
City Manager Green welcomed everyone to the Auburndale Commission Meeting, our historic City Hall. He said Family Night was started several years ago to give the elected officials and City staff an opportunity to invite their families to join us for a Meeting and see exactly how our City works. The Commission and City Staff introduced family members present.

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held January 6, 2020 at 7:02 p.m. in the Commission Room of City Hall, after having been properly advertised. Commissioner Members present are listed below after the installation of the 2020 Mayor and Vice Mayor.

Mayor Tim Pospichal called the City Commission Meeting to order at 7:02.

RECOGNITION OF OUTGOING COMMISSIONERS

City Manager Green said Commissioner Bill Sterling has completed his term on the Commission and completed 21 years with the Auburndale Commission. He joins Commissioner Charles Johnson at that level, with 21 years. We certainly have appreciated him and enjoyed working with him.

Mayor Tim Pospichal said speaking on behalf of 16,534 citizens, thank you for the job you have done. He read the plaque "Presented to William E. Sterling Jr., in grateful appreciation for outstanding service to its citizens of Auburndale, while serving as a City Commissioner 1996-2001, 2003-2009, 2012-2019 and serving as Mayor in 2001 and 2009.

Mark Sittig, Manager, membership Resources with the Florida League of Cities, presented Commissioner Bill Sterling with a framed Resolution for this milestone. He said this milestone was not only noticed in your fine City, but also Statewide. He read the Resolution on behalf of the Florida League of Cities Board of Directors. He said the Florida League of Cities has made their Years and Service Recognition in honor of John Land the Mayor of Apopka between 1949 and 2018, a leaders whose dedication is unsurpassed at the national and state levels and modeled the way for decades for municipal leaders. He congratulated Commissioner William E. Sterling for his over 20 years of elected service to the City of Auburndale. The Resolution was passed in August 2019.

Commissioner Bill Sterling thanked the members of the Commission for their friendship over these years. He thanked the Directors for all they do for the City to make Auburndale a better place to live, work, and play. He thanked Jo his wife and Emily his daughter for encouraging him to do this and allowing him the opportunity to represent the City as a Commissioner. He said his daughter was a graduate of Auburndale and currently all the Commissioners are Auburndale graduates. He said he thought that speaks well of

what happens here in Auburndale. He thanked everyone for allowing him the privilege and honor in being their Commissioner for these 21 years.

INSTALLATION OF COMMISSIONER-ELECT – RICHARD HAMANN AND JACK MYERS

Finance Director/City Clerk Shirley Lowrance administered the Oath of Office for Commissioner Richard Hamann (Seat 5) and Commissioner Jack Myers (Seat 4). Copies of the Oaths of Office are attached to the Minutes.

ELECTION AND INSTALLATION 2020 MAYOR AND VICE MAYOR

City Manager Green said 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 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. He said 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.

Finance Director/City Clerk Shirley Lowrance conducted the nominations for the Office of Mayor and Vice Mayor for the 2020 year. Tim Pospichal was nominated as Mayor and Dorothea Taylor Bogert was nominated as Vice Mayor for 2020. Both were unanimously voted upon for the respective positions. She administered the Oath of Office for Mayor Tim Pospichal and for Vice Mayor Dorothea Taylor Bogert. Copies of the Oaths of Office are attached to the Minutes.

The Meeting was opened with prayer by Pastor Scott Hall of Higher Impact Ministries and the salute to the flag.

Mayor Tim Pospichal said Pastor Hall and Higher Impact Ministries do an annual Thanksgiving program and they prepare and distribute over 5,000 meals throughout Polk County. He said it was an amazing job and he thanked them.

The following Commission members were present: Mayor Tim Pospichal and Commissioners: Dorothea Taylor Bogert, Keith Cowie, Richard Hamann, and Jack Myers. Also present were: City Manager Robert Green, Finance Director/City Clerk Shirley A. Lowrance, City Attorney V. Patton Kee, and Lieutenant Andy Moore.

Mayor Tim Pospichal declared a quorum present. He said regarding our two newest Commissioners: Commissioner Richard Haman begins his 25th years, has served many times as Mayor and done an outstanding job as an elected official and Commissioner Jack Myers has served the City of Auburndale over 13 years, served as Mayor, and served two terms with the County Commission and served as their Chair. He said they both bring a lot to our community and we are very proud of them. We have a lot of success due to them and their hard work.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Keith Cowie, to approve the City Commission Minutes of the December 16, 2019, Meeting. Upon vote, all ayes.

Mayor Tim Pospichal asked for public comment.

Brian Toune, Director of Pickleball for Auburndale, 503 E. Moore Drive, thanked the City Commission, Mayor, City Manager and this Staff for the wonderful job. He said they are beginning their 7th year of pickleball and now have over 300 registered members. He thanked the Parks and Recreation Department. He invited everyone to their Annual Pickleball Tournament on January 28th. Pickleball is played at the Auburndale Community Center on Tuesday and Thursday at 10:00 a.m.

