



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Jason Kent, Connect Church

PLEDGE OF ALLEGIANCE – Alyssa Jackson, 2019 Girls State Delegate

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 06/17/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1612 AMENDING OFFICIAL ZONING MAP – KEYSTONE SUBDIVISION
2. ORDINANCE #1613 AMENDING FUTURE LAND USE MAP – OLD BERKLEY ROAD
3. ORDINANCE #1614 AMENDING OFFICIAL ZONING MAP - OLD BERKLEY ROAD
4. ORDINANCE #1615 ANNEXING PROPERTY INTO CITY LIMITS – PEARCE ROAD
5. RESOLUTION #2019-06 SUPPORTING POLK VISION SIDEWALK EFFORTS NEAR SCHOOLS
6. APPROVE PURCHASE OF VACANT LOT 319 CLEVELAND STREET – CDBG FUNDING
7. PRESENTATION OF BIDS – ELEVATED STORAGE TANK REPAIRS
8. PRESENTATION OF BIDS – RELOCATING BRADDOCK ROAD SPRAYFIELD
9. MODIFICATION #2 TO THE INTERLOCAL AGREEMENT WITH SHERIFF – FIRE/RESCUE DISPATCH

**City Commission Meeting
July 1, 2019**

AGENDA ITEM 1: ORDINANCE # 1612 AMENDING ZONING MAP – KEYSTONE SUBDIVISION

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

Ordinance # 1612 Amending the Zoning Map – Keystone Subdivision

ANALYSIS: The City has received a request to re-establish a Planned Development zoning classification on the following property:

Keystone Subdivision

<u>Owner/Petitioner:</u>	Raymond Strangle, Jordon Engineering Group of behalf of Keystone Developers of Polk County, LLC
<u>Location:</u>	Between Keystone Road and Old Lake Alfred Road
<u>Current Future Land Use:</u>	Low Density Residential
<u>Current City Zoning:</u>	Planned Development-Housing -1 (PD-H1) - Expired
<u>Proposed Zoning Classification:</u>	Reestablish - Planned Development-Housing 1 (PD-H1)
<u>Current use:</u>	Vacant (+/- 65.38 acres)

Raymond Strangle, Jordon Engineering Group of behalf of Keystone Developers of Polk County, LLC has requested to modifying an existing Auburndale Zoning Map classification of ***Planned Development-Housing 1 (PD-H1)*** on a parcel of land totaling +/- 65.38 acres located on Keystone Road and Old Lake Alfred Road. This property was annexed into the City Limits in March 2004. In July 2004, the Future Land Use of Low Density Residential and Zoning District of Open Use Agricultural was adopted by the City Commission. The property was rezoned in September 2008 to a zoning classification of Planned Development Housing 1 (PDH-1). The Planned Development proposed 203 single family residences with ingress and egress onto Keystone Road. The typical lot size was 70' X 120' (8,400 sq. ft.). The setbacks were established to be 20' front, 7.5' side, and 15' rear. Overall, the setbacks and lot areas approved were greater than RS-3 and less than RS-2 zoning districts. The minimum living area of the residences was established at 1,500 square feet and include a two-car garage. A 5' wide sidewalk network was approved to be constructed on both sides of the roads throughout the development and along the frontage of Keystone Road. The proposed subdivision was never constructed and in accordance with the Land Development Regulations, the Planned Development Housing zoning designation expired one year following the adoption date.

The request before the City Commission is a slight modification to the previously approved Planned Development. As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan. The applicant still proposes 203 single family dwelling units. Typical lot area will be the same as the RS-3 standard, 8,400 SF. Typical lot frontage will be the same as the RS-2 standard, 70' of frontage. Lot setbacks are proposed to be larger than approved in 2008 - front setback of 25 feet, front corner lot setback of 15 feet, a side setback of 10.5 feet, and a rear setback of 15 feet.

