



*City of Auburndale*  
AUBURNDALE, FLORIDA 33823

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**CITY COMMISSION MEETING**  
**June 7, 2021 - 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Tim Pospichal

INVOCATION – Minister Antonio Solomon, Winning Souls for the Kingdom

PLEDGE OF ALLEGIANCE – Mayor Tim Pospichal

ROLL CALL – City Clerk Shirley Lowrance

APPROVE COMMISSION MINUTES – Regular Meeting – 05/17/2021

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – “LGBT PRIDE MONTH” – June 2021

RECOGNITION OF RLC VOCATIONAL SCHOLARSHIP RECIPIENTS – KAYLEE JACKSON  
JUSTIN BERLIN

**AGENDA**

1. ORDINANCE #1663 AMENDING OFFICIAL ZONING MAP – H BLOCK COMMERCIAL PROPERTY
2. ORDINANCE #1664 ANNEXATION OF PROPERTY – ROWE PROPERTY
3. **PUBLIC HEARING** – FUTURE LAND USE AND ZONING MAP AMENDMENTS – WATSON PROPERTY
4. ORDINANCE #1665 AMENDING LAND USE MAP – WATSON PROPERTY
5. ORDINANCE #1666 AMENDING OFFICIAL ZONING MAP – WATSON PROPERTY
6. FINAL PLAT – ENCLAVE AT LAKE ARIETTA SUBDIVISION (PHASE 1)
7. FINAL PLAT – ERIKSON PARK SUBDIVISION
8. RESOLUTION #2021-04 – DEDICATING VETERANS GARDEN
9. INTERLOCAL AGREEMENT WITH POLK COUNTY – RESURFACING PROJECT
10. PRESENTATION OF PROPOSED CAPITAL OUTLAY 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  
June 7, 2021**

**AGENDA ITEM 1: ORDINANCE #1663 AMENDING OFFICIAL ZONING MAP – H-BLOCK COMMERCIAL**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will take public comment and consider and Ordinance amending the Official Zoning Map.

**ATTACHMENTS:**

Ordinance #1663 Amending Official Zoning Map – H-Block Commercial

**ANALYSIS:** The City has received a request to amend the zoning of the following property:

H-Block Commercial

<b>Owner/Petitioner:</b>	H Block, LLC/JSK Consulting
<b>Location:</b>	Hwy 559 and Adams Road
<b>Current Future Land Use:</b>	Neighborhood Activity Center
<b>Current City Zoning:</b>	Planned Development-Commercial 1 (PD-C1)-Expired
<b>Proposed Zoning Classification:</b>	Planned Development-Commercial 1 (PD-C1)
<b>Current use:</b>	Vacant (+/- 28.65 acres)

In March 2008, the City approved a Planned Development-Commercial 1 (PD-C1) zoning classification as part of a development known at the time as Auburndale Manor. The overall development was envisioned to be mixed-use, including residential dwelling units, a grocery store and property for a school. In the fall of 2008, the state and nation experienced an economic downturn and the project was abandoned. No activity has occurred on this property since then. The Land Development Regulations give Planned Developments an expiration of 12 months unless construction is occurring or the applicant proposes a longer development timeline. The requested timeline extension must be approved by the City Commission.

JSK Consulting on behalf of H Block, LLC has requested to re-establish the zoning district of Planned Development-Commercial 1 (PD-C1) on the +/- 28.65 acres. As required by the Land Development Regulations for Planned Developments, this request is accompanied by a binding site plan. The applicant is seeking to develop 80,000 sq. ft. of personal storage on 10 acres of the +/- 28.65 acres. The remaining acreage will be reserved for future commercial development. The request is consistent with the existing underlying Future Land Use of Neighborhood Activity Center (NAC) and the Land Development Regulations.

