



# Polk County Board of County Commissioners

## Meeting Agenda

### November 1, 2016 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 Neil Combee 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.

#### INVOCATION

1. Stan McMahan, Associate Pastor, Trinity Presbyterian Church, Lakeland

#### PLEDGE OF ALLEGIANCE (JOHN E. HALL, CHAIRMAN)

#### A. PRESENTATIONS and RECOGNITIONS

2. Presentation of Certificates of Service To: Johnny R. "Festus" Hester, David C. Barnes, Julie A. Harrell, and Howard T. "Howie" Warren.(Requested by Tabitha Alpers, County Manager Admin)

#### B. CEREMONIAL PROCLAMATIONS

3. Proclamation Philanthropy Month(Requested by Mianne Nelson, Communications)
4. Proclamation Rotary Foundation Month(Requested by Mianne Nelson, Communications)

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

5. Comments.

#### D. APPROVE CONSENT AGENDA

6. Approve Consent Agenda.(Requested by Erin Valle, Comptroller)

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

7. Disbursements(Requested by Erin Valle, Comptroller)
8. Minutes of Regular Board Meeting Held on October 18, 2016.(Requested by Erin Valle, Comptroller)

**F. REQUEST FROM ELECTED OFFICIAL and OTHER GOVERNMENTAL AGENCY**

**G. PUBLIC HEARING TO CONSIDER SETTLEMENT**

**H. COUNTY ATTORNEY (MICHAEL CRAIG)**

**I. COUNTY MANAGER (JIM FREEMAN)**

9. Approve Agreement with Westin Engineering, Inc. to Perform a Software Gap Analysis for the Utilities Division (\$148,830 One-Time Expense)(Requested by Fran Mcaskill, Procurement)
10. Approve a Transfer of \$700,000 from Reserves for Debt Service in the Constitutional Fuel Tax Revenue Refunding Bonds Series 2006, and Adopt a Resolution Authorizing an Amendment to the FY15/16 Budget for the Costs of a Partial Refunding. (\$752,002 Increase of Revenues and Expenses in FY15/16)(Requested by Todd Bond, Budget)
11. Approve Transfer from Employee Health Insurance Fund Reserve Contingencies for FY15/16 Medical Claims. (\$4,040,936 One-Time Transfer)(Requested by Challise McCurry, Risk Management)
12. Piggyback Agreement (PB 16-650) for Comprehensive HVAC Products, Installation, Services and Related Products with the Board of Education of Harford County Public Schools, Bel Air, MD. (\$500,000 Annual Estimated Recurring Expense)(Requested by Fran Mcaskill, Procurement)
13. Approve Consultant Services Authorization (CSA) No. 06-233-11 with URS Corporation Southern (Consultant) to Provide Engineering Services for the Analysis and Design of the CR 580 (Johnson Avenue) at Power Line Road Intersection Improvements Project. (\$195,780 One-Time Expense)(Requested by Jay Jarvis, Roads and Drainage)
14. Agreement with Hydro Solutions Consulting, LLC for the Cherry Hill Water Production Facility (WPF) Project Part 1 (\$450,217.59 One-Time Expense)(Requested by Fran Mcaskill, Procurement)

