



Office of the City Manager

City of Auburndale
AUBURNDALE, FLORIDA 33823

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COMMISSION MEETING
JUNE 16, 2025 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Chad Ritch, Strait Gate Bible Church

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 06/02/2025

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

PROCLAMATION – “Juneteenth” – June 19, 2025

AGENDA

1. **PUBLIC HEARING** - FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENTS – GAPWAY
2. ORDINANCE #1827 AMENDING THE FUTURE LAND USE MAP – GAPWAY GROVE PROPERTY
3. ORDINANCE #1828 AMENDING THE OFFICIAL ZONING MAP – GAPWAY GROVE PROPERTY
4. **PUBLIC HEARING** - FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENT - GEORGE’S TIRE
5. ORDINANCE #1829 AMENDING THE FUTURE LAND USE MAP – GEORGE’S TIRE PROPERTY
6. ORDINANCE #1830 AMENDING THE OFFICIAL ZONING MAP – GEORGE’S TIRE PROPERTY
7. **PUBLIC HEARING** – VACATING OF RIGHT-OF-WAY – 31 MORGAN STREET
8. RESOLUTION #2025-01 VACATING OF RIGHT-OF-WAY – 31 MORGAN STREET
9. RESOLUTION #2025-02 SUPPORTING UTILITY EASEMENT ON TENOROC PROPERTY
10. INTERLOCAL AGREEMENT WITH POLK COUNTY SHERIFF – POLICE/FIRE DISPATCH SERVICES
11. APPOINT VOTING DELEGATE FOR FLC CONFERENCE ORLANDO, FLORIDA AUGUST 14-16, 2025
12. FY 2024 EDWARD BYRNE JUSTICE ASSISTANCE GRANT
13. PRESENTATION OF EXPENDITURES FOR FY 2026 AND FY 2027 ANNUAL BUDGETS

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
June 16, 2025**

**AGENDA ITEM 1: PUBLIC HEARING FUTURE LAND USE AND ZONING MAP AMENDMENT –
GAPWAY GROVE PROPERTY**

AGENDA ITEM 2: ORDINANCE #1827 AMENDING THE FUTURE LAND USE MAP - GAPWAY GROVE

AGENDA ITEM 3: ORDINANCE #1828 AMENDING THE ZONING MAP – GAPWAY GROVE

____INFORMATION ONLY

____X____ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 05/23/25
- . Ordinance #1827 Amending the Future Land Use Map – Gapway Grove Property
- . Ordinance #1828 Amending the Zoning Map – Gapway Grove Property
- . Excerpt from Planning Commission Meeting – 06/03/2025

ANALYSIS: The City has received a request for Future Land Use and Official Zoning Map Amendments on the following property:

Gapway Grove Property:

Owner/Petitioner:

Gapway Grove Corp.

Location:

Gapway Road and Lake Juliana

Current County Future Land Use:

Residential Suburban (RS)

Proposed Future Land Use:

Lakes District Mixed Use (LDMU)

Proposed Zoning Classification:

Estate Residential (ER)

Current use:

Vacant +/- 0.42 acres

As a result of annexation, the City has received a request to amend the Future Land Use on +/- 0.42 acres from Polk County Future Land Use of Residential Suburban (RS) to City of Auburndale Future Land Use of **Lakes District Mixed Use** and establish a Zoning classification of **Estate Residential (ER)**.

The Estate Residential (ER) Zoning classification allows for residential development with a gross density of 1 dwelling unit per 1 acre; parks, recreation, and open space; public or private golf courses; and agriculture. The requested Future Land Use and Official Zoning Map Amendments are consistent with the City's Comprehensive Plan and policies of the Lakes District Overlay of Chapter 15 of the 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 July 7, 2025.

PLANNING COMMISSION RECOMMENDATION: Approval of the Future Land Use and Zoning of the Gapway Groves Property. (5-0, 06/03/2025)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1827 amending the Future Land Use Map and proposed Ordinance #1828 amending the Official Zoning Map for the Gapway Grove Property.

**City Commission Meeting
June 16, 2025**

**AGENDA ITEM 4: PUBLIC HEARING FUTURE LAND USE AND ZONING MAP AMENDMENT –
GEORGE’S TIRE PROPERTY**

AGENDA ITEM 5: ORDINANCE #1829 AMENDING THE FUTURE LAND USE MAP - GEORGE’S TIRE

AGENDA ITEM 6: ORDINANCE #1830 AMENDING THE ZONING MAP - GEORGE’S TIRE PROPERTY

____INFORMATION ONLY

__X__ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 05/23/25
- . Ordinance #1829 Amending the Future Land Use Map – George’s Tire Property
- . Ordinance #1830 Amending the Official Zoning Map – George’s Tire Property
- . Excerpt from Planning Commission Meeting – 06/03/2025

ANALYSIS: The City has received a request for Future Land Use and Official Zoning Map Amendments on the following property:

George’s Tire Property:

Owner/Petitioner:

George Katros

Location:

412 and 413 Pine St.

Current City Future Land Use:

Med. Density Residential (+/- 0.15 acres) 412 Pine St.

Commercial Corridor (+/- 0.22 acres) 413 Pine St.

Current City Zoning:

General Residential-1 (RG-1) 412 and 413 Pine St.

