

Minutes of the Regular Meeting of the City of Auburndale held March 15, 2021 at 7:00 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Mayor Tim Pospichal, Commissioners: Dorothea Taylor Bogert, Keith Cowie, Richard Hamann, and Jack Myers. Also present were: City Manager Robert Green, Finance Director/City Clerk Shirley Lowrance, City Attorney Fredrick J. Murphy Jr., and Police Chief Andy Ray.

Mayor Tim Pospichal declared a quorum present and the Meeting was opened with prayer by Pastor Brad Bennett of Auburndale Community Church and a salute to the flag.

Motion by Commissioner Jack Myers, seconded by Commissioner Dorothea Taylor Bogert, to approve the Minutes of the Regular Meeting March 1, 2021. Upon vote, all ayes.

Fire Chief Brian Bradway said the Fire Department won a contest for their 2020 Virtual Fire Prevention Week program. Last year the schools were not allowing field trips and they ended up doing live, virtual meetings with the schools. The classrooms would call into the Fire Station and the firefighters would do presentations from inside the fire truck or Fire Station. We made videos that were on YouTube and social media, with the whole department participating in the videos. The program was spearheaded by our Fire Marshall Scott Finley. He was producer, editor, and camera guy for all the videos. Our Administrative Assistant Kathryn Henson saw an opportunity to enter into the Fire Prevention contest through the vendor Positive Promotions. They are a nationwide supplier of Fire Prevention material. We have been recognized on their website and won first place and a \$300 prize.

City Manager Green said we have completed the construction of the new Veteran's Garden in front of the Baynard House. Our current Veteran's monuments are located between our playground area and the restrooms and did not really provide the reverence and quiet honor we wanted to do for our Veterans. Most of the work was done by our City employees. Assistant City Manager Tillman has announced that the official dedication for the Veteran's Gardens will be on Memorial Day. The Veteran's Day Services are rotated between us and Lake Alfred, with Lake Alfred hosting this year. We have not had a Memorial Day program before. This Thursday at 3:30 p.m. we will be welcoming the Polk Leadership group that come to Auburndale once a year. The City sponsors an employee annually for the program and this year our employee is our IT Manager Jee Hoon Kim, who is in Class 14. We have had 10 or so employees go through Leadership Polk and our Vice Mayor has gone through the program. As they come to town, we decided to have a "raise the flag" event. They have other stops, but it will be a nice stop for them to see how Auburndale pays tribute and appreciates our veterans. He said you may have heard that because of the America's Recovery Act that was signed into law by the President, Polk County will \$140 million including the millions of dollars that will be distributed among the cities. The City of Auburndale is in line to receive \$6.99 million. The criteria to spend money the money is to allow cities the opportunity to reimburse themselves for expenditures related to Covid and stimulus dollars to basically get people to work in our country. The payments to local governments will be made in two payments with the first within 60 days after enactment, so sometime in May we will receive a check for \$3.5 million. The second ½ will come one year later. Funding has to be spent by the calendar end 2024. Eligible funding was for revenue replacement. We have had several meeting with Staff and the various Departments and identified the loss of revenue in the Parks and Recreation Department. Surprisingly, the City of Auburndale has not really been damaged a whole lot by the Covid pandemic. The loss of revenue was around \$200,000 over the last year. Other reimbursement from the funds could be: Premium Pay for essential workers, such as Police and Fire; and Assistance to small businesses, households and hard-hit industries. He said the County has done an excellent job with the previous funding to get dollars into the hands of people that need that. We were told by the County Manager that they intend to continue that with the dollars they will receive. As residents would call the City, we would encourage them to go through the County. They partnered with the United Way on the personal individual side and with the Central Florida Development Council side on the business side. Also the funds could be used for investment in Water, Sewer and Broadband Infrastructure. The bill contains several restrictions – the funds cannot be used to delay or supplement a tax increase and cannot be used to bail out pension plans. He thanked the Mayor and Commission for their attendance at last week's Workshop for

their commitment to the Polk Regional Water Cooperative. You were presented last week, prior to us knowing about the funding, that Alternative Water Supply is an expensive proposition. We know we are needing water quantities and we know we will have deficits going out. We have to address that and know that any investments we make in Capital Improvements will eventually wind up on the utility bill for our rate payers. City Staff have talked about two projects going forward and we discussed these at the Workshop – the Interconnect with Polk County and the City of Winter Haven and the Gapway Connection. He said tying into the City of Winter Haven will allow us to participate in the Southeast Wellfield project. The cost of the Interconnect is probably over \$1.5 million, collectively shared by the three entities. The opportunity to fund that in advance of the PRWC is a big ticket item. We would be looking to do that with Winter Haven and the County, possibly with the Water Management District if we can get them to fast track. For the Gapway Connector, this has been a need of the City for capacity and water pressure. We talked about at the Workshop that we do not have the funds for the projects. He asked do we start putting some of the money away, start raising the rates now and putting some of those funds aside, do we fund the projects through the PRWC debt service, and is there a way of blending in these projects we need in Auburndale to complement our water system. He asked when does the Lakeland plant come on line and stated we know it is not going to be before 2024. He said we know the Southeast Wellfield is 5-6 years away from any water coming out of the Regional Water Cooperative. He said through the America's Recovery Act we have a great opportunity to look forward into the next Budget years. We are getting ready to start our next Budget cycle now. We could maybe advance the construction of the Polk County/Winter Haven Interconnect and the cross Gapway Tie. We have already met with Winter Haven and the County to suggest our interest. They seem to be interested as well and we have met with the property owners on Gapway. For the road realignment on Gapway Road, we do not know where that road will go, but what they do tell us is those TECO poles are not moving. If we can get an easement in or just outside the TECO alignment on Gapway, we know exactly where that water line could go. We could advance some of these projects. Each year the City approves a Five-Year Capital Improvement Plan, which he displayed. In 2025/2026 there was a \$3.5 million project to expand the Berkley Water Plant to accommodate the growth in the north Auburndale area. We would like to move that project into the second-year budget, which would advance the project to fiscal year 2023/2024.

