



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
March 21, 2022 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Jason Kent, Connect Church

PLEDGE OF ALLEGIANCE – Kyra Waters, Auburndale High School Senior

ROLL CALL – City Clerk Jeff Brown

APPROVE COMMISSION MINUTES – Regular Meeting – 03/07/2022

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – “PARENTAL ALIENATION AWARENESS WEEK: APRIL 25-29, 2022”

AGENDA

1. **TRANSMITTAL PUBLIC HEARING** –FUTURE LAND USE MAP AMENDMENT – WHEELER FARMS
2. TRANSMITTAL RESOLUTION #2022-02 TRANSMITTING FUTURE LAND USE TO STATE
3. **PUBLIC HEARING** – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING
4. APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS
5. PRESENTATION OF MAIN STREET MAST ARM BID – CDBG FUNDING
6. PRESENTATION OF 3D CRASH/CRIME LASER SCENE SCANNER BID
7. PRESENTATION BY CITRUS CONNECTION
8. RESOLUTION #2022-03 ENGINEERING COSTS FOR UTILITY RELOCATION – RECKER HIGHWAY
9. RESOLUTION #2022-04 CONSTRUCTION COSTS FOR UTILITY RELOCATION – RECKER HIGHWAY
10. RESOLUTION #2022-05 ONSITE CONTRACTOR FOR UTILITY RELOCATION – RECKER HIGHWAY

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
March 21, 2022**

AGENDA ITEM 1: TRANSMITTAL PUBLIC HEARING – LARGE SCALE FUTURE LAND USE MAP AMENDMENT – WHEELER FARMS PROPERTY

AGENDA ITEM 2: TRANSMITTAL RESOLUTION #2022-02 TRANSMITTING FUTURE LAND USE TO STATE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City will take public comment and consider a Future Land Use Map amendment before transmitting to the State for a compliance review.

ATTACHMENTS:

- . Notice of Public Hearing – 03/04/2022
- . Resolution #2022-02 Transmitting Future Land Use Map Amendment to the State

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment on the following property:

Wheeler Farms Property:

<u>Owner/Petitioner:</u>	Wheeler Farms, Inc.
<u>Location:</u>	Lake Mattie Road
<u>Current Polk County Future Land Use:</u>	Agriculture/Residential Rural (A/RR)
<u>Proposed City Future Land Use:</u>	Lakes District Mixed Use (LDMU)
<u>Current use:</u>	Vacant (+/- 178.12 acres)

In February 2022, the City annexed the Wheeler Farms, Inc. properties consisting of +/-178.12 acres into the City limits. The owner has requested to amend the City of Auburndale’s Future Land Use on the +/-178.12 acres from Polk County Future Land Use of **Agriculture/Rural Residential (A/RR)** to City of Auburndale Future Land Use of **Lakes District Mixed Use (LDMU)**.

Because the property is larger than 50 acres and a portion is located in the Green Swamp Area of Critical State Concern, 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 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.

In November 2019, the City Commission endorsed “The Lakes District” Vision and Strategies. The Lakes District Vision is a master planned community to help with the creation of greenway and trails corridors, mixed-use centers, walkability enhancements, and protection of environmental resources and agricultural character. The Lakes District Mixed Use (LDMU) land use category is intended to provide for an appropriate mix of open space, residential and non-residential types of land uses.

On January 18th, 2022 the City Commission adopted the Comprehensive Plan text amendment establishing a new Future Land Use classification, Lakes District Mixed Use (LDMU). This is the first Future Land Use Map Amendment establishing the newly adopted classification. Currently, the property is designated as A/RR within Polk County, which provides allowable densities from 1 dwelling unit per 5 acres up to 3.0 dwelling units per acre. The proposed land use of LDMU will allow up to 6 dwelling units per acre.

The proposal is for a master planned community. Mixed residential of single family, townhomes and duplexes is proposed on the parcel north of Lake Mattie Road. The project is also proposing an onsite amenities center, recreation areas, internal open space/green space dispersed through the development and internal sidewalks and walking trails. The southern parcels will be developed at a later date.

The requested Future Land Use of **Lakes District Mixed Use (LDMU)** is consistent with the Lakes District Vision and Strategies and the City's Comprehensive Plan. The action 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 proposed Transmittal Resolution was prepared by the Community Development Department and reviewed by the City Manager and City Attorney.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Future Land Use Map Amendment (6-0, 03/15/2022).

STAFF RECOMMENDATION: Approval of Resolution #2022-02 transmitting the Comprehensive Plan Future Land Use Amendment to the State for a Compliance Review.

City Commission Meeting
March 21, 2022

AGENDA ITEM 3: PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

AGENDA ITEM 4: APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will hold a Public Hearing on proposed Community Development Block Grant (CDBG) projects.

