

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held February 17, 2025, 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, Vice Mayor Alex Cam, Commissioners: Keith Cowie, 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 Father Rick Gomer, St. Alban's Episcopal Church, and a salute to the flag.

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to approve Minutes of the City Commission Meeting of February 3, 2025, with a correction to include the final vote taken for Agenda Item 3. Upon vote, all ayes.

Fire Chief Brian Bradway announced the acquisition of a new Fire Department boat via a Firehouse Subs Public Safety Foundation grant.

City Manager Jeffrey Tillman thanked Donishia Yarde, Firehouse Subs.

City Manager Tillman announced a Major League Soccer game that took place at the Lake Myrtle Sports Complex. Lake Myrtle is also hosting the Florida High School Athletic Association's soccer tournaments.

Parks and Recreation Director Cody McGhee summarized recent events at the Lake Myrtle Sports Complex.

Vice Mayor Cam spoke of compliments he received from Major League Soccer staff. He thanked City staff.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda. There was no public comment.

Mayor Taylor Bogert closed the Regular Meeting and opened the Public Hearing.

1. PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENTS – LAKE MATTIE POINTE

City Manager Tillman read the public notice.

Community Development Director Julie Womble said as a result of voluntary annexation, the City is requesting Future Land Use and Official Zoning Map amendments on a parcel totaling +/- 47.92 acres, known as the Mattie Pointe Subdivision. The Subdivision is currently developed with 191 single-family houses and has a Polk County Land Use designation of Residential Low-1 (RL-1) / Residential Low-2 (RL-2). She presented a graphic of the proposal.

The requested Future Land Use of Low Density Residential and Zoning classification of Planned Development-Housing 2 (PD-H2) 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 Planning Commission recommended approval of the Future Land Use and Zoning Map amendments. (7-0, 02/04/2025). Staff recommends approval of proposed Ordinance #1814 and Ordinance #1815 amending the Future Land Use Map and Official Zoning Map – Mattie Pointe Subdivision.

City Manager Tillman said this is one of several subdivisions up and down the 559 corridor. This is the last one staff will be bringing forward for annexation. He said 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 March 3, 2025. Staff recommends approval.

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

Mayor Taylor Bogert closed the Public Hearing and reopened the Regular Commission Meeting.

2. ORDINANCE #1814 AMENDING THE FUTURE LAND USE MAP – MATTIE POINTE

City Manager Tillman said staff recommends approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1814 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 +/- 47.92 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 Lake Mattie Road),** by title only.

Motion by Commissioner Helms, seconded by Commissioner Sterling, to approve Ordinance #1814 amending the Future Land Use Map – Mattie Pointe, as read on first reading by title only. Upon vote, all ayes.

3. ORDINANCE #1815 AMENDING THE OFFICIAL ZONING MAP – MATTIE POINTE

City Manager Tillman said staff recommends approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1815 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 +/- 47.92 ACRES; AND PROVIDING AN EFFECTIVE DATE (General Location: Hwy. 559 and Lake Mattie Road),** by title only.

Motion by Commissioner Cowie, seconded by Vice Mayor Cam, to approve Ordinance #1815 amending the Official Zoning Map – Mattie Pointe, as read on first reading by title only. Upon vote, all ayes.

4. ORDINANCE #1816 AMENDING CITY CODE – SEWER CONNECTION

Community Development Director Womble said in 2024, the City Commission directed staff to research septic to public sewer distance requirements. An amendment to the Land Development Regulations (LDR) Administration and Procedures Manual, Article 5, addressing sewer connections was adopted on January 6, 2025. The Land Development Regulations Text Amendment outlined the distance requirements for connection availability based on the estimated sewage flow and Equivalent Residential Connections (ERCs).

Chapter 23, Article II of the Code of Ordinances provides a distance requirement of 100 feet for all occupied premises to connect to sewer mains. The proposed amendment to the Code of Ordinances is necessary to be consistent with the newly adopted City of Auburndale's Land Development Regulations regarding distance requirements. The proposed amendment states that the provisions set forth in the Land Development Regulations, Chapter 7, Article 5 Utility Design are the distance requirements for connection to public sewer and removes any specific measurements in the Code of Ordinances. All development will need to abide by the distance requirements for sewer connection stated in the Land Development Regulations. She presented a graphic depicting the proposal.

