



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
May 3, 2021 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Pastor Ben Abbott of Multiply Church

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 04/19/2021

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – “Municipal Clerks Week” May 2-8, 2021
“Building Safety Month” May 2021

AGENDA

1. ORDINANCE #1658 AMENDING OFFICIAL ZONING MAP – BELLA VIVA PROPERTY
2. **PUBLIC HEARING** – LAND USE AND ZONING MAP AMENDMENT – AUBURN GROVE PROPERTY
3. ORDINANCE #1659 AMENDING LAND USE MAP – AUBURN GROVE PROPERTY
4. ORDINANCE #1660 AMENDING OFFICIAL ZONING MAP – AUBURN GROVE PROPERTY
5. **PUBLIC HEARING** – LAND USE AND ZONING MAP AMENDMENT – SHARRETT PROPERTY
6. ORDINANCE #1661 AMENDING LAND USE MAP – SHARRETT PROPERTY
7. ORDINANCE #1662 AMENDING OFFICIAL ZONING MAP – SHARRETT PROPERTY
8. PRESENTATION OF ADDITIONAL STREET RESURFACING – VARIOUS STREETS
9. PRESENTATION OF PROPOSED PAYROLL FOR FY 2021-2022 AND FY 2022-2023

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
May 3, 2021**

AGENDA ITEM 1: ORDNANCE #1658 AMENDING OFFICIAL ZONING MAP – BELLA VIVA PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance amending the Official Zoning Map.

ATTACHMENTS:

Ordinance #1658 Amending Official Zoning Map – Bella Viva Property

ANALYSIS: The City has received a request for a Zoning Map amendment for the following property:

Gapway Groves Property

<i>Owner/Petitioner:</i>	Sarah Case of Econ South on behalf of property owner Gapway Groves, Co.
<i>Location:</i>	Cone Road and CR559
<i>Current Use:</i>	Vacant (+/- 76.28 acres)
<i>Current City Future Land Use:</i>	Low Density Residential-GS and Conservation-Wetlands-GS
<i>Current City Zoning Classification:</i>	Single Family Residential-1 (RS-1) and Open Use Agricultural (OUA)
<i>Proposed City Zoning Classification:</i>	Planned Development-Housing 1 (PD-H1)

In March 2020, the City annexed +/- 76.28 acres located on Cone Road and CR-559 into the City Limits. In September 2020, the City Commission approved a Future Land Use of ***Low Density Residential-GS*** and ***Conservation/Wetlands-GS*** and a zoning classification of ***Single Family Residential-1 (RS-1)*** and ***Open Use Agricultural (OUA)***.

Sara Case of Econ South, LLC on behalf of property owner Gapway Groves, Co. has requested a zoning classification change from ***Single Family Residential-1 (RS-1)*** and ***Open Use Agricultural (OUA)*** to ***Planned Development-Housing 1 (PD-H1)***. As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan. The Planned Development proposes 176 single family residences on 72.03 acres with ingress and egress onto Cone Road. The remaining 4.25 acres will remain as conservation-wetlands.

The Planned Development is located in the Green Swamp Area of State Concern and is capped at a density of 0-3 units per acre. The developer is proposing a density of 2.44 per acre with typical lot sizes averaging between 60' to 70' wide with a minimum lot area of 8,100 square feet. The setbacks are 25' in the front, 10' on the sides, and 10' in the rear. 11.43 acres have been set aside for recreation and open space and includes a walking trail for the development. Two boulevard entrances are provided for the project.

The requested zoning district of Planned Development-Housing 1 (PD-H1) is consistent with the existing underlying Future Land Use of Low Density Residential-GS and Conservation/Wetlands-GS and the Land Development Regulations.

The proposed Zoning Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Zoning Ordinance was approved on first reading and is being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Zoning Map Amendment to a 1,400 minimum square foot house size, sidewalk, wall, and landscape along Cone Road. (6-0) 03/02/2021

STAFF RECOMMENDATION: Approval of the proposed Zoning Map Amendment.

**City Commission Meeting
May 3, 2021**

AGENDA ITEM 2: PUBLIC HEARING – LAND USE AND ZONING AMENDMENTS – AUBURN GROVE

AGENDA ITEM 3: ORDINANCE #1659 AMENDING FUTURE LAND USE MAP - AUBURN GROVE

AGENDA ITEM 4: ORDINANCE #1660 AMENDING OFFICIAL ZONING MAP- AUBURN GROVE

___ INFORMATION ONLY

__X ACTION REQUESTED

ISSUE: The City Commission will consider and take public comment on Ordinances amending the City's Future Land Use Map and Official Zoning Map.

