



Office of the City Manager

City of Auburndale

AUBURNDALE, FLORIDA 33823

CITY COMMISSION MEETING

January 6, 2020 – 7:00 P.M.

COMMISSION ROOM/CITY HALL

P.O. Box 186
(863) 965-5530

Email: cmo@auburndalefl.com

CALL TO ORDER – 2019 Mayor Tim Pospichal

RECOGNIZE OUTGOING COMMISSIONER – Bill Sterling

INSTALL COMMISSIONERS ELECT – Richard Hamann and Jack Myers

ELECT AND INSTALL 2020 MAYOR AND VICE MAYOR – City Clerk Shirley Lowrance

INVOCATION – Pastor Scott Hall, Higher Impact Ministries

PLEDGE OF ALLEGIANCE – 2020 Mayor

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 12/16/2019

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

COMMENDATION – Florida Highway Patrol Trooper Michael S. Davis

AGENDA

1. ORDINANCE #1625 AMENDING FUTURE LAND USE MAP - HELMS PROPERTY
2. ORDINANCE #1626 AMENDING OFFICIAL ZONING MAP - HELMS PROPERTY
3. ORDINANCE #1627 AMENDING FUTURE LAND USE MAP - WEBB PROPERTY
4. ORDINANCE #1628 AMENDING OFFICIAL ZONING MAP - WEBB PROPERTY
5. BUILDING CODE ADMINISTRATION INTERLOCAL AGREEMENT - LAKE ALFRED
6. 2020 COMMITTEE APPOINTMENTS
7. PRESENTATION OF BIDS – LAKELAND INTERCONNECT AND FLORIDA POLY REUSE LINE

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 provisions 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
January 6, 2020**

ELECT AND INSTALL MAYOR AND VICE MAYOR

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will elect a mayor and vice mayor in accordance with the City Charter.

ATTACHMENTS:

. None

ANALYSIS: In accordance with the City Charter, the City Commission is to elect one of its members as mayor and another as vice mayor. The electorate of the City of Auburndale on November 7, 2017, approved an amendment to the City Charter providing that said election shall be held at its first meeting in December. However, the City Commission on November 5, 2019 gave consensus to moving the 2020 election to the first meeting in January.

Only Commissioners who have held office for more than ten (10) months immediately preceding the nomination shall be eligible as candidates for nomination as mayor and vice mayor. Only City Commissioners Dorothea Taylor Bogert, Keith Cowie, Richard Hamann and Tim Pospichal are eligible.

The City Clerk will conduct the election by accepting nominations from the Commission.

Upon election of the Mayor and Vice Mayor, the City Clerk will administer the Oath of Office.

**City Commission Meeting
January 6, 2020**

AGENDA ITEM 1: ORDINANCE #1625 AMENDING FUTURE LAND USE MAP – HELMS PROPERTY

AGENDA ITEM 2: ORDINANCE #1626 AMENDING OFFICIAL ZONING MAP – HELMS PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

- . Ordinance #1625 Amending Future Land Use Map – Helms Property
- . Ordinance #1626 Amending Official Zoning Map – Helms 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>	Stephen T. and Jennifer S. Helms
<i>Location:</i>	Dairy Road and Senate Street
<i>Current Polk County Future Land Use:</i>	Residential Suburban (RS)
<i>Proposed Future Land Use:</i>	Business Park Center
<i>Proposed Zoning Classification:</i>	Light Industrial (LI)
<i>Current use:</i>	1 Single Family Residence (3.43 acres)

The Helms property at 192 Dairy Road was recently annexed into the City limits. The 3.43 acres has a Polk County Land Use designation of Residential Suburban (RS). The requested Future Land Use of ***Business Park Center*** and Zoning district of ***Light Industrial (LI)*** are consistent with City and County Future Land Use and Zoning on adjacent properties to the north. The proposed Future Land Use and Zoning classification corresponds to the adjacent development trends of the area on parcels of similar size and configuration. The Helms' property currently contains a single-family house which will be used as an office for the family's 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, December 16, 2019 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Amendments (4-0) 12/03/2019

STAFF RECOMMENDATION: Approval of the Ordinances.