Access to the mini-storage will be off C.R. 559 and the driveway provides an internal connection to the Auburn Grove subdivision, as was required in the approved binding site plan for Auburn Grove. The mini-storage development will have to apply the applicable policies of Chapter 15, Special Overlay Districts, with regards to façade articulation, architectural treatments, parking, signage, etc. A solid wall and landscaping will be provided along the northern boundary of the mini-storage site on Adams Road. A solid fence or wall will be provided between the residential portion on the eastern and southern border of the commercial site. Two large wet-retention ponds lie to the south of the project and a retention pond stretches from north to south along the eastern border.

No other commercial development is proposed for the remainder of the site at this time. However, the site plan contains a list of permitted and prohibited uses for future development. Following the Public Hearing at the May 17<sup>th</sup> City Commission meeting, the City Commission approved the binding site plan with several conditions. Several of the permitted uses were removed, including Convenience Stores, Gas Stations, and Alcohol Package Sales as a primary use. Any proposed development of the 12.5 acre outparcel will be required to submit a Planned Development modification for approval by the Planning Commission and City Commission. The Planned Development will require 3" caliper tree plantings along Adams Road, and a neutral color scheme on the mini-storage buildings. In addition, the expiration date of the Planned Development has been modified from five years to a two-year period.

The remaining permitted uses that are listed are similar in nature to the General Commercial Zoning District. Expansion of the mini-storage use would be prohibited. All guidelines of the Land Development Regulations, including architectural standards as described in Chapter 15, Overlay Districts, would apply to the future development. Additional future access will be provided along Adams Road and CR 559 as the future commercial development occurs.

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 and is being presented for second and final reading.

**PLANNING COMMISSION RECOMMENDATION:** Recommend denial of the Future Land Use and Zoning Map Amendments (4-1), 1 abstention – April 6, 2021.

**STAFF RECOMMENDATION:** Approval of Ordinance #1663 amending the Official Zoning Map.

**City Commission Meeting  
June 7, 2021**

**AGENDA ITEM 2: ORDINANCE #1664 ANNEXING PROPERTY INTO CITY LIMITS - ROWE  
PROPERTY**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Ordinance annexing property into the City limits.

**ATTACHMENTS:**

Proposed Ordinance #1664 Annexing Properties into City Limits and Location Map

**ANALYSIS:** The City has received a petition from property owner Janice Rowe to annex +/- 8.00 acres of property into the City limits. The property is located south of Pace Road on Bryan Lane, adjacent to the Henderson property, which was recently annexed. The annexation does not create an enclave. The Rowe property contains several residential and agricultural uses. The proposed annexation is a result of the owner's request for city utilities and proposed mixed-use development.

Establishing a Future Land Use and Zoning classification on the property will be considered at Public Hearings before the Planning Commission and City Commission at later dates. The action currently before the City Commission is only on the annexation of the property into the City.

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

**STAFF RECOMMENDATION:** Approve Ordinance #1664 annexing the Rowe property into the City limits.

**City Commission Meeting  
June 7, 2021**

**AGENDA ITEM 3: PUBLIC HEARING – LAND USE AND ZONING MAP AMENDMENTS – WATSON PROPERTY**

**AGENDA ITEM 4: ORDINANCE #1665 FUTURE LAND USE MAP AMENDMENT – WATSON PROPERTY**

**AGENDA ITEM 5: ORDINANCE #1666 OFFICIAL ZONING MAP AMENDMENT – WATSON PROPERTY**

\_\_\_ INFORMATION ONLY

X  ACTION REQUESTED

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

**ATTACHMENTS:**

- . Notice of Public Hearing – 05/21/2021
- . Ordinance #1665 Amending Future Land Use Map – Watson Property
- . Ordinance #1666 Amending Official Zoning Map – Watson Property

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

**Watson Property:**

<b>Owner/Petitioner:</b>	David Watson
<b>Location:</b>	Lake Ariana Blvd. and Century Blvd.
<b>Current Future Land Use:</b>	Commercial Corridor
<b>Proposed Future Land Use:</b>	Medium Density Residential
<b>Current City Zoning:</b>	Neighborhood Commercial (CN)
<b>Proposed Zoning Classification:</b>	General Residential- 1 (RG-1)
<b>Current use:</b>	Vacant Offices (+/- 0.74 acres)

