

## City of Auburndale Commission Minutes August 5, 2024

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Minutes of the Regular Meeting of the City Commission of the City of Auburndale held August 5, 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 Pastor Terry Brown, Legacy Community Church, and a salute to the flag.

**Motion** by Commissioner Cowie, seconded by Commissioner Cam, to approve Minutes of the City Commission Meeting of July 15, 2024. Upon vote, all ayes.

City Manager Jeffrey Tillman read the Commendation for the Auburndale Youth Baseball 12U team.

**Motion** by Commissioner Cowie, seconded by Commissioner Cam, to add the nomination of Mayor Taylor Bogert for the Ridge League of Cities' Nettie Draughon Municipal Official of the Year Award as Agenda Item 1. Upon vote, all ayes.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda.

Tina Murray, 519 Pine Street, said she can understand why the City has given up on Pine Street, because control has been lost and now you are relying on the foreclosures to get it back. That is going to take at least a year, and while that is moving forward in the courts, you must still enforce the law and ordinances. Ms. Murray said she knows you are thinking that Nicholas Cole is not going to pay any of the fines, so why bother? Well first, it is your job, and the rest of the residents must still live there and put up with it. If you are not going to fine Mr. Cole, figure out another way to stop him from running his commercial businesses on RS-3 lots. How about you come up with a way to install metal posts on the rights-of-way up to the driveway aprons, so that commercial dump trucks cannot back in to make their deliveries. Ms. Murray said Mr. Cole has been parking his commercial trucks and trailers on the road, along with starting to park them on the right-of-way. Ms. Murray said Police Chief Terry Storie refuses to enforce the no-parking code that the City Commission approved over a year ago. So, if the City Commission says put up no parking signs and then your Chief of Police refuses to enforce the no parking code and tells us it is up to his discretion – who is in control of the City? The Chief of Police or the City Manager and the City Commission who authorized the signs and no parking code? When the City changed from the city to the state code, Chief Storie emailed us saying the state code is in place and he was going to start writing tickets. He wrote a couple the first day. and now it is not being enforced. Why did we change from a city to a state parking code if it is not going to be enforced? Are you going to instruct the Chief of Police to enforce what you approved over a year ago or does he override the City Manager and the City Commission? Ms. Murray said she would like to bring up the access road again as we know Mr. Cole has taken that over and she would like to know if Auburndale Bridge is being code violated for any of More Than Mulch LLC's actions regarding the irrigation and storage of trees on the easement. The trees do not belong to Auburndale Bridge. Ms. Murray said she found this out after speaking with Public Works Director John Dickson who was informed of this by Auburndale Bridge. Ms. Murray said she is sure there is some kind of code violation there so let us start making Auburndale Bridge liable for More Than Mulch LLC's actions. Maybe it will come to an end and the access road will not end up like Pine Street. Mr. Cole has put more palm trees on that access road, and tonight they are all over from the storm. It is not just during the storm that they are falling over. The trees need to be removed and the irrigation needs to be taken care of. She is tired of her yard being saturated from water going onto the City road going into her yard. Ms. Murray handed out printouts to the Commission (attached). It is a never-ending problem.

## 1. NETTIE DRAUGHON MUNICIPAL OFFICIAL OF THE YEAR AWARD

City Manager Tillman introduced the item.

**Motion** by Commissioner Cowie, seconded by Commissioner Cam, to nominate Mayor Taylor Bogert for the Ridge League of Cities' Nettie Draughon Municipal Official of the Year Award. Upon vote, all ayes.

Mayor Taylor Bogert expressed her gratitude.

## **2. ORDINANCE #1780 – AMENDING THE FUTURE LAND USE MAP – DOVE'S VIEW**

Community Development Director Julie Womble said as a result of voluntary annexation, the City is requesting a Small Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 28.85 acres. The property currently has a Polk County Land Use designation of Residential Low-1 (RL-1)/Residential Low-2 (RL-2). The property is currently developed as 60 single-family houses. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan and Land Development Regulations.

