



City of Auburndale

AUBURNDALE, FLORIDA 33823

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CITY COMMISSION MEETING
Thursday September 5, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Brad Bennett, Auburndale Community Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 08/19/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1616 AMENDING OFFICIAL ZONING MAP – SHARRETT PROPERTY SITE PLAN
2. **PUBLIC HEARING** – FY 2019 TAX MILLAGE LEVY & ANNUAL BUDGET
3. ORDINANCE #1617 ADOPTING FY 2019 TAX MILLAGE LEVY
4. ORDINANCE #1618 ADOPTING FY 2019 & FY 2020 ANNUAL BUDGETS
5. **PUBLIC HEARING** – FUTURE LAND USE AND ZONING MAP AMENDMENTS
6. ORDINANCE #1619 AMENDING FUTURE LAND USE MAP – AUBURN COVE PHASE 3
7. ORDINANCE #1620 AMENDING OFFICIAL ZONING MAP – AUBURN COVE PHASE 3
8. INTERLOCAL AGREEMENT WITH THE CITY OF LAKELAND – POTABLE WATER INTERCONNECT
9. MEMORANDUM OF UNDERSTANDING – CENTRAL FLORIDA INNOVATION DISTRICT
10. FINAL PLAT APPROVAL – AUBURN MANOR

Next City Commission Meeting – Tuesday September 17, 2019 (Millage Rate Public Hearing)

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
September 5, 2019**

AGENDA ITEM 1: ORDINANCE #1616 AMENDING OFFICIAL ZONING MAP – SHARRETT

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a modification to an existing Zoning Map classification and binding site plan.

ATTACHMENTS:

- . Ordinance #1616 Amending Official Zoning Map – Sharrett Property Binding Site Plan

ANALYSIS: The City has received a request for a modification to an existing Industrial Planned Unit Development as follows:

Prologis Development

<i>Owner/Petitioner:</i>	Sharrett Land, LLC/Allison E. Turnbull, Esq.
<i>Location:</i>	C. Fred Jones Blvd (CR559A) and Old Berkley Road
<i>Current Use:</i>	Vacant (+/-100.40 acres)
<i>Current City Future Land Use:</i>	Business Park Center
<i>Current City Zoning</i>	Industrial Planned Unit Development (IPUD)

The City has received a request from Allison E. Turnbull, Esq. on behalf of the owners of Sharrett Land, LLC to modify the current zoning of Industrial Planned Unit Development (IPUD) on (+/-100.40 acres). Allison E. Turnbull, Esq. is representing Prologis, a logistics real estate company, who is the developer.

The Sharrett property was annexed into the City in March 2009. The Future Land Use Map designations of ***Business Park Center*** and ***Conservation Wetlands*** were established in November 2010. The Zoning Map classifications of ***Light Industrial (LI)*** (100.4 acres) and ***Open Use Agricultural (OUA)*** (46.47 acres) were established in March 2017.

In May 2018, the City approved a change to the zoning classification from ***Light Industrial (LI)*** to ***Industrial Planned Unit Development (IPUD)*** which also included a binding site plan. The binding site plan submitted by Prologis for the IPUD met or exceeded all Land Development Regulations, including policies pertaining to the North Auburndale Joint Planning Area. Prologis exceeded the requirements for building setbacks, location of overhead doors and trucking operations, and buffering.

Prior to submitting the binding site plan, the applicant had met with the residents of the area to get feedback and recommendations on how to develop the 1 million square foot distribution center in order to have less of an impact on the neighborhoods in the area. At the time of adoption by the City the residents supported the project, as stated in a letter submitted by Dennis Young, spokesman for the group.

The request before the Commission today is to modify the previously approved binding site plan as follows:

- Reduce parking for cars by 33 spaces along C. Fred Jones Blvd.
- Reduce parking for trailers by 45 spots
- Increased buffering along the east side of the building to further block any visuals of truck traffic
- Increase warehouse/distribution building footprint by 79,155 sq. ft.
- Reduce warehouse/distribution front building setback from the current 570 ft. to a proposed 390 ft. to the office main entrance and 520 ft. to the main building
- Increase warehouse/distribution east side building setback from 116 ft. to a proposed 500 ft.

