



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

P.O. Box 186
(863) 965-5530
Email: cmo@auburndalefl.com

CITY COMMISSION MEETING
October 5, 2020 – 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor David Price, First Missionary Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 09/15/2020

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1645 AMENDING OFFICIAL ZONING MAP – WRIGHT PROPERTY/POLK STREET
2. APPROVE 2021 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE
3. PRESENTATION OF BIDS – AUTOMATIC HEADWORKS – ALLRED TREATMENT PLANT
4. PRESENTATION OF SIDEWALK BIDS – CDBG FUNDING

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
October 5, 2020**

AGENDA ITEM 1: ORDINANCE #1645 AMENDING ZONING MAP - WRIGHT PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a proposed Zoning Map Amendment.

ATTACHMENTS:

Ordinance #1645 Amending the Zoning Map – Wright Property

ANALYSIS: The City has received a request to rezone the following property:

<i>Owner/Petitioner:</i>	Gracie A. Wright
<i>Location:</i>	203 W. Polk Street
<i>Current Future Land Use:</i>	Community Activity Center (CAC)
<i>Current City Zoning:</i>	General Residential-1 (RG-1)
<i>Proposed Zoning Classification:</i>	Residential, Institutional, Office (RIO)
<i>Current use:</i>	Residential (1.23 +/- acres)

The owner of 203 W. Polk Street, Ms. Gracie A. Wright has requested a zoning map amendment on 1.23 +/- acres from ***General Residential-1 (RG-1)*** to ***Residential, Institutional, Office (RIO)***. The request will allow the applicant flexibility in future development of the property.

The RIO Zoning District is intended for mixed residential, institutional, office, cultural, and compatible uses. The uses in the district are single family detached and two family (Duplex) residential, limited commercial activities such as financial institutions, general office uses, medical and dental clinics, small retail shops and personal service uses.

The proposed RIO classification would be compatible to existing uses as well as adjacent zoning on properties to the north and west. The proposed zoning change is also consistent with the City's Comprehensive Plan, existing Future Land Use designation and 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 September 15, 2020 and is being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Zoning Amendment (4-0) – 09/01/20

STAFF RECOMMENDATION: Approval of the Ordinance.

**City Commission Meeting
October 5, 2020**

AGENDA ITEM 2: APPROVE 2021 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider approval of the 2021 City Commission Meeting and Holiday Schedule.

ATTACHMENTS:

2021 City Commission Meeting and Holiday Schedule

ANALYSIS: City Staff is presenting the City Commission Meeting and City Holiday Schedule for 2021. The City Commission will need to adjust meetings in January and July due to a National Holiday's, and September due to proposed budget public hearing dates.

STAFF RECOMMENDATION: Approval of the 2021 City Commission Meeting and Holiday Schedule.

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Highlighted dates – Commission Meetings
Dates in red – City Holidays

**City Commission Meeting
October 5, 2020**

**AGENDA ITEM 3: PRESENTATION OF DESIGN-BUILD CONTRACT – AUTOMATIC HEADWORKS/
ALLRED WASTEWATER TREATMENT PLANT**

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City will consider a Design-Build Contract for design and installation of new screening equipment at the Allred Wastewater Treatment Plant.

ATTACHMENTS:

- . Request for Design Build Contract – 06/02/2020
- . Recommendation Letter from Chastain Skillman – 09/21/2020

ANALYSIS: The City owns and operates two wastewater treatment plants to provide domestic sewer services to the residents in the Utility Service Area. The City's oldest plant, the Allred Wastewater Treatment Plant, is located on Recker Highway. The existing headworks was constructed in 1983 and is comprised of two manually cleaned bar screens at the head of two grit channels. Basically, all flow coming into the plant passes through the bar screens. The existing screening process allows considerable debris into the plant and requires extensive manual monitoring and labor to maintain normal operations.

The proposed contract includes design and installation of a new mechanical fine screening system similar to the headworks at the City's Regional Wastewater Treatment Plant. The improvement will alleviate manual operations and improve the performance and efficiency of the plant. Construction of the new equipment must also allow the Allred facility to maintain operations during installation.

A Request for a Design-Build Contract was advertised in the local media on June 2, 2020. Nine (9) contractors attended a mandatory pre-bid meeting held on June 11, 2020. To allow additional time for contractors to prepare the contract proposals, an Addendum was issued on June 17, 2020, which extended the due date till August 31, 2020. The City received responses from the following contractors:

- | | |
|--|--|
| Rancon, LLC., Jensen Beach, FL
\$311,150 | (Disqualified for failure to provide required documents and information per the Request for a Design-Build Contract). |
| Vogel Brothers Builders, Lakeland
\$365,000 | (Negotiations per Request for Design-Build Contract resulted in a final Contract Price of \$333,500. This includes \$163,500 for the design/build work and \$170,000 direct equipment purchase allowing tax savings). |

This project was funded in the FY 2019-2020 Budget. However, delays pushed the construction and completion into the next year's budget. Therefore, the project has been budgeted at \$350,000 as a Capital Outlay project in the FY 2020-2021 Budget. The bids were reviewed by the Public Works Director, City Manager's Office and Chastain Skillman, the City's consulting engineers.

STAFF RECOMMENDATION: Accept the Design-Build Contract from Vogel Brothers at \$163,500 and purchase of automatic bar screen direct from Headworks, Inc. in the amount of \$170,000.

**City Commission Meeting
October 5, 2020**

AGENDA ITEM 4: PRESENTATION OF SIDEWALK BIDS – CDBG FUNDING

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider bids for new sidewalks on Bennett Street and Main Street.

ATTACHMENTS:

- . Advertisement for Bids
- . Proposals Received (3)

ANALYSIS: The City has identified the west side of **Bennett Street** between Bridgers Avenue and Charles Avenue, and the west side of **Main Street** between US Highway 92 and Derby Avenue for necessary sidewalk improvements. These two areas are located within the Community Development Block Grant (CDBG) Target Area. In April 2020, the City Commission gave approval of these improvements as a priority project utilizing CDBG Funding.

A request for construction bids was advertised in the local media and distributed to three (3) local contractors. On September 25, 2020 the City received the following bids:

American Design Engineers Construction Inc., Weston	\$ 84,745.81
Grade A Way, LLC., Lakeland	\$118,211.00
Cobb Site Development Inc., Wauchula	\$148,947.27

American Design Engineers Construction Inc. of Weston was the low bid to construct sidewalks on Bennett Street and Main Street in the amount \$84,745.81. The bids were reviewed by the Public Works Director and City Manager's Office. All reference checks on the contractor came back favorably. American Design has done similar sidewalk projects for several local governments in south Florida.

The project is included in the new Fiscal Year 2020-2021 Budget with offsetting revenue coming from the \$110,000 Community Development Block Grant Revenue line item.

STAFF RECOMMENDATION: Award the bid to American Design of Weston in the amount of \$84,745.81 to construct sidewalks on Bennett Street and Main Street.