WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY COMMISSION MEETING

DATE: Monday, August 11, 2025, 6:00 p.m.

LOCATION: City Hall - John Fuller Auditorium
451 Third Street NW
Winter Haven, FL 33881

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1. **CALL TO ORDER** - Nathaniel J. Birdsong, Jr., Mayor
2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
3. **INVOCATION** - Pastor John Halman, St. Paul Worship Center
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
6. **DEVELOPMENTS OF NOTE**
7. **MINUTES**

7.A **July 9, 2025, City Commission Agenda Review Session Minutes**

Staff Contact: *LaTonya Harris, CMC, FCRM, City Historian & Archivist | Deputy City Clerk, lharris@mywinterhaven.com*

2025-07-09 DRAFT Agenda Review Session Minutes with Link

7.B **July 14, 2025, Regular City Commission Meeting Minutes**

Staff Contact: *LaTonya Harris, City Historian & Archivist | Deputy City Clerk , lharris@mywinterhaven.com*

2025-07-14 DRAFT Regular City Commission Meeting Minutes with Link

7.C **July 23, 2025, City Commission Agenda Review Session Minutes**

Staff Contact: *Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

2025-07-23 DRAFT Agenda Review Session Minutes with Link

7.D **July 23, 2025, Special City Commission Workshop Meeting Minutes**

Staff Contact: *Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

2025-07-23 DRAFT Special City Commission Workshop Minutes with Link

7.E **July 28, 2025, Regular City Commission Meeting Minutes**

Staff Contact: *Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

2025-07-28 DRAFT Regular City Commission Meeting Minutes with Link

8. COMMENTS FROM THE AUDIENCE

9. ORDINANCE(S) - SECOND READING - PUBLIC HEARING

10. CONSENT AGENDA

10.A **Reappointment of Two Airport Advisory Committee Members**

Staff Contact: *Troy Heidel, Airport Director , theidel@mywinterhaven.com*

Summary - Reappointment of Two Airport Advisory Members
Reappointment Letter - Bruce Lyon
Reappointment Letter - Zachary Drum

10.B **ITB-25-28 - Award of Landscape Maintenance of Rights-of-Way, Parks, and Trails - Two Year Contract**

Staff Contact: *Steve Pruitt, Parks & Grounds, Cemetery, and Athletic Superintendent, spruitt@mywinterhaven.com*

Summary - ITB-25-28 Award of Landscape Maintenance for ROW, Parks, and Trails
ITB-25-28 Bid Tab Sheet
ITB-25-28 Recommendation of Award
ITB-25-28 Parks ROW and Trails Bid Map

10.C **Replacement of P320 Duty Weapon with Glock 47**

Staff Contact: *Vance Monroe, Police Chief, vmonroe@mywinterhaven.com*

Summary - Replacement of P320 Duty Weapon with Glock 47
Quote from Lou's Police Distributors, Inc.

11. RESOLUTION(S)

11.A **R-25-34 - Request by KRPC Willowbrook, LLC to accept a portion of the improvements, infrastructure, and dedication in favor of the City of Winter Haven and modify the Performance Bond submitted to the City to insure completion of the additional required improvements for the Willowbrook North Subdivision.**

Staff Contact: *Chris Young, Senior Planner, cyoung@mywinterhaven.com*

Summary - Resolution R-25-34
Resolution R-25-34

12. ORDINANCE(S) - FIRST READING

13. NEW BUSINESS

14. CITY COMMISSIONERS/LIAISON REPORTS

15. CITY ATTORNEY REPORT

16. CITY MANAGER REPORT

16.A **City Commission Liaison Request - Construction Manager at Risk Services for Cypresswood & Pollard Road Water Production Facilities RFQ**

Staff Contact: *Mark Bombard, Assistant Water Department Director, mbombard@mywinterhaven.com*

16.B **Commission Liaison assignment - Request for Applications for the Local Government Area of Opportunity (LGAO)**

Staff Contact: *T. Michael Stavres, City Manager, mstavres@mywinterhaven.com*

17. DEPUTY CITY MANAGER REPORT

18. CITY CLERK REPORT

19. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA

20. ADJOURNMENT

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY COMMISSION AGENDA REVIEW SESSION MINUTES

DATE: Wednesday, July 9, 2025, 5:30 p.m.

LOCATION: City Hall – John Fuller Auditorium
451 Third Street NW, Winter Haven, FL 33881

NOTE:
PowerPoint slides of certain agenda items were also presented during this meeting. Link to PowerPoint here:
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:dbb07e6d-9664-49ca-a192-fcdf9563b5d7
A hard copy of the PowerPoint will be attached to the original signed minutes.

1. CALL TO ORDER - Mayor Birdsong called the meeting to order at 5:30 p.m.

2. ROLL CALL – LaTonya Harris, CMC, FCRM, Deputy City Clerk

Commissioners Present: Mayor Nathaniel J. Birdsong, Jr.; Mayor Pro Tem Brian Yates; Commissioner Bradley T. Dantzler; Commissioner Tracy Mercer; and Commissioner Clifton E. Dollison.

Staff Present: City Manager T. Michael Stavres; Deputy City Manager Michael "M.J." Carnevale; City Attorney John Murphy; Deputy City Clerk LaTonya Harris; Economic Opportunity and Community Investment Director Eric Labbe; Public Affairs and Communications Director Katrina Hill; Chief Financial Officer Colleen "C.J." Scott; Public Works Director Brittany Hart; Police Chief Vance Monroe; Fire Chief Drew Neubrand; Parks, Recreation and Culture Director Julie Adams; and Safe Neighborhoods Director Tanya Ayers.

5. PRESENTATION(S)

A. "Lakes Appreciation Month" Proclamation – Frances Coleman, Lakes Advisory Committee & Dustin Everitt, Natural Resources Manager

B. "Parks and Recreation Month" Proclamation – City of Winter Haven Parks, Recreation & Culture Department

Mayor Birdsong said items 5A and 5B would be presented at the July 14, 2025, Regular City Commission Meeting.

There were no questions or discussion on these items.

C. * AGENDA REVIEW ONLY *** Willowbrook Update – Julie Adams, Parks, Recreation and Culture Director**

Dan Zimmer, Vice President of Operations of Indigo Sports, introduced himself and Joe Coleve, General Manager. Mr. Coleve presented the *Willowbrook Golf Course City Commission Update* PowerPoint presentation.

Mayor Pro Tem Yates inquired if the Willowbrook restaurant and shop were open. Mr. Coleve answered that the practice green was closed due to renovations as well as the restaurant, but that the pro shop and driving range were open. He said the golf shop had snacks and beverages available for purchase.

Mayor Pro Tem Yates asked if the maintenance crews were working with the contractor on the greens. Mr. Coleve responded that they were.

Mayor Pro Tem Yates wondered if the fairways, lakes and canal would be cleaned and maintained. Mr. Zimmer said all that was mentioned would be done, perimeters would be cleared of encroachment from the last 30 years, lake banks would be cleaned, and tree work to include addressing lower limbs.

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Commissioner Dantzler inquired if the rounds decline was related to the Canadian boycott and if it occurred at other golf courses. Mr. Zimmer explained that play was impacted by the cold weather in January throughout the State of Florida and there was a significant impact in the snowbird markets from the boycott.

Project Lead Katie White presented and gave an update on all the projects at Willowbrook Golf Course. She informed that the irrigation pond had been cleaned pending new instrumentation installation for the reuse line, 18 drains had been scraped, and that the root zone mix installation should be completed next week. She also gave the start and end dates for various projects to include irrigation work, sprigging and growing process.

D. * AGENDA REVIEW ONLY *** Tennis/Pickleball Update – Scott Eilers, Parks, Recreation and Culture Assistant Director**

Tennis Pro David Saltman introduced himself and presented the *Winter Haven Tennis Center Facility and Programming Update* PowerPoint presentation. He pointed out the young lady pictured on the *Classes for All Levels* slide and talked about his journey working with her for several years. He said she would walk on to play college tennis at Southeastern University (SEU). He mentioned that Commissioner Dantzler was a part of the league team that won sectionals and participated in a state tournament at the United States Tennis Association (UTSA) National Campus. He also noted that one of the players attended Florida Southern College (FSC) and his son, who committed to Florida State University (FSU) won in doubles at the state championship and in singles. He said that he taught the two young ladies pictured on the left in the *Winter Haven 'Wins'!* slide and that they qualified for the state tournament. He talked about the increase in pickleball attendance, how they split the games amongst the courts, and how the average age had dropped to about the mid-20s in the *Pickleball is Picking Up* slide. He concluded his presentation and thanked the City for its support.

Commissioner Dantzler commented that Ben Saltman, Pro Saltman's son, was a fascinating tennis player that would be on television one day. He pointed out that the tennis facility was crowded.

Commissioner Dantzler asked if placement of the pickleball, on one of the hard courts, alleviated some of the pressure. Pro Saltman answered that it did, informed the Commission of the accommodation that had been made for two additional pickleball courts and the challenge of rotation.

(City Manager Stavres left the room at 5:57 p.m.)

Commissioner Dantzler said that there would have to be a pickleball facilities expansion and suggested a solution to convert half of the shuffleboard courts into four or more pickleball courts until a new facility was built. He noted that the cities of Avon Park, Bartow and Lakeland recently built new pickleball facilities.

Deputy City Manager Carnevale talked about a short-term goal of an exploration of options as the Parks, Recreation and Culture team planned for the improvement of the Diamondplex and siting for pickleball. Parks, Recreation and Culture Director Adams added that site evaluations were key, some had been submitted, and have partnered with a consultant for assistance.

Mayor Pro Tem Yates inquired how pickleball would be viewed 10 to 20 years from the present. Pro Saltman responded that it began as a sport for the older crowd in the beginning, but since the age bracket has dropped over time, it could possibly become a competitive high school sport or college club. He said he believed it would grow.

Commissioner Dantzler commented on how many people use the Bartow pickleball facilities that used to play in Winter Haven and how they wanted more pickleball courts. Pro Saltman pointed out that pickleball players were nomadic.

E. * AGENDA REVIEW ONLY *** Strategic Plan Presentation: Environmental Stewardship**

Mayor Birdsong said item 5E would be presented at the end of this meeting.

(Commissioner Dantzler left the room at 6:06 p.m.)

6. DEVELOPMENTS OF NOTE - None

7. MINUTES

A. June 4, 2025, Special City Commission Workshop Meeting Minutes

B. June 4, 2025, City Commission Agenda Review Session Meeting Minutes

C. June 9, 2025, Regular City Commission Meeting Minutes

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D. June 18, 2025, Special City Commission Workshop Meeting Minutes

There were no questions or discussion for items 7A through 7D.

8. COMMENTS FROM THE AUDIENCE – N/A

9. ORDINANCE(S) – SECOND READING – PUBLIC HEARING

A. O-25-21- Request by Ark Industries, Inc. to amend the 2035 Future Land Use on a parcel from Neighborhood Suburban Future Land Use to Neighborhood Mixed Use Hub Future Land Use and to assign Neighborhood Mixed Use Hub Future Land Use to an annexed parcel. General Location - 807 Snively Avenue

Deputy City Manager Carnevale gave an overview of this item and its companion ordinance item 9B.

There were no questions or discussion.

B. O-25-22 - Request by Ark Industries, Inc. to assign Commercial- Highway (C-3) zoning district to two annexed parcels. General Location - 807 Snively Avenue

Deputy City Manager Carnevale gave an overview of this item and said that it was a companion ordinance to item 9A.

There were no questions or discussion.

10. CONSENT AGENDA

A. Acceptance and Acknowledgement of Assignment of Development Agreement – 750 Ave C SW, LLC

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

B. Authorization for Travel & Training: Florida Regional Councils Association (FRCA) Policy Board meeting (Birdsong)

C. Authorization for Travel & Training - Florida League of Cities (FLC) Annual Conference (Birdsong, Yates, Mercer, Dollison, Dantzler, Stavres & Hill)

D. Authorization for Travel & Training - International City/County Manager's Association (ICMA) Annual Conference (Stavres & Carnevale)

There were no questions or discussion for items 10B through 10D.

E. Drinking Water Asset Management Plan - Florida Department of Environmental Protection (FDEP) SRF Compliance Planning

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

(Commissioner Dantzler returned at 6:08 p.m.)

F. Recommendation of Award ITB-25-23, Reclaimed Water Transmission Main Extension on CR653

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

G. Hadronex, Inc., (SmartCover System) annual maintenance agreement renewal (2025/2026)

Deputy City Manager Carnevale gave an overview of this item.

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Deputy City Manager Carnevale asked if the Water department planned to purchase additional Smart covers. Winter Haven Water Assistant Director Bombard said they were budgeted annually.

H. Astute Financial Corporation Property Acquisition

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

I. Florida Department of Environmental Protection (FDEP) Grant Agreement WRP23 – Astute Wetland Restoration Project

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

11. RESOLUTION(S)

A. R-25-35 – Request by TBHG, Inc. confirming acceptance of a portion of the improvements, infrastructure, and dedications in favor of the Public/City of Winter Haven for the Lake Deer Townhomes Subdivision and retaining a subdivision Performance Bond to guarantee completion of remaining improvements

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

B. R-25-36 - Adopting the 2024 Annual Lakes Report

Deputy City Manager Carnevale said there would be a full presentation on this item at the July 14, 2025, Regular City Commission meeting at 6:00 p.m. with the *Lakes Appreciation Month* proclamation. He informed the Commission that hard copies of the report had been placed on the dais for them along with the new *In Brief* 12-page document.

Mayor Pro Tem Yates inquired which lake was the benchmark and best lake. Deputy City Manager Carnevale responded that this would be answered during the presentation on July 14, 2025.

Mayor Pro Tem Yates asked how many lakes were considered good and how many were considered bad. Deputy City Manager Carnevale answered that there would be a color-coded map of the lakes displayed during the presentation at the Regular City Commission Meeting on July 14, 2025.

12. ORDINANCE(S) - FIRST READING

A. O-25-19 - Request by Timothy F. Campbell to amend a portion of Planned Unit Development Ordinance O-22-23

Deputy City Manager Carnevale gave an overview of this item.

Commissioner Dantzler inquired if the County had closed on the environmentally sensitive land north of the area referenced on the map for item 12A (*see slide*). Deputy City Manager Carnevale said yes.

Commissioner Dantzler asked if the land abutted Cypress Gardens Boulevard. Deputy City Manager Carnevale said yes.

B. O-25-20 – Request by Sharon M. Watson to rezone a parcel from Mixed-Use (MX) zoning district to Commercial-Highway (C-3) zoning district

Deputy City Manager Carnevale gave an overview of this item.

Commissioner Dantzler inquired of a location for a frame of reference. Deputy City Manager Carnevale responded that it was the intersection of Avenue H Southeast and First Street South.

Commissioner Dantzler asked if there was a house behind it and a bank near it. Deputy City Manager Carnevale said he believed there was a bank south of the property.

Commissioner Dantzler inquired about the parking lot. Deputy City Manager Carnevale answered that Regions Bank was directly across the street and north of Longhorn Steakhouse.

Commissioner Dantzler asked about whose parking lot it was located on the left of the aerial map for item 12B (*see slide*). Deputy City Manager Carnevale said it belonged to the Doctor Today Urgent Care clinic. Mayor Pro Tem Yates noted that Long's Hallmark shop was previously located there. Deputy City Manager Carnevale noted it was across from Walgreens.

C. O-25-26 – Voluntary annexation of a parcel located at the southeast corner of the intersection of 8th Street, NW/US Highway 17 and Avenue X, NW

Deputy City Manager Carnevale gave an overview of this item.

Mayor Pro Tem Yates inquired if it would be commercial. Economic Opportunity and Community Investment Director Labbe answered that he was uncertain and that an application for zoning had not been received and/or reviewed yet.

13. NEW BUSINESS

A. Developer's Agreement – LWG Florida Properties, LLC

Deputy City Manager Carnevale gave an overview of this item.

There were no questions or discussion.

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…Continued from Presentations

E. * AGENDA REVIEW ONLY *** Strategic Plan Presentation: Environmental Stewardship**

Deputy City Manager Carnevale gave an overview of this item and presented the *Wisely caring for natural resources for current and future citizens* slide.

Public Works Director Hart showed PowerPoint slides (*see attached/*link) and gave an overview.

Adopt-A-Road Program

Director Hart presented this slide in more detail and talked about how Public Works had partnered with Keep Polk County Beautiful (KPCB) to launch the Adopt-A-Road Program. She mentioned its benefits, details and how it worked. She also noted a couple of strategic plan goals that the program aligned with. She said that Adopt-A-Park was upcoming and would be in collaboration with Parks, Recreation and Culture Director Adams and her team.

(Mayor Birdsong left the room at 6:25 p.m.)

(Mayor Birdsong returned at 6:28 p.m.)

Great Winter Haven Clean Up

Litter Control Coordinator Luann Corby presented this slide in detail and shared that the record setting 2.67 tons of litter that were removed was comparable to the weight of two full commercial dumpsters. She talked about event highlights, appreciation efforts, their partnership with four local schools and their participation in the clean-up event. She said that the focus for next year would be business participation and an increase in school involvement.

Lake Clean Ups and Partnerships

Coordinator Corby also presented this slide in detail and shared information about the partnerships with Keep Winter Haven Clean and Beautiful (KWHC&B), Legoland and Sea Life Florida.

Lakes Education

Environmental Scientist Olivia Husik presented this slide in great detail and informed the Commission of the kayaking ecotours and summer camp outreach education conducted by Natural Resources. She also talked about their partnership with University of Florida Institute of Food and Agricultural Sciences (UF/IFAS) Extension Polk County in the development of a targeted lesson plan. She mentioned that dip netting and fish printing were some of the activities done with summer camp and other various community groups. She introduced Division Manager Dustin Everitt and Environmental Scientist Devon Moore who gave the Commissioners a close-up observation of the animal ambassadors. She gave their names and interesting facts about each of them.

Commissioner Dantzler commented on how fun his ecotour was with Deputy City Manager Carnevale on Lake Elbert about 12 years ago. He encouraged others to take one and complimented the team on how well the ecotours were done. Scientist Husik responded that the ecotours were popular and they received great feedback on them.

Tree Reforestation

Director Hart presented this slide in detail and talked about the first official planting for the canopy enhancement program that was launched at Interlaken Park. She gave thanks to Tyrone Summerall of Summerall's Environmental, the Urban Forestry Advisory Board (UFAB), Natural Resources and the Parks team for planting 36 various types of trees. She talked about future planting locations and dates that were being considered.

Lake Defenders League

Public Affairs and Communications Director Katrina Hill presented this slide in detail and shared information about an equivalent to the 4Ocean program. She said it was expected to launch within the next year, explained how the program would operate and potential partnerships. She concluded with a brief recap of the pillar agenda.

The *Infrastructure* slide was displayed which showed the next update at the Wednesday, August 6, 2025, City Commission Agenda Review Session Meeting and included elements.

14. **CITY COMMISSIONERS/LIAISON REPORTS** – No report

15. **CITY ATTORNEY REPORT** – No report

16. **CITY MANAGER REPORT** – No report

17. **DEPUTY CITY MANAGER REPORT** – No report

18. **CITY CLERK REPORT** – No report

19. **EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA** – None

20. **ADJOURNMENT** – 6:50 p.m.

ATTEST:

LaTonya Harris, CMC, FCRM
Deputy City Clerk

CITY OF WINTER HAVEN, FLORIDA

Nathaniel J. Birdsong, Jr.
Mayor

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WINTER HAVEN
THE CHAIN OF LAKES CITY

REGULAR CITY COMMISSION MEETING MINUTES

DATE: Monday, July 14, 2025 6:00 p.m.

LOCATION: City Hall – John Fuller Auditorium
451 Third Street NW, Winter Haven, FL 33881

NOTE:
PowerPoint slides of certain agenda items were also presented during this meeting. Link to PowerPoint here:
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:d5cd0592-c55f-4f52-a4e2-109c476f040c
A hard copy of the PowerPoint will be attached to the original signed minutes.

1. **CALL TO ORDER** - Mayor Birdsong called the regular meeting to order at 6:00 p.m.

2. **ROLL CALL –** LaTonya Harris, CMC, FCRM, Deputy City Clerk

   Commissioners Present: Mayor Nathaniel Birdsong; Mayor Pro Tem Brian Yates; Commissioner Brad Dantzler; Commissioner Tracy Mercer; and Commissioner Clifton Dollison.

   Staff Present: City Manager T. Michael Stavres; Deputy City Manager Michael "M.J." Carnevale; City Attorney John Murphy; Deputy City Clerk LaTonya Harris; Economic Opportunity and Community Investment Director Eric Labbe; Parks, Recreation and Culture Director Julie Adams; Chief Financial Officer Colleen "C.J." Scott; Public Affairs and Communication Director Katrina Hill; and Police Chief Vance Monroe.

3. **INVOCATION** – Father Paul Head, St. Paul's Episcopal Church

4. **PLEDGE OF ALLEGIANCE** – LaTonya Harris, CMC, FCRM, Deputy City Clerk

5. **PRESENTATION(S)**

   A. "Lakes Appreciation Month" Proclamation – Frances Coleman, Lakes Advisory Committee & Dustin Everitt, Natural Resources Division Manager

   City Manager Stavres read a proclamation aloud recognizing "Lakes Appreciation Month" in the City of Winter Haven. Manager Everitt complimented Ms. Coleman on her dedication as a member of the Committee, dedication to natural resources conservation and assistance with review and drafting of the Annual Lakes Report. Ms. Coleman accepted the proclamation and thanked the City Commission.

   B. "Parks and Recreation Month" Proclamation – City of Winter Haven Parks, Recreation and Culture Department

   City Manager Stavres read a proclamation aloud recognizing "Parks and Recreation Month" in the City of Winter Haven. Parks, Recreation and Culture Director Adams accepted the proclamation and thanked the City Commission. She presented the *Parks and Rec Month!* PowerPoint and gave a brief snapshot update on current capital investments, aquatics operations, city signature events and partnerships.

   Mayor Birdsong commended the Lakes Advisory Committee (LAC) and expressed his appreciation for the dedication and work of Ms. Coleman.

6. **DEVELOPMENTS OF NOTE** – None

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7. MINUTES

A. June 4, 2025, Special City Commission Workshop Meeting Minutes

B. June 4, 2025, City Commission Agenda Review Session Meeting Minutes

C. June 9, 2025, Regular City Commission Meeting Minutes

D. June 18, 2025, Special City Commission Workshop Meeting Minutes

E. June 18, 2025, City Commission Agenda Review Session Meeting Minutes

Motion by Mayor Pro Tem Yates to approve the minutes as presented.

Mayor Birdsong stated that anyone wishing to speak to the minutes could make comments now by coming to the podium and stating their name and address for the record. No one spoke for or against.

Motion carried 5:0.

8. COMMENTS FROM THE AUDIENCE – None

9. ORDINANCE(S) – SECOND READING – PUBLIC HEARING

A. O-25-21 - Request by Ark Industries, Inc. to amend the 2035 Future Land Use on a parcel from Neighborhood Suburban Future Land Use to Neighborhood Mixed Use Hub Future Land Use and to assign Neighborhood Mixed Use Hub Future Land Use to an annexed parcel. General Location – 807 Snively Avenue

City Attorney Murphy read Ordinance O-25-21 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Ordinance O-25-21 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

B. O-25-22 - Request by Ark Industries, Inc. to assign Commercial-Highway (C-3) zoning district to two annexed parcels. General Location – 807 Snively Avenue

City Attorney Murphy read Ordinance O-25-22 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Ordinance O-25-22 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

10. CONSENT AGENDA

A. Acceptance and Acknowledgement of Assignment of Development Agreement – 750 Ave C SW, LLC

B. Authorization for Travel & Training: Florida Regional Councils Association (FRCA) Policy Board meeting (Birdsong)

DRAFT

C. Authorization for Travel & Training – Florida League of Cities (FLC) Annual Conference (Birdsong, Yates, Mercer, Dollison, Dantzler, Stavres & Hill)

D. Authorization for Travel & Training – International City/County Manager's Association (ICMA) Annual Conference (Stavres & Carnevale)

E. Drinking Water Asset Management Plan – Florida Department of Environmental Protection (FDEP) SRF Compliance Planning

F. Recommendation of Award ITB-25-23, Reclaimed Water Transmission Main Extension on CR653

G. Hadronex, Inc., (SmartCover System) annual maintenance agreement renewal (2025/2026)

H. Astute Financial Corporation Property Acquisition

Motion by Mayor Pro Tem Yates to approve the Consent Agenda as presented.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to the Consent Agenda could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

11. RESOLUTION(S)

A. R-25-35 – Request by TBHG, Inc. confirming acceptance of a portion of the improvements, infrastructure, and dedications in favor of the Public/City of Winter Haven for the Lake Deer Townhomes Subdivision and retaining a subdivision Performance Bond to guarantee completion of remaining improvements

City Attorney Murphy read Resolution R-25-35 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Resolution R-25-35.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

B. R-25-36 - Adopting the 2024 Annual Lakes Report

City Attorney Murphy read Resolution R-25-36 by title only and City Manager Stavres gave a brief overview of the item.

