



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
April 1, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Bob Bauer, Orange Street Church of Christ

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 03/18/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – Parental Alienation Awareness Month – April
Water Conservation Month - April

AGENDA

1. ORDINANCE #1597 OFFICIAL ZONING MAP AMENDMENT – H BLOCK PROPERTY, ADAMS RD
2. ORDINANCE #1598 FUTURE LAND USE MAP AMENDMENT - WILSON PROPERTY, GANDY ST
3. ORDINANCE #1599 OFFICIAL ZONING MAP AMENDMENT – WILSON PROPERTY, GANDY ST
4. ORDINANCE #1600 FUTURE LAND USE MAP AMENDMENT - JOHNSON PROPERTY, GANDY ST
5. ORDINANCE #1601 OFFICIAL ZONING MAP AMENDMENT – JOHNSON PROPERTY, GANDY ST
6. ORDINANCE #1602 FUTURE LAND USE MAP AMENDMENT - WURTZ PROPERTY, EAKER ST
7. ORDINANCE #1603 OFFICIAL ZONING MAP AMENDMENT – WURTZ PROPERTY, EAKER ST
8. **PUBLIC HEARING** – FUTURE LAND USE AND ZONING AMENDMENTS – 5 STAR PROPERTY
9. ORDINANCE #1604 FUTURE LAND USE MAP AMENDMENT – 5 STAR PROPERTY
10. ORDINANCE #1605 OFFICIAL ZONING MAP AMENDMENT – 5 STAR PROPERTY
11. INFORMATION TECHNOLOGY INTERLOCAL AGREEMENT WITH LAKE ALFRED
12. CONSIDER RENEWAL OF AGREEMENT FOR AUDITING SERVICES – BRYNJULFSON CPA

Ref. 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 provision 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
April 1, 2019**

AGENDA ITEM 1: ORDINANCE #1597 OFFICIAL ZONING MAP AMENDMENT – H BLOCK

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Official Zoning Map Amendment.

ATTACHMENTS:

Ordinance #1597 Amending the Official Zoning Map & Binding Site Plan – H Block Property

ANALYSIS: The City has received a request to rezone the following property:

<i>Owner/Petitioner:</i>	John Strang/JSK Consulting
<i>Location:</i>	Hwy 559 and Adams Road
<i>Current Future Land Use:</i>	Low Density Residential
<i>Current City Zoning:</i>	Single Family Residential-1 (RS-1)
<i>Proposed Zoning Classification:</i>	Planned Development –Housing 1 (PD-H1)
<i>Current use:</i>	Vacant (104.00 +/- acres)

Matthew Johnson of JSK Consulting on behalf of property owner Mr. John Strang has requested a zoning map amendment on 104 +/- acres from ***Single Family Residential-1 (RS-1)*** to ***Planned Development-Housing 1 (PD-H1)***. As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan.

This parcel came before the Planning Commission at a Public Hearing on November 6, 2018 with a request for a Planned Development-Housing 1 (PD-H1) zoning district that proposed 227 lots, lot sizes between 7,200-7,800 sq. ft., and lot widths between 60-65 feet. The Planning Commission denied the rezoning request due to incompatibility of the lot size with neighboring subdivisions.

On January 8, 2019 the applicant resubmitted the property before the Planning Commission at a Public Hearing and requested the ***Single Family Residential-2 (RS-2)*** zoning classification. At a Special Meeting January 22, 2019, the Planning Commission made a formal recommendation that the proposal return as a Planned Development, following the RS-2 minimum lot size, and a minimum house size of 1,500 SF. The Planned Development would also allow the developer to address traffic concerns at the intersection of Adams Road and Hwy 559.

A Public Hearing was held on January 28, 2019 before the City Commission to introduce the project and take additional public comment. No action was taken by the City Commission.

As requested, the proposed project was resubmitted to the Planning Commission at a Public Hearing on March 5, 2019. The proposed Zoning classification of **Planned Development Housing -1** will allow the applicant to construct a 201 lot single-family residential subdivision. The overall density for the proposal is two (2) single-family homes per acre, which is consistent with the Comprehensive Plan and Future Land Use of **Low Density Residential** (0-6 units per acre). The proposed amendment is consistent with the **RS-2** zoning district, meeting the minimum lot size of 9,500 SF, the minimum lot width of 70-feet, and minimum setbacks of 25-foot front and 10-foot side and rear. The Planned Development also requires a 1,500 SF minimum house size plus a two car garage, which is more than the minimum **RS-2** house size of 1,200 SF with a one car garage.

