



Polk County Board of County Commissioners

Meeting Agenda

December 17, 2019 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 forty eight hours prior to the proceeding. Their offices are located in the County Administration Building, 330 West Church Street in Bartow. Telephone (863) 534-6090, TDD (863) 534-7777 or 1-800-955-8771, Voice Impaired 1-800-955-8770 via Florida Relay Service.

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. (BILL BRASWELL, CHAIRMAN)

INVOCATION

1. Rev. Tim Nunez, Rector, Church of the Good Shepherd, Lake Wales

PLEDGE OF ALLEGIANCE (BILL BRASWELL, CHAIRMAN)

A. PRESENTATIONS and RECOGNITIONS

2. Presentation of Service Awards to Mark R. Bradshaw, Jennifer L. Huff, Marc E. Zimmerman, and Lea Ann Thomas.
3. Recognize Paul Senft for many years of public service, including his board tenure on the Governing Board of Southwest Florida Water Management District.

B. CEREMONIAL PROCLAMATIONS

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

4. Pastor Matt Gilmore of Mt. Tabor Baptist Church requests a fee waiver to rebuild destroyed food pantry.
5. Comments.

D. APPROVE CONSENT AGENDA

6. Approve Consent Agenda.

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

7. Disbursements.
8. Approve Minutes of Regular Board Meeting held on December 3, 2019.

F. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

G. COUNTY ATTORNEY (MICHAEL CRAIG)

9. Final Fiscal Year 2019/2020 budget for Bridgewater, Highland Meadows and Westridge Development Districts.
10. SET HEARING (LDCDD-2019-5 Highland Meadows West CDD expansion) to consider the adoption of an applicant initiated ordinance to expand the boundary of an existing Community Development District (CDD) in the unincorporated area of the county. (Suggested hearing date is January 7, 2020 at 1:30 p.m.)
11. SET HEARING (LDCDD-2019-4 Astonia CDD) to consider the adoption of an applicant initiated ordinance to establish a new Community Development District (CDD) in an unincorporated area of the county. (Suggested hearing date is January 7, 2020 at 1:30 p.m.)

H. COUNTY MANAGER (BILL BEASLEY)

12. Approve agreement with Anfield Consulting, Inc. for lobbying services for fiscal year 2020. (\$120,000 one-time expense)
13. Approve Interlocal Agreement with the City of Bartow to fund construction of the Lyle Parkway sidewalk. (\$143,000 one-time revenue)
14. Approve agreement with the Florida Division of Emergency Management for Standby Power Improvements Phase 2 Project. (\$473,446.58 one-time grant revenue)
15. Approve a Cooperative Funding Agreement with Southwest Florida Water Management District (SWFWMD) to fund construction of the Bridgers Avenue Drainage Improvements Phase I Project. (\$550,000 one-time revenue)
16. Approve Utility Engineering Agreement with Duke Energy for the Lake Wilson Road widening project. (\$579,000 one-time expense)
17. Approve agreement with Musco Sports Lighting, LLC for installation and maintenance of sports lighting at County athletic fields. (\$200,000 estimated recurring expense)

I. COMMISSIONER DISTRICT 1 (GEORGE LINDSEY)

18. Commissioner Lindsey Comments.

J. COMMISSIONER DISTRICT 2 (RICK WILSON)

19. Commissioner Wilson Comments.

K. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO)

20. Reappoint Linda M. Schultz to serve as a member of the Housing Finance Authority for the four-year term, December 1, 2019 through November 30, 2023.
21. Commissioner Santiago Comments.

L. COMMISSIONER DISTRICT 5 (JOHN E. HALL)

22. Commissioner Hall Comments.

M. COMMISSIONER DISTRICT 3 (BILL BRASWELL, CHAIRMAN)

- 23. Ratification of BoCC Member and Liaison Assignments, effective January 1, 2020.
- 24. Chairman Braswell Comments.

N. LAY BOARD APPOINTMENTS

- 25. Reappoint Darrell Starling to the Housing and Neighborhood Development (HND) office's Affordable Housing Advisory Committee (AHAC) for the three year term, January 1, 2020 through December 31, 2022.

*****RECESS - The Board of County Commissioners will recess from 12:30 p.m. until 1:30 p.m. or soon thereafter.*****

O. PUBLIC HEARINGS

* County Attorney opening comments

- 26. Public Hearing to consider adoption of a resolution to vacate any public interest in a strip of land near the end of a County maintained roadway known as Shady Cove East.
- 27. Public Hearing (LDCT-2019-14 Residential Compatibility)(First Public Hearing – No Action) to consider a request for a Land Development Code (LDC) text amendment to add Residential Compatibility standards to Section 220 and relevant definitions to Chapter 10.
- 28. Public Hearing to amend Polk County Ordinance No. 19-065, the Polk County Workplace Marshal Plan.
- 29. Public Hearing to consider adoption of an ordinance amending Polk County Ordinance 2019-056, the Polk County Amended and Restated Comprehensive Impact Fee Ordinance.
- 30. Public Hearing to consider adoption of an ordinance to be known as the Polk County State of Local Emergency Ordinance.
- 31. Public Hearing to consider adoption of an Ordinance for the purpose of increasing the yearly salary of Polk County Commissioners as provided in the Polk County Charter. (Continued from the December 3, 2019 Board meeting)

P. CONSENT AGENDA ITEMS

- COMMISSIONER DISTRICT 1
- COMMISSIONER DISTRICT 2
- COMMISSIONER DISTRICT 3
- COMMISSIONER DISTRICT 4
- COMMISSIONER DISTRICT 5
- COUNTY COMPTROLLER

- 32. Removal of equipment from inventory as listed on Blanket Removal Form 2089.

