

Minutes of the Regular Meeting of the City of Auburndale held June 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. City Commissioner Jack Myers was absent. Also present were: City Manager Jeff Tillman, Special Projects Director Jeffrey Brown, 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 Minister Antonio Solomon and a salute to the flag.

Motion by Commissioner Taylor Bogert, seconded by Commissioner Cowie, to approve the Minutes of the Regular Meeting of June 7, 2021. Upon vote, all ayes.

City Manager Tillman yielded to Fire Chief Bradway to make a presentation. A five (5) year plaque was presented to Firefighter Eric Cabal. Police Chief Andy Ray presented five (5) year plaques to Officers Josh Crosby, Adam Havranek, and Kevin O'Neal.

Police Chief Ray presented statistics on the number of trucks traveling on CR 559. During a 21-day review between April 2021 to May 2021 there were 67 trucks stopped and given warnings. Truck counts in downtown have reduced from 112 trucks in December 2020 to 75 trucks in March 2021. At Lake Alfred Road trucks have reduced from 152 trucks in April 2021 to 29 trucks in May 2021. The counts were completed between the hours of 8 am to 5 pm for one day each of the months. City Manager Tillman recognized Josh Starr as the intern who counted the trucks and thanked John Dickson, Public Works Director for assistance as well.

Fire Chief Bradway provided an update on the ISO (Insurance Services Office) rating review for the Auburndale Fire Department. He stated the City will have a rating of three (3). The City has been steadily reducing the rating meaning a reduction of property insurance costs for citizens and businesses in Auburndale.

City Manager then reported working with Cody Mcgee, Parks and Recreation Director, to taking City facilities back to full capacity including rentals effective July 1, 2021. Hand sanitizing stations would remain in place.

Mayor Tim Pospichal asked for public comment on any item not on the agenda. There was no public comment.

1. ORDINANCE #1665 AMENDING LAND USE MAP – WATSON PROPERTY

City Manager Tillman said Ordinance No. 1665 amends the Future Land Use Map on the Watson Property.

City Attorney Frederick J. Murphy, Jr. read Ordinance No. 1665, which was presented and passed on first reading on June 7, 2021, by title only.

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

Motion by Commissioner Hamann, seconded by Commissioner Taylor Bogert, to approve Ordinance No. 1665, as read on second and final reading by title only. Upon vote, all ayes.

2. ORDINANCE #1666 OFFICIAL ZONING MAP AMENDMENT – WATSON PROPERTY

City Manager Tillman said now that the Commission has approved the Future Land Use Amendment, Ordinance No. 1666 amends the Official Zoning Map.

City Attorney Frederick J. Murphy, Jr. read Ordinance No. 1666, which was presented and passed on first reading on June 7, 2021, by title only.

Mayor Tim Pospichal asked for citizen comment.

Richard Stollard, 124 Cherokee Dr., asked if the building was staying.

City Manager Tillman stated he understands the building was staying and work would be internal to the structure.

Commissioner Hamann asked how many units could be put on the property with the proposed zoning?

Julie Fife Community Development Director stated the property could not accommodate additional units due to parking and other LDR requirements.

Motion by Commissioner Taylor Bogert, seconded by Commissioner Cowie, to approve Ordinance No. 1666, as read on second and final reading by title only. Upon vote, all ayes.

3. DISCUSS AMENDMENT TO LAND DEVELOPMENT REGULATIONS – CHICKENS

City Manager Tillman stated on February 1, 2021, Mr. John Bennett of 209 Noxon Street requested to appear before the City Commission to ask consideration of relaxing the City Code to allow for chickens, in residential zoning districts. After consideration of Mr. Bennett's request, the City Commission instructed staff to research the regulations of other municipalities and later present the information before the City Commission for further consideration. Currently, in all Zoning Classifications of the City, chickens are prohibited.

Community Development Director Julie Fife presented the following standards of other municipalities' ordinances regarding fowl. Auburndale, Haines City and Lake Alfred prohibit fowl. Lakeland, Lake Wales, Polk County, and Winter Haven allow chickens with restrictions. Winter Haven and Lake Wales require a coup and Lakeland requires a fenced in area. Ms. Fife explained if the commission wished to amend the City Code staff would need direction from the commission to draft regulations, present those to the Planning Commission then to the City Commission.

Discussion ensued between Commissioners Taylor Bogert and Hamann and Community Development Director Fife regarding HOA rules and allowance of chickens.

City Attorney Murphy stated HOA rules are private restrictions established by contract and the City Ordinances would not supersede those contracts.

City Manager Tillman stated there is potential for staff workload increases in the Building Department and Code Enforcement.

City Attorney Murphy asked if this is a code enforcement issue now.

City Manager Tillman stated there are some cases pending what the commission does.

Commissioner Cowie asked how the City staff addresses other animal (dogs/cats) complaints.

City Manager Tillman stated Polk County Animal Control would address strays and those issues.

Police Chief Ray stated the Police Department would handle initial complaints. If the Police Department cannot resolve the issue, the Police Department would call Animal Control to assist. Animal Control does not handle chickens, alligators, and other animals (generally just dogs and cats).

Mayor Pospichal asked for Commission input.

Commission Taylor Bogert is interested in looking at developing regulations.

Commissioner Hamann was concerned about the potential of complaints and additional work on staff.

Commissioner Cowie is interested in looking at regulations, however, has concerns about setbacks, number of chickens, coups, and additional work on staff.

Mayor Pospichal said he remembers growing up in the country and the issues it caused there. He does not think it will work well in a city setting.

Mayor asked for a roll call vote to go forward with researching issues and developing regulations.

Commission Hamann – No, Commission Cowie – Yes, Vice-Mayor Taylor Bogert – Yes, Mayor Pospichal – initially No but changed to Yes to research by staff and Planning Commission. A recommendation from the Planning Commission will come back to the City Commission.