As required by the Land Development Regulations this request is accompanied by a binding site plan. The plan shows a front setback of 20', a side setback of 7', a rear setback of 10' and a corner front setback of 15'. Fences have a setback of 15' as measured from the road centerline.

The Planning Commission recommended approval of the proposed Future Land Use and Zoning Map Amendments – Dove's View Subdivision. (4-0, 07/02/2024). Staff recommends approval of proposed Ordinances #1780 and 1781 amending the Future Land Use and the Official Zoning Map for the Dove's View Subdivision.

City Manager Tillman said 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 July 15, 2024, and is being presented for second and final reading.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1780 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE, FLORIDA, AMENDING ORDINANCE NO. 752, THE COMPREHENSIVE PLAN OF THE CITY OF AUBURNDALE, FLORIDA, BY AN AMENDMENT TO THE FUTURE LAND USE MAP BY RECLASSIFYING A PARCEL OF LAND TOTALING +/- 28.85 ACRES FROM POLK COUNTY FUTURE LAND USE RESIDENTIAL LOW-1 (RL-1) AND RESIDENTIAL LOW-2 (RL-2) TO CITY OF AUBURNDALE FUTURE LAND USE LOW DENSITY RESIDENTIAL; AND PROVIDING AN EFFECTIVE DATE (General Location: Hwy. 559 and Sutton Road),** by title only.

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

**Motion** by Commissioner Sterling, seconded by Commissioner Cowie, to approve Ordinance #1780 amending the Future Land Use Map – Dove's View, as read on second and final reading by title only. Upon vote, all ayes.

## **3. ORDINANCE #1781 – AMENDING THE OFFICIAL ZONING MAP – DOVE'S VIEW**

City Manager Tillman said staff recommends approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1781 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE, FLORIDA, AMENDING ORDINANCE NO. 764, THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF AUBURNDALE, FLORIDA, BY ESTABLISHING A PLANNED DEVELOPMENT-HOUSING 2 (PD-H2) ZONING CLASSIFICATION ON PARCELS OF LAND TOTALING +/- 28.85 ACRES; AND PROVIDING AN EFFECTIVE DATE (General Location: HWY. 559 and Sutton Road),** by title only.

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

**Motion** by Commissioner Cam, seconded by Commissioner Helms, to approve Ordinance #1781 amending the Official Zoning Map – Dove’s View, as read on second and final reading by title only. Upon vote, all ayes.

#### **4. ORDINANCE #1782 AMENDING CITY CODE – STORMWATER UTILITY RATES**

City Manager Tillman said the City Code provides for collection of stormwater management system charges for the planning, constructing, operating and maintaining the stormwater management system. The most recent adjustment in the stormwater utility rate was from \$0.50 to \$0.75 for utility customers in August 2003 (Ordinance 1122).

The proposed Ordinance raises the stormwater utility rate for each utility customer inside the City Limits to \$3.00 per month. The proposed fee is consistent with a recent survey of the cities of Haines City, Lake Alfred, Lake Wales and Winter Haven. City Manager Tillman presented a slide comparing nearby jurisdictions’ stormwater fee.

He said the proposed Ordinance was prepared by the City Manager’s Office and reviewed by the Public Works Director, Finance Director and City Attorney. The proposed Ordinance was approved on first reading July 15, 2024, and is being presented for second and final reading. The effective date of the new stormwater utility rates will be the October 31, 2024 billing. Staff recommends approval of the Ordinance revising stormwater utility rates.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1782 entitled: **AN ORDINANCE AMENDING THE STORMWATER MANAGEMENT SYSTEM CHARGES; AND SETTING AN EFFECTIVE DATE**, by title only.

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

**Motion** by Commissioner Helms, seconded by Commissioner Sterling, to approve Ordinance #1782 amending City Code – stormwater utility rates, as read on second and final reading by title only.

City Attorney Murphy said he wanted to reiterate what he said during first reading, being that this ordinance is specifically an ordinance designed to generate revenue to fund the City’s budget as articulated by the City Manager and as discussed during the last City Commission meeting. This ordinance clearly meets that requirement which makes it exempt from the requirement of a business impact estimate statement.

