

City of Auburndale Commission Minutes March 4, 2024

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held March 4, 2024, 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, Alex Cam, Jordan Helms, 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 Father Rick Gomer, St Alban's Episcopal Church, and a salute to the flag.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to approve Minutes of the City Commission Meeting of February 19, 2024. Upon vote, all ayes.

City Manager Jeffrey Tillman announced that this Thursday at 10 a.m. in Downtown City Park is the Auburndale High School's Navy Junior Reserve Officers' Training Corps' (JROTC) Pass In Review Ceremony. This is the first time we have had this kind of ceremony. There is a new captain that is overseeing the JROTC, this is something he wanted to bring in as he looks to build up the program. We are happy to partner with him, and we appreciate all the work from the Parks and Recreation Department. Marsha Johnson will be reaching out to everyone tomorrow for RSVPs for the Ridge League of Cities Dinner on Thursday, March 14th. At the last City Commission meeting during public comment, there were comments regarding a development on Lake Ariana Boulevard. The Commission has been copied to the responses to the Griner's questions.

Commissioner Helms said he appreciates the responses. He does not particularly feel that independent waste treatment systems are in line with the City's overall vision. He thinks it is taking a step back. Is there anything we can do to look into what other cities are doing or consider new administrative steps that would limit the use of those and be more stringent in requiring connection to our sewer system?

City Manager Tillman said it is something we can look into.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda. There was no public comment.

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

1. PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

City Manager Tillman said every year, we consider through a public hearing the Community Development Block Grant funding program. He yields to Assistant City Manager Amy Palmer, who oversees the Community Development Block Grant funding on behalf of the City. We work with Polk County, who receives those funds, who in turn work with us through an application process. This is part of the application process.

Assistant City Manager Amy Palmer said this hearing was advertised in the newspaper and on the website. 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. The Commission will entertain public comment on these and other community development needs.

The City of Auburndale is scheduled to receive an estimated \$93,683 in Community Development Block Grant funding for Fiscal Year 2024-2025. In addition, the City anticipates roll-over funds from previous funding cycles (Fiscal Year 2021 through 2023) to spend during the Fiscal Year 24/25 funding cycle. City Staff is proposing to utilize the Fiscal Year 2024-2025 Community Development Block Grant funding to:

- Provide additional parking on Cleveland Street adjacent to the Auburndale Community Center. The proposed project may include acquisition, demolition, and construction. This project has been included during previous funding cycles but has been delayed due to complications with property acquisition.

- Provide improvements to Earl Wright Park, including new asphalt parking, new playground equipment, and undergrounding of electric service. This project may be a multi-year project, depending on available funding for each improvement to the park.

Assistant City Manager Palmer presented slides depicting the proposals.

Staff recommends approval of the proposed projects for the Fiscal Year 2024-2025 Community Development Block Grant funding.

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

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

2. APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

City Manager Tillman said he appreciates Assistant City Manager Palmer's assistance on this. We have been able to accomplish great projects with Community Development Block Grant funding. Staff recommends approval of the proposed projects for the Fiscal Year 2024-2025 Community Development Block Grant funding.

Motion by Commissioner Sterling, seconded by Commissioner Cam, to approve the proposed project for the Fiscal Year 2024-2025 Community Development Block Grant funding.

Commissioner Sterling asked if we received our money back from Dundee? In previous years, we would give them money.

Assistant City Manager Palmer said last year was the last portion of the funding that the Town of Dundee was reimbursing the City for. They have paid back what we loaned them. She explained that the City of Auburndale had a partnership with the Town of Dundee. A lot of the cities in Polk County are part of the urban program for Community Development Block Grant funding through the U.S. Department of Housing and Urban Development. The County receives a portion of dollars which gets distributed to participating cities. Dundee's portion is small, and they wanted to do a larger project. So the City will give them our portion of the funding through the County program, and the County managed their payback. So Dundee had a five-year agreement with the County to pay back the dollars the City loaned them.

Upon vote, all ayes.

3. PRESENTATION OF BIDS – MUNICIPAL SERVICES BUILDING (PAINTING AND PLUMBING)

City Manager Tillman said several months back, the City brought to the Commission several bids for the former SunTrust/Truist building. There were several trades we did not receive bids for. We rebid those and is the subject of this item.

Finance Director Christopher Reeder said in November 2022, the City purchased the former SunTrust/Truist building, 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 February 2024, the City advertised for requests for proposals in the local media for plumbing and painting services as part of the renovations of the building. The requests for proposals were also distributed to 11 local contractors across these trades.

On February 9, 2024, the City received the following bids for painting:

Painting

- Holley Custom Painting, Auburndale \$35,000.00
- TNT Painting & Pressure Washing, Eagle Lake \$86,500.00

On February 29, 2024, the City received the following bids for plumbing:

Plumbing

- Richard C. Fox Plumbing, LLC, Lakeland \$68,700.00

The Fiscal Year 2023-2024 Budget allocates \$850,000.00 for the renovation of the building. Bid awards totaling \$560,456.37 were previously approved at the January 22, 2024, City Commission meeting. Bids were reviewed by the Finance Director and City Manager's Office.

City Manager Tillman said Holley Custom Painting was the low bid for painting services and they have completed various projects previously for the City. Richard C. Fox Plumbing was the only bid for plumbing services and all reference checks on the contractor came back favorably. Staff recommends awarding the bids to the lowest bidder for painting and plumbing services at the Municipal Services Building for a total cost of \$103,700.00.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda. There was no public comment.

Motion by Commissioner Cam, seconded by Commissioner Cowie, to award the bids to the lowest bidder for painting and plumbing services at the Municipal Services Building for a total cost of \$103,700.00. Upon vote, all ayes.

City Manager Tillman said Commissioner Helms had mentioned previously about making sure we stayed under bid. He appreciates Finance Director Reeder's efforts in bringing this under bid.

Mayor Taylor Bogert said this is the last week the legislature is in session. It has been a fairly positive session for municipalities.

The Meeting was adjourned at 7:17:02 p.m.

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



Brandon Henry, City Clerk