



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
March 4, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Jim Mitchell, First United Methodist Church

PLEDGE OF ALLEGIANCE – Boy Scout Troop #115, Auburndale

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 02/18/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1588 FUTURE LAND USE MAP AMENDMENT – BELL PROPERTY
2. ORDINANCE #1589 OFFICIAL ZONING MAP AMENDMENT – BELL PROPERTY
3. ORDINANCE #1590 FUTURE LAND USE MAP AMENDMENT – HEAD PROPERTY
4. ORDINANCE #1591 OFFICIAL ZONING MAP AMENDMENT – HEAD PROPERTY
5. ORDINANCE #1592 OFFICIAL ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA
6. ORDINANCE #1593 ANNEXING PROPERTY INTO CITY LIMITS – WILSON PROPERTY, GANDY ST
7. ORDINANCE #1594 ANNEXING PROPERTY INTO CITY LIMITS – JOHNSON PROPERTY, GANDY ST
8. ORDINANCE #1595 ANNEXING PROPERTY INTO CITY LIMITS – WURTZ PROPERTY, EAKER ST
9. **PUBLIC HEARING** – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
10. APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS
11. **PUBLIC HEARING** – OFFICIAL ZONING MAP AMENDMENT – CG JEANS PROPERTY
12. ORDINANCE #1596 OFFICIAL ZONING MAP AMENDMENT – CG JEANS PROPERTY
13. PRESENTATION OF VEHICLE REPLACEMENT PROGRAM – POLICE DEPARTMENT

**City Commission Meeting
March 4, 2019**

AGENDA ITEM 1: ORDINANCE #1588 AMENDING THE FUTURE LAND USE MAP– BELL PROPERTY

AGENDA ITEM 2: ORDINANCE #1589 AMENDING THE OFFICIAL ZONING MAP – BELL PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a Future Land Use Map Amendment and an Official Zoning Map Amendment.

ATTACHMENTS:

- . Ordinance #1588 Amending the Future Land Use Map – Bell Property
- . Ordinance #1589 Amending the Official Zoning Map – Bell Property

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the following property:

Owner/Petitioner:	Elton Bell
Location:	US 92 and 2nd Street
Current Polk County Future Land Use:	Linear Commercial Corridor (LCC)
Proposed Future Land Use:	Commercial Corridor (CC)
Proposed Zoning Classification:	Commercial Highway (CH)
Current use:	Vacant (0.5 acres)

In January, the City annexed approximately +/- 0.5 acres into the Auburndale City Limits owned by Elton Bell. The property is located on US Hwy 92 and 2nd Street. The property is adjacent to 295 U.S. Highway 92, which is also owned by the petitioner.

The proposed City Future Land Use classification of **Commercial Corridor (CC)** and Zoning classification of **Commercial Highway (CH)** is consistent with designations applied to the owner's adjacent parcel, and properties fronting U.S. Highway 92. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinances were approved on first reading February 18, 2019 and being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map Amendments (7-0) 02/05/19

STAFF RECOMMENDATION: Recommend approval of the Ordinances.

**City Commission Meeting
March 4, 2019**

AGENDA ITEM 3: ORDINANCE #1590 AMENDING THE FUTURE LAND USE MAP- HEAD PROPERTY

AGENDA ITEM 4: ORDINANCE #1591 AMENDING THE OFFICIAL ZONING MAP – HEAD PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a Future Land Use Map Amendment and an Official Zoning Map Amendment.

ATTACHMENTS:

- . Ordinance #1590 Amending the Future Land Use Map – Head Property
- . Ordinance #1591 Amending the Official Zoning Map – Head Property

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the following property:

Owner/Petitioner:	Theodore Head
Location:	Hwy 92 and 2nd Street
Current Polk County Future Land Use:	Linear Commercial Corridor (LCC)
Proposed Future Land Use:	Commercial Corridor (CC)
Proposed Zoning Classification:	Commercial Highway (CH)
Current use:	Vacant (0.15 acres)

In January, the City annexed approximately +/- 0.15 acres into the Auburndale City Limits owned by Theodore Head. The property is located on 405 2nd Street north of U.S. Highway 92. The vacant lot is contiguous with the property previously annexed belonging to Elton Bell. The owner is requesting the same Land Use and Zoning designations as applied to the Bell property (Ordinance #1588 & #1589).

