



# Polk County Board of County Commissioners

## Meeting Agenda

### February 21, 2017 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.** (MELONY M. BELL, CHAIR)

#### **INVOCATION**

1. Dr. William H. Elder, Pastor, First Presbyterian Church of Frostproof

**PLEDGE OF ALLEGIANCE** (MELONY M. BELL, CHAIR)

#### **A. PRESENTATIONS and RECOGNITIONS**

2. Presentation of Certificates of Service to: Robert E. Martin and Deitra A. Johnson.

#### **B. CEREMONIAL PROCLAMATIONS**

3. Proclaim March 14, 2017 as Florida Polytechnic University Women in STEM day. Dr. Terry Parker will accept the Proclamation representing Florida Polytechnic University.

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

4. Tim Lauzon to request expanded hours of Sunday alcohol sales.
5. Rolando Rosado to share concerns regarding the planning and development process.
6. Comments.

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

7. Approve Consent Agenda

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

8. Disbursements.
9. Approve Minutes of Regular Board Meeting held on February 7, 2017.

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

**G. PUBLIC HEARING TO CONSIDER SETTLEMENT**

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

10. Accept a cash performance surety for Highlands Grace Phase I in the amount of \$19,580. (No fiscal impact)

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

11. Approve the Polk Regional Water Cooperative Combined Projects Implementation Agreement. (Not to exceed \$3,934,050 Over a five-year period)
12. Approve Agreement 16-066, Work Authorization No. 2, with AquaSciTech Consulting, PLLC, to provide expertise and analysis in preparing the 10-year compliance report required by Polk County's Northeast Regional Utility Service Area Water Use Permit. (\$263,851.90 not-to-exceed, one-time expense)
13. Approve Cooperative Funding Agreement with the Southwest Florida Water Management District for the Loughman and Ridgewood Reclaimed Water Transmission project. (\$1,252,500 not-to-exceed net cost to the County)
14. Approve Consultant Services Authorization No. 14-007-02 with AMEC Foster Wheeler, Inc. for conducting engineering design and permitting for the Lake Gwyn East Surface Water Restoration Project. (\$180,000 one-time expense)
15. Approve an Infrastructure Agreement with CG Land Services, LLC to construct a portion of the Dunson Road Extension. (Not-to-exceed \$550,000 one-time expense)
16. Approve agreement with Keystone Challenge Fund, Inc. for the SHIP Down Payment and Closing Cost Assistance Program. (Not-to-exceed \$1,000,000 annual expense)
17. Approve the 2017 federal appropriation requests

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

18. Commissioner Lindsey Comments.

**K. COMMISSIONER DISTRICT 3 (BILL BRASWELL)**

19. Commissioner Braswell Comments.

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

20. Commissioner Dantzler Comments.

**M. COMMISSIONER DISTRICT 5 (JOHN E. HALL)**

21. Commissioner Hall Comments.

**N. COMMISSIONER DISTRICT 2 (MELONY M. BELL, CHAIR)**

22. Appoint Janet Parham as a member of the Polk County Historical Commission for the three-year term, October 1, 2016 - September 30, 2019.

23. Chair Bell Comments.

**O. LAY BOARD APPOINTMENTS**

24. Appoint Cynthia A. Clifford as an alternate member of the Housing and Neighborhood Development Citizens Advisory Committee for the three-year term, October 1, 2016 through September 30, 2019.

**\*\*\*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

25. Public Hearing (NOPC 17-01) to consider a proposed change to the Providence Development of Regional Impact (DRI 90-04) Development Order.

26. Public Hearing (CU 15-25M) to consider a Level 4 Conditional Use modification to allow the expansion of a legal non-conforming use on approximately 24.49 acres in the Agricultural Residential Rural (A/RR) Future Land use district.