All other requirements of the Land Development Regulations are met including 5' sidewalks on both sides of the internal streets as well as on along the frontage of Keystone Road. The developer is proposing an 8' trail along Old Lake Alfred Road to complement the Old Dixie Trail, which Polk County is planning that would connect the TECO-Auburndale Trail to Lake Alfred's and Haines City's trails. Miami curbing will be incorporated into the design of the project. Two entrances are provided for the project, one on Keystone Road and one on Old Lake Alfred Road. In addition, 0.75 acres of recreation space is provided in the development.

The requested zoning district of Planned Development-Housing 1 (PD-H1) is consistent with the existing underlying Future Land Use of Low Density Residential and 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 is being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION – Approval of the proposed Zoning Amendment (6-0) 06/04/2019

PRIOR CITY COMMISSION ACTION - The proposed Ordinance was approved on first reading June 17, 2019 with conditions of approval including eliminating several reverse frontage lots and installing buffer walls along both adjacent roadways.

The developer has revised the binding site plan to include a wall along Keystone Road and Old Lake Alfred Road, and eliminated the reverse frontage lots which created an increased recreation tract.

STAFF RECOMMENDATION: Approval of the Zoning Map Amendment (Ordinance #1612).

**City Commission Meeting
July 1, 2019**

AGENDA ITEM 2: ORDINANCE #1613 AMENDING FUTURE LAND USE MAP – OLD BERKLEY RD

AGENDA ITEM 3: ORDINANCE #1614 AMENDING OFFICIAL ZONING MAP – OLD BERKLEY RD

____ INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Ordinance #1613 Amending Future Land Use Map – Old Berkley Road
- . Ordinance #1614 Amending Official Zoning Map – Old Berkley Road

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

Gapway Grove Corp. Property

<u>Owner/Petitioner:</u>	JSK on behalf of Gapway Grove Corp.
<u>Location:</u>	Old Berkley Road and Gapway Road
<u>Current Use:</u>	Vacant (57.75 +/- total acres)
<u>Current Polk County Future Land Use:</u>	Residential Low-1 (RL-1) (18.21 acres)
<u>Proposed City Future Land Use:</u>	Low Density Residential (18.21 acres)
<u>Current City Zoning</u>	Open Use Agricultural (39.54 acres)
<u>Proposed City Zoning</u>	Planned Development Housing – 1 (57.75 acres)

The Gapway Grove Corporation property consists of 57.75 acres. 39.54 acres were previously annexed into the City and maintain a Future Land Use classification of ***Low Density Residential*** and a Zoning classification of ***Open Use Agricultural (OUA)***. In May 2019, the remaining and adjacent 18.21 acres was annexed into the City Limits. The applicant has requested a Future Land Use designation of ***Low Density Residential*** on the 18.21 acres that would be consistent with the adjacent 39.54 acres and accommodate the development of a single-family residential subdivision on the entire property.

The proposed Future Land Use of *Low Density Residential* on the 18.21 acres was submitted to the Department of Economic Opportunity (DEO) for an Expedited State Review. On June 6, 2019, the City received the State response with no comments, objections or recommendations.

The requested Future Land Use of *Low Density Residential* on the 18.21 acres is consistent with the City's Comprehensive Plan, Joint Planning Agreement with Polk County, and with surrounding development including the adjacent property under the same ownership and within the City limits.

PLANNING COMMISSION RECOMMENDATION: Approval of the Land Use designation (5-0)
05/07/2019

FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY REVIEW: Transmitted to State following Public Hearing held on May 21, 2019. No comments or objections on the proposed Amendment – 06/06/2019

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 June 17, 2019 and is being presented for second and final reading.

STAFF RECOMMENDATION: Approval of the **Future Land Use** Map Amendment (Ordinance #1613).