The binding site plan meets all other Land Development Regulations including five-foot wide sidewalks on both sides of the street, road widths, and length of blocks. The proposed binding site plan includes a recreation and amenity area on the southeastern side of the neighborhood that may include a clubhouse, pool, meeting rooms, restrooms, and other recreational activities.

Significant discussion was held during the Planning Commission Public Hearing on January 8, 2019 related to traffic concerns along Adams Road. Traffic studies show that with the build out of the H Block and several other subdivisions planned on Adams Road, the intersection of Hwy 559 and Adams Road would be a Level of Service "F" at peak hours. The developer has agreed to contribute their proportionate fair share towards the improvements of the Hwy 559 and Adams Road intersection. A note is provided on the binding site plan that states 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 CG Jeans project further east on Adams Road, to identify what improvements will be required to alleviate the failing level of service and establish concurrency. In addition to the intersection improvements, this project is proposing to construct a second entrance that will help alleviate the intersection congestion. This second entrance is proposed to be constructed prior to the construction of homes in Phase 2 of the subdivision and would be a future connection and access to the 30 acres of commercial currently provided for on Hwy 559.

The requested zoning district of **Planned Development-Housing 1 (PD-H1)** is compatible with the existing underlying land use of **Low Density Residential**, existing development trends in the neighborhood, and Chapter 6, Planned Developments, of the Land Development Regulations.

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

PLANNING COMMISSION RECOMMENDATION: Approval of the Zoning Map Amendment (7-0) 03/05/2019

STAFF RECOMMENDATION: Approval of the proposed Planned Development-Housing 1 (PD-H1) Zoning Map Amendment and Binding Site Plan.

**City Commission Meeting
April 1, 2019**

AGENDA ITEM 2: ORDINANCE #1598 LAND USE MAP AMENDMENT - WILSON PROPERTY

AGENDA ITEM 3: ORDINANCE #1599 ZONING MAP AMENDMENT – WILSON PROPERTY

AGENDA ITEM 4: ORDINANCE #1600 LAND USE MAP AMENDMENT - JOHNSON PROPERTY

AGENDA ITEM 5: ORDINANCE #1601 ZONING MAP AMENDMENT – JOHNSON PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider two (2) Future Land Use Map Amendments and two (2) Official Zoning Map Amendments located on Gandy Street.

ATTACHMENTS:

- . Ordinance #1598 Amending Future Land Use Map – Wilson Property
- . Ordinance #1599 Amending Official Zoning Map – Wilson Property
- . Ordinance #1600 Amending Future Land Use Map – Johnson Property
- . Ordinance #1601 Amending Official Zoning Map – Johnson Property

ANALYSIS: As a result of annexation, the City is requested to establish Future Land Use and Zoning designations on the following properties:

Owner/Petitioner (1):	Stanley Wilson (Edward Hicks, Original Owner/Petitioner)
Location:	235 Gandy Street – 0.44 acres
Owner/Petitioner (2):	Joe Johnson
Location:	225 Gandy Street – 0.44 acres
Current County Land Use (1 & 2):	Residential Suburban (RS)
Proposed City Land Use (1 & 2):	Low Density Residential
Proposed Zoning Classification (1 & 2):	Single-Family Residential-3 (RS-3)
Current use:	Residential Unit (235 Gandy St) / Vacant Lot (225 Gandy St)

The Wilson property at 235 Gandy Street and the adjacent Johnson property at 225 Gandy Street were both, recently annexed into the City limits. The two properties currently have a Polk County Land Use designation of *Residential Suburban (RS)*. The proposed City Future Land Use classification of **Low Density Residential** and City Zoning classification of **Single-Family Residential-3 (RS-3)** is compatible with the current Polk County designation, the City's Comprehensive Plan, the City's Land Development Regulations, and surrounding residential development.

There is currently a residential unit on the Wilson property at 235 Gandy Street with City water service. Mr. Johnson plans to build a home on his property at 225 Gandy Street.

