

## City of Auburndale Commission Minutes June 19, 2023

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Minutes of the Regular Meeting of the City Commission of the City of Auburndale held June 19, 2023, at 7:00 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Mayor Dorothea Taylor Bogert, Commissioners: Keith Cowie, Richard Hamann, Jack Myers, and Bill Sterling. Also, present were: City Manager Jeffrey Tillman, City Attorney Frederick J. Murphy Jr., City Clerk Brandon Henry, and Police Chief Terry Storie.

Mayor Dorothea Taylor Bogert declared a quorum present, and the Meeting was opened with prayer by Pastor Sheri Downs, Champions Church, and a salute to the flag.

**Motion** by Commissioner Myers, seconded by Commissioner Hamann, to approve Minutes of the City Commission Meeting of June 5, 2023. Upon vote, all ayes.

City Manager Jeffrey Tillman announced that the Commission was copied to an article posted on the Quality Cities' (a publication of the Florida League of Cities) website regarding the wreath laid by the Mayor and Auburndale High School's NJROTC for Memorial Day. It is a nice article, and he appreciates Communication and Information Manager Seth Teston for making sure we were recognized for those efforts. There is a Florida Department of Transportation study that we put on our Facebook page. The Department of Transportation is trying to engage the public as to why they would use SunRail if it were to expand into Auburndale. He encourages everyone to visit the survey. Tonight, we have several employees to be recognized for longevity. This is always a special moment.

Fire Chief Brian Bradway presented Deputy Fire Chief David Cash with his longevity plaque for five years of service.

City Manager Tillman presented Communication and Information Manager Seth Teston with his longevity plaque for five years of service.

Police Chief Terry Storie presented Corporal Tristen Lahr (five years), Sargent James "Cody" Skinner (10 years), and Sargent Thomas Lokietek (25 years) with their longevity plaques for years of service.

Parks and Recreation Director Cody McGhee presented Superintendent Angela Turner with her longevity plaque for 25 years of service.

City Manager Tillman recognized Justin Black (five years) and Lizet Carrizales (five years) for their years of service.

Mayor Taylor Bogert said that represents 85 years of service to the City. The City of Auburndale has the best employees in the country.

City Attorney Frederick J. Murphy Jr. said he echoes the Mayor's comments. The City is a wonderful place to be. He wished everybody a Happy Juneteenth and Happy Fourth of July.

Mayor Taylor Bogert recognized Greater Auburndale Chamber of Commerce President Alex Cam, who was in attendance.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda.

Pastor William Leonard, 414 Preston Street, said he has come to ask about the progress of the distribution of rainwater. Last year around this time, he came before the Commission because it is flooding on 3<sup>rd</sup> Street and the park area. The other day, there was a hard rain, and the water came up to the running boards of his truck, so apparently nothing has been done. If something has been done, he would like to know. We were talking about putting in a pump system and securing property for it. But thus far, the situation has not changed. He wants to know the status.

City Manager Tillman said we have ordered a generator for the lift station in question. As with everything, there is a lead time on that. That will be paid for with our Community Development Block Grant Funds. It is in next year's cycle, but we reached out to the Community Development Block Grant Program Administrators to try and advance the project as soon as possible – to see if we can go ahead and order it now due to the long lead time. They agreed, and when we receive it in next year's budget – we can then utilize the grant funding to pay for it. It is on order. It is the backup if we lose power at that station. He knows we had heavy rains on Saturday night, but he is not aware of any power outages there. Our Public Works Director John Dickson can reach out to the County to see what we can do about 3<sup>rd</sup> Street. He will be glad to get your information to follow-up.

Mr. Leonard asked if there is any estimated time frame? It just does not make sense for vehicles to be stalling out on the highway because of water. We talked about rain and pumping water. He does not know about the electrical part, but he does know the water sits and mosquitoes and diseases breed. We need to address it as timely as possible, because it has been a year and it is hurricane season. We need to be expeditious.

City Manager Tillman said we have a plan in place should power go out and a backup generator not be there. We have portable generators that would be a priority to be placed at that area.

City Manager Tillman requested to add an additional agenda item regarding a proclamation for Juneteenth.

**Motion** by Commissioner Cowie, seconded by Commissioner Sterling, to add the Juneteenth proclamation to the agenda. Upon vote, all ayes.