Upon vote, all ayes.

#### **5. ORDINANCE #1783 – ANNEXING PROPERTY INTO CITY LIMITS – CASCARA**

Community Development Director Womble said the City received voluntary annexation petitions from Gary A. Lombardi of P.O. Box 1865, Auburndale, Florida, on June 6, 2006, and Clayton Properties Group, Inc. to annex properties into the City limits. At the time the petitions were received the properties were not contiguous to city limits and the City could not take action on the signed voluntary annexation petitions.

The properties have since been developed as a single-family subdivision in unincorporated Polk County known as the Cascara Subdivision. The subdivision consists of 169 single-family residential lots located off County Road 559. 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 Cascara residents on July 18, 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. Staff recommends approval of Ordinance #1783 annexing the Cascara Subdivision into the City limits.

City Manager Tillman said 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 August 19, 2024. Staff recommends approval of Ordinance #1783 annexing the Cascara Subdivision into the City limits.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1783 entitled: **AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF AUBURNDALE, FLORIDA, SO AS TO INCLUDE THEREIN ADDITIONAL TERRITORY LYING CONTIGUOUS AND ADJACENT TO THE PRESENT BOUNDARIES OF THE CITY; DESCRIBING SAID ADDITIONAL TERRITORY; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE (General Location: Hwy. 559 and Cascara Lane),** by title only.

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

**Motion** by Commissioner Cowie, seconded by Commissioner Sterling, to approve Ordinance #1783 annexing the Cascara Subdivision into the City limits, as read on first reading by title only. Upon vote, all ayes.

#### **6. MODIFICATION #3 TO INTERLOCAL AGREEMENT WITH SHERIFF – FIRE/RESCUE DISPATCH**

City Manager Tillman said the City of Auburndale began outsourcing Police dispatch services to the Polk County Sheriff's Office in 2008 and Fire/Rescue dispatch services in 2010. In 2013, the City Commission approved an Interlocal Agreement, which consolidated two separate agreements into one. In 2017 and 2021, the Interlocal Agreement was renewed for an additional four years. The existing Interlocal Agreement with the Sheriff's Office expires September 30, 2025.

The Interlocal Agreement provides for an annual 3% adjustment for Police dispatch services and adjustments to Fire/Rescue dispatch services based on the actual number of calls dispatched, with a 5% cap.

The proposed Modification #3 to the Interlocal Agreement increases the cost for Fire/Rescue dispatch services in Fiscal Year 2024-2025 to \$41,970.00, which represents a 5% increase. The proposed Expenditure Section of the Fiscal Year 2025 Budget reflects this allocation.

The proposed Modification has been reviewed by the Fire Chief, City Manager and City Attorney.

Staff Recommends approval of Modification #3 to the Interlocal Agreement with the Polk County Sheriff's Office for Fire/Rescue dispatching services for Fiscal Year 2024-2025.

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

**Motion** by Commissioner Sterling, seconded by Commissioner Helms, to approve Modification #3 to the Interlocal Agreement with the Polk County Sheriff's Office for Fire/Rescue dispatching services for Fiscal Year 2024-2025. Upon vote, all ayes.

#### **7. CONSIDER DEVELOPER'S AGREEMENT – TOWN OF LAKE AT AUBURNDALE, LLLP.**

Community Development Director Womble said in May 2022, the City notified the Developer that the wastewater collection system needed to be studied and possibly upgraded to support development. The City initiated a comprehensive city-wide review of its existing sanitary sewer system by Chastain-Skillman, which identified certain improvements required to serve the development. The improvements were identified by the City's Utility Study as necessary to allow development on the property and future development in the area. The study showed that the development and construction could not discharge into the City's wastewater system until the Pace Road Master Lift Station and the Southern Force Main Re-route Utility Improvements were completed, permitted,

and operational along with the planning and design phase of the Regional Wastewater Treatment Plant expansion, as identified in the Utility Study.

