



Polk County Board of County Commissioners Meeting Agenda

October 19, 2021 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. (RICK WILSON, CHAIRMAN)

INVOCATION

1. Pastor Ralph Riera, Iglesia Bautista Unidos Por Fe, Lakeland

PLEDGE OF ALLEGIANCE (RICK WILSON, CHAIRMAN)

A. PRESENTATIONS and RECOGNITIONS

B. CEREMONIAL PROCLAMATIONS

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

2. Craig Morrison, representing Lake Wales Estates, to discuss community concerns.
3. Ruth Bingham to discuss the Polk County Sheriff's Office.
4. Comments.

D. APPROVE CONSENT AGENDA

5. Approve Consent Agenda.

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

6. Disbursements.
7. Approve Minutes of Regular Board meeting held on October 5, 2021.

F. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY

G. COUNTY ATTORNEY (RANDY MINK)

H. COUNTY MANAGER (BILL BEASLEY)

8. Consider approval of preliminary redistricting map for Board of County Commissioners based on the 2020 Census data. (No fiscal impact)
9. Approve a Consultant Services Authorization with CHA Consulting Inc. for the Northeast Regional Utility Service Area (NERUSA) Master Plan Update Project. (394,872 not-to-exceed, one-time expense)
10. Approve amendments No 5 and No 6 to the Agreement with The Lunz Group, Inc., to provide architectural and engineering services for the Masterpiece Road and the Watkins Road Fire Rescue Stations. (\$194,007, Masterpiece Road and \$195,925, Watkins Road, one-time expense)
11. Approve the Emergency Rental Assistance Subaward Agreement with Florida Rural Legal Services, Inc. \$4,400,000.00 one-time expense)
12. Approve the Emergency Rental Assistance Subaward Agreement with The Agricultural and Labor Program, Incorporated (\$3,300,000.00 one-time expense).
13. Approve the Emergency Rental Assistance Subaward Agreement with Heart for Winter Haven, Inc. (\$660,000.00 one-time expense).

I. COMMISSIONER DISTRICT 1 (GEORGE LINDSEY)

14. Commissioner Lindsey Comments.

J. COMMISSIONER DISTRICT 3 (BILL BRASWELL)

15. Appoint Jeffrey A. Neely as a member of the Northeast Polk County Roadway Advisory Committee for the three-year term, January 1, 2022 through December 31, 2024.
16. Commissioner Braswell Comments.

K. COMMISSIONER DISTRICT 4 (MARTHA SANTIAGO)

17. Commissioner Santiago Comments.

L. COMMISSIONER DISTRICT 5 (NEIL COMBEE)

18. Commissioner Combee Comments.

M. COMMISSIONER DISTRICT 2 (RICK WILSON, CHAIRMAN)

19. Chairman Wilson Comments.

N. LAY BOARD APPOINTMENTS

20. Appoint Alice Childs to Housing and Neighborhood Development's Citizens Advisory Committee (CAC) for the three-year term, October 19, 2021 through October 18, 2024.

O. PUBLIC HEARINGS

- * County Attorney opening comments

21. Public Hearing to consider adoption of a Resolution allowing for the installation of two traffic calming devices (speed humps) on Lake Marion Creek Road, near Haines City. (\$10,000 estimated one-time expense)
22. Public Hearing (LDCT-2021-3 Property Maintenance & E911 Uniform Addressing) (First Public Hearing - No Action) a County initiated ordinance amending the Land Development Code to eliminate duplicative language in Chapter 8, Section 830, and Chapter 2, Section 223.
23. Public Hearing (LDCT-2021-10 Land Use Hearing Officer Expansion) (Adoption Hearing) to consider a county-initiated ordinance amending the Land Development Code to expand the types of applications heard by the Land Use Hearing Office and to revise the appeal process.

P. CONSENT AGENDA ITEMS

COMMISSIONER DISTRICT 1

COMMISSIONER DISTRICT 2

COMMISSIONER DISTRICT 3

COMMISSIONER DISTRICT 4

COMMISSIONER DISTRICT 5

COUNTY COMPTROLLER

24. Removal of equipment from inventory as listed on Blanket Removal Form 2133.
25. Appoint property custodian for the office of Tax Collector for Polk County.
26. Solterra Resort Community Development District annual meeting schedule, 2021 fiscal year budget and minutes dated April 22, 2021.
27. Leomas Landing Community Development District annual meeting schedule and 2021 fiscal year annual budget.
28. Lake Region Lakes annual meeting schedule.
29. Accept Unclaimed Funds check in the amount of \$13,385.81 from Joe G. Tedder, Tax Collector.
30. Accept Unclaimed Funds check in the amount of \$113.00 from Stacy M. Butterfield, CPA, Clerk of the Circuit Court.
31. Authorize the issuance of check in the amount of \$20.10 to Shelley Lyn Leetch representing refund of Unclaimed Funds.
32. Audit Report 2021-09 County Probation Financial Services Follow Up

