



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
June 3, 2024 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Jason Kent, Connect Church

LEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 05/20/2024

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION –

AGENDA

1. **PUBLIC HEARING** – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – FOOD TRUCKS
2. ORDINANCE #1772 – AMENDING LAND DEVELOPMENT REGULATIONS TEXT – FOOD TRUCKS
3. ORDINANCE #1773 – AMENDING POLICE OFFICERS PENSION TRUST PLAN
4. ORDINANCE #1774 – AMENDING FIREFIGHTERS PENSION TRUST PLAN
5. PRESENTATION OF CAPITAL OUTLAY FOR FY 2025 AND FY 2026 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 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
June 3, 2024**

AGENDA ITEM 1: PUBLIC HEARING – LAND DEVELOPMENT REGULATIONS TEXT AMENDMENT – FOOD TRUCKS

AGENDA ITEM 2: ORDINANCE #1772 – AMENDING LAND DEVELOPMENT REGULATIONS TEXT – FOOD TRUCKS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will take public comment and consider a proposed text amendment to the Land Development Regulations regarding food trucks.

ATTACHMENTS:

- . Notice of Public Hearing – 05/24/2024
- . Ordinance #1772 Amending Land Development Regulations Text – Food Trucks

ANALYSIS: In August 2022, staff requested the City Commission table a proposed Ordinance regarding food trucks to a later date to allow for further research and to comply with State Statutes. State Statute preempts local governments from requiring a separate license, registration, or other permit or fees other than the license required by the State, and from prohibiting mobile food vendors/food trucks from operating within the entirety of the City. Currently, the City does not have Land Development Regulations to define or allow for food trucks within City limits. Staff has conducted research to provide definitions in Chapter 4 and guidelines in Chapter 5 of the Land Development Regulations to allow for food trucks within certain uses.

The proposed Ordinance adds regulations to Chapter 5 that would provide the intent, applicability, permitting and location requirements for food trucks. Food trucks would be allowed at permitted use locations only including tourism destinations, breweries, and for approved special events.

Food Trucks associated with a Special Event shall only be allowed to operate in accordance with a Special Event approval two times a calendar year, for the duration of one day, between the hours of 8:00 a.m. and 10:00 p.m., at a planned activity by a group, such as a HOA, a sporting event, business grand openings, and festivals that are open to the general public as approved by the City's Community Development Department. Food Trucks are prohibited from operating on public property and rights of way, unless approved by the City.

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 May 20, 2024, and is being considered for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the proposed Land Development Regulations text amendment food trucks. (4-0, 05/07/2024).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1772 amending Land Development Regulations text – Food Trucks.

**City Commission Meeting
June 3, 2024**

AGENDA ITEM 3: ORDINANCE #1773 AMENDING POLICE OFFICERS PENSION TRUST PLAN

AGENDA ITEM 4: ORDINANCE #1774 AMENDING FIREFIGHTERS PENSION TRUST PLAN

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider Ordinances amending the Police Officers' Pension Plan and the Firefighters' Pension Plan.

ATTACHMENTS:

- . Ordinance #1773 Amending **Police Officers'** Pension Trust Fund Plan
- . Ordinance #1774 Amending **Firefighters'** Pension Trust Fund Plan

ANALYSIS: The proposed Ordinances amend Section 27, Deferred Retirement Option Plan (DROP), of the Police Officers' Pension Trust Fund and the Firefighters' Pension Trust Fund. The interest rate for the DROP in the Florida Retirement System was increased to 4% on July 1, 2023. The Board of Trustees for the Police Officers' Pension Plan and Firefighter's Pension Plan recommend this change to help retain and attract police officers and firefighters.

The actuary of the plans, Foster & Foster, issued letters indicating that there are no costs associated with the adoption of the proposed Ordinances. The proposed Ordinances were prepared by the Pension Plan Attorney for the plans, Christiansen & Dehner, P.A., and reviewed by the Finance Director, City Manager and City Attorney. The proposed Ordinances were approved on first reading May 20, 2024, and are being presented for second and final reading.

POLICE PENSION BOARD RECOMMENDATION: Approval of the Ordinance – 04/23/2024

FIRE PENSION BOARD RECOMMENDATION: Approval of the Ordinance – 04/23/2024

STAFF RECOMMENDATION: Approval of the proposed Ordinances amending the Police Officers' Pension Plan and Firefighters' Pension Plan.