Public Works Director John Dickson showed the layout of the Berkley Water Plant, which is an existing 1 million gallon storage tank, the operation control building and the future tank was proposed to go between road and the existing tank. He said it already designed for that space. Ultimately a third well will go there for the expansion, along with a high service pump. He said he appreciated the Commission's time for Workshop last week. He said the line is definitely going to be needed across Gapway and we will need the water supply also. He said this will increase our capacity and ability to pump over there and up Hwy. 559 where the growth is happening today. He said we plugged this into the Five Year Capital Outlay last year and it could not come soon enough.

City Manager Green said by design the Berkley Plant was put close to Gapway, as at some point that line would shoot across. There is future space there for the Fire Station also. He said remember the discussion at the Workshop as we tie into Lakeland, we know that shortage out to 2035 close to 1.75 million and we also remember that the Coke facility almost by itself uses a million gallons per day. As we enter into the Alternative Water Supply through the Interconnect through the County and Winter Haven, take a million to two million capacity off of the Atlantic Plant and shift that to the Berkley Plant. The Water Management District is on board with the swapping of the water capacity, as it is already permitted to Auburndale. For us to do this, we will have to make the improvements to the Berkley Plant. He said wanted to bring this to the Commission's attention tonight, as you saw the news in the paper today. The formula for the distribution of funds was based on population and CDBG allocations for each city. Not every city will spend their dollars on water infrastructure. At some point we will have to address Alternative Water Supply and at some point we will have to determine future growth needs and how do we meet that. We realize water is so important for our needs. He said this was very timely for the funding. The Departments are currently working on their Capital Outlay requests for the Budget. He thanked the Commission for their time on this.

Mayor Tim Pospichal said as we had the workshop and being the Chair for two years at Polk Regional Water Cooperative, this is great news. He said he could not believe the City's luck in landing this type of money. This gives the opportunity for more jobs for businesses. Water will become an issue and this is a major win fall. He said he knew the Commission understands the situation and projects

City Manager Green said as the Finance Director suggested in the meeting, we also want to be good stewards of the tax dollars. These Federal dollars are our dollar too. If we eliminate the need to raise water rates because we have used this money to supplement construction of projects helps all of our citizens as we go forward.

Commissioner Richard Hamann said we have been discussing this since the mid 90's, about water supply and growth. This is something we have been looking at and going to have to deal with sooner or later. Thankfully we can afford to do it and save our residents.

Fredrick J. Murphy Jr., reported on the foreclosure of the Donald Flentke property. We were the successful purchaser at the judicial foreclosure sale held on Friday. The Clerk of Court will issue the City a certificate of title within about 10 days. We will own the property and can take appropriate action. The Court adjudicated the fine to be \$1.626 million of accrued Code Enforcement liens on the property. He said it was privilege to be sitting here with you and provide legal advice. He said it was a privilege to have worked with Mr. Green and he wished him well in his retirement.

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

1. TRANSMITTAL PUBLIC HEARING – LAND USE MAP AMENDMENT – SHARRETT PROPERTY

Mayor Tim Pospichal closed the Regular Commission Meeting and opened the Public Hearing.

City Manager Green read from the Notice for the Public Hearing and said the purpose was to hear the proposed Land Use Map Amendment for the Sharrett Property. The proposed amendment will be submitted to the Florida State Land Planning Agency for a State Coordinated Review. The item on the agenda is only on transmitting the Land Use to the State of Florida for review. He said there are some unique uses being proposed and a lot of the particulars addressed at the Planning Commission are not on the agenda tonight, as we are not discussing zoning where those particular items would come into play. The Planning Commission did entertain zoning and made some recommendations to Staff. The developer has started answering some of the concerns of the Planning Commission and public. The zoning will come back to the City Commission after the State review with Public Hearings for Land Use and zoning. During the zoning you will see a Binding Site Plan that will discuss all the particulars that have been worked out.