Manager Everitt introduced the Natural Resources team that consisted of Stormwater and Ecosystem Analyst Savannah Winstanley, Senior Environmental Scientist Devon Moore, Natural Resources Specialist Mary Thornhill, Scientific Aide Genevieve Stutz, and Environmental Scientist Oliva Husik. He showed the *Annual Lakes Report* PowerPoint (*see link/attached*) and went over the slides in more detail.

Manager Everitt presented the *2023-2024 Accomplishments* slide in detail.

Scientist Moore presented the *Lake Health Metrics, Water Quality Overview, Hydrology Overview, Ecology Overview, Lake Health Index, Average Lake Health Trends, 2024 Lake Health Scores and Priority Lakes* slides in detail.

Analyst Winstanley presented the *Lake Management Efforts, This Year's Best Lake and Closing Thoughts* slides in detail.

City Manager Stavres followed up and noted the improvement of the health condition of lakes amid population growth. He mentioned the *Annual Lakes Report*, highlighted its value and uniqueness with being created in-house by City staff. Mayor Birdsong said it was an outstanding report.

Commissioner Dantzler thanked the team and inquired if additional lakes could be included in the report if there were unlimited funds to do so. Manager Everitt responded that permitting issues would arise when lakes are created for recreational purposes. He said that creation of wetland, open water cells and water storage areas are another way lakes are made. Deputy City Manager Carnevale added that they used the guidelines of the State [of Florida] to determine which lakes would be studied and those lakes that did not have improved public access were ineligible for funding.

Commissioner Dantzler asked if Lake Ashton gave public access to Lake Myrtle. Deputy City Manager Carnevale answered that it was a private boat ramp within the community.

Commissioner Dantzler commented that Lake Bess and Lake Ruby had many private boat ramps and inquired if that prevented them from being studied. Deputy City Manager Carnevale said that it did and also made them unqualified for state funding.

Commissioner Dantzler asked if the primary reason was monetary. Deputy City Manager Carnevale responded that it was. He also added that it was a State [of Florida] and National Pollutant Discharge Elimination System (NPDES) permit requirement to inspect and assure improvement of health for those lakes that stormwater was contributed to.

Discussion ensued in regard to inclusion of other lakes, funding, access requirements, and potential acquisition of property for public access on lakes that did not have any public access.

Commissioner Dantzler inquired what the deepest lake was that they had studied. Manager Everitt said it was Lake Silver.

Mayor Pro Tem Yates asked if there was a possibility of a decline in water quality due to water being pumped from one lake to another and if there had been an actual decline in water quality due to such pumping. Manager Everitt said that no water naturally can flow from Lake Elbert to Lake Otis or vice versa. He noted that the City had submitted a Federal Emergency Management Agency (FEMA) grant to secure a pump for emergencies in order to pump water underground from Lake Elbert to Lake Otis. He said that a prolonged transfer of water from a bad water quality place to a good water quality place presented a risk, but not a guaranteed one. He used Lake Idyl, that had poor water quality, which naturally flowed into Lake Buckeye, that had good water quality, as an illustration. He further explained decline could occur because of water quality issues within the lake and mentioned the nutrient cycling issue within the sediments of Lake Idyl.

Mayor Pro Tem Yates commented about the discovery of a connection between Lake Otis and Lake Elbert after a recent storm. Manager Everitt confirmed that there was a connection and clarified that it was a pipe connection without a natural flow. He explained in detail on why there was not a flow and talked about the pipe installation after Hurricane Donna in the 1960s. City Manager Stavres affirmed the installation and reminded the Commission of the stormwater mitigation efforts that were within the Lake Elbert Trail project.

Discussion ensued about a well system, pump operation, lake health scores and long-term trends.

Commissioner Mercer inquired if alum (aluminum sulfate) was used in Lake Idyl. Manager Everitt responded that it was not, but that alum injections systems were used at Lake May, Lake Lulu and Lake Howard. He added that different improvement options were being considered. He noted the alternative restoration plan and informed the Commission that they were awarded a $360,000 grant from Florida Department of Environmental Protection (FDEP) for stormwater improvements within the Lake Idyl basin.

Commissioner Dollison asked if there was an opening between Lake Idyl and Lake Buckeye and commented about a breach between them. Manager Everitt said there was a connection maintained by the Lake Region Lakes Management District on the east side of Lake Idyl.

Commissioner Dollison commented that he believed that they repaired an open breach on Lake Idyl. Manager Everitt said he was aware of various structure repairs that were done, but was not aware of any large breaches or significant water loss.

Commissioner Dollison commented on the shallowness of Lake Idyl and inquired about other available improvement options. Manager Everitt gave a couple of options that were considered and explained each in detail.

Motion by Mayor Pro Tem Yates to approve Resolution R-25-36.

DRAFT

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

Mayor Birdsong commended them on a great job.

12. ORDINANCE(S) - FIRST READING

A. O-25-19- Request by Timothy F. Campbell to amend a portion of Planned Unit Development Ordinance O-22-23

City Attorney Murphy read Ordinance O-25-19 by title only and City Manager Stavres presented.

Mayor Birdsong reported this item would come back for a second reading and public hearing at the July 28, 2025, Regular City Commission Meeting.

B. O-25-20 - Request by Sharon M. Watson to rezone a parcel from Mixed- Use (MX) zoning district to Commercial-Highway (C-3) zoning district

City Attorney Murphy read Ordinance O-25-20 by title only and City Manager Stavres presented.

Mayor Birdsong reported this item would come back for a second reading and public hearing at the July 28, 2025, Regular City Commission Meeting.

C. O-25-26 – Voluntary annexation of a parcel located at the southwest corner of the intersection of 8th Street, NW/US Highway 17 and Avenue X, NW

City Attorney Murphy read Ordinance O-25-26 by title and City Manager Stavres presented.

Mayor Birdsong reported this item would come back for a second reading and public hearing at the July 28, 2025 Regular City Commission Meeting.

13. NEW BUSINESS

A. Developer's Agreement – LWG Florida Properties, LLC

City Manager Stavres presented this item as detailed in the summary sheet. He pointed out the land to be developed on the map (*see slide/*attachment) and the required building area for the trail section included in the PUD.

Motion by Mayor Pro Tem Yates to approve the Developer's Agreement with LWG Florida Properties, LLC.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this item could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

14. CITY COMMISSIONERS/LIAISON REPORTS

Commissioner Mercer did not have anything to report, but said she liked both, the *Annual Lakes Report* and the *In Brief* document.

Commissioner Mercer inquired if she should take the *Annual Lakes Report* to the Coastal and Heartland National Estuary Partnership (CHNEP) Policy Committee meeting. Deputy City Manager Carnevale suggested that she take copies of the *In Brief* which would be provided and noted it "could be modeled throughout the watershed". Commissioner Mercer thanked the Parks, Recreation and Culture department for their services and outreach efforts.

Commissioner Dantzler reported the following: attended the budget meeting with City Manager Stavres and City staff and complimented their professionalism; attended the Rockin' Freedom Fest and said there was a good fireworks display; attended the Polk Vision Board of Directors meeting and Joint Retreat; attended the Polk County Tourist Development Council (TDC) Arts, Culture and Heritage Committee meeting and mentioned over $400,000 was granted to Theatre Winter Haven which was the only Winter Haven organization that applied. He encouraged everyone to share information about the available funding with Winter Haven charities and Arts and Heritage organizations.

Commissioner Dollison reported the following: attended the Welcome to Winter Haven new employee luncheon and said he enjoyed meeting the new employees. He said that he was impressed with the *Annual Lakes Report* and efforts of the Parks, Recreation and Culture Department. He attended the *Rockin' Freedom Fest*, which he and his family enjoyed and thanked City staff; attended the budget meeting with City Manager Stavres and City staff and said he was able to understand what was presented. He gave kudos to the City on a job well done and for their good financial stewardship.

Mayor Pro Tem Yates said he was glad to be back from vacation and that he had visited 7 countries. He noted the one thing they had in common with the City was traffic problems. He said he missed the fireworks this year, but watched them on the Facebook Live stream.

Mayor Pro Tem Yates asked about backed up traffic on Cypress Gardens Boulevard up to Avenue K and what the next steps for the improvement of 6th Street were. City Manager Stavres said he would need to discuss this with staff and that 6th Street had improvements done several years ago with Florida Department of Transportation (FDOT) assistance. He mentioned that it was limited in regard to capacity. He talked about other options such as signal timing and said he will report back after staff discussion. Mayor Pro Tem Yates suggested consideration of alternate routes. City Manager Stavers reminded the Commission of a current effort to obtain a piece of property on the corner of 8th Street related to a potential intersection realignment partnership with FDOT and said that the alternate route option would need to be approached carefully.

Mayor Birdsong reported the following: attended the Rockin' Freedom Fest and said the fireworks were good; gave a welcome at the Florida State Association of Missionary Baptist Churches meeting and stayed for two sermons. He thanked City staff for great presentations to his Florence Villa Community Development Corporation (FVCDC) summer youth. He said that they went to Daytona Beach [Florida] for the 150th birthday commemorative celebration of Dr. Mary McLeod Bethune and the reopening of her historical home. He attended the budget meeting with City Manager Stavres and City staff and mentioned the July 23, 2025, Special City Commission Workshop Meeting for the presentation of the 2026 fiscal year budget which City Manager Stavres confirmed would start at 5:00 p.m.; attended Hospital Corporation of America (HCA) Florida Healthcare topping-off ceremony for their new HCA Florida Auburndale emergency facility; and noted the Silver Level Select Site designation to Central Florida Integrated Logistics Park by the CSX Corporation (CSX) and read the criteria.

15. CITY ATTORNEY REPORT

City Attorney Murphy informed the Commission that Senate Bill 180 was signed into law and the issues connected to it were being evaluated. He said that he was working with City Manager and staff to maintain compliance.

16. CITY MANAGER REPORT

City Manager Stavres said he would be out of the office on Friday, July 18, 2025 to attend a Winter Haven Chamber of Commerce Board of Directors Annual Strategic Planning Retreat. He pointed out an upcoming update presentation by Betsy Cleveland, President and CEO of Winter Haven Chamber of Commerce. He concluded that Deputy City Manager Carnevale would be the point of contact in his absence.

17. DEPUTY CITY MANAGER REPORT – None

18. CITY CLERK REPORT – None

19. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA – None

20. ADJOURNMENT – 7:31 p.m.

DRAFT

ATTEST:

LaTonya Harris, CMC, FCRM
Deputy City Clerk

CITY OF WINTER HAVEN, FLORIDA

Nathaniel J. Birdsong, Jr.
Mayor

DRAFT

WINTER HAVEN
THE CHAIN OF LAKES CITY

CITY COMMISSION AGENDA REVIEW SESSION MINUTES

DATE: Wednesday, July 23, 2025, 5:30 p.m.

LOCATION: City Hall – John Fuller Auditorium
451 Third Street NW, Winter Haven, FL 33881

NOTE:
PowerPoint slides of certain agenda items were also presented during this meeting. Link to PowerPoint here: https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:27775ea0-1c63-433c-95b2-b3e1220585b6?viewer%21megaVerb=group-discover
A hard copy of the PowerPoint will be attached to the original signed minutes.

1. CALL TO ORDER - Mayor Birdsong called the meeting to order at 7:01 p.m. *(began later than the usual time for this meeting due to a Special City Commission Workshop Meeting that commenced at 5:00 p.m.).*

2. ROLL CALL - Vanessa Castillo, MMC, City Clerk

Commissioners Present: Mayor Nathaniel J. Birdsong, Jr.; Mayor Pro Tem Brian Yates; Commissioner Bradley T. Dantzler; Commissioner Tracy Mercer Commissioner; and Clifton E. Dollison

Staff Present: City Manager T. Michael Stavres; Deputy City Manager Michael "M.J." Carnevale; City Attorney John Murphy; City Clerk Vanessa Castillo; Assistant City Manager for Public Safety Charlie Bird; Economic Opportunity and Community Investment Director Eric Labbe; Chief Financial Officer Colleen "C.J." Scott; Winter Haven Regional Airport Director Troy Heidel; Public Works Director Brittany Hart; Public Affairs and Communications Director Katrina Hill; Safe Neighborhoods Director Tanya Ayers; and Police Chief Vance Monroe.

5. PRESENTATION(S)

A. "Florida Water Professionals Month" Proclamation - David Nicholson, Wastewater Treatment Plants Manager

City Manager Stavres said that this would be presented on at the July 28, 2025, Regular City Commission Meeting.

There were no questions or discussion.

6. DEVELOPMENTS OF NOTE - None

7. MINUTES

A. June 23, 2025, Regular City Commission Meeting Minutes

There were no questions or discussion.

8. COMMENTS FROM THE AUDIENCE – N/A

9. ORDINANCE(S) – SECOND READING – PUBLIC HEARING

A. O-25-19 - Request by Timothy F. Campbell to amend a portion of Planned Unit Development Ordinance O-22-23

DRAFT

City Manager Stavres said there had been no changes since first reading.

There were no questions or discussion.

B. O-25-20 - Request by Sharon M. Watson to rezone a parcel from Mixed-Use (MX) zoning district to Commercial - Highway (C-3) zoning district

City Manager Stavres said there had been no changes since first reading.

There were no questions or discussion.

C. O-25-24 - Voluntary annexation of 500 4th Street East Wahneta and an adjacent unimproved right-of-way

City Manager Stavres gave an overview of this item. He noted that this item had been on the agenda about 4 weeks ago and had been delayed, but the City was the applicant.

There were no questions or discussion.

D. O-25-26 - Voluntary annexation of a parcel located at the southwest corner of the intersection of 8th Street, NW/US Highway 17 and Avenue X, NW

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

10. CONSENT AGENDA

A. Water Department Facilities Master Plan and Extension of Staff Funding Department Assistance

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

B. ITB-25-30 Annual Contract - Cured in Place Pipe Lining (CIPP) Services - Award of Contract to Insituform Technologies, LLC (Chesterfield, MO)

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

C. RFQ-25-05 - Award of Design Services for Sixth Street Complete Streets Project to Carter and Kaye Engineering, LLC (Winter Haven, FL)

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

D. Florida Department of Environmental Protection (FDEP) Grant Agreement 25PLN29 - Comprehensive Vulnerability Assessment and Adaptation Plan

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

E. Acceptance of an Airport Infrastructure Grant Offer from the Federal Aviation Administration (FAA) for the Airport Master Plan Update

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

DRAFT

11. RESOLUTION(S)

A. R-25-33 - Acceptance of Warranty Deed from Florida Can Manufacturing, LLC

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

B. R-25-37 - Rescheduling the first regular City Commission meeting from September 8, 2025 to September 10, 2025 at 6 p.m.

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

C. R-25-38 - Adopting a Reimbursement Resolution for Future Tax- Exempt Financing

City Manager Stavres gave an overview of this item.

There were no questions or discussion.

D. R-25-39 - Approving Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement for the Construction of 3rd Street NW from Avenue D NW to South Lake Silver Drive

City Manager Stavres gave an overview of this item.

Commissioner Mercer asked if this design had any affect on City Hall and surrounding areas. City Manager Stavres said that it was consistent with the plan that Straughn Trout [Architects] had proposed for a City Hall campus that involved the renovation of this space, the construction of a new City Hall across the street where the Building [& Permitting] Division was currently located. He also recalled the roundabout at Avenue E being a center point within that design so that if the City could pursue [the complex] in the future, this portion would already be taken care of with respect to the street design.

E. R-25-40 - Approving Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement for the construction of Roosevelt Drive from SR540 to Register Road

City Manager Stavres gave an overview of this item.

Commissioner Dantzler inquired if this meant left turn lanes would continue to be allowed at the intersection off of Register Road. City Manager Stavres said it would remain as-is per the FDOT and Register Road would be the improved corridor. He added that they [FDOT] would not do anything on Cypress Gardens Boulevard regarding prohibiting left turns at this FDOT intersection as of yet. Discussion ensued.

12. ORDINANCE(S) - FIRST READING - None

13. NEW BUSINESS

A. PUBLIC HEARING to Provide for the Collection of Code Compliance NAVA Special Assessments

City Manager Stavres gave an overview of this item and noted this item was somewhat unique. He explained the recommendation was that after the Commission heard testimony from those that were affected by this or if they received evidence, they would find it necessary for all unpaid charges for corrective action be imposed as special assessments on the particular real property at issue, which would then be processed through the Polk County Tax Collector and Polk County Property Appraiser. Then, the next step would be to bring back a separate resolution around September to allow the City to transmit the Final non-ad valorem assessment roll to those agencies for collection. Discussion ensued.

Mayor Birdsong said he understood the recommendation, was trying to follow it, and asked for clarification. City Manager Stavres explained that the testimony would need to be done first and that the specific property owners had been notified. Safe Neighborhoods Director Ayers said that on a few previous occasions, people had testified. What was typically done, if there was an objection, was to continue with the hearing and approval, but go back and look into the objection and if necessary, consult with the City Attorney's office. If a person had a valid objection, then

staff would remove it from what was presented to the City Commission for the Final special assessment roll for the coming year. Discussion ensued.

B. Establish a Proposed FY 2025-2026 Millage Rate; Set a Date and Time for the FY 2025-2026 Tentative Budget Public Hearing

City Manager Stavres gave an overview of this item. He also said he believed that the City needed to submit this [to the Polk County Property Appraiser and the Florida Department of Revenue] by the August 4, 2025 deadline, however, the plan was to submit this on or around August 1, 2025, with the intent to do so as soon as possible. He added that they needed to advertise this as a tax increase every year unless the City was going to do the roll back rate and that this year the roll back rate would be 6.1754 mills. Lastly, he said that they also needed to establish this item last under New Business because they need to notify the Polk County Property Appraiser of the date, time and place of the public hearing for the adoption of the tentative millage and fiscal year 2026 budget so that it could be included within the Truth in Millage (TRIM) notice that the Polk County Property Appraiser sends out in August, 2025.

There were no questions or discussion.

14. CITY COMMISSIONERS/LIAISON REPORTS – No report

15. CITY ATTORNEY REPORT – No report

16. CITY MANAGER REPORT – No report

17. DEPUTY CITY MANAGER REPORT – No report

18. CITY CLERK REPORT – No report

19. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA – None

20. ADJOURNMENT – 7:24 p.m.

ATTEST: **CITY OF WINTER HAVEN, FLORIDA**

_____ _____

Vanessa Castillo, MMC
City Clerk

Nathaniel J. Birdsong, Jr.
Mayor

DRAFT

WINTER HAVEN
THE CHAIN OF LAKES CITY

SPECIAL CITY COMMISSION WORKSHOP MEETING MINUTES

DATE: Wednesday, July 23, 2025, 5:00 p.m.

LOCATION: City Hall – John Fuller Auditorium
451 Third Street NW, Winter Haven, FL 33881

NOTE:
PowerPoint slides of certain agenda items were also presented during this meeting. Link to PowerPoint here:
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:ea2b78a1-9fd8-48ec-8759-aeeccd44f8e0
A hard copy of the PowerPoint would be attached to the original signed minutes.

1. CALL TO ORDER - Mayor Pro Tem Yates called the meeting to order at 5:00 p.m.

2. ROLL CALL - Vanessa Castillo, MMC, City Clerk

Commissioners Present: Mayor Nathaniel J. Birdsong, Jr.; Mayor Pro Tem Brian Yates; Commissioner Tracy Mercer; Commissioner Bradley T. Dantzler; and Commissioner Clifton E. Dollison.

Staff Present: City Manager T. Michael Stavres; Deputy City Manager Michael "M.J." Carnevale; City Attorney John Murphy; City Clerk Vanessa Castillo; Assistant City Manager for Public Safety Charlie Bird; Human Resources Director Shawn Dykes; Economic Opportunity and Community Investment Director Eric Labbe; Winter Haven Water Director Gary Hubbard; Winter Haven Water Director Gary Hubbard; Public Affairs and Communications Director Katrina Hill; Winter Haven Regional Airport Director Troy Heidel; Public Works Director Brittany Hart; Chief Financial Officer Colleen "C.J." Scott; Safe Neighborhoods Director Tanya Ayers; Police Chief Vance Monroe; and Fire Chief Drew Neubrand.

3. BUDGET WORKSHOP

A. City FY 2025-2026 Budget Presentation - T. Michael Stavres, City Manager

City Manager Stavres reported that he had discussed the budget individually with each Commissioner over the past month and that this meeting served as a formal opportunity to collectively review the proposal, address questions, and revisit key feedback shared during individual briefings. He also expressed gratitude to the Commission for their efforts in establishing and adopting the City's Strategic Plan in the previous year.

(Mayor Birdsong entered the room at 5:03 p.m.)

City Manager Stavres showed a *Budget Proposal FY 2025 2026* PowerPoint *(see link/attached)*. He went over the Strategic Plan's six pillars that continued to guide financial decisions and service delivery in the City, and said they were reflected throughout the FY 2025–2026 budget, and gave examples that exemplified them.

1. *Quality of Life* - Affordable housing initiatives and funding, new parkland acquisition, Support for 44 local nonprofits;
2. *Community Safety* – Completion of Fire Station #5, additional police and fire staffing, sidewalk and transportation system upgrades;
3. *Infrastructure* – Multiple complete street projects and Airport master plan update;
4. *Responsible Government* – OpenGov platform for enhanced transparency and accessibility, compliance with state-level Department of Government Efficiency (DOGE) initiative reporting, strong General Fund balance;
5. *Environmental Stewardship* – Partnerships with Keep Polk County Beautiful, Astute Financial Corporation property potential acquisition and restoration, smart covers for storm spill management;

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6. *Economic Sustainability* – Small business incentive development, partnership with Heart for Winter Haven for community lending, Downtown parking planning, finalized grant for industrial park rail spur.

BUDGET HIGHLIGHTS (slide)

City Manager Stavres explained each of the bullets in this slide in more detail:

The proposed budget for FY 2026 totaled $250,280,102 million, which was a 15.5% decrease ($45.9 million) from the previous year. This reduction was primarily due to capital projects that were advanced in FY 2025. The budget remained balanced at the current millage rate of 6.59 mills, unchanged since it was reduced in 2022. The City's gross taxable property values rose, which was attributed to new development, causing an increase in Ad valorem revenues due to this growth. The Downtown and Florence Villa CRAs were performing well. The budget continued the $250,000 annual contribution to the Supplemental Affordable Housing Trust Fund to support projects and potential infrastructure like transit stops for affordable housing. Staff would work with Chief Financial Officer Scott and City Attorney Murphy on this. He noted that he had a meeting with Blue Sky Communities representatives yesterday to get insights on a project that they were working on and said that the Commission could assign some of these affordable housing trust fund dollars to further support transit in service to those. Discussion ensued.

A compensation and benefit study had been completed this past spring. Employee compensation was addressed through continuation of the step plan and implementation of market adjustments.

POLK COUNTY MILLAGE RATES (slide)

City Manager Stavres explained this slide in more detail:

Final millage details from neighboring municipalities were pending, but expected by August 4, 2025. He recommended no changes to the current rate due to the uncertainty surrounding property tax reform in Florida. Increasing the rate could offer short-term gains, but could have long-term negative impacts if property tax laws changed, potentially forcing harmful budget rollbacks.