Staff recommends approval of Ordinance #1816 amending the City Code of Ordinances.

City Manager Tillman said this ordinance is housekeeping in nature. He briefly explained the ordinance. He said staff recommends approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1816 entitled: **AN ORDINANCE AMENDING CHAPTER 23, ARTICLE II OF THE CODE OF ORDINANCES OF THE CITY OF AUBURNDALE, FLORIDA REGARDING REVISING AND UPDATING DISTANCE STANDARDS FOR CONNECTION TO THE CITY'S PUBLIC SEWER; PROVIDING FOR CODIFICATION, ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND A REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE**, by title only.

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

Motion by Vice Mayor Cam, seconded by Commissioner Helms, to approve Ordinance #1816 amending City Code – Sewer Connection, as read on first reading by title only. Upon vote, all ayes.

5. PRESENTATION OF BIDS – PEST CONTROL SERVICES

City Manager Tillman introduced the item.

Assistant City Manager Amy Palmer said the proposed contract covers annual pest control services for all City offices, departments, and facilities. The proposed Pest Control Services contract is for a two (2) year term with a two (2) year option to extend. An Invitation for the City's Pest Control Services Contract was provided to ten (10) vendors and advertised on the City's website and local media.

The City received a bid from the following company:

- Total Pest Solutions, Lake Alfred, Florida - \$12,100.00

The bid includes the addition of the new Municipal Services Building, the new Civic Center, and the removal of the Yacht Club and Clubhouse. The proposed rate represents an increase from the previous contract with Florida Pest Control, awarded in 2021. Staff recommends awarding the Pest Control Services contract to Total Pest Solutions, Inc.

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

Motion by Commissioner Cowie, seconded by Commissioner Sterling, to award the Pest Control Services contract to Total Pest Solutions, Inc. in the amount of \$12,100. Upon vote, all ayes.

6. PRESENTATION OF BIDS – ELECTRICAL MAINTENANCE SERVICES

Assistant City Manager Palmer said the proposed Electrical Maintenance Contract covers all electrical maintenance services for all City offices, departments, and facilities. The proposed contract is for a two (2) year term with a two (2) year option to extend. An Invitation to Bid for the City Electrical Maintenance Contract was provided to 22 vendors and advertised on the City's website and local media.

The City received two bids from the following companies:

- Reiter Electric, Inc., Auburndale, Florida
- Mission Critical Solutions (MCS, Inc.), Tampa, Florida

Reiter Electric has provided the low bid and successfully bid the contract since 2004. The pricing quotes in the Reiter Electric bid reflect the same rates that were proposed in 2021.

Staff has been pleased with the quality of service provided by Reiter Electric. The City Manager's Office reviewed the proposed bids as to completeness. The City reserves the right to terminate the Contract with 30-day notice.

Staff recommends awarding the Electrical Maintenance Contract to Reiter Electric.

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

Motion by Commissioner Sterling, seconded by Commissioner Cowie, to award the Electrical Maintenance Contract to Reiter Electric. Upon vote, all ayes.

7. FINAL PLAT APPROVAL – INTERSECT DEVELOPMENT

City Manager Tillman yielded to Public Works / Special Projects Director John Dickson to provide an update on utility projects.

Public Works / Special Projects Director Dickson provided an update on utility projects.

City Manager Tillman thanked Public Works / Special Projects Director Dickson.

Community Development Director Womble said the City has received a final plat for Intersect Development. The property is located south of Pace Road, west of Bryan Lane and east of the Polk Parkway and is zoned Industrial Planned Unit Development (IPUD) and Planned Development Housing-2 (PD-H2).

The City Commission first approved the zoning and binding site plan for the Intersect Development on November 1, 2021 establishing an Industrial Planned Unit Development zoning classification on +/- 72.5 acres. On October 16, 2023, the second phase of development was approved by the City Commission expanding the Industrial Planned Unit Development (IPUD) zoning classification and binding site plan on +/- 45.3 acres of additional property and established a Planned Development Housing-2 (PD-H2) on +/- 24 acres on the east side of the property. The approved binding site plans allow for a 464,400 square foot industrial mixed-use building, which is currently in operation, ten (10) commercial outparcels, three (3) research and development buildings totaling 269,280 square feet, four (4) industrial/mixed use buildings totaling 529,100 square feet with a future expansion of 54,080 square feet on Building #500, and 350 multi-family units. She presented a graphic depicting the proposal.