Community Development Director Amy Palmer said the City has received a Future Land Use Map amendment request on property owned by Sharrett Land LLC. The petitioner is JSK Consulting. The property is located on Fred Jones Blvd. and Logistics Blvd., just north of the Amazon Distribution Center and adjacent to I-4. The current Future Land Use is Business Park Center on 48.97 acres and Conservation Wetlands on 3.42 acres. The proposed Future Land Use is Tourism Commercial Center on 48.97 acres. It is a vacant piece of property with total acres of 52.39 acres. The parcel was originally annexed into the City in 2009 as part of a larger annexation of 207 acres. In 2010, the City established Future Land Use designations of Business Park Center and Conservation Wetlands on the entire parcel. In 2017 and 2018, zoning was applied to 146 to accommodate the Amazon Fulfillment Center and 8.5 acres reserved for commercial activity on C. Fred Jones Boulevard. JSK Consulting on behalf of property owner Sharrett Land, LLC has requested to amend the City of Auburndale's Future Land Use on the balance of the Sharrett property (+/- 48.97 acres) from Business Park Center (BPC) to Tourism Commercial Center. The existing Conservation-Wetlands (+/- 3.42 acres) is not included in the Future Land Use change request. The requested Future Land Use designation of Tourism Commercial Center is intended to provide for the tourist, recreational needs, and entertainment activities primarily for the short-term visitor to Auburndale and the residents of the City of Auburndale and

is consistent with the City's Comprehensive Plan, Joint Planning Agreement with Polk County, and with surrounding development including Fantasy of Flight on the opposite side of Interstate-4. Because the property is larger than 10 acres, it is required to go through a Large-Scale Future Land Use Map amendment and must be submitted to the Department of Economic Opportunity (DEO) for Expedited State Review. Upon receipt of the State review, the City Commission will hold an additional Public Hearing on the adoption of the proposed Future Land Use Map Amendment and proposed Zoning Map Amendment. She said the action tonight before the City Commission was only on transmitting the proposed Future Land Use of Tourism Commercial Center to the State for their review. The petitioner has requested a Zoning designation of Planned Development-Commercial -1 or PD-C1 to accommodate a private motor sport track facility, clubhouse, and 75 condominiums with garages. The proposed zoning and unique development and amenities are compatible with the intent of the proposed Tourism Commercial Center Future Land Use designations. The requested zoning district of Planned Development-Commercial 1 (PD-C1) is compatible with the requested Future Land Use of Tourism Commercial Center (TCC). At the time of zoning approval before the City Commission, the adopting Ordinance would have to be accompanied with a binding site plan. She said we will not be looking at the Site Plan this evening, as the proposed use would be coming back to the Commission during a Zoning Hearing following the State Review. The action currently before the City Commission is only to take public comment on the proposed Future Land Use and authorize transmittal to the Florida Department of Economic Opportunity for a compliance review. The Planning Commission gave approval of the proposed Land Use Amendment with a 5 to 1 vote, with one Commissioner abstaining at their Meeting- of March 2, 2021. Staff recommended approval of Resolution #2021-02 transmitting the Sharrett Land, LLC Future Land Use Amendment to the State for a Compliance Review. She displayed the location of the property and went over the process or roadmap for the property for Land Use and Zoning changes. She displayed the Future Land Map for the area and said it displayed a large portion of Tourism Commercial Center zoning in the area at the interchange of 559 and I-4 and across I-4.

Mayor Tim Pospichal asked for public comment.

Dennis Young, 254 Lake Tennessee Dr. Auburndale, said he had the opportunity to review the Binding Site Plan at the Planning Commission Meeting. He said he would like to go over his review for the Commission and people here: the track is 1 ¾ mile and long, between 30 to 35 feet wide, will have some degree of banked curbs, and be laid out in tiers due to the existing elevation of the land. It will have long run out areas so if the driver makes a mistake, he will have a place to go not to hurt the car. The cars used on the track are street legal and non-street legal high performance cars. There could be between 10-15 cars on the track at any one time. He said these are items stated by the developer to the Planning Commission. The drivers of the vehicles are not professional drivers and we do not know if they have had any training or not. Club membership will be limited to about 350 members, there will not be any lights on the track, the hours of operation will be during the daylight and there will not be any bleachers or stands for an audience. They will be keeping the existing fence that is there. This will not be an organized racing and there will not be any ticket sales. There will be group events with 10-15 cars on the track at one time. He said things to be further worked out or considered were additional barriers along the property line in some places to preclude cars from going onto I-4 that may make a mistake. They have not thought about the development of a safety plan and about the ambulance, the first aid station, or the fire truck that may be needed. They have not thought about having open exhaust manifolds or restrictions on manifolds. They have indicated several times there is not going to be any more noise than was produced by I-4. He said no exhaust manifolds and 10-15 cars on the track is the Auburndale Raceway. He said when he takes his grandson there; he makes sure he has hearing protection due to noise generated by the track. He said he was here talking today because we need to think about establishing some requirements or rules for this track. They are calling this track a private car track, a performance circuit, and you heard the Community Development Director talk about a motor sports track. He said he would call it a private race track. He said he would suggest that the Planning Department, the Planning Commission, and City Commission try to think about some additional conditions to be placed on this private race track that would ensure the safe environment for the participants and surrounding property owners that enjoy the rural surroundings they currently have and respect. Currently there are no LDR's in the Auburndale Code for a public or private race track. He said some

conditions he would recommend for future consideration were: additional fencing around the area, the current fencing that is there is to keep cows in and not people out; establish track operating hours between 9 a.m. and one hour prior to sunset; no activity shall disturb any onsite wetlands; no lighting shall be provided for night-time events; all outdoor safety lighting for driveways and walkways shall be directional and night-sky certified; no lighting shall be installed for exterior building; public address systems and loud speakers are prohibited; outdoor activities shall not exceed a certain decibel, which will need to be researched; and no open manifolds. He said as you all know I have worked with the Prologis Team on the Amazon warehouse over the last several years and he stands ready to work with the developer, the Planning Commission, and with the Auburndale Planning Department to look at what can be built there that is safe for the operation, safe for the City of Auburndale, and safe for the area that is being developed. He said he would stand for any questions.

