

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held April 2, 2018 at 7:00 p.m. beginning on the steps of City Hall and then in the Commission Room of City Hall, after having been properly advertised, with the following members present: Mayor Tim Pospichal, Commissioners: Dorothea Taylor Bogert, Keith Cowie, Richard Hamann, and Bill Sterling. Also present were: City Manager Robert R. Green, Finance Director/City Clerk Shirley Lowrance, City Attorney V. Patton Kee, and Police Chief Chris Nelson.

Mayor Tim Pospichal declared a quorum present and the Meeting was opened with prayer by Pastor Jeffrey Bradley of the Winning Souls for the Kingdom Church and the salute to the flag.

1. FIRE CHIEF OATH OF OFFICE – AUBURNDALE FIRE CHIEF BRIAN BRADWAY

City Manager Green said Brian Bradway began his public safety career with the Auburndale Fire Department as a firefighter in 2003. In 2010, he advanced in the profession as a driver engineer and Emergency Medical Technician with Polk County Fire Rescue. He was promoted to lieutenant in 2011 and worked out of the County's Loughman, Babson Park and Davenport stations. In May 2015, Bradway returned to the Auburndale Fire Department as Deputy Chief, a position designed to provide an opportunity for succession following the retirement of Chief Ronnie Hall. During his tenure as Deputy Chief, Bradway worked closely with Chief Hall in advancing accreditation standards, software updates, developing the Department's first strategic plan, securing a \$377,000 Staffing for Adequate Fire and Emergency Response (SAFER) Grant, and last year played a lead role in the City's Hurricane Irma response. Brian Bradway received his Fire Standards from Ridge Technical Center in April 2003 and holds an A.S. degree in Fire Science Technology from Polk State College graduating with the designation of Cum Laude in August 2017. He was selected in 2017 to participate in the Polk Vision – Leadership Polk Class XI and is a member of the Auburndale Rotary Club. He also serves as a mentor in the Auburndale Rotary – Florida Polytechnic University Mentorship Program. In addition to providing outstanding fire and rescue services to our city residents and those in our service area, the Fire Department works so well with our various City departments and other agencies through mutual aid. The Auburndale Fire Department is a professional and exciting place to work. I am very optimistic about the direction, leadership and departmental experience that Brian brings to the position of Auburndale Fire Chief. A reception for Chief Bradway and his family will be held immediately following his pinning held in the Fire Department Community Meeting Room.

Finance Director/City Clerk Shirley Lowrance administered the Fire Chief Oath of Office to Fire Chief Brian Bradway.

Mayor Tim Pospichal asked that everyone move upstairs to the Commission Chambers for the Meeting.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Keith Cowie, to approve the City Commission Minutes of the March 19, 2018 Meeting. Upon vote, all ayes.

City Manager Green introduced Steve Hilbmann with the Military Orders of the Purple Heart for a presentation.

Steve Hilbmann said they have two awards to present – one to the City and one to Parks and Recreation. The Purple Heart is the first American declaration in the military.

John Hillard presented the plaque of appreciation award for 2018 for support and service to the

combat wounded veterans from the Purple Heart Chapter 535 to Parks and Recreation Director Cody McGhee.

Steve Hilbmann presented the plaque of appreciation award for 2018 from the Purple Heart Chapter 535 to the City and Mayor Tim Pospichal.

Mayor Tim Pospichal said each one of the members present were wounded in combat. Pictures were taken of the Purple Heart members and the City Commission.

Communication and Information Manager Jim Carleton said our Touch a Truck event is on April 7, 2018 from 10 to 1 p.m. He said our most recent post on Touch a Truck took place on March 20th at 5:00 p.m. and reached 43,591 people on the post. He said that was almost three times more than the population of Auburndale. He went through a couple of comments for the event. He said we are able to reach people outside our area with social media.

City Manager Green said the Polk Regional Water Cooperative is planning an orientation geared to new and presently sitting board members, City Commissioners, and City staff. Orientation will be Wednesday, May 16th at noon. The Ridge League of Cities monthly meeting is on Thursday, April 12th in Lake Alfred. Staff will contact the Commissioners for RSVP for both events. He said the Public Works Department will be doing their Annual Spring Clean Up Week on April 16 to 20. He said we encourage our citizens to help beautify our City.

