

City Commission Meeting September 21, 2021

Minutes of the Regular Meeting of the City of Auburndale held September 21, 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 Jeff Tillman, City Clerk/Special Projects Director Jeffrey Brown, City Attorney Frederick J. Murphy Jr., and Police Chief Andy Ray.

Mayor Tim Pospichal declared a quorum present, and the Meeting was opened with prayer by Pastor Randy Schneider, Legacy Community Church and a salute to the flag.

Motion by Commissioner Myers, seconded by Commissioner Taylor Bogert, to approve the Minutes of the City Commission Meeting of September 9, 2021. Upon vote, all ayes.

City Manager Tillman stated Ridge League of Cities meeting in October 2021 is cancelled.

Parks and Recreation Director Cody McGhee presented a Five Year Service Plaque to Mike Butler.

Public Work Director Dickson presented a Five Year Service Plaque to Hank Weeks.

Community Development Director Fife presented a Fifteen Year Service Plaque to Jesse Pearson.

City Manager Tillman stated last week was the Qualifying Period for City Elections. There were three seats open for this election. Three candidates qualified, one for each seat. Commissioner Cowie for Seat 1, Commissioner Taylor Bogert for Seat 2, and Dr. Bill Sterling for Seat 3.

City Attorney Murphy congratulated the three qualifying candidates. He also congratulated the employee on the service plaques.

Mayor Pospichal asked if there was public comment on any item not on the agenda. None was received.

1. PUBLIC HEARING – FISCAL YEAR 2021 TAX MILLAGE LEVY AND ANNUAL BUDGET

Mayor Pospichal closed the regular meeting and opened a public hearing.

City Manager Tillman stated the Public Hearing has been advertised in accordance with the Florida Statutes regarding the method of fixing tax millage. This Public Hearing is the second of two (2) required Public Hearings with the first being held on September 9, 2021.

The proposed Budget for FY 2022 is balanced with Total Revenue and Total Expenditures of \$56,960,148. General Fund expenditures total \$27,991,773 and Utility Fund expenditures total \$18,538,187. An interfund transfer of \$2,824,067 is necessary to balance both General and Utility Funds. The proposed FY 2022 Budget includes Capital Improvements of \$14,174,206 and a Contingency Reserve of \$202,410. The Proposed FY 2022 and 2023 Budgets includes all changes made during the Regular City Commission meetings of May 3, 2021 (Payroll), June 7, 2021 (Capital Outlay), June 21, 2021 (Expenditures), and July 19, 2021 (Revenues). There are no Contingency changes since the September 9, 2021, City Commission meeting.

Revenues from ad-valorem taxes for FY 2022 and FY 2023 are estimated at \$6,470,000 and based upon the operating millage rate of 4.2515.

The FY 2022 Budget also includes the proposed Five-Year Schedule of Capital Improvements (CIP) for the City's Public Safety, Parks and Recreation and Public Works Departments. This schedule, which is a

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requirement of the City's Comprehensive Plan, assists the City Commission in prioritizing future capital needs throughout the City and is updated annually during the budget process to include a "new fifth year".

A balanced FY 2023 Budget (2nd Year Budget) is also being presented for the Commission's conceptual approval. The FY 2023 Budget will be reviewed by City Staff and the City Commission during the next Budget update process in order to accommodate needs that have arisen since the planned budget was prepared.

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The proposed Ordinances were prepared by the Finance Director and reviewed by the City Manager and City Attorney.

Mayor Pospichal asked for public comment. None was received.

Mayor Pospichal closed the public hearing and opened the regular meeting.

2. ORDINANCE #1672 ADOPTING FY 2021 TAX MILLAGE LEVY

City Attorney Frederick J. Murphy, Jr. read Ordinance No. 1672, which was presented and passed on first reading on September 9, 2021, by title only.

Mayor Pospichal asked for public comment. None was received.

Motion by Commissioner Taylor Bogert, seconded by Commissioner Cowie, to approve Ordinance #1672. Upon vote, all ayes.

3. ORDINANCE #1673 ADOPTING FY 2022 & FY 2023 ANNUAL BUDGETS

City Attorney Frederick J. Murphy, Jr. read Ordinance No. 1673, which was presented and passed on first reading on September 9, 2021, by title only.