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

Mayor Tim Pospichal closed the Public Hearing and reopened the Regular Commission Meeting

2. TRANSMITTAL RESOLUTION # 2021-02 TRANSMITTING MAP AMENDMENT TO STATE

City Attorney Frederick J. Murphy Jr. read Resolution No. 2021-02 entitled: **A RESOLUTION PROPOSING AN AMENDMENT TO THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF AUBURNDALE, FLORIDA AND TRANSMITTING SUCH PROPOSED AMENDMENT TO THE FLORIDA STATE LAND PLANNING AGENCY FOR A STATE COORDINATED REVIEW** (General Location: C. Fred Jones Blvd. and Logistics Blvd.), by title only.

Motion by Commissioner Dorothea Taylor Bogert, seconded by Commissioner Keith Cowie, to approve Resolution No. 2021-02, as read by title only.

Commissioner Richard Hamann asked if the City would receive an ORC report back from the State.

City Manager Green said yes, the response from the State will trigger the process going forward that will address some of the citizen concerns, when it comes back to the Commission under zoning. If the Land Use is not comparable with the State review, you probably will not go any farther.

Commissioner Keith Cowie said for clarification, some of the things that Mr. Young covered will all be things when we get to the Land Development stage that will be addressed.

Community Development Director Amy Palmer said yes, because it was a Planned Development, you can place conditions on it. As a result of the discussion with the Planning Commission, she was working with the developer to get some of those placed on the plan before it comes back to the Commission for consideration.

Commissioner Keith Cowie said he had reviewed the Planning Commission notes from the meeting. He said he just wanted to clarify the process.

Upon vote, all ayes.

3. PUBLIC HEARING – EXTENDING TERM OF JOINT PLANNING AGREEMENT WITH POLK COUNTY

Mayor Tim Pospichal closed the Regular Commission Meeting and opened the Public Hearing.

City Manager Green said in 2009, the City of Auburndale and the Polk County Board of County Commissioners entered into a Joint Planning Area Interlocal Agreement. The adoption of the Agreement followed several years of discussion with Polk County, the Central Florida Regional Planning Council and the

Florida Department of Community Affairs regarding the City's goal to establish a unified approach to planning for coordinated growth in the north Auburndale area and west toward the Polk Parkway. The Interlocal Agreement established a Joint Planning Area with Polk County that serves as a guide to the City and County regarding policies for future growth with the boundaries of the JPA. The Interlocal Agreement assists both governments to better identify areas proposed for future municipal services, and to better coordinate government services by avoiding the creation of incompatible land uses near common boundaries. The Interlocal Agreement expired in 2014 and was renewed and updated by both parties in March 2019 and amended in March 2020, which was Amendment #1 for succeeding periods of one year by mutual written agreement of the parties. The proposed Amendment #2 constitutes the City's and County's desire to renew the Joint Planning Agreement for a subsequent three-year period commencing on March 18, 2021. The Polk County Board of County Commissioners will consider renewal of the JPA Agreement at a meeting in April. Staff recommended approval of Amendment #2 extending the term of the Joint Planning Agreement with Polk County.

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

Mayor Tim Pospichal closed the Public Hearing and reopened the Regular Commission Meeting

4. AMENDMENT #2 - EXTENDING TERM OF JOINT PLANNING AGREEMENT WITH POLK COUNTY

City Manager Green said notice of the Public Hearing was properly advertised and Staff recommended approval of Amendment #2.

Motion by Commissioner Jack Myers, seconded by Commissioner Richard Hamann, to approve the Amendment #2 extending the term of the Joint Planning Agreement with Polk County. Upon vote, all ayes.

5. PRESENTATION OF FISCAL YEAR 2019-2020 AUDIT – MIKE BRYNJULSON, AUDITOR

City Manager Green said Mr. Mike Brynjulson will present the Comprehensive Annual Financial Report for the fiscal ending September 30, 2020. The City's Finance Director, Shirley Lowrance has prepared the Management's Discussion and Analysis section located at the beginning of the Report. This section allows City Staff to provide an objective and easy to read analysis of the City's financial activities. The Report is also made available on the City's website at www.auburndalefl.com. The Auditor's Management Letter located at the end of the Report is where the Auditor reports any findings or concerns. City Staff is pleased that the Audit identified no significant deficiencies and is in compliance with the requirements of laws, regulations and grants.

Mike Brynjulson, Brynjulson CPA said City Manager Green has been here for 30 years – 30 years of audit reports. He said he has been involved with 17 of them. He said the Federal Grant money was mentioned earlier and when you spend over \$750,000 in a year it triggers a Compliance Audit. They open up a lot of funds to you but make a mine filed you have to walk through in compliance. You have to have a bunch of Administrative Policies in place, special purchasing policies, and ethics policies, and whistle blower policies. He said it was great and he will sit down with the Finance Director to make sure the City is in compliance. The audit is called a Single Audit. The City could have a Single Audit for a couple of years due to the Federal Grant. He said he was here tonight to go over the results of the Audit for the year ending September 2020. The City has a series of five separate audits: City Audit, Fire Pension Plan, Police Pension Plan, General Employee Pension Plan, and new this year the CRA Audit, which was required by the Legislature. He said he will be at the next CRA meeting to go over their Audit. He said we roll all of the audits into the one City Audit. He said the Audit was 111 pages of dense financial information. For discussion tonight, he summarized the Audit into four pages provided as a handout. He said this year was an odd year doing audits because he did not get to go to the clients to audit (due to Covid). He said this puts the administrative burden on the City, as an audit is documentation intensive. He said Auburndale has been built for remote access for a long time, as the auditors have had remote access to the City's computer systems and document