ATTACHMENTS:

- . Notice of Public Hearing & Proposed Projects – News Chief
- . Letter of Request from Polk County Health and Human Services – 02/09/2022

ANALYSIS: In compliance with the Community Development Block Grant (CDBG) regulations, the City of Auburndale is holding a Public Hearing for the purpose of receiving direct citizen input on suggested proposals. After a presentation by City Staff on suggested proposals, the Commission will entertain public comment on these and other community development needs.

The City of Auburndale is scheduled to receive an estimated \$88,250 in CDBG funding for FY 2022-2023. Combined with the Town of Dundee’s estimated allocation of \$25,200, the City of Auburndale will have approximately \$113,450 to spend in the targeted CDBG area. The FY 2022-2023 reimbursement represents the third installment received from the Town of Dundee.

City Staff is proposing to utilize the FY 2022-2023 CDBG funding to:

- . Construction of a sidewalk on Green Street and Center Street.

In addition, the City anticipates roll-over funds from previous funding cycles (FY 19/20 through FY 21/22) to spend during the FY 22/23 funding cycle. The City plans to continue the following projects that were approved in previous funding cycles. Projects have been delayed due to complications with property acquisition and material delivery dates.

- . Continue purchasing vacant properties for donation to Habitat for Humanity.
- . Provide additional parking adjacent to Auburndale Community Center/Gym, to be located on Cleveland Street. Proposed project may include acquisition, demolition, and construction.
- . Construct Mast Arm on Main Street to detour truck traffic for pedestrian safety.
- . Install backup generator at Sandra Jackson Road and Hobbs Road lift station.

STAFF RECOMMENDATION: Approve the proposed projects for the FY 2022-2023 Community Development Block Grant funding.

City Commission Meeting
March 21, 2022

AGENDA ITEM 5: PRESENTATION OF MAIN STREET MAST ARM BID – CDBG FUNDING

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a bid for a mast arm on Main Street south of US Hwy 92 for truck route signage.

ATTACHMENTS:

Bid Proposal – Montoya Electric

ANALYSIS: In March 2021, the City Commission identified the utilization of FY 2021-2022 CDBG funding for the construction of a mast arm with signage on Main Street for the purpose of redirecting north-bound truck traffic to US Hwy 92, away from historic downtown Auburndale and residential neighborhoods around Lake Ariana. The re-routing of truck traffic will help with pedestrian safety. The project is located in and benefits several CDBG Target Areas.

City staff was able to utilize a favorable bid price recently established by the Polk County Board of County Commissioners for a single-arm, 40' mast arm with a 54" concrete foundation proposed by Montoya Electric Service, Inc.. Total price for the mast arm assembly is \$83,632.00. City Staff has worked with Montoya Electric in the past and has a good working relationship with the company.

The project is included in the FY 2021-2022 Budget with offsetting revenue from the Community Development Block Grant Revenue line item.

STAFF RECOMMENDATION: Award the bid to Montoya Electric Service, Inc. in the amount \$83,632.00 for the purchase and installation of the mast arm assembly on Main Street.

City Commission Meeting
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AGENDA ITEM 6: PRESENTATION OF 3D CRASH/CRIME LASER SCENE SCANNER BID

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider advancing the planned purchase of a FARO Focus S70 3D crash/crime scene laser scanner for the Police Department.

ATTACHMENTS:

- . Fact Sheet – FARO Focus Laser Scanner
- . FARO Technologies, Inc. Quote for Focus Laser Scanner – 01/20/2022

ANALYSIS: In the FY 2019-2020 budget, the City Commission approved an annual reserve budget allocation in the Police Department 5-Year Capital Improvements Plan (CIP) of \$15,000 for the period FY 2020-2023, totaling \$60,000, for the purchase of a 3D laser scene scanner to replace an aging system that has been in use for more than ten years. The current system has reached its end of service life, which necessitates the advancing of this purchase. Funds are available now to make up the final \$15,000 due to significant savings realized through the purchase of new firearms, which are also in this year’s CIP budget.

The now-obsolete measuring system utilized a laser measuring device that sits atop a tripod with an angle encoder, and a tablet, through which an officer measured and gathered data. That system also required a second officer to hold a monopod with a reflector on top, moving from position to position to mark and measure all types of artifacts within a major crash or crime scene. This was a labor- and time-intensive practice to gather important information and to recreate items and vehicles within the scene.

The FARO Focus 3D scanner proposed can be set up in just minutes on a tripod. An officer touches a button on an LED screen, and the scanner creates a 3D image of the scene in a single two- to three-minute 360-degree scan. That image contains millions of data points. The officer then moves the scanner to several different vantage points, based on the complexity of the scene, and obtains additional scans to recreate the entire scene. This process enables accurate measurements and gathers 3D images of a complex scene in 20 minutes or less, allowing roads to be reopened more quickly, thereby minimizing traffic congestion.