Mayor Tim Pospichal asked for public comment. There were no other public comments.

City Manager Green said we have a Commendation to present. Several weeks back in December, the City of Auburndale had a fire Downtown at the new and remodeled Crave and Copper Restaurant. He said he could not say enough about the Auburndale Fire Department and the response they provided to the fire scene and fire suppression. We cannot say enough about the training and the professionalism they show. At that fire scene, there were firefighters that responded to that call that several months earlier were in that building in the hallways, in the stairwells, and kitchen as part of training. Then early in the morning on a weekend, they got the call for response of a call in the Downtown area. He said from the history of our community in the past, we have had several fires Downtown that eliminated the entire Downtown. Through education in the Fire Department through community outreach, we tell all of our citizenry – if you see something, say something. In this particular case on an early morning, someone saw something and said something.

Fire Chief Brian Bradway read the Commendation for Highway State Trooper Michael Davis. The Commendation is attached to the Minutes. On December 13, 2019, State Trooper Michael Davis noticed smoke and the smell of an electrical fire as he drove through the Downtown area near 117 E. Lake Avenue. The Fire Department responded to the call at 3:41 a.m. to assess the area and extinguish the fire in the Crave and Copper Restaurant. The City of Auburndale commends Florida Highway Patrol Trooper Michael S. Davis for his awareness and swift response to smoke in our Downtown as well as his assistance following the fire. The Commendation was signed by the Mayor and City Commission.

Highway State Trooper Michael Davis received the Commendation from the Mayor. He introduced his wife Jennifer who is a counselor at Stambaugh Middle School and their children.

Stacey Oakley, Crave and Copper owner operator, presented Trooper Davis with a comp card for the restaurant. She said they appreciate that call and the timing, as we know what the rest of restaurant would have looked like. She said they are very thankful for that call.

1. ORDINANCE NO. 1625 AMENDING FUTURE LAND USE MAP – HELMS PROPERTY

City Manager Green said the Helms property is located at 192 Dairy Road and was recently annexed into the City. The 3.43 acres has a Polk County Land Use designation of Residential Suburban. 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 self-storage and flex warehouse facility planned on that location. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations. The 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 on December 16, 2019 and are being presented for second and final reading.

Community Development Director Amy Palmer went over the Development Road Map for the Helms Property to explain how Land Use and Zoning fit into the entire development process. She said the Road Map explains the process of how we get a vacant piece of property to a vibrant business or a subdivision. The property was annexed into the City and needed a Land Use for the property and zoning category. She went over the allowed uses for the Land Use and Zoning. After these are assigned, the property

owner would submit construction plans, which Staff will review. After the review, they will receive their permits and proceed with construction.

City Manager Green said Ordinance No. 1625 amends the Future Land Use map on the Helms property, establishing the Business Park Center Future Land Use. Staff recommended approval.

City Attorney Kee read Ordinance No. 1625, which was presented and passed on first reading on December 16, 2019, by title only.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Keith Cowie, seconded by Commissioner Richard Hamann, to approve Ordinance No. 1625, as read by title on second and final reading. Upon vote, all ayes.

2. ORDINANCE NO. 1626 AMENDING OFFICIAL ZONING MAP - HELMS PROPERTY

City Manager Green said now that the Future Land Use is Business Park Center, Ordinance No. 1626 amends the official zoning map and establishing the zoning as Light Industrial on the Helms property. Staff recommended approval.

City Attorney Kee read Ordinance No. 1626, which was presented and passed on first reading on December 16, 2019, by title only.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Jack Myers, seconded by Commissioner Dorothea Taylor Bogert, to approve Ordinance No. 1626, as read by title on second and final reading. Upon vote, all ayes.

3. ORDINANCE NO. 1627 AMENDING FUTURE LAND USE MAP – WEBB PROPERTY

City Manager Green said 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. The requested Future Land Use of Commercial Corridor and Zoning district of Highway Commercial 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,

Community Development Director Amy Palmer went over the Development Road Map for the Webb property. The Future Land Use is proposed as Commercial Corridor, which allows various types of commercial and the Zoning is proposed as Commercial Highway, which goes into the more specific allowable uses for the property. She said this was conventional development, so this is the last time the City Commission will see the request. Following tonight's meeting the property owner is able to submit plans for construction and plans for building permits, which staff would then approve.

City Manager Green said Phillip Webb, the petitioner, was present this evening. Staff recommended approval of Ordinance No. 1627 amending the Future Land Use map.

City Attorney Kee read Ordinance No. 1627, which was presented and passed on first reading on December 16, 2019, by title only.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Richard Hamann, seconded by Commissioner Keith Cowie, to approve Ordinance No. 1627, as read by title on second and final reading.

Commissioner Jack Myers said his office handled the transaction on the sale of the property. He said he does not have any financial gain, at this point in time. He asked if it was okay for him to vote on the motion.