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 March 18, 2019 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Amendments (7-0) – 03/05/2019

STAFF RECOMMENDATION: Approval of the Future Land Use Map and Zoning Map Amendments.

**City Commission Meeting
April 1, 2019**

AGENDA ITEM 6: ORDINANCE #1602 LAND USE MAP AMENDMENT - WURTZ PROPERTY

AGENDA ITEM 7: ORDINANCE #1603 ZONING MAP AMENDMENT – WURTZ PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Ordinance #1602 Amending Future Land Use Map – Wurtz Property
- . Ordinance #1603 Amending Official Zoning Map – Wurtz 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:

<i>Owner/Petitioner:</i>	Betty Wurtz/Jack Myers
<i>Location:</i>	US Hwy 92, Eaker St. and Bridgers Ave.
<i>Current Polk County Future Land Use:</i>	Commercial Enclave (CE)
<i>Proposed Future Land Use:</i>	Industrial and Commercial Corridor
<i>Proposed Zoning Classification:</i>	Light Industrial (LI) and Highway Commercial (CH)
<i>Current use:</i>	Vacant Commercial (2.42 acres)

On March 4, 2019, the City annexed approximately +/- 2.42 acres into the Auburndale City Limits owned by Betty Wurtz. The property is located on US Hwy 92 and also has frontage on Eaker Street and Bridgers Avenue.

The property currently has a Polk County Land Use designation of Commercial Enclave (CE). The requested Future Land Use designations of ***Industrial*** and ***Commercial Corridor*** and Zoning districts of ***Light Industrial (LI)*** and ***Highway Commercial*** are compatible with Future Land Use and Zoning designations on adjacent properties to the east and west. The amendments allow for a transition from Heavy Industrial (HI) to the northeast and from Commercial Highway (CH) to the west.

The request would allow the vacant buildings onsite and the vacant open areas to be redeveloped into a sales and storage building for a new small business. 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 March 18, 2019 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Amendment (7-0) – 03/05/2019

STAFF RECOMMENDATION: Approval of the Future Land Use Map and Zoning Map Amendments.

**City Commission Meeting
April 1, 2019**

AGENDA ITEM 8: PUBLIC HEARING – LAND USE AND ZONING AMENDMENTS – 5 STAR

AGENDA ITEM 9: ORDINANCE #1604 LAND USE MAP AMENDMENT – 5 STAR PROPERTY

AGENDA ITEM 10: ORDINANCE #1605 ZONING MAP AMENDMENT – 5 STAR PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on a Future Land Use Map Amendment and Zoning Map Amendment.

ATTACHMENTS:

- . Notice of Public Hearing – The Ledger and News Chief – 03/22/2019
- . Excerpt from Planning Commission Meeting – 01/08/2019
- . Compliance Letter from Florida Department of Economic Opportunity – 03/06/2019
- . Ordinance #1604 Amending Future Land Use Map – 5 Star Property
- . Ordinance #1605 Amending Official Zoning Map – 5 Star Property

ANALYSIS: The City has received a request for a Large-Scale Future Land Use Map Amendment and Zoning Map Amendment on the following property:

<i>Owner/Petitioner:</i>	5-Star Family Growers/JSK Consulting
<i>Location:</i>	Denton Avenue and Moss Road
<i>Current Future Land Use:</i>	Regional Activity Center
<i>Proposed Future Land Use:</i>	Tourism Commercial Center
<i>Current Zoning Classification:</i>	Regional Activity Center
<i>Proposed Zoning Classification:</i>	Tourism Commercial Center
<i>Current use:</i>	Agricultural (+/- 63.1 acres)

JSK Consulting on behalf of property owner 5-Star Family Growers is requesting a Large-Scale Future Land Use and Zoning Map Amendment. The current Future Land Use is ***Regional Activity Center (RAC)*** and the current Zoning District is ***Light Industrial (LI)***. The property is located at the end of Denton Avenue and is currently in agricultural use for growing blueberries. The site is adjacent to the Lake Myrtle Sports Complex and the USA-Water Ski and Wake Sports Foundation's facility.

The owners have proposed developing the property as a RV Resort with 436 sites. To accommodate the requested use, the Future Land Use classification will need to be changed to ***Tourism Commercial Center (TCC)*** and require a compliance review by the Florida Department of Economic Opportunity.