Police Chief Storie read the Commendation for the Millan Family, for their heroic actions during a dog attack on a child.

Mayor Taylor Bogert presented a Proclamation recognizing Juneteenth. City Attorney Frederick J. Murphy Jr. read the Proclamation.

Mayor Taylor Bogert closed the Regular Meeting and opened the Public Hearing.

## **1. PUBLIC HEARING – OFFICIAL ZONING MAP AMENDMENT– VARIOUS PROPERTIES (LAKES DISTRICT)**

City Manager Tillman said notice is hereby given that the City Commission of the City of Auburndale, Florida, will hold a Public Hearing on Monday, June 19, 2023, at 7:00 p.m., in the City Commission Room, City Hall, to hear and consider the second reading of a proposed Ordinance amending Ordinance No. 764, the City's Land Development Regulations and Official Zoning Map.

Community Development Director Julie Womble said 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 Lakes District Mixed Use allows up to 6 dwelling units per acre. Those entitlements were already on those properties.

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. She presented a map of the proposal.

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

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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. Each zoning classification is subject to specific architectural standards as outlined in Chapter 15, Special Overlay Districts.

The Planning Commission recommended 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 recommends approval of proposed Ordinance #1745 amending the Official Zoning Map for various properties located in The Lakes District Master Planned Community.

Mayor Taylor Bogert asked for public comment.

Linda Byrne, 932 Van Drive, asked what are we doing for CR 559 as far as traffic lights go. We cannot get out of there anymore.

Community Development Director Womble answered that the City has just finished a transportation plan. We looked at all the intersections in Auburndale, specifically at Gapway Road and CR 559, Lake Mattie Road, Adams Road, and all of the roads connecting to CR 559. That presentation has not been made to the City Commission yet, but we have intention to work with the County. They actually helped us fund half of the transportation plan. And it is to improve all the intersections along CR 559.

Ms. Byrne asked to clarify the type of improvements.

Community Development Director Womble answered it would either be traffic calming, traffic lights, or roundabouts. We have to look at each intersection and what the consulting engineers that we hired have recommended. This should be presented to the City Commission fairly soon.

City Manager Tillman said Lake Van, Gapway, and CR 559 are all County roads. So we have to partner with the County to be able to advance those projects. This week we have a meeting with the County and the property owners of the four corners of Gapway to spark that conversation of intersection improvements. We will most certainly work with the County regarding all the intersection improvements needed.

Community Development Director Womble said the County was looking at what improvements need to be made off CR 559. So the City's partnership with them on this transportation study was just the data needed to direct funds to these improvements.

Ms. Byrne asked to confirm the types of development that are happening in the area.

Community Development Director Womble clarified the type of development confirmed in the area. She offered to get her contact information to follow-up after the meeting.

Mayor Taylor Bogert closed the Public Hearing and reopened the Regular Commission Meeting.

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

City Manager Tillman introduced Ordinance No. 1745.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1745 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE, FLORIDA, AMENDING ORDINANCE NO. 764, THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF AUBURNDALE, FLORIDA, BY AN AMENDMENT TO THE OFFICIAL ZONING MAP BY ESTABLISHING AUBURNDALE ZONING MAP CLASSIFICATION OF RESIDENTIAL NEIGHBORHOOD (RN), ESTATE RESIDENTIAL (ER) AND VILLAGE CENTER (VC) ON PARCELS OF LAND TOTALING +/- 600.31 ACRES; AND PROVIDING AN EFFECTIVE DATE (General Location: Gapway Road, Lake Alfred Road and Lake Mattie Road),** by title only.

**Motion** by Commissioner Cowie, seconded by Commissioner Hamann, to approve Ordinance #1745 amending the Official Zoning Map for various properties located in The Lakes District Master Planned Community, as read on second and final reading by title only.

Upon vote, all ayes.

**3. PRESENTATION OF BIDS – FIRE STATION APPARATUS BAY ROOF**

Fire Chief Brian Bradway said 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 Florida League of Cities 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:

**1st Class Roofing, Auburndale      \$62,618.08**

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. The Federal Emergency Management Agency 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 the Federal Emergency Management Agency.

Staff recommends awarding the bid to 1st Class Roofing in the amount \$62,618.08 to replace the apparatus bay roof at the Fire Station.