In order to develop the entire property with a single-family subdivision, the applicant has requested a Zoning classification of ***Planned Development Housing – 1 (PDH-1)*** on the entire 57.75 acres. This would represent a zoning change on the 39.54 acres from *Open Use Agricultural (OUA)* to *PDH-1*, and establishing zoning on the 18.21 acres as *PDH-1*.

The required binding site plans suggests a 199-lot subdivision. 73 perimeter lots are proposed to be 70' x 130' and the interior 126 lots at 60' x 130'. All setbacks are proposed at 25' front, 10' side, 15' side on corner lots and 10' rear. Minimum house size is proposed to be 1500 sq. ft. with a two car garage.

Sidewalks will be constructed on both sides of the streets and the subdivision will be developed utilizing Miami curbs.

In accordance with the City's Land Development Regulations, the proposed Planned Development zoning is accompanied with a binding site plan that demonstrates the appropriate setbacks, open space, access and other requirements.

PLANNING COMMISSION RECOMMENDATION: Approval of the Zoning designation (5-0) 05/07/2019

PRIOR CITY COMMISSION ACTION - The proposed Ordinance was approved on first reading June 17, 2019 with conditions of approval including eliminating several reverse frontage lots, installing a buffer wall along the adjacent roadway and providing some recreation space.

The developer has revised the binding site plan to include a wall along Old Berkley Road and eliminated the reverse frontage lots which created a recreation tract.

STAFF RECOMMENDATION: Approval of the **Zoning Map** Amendment (Ordinance #1614).

City Commission Meeting
July 1, 2019

**AGENDA ITEM 4: ORDINANCE #1615 ANNEXING PROPERTY INTO CITY LIMITS – PEARCE RD
AUBURN COVE PHASE III/DAVIS PROPERTY**

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

- . Petition to Annex Property into City Limits
- . Proposed Ordinance #1615 Annexing Property into City Limits

ANALYSIS: The City has received a petition from Augustus Davis to annex +/- 20.11 acres of property into the City limits. The property is located on Pearce Road and contains a single-family house. The property is west of and contiguous with property recently annexed and known as the Berkley Ranch property. The property requesting annexation is proposed as the third phase of the Berkley Ranch property subdivision, which is now known as Auburn Cove. The annexation does not create an enclave.

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 June 17, 2019 and is being presented for second and final reading.

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

**City Commission Meeting
July 1, 2019**

AGENDA ITEM 5: RESOLUTION #2019-06 SUPPORTING POLK VISION SIDEWALK EFFORTS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Resolution supporting the Polk Vision efforts for sidewalk improvements near schools.

ATTACHMENTS:

- . Proposed Resolution #2019-06 Supporting Polk Vision efforts for Sidewalk Improvements
- . Auburndale Area School Sidewalk Gap Map
- . Auburndale School Sidewalk Studies Map

ANALYSIS: Polk County's major road network of arterial and collector roadways is one of the largest in the State of Florida consisting of over 1,000 miles of roads traversing all of Polk County's jurisdictions. Approximately 60 percent of the major roads in Polk County currently do not have sidewalks on at least one side of the road.

Polk Vision's Infrastructure Team in partnership with the Polk TPO have evaluated 140 public schools in Polk County and identified 133 miles of major road within one mile of a school that do not have sidewalks. Sidewalks are an important component of Polk Vision's strategies and the Polk County TPO to encourage a multi-modal transportation system, establish pedestrian connections between developed areas, schools and parks, and provide a healthy and safe environment.

As part of this evaluation, the top schools with the least amount of sidewalk coverage have been identified and a list of sidewalk needs for these schools has been developed. Three Auburndale area schools were included in the Top 50 list of schools with the least amount of sidewalk coverage. Central Elementary due to lack of sidewalks along Havendale Blvd. and Derby Avenue; Lena Vista Elementary due to lack of sidewalks along Old Dixie Highway; and Berkley Charter due to lack of sidewalks along Old Berkley Road.