ATTACHMENTS:

- . Notice of Public Hearing – 03/26/21
- . Excerpt from Planning Commission Meeting – 04/06/2021
- . Proposed Ordinance #1659 Amending Future Land Use Map – Auburn Grove
- . Proposed Ordinance #1660 Amending Official Zoning Map – Auburn Grove

ANALYSIS: The City has received a request to amend the Future Land Use and a Planned Development zoning classification for the following property:

Auburn Grove Subdivision

Owner/Petitioner:	H-Block, LLC /JSK Consulting
Location:	Hwy 559 and Adams Road
Current Future Land Use:	Neighborhood Activity Center (+/- 2.8 acres)
Proposed Future Land Use:	Low Density Residential (2.8 +/- acres)
Current City Zoning:	Planned Development-Commercial 1 (PD-C1)
Proposed Zoning Classification:	Planned Development-Housing 1 (PD-H1) (+/-2.8 acres)
Current use:	Vacant

In April 2019, the City approved a **Planned Development-Housing 1 (PD-H1)** zoning classification, for a 227 single-family residential development, known as Auburn Grove, on +/-104 acres. JSK Consulting on behalf of property owner H-Block, LLC is requesting to amend 2.8 acres of a 31.53-acre tract of land adjacent to Auburn Grove from a Future Land Use of **Neighborhood Activity Center** to a Future Land Use of **Low Density Residential** to allow for ten (10) additional residential lots to the approved Auburn Grove subdivision. The request is compatible with adjacent Future Land Use classifications.

The requested zoning amendment from **Planned Development Commercial-1** to **Planned Development-Housing 1 (PD-H1)** is consistent with the proposed Future Land Use of Low Density Residential. As required by the Land Development Regulations for Planned Developments, the request is accompanied by a binding site plan. The zoning request would accommodate the expansion of the Auburn Grove subdivision by 2.8 acres and 10 single-family residential lots. The previous standards approved for the subdivision by the City will apply, including the minimum lot size of 9,500 SF, the minimum lot width of 70-feet, and minimum setbacks of 25-foot in the front and 10-foot on the side and rear. The Planned Development will also require a 1,500 SF minimum house size, consistent with the previously approved PD-H1 zoning classification. The Future Land Use and Zoning Map request meet the requirements of the Comprehensive Plan and the amended binding site plan meets the Land Development Regulations.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on May 17, 2021.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Future Land Use and Zoning Map Amendments (5-0) April 6, 2021.

STAFF RECOMMENDATION: Approval of the proposed Ordinances.

**City Commission Meeting
May 3, 2021**

AGENDA ITEM 5: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENTS – SHARRETT PROPERTY

AGENDA ITEM 6: ORDINANCE #1661 AMENDING FUTURE LAND USE MAP–SHARRETT PROPERTY

AGENDA ITEM 7: ORDINANCE #1662 AMENDING OFFICIAL ZONING MAP–SHARRETT PROPERTY

___INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 04/23/21
- . Excerpt from Planning Commission Meeting – 3/2/2021
- . Proposed Ordinance #1661 Amending Future Land Use Map – Sharrett Property
- . Proposed Ordinance #1662 Amending Official Zoning Map – Sharrett Property

ANALYSIS: The City has received a request for a Future Land Use Map Amendment and Zoning Map Amendment on the following property:

Sharrett Property:

Owner/Petitioner:	JSK Consulting on behalf of Sharrett Land, LLC
Location:	C. Fred Jones Blvd (CR559A) and Logistics Blvd.
Current Future Land Use:	Business Park Center (+/- 48.97 acres) and Conservation-Wetlands (+/- 3.42 acres)
Proposed Future Land Use:	Tourism Commercial Center (TCC) (+/- 48.97 acres)
Current City Zoning:	None
Proposed Zoning Classification:	Planned Development-Commercial 1 (PD-C1) (+/- 52.39 acres)
Current use:	Vacant (+/- 52.39 acres)

ANALYSIS: The Sharrett property was originally annexed into the City in March of 2009 as part of a larger annexation of +/- 207.56 acres. In March of 2010, the City established a Future Land Use designation of Business Park Center and Conservation Wetlands. Zoning was not established on this +/- 52.39 acres of the site at the owner's request.

JSK Consulting on behalf of property owner Sharrett Land, LLC is requesting to amend the Future Land Use on +/- 48.97 acres from **Business Park Center (BPC)** to **Tourism Commercial Center (TCC)**. Approximately 3.42 acres are existing Conservation-Wetlands and are not included in the Future Land Use change request. The applicant is also requesting to establish a zoning district of **Planned Development-Commercial 1 (PD-C1)** on +/- 52.39 acres. The request will allow the applicant to construct a private motor sport track, clubhouse and 75 garage condominiums.

As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan. The binding site plan shows the layout of the motor sports track, clubhouse, condo garages, and parking areas. All requirements of the Land Development Regulations are met. Included in the "Notes" section of the binding site plan is a statement that proposed residential uses are accessory and incidental to the primary use of the project. The Planned Development is proposed to expire on December 31, 2026 unless sufficient application for construction plans have been submitted. Following the Public Hearing at the March 2 Planning Commission meeting, the developer of the Motorsports Club has provided additional notes on the binding site plan to address operational and design features about the use of the track and private motorsports club. These notes and conditions will become part of the adopted binding site plan.

The City Commission held a Transmittal Public Hearing on March 15, 2021 prior to sending the proposed Future Land Use Map amendments to the State for a compliance review. The State responded with no objections to the map amendment.

