



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

P.O. Box 186

(863) 965-5530

Email: cmo@auburndalefl.com

CITY COMMISSION MEETING

Tuesday, September 18, 2018 – 7:00 P.M.

COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Terry Brown, Legacy Community Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 09/06/2018

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. **PUBLIC HEARING** – FY 2018 TAX MILLAGE LEVY & ANNUAL BUDGET
2. ORDINANCE #1572 ADOPTING FY 2019 TAX MILLAGE LEVY
3. ORDINANCE #1573 ADOPTING FY 2019 & FY 2020 ANNUAL BUDGETS
4. ORDINANCE #1574 ANNEXING PROPERTY INTO CITY LIMITS – BERKLEY RANCH PHASE II
5. TEMPORARY STREET CLOSING REQUEST – HALLOWEEN HARVEST FESTIVAL

**City Commission Meeting
September 18, 2018**

AGENDA ITEM 1: PUBLIC HEARING – FY 2019 TAX MILLAGE LEVY & ANNUAL BUDGET

AGENDA ITEM 2: ORDINANCE #1572 ADOPTING FY 2019 TAX MILLAGE LEVY

AGENDA ITEM 3: ORDINANCE #1573 ADOPTING FY 2019 & FY 2020 ANNUAL BUDGETS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on the proposed millage rate and tentative FY 2019 and FY 2020 Annual Budgets.

ATTACHMENTS:

- . Final Fund Totals and Contingency Total Spreadsheets for FY 2019 & FY 2020
- . Proposed Ordinance #1572 Adopting Tax Millage Rate
- . Proposed Ordinance #1573 Adopting FY 2019 & FY 2020 Budgets and Five-Year Capital Improvement Program (CIP)

ANALYSIS: The Public Hearing has been advertised in accordance with the Florida Statutes regarding the method of fixing tax millage. This Public Hearing is the second of two (2) required Public Hearings. The first Public Hearing was held on September 6, 2018.

The proposed Budget for FY 2019 is balanced with Total Revenue and Total Expenditures of \$34,816,393 before interfund transfers. Expenditures include general operating expenses of \$28,248,207, Capital Improvements of \$6,382,400 and a Contingency Reserve of \$185,786. The Proposed FY 2019 and 2020 Budgets includes all changes made during the Regular City Commission meetings of May 21, 2018 (Capital Outlay and Payroll), June 4, 2018 (Expenditures), and July 16, 2018 (Revenues), August 20, 2018, and September 6, 2018 (first Public Hearing). The final FY 2018-2019 Annual Budget also reflects \$1,657,000 of "carry over" Capital Outlay. This includes several Public Utilities projects that were started, or budgeted in the current fiscal year, and that were delayed, or will be completed in the new fiscal year.

Revenues from ad-valorem taxes for FY 2019 and FY 2020 are estimated at \$4,860,000 and based upon the Rolled-back millage rate of 4.2515.

The FY 2019 Budget also includes the proposed Five-Year Schedule of Capital Improvements (CIP) for the City's Public Safety, Parks and Recreation and Public Works Departments. This schedule, which is a requirement of the City's Comprehensive Plan, assists the City Commission in prioritizing future capital needs throughout the City and is updated annually during the budget process to include a "new fifth year".

A balanced FY 2020 Budget (2nd Year Budget) is also being presented for the Commission's conceptual approval. The FY 2020 Budget will be reviewed by City Staff and the City Commission during the next Budget update process in order to accommodate needs that have arisen since the planned budget was prepared.

The proposed Ordinances were prepared by the Finance Director and reviewed by the City Manager and City Attorney. The proposed Ordinances were approved on first reading September 6, 2018 and are being presented for second and final reading.

STAFF RECOMMENDATION: Approve the proposed Ordinance establishing the tax millage levy and the proposed Ordinance adopting the FY 2019 and FY 2020 Annual Budgets.

**City Commission Meeting
September 18, 2018**

**AGENDA ITEM 4: ORDINANCE #1574 ANNEXING PROPERTY INTO CITY LIMITS –
BERKLEY RANCH PHASE II**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance annexing property into the City limits.

ATTACHMENTS:

 Proposed Ordinance #1574 Annexing Property into City limits

ANALYSIS: The City has received a petition from Andrew and Margaret Hanzlik to annex 19.52 acres of property into the City limits. The property is located south of and adjacent to the recently annexed Berkley Ranch property, north of Pace Road. The property is contiguous with existing City limits and the annexation does not create an enclave. The property is currently vacant. The proposed annexation is as a result of the owner’s request for city utilities and the proposed development of the property for residential use. The property is planned to be developed as Phase II of the Berkley Ranch Planned Development subdivision.

Establishing a Future Land Use and Zoning classification on the property will be considered at Public Hearings before the Planning Commission and City Commission at later dates. The action currently before the City Commission is only on the annexation of the property into the City.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance was approved on first reading September 6, 2018 and is being presented for second and final reading..

STAFF RECOMMENDATION: Approve the Ordinance annexing the Hanzlik property into the City limits.

City Commission Meeting
September 18, 2018

AGENDA ITEM 5: STREET CLOSING REQUEST – HALLOWEEN HARVEST FESTIVAL

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a temporary street closing for the Chamber Halloween Harvest Festival.

ATTACHMENTS:

- . Temporary FDOT Road Closing Permit

ANALYSIS: The City has received a request to temporarily close streets in the downtown area to accommodate the very successful Chamber of Commerce Halloween Harvest Festival on **Thursday October 25, 2018** from 5:30-8:30 P.M. This event is well attended each year and has good participation from the local merchants.

To make the event safer and more pedestrian friendly, the City and Chamber again this year requested the Florida Department of Transportation (FDOT) to permit temporary closing of State Road 559 from Stadium Road to Pontotoc Plaza. This allows detour of traffic from the downtown business area for three hours during the event.

The closing will allow the main activity related to the event to be held in a "safe zone" in the downtown business area and closed to vehicle traffic. In addition to the State Road 559 closing, the City Commission is also requested to close:

- . Pontotoc Plaza between Main Street and Lake Avenue
- . Lake Avenue between Pontotoc Plaza and Main Street
- . Polk Street between Pontotoc Plaza and Main Street
- . City Hall Plaza to accommodate vendors

STAFF RECOMMENDATION: Staff has no objections to the request and recommends approval.