The proposed Resolution supports Polk Vision, the Polk Vision Infrastructure Team, the Polk TPO, and other partners in reducing Polk County's pedestrian injuries and fatalities and closing the sidewalk gaps within one mile of public schools.

STAFF RECOMMENDATION: Approval of the Resolution.

City Commission Meeting
July 1, 2019

**AGENDA ITEM 6: APPROVE PURCHASE OF VACANT LOT 319 CLEVELAND STREET –
CDBG FUNDING**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider the purchase of a vacant lot utilizing Community Development Block Grant funding and conveyance of the lots to Habitat for Humanity of East Polk County, Inc.

ATTACHMENTS:

- . Contract for Sale and Purchase 319 Cleveland Street
- . Land Appraisal Report for 319 Cleveland Street Property

ANALYSIS: The City Commission on April 2, 2018 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 2018-2019 CDBG allocation totaled \$67,536.

The City Commission has previously given approval to purchasing four (4) separate buildable lots at 400 and 404 Preston Street, 320 Leta Street, and 315 Cleveland Street. Habitat for Humanity has constructed homes on two of those buildable lots and is in the process of building the third on Preston Street.

City Staff has identified an additional buildable lot at 319 Cleveland Street that has also been vacant for some time. The owner J & S Property Resolution Specialists, LLC. was contacted and is willing to sell. Corneal Appraisal Services, Auburndale provided the CDBG required appraisal suggesting the market value of the 52’ x 208’ lot at \$22,000.

A Contract for Sale and Purchase of the lot was prepared by the City Attorney and executed by both parties (City Manager signed subject to City Commission approval). Title insurance has also been ordered on the lot.

Habitat for Humanity has reviewed the locations and is receptive to the conveyance of the property from the City.

STAFF RECOMMENDATION: Approve the purchase of the vacant lot at 319 Cleveland Street for \$22,000 utilizing CDBG funds and authorize the conveyance of the subject parcel to Habitat for Humanity of East Polk County.

**City Commission Meeting
July 1, 2019**

AGENDA ITEM 7: PRESENTATION OF BIDS – ELEVATED TANK REPAIRS

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider bids for repairs to the elevated storage tank located in North Auburndale at Interstate 4.

ATTACHMENTS:

- . Advertisement for Bids/Proposals for Tank Repairs – May 1, 2019
- . Scope of Work for Tank Rehabilitation
- . Bidder’s Qualification Statement – BRACE Integrated Services

ANALYSIS: The City’s 400,000-gallon elevated storage tank located on SR-559 at Interstate 4 was built in 1996. The City’s 5-year Capital Improvement Program (CIP) calls for repairing, renovating and recoating the tank and columns approximately every ten (10) years. The last major renovations to the water tower was completed in 2008. The current FY 2019 Budget provides \$100,000 and the proposed FY 2020 Budget provides \$100,000 for this necessary work.

The City has contracted with Tank Engineering and Management Consultants of Mulberry to inspect the tank and to determine the necessary improvements. Tank Engineering and Management Consultants will also oversee the project.

The City advertised for bids in May 2019 and received the following 7 bids:

BRACE Integrated Services	Tampa, FL	\$179,750.00
Tank Pro, Inc.	North Port, AL	\$186,215.00
Utility Service Co. Inc.	Atlanta, GA	\$218,700.00
Florida Industrial Coatings	Bradenton, FL	\$255,323.43
Seven Brothers Painting	Macomb, MI	\$264,400.00
Tank Rehab	Jacksonville, FL	\$295,000.00
Southern Road & Bridge	Tarpon Springs, FL	\$706,000.00

The City has reviewed the bids and determined BRACE Integrated Services of Tampa, Florida as the low bidder at \$179,750.00. All responses to references were received favorably. The bids and supporting documents were also reviewed by Tank Engineering and Management Consultants, which also has recommended the low bidder. This project is scheduled to be completed in October 2019.