FUNDING: PARTNERS (slide)

City Manager Stavres explained this slide in more detail:

The City had strengthened its support for community and external partners through increased funding and collaboration. A $10,000 increase was provided to the Greater Winter Haven Chamber of Commerce following a productive retreat he attended with Bruce Lyon from the Winter Haven Economic Development Council (WHEDC), Anita Strang from Main Street Winter Haven (MSWH), and other board members, to help guide their efforts over the next year. At the request of one of the Commissioners, he had arranged for Chamber President and CEO Betsy Cleveland to give a presentation to the Commission, likely in August.

Keep Winter Haven Clean and Beautiful was a program funded through the Solid Waste Division that focused on lake cleanups and litter control, with efforts underway to expand its reach along local lakes. Keep Polk County Beautiful ran the Adopt-a-Highway and Adopt-a-Roadway programs. The Marching Wolverines Community Band would resume activities once the new Winter Haven Recreational and Cultural Center reopened and the Ridge Art Association, which maintained a presence at Chain of Lakes Park.

The City contributed approximately $294,000 annually to the Lakeland Area Mass Transit District (LAMTD), which operated the fixed-route bus system serving Winter Haven, including a route to Legoland. This funding level had remained consistent and future changes would be driven by adjustments in service routes. Additionally, funds from the Downtown CRA and Florence Villa CRA had been allocated to establish a localized circulator route aimed at improving transportation access for residents in those Areas, connecting them to essential services like healthcare, shopping, schools, and recreation. The circulator would run approximately every 40 minutes and be accessible to anyone reaching a bus stop along the route.

Heart for Winter Haven assisted families with school-aged children by helping with utility bills, rent, and security deposits. The City found their programs to be effective, and regular meetings and reporting ensured continued alignment. Since hiring Economic Opportunity and Investment Assistant Director Cedric Cox, quarterly meetings were being held with the organization, along with an annual presentation to the Commission.

FUNDING: NOT-FOR-PROFIT ORGANIZATIONS (slide)

City Manager Stavres explained this slide in more detail:

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This program continued to grow, with 44 agencies slated to receive funding in the upcoming year, an increase from 40 this year and 33 the year before. The total proposed funding was $347,000, reflecting a $30,000 increase over the current year. The program remained popular and continued to attract significant interest from the community. Later this fall, the Grant and Aid Application Review Committee (GAARC) would reconvene to evaluate the program's processes, policies, and procedures, and would provide recommendations for any necessary adjustments. Funding checks for the selected agencies were scheduled to be issued around October 1, 2025.

TOTAL REVENUES: ALL FUNDS (slides)

City Manager Stavres explained these slides in more detail:

The Utility Fund primarily collected revenue through user fees and connection fees, with some additional funding from grants. The General Fund, in contrast, was supported by a broader range of revenue sources that were detailed elsewhere in the budget. The Solid Waste Fund was funded by monthly service fees charged to residents. The Airport Fund received income from the Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT), as well as hangar rents and fuel sales. The Transportation Fund benefited from the General Fund contributions and grant dollars. Additionally, the Impact Fee Fund was supported by fees collected from new development. Overall, the majority of City revenue flowed through the Utility and General Funds, making them the core financial engines of the City's operations.

TOTAL EXPENDITURES: ALL FUNDS BY TYPE (slides)

City Manager Stavres explained these slides in more detail:

Total proposed expenditures across all funds for FY 2026 amounted to $250 million, a decrease of about $46 million or 15.5% from the prior year. This reduction is largely due to a significant decline in capital expenditures, which dropped from over $133 million in FY 25 to $72.5 million in FY 26, following the completion of several major projects like the Chain of Lakes Park, the Winter Haven Recreational and Cultural Center, and the Lake Elbert Trail. While capital spending remained the largest expenditure category at 29%, personnel and operating costs had slight increases, and debt service stayed relatively flat. Some capital expenditures, such as vehicles and essential equipment, were still necessary for day-to-day services. The total budget for grant and aid totaled $4,674,261 million, supporting nonprofit partners, community initiatives like the Community Development Financial Institution (CDFI) seed funding for Heart for Winter Haven, and other outreach programs. Non-departmental expenses include insurance, HR, IT, facility maintenance, and audit functions, while debt service accounts for all current City obligations.

REVENUES: GENERAL FUND (slides)

City Manager Stavres explained these slides in more detail:

The General Fund was the financial backbone for the City's core municipal services, excluding business-type operations like water, sewer, and solid waste. For FY 26, the General Fund's total revenue was projected at $78,367,146 million, an increase of approximately $6 million from the prior year. The largest revenue source was ad valorem property taxes, which contributed $31,552,469 million, up more than $3 million from FY 25, largely due to growth from new development and raising property values. Long-time residents with homesteaded properties were shielded from sharp tax increases by the Save Our Homes cap, which limited annual taxable value growth to 3%. Other revenue streams included state-shared funds (not yet finalized), conservatively estimated interest earnings, and various transfers. These included CRA contributions for debt service, lease income from the federal building, and nearly $1 million in impact fees supporting capital projects. Significant transfers from the Utility and Solid Waste Funds totaled approximately $7.3 million, with the utility dividend alone contributing approximately $6.1 million. This 12% utility transfer, a policy since 2017, helped stabilize the General Fund and avoid additional tax burdens. If this transfer were removed, replacing it with property tax revenue would require a 1.29 mill increase, underscoring its fiscal importance.

EXPENDITURES: GENERAL FUND (slides)

City Manager Stavres explained these slides in more detail:

General Fund expenditures reflected the true operational costs of running core City services such as police, fire, parks, streets, planning, and code compliance. While approximately $4.73 million was allocated to capital within the General Fund, this primarily covered essential service delivery equipment, along with minor construction efforts related to daily operations. Larger capital projects, such as new fire stations or infrastructure development, were funded separately through the construction or transportation funds and do not appear here. The operational portion of the budget includes both personnel costs and recurring expenses like fuel, office supplies, and materials. The percentage distribution across spending categories had remained nearly identical to the current fiscal year, reflecting stable allocation practices.

He also noted that HVAC replacements had become a recurring expense due to system failures tied to extreme weather and aging infrastructure, with most City facilities expected to need new systems by 2030.

EXPENDITURES BY DEPARTMENT: GENERAL FUND (slide)

City Manager Stavres explained these slides in more detail:

General Fund expenditures were primarily directed toward core City services, with public safety being the largest investment. The City relied on additional revenue sources beyond property taxes, such as service fees and transfers, to maintain operations. While no tax increase was being proposed, covering public safety entirely with property tax revenue would require raising the millage rate by nearly 0.7 mills. This situation was common across Florida's full-service cities, many of which also faced similar shortfalls. The Florida League of Cities (FLC) was gathering data from all 411 municipalities to highlight this issue, which was expected to be a key topic of discussion at the upcoming statewide conference. Cities increasingly relied on program fees, like those from summer camps and pool admissions, to offset costs that ad valorem taxes alone cannot cover.

SELF INSURANCE FUND (slide)

City Manager Stavres explained this slide in more detail:

In 2024 and projected into 2025, the City's self-insured health insurance program experienced a notable increase in costs. This spike was largely attributed to one or two significant medical claims, which could individually exceed $1 million. While the City actively promoted a healthy workforce and has added new initiatives in the budget to support early health screenings for employees, not all health issues could be prevented or caught early. The City continued to manage and budget for these risks as effectively as possible, but the impact of a few high-cost claims remained a key driver of increased insurance expenses.

GENERAL EMPLOYEE PENSION PLAN (slide)

City Manager Stavres explained this slide in more detail:

The General Employees' Pension Plan, which was closed to new members, had shown positive performance recently. During the latest pension board meetings, members reported encouraging updates on the plan's financial health. The contribution rate as a percentage of payroll stands at 35.9% for FY 26, slightly lower than in FY 25. The plan was currently funded at 82.3%, an improvement over the previous year. Notably, the plan continued to outperform its assumed rates of return. The unfunded liability had decreased to approximately $17 million, down $3 million from the prior year, indicating a strengthening of the plan's financial position.

Discussion ensued.

FIREFIGHTER PENSION PLAN (slide)

City Manager Stavres explained this slide in more detail:

The Firefighters' Pension Plan was performing well overall, though not quite at the same level as the General Employee Pension Plan. The contribution rate as a percentage of payroll has increased slightly. The plan's assumed rate of return was somewhat higher than that of the general employee plan. Currently, the firefighter pension was approximately 84% funded, and its unfunded liability stands at approximately $88.3 million, which was nearly the same as the previous year.

POLICE PENSION PLAN (slide)

City Manager Stavres explained this slide in more detail:

The Police Officers' Pension Plan was currently performing well, with the lowest contribution requirement among the City's pension plans at just 15.2% of payroll. It was approximately 85.8% funded and continued to perform above its assumed rate of return, though it operates with a higher assumption rate than the General Employees' Pension Plan. The plan's unfunded liability stood at around $6.7 million, which was considered manageable and typical for long-term pension systems. Actuarial analyses, conducted regularly by Foster and Foster, helped ensure the plan remained on track by factoring in mortality rates, interest rates, and plan performance. While concerns were raised about future financial liability, officials clarified that this unfunded amount was a long-term estimate and not an immediate obligation. As long as the City continued to fund the plan responsibly, no sudden financial burden was expected to fall on the City. Historical reforms had already lowered the plan's assumption rate, strengthening its fiscal outlook over time.

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FY 26 COMPENSATION PROPOSAL (slides)

City Manager Stavres explained this slide in more detail:

The City was proposing several updates to its employee compensation plan for FY 2026 in response to inflation trends and labor market comparisons. The Consumer Price Index (CPI) has stabilized around 2–3% over the past year, while the local living wage in Polk County was now calculated at $21.08 per hour, or about $44,000 annually. In a market analysis conducted by Dr. John Daly of the University of South Florida (USF), the City identified 19 job classifications that were currently misaligned with their peers in other municipalities. These roles would be shifted to the appropriate pay grades effective August 1, at a minimal cost of $4,850 for the remainder of the fiscal year Further analysis revealed the City was, on average, 5.5% below the local labor market for base pay. To address this, the budget includes a proposed 5% increase in base pay for new hires and a 6% increase for current employees to avoid wage compression and maintain morale. Entry-level pay would increase from $16 to $16.80 per hour, improving competitiveness, especially with nearby Polk County municipalities. While these adjustments have been included in the proposed budget, negotiations with both the fire and police unions were still pending. Fire would undergo a full contract negotiation and police would participate in a wage reopener plus two article negotiations.

MINIMUM WAGE STATUS (slide)

City Manager Stavres explained this slide in more detail:

As of now, Florida's minimum wage was $13 per hour. It was scheduled to increase to $14 on September 30, 2025, with a final scheduled raise to $15 on September 30, 2026, as part of a phased plan adopted around 2020–2021. For context, the MIT-calculated (Massachusetts Institute of Technology Living Wage Calculator) living wage in Polk County was $21.08 per hour—highlighting a significant gap between minimum wage earnings and the actual cost of living. While younger workers such as teens may not need to earn a living wage due to parental support, many municipal employees in essential roles (e.g., parks, roads, water) earned wages well below the living wage threshold, typically around $35,000–$36,000 annually. This made it difficult for them to afford basic expenses or achieve home ownership, underscoring a larger economic challenge for working individuals and the City's workforce.

PROPOSED: NEW POSITIONS (slides)

City Manager Stavres explained this slide in more detail:

The City's FY 26 budget included the 29 proposed new positions listed, 23 full-time and 6 part-time, to address ongoing growth, community needs, and operational demands. These hires were intended to keep pace with City growth, maintain service quality, and strengthen workforce development.

PROPOSED: OPERATIONAL RECLASSIFICATIONS (slide)

City Manager Stavres explained this slide in more detail:

The City was proposing three operational reclassifications for FY 26 to better align roles with current needs. The new Community Engagement Manager would focus on building relationships and communication with local neighborhood associations, faith-based groups, nonprofits, and other civic organizations to both share City information and gather feedback on community concerns, particularly around complex issues like private stormwater systems. This change was framed carefully to avoid conflicts with recent state-level scrutiny of Diversity, Equity and Inclusion (DEI) programs, emphasizing a focus on practical, inclusive community outreach. The new fiscal position would be responsible for overseeing invoicing, maintenance contracts, and compliance oversight related to external work done for the City. These changes were part of a broader effort to enhance responsiveness and efficiency across departments.

GENERAL FUND (slides)

City Manager Stavres explained this slide in more detail:

Total expenditures for FY 2025-2026 would be approximately $79.6 million, which reflected a $2 million increase from the previous year, largely due to raising operational and personnel costs. The Police Department had the largest increase, about $1.9 million, driven by the addition of three officers, vehicle replacements, and rising costs. The City maintained a strong fund balance policy with any surplus directed toward capital needs. Comparisons with nearby municipalities showed the City's reserve target was relatively high, a prudent stance given uncertainties in Federal Emergency Management Association (FEMA) reimbursement and the rising cost of post-disaster management. This approach ensured the City was financially prepared for economic downturns or emergencies.

GENERAL FUND: SIGNIFICANT ITEMS (slides)

City Manager Stavres explained this slide in more detail:

The FY 26 General Fund included a range of significant capital and contractual items aimed at maintaining public safety, parks, recreation, and infrastructure.

SPECIAL REVENUE FUND: AIRPORT (slides)

City Manager Stavres explained this slide in more detail:

The Winter Haven Regional Airport was experiencing positive developments with a reduced City investment this year. The Airport's overall expenditures had dropped by more than half, primarily due to a significant decrease in capital spending. Key projects included obstruction clearing required by FAA and FDOT, infrastructure development for Commerce Park Phase I (where Blue Line Aviation would build), T-Hangar taxi lane rehabilitation, and a master plan update. These efforts total $7.3 million in project investments, with the City contributing just over $1 million—about 14.5% of the total, with the remaining 85.5% funded by state and federal agencies. Additionally, $300,000 was budgeted for temporary air traffic control services prior to the implementation of the digital remote tower, with plans to contract the Bartow Airport Authority for this interim solution.

SPECIAL REVENUE FUND: LIBRARY (slides)

City Manager Stavres explained this slide in more detail:

The Winter Haven Public Library was experiencing a significant increase in funding for FY 26, largely due to additional cooperative funds from Polk County Library Cooperative, attributed to the opening of a new branch at the Winter Haven Recreational and Cultural Center. The new branch aligned with the City's original plan when the main library opened in 2004, which was designed with a 20-year lifespan. The library continued to thrive, recording nearly 442,000 visits in 2024. Planned capital improvements were part of necessary updates after more than two decades of service.

SPECIAL REVENUE FUND: CEMETERY (slides)

City Manager Stavres explained this slide in more detail:

There were no major changes to this fund, as revenue naturally fluctuated based on economic conditions and public demand for end-of-life planning. Notably, higher economic times bring more planning activity, while downturns result in delays, and crises like COVID-19 cause spikes for unfortunate reasons.

SPECIAL REVENUE FUND: CEMETERY – SIGNIFICANT ITEMS (slides)

City Manager Stavres explained this slide in more detail:

In FY 26, several maintenance and improvement projects were planned. These include repaving roadways at Chris Brown Cemetery, preparing a new section and improving irrigation at Rolling Hills Cemetery, and addressing storm-related tree damage across all cemeteries. The City maintains four cemeteries in full, provides landscaping at Lake Maude Cemetery, and cares for Inman Park, which, though not used for interments, still requires upkeep.

CAPITAL PROJECT FUND – SIGNIFICANT ITEMS (slide)

City Manager Stavres explained this slide in more detail:

The Capital Project Fund captures major long-term General Fund projects in a separate construction fund for better tracking and management. Key FY 26 projects include expanded parking at Chain of Lakes Park Phase 2, supported through a cost-sharing agreement with Polk County Sports Marketing, resulting in 358 new parking spaces, 230 of which would be paved. The Diamond Plex was also receiving upgrades with new LED lighting and improved fencing. Another major project was Fire Station #5 at Lake Hartridge Park, which was moving toward a guaranteed maximum price (GMP) proposal in the next 30–45 days. Additionally, plans for a City Hall Annex renovation were progressing, specifically repurposing the Building Division's new space north of the current location, with conceptual designs already underway.

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TRANSPORTATION FUND – SIGNIFICANT ITEMS (slide)

City Manager Stavres explained this slide in more detail:

This fund included several key infrastructure and complete streets projects, many of which were on the current agenda. These included conceptual plans for Third Street Northwest and Roosevelt Drive, both Florida Department of Transportation (DOT) funded and a design award for improvements on Sixth Street Southwest near the Water Department and Venue 650. The fund also benefited from a one-mill tax that generated $2 million for the Transportation Improvement Program (TIP), supporting ongoing and upcoming roadway enhancement projects. Current efforts included crack sealing throughout the City. Another major item nearing implementation was the Quiet Zone project. A purchase order for the CSX permit was expected soon, allowing the City to complete design procurement and proceed with construction within a 90-day timeline.

REVENUE: COMMUNITY REDEVELOPMENT AGENCY (CRA) (slide)

City Manager Stavres explained this slide in more detail:

The Downtown and Florence Villa Community Redevelopment Agencies (CRAs) recently held budget meetings and property valuations had seen strong growth in both areas. The Downtown CRA experienced a 9.6% increase in valuation, while the Florence Villa CRA saw a more significant 15.5% increase. The increase in Florence Villa was likely attributed, at least in part, to the addition of Florence Place [apartments], a taxable property that contributed to the area's raising valuation.

EXPENDITURES: COMMUNITY REDEVELOPMENT AGENCY (CRA) (slide)

City Manager Stavres explained this slide in more detail:

CRA budgets were structured to include personnel costs for City staff, general operating expenses, and capital investments. A key economic development expenditure in the Downtown CRA was an allocation of approximately $1.5 million, which included a $400,000 commitment to the Grand Central project. This funding was contingent on the project meeting its required milestones and was already factored into the budget, ensuring the CRA was financially prepared to support the initiative.

DOWNTOWN CRA: CAPITAL EXPENDITURES (slide)

City Manager Stavres explained this slide in more detail:

The Downtown CRA had outlined several capital projects for the upcoming year, including ongoing beautification work at the FDOT pond near Fourth and Fifth Street and Avenue C, supported by grant funding. Other initiatives include lighting enhancements for the water tower at Magnolia Park to improve ambiance, and funding for potential sidewalk café expansions pending business interest. Approximately $192,000 was reserved for additional or emerging capital projects, and staff were being directed to explore using some of these funds for small business incentives. Additionally, the Downtown CRA was contributing $55,000 to MSWH, supplementing the $20,000 from the General Fund. Both the Downtown and Florence Villa CRAs were also allocating funds to support a circulator transit route in their Areas.

FLORENCE VILLA CRA: CAPITAL EXPENDITURES (slide)

City Manager Stavres explained this slide in more detail:

The Florence Villa CRA had various projects and expenditures and the micro transit initiative was separate from the main circulator route. This CRA continued to offer various grant programs, including facade, commercial, and missing middle housing grants, as well as a newly adopted business development grant. Approximately $100,000 remained available for other capital needs or small business incentive programs. This amount was originally higher, but was reduced after accounting for the rollover of uncompleted projects from the current fiscal year.

PROPRIETARY FUND: WILLOWBROOK (slide)

City Manager Stavres explained this slide in more detail:

This budget significantly decreased from approximately $3.7 million to $1.4 million primarily due to the ongoing renovation project. Most of the previous year's budget, approximately $2.2 million, was allocated for capital improvements, which were now well underway. Since a presentation on Willowbrook was recently provided, therefore, no further details were provided tonight.

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PROPRIETARY FUND: SOLID WASTE (slide)

City Manager Stavres explained this slide in more detail:

This fund remained largely unchanged operationally for the coming year.

PROPRIETARY FUND: SOLID WASTE SIGNIFICANT ITEMS (slide)

City Manager Stavres explained this slide in more detail:

Public Works planned to acquire several key pieces of equipment, including a new garbage truck, a replacement knuckle boom truck, and a specialized utility vehicle with a vacuum system for improved litter control in parks and along key rights-of-way such as the US 17 bridge. A routine 2.5% rate increase would take effect on October 1, 2025, as previously established by ordinance. Additionally, the City would conduct a rate study to assess the financial impact of Polk County's raising tipping fees, anticipating further increases. However, no additional rate hikes were planned for this fiscal year beyond the scheduled adjustment.

PROPRIETARY FUND: STORMWATER (slide)

City Manager Stavres explained this slide in more detail:

This fund had a number of projects during FY 2025, with fewer expected in FY 2026. This fund was primarily financed through property-assessed fees designated for stormwater quality and maintenance. It did not receive financial support from the General Fund, making it a self-sufficient proprietary fund. Additional funding, if available, came from grants.

PROPRIETARY FUND: STORMWATER CAPITAL EXPENDITURES and SIGNFICANT ITEMS (slide)

City Manager Stavres explained this slide in more detail:

This fund would finance two key capital projects in the upcoming year. Work would continue at South Lake Howard Park to advance existing stormwater initiatives. Additionally, a new project focusing on sediment removal at Lake Idyl would be undertaken to improve water quality in that area.

1 MIL FOR CAPITAL PROJECTS: PLANNING YEARS FY 24 – FY 28 (slide)

City Manager Stavres explained this slide in more detail:

In 2018, the City Commission increased the millage rate by one mill with the specific commitment that the funds generated would be used exclusively for capital investments, not for operations or personnel. For FY 2026, this one mill would generate approximately $4.4 million. Projections for the following years would also increase. This dedicated funding stream supported major General Fund capital initiatives.

BUDGET HIGHLIGHTS (slide)

City Manager Stavres explained this slide in more detail:

The proposed FY 26 City budget totaled approximately $250 million, a decrease of about $46 million from the current fiscal year, yet it remains balanced with no change to the current millage rate of 6.5900 mills. Both the Downtown and Florence Villa CRAs experienced growth and were actively allocating revenues to community development. Key funding priorities included continued investment in affordable housing and employee compensation. The total employee headcount was 766. The budget aligned with the Commission's Strategic Momentum session priorities and incorporates input from department heads, though over $20 million in requests were excluded to ensure a balanced plan. Significant appreciation was expressed for the Financial Services staff, particularly Chief Financial Officer Scott and Budget & Management Officer Allen Weeks, for their dual work transitioning to the new OpenGov budgeting platform while maintaining the existing system. Human Resources Director Dykes and Deputy City Manager Carnevale put in much time to analyze the work Dr. Daly did with our compensation study. Overall, the presentation reflected a well-structured and responsibly managed budget.

He also noted that the OpenGov platform to be launched would enhance transparency and accessibility of the City's budget data. This reputable budgeting software, widely used by municipalities across the country, allowed the public to explore the tentative FY 26 budget through a user-friendly, web-based interface. It included comprehensive details for every department and fund, such as personnel, operational, and capital expenses. Citizens could easily view specific expenditures and better understand how public funds were being allocated. The platform also enabled City staff and Commissioners to generate dashboards with customized data sets to track specific spending categories

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like overtime or electricity use. The tentative budget would be available ahead of the September 2025 budget hearings, with the finalized version expected to be published around October 1. 2025.

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Mayor Birdsong said there would be a 5-minute recess and then City Commission Agenda Review Session Meeting would reconvene at 6:55 p.m.

4. ADJOURNMENT – 6:52 p.m.

ATTEST:

Vanessa Castillo, MMC
City Clerk

CITY, FLORIDA

Nathaniel J. Birdsong, Jr.
Mayor

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WINTER HAVEN
THE CHAIN OF LAKES CITY

REGULAR CITY COMMISSION MEETING MINUTES

DATE: Monday, July 28, 2025 6:00 p.m.

LOCATION: City Hall – John Fuller Auditorium
451 Third Street NW, Winter Haven, FL 33881

NOTE:
PowerPoint slides of certain agenda items were also presented during this meeting. Link to PowerPoint here:
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:2693c06c-a26e-47c9-88eb-fc251c86f28b
A hard copy of the PowerPoint will be attached to the original signed minutes.

1. **CALL TO ORDER** - Mayor Birdsong called the regular meeting to order at 6:00 p.m.

2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk

Commissioners Present: Mayor Nathaniel Birdsong; Mayor Pro Tem Brian Yates; Commissioner Brad Dantzler; Commissioner Tracy Mercer; and Commissioner Clifton Dollison.