COUNTY MANAGER

ECONOMIC DEVELOPMENT

TOURISM/SPORTS MARKETING

OFFICE OF PLANNING & DEVELOPMENT

33. SET HEARING (LDDA-2021-2 Citrus Ridge Development Agreement) to consider a request for a Development Agreement between Shoppes at Citrus Ridge and Polk County to complete certain transportation improvements for a planned mixed-use development. (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
34. Approve Angus Acres plat for Conditional Approval. (No fiscal impact)
35. Approve Chestnut Creek Plat for Conditional Approval. (No fiscal impact)
36. Approve Murphy Corner plat for Conditional Approval. (No fiscal impact)
37. Approve Eagle Pointe of Lakeland Plat for Conditional Approval. (No fiscal impact)
38. SET HEARING (LDCPAL 2021-14 Hancock Crossing CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on Residential Suburban-X (RSX) in the Suburban Development Area (SDA) to Residential Low-X (RL-X) (31.3 +/- acres) and Neighborhood Activity Center-X (NACX) (7.18 +/- acres) in the Transit Supportive Development Area (TSDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
39. SET HEARING (LDCPAL 2021-15 Property Rights Element) to consider a Large-Scale Comprehensive Plan Text Amendment to add a Property Rights Element to Chapter 2 of the Polk County Comprehensive Plan. (The adoption hearing needs to be reset from October 19, 2021 to November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
40. SET HEARING (LDCPAS 2021-5 Highway 98 Bazinet CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 10.41 +/- acres from Business Park Center-X (BPC-X) to Industrial-X (INDX) in the Transit supportive Development Area (TSDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
41. SET HEARING (LDCPAS 2021-6 Eagle Lake Storage CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 0.38 +/- acres from Residential Low (RL) to Linear Commercial Corridor (LCC) in the Transit Supportive Development Area (TSDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
42. SET HEARING (LDCPAS 2021-7 Galloway CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 5.2 +/- acres from Residential Low (RL) to Neighborhood Activity Center (NAC) and Neighborhood Activity Center (NAC) to Preservation (PRESV) in the Transit Supportive Development Area (TSDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
43. SET HEARING (LDCPAS 2021-8 Delco CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 2.18 +/- acres from Residential Suburban (RS) to Industrial (IND) in the Suburban Development Area (SDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)

44. SET HEARING (LDCPAS 2021-9 Core Contracting Group CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 0.98 +/- acres from Neighborhood Activity Center (NAC) and Residential Low (RL) to Residential High (RH) in the Transit Supportive Development Area (TSDA). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
45. SET HEARING (LDCPAS 2021-10 Slay CPA) to consider the adoption of a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation on 2.37 +/- acres from Office Center-X (OCX) to Residential Low-X (RLX) in the Transit Supportive Development Area (TSDA) in the US 98 Selected Area Plan (SAP). (Suggested hearing date is November 2, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
46. Approve recommended changes to the functional classification of select Polk County roads. (No fiscal impact)

DEPUTY COUNTY MANAGER

PROCUREMENT

47. Approve agreement with Miller Construction Management, Inc. to provide Pre-Construction Manager at Risk (CMAR) services for the Nalcrest Fire Rescue Station. (\$24,860.52 pre-construction services one-time expense)
48. Request the Board approve agreement with Franklin Surveying & Mapping, Inc. dba KPM Franklin for professional engineering services for the Jan Phyl Village drainage improvement project. (\$99,690.00 one-time expense)

COMMUNICATIONS

COOPERATIVE EXTENSION SERVICES

HEALTH & HUMAN SERVICES

49. Approve HOME Investment Partnership rehabilitation/replacement program homeowner assistance agreement, for the property located in Winter Haven, FL (\$149,267.20 one-time expense)
50. State Housing Initiatives Partnership (SHIP) Incentive Plan Implementation Annual Review 2021 (No Fiscal Impact)

EQUITY & HUMAN RESOURCES

INFORMATION TECHNOLOGY

CODE ENFORCEMENT

COUNTY PROBATION

RISK MANAGEMENT

51. Approve the annual Aviation insurance policy renewal effective October 31, 2021 through October 31, 2022. (\$131,125 annual expense)

INDIGENT HEALTH CARE

DEPUTY COUNTY MANAGER

FACILITIES MANAGEMENT

FLEET MANAGEMENT

PARKS & NATURAL RESOURCES

- 52. Approve Amendment #2 for DTF 19-101 and Amendment #1 for DTF 21-101 extending the term of the Agreements with Enterprise Florida, Inc, on behalf of the Florida Defense Support Task Force to June 30, 2022. (Time extension only)
- 53. Approve a Consultant Services Agreement with Pennoni Associates, Inc. to provide design and permitting services for a public boat ramp facility on Lake Buffum. (\$175,450 one-time expense)

FIRE RESCUE

- 54. Approve Fire Rescue Rural Areas Suppression Resiliency Grant (\$2,000,000 one-time grant)

