



*City of Auburndale*  
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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**CITY COMMISSION MEETING**  
**July 1, 2024 - 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Conner Hill, First United Methodist Church of Auburndale

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 06/17/2024

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – Parks and Recreation Month - July

**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. ORDINANCE #1778 – ANNEXING PROPERTY INTO CITY LIMITS – ENCLAVE AT LAKE MYRTLE
5. ORDINANCE #1779 – ANNEXING PROPERTY INTO CITY LIMITS – HILLS OF ARIETTA
6. AGREEMENT WITH LAKELAND AREA MASS TRANSIT FOR BUS SERVICE
7. PRESENTATION OF BIDS – SAND & REFINISH COMMUNITY CENTER GYM WOODEN FLOORING
8. PRESENTATION OF BIDS – LAKE MYRTLE SPORTS COMPLEX BULLPEN ARTIFICIAL TURF

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  
July 1, 2024**

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

INFORMATION ONLY

ACTION REQUESTED

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

**ATTACHMENTS:**

· Proposed Ordinance #1775 Annexing Property into City Limits – Hickory Road

**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. The proposed Ordinance was approved on first reading June 17, 2024, and is being considered for second and final reading.

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

**City Commission Meeting  
July 1, 2024**

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

    INFORMATION ONLY

  X   ACTION REQUESTED

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

**ATTACHMENTS:**

- Proposed Ordinance #1776 Annexing Property into City Limits – North Auburndale Park

**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. The proposed Ordinance was approved on first reading June 17, 2024, and is being considered for second and final reading.

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

**City Commission Meeting  
July 1, 2024**

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

INFORMATION ONLY

ACTION REQUESTED

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

**ATTACHMENTS:**

Proposed Ordinance #1777 Annexing Property into City Limits – Lake Mattie

**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. The proposed Ordinance was approved on first reading June 17, 2024, and is being considered for second and final reading.

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

**City Commission Meeting  
July 1, 2024**

**AGENDA ITEM 4:      **ORDINANCE #1778 – ANNEXING PROPERTY INTO CITY LIMITS – ENCLAVE  
AT LAKE MYRTLE SUBDIVISION****

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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

**ATTACHMENTS:**

- . Proposed Ordinance #1778 Annexing Property into City Limits – Enclave at Lake Myrtle Subdivision
- . Annexation Petition from Sheila Gail Thornton and Shelly Light – 12/21/2020

**ANALYSIS:** The City received a voluntary annexation petition on December 21, 2020 from Sheila Gail Thornton and Shelly Light of 2057 Berkley Road to annex +/- 32.90 acres of vacant property into the City limits. The City did not take action on the signed voluntary annexation petition when it was received and allowed the Subdivision to develop under Polk County’s jurisdiction.

The property has since been developed as a single-family subdivision in unincorporated Polk County known as the Enclave at Lake Myrtle Subdivision. The subdivision consists of 161 single-family residential lots located off Berkley Road. The annexation does not create an enclave. The proposed annexation is as a result of the City being able to provide services to the Subdivision. City Staff met with the Enclave at Lake Myrtle Homeowners Association and residents on May 15, 2024, to discuss the process of annexation.

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 15, 2024.

**STAFF RECOMMENDATION:** Approve Ordinance #1778 annexing the Enclave at Lake Myrtle Subdivision into the City limits.

**City Commission Meeting**  
**July 1, 2024**

**AGENDA ITEM 5:      **ORDINANCE #1779 – ANNEXING PROPERTY INTO CITY LIMITS – HILLS OF ARIETTA SUBDIVISION****

     INFORMATION ONLY

  X   ACTION REQUESTED

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

**ATTACHMENTS:**

- . Proposed Ordinance #1779 Annexing Property into City Limits – Hills of Arietta Subdivision
- . Annexation Petition from V. Frederick Strawbridge – 05/19/2005

**ANALYSIS:** The City received a voluntary annexation petition on May 19, 2005 from V. Frederick Strawbridge of 5120 South Lakeland Drive, Suite 2, Lakeland, Florida, to annex +/-37.55 acres of property into the City limits. At the time the petition was received the property was not contiguous to city limits and the City could not take action on the signed voluntary annexation petition.

The property has since been developed as a single-family subdivision in unincorporated Polk County known as the Hills of Arietta Subdivision. The subdivision consists of 85 single-family residential lots located off Gapway Road. The property became contiguous and adjacent to City limits as a result of annexing the Lanier properties to the north in May 2022. The annexation does not create an enclave. The proposed annexation is as a result of the City being contiguous and able to provide services to the Subdivision. City Staff met with the Hills of Lake Arietta Subdivision Homeowners Association and residents on June 6, 2024, to discuss the process of annexation.

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 15, 2024.