Staff Present: City Manager T. Michael Stavres; Deputy City Manager Michael "M.J." Carnevale; Assistant City Attorney Drew Crawford; City Clerk Vanessa Castillo; Assistant City Manager for Public Safety Charlie Bird; Economic Opportunity and Community Investment Director Eric Labbe; Winter Haven Water Director Gary Hubbard; Parks, Recreation and Culture Director Julie Adams; Chief Financial Officer Colleen "C.J." Scott; Public Works Director Brittany Hart; Police Chief Vance Monroe; and Fire Chief Drew Neubrand.

3. **INVOCATION** – Apostle Willie Mincey, True Holiness Tabernacle

4. **PLEDGE OF ALLEGIANCE** – Vanessa Castillo, MMC, City Clerk

5. **PRESENTATION(S)**

A. "Florida Water Professionals Month" Proclamation - David Nicholson, Wastewater Treatment Plants Manager

City Manager Stavres read a proclamation aloud recognizing "Florida Water Professionals Month" in the City of Winter Haven. Wastewater Treatments Plants Manager Nicholson, along with his staff, accepted the proclamation and thanked the City Commission.

6. **DEVELOPMENTS OF NOTE** – None

7. **MINUTES**

A. June 23, 2025, Regular City Commission Meeting Minutes

Motion by Mayor Pro Tem Yates to approve the minutes as presented.

Mayor Birdsong stated that anyone wishing to speak to the minutes could make comments now by coming to the podium and stating their name and address for the record and make comments. No one spoke for or against.

Motion carried 5:0.

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8. COMMENTS FROM THE AUDIENCE

Alex Loftus, 10 Lake Link Drive in Winter Haven, spoke about the need for surveillance, police presence, a water fountain, benches, and a fence at the skate park. He also said there was vandalism.

Jessie Skubna, 10 Lake Link Drive in Winter Haven, said she was a big advocate for the skate park. She agreed that it needed fencing, cameras, a water fountain, lighting, shading, benches, and accountability. She also said that it needed to be open after dark.

Sergio Cruz, 523 7th Street NE in Winter Haven, said there were issues with public parking. He suggested the City offer land to the Six/Ten LLC for lease and then have them build a five or six-story parking garage.

9. ORDINANCE(S) – SECOND READING – PUBLIC HEARING

A. O-25-19 - Request by Timothy F. Campbell to amend a portion of Planned Unit Development Ordinance O-22-23

City Attorney Murphy read Ordinance O-25-19 by title only. City Manager Stavres said there had been no changes since second reading.

Motion by Commissioner Mercer to approve Ordinance O-25-19 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

B. O-25-20 - Request by Sharon M. Watson to rezone a parcel from Mixed-Use (MX) zoning district to Commercial - Highway (C-3) zoning district

City Attorney Murphy read Ordinance O-25-20 by title only. City Manager Stavres said there had been no changes since second reading.

Motion by Commissioner Mercer to approve Ordinance O-25-20 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

C. O-25-24 - Voluntary annexation of 500 4th Street East Wahneta and an adjacent unimproved right-of-way

City Attorney Murphy read Ordinance O-25-24 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Ordinance O-25-24 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

D. O-25-26 - Voluntary annexation of a parcel located at the southwest corner of the intersection of 8th Street, NW/US Highway 17 and Avenue X, NW

City Attorney Murphy read Ordinance O-25-26 by title only and City Manager Stavres presented and noted that this annexation would reduce the parcel in the enclave.

Motion by Commissioner Mercer to approve Ordinance O-25-26 on second reading – public hearing.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Ordinance may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

10. CONSENT AGENDA

A. Water Department Facilities Master Plan and Extension of Staff Funding Department Assistance

B. ITB-25-30 Annual Contract - Cured in Place Pipe Lining (CIPP) Services - Award of Contract to Insituform Technologies, LLC (Chesterfield, MO)

C. RFQ-25-05 - Award of Design Services for Sixth Street Complete Streets Project to Carter and Kaye Engineering, LLC (Winter Haven, FL)

D. Florida Department of Environmental Protection (FDEP) Grant Agreement 25PLN29 - Comprehensive Vulnerability Assessment and Adaptation Plan

E. Acceptance of an Airport Infrastructure Grant Offer from the Federal Aviation Administration (FAA) for the Airport Master Plan Update

Motion by Mayor Yates to approve the Consent Agenda as presented.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to the Consent Agenda could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

11. RESOLUTION(S)

A. R-25-33 - Acceptance of Warranty Deed from Florida Can Manufacturing, LLC

City Attorney Murphy read Resolution R-25-33 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Resolution R-25-33.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

B. R-25-37 - Rescheduling the first regular City Commission meeting from September 8, 2025 to September 10, 2025 at 6 p.m.

City Attorney Murphy read Resolution R-25-37 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Resolution R-25-37.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

C. R-25-38 - Adopting a Reimbursement Resolution for Future Tax- Exempt Financing

City Attorney Murphy read Resolution R-25-38 by title only. City Manager Stavres presented and noted that anytime the City considered an opportunity to do financing, we generally did a reimbursement resolution ahead of that so that any costs incurred associated with those projects ahead of financing could be legally reimbursed by the proceeds from the financing.

Motion by Commissioner Mercer to approve Resolution R-25-38.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

D. R-25-39 - Approving Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement for the Construction of 3rd Street NW from Avenue D NW to South Lake Silver Drive

City Attorney Murphy read Resolution R-25-39 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Resolution R-25-39.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

E. R-25-40 - Approving Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement for the construction of Roosevelt Drive from SR540 to Register Road

City Attorney Murphy read Resolution R-25-40 by title only and City Manager Stavres presented.

Motion by Commissioner Mercer to approve Resolution R-25-40.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this Resolution may come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

12. ORDINANCE(S) - FIRST READING – None

13. NEW BUSINESS

A. PUBLIC HEARING to Provide for the Collection of Code Compliance NAVA Special Assessments

City Manager Stavres presented this item as detailed in the summary sheet.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this item could come to the podium and state their name and address for the record and provide information regarding the proposed assessments which represented the City's costs in remediating and/or abating and/or correcting the specified nuisance conditions. No one spoke for or against.

City Attorney Murphy recommended that Mayor Birdsong ask Safe Neighborhoods Director Tanya Ayers if she had received any written evidence or documents that at this time would be relevant to the Commission's consideration of this matter after the notice of this public hearing had been sent out. Director Ayers said she had not received any written communications regarding any matters to be considered at this public hearing, however, she had received a phone call on one of the assessments, which she had reviewed and amended the final assessment accordingly.

City Attorney confirmed that no other persons were present in the Commission chambers to speak at this public hearing.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion by Mayor Pro Tem Yates to perfect any of the unpaid charges for corrective actions as special assessments, a precursor to later imposing unpaid special assessments as Non-Ad Valorem Special Assessments on the affected property owners' tax bills.

City Attorney Murphy reiterated that this would come back to the Commission as a resolution likely on September 10, 2025.

Motion carried 5:0.

B. Establish a Proposed FY 2025-2026 Millage Rate; Set a Date and Time for the FY 2025-2026 Tentative Budget Public Hearing

City Manager Stavres presented this item as detailed in the summary sheet.

Motion by Mayor Pro Tem Yates to establish the FY 2025-2026 tentative millage rate at 6.5900 mills)

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this item could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

Motion by Mayor Pro Tem Yates to authorize the market adjustment classification changes for 19 positions, at an estimated cost of less than $5,000 to be effective August 1, 2025.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this item could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

Motion by Mayor Pro Tem Yates to set the first Public Hearing date on the FY 2025-2026 Tentative Budget for September 10, 2025 at 6:00 p.m.

Mayor Birdsong closed the Regular City Commission Meeting and opened a Public Hearing stating anyone wishing to speak to this item could come to the podium and state their name and address for the record. No one spoke for or against.

Mayor Birdsong closed the Public Hearing and reopened the Regular Commission Meeting.

Motion carried 5:0.

City Manager Stavres thanked the Commission for their guidance and direction.

14. CITY COMMISSIONERS/LIAISON REPORTS

Commissioner Mercer reported the following: attended the [Police and Fire] Pension Boards and said that the pensions looked good; attended the Public Safety Youth Leadership Council Graduation and thanked the Public Safety Department; wished City Manager Stavres a happy birthday; and thanked the Winter Haven Water Department for all they did and for being the third group of emergency service responders.

Commissioner Dantzler reported the following: taught a financial literacy class for Jobs for Life at Heart for Winter Haven; explained how the General Employees' Pension Plan would never run out of money; and asked if the skate park would be addressed. City Manager Stavres said that Assistant Parks, Recreation and Culture Director Scott Eilers was present in the audience and that the skate park would be addressed first thing tomorrow. Commissioner Dantzler also requested more grass to be planted at the dog park off Thompson Nursery Road and that more shade was needed. Lastly, he wished City Manager Stavres a happy birthday.

Commissioner Dollison reported the following: extended appreciation to City staff for the outstanding job they did every day; commended City Manager Stavres for doing a great job on the budget; and expressed concerns for safety and other issues at the skate park.

Mayor Pro Tem Yates reported the following: attended the Airport Advisory Committee (AAC) Meeting, said things were going well out there and commended [Winter Haven Economic Development Council (WHEDC) President] Bruce Lyon for being its chairperson because it had come a long way from ten years ago; wished a happy birthday to City Manager Stavres; and reminded everyone that the skate park was a public space despite questionable characters and placing fencing around it would make it lose part of its appeal.

Mayor Birdsong reported the following: acknowledged City Manager Stavres birthday; agreed the skate park area has issues; attended the General Employees' Pension Plan Meeting and said that this was one of the best years for the plan since it was closed and asked about liability protection which Deputy City Manager [and Pension Plan Board Member] Carnevale explained in more detail; chaired the Central Florida Regional Planning Council (CFRPC) Meeting; attended the Public Safety Youth Leadership Council Graduation; and completed his Florence Villa Community Development Council (FVCDC) Program.

15. CITY ATTORNEY REPORT

City Attorney Murphy reported that he had received a proposed resolution by Attorney Jamie Cole of the Weiss Serota Helfman Cole + Bierman Law Firm, the same Law Firm that handled prior litigation regarding Form 6/Form 1 disclosures, about joining a potential legal challenge to Florida Senate Bill 180 (SB 180). The bill, which the City previously opposed via a veto request to the Governor, is believed to unduly infringe on local governments' home rule authority by retroactively nullifying certain zoning and planning decisions and restricting new regulations during hurricane emergencies. The proposed lawsuit would challenge the bill's constitutionality under the Florida Constitution, citing issues such as multiple subject matters, inaccurate title, and overreach into municipal home rule governance. The Weiss Serota Law Firm was seeking at least 10 cities and/or counties to commit $10,000 each (with potential additional fees if the case proceeds to appeal or the Florida Supreme Court). He said that other cities had expressed interest and requested a consensus from the Commission on whether to prepare a resolution for formal consideration at a later time. The goal was to potentially file the suit in early September and that the argument was that portions of SB 180 basically removed home rule authority. Commissioner Dantzler said he was not ready to make a decision and requested more information. Mayor Pro Tem Yates said he did not have any issues at this time. Commissioner Dollison said he did not have any concerns, but wanted more information. Mayor Birdsong was fine with this resolution and would vote on it tonight if he could.

City Attorney Murphy wished City Manager Stavres a happy birthday.

16. CITY MANAGER REPORT

City Manager Stavres introduced new Deputy Police Chief Greg Gorek who had started last Thursday and had been officially sworn in this Friday. Deputy Police Chief Gorek thanked the Commission, said he was excited to serve, complimented the City of Winter Haven for having a great reputation, wished City Manager Stavres a happy birthday, and said he and Police Chief Monroe made a great team.

City Manager Stavres reported that he would be on vacation starting tomorrow July 29, 2025, through Saturday and that Deputy City Manager Carnevale would be in charge.

17. DEPUTY CITY MANAGER REPORT – No report

18. CITY CLERK REPORT

City Clerk Castillo wished City Manager Stavres a happy birthday.

19. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA – None

20. ADJOURNMENT – 8:02 p.m.

ATTEST:

Vanessa Castillo, MMC
City Clerk

CITY OF WINTER HAVEN, FLORIDA

Nathaniel J. Birdsong, Jr.
Mayor

DATE: July 28, 2025

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager

FROM: Troy Heidel, Airport Director

SUBJECT: Reappointment of Two (2) Airport Advisory Committee Members

---

BACKGROUND

The City Commission established the Airport Advisory Committee (AAC) through the adoption of Ordinance O-13-04 in February 2013, and it was later re-established in 2016 via Ordinance O-16-07. On May 22, 2023, the City Commission passed Ordinance O-23-14, amending Chapter 2, Article II, Sections 2-69 through 2-71, as they pertain to the AAC. The AAC consists of five voting members, each appointed by the City Commission to serve a three-year term.

On July 14, 2022, the City Commission reappointed Bruce Lyon to the Airport Advisory Committee.

On March 10, 2025, the City Commission appointed Zachary Drum to the Airport Advisory Committee to fill a vacancy created by Tim Hubble's resignation.

Bruce Lyon and Zachary Drum's AAC memberships expired August 8, 2025. Both committee members, Mr. Lyon and Mr. Drum, have submitted a request to be reappointed to the City Clerk's office.

The Airport Advisory Committee convened on July 24, 2025. A motion recommending the reappointment of the two expiring members was unanimously approved. There was no public comment.

FINANCIAL IMPACT

There is no financial impact.

STRATEGIC PLAN ALIGNMENT

- **Pillar:** Infrastructure
- **Goal:** 3.2 – Take a comprehensive approach to transportation planning and maintenance of transportation assets.

RECOMMENDATION

Staff recommends the City Commission reappoint each of the committee members for a new three (3) year term to the Airport Advisory Committee with the new term start date of August 9, 2025 and the new term end date of August 8, 2028

ATTACHMENTS

- Reappointment Letter – Bruce Lyon
- Reappointment Letter – Zachary Drum

City of Winter Haven
City Clerk

Mr. Bruce Lyon
150 3rd St SW, Suite 206
Winter Haven, FL 33880

SENT VIA EMAIL
Bruce@whedc.com

JUNE 25, 2025

Dear Mr. Lyon,

Thank you for having served on the City of Winter Haven's Airport Advisory Committee (AAC). Your term expires on August 8, 2025. Please let us know if you would like to continue serving on this Committee (3-year term) by completing the following:

1. **Check (✓) one:** ☒ I wish to be reappointed ☐ I do not wish to be reappointed
2. **Submit a new *Board/Committee Appointment Information* application** (if applicable – ex: any information has changed and/or is being added)
3. **Select one of the following:**
    a. If **not** submitting via email, print this letter, sign & date (required):

    ×_____ Date: _____

    b. If submitting via email with no signature, check **(✓)** here: ✔
4. **Return this letter (**and ***Board/Committee Appointment Information*** **application** if applicable**) in any of the following ways:**
    a. Email: vcastillo@mywinterhaven.com and lharris@mywinterhaven.com
    b. Drop off: City Hall, 451 Third Street NW, Winter Haven, FL 33881
    c. Mail: City Clerk's Office, 451 Third Street NW, Winter Haven, FL 33881

Please contact me if you have any questions.

Sincerely,

Vanessa Castillo, MMC
CITY CLERK

P 863.291.5627
C 863.287.7521
vcastillo@mywinterhaven.com

City of Winter Haven
City Clerk

Mr. Zachary Drum
101 Cypress Gardens Boulevard
Winter Haven, FL 33880

SENT VIA EMAIL
ZachDrum@ChevyCtr.com

JUNE 25, 2025

Dear Mr. Drum,

Thank you for having served on the City of Winter Haven's Airport Advisory Committee (AAC). Your term expires on August 8, 2025. Please let us know if you would like to continue serving on this Committee (3-year term) by completing the following:

1. **Check (✓) one:** ☒ I wish to be reappointed ☐ I do not wish to be reappointed
2. **Submit a new *Board/Committee Appointment Information* application** (if applicable – ex: any information has changed and/or is being added)
3. **Select one of the following:**
    a. If **not** submitting via email, print this letter, sign & date (required):

    ×_____ Date: _____

    b. If submitting via email with no signature, check **(✓)** here: **(✓)**
4. **Return this letter (**and ***Board/Committee Appointment Information*** **application** if applicable**) in any of the following ways:**
    a. Email: vcastillo@mywinterhaven.com and lharris@mywinterhaven.com
    b. Drop off: City Hall, 451 Third Street NW, Winter Haven, FL 33881
    c. Mail: City Clerk's Office, 451 Third Street NW, Winter Haven, FL 33881

Please contact me if you have any questions.

Sincerely,

Vanessa Castillo, MMC
CITY CLERK

P 863.291.5627
C 863.287.7521
vcastillo@mywinterhaven.com

DATE: August 3, 2025

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager

FROM: Julie Adams, Parks, Recreation, & Culture Department Director
Steve Pruitt, Parks & Grounds, Cemetery, and Athletic Superintendent

SUBJECT: ITB-25-28 Award of Landscape Maintenance Services of Public Rights-of-Ways, Parks & Trails – Two Year Contract

---

BACKGROUND

Parks and Grounds staff currently maintain all City-owned parks, trails and rights-of-way. As the area grows and our population increases, it has become more difficult to provide service with existing staff and equipment. In an effort to service all areas, staff budgeted for contractual services of Public Rights-of-Ways and Parks & Trails. Twenty-five rights-of-way and seven parks & trails were identified for contract services allowing City staff to focus on detail maintenance practices within the downtown core and at City facilities.

On June 4, 2025 staff posted Invitation to Bid ITB-25-28 Landscape Maintenance Services of Public Rights-of-Ways, Parks & Trails – Two Year Contract. A bid opening held July 9 resulted in seven bids ranging from $510,340 - $1,138,683.11 annually. After analysis of all bid responses, it became apparent that a dual award to the two lowest, responsive/responsible bidders, ESB Light, LLC (Minneola, FL) as primary and Stag Industries, LLC (Lakeland, FL) as the secondary contractor was the best fit. Services are being split between the two vendors to enhance operational efficiency, ensure service reliability, and maintain scheduling flexibility.

A Recommendation of Award was posted July 18 with no protest(s) received in response. The contract term of two years contains an option for a two-year renewal.

FINANCIAL IMPACT

The City's FY 2024/2025 budget contains funds totaling $678,247 for contracted maintenance of public rights-of-way, parks and trails. Based on this award recommendation, expenditures for these services fall well within the budget as outlined below:

- Year 1 $ 566,390
- Year 2 $ 566,390

Contract Extension (Additional 2-year period including a potential not-to-exceed 5% increase in accordance with contract terms)

- Year 3 $ 594,710
- Year 4 $ 594,710

Total potential expenditure (4 years): $2,322,200

STRATEGIC ALIGNMENT

- **Pillar:** Responsible Government
- **Goal:** 6.1 – Exemplify fiscal accountability and resiliency

- **Pillar:** Quality of Life
- **Goal:** 2.3 – Champion arts, beautification, and address blight to be an attractive and enriching community.

RECOMMENDATION

Staff recommends the City Commission approve award as outlined above of ITB-25-28 Landscape Maintenance Services of Public Rights-of-Ways, Parks & Trails – Two Year Contract and an optional two-year renewal and authorize the City Manager to execute any and all future actions necessary.

ATTACHMENTS

- ITB-25-28 Bid Tabulation
- ITB-25-28 Recommendation of Award
- ITB-25-28 Parks, ROW, and Trails Bid Map

ITB-25-28
July 9, 2025
City of Winter Haven
Tabulation of Bids

Landscape Maintenance Services of
Public Rights-of-Way, Parks, & Trails - Two Year Contract

Description	**Bidder No 1** ESB Light, LLC Minneola, FL	**Bidder No 2** Stag Industries, LLC Lakeland, FL	**Bidder No 3** B-Ranch Land Mgmt Bartow, FL	**Bidder No 4** Faith Works Total Ground Maintenance Mt. Dora, FL
Rights-of-Way - *as detailed on the P&BF*	$388,740	$399,950	$494,000	$457,067.80
Parks and Trails - *as detailed on the P&BF*	$121,600	$166,440	$138,320	$182,103.60
Total Proposed Amount:	**$510,340**	**$566,390**	**$632,320**	**$639,171.40**
Additional Landscape Task Orders (not included in base bid amount - as needed only)				
Heavy Vegetation Mowing/Bushhog	$900	$150	$100	$325
Embankment Mowing	$700	$150	$100	$350
General Landscape Maintenace Cycles Rights of Ways	$350	$125	$100	$250
General Landscape Maintenance Cycles Cemeteries	$600	$125	$100	$300
General Landscape Maintenance Cycles Parks	$500	$100	$100	$275
General Landscape Maintenance Cycles Trails	$550	$100	$100	$275

Prepared by: Bethany Owen Date: 7/18/2025

ITB-25-28
July 9, 2025
City of Winter Haven
Tabulation of Bids

Landscape Maintenance Services of
Public Rights-of-Way, Parks, & Trails - Two Year Contract

Description	**Bidder No 5** Superior Landscaping & Lawn Service Miami, FL	**Bidder No 6** Fox Hollow Enterprises, Inc. Winter Haven, FL	**Bidder No 7** Outdoor Living Maintenance, LLC Winter Haven, FL
Rights-of-Way - *as detailed on the P&BF*	$475,405.08	$532,000	$714,712.79
Parks and Trails - *as detailed on the P&BF*	$192,221.10	$148,960	$423,970.32
Total Proposed Amount:	**$667,626.18**	**$680,960**	**$1,138,683.11**
Additional Landscape Task Orders (not included in base bid amount - as needed only)			
Heavy Vegetation Mowing/Bushhog	$125	$250	$320
Embankment Mowing	$160	$500	$320
General Landscape Maintenace Cycles Rights of Ways	$125	$250	$567
General Landscape Maintenance Cycles Cemeteries	$160	$250	$272
General Landscape Maintenance Cycles Parks	$125	$250	$272
General Landscape Maintenance Cycles Trails	$125	$250	$343

Prepared by: Bethany Owen Date: 7/18/2025

City of Winter Haven
Financial Services

JULY 18, 2025

To: All interested parties

Subject: Recommendation of Award

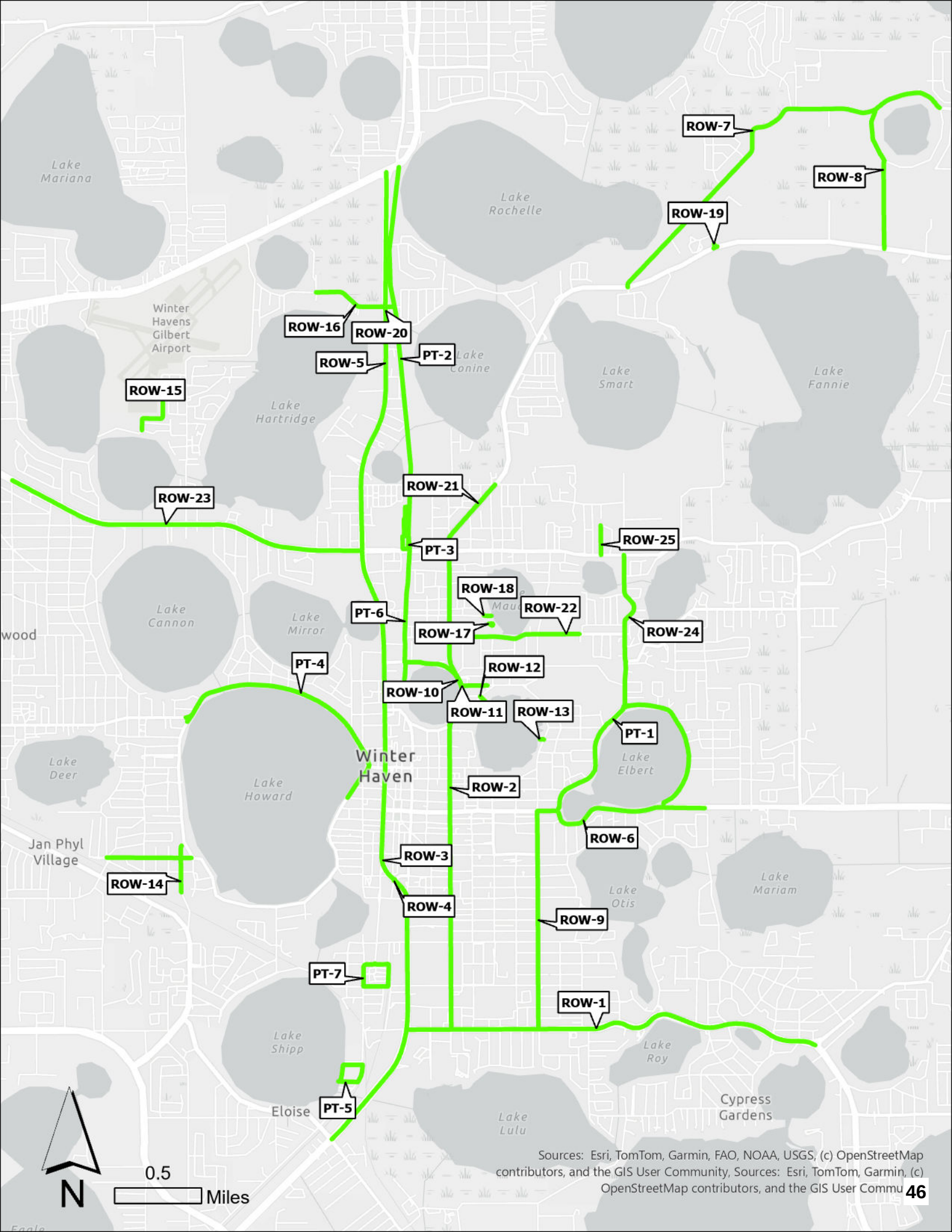
City of Winter Haven staff recommend the award of ITB-25-28 Landscape Maintenance Services of Public Rights-of-Way, Parks, & Trails – Two Year Contract to ESB Light LLC as the Primary, lowest responsive/responsible bidder meeting all bid requirements and Stag Industries LLC as the Secondary, lowest responsive/responsible bidder meeting all bid requirements.