The proposed Future Land Use Map amendments 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. If approved on first reading, the proposed Ordinances will be presented for second and final reading on May 17, 2021.

PLANNING COMMISSION RECOMMENDATION: Recommend approval of the Future Land Use and Zoning Map Amendments (5-1) – March 2, 2021.

STAFF RECOMMENDATION: Approval of the proposed Ordinances.

**City Commission Meeting
May 3, 2021**

AGENDA ITEM 8: PRESENTATION OF ADDITIONAL STREET RESURFACING – VARIOUS STREETS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider advancing additional funding to complete the resurfacing of various side streets and neighborhoods as a part of the current street resurfacing efforts.

ATTACHMENTS:

Price Quotes to Resurface Various Streets (3)

ANALYSIS: On April 19, 2021, the City Commission approved Hubbard Construction of Lakeland to complete the street resurfacing of Lake Ariana Boulevard south of the intersection at Polk City Road through the downtown area to Derby Avenue. The portion of roadway not in the Community Redevelopment Agency (CRA) was funded in the Public Works Department (\$500,000) FY 2021 Budget. Due to the competitive pricing received from Hubbard Construction, additional funding was available to complete the Ariana Estates and Century Boulevard neighborhoods as well as needed sewer line, storm inlet, and curbing repairs in the amount of approximately \$538,317.68. Resurfacing of those roadways and necessary repairs is currently underway.

City staff is proposing advancing an additional \$500,000 to complete the Kinstle neighborhood, Prado Street, and Somerset neighborhood. Funds planned for street resurfacing (\$500,000) in FY 2021-2022 will offset the advancement. Costs for the additional milling and resurfacing of the various roadways are as follows:

· Kinstle Neighborhood	\$156,677.60
· Prado Street	\$ 26,458.00
· Somerset Neighborhood	<u>\$196,407.50</u>
Total:	\$379,543.10

The additional funding will allow for all of the side streets and neighborhoods adjacent to Lake Ariana Boulevard to be resurfaced as well as the Somerset neighborhood. Any additional funding available will be used to make any needed sidewalk or utility repairs in the various areas.

STAFF RECOMMENDATION: Approval to advance \$500,000 to complete the street resurfacing of the Kinstle neighborhood, Prado Street, and Somerset neighborhood.

City Commission Meeting
May 3, 2021

AGENDA ITEM 9: PRESENTATION OF PAYROLL – FY 2022 AND FY 2023 ANNUAL BUDGETS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City will consider the proposed Payroll Section of the Fiscal Year 2022 Annual Budget and Fiscal Year 2023 Annual Budget.

ATTACHMENTS:

- . 2021 City of Auburndale Salary Study Summary – April 16, 2021
- . Payroll Sections of Proposed FY 2022 and FY 2023 Annual Budgets

ANALYSIS: City Staff has started the process of preparing the Fiscal Year 2022 and Fiscal Year 2023 Biennial Budgets. Each month leading up to and in advance of this year's Proposed Budget Presentation on August 2, 2021, the Commission and Staff will publicly address various sections of the Budget as follows:

- . Payroll – May 3, 2021
- . Capital Outlay – May 17, 2021
- . Expenditures – June 21, 2021
- . Revenue – July 19, 2021

The Payroll Section of the Budget provides the necessary funding for the staffing levels to adequately deliver an accepted level of service to our citizens. In addition to salaries, the Payroll Section provides incentive funding for certifications and education, longevity pay, and automatic adjustments for employees completing the one-year probationary period or completing four, six, and eight years of service. The proposed budgets provide a 3% cost of living adjustment (COLA) for all City employees in FY 2022 and no COLA in FY 2023.

The proposed FY 2022 Payroll Budget operates with a staffing level of 182 full and part-time employees, an increase of one full-time employee and one part-time employee. The full-time employee is an additional Superintendent position in Parks and Recreation as a part of a restructuring of the Parks and Cemetery Division. The permanent part-time employee is a Permit Technician position in Community Development to help assist with the increased number of permits as a result of growth.

The proposed FY 2022 Payroll Budget also reflects the current Police Department Secretary being re-classified as a full-time employee, and reflects a grade change of the Accreditation Manager, which has no fiscal impact.

The conceptual FY 2023 Payroll Budget proposes an increase of two full-time employees and two part-time employees. The two full-time employees are an additional Police Officer position to assist in on-going traffic enforcement efforts throughout the City and an additional Firefighter position to help maintain the level of service provided by the Fire Department. The two part-time employees are an additional Code Compliance Officer and Utility Clerk, also as a result of growth.

The 2021 Salary Study prepared by Creative Insights of Lutz and USF Professor John Daly identified several issues important to staying competitive with the local job market particular to certain positions within the City. City Staff will lead discussion on the Study and proposed Payroll Budgets.

STAFF RECOMMENDATION: Tentatively approve the proposed Payroll, as presented by City Staff. Formal adoption of the FY 2022 Budget and conceptual approval of the FY 2023 Budget will come after the scheduled Public Hearings in September.