As provided for in the Land Development Regulations (LDR's), the developer is requesting Final Plat approval before final infrastructure improvements are made. The Land Development Regulations allow a developer to execute a surety bond, which is available to the City, in an amount 120% of the estimated completed construction cost as determined by the engineer. The Bond paperwork includes the list of improvements that need to be made, which will be covered by the bond, and a timeframe of June 2026, to complete the work. The bond ensures that the City can complete the improvement if the developer does not.

Infrastructure required by City specifications and covered by the bond includes a spine road. To accomplish the necessary improvements, the developer's engineers have estimated the cost at \$813,444. In accordance with the City's Land Development Regulations, the bond amount is \$976,133 or 120% of the cost of improvements. Staff recommends acceptance of the performance bond and approval of the Final Plat for the Intersect Development.

City Manager Tillman said staff recommends acceptance of the performance bond and approval of the Final Plat for the Intersect Development.

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

Motion by Commissioner Sterling, seconded by Commissioner Cowie, to accept the performance bond and approve the Final Plat for the Intersect Development. Upon vote, all ayes.

8. FINAL PLAT APPROVAL – LAKE MATTIE PRESERVE SUBDIVISION

Community Development Director Womble said the City has received a final plat for the Lake Mattie Preserve Subdivision from Bryan Hunter, P.E., Hunter Engineering, Inc. The property is in the Lakes District Master Planned Community. The property is located on County Road 559 and north of Lake Mattie Road. She presented graphics depicting the proposal.

She said the City Commission approved the preliminary plat for the Lake Mattie Preserve subdivision on April 17, 2023. The proposal was for 223 single-family single family small lots averaging smaller than 6,000 square feet with alley access, 45 single family standard lots of 6,001 square feet to 8,400 square feet with alley access, 466 single-family large lots greater than 8,400 square feet with front access, and 90 townhome units with rear access for a total of 824 housing units on +/- 229.61 acres. The property has a Future Land Use of Lakes District Mixed Use (LDMU) and a zoning classification of Residential Neighborhood (RN), which allows for a mixture of various lot sizes and single family and multi-family residential uses. She provided additional history regarding the project.

As provided for in the Land Development Regulations (LDR's), the developer is requesting Final Plat approval before final infrastructure improvements are made. The Land Development Regulations allow a developer to execute a surety bond, which is available to the City, in an amount of 120% of the estimated completed construction cost as determined by the engineer. The Bond paperwork includes the list of improvements that need to be made, which will be covered by the bond, and a timeframe of February 7, 2026, to complete the work. The bond ensures that the City can complete the improvements if the developer does not.

Infrastructure required by City specifications and covered by the bond include: earthwork and grading, erosion control, internal roadways, stormwater system, water and sanitary systems, signing and stripping, landscaping, irrigation and a monument sign. To accomplish the necessary improvements, the developer's engineers have estimated the cost at \$6,184,866.00. In accordance with the City's Land Development Regulations, the bond amount is \$7,421,839.20 or 120% of the cost of improvements. Approval of the Final Plat would acknowledge acceptance of the terms of the performance bond and allows the developer to sell the lots and begin building houses. Staff recommends acceptance of the performance bond and approval of the Final Plat for the Lake Mattie Preserve Subdivision.

City Manager Tillman said staff recommends acceptance of the performance bond and approval of the Final Plat for the Lake Mattie Preserve Subdivision.

Mayor Taylor Bogert asked for public comment.

Les Dunson, 6755 Winterset Gardens Road, Winter Haven, said what a milestone it is tonight to bring fruition of the first final plat of the Lakes District Plan – with the foresight of the staff and the Commission over all these years. He said he was thinking of how long it has been, it seems like it was yesterday that we went through the planning for the Lakes District, and bringing a project into the Lakes District and making it all work is quite a milestone. We appreciate the work that everybody has put into it, and we appreciate requesting final plat approval.

Motion by Commissioner Helms, seconded by Vice Mayor Cam, to accept the performance bond and approve the Final Plat for the Lake Mattie Preserve Subdivision. Upon vote, all ayes.

The Meeting was adjourned at 7:38:21 p.m.

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



Brandon Henry, City Clerk