imaging for a long time. City Staff did not have to do anything different due to the computer access. He said usually they spend 400 to 500 hours on the Audit and this year they had one day for field work, where they sat with City staff. Hopefully next year we can get back to something more standard in field work, as it is a required procedure for the Audit. He said it was a great job on the City Staff's part to get this Audit done on time for the submission for the GFOA award – the Comprehensive Annual Financial Report Award. This has to be submitted by the end of this month. He said the City received an unmodified opinion, commonly called a clean opinion, and is the highest level of assurance we can give you as Auditors that the Financial Statements are free of any significant errors and are in conformity with the Generally Accepted Accounting Principles. He said because of Covid 19, there were no new Governmental Accounting Standards as they moved the implementation down the road by one year. On page 105-106 are the Governmental Auditing Standard and Internal Control section. Here we are looking for significant internal control deficiencies and significant non-compliance. He reported the City received a clean Audit report with no material weaknesses to report and no non-compliance to report. Page 107 was a Special Compliance Report where the Legislature wanted a specific audit for Florida Statute 218.415, which has to do with your investment of public funds. The City has significant investments in a Local Government Investment Pool and it is allowed by the Statute. He said the result of the review was a clean opinion and no non-compliance noted with the City's investment of public funds. Page 108-109 was the Management Letter and it gives the auditor an avenue to report internal control deficiency that is not significant, non-compliance that is not significant, and a deteriorating financial condition. He said the report shows there are no deteriorating financial conditions or financial emergencies reported. One recommendation was reported related to budgetary control. He referred to the Budget to Actual Schedule in the Audit, which shows actual results, original budget, and amended budget. The Statute says you will only in accordance with the duly approved Budget. If at the end of the year, the actual expenditures exceed the Budget it is technically a violation of the Statute. It is not a material, non-compliance issue but a recommendation. At the end of year, management prepares a Budget Amendment by looking at all the line-items that are significantly over or under budget, the Budget is amended, and then the audit comes. One construction invoice or retainage on construction that comes through that was not picked up in closing procedures can easily make total expenditures exceed the Budget appropriations and that is what happened this year. He said our recommendation on page 108-109 was to beef up the year-end closing procedures and make sure all the big year end invoices are captured before the Budget Amendment is prepared. He said it is difficult and he prepares the Budget Amendment for a lot of cities. He said we have to chase down all the year-end invoices and only have 60 days after year end to complete. The City amends by Ordinance and needs the two readings, so there is a real tight window. He said he understands how difficult it can be. The separate report in the back of the Audit is the Governance Letter, which allows the auditor to communicate non-quantitative items with the Commission. If we were having difficulty getting the Audit complete or disagreements with management, any uncorrected misstatements, we would report it here. There were no items to disclose for the Governance Letter. He said the Audit is a clean opinion with one recommendation on the budgetary level of control. He said it was a good job. He went over the finances of the City. The City won the Certificate of Achievement for Excellence in Financial Reporting for two years. He said he was sure this Audit will also win the award, as well. He encouraged everyone to look at the Statistical Section, in the back of the Audit. He said it provides 10 year trending schedules for finances, operating statistics, and tax numbers. He pointed out the City has a new fund this year – Impact Special Revenue Fund. On the next to last page of the Audit was the Impact Fee Affidavit, which the City has to sign stating they are in compliance with the Impact Act of the Florida Statutes. The section of the Statute required that Impact Fees be accounted for within a separate accounting fund. He explained there are now three columns: General Fund, Impact Fee Fund and Community Redevelopment Agency Fund. He went over the level of reserves for the City and said the reserves were \$6.8 million in Unrestricted Reserves this year compared to \$5.2 million the prior year. For 2020, the City has 22% of Reserves and the GFOA recommended value is 15%. He said 20% to 25 % is a good target. He displayed the Reserve trend over the last 10 years and in 2011 Auburndale was at 9.3%, 2.9% in 2013, and then increased every year to 22%. He explained the City implemented a Fund Balance Policy where you state you will have 25% of next year's operating budget in Reserves. The chart also showed peer groups consisting of 14 like size Florida cities, local and state wide peers. The City Policy requires 25% and the City has 35%. He said the chart also showed the millage rate of peer groups. The average millage of the local peers

