



*City of Auburndale*

AUBURNDALE, FLORIDA 33823

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**CITY COMMISSION MEETING**  
**June 19, 2023 - 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Sheri Downs, Champions Church

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 06/05/2023

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

COMMENDATION – The Millan Family

PROCLAMATION – “Juneteenth”

**AGENDA**

1. **PUBLIC HEARING** – OFFICIAL ZONING MAP AMENDMENT– VARIOUS PROPERTIES (LAKES DISTRICT)
2. ORDINANCE #1745 AMENDING THE OFFICIAL ZONING MAP – VARIOUS PROPERTIES (LAKES DISTRICT)
3. PRESENTATION OF BIDS – FIRE STATION APPARATUS BAY ROOF
4. PRESENTATION OF EXPENDITURES FOR FY 2024 AND FY 2025 ANNUAL BUDGETS

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 accommodation 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 19, 2023**

**AGENDA ITEM 1: PUBLIC HEARING – OFFICIAL ZONING MAP AMENDMENT – VARIOUS PROPERTIES (LAKES DISTRICT)**

**AGENDA ITEM 2: ORDINANCE #1745 AMENDING THE OFFICIAL ZONING MAP – VARIOUS PROPERTIES (LAKES DISTRICT)**

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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**ISSUE:** The City Commission will consider establishing Zoning Classifications for various properties located in the Lakes District Master Planned Community.

**ATTACHMENTS:**

- . Notice of Public Hearing – 06/08/2023
- . Proposed Ordinance #1745 amending the Official Zoning Map – Various Properties (Lakes District)

**ANALYSIS:** The City has initiated a request for a Zoning Map Amendment for various properties within the Lakes District Master Planned Community.

**Various Properties**

***Petitioner:*** City of Auburndale  
***Location:*** Gapway Road, Lake Alfred Road, and Lake Mattie Road  
***Current Use:*** Vacant (+/-600.31 acres)  
***Proposed City Zoning:*** Residential Neighborhood (RN), Village Center (VC), Estate Residential (ER)

In January 2022, the City Commission adopted the Comprehensive Plan text amendment establishing a new Future Land Use category, Lakes District Mixed Use (LDMU), and designated the category on the subject properties. The Lakes District Mixed Use Future Land Use category provides opportunities for a mix of open space, pedestrian and bicycle connectivity, residential, and mixed-use village centers. The proposed Future Land Use of LDMU allows up to 6 dwelling units per acre.

On December 6, 2021, the City adopted an amendment to the City’s Land Development Regulations (LDRs) Chapter 15, Special Overlay Districts, establishing new Zoning policies for this newly adopted Future Land Use category. The City initiated Zoning amendment is on a total of 28 properties in various locations totaling +/- 600.31 acres with the requested Zoning classifications of ***Residential Neighborhood (RN)*** (+/- 210.07 acres), ***Village Center (VC)*** (+/- 325.02 acres), and ***Estate Residential (ER)*** (+/- 65.22 acres) consistent with the Lakes District Vision and Strategies Map.

The requested zoning classifications of ***Residential Neighborhood (RN)*** allows low to medium density areas and are intended to be scaled to the needs of pedestrians, with local destinations, such as Centers, schools, and community parks, within walking distance. Retail, commercial, and business are not allowed in RN and this Zoning Classification shall have a density no greater than 6 units per acre.

The requested zoning classifications of ***Village Center (VC)*** is intended to be developed as important destinations for groups of Residential Neighborhoods, providing a variety of shops, services, restaurants, and civic facilities that serve the needs of the surrounding neighborhoods. Village Centers have a base density of 6 dwelling units per acre which may be increased through the Transfer of Development Rights (TDR).

The requested zoning classification of ***Estate Residential (ER)*** establishes a more rural development pattern which recognizes that unique environmental conditions may be appropriate and have a base density of 6 dwelling units per acre. Residential development in the Estate Residential classification is a gross density of 1 dwelling unit per 1 acre. The most environmentally sensitive areas (i.e., wetlands, tree stands, clusters of high-quality shrubs and undergrowth) shall be preserved with residential clusters, roadways, trails, and developed open space elements knitted around these areas. Each zoning classification is subject to specific architectural standards as outlined in Chapter 15, Special Overlay Districts.