If you have any questions, I can be reached via email at procurement@mywinterhaven.com.

Sincerely,
CITY OF WINTER HAVEN

Bethany Owen

Bethany Owen
PROCUREMENT MANAGER



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Sources: Esri, TomTom, Garmin, (c) OpenStreetMap contributors, and the GIS User Commu

Parks ROW & Trails Map

Rights of Ways (ROW) - Sites	BidTableID
Cypress Gardens Boulevard (Hwy 17, S. – Overlook Dr.)	ROW-1
1st Street ROW & Medians	ROW-2
US Highway 17	ROW-3
US Highway 17 (Crossover)	ROW-4
US Highway 17 N.	ROW-5
Dundee Road/ SR. 542	ROW-6
Old Lucerne Park Road	ROW-7
Walmart Distribution Center / Lucerne Loop Road Entrance	ROW-8
6th Street SE (CGB – /SR 542/Dundee Road/ Central Ave.)	ROW-9
North Lake Silver Drive	ROW-10
Ave K, NE	ROW-11
Ave. J, NE (Out parcel Lake side)	ROW-12
Ave. F, NE (Out parcel Lake side)	ROW-13
21st Street & Ave. C. SW (Medians)	ROW-14
Jessie Road	ROW-15
Brigham Road	ROW-16
Ave. P, NE	ROW-17
Palmetto Ave. NE	ROW-18
Industrial Park Entrance	ROW-19
Care Free Cove Drive (Hwy 17 N. ROW)	ROW-20
Lucerne Park Rd. (MLK - Ave. Y., NE)	ROW-21
Ave. O, NE	ROW-22
Havendale Blvd	ROW-23
11th Street NE	ROW-24
9th Lane NE	ROW-25
Parks & Trails (PT) - Sites	**BidTableID**
Lake Elbert Trail	PT-1
Chain of Lakes Trail North	PT-2
Todd Hunter Property (COL Trail Bridge)	PT-3
Lake Howard Trail	PT-4
W.G. Roe Park / Boat ramp	PT-5
Chain of Lakes Trail South (Ave L NW & Unity Way Areas)	PT-6
Oaklawn Cemetery	PT-7

DATE: August 4, 2025

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Charles Bird, Assistant City Manager for Public Safety

FROM: Vance Monroe Jr., Chief of Police

SUBJECT: Replacement of P320 Duty Weapon with Glock 47

BACKGROUND

The Sig Sauer P320 was adopted by the Winter Haven Police Department as a duty weapon due to its modularity, reliability, positive reviews, and adoption by law enforcement and military agencies. However, since its deployment, serious and repeated safety issues—specifically involving unintentional discharges—have emerged nationwide and within law enforcement circles. These issues pose a direct risk to officer safety, public trust, and municipal liability.

Current Issues with the Sig Sauer P320:

- Unintended Discharges – Over 150 reported accidental discharges nationwide-including among trained law enforcement officers have resulted in multiple lawsuits, settlements, and growing national scrutiny.

- Florida Municipal Insurance Trust (FMIT) Law Enforcement Safety and Risk Update – Highlights an FBI Ballistic Research Facility (BFR) report that outlines a number of concerns with the safety mechanism on this fire arm. It also highlights a number of agencies that have now banned the use of that firearm including:
    - Department of Homeland Security
    - Immigration and Customs Enforcement
    - Customs and Border Patrol

Police Department staff have reviewed the issues and investigated suitable replacements that can ensure the safety of officers, and reduce municipal liability.

Recommended Replacement: Glock 47 with Optic

The Glock 47 is a proven 9mm duty pistol that combines the compact slide of the Glock 19 with the full-size grip of the Glock 17. Its Modular Optic System (MOS) enables the attachment of red dot sights, which significantly improve accuracy and performance in stressful encounters.

- Proven Duty Performance: Used by the FBI, U.S. Marshals, and multiple law enforcement agencies nationwide.
- Integrated Safety: Glock's "Safe Action" trigger system includes three passive safeties to prevent unintended discharges.
- Durability: Withstands harsh environmental and operational conditions with minimal maintenance.
- Officer Confidence: Similarity to the former duty weapon of the Winter Haven Police Department (Glock 21) providing familiarity which instills confidence, increases officer effectiveness, and improved decision-making under stress.

FINANCIAL IMPACT

The financial impact of the recommended transition is $104,791 with products being available through Lou's Police Distributors. Staff explored multiple vendors all of which offered an equal price on the firearms of $732 each ($87,840 for 120). Lou's is also able to provide holsters compatible with the fire arms and existing City tools like Axon body Cameras via a Florida Department of Management Services Contract (#46000000-21-STC) as well as offer a trade in value on the firearms being replaced. Recovered funds from the disposition of the Sig Sauers (based on market price when turned in) will be applied to this cost with the balance paid from funding available in the Police Department's FY 24-25 budget. The purchase order will be initiated as an emergency purchase as the time needed to issue a formal ITB would negatively impact public health, safety and welfare. Timeline for delivery will be defined once purchase order is initiated.

STRATEGIC PLAN ALIGNMENT

- **Pillar:** Community Safety
- **Goal:** 5.3 – Strengthen how safe every citizen, business, and visitor feels within Winter Haven.

RECOMMENDATION

Staff recommends the City Commission authorize the City Manager or his designee to proceed with the replacement and disposition of the Sig Sauer P320 duty weapon and to purchase Glock 47 replacements with the appropriate accessories and take any additional action necessary thereto.

ATTACHMENT

- Quote from Lou's Police Distributors, Inc.

Lou's Police Distributors, Inc.
7815 W 4th Ave
Hialeah, FL 33014
United States
FFL #: 11573

Winter Haven PD
PO Box 2277
Winter Haven FL 33883-2277
United States
863-291-5858
Tax ID: 85-8012621707C-1

Quotation # S21102

Order Date:	Quotation Date:	Expiration:	Salesperson:
07/24/2025 17:16:24	07/24/2025 16:54:59	08/23/2025	Jeff Ziegler

Description	Serial #	Quantity	Unit Price	Taxes	Amount
[PA475SB02MOS8A3] Glock 47 MOS 9mm 4.49" Pistol w/ Aimpoint COA Optic (LE)		120.00 Units	732.00	Tax Exempt	$ 87,840.00
[BLST-3-2835-1-7-D0-411] Safariland Ballast Level III Retention Duty Holster, Plain Black, Glock 45MOS, TLR-7, RH		105.00 Units	141.26	Tax Exempt	$ 14,832.30
[BLST-3-835-1-7-D0-412] Safariland Ballast™ Holster, Level III ALS-SLS Retention, Glock 47MOS, COA, TLR-7, LH		15.00 Units	141.26	Tax Exempt	$ 2,118.90

Holster pricing is from the Florida State Contract for Defense Products #46000000-21-STC and includes shipping

Trade-in Value for the Sig Sauer P-320RX Carry will be determined based on fair market value at the time they are available to Lou's Police Distributors due to circumstances involving this specific firearm

Untaxed Amount	$ 104,791.20
FL - 7% Sales Tax	$ 0.00
Total	$ 104,791.20

Please see our Terms and Conditions of sale at our website.

Payment terms: 30 Days

DATE: July 28, 2025

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager
Eric Labbe, Economic Opportunity and Community Investment Director
Sean Byers, Planning Manager

FROM: Chris Young, Senior Planner

SUBJECT: **Resolution R-25-34:** Request by KRPC Willowbrook, LLC to accept a portion of the improvements, infrastructure, and dedications in favor of the City of Winter Haven and modify the Performance Bond submitted to the City to insure completion of additional required improvements for the Willowbrook North Subdivision. **General Location:** Subdivision is generally located south of Lucerne Park Road, east of Lake Fannie, and north of the Lake Fannie/Lake Smart Canal.

BACKGROUND

March 10, 2025, the City Commission approved Resolution R-25-03 platting the Willowbrook North Subdivision. The subdivision consists of 132.9± acres generally located south of Lucerne Park Road, east of Lake Fannie, and north of the Lake Fannie/Lake Smart Canal. The subdivision contains 434 building lots and nine (9) common lots. However, certain improvements were not completed at that time. In accordance with §21-395(c) of the City of Winter Haven Unified Land Development Code, the developer, KRPC Willowbrook, LLC submitted a Performance Bond issued by Lexon Insurance Company in the amount of $7,235,221.79 to guarantee completion of all required infrastructure and improvements for the subdivision. Incomplete improvements included, earthwork, sanitary sewer, potable water, stormwater management, off-site roadway improvements, and engineering certification.

While KRPC Willowbrook, LLC platted Willowbrook North as a single phase subdivision plat, they chose to break the installation of required infrastructure into four "phases." At this time, they have completed the required infrastructure for "Phases 1 and 2" and are now seeking the City's acceptance of those improvements to be dedicated to the City and to modify the Performance Bond submitted as part of the subdivision plat approval process. City staff has performed inspections of these improvements and has found them ready for acceptance.

As work is incomplete for "Phases 3 and 4," a modified Performance Bond issued by Lexon Insurance Company in the amount of $5,069,711.08 has been submitted to insure completion of the infrastructure

in these areas. The developer expects to begin construction on the remaining "phases" following the acceptance of the improvements contained in "Phases 1 and 2."

FINANCIAL IMPACT

There is no direct financial impact as a result of this request.

STRATEGIC PLAN ALIGNMENT

This is an approval of a performance bond reduction and partial acceptance of infrastructure for an approved subdivision plat and is not specifically defined as a goal or strategy in the Strategic Plan. However, it is generally aligned with the Economic Sustainability and Responsible Government Pillars.

RECOMMENDATION

Staff recommends the City Commission approve Resolution R-25-34.

ATTACHMENT

- Resolution R-25-34

Space for Recording

RESOLUTION R-25-34

A RESOLUTION CONFIRMING THE ACCEPTANCE OF A PORTION OF THE IMPROVEMENTS, INFRASTRUCTURE, AND DEDICATIONS IN FAVOR OF THE PUBLIC/CITY OF WINTER HAVEN AS NOTATED ON THAT CERTAIN PLAT ENTITLED "WILLOWBROOK NORTH" RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR POLK COUNTY, FLORIDA, IN PLAT BOOK 214, PAGES 4 THROUGH 19, PUBLIC RECORDS OF POLK COUNTY, FLORIDA; AND AUTHORIZING THE CITY MANAGER TO PARTIALLY RELEASE THE PERFORMANCE BOND POSTED TO GUARANTEE COMPLETION OF REQUIRED IMPROVEMENTS AND INFRASTRUCTURE AND TO ACCEPT A NEW PERFORMANCE BOND TO GUARANTEE COMPLETION OF ALL REQUIRED IMPROVEMENTS AND INFRASTRUCTURE THAT REMAIN UNCOMPLETED FOR THIS SUBDIVISION; AND PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (General Location: Subdivision is generally located south of Lucerne Park Road (SR 544) on the west shore of Lake Fannie)

Whereas, that certain plat entitled "Willowbrook North" and showing the property described on Exhibit "A" attached hereto and made a part hereof, was presented to the City Commission and approved for filing on the 10th day of March, 2025, by the passage of Resolution R-25-03; and

Whereas, §21-396 of the City of Winter Haven Unified Land Development Code provides that acceptance of public improvements and dedications shall be by Resolution; and

Whereas, all required infrastructure and improvements for a portion of that Subdivision known as "Willowbrook North" have been completed in accordance with all applicable standards and specifications as determined by City staff and therefore City staff is requesting that the City of Winter Haven confirm its acceptance of the those improvements and dedications in favor of the Public/City of Winter Haven as notated on a portion of the said plat and authorize the City Manager to partially release the Performance Bond given to secure and guarantee the completion of such improvements and infrastructure.

Whereas, KRPC Willowbrook LLC, owner of the lands described in Exhibits "A" and "B" attached hereto has submitted a modified Performance Bond issued by Lexon Insurance Company to the City of Winter Haven in the amount of $5,069,711.08 to insure completion of all unfinished required infrastructure and improvements in the remainder of the subdivision shown on the approved plat known as "Willowbrook North" as more specifically depicted on Exhibit "C" attached hereto and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER HAVEN, FLORIDA:

1. The City Commission having been otherwise fully advised in the premises, and having already approved said plat for filing hereby confirms its acceptance as of August 11, 2025, of the dedications in favor of the Public/City of Winter Haven for only those portions of the water, reuse, and wastewater systems that have been completed for Phases 1 and 2 of the Willowbrook North Subdivision as set forth on a portion of the said plat as depicted on Exhibit "D" attached hereto and incorporated herein by reference, as such systems have passed all required tests, and all required certifications have been obtained, and the systems are fully operational pursuant to City standards in accordance with Chapter 177, Florida Statutes. The City is not accepting the stormwater drainage systems and related infrastructure or internal road rights-of-way notated on the Plat for Phases 1 and 2 of the Willowbrook North Subdivision as those will remain the responsibility of the Willowbrook North Community Development District and/or to whom they were dedicated in the Plat.

2. The City Manager is hereby authorized to partially release the Performance Bond issued by Lexon Insurance Company in the amount of $7,235,211.91 delivered as security for the completion of all required infrastructure and improvements in the said Subdivision and accept the modified Performance Bond issued by Lexon Insurance Company in the amount of $5,069,000.00 as security for the completion of all required infrastructure and improvements for the remaining uncompleted phases of the said Willowbrook North Subdivision and to take all other actions that the City Manager deems necessary related thereto.

3. That certificates of occupancy for structures constructed within Phases 1 and 2 of the Willowbrook North Subdivision as depicted on Exhibit "D" attached hereto and incorporated herein by reference may be issued by the City in accordance with the requirements of all applicable Winter Haven Code of Ordinances, Land Development Regulations and applicable Florida law, and rules and regulations of all entities with jurisdiction.

4. The provisions of this Resolution are severable. If any word, sentence, clause, phrase or provision of this Resolution for any reason is declared by any court of

competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Resolution shall remain in full force and effect.

5. Any sections of this Resolution may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or his designee, without need of public hearing, by filing a corrected or recodified copy of same with the City Clerk.

6. This Resolution shall take effect immediately upon passage.

INTRODUCED AND PASSED by the City Commission of the City of Winter Haven, Florida, in regular session this 11th day of August, 2025.

_____
MAYOR-COMMISSIONER
Nathaniel J. Birdsong, Jr.

ATTEST:

_____
CITY CLERK
Vanessa Castillo, MMC

Approved as to form:

_____
CITY ATTORNEY
Frederick J. Murphy, Jr.

Exhibit “A”

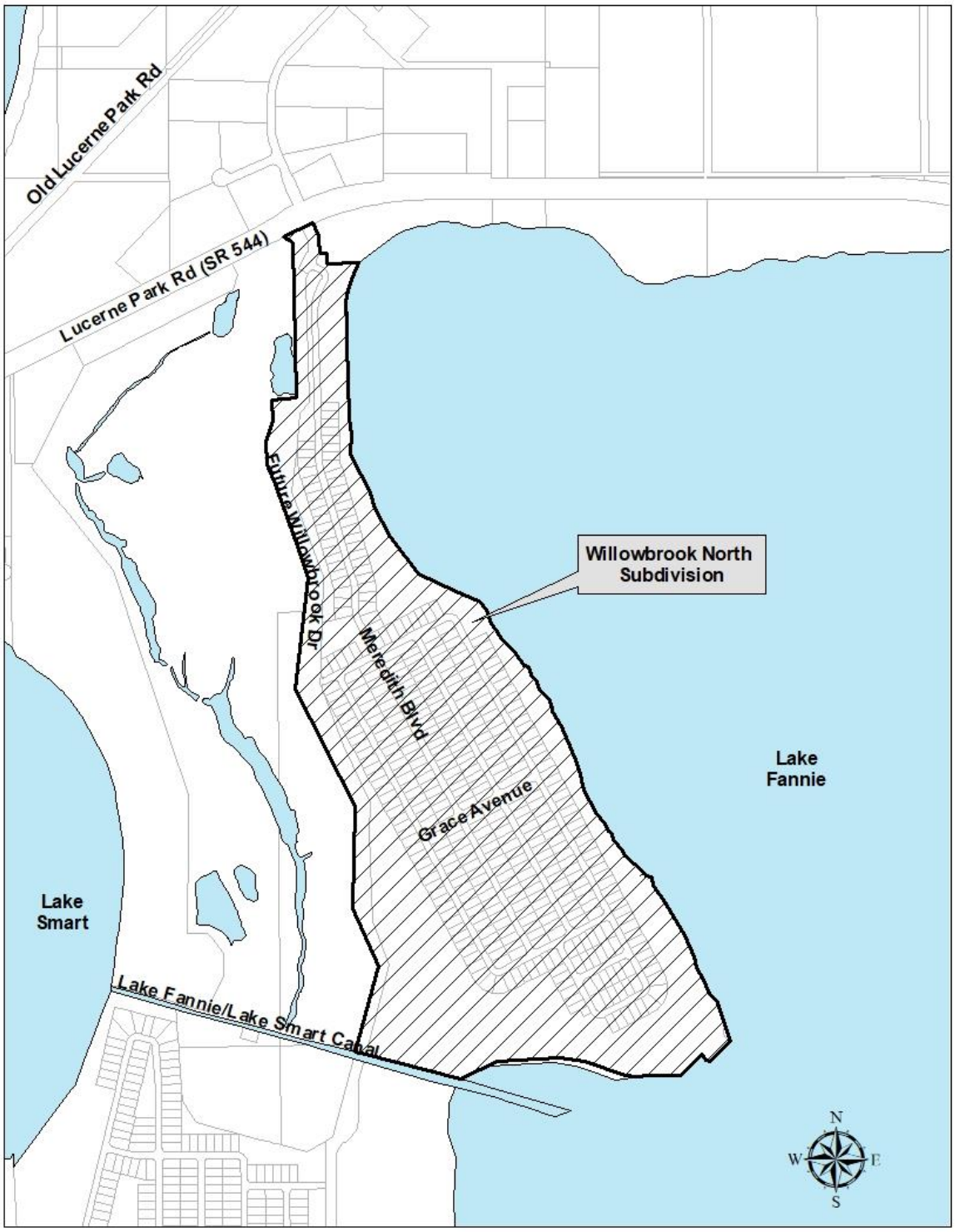

Old Lucerne Park Rd
Lucerne Park Rd (SR 544)
Future Willowbrook Dr
Meredith Blvd
Grace Avenue
Willowbrook North Subdivision
Lake Fannie
Lake Smart
Lake Fannie/Lake Smart Canal
N
W
E
S

Exhibit "B"
(page 1)

Resolution R-25-34
Page 5 of 22

WILLOWBROOK NORTH

SHEET 1 OF 16

A REPLAT OF PORTIONS OF LOTS 258, 267, 268, AND UNNAMED RIGHT-OF-WAYS OF THE PLAT OF LUCERNE PARK FRUIT ASSOCIATION, RECORDED IN PLAT BOOK 3B, PAGE 67 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, SITUATED WITHIN SECTIONS 10, 11, 14 & 15, TOWNSHIP 28 SOUTH, RANGE 26 EAST, CITY OF WINTER HAVEN, POLK COUNTY, FLORIDA

