



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
January 22, 2024 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Derrick Yarde, Faith Builders Worship Center

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 01/08/2024

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

COMMENDATION – Mr. Dewayne Hingos

AGENDA

1. RESOLUTION #2024-02 – SALE AND LEASE OF W. PARK STREET PROPERTIES
2. CONSIDER DEVELOPER'S AGREEMENT – BSC FLORIDA INVESTMENTS CORP.
3. PRESENTATION OF BIDS – MUNICIPAL SERVICES BUILDING
4. PRESENTATION OF SOCIAL MEDIA PLATFORMS – INSTAGRAM

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
January 22, 2024**

AGENDA ITEM 1: RESOLUTION #2024-02 - SALE AND LEASE OF W. PARK STREET PROPERTIES

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: The City Commission will consider the sale of City-owned property located on West Park Street to the Community Redevelopment Agency, and the lease-back of those properties.

ATTACHMENTS:

- . Location Map
- . Resolution #2024-02 authorizing the sale and lease of W. Park Street Properties

ANALYSIS: Through its capital improvement planning and budgeting process, the Auburndale Community Redevelopment Agency (CRA) has expressed an interest in seeing W. Park Street and the location of the City’s Civic Center, Senior Center, Rec Hall, and Parks and Recreation Department offices redeveloped into private commercial or mixed-use development. The City has identified Lake Ariana Park as the location for a new Civic Center to be relocated.

During Fiscal Year 2022-2023, the CRA transferred \$1 million to the City to assist with the plan to “displace” the City’s facilities. During FY 2022-2023, the City began the process of planning for the relocation of the Civic Center to Lake Ariana Park by hiring a design-build firm tasked with engineering, architectural and construction services for the new Civic Center.

Resolution #2024-02 authorizes the sale of the Civic Center and the other City-owned properties (2.3 acres) located on West Park Street for the purchase price of \$3.5 million. The CRA will transfer another \$2.5 million to the City’s general fund this fiscal year, FY 2023-2024.

The proposed Resolution also authorizes the lease of the properties back to the City, to continue their traditional uses as rental facilities and offices. The term of the lease is for a one (1) year period, to be renewed automatically for one (1) year periods indefinitely. The lease would be terminated when a redevelopment project is undertaken on the properties. The City would be responsible for all maintenance, improvements, insurance, and utilities on the property.

The proposed Resolution, deed, and lease were prepared by the City Attorney and reviewed by the City Manager’s Office and CRA Manager.

STAFF RECOMMENDATION: Approve Resolution #2024-02 authorizing the sale and lease of the City-owned properties with the CRA.

**City Commission Meeting
January 22, 2024**

AGENDA ITEM 2: CONSIDER DEVELOPER’S AGREEMENT – BSC FLORIDA INVESTMENTS CORP.

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Developer’s Agreement between BSC Florida Investments Corporation and the City for sewer capacity.

ATTACHMENTS:

Developer’s Agreement with BSC Florida Investments Corp.

ANALYSIS: In May 2022, the City requested Chastain Skillman, the City’s consulting engineer, to conduct a comprehensive evaluation of the existing Regional Wastewater Treatment Plant Service Area including the entire sanitary sewer collection system and wastewater treatment plant. The evaluation was completed in May of 2023 and identified certain improvements required to serve new development.

In May 2023, City notified BSC Florida Investments Corp. that their future residential development, located at 0 Bordeau Court adjacent to Gaborone Boulevard, would need a Developer’s Agreement for wastewater. The proposed Developer’s Agreement is between BSC Florida Investments Corp. and the City of Auburndale. The Developer’s Agreement states that construction of the BSC Florida Investments Corp. project cannot go vertical and/or discharge into the City’s wastewater system until the construction of the Pace Road Utility Improvements and the Southern Force Main re-route have been completed, permitted, and are operational along with the design phase of the Regional Wastewater Master Lift station running concurrently.

The Utility Improvements were identified by the City’s Utility Evaluation as necessary in order to allow development on the property and future development in the area. The Agreement acknowledges that the City makes no representation or warranty as to when it will commence or complete the Utility Improvements.

The City and BSC Florida Investments Corp. desire to enter into the Agreement to establish the respective rights and obligations of BSC Florida Investments Corp. and the City, in accordance with the terms and conditions of the proposed Developer’s Agreement.

The proposed Developer’s Agreement was prepared by BSC Florida Investments Corp. and reviewed by the Community Development Director, City Manager’s Office, City Public Works Director and the City Attorney.

STAFF RECOMMENDATION: Approval of the proposed Developer’s Agreement with BSC Florida Investments Corp.

City Commission Meeting
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AGENDA ITEM 3: PRESENTATION OF BIDS – MUNICIPAL SERVICES BUILDING

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider bids for the renovation of the Municipal Services Building.

ATTACHMENTS:

- . Advertisement for Bids/Proposals for Municipal Services Building – November 26, 2023
- . Bidder’s Qualification Statements – December 15, 2023

ANALYSIS: In November 2022, the City purchased the former SunTrust/Truist building and 1.85 acre site located at 6 Bobby Green Plaza, in the interest of consolidating several City operations into the building, including Utility Billing, Community Development, Parks and Recreation Administration, and Information Technology. In March 2023, the City Commission approved a proposal for engineering services with Chastain Skillman, to provide engineered plans to bid and construct the proposed improvements of the building.

In November 2023, the City advertised several requests for proposals in the local media for various construction trades to renovate the building, including electric, flooring, framing and drywall, low voltage and security, acoustical ceilings, millwork, plumbing and painting. The requests for proposals were also distributed to 38 local contractors across these trades. On December 15, 2023, the City received the following bids:

Millwork & Hardware

Custom Made Cabinets	\$39,650.00
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Electrical

Heart of Florida Electric	\$245,000.00
Reiter Electric	\$331,157.00

Acoustical Ceiling

J Goss Structures	\$48,296.00
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Flooring

Ronnie’s Carpets & Flooring	\$66,833.00 + Stair treads \$7,850.00 = \$74,683.00
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Low Voltage and Security

Miller Electric	\$71,537.37
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Framing & Drywall

J Goss Structures	\$81,290.00
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Plumbing

No bids received

Painting

No bids received

Bids for plumbing and painting will be re-advertised and brought at a later date.

Funding for the renovation of the project is budgeted in FY24. The budget allocates \$850,000 for renovations to complete the project. Bids were reviewed by the Finance Director and City Manager’s Office.

STAFF RECOMMENDATION: Award the bids to the lowest bidder for each trade needed to renovate the Municipal Services Building. Award total \$560,456.37.

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AGENDA ITEM 4: PRESENTATION OF SOCIAL MEDIA PLATFORMS – INSTAGRAM

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: City staff will make a presentation on the City's use of existing social media platforms and introduce Instagram.

ATTACHMENTS:

None

ANALYSIS: In November 2013, the City Commission adopted the City's Social Media Policy to guide staff in sharing, receiving, and communicating with residents through various technologies and platforms in its efforts to enhance customer service, outreach, and increase citizen engagement. City staff then began utilizing Facebook and Twitter to promote City events, share important information with the public, and activities that took place within the community.

Since the introduction of social media technologies to the City, new social media platforms and tools have been created to further enhance customer service and outreach. Communication and Information Manager Josh Starr has recently created a City account and initiated a trial run on the social media platform Instagram.

Communication and Information Manager Starr will make a presentation on the current utilization of the City's existing social media platforms and opportunities to further engage the Auburndale community through Instagram.