The proposed Developer's Agreement is between The Town of Lake at Auburndale, LLLP., and the City of Auburndale. The Agreement acknowledges that the City makes no representation or warranty as to when it will commence or complete the Utility Improvements. The proposed agreement allows the City to complete the review of all development plans and construction plan documents. Town of Lake at Auburndale, LLLP. intends to develop a multi-family project on +/- 5.21 acres located off Gabarone Boulevard. The subject site has a Future Land Use of Medium Density Residential and Zoning classification of General Residential-1 (RG-1).

The City and The Town of Lake at Auburndale, LLLP., desire to enter into the Agreement to establish the respective rights and obligations between The Town of Lake at Auburndale, LLLP. and the City, in accordance with the terms and conditions of the proposed Developer's Agreement.

Staff recommends approval of the proposed Developer's Agreement with The Town of Lake at Auburndale, LLLP.

City Manager Tillman said the proposed Developer's Agreement was prepared by The Town of Lake at Auburndale, LLLP. and reviewed by the Community Development Director, City Manager's Office, City Public Works Director and the City Attorney. Staff recommends approval of the proposed Developer's Agreement with The Town of Lake at Auburndale, LLLP.

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

**Motion** by Commissioner Helms, seconded by Commissioner Cowie, to approve the proposed Developer's Agreement with The Town of Lake at Auburndale, LLLP. Upon vote, all ayes.

## **8. CONSERVATION PROJECT AGREEMENT FOR POLK REGIONAL WATER COOPERATIVE CONSERVATION PROGRAM**

City Manager Tillman said in September 2023, the Polk Regional Water Cooperative Board of Directors approved the fiscal year 2024 Conservation Budget. This budget represents a new cost center to be used for water conservation initiatives. This proposed budget consists of member government annual contributions of \$75,000 matched by Heartland Grant funds for a total budget of \$150,000. Polk Regional Water Cooperative member contributions will be based on the proportion of each government's average annual water use in comparison to the total annual average water use by the member governments during the previous calendar year. Funds will not be spent from this budget until a Conservation Implementation Agreement has been executed with all the member governments.

The Polk Regional Water Cooperative Conservation Work Group has now developed an initial scope of work for the use of these funds. In addition, an Implementation Agreement has now been developed to support the Scope of Work.

Some of the key items contained within the Implementation Agreement include:

- Annual funds in the amount of \$150,000 to support the program;
- The conservation program will be implemented by a third-party provider;
- Conservation will be focused on a rebate program for items such as rain sensors, smart irrigation controllers, and conservation kits directly through the Polk Regional Water Cooperative Conservation Program;
- Funds can be used to reimburse member government programs for similar conservation activities;
- Funds can be used for outreach and advertising efforts to promote conservation activities;

- Funds will be used for administrative tasks such as financial tracking, compiling estimates of water savings through conservation efforts, and targeting conservation with high water users;

The Polk Regional Water Cooperative Board of Directors have approved the Polk Regional Water Cooperative Conservation Program Implementation Agreement and are requesting each member government to consider the agreement. The Agreement was originally approved by the Polk Regional Water Cooperative in March 2024, but additional edits were identified by several members. Those edits have been made and included in the proposed Conservation Project Agreement. If approved, the Polk Regional Water Cooperative will then procure a service provider to administer the conservation program.

The Polk Regional Water Cooperative estimates the City of Auburndale's annual contribution to support the Conservation Program at \$6,156.92. The Conservation Project Agreement was prepared by the Polk Regional Water Cooperative and reviewed by the City Manager and City Attorney. Staff recommends approval of the Conservation Project Agreement.

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

**Motion** by Commissioner Cowie, seconded by Commissioner Helms, to approve the Conservation Project Agreement. Upon vote, all ayes.

## **9. PRESENTATION OF FISCAL YEAR 2025 AND FISCAL YEAR 2026 ANNUAL BUDGETS**

City Manager Tillman said Section 23.5 of the Charter of the City of Auburndale authorizes the City Manager to prepare and submit to the City Commission the annual budget and budget message. Approval of the annual budget is the most important responsibility of the City Commission. In accordance with the City Charter, it is with great honor to present for the Commission's review and consideration the Fiscal Year 2024-2025 and Fiscal Year 2025-2026 Proposed Biennial Budgets.