David Watson has requested to amend the City of Auburndale’s Future Land Use Map and Zoning Map on a +/- 0.74 acre piece of property located on Lake Ariana Blvd and Century Blvd. The property contains an office building that was constructed in 1980. The request is to change the Future Land Use from **Commercial Corridor** to **Medium Density Residential** and to change the zoning district from **Neighborhood Commercial (CN)** to **General Residential-1 (RG-1)**. The request will allow the applicant to convert 6 office spaces into a multi-family dwelling unit.

The Future Land Use request of **Medium Density Residential** is consistent with the surrounding neighborhood and Comprehensive Plan. The rezoning request of **General Residential-1 (RG-1)** would be consistent with the surrounding zoning district and Land Development Regulations.

The proposed Ordinance was 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 June 21, 2021.

**PLANNING COMMISSION RECOMMENDATION:** Recommend approval of the Future Land Use and Zoning Map Amendments (5-0) – June 1, 2021.

**STAFF RECOMMENDATION:** Approval of Ordinance #1665 amending the Future Land Use Map and Ordinance #1666 amending the Official Zoning Map for the Watson Property.

**City Commission Meeting**  
**June 7, 2021**

**AGENDA ITEM 6: FINAL PLAT – ENCLAVE AT LAKE ARIETTA SUBDIVISION (PHASE 1)**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider the Final Plat for the Enclave at Lake Arietta Subdivision.

**ATTACHMENTS:**

- . Final Plat – Enclave at Lake Arietta Subdivision (Phase 1)
- . Performance Bond and Engineer’s Certification

**ANALYSIS:** The City has received a request to plat Phase 1 of the Enclave at Lake Arietta Subdivision. In February 2019, the City Commission approved a Planned Development with a binding site plan on +/- 78.77 acres of vacant grove property. The 69-lot subdivision, which is planned to be developed in two (2) phases, consists of 41 single-family dwelling units on the interior of the site and along Lake Arietta’s shoreline to the east, 25 duplex lots that are proposed to accommodate short-term rentals located at the front of the development, and a clubhouse that may include related services and facilities such as a pool, gym, spa, meeting rooms, gift shop, restrooms, and administrative offices. The Planned Development was also required to have two (2) gates, one at the entrance to the entire subdivision and one at the entrance to the single-family residential community.

Phase 1 of the Enclave at Lake Arietta Subdivision consists of the 41 single-family lots that have a minimum lot size of 13,000 square feet with setbacks of 25’ in the front, 7.5’ on the sides, 10’ in the rear, 20’ on the corners, and a 25’ Planned Development Perimeter. The subdivision meets all Land Development Regulations (LDR’s), including lot size, setbacks, open space, and sidewalk requirements as approved in the Planned Development.

The developer is requesting Final Plat approval before all infrastructure improvements are made. The LDR’s allow a developer to execute a performance bond, which is available to the City, in an amount equal to 120% of the estimated construction costs for completion as determined by the engineer. The Bond paperwork includes the list of improvements remaining and includes a timeframe for completion. To accomplish the necessary improvements, the developer’s engineer has estimated the cost at \$122,202 and the bond amount is \$146,642.60, or 120% of the cost of the improvements. The bond ensures that the City can complete the improvements if the developer does not. Improvements still required by City specifications and covered by the bond include final lot grading, and various final street and utility improvements such as pavement markings, and final electrical work on the lift station.

Approval of the Final Plat would acknowledge acceptance of the terms of the performance bond and allows the developer to sell lots and begin building houses.

**STAFF RECOMMENDATION:** Approval of the Final Plat for Phase 1 of the Enclave at Lake Arietta.

**City Commission Meeting  
June 7, 2021**

**AGENDA ITEM 7: FINAL PLAT – ERIKSON PARK SUBDIVISION**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider the Final Plat for the Erikson Park Subdivision.