**J. COMMISSIONER DISTRICT 1 (GEORGE LINDSEY)**

**K. COMMISSIONER DISTRICT 2 (MELONY M. BELL)**

**L. COMMISSIONER DISTRICT 3 (EDWIN V. SMITH)**

**M. COMMISSIONER DISTRICT 4 (R. TODD DANTZLER)**

**N. COMMISSIONER DISTRICT 5 (JOHN E. HALL, CHAIRMAN)**

**O. LAY BOARD APPOINTMENTS**

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

**P. PUBLIC HEARINGS**

\* County Attorney opening comments

15. Public Hearing to Consider Adoption of a Resolution to Vacate a Portion of Unopened and Un-Maintained Platted Right-Of-Way, as Shown on the Map of Florida Development Company Tract.(Requested by Wade Allen, ROW/Real Estate)
16. Public Hearing to Consider Adoption of a Resolution to Vacate a Portion of an Unopened and Un-Maintained Platted Alleyway, as Shown on the Map of the Town of Bradley Junction.(Requested by Wade Allen, ROW/Real Estate)
17. Public Hearing to Consider Adoption of a Resolution to Vacate a Portion of Platted and Unmaintained Rights-Of-Way, as Shown on the Revised Map of New Armenia Subdivision.(Requested by Wade Allen, ROW/Real Estate)
18. Public Hearing (CPA 16C-02) (Adoption Public Hearing) to Consider an Ordinance to Correct a Scrivener's Error in Ordinance 16-043 that Approved CPA 16C-02 on September 6, 2016. (No Fiscal Impact)(Requested by Ronnie Blackshear, Long Range Planning)
19. Public Hearing (LDC 16T-11/Resource Protection) (Adoption Public Hearing) to Consider a County-Initiated Ordinance Amending the Land Development Code. (No Fiscal Impact)(Requested by John Bohde, Land Development)
20. Public Hearing (CPA 16 CIE 01/Capital Improvements Element Update)(Transmittal Public Hearing) to Consider a County Initiated Text Amendment to Update the Capital Improvement Element (CIE) of the County's Comprehensive Plan. (No Fiscal Impact).(Requested by Ronnie Blackshear, Long Range Planning)
21. Consider (CDD 16-03) (Adoption Public Hearing) an Applicant Initiated Resolution Authorizing the City of Davenport to Expand the Highland Meadows II Community Development District (CDD) into the Unincorporated Area. (No Fiscal Impact)(Requested by John Bohde, Land Development)
22. Public Hearing (CPA 17A-01/Polk County Utilities Gibson Oaks WPF CPA) (Transmittal Public Hearing) to Consider a Large Scale Comprehensive Plan Map Amendment to Change the Future Land Use Designation from Agricultural Residential Rural (ARR) to Institutional (INST) on 40+/- Acres in the Polk City Special Protection Area (SPA) of the Green Swamp Area of Critical State Concern. (No Fiscal Impact)(Requested by Ronnie Blackshear, Long Range Planning)
23. Public Hearing (CPA 17A-02/Best Fab)(Transmittal Public Hearing) to Consider a Large Scale Comprehensive Plan Amendment to Change the Future Land Use Designation on 10 +/- Acres from Residential Low (RL) to Business Park Center (BPC) and List the Proposed Change in Appendix 2.135 of the Comprehensive Plan. This Case is Related to LDC16T-10. (No Fiscal Impact).(Requested by Ronnie Blackshear, Long Range Planning)
24. Public Hearing (LDC 16T-10/Best Fab)(First Public Hearing – No Action) to Consider an Applicant-Initiated Amendment to the Land Development Code. This Case is Related to CPA 17A-02. (No Fiscal Impact).(Requested by Ronnie Blackshear, Long Range Planning)

**Q. CONSENT AGENDA ITEMS**

COMMISSIONER DISTRICT 1

COMMISSIONER DISTRICT 2

COMMISSIONER DISTRICT 3

COMMISSIONER DISTRICT 4

COMMISSIONER DISTRICT 5

COUNTY COMPTROLLER

25. Removal of Equipment from Inventory as Listed on Blanket Removal Form 2014.(Requested by Erin Valle, Comptroller)
26. Accept Unclaimed Funds Check in the Amount of \$442.36 from Stacy M. Butterfield, Clerk of Circuit Court.(Requested by Erin Valle, Comptroller)
27. Accept Unclaimed Funds Check in the Amount of \$18,258.75 from Joe G. Tedder, Tax Collector.(Requested by Erin Valle, Comptroller)

