



*City of Auburndale*  
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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**CITY COMMISSION MEETING**  
**June 4, 2018 – 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Michael Spivey, Calvary Church of Winter Haven and Police Department Chaplin

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 05/21/2018

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – POLK PRIDE WEEK – June 13-16, 2018

**AGENDA**

1. PRESENTATION ON DUKE ENERGY PROPOSED TRANSMISSION LINES – JERRY MILLER
2. STATE REVOLVING FUND GUARANTY AGREEMENT – POLK REGIONAL WATER COOPERATIVE
3. APPOINT VOTING DELEGATE FOR FLORIDA LEAGUE OF CITIES CONFERENCE
4. PRESENTATION OF EXPENSES – FY 2019 AND FY 2020 ANNUAL BUDGETS

F.S. 286: If an individual decides to appeal any decision made by the City Commission with respect to this meeting, a verbatim transcript may be requested. If so, the individual should make provisions for a transcript to be made at the meeting. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk no later than five days prior to the proceeding at 968-5133.

**City Commission Meeting  
June 4, 2018**

**AGENDA ITEM 1: PRESENTATION ON DUKE ENERGY PROPOSED TRANSMISSION LINES**

\_\_\_INFORMATION ONLY

\_\_\_ACTION REQUESTED

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**ISSUE:** Duke Energy has proposed construction of a new substation and two new transmission lines in Polk County connecting Duke's Osprey Energy Center in Auburndale to substations in Haines City and the Kathleen area. Jerry Miller, Duke Energy Government and Community Relations Manager is scheduled to appear before the Commission.

**ATTACHMENTS:**

- . Polk County Reliability Enhancement Project Maps
- . Public Notice of Informational Meetings held in May (mailed to properties falling within 500' of one of the potential routes being considered)

**City Commission Meeting  
June 4, 2018**

**AGENDA ITEM 2: GUARANTY AGREEMENT – POLK REGIONAL WATER COOPERATIVE**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Agreement for funding the City's funding share of the Phase I Project of the Polk Regional Water Cooperative.

**ATTACHMENTS:**

- . Guaranty Agreement for Polk Regional Water Cooperative – State Revolving Fund Planning Loan
- . Polk Regional Water Cooperative Phase I Project Cost Share Election Table

**ANALYSIS:** As a participating member of the Polk Regional Water Cooperative (PRWC), the City of Auburndale has agreed to fund its portion of the \$22.9 million PRWC Phase I Project. This project consists of the engineering and necessary well testing for advancement of the three priority alternative water supply projects. The Southwest Florida Water Management District (SWFWMD) has committed 50%, or \$11 million toward the Phase I Project.

The cost share of each participating member of the Phase I Project is determined by that city's proportionate share of the PRWC's identified 2035 potable water deficit. Auburndale's share of the Phase I Project is 7%, or \$1,627,661. The SWFWMD contribution reduces this liability to \$813,830.50. The City's debt service is a budgeted expense in the current Fiscal Year 2018 and Fiscal Year 2019 budgets.

The Cities of Auburndale, Dundee, Fort Meade, Haines City, Lakeland, Lake Wales, Winter Haven and Polk County have all decided to participate in the State of Florida Department of Environmental Protection Revolving Loan Program for financing the participant's share of cost. The proposed Guaranty Agreement commits the City of Auburndale as a participant in the State Revolving Fund Loan Program.

The PRWC participants have until July 1, 2018 to submit a package to the State that includes each participant's Guaranty Agreement. Failure to comply with this deadline would most likely result in a higher interest rate. The current locked-in interest rate on the PRWC State Revolving Loan is 1.89%

The Agreement was reviewed by the City Manager, City Attorney, Public Works Director and City Clerk.

**STAFF RECOMMENDATION:** Approval of the Guaranty Agreement for the City's participation in the Polk Regional Water Cooperative Phase I Project.

**City Commission Meeting  
June 4, 2018**

**AGENDA ITEM 3: APPOINT VOTING DELEGATE FOR AUGUST 16-18, 2018  
FLORIDA LEAGUE OF CITIES CONFERENCE – HOLLYWOOD, FLORIDA**

INFORMATION ONLY

ACTION REQUESTED

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**ISSUE:** The City Commission is requested to select a voting delegate for the Florida League of Cities (FLC) Convention in August.

**ATTACHMENTS:**

- . Florida League of Cities, Inc. Memorandum – May 7, 2018
- . Florida League of Cities Delegate Voting Form

**ANALYSIS:** The Florida League of Cities 92<sup>nd</sup> Annual Conference will be held August 16-18, 2018 at the Diplomat Beach Resort Hollywood, Florida. The FLC By-Laws require that each Member City select one of their elected officials to cast their votes at the annual business session.

Commissioner Dorothea Taylor Bogert has agreed to serve if this is the pleasure of the City Commission.

**STAFF RECOMMENDATION:** Approve a Voting Delegate to the August FLC Conference.

**City Commission Meeting**  
**June 4, 2018**

**AGENDA ITEM 4: PRESENTATION OF EXPENSES – FY 2019 AND FY 2020 ANNUAL BUDGETS**

       INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider the proposed **Expenditures Section** of the Fiscal Year 2018-2019 and the Fiscal Year 2019-2020 Annual Budgets.

**ATTACHMENTS:**

- . Proposed FY 2018-2019 & FY 2019-2020 City of Auburndale Budget Summary
- . Proposed Expenditure Section - Proposed FY 2018-2019 & FY 2019-2020 Budget  
(Expenditures proposed to increase or decrease by more than \$1,000 are highlighted)

**ANALYSIS:** As part of the Budget preparation cycle, the City Commission gave tentative approval to the proposed Capital Outlay Section and the proposed Payroll Section on May 21, 2018. Minor changes have been made in the Payroll Section (new hires, position changes, etc.) and no additional projects or improvements have been made to the Capital Outlay Section. Both, Payroll and Capital Outlay have now been inserted into the proposed **Expenditures** Budget along with "Departmental Operating Expenses" and "Non-Departmental Expenses".

**"Departmental Operating Expenses"** include line items found in every department and division such as electricity, telephone, general supplies, training and travel, vehicle maintenance and gas, oil, and diesel.

**"Non-Departmental Expenses"** include line items such as insurance, pension, debt service, reserve funding, and city contributions to other agencies. Non-Departmental expenses are found on pages 16, 17, 18, and 24 of the Expenditure Section of the proposed Budget.

The Staff presentation will complete the budget review of all proposed **Expenditures** in the FY 2019 and FY 2020 Budgets.

Presentation of the proposed **Revenue** Section is scheduled for July 16, 2018. Delivery of the proposed two-year budget to the City Commission is scheduled for August 6, 2018. Formal adoption of the FY 2019 Budget and conceptual approval of the 2020 Budget will come after the scheduled Public Hearings in September.

**STAFF RECOMMENDATION:** Tentative approval of the Expenditures of the proposed FY 2019 and FY 2020 Budgets.