As previously, the applicant has met with the residents of the area to get feedback and recommendations on the modifications to the binding site plan. The modified binding site plan for the property reflects design aspects that continue to mitigate the resident's concerns of noise, traffic patterns, safety, lighting, visibility of the facility, and environmental issues.

No changes are proposed for the previously approved 8.5 acres set aside for commercial activity. All previous provisions and restrictions on this 8.5 acre parcel will remain unchanged.

The requested Zoning Map amendment and binding site plan are consistent with the City of Auburndale's Comprehensive Plan, Land Development Regulations, and the Joint Planning Area. If the zoning request and binding site plan are approved by the City Commission, the applicant would proceed with construction plan review that includes detailed traffic studies, driveway connection permits, storm water permits, and any other permit required by 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 August 19, 2019 and is being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Zoning Map Amendment (6-0 and 1 abstaining) – 08/06/2019

STAFF RECOMMENDATION: Recommend approval of the proposed Amendment and Modification to the Binding Site Plan (Ordinance #1616).

**City Commission Meeting
September 5, 2019**

AGENDA ITEM 2: PUBLIC HEARING – FY 2019-2020 TAX MILLAGE LEVY & ANNUAL BUDGET

AGENDA ITEM 3: ORDINANCE #1617 ADOPTING FY 2020 TAX MILLAGE LEVY

AGENDA ITEM 4: ORDINANCE #1618 ADOPTING FY 2020 & FY 2021 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 2020 and FY 2021 Annual Budgets.

ATTACHMENTS:

- . Proposed Contingency Changes - FY 2019/2020 and FY 2020/2021
- . Adjusted Fund Totals - FY 2019/2020 and FY 2020/2021
- . Proposed Ordinance #1617 Adopting Tax Millage Rate
- . Proposed Ordinance #1618 Adopting FY 2020 & FY 2021 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 first of two (2) required Public Hearings with the second scheduled for September 17, 2019.

The proposed Budget for FY 2020 is balanced with Total Revenue and Total Expenditures of \$49,017,949 before interfund transfers. Expenditures include general operating expenses of \$31,654,756. Capital Improvements of \$17,256,500 and Contingency Reserve of \$159,373. The Proposed FY 2020 and 2021 Budgets includes all changes made during the Regular City Commission meetings of April 15, 2019 (Payroll), June 3, 2019 (Capital Outlay), June 17, 2019 (Expenditures), and July 15, 2019 (Revenues). City Staff will present changes and adjusted Contingency figures.

Revenues from ad-valorem taxes for FY 2020 and FY 2021 are estimated at \$5,230,000 and based upon the operating millage rate of 4.2515.

The FY 2020 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 2021 Budget (2nd Year Budget) is also being presented for the Commission's conceptual approval. The FY 2021 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.

Changes to the proposed Biennial Budget will be presented by staff during the Public Hearing and before Commission action.

The proposed Ordinances were prepared by the Finance Director 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 September 17, 2019.

STAFF RECOMMENDATION: Approve the proposed Ordinance establishing the tax millage levy and the proposed Ordinance adopting the FY 2020 and FY 2021 Annual Budgets.