The proposed purchase is from a single source provider at a cost of \$58,851.92. The proposal was reviewed by the Police Chief and City Manager.

STAFF RECOMMENDATION: Approval to advance the purchase of the FARO 3D Crash/Crime Laser Scene Scanner for the Police Department in the amount of \$58,851.92.

**City Commission Meeting
March 21, 2022**

AGENDA ITEM 7: PRESENTATION BY CITRUS CONNECTION

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: The City Commission will hear an update on transit activities from the Citrus Connection.

ATTACHMENTS:

None

ANALYSIS: The City has received a request from the Citrus Connection to appear before the Commission to provide an update on transit, ridership data and improvements being made to the transit system.

Erin Killebrew, Citrus Connection Director of External Affairs is scheduled to appear before the Commission.

City Commission Meeting
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AGENDA ITEM 8: RESOLUTION #2022-03 ENGINEERING & DESIGN COST REIMBURSEMENT FOR UTILITY RELOCATES – RECKER HIGHWAY BRIDGE PROJECT

AGENDA ITEM 9: RESOLUTION #2022-04 CONSTRUCTION COST PAYMENT FROM FDOT FOR UTILITY RELOCATES – RECKER HIGHWAY BRIDGE PROJECT

AGENDA ITEM 10: RESOLUTION #2022-05 TO UTILIZE ONSITE CONTRACTOR TO RELOCATE UTILITIES IN FDOT RIGHTS-OF-WAY – RECKER HIGHWAY BRIDGE PROJECT

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider three (3) Agreements with the Florida Department of Transportation (FDOT) for utility relocates associated with the Recker Highway Bridge Project.

ATTACHMENTS:

- . Proposed Resolution #2022-03 Engineering and Design Cost Reimbursement for Utility Relocates in Private Easements – Recker Highway Bridge Project
- . Proposed Resolution #2022-04 Construction Cost Payment from FDOT for Utility Relocates in Private Easements – Recker Highway Bridge Project
- . Proposed Resolution #2022-05 To Utilize Onsite Contractor to Relocate City Utilities in FDOT Rights-of-Way – Recker Highway Bridge Project

ANALYSIS: In March 2017, the Florida Department of Transportation (FDOT) held a Public Information Meeting at the Auburndale Civic Center, which presented several alternatives for an overpass to carry State Road 655 (Recker Highway) over the CSX Railroad and connect with US Highway 92. Following a project presentation before the City Commission in May 2017, the Commission voted to recommend the alternative that included a longer bridge that would allow Derby Avenue to continue under the bridge and connect with Thornhill Road (Alternative 1).

Subsequently, FDOT conducted a Value Engineering Study for the project, which recommended the closure of Derby Avenue. FDOT approved the recommendation contingent on concurrence by both Polk County and the City of Auburndale. Polk County, which has the jurisdiction of Derby Avenue has given approval of the closure and agreed to improve Chambers Road. Chambers Road, a paved County maintained road, connects Recker Highway with Derby Avenue just east of the Auburndale Memorial Park Cemetery. FDOT, which has jurisdiction of Recker Highway has approved a new entrance to the cemetery adjacent to the new maintenance building and office.

As part of the Recker Highway Bridge Project, the City needs to relocate several utility lines including water lines, effluent reuse lines, and sewer lines. FDOT will pay for expenses related to the relocation of City utility lines when they are located in private easements. Proposed Resolution #2022-03 authorizes the City Manager, or his designee, to sign the Utility Work by Highway Contractor Agreement allowing the City to be reimbursed by FDOT for engineering and design costs estimated at \$27,860.00. Proposed Resolution #2022-04 authorizes the City Manager, or his designee, to sign the Utility Work by Highway Contractor Agreement allowing FDOT to directly pay the onsite contractor \$136,800.00 for the construction costs associated with the relocation of the various City utility lines in private easements.

The same City utility lines also lie within FDOT rights-of-way. FDOT does not reimburse expenses related to the relocation of lines within FDOT rights-of-way, but will allow the City to utilize the onsite contractor to perform the work required by FDOT to complete the Recker Highway Bridge Project. The estimated cost to relocate the various City utilities in FDOT rights-of-way totals \$1,137,080.00. Resolution #2022-05 authorizes the City Manager, or his designee, to sign the Utility Work by Highway Contractor Agreement allowing the onsite contractor to perform the work. The City will be required to deposit the necessary funds into an escrow account prior to the letting of the Project. FDOT will directly pay the onsite contractor from the escrow account. The Recker Highway Bridge Project is estimated to begin in the Fall of 2023, which will allow staff to budget the expense in the FY 2022-2023 Budget.

STAFF RECOMMENDATION: Approval of the Resolutions authorizing the City Manager, or his designee, to sign the various Utility Work by Highway Contractor Agreements with the Florida Department of Transportation.