City Attorney Kee said he had no conflict, and he may vote.

Upon vote, all ayes.

4. ORDINANCE NO. 1628 AMENDING OFFICIAL ZONING MAP - WEBB PROPERTY

City Manager Green said now that the Land Use classification of Commercial Corridor was established, Ordinance No. 1628 amends the official zoning map and establishes the zoning as Highway Commercial. Staff recommended approval of the Ordinance.

City Attorney Kee read Ordinance No. 1628, which was presented and passed on first reading on December 16, 2019, by title only.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Keith Cowie, to approve Ordinance No. 1628, as read by title on second and final reading. Upon vote, all ayes.

5. BUILDING CODE ADMINISTRATION INTERLOCAL AGREEMENT – LAKE ALFRED

City Manager Green said 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: 1) The City of Auburndale will provide the City of Lake Alfred with 10 hours per week of Building Code Administration services; 2) The City of Lake Alfred will compensate the City of Auburndale 25% of the Auburndale Building Official's annual salary including benefits; 3) The initial term of agreement begins January 6, 2020, and ends December 31, 2022, and automatically renews for additional two-year terms. 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 recommended approval of the proposed Interlocal Agreement Regarding Building Code Administration Services with the City of Lake Alfred. He said he was very pleased with the partnership with our sister City.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Keith Cowie, seconded by Commissioner Jack Myers, to approve the Interlocal Agreement regarding Building Code Administration Services with the City of Lake Alfred. Upon vote, all ayes.

6. 2020 COMMITTEE APPOINTMENTS

City Manager Green said the Commission was copied to the 2020 Committee Appointments. He said there are 27 total appointments with six of them representing new Committee appointments. All of our Committee appointments are full. The new appointments were for the following Committees: Board of Adjustment – Jerry Gaddis; Community Redevelopment Agency – Ellie Harper; Firefighter Pension Trust Fund Board of Trustees – Burris Warner; Historic Preservation Commission – William Sterling and Maulissa Rampersad; and Transportation Planning Organization – Jack Myers. Staff recommended approval of the 2020 Committee Appointments.

Mayor Tim Pospichal asked for public comment. There was no public comment.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Keith Cowie, to approve the 2020 Committee Appointments. Upon vote, all ayes.

City Manager Green said we appreciate the volunteer members of the Committees.

7. PRESENTATION OF BIDS - LAKELAND INTERCONNECT AND FLORIDA POLY REUSE LINE

City Manager Green said 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 guidelines and framework for the various projects. The Agreement stipulates that Auburndale would bid all aspects of the 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 bids.

<u>Total Bid</u>	<u>Base Bid</u>	<u>Alt. 1</u>	<u>Alt. 2</u>
Total			
Metro Equipment Services, Miami	\$2,985,725	\$125,305	\$85,500
Killebrew Inc., Lakeland	3,039,650	248,650	77,750
3,366,050			
American Pipeline, Miami	3,407,900	253,270	78,840
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. Alternate 2 was added to the base bid as to where the connection at FL Poly would be. Alternate 2 added to the base bid and those costs related to the reuse line to FL Poly will be split 50% with the Southwest Florida Water Management District and Auburndale’s share will be 25% and FL Poly’s share 25%. The City’s current FY 2019-2020 Budget allocates \$2,152,000 in our current budget for Auburndale’s share of the various projects.

Public Works Director John Dickson went over the projects on the map. The project that started these four projects is the reclaim water line to FL Poly. When we got to the design of that project with Lakeland, we started talking about an Interconnect for the Cities. The Interconnects provide great redundancy as far as a back up supply of water for Auburndale and Lakeland. Lakeland wanted to have a better supply of water to FL Poly. The fiber optic project will run down TECO Trail and along Pace Road to get us to the college. The concept is “dig one time” and put all these services in the ground at one time.

City Manager Green said this has been a long awaited project. On the “dig once”, this is very similar to what the City did on the PK project. There were several pieces of conduit that are awaiting this connectivity, which will take you from the Winter Haven Airport to FL Poly. Staff recommended awarding the bid to Metro Equipment Services from Miami, in the amount of \$3,196,830.

Mayor Tim Pospichal asked for any citizen comment. There was no public comment.

Motion by Commissioner Keith Cowie, seconded by Commissioner Richard Hamann, to award the Bid for the Lakeland Interconnect & Poly Reuse Line to Metro Equipment Services, in the amount of \$3,196,830. Upon vote, all ayes.

City Manager Green said the next Meeting will be held on the third Tuesday of the month due to the Martin Luther King holiday. The Meeting date is January 21 at 7:00 pm. He invited everyone to say for the food and said we are glad to have everyone with us this evening.

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Meeting adjourned at 7:50 PM. I HEREBY CERTIFY that the foregoing Minutes are true and correct.


Shirley A. Lowrance, Finance Director/City Clerk