27. Public Hearing (CPA 16S-12/Pilot Bank CPA) (Adoption Public Hearing) to consider a Small Scale Comprehensive Plan Map amendment to change the Future Land Use designation on 5.67 +/- acres from Residential Low (RL) to Business Park Center (BPC) in the Transit Supportive Development Area (TSDA) and list the proposed change in Appendix 2.135 of the Comprehensive Plan. This case is related to LDC 17D-01, which is a sub-district change from Business Park Center (BPC-1) to Business Park Center (BPC-2) and LDC 16T-12, which amends Appendix E of the Land Development Code (LDC) to limit the intensity of the proposed BPC.

28. Public Hearing (LDC 17D-01/Pilot Bank Sub-District Change)(Adoption Hearing) to consider a sub-district change from Business Park Center (BPC-1) to Business Park Center (BPC-2) in the Transit Supportive Development Area (TSDA). This case is related to CPA 16S-12, which is a change from Residential Low (RL) to Business Park Center (BPC) in the Transit Supportive Development Area (TSDA) and lists the proposed change in Appendix 2.135 of the Comprehensive Plan and LDC 16T-12, which amends Appendix E of the Land Development Code (LDC) to limit the intensity of the proposed BPC.

29. Public Hearing (LDC 16T-12/Pilot Bank LDC Text) (Adoption Public Hearing) to add a list of conditions to Appendix E of the Land Development Code to limit the intensity of the proposed BPC. This amendment is related to CPA 16S-12, which is a request to change the Future Land Use designation from Residential Low (RL) to Business Park Center (BPC) and LDC 17D-01, which is a sub-district change from Business Park (BPC-1) to Business Park Center (BPC-2).

**Q. CONSENT AGENDA ITEMS**

COMMISSIONER DISTRICT 1

COMMISSIONER DISTRICT 2

COMMISSIONER DISTRICT 3

COMMISSIONER DISTRICT 4

COMMISSIONER DISTRICT 5

COUNTY COMPTROLLER

30. Removal of equipment from inventory as listed on Blanket Removal Form 2021.

31. Cash Counts Building Division Project 2016P-05 C.

32. Cash Counts Waste and Recycling Division Project 2016P-05 E.

COUNTY MANAGER

ECONOMIC DEVELOPMENT

TOURISM/SPORTS MARKETING

OFFICE OF PLANNING & DEVELOPMENT

33. SET HEARING (LDC 17T-04/ Salvage Yards on Local Roads) to consider the adoption of an applicant-initiated ordinance amending the Land Development Code. (Suggested hearing dates are March 7, 2017 at 1:30 p.m. and March 21, 2017 at 1:30 p.m.)

34. Accept a cash performance surety for Delphi Addition in the amount of \$4,950. (No fiscal impact)

DEPUTY COUNTY MANAGER

BUDGET & MANAGEMENT SERVICES

PROCUREMENT

35. Approve selection committee's recommendation to authorize staff to negotiate an agreement with Clemons Rutherford & Associates (CRA) to provide Architectural / Engineering Services for the future Polk County Sheriff's Office New Book-In Facility.

36. Approve agreement with Keystone Challenge Fund, Inc. for the SHIP Homebuyer Education Program. (Not-to-exceed \$100,000 annual expense)

37. Approve selection committee's recommendation to authorize staff to negotiate master service agreements with AMEC Foster Wheeler Environment & Infrastructure, Inc., AECOM Technical Services, Inc., Chastain Skillman, Inc., Hydro Solutions Consulting, LLC, Inwood Consulting Engineers, Inc., Kimley-Horn and Associates, Inc., Kisinger Campo & Associates, Corp, (KCA) and Pennoni Associates, Inc, for professional engineering services for Park and Natural Resources. (No fiscal impact)

COMMUNICATIONS

COOPERATIVE EXTENSION SERVICES

SOCIAL SERVICES

38. Approve State Housing Initiatives Partnership (SHIP) satisfaction of mortgage for Case S06-DP-0083. (No fiscal impact)

39. Community Housing Development Organization/HOME Investment Partnerships Program project agreement between Polk County and the Keystone Challenge Fund, Inc. (\$119,513.25 one-time expense)

