



# Polk County Board of County Commissioners

## Meeting Agenda - Final

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### March 03, 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**

#### **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 February 17, 2026.

#### **D. APPROVE CONSENT AGENDA**

D.1. Approve Consent Agenda.

#### **E. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY**

#### **F. COUNTY ATTORNEY (RANDY MINK)**

**G. COUNTY MANAGER (BILL BEASLEY)**

- G.1. Confirm appointment of Mr. Brian Cogswell to serve as Polk County's Solid Waste Division Director.
- G.2. Approve Land Purchase Agreement between Steven Morrison and Sally Morrison and Polk County in conjunction with the Environmental Lands Program, CLASAC Project EL-109-23. (\$422,917.50 total expense)
- G.3. Approve Consultant Services Authorization (CSA) No. 22-088-04 with HNTB Corporation (Consultant) for design services for the Longfellow Blvd at N. Crystal Lake Dr Intersection Improvement Project, CIP Amendment and budget transfer. (\$411,187.81 one-time expense - \$261,188.00 one-time transfer)

**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. Appoint Joshua Borem as Member (Seat 7) of the Polk County Industrial Development Authority, for the remainder of the three-year term, March 3, 2026, to January 21, 2027.
- L.2. Chair Santiago Comments.

**M. LAY BOARD APPOINTMENTS**

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

\* County Attorney opening comments

- N.1. PUBLIC HEARING (LDCT-2025-25 Communication Towers) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to lower the level of review for Monopole Communication Towers in non-residential districts; to modify Communication Tower conditional use standards; and add standards and a definition for Mobile Communication Towers. (No Fiscal Impact)

- N.2. PUBLIC HEARING (LDCT-2025-26 Car Washes) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to consolidate the number of car wash uses. (No Fiscal Impact)
- N.3. PUBLIC HEARING (LDCT-2025-27 Drive-Thru Facilities) (First Reading) to consider the adoption of an ordinance amending the Land Development Code to clarify standards pertaining to drive-thru facilities. No Fiscal Impact.

**O. PUBLIC HEARINGS**

- O.1. Consider the adoption of an Ordinance of the Polk County Board of County Commissioner entitled the Polk County Right-of-Way Sign Enforcement Ordinance.

**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 2236.

R. COUNTY MANAGER

- R.2. Approve Sponsorship Agreement with Junior Achievement of Tampa Bay, Inc. for a Junior Achievement Polk Discovery Center at Tenoroc High School. (\$200,000 one-time expense)

R. ECONOMIC DEVELOPMENT

R. TOURISM/SPORTS MARKETING

R. OFFICE OF PLANNING & DEVELOPMENT

- R.3. SET HEARING: (LDCPAS-2025-35 324 Recker Hwy CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment from Residential Suburban (RS) To Business Park Center (BPC), on 12.91± acres located in the Suburban Development Area (SDA). This case is related to LDCD-2025-11 request for a Sub-District Change to Business Park Center -2 (BPC-2). The suggested adoption hearing date is March 17, 2026, at 9:15 a.m.
- R.4. SET HEARING: (LDCD-2025-11 324 Recker Hwy Sub-District) to consider the adoption of a Sub-District to change 12.91 +/- 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-2025-35 request for a Small-Scale Future Land Use Map amendment from Residential Suburban (RS) To Business Park Center (BPC). The suggested adoption hearing date is March 17, 2026, at 9:15 a.m.
- R.5. Accept Performance Surety in the amount of \$880,502.11 in the form of Performance Bond No. 47SUR300214011307 for Touchstone Phase 1. (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.6. Approve HOME Investment Partnership (HOME) program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located in Auburndale, FL., for Case #RC25-HOME-002. (\$193,946.94 one-time expense).
- R.7. Approve HOME Investment Partnership (HOME) program 1) Homeowner Assistance Agreement and 2) Grant Agreement for the property located in Winter Haven, FL., for Case #RC25-HOME-004. (\$174,060.00 one-time expense).
- R. HUMAN RESOURCES
- R. CODE ENFORCEMENT
- R. COURT SERVICES
- R. RISK MANAGEMENT

R. COMMUNITY HEALTH CARE

- R.8. Approve the amendment and restatement to the contract with Talbot House Ministries of Lakeland, Inc. (Talbot House) for the provision of primary care, specialty care, dental care and behavioral health services to eligible low-income county residents at the Good Samaritan Free Clinic. (Total amount not to exceed \$234,000 annually)

R. FACILITIES MANAGEMENT

- R.9. Approve selection committee's recommendation to authorize staff negotiations with Grace Design Studios, LLC, to provide architectural and engineering services for the Polk County Fire Rescue Administration Headquarters. (No Fiscal Impact)
- R.10. Approve selection committee's recommendation to authorize staff negotiations with Whitehead Construction, to provide Construction Manager at Risk (CMAR) services for the new Smith Lane Joint-Use Fire Rescue Station. (No Fiscal Impact)