**City Commission Meeting
September 5, 2019**

AGENDA ITEM 5: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENTS

AGENDA ITEM 6: ORDINANCE #1619 AMENDING FUTURE LAND USE MAP – AUBURN COVE (3)

AGENDA ITEM 7: ORDINANCE #1620 AMENDING OFFICIAL ZONING MAP - AUBURN COVE (3)

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 08/23/2019
- . Review and Comments Letter from Florida Department of Economic Opportunity – 08/08/2019
- . Planning Commission Meeting Minutes 07/02/2019
- . Ordinance #1619 Amending Future Land Use Map – Auburn Cove Phase 3
- . Ordinance #1620 Amending Official Zoning Map – Auburn Cove Phase 3

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

Auburn Cove Property (formerly Berkley Ranch)

<i>Owner/Petitioner:</i>	Hunter Engineering, Inc. on behalf of Augustus Davis
<i>Location:</i>	Berkley Road and Pearce Road
<i>Current Use:</i>	Vacant (20.11 acres)
<i>Current Polk County Future Land Use:</i>	Residential Low-4X; Preservation-X
<i>Proposed City Future Land Use:</i>	Low Density Residential; Conservation Wetland
<i>Proposed City Zoning Classification:</i>	Planned Development-Housing 2 (PD-H2)

Phase I of the Berkley Ranch Subdivision was approved by the City Commission in September 2018 with a Future Land Use designation of **Low Density Residential**. **Phase 2** of the Subdivision was approved by the City Commission in January 2019 with the same designation. The investors of the Subdivision have under contract an adjacent 20.11 acres owned by Augustus Davis which is now being considered as **Phase 3** of the subdivision, and being renamed Auburn Cove. The property is currently vacant and is proposed for a 58-lot single family residential subdivision.

As a result of the annexation of the adjacent property into the Auburndale City limits on July 1, 2019, and the property exceeding ten (10) acres in size, the property is required to go through the City's Comprehensive Plan Large-Scale Future Land Use and Zoning Map amendment process including being forwarded to the Florida Department of Economic Opportunity (DEO) for compliance review.

The proposed City Future Land Uses of **Low Density Residential** and **Conservation Wetland** are consistent with the Polk County Future Land Uses of *Residential Low-4X* and *Preservation-X*, which are currently applied to the property. The proposed Land Use is also consistent with surrounding development including Phases 1 and 2 of the proposed subdivision, the City's Land Development Regulations, Comprehensive Plan, and the Joint Planning Agreement with Polk County.

The proposed Future Land Use of **Low Density Residential** and **Conservation Wetland** was submitted to the Department of Economic Opportunity (DEO) for an Expedited State Review. On August 8, 2019, the City received the State response with no comments, objections, or recommendations.

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 September 17, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Land Use (5-0) – 07/02/2019

STAFF RECOMMENDATION: Approval of the proposed Ordinance amending the Land Use Map.

In order to develop the property with the 58-lot single family residential subdivision, the applicant has requested a Zoning classification of **Planned Development-Housing 2 (PD-H2)**. Phase 3 of the Auburn Cove Subdivision would be accessed through Phase 2 and a new entrance off Pearce Road, a County maintained road. Average lot sizes requested are 60'x120' to 80'x120'. Setbacks for the subdivision would have the following setbacks: 25' front, 5' side, and 10' rear which are all consistent with Phases 1 and 2 of the subdivision.

As required by Chapter 6 of the City's Land Development Regulations (LDRs), this proposed Planned Development-Housing 2 (PD-H2) zoning is accompanied by a binding site plan that demonstrates the appropriate setbacks, open space, access and other City requirements. The proposed binding site plan has been reviewed by City staff and meets the requirements of the City's Land Development Regulations.

The proposed City Zoning of **Planned Development-Housing 2 (PD-H2)** is consistent with the surrounding developments including Phases 1 and 2 of the proposed subdivision, the City's Land Development Regulations, Comprehensive Plan, and the Joint Planning Agreement with Polk County.

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 September 17, 2019.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Zoning (5-0) – 07/02/2019

STAFF RECOMMENDATION: Approval of the proposed Ordinance amending the Zoning Map.

**City Commission Meeting
September 5, 2019**

AGENDA ITEM 8: INTERLOCAL AGREEMENT WITH THE LAKELAND – WATER INTERCONNECT

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Interlocal Agreement with the City of Lakeland providing for a potable water interconnection.