The proposed City Future Land Use classification of **Commercial Corridor (CC)** and Zoning classification of **Commercial Highway (CH)** is consistent with designations allied to properties to the east, west, and south, including the adjacent Bell property. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance were approved on first reading February 18, 2019 and being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map Amendments (7-0) 02/05/19

STAFF RECOMMENDATION: Approval of the Ordinances.

**City Commission Meeting
March 4, 2019**

AGENDA ITEM 5: ORDINANCE #1592 ZONING MAP AMENDMENT – ENCLAVE AT LAKE ARIETTA

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider and a request to modify an existing Planned Development-Housing 1(PD-H1) Zoning Map classification.

ATTACHMENTS:

. Ordinance #1592 Amending the Zoning Map and Binding Site Plan – Enclave at Lake Arietta

ANALYSIS: The City has received a request for a Zoning Map Amendment on the following property:

Owner/Petitioner:	Gapway Grove Corp./ Cannatelli Homes
Location:	Berkley Road and Lake Myrtle Park Road
Current Future Land Use:	Low Density Residential
Current Zoning Classification:	Planned Development-Housing 1 (PD-H1)
Proposed Zoning Classification:	Modify - Planned Development-Housing 1 (PD-H1)
Current use:	Vacant, Groves (+/- 78.77 acres)

In 2008, the vacant 78.77 acres of grove property located on Berkley Road at Lake Myrtle Park Road was rezoned from *Open Use Agriculture (OUA)* to **Planned Development –Housing -1 (PD-H1)** allowing for 96 single-family dwelling units. In May 2015, the property received approval for a modification to the Planned Development Binding Site Plan reducing the number of dwelling units to 69. The approved amendment allowed for short-term rentals on 39 single-family residential lots and 15 duplex lots.

The owner/applicant is requesting a modification to the Planned Development. Specifically, the changes would include:

5. An increase in single-family units from 39 to 41 and an increase in the number of duplexes from 15 to 25 for a total dwelling unit count of 91. Similar as the previously approved plan, the duplexes will be located at the front of the development in Phase 2, and the 41 single-family residential units will be on the interior of the site and along Lake Arietta’s shoreline to the east.
6. The 25 duplex lots are proposed to accommodate short-term rental use. This is a reduction from the previously approved 69 lots.
7. A reduction from two previously approved clubhouses to one located in the duplex section (Phase 2) of the project. The clubhouse may include related services and facilities such as a pool, gym, spa, meeting rooms, gift shop, restrooms, and administrative offices.

8. As recommended by the Planning Commission, the project will have two gates – one at the entrance to the subdivision and one at the entrance to “Phase 1”, the single-family residential community. The developer has shown two gates on the binding site plan – one at the entrance to the duplex/short-term rentals, and one at the entrance to the single-family residences.

Setbacks will be as follows: Front 25', side 7'5", rear 10', corner 20', Planned Development Perimeter 25'. The minimum lot size is 13,000 sq. ft. The project includes a boat dock and a boat ramp. The project will have a single access on Berkley Road at the stop light for the Lake Myrtle Sports Park.

As with the previous approved binding site plans, 7.48 acres fronting Berkley Road is being reserved for future development. The 7.48 acres will maintain a Future Land Use designation of *Residential Low* and Zoning designation of *Planned Development Housing-1* consistent with the balance of the property. Any development of this property will require an amendment to the Zoning Map and Public Hearings before the Planning Commission and City Commission.

The requested modification to the *Planned Development-Housing 1* Zoning classification is consistent with the City's Land Development Regulations, and existing development patterns in the area.

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 February 18, 2019 and is being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the modification to the *Planned Development Housing 1*. However, the Planning Commission recommends two gates, one at the entrance to the subdivision and one at the entrance to the residential community. (7-0) – 02/05/2019

STAFF RECOMMENDATION: Approval of the Ordinance amending the Planned Development Zoning and Binding Site Plan.