**City Commission Meeting
January 6, 2020**

AGENDA ITEM 3: ORDINANCE #1627 AMENDING FUTURE LAND USE MAP – WEBB PROPERTY

AGENDA ITEM 4: ORDINANCE #1628 AMENDING OFFICIAL ZONING MAP – WEBB PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Ordinance #1627 Amending Future Land Use Map – Webb Property
- . Ordinance #1628 Amending Official Zoning Map – Webb 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>	Philip Webb
<i>Location:</i>	Hughes Road, Tschetter Drive, and US Hwy 92 E
<i>Current Polk County Future Land Use:</i>	Linear Commercial Corridor (LCC)
<i>Proposed Future Land Use:</i>	Commercial Corridor
<i>Proposed Zoning Classification:</i>	Highway Commercial (CH)
<i>Current use:</i>	Vacant Commercial (1.89 acres)

The Webb property on US Highway 92 at Hughes Road was recently annexed into the City limits. The 1.89 acres has a Polk County Land Use designation of Linear Commercial Corridor (LCC). The requested Future Land Use of ***Commercial Corridor*** and Zoning district of ***Highway Commercial (CH)*** are compatible with Future Land Use and Zoning designations on adjacent properties.

The amendments are consistent with development trends of the area. The proposed Land Use and Zoning will allow the relocation of the owner’s towing business to the site. 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, December 16, 2019 and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Amendments (4-0) 12/03/2019

STAFF RECOMMENDATION: Approval of the Ordinances.

City Commission Meeting
January 6, 2020

AGENDA ITEM 5: BUILDING OFFICIAL INTERLOCAL AGREEMENT WITH LAKE ALFRED

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Interlocal Agreement for Building Code Administration Services with the City of Lake Alfred.

ATTACHMENTS:

- . Interlocal Agreement Regarding Building Code Administration Services

ANALYSIS: The City of Auburndale and City Lake Alfred have been utilizing contract services for building code administration due to recent retirements of the Building Official in both cities. To secure a Building Official, staff has coordinated an arrangement for both municipalities to utilize the services of the Auburndale Building Official. The cities currently use a similar arrangement for Information Technology Services.

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 10 hours per week of Building Code Administration services.
- . The City of Lake Alfred will compensate the City of Auburndale 25% of the Auburndale Building Official's annual salary including benefits.
- . The initial term of agreement begins January 6, 2020 and ends December 31, 2022 and automatically renews for additional two-year terms unless renegotiated or terminated.

The Interlocal Agreement was prepared by the Community Development Directors and reviewed by the City Managers and City Attorneys of both cities.

The City of Lake Alfred will also consider the Interlocal Agreement at their meeting scheduled for Monday, January 6, 2020.

STAFF RECOMMENDATION: Recommends approval of the proposed Interlocal Agreement Regarding Building Code Administration Services with the City of Lake Alfred.

**City Commission Meeting
January 6, 2020**

AGENDA ITEM 6: 2020 COMMITTEE APPOINTMENTS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will make appointments to various committees.

ATTACHMENTS:

2020 List of City Committee Appointments

ANALYSIS: The following Appointments have all been contacted and have agreed to serve.

Board of Adjustments

Terry Hancock	Re-Appointment (Through 01/23)
Jim Thompson	Re-Appointment (Through 01/23)
Jerry Gaddis	New Appointment (Through 01/23)

Planning Commission

Mike Mahler	Re-Appointment (Through 01/23)
Jere Stambaugh	Re-Appointment (Through 01/23)
Matt Maloney	Re-Appointment (Through 01/23)

Community Redevelopment Agency

Cindy Price	2020 Chair
Ellie Harper	2020 Vice-Chair New Appointment (Through 01/24)

Firefighter's Pension Trust Fund Board of Trustees

Burris Warner	New Appointment (Through 01/21)
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General Employee's Pension Trust Fund Board of Trustees