COUNTY MANAGER

ECONOMIC DEVELOPMENT

TOURISM/SPORTS MARKETING

OFFICE OF PLANNING & DEVELOPMENT

28. SET HEARING (LDC 16T-09 – Saxon Text Amendment) to Consider the Adoption of an Applicant-Initiated Ordinance Amending the Land Development Code. Suggested Hearing Dates Are November 22, 2016 and December 6, 2016 at 1:30 P.M.(Requested by John Bohde, Land Development)
29. SET HEARING (CPA 16S-07/Havenhill CPA) to Consider the Adoption of a Small Scale Comprehensive Plan Amendment and Associated Ordinance. (Suggested Hearing Date is November 22, 2016 at 1:30 P.M.)(Requested by Ronnie Blackshear, Long Range Planning)
30. SET HEARING (CPA 16S-08/Gordonville Park CPA) to Consider the Adoption of a Small Scale Comprehensive Plan Amendment and Associated Ordinance. (Suggested Hearing Date is November 22, 2016 at 1:30 P.M.)(Requested by Ronnie Blackshear, Long Range Planning)
31. SET HEARING (CPA 16S-09/Knights Station Road CE CPA) to Consider the Adoption of a Small Scale Comprehensive Plan Amendment and Associated Ordinance. (Suggested Hearing Date is November 22, 2016 at 1:30 P.M.)(Requested by Ronnie Blackshear, Long Range Planning)
32. SET HEARING (CPA 16S-10/Ritchie Brothers CPA) to Consider the Adoption of a Small Scale Comprehensive Plan Amendment and Associated Ordinance. (Suggested Hearing Date is November 22, 2016 at 1:30 P.M.)(Requested by Ronnie Blackshear, Long Range Planning)
33. SET HEARING (CPA 16S-13/Michalec CPA) to Consider the Adoption of a Small Scale Comprehensive Plan Amendment and Associated Ordinance. (Suggested Hearing Date is November 22, 2016 at 1:30 P.M.)(Requested by Ronnie Blackshear, Long Range Planning)

34. Accept Dollar General Kathleen Potable Water and Wastewater System Utility Improvements for Ownership, Operation and Maintenance by Polk County Utilities. (No Fiscal Impact)(Requested by John Bohde, Land Development)
35. Accept Parkland at West Oaks Plat for Conditional Approval. (No Fiscal Impact)(Requested by John Bohde, Land Development)

DEPUTY COUNTY MANAGER

BUDGET & PROCUREMENT

36. Approve the Polk County Sheriff's Award from the FY 2016 State Criminal Alien Assistance (SCAAP) Program from the Bureau of Justice Assistance. (\$17,763 One-Time Revenue)(Requested by Todd Bond, Budget)

COMMUNICATIONS

37. Proclamation Badcock Family Day in Polk County(Requested by Mianne Nelson, Communications)

COOPERATIVE EXTENSION SERVICES

SOCIAL SERVICES

38. Approve Neighborhood Stabilization Program (NSP1) Satisfactions of Mortgage and Security Agreements for the Properties Listed Below (\$34,000 One-Time Revenue).(Requested by Greg Alpers, Social Services HND)
39. Approve State Housing Initiatives Partnership (SHIP) Program Rehabilitation/Replacement Lien for Case No. RC00-SHIP-11-D. (No Fiscal Impact)(Requested by Greg Alpers, Social Services HND)
40. Approve Amendment to Provide Augmentation Funds for Retired and Senior Volunteer Program (RSVP) (\$3,500 One-Time Revenue)(Requested by Marcia Andresen, Social Services Admin)
41. Approve Amendment to Provide Funds from the Ounce of Prevention Fund of Florida for Zika Prevention Kits (\$15,652 One-Time Revenue)(Requested by Shaneal Allen, Social Services Healthy Family)

EQUITY & HUMAN RESOURCES

INFORMATION TECHNOLOGY

CODE ENFORCEMENT

COUNTY PROBATION

RISK MANAGEMENT

INDIGENT HEALTH CARE

DEPUTY COUNTY MANAGER

FACILITIES MANAGEMENT

FLEET MANAGEMENT

PARKS & NATURAL RESOURCES

42. Approve the Grant Agreement Between the State of Florida Department of Environmental Protection and Polk County for the Bone Valley ATV Trail Crossing Project (RTP Project Number T1505) Grant. (\$300,000 One-Time Grant Revenue with a Local Match of \$75,000)(Requested by Jeff Spence, Natural Resources)