EQUITY & HUMAN RESOURCES

40. Approve revisions and updates to the Employee Handbook, Policy 7.08.

INFORMATION TECHNOLOGY  
CODE ENFORCEMENT  
COUNTY PROBATION  
RISK MANAGEMENT  
INDIGENT HEALTH CARE  
DEPUTY COUNTY MANAGER  
FACILITIES MANAGEMENT  
FLEET MANAGEMENT  
PARKS & NATURAL RESOURCES  
FIRE RESCUE  
EMERGENCY MANAGEMENT  
ROADS & DRAINAGE  
UTILITIES

41. Approve the Polk Regional Water Cooperative Conservation Project Implementation Agreement. (No fiscal impact)
42. Approve the Polk Regional Water Cooperative Conservation Project Agreement Relating to Indoor Conservation Incentives, Outdoor Best Management Practices and Florida Water Star™ Standards, and a transfer from Reserves and amendment to the FY 16-17 Utilities Community Investment Program Expansion budget. (\$669,225 not-to-exceed cost, of which \$637,350 will be reimbursed to the County)
43. Approve piggyback agreement with the Rowe Drilling Company, Inc. to provide water well services. (\$100,000 recurring annual expense)

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

44. Approve Interlocal agreement for annexation of enclaves.

45. Approve Satisfaction and Release of First Down Mortgage Lien FD-0066.

**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, February 20, 2017 - 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.
- Tuesday, February 21, 2017 - 10:00 a.m. (or immediately following the morning session of the Board Meeting) - Board/Staff Work Session to discuss Clubhouse Road, will be held in the County Commission Boardroom.
- Tuesday, February 21, 2017 - 12:00 p.m. - Youth Leadership Haines City Luncheon will be held in the Multi-Purpose Room, Room 413.
- Wednesday, February 22, 2017 - 9:00 a.m. - Appellate Special Magistrate of the Code Enforcement Unit will meet in the County Commission Boardroom.
- Wednesday, February 22, 2017 - 12:00 p.m. - Anti-Drug Abuse Advisory Council will meet in the Commissioners' Conference Room, Room 407.
- Thursday, February 23, 2017 - 8:30 a.m. - Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Neil Combee Administration Building.
- Thursday, February 23, 2017 - 9:00 a.m. - Tourist Development Council will meet at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.
- Thursday, February 23, 2017 - 1:30 p.m. - Board of Adjustment will be held in the County Commission Boardroom.
- Monday, February 27, 2016 - 2:00 p.m. - Second selection committee meeting for RFP 17-148, Engineering Services for Phase VI Landfill, will be held in the Multi-Purpose Room, Room 413.
- Monday, February 27, 2016 - 5:30 p.m. - Community Relations Advisory Council (CRAC) will meet in the Multi-Purpose Room, Room 413.
- Tuesday, February 28, 2017 - 9:00 a.m. - Interviews for RFP 17-158, Mulberry Fire Rescue Station and Concession Stand, will be held in the Commissioners' Conference Room, Room 407.
- Thursday, March 2, 2017 - 8:30 a.m. - Development Review Committee will meet in the Planning and Development Conference Room, Second Floor, Neil Combee Administration Building.
- Thursday, March 2, 2017 - 9:00 a.m. - Polk County Historical Commission will meet at the History Center, 100 E. Main Street, Bartow.

- Thursday, March 2, 2017 - 9:00 a.m. - Tourist Development Council's Arts and Culture Committee will meet at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.
  
- Friday, March 3, 2017 - 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.
  
- Monday, March 6, 2017 - 2:30 p.m. - Central Florida Development Council Board Meeting will be held at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.
  
- Monday, March 6, 2017 - 4:00 p.m. - Central Florida Development Council General Investor Meeting will be held at the Lake Myrtle Sports Complex, 2701 Lake Myrtle Park Road, Auburndale.