During this recent period of historic growth, the City of Auburndale has continued to strive to meet the needs of our citizens with a focus on core services including public safety, infrastructure investment, parks, and community /economic development. Significant additions to personnel, utility infrastructure improvements, and development of park space highlight the proposed budgets to keep pace with the development of new housing and industry within the City. Polk County is currently the fastest growing county in Florida and fifth (5th) fastest growing in the United States.

Quality of life for residents and businesses remains at the forefront in budget planning and preparation. This document represents months of work by dedicated staff and reflects revenue estimates and proposed expenditures based upon an ongoing review of operations. City Manager Tillman said he hopes the Commission finds the following information helpful and explanatory as we continue the process of meeting our City's goals and the statutory obligation of adopting a balanced budget.

Since 2005, the City of Auburndale has operated with a two-year budget process. The benefit of preparing a biennial budget provides our residents with additional information and understanding of the budget process and enables a blending of the City's planning and budgeting processes. As part of the process, two separate twelve-month budgets are prepared and approved by the City Commission. In September 2023, the City Commission adopted the current Fiscal Year 2024 Annual Budget, as required by State Statutes. At the same time, the Commission also approved a budget for the second year, the planned Fiscal Year 2025 Budget.

Now, the planned Fiscal Year 2025 Budget has been reviewed and updated with necessary adjustments to revenues and expenditures in order to accommodate needs that have arisen, since the planned budget was prepared. At the same time and through numerous presentations before the City Commission, a new second-year budget has been prepared and is presented as the planned Fiscal Year 2026 Budget.

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Since 2010, City Staff started presenting the various sections of the proposed budgets at Regular Meetings before the City Commission in April or May. This initiative allows the elected officials and the public greater opportunities to be informed and participate in the budget process, and in a timelier manner. This year the City Commission was presented the Payroll Sections on May 6, 2024, Capital Outlay on June 3, 2024, the Expense Section on June 17, 2024, and the Revenue Section on July 15, 2024.

Any changes to the proposed budget will be presented to the City Commission on August 19, 2024. Public Hearings on the proposed Budget and millage rate will be held on Thursday, September 5, 2024 and prior to final adoption on Tuesday, September 17, 2024.

The Proposed Biennial Budget recommends a total spending level of \$85,882,919 in Fiscal Year 2024-2025 (Fiscal Year 2025) and \$61,571,658 in Fiscal Year 2025-2026 (Fiscal Year 2026). Several large-scale capital projects are in progress either in the design phase, under construction, or are nearing completion. Examples include the Berkley Road Water Plant Expansion, Pace Road Master Lift Station, Gapway Force Main, Northern Force Main, Southern Force Main Reroute, and Hickory Road Sprayfield Construction in the Public Utilities Fund to provide reliability and capacity to the water and wastewater utilities in preparation of future development. The balance of the redevelopment of Lake Ariana Park is also funded in the proposed Fiscal Year 2025 General Fund Budget utilizing debt proceeds. Due to the completion or on-going status of these various large-scale capital projects, the total Fiscal Year 2024-2025 City Budget represents a 5.7% decrease compared to the current fiscal year Adopted Budget. As many of the capital projects are planned for completion in Fiscal Year 2025, the Fiscal Year 2026 Budget proposes a significant decrease in planned expenditures.

The City of Auburndale functions with five (5) funds to support the day-to-day operations of the City. The five (5) categories of Funds include the General Fund, the Community Redevelopment Agency Fund, the Public Utilities Fund, the General Impact Fee Fund, and the Public Utility Connection Fee Fund. In addition to the Proposed Biennial Budget being balanced - each individual fund is also balanced.