PLAT BOOK _____ PAGE _____

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A REPLAT OF PORTIONS OF LOTS 258, 267, 268, AND UNNAMED RIGHT-OF-WAYS OF THE PLAT OF LUCERNE PARK FRUIT ASSOCIATION, RECORDED IN PLAT BOOK 3B, PAGE 67 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, SITUATED WITHIN SECTIONS 10, 11, 14 & 15, TOWNSHIP 28 SOUTH, RANGE 26 EAST, CITY OF WINTER HAVEN, POLK COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SECTION 10, TOWNSHIP 28 SOUTH, RANGE 26 EAST; THENCE, ALONG THE EAST LINE OF SAID SECTION 10, RUN SOUTH 00°07'29" EAST A DISTANCE OF 137.45 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF STATE ROAD NO. 544 (LUCERNE PARK ROAD); THENCE, RUN SOUTH 89°53'19" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 1699.36 FEET TO A POINT OF CURVATURE OF A CURVE TO THE LEFT WITH A RADIUS OF 1944.65 FEET, A CENTRAL ANGLE OF 27°47'55", A CHORD BEARING SOUTH 76°09'46" WEST WITH A CHORD DISTANCE OF 778.69 FEET; THENCE, ALONG SAID CURVE OF SAID RIGHT-OF-WAY LINE, RUN A DISTANCE OF 785.48 FEET TO A POINT ON SAID RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING; THENCE, DEPARTING SAID RIGHT-OF-WAY LINE AND ALONG THE FOLLOWING ONE HUNDRED SIX (106) COURSES AS DESCRIBED BY A SURVEY PREPARED BY, INC., PROJECT NO. 1570, ROBERT E. LATHEM PLS, #5309, PSM #6389, RUN (1) SOUTH 24°14'30" EAST A DISTANCE OF 65.67 FEET TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT WITH A RADIUS OF 102.00 FEET, A CENTRAL ANGLE OF 22°30'16", A CHORD BEARING SOUTH 12°59'26" EAST WITH A CHORD DISTANCE OF 39.81 FEET; THENCE, ALONG SAID CURVE, RUN (2) A DISTANCE OF 40.06 FEET TO A POINT OF TANGENCY; THENCE RUN (3) SOUTH 01°44'18" EAST A DISTANCE OF 61.73 FEET TO A POINT OF CURVATURE OF A CURVE TO THE RIGHT WITH A RADIUS OF 17.00 FEET, A CENTRAL ANGLE OF 90°00'00", A CHORD BEARING SOUTH 46°44'17" EAST WITH A CHORD DISTANCE OF 24.04 FEET; THENCE, ALONG SAID CURVE, (4) RUN A DISTANCE OF 26.70 FEET TO A POINT OF TANGENCY; THENCE RUN (5) SOUTH 88°15'41" EAST A DISTANCE OF 23.64 FEET; THENCE RUN (6) SOUTH 01°44'19" EAST A DISTANCE OF 55.00 FEET; THENCE RUN (7) NORTH 88°10'41" EAST A DISTANCE OF 191.46 FEET; THENCE RUN (8) SOUTH 21°47'56" WEST A DISTANCE OF 182.23 FEET; THENCE RUN (9) SOUTH 10°15'49" WEST A DISTANCE OF 111.02 FEET; THENCE RUN (10) SOUTH 06°20'28" EAST A DISTANCE OF 57.78 FEET; THENCE RUN (11) SOUTH 05°24'42" EAST A DISTANCE OF 54.63 FEET; THENCE RUN (12) SOUTH 20°19'02" EAST A DISTANCE OF 113.33 FEET; THENCE RUN (13) SOUTH 03°26'42" WEST A DISTANCE OF 49.82 FEET; THENCE RUN (14) SOUTH 01°21'11" EAST A DISTANCE OF 279.85 FEET; THENCE RUN (15) SOUTH 01°30'16" EAST A DISTANCE OF 33.95 FEET; THENCE RUN (16) SOUTH 01°01'03" WEST A DISTANCE OF 61.24 FEET; THENCE RUN (17) SOUTH 03°14'57" EAST A DISTANCE OF 61.33 FEET; THENCE RUN (18) SOUTH 00°36'37" EAST A DISTANCE OF 65.84 FEET; THENCE RUN (19) SOUTH 02°53'06" WEST A DISTANCE OF 82.31 FEET; THENCE RUN (20) SOUTH 00°39'55" WEST A DISTANCE OF 41.09 FEET; THENCE RUN (21) SOUTH 27°07'07" EAST A DISTANCE OF 116.14 FEET; THENCE RUN (22) SOUTH 27°07'07" EAST A DISTANCE OF 43.97 FEET; THENCE RUN (23) SOUTH 27°07'07" EAST A DISTANCE OF 46.73 FEET; THENCE RUN (24) SOUTH 29°18'59" EAST A DISTANCE OF 62.53 FEET; THENCE RUN (25) SOUTH 18°08'22" EAST A DISTANCE OF 69.12 FEET THENCE RUN (26) SOUTH 25°45'04" EAST A DISTANCE OF 203.70 FEET; THENCE RUN (27) SOUTH 35°31'25" EAST A DISTANCE OF 139.37 FEET; THENCE RUN (28) SOUTH 39°05'37" EAST A DISTANCE OF 179.07 FEET; THENCE RUN (29) SOUTH 60°35'35" EAST A DISTANCE OF 86.34 FEET; THENCE RUN (30) SOUTH 67°18'39" EAST A DISTANCE OF 81.86 FEET; THENCE RUN (31) SOUTH 62°17'05" EAST A DISTANCE OF 85.19 FEET; THENCE RUN (32) SOUTH 65°14'32" EAST A DISTANCE OF 160.88 FEET; THENCE RUN (33) SOUTH 42°25'05" EAST A DISTANCE OF 99.09 FEET; THENCE RUN (34) SOUTH 45°58'33" EAST A DISTANCE OF 71.63 FEET; THENCE RUN (35) SOUTH 31°17'48" EAST A DISTANCE OF 112.96 FEET; THENCE RUN (36) SOUTH 46°31'16" EAST A DISTANCE OF 123.81 FEET; THENCE RUN (37) SOUTH 33°31'02" EAST A DISTANCE OF 108.20 FEET; THENCE RUN (38) SOUTH 78°18'46" EAST A DISTANCE OF 107.07 FEET; THENCE RUN (39) SOUTH 29°52'36" EAST A DISTANCE OF 22.22 FEET; THENCE RUN (40) SOUTH 42°51'47" EAST A DISTANCE OF 44.94 FEET; THENCE RUN (41) SOUTH 18°43'34" EAST A DISTANCE OF 81.08 FEET; THENCE RUN (42) SOUTH 41°25'19" EAST A DISTANCE OF 99.47 FEET; THENCE RUN (43) SOUTH 10°00'58" EAST A DISTANCE OF 49.92 FEET; THENCE RUN (44) SOUTH 28°40'37" EAST A DISTANCE OF 128.89 FEET; THENCE RUN (45) SOUTH 22°27'37" EAST A DISTANCE OF 48.99 FEET; THENCE RUN SOUTH 23°23'08" EAST A DISTANCE OF 56.86 FEET; THENCE RUN (47) SOUTH 18°36'23" EAST A DISTANCE OF 14.11 FEET; THENCE RUN (48) SOUTH 16°16'30" EAST A DISTANCE OF 173.77 FEET; THENCE RUN (49) SOUTH 26°02'43" EAST A DISTANCE OF 146.50 FEET; THENCE RUN (50) SOUTH 39°39'17" EAST A DISTANCE OF 74.25 FEET; THENCE RUN (51) SOUTH 27°09'27" EAST A DISTANCE OF 69.44 FEET; THENCE RUN (52) SOUTH 56°07'54" EAST A DISTANCE OF 30.87 FEET; THENCE RUN (53) SOUTH 13°44'32" EAST A DISTANCE OF 32.08 FEET; THENCE RUN (54) SOUTH 38°42'48" EAST A DISTANCE OF 90.93 FEET; THENCE RUN (55) SOUTH 17°09'26" EAST A DISTANCE OF 22.47 FEET; THENCE RUN (56) SOUTH 46°15'23" EAST A DISTANCE OF 73.76 FEET; THENCE RUN (57) SOUTH 47°18'33" EAST A DISTANCE OF 92.46 FEET; THENCE RUN (58) SOUTH 45°47'01" WEST A DISTANCE OF 27.28 FEET; THENCE RUN (59) NORTH 65°15'01" EAST A DISTANCE OF 19.12 FEET; THENCE RUN (60) SOUTH 72°14'50" EAST A DISTANCE OF 81.74 FEET; THENCE RUN (61) SOUTH 01°17'45" EAST A DISTANCE OF 47.33 FEET; THENCE RUN (62) SOUTH 34°55'37" EAST A DISTANCE OF 122.44 FEET; THENCE RUN (63) SOUTH 39°41'09" EAST A DISTANCE OF 115.62 FEET; THENCE RUN (64) SOUTH 31°51'50" EAST A DISTANCE OF 114.98 FEET; THENCE RUN (65) SOUTH 24°49'19" EAST A DISTANCE OF 108.73 FEET; THENCE RUN (66) SOUTH 20°40'07" EAST A DISTANCE OF 54.43 FEET; THENCE RUN (67) SOUTH 14°25'19" EAST A DISTANCE OF 50.74 FEET; THENCE RUN (68) SOUTH 30°18'00" EAST A DISTANCE OF 36.19 FEET; THENCE RUN (69) SOUTH 22°25'07" EAST A DISTANCE OF 68.79 FEET; THENCE RUN (70) SOUTH 23°19'46" EAST A DISTANCE OF 46.78 FEET; THENCE RUN (71) SOUTH 28°34'29" EAST A DISTANCE OF 120.06 FEET; THENCE RUN (72) SOUTH 04°03'45" WEST A DISTANCE OF 113.81 FEET; THENCE RUN (73) SOUTH 20°25'55" EAST A DISTANCE OF 26.41 FEET; THENCE RUN (74) SOUTH 08°23'51" EAST A DISTANCE OF 45.66 FEET; THENCE RUN (75) SOUTH 09°45'17" WEST A DISTANCE OF 42.32 FEET; THENCE RUN (76) SOUTH 13°18'20" WEST A DISTANCE OF 36.73 FEET; THENCE RUN (77) SOUTH 15°22'55" WEST A DISTANCE OF 17.85 FEET; THENCE RUN (78) SOUTH 02°57'02" WEST A DISTANCE OF 22.65 FEET; THENCE RUN (79) SOUTH 28°50'31" WEST A DISTANCE OF 32.55 FEET; THENCE RUN (80) NORTH 87°11'08" WEST A DISTANCE OF 96.15 FEET; THENCE RUN (81) NORTH 75°13'36" WEST A DISTANCE OF 21.13 FEET; THENCE RUN (82) NORTH 33°14'32" WEST A DISTANCE OF 45.29 FEET; THENCE RUN (83) SOUTH 47°47'35" WEST A DISTANCE OF 38.87 FEET; THENCE RUN (84) SOUTH 28°37'34" WEST A DISTANCE OF 51.0 FEET; THENCE RUN (85) SOUTH 40°37'50" WEST A DISTANCE OF 130.10 FEET; HENCE RUN (86) SOUTH 59°49'14" WEST A DISTANCE OF 202.62 FEET; HENCE RUN (87) NORTH 81°30'22" WEST A DISTANCE OF 200.26 FEET; THENCE RUN (88) NORTH 70°35'56" WEST A DISTANCE OF 144.15 FEET; THENCE RUN (89) NORTH 72°07'51" WEST A DISTANCE OF 111.39 FEET; THENCE RUN (90) NORTH 81°32'44" WEST A DISTANCE OF 137.41 FEET; THENCE RUN (91) NORTH 89°09'56" WEST A DISTANCE OF 393.25 FEET; THENCE RUN (92) SOUTH 68°45'52" WEST A DISTANCE OF 199.31 FEET; THENCE RUN (93) SOUTH 23°20'01" WEST A DISTANCE OF 16.08 FEET TO A POINT ON THE NORTH LINE OF THE PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 11855, PAGE 1801 OF THE PUBLIC RECORDS OF POLK COUNTY FLORIDA; THENCE RUN (94) NORTH 74°39'11" WEST, ALONG SAID NORTH LINE, A DISTANCE OF 656.11 FEET; THENCE, DEPARTING SAID NORTH LINE, RUN (95) NORTH 14°51'27" EAST A DISTANCE OF 540.09 FEET; THENCE RUN (96) NORTH 24°23'40" WEST A DISTANCE OF 380.00 FEET; THENCE RUN (97) NORTH 01°07'00" EAST A DISTANCE OF 629.44 FEET; THENCE RUN (98) NORTH 27°13'00" WEST A DISTANCE OF 400.00 FEET; THENCE RUN (99) NORTH 08°15'35" EAST A DISTANCE OF 650.00 FEET; THENCE RUN (100) NORTH 20°37'45" WEST A DISTANCE OF 735.00 FEET; THENCE RUN (101) NORTH 03°49'28" WEST A DISTANCE OF 140.00 FEET; THENCE RUN (102) NORTH 20°07'38" EAST A DISTANCE OF 130.00 FEET; THENCE RUN (103) NORTH 03°49'28" WEST A DISTANCE OF 128.00 FEET; THENCE RUN (104) NORTH 86°10'38" EAST A DISTANCE OF 150.00 FEET; THENCE RUN (105) NORTH 01°24'48" WEST A DISTANCE OF 941.77 FEET; THENCE RUN (106) NORTH 89°53'10" WEST A DISTANCE OF 70.00 FEET TO A POINT ON THE AFORESAID SOUTHERLY RIGHT OF WAY LINE OF STATE ROAD NO. 544, THENCE RUN NORTH 63°17'43" EAST A DISTANCE OF 75.21 FEET TO A POINT OF CURVATURE, ON SAID RIGHT-OF-WAY LINE, OF A CURVE TO THE RIGHT WITH A RADIUS OF 1844.86 FEET, A CENTRAL ANGLE OF 03°57'58", A CHORD BEARING NORTH 65°14'48" EAST WITH A CHORD DISTANCE OF 124.46 FEET; THENCE, ALONG SAID CURVE OF SAID RIGHT-OF-WAY LINE, RUN A DISTANCE OF 124.48 FEET TO A POINT ON SAID RIGHT-OF-WAY LINE TO THE "POINT OF BEGINNING.

CONTAINING 6,791,034 SQUARE FEET (132.944 ACRES), MORE OR LESS.

SURVEYOR'S NOTES

1. THE BEARINGS SHOWN HEREON ARE ASSUMED NORTH, BASED ON THE SOUTHERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 544 (LUCERNE PARK ROAD), WHICH BEARS SOUTH 89°53'19" EAST, ASSUMED.
2. ALL LOT CORNERS AND CHANGES IN DIRECTION OF LOTS AND TRACTS SHALL BE MONUMENTED BY A 1/2" IRON ROD AND CAP STAMPED "ASM LB 6393" SET IN ACCORDANCE WITH CHAPTER 177.091(9), FLORIDA STATUTES, UNLESS OTHERWISE SHOWN.
3. ALL LOT LINES INTERSECTION CURVES ARE RADIAL UNLESS OTHERWISE SHOWN AS NON-RADIAL (NR).
4. ALL PLATTED UTILITY EASEMENTS SHOWN HEREON SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF SAID CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES.
5. LANDS IN THE VICINITY OF DRAINAGE AREAS, RETENTION AREAS, AND/OR SWALES MAY BE SUBJECT TO TEMPORARY STANDING WATER WHEN CONDITIONS EXCEDE THE RATE OF PERCOLATIONS AND DRAINAGE RUNOFF.
6. THE PLATTED LANDS ARE LOCATED WITHIN FLOOD ZONES "X" AND "AE", AS SHOWN ON THE FLOOD INSURANCE RATE MAPS (FIRM), COMMUNITY PANEL NO. 12105C0355G & 12105C0360G, BOTH BEARING AN EFFECTIVE DATE OF DECEMBER 22ND, 2016. ZONE "X" DENOTES AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. ZONE "AE" DENOTES AREAS DETERMINED TO BE SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD EVENT (BASE FLOOD ELEVATIONS DETERMINED).
7. THE ELEVATIONS SHOWN HEREON, ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88). VERTICAL INFORMATION BASED ON: (1) BENCHMARK "A 744 2010" HAVING A PUBLISHED ELEVATION OF 130.02' (NAVD 88) DESCRIBED AS: FLANGE ENCASED ROD & MARKER EQUIPPED WITH A BAR MAGNET AND (2) BENCHMARK "SSUE" A 2017 HAVING A PUBLISHED ELEVATION OF 132.42' (NAVD 88) DESCRIBED AS: ALUMINUM ROD WITH DISK ATTACHED AND ENCASED IN A 4-INCH PVC PIPE FLUSH WITH THE GROUND.
8. THE PROPERTY SHOWN HEREON IS SUBJECT TO CERTAIN MATTERS OF TITLE AS REPORTED IN THAT CERTAIN PROPERTY INFORMATION REPORT PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY (FATIC FILE NO.: 1102207733), BEARING AN EFFECTIVE DATE OF SEPTEMBER 22, 2024. SAID TITLE MATTERS ARE LISTED BELOW AND SHOWN GRAPHICALLY ON THIS PLAT:

8.1. EASEMENT GRANTED TO TAMPA ELECTRIC COMPANY, ITS SUCCESSORS AND ASSIGNS RECORDED JUNE 30, 1972 IN OFFICIAL RECORDS BOOK 1458, PAGE 945, PUBLIC RECORDS OF POLK COUNTY, FLORIDA. (AFFECTS, AS SHOWN)

8.2. UNDERGROUND EASEMENT GRANTED TO TAMPA ELECTRIC COMPANY, ITS SUCCESSORS AND ASSIGNS RECORDED JUNE 30, 1972 IN OFFICIAL RECORDS BOOK 1458, PAGE 946, PUBLIC RECORDS OF POLK COUNTY, FLORIDA. (AFFECTS, AS SHOWN)

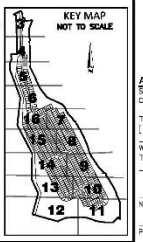
8.3. EASEMENT GRANTED TO DUKE ENERGY FLORIDA, LLC, A FLORIDA LIMITED LIABILITY COMPANY D/B/A DUKE ENERGY, ITS SUCCESSORS AND ASSIGNS RECORDED JANUARY 24, 2020 IN OFFICIAL RECORDS BOOK 11117, PAGE 2121, PUBLIC RECORDS OF POLK COUNTY, FLORIDA. (AFFECTS, AS SHOWN)

8.4. ACCESS ROAD EASEMENT GRANTED TO DUKE ENERGY FLORIDA, LLC, A FLORIDA LIMITED LIABILITY COMPANY D/B/A DUKE ENERGY, ITS SUCCESSORS AND ASSIGNS RECORDED NOVEMBER 23, 2021 IN OFFICIAL RECORDS BOOK 11997, PAGE 1081, PUBLIC RECORDS OF POLK COUNTY, FLORIDA. (AFFECTS, AS SHOWN)

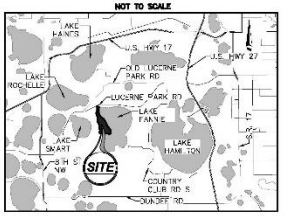
LEGEND

———	= CHANGE IN DIRECTION (NO CORNER SET)
⊓	= SET "4"x4" CM (CONCRETE MONUMENT) INSCRIBED "PRM LB 6393" IN ACCORDANCE WITH F.S. 177.091(7) (UNLESS OTHERWISE NOTED)
○	= SET 1/2" IRS (IRON ROD & CAP) STAMPED "PRM LB 6393" IN ACCORDANCE WITH F.S. 177.091(7)
⊛	= SET NAIL AND DISK ("POP LB 6393") IN ACCORDANCE WITH F.S. 177.091 (8) (UNLESS OTHERWISE NOTED)
R	= RADIUS
Δ	= CENTRAL ANGLE (DELTA)
CH	= CHORD DISTANCE
CB	= CHORD BEARING
L	= ARC LENGTH
BFE	= BASE FLOOD ELEVATION
CM	= CONCRETE MONUMENT
DE	= DRAINAGE EASEMENT
LB	= LICENSED BUSINESS
NAVD	= NORTH AMERICAN VERTICAL DATUM
(OA)	= OVERALL
ORB	= OFFICIAL RECORDS BOOK
POC	= POINT OF CURVATURE
POT	= POINT OF TANGENCY
PCP	= PERMANENT CONTROL POINT
PG	= PAGE(S)
PI	= POINT OF INTERSECTION
PNT	= POINT OF NON-TANGENCY
PRM	= PERMANENT REFERENCE MONUMENT
PSM	= PROFESSIONAL SURVEYOR AND MAPPER
PT	= POINT OF TANGENCY
UE	= UTILITY EASEMENT

KEY MAP
NOT TO SCALE



VICINITY MAP
NOT TO SCALE



NOTICE

THIS PROPERTY MAY BE SUBJECT TO FLOODING. YOU SHOULD CONTACT CITY OF WINTER HAVEN AND OBTAIN THE LATEST INFORMATION ON FLOOD ELEVATIONS AND RESTRICTIONS BEFORE MAKING PLANS FOR THE USE OF THIS PROPERTY. EVEN MEETING POLK COUNTY STANDARDS DOES NOT ENSURE THAT ANY IMPROVEMENTS SUCH AS STRUCTURES, DRIVEWAYS, YARDS, SANITARY SEWER SYSTEMS AND WATER WELL SYSTEMS WILL NOT BE FLOODED IN CERTAIN RAIN EVENTS.

NOTICE

THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

NOTICE

NOTICE: THIS SUBDIVISION CONTAINS LOCAL ROADWAYS OWNED AND MAINTAINED BY WILLOWBROOK COMMUNITY DEVELOPMENT DISTRICT (CDD). MAINTENANCE OF THESE ROADWAYS, INCLUDING THE PAVEMENT, DRAINAGE INFRASTRUCTURE, STREET LIGHTING (INCLUDING MONTHLY ELECTRIC USAGE CHARGES), ACCESS GATES, AND SIGNAGE SHALL BE THE RESPONSIBILITY OF THE CDD, OR IN THE ABSENCE OF A CDD, THE LOT OWNERS OF RECORD.

SHEET KEY

SHEET 1 OF 16 FOR LEGAL DESCRIPTION, SURVEYORS NOTES, LEGEND, VICINITY MAP, CERTIFICATIONS, AND DEDICATION
SEE SHEET 2 OF 16 FOR OVERALL VIEW OF PLAT
SEE SHEETS 4-16 OF 16 FOR DETAILED VIEW OF LOTS AND TRACTS

AMERICAN SURVEYING & MAPPING, INC.
NDDS NATIONAL DUE DILIGENCE SERVICES
A DIVISION OF AMERICAN SURVEYING & MAPPING, INC.
221 Circle Drive, Maitland, FL 32751 Phone: 407-426-7979
LB#6393 nationalduediligenceservices.com

CERTIFICATE OF SURVEYOR

KNOW ALL MEN BY THESE PRESENTS, THAT THE UNDERSIGNED IS A FLORIDA REGISTERED SURVEYOR AND MAPPER, THAT THE "FORGOING PLAT" WAS PREPARED UNDER HIS DIRECTION AND SUPERVISION, THAT PERMANENT REFERENCE MONUMENTS HAVE BEEN PLACED AND THAT PERMANENT CONTROL POINTS HAVE BEEN, OR WILL BE PLACED AS REQUIRED BY ALL STATE AND LOCAL REGULATIONS AND THAT THIS PLAT COMPLIES WITH ALL SURVEY REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES. THE LAND DESCRIBED HEREON LIES IN SECTIONS 10 AND 15, TOWNSHIP 28 SOUTH, RANGE 26 EAST, CITY OF WINTER HAVEN, POLK COUNTY, FLORIDA.

_____ DATE
E. GLENN TURNER, PSM
FLORIDA REGISTRATION NO. 5643

PREPARED BY:
AMERICAN SURVEYING AND MAPPING, INC.
221 CIRCLE DRIVE
MAITLAND, FL 32751
(407) 426-7979
REGISTRATION NUMBER OF LEGAL ENTITY: LB 6393

APPROVAL: ENGINEERING SERVICES DIVISION

THIS PLAT IS HEREBY APPROVED BY THE CITY OF WINTER HAVEN ENGINEERING SERVICES DIVISION ON THIS _____ DAY OF _____, 20__.

APPROVED

BY: _____
CITY ENGINEER, WINTER HAVEN, FLORIDA

APPROVAL/ACKNOWLEDGMENT BY THE COMMUNITY DEVELOPMENT DISTRICT

THE UNDERSIGNED, WILLOWBROOK COMMUNITY DEVELOPMENT DISTRICT, A LOCAL UNIT OF SPECIAL PURPOSE GOVERNMENT ORGANIZED AND EXISTING UNDER CHAPTER 190, FLORIDA STATUTES, DOES HEREBY JOIN IN, AND BY ITS SIGNOR, RATIFY, APPROVE, CONFIRM, AND CONSENT TO THE PLAT OF WILLOWBROOK NORTH AND ALL DEDICATIONS AND RESERVATIONS THEREIN.

_____
MCKINZIE ERRILL, CHAIRPERSON, WILLOWBROOK COMMUNITY DEVELOPMENT DISTRICT

APPROVAL OF ECONOMIC OPPORTUNITY & COMMUNITY INVESTMENT DIRECTOR

THIS PLAT IS HEREBY APPROVED BY THE CITY OF WINTER HAVEN ECONOMIC OPPORTUNITY & COMMUNITY INVESTMENT DIRECTOR THIS _____ DAY OF _____, 20__.

APPROVED

_____
DIRECTOR – WINTER HAVEN, FLORIDA

CITY SURVEYOR - CONSULTANT APPROVAL

THIS PLAT HAS BEEN REVIEWED AND FOUND TO BE SUBSTANTIALLY IN COMPLIANCE WITH THE PROVISIONS OF CHAPTER 177, FLORIDA STATUTES, RELATING TO THE MAKING OF MAPS AND PLATS.

_____ _____
BY: JEFFREY P. ANWERMANN, PSM DATE
FLORIDA REGISTRATION PSM 7388
G-ASTAIN SOLUMAN
FLORIDA REGISTRATION LB 252

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS, THAT KRPC WILLOWBROOK, LLC, A FLORIDA LIMITED LIABILITY COMPANY, BEING THE OWNER IN FEE SIMPLE OF THE LANDS DESCRIBED IN THE ATTACHED PLAT, ENTITLED "WILLOWBROOK NORTH", LOCATED IN THE CITY OF WINTER HAVEN, POLK COUNTY, FLORIDA, HEREBY DEDICATES SAID LANDS AND PLAT FOR THE USES AND PURPOSES HEREIN EXPRESSED AND DEDICATES:

1. TRACT A, CONSISTING OF ALL INTERNAL STREETS, ROAD AND RIGHTS-OF-WAY AS DEPICTED HEREON TO THE WILLOWBROOK COMMUNITY DEVELOPMENT DISTRICT (HEREAFTER REFERRED TO AS THE "CDD") FOR OWNERSHIP, MAINTENANCE, AND OPERATION.
2. TRACT B (RECREATION) TO THE CDD FOR OWNERSHIP, OPERATION AND MAINTENANCE.
3. TRACTS C, D, E, F, AND H (OPEN SPACE) TO THE CDD FOR OWNERSHIP, OPERATION AND MAINTENANCE.
4. TRACTS G AND I (LIFT STATION) TO THE CITY OF WINTER HAVEN, FLORIDA, ITS SUCCESSORS AND ASSIGNS.
5. TRACT J (RIGHT-OF-WAY DEDICATION) TO THE CITY OF WINTER HAVEN, FLORIDA AND THE PERPETUAL USE OF THE PUBLIC.
6. THE UTILITY EASEMENTS (UE) SHOWN HEREON TO THE CITY OF WINTER HAVEN, FLORIDA, ITS SUCCESSORS AND ASSIGNS AS PERPETUAL PUBLIC UTILITY EASEMENTS.
7. THE DRAINAGE EASEMENTS (DE) SHOWN HEREON TO THE CDD FOR OWNERSHIP AND MAINTENANCE OF DRAINAGE APPURTENANCES INSTALLED THEREIN.