4. APPOINTMENT TO THE GENERAL EMPLOYEE'S PENSION TRUST FUND BOARD OF TRUSTEES

City Manager Tillman stated the Board consists of three City residents, appointed by the City Commission for a term of two years; three full-time employees that are elected by a majority of the City employees who are members of the Plan for a term of two years; and the seventh member is chosen by a majority of the previous six members and approved by the City Commission, for a term of two years.

Kristal Holmes	Employee	January 2022
Steve Lawson	Employee	January 2022
Brian Morse	Employee	January 2022
Shirley Lowrance	Resident	January 2022
Eric Pospichal	Resident	January 2022
Christopher Reeder	Resident (New Appointment)	January 2022
Adam Mayfield	7 th Member	January 2022

Mr. Tony Persichetti has suggested he is no longer able to serve on the General Employee's Pension Trust Fund Board of Trustees. Mr. Christopher Reeder, Deputy Finance Director and resident of the City, has offered to serve on the Board. Mr. Reeder would serve the remainder of the unexpired appointment through January 2022.

Motion by Commissioner Cowie, seconded by Commissioner Taylor Bogert, to appoint Christopher Reeder to the General Employee's Trust Fund Board of Trustees. Upon vote, all ayes.

5. PRESENTATION OF EXPENSES – FY 2022 AND FY 2023 ANNUAL BUDGETS

City Manager Tillman stated as part of the Budget preparation cycle, the City Commission gave tentative approval to the proposed Payroll Section on May 3, 2021, and the Capital Outlay Section on June 7, 2021. Minor changes have been made in the Payroll Section (new hires, position changes, etc.) and no additional projects or improvements have been made to the Capital Outlay Section. Both, Payroll and Capital Outlay have now been inserted into the proposed Expenditures Budget along with "Departmental Operating Expenses" and "Non-Departmental Expenses".

“Departmental Operating Expenses” include line items found in every department and division such as electricity, telephone, general supplies, training and travel, vehicle maintenance and gas, oil, and diesel.

“Non-Departmental Expenses” include line items such as insurance, pension, debt service, reserve funding, and City contributions to other agencies. Non-Departmental expenses are found on pages 16, 17, 18, and 24 of the Expenditure Section of the proposed Budget.

City Manager Tillman reviewed the expenditure budget with the City Commission. The Staff presentation completed the budget review of all proposed Expenditures in the FY 2022 and FY 2023 Budgets. Some of the changes noted were:

- City Clerk - Election expenses for the November 2021 election.
- Community Development – Software support increased \$22,000 due to software licenses for planning and permitting program. The City’s GIS needs to be upgraded. \$10,000 is needed to contract for the collection for the GIS. A Building Official was hired this year allowing for the reduction of the Building Official Contract Service line item. However, the expenditure is moved to payroll.
- Police Department – The increase in the PCSO contract for dispatch services is a known item and is plugged into the budget. The repair of motor equipment is based upon age and mileage of vehicles. The Byrne grants vary yearly.
- Public Works Administration – Due to lack of inmate labor being available the contract service employee line item has increased. Stormwater Fee Project line item is increased due to projects.
- Sanitation – As development occurs expenses increase as well. Landfill costs increased this year due to new development. The curbside recycling fee is a pass through from customers to the service provider. The cost of hobs is provided at no expense to the customer. This increase is due strictly to growth.
- Auburndale Softball Complex – Facility maintenance is increased due to the age of the facility.
- Lake Myrtle Sports Complex – Electricity, City utility billing, and maintenance line items increased to be consistent with experience. Agriculture and Horticulture increased due to outside expert helping with spraying.
- Public Utilities Administration – Repair and Maintenance of a stand-by generator.
- Water Distribution – The OPEB costs is a consistent cost. Maintenance and repair of water lines is consistent with experience. New water meter hookups increase is due to increase of new development.
- Utility Billing – Credit Card expenses increased due to Covid, and more contractors are using credit cards for permits and impact fees. Cellular software fee is due to increase in the number of meters.
- Water Treatment Plants – Based upon experience raised the amount for maintenance and repair of pumps and equipment.
- Regional Wastewater Treatment Plant – Sludge Disposal Contract and Chemical line item are increased due to development coming onto the system.
- CRA – As property values increase in the CRA, the City’s contribution increases.

City Manager Tillman stated the proposed revenues and expenditures are balanced. Presentation of the proposed Revenue Section is scheduled for July 19, 2021. Delivery of the proposed two-year budget to the City Commission is scheduled for August 2, 2021. Formal adoption of the FY 2022 Budget and conceptual approval of the FY 2023 Budget will come after the scheduled Public Hearings in September, 2021.

Commissioner Taylor Bogert asked about credit card expenses.

City Manager Tillman stated we do not pass along the expense and we must budget for the expense.

Assistant City Manager Palmer stated any credit card charge over \$500 is charged the fee.

Motion by Commission Taylor Bogert, second by Commissioner Cowie to tentatively approve the Expenditures for FY22 and FY23. Upon vote, all ayes.

The meeting was adjourned at 8:23 p.m.

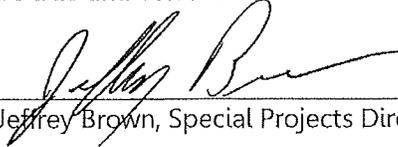
I HEREBY CERTIFY that the foregoing Minutes are true and correct.

Jeffrey Brown, Special Projects Director

Motion by Commission Taylor Bogert, second by Commissioner Cowie to tentatively approve the Expenditures for FY22 and FY23. Upon vote, all ayes.

The meeting was adjourned at 8:23 p.m.

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



Jeffrey Brown, Special Projects Director