



## City of Auburndale

AUBURNDALE, FLORIDA 33823

### **CITY COMMISSION MEETING**

**Thursday, September 5, 2024 - 7:00 P.M.**

**COMMISSION ROOM/CITY HALL**

Office of the City Manager

P.O. Box 186  
(863) 965-5530

Email: [cmo@auburndalefl.com](mailto:cmo@auburndalefl.com)

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Ben Abbott, Multiply Christian Church

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 08/19/2024

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

### **AGENDA**

1. **PUBLIC HEARING** – FY 2025 TAX MILLAGE LEVY & ANNUAL BUDGET
2. ORDINANCE #1784 ADOPTING FY 2025 TAX MILLAGE LEVY
3. ORDINANCE #1785 ADOPTING FY 2025 & FY 2026 ANNUAL BUDGETS
4. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT – ENCLAVE AT LM
5. ORDINANCE #1786 – AMENDING THE FUTURE LAND USE MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION
6. ORDINANCE #1787 – AMENDING THE OFFICIAL ZONING MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION
7. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT – HILLS OF ARIETTA
8. ORDINANCE #1788 – AMENDING THE FUTURE LAND USE MAP – HILLS OF ARIETTA SUBDIVISION
9. ORDINANCE #1789 – AMENDING THE OFFICIAL ZONING MAP – HILLS OF ARIETTA SUBDIVISION
10. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT – CASCARA
11. ORDINANCE #1790 – AMENDING THE FUTURE LAND USE MAP – CASCARA SUBDIVISION
12. ORDINANCE #1791 – AMENDING THE OFFICIAL ZONING MAP – CASCARA SUBDIVISION
13. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL MAP AMENDMENT – LAKE MATTIE PARK
14. ORDINANCE #1792 – AMENDING THE FUTURE LAND USE MAP – LAKE MATTIE PARK
15. ORDINANCE #1793 – AMENDING THE OFFICIAL ZONING MAP – LAKE MATTIE PARK
16. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT – HICKORY ROAD
17. ORDINANCE #1794 – AMENDING THE FUTURE LAND USE MAP – HICKORY ROAD SPRAYFIELD
18. ORDINANCE #1795 – AMENDING THE OFFICIAL ZONING MAP – HICKORY ROAD SPRAYFIELD
19. **TRANSMITTAL PUBLIC HEARING** – COMPREHENSIVE PLAN AND LDR AMENDMENT – SEPTIC TO SEWER
20. ORDINANCE #1796 – AMENDING THE COMPREHENSIVE PLAN – CIP ELEMENT/ SEPTIC TO SEWER
21. ORDINANCE #1797 – AMENDING THE LAND DEVELOPMENT REGULATIONS – SEPTIC TO SEWER
22. CONSIDER INTERLOCAL AGREEMENT WITH POLK COUNTY FOR DONATION OF EQUIPMENT – SLALOM
23. VEHICLE MAINTENANCE MOU WITH POLK COUNTY FOR FLEET MAINTENANCE

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  
September 5, 2024**

**AGENDA ITEM 1:    PUBLIC HEARING – FY 2024-2025 TAX MILLAGE LEVY & ANNUAL BUDGET**

**AGENDA ITEM 2:    ORDINANCE #1784 ADOPTING FY 2025 TAX MILLAGE LEVY**

**AGENDA ITEM 3:    ORDINANCE #1785 ADOPTING FY 2025 & FY 2026 ANNUAL BUDGETS**

       INFORMATION ONLY

  X   ACTION REQUESTED

**ISSUE:** The City Commission will consider and take public comment on the proposed millage rate and tentative FY 2025 and FY 2026 Annual Budgets.

**ATTACHMENTS:**

- . Proposed Contingency Changes - FY 2024/2025 and FY 2025/2026
- . Adjusted Fund Totals - FY 2024/2025 and FY 2025/2026
- . Proposed Ordinance #1784 Adopting Tax Millage Rate
- . Proposed Ordinance #1785 Adopting FY 2025 & FY 2026 Budgets and Five-Year Capital Improvement Program (CIP)

**ANALYSIS:** The Public Hearing has been advertised in accordance with the Florida Statutes regarding the method of fixing tax millage. This Public Hearing is the first of two (2) required Public Hearings with the second scheduled for September 17, 2024.

