



City of Auburndale

AUBURNDALE, FLORIDA 33823

Office of the City Manager

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CITY COMMISSION MEETING
June 17, 2024 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Jimmy Petterec, First Missionary Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 06/03/2024

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – Juneteenth Day – June 19, 2024

AGENDA

1. ORDINANCE #1775 – ANNEXING PROPERTY INTO CITY LIMITS – CITY PROPERTY (HICKORY RD)
2. ORDINANCE #1776 – ANNEXING PROPERTY INTO CITY LIMITS – CITY PROPERTY (NORTH PARK)
3. ORDINANCE #1777 – ANNEXING PROPERTY INTO CITY LIMITS – LAKE MATTIE
4. APPOINT VOTING DELEGATE FOR FLC CONFERENCE HOLLYWOOD, FLORIDA AUGUST 15-17, 2024
5. PRESENTATION OF EXPENDITURES FOR FY 2025 AND FY 2026 ANNUAL BUDGETS

Community Redevelopment Agency (CRA) Meeting following City Commission Meeting

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 17, 2024**

AGENDA ITEM 1: **ORDINANCE #1775 ANNEXING PROPERTY INTO CITY LIMITS – HICKORY ROAD**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance annexing property into the City limits.

ATTACHMENTS:

Proposed Ordinance #1775 Annexing Property into City Limits and Location Map

ANALYSIS: On October 17, 2022, the City Commission approved the purchase of 73.7-acres of vacant property on Hickory Road for the construction of a new effluent spray field. The property is located north of Hickory Road, east of the Teneroc Management Area and west of the Polk Parkway. The property is adjacent to City limits to the east. The annexation does not create an enclave.

Establishing a Future Land Use and Zoning classification on the property will be considered at Public Hearings before the Planning Commission and City Commission at later dates. The action currently before the City Commission is only on the annexation of the property into the City.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinance will be presented for second and final reading on July 1, 2024.

STAFF RECOMMENDATION: Approval of Ordinance #1775 annexing the Hickory Road Sprayfield property into the City limits.

**City Commission Meeting
June 17, 2024**

**AGENDA ITEM 2: **ORDINANCE #1776 ANNEXING PROPERTY INTO CITY LIMITS – NORTH
AUBURNDALE PARK****

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance annexing property into the City limits.

ATTACHMENTS:

- Proposed Ordinance #1776 Annexing Property into City Limits and Location Map

ANALYSIS: On April 3, 2023, the City Commission approved the purchase of 26.49-acres of vacant property adjacent to Lake Mattie for the construction of a future North Auburndale Park. The property is located north of Lake Mattie Road, east of County Road 559, and west of Adams Barn Road. The property is adjacent to City limits to the west. The annexation does not create an enclave.

Establishing a Future Land Use and Zoning classification on the property will be considered at Public Hearings before the Planning Commission and City Commission at later dates. The action currently before the City Commission is only on the annexation of the property into the City.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinance will be presented for second and final reading on July 1, 2024.

STAFF RECOMMENDATION: Approval of Ordinance #1776 annexing the North Auburndale Park properties into the City limits.

**City Commission Meeting
June 17, 2024**

AGENDA ITEM 3: ORDINANCE #1777 ANNEXING PROPERTY INTO CITY LIMITS – LAKE MATTIE

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance annexing property into the City limits.

ATTACHMENTS:

- . Letter from Florida Department of Environmental Protection – 10/05/2023
- . Proposed Ordinance #1777 Annexing Property into City Limits and Location Map

ANALYSIS: The proposed annexation is of Lake Mattie. The Florida Department of Environmental Protection (DEP) has no objections to the annexation of the State of Florida Sovereign Lands (lake bottom). Lake Mattie is located east of County Road 559 and north of Lake Mattie Road. The property is contiguous to City limits to the south and west. The annexation does not create an enclave.

The action currently before the City Commission is only on the annexation of the property into the City.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinance will be presented for second and final reading on July 1, 2024.

STAFF RECOMMENDATION: Approval of Ordinance #1777 annexing Lake Mattie into the City limits.

**City Commission Meeting
June 17, 2024**

**AGENDA ITEM 4: APPOINT VOTING DELEGATE FOR AUGUST 15-17, 2024
FLORIDA LEAGUE OF CITIES CONFERENCE – HOLLYWOOD, FLORIDA**

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission is requested to select a voting delegate for the Florida League of Cities (FLC) Convention in August.

ATTACHMENTS:

- . Florida League of Cities, Inc. Memorandum – June 10, 2024
- . Florida League of Cities Delegate Voting Form and Important Dates

ANALYSIS: The Florida League of Cities Annual Conference will be held August 15-17, 2024, at the Diplomat Beach Resort in Hollywood, Florida. The FLC By-Laws require that each Member City select one of their elected officials to cast their votes at the annual business session.

Mayor Dorothea Taylor Bogert has agreed to serve if this is the pleasure of the City Commission.

STAFF RECOMMENDATION: Approve a Voting Delegate to the August FLC Conference.

City Commission Meeting
June 17, 2024

AGENDA ITEM 5: PRESENTATION OF EXPENDITURES FOR FY 2025 & FY 2026 ANNUAL BUDGETS

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider the proposed **Expenditures Section** of the Fiscal Year 2024-2025 and the Fiscal Year 2025-2026 Annual Budgets.

ATTACHMENTS:

Proposed Expenditure Section - Proposed FY 2024-2025 & FY 2025-2026 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 6, 2024 and the Capital Outlay Section on June 3, 2024. Minor changes have been made in 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, 17, 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 2025 and FY 2026 Budgets.

Presentation of the proposed **Revenue** Section is scheduled for July 15, 2024. Delivery of the proposed two-year budget to the City Commission is scheduled for August 5, 2024. Formal adoption of the FY 2025 Budget and conceptual approval of the FY 2026 Budget will come after the scheduled Public Hearings in September.

STAFF RECOMMENDATION: Tentative approval of the Expenditures Section of the proposed FY 2025 and FY 2026 Budgets.