Kristal Holmes	Re-Appointment (Through 01/22)
Barbara Partin	Re-Appointment (Through 01/22)
Brian Morse	Re-Appointment (Through 01/22)
Shirley Lowrance	Re-Appointment (Through 01/22)
Eric Pospichal	Re-Appointment (Through 01/22)
Tony Persichetti	Re-Appointment (Through 01/22)
Adam Mayfield	Re-Appointment (Through 01/22)

Historic Preservation Commission

Ann James	Re-Appointment (Through 01/22)
William Sterling	New Appointment (Through 01/22)
Maulissa Rampersad	New Appointment (Through 01/22)

Ridge League of Cities Board of Directors

Dorothea Taylor Bogert	Re-Appointment (Through 01/22)
Richard Hamann Alternate	Re-Appointment (Through 01/22)
Tim Pospichal	Re-Appointment (Through 01/22)

Transportation Planning Organization (TPO) Board

Jack Myers	New Appointment (Through 01/24)
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Joint Airport Zoning Board

Mike Mahler	Re-Appointment (Through 01/23)
City Planner	Re-Appointment (Through 01/23)
Mickey Matison (non-voting)	Re-Appointment (Through 01/23)

Polk Transit Authority Board

City of Bartow	(Through 01/22)
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Polk Regional Water Cooperative (PRWC) Board

Richard Hamann, Alternate	Re-Appointment (Through 01/22)
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STAFF RECOMMENDATION: Approval of 2020 Committee Appointments.

**City Commission Meeting
January 6, 2020**

AGENDA ITEM 7: PRESENTATION OF BIDS – LAKELAND INTERCONNECT & POLY REUSE LINE

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider bids for a potable water interconnection with the City of Lakeland and extending a reuse line to Florida Polytechnic University.

ATTACHMENTS:

- . Advertisement for Bid – 10/31/2019
- . Letter of Recommendation by Chastain Skillman – 12/23/2019
- . Bid Summary

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 with Lakeland and extension of Auburndale’s reclaimed water to the university.

In September 2019, the City of Auburndale and City of Lakeland approved an Interlocal Agreement providing for the collaborative guidelines and framework for the various projects. The Agreement stipulates that Auburndale would bid all aspects of the various projects and award the bid to the lowest most responsible bidder for the job. Through the engineering firm of Chastain Skillman, the project was advertised with bids due December 19, 2019. The City received the following four (4) bids:

	<u>Base Bid</u>	<u>Alt. 1</u>	<u>Alt. 2</u>	<u>Total Bid</u>
Metro Equipment Services, Miami	\$2,985,725	\$125,305	\$85,500	\$3,196,830
Killebrew Inc., Lakeland	3,039,650	248,650	77,750	3,366,050
American Pipeline, Miami	3,407,900	253,270	78,840	3,740,010
Prime Construction, Orlando	3,796,790	140,885	102,800	4,040,475

The Base Bid, plus Alternative 2 is for the total cost of providing both, reuse water to Florida Polytechnic University and potable water to an interconnect with the City of Lakeland. Both, Auburndale and Lakeland will be responsible for the costs of extending their potable water lines to the interconnection and will share the costs of the Interconnect Facility. The City has received funding from Lakeland for their portion of the project cost.

Auburndale is responsible for 50% of the costs of the reuse line to Florida Poly. Auburndale secured a 50% Cooperative Funding Grant from the Southwest Florida Water Management District to help offset the cost of the reuse line.

The Alternative 1 cost is for the adding of fiber conduit at the same time of the utility expansion. This "dig once" practice will allow the installation of fiber later at a reduced cost. This particular project is part of the City of Winter Haven's Broadband Plan to extend a fiber footprint from the Winter Haven Airport to Florida Polytechnic University. Winter Haven has allocated funding to pay for the costs related to Alternative 1.

Metro Equipment Services, Miami, FL is the low bid at \$3,196,830. The City's current FY 2019-2020 Budget allocates \$2,152,000 for Auburndale's share of the various projects.

STAFF RECOMMENDATION: Award the bid to Metro Equipment Services in the amount of \$3,196,830.