R. FLEET MANAGEMENT

- R.11. Approve cooperative FuelMaster software agreement with Syn-Tech Systems, Inc. (\$150,000 estimated annual expense)

R. PARKS & NATURAL RESOURCES

R. FIRE RESCUE

R. EMERGENCY MANAGEMENT

R. REAL ESTATE SERVICES

- R.12. Accept Quit Claim Deed from Lennar Homes, LLC, for additional right-of-way along Lake Parker Drive East and Fairway Avenue. (No fiscal impact)
- R.13. Accept Quit Claim Deed for additional right-of-way along Sidney Circle as requested through the Development Review Process. (No fiscal impact)
- R.14. Accept a Drainage Easement from Mosaic Fertilizer, LLC for drainage improvements along Bonnie Mine Road. (No fiscal impact)
- R.15. Accept Polk County Utility Easement from DHIC-Highlands Reserve, LLC, as requested through the Development Review Process. (No fiscal impact)

R. ROADS & DRAINAGE

- R.16. Approve Consultant Services Authorization (CSA) No. 22-093-03 with NV5, (Consultant) for engineering services for the design of a sidewalk along W Daughtery Rd between US 98 and Green Rd. (\$189,701.43)

- R. UTILITIES
- R. SOLID WASTE
- R.17. Consultant Service Authorization (CSA) 2021-024-05 with Jones Edmunds and Associates, Inc. for Environmental Resource Permitting (ERP) related to the construction activities to take place at the North Central Landfill (NCLF) Williams Tract cell 3 borrow area and the Transfer Station and Citizens Convenience Center area. (Total cost not-to-exceed \$184,022.71)
- R. INFORMATION TECHNOLOGY
- R.18. Requesting approval for Statement of Work with CDW-G for a Solutions Architect staff augmentation (Not-to-exceed: \$135,200)
- 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.19. Adopt resolution stating intent to take proceeds from the sale of the Waverly Utility System and apply them to an alternate qualifying use under Section 1.141-12(e) of the Treasury Department Regulations and approve Supplement to Certificates Relating to Tax, Arbitrage and Other Matters

## 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, March 2, 2026 – 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.
- Wednesday, March 4, 2026 – 8:50 a.m. – Planning Commission will conduct a work session, prior to its regularly scheduled meeting, in the County Commission Boardroom.
- Wednesday, March 4, 2026 – 9:00 a.m. – Planning Commission meeting will be held in the County Commission Boardroom.
- Wednesday, March 4, 2026 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will meet in the Learning Center, Second Floor, County Administration Building.
- Thursday, March 5, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, March 5, 2026 – 2:30 p.m. – Historical Commission and Marker Committee will meet in the County Commission Boardroom.
- Tuesday, March 10, 2026 – 12:00 p.m. – Northeast Polk Chamber Adult & Youth Leadership Day Luncheon and Roundtable will be held in Room 413, Fourth Floor, County Administration Building.
- Tuesday, March 10, 2026 – 1:30 p.m. – Librarian’s Advisory Council Meeting will be held at the Haines City Library, 111 North 6th Street, Haines City.
- Tuesday, March 10, 2026 – 4:00 p.m. – Legacies in Polk Government Leadership – Polk County History Center, 100 East Main Street, Bartow.
- Wednesday, March 11, 2026 – 7:30 a.m. – Lakeland City Commission Sun n’ Fun Breakfast will be held at Skylight Hanger, Sun n’ Fun Expo Campus, Lakeland Linder International Airport, 3985 Laird Boulevard, Lakeland.
- Wednesday, March 11, 2026 – 1:30 p.m. – Library Cooperative’s Governing Board Meeting will be held at the Winter Haven Public Library, 325 Avenue A Northwest, Winter Haven.
- Wednesday, March 11, 2026 – 2:00 p.m. – Comprehensive Plan Review Advisory Committee will meet in Room 413, Fourth Floor, County Administration Building.

- Wednesday, March 11, 2026 – 4:00 p.m. – Central Florida Development Council (CFDC) Board Meeting will be held at the CFDC Offices, 1725 Bartow Road, Lakeland.
- Thursday, March 12, 2026 – 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, County Administration Building.
- Thursday, March 12, 2026 – 9:00 a.m. – Tourist Development Council's Marketing Committee will meet at the Polk County History Center, 100 East Main Street, Bartow.
- Friday, March 13, 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, March 16, 2026 – 1:30 p.m. – Transportation Disadvantaged Local Coordinating Board (TD LCB) meeting will be held in the County Commission Boardroom.