General Fund revenue sources include Taxes (including Franchise Fees), Licenses and Permits, Intergovernmental Revenue, Charges for Services, Fines, and Miscellaneous Revenue. The General Fund proposed budget is \$41,310,788 for Fiscal Year 2025 and \$30,217,491 for Fiscal Year 2026, before the interfund transfer.

Recent numbers from the Polk County Property Appraiser's Office suggest that the gross taxable value of all property within the City limits increased 16.34% over the July 2023 estimate. This information allowed City Staff to recommend, and the City Commission to approve 4.2515 as the proposed operating millage rate for the seventh year. The City of Auburndale will maintain the lowest ad valorem tax millage rate in Polk County for the third year.

Auburndale has historically levied a low tax millage, or property tax, to help fund general government expenditures including Public Safety, Public Works, Parks and Recreation, the Public Library, Community Development and other General Fund activities. The current and proposed tax rate of 4.2515 mills represents the lowest municipal tax levy in Polk County and generates \$10,510,000, an increase of \$1,480,000 over the current year total ad valorem proceeds. The significant increase in ad valorem proceeds is as a result of the inflation in property values, annexations, and the continued growth in new commercial and residential construction within the incorporated City limits.

To continue to meet the City's standard of delivering high-quality service as new businesses and residents move into the City, significant investments in personnel, infrastructure and park space are needed and have been programmed into the City's aggressive Five-Year Capital Improvements Plan (5-Year CIP). To accomplish those planned future capital expenditures, the budget maintains the City's conservative approach of setting aside reserve funds to be utilized as a future offset. The additional revenues generated by the increased ad valorem

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base will allow the City of Auburndale to maintain the lowest operating millage rate in Polk County, while at the same time continuing a high level of customer service and quality of life for our citizens and businesses.

The General Fund proposed budget for Fiscal Year 2025 includes \$925,000 of reserve funding as revenue coming into the budget from monies set aside in previous budget years to complete various projects. In addition, \$3,530,000 of reserve funding is allocated as an expense, or reserve funding to complete various projects in the future. A large portion of the reserve funding being set aside is for future park improvements and a future North Auburndale Fire Station.

The largest General Fund expenditures within the various departments in Fiscal Year 2025 include the redevelopment of Lake Ariana Park at \$9,445,000, Lake Myrtle Park improvements totaling \$1,870,000, the construction of a new Public Works Facility in the amount of \$1,380,000, Fire Station and Apparatus reserves totaling \$1,000,000, Parks reserves at \$550,000, the purchase of seven (7) new vehicles in the Police Department at \$500,362, and reserving \$500,000 for street resurfacing to be utilized and combined with Fiscal Year 2026 proposed funding.

The Auburndale Community Redevelopment Agency (CRA) was created in February 1992. The Community Redevelopment Agency was created to develop and implement a Community Redevelopment Plan to redevelop, rehabilitate, and conserve its Community Redevelopment Agency district. The time certain for completing the planned projects of the Community Redevelopment Agency Plan was twenty (20) years, or through 2012. Florida Statutes were amended in 2002 to allow extension of the term. The Auburndale Community Redevelopment Agency Board voted in May 2005 to amend the Plan to extend the time certain to complete all redevelopment financed by increment revenues to thirty (30) years from adoption of the amendment, or through 2035.

The Community Redevelopment Agency Fund also benefits from increased activities and increased property values within the Community Redevelopment Agency District. The Community Redevelopment Agency Fund proposed budget is balanced at \$2,236,246. The Proposed Biennial Budgets allocate \$1,366,956 in new increment funding from Polk County and \$869,190 from the City of Auburndale. The Budgets provide \$1,000,000 in Fiscal Year 2025 for the undergrounding of electric utilities from Stadium Road on Main Street to Sesaquachita Avenue next to Stambaugh Middle School and \$500,000 in reserve funding for a new splash pad. The Planned Fiscal Year 2026 Budget proposes reserving an additional \$1,000,000 for the new splash pad with construction scheduled for Fiscal Year 2027. The Community Redevelopment Agency Board gave tentative approval to the proposed Community Redevelopment Agency Budget on June 17, 2024.