**STAFF RECOMMENDATION:** Approve Ordinance #1779 annexing the Hills of Arietta Subdivision into the City limits.

**City Commission Meeting  
July 1, 2024**

**AGENDA ITEM 6: AGREEMENT WITH LAKELAND AREA MASS TRANSIT FOR BUS SERVICE**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider a Service Agreement with the Lakeland Area Mass Transit District.

**ATTACHMENTS:**

- . Service Agreement – City of Auburndale and Lakeland Area Mass Transit District

**ANALYSIS:** The Lakeland Area Mass Transit District is the legal entity responsible for the operation and management of the public transportation system within Polk County. For several years, the City of Auburndale has agreed to participate in funding a portion of the fixed route services currently being operated through the city boundaries. This includes those services provided by the Purple Line, formerly Route 12, and Route 50 that run through and stop within the city limits.

The proposed Service Agreement is for two (2) years, through September 30, 2026, and keeps the allocation of \$81,529.51 in FY 2025 and FY 2026. Funding for the bus service is included in the tentative FY 2025 and planned FY 2026 Budgets.

The proposed Service Agreement was prepared by the Lakeland Area Mass Transit District and reviewed by the City Manager and City Attorney.

**STAFF RECOMMENDATION:** Approval of the Service Agreement.

**City Commission Meeting**  
**July 1, 2024**

**AGENDA ITEM 7: PRESENTATION OF BIDS – SAND & REFINISH COMMUNITY CENTER GYM WOOD FLOORING**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider bids for the sanding and refinishing of the wood gymnasium flooring at the Community Center Gym.

**ATTACHMENTS:**

- . Advertisement for Bids
- . Proposals Received (3)

**ANALYSIS:** The wood gymnasium flooring at the Community Center Gym was installed during construction of the facility in 2012. The Parks and Recreation Department’s 5-year Capital Improvement Program (CIP) includes sanding and refinishing the wood gym flooring this year. Funding for this project is allocated in the FY 2023/24 Budget at \$45,000.

An invitation to bid was advertised in the local media on May 31, 2024. The City received the following three (3) bids:

**SAND & REFINISH WOOD GYMNASIUM FLOOR AT COMMUNITY CENTER GYM**

<b>Impact Sport Surfaces, Deerfield Beach</b>	<b>\$ 34,140.00</b>
SSE & Associates, New Smyrna Beach	\$ 49,500.00
Quality Plus Reconstruction, Orlando	\$ 78,150.00

Impact Sport Surfaces of Deerfield Beach was the low bid to sand and refinish the wooden gym flooring at the Community Center Gym in the amount of \$34,140. The bids were reviewed by the Parks and Recreation Director and City Manager’s Office. Impact Sport Surfaces has assisted the City in the past when recoating the gym surface. City Staff has been pleased with the quality of service provided by Impact Sport Surfaces.

**STAFF RECOMMENDATION:** Award the bid to Impact Sport Surfaces of Deerfield Beach in the amount of \$34,140.00 to sand and refinish the wood gymnasium flooring at the Community Center Gym.



**City Commission Meeting  
July 1, 2024**

**AGENDA ITEM 8: PRESENTATION OF BIDS – LAKE MYRTLE SPORTS COMPLEX BULLPEN  
ARTIFICIAL TURF**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider bids for replacement of the artificial turf in the bullpens at the Lake Myrtle Sports Complex.

**ATTACHMENTS:**

- . Advertisement for Bids
- . Proposals Received (3)

**ANALYSIS:** The artificial turf in the ten (10) bullpens of the original baseball fields at the Lake Myrtle Sports Complex were installed in 2009 during construction of the facility. The Parks and Recreation Department’s 5-year Capital Improvement Program (CIP) includes replacement of the artificial turf this year. Funding for this project is allocated in the FY 2023/24 Budget at \$95,000.

An invitation to bid was advertised in the local media on May 31, 2024. The City received the following bids:

Lakes Myrtle Sports Complex Bullpen Artificial Turf

<b>Forever Lawn Central Florida, Clermont</b>	<b>\$ 68,497.50</b>
Coastal Synthetic Turf, Jupiter	\$ 71,845.94
Pro Green Synthetic Turf Systems, Ocoee	\$ 98,685.00

Forever Lawn Central Florida of Clermont was the low bid to replace the artificial turf in the bullpens at the Lake Myrtle Sports Complex in the amount of \$68,497.50. The bids were reviewed by the Parks and Recreation Director and City Manager’s Office. Forever Lawn Central Florida has done several artificial turf projects for the City. City Staff has been pleased with the quality of service provided by Forever Lawn Central Florida.

**STAFF RECOMMENDATION:** Award the bid to Forever Lawn Central Florida of Clermont in the amount of \$68,497.50 to replace the artificial turf in ten (10) bullpens at the Lake Myrtle Sports Complex.