(Bartow, Lake Wales and Haines City) average 5.5. The State wide peers have an average millage of 5.93 or 40% more than Auburndale. He said from a financial prospective for the General Fund, you are in fine financial position and continue to improve every year. He went over the chart for the Revenue and Expenditures in the General Fund and relationship between the two. He explained how the Interfund Fund Transfer balances the General Fund. He said this year the City had Lake Myrtle Improvements funded by debt, the City had increased Building Department activity, and capital outlay increased. He explained how he took capital outlay out of the comparison and the City was very consistent at about 20%. The Enterprise Fund has Unrestricted Reserves at \$5.2 million or about 5 months of operation. The Enterprise Fund is in good financial condition. For the Enterprise Fund operations, it generated \$13.4 million in revenue, the operating expense were a little under \$10 million for an operating profit of \$3.4 million. The revenue went up 4%, with adding new people to the system and the rate increase. The operating profit declined 16% due to the startup costs for adding new customers and the City had significant repairs and maintenance for Lift Stations. The profit percentage was 25.7%. For every dollar of revenue, you have 25 cents left over to pay for other expenses such as interest on debt, the Interfund Transfer to the General Fund, etc. He displayed the Operating Profit for Statewide and Local peers: Statewide the City is well ahead of them, but has completion locally: Bartow at 31%, Lake Wales at 31%, and Haines City at 37%. He said the Enterprise Fund has three important tasks: run operations, pay principal and interest on debt, and make the Interfund Transfer. After the Enterprise Fund did the three tasks, it still had a positive cash flow of about \$400,000. He said in 2015 there was a Budget reallocation of cash from the Water and Sewer Fund to the General Fund for the Reserves. He displayed a chart of the Tax Revenue since 2004, which showed a little \$5 million and \$50 million for 2020. This year the City received a lot of non-cash assets and donations from developers. The City added \$2 million from developers and a little under \$5 million for Hwy 559 donated to the City. He displayed the chart of Polk County City Millage rates for six years. Auburndale was the second lowest. He displayed the City's Millage rates from 1991 to 2020 Millage rate with the taxable base. He said the growth and taxable base was pretty impressive. He displayed the chart for Unrestricted Cash and said it was at \$14.6 million for 2020. He said when the Accounting Standards came out that you had to put your Pension liabilities on your books; everyone kind of dismissed the number and said no one will look at the number. However, they are starting to look at the numbers for Bond ratings and the like. He said the General Employee's Pension Plan is 80% funded up from 67% in 2016; the Police Pension Plan is 90% up from 76% in 2016; and the Firefighter Pension is 80% funded. He said the Pension Plans are all in good position. He said the Financial Statements seem like the Pension Plan disclosure with the City Audit, as the Pension information is 24 pages long out of the 65 pages of Audited Financial Statements. He said he wanted to talk about the Joint Projects and said that every project they looked at this year had another component of partnership. Some of the partnerships were FL Poly and the City of Lakeland, paving with the County, Braddock Road stormwater improvements funded through FDOT, Sprayfield Relocations, etc. When you look at the financials, there are a lot of big numbers and these Joint Projects add to the totals. He said he wished Bobby the best of luck. He said while he was excited about the new management and Jeff Tillman taking the helm, he said he was going miss him.

Mayor Tim Pospichal said thank you for the wonderful job and you do such a fantastic job explaining it.

Commissioner Richard Hamann said he concurred with the Mayor. He said going back years ago, Mr. Edwin Nunez was our auditor, then Tierso Nunez, and then you. He said thank you for the job you do.

Commissioner Jack Myers said going back to the Joint Projects, every one of them were big ticket items and by going in with somebody else we can afford to do it and we get more bang for the buck. We hope to continue to work on joint projects.

City Manager Green thanked the Department Directors and Finance Director. He said our motto has always been "if we do not have it, we do not spend it" and the Audit kind of suggested that. Staff recommendation was to accept the Audit report for the fiscal year ending September 2020.

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

Motion by Commissioner Keith Cowie, seconded by Commissioner Richard Hamann, to accept the Comprehensive Annual Financial Report for the fiscal ending September 30, 2020. Upon vote, all ayes.

6. RESOLUTION #2021-03 HONORING RETIRING CITY MANAGER BOBBY GREEN

Mayor Tim Pospichal said the City Commission will consider a Resolution honoring City Manager Robert R. (Bobby) Green. City Manager Green has announced his retirement effective April 2, 2021 after serving thirty years as Auburndale's City Manager.

City Attorney Frederick J. Murphy Jr. read Resolution No. 2021-03 entitled: **A RESOLUTION IN HONOR OF ROBERT R. (BOBBY) GREEN FOR 30 YEARS OF DEDICATED AND MERITORIOUS SERVICE TO THE CITY OF AUBURNDALE AS CITY MANAGER**, by in full.

Motion by Commissioner Jack Myers, seconded by Commissioner Dorothea Taylor Bogert, to approve Resolution No. 2021-03, as read by title only. Upon vote, all ayes.

Commissioner Dorothea Taylor Bogert said as she was thinking this evening, two words came to mind and that was "thank you". Thank you for a life devoted to public service. Thank you for your long-term vision for Auburndale. Thank you for your patience to keep the vision in focus for your team and for the Commissioners through the years. Thank you for tactfully handling the nay sayers along the way to ensure that Auburndale's growth has been and will be properly managed for many years to come. Thank you for your commitment to mentoring others in your field, from which Auburndale and many, many other cities have benefitted as well as the mentees. Thank you for your commitment to mentoring the young men and women of Rotarac. Thank you for your devotion to the youth of Auburndale in ensuring that plans are in place for their future. Thank you for your encouragement and belief in me, in the role I have chosen to pursue as a Commission. Thank you to Leanne and all of your family for sharing Bobby so unselfishly with all of Auburndale. She said she did not think that any of us on the Commission now or those that have served in your tenure as City Manager can say thank you enough. You are respected, you are appreciated, and you are loved. May your next adventures be filled with more than you could ever hope for and all of your dreams come true. Thank you.