The Public Utilities Fund accounts for the activities associated with providing potable water and sewer collection, treatment, and disposal services to area residents and businesses. The Public Utilities Fund derives its revenue from fees collected to address the operating and capital needs of our municipal utility services and to maintain the financial stability of the system. The Public Utilities Fund proposed budget is \$31,429,909 not including the inter-fund transfer to the City's General Fund, needed for balancing. The inter-fund transfer proposed in the Fiscal Year 2025 Budget is \$3,587,782.

In May 2023, the City completed the Regional Wastewater Treatment Plant Service Area Evaluation. Several large-scale capital sewer system improvements were identified to allow for future development in Auburndale and were included in the City's Five-Year Public Utilities Capital Improvement Plan. These projects are all in progress either in the design phase, under construction, or nearing completion.

The largest expenditures within the Public Utilities Department in Fiscal Year 2025 are \$3,400,000 for the construction of the Southern Force Main Re-route, \$2,970,000 for expansion of the effluent disposal system, \$2,800,000 for construction of the Northern Force Main, \$1,700,000 for construction of the Hickory Road Sprayfield to add additional discharge capacity of effluent wastewater, \$1,000,000 to construct a new digester tank at the Allred Wastewater Treatment Facility, and \$710,000 to complete construction of the Pace Road Master



Lift Station. The Fiscal Year 2025 Budget also provides funding to replace aging utility infrastructure in the Clinton/Bridgers Sewer Line Replacement project totaling \$600,000, \$500,000 for the Oakland AC Water Main Replacement project, and \$500,000 for system-wide utility infrastructure rehab.

The General Fund Impact Fee Fund is projected in Fiscal Year 2025 to generate \$250,250 in Fire Impact Fees, \$135,800 in Police Impact Fees, and \$309,925 in Recreation Impact Fees. These dollars are used to offset eligible expenses in each of these departments or placed in reserves for future expenses.

The Public Utility Connection Fee Fund is projected in Fiscal Year 2025 to generate \$775,950 in Water Impact Fees, \$1,490,300 in Sewer Impact Fees, and \$23,000 in Fire Sprinkler Impact Fees. These dollars are all used to help offset and pay debt service.

One of the more important and underlying reasons for the two-year budget process is that City Staff and the City Commission can give more attention to future community needs and look at how resources will be allocated to meet those needs. One of the tools used to meet this need is integrating the two-year budget process with the Five-Year Capital Improvement Plan (CIP). This allows for the blending of the City's more aggressive planning process with a more stable and consistent budget process.

In the same Ordinance that the City Commission will adopt the Biennial Budget, the Commission will also be adopting a revised Five-Year Capital Improvement Plan. The City of Auburndale maintains an aggressive capital improvement program targeted to improve aging or inadequate infrastructure, redevelopment needs, and for enhanced recreation facilities. Many of the projects in the City's Five-Year Capital Improvement Plan are multi-year programs that begin in one year and continue construction, or completion into future fiscal years. All projects in the first two years of the Capital Improvement Plan are incorporated into the proposed Biennial Budget.

The Payroll Section of the Budget provides the necessary funding for staffing levels to adequately deliver an accepted level of service to our citizens. In addition to salaries, the Payroll Section provides incentive funding for certifications and education, longevity pay, and automatic adjustments for employees completing the one-year probationary period and completing four, six, eight, and now ten years of service. The proposed budgets provide a 4% cost of living adjustment (COLA) for all City employees in Fiscal Year 2025 and no cost of living adjustment in Fiscal Year 2026.

The proposed Fiscal Year 2025 Payroll Budget operates with a staffing level of 218 full- and part-time employees, an increase of nine (9) full-time employees. The proposed positions include:

- 2 - Fire Department: Firefighters
- 1 - Police Department: Corporal (Proactive Policing)
- 2 - Police Department: Police Officers (Proactive Policing)
- 1 - Police Department: Community Liaison
- 1 - Police Department: Training Coordinator
- 2 - Public Utilities: Service Worker II (Water Distribution & Lift Stations)

The proposed Fiscal Year 2025 Payroll Budget reflects reclassifying a Police Sergeant to a Police Lieutenant, a Police Corporal to a Police Sergeant, and assigning a Permit Tech in Community Development Plans Examiner responsibilities.