The proposed Future Land Use of ***Tourism Commercial Center*** is intended to provide for tourist, recreational needs, and entertainment activities. Typical leading tenants of the TCC classification are theme parks, hotels, motels, RV parks, restaurants, service stations, gift shops, miniature golf, and entertainment activities.

In January 2019, the proposed land use designation was transmitted to the Florida Department of Economic Opportunity (DEO) for a compliance review. The City received notice from the State of no comments or objections to the Amendment. Review on March 6, 2019 the City Commission will hold an additional Public Hearing on the adoption of the Land Use designation.

The proposed City Zoning is ***Planned Development RV Park***. As required by Chapter 6 of the City's Land Development Regulations, this proposed zoning is accompanied by a binding site plan, that demonstrates the appropriate buffering, setbacks, open space, access and other requirements of the Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on April 15, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Land Use and Zoning Amendments (7-0) – 01/08/2019

FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY REVIEW: Transmitted to State following Public Hearing held on 01/28/2019. No comment on the proposed Amendment – 03/06/2019.

STAFF RECOMMENDATION: Approval of the Future Land Use Map and Zoning Map Amendments.

**City Commission Meeting
April 1, 2019**

AGENDA ITEM 11: INFORMATION TECHNOLOGY INTERLOCAL AGREEMENT - LAKE ALFRED

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Interlocal Agreement for Information Technology services with the City of Lake Alfred.

ATTACHMENTS:

- . Interlocal Agreement Regarding Information Technology Services

ANALYSIS: For several years, the City of Auburndale has assisted the City of Lake Alfred with Information Technology (IT) services under various arrangements. The proposed Interlocal Agreement would provide for the scope of services, a basis for compensation, and term of agreement. The proposed Interlocal Agreement states the following conditions:

- . The City of Auburndale will provide the City of Lake Alfred with 20 hours per week of IT services.
- . The City of Lake Alfred will compensate the City of Auburndale \$25,000.00 annually.
- . The initial term of agreement begins April 1, 2019 and ends March 31, 2021.
- . The two-year agreement automatically renews for additional two-year terms unless renegotiated or terminated.

The agreement was patterned after a similar Interlocal Agreement between the City of Winter Haven and Town of Dundee. The Interlocal Agreement was prepared by the Information Technology Manager and reviewed by the City Manager and City Attorney.

The City of Lake Alfred will also consider the Interlocal Agreement at their meeting scheduled for Monday, April 1, 2019.

STAFF RECOMMENDATION: Staff recommends approval of the proposed Interlocal Agreement Regarding Information Technology Services with the City of Lake Alfred.

City Commission Meeting
April 1, 2019

AGENDA ITEM 12: CONSIDER RENEWAL OF AGREEMENT FOR AUDITING SERVICES

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider renewal of the current Agreement for Auditing Services.

ATTACHMENTS:

Audit Services Agreement Renewal Proposal – March 8, 2019

ANALYSIS: The City Commission in 2007 assigned the City's Auditing Services to Brynjulfson CPA for three years through Fiscal Year 2009. The Agreement was extended for an additional four years in July 2010 and an additional five years in January 2014. The current engagement letter expired with the FY 2018 Audit presented to the Commission in February 2019.

Mike Brynjulfson CPA has provided the City with a request to renew the Audit Services Agreement through FY 2023. Thereafter, the Agreement provides for possible renewal by mutual agreement of both parties.

The proposed Agreement (engagement letter) provides for the same audit objectives, management responsibilities, and audit procedures as per the current expired Agreement, including the Comprehensive Annual Financial Report (CAFR) introduced as part of the FY 2018 Audit.

The proposed Engagement Letter was prepared by Brynjulfson CPA, and reviewed by the Finance Director, Deputy Finance Director, City Manager, and City Attorney.

Per communication with the Auditor, the total audit related fees, both for the audit and consultant have remained about the same over the past several years (\$50,279/FY 2018). It was noted again, that the City's preparation for the audit has made it possible to do more work within the same budget. The City has \$51,000 budgeted for audit services in FY 2019-2020.

STAFF RECOMMENDATION: Approval of the Audit Service Agreement with Brynjulfson CPA.