Commissioner Keith Cowie congratulated Bobby on his 30 years as City Manager and thanked him for all he has done for the citizens of Auburndale and the employees of the City of Auburndale. He said he knew Bobby was very proud of all the employees he has worked with over the years. As noted by the Attorney today in the Resolution, he puts his emphasis on education and helping people reach their full potential. He said he thought everyone he came in contact with could count on him for that support. He said that was what we are here for in this world, to help other people. He said he thought Bobby exemplified that with his selflessness, not just through his work at the City, but in his personal life as well. He said it was very much appreciated. He said on a personal note, he would like to very much thank Bobby for helping him in becoming a City Commissioner a couple of years ago and all the questions in how things work. He said for him, he could not thank him enough for all the guidance and always being available to help and answer questions along the way. He said he wanted to congratulate him and wish him and Leann and family the very best in his retirement. He said it was very well deserved.

Commissioner Richard Hamann said he was here when it all got started – 30 years ago. He asked where the time has gone. He said a lot has changed since you became City Manager. We have become a very progressive City, but there is one thing that has not changed – the City still has its hometown spirit. You are to be commended on that, as you lead us thorough a lot. He thanked Leanne, Chelsea, and Brian for allowing Bobby to take care of our City like no one has ever done. He said he has worked with two City Manager over the years and the best is retiring. Thank you for what you have done for me personally and professionally. He said thank you and God bless you. Enjoy your retirement.

Commissioner Jack Myers said he, Tim and Bobby go back a long way to the Class of 1976, the Bicentennial Class. Bobby was class President and for the Junior year and Senior year and he was Student Body President. He said Student Body always put on the Homecoming Dance and Bobby came to him and said we need some more inclusion and we need to beef this up. We went out and listened to a couple of black bands and hired one for the Homecoming dance. It was the most well attended Homecoming Dance. He continued that inclusion with things like the Earl Wright Park and placement of the City Library. He said he talked to his wife Karen about getting into politics and she said no, "you have too many skeletons in your closet". He moved into town and Bobby knew he was a City resident and ask him if he ever thought about running for City Commission. I told him the story about Karen. I asked her and she said she thought that would be great. The next thing I knew I was running unopposed for City Commission and it has been a long run. Eventually I did run for County Commission. He said he got credit for Lake Myrtle Park, but it was Bobby that brought C. Fred Jones here for the City Commission Meeting one night. As only the Representative could do, he got up and gave a State of the Union address about the history of that property and the value in it. He said that was fine and dandy, but we have to watch out for the citizen's money, he said touché. We negotiated the deal right there in the Chambers that night to buy that land. Like Bobby says if we do not have it we do not spend it. He said being on the County Commission, he ran into Mark Jackson and he is talking about Simmers Young Park. So we went out to Lake Myrtle and sat on top of the hill overlooking Lake Myrtle and as they say the rest is history. It was Bobby's vision to do that. He said he did not know if it was when he was on the City Commission and out at Lena Vista for opening ceremonies, he got up and promised them soccer fields when we are playing soccer there and it was nothing but sand. Bobby fulfilled that for me and got me out of dutch with the citizens. For the Community Gym, Bobby had his ear to the ground and knew there was money available at the County they were getting ready to return to Washington and he said we have the matching funds. What do you know the Community Gym is built. He said he thought the presence and the way the town looks, the Downtown Park, Cindy Hummel Tennis Complex – all that is a reflection of Bobby. They all knew that when Bobby was on the road he was on the radio getting the trash picked up. He said it was that attention to details that you have and it shows in the City. He said he wanted to thank him for all the time. He said thank you to Leanne, Chelsea, and Brian. He said he would have been County Manager, if he would have had his way, but Brian told him no. Congratulations to you on a great run, it has been a pleasure.

Mayor Tim Pospichal said Bobby's list of accomplishments is hugely impressively. It is especially impressive in a profession where you may have 4 to 6 years before you are replaced or move on. For Bobby there were always things to do and Bobby said let's go get them done. He is the real deal and he has always been and they do not come any better. He told about the first time he met Bobby in the summer of 1972, that was 49 years ago. His mother insisted we meet some kids and she took him and his brothers to the Tennis courts. He said he walked into the Tennis courts and Bobby walked up and shook his hand and introduced himself. He said he has been his friend ever since. He, Jack and Bobby graduated together, they sat in the front and he was one of those guys that in back. His wife and he moved to Tennessee in 1984, as she had an opportunity to go to graduate school. We moved back in 2001 and could not believe the changes in the City of Auburndale. He knew Bobby was the City Manager and he contacted him to say if he could ever be of any service, please do not hesitate to call me. Bobby called him to serve on several committees including the Planning Commission. Due to a Commissioner who was making a run at the Senate, he had the opportunity to become a City Commissioner and the greatest privilege to serve the City as Mayor. He said serving the City as Mayor, you have a different relationship with the City Manager. You talk on the phone all the time, we have Meetings at City Hall, and he comes down to my business. Bobby is one of the finest communicators that he knew. He is a great listener. He can probably name all 185 City employees. He is very innovative and always looks to the future. He has the time to talk to all and to listen to all. He always drives the speed limit. He has the strong ability to bring groups together for the betterment of the community. He is one of the humblest people he knows and this is probably killing him tonight. Through his many relationships from Tallahassee to here, these resources have made him a masterful problem solver and with that ability he thought he could pick up the phone and call anyone in State and they will take his call. His six former Assistant City Managers went on to serve all throughout the United States as City Managers and the seventh and last is going to take the helm when Bobby leaves – Mr. Tillman. Working with

Bobby has made me a good Mayor, but quite honestly he has made me a better person. Today Auburndale is a great place to live, work, and play thanks to Mr. Bobby Green.