ATTACHMENTS:

- . Interlocal Agreement with the City of Lakeland

ANALYSIS: The City of Auburndale and City of Lakeland have for several years been working toward utility improvements in the North Auburndale/Florida Polytechnic University area, including a potable water interconnection and extension of Auburndale’s reclaimed water to the university.

The proposed Interlocal Agreement provides the collaborative guidelines and framework for the various projects including:

- . Both cities have each hired the engineering firm of Chastain-Skillman to produce plans and drawings for all aspects of the various projects. Each city will pay the engineer direct for the cost related to their city’s work.
- . Both cities have worked to acquire necessary easements. The reuse line from Auburndale and potable water lines from both cities share similar routes.
- . Auburndale has secured cooperative funding from the Southwest Florida Water Management District for the reuse line and will take the lead on that particular project.
- . Auburndale will bid all aspects of the projects and award the bid to the lowest most responsible bidder for the project.
- . Auburndale will be responsible for all costs of the reuse line to the University and extension of its potable water lines to the interconnection. Lakeland will be responsible for all costs of extension of its potable water lines to the interconnection. Both, cities will share costs of the Interconnect facility.

STAFF RECOMMENDATION: Approval of the Interlocal Agreement with the City of Lakeland.

**City Commission Meeting
September 5, 2019**

AGENDA ITEM 9: MEMORANDUM OF UNDERSTANDING – CENTRAL FL INNOVATION DISTRICT

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Memorandum of Understanding for the support and cooperative efforts to create an innovation district in the area of SunTrax and Florida Polytechnic University.

ATTACHMENTS:

Proposed Memorandum of Understanding

ANALYSIS: The City has received a request from the Central Florida Development Council (CFDC) for the support and cooperative efforts to create an innovation district in the area of SunTrax and Florida Polytechnic University.

The proposed innovation district spans the governmental jurisdictions of the City of Auburndale, City of Lakeland and unincorporated Polk County. The proposed district offers a unique opportunity to diversify the local economy, based on the STEM curriculum of Florida Polytechnic University and the rapidly increasing autonomous industry that SunTrax serves.

In order to create a cohesive vision among Auburndale, Lakeland and Polk County, the CFDC recognizes the three agencies must work together to identify transition areas, sub-districts, gateways, greenways and natural areas; and must lay out potential zoning, land uses, and development standards that are consistent across jurisdictional boundaries.

The CFDC has been working with the planning staffs of Auburndale, Lakeland and Polk County on developing the proposed Memorandum of Understanding to meet the objectives of the initiative and to endorse the creation of a vision for the innovation district, known as the "Central Florida Innovation District".

Sean Malott, President and CEO of the Central Florida Development Council is scheduled to appear before the Commission.

STAFF RECOMMENDATION: Approve the Memorandum of Understanding.

**City Commission Meeting
September 5, 2019**

AGENDA ITEM 10: FINAL PLAT APPROVAL – AUBURN MANOR

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider the Final Plat for the Auburn Manor Subdivision.

ATTACHMENTS:

. Final Plat

ANALYSIS: The City has received a request to plat the Auburn Manor Subdivision, formerly known as the 5-Point Estates subdivision. The property is located on Old Lake Alfred Road and is zoned General Residential – 1 (RG-1). The City Commission approved the Preliminary Plat on February 18, 2019. The subdivision consists of 63 lots and the minimum lot size is 7,200 SF, which meets the RG-1 zoning regulations. The development meets all Land Development Regulations including lot size, setbacks, open space, and sidewalk requirements. The developer's engineer has certified that all necessary improvements to the subdivision have been constructed and installed according to the Land Development Regulations. All streets, sidewalks, retention and drainage areas will be dedicated and maintained by the Homeowner's Association. Approval of the Final Plat allows the developer to sell the lots and begin building houses.

STAFF RECOMMENDATION: Approval of the Final Plat for the Auburn Manor Subdivision.