



Office of the Mayor

City of Auburndale
AUBURNDALE, FLORIDA 33823

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COMMISSION MEETING
APRIL 21, 2025 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Charles Harkala, Good Shepherd Hospice

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 04/07/2025

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1818 ANNEXING PROPERTY INTO CITY LIMITS – DUKE ENERGY PROPERTY
2. **PUBLIC HEARING** – OFFICIAL ZONING MAP AMENDMENT– GAPWAY GROVE PROPERTY
3. ORDINANCE #1819 AMENDING THE OFFICIAL ZONING MAP – GAPWAY GROVE PROPERTY
4. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENTS – ADVENT PROPERTIES
5. ORDINANCE #1820 AMENDING THE FUTURE LAND USE MAP – ADVENTHEALTH PROPERTIES
6. ORDINANCE #1821 AMENDING THE OFFICIAL ZONING MAP – ADVENTHEALTH PROPERTIES
7. ORDINANCE #1822 ANNEXING PROPERTY INTO CITY LIMITS – GAPWAY GROVE PROPERTY
8. PRESENTATION OF BIDS - SIDEWALKS
9. COMPREHENSIVE PLAN UPDATE - PRESENTATION
10. PRESENTATION OF FY 2023-2024 AUDIT - MIKE BRYNJULFSON

Community Redevelopment Agency (CRA) Meeting following City Commission Meeting

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
April 21, 2025

AGENDA ITEM 1: **ORDINANCE #1818 ANNEXING PROPERTY INTO CITY LIMITS – DUKE ENERGY PROPERTY**

____ INFORMATION ONLY

__X__ ACTION REQUESTED

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

ATTACHMENTS:

. Proposed Ordinance #1818 Annexing Properties into City Limits – Duke Energy Property

ANALYSIS: The City received a petition from Duke Energy Florida, LLC. Of 525 S. Tryon Street, Charlotte, NC, 28202, to annex a parcel totaling +/-2.44 acres into the City limits. The property is located on West Derby Avenue, north of Chambers Road. The property is adjacent to the Duke Osprey Energy Center and City limits to the south. Duke Energy has recently constructed the Osprey Substation on the property. The annexation does not create an enclave. The proposed annexation is as a result of the owner's request for City utilities and services.

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 April 7, 2025, and is being considered for second and final reading.

STAFF RECOMMENDATION: Approve Ordinance #1818 annexing the Duke Energy Property into the City limits.

**City Commission Meeting
April 21, 2025**

AGENDA ITEM 2: PUBLIC HEARING - ZONING MAP AMENDMENT – GAPWAY GROVE PROPERTY

AGENDA ITEM 3: ORDINANCE #1819 AMENDING THE OFFICIAL ZONING MAP – GAPWAY GROVE PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will take public comment on and consider an Official Zoning Map Amendment.

ATTACHMENTS:

- . Notice of Public Hearing – 03/21/2025
- . Proposed Ordinance # 1819 Amending the Official Zoning Map – Gapway Property
- . Excerpt from Planning Commission Meeting – 04/08/2025

ANALYSIS: The City has received a request to rezone the following property:

<i>Petitioner/ Owner:</i>	Gapway Grove Corporation
<i>Location:</i>	Old Berkley Road and Gapway Road
<i>Current Future Land Use:</i>	Lakes District Mixed Use (LDMU)
<i>Current City Zoning:</i>	Open Use Agriculture (OUA)
<i>Proposed Zoning Classification:</i>	Residential Neighborhood (RN)
<i>Current use:</i>	Vacant (+/- 5.33 acres)

The City has received a request for an Official Zoning Map Amendment on approximately +/- 5.33 acres. The Gapway Grove property is located off Old Berkley Road and Gapway Road. The property received a Future Land Use of Lakes District Mixed Use (LDMU) during the adoption of the Lakes District. However in June 2023, the subject property was not included in Ordinance #1745 amending the Zoning classifications for various properties in the Lakes District.

The requested Zoning classification of ***Residential Neighborhood (RN)*** allows for residential uses to include a variety of housing types. Retail, commercial, and business uses are prohibited in the Residential Neighborhood. The Zoning classification is consistent with properties to the south, the underlying Future Land Use of Lakes District Mixed Use (LDMU), the City'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. If approved on first reading, the proposed Ordinance will be presented for second and final reading on May 5, 2025.

PLANNING COMMISSION RECOMMENDATION: Approval of the Zoning Map amendment of the Gapway Grove Property. (5-0, 04/08/2025).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1819 amending the Official Zoning Map – Gapway Grove Property.

**City Commission Meeting
April 21, 2025**

AGENDA ITEM 4: PUBLIC HEARING - FUTURE LAND USE AND ZONING MAP AMENDMENT – ADVENTHEALTH PROPERTY

AGENDA ITEM 5: ORDINANCE #1820 AMENDING THE FUTURE LAND USE MAP – ADVENTHEALTH PROPERTY

AGENDA ITEM 6: ORDINANCE #1821 AMENDING THE OFFICIAL ZONING MAP – ADVENTHEALTH PROPERTY

___ INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 03/21/2025
- . Proposed Ordinance #1820 Amending the Future Land Use Map – AdventHealth Property
- . Proposed Ordinance #1821 Amending the Official Zoning Map – AdventHealth Property
- . Excerpt from Planning Commission Meeting – 04/08/2025

ANALYSIS: As a result of annexation, the City has received a request for a Future Land Use Map Amendment and Official Zoning Map Amendment on the following property:

<i>Owner/Petitioner:</i>	Tim Campbell of Clark, Campbell, Landcaster, Workman & Airth, on behalf of AdventHealth Polk North, Inc.
<i>Location:</i>	US Hwy 92 and Howard Road
<i>Current County Future Land Use:</i>	High Impact Commercial (HIC)
<i>Proposed Future Land Use:</i>	Institutional
<i>Proposed Zoning Classification:</i>	Commercial Highway (CH)
<i>Current use:</i>	Vacant +/- 4.70 acres

On April 7, 2025, the City annexed approximately +/- 4.70 acres of property into the Auburndale City limits. The property is located on US Hwy 92 east of the Polk Parkway and west of Howard Road. The property is vacant and currently being utilized as a parking lot.