City Manager Green requested Agenda Item #4 – Purchase of Vacant Lots Using CDBG Funding be added to the Agenda.

Motion by Commissioner Keith Cowie, seconded by Commissioner Richard Hamann, to add Agenda Item #4 – Purchase of Vacant Lots Using CDBG Funding to the Agenda. Upon vote, all ayes.

Mayor Tim Pospichal asked for Public comment.

Sandra Hall, Executive Director Auburndale Chamber of Commerce, 1229 Keystone Court invited everyone to the 2018 National Day of Prayer on May 3rd at the Auburndale Civic Center from 7:30 a.m. to 9:00 a.m. She gave out a flyer for the event and said they need Sponsors for the event.

City Attorney Kee read the Proclamation for Donate Life Month April 2018

Mayor Tim Pospichal presented the Proclamation to Selina Scott, volunteer for Donate Life. He said he has been an organ donor since he could drive.

Selina Scott thanked the Commission and City for the Proclamation. She said she was a former employee and now a volunteer for the cause. As the City Attorney and the Mayor stated, being an organ and tissue donor does impact several lives. She said they are very eager to share the cause and get people to sign up. She said they appreciate this Proclamation on behalf of the City of Auburndale.

City Attorney Kee read the Proclamation for Water Conservation Month.

Mayor Tim Pospichal presented the Proclamation to Public Works Director John Dickson.

City Manager Green said for those who may not know, our Mayor serves as the Vice Chair of the Polk Regional Water Cooperative. Recently our Community Development Director Amy Palmer and

Commissioner Taylor Bogert finished Water School in Polk County. Commissioner Sterling, the Mayor, he and Public Works Director John Dickson have also completed the School.

Public Works Director John Dickson said we have three programs we are working with the Cooperative on: landscape incentives, indoor incentives, and for developers who build to a certain standard. We have about \$15,000 set aside in this year's budget for the incentives. For promotion on the incentives, we have flyers at Utility Billing and will place the information on our website. Also today, they delivered the incentive information to Home Owners Association at Schalamar and the Hamptons to help get the word out for these programs.

2. PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Mayor Tim Pospichal closed the Regular Meeting and opened the Public Hearing.

City Manager Green said the Public Hearing was to receive input on the fiscal year 2018-2019 Community Development Block Grant Funding cycle project priorities. Funding is estimated at \$75,671.63. In compliance with the Community Development Block Grant (CDBG) regulations, the City of Auburndale will hold the Public Hearing for the purpose of receiving direct citizen input and suggested proposals. After presentation by City Staff on the status of existing and proposed CDBG projects, the Commission will entertain public comment on these and other community development needs. Based upon approval, City staff will submit an updated projects list to the Polk County Housing and Neighborhood Development Department that oversees the Community Development Block Grant Program. He asked to jump to Agenda #4, as this is the project update for the existing CDBG projects and priorities established last year.

4. APPROVE PURCHASE OF VACANT LOTS PRESTON STREET – CDBG FUNDING

City Manager Green said the City Commission in April 2017 gave approval to spend Community Development Block Grant (CDBG) funds for property acquisition of vacant lots with the CDBG Target Area for donation to Habitat for Humanity. This would allow the parcels to be utilized for Habitat's affordable housing program. The FY 2017-2018 CDBG allocation totaled \$80,322. City Staff identified two adjacent buildable lots at 324 and 326 Preston Street that have been vacant for some time. The owners Delroy G. and Maxine Dixon were contacted and are willing to sell. In February 2018, Corneal Appraisal Services, Auburndale, provided the CDBG required appraisal suggesting the market value of the property at \$20,000 per lot. A Contract for Sale and Purchase of the two lots was prepared by the City Attorney and executed by both parties. The City Manager signed the Contract subject to City Commission approval this evening. Title insurance has also been ordered on the two vacant lots. Habitat for Humanity has reviewed the locations and is receptive to the conveyance of the two properties from the City. He displayed the location of the properties and said the lots are 57-foot lots. The zoning will be RG1 and they will have to build to the City's zoning regulations. He said this is the update on our current year funding and we are looking for Commission approval to purchase the vacant lots at 324 and 326 Preston Street for \$20,000 each utilizing CDBG funds and authorize the conveyance of the subject parcels to Habitat for Humanity of East Polk County. He said this could be combined into a single motion.