**City Commission Meeting
June 3, 2024**

AGENDA ITEM 5: PRESENTATION OF CAPITAL OUTLAY FOR FY 2025 AND FY 2026 ANNUAL BUDGETS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City will consider the proposed Capital Outlay Section of the Fiscal Year 2025 and Fiscal Year 2026 Annual Budgets.

ATTACHMENTS:

- . Proposed FY 2024-2025 Capital Outlay
- . Proposed FY 2025-2026 Capital Outlay
- . 5-Year Capital Improvement Program (CIP)

ANALYSIS: In preparation of the proposed FY 2025 and FY 2026 Annual Budgets, Department Directors were requested to revisit all the Capital projects previously approved by the City Commission in the second-year budget (FY 2025) and the 5-Year Capital Improvement Program (CIP). This helps to determine if the equipment or improvements are still needed, could be delayed, and/or has a funding source.

The proposed FY 2025 Capital Outlay section reflects expenditures of \$35,689,452. FY 2026 includes Capital Outlay projects totaling \$13,004,817.

Specific improvements in FY 2025 include:

Public Utility Department Capital Outlay:

- . Southern Force Main Re-route Construction = \$3,400,000
- . Effluent Disposal Design = \$2,970,000
- . Northern Force Main Construction = \$2,800,000
- . Hickory Road Sprayfield Construction = \$1,700,000
- . Allred WWTP New Digester = \$1,000,000
- . Pace Road Master Liftstation Construction = \$710,000
- . Replacement Vector Truck = \$650,000
- . PRWC Alternative Water = \$610,344
- . Clinton / Bridgers Ave Gravity Sewer Replacement = \$600,000
- . Oakland AC Water Main Replacement = \$500,000
- . Utility System Rehabilitation = \$500,000
- . Regional WWTP Centrifuge Replacement = \$500,000

General Fund and Community Redevelopment Agency Capital Outlay:

- . Lake Ariana Civic Center Design/Build = \$8,775,000
- . Lake Myrtle Soccer Bathrooms = \$1,500,000
- . New Public Works Building = \$1,380,000
- . Reserve for Water Ski Event Lake Improvements = \$1,150,000
- . Underground Utilities – West Lake Stella = \$1,000,000
- . Reserve for North Auburndale Fire Station = \$750,000
- . Purchase Various Vehicles for Police Dept. (7 New) = \$525,453
- . Reserve for Parks = \$500,000
- . Reserve for Splash Pad = \$500,000
- . Reserve for Street Resurfacing= \$500,000
- . Lake Myrtle Master Plan = \$350,000
- . Municipal Services Building Construction = \$350,000
- . Replacement Claw Truck for Sanitation Division = \$230,000

Specific improvements in FY 2026 include:

Public Utility Department Capital Outlay:

- . Regional WWTP Design and Engineering = \$1,989,200
- . PRWC Alternative Water = \$1,004,566
- . Utility System Rehabilitation = \$500,000
- . Derby Ave AC Watermain = \$500,000
- . Regional Master Lift Station = \$450,000
- . Allred WWTP Clear O2 Ditch = \$400,000
- . Sewer Tank Truck = \$200,000
- . Utility Billing Software Upgrade = \$200,000

General Fund and Community Redevelopment Agency Capital Outlay:

- . Design & Reserve for Splash Pad = \$1,000,000
- . Street Resurfacing = \$1,000,000
- . Replacement Fire Pumper (2005) = \$761,164
- . Purchase Various Vehicles for Police Dept. (8 New) = \$625,737
- . Fire Station #2 Design and Engineering = \$500,000
- . Lake Ariana Park Facility Equipment = \$500,000
- . Reserve for Main Street Streetscape = \$500,000
- . Auburndale – TECO Trail Resurfacing = \$350,000
- . Replacement Garbage Truck = \$330,000
- . Replacement Claw Truck = \$230,000

All items in “year one” and “year two” of the revised 5-year CIP have been programmed into the proposed two-year budget.

STAFF RECOMMENDATION: Tentative approval of the Capital Outlay sections of the Proposed FY 2025 and FY 2026 Budgets. Formal adoption of the FY 2025 Budget and conceptual approval of the FY 2026 Budget will come after the scheduled Public Hearings in September.