STAFF RECOMMENDATION: Award the bid to BRACE Integrated Services, Inc. in the amount of \$179,750.00.

**City Commission Meeting
July 1, 2019**

AGENDA ITEM 8: PRESENTATION OF BIDS – BRADDOCK ROAD SPRAYFIELD REPLACEMENT

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider bids for replacing the City's Braddock Road Sprayfield.

ATTACHMENTS:

- . Advertisement for Bids/Proposals for Sprayfield Replacement – May 1, 2019
- . Letter of Recommendation by Chastain Skillman – June 14, 2019
- . Bidder's Qualification Statement – Carr & Collier, Inc.
- . Florida Department of Transportation Acceptance of Bid – June 17, 2019

ANALYSIS: In September 2016, the City Commission approved a land swap with J. Everett Allen & Sons, Inc. as part of the FDOT SUNTRAX Test facility project and to encourage additional economic development in the area. The City owned 129 acres lying east of the Polk Parkway and north of Braddock Road, and the 146-acre Allen property was located west of the Polk Parkway and immediately adjacent to the north and south of the City's Regional Wastewater Treatment Facility. The City continues to maintain and operate a permitted sprayfield on the 129 acres now belonging to Allen & Sons. Replacing the current sprayfield property was an important consideration in moving the FDOT project forward.

In March 2019, the City, the Florida Department of Transportation, and Florida's Turnpike Enterprise entered into an Agreement for the State to provide the necessary funding for the sprayfield replacement.

The City advertised for bids in May 2019 and received the following 3 bids:

Carr & Collier, Inc.	Leesburg, FL	\$3,246,389
Bergeron Land Development	Fort Lauderdale, FL	\$3,493,231
Killebrew, Inc.	Lakeland, FL	\$4,720,297

The City has reviewed the bids and determined Carr & Collier, Inc. of Leesburg, Florida as the low bidder at \$3,246,389. All responses to references were received favorably. The bids and supporting documents were also reviewed by Chastain Skillman, which also has recommended the low bidder.

This project is scheduled to be completed in the first quarter of 2020.

STAFF RECOMMENDATION: Award the bid to Carr & Collier, Inc. in the amount of \$3,246,389.

City Commission Meeting
July 1, 2019

**AGENDA ITEM 9: MODIFICATION #2 TO THE INTERLOCAL AGREEMENT WITH SHERIFF –
9-1-1 FIRE/RESCUE DISPATCH SERVICES**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a modification to the Interlocal Agreement with the Polk County Sheriff's Office for fire/rescue dispatch services.

ATTACHMENTS:

- . Letter of Request from Polk County Sheriff's Office – June 14, 2019
- . Proposed Modification #2 to the Interlocal Agreement for Fire/Rescue Dispatch Services

ANALYSIS: The City of Auburndale began outsourcing **Police** dispatch services to the Polk County sheriff's Office in 2008 and **Fire/Rescue** dispatch services in 2010. In 2013, the City Commission approved an Interlocal Agreement, which consolidated two separate agreements into one. In 2017, the Interlocal Agreement was renewed for an additional four years through September 2021.

The Interlocal Agreement provides for an annual 2% adjustment for **Police** dispatch services and adjustments to **Fire/Rescue** dispatch services based on the actual number of calls dispatched, with a 5% cap.

The proposed Modification #2 to the Interlocal Agreement increases the cost for **Fire/Rescue** dispatch services in FY 2019-2020 to \$32,885, which represents a 5% increase. The City Commission on June 17, 2019 gave tentative approval on the proposed Expenditure Section of the FY 2020 and FY 2021 Budgets, which reflected this allocation.

The proposed Modification has been reviewed by the Fire Chief, City Manager and City Attorney.

STAFF RECOMMENDATION: Approve Modification #2 to the Interlocal Agreement with the Polk County Sheriff's Office for Fire/Rescue dispatching services for FY 2019-2020.