City Manager Tillman said this is a non-budgeted item. We have received some of the funds that will be required to repair the roof at this amount. We do hope to get a substantial portion from the Federal Emergency Management Agency. Finance Director Christopher Reeder has been in contact with the Federal Emergency Management Agency. It is a process that we have to go through before we can be reimbursed that amount, but

we are going through that process. We hope to recoup the majority of what would be remaining outside of what insurance has already given us. Staff recommends awarding the bid to 1st Class Roofing.

Mayor Taylor Bogert asked for public comment. There was no public comment.

**Motion** by Commissioner Hamann, seconded by Commissioner Sterling, to award the bid to 1st Class Roofing in the amount \$62,618.08 to replace the apparatus bay roof at the Fire Station.

Commissioner Hamann asked if the funds are coming out of contingency if we do not get the money back or in time?

City Manager Tillman answered we do have funds available to pay for this to get to the point of getting reimbursed.

Upon vote, all ayes.

#### **4. PRESENTATION OF EXPENSES – FISCAL YEAR 2024 AND FISCAL YEAR 2025 ANNUAL BUDGETS**

City Manager Tillman said 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.

City Manager Tillman gave a presentation on the Expenditures Section of the Budget by department and division – starting with expenditures for the Office of the City Manager and Information Technology.

Regarding the Internet Service Support line item in the Information Technology expenditures, Commissioner Myers asked do we have both Frontier and Spectrum now?

City Manager Tillman answered we have had Frontier for some time. We are looking into fiber as well to provide better service. So that may be part of some of the increase. But we know that the Spectrum contract is about \$7,000. But that is for the redundancy with having the Fire Department being a backup to our servers.

Commissioner Myers asked what about the Police Department?

City Manager Tillman answered the Fire Department serves as a backup now. Before we did not have that backup. The Police Department is our primary server, and the Fire Department will now serve as the backup – which is a great thing. He appreciates all of the work from Information Technology Director Jee Kim.

City Manager Tillman continued the presentation on the Expenditures Section of the Budget by department and division – presenting expenditures for the Legal Department, Finance Department, Library, Fire Department, Community Development Department, Police Department, and Public Works Administration.

Commissioner Myers asked if we have looked at Preston Street and Cleveland regarding stormwater?

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City Manager Tillman said it is a drainage ditch between Cleveland and Preston. Everything drains into that drainage ditch which flows to the stormwater lift station. There is an electric pump there that if it loses electricity, it fails – which is what happened during the hurricane. But that is why we made sure it is a priority to place a backup generator on it. Where Mr. Leonard is talking about on 3<sup>rd</sup> Street, that is a County road and County system. We do need to reach out to see if we can assist to unplug those lines.

Commissioner Myers said we were trying to acquire some property near the Community Center. As far as retention goes, could that property offer relief?

City Manager Tillman said we can look into that in the future, if there is additional capacity that is needed for stormwater, that could be a great project. We would want Chastain Skillman to look at it. We will reach out to the County to address those drains.

City Manager Tillman continued the presentation on the Expenditures Section of the Budget by department and division – presenting expenditures for the Sanitation Division.

Commissioner Myers asked for clarification on the recycling contract.

City Manager Tillman said we have had it for some time. It actually expires in September.

Commissioner Myers said so they are not even recycling because there is not a market for recyclables, correct?

City Manager Tillman said the way that it is worded in the contract is that they come by to pick it up for recycling, and the cost at the landfill is cheaper than the cost to recycle – so they take it to the landfill. That is how it is worded.

Commissioner Myers asked would we want to address this? I hate to say we are not recycling. If it is not being done, why should we pay for it or charge our citizens for it if we are not benefiting from it?

City Manager Tillman said the contract has changed hands several times. It started out with Trash Taxi, to Advanced Disposal, to Waste Management. Waste Management's policy is to not take it to the landfill if it is recycling. We are looking to see if we can renew the contract with them for an additional year. They would probably require a new contract.

Commissioner Myers said he just knows that for a while, they were not recycling, so why should we pay to have it recycled?

Commissioner Hamann asked if we have to pay the tipping fee?

City Manager Tillman answered yes.

Commissioner Myers suggested adding another hobo.

Mayor Taylor Bogert asked if we add a can, would this not require additional trucks, additional routes, and additional employees on our part, to pick up the extra trash that comes out?