FIRE RESCUE

EMERGENCY MANAGEMENT

43. Renaming Public Roadway from Golden Maylay Palm Way to Cornerstone Church Place(Requested by Pete McNally, Emergency Management)
44. Renaming Register Road to Legoland Way(Requested by Pete McNally, Emergency Management)

ROADS & DRAINAGE

45. Adopt a Resolution Setting Parking Restrictions on Queen's Cove Boulevard and Spirit Lake Road, Near Winter Haven. (\$355.39 One-Time Expense)(Requested by Jay Jarvis, Roads and Drainage)
46. Adopt a Resolution Setting Commercial Parking Restrictions on Evie Street, Friedlander Road, Judy Street, Karen Street, Laura Street, Lewis Griffin Road, Lilly Street, Linda Street, Lisa Street, Lydia Street, Mary Lee Street, Sally Street, Sarah Street, and Tangelo Street Within the Highland Park Manor Subdivision (Near Lake Wales). (\$3,040.18 One-Time Expense)(Requested by Jay Jarvis, Roads and Drainage)
47. Adopt a Resolution Setting Parking Restrictions on Golden Malay Palm Way, Near Davenport. (\$655.84 One-Time Expense)(Requested by Jay Jarvis, Roads and Drainage)
48. Adopt Resolutions for Golf Cart Designation of All Roads Within All Phases of Davenport Lakes and Fairway Lake Estates (Near Davenport). (\$1,836.66 One-Time Expense)(Requested by Jay Jarvis, Roads and Drainage)

UTILITIES

WASTE & RECYCLING

49. Approve Change Order No. 1 to Contract 15-65 with Comanco Environmental Corporation for Construction of the Class I, Phase V Disposal Facility at the North Central Landfill. (No Fiscal Impact - Time Extension Only)(Requested by Ana Wood, Waste & Recycling)

ELECTED OFFICIAL AND OTHER GOVERNMENTAL AGENCY

COURT RELATED

POLK COUNTY PROPERTY APPRAISER

POLK COUNTY SHERIFF

50. Approve Amendment to the Polk County Sheriff's Office (PCSO) FY 15/16 Budget. (No Fiscal Impact)(Requested by Todd Bond, Budget)

POLK COUNTY SUPERVISOR OF ELECTIONS

POLK COUNTY TAX COLLECTOR

SUPERINTENDENT OF POLK COUNTY SCHOOLS

WORKFORCE DEVELOPMENT BOARD

COUNTY ATTORNEY

51. Approve Second Amendment to Lease No. 313, Extension Agreement Between Polk County and the City of Frostproof, Florida. (No Fiscal Impact)(Requested by Wade Allen, ROW/Real Estate)
52. Set Public Hearing to Consider Adoption of a Resolution Setting Forth Intention to Utilize the Uniform Method for Collection of Non-Ad Valorem Assessments. (Suggested Hearing Date is December 20, 2016 at 1:30 P.M.)(Requested by Michael Craig, County Attorney)
53. Authorize the Conveyance of County's Interest in Parcel ID Number 272720-747300-002220 to the City of Haines City. (No Fiscal Impact)(Requested by Wade Allen, ROW/Real Estate)
54. Release of Lien Related to a Workforce Housing Impact Fee Mitigation Upon Payment of \$2080.00(Requested by Michael Craig, County Attorney)
55. Subordination Agreement for Affordable Housing Impact Fee Lien(Requested by Michael Craig, County Attorney)
56. Approve Subordination Agreement for Workforce Housing Impact Fee Mitigation.(Requested by Michael Craig, County Attorney)
57. Subordination Agreement for Affordable Housing Impact Fee Lien(Requested by Michael Craig, County Attorney)
58. Memorandum of Understanding with City of Winter Haven Regarding Funding for Chain of Lakes Complex(Requested by Michael Craig, County Attorney)

## **ANNOUNCEMENTS**

List out your announcements...

Type out in MW...