The proposed Budget for FY 2025 is balanced with Total Revenue and Total Expenditures of \$83,584,228 before interfund transfers. Expenditures include general operating expenses of \$46,411,591. Capital Improvements of \$36,986,421 and Contingency Reserve of \$186,216. The Proposed FY 2025 and 2026 Budgets includes all changes made during the Regular City Commission meetings of May 6, 2024 (Payroll), June 3, 2024 (Capital Outlay), June 17, 2024 (Expenditures), and July 15, 2024 (Revenues). City Staff will present changes and adjusted Contingency figures.

Revenues from ad-valorem taxes for FY 2025 and FY 2026 are estimated at \$10,510,000 and based upon the operating millage rate of 4.2515.

The FY 2025 Budget also includes the proposed Five-Year Schedule of Capital Improvements (CIP) for the City's Public Safety, Parks and Recreation and Public Works Departments. This schedule, which is a requirement of the City's Comprehensive Plan, assists the City Commission in prioritizing future capital needs throughout the City and is updated annually during the budget process to include a "new fifth year".

A balanced FY 2026 Budget (2<sup>nd</sup> Year Budget) is also being presented for the Commission's conceptual approval. The FY 2026 Budget will be reviewed by City Staff and the City Commission during the next Budget update process in order to accommodate needs that have arisen since the planned budget was prepared.

Changes to the proposed Biennial Budget will be presented by staff during the Public Hearing and before Commission action.

The proposed Ordinances were prepared by the Finance Director and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on September 17, 2024.

**STAFF RECOMMENDATION:** Approve the proposed Ordinance establishing the tax millage levy and the proposed Ordinance adopting the FY 2025 and FY 2026 Annual Budgets.

**City Commission Meeting  
September 5, 2024**

**AGENDA ITEM 4: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – ENCLAVE AT LAKE MYRTLE SUBDIVISION**

**AGENDA ITEM 5: ORDINANCE #1786 AMENDING THE FUTURE LAND USE MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION**

**AGENDA ITEM 6: ORDINANCE #1787 AMENDING THE OFFICIAL ZONING MAP – ENCLAVE AT LAKE MYRTLE SUBDIVISION**

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

**ISSUE:** The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1786 – Amending the Future Land Use Map – Enclave at Lake Myrtle
- . Proposed Ordinance #1787 – Amending the Official Zoning Map – Enclave at Lake Myrtle
- . Excerpt from Planning Commission Meeting – 08/27/2024

**ANALYSIS:** This is a City initiated request to establish land use and zoning on the following property:

**Enclave at Lake Myrtle Subdivision:**

<b><u>Petitioner:</u></b>	City of Auburndale
<b><u>Location:</u></b>	Berkley Road and Louise Avenue
<b><u>Current Polk County Future Land Use:</u></b>	Residential Low-1 (RL-1)/ Residential Low-2 (RL-2)
<b><u>Proposed Future Land Use:</u></b>	Low Density Residential
<b><u>Proposed Zoning Classification:</u></b>	Planned Development-Housing 2 (PD-H2)
<b><u>Current use:</u></b>	Single-Family (+/- 32.90 acres)

As a result of voluntary annexation, the City is requesting a Small Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 32.90 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 161 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 15’, a side setback of 5’, and a rear setback of 10’.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance is being presented on first reading and will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Future Land Use and Zoning Map Amendments – Enclave at Lake Myrtle Subdivision (5-1, 08/27/2024)

**STAFF RECOMMENDATION:** Approval of proposed Ordinances #1786 and 1787 amending the Future Land Use and the Official Zoning Map for the Enclave at Lake Myrtle Subdivision.

**City Commission Meeting  
September 5, 2024**

**AGENDA ITEM 7: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – HILLS OF ARIETTA SUBDIVISION**

**AGENDA ITEM 8: ORDINANCE #1788 AMENDING THE FUTURE LAND USE MAP – HILLS OF ARIETTA SUBDIVISION**

**AGENDA ITEM 9: ORDINANCE #1789 AMENDING THE OFFICIAL ZONING MAP – HILLS OF ARIETTA SUBDIVISION**

\_\_\_ INFORMATION ONLY

X ACTION REQUESTED

**ISSUE:** The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1788 – Amending the Future Land Use Map – Hills of Arietta Subdivision
- . Proposed Ordinance #1789 – Amending the Official Zoning Map – Hills of Arietta Subdivision
- . Excerpt from Planning Commission Meeting – 08/27/2024