City Commission Meeting
March 4, 2019

**AGENDA ITEM 8: ORDINANCE #1595 ANNEXING PROPERTY INTO CITY LIMITS –
WURTZ PROPERTY, EAKER ST**

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

Proposed Ordinance #1595 Annexing Wurtz Property into City Limits and Location Map

ANALYSIS: The City has received a petition from Betty Wurtz to annex +/- 2.42 acres of property into the City limits. The property has frontage on US Highway 92, Eaker Street, and Bridgers Avenue. The property is contiguous with existing City limits. The property currently contains several vacant buildings. Annexation will allow the property owner to redevelop the property to include self-storage, boat, and recreational vehicle storage. The annexation does not create an enclave.

The property currently has a Polk County Land Use designation of *Commercial Enclave*. Establishing a City 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 February 18, 2019 and is being presented for second and final reading.

STAFF RECOMMENDATION: Approval of the Ordinance annexing property into the City limits.

City Commission Meeting
March 4, 2019

AGENDA ITEM 9: PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

AGENDA ITEM 10: APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: In compliance with the Community Development Block Grant (CDBG) regulations, the City of Auburndale is holding a Public Hearing for the purpose of receiving direct citizen input on suggested proposals. After a presentation by City Staff on suggested proposals, the Commission will entertain public comment on these and other community development needs.

ATTACHMENTS:

- . Notice of Public Hearing & Proposed Projects – The Ledger & News Chief – 02/20/2019
- . Letter of Request from Polk County Health and Human Services – 02/18/2019

ANALYSIS: In two previous CDBG funding cycles (FY 2009-2010 & FY 2013-2014) the City Commission entered into agreements with the Town of Dundee that allowed Dundee to utilize the City of Auburndale's CDBG funding allocation to complete several large projects that would not have been possible if not for the cities working together. Dundee reimbursed Auburndale each year with their full allocation until the City of Auburndale was totally repaid.

The Town of Dundee has requested Auburndale to enter into a new similar agreement. The City of Auburndale is scheduled to received \$83,488.90 of CDBG funding in FY 2019-2020. Under the proposed agreement:

- . Auburndale would allocate its FY 2019-2020 CDBG funding (\$83,488.90) to the Town of Dundee.
- . The Town of Dundee would allocate future CDBG funding to totally reimburse the City of Auburndale. Dundee's current CDBG allocation is \$22,285.22 for FY 2019-2020.

In addition, the City anticipates roll-over funds from previous funding cycles (FY 2017-2018 & FY 2018-2019) to spend during FY 2019-2020 funding cycle. The City plans to continue property acquisition of vacant lots within CDBG Target Areas for donation to Habitat for Humanity as previously approved in prior funding cycles.

STAFF RECOMMENDATION: Approve the proposed projects for the FY 2019-2020 Community Development Block Grant funding.

**City Commission Meeting
March 4, 2019**

AGENDA ITEM 11: PUBLIC HEARING – ZONING MAP AMENDMENT – CG JEANS PROPERTY

AGENDA ITEM 12: ORDINANCE #1596 AMENDING ZONING MAP – CG JEANS PROPERTY

____INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on an Official Zoning Map Amendment.

ATTACHMENTS:

- . Notice of Public Hearing – 12/28/2018 (Cancelled) Re-advertised – 2/22/2019
- . Excerpt from Planning Commission Meeting – 01/08/2019
- . Proposed Ordinance #1596 Amending Official Zoning Map – CG Jeans Property - Adams Road

ANALYSIS: The City has received a request for a Zoning Map Amendment on the following property:

<i>Owner/Petitioner:</i>	Susan Collins/Kyle P. Wilkes, AICP Poulos and Bennett
<i>Location:</i>	Between Adams Road and Lake Van Road
<i>Current Future Land Use:</i>	Low Density Residential
<i>Current City Zoning:</i>	None
<i>Proposed Zoning Classification:</i>	Planned Development-Housing 1 (PD-H1)
<i>Current use:</i>	Vacant (+/- 120.56 acres)

ANALYSIS: Kyle P. Wilkes of Poulos and Bennett Engineering, on behalf of property owner Ms. Susan Collins, has requested to establish a zoning district of ***Planned Development-Housing 1 (PD-H1)*** on 120.56 +/- acres. As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan. The request will allow the applicant to construct a 249 lot single-family residential subdivision.