Mayor Pospichal asked for public comment. None was received.

Motion by Commissioner Cowie, seconded by Commissioner Hamann, to approve Ordinance #1673. Upon vote, all ayes.

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4. RESOLUTION #2021-09 SUPPORTING OLD DIXIE TRAIL ALTERNATE 1 ROUTE

Community Development Director Fife stated in 2013, the Polk County Transportation Planning Organization (TPO) accepted applications to prioritize transportation projects for inclusion in the Florida Department of Transportation (FDOT) 5-year Work Program. City Staff met with the cities of Haines City and Lake Alfred to discuss a potential multi-use trail connecting the three cities, entitled "Old Dixie Trail." All three cities went through the process of approving Resolutions to support the project as well as Polk County and the City of Winter Haven.

Upon approval of the Resolutions, a joint effort was made to apply for grants through the Florida Department of Transportation (FDOT) to complete a Project Development and Environment (PD&E) Study. FDOT began a Feasibility Study in 2017, which collected and analyzed existing conditions data, examined engineering and environmental factors, identified opportunities and physical constraints, conducted stakeholder interviews, and analyzed trail segments. Following a public meeting on December 5, 2017, six (6) end-to-end alternatives were developed. Using feedback from the various jurisdictions as well as information outlined in the Feasibility Study, two (2) of the six (6) alternatives were selected to move forward into further PD&E Analysis.

On September 23, 2021 from 5:30 p.m. to 7:30 p.m., FDOT is holding a public workshop at the Lake Alfred Lions Club to present the proposed trail alignment alternatives and take public comment on the proposed improvements.

The proposed Resolution supports Alternative 1 of the Old Dixie Trail alignment. Alternative 1 was identified in the Lakes District Master Planning process along Lake Alfred Road and fulfills the vision of trail connectivity within the District. Alternative 1 continues along Stadium Road and by Auburndale High School before connecting into the Downtown and trail network at Pilaklakaha (PK) Avenue.

Community Development Director Fife presented a rendering of road typical section showing the trail in relation to Stadium Drive. In addition, Alternative 1 improves access to four parks, connects to other trails, has less wetland impacts, less design costs, and less construction and mitigation costs. Currently there is no funding for design and construction phases for the project.

City Manager Tillman stated the City of Lake Alfred will consider a resolution supporting Alternative 1 at a future meeting.

Resolution #2021-09 was prepared by the Community Development Department and reviewed by the City Manager and City Attorney.

City Attorney Frederick J. Murphy Jr. read Resolution #2021-09: **A RESOLUTION OF THE CITY OF AUBURNDALE, FLORIDA; REQUESTING THAT THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) CONSIDER SUPPORTING ALTERNATIVE 1, OLD DIXIE TRAIL, INTENDED TO PROVIDE TRAIL REGIONAL CONNECTIVITY THROUGH THE CITIES OF AUBURNDAL, LAKE ALFRED, AND HAINES CITY; AND PROVIDING AN EFFECTIVE DATE.**

The Mayor asked for public comment. Jerry Gaddis of 538 Arneson Avenue asked why is the City Commission considering the Resolution before the public meeting has taken place?

Mr. Tillman stated there is a comment period opened by FDOT and this is the City Commission's opportunity to have their input.

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Commissioner Taylor Bogert asked if staff will be at the meeting on September 23?

Community Development Director Fife stated the meeting is for the public to make comments to FDOT. In addition, Director Fife and City Manager Tillman attended a virtual meeting for the presentation of findings by FDOT.

Commissioner Taylor Bogert asked when will the decision be made?

Community Development Director Fife stated it would likely be made during the 4th quarter of 2022.

Motion by Commissioner Taylor Bogert, seconded by Commissioner Cowie, to approve Resolution #2021-09. Upon vote, all ayes.

5. APPOINTMENTS TO THE POLICE PENSION BOARD, FIRE PENSION BOARD, AND BOARD OF ADJUSTMENTS

City Manager Tillman stated the following City Boards have appointments for commission consideration.

The Police Pension Board consists of five (5) members:

The Board consists of two City residents, appointed by the City Commission for a term of four years; two full-time police officers that are elected by a majority of the police officers that are members of the Plan for a term of four years; and the fifth member chose by a majority of the previous four members and approved by the City Commission, for a term of four years.