**ANALYSIS:** This is a City initiated request to establish land use and zoning on the following property:

**Hills of Arietta Subdivision:**

<b><u>Petitioner:</u></b>	City of Auburndale
<b><u>Location:</u></b>	Hwy.559 and Gapway Road
<b><u>Current Polk County Future Land Use:</u></b>	Residential Low-1 (RL-1)/ Residential Low-2 (RL-2)
<b><u>Proposed Future Land Use:</u></b>	Low Density Residential
<b><u>Proposed Zoning Classification:</u></b>	Planned Development-Housing 2 (PD-H2)
<b><u>Current use:</u></b>	Single-Family (+/- 37.55 acres)

As a result of voluntary annexation, the City is requesting a Small Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 37.55 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 85 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’, and a rear setback of 10’.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance is being presented on first reading and will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Future Land Use and Zoning Map Amendments – Hills of Arietta Subdivision (5-1, 08/27/2024)

**STAFF RECOMMENDATION:** Approval of proposed Ordinances #1788 and 1789 amending the Future Land Use and the Official Zoning Map for the Hills of Arietta Subdivision.

**City Commission Meeting  
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**AGENDA ITEM 10: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – CASCARA SUBDIVISION**

**AGENDA ITEM 11: ORDINANCE #1790 AMENDING THE FUTURE LAND USE MAP – CASCARA SUBDIVISION**

**AGENDA ITEM 12: ORDINANCE #1791 AMENDING THE OFFICIAL ZONING MAP – CASCARA SUBDIVISION**

\_\_\_\_ INFORMATION ONLY

X  ACTION REQUESTED

**ISSUE:** The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1790 – Amending the Future Land Use Map – Cascara Subdivision
- . Proposed Ordinance #1791 – Amending the Official Zoning Map – Cascara Subdivision
- . Excerpt from Planning Commission Meeting – 08/27/2024

**ANALYSIS:** This is a City initiated request to establish land use and zoning on the following property:

**Cascara Subdivision:**

<b><i>Petitioner:</i></b>	City of Auburndale
<b><i>Location:</i></b>	Hwy 559 and Cascara Lane
<b><i>Current Polk County Future Land Use:</i></b>	Residential Low-1 (RL-1)
<b><i>Proposed Future Land Use:</i></b>	Low Density Residential
<b><i>Proposed Zoning Classification:</i></b>	Planned Development-Housing 2 (PD-H2)
<b><i>Current use:</i></b>	Single-Family (+/- 40.07 acres)

As a result of voluntary annexation, the City is requesting a Small Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 40.07 acres. The project was developed in two phases and currently has a Polk County Land Use designation of Residential Low-1 (RL-1). The property is currently developed as 169 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 15’, a side setback of 5’, and a rear setback of 10’.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance is being presented on first reading and will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Future Land Use and Zoning Map Amendments – Cascara Subdivision. (5-1, 08/27/2024)

**STAFF RECOMMENDATION:** Approval of proposed Ordinances #1790 and 1791 amending the Future Land Use and the Official Zoning Map for the Cascara Subdivision.

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**AGENDA ITEM 13: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – LAKE MATTIE PARK**

**AGENDA ITEM 14: ORDINANCE #1792 AMENDING THE FUTURE LAND USE MAP – LAKE MATTIE PARK**

**AGENDA ITEM 15: ORDINANCE #1793 AMENDING THE OFFICIAL ZONING MAP – LAKE MATTIE PARK**

\_\_\_ INFORMATION ONLY

X  ACTION REQUESTED

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**ISSUE:** The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1792 – Amending the Future Land Use Map – Lake Mattie Park
- . Proposed Ordinance #1793 – Amending the Official Zoning Map – Lake Mattie Park
- . Excerpt from Planning Commission Meeting – 08/27/2024

**ANALYSIS:** This is a City initiated request to establish land use and zoning on the following property:

**Lake Mattie Park:**

<b><i>Petitioner:</i></b>	City of Auburndale
<b><i>Location:</i></b>	Lake Mattie Road and CR-559
<b><i>Current Polk County Future Land Use:</i></b>	Agriculture/Rural Residential (A/RR)
<b><i>Proposed Future Land Use:</i></b>	City, Public Uses, Parks
<b><i>Proposed Zoning Classification:</i></b>	Open Use Agricultural (OUA)
<b><i>Current use:</i></b>	Vacant (+/- 26.49 acres)

As a result of voluntary annexation, the City is requesting a Small-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 26.49 acres. The property currently has a Polk County Land Use designation of Agriculture/Rural Residential (A/RR). The proposed Future Land Use of City, Public Uses, Parks and the proposed Open Use Agricultural (OUA) zoning classification is consistent with other city established parks such as Lake Myrtle Sports Park. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance is being presented on first reading and will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Future Land Use and Zoning Map Amendments – Lake Mattie Park. (5-1, 08/27/2024)

**STAFF RECOMMENDATION:** Approval of proposed Ordinances #1792 and 1793 amending the Future Land Use and the Official Zoning Map for Lake Mattie Park.