33. Minutes of the Poinciana Community Development District dated August 21, 2019, and September 18, 2019.
34. Authorize the issuance of check in the amount of \$14.44 to Charles Walker representing refund of Unclaimed Funds.
35. Accept list of Lands Available from Tax Deed Sale on October 17, 2019.
36. Audit Report 2019-16 Utilities Billings.
37. Approve revised Investment Policy.

COUNTY MANAGER

ECONOMIC DEVELOPMENT

38. Approve Polk County Qualified Target Industry and Polk County Business Incentive funds to benefit Project Sugar Cane for a newly constructed facility in Polk County. (\$110,000 over 2 years)

TOURISM/SPORTS MARKETING

OFFICE OF PLANNING & DEVELOPMENT

39. SET HEARING (LDCD-2019-11 Reynolds/Baker Sub-District Change) to consider a Sub-District Map change from Business Park Center-1X (BPC-1X) to Business Park Center-2X (BPC-2X) on +/- 7.86 acres in the U.S. Highway 98 Selected Area Plan. (Suggested hearing date is January 7, 2020 at 1:30 p.m.)
40. Accept Delphi Woods East Plat for conditional approval. (No fiscal impact)
41. Accept William's Preserve Phase 3 Plat for conditional approval. (No fiscal impact)
42. Accept Performance Surety Bond No. LICX1167149 for Solterra 2E in the amount of \$2,171,473.96. (No fiscal impact)
43. SET HEARING (LDCD-2019-11 Reynolds/Baker Sub-District Change) to consider a Sub-District Map change from Business Park Center-1X (BPC-1X) to Business Park Center-2X (BPC-2X) on +/- 7.86 acres in the U.S. Highway 98 Selected Area Plan. (Suggested hearing date is January 7, 2020 at 1:30 p.m.)

DEPUTY COUNTY MANAGER

BUDGET & MANAGEMENT SERVICES

44. Forgive balance of the loan owed by the Polk Commerce CRA to the General Fund. (No fiscal impact)
45. Approve changes to Budget Transfer Policy and Reserves and Fund Balance Policy.

PROCUREMENT

COMMUNICATIONS

COOPERATIVE EXTENSION SERVICES

HEALTH & HUMAN SERVICES

- 46. Approve second amendment to the contract with Peace River Center for Personal Development, Inc. to increase reimbursement rate for primary care visits.
- 47. Approve State Housing Initiatives Partnership (SHIP) Homeowner Assistance Agreements for Case RC 19 S 003. (\$111,732.14 one-time expense)
- 48. Approve State Housing Initiatives Partnership (SHIP) program homeowner assistance agreements for Case RC 19 S 004. (\$120,689.14 one-time expense)
- 49. Approve State Housing Initiatives Partnership (SHIP) program homeowner assistance agreements for Case RC 19 S 009. (\$117,150.14 one-time expense)
- 50. Approve State Housing Initiatives Partnership (SHIP) program Homeowner Assistance Agreements for Case RC 19 S 007. (\$129,270.14 one-time expense)

EQUITY & HUMAN RESOURCES

- 51. Approve revisions/updates to the Collective Bargaining Agreement between Polk County & the Federation.

INFORMATION TECHNOLOGY

CODE ENFORCEMENT

COUNTY PROBATION

RISK MANAGEMENT

DEPUTY COUNTY MANAGER

FACILITIES MANAGEMENT

FLEET MANAGEMENT

PARKS & NATURAL RESOURCES

FIRE RESCUE

EMERGENCY MANAGEMENT

ROADS & DRAINAGE

UTILITIES

- 52. Approve Bulk Water User Agreement with the Seminole Tribe of Florida. (No fiscal impact)
- 53. Approve amendment to Cooperative Funding Agreement with the Southwest Florida Water Management District for the Loughman and Ridgewood Reclaimed Water Transmission project. (Time extension only)