**ATTACHMENTS:**

- . Final Plat – Erikson Park Subdivision
- . Performance Bond and Engineer’s Cost Estimate

**ANALYSIS:** The City has received a request to plat the Erikson Park Subdivision. In July 2019, the City Commission approved a Planned Development with a binding site plan on +/- 57.75 acres of vacant grove property. The 199-lot subdivision is planned to be developed in two (2) phases, but is requesting to be platted as one phase. The Planned Development required 73 perimeter lots that are 9,100 SF and 126 interior lots that are 7,800 SF. Minimum house size required is 1,500 SF with a two car garage. The subdivision meets all Land Development Regulations (LDR’s), including lot size, setbacks, open space, and sidewalk requirements as approved in the Planned Development.

The developer is requesting Final Plat approval before all infrastructure improvements are made. The LDR’s allow a developer to execute a performance bond, which is available to the City, in an amount equal to 120% of the estimated construction costs for completion as determined by the engineer. Phase I of the subdivision construction is complete. The Bond paperwork includes the list of improvements remaining for Phase II of the subdivision and includes a timeframe for completion. To accomplish the necessary improvements, the developer’s engineer has estimated the cost at \$781,500 and the bond amount is \$937,800, or 120% of the cost of the improvements. The bond ensures that the City can complete the improvements if the developer does not. The bond covers the costs of the construction of Phase II of the subdivision, including installation of all infrastructure for the project – water and sewer systems, earthwork and grading, street construction, and storm drainage.

Approval of the Final Plat would acknowledge acceptance of the terms of the performance bond and allows the developer to sell lots and begin building houses.

**STAFF RECOMMENDATION:** Approval of the Final Plat for Erikson Park.

**City Commission Meeting**  
**June 7, 2021**

**AGENDA ITEM 8: RESOLUTION #2021-04 DEDICATING VETERANS GARDEN AT THE HISTORIC BAYNARD HOUSE**

INFORMATION ONLY

ACTION REQUESTED

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**ISSUE:** The City Commission will consider a Resolution dedicating the new memorial at the Historic Baynard House as the Veterans Garden.

**ATTACHMENTS:**

Resolution #2021-04 Dedicating Veterans Garden at the Historic Baynard House

**ANALYSIS:** In November 2008, a memorial for all Auburndale Veterans was erected and dedicated in the Downtown City Park near the intersection of East Park Street and Main Street. The memorial honored Veterans of the various conflicts and the five branches of the armed services: United States Army, United States Marine Corp., United States Navy, United States Air Force and United States Coast Guard.

To better honor Auburndale's Veterans, the memorial was relocated to the Historic Baynard House to serve as a place of reverence, remembrance, and gratitude for the men and women who courageously served our great County.

**STAFF RECOMMENDATION:** Approval of Resolution #2021-04.



**City Commission Meeting  
June 7, 2021**

**AGENDA ITEM 9: INTERLOCAL AGREEMENT WITH POLK COUNTY – RESURFACING PROJECT**

INFORMATION ONLY

ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Interlocal Agreement with Polk County for the street resurfacing of various County maintained roadways utilizing the City contractor.

**ATTACHMENTS:**

- . Cost Estimates for Resurfacing Various County Streets – Hubbard Construction
- . Interlocal Agreement between Polk County and Auburndale for Road Improvements

**ANALYSIS:** Over the years, the City and County have tried to coordinate street resurfacing projects to allow either party to utilize a selected contractor to capture adjacent roadways while work is being performed.

As an example, when the City contractor was resurfacing Seville Street, Illinois Avenue, Colonial Drive, and those portions of Deen Boulevard and Ariana Place within the City, the County requested to use the same contractor to resurface Clayton Road, Herrick Street, James Street, Elmer Street, Herbert Street, Mason Avenue, Bishop Street, and those portions of Deen Boulevard and Ariana Place within the County.