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**AGENDA ITEM 16: PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – HICKORY ROAD**

**AGENDA ITEM 17: ORDINANCE #1794 AMENDING THE FUTURE LAND USE MAP – HICKORY ROAD**

**AGENDA ITEM 18: ORDINANCE #1795 AMENDING THE OFFICIAL ZONING MAP – HICKORY ROAD**

\_\_\_ INFORMATION ONLY

X  ACTION REQUESTED

**ISSUE:** The City Commission will consider and take public comment on Future Land Use and Zoning Map Amendments.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1794 – Amending the Future Land Use Map – Hickory Road Spray Field
- . Proposed Ordinance #1795 – Amending the Official Zoning Map – Hickory Road Spray Field
- . Excerpt from Planning Commission Meeting – 08/27/2024

**ANALYSIS:** This is a City initiated request to establish land use and zoning on the following property:

**Spray Fields-Hickory Road:**

<b><u>Petitioner:</u></b>	City of Auburndale
<b><u>Location:</u></b>	Hickory Road and Polk County PRKWY.
<b><u>Current Polk County Future Land Use:</u></b>	Agriculture/Rural Residential (A/RR)
<b><u>Proposed Future Land Use:</u></b>	City, Public Uses, Parks
<b><u>Proposed Zoning Classification:</u></b>	Open Use Agriculture (OUA)
<b><u>Current use:</u></b>	Vacant (+/- 73.70 acres)

As a result of voluntary annexation, the City is requesting a Large-Scale Future Land Use and Zoning Map amendment on a parcel totaling +/- 73.70 acres. The proposed use is for a new spray field. Directly adjacent to the site is property owned by Polk County and State of Florida FWC Tenoroc Fish Management Area. The property currently has a Polk County Land Use designation of Agriculture/Rural Residential (A/RR). The requested Future Land Use of City, Public Uses, Parks and the proposed Open Use Agricultural (OUA) zoning classification is consistent with other city established spray fields such as the one fronting I-4 and Braddock Road. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale’s Comprehensive Plan and Land Development Regulations.

The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinance is being presented on first reading and will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Future Land Use and Zoning Map Amendments – Hickory Road Spray Field. (6-0, 08/27/2024)

**STAFF RECOMMENDATION:** Approval of proposed Ordinances #1794 and 1795 amending the Future Land Use and the Official Zoning Map for the Hickory Road Spray Field.



**City Commission Meeting  
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**AGENDA ITEM 19: PUBLIC HEARING – COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS AMENDMENT**

**AGENDA ITEM 20: ORDINANCE #1796 AMENDING THE COMPREHENSIVE PLAN – CIP ELEMENT/SEPTIC TO SEWER**

**AGENDA ITEM 21: ORDINANCE #1797 – AMENDING THE LAND DEVELOPMENT REGULATIONS – SEPTIC TO SEWER**

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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**ISSUE:** The City Commission will take public comment and consider a proposed Comprehensive Plan Text Amendment addressing septic to sewer feasibility.

**ATTACHMENTS:**

- . Notice of Public Hearing – 08/16/2024
- . Proposed Ordinance #1796 Amending the Comprehensive Plan CIP Element/Septic to Sewer
- . Proposed Ordinance #1797 Amending the Land Development Regulations – Septic to Sewer
- . Excerpt from Planning Commission Minutes – 08/27/2024

**ANALYSIS:** The Florida Legislature, during its 2023 Regular Session, passed House Bill (HB) 1379 relating to pollutant load reductions, which was subsequently signed into law by the Governor. House Bill (HB) 1379 includes provisions requiring local governments to study the feasibility of converting existing septic systems to sanitary sewer and to address the feasibility of such conversions in the Comprehensive Plan.

