



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
December 2, 2019 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor John Gullett, St Alban's Episcopal Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 11/18/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1622 ANNEXING PROPERTY INTO CITY LIMITS – HELMS PROPERTY/DAIRY ROAD
2. ORDINANCE #1623 ANNEXING PROPERTY INTO CITY LIMITS – WEBB PROPERTY/HUGHES ROAD
3. ORDINANCE #1624 AMENDING FISCAL YEAR 2018-2019 ANNUAL BUDGET
4. THIRD AMENDMENT TO FLORIDA POLY RECLAIMED WATER PROJECT AGREEMENT

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
December 2, 2019**

AGENDA ITEM 1: **ORDINANCE #1622 ANNEXING PROPERTY INTO CITY LIMITS – HELMS**

___ 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 #1622 Annexing Helms Property into City Limits and Location Map

ANALYSIS: The City has received a petition from Steve Helms to annex +/- 3.43 acres of property into the City limits. The property is located on Dairy Road north of Senate Street. The property is contiguous with existing City limits. The property currently contains a single family house which will be used as an office for the family's business. Annexation will allow the property owner to redevelop the property to include a proposed self-storage facility or flex warehouse. The annexation does not create an enclave.

The property currently has a Polk County Land Use designation of *Residential Suburban*. 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 November 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
December 2, 2019**

AGENDA ITEM 2: ORDINANCE #1623 ANNEXING PROPERTY INTO CITY LIMITS – WEBB

 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 #1623 Annexing Webb Property into City Limits and Location Map

ANALYSIS: The City has received a petition from property owner Philip Webb to annex 1.89 acres of property into the City limits. The property is located on Hughes Road south of US Hwy 92 E. The property is contiguous with existing City limits. The property is currently vacant. Annexation will allow the property owner to develop the property to accommodate the owner's towing business. The annexation does not create an enclave.

The property currently has a Polk County Land Use designation of *Linear Commercial Corridor (LCC)*. 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 November 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
December 2, 2019**

AGENDA ITEM 3: ORDINANCE #1624 AMENDING FY 2018-2019 ANNUAL BUDGET

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance amending the FY 2018-2019 Annual Budget.

ATTACHMENTS:

Proposed Ordinance # 1624 Amending the FY 2018-2019 Annual Budget

ANALYSIS: In accordance with Florida Statutes, adopted auditing practices, and on the recommendation of the City's Auditor, the City needs to amend by Ordinance the FY 2018-2019 Annual Budget to properly appropriate for revenue and expenditures that may exceed budgeted amounts. As provided by Ordinance No. 1026, the level of budgetary control for the City's Annual Budget is at the Fund Level. Events occur during each fiscal year, which were not anticipated at the time of budget approval. The proposed Ordinance amends the FY 2018-2019 Budget to reflect the collection of unanticipated revenue and appropriation for unanticipated expenditures.

The amended budget totals for each City Fund are as follows:

**CITY OF AUBURNDALE
SUMMARY BY FUND BUDGET AMENDMENT FY 2018-2019**

SUMMARY OF FUNDS	CURRENT BUDGET	CHANGE +/-	AMENDED BUDGET
General Fund	\$21,434,005	\$2,330,100	\$23,764,105
Comm. Redev. Agency	\$1,225,500	\$289,100	\$1,514,600
Water & Sewer Fund	\$15,154,000	-\$74,100	\$15,079,900
	\$37,813,505	\$2,545,100	\$40,358,605

The proposed Ordinance was prepared by the Finance Director/City Clerk and reviewed by the City Manager and City Attorney. The proposed Ordinance was approved on first reading November 18, 2019 and is being presented for second and final reading.

STAFF RECOMMENDATION: Approval of the Budget Amending Ordinance #1624.

**City Commission Meeting
December 2, 2019**

AGENDA ITEM 4: THIRD AMENDMENT TO FL POLY RECLAIMED WATER PROJECT AGREEMENT

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Amendment to a previously adopted, and amended Cooperative Funding Agreement with the Southwest Florida Water Management District (SWFWMD) to provide reclaim water to the Florida Polytechnic University.

ATTACHMENTS:

Third Amendment to Cooperative Funding Agreement

ANALYSIS: The City has planned for several years to provide reuse water for irrigation and aesthetic purposes to Florida Polytechnic University in Lakeland. In 2012, an Interlocal Agreement with the City of Lakeland was approved allowing the City of Auburndale to extend reuse lines within their City limits.

In 2014, a Cooperative Funding Agreement was entered into between the City and the Southwest Florida Water Management District (SWFWMD) in the amount of \$2,700,000. Under the terms of the Agreement, SWFWMD would fund 50% or \$1,350,000 with the balance being split between the City and Florida Polytechnic University.

In 2015, the First Amendment to the original Agreement extended the contract period and revises the scope of work due to changes in design. The approved project funding amount was amended to increase by \$300,000 to a total of \$3 million, with the SWFWMD funding commitment at \$1,500,000 (50%).

The proposed Second Amendment to the original Agreement was approved by the City Commission in October 2018 extending the completion and contract dates through 2019. The proposed Third Amendment extends the Completion Date to November 1, 2020, and extends the Contract Period to December 31, 2020. All other terms and conditions of the Amended Original Agreement will still apply.

This project is allocated in the current FY 2019-2020 Budget and is included in the 5-Year Public Utilities Capital Improvement Plan (CIP). Construction Bids are scheduled to be opened on December 5, 2019, with consideration by the City Commission tentatively scheduled for December 16, 2019.

STAFF RECOMMENDATION: Approval of the Third Amendment to the Cooperative Funding Agreement for the Florida Poly Reclaimed Water Project.