



Office of the City Manager

*City of Auburndale*  
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**COMMISSION MEETING**  
**MAY 5, 2025 - 7:00 P.M.**  
**COMMISSION ROOM/CITY HALL**

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor David Price, Missionary Baptist Church

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 04/21/2025

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – Peace Officers' Memorial Day – May 15, 2025, National Police Week – May 11-17, 2025

**AGENDA**

1. ORDINANCE #1819 AMENDING THE OFFICIAL ZONING MAP – GAPWAY GROVE PROPERTY
2. ORDINANCE #1820 AMENDING THE FUTURE LAND USE MAP – ADVENTHEALTH PROPERTIES
3. ORDINANCE #1821 AMENDING THE OFFICIAL ZONING MAP – ADVENTHEALTH PROPERTIES
4. ORDINANCE #1822 ANNEXING PROPERTY INTO CITY LIMITS – GAPWAY GROVE PROPERTY
5. FINAL PLAT – CADENCE CROSSING PHASE 2 & 3
6. PRESENTATION – COMPREHENSIVE PLAN UPDATE
7. PRESENTATION OF PAYROLL – FY 2026 AND FY 2027 ANNUAL BUDGETS

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  
May 5, 2025**

**AGENDA ITEM 1:    ORDINANCE #1819 AMENDING THE OFFICIAL ZONING MAP – GAPWAY GROVE PROPERTY**

\_\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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**ISSUE:** The City Commission will consider an Official Zoning Map Amendment.

**ATTACHMENTS:**

- .    Proposed Ordinance # 1819 Amending the Official Zoning Map – Gapway Grove Property

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

<b><i>Petitioner/ Owner:</i></b>	Gapway Grove Corporation
<b><i>Location:</i></b>	Old Berkley Road and Gapway Road
<b><i>Current Future Land Use:</i></b>	Lakes District Mixed Use (LDMU)
<b><i>Current City Zoning:</i></b>	Open Use Agriculture (OUA)
<b><i>Proposed Zoning Classification:</i></b>	Residential Neighborhood (RN)
<b><i>Current use:</i></b>	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. The proposed Ordinance was approved on first reading April 21, 2025, and is being presented for second and final reading.

**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.



The proposed Ordinance was prepared by the Community Development Department and reviewed by the City Manager and City Attorney. The proposed Ordinances were approved on first reading April 21, 2025, and are being presented for second and final reading.

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

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

**City Commission Meeting**  
**May 5, 2025**

**AGENDA ITEM 4:    **ORDINANCE #1822 ANNEXING PROPERTY INTO CITY LIMITS – GAPWAY GROVE PROPERTY****

\_\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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**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 Ordinances will be presented for second and final reading on May 5, 2025.

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 21, 2025, and is being presented for second and final reading.

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



**City Commission Meeting  
May 5, 2025**

**AGENDA ITEM 6: PRESENTATION – COMPREHENSIVE PLAN UPDATE**

  X   INFORMATION ONLY

       ACTION REQUESTED

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

**ATTACHMENTS:**

- . Comprehensive Plan Update – Future Land Use, Intergovernmental Coordination & Property Rights

**ANALYSIS:** Julie Womble, Community Development Director, will present the Future Land Use, Intergovernmental Coordination, and Property Rights elements of the Comprehensive Plan Update before the City Commission.

**City Commission Meeting  
May 5, 2025**

**AGENDA ITEM 7: PRESENTATION OF PAYROLL – FY 2026 AND FY 2027 ANNUAL BUDGETS**

\_\_\_ INFORMATION ONLY

\_X\_ ACTION REQUESTED

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**ISSUE:** The City will consider the proposed Payroll Section of the Fiscal Year 2026 Annual Budget and Fiscal Year 2027 Annual Budget.

**ATTACHMENTS:**

- . Payroll Sections of Proposed FY 2026 and FY 2027 Annual Budgets

**ANALYSIS:** City Staff has started the process of preparing the Fiscal Year 2026 and Fiscal Year 2027 Biennial Budgets. Each month leading up to and in advance of this year's Proposed Budget Presentation on August 4, 2025, the Commission and Staff will publicly address various sections of the Budget as follows:

- . Payroll – May 5, 2025
- . Capital Outlay – May 19, 2025
- . Expenditures – June 16, 2025
- . Revenue – July 21, 2025

**The Payroll Section of the Budget provides the necessary funding for the 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 step adjustments. The proposed budgets provide a 4% cost of living adjustment (COLA) for all City employees in FY 2026 and no COLA in FY 2027.

The proposed FY 2026 Payroll Budget operates with a staffing level of 231 full and part-time employees, an increase of twelve (12) full-time employees. The proposed positions include:

- . 4 – Police Department: 4 – Police Officers (2 Patrol, 1 Detective, 1 Proactive)
- . 3 – Fire Department: 2 – Firefighters, P/T Emergency Management Coordinator
- . 3 – Parks & Recreation: Parks Superintendent, Facilities Supervisor, Service Worker III
- . 1 – IT Department: Systems Analyst
- . 1 – Public Utilities: Regional Wastewater Treatment Plant Operator

The proposed FY 2026 Payroll Budget includes a restructuring in the Police Department to include a Captain position in the chain-of-command. No additional positions are budgeted as a result of the restructuring.

The 2025 Salary Study prepared by Creative Insights of Lutz and USF Professor John Daly identified 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 FY 2026 Payroll Budget also reflects a pay adjustment for the Deputy Fire Chief and Deputy Police Chief.

The conceptual FY 2027 Payroll Budget proposes an increase of eleven (11) full and part-time employees. The proposed positions include:

- . 3 – Fire Department: 2 – Firefighters, Training Officer
- . 3 – Police Department: 2 – Police Officers (K9), P/T Property & Evidence Custodian
- . 3 – Parks & Recreation: Service Worker II (Lake Myrtle Football & Softball)
- . 2 – Public Utilities: SWIII (Locates), SWII (Allred)

City Staff will lead discussion on the Study and proposed Payroll Budgets.

**STAFF RECOMMENDATION:** Tentatively approve the proposed Payroll, as presented by City Staff. Formal adoption of the FY 2026 Budget and conceptual approval of the FY 2027 Budget will come after the scheduled Public Hearings in September.