 p.m. – Chain of Lakes Phase II Ribbon Cutting, 210 Cypress Gardens Boulevard, Winter Haven.
- Thursday, December 4, 2025 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, December 4, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, December 4, 2025 – 9:30 a.m. – Polk Transportation Technical Advisory Committee (TAC) will meet in the FDOT Conference Center at 801 North Broadway Avenue, Bartow.
- Friday, December 5, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Monday, December 8, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Tuesday, December 9, 2025 – 9:00 a.m. – Polk Transportation Planning Organization (TPO) Board Meeting will be held in the County Commission Boardroom.
- Tuesday, December 9, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Tuesday, December 9, 2025 – 1:30 p.m. – Land Use Hearing Officer (LUHO) Hearings will be held in the County Commission Boardroom.
- Tuesday, December 9, 2025 – 5:00 p.m. – Community Relations Advisory Council (CRAC) Holiday Social will be held in the Administration Building, Third Floor Employee Lounge.
- Wednesday, December 10, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Wednesday, December 10, 2025 - 8:30 a.m. – Citrus Connection Board meeting will be at 1212 George Jenkins Boulevard, Lakeland.
- Wednesday, December 10, 2025 – 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Wednesday, December 10, 2025 – 5:00 p.m. – Central Florida Development Council (CFDC) Holiday Party will be held at Grove Roots Brewing Company, 302 Third Street SW, Winter Haven.
- Thursday, December 11, 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 11, 2025 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.
- Thursday, December 11, 2025 – 9:00 a.m. – Tourist Development Council (TDC) Board will meet at Lake Myrtle Sports Complex, 2701 Myrtle Park Road, Auburndale.
- Thursday, December 11, 2025 – 10:30 a.m. – Newly Renovated Polk County Tourism Sports Marketing (PCTSM) Headquarters Open House & Ribbon Cutting, 2701 Lake Myrtle Park Road, Auburndale.
- Thursday, December 11, 2025 – 1:00 p.m. – Leadership Lakeland Day Luncheon will be held in Room 413, Fourth Floor, County Administration Building.
- Friday, December 12, 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, 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 Transportation Disadvantaged Local Coordinating Board (TD-LCB) will be held in the County Commission Boardroom.