The 2024 Salary Study prepared by Creative Insights of Lutz and University of South Florida Professor John Daly identified several issues important to staying competitive with the local job market particular to certain positions within the City. Based on the Salary Study with staff review, the proposed Fiscal Year 2025 Payroll Budget also reflects a pay adjustment for three (3) employees including the Assistant City Manager, Finance Director, and

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City Clerk, as well as grade adjustments to the Recreation Supervisor at the Community Center and the Finance Clerk positions. The Salary Study also suggests an additional Step Pay Plan adjustment in the City's pay structure. The Fiscal Year 2025 & Fiscal Year 2026 Payroll Budgets implement a 2% Step Pay Plan increase for employees with ten (10) years of service to the City of Auburndale.

The conceptual Fiscal Year 2026 Payroll Budget proposes an increase of ten (10) full-time employees. The proposed positions include:

- 2 - Fire Department: Firefighters
- 4 - Police Department: Police Officers (2 Patrol, 1 Detective, 1 Proactive)
- 1 - Information Technology Department: Systems Analyst
- 1 - Parks & Recreation: Parks & Facilities Superintendent
- 1 - Parks & Recreation: Service Worker III
- 1 - Public Utilities: Regional Wastewater Treatment Plant Operator

The Fiscal Year 2026 Payroll Budget reflects reclassifying a Service Worker II position in Utility Billing to a Service Worker III position.

Total payroll including Federal Insurance Contributions Act and miscellaneous certificate and education pay in Fiscal Year 2024-2025 equals \$13.64 million dollars, an increase of 5.92%. During the planning process of the two-year budget, City Staff projects a 10% increase in health insurance premium costs for each year. The City was recently notified that due to claim history over the past year, an 11% decrease will take effect in Fiscal Year 2025. Total health insurance costs in Fiscal Year 2025 are projected at \$1,788,693 representing a saving of \$137,720 compared to the current year Adopted Budget.

As noted in budget discussions, planning for future growth has taken precedence throughout all the City Departments moving forward with the understanding that additional service demands will be required. However, the Budget is estimated conservatively as growth indicators have flattened year-over-year, with planned reductions in growth rates in Fiscal Year 2025 due to sewer capacity availability. The City completed the Regional Wastewater Treatment Plant Service Area Evaluation that identified several large-scale capital sewer system improvements needed for future development in Auburndale. Many of those projects are now in design or under construction. The remaining balance of these large-scale capital sewer projects as well as the redevelopment of Lake Ariana Park have been included in the Budget. Future large capital improvements such as the construction of a North Auburndale Fire Station, continued development of the facilities at Lake Myrtle; the construction of a passive park on Lake Mattie, and the purchase of additional cemetery property are on the horizon as we continue to create improvements in providing services, amenities, and an exceptional quality of life for our residents and businesses.

It is with great pleasure to present the Commission the City of Auburndale spending plan for the next two years. City Manager Tillman said he cannot thank City employees enough for the exceptional job they do every day. His special thanks to the Department Directors and Division Heads for maintaining and improving the level of service everyday while holding total expenditures in check with projected revenues. They have worked relentlessly to bring these transformational projects forward in the upcoming Budget. He would also like to thank the City Commission for the honor of serving as the City Manager for the City of Auburndale and the continued support of all our employees. There is not a better City Commission to have the honor to work with.

City Manager Tillman passed out paper copies of the proposed budget.

Mayor Taylor Bogert expressed her gratitude to City directors for their work. She commended the City Manager.

City Manager Tillman thanked City staff and the City Commission. It is a great team all around.

The Meeting was adjourned at 8:05:44 p.m.

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

A handwritten signature in blue ink, appearing to read "Brandon Henry", is written over a horizontal line.

Brandon Henry, City Clerk