Proposed Future Land Use:

Commercial Corridor (+/- 0.15 acres) 412 Pine St.

Proposed Zoning Classification:

Commercial Highway (CH) Both parcels

Current use:

Vacant +/- 0.37 Total Acres

The City has received a request to amend the Future Land Use on +/- 0.15 acres at 412 Pine St. from City of Auburndale Future Land Use of Medium Density Residential to City of Auburndale Future Land Use of **Commercial Corridor**. The property located at 413 Pine St. has +/- 0.22 acres of existing Commercial Corridor Future Land Use. The applicant is requesting at this time to amend the City of Auburndale Zoning classification of General Residential-1 (RG-1) on both parcels to **Commercial Highway (CH)**. The applicant is interested in expanding George’s Tire & Automotive Center located adjacent to the subject properties.

The City’s Commercial Corridor Future Land Use designation is characterized by all types of commercial, office, light fabrication and vehicular dealerships along a roadway. Commercial Highway Zoning allows automobile service stations, repair garages, medical offices, clinics, financial institutions, laboratories, sales, restaurants, hotels and general retail.

The amendments are consistent with the existing commercial development on the surrounding properties to the east and west. The property has access to HWY 92 off Pine St. The requested Future Land Use and Official Zoning Map Amendments are consistent with 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 July 7, 2025.

PLANNING COMMISSION RECOMMENDATION: Approval of the Future Land Use and Zoning of the George's Tire Property. (5-0, 06/03/2025)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1829 amending the Future Land Use Map and proposed Ordinance #1830 amending the Official Zoning Map for the George's Tire property.

**City Commission Meeting
June 16, 2025**

AGENDA ITEM 7: PUBLIC HEARING – VACATING OF RIGHT-OF-WAY - 31 MORGAN STREET

AGENDA ITEM 8: RESOLUTION #2025-01 VACATING OF RIGHT-OF-WAY - 31 MORGAN STREET

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a request to vacate, abandon and discontinue a portion of an unimproved right-of-way west on Morgan Street.

ATTACHMENTS:

- . Notice of Public Hearing – 05/30/2025
- . Proposed Resolution #2025-01 Vacating Right of Way – 31 Morgan Street

ANALYSIS: The City has received a petition from Carlos Valentin and Betty Cruz Hernandez, at 31 Morgan Street, Auburndale FL, 333823 vacate, abandon, and discontinue a portion of an unimproved right-of-way west on Morgan Street. The applicant is requesting ROW to be vacated to use a driveway for the property at 31 Morgan Street.

The petition to vacate, abandon, discontinue and close a portion of an unimproved right-of-way, shown in Exhibit "A", is subject to the reservation of a utility easement within said vacated, abandoned and discontinued portion of unimproved right-of-way, for use of the City of Auburndale and its successors and assigns, which is consistent with the public interest within the City relating to the provision of utility and other municipal services.

The proposed Resolution was prepared by the Community Development Department and was reviewed by the City Manager and City Attorney.

STAFF RECOMMENDATION: Approval of Resolution #2025-01 Vacating Right of Way – 31 Morgan Street.

**City Commission Meeting
June 16, 2025**

AGENDA ITEM 9: RESOLUTION #2025-02 SUPPORTING UTILITY EASEMENT ON TENOROC PROPERTY

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a proposed Resolution supporting the expansion of an existing utility easement on Tenoroc property.

ATTACHMENTS:

 Proposed Resolution #2025-02 Supporting Utility Easement on Tenoroc Property

ANALYSIS: In May 2023, the City's consulting engineer completed the Regional Wastewater Treatment Facility Service Area Study that identified needed sewer collection system improvements to support new development. The Southern Force Main Re-Route project was one of the improvements identified in the Study. The project re-routes sewer flows away from the Regional Master Liftstation directly to the Regional Wastewater Treatment Facility. The Southern Force Main is primarily located on the west side of the Polk Parkway. Re-routing of the force main has required City staff to obtain several easements necessary to redirect flows to the Regional Wastewater Treatment Facility.

The proposed Resolution #2025-02 supports the expansion of an existing reclaim water line easement on the Tenoroc Fish Management Area property (Tenoroc) to allow for the installation of a 24-inch diameter wastewater force main for approximately 1,800 feet in a general north to south manner. Additionally, the City has acquired the Hickory Road Sprayfield property to the south of the Tenoroc property and the proposed easement would allow the City to extend the existing reclaimed line to the south an additional 100 feet to allow the City to develop the Hickory Road Sprayfield.

A support Resolution approved by the City Commission is required as part of the easement request to the Florida Fish and Wildlife Conservation Commission (FWC). The proposed Resolution #2025-02 was prepared by the City Attorney and reviewed by the Public Utilities Director and City Manager.

STAFF RECOMMENDATION: Approval of Resolution #2025-02 supporting a utility easement on Tenoroc property.

City Commission Meeting
June 16, 2025

**AGENDA ITEM 10: INTERLOCAL AGREEMENT WITH POLK COUNTY SHERIFF –
POLICE/FIRE DISPATCH SERVICES**

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider an Interlocal Agreement with the Polk County Sheriff's Office for law enforcement and fire/rescue dispatch services.

ATTACHMENTS:

- . Letter of Request from Polk County Sheriff's Office – February 27, 2025
- . Proposed Interlocal Agreement with the