WASTE & RECYCLING

ELECTED OFFICIAL AND OTHER GOVERNMENTAL AGENCY

COURT RELATED

POLK COUNTY PROPERTY APPRAISER

POLK COUNTY SHERIFF

POLK COUNTY SUPERVISOR OF ELECTIONS

POLK COUNTY TAX COLLECTOR

SUPERINTENDENT OF POLK COUNTY SCHOOLS

WORKFORCE DEVELOPMENT BOARD

COUNTY ATTORNEY

54. Ratify Warranty Deed from the City of Haines City in conjunction with the Johnson Avenue (CR 580) at Powerline Road Intersection Improvement Project, Parcels 102 and 103. (No fiscal impact)
55. Approve Land Purchase Agreements in conjunction with the purchase of conservation preservation properties, located in the Lake Wales Ridge Ecosystem Project - Crooked Lake West Area; Baas and Raimo Parcels. (\$6,000 one-time expense)
56. Accept Quit Claim Deed from John H. Kahs, for property being donated for conservation preservation. (No fiscal impact)
57. Accept Quit Claim Deed from Jason T. Collie, Jr. and Betty C. Collie for property being donated for conservation preservation. (No fiscal impact)
58. Accept Quit Claim Deed from Donna P. Paul, for properties being donated for conservation preservation. (No fiscal impact)
59. Approve Third Amendment to Lease No. 345 and Second Amendment to Lease No. 346 between Polk County and Mid Florida Community Services, Inc. (No fiscal impact)
60. Approve Agreement for Traffic Control on Private Roads for Wyndwood At Lake Highland Homeowners Association, Inc. (No fiscal impact)
61. Approve Right-of-Way Agreement for Parcels 105 and 705 in conjunction with the West Pipkin Road Improvement Project. (\$95,499 one-time expense)
62. Authorize a Partial Release of Easement for a Drainage Easement off of Lake Starr Boulevard in the Lake Wales area. (No fiscal impact)
63. Accept Polk County Utilities Easement from Circle K Stores, Inc., as requested through the Development Review Process. (No fiscal impact)
64. Approve First Addendum to Agreement for Sale and Purchase between Wheelabrator Ridge Energy, Inc. and Polk County. (No fiscal impact)

ANNOUNCEMENTS

All of the below scheduled meetings constitute 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 16, 2019 - 9:00 a.m. – Value Adjustment Board Hearings will be held in the Polk County Administration Building, 3rd Floor Conference Room.
- Monday, December 16, 2019 - 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in the Multi-Purpose Room, Room 413.
- Tuesday, December 17, 2019 - 9:00 a.m. – Second Selection Committee Meeting for review and scoring of RFP 19-379, Project Management Services for Utilities Asset Management Software Implementation, will be held in the Commissioners' Conference Room, Room 407.
- Wednesday, December 18, 2019 - 1:30 p.m. – First Selection Committee Meeting for RFP 19-029, Professional Engineering Services for Wahneta Street Lighting Design (LAP), will be held in the Commissioners' Conference Room, Room 407.
- Wednesday, December 18, 2019 - 1:30 p.m. – Land Use Hearing Officer Hearings will be held in the County Commission Boardroom.
- Wednesday, December 18, 2019 - 2:30 p.m. – First Selection Committee Meeting for RFP 19-124 Professional Engineering Services for Crystal Lake Sidewalk (LAP), will be held in the Commissioners' Conference Room, Room 407.
- Wednesday, December 18, 2019 - 3:30 p.m. – First Selection Committee Meeting for RFP 19-969, Professional Engineering Services for Wabash Ave. Multi-Use Trail (LAP), will be held in the Commissioners' Conference Room, Room 407.
- Wednesday, December 18, 2019 - 6:00 p.m. – Housing & Neighborhood Development will hold a public meeting to receive input from the public regarding

substantial amendments to the FY 2018-2019 and 2019-2020 Action Plans, in the County Commission Boardroom.

- Thursday, December 19, 2019 - 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Thursday, December 19, 2019 - 9:00 a.m. – Tourist Development Council will meet at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.
- Friday, December 20, 2019 - 8:30 a.m. – Citizens HealthCare Oversight Committee On Location Meeting will be held at Lakeland Volunteers in Medicine, 600 W. Peachtree Street, Lakeland.
- Tuesday, December 24, 2019 and Wednesday, December 25, 2019 – The offices of the Board of County Commissioners will be closed in observance of the Christmas Holiday.
- ~~Monday, December 30, 2019 - 2:00 p.m. Interviews for RFP 20-081, Comprehensive User Fee Study Implementation, will be held in the Budget & Management Services Conference Room, 3rd Floor, Polk County Administration Building. CANCELLED~~
- Wednesday, January 1, 2020 – The offices of the Board of County Commissioners will be closed in observance of the 2020 New Year’s Holiday.
- Thursday, January 2, 2020 - 9:00 a.m. – Second Selection Committee Meeting for Review and Scoring of RFP 19-029, Professional Engineering Services for Wahneta Street Lighting Design (LAP), will be held in the Commissioners’ Conference Room, Room 407.

- Thursday, January 2, 2020 - 12:00 p.m. – Second Selection Committee Meeting for Review and Scoring of RFP 19-124, Professional Engineering Services for Crystal Lake Sidewalk (LAP), will be held in the Commissioners' Conference Room, Room 407.

- Thursday, January 2, 2020 - 2:00 p.m. – Second Selection Committee Meeting for Review and Scoring of RFP 19-969, Professional Engineering Services for Wabash Ave Multi-Use Trail (LAP), will be held in the Commissioners' Conference Room, Room 407.

- Friday, January 3, 2020 - 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.