



*City of Auburndale*

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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**CITY COMMISSION MEETING**  
**July 6, 2020 – 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Jerry Smith, Berea Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 06/15/2020

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

**AGENDA**

1. CONFIRM THE CITY ATTORNEY'S DESIGNEE FOR LEGAL SERVICES
2. ORDINANCE #1636 AMENDING FUTURE LAND USE MAP – FELICIANO PROPERTY
3. ORDINANCE #1637 AMENDING OFFICIAL ZONING MAP – FELICIANO PROPERTY
4. INTERAGENCY AGREEMENT WITH SHERIFF'S OFFICE - CRIMINAL JUSTICE INFORMATION SHARING
5. MODIFICATION #3 TO INTERLOCAL AGREEMENT WITH SHERIFF – FIRE/RESCUE DISPATCH
6. PRESENTATION OF BIDS FOR CONSTRUCTION OF NEW RACQUETBALL COURTS

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**  
**July 06 2020**

**AGENDA ITEM 1: CONFIRM THE CITY ATTORNEY'S DESIGNEE FOR LEGAL SERVICES**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider confirming the City Attorney's designee to perform legal services for the City, including attendance at all meetings of the City Commission.

**ATTACHMENTS:**

Revised Agreement For Legal Services – Last Revision 02-19-2018

**ANALYSIS:** The original Agreement For Legal Services between the City of Auburndale and Attorney V. Patton Kee dated November 5, 1996 has been periodically amended and renewed, with the latest Revised Agreement For Legal Services dated February 19, 2018.

Section 1. Services (3) of the Revised Agreement For Legal Services reads in part, *The ATTORNEY or his/her designee will attend all regular meetings of the City Commission and such special meetings or workshops of the City Commission which his attendance is requested.*

Due to his passing on June 30, 2020, this meeting will represent the first meeting in which Attorney Kee has missed since being named City Attorney in 1996.

Per the Revised Agreement For Legal Services, and prior to his passing, Attorney Kee on June 25, 2020 designated Attorney John Murphy with the firm Boswell and Dunlap as his designee to attend any and all meetings in his absence. Attorney Murphy also represents the City of Winter Haven, City of Lake Alfred, and Town of Dundee.

Attorney Kee requested this item be placed on the City Commission Agenda for concurrence, and if it is the pleasure of the City Commission.

**STAFF RECOMMENDATION:** Staff has no objections to the City Attorney's designation of Attorney John Murphy to act on his behalf.

**City Commission Meeting  
July 6, 2020**

**AGENDA ITEM 2: ORDINANCE #1636 AMENDING LAND USE MAP – FELICIANO PROPERTY**

**AGENDA ITEM 3: ORDINANCE #1637 AMENDING ZONING MAP – FELICIANO PROPERTY**

       INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider a proposed Future Land Use Map Amendment and an Official Zoning Map Amendment.

**ATTACHMENTS:**

- . Ordinance #1636 Amending Land Use Map – Feliciano Property
- . Ordinance #1637 Amending Zoning Map – Feliciano 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:

<b>Owner/Petitioner:</b>	Angel L. Feliciano
<b>Location:</b>	Havendale Blvd. and Avenue Z NW
<b>Current Polk County Future Land Use:</b>	Residential Medium
<b>Proposed Future Land Use:</b>	Commercial Corridor (CC)
<b>Proposed Zoning Classification:</b>	Commercial Highway (CH)
<b>Current use:</b>	Vacant (0.73 acres)

The Feliciano Property consisting of +/- 0.73 acres located on Havendale Blvd. and Avenue Z, NW was annexed into the City Limits in May 2020. The property currently has a Polk County Future Land Use designation of Residential Medium. The requested City Future Land Use designation of **Commercial Corridor (CC)** and Zoning district of **Commercial Highway (CH)** is consistent with adjacent properties to the north and west with frontage along Havendale Blvd. The adjacent property to the east is unincorporated Residential Medium but currently has a commercial use of an RV parts store. 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 June 15, 2020 and are being presented for second and final reading.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the Map Amendments – 06-2-2020 (6-0).