The requested Official Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan, the City's Land Development Regulations, and the Lakes District Vision and Strategies.

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 June 5, 2023, and is being considered for second and final reading.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Zoning classifications of Residential Neighborhood (RN), Estate Residential (ER), and Village Center (VC) – (6-0, 1 abstention, 05/30/2023).

**STAFF RECOMMENDATION:** Approval of proposed Ordinance #1745 amending the Official Zoning Map for various properties located in The Lakes District Master Planned Community.

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**AGENDA ITEM 3: PRESENTATION OF BIDS – FIRE STATION APPARATUS BAY ROOF**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider bids to replace the membrane roof over the Fire Station apparatus bay.

**ATTACHMENTS:**

- . Advertisement for Bids – 05/05/2023
- . Proposals Received (3)
- . Florida League of Cities Report for Inspection of Roof – 12/21/2022

**ANALYSIS:** In December of 2022, the Florida League of Cities (FLC), the City’s property and liability insurance carrier, provided a report based on a post Hurricane Ian roof inspection conducted October 21, 2022. The report states that damage was found to the membrane roof of the upper-level apparatus bay at the Fire Station. The report states that, during the storm, the lightning protection system came loose and the cables and rods caused widespread damage that would require repair of most of this section of roof. The FLC has assigned a Replacement Cost Value (RCV) of \$65,288.97 to the roof.

On May 5, 2023, the City advertised a request for proposals in the local media and the City website to replace the apparatus bay roof. Seven (7) local roofing contractors were also notified of the request for proposals. The City Manager’s Office received the following three (3) bids on May 26, 2023:

Fire Station Apparatus Bay Roof Replacement:

<b>1st Class Roofing, Auburndale</b>	<b>\$62,618.08</b>
Robert Bins Roofing, Winter Haven	\$78,200.00
Springer Peterson, Eaton Park	\$82,712.00

1st Class Roofing of Auburndale was the low bid to replace the roof in the amount of \$62,618.08. They provided an extensive list and photos of past commercial projects. They also have an excellent rating from Duro-Last, the membrane product to be installed. The bids were reviewed by the Fire Chief and City Manager’s Office.

The project is not a budgeted item. Currently the City has received \$16,568.03 from insurance related to the roof claim. FEMA has not yet determined the amount to be recovered for the roof damage. The City is in the process of recovering funds related to Hurricane Ian expenditures through FEMA.

**STAFF RECOMMENDATION:** Award the bid to 1st Class Roofing in the amount \$62,618.08 to replace the apparatus bay roof at the Fire Station.

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**AGENDA ITEM 4: PRESENTATION OF EXPENSES – FY 2024 AND FY 2025 ANNUAL BUDGETS**

\_\_\_\_INFORMATION ONLY

\_\_\_X\_\_\_ ACTION REQUESTED

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**ISSUE:** The City Commission will consider the proposed Expenditures Section of the Fiscal Year 2023-2024 and the Fiscal Year 2024-2025 Annual Budgets.

**ATTACHMENTS:**

- . Proposed FY 2023-2024 & FY 2024-2025 City of Auburndale Budget Summary
- . Proposed Expenditure Section - Proposed FY 2023-2024 & FY 2024-2025 Budget  
(Expenditures proposed to increase or decrease by more than \$5,000 are highlighted)

**ANALYSIS:** As part of the Budget preparation cycle, the City Commission gave tentative approval to the proposed Payroll Section on May 1, 2023 and the Capital Outlay Section on May 15, 2023. No changes have been made to 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 15, 16 and 22 of the Expenditure Section of the proposed Budget.

The Staff presentation will complete the budget review of all proposed Expenditures in the FY 2024 and FY 2025 Budgets.

Presentation of the proposed Revenue Section is scheduled for July 24, 2023. Delivery of the proposed two-year budget to the City Commission is scheduled for August 7, 2023. Formal adoption of the FY 2024 Budget and conceptual approval of the FY 2025 Budget will come after the scheduled Public Hearings in September.

**STAFF RECOMMENDATION:** Tentative approval of the Expenditures of the proposed FY 2024 and FY 2025 Budgets.