Vote on Motion. All ayes.

The Resolution and the 30 Year Plaque were both presented to City Manager Green. Pictures were taken of the presentation of both.

City Manager Green said thank you, thank you, and thank you. Mr. Mayor and Members of the Commission I thank you so much for the honors spelled out in the Resolution. He said it means a lot. Auburndale has been extremely good to me and my family. He said was glad Chelsea was able to make it; she flew in this weekend to surprise him. Brian was trying to make it, but he surprised me even more, as he is going to move back to Auburndale in the next month from California. Auburndale is a great place to live, work, and play and even better to work for the City of Auburndale. He said working for the City of Auburndale was like a good song on radio, you just do not want it to quit. He said he has been so blessed over the years – the support of family and he appreciates that. He said when he met Leann, he was an elected official already in the public service. When she said I do, she did. Not knowing what public service meant, she has been so helpful. She is in front of me when I need to be pulled, and behind me when I need to be pushed, but she has always been by my side and I am extremely grateful. Two kids, as you know, growing up in fish bowl is difficult as you know and they did not ask for that either. He said he has been blessed with two great kids that have moved on and advanced in life and made mom and dad so proud and blessed us with grandkids. He said he calls one Zoom and one Skype because this last year that is all we have been able to see them and that is getting ready to change. He said he was very excited about that. They are both married with Chelsea in St. Louis and Brian in California – it has been tough, but Leann and are looking forward to that. He has mentioned several times tonight the great workforce that is here in the City of Auburndale, quality workers that work extremely hard every day for our citizens. He mentioned the services provided: Fire, Police, Public Works, Public Utilities, Library and the Finance Department. He said he could not thank the Directors enough for their oversight. He said he has said several times “if it seems like we get along, it is because we really do”. He said he has been blessed there through the directors and their oversight we get the job done. The elected officials: this Commission he will always cherish especially being his last Commission. He thanked Commissioner Richard Haman for being on his Commission – 30 years ago. He told Vice Mayor Dorothea Taylor Bogert that her dad (Assistant City Manager) and he went to lunch one day and made a pact - if after Bruce Canova retired, if your dad got the job I would be his Assistant and if I got the job John Taylor would be my Assistant. He said he thought that much of “Big John”. He used to do things by hand and worked extremely hard, as we did not have the computers back then. He said has been great having her on the Commission and knowing her family. He said he will miss that. He said Commissioner Cowie, when I first started my hair looked like ours. He said you were the right Mayor at the right time during our Centennial Celebration. The City’s largest function in 100 years and you were the face of that for our community. Serving as Chair, I got to work with you side by side in a lot of those endeavors. It was wonderful and I am so glad you decided to re-run for the Commission when you did. You have been a great compliment to the City of Auburndale. Commissioner Hamann said Richard is his barber and we go way back. Richard served as his campaign manager when he ran for City Commissioner in 1980 and it has been great having you on and off the Commission. Richard is the longest serving City Commissioner with 23 years of service. In Auburndale we have term limits, so you are off for two years and then you can come back on. Richard has done that 5 times, so he has been off for a decade and Commissioner all the other times. He said it just speaks of your commitment and love for the City of Auburndale. He said we appreciate that. He said Commissioner Myers mentioned high school and as Senior Class President and Student Body President we had a lot of fun and we have had a lot of fun on the City Commission. He said he certainly appreciated Jack. He said you have to stop and think of our Mayor and Commissioner Myers, having known and met them when they came to town – one from Ohio and the other one from Wisconsin. For years later, for both of them as they grew and brought their families up in our community that both of them decided to drop anchor give back to that community that they were not born and went through elementary school in. They came in late in Junior High and High School, but then to have both of them and their commitments

to the City and County and giving back speaks volumes for both of you. He said he said he was proud to have graduated with both of you. He said Mayor Pospichal is the longest serving Mayor in our City's history – seven years. We have eight year terms. He ran for Commission had the support of the Commission and never left. He said it has been outstanding to work with time. He said his dedication to the job is second to none. He said City Attorney Murphy it has been a pleasure knowing you and welcoming you to the family here. He said Finance Director/City Clerk Shirley Lowrance goes back to the beginning of my tenure and my success could not have happened had it not been for you also – making sure if we do not have, we do not spend it. He said she has done a great job. He said it was time. He said it was time for Mr. Tillman to play the next song on the radio. He said he is looking forward to Mr. Tillman, as he will do a great job for you as the next City Manager. He said as he said in announcing in December quoting Shakespeare "All is well that ends well". Mr. Mayor, Members of the Commission, citizens of the City of Auburndale, the City Auditor, all is well. All is well. He said Mr. Mayor for the final time, thank you.

The meeting was adjourned at 8:57 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.

Shirley A. Lowrance, Finance Director/City Clerk

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