**STAFF RECOMMENDATION:** Approval of the Future Land Use and Zoning Map Amendments.

**City Commission Meeting  
July 6, 2020**

**AGENDA ITEM 4: INTERAGENCY AGREEMENT WITH SHERIFF'S OFFICE**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Interagency Agreement with the Polk County Sheriff's Office for access to, and sharing of state/national criminal justice information.

**ATTACHMENTS:**

Interagency Agreement between the City and the Polk County Sheriff's Office.

**ANALYSIS:** The City of Auburndale Police Department and Fire Department currently use a computer aided dispatch and records management system that allows for access to, and sharing of state and national criminal justice information.

Both, Police and Fire departments have previously entered into separate Interagency Information Sharing Agreements with the Polk County Sheriff's Office. These Agreements provide the guidelines, processes and restrictions needed to protect the integrity of the data system. The current Agreements, executed by the chiefs of both departments in 2018 are not scheduled to expire until December 2022.

The Proposed Interagency Agreement merges and supersedes the previous Agreements, combines the two previous Agreements, and names the City of Auburndale, for and on behalf of the Police Department and Fire Department as party to the Interagency Agreement with the Sheriff's Office. The proposed Agreement also incorporates the Criminal Justice User Agreement between the Sheriff's Office and the Florida Department of Law Enforcement.

This three-year Agreement will become effective October 1, 2020, and shall expire September 30, 2023.

The proposed Interagency Agreement was prepared by the Office of Legal Affairs for the Polk County Sheriff's Office and reviewed by the Police Chief, Fire Chief, City Manager and City Attorney.

**STAFF RECOMMENDATION:** Approval of the Interagency Agreement with the Polk County Sheriff's Office.

**City Commission Meeting**  
**July 6, 2020**

**AGENDA ITEM 5: MODIFICATION #3 TO THE INTERLOCAL AGREEMENT WITH SHERIFF –  
9-1-1 FIRE/RESCUE DISPATCH SERVICES**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**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 9, 2020
- . Proposed Modification #3 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 #3 to the Interlocal Agreement increases the cost for **Fire/Rescue** dispatch services in FY 2020-2021 to \$34,529.00, which represents a 5% increase. The City Commission on June 15, 2020 gave tentative approval on the proposed Expenditure Section of the FY 2021 and FY 2022 Budgets, which reflected this allocation.

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

**STAFF RECOMMENDATION:** Approve Modification #3 to the Interlocal Agreement with the Polk County Sheriff's Office for Fire/Rescue dispatching services for FY 2020-2021.

**City Commission Meeting  
July 6, 2020**

**AGENDA ITEM 6: PRESENTATION OF RACQUETBALL COURT BIDS**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider bids for the replacement and construction of new racquetball courts at the Cindy Hummel Tennis Center.

**ATTACHMENTS:**

- . Advertisement for Bids – 06/08/2020
- . Proposals Received (3)

**ANALYSIS:** In June 2019, the City Commission gave approval to advancing several capital projects in various departments utilizing bond financing. Funds were allocated for the replacement and construction of two (2) new racquetball courts to be located at the Cindy Hummel Tennis Center.

An invitation to bid was sent to eight (8) contractors and advertised in the local media on Monday, June 8, 2020. The City received the following three bids:

<b>Henkelman Construction, Inc., Lakeland</b>	<b>\$245,115.00</b>
Springer Construction, Lakeland	\$245,943.00
A.O. Construction, Winter Haven	\$295,884.00

Henkelman Construction, Lakeland was the low bid in the amount of \$245,115. The bids were reviewed by the Parks and Recreation Director and City Manager's Office. Henkelman has done several projects in Polk County including the Florida Youth Soccer Association Headquarters building at the Lake Myrtle Sports Complex. The Company received favorable responses from several reference checks.

**STAFF RECOMMENDATION:** Award the bid to Henkelman Construction, Inc, of Lakeland in the amount of \$245,115 to construct two (2) racquetball courts at the Cindy Hummel Tennis Center.