City Manager Tillman said it is a much bigger conversation to see if we are going to start picking up recycling and what we do with it. He knows that he, Public Works Director John Dickson, and Sanitation Superintendent Steve Lawson have sat down and strategized. We are working with Waste Management to see what proposal they bring forward to the City Commission to extend it a year. We will get that information to the City Commission to make an informed decision. If we think the increase is too much, staff will have a presentation of our options, it will come very soon.

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Commissioner Hamann asked was there not an agreement in the contract with Trash Taxi or Waste Management that the City would have the opportunity to buy their hobsos?

City Manager Tillman said he thinks at the end of the contract, they become ours – we do not have to buy them.

Commissioner Myers said he does not know if he wants them since it has their information on the cans.

Commissioner Hamann suggested having two garbage cans instead of one.

Mayor Taylor Bogert said it will require more trucks. Both options should be looked at.

Commissioner Myers said there are a lot of them. His recycling bin fills up once every two or three weeks.

City Manager Tillman said recycling does not weigh as much. So how often we need to dump will impact our strategy on how many trucks. We may not be able to pick up as many homes, which may require an additional truck. We need to look into that. He knows Public Works Director Dickson and Sanitation Superintendent Lawson are working on it – we have had pretty in-depth conversations on what that would look like. At the end of the day, it may be a savings to the resident, with efficiencies to the operation based on what they are paying for sanitation and recycling. Until we get further down the road, we have to see what that would cost. That would be something we bring to the Commission for a holistic look.

Commissioner Hamann said find out what the tipping fees would be.

Mayor Taylor Bogert said another consideration is that even though they may not realize, a lot of people think recycling is going to recycling, when it is not. Maybe Waste Management is.

City Manager Tillman said maybe we need to get an extra container down at the Public Works facility for residents that still want to recycle. There is some marketable recycling, but they want you to separate it as opposed to single-stream. We are looking at all the options and will bring it to the Commission in the near future.

City Manager Tillman continued the presentation on the Expenditures Section of the Budget by department and division – presenting expenditures for Building Maintenance and the Streets Division.

Regarding the Sidewalks line item in the Streets Division expenditures, Mayor Taylor Bogert asked if this includes pavers?

City Manager Tillman said pavers are paid for in the Community Redevelopment Agency budget.

City Manager Tillman continued the presentation on the Expenditures Section of the Budget by department and division – presenting expenditures for Fleet Maintenance, Parks and Recreation Department, Parks and Cemeteries, Civic Center, Senior Center, Tennis Pro Shop, Lake Ariana Park, Auburndale Softball Complex, Women's Club Building, Baynard House, Lake Myrtle Sports Complex, Depot Building, Community Gym, Community Redevelopment Agency, Public Utilities Administration, Utilities Distribution, and Utility Billing.

Regarding Utility Billing, Mayor Taylor Bogert asked if residents get bills electronically.

City Manager Tillman answered they have been encouraging residents to go electronic, as it is more efficient. But if they want to go paper, they still have that option.

City Manager Tillman continued the presentation on the Expenditures Section of the Budget by department and division – presenting expenditures for Water Treatment Plants, the Allred Wastewater Treatment Plant, Regional Wastewater Treatment Plant, and General Administration.

City Manager Tillman presented non-departmental expenditures.

Commissioner Myers asked a question to clarify liability, self-insurance, and catastrophic policies in relation to expenses.

City Manager Tillman answered he and Finance Director Reeder have had conversations about that. He thinks we break it out individually by the different insurances. We discussed self-insurance. It is something we continue to monitor.

City Manager Tillman continued his presentation on non-departmental expenditures.

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 Fiscal Year 2024 Budget and conceptual approval of the Fiscal Year 2025 Budget will come after the scheduled Public Hearings in September.

Staff recommends tentative approval of the Expenditures of the proposed Fiscal Year 2024 and Fiscal Year 2025 Budgets.

Mayor Taylor Bogert asked for public comment. There was no public comment.

**Motion** by Commissioner Cowie, seconded by Commissioner Hamann, tentatively approving the Expenditures of the proposed Fiscal Year 2024 and Fiscal Year 2025 Budgets. Upon vote, all ayes.

The Meeting was adjourned at 8:41:58 p.m.

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

A handwritten signature in black ink, appearing to read "Brandon Henry", written over a horizontal line.

Brandon Henry, City Clerk