Don King	Police Officer (Re-appointment)	September 2025
Bracken Smith	Resident (New Appointment)	September 2025
Andy Moore	Police Officer	September 2024
Keith Johnson	Resident	September 2024
Andy Ray	5 th Member	September 2024

The Fire Pension Board consists of five (5) members:

The Board consists of two City residents, appointed by the City Commission for a term of four years; two full-time firefighters that are elected by a majority of the firefighters that are members of the Plan for a term of four years; and the fifth member chose by a majority of the previous four members and approved by the City Commission, for a term of four years.

Robert Barrington	Firefighter (Re-appointment)	September 2025
Burriss Warner	Resident (Re-appointment)	September 2025
Matt McCard	Firefighter (Re-appointment)	September 2025
Brian Bradway	Resident	September 2024
Jonathan Waters	5 th Member	September 2024

The Board of Adjustments consists of seven (7) members:

The Board consists of seven (7) members, each to be appointed by the City Commission for a term of three (3) years. All members must be City residents.

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Maulissa Braverman		January 2022
Jerry Gaddis		January 2023
Terry Hancock		January 2023
Jim Thompson		January 2023
Alex Price	(New Appointment)	January 2024
Mike Littles		January 2024
Donishia Yarde		January 2024

Mayor asked for public comments. None was received.

Motion by Commissioner Myers, seconded by Commissioner Hamann, to appoint members to the various committees. Upon vote, all ayes.

6. FINAL PLAT – AUBURN COVE PHASE 2 & 3

Community Development Director Julie Fife stated the City has received a request to plat Phase 2 and 3 of the Auburn Cove Subdivision, formerly known as the Berkley Road Subdivision. The property is located on Berkley Road and Pearce Road and is zoned *Planned Development-Housing 1 (PD-H1)*.

The City Commission approved the zoning and binding site plan of the Auburn Cove Subdivision for Phase 2 on January 7, 2019, and Phase 3 on September 17, 2019. Phase 2 and 3 of the Subdivision consists of 130 single-family lots with an average lot size of 60'x130', which meets the PD-H1 zoning regulations. The development meets all Land Development Regulations including lot size, setbacks, open space, and sidewalk requirements. The Auburn Cove Phase 1 final plat was approved by the City Commission in September 2019 and consists of 122 single-family lots.

As provided for in the Land Development Regulations (LDR's), the developer is requesting Final Plat approval before all infrastructure improvements are made. The LDR's allow a developer to execute a surety bond, which is available to the City in an amount 120% of the estimated completed construction cost as determined by the engineer. The Bond paperwork includes the list of improvements that need to be made which will be covered by the bond, and a timeframe to complete the work. The developer estimates that all necessary infrastructure improvements will be made within this time period and that the purpose of bonding is to expedite the sales of the lots. The bond ensures that the City can complete the improvements if the developer does not.

Infrastructure required by City specifications and covered by the bond include: earthwork; surveying; sanitary testing and clearance; stormwater infrastructure; street paving and pavement markings; curbing and sidewalks; water testing & clearance; landscaping and irrigation. To accomplish the necessary improvements, the developer's engineers have estimated the cost at \$804,636.79. In accordance with the City's LDR's, the bond amount is \$965,564.15, or 120% of the cost of improvements.

Community Development Director Fife presented a copy of the plat and several arial pictures of the site.

Mayor Pospichal asked for public comment. None were received.

Motion by Commissioner Cowie, seconded by Commissioner Taylor Bogert, to approve the Final Plat for Auburn Cove Phases 2 & 3. Upon vote, all ayes.

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The Meeting was adjourned at 7:30 p.m.

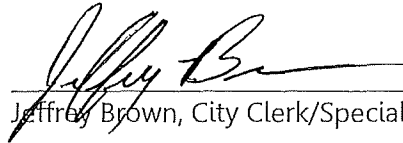
I HEREBY CERTIFY that the foregoing Minutes are true and correct.

Jeffrey Brown, City Clerk/Special Projects Director

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The Meeting was adjourned at 7:30 p.m.

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

A handwritten signature in black ink, appearing to read "Jeffrey Brown", is written over a horizontal line.

Jeffrey Brown, City Clerk/Special Projects Director