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. has requested amending the County Future Land Use of High Impact Commercial (HIC) to City 's Future Land Use of ***Institutional*** and establish a Zoning classification of ***Commercial Highway (CH)***. The applicant is interested in building a stand-alone emergency room with medical offices.

The Institutional Future Land Use designation allows for hospitals, major clinics and related medical uses. The Commercial Highway Zoning classification allows for medical offices, clinics, financial institutions, laboratories, sales, restaurants, hotels and general retail.

The Future Land Use and Official Zoning Map Amendments are consistent with the existing commercial development of the surrounding properties to the east and west, the City of Auburndale's Comprehensive Plan, and Land Development Regulations.

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 May 5, 2025.

PLANNING COMMISSION RECOMMENDATION: Approval of the Map amendments on the AdventHealth Property, (6-0, 04/08/2025).

STAFF RECOMMENDATION: Approval of proposed Ordinance #1820 amending the Future Land Use Map and Ordinance #1821 amending the Official Zoning Map – Gapway Property.

**City Commission Meeting
April 21, 2025**

AGENDA ITEM 7: ORDINANCE #1822 ANNEXING PROPERTY INTO CITY LIMITS – GAPWAY GROVE PROPERTY

____INFORMATION ONLY

X ACTION REQUESTED

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

ATTACHMENTS:

- . Proposed Ordinance #1822 Annexing Properties into City Limits – Gapway Grove Property

ANALYSIS: The City received a petition from Gapway Grove Corporation of P.O. Box 1364, Auburndale, FL, to annex a parcel totaling +/-0.42 acres into the City limits. The property is located on Gapway Road, along the southern shore of Lake Juliana. The property is adjacent to City limits to the north, east, and south. Annexation of the parcel reduces an existing enclave. The proposed annexation is as a result of the owner's request for City utilities and services.

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 considered for second and final reading on May 5, 2025.

STAFF RECOMMENDATION: Approval of proposed Ordinance #1822 annexing the Gapway Grove Property into the City limits.

City Commission Meeting
April 21, 2025

AGENDA ITEM 8: PRESENTATION OF BIDS – SIDEWALKS

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider bids for new sidewalk improvements.

ATTACHMENTS:

- . Advertisement for Bids
- . Proposals Received (6)

ANALYSIS: The fiscal year 2024-2025 Annual Budget includes capital improvement expenditures for sidewalk improvements for the CRA, Public Works, and Public Utility Departments. These projects include driveway, sidewalk, and curb repairs on Bobby Green Plaza, Reidgate Road, and at the Auburn Road liftstation.

A Request for Proposal for Sidewalk Improvements was advertised in the local media on March 11, 2025, placed on the City's website and distributed to seven (7) contractors. On April 14, 2025, the City received the following six (6) bids:

Timothy Gaskins II, Inc., Lake Alfred	\$34,553.90
Gator Construction, Auburndale	\$43,750.00
Curbman, Auburndale	\$56,925.97
Odom Contracting, Lakeland	\$61,716.50
CM Engineering, Kissimmee	\$81,634.00
Stage Door, Apopka	\$85,000.00

Timothy Gaskins II, Inc. of Lake Alfred was the low bid to construct the sidewalk improvements in the amount of \$34,553.90. The bids were reviewed by the Public Works Department and City Manager's office. The City has had positive work experiences with Timothy Gaskins in the past.

STAFF RECOMMENDATION: Award the bid to Timothy Gaskins in the amount \$34,553.90.

City Commission Meeting
April 21, 2025

AGENDA ITEM 9: COMPREHENSIVE PLAN UPDATE - PRESENTATION

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: The City Commission will hear an update on the Comprehensive Plan from the Community Development Department.

ATTACHMENTS:

- . Comprehensive Plan Update – Housing, Conservation, Infrastructure Element

ANALYSIS: The City has received a request from the Community Development Department to appear before the Commission to provide a presentation on the update of the Comprehensive Plan.

Julie Womble, Community Development Director is scheduled to appear before the Commission.

**City Commission Meeting
April 21, 2025**

AGENDA ITEM 10: PRESENTATION OF FY 2023-2024 AUDIT - MIKE BRYNJULFSON

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will hear a report from the City's Auditor.

ATTACHMENTS:

- . General Purpose Financial Statements and Auditor's Report for the fiscal year ending September 30, 2024 including Auditor's Management Letter

ANALYSIS: Mr. Mike Brynjulfson will present the FY 2023-2024 General Purpose Financial Statements and Auditor's Report. This Report is for the City's Fiscal Year ending September 30, 2024.

The City's Finance Director, Chris Reeder has prepared the Management's Discussion and Analysis (MD&A) section located at the beginning of the Audit. This section allows City Staff to provide an objective and easy to read analysis of the City's financial activities. The Audit is also made available on the City's website at www.auburndalefl.com.

The Auditor's Management Letter located at the end of the Audit is where the Auditor reports any findings or concerns. City Staff is pleased that the Audit identified no significant deficiencies and is in compliance with the requirements of laws, regulations and grants.

STAFF RECOMMENDATION: Accept the Auditor's Report.