



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

P.O. Box 186
(863) 965-5530
Email: cmo@auburndalefl.com

COMMISSION MEETING
MARCH 3, 2025 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor CJ 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 – 02/17/2025

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1814 AMENDING THE FUTURE LAND USE MAP – MATTIE POINTE
2. ORDINANCE #1815 AMENDING THE OFFICIAL ZONING MAP – MATTIE POINTE
3. ORDINANCE #1816 AMENDING CITY CODE – SEWER CONNECTION
4. ORDINANCE #1817 ANNEXING PROPERTY INTO CITY LIMITS – ADVENTHEALTH
5. **PUBLIC HEARING** – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
6. APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

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
March 3, 2025**

AGENDA ITEM 1: ORDINANCE #1814 AMENDING THE FUTURE LAND USE MAP – MATTIE POINTE

AGENDA ITEM 2: ORDINANCE #1815 AMENDING THE ZONING MAP – MATTIE POINTE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider Future Land Use and Official Zoning Map amendments.

ATTACHMENTS:

- . Proposed Ordinance #1814 Amending the Future Land Use Map – Mattie Pointe
- . Proposed Ordinance #1815 Amending the Official Zoning Map – Mattie Pointe

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

Lake Mattie Pointe Subdivision:

<u>Petitioner:</u>	City of Auburndale
<u>Location:</u>	Hwy. 559 and Lake Mattie Road
<u>Current Future Land Use:</u>	Residential Low-1 (RL-1)/ Residential Low-2 (RL-2)
<u>Proposed Future Land Use:</u>	Low Density Residential
<u>Proposed Zoning Classification:</u>	Planned Development-Housing 2 (PD-H2)
<u>Current use:</u>	Single-Family (+/- 47.92 acres)

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).

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 proposed Ordinances were prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinances were approved on first reading February 17, 2025, and are being presented for second and final reading.

PLANNING COMMISSION RECOMMENDATION: Approval of the Future Land Use and Zoning Map amendments. (7-0, 02/04/2025)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1814 and Ordinance #1815 amending the Future Land Use Map and Official Zoning Map – Mattie Pointe Subdivision.

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AGENDA ITEM 3: ORDINANCE #1816 AMENDING CITY CODE – SEWER CONNECTION

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The City Commission will consider a proposed amendment to the Code of Ordinances, Chapter 23, Article II, addressing sewer connections.

ATTACHMENTS:

Proposed Ordinance #1816 Amending the City Code of Ordinances – Sewer Connections

ANALYSIS: 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 LDR 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 distant 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 LDR's.

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 February 17, 2025, and is being presented for second and final reading.

STAFF RECOMMENDATION: Approval of Ordinance #1816 amending the City Code of Ordinances.

City Commission Meeting
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AGENDA ITEM 4: ORDINANCE #1817 ANNEXING PROPERTY INTO CITY LIMITS – ADVENTHEALTH

 INFORMATION ONLY

 X ACTION REQUESTED

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

ATTACHMENTS:

Proposed Ordinance #1817 Annexing Properties into City Limits and Location Map

ANALYSIS: The City received a petition from Tim Campbell of Clark, Campbell, Landcaster, Workman & Airth, P.A., 500 S. Florida Ave., Suite 800 Lakeland, FL, on behalf of AdventHealth Polk North, Inc. to annex two parcels totaling +/- 4.70 acres into the City limits. The property is located north of US HWY 92, west of Howard Road, and is adjacent to City limits to the south. The property is currently vacant and being utilized as a parking lot. The annexation does not create an enclave. The proposed annexation is as a result of the owner's request for city utilities and proposed medical offices.

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 March 17, 2025.

STAFF RECOMMENDATION: Approve Ordinance #1817 annexing the US HWY 92 properties into the City limits.

**City Commission Meeting
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AGENDA ITEM 5: PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

AGENDA ITEM 6: APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will hold a Public Hearing on proposed Community Development Block Grant (CDBG) projects.

ATTACHMENTS:

- . Notice of Public Hearing & Proposed Projects – News Chief, 2/19/2025
- . Letter of Request from Polk County Health and Human Services Division

ANALYSIS: In compliance with the Community Development Block Grant (CDBG) regulations, the City of Auburndale is holding a Public Hearing for the purpose of receiving direct citizen input on suggested proposals. After a presentation by City Staff on suggested proposals, the Commission will entertain public comment on these and other community development needs.

The City of Auburndale is scheduled to receive an estimated \$103,450 in CDBG funding for FY 2025-2026. In addition, the City anticipates roll-over funds from last year's funding cycle to spend during the FY 25/26 funding cycle. City Staff is proposing to utilize the FY 2025-2026 CDBG funding to:

- Provide additional parking on Cleveland Street adjacent to the Auburndale Community Center. The proposed project will include design and construction. Previous funding cycles have provided for property acquisition and demolition.
- Provide improvements to Earl Wright Park, including new asphalt parking, new playground equipment, and undergrounding of electric service. This project may be a multi-year project, depending on available funding for each improvement to the park.

STAFF RECOMMENDATION: Approve the proposed project for the FY 2025-2026 Community Development Block Grant funding.