NO PART OF SAID LANDS, EXCEPT AS NOTED IN THIS DEDICATION OR OTHERWISE ON THE FACE OF THIS PLAT, IS DEDICATED TO THE CITY OF WINTER HAVEN, FLORIDA, OR THE PUBLIC. IN WITNESS WHEREOF, OWNER, HAS CAUSED THESE PRESENTS TO BE SIGNED AND ATTESTED TO BY THE OFFICER NAMED BELOW ATTACHED HERETO ON THE _____ DAY OF _____, 20__.

KRPC WILLOWBROOK, LLC, A FLORIDA LIMITED LIABILITY COMPANY

BY: _____
STEVE ROSSER, MANAGER

_____ _____
WITNESS PRINTED NAME

_____ _____
WITNESS PRINTED NAME

ACKNOWLEDGMENT:

STATE OF FLORIDA
COUNTY OF ORANGE

THE FORGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF [ ] PHYSICAL PRESENCE OR [ ] ONLINE NOTARIZATION, THIS _____ 20__ BY STEVE ROSSER, AS MANAGER OF KRPC WILLOWBROOK, LLC, A FLORIDA LIMITED LIABILITY COMPANY, ON BEHALF OF THE COMPANY, WHO IS [ ] PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION.

_____
NOTARY PUBLIC, STATE OF FLORIDA

PRINTED NAME

STATE OF FLORIDA

MY COMMISSION EXPIRES:

COMMISSION #: _____

CITY COMMISSION APPROVAL

THIS PLAT HAS RECEIVED FINAL APPROVAL BY THE CITY COMMISSION OF WINTER HAVEN, FLORIDA IN AN OPEN MEETING THIS _____ DAY OF _____, 20__.

APPROVED

_____
WINTER HAVEN CITY COMMISSION

CERTIFICATE OF CITY OF WINTER HAVEN CITY CLERK

THIS PLAT HAS RECEIVED FINAL APPROVAL THIS _____ DAY OF _____, 20__.

BY _____ BY _____
CITY CLERK DEPUTY CITY CLERK

CERTIFICATE OF COUNTY CLERK

I, STACY M. BUTTERFIELD, CLERK OF COURT OF POLK COUNTY, FLORIDA, DO HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING ON THIS _____ DAY OF _____, 20__.

FILE NUMBER _____

_____
STACY M. BUTTERFIELD
CLERK OF THE CIRCUIT COURT
IN AND FOR OSCEOLA COUNTY, FLORIDA

BY: _____ D.C.

Exhibit "B"
(page 2)

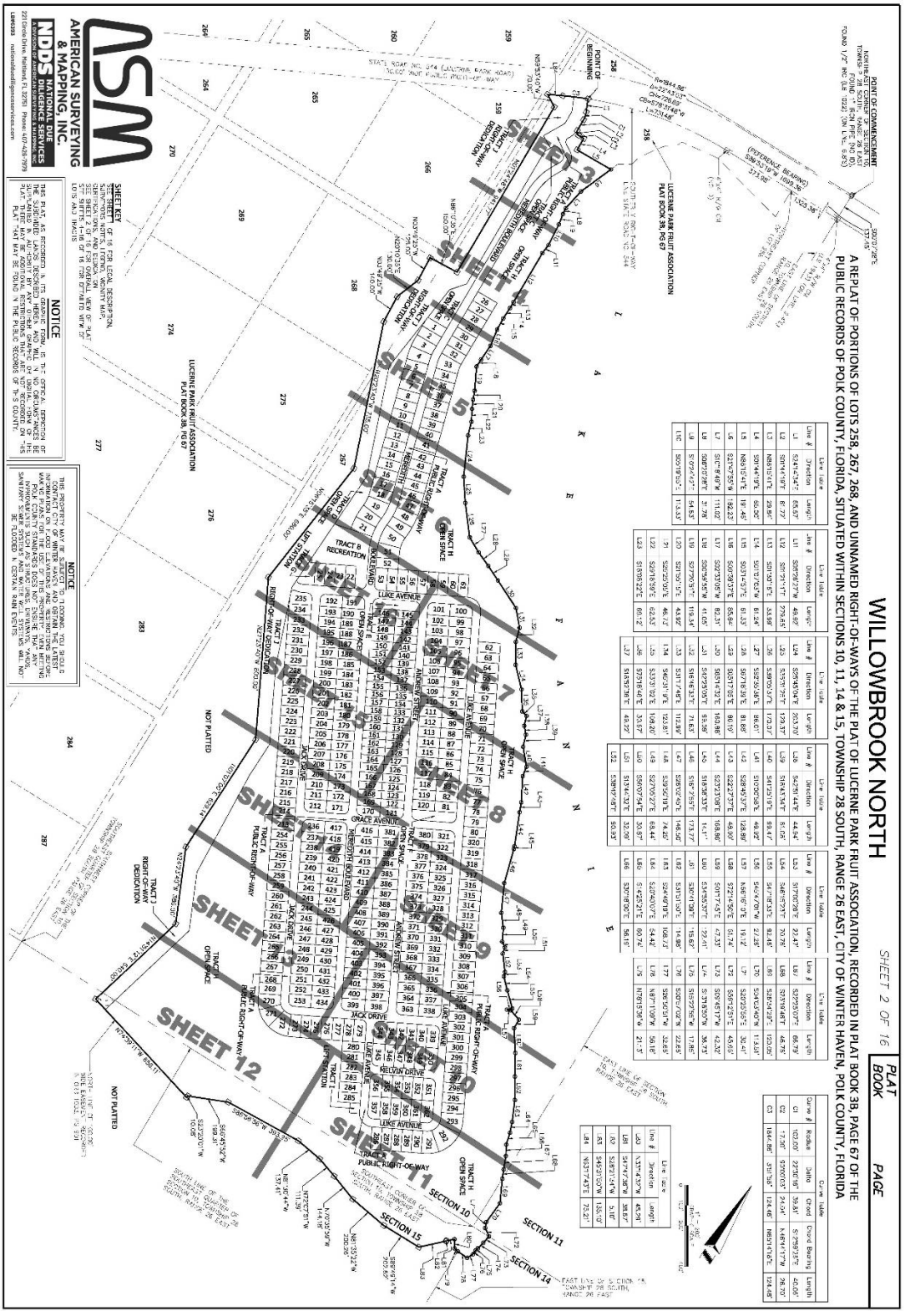
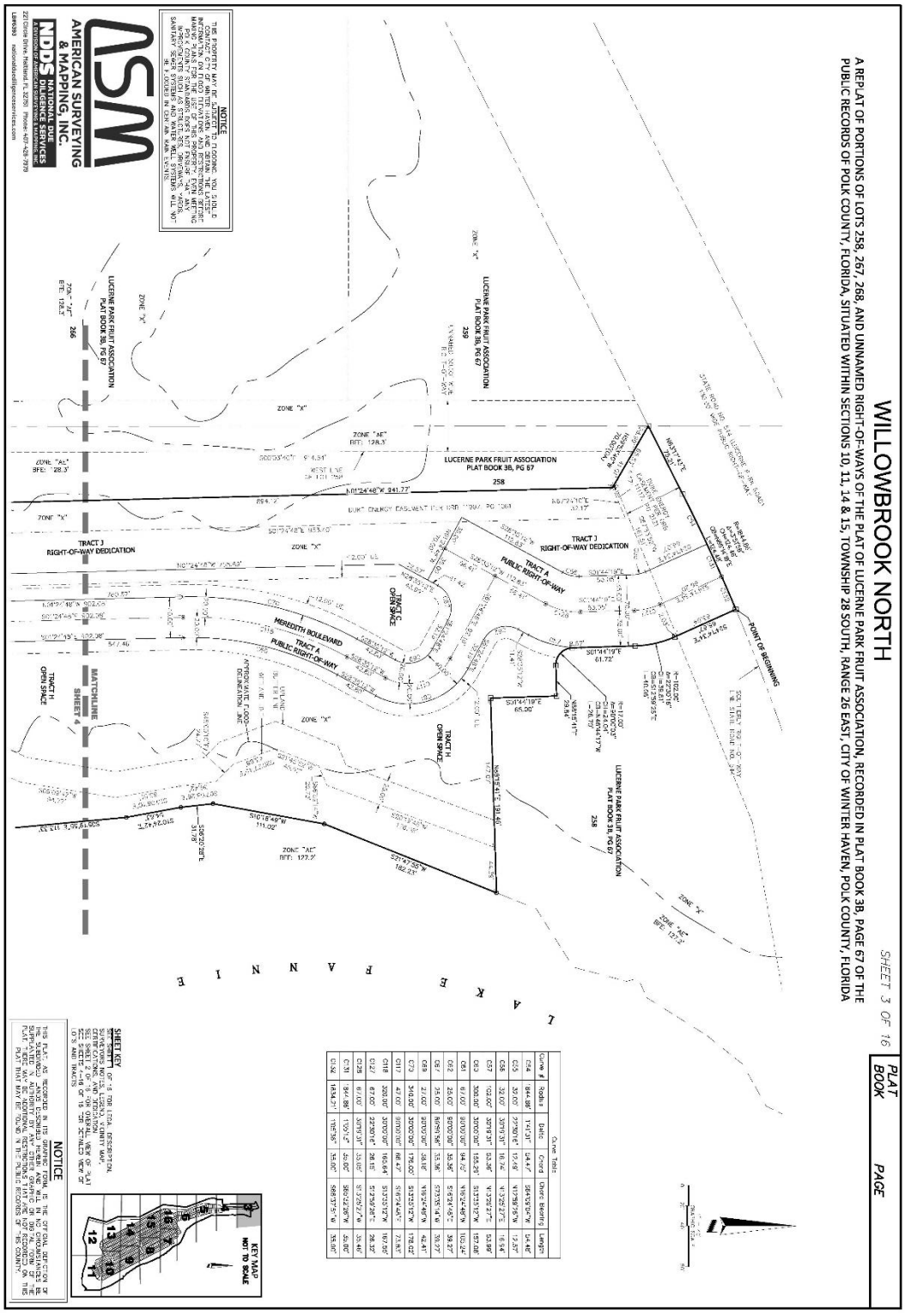


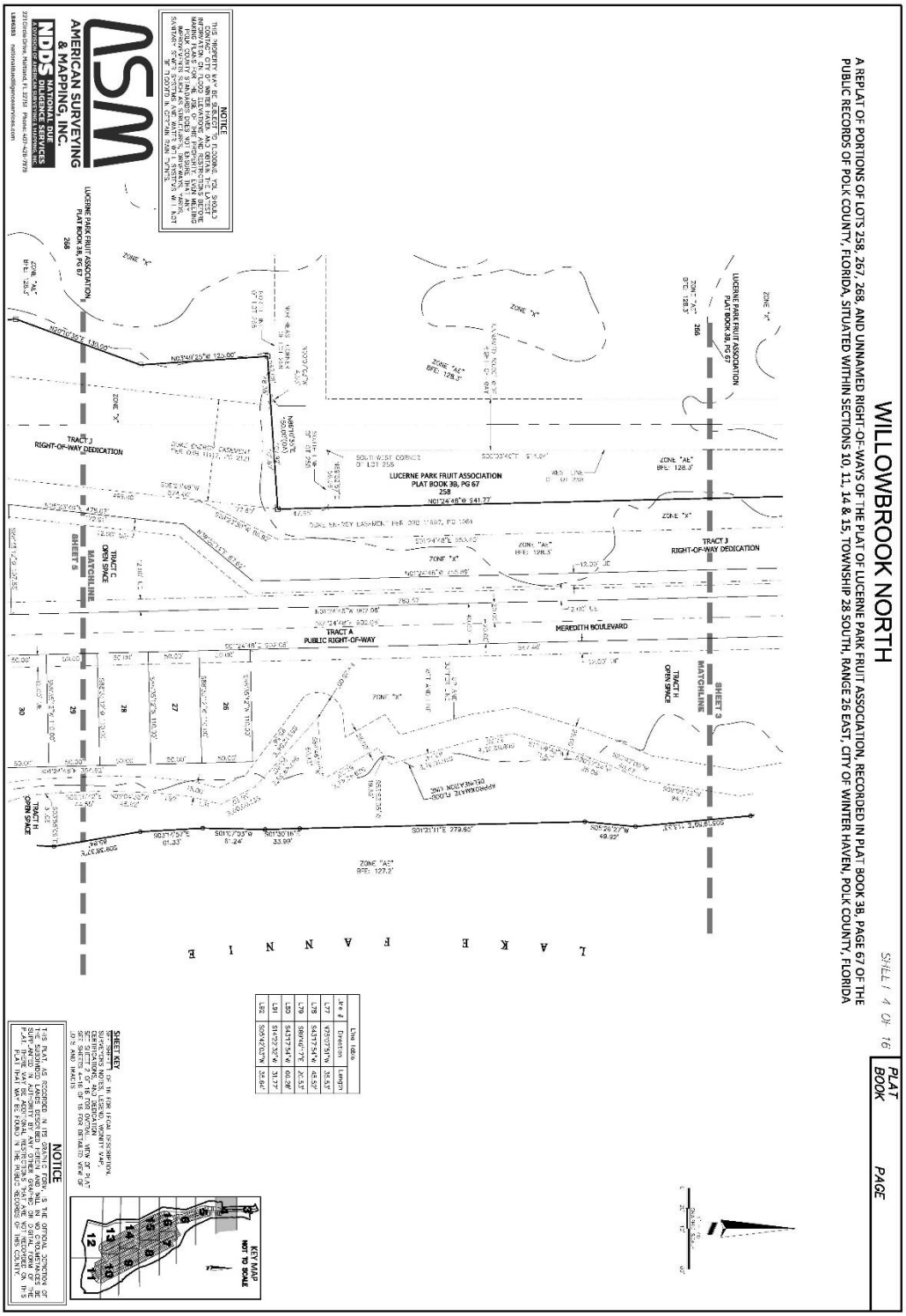
Exhibit "B"
(page 3)



Curve #	Radius	Delta	Curve Table Length	Chord	Chord Bearing
C24	1944.86'	1°41'31"	54.41'	S84°53'04"W	54.41'
C25	35.00'	27°59'16"	17.49'	N13°58'25"W	17.32'
C26	35.00'	33°19'31"	16.74'	N13°25'27"E	16.54'
C27	722.00'	33°19'31"	53.36'	N13°25'27"E	53.35'
C53	300.00'	33°00'00"	155.29'	S13°33'12"W	153.08'
C61	61.00'	93°00'00"	99.02'	N59°24'48"W	88.54'
C62	25.00'	90°00'00"	39.27'	S75°24'48"E	35.36'
C63	25.00'	90°00'00"	39.27'	S14°35'12"W	35.36'
C64	25.00'	90°00'00"	39.27'	S75°24'48"E	35.36'
C69	27.00'	90°00'00"	42.41'	N59°24'48"W	38.18'
C72	300.00'	33°00'00"	172.79'	S13°33'12"W	170.42'
C111	47.00'	89°00'00"	73.04'	S14°24'48"E	65.92'
C118	300.00'	33°00'00"	172.79'	S13°33'12"W	170.42'
C127	61.00'	22°30'16"	23.96'	S13°50'28"E	23.81'
C128	61.00'	33°19'31"	35.48'	S13°25'27"W	34.99'
C131	1944.86'	1°05'14"	36.92'	S86°24'28"W	36.92'
C134	1834.21'	1°25'36"	45.68'	S88°37'15"W	45.68'

Line #	Length	Direction
L1	54.41'	S84°53'04"W
L2	17.49'	N13°58'25"W
L3	16.54'	N13°25'27"E
L4	53.36'	N13°25'27"E
L5	157.08'	S13°33'12"W
L6	110.24'	N59°24'48"W
L7	39.27'	S75°24'48"E
L8	39.27'	S14°35'12"W
L9	42.41'	N59°24'48"W
L10	178.02'	S13°33'12"W
L11	73.16'	S14°24'48"E
L12	167.06'	S13°33'12"W
L13	26.33'	S13°50'28"E
L14	35.48'	S13°25'27"W
L15	36.00'	S86°24'28"W
L16	36.00'	S88°37'15"W

Exhibit "B"
(page 4)



Line Table		
Line #	Direction	Length
L27	S43°57'34"W	28.57'
L28	S43°57'34"W	42.57'
L29	S89°46'17"E	20.57'
L30	S43°57'34"W	60.28'
L31	S1°52'35"W	31.77'
L32	S05°40'06"W	28.64'

Exhibit "B"
(page 5)

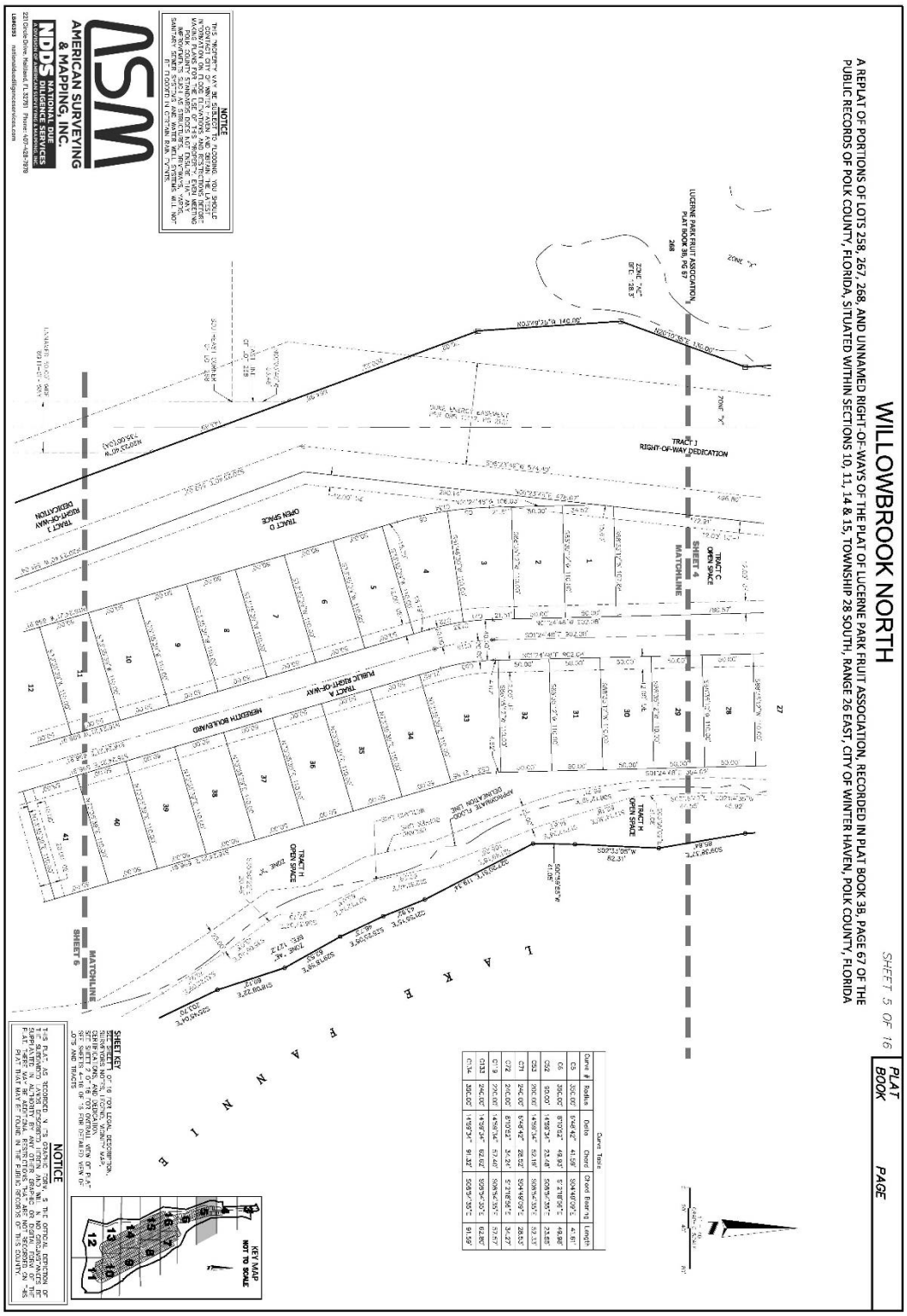


Exhibit "B"
(page 6)

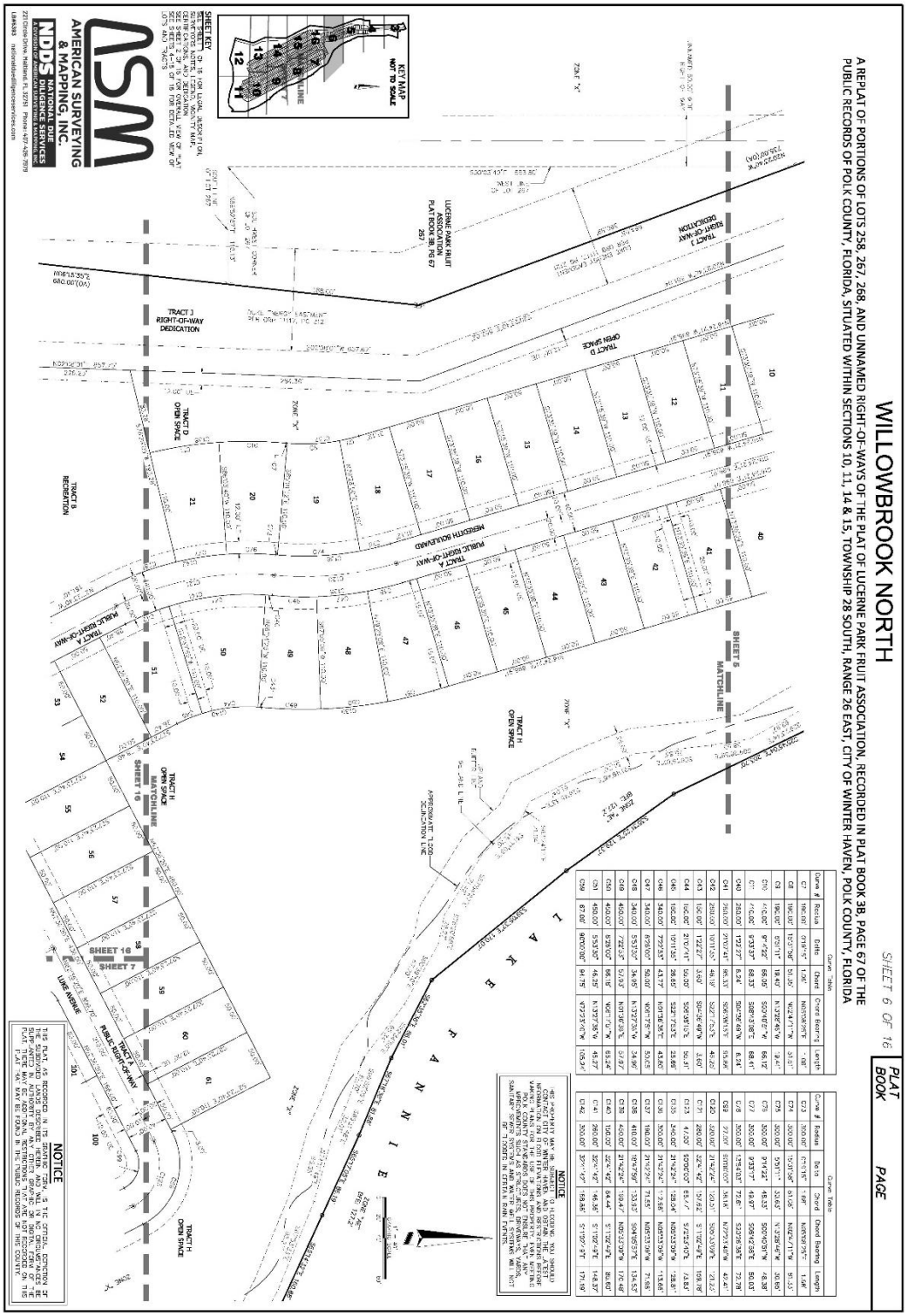


Exhibit "B"
(page 7)