The proposed development would allow a minimum lot size of 6,900 sq. ft. and minimum lot width of 60 feet. Proposed lot setbacks are as follows: a 20' front setback, a 15' front setback on the side of the house for corner lots, a 5' interior side setback, and a 15' rear setback. The proposed lot dimensions are consistent with several of the neighboring subdivisions including Diamond Ridge, Lake Van Estates and Watercrest.

Five-foot wide sidewalks are shown on both sides of the street and road widths meet the LDR's. The binding site plan includes open space and a recreation tract. The requested zoning district of ***Planned Development-Housing 1 (PD-H1)*** is compatible with the existing underlying land use of ***Low Density Residential*** and Chapter 6, Planned Developments, of the City's Land Development Regulations.

Significant discussion was held during the Planning Commission meeting on January 8, 2019 related to lot size and traffic concerns, especially along Adams Road. The traffic study completed by the engineer showed that following complete build-out of the subdivision, the intersection of Hwy 559 and Adams Road would be a level of service "D" at peak hours. Further discussions with the traffic engineer indicate that the inclusion of the additional new subdivisions on Adams Road, Watercrest and HBlock, would create a failing intersection during peak hours. The developer has agreed to contribute their proportionate share towards the improvements of the Hwy 559 and Adams Road intersection. The developer will enter into a Developer's Agreement with the City prior to platting to address these improvements and a financial commitment. The City and County are partnering with the developer of this project and the H-Block project, to identify what improvements will be required to alleviate the failing level of service.

The requested zoning designation of *Planned Development-Housing 1* is consistent with the City's Comprehensive Plan and Land Development Regulations.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading the proposed Ordinance will be presented for second and final reading on March 18, 2019.

PLANNING COMMISSION RECOMMENDATION: Not approve the request. (7-0) 1/08/2019

STAFF RECOMMENDATION: Given the compatibility with the existing development trends in the neighborhood and the opportunity to address the needed improvements of Adams Road, Staff would recommend approval of the Zoning Map Amendment.

**City Commission Meeting
March 4, 2019**

AGENDA ITEM 13: PRESENTATION OF VEHICLE REPLACEMENT PROGRAM – POLICE DEPT.

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a fleet management program for the Police Department.

ATTACHMENTS:

- . Master Equity Lease Agreement – Enterprise Fleet Management
- . Fleet Synopsis – City of Auburndale Police Department

ANALYSIS: In October 2017, the City allocated funding for a new police officer position, the first of four, needed to create a new zone in the north Auburndale area. A second officer position was funded for in the current fiscal year budget, and the final two will be budgeted in FY 2019-2020. The additional staffing requires additional capital outlay, including new patrol cars.

Over the years, the City has tried to replace units with older mileage by historically purchasing three patrol vehicles in every budget year. In looking at purchasing the additional vehicles for the new zone, City staff also researched successful leasing options used by other agencies including Haines City. Leasing new patrol vehicles would provide the department the ability to replace more vehicles sooner with less mileage there by eliminating high maintenance cost and allowing for higher resale value when the vehicle is pulled from service.

All City vehicles are maintained by the County's Fleet Maintenance Department operating at our Public Works facility. Each vehicle is assigned a cost based on its age, mileage and use. Replacing high mileage vehicles in a more timely manner significantly reduces the maintenance cost and allows for replacing more than the three vehicles historically purchased each year. The proposed leasing arrangement would allow for total replacement of the Police Department Fleet every five years and result in tremendous cost savings over the same period. Replacing twenty (20) patrol vehicles under our current purchasing practices through FY 2024 would equal \$1,092,000.00. The proposed purchasing plan would allow replacing twice the number of patrol vehicles, forty (40), at a cost of \$997,160.00.

City staff will present a proposed Vehicle Purchase Comparison for Police Vehicles.

The proposed Lease Agreement was reviewed by the Police Chief, City Manager and City Attorney.

STAFF RECOMMENDATION: Approve the Lease Agreement with Enterprise Fleet Management and authorize the City Manager to execute on behalf of the City.