Mayor Tim Pospichal said we are in a Public Hearing and asked for public comment. There was no public comment.

Mayor Tim Pospichal closed the Public Hearing and reopened the Regular Commission Meeting.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Richard Hamann, to approve the purchase of the vacant lots at 324 and 326 Preston Street for \$20,000 each utilizing CDBG funds and authorize the conveyance of the subject parcels to Habitat for Humanity of East Polk County.

Commissioner Keith Cowie said he had no problem with purchasing the lot; however, the estimated number was \$75,000.

City Manager Green said we are talking about last year's funds.

Upon vote all ayes.

City Manager Green said when we suggest the Fiscal Year 17/18 allocation was \$80,000 that was \$65,000 in Auburndale CDBG funds and the final year of the repayment from Dundee. These lots and any other lots will bring to the City Commission will come out of that 80,000. As we look forward into the Fiscal Year 18/19 budget, we have the CDBG project allocation estimate of \$75,671 for the City.

3. APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PRIORITY PROJECTS

Assistant City Manager Jeff Tillman went over the proposed Fiscal Year 18/19 projects. The first priority project was the Bridgers Avenue Stormwater Mitigation. We know that Bridgers Avenue is a County maintained road. We have met with County staff both engineering and roads and drainage to discuss how the City can help make stormwater improvements on Bridgers Avenue. We talked about acquiring properties that could be used as a storm surge overflow lot. We are looking at potential vacant lots to use the CDBG funds and will work with the County. With the weekend storm, there was some significant flooding at Bridgers and McKean. The County placed a road under water sign there. The second priority project is a LED pedestrian crossing signals on both sides of the road at the intersection of Charles Avenue and Bennett Street. The second location for LED pedestrian crossing would be at the intersection of Old Lake Alfred Rd and Hwy 559. He showed a picture from the Dollar General presentation and said they have committed \$13,000 for the improvement. We are adding this as a CDBG project in case the Dollar General does not get built. We feel the pedestrian improvements need to be made at that intersection. If there are any additional costs over the \$13,000 they committed, we will use CDBG funding to make the improvements.

City Manager Green said as an update, it is our understanding that some demolition permits have been requested and we should see some action on those two properties for the Dollar General. As Mr. Tillman suggested, they will have to go through DOT and Polk County for permitting for access. We know what we want and hope DOT will permit it. If they permit it, we will have CDBG funds to do the project. We had our Public Hearing this evening. We want to make sure that if anyone in the public has a request on how to spend CDBG Funds – that is the purpose of the Public Hearing this evening. He said we may have closed the Public Hearing a little early, as far as asking anyone one if they had any other suggestions to make. He said we would need the records to show that the Public Hearing was for that purpose. The crosswalk at the Community Center was a request of a citizen in the area. Mr. Sam Lynn, a crossing guard, suggested this project. After we saw the improvements on PK Avenue, we knew we wanted additional crosswalk improvements on other intersections. He said we thank Mr. Lynn for his recommendation. He said these are the two projects that staff would recommend, if there are no other comments from the public. Staff would look for approval of those two projects for CDBG Projects for next year's budget.

Mayor Tim Pospichal said as Mr. Green spoke, if there is anyone in the audience that would like to comment on this item or have an idea for some of the CDBG money, please come forward. There was no comment from the public.

Motion by Commissioner Bill Sterling, seconded by Commissioner Keith Cowie, to approve the Community Development Block Grant projects as outlined tonight. Upon vote, all ayes.

City Manager Green said everyone is welcome to join those at the Fire Department for the reception for the new Fire Chief.

Meeting adjourned at 7:45 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.



Shirley A. Lowrance, Finance Director/City Clerk