Exhibit "B"
(page 8)



Exhibit "B"
(page 9)



Exhibit "B"
(page 10)



Exhibit "B"
(page 11)

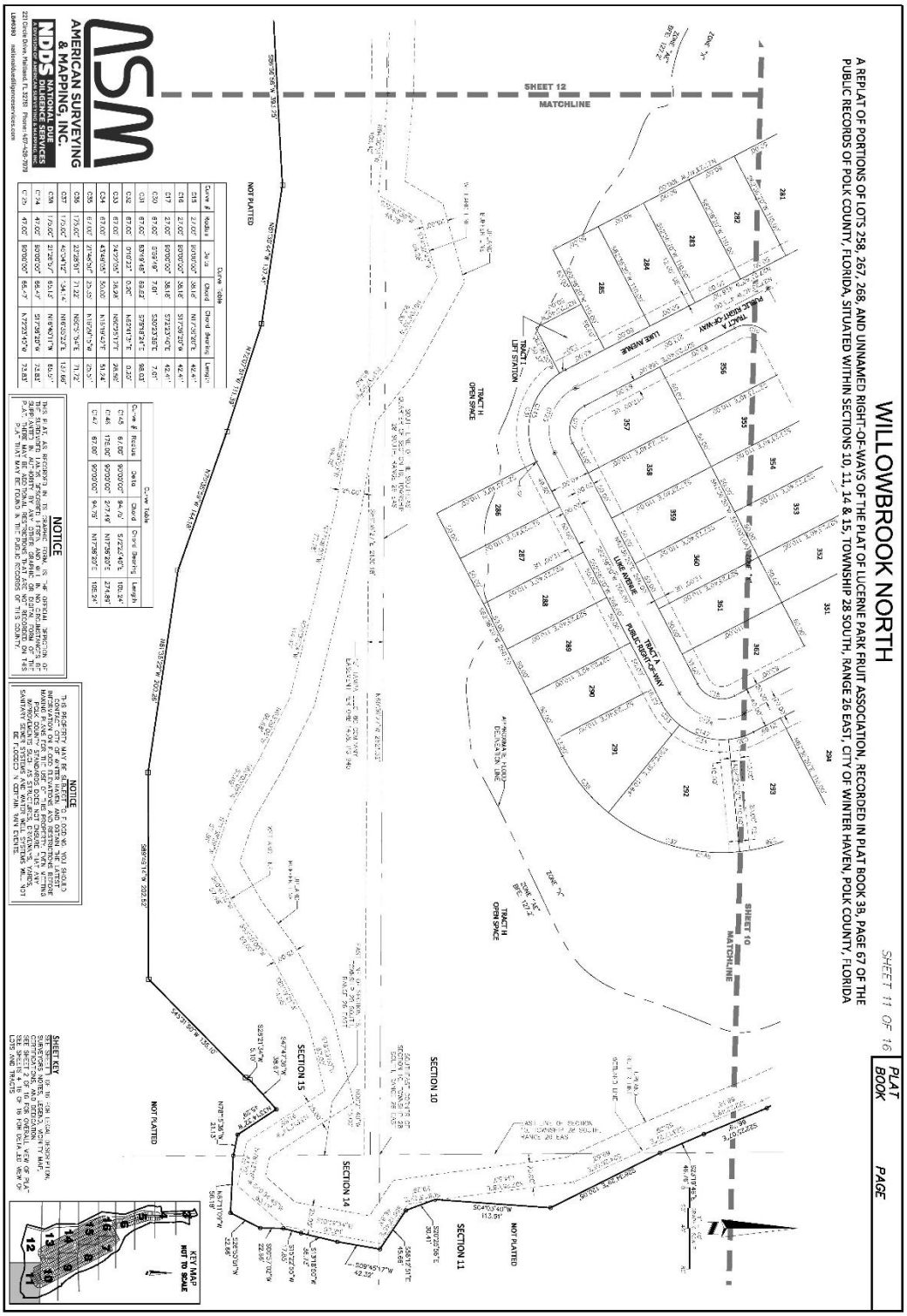


Exhibit "B"
(page 12)

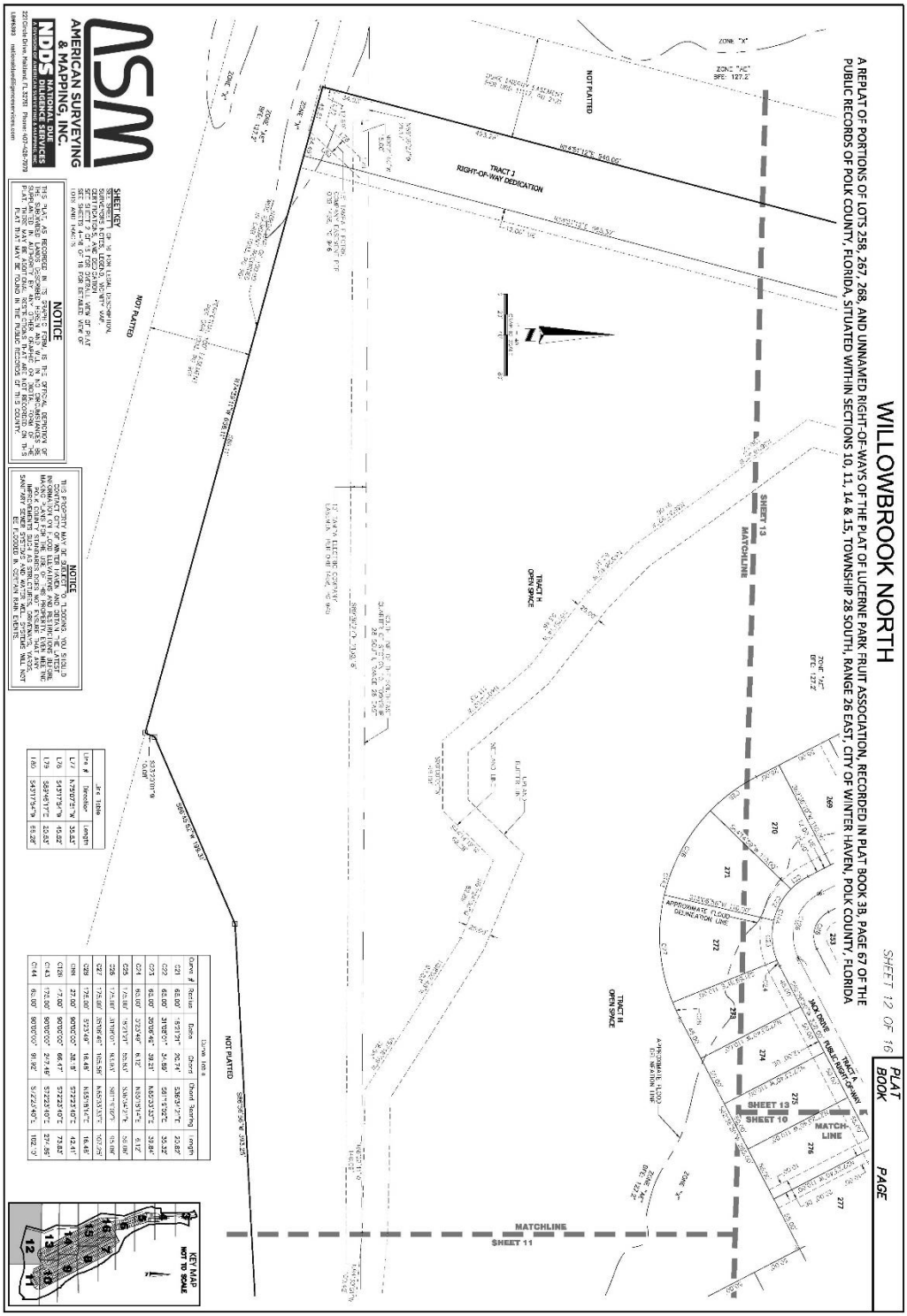


Exhibit "B"
(page 13)

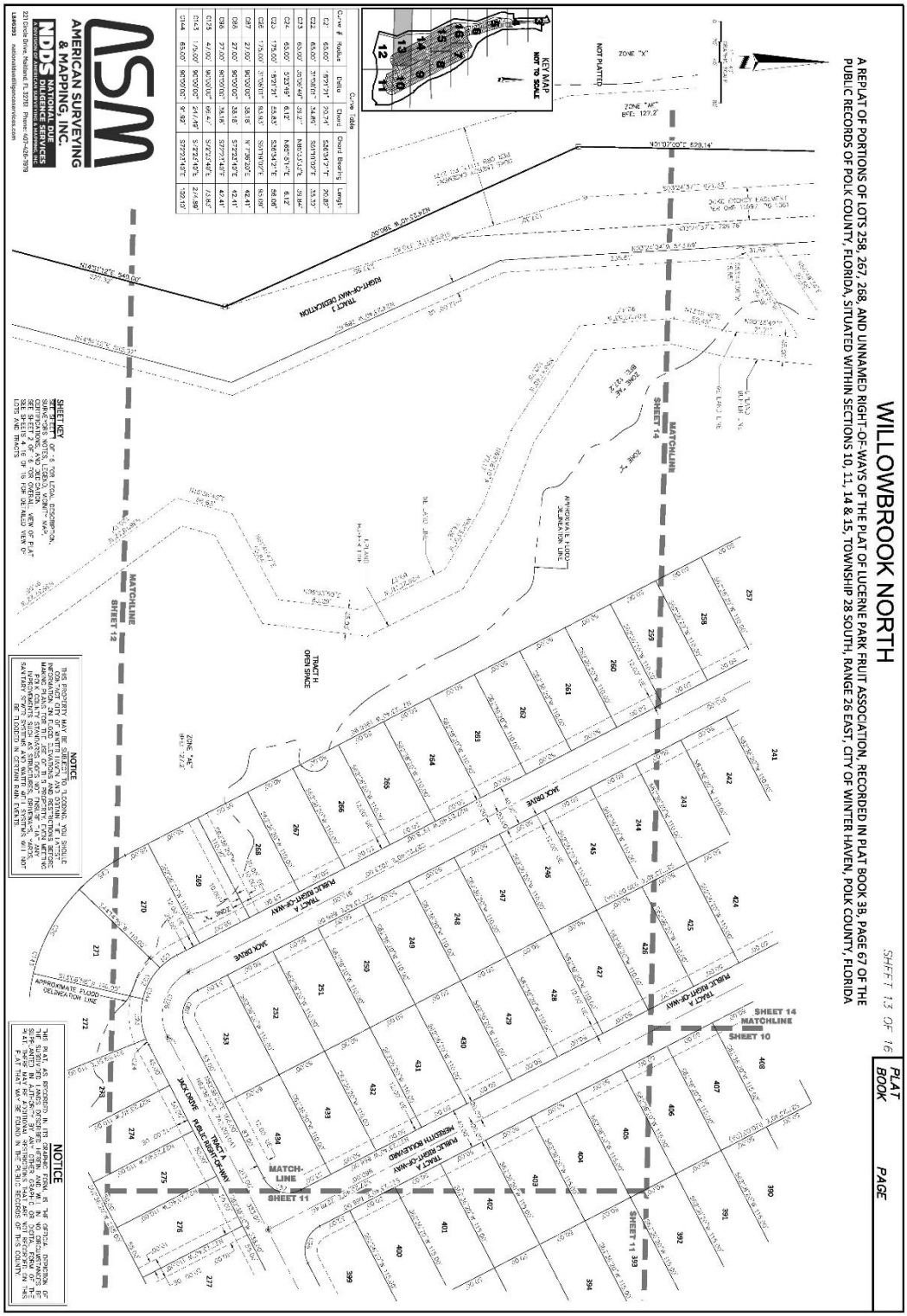


Exhibit "B"
(page 14)

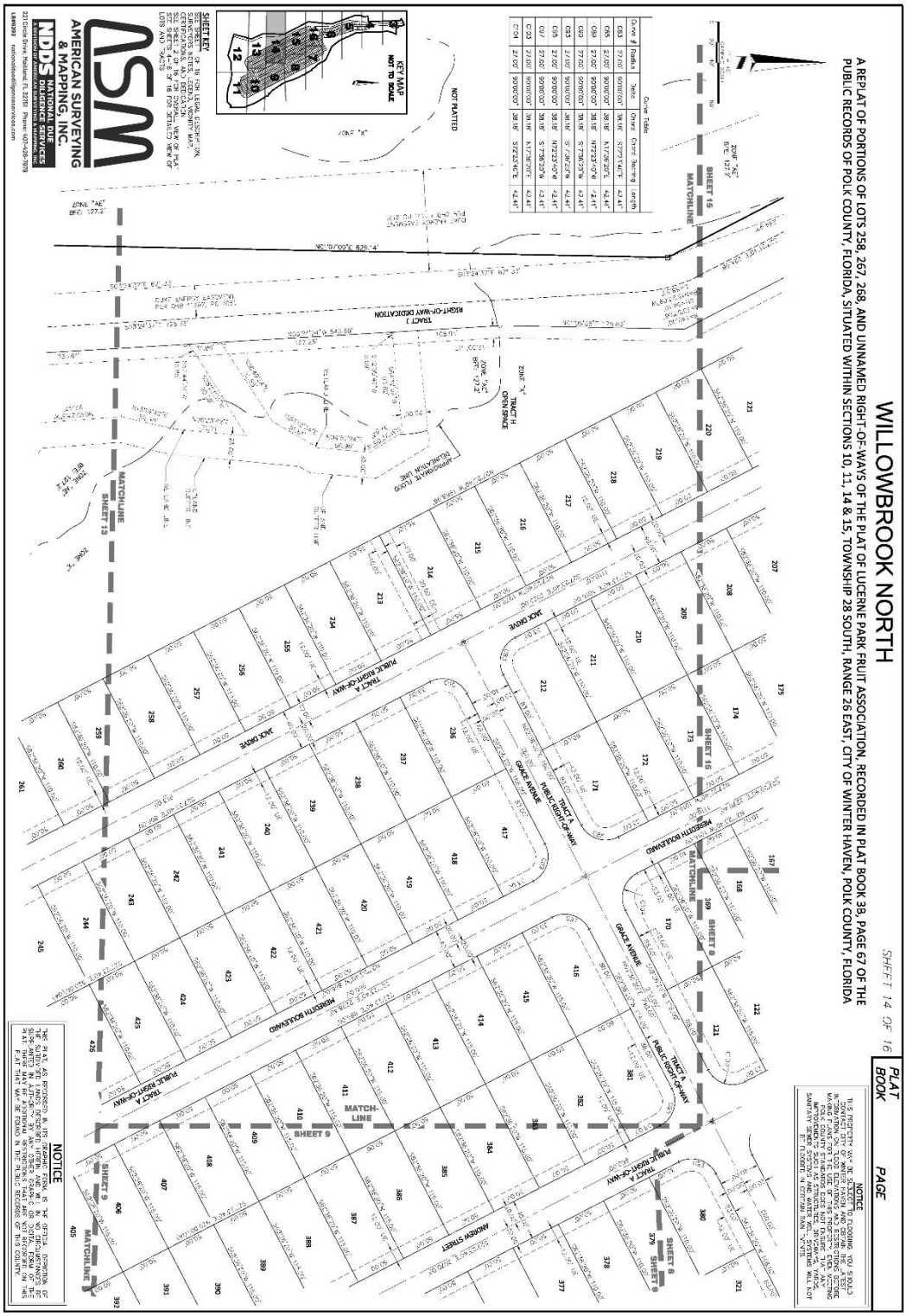


Exhibit "B"
(page 15)



Exhibit "B"
(page 16)



Exhibit "C"

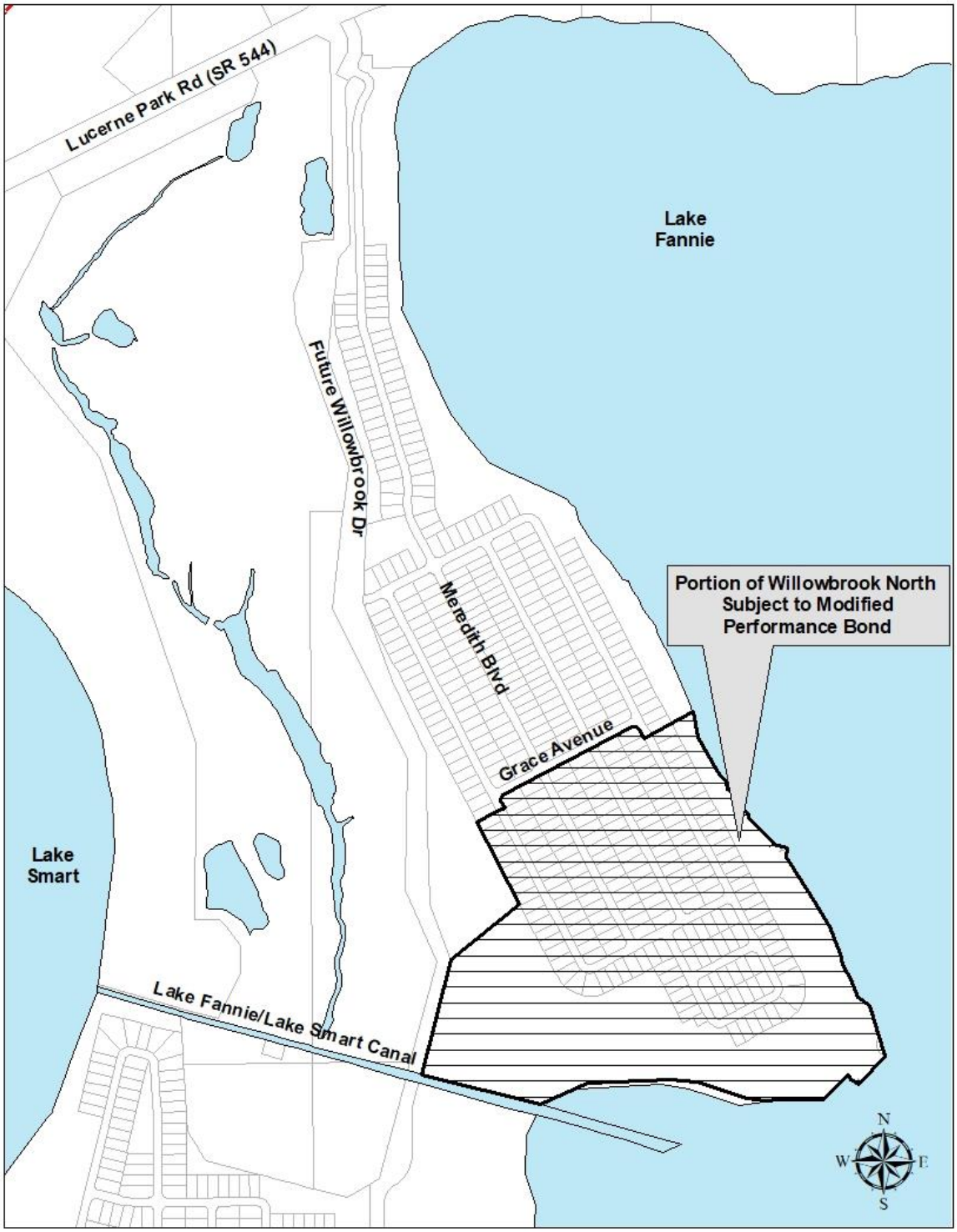
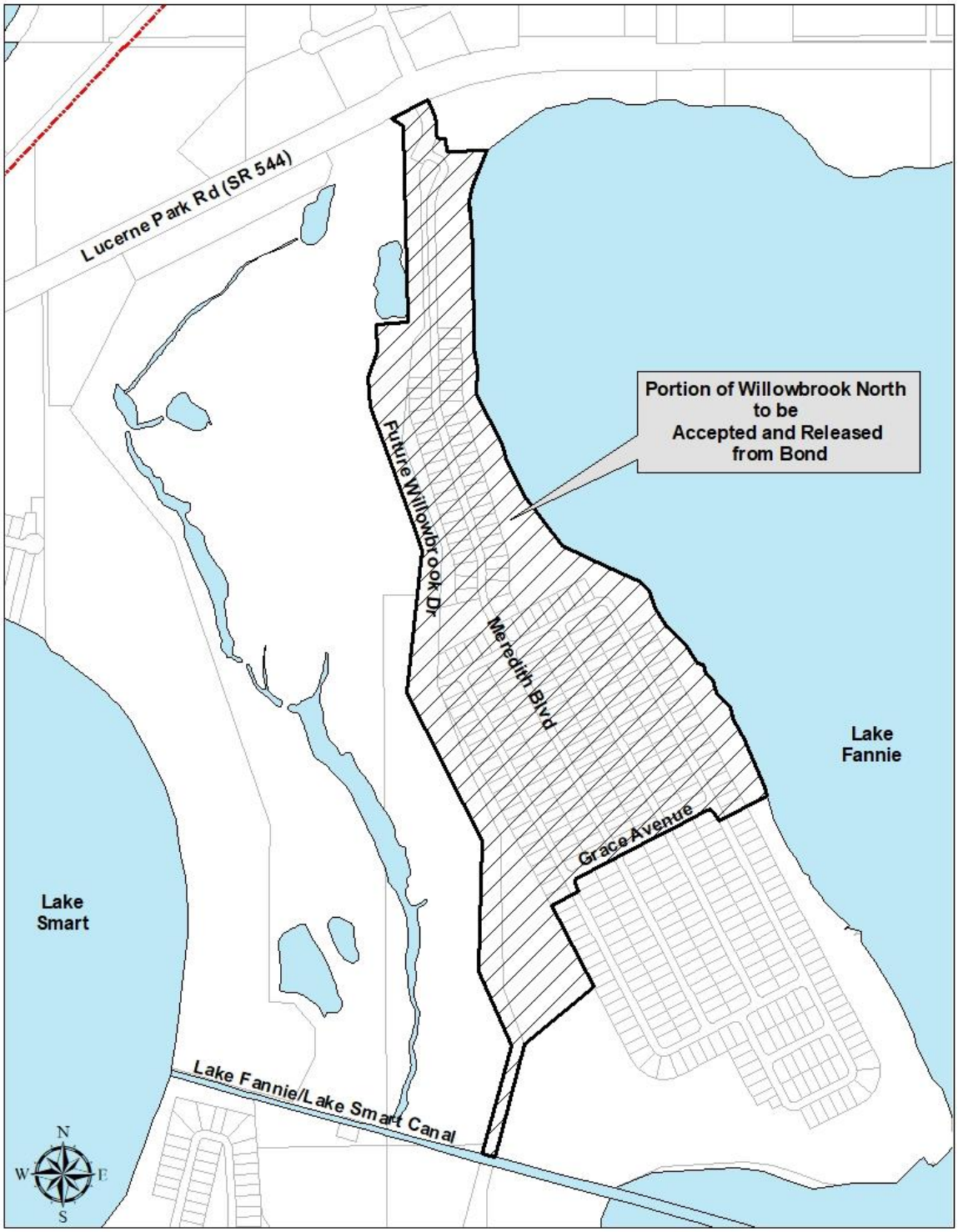

Lucerne Park Rd (SR 544)
Lake
Fannie
Future Willowbrook Dr
Meredith Blvd
Portion of Willowbrook North
Subject to Modified
Performance Bond
Grace Avenue
Lake
Smart
Lake Fannie/Lake Smart Canal
N
W
E
S

Exhibit "D"


Lucerne Park Rd (SR 544)
Portion of Willowbrook North to be Accepted and Released from Bond
Future Willowbrook Dr
Meredith Blvd
Grace Avenue
Lake Fannie
Lake Smart
Lake Fannie/Lake Smart Canal
N
W
E
S