A Capital Improvement Element of the Comprehensive Plan update is required to show the feasibility of converting septic to sewer for any development of more than 50 residential lots, whether built or unbuilt, with more than one onsite sewage treatment and disposal system per one acre. The CIP element must consider feasibility of providing sanitary sewer services within a 10 year-planning horizon and identify the name and location of the wastewater facility, along with that facility's flow for the next 20 years.

The City, and engineering consultant, have already begun the feasibility study. The Comprehensive Plan Text amendment addresses updating outdated Level of Service Standards in the CIP Element. The Text Amendment also provides language requiring all new development to connect to sanitary sewer when available along with requiring all new development to dedicate public sewer collection facilities to the City. A concurrent Land Development Regulation Text Amendment will outline the requirements for connection availability. The Comprehensive Plan CIP Text Amendment shows the completion of the feasibility study for May of 2025 and will be addressed in a new Septic to Sewer Master Plan.

The proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. If approved on first reading, the proposed Ordinances will be presented for second and final reading on September 17, 2024.

**PLANNING COMMISSION RECOMMENDATION:** Approval of the proposed Comprehensive Plan Text Amendment addressing septic to sewer feasibility. (6-0, 08/27/2024).

**STAFF RECOMMENDATION:** Approval of proposed Ordinance #1796 amending the Comprehensive Plan CIP Element/Septic to Sewer and Ordinance #1797 amending the Land Development Regulations – Septic to Sewer.



**City Commission Meeting  
September 5, 2024**

**AGENDA ITEM 22: CONSIDER INTERLOCAL AGREEMENT WITH POLK COUNTY FOR DONATION OF EQUIPMENT – SLALOM COARSE**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Interlocal Agreement with Polk County for the release and waiver of liability and indemnification of donated equipment at the newly constructed Event Lake at the Lake Myrtle Sports Complex.

**ATTACHMENTS:**

- . Interlocal Agreement and Release and Waiver of Liability and Indemnification for Receipt of Donated Equipment

**ANALYSIS:** In July 2023, the City of Auburndale in partnership with the Polk County Board of County Commissioners and Polk County Tourism and Sports Marketing completed construction of the Championship Event Lake at the Lake Myrtle Sports Complex.

To compliment the project, Polk County purchased and donated to the City a slalom coarse for the Event Lake.

The proposed Interlocal Agreement with Polk County formally donates the equipment to the City of Auburndale with the acknowledgement that the City will accept all maintenance responsibilities and liability. The proposed Interlocal Agreement also indemnifies Polk County against any and all claims that may arise from the use of the donated equipment.

The proposed Interlocal Agreement and Release and Waiver of Liability and Indemnification for Receipt of Donated Equipment was prepared by Polk County and reviewed by the Parks & Recreation Director, City Manager and City Attorney.

**STAFF RECOMMENDATION:** Approval of the proposed Interlocal Agreement with Polk County for donated Event Lake equipment.

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**AGENDA ITEM 23: VEHICLE MAINTENANCE MOU WITH POLK COUNTY FOR FLEET MAINTENANCE**

     INFORMATION ONLY

  X   ACTION REQUESTED

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**ISSUE:** The City Commission will consider restating the contract for fleet maintenance services with Polk County.

**ATTACHMENTS:**

- . Vehicle Maintenance Memorandum of Understanding between the City and County

**ANALYSIS:** In 2010, the City and County entered into a Memorandum of Understanding for fleet maintenance services. Subsequently, the Contract has been extended each year. Since entering into the Agreement, the County fleet maintenance staff continues to work out of the City's Public Works facility.

The proposed Vehicle Maintenance Memorandum of Understanding (MOU) would extend contract services through September 30, 2025. The purpose of a "one-year" Agreement is to allow a year end assessment to determine actual inventory numbers going forward into the next budget year. The Restated Agreement proposes a quarterly "true up" of fixed expenses as compared to the monthly maintenance fees to provide a more accurate accounting of fixed expenses. The Restated Agreement also removes outdated terms and responsibilities as set forth in the original Memorandum of Understanding. All other terms and conditions remain the same. Pricing has been adjusted to reflect the number of vehicles in the current city fleet and is provided for in the proposed FY 2025 Budget.

City Staff is very pleased with the quality of work and efficiency of the County's fleet maintenance staff.

**STAFF RECOMMENDATION:** Approve the Restated Agreement with Polk County for Fleet Maintenance Services.