The City is currently in the process of resurfacing Lake Ariana Boulevard from the intersection of Polk City Road south through the Downtown to Derby Avenue as well as the Kinstle Avenue, Ariana Estates, Century Boulevard, and Somerset neighborhoods. The County has requested to use the City's contractor, Hubbard Construction, to resurface Lake Alfred Road, a portion of Dairy Road, Old Dixie Highway from Ramsgate Road to Berkley Road, Lake Ariana Boulevard from Ramsgate Road to Denton Avenue, and Bridgers Avenue from McKean Street east to US Highway 92.

The estimated cost from Hubbard Construction to perform the work for the County is \$633,978.02. The County has agreed to reimburse the City for all associated costs.

The proposed Interlocal Agreement formalizes the arrangement and allows the City to receive reimbursement for the project from the County.

**STAFF RECOMMENDATION:** Approval of the Interlocal Agreement with Polk County.

**City Commission Meeting  
June 7, 2021**

**AGENDA ITEM 10: PRESENTATION OF PROPOSED CAPITAL OUTLAY FOR FY 21-22 AND FY 22-23**

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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

**ATTACHMENTS:**

- . Proposed FY 2021-2022 Capital Outlay
- . Proposed FY 2022-2023 Capital Outlay
- . 5-Year Capital Improvement Program (CIP)

**ANALYSIS:** In preparation of the proposed FY 2022 and FY 2023 Budgets, Department Directors were requested to revisit all the Capital projects previously approved by the City Commission in the second year budget (FY 2022) and the 5-Year Capital Improvement Program (CIP). This helps to determine if the equipment or improvements are still needed, could be delayed, and/or has a funding source.

The proposed FY 2022 Capital Outlay section reflects expenditures of \$11,961,100. FY 2023 includes Capital Outlay projects totaling \$10,672,500.

**Specific improvements in FY 2022 include:**

- . Lake Myrtle Soccer Stadium = \$4,000,000
- . Gapway Road Waterline Extension = \$1,200,000
- . Simmers Young Waterline Extension (For Interconnect Project) = \$1,200,000
- . Auburndale / Winter Haven / Polk County = \$350,000
- . PRWC Phase II Project (\$1,400,000 over 2 years) = \$700,000
- . PRWC Phase I Project (\$830,000 over 5 years) = \$166,000
- . Utility System Rehabilitation = \$500,000
- . Reserve Replacement for Street Resurfacing = \$500,000
- . Regional Centrifuge Replacement = \$350,000
- . Replacement Tanker (2005) for Fire Dept. = \$345,000

- . City Hall Renovations (Upstairs) = \$300,000
- . Garbage Truck = \$300,000
- . Allred WWTP Generator Replacement = \$250,000
- . Lease Vehicles for Police Dept. (8 New) = \$225,000

**Specific improvements in FY 2023 include:**

- . Berkley Water Plant Expansion = \$4,200,000
- . PRWC Phase II Project = \$1,400,000
- . PRWC Phase I Project (\$830,000 over 5 years) = \$166,000
- . Allred WWTP Filter Rehab = \$750,000
- . Regional WWTP Filter Rehab = \$450,000
- . Public Utilities System-Wide SCADA = \$600,000
- . Utility System Rehabilitation = \$500,000
- . Street Resurfacing = \$500,000
- . Water Shop Relocation = \$310,000
- . Lease Vehicles for Police Dept. (9 New) = \$270,000
- . Cemetery Road Improvements = \$270,000
- . Reserve Replace Pumper (2005) for Fire Dept. = \$200,000
- . Community Development Office Expansion (Kee Building) = \$150,000
- . Lake Myrtle Soccer & Football Field Design = \$150,000

**All items in "year one" and "year two" of the revised 5-year CIP have been programmed into the proposed two-year budget.**

**STAFF RECOMMENDATION:** Tentative approval of the Capital Outlay sections of the Proposed FY 2022 and FY 2023 Budgets. Formal adoption of the FY 2022 Budget and conceptual approval of the FY 2023 Budget will come after the scheduled Public Hearings in September.