EMERGENCY MANAGEMENT

- 55. Approve Emergency Management Performance Grant, American Rescue Plan Act (EMPG-ARPA). (\$13,926 one-time revenue, \$13,926 cash match)

ROADS & DRAINAGE

- 56. Approve Right-of-Way Use Agreement with and accept Liability Report from Heritage Park at Mulberry Homeowners Association, Inc. to allow the placement and maintenance of "Children at Play" signs on Heritage Park Lane, near Mulberry. (No fiscal impact)
- 57. Approve Modification No. 3 to the Consultant Services Authorization with HDR Engineering, Inc. for the Banana Road Sidewalk Project. (\$96,739.18 one-time expense)
- 58. Approve a CIP Amendment, Budget Transfer and Modification No. 2 to the Consultant Services Authorization with Rummel, Klepper & Kahl, LLC for the Fort Fraser Trail Extension Project. (\$10,924 transfer and one-time expense)
- 59. Adopt a Resolution setting speed limit on Jacks Road, near Davenport. (\$121.15 one-time expense)
- 60. Adopt a Resolution setting parking restrictions on Starling Drive within the Pine Lake Subdivision, near Mulberry. (\$455.54 one-time expense)
- 61. Adopt a Resolution setting parking restrictions on Timberline Road East within the Timber Wood Unit One Subdivision, near Winter Haven. (\$121.15 one-time expense)

UTILITIES

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

62. Approve Agreement for Transfer of Public Road, between the City of Haines City and Polk County and authorize a County Deed for the right-of-way associated therewith. (No fiscal impact)
63. Approve Subordination of Utility Interests between the State of Florida Department of Transportation and Polk County. (No fiscal impact)
64. Approve Agreement for Transfer of Highway Easement, between the City of Lake Alfred (the "City") and Polk County and authorize a County Deed for the interest associated therewith. (No fiscal impact)
65. Declare surplus and authorize the private conveyance of the County's interest in Parcel ID No. 262805-000000-041160 to Antonio Casimiro. (\$4,500 one-time revenue)
66. Authorize Quit Claim Deed to convey the County's interest in Parcel 103.2 to The State of Florida, Department of Transportation. (No Fiscal Impact)
67. Accept instrument for additional rights-of-way along Citrus Ridge Drive and Minute Maid Ramp Road 1 as requested through the Development Review Process. (No fiscal impact)
68. 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, Madd Assets LLC, Land Finders USA LLC, and Katariski Estate et al parcels. (\$18,200 one-time expense)
69. Approve Release of Lien related to Workforce Housing Impact Fee Waiver. (No fiscal impact)
70. Approve Subordination Agreement for Workforce Housing Impact Fee Lien. (No fiscal impact)
71. SET HEARING to consider adoption of a resolution setting forth intention to utilize uniform method for collection of non-ad valorem assessments. (Suggested hearing date is December 14, 2021 at 9:30 a.m. or immediately following the Regular Agenda)
72. Satisfaction and Release of First Down Mortgage Lien for Case FD-0047 (One-time revenue of \$7,000)
73. Satisfaction and Release of First Down Mortgage Lien for Case FD-0060 (One-time revenue of \$ 7,000)

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, October 18, 2021 - 1:30 p.m. – Transportation Disadvantaged Local Coordinating Board Meeting will be held in the County Commission Boardroom.

- Wednesday, October 20, 2021 - 9:00 a.m. – Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.

- Wednesday, October 20, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Thursday, October 21, 2021 - 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Polk County Administration Building.

- Thursday, October 21, 2021 – 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Thursday, October 21, 2021 - 9:00 a.m. – Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.

- Friday, October 22, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Monday, October 25, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Monday, October 25, 2021 - 5:30 p.m. – Community Relations Advisory Council (CRAC) will meet in the Multi-Purpose Room, Room 413.

- Tuesday, October 26, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Tuesday, October 26, 2021 - 1:30 p.m. – Polk County Legislative Delegation Meeting will be held at the Polk State College Center for Public Safety, 1251 Jim Keene Boulevard, Winter Haven.

- Wednesday, October 27, 2021 - 9:00 a.m. – Affordable Housing Advisory Committee will meet in the Multi-Purpose Room, Room 413.

- Wednesday, October 27, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Thursday, October 28, 2021 - 8:30 a.m. – Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Polk County Administration Building.

- Thursday, October 28, 2021 - 9:00 a.m. – Tourist Development Council meeting will be held at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.

- Thursday, October 28, 2021 - 9:00 a.m. – Land Use Hearing Officer Hearings will be held in the County Commission Boardroom.

- Thursday, October 28, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Friday, October 29, 2021 - 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 County Commission Boardroom.

- Wednesday, November 3, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Thursday, November 4, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.

- Friday, November 5, 2021 - 9:00 a.m. – Value Adjustment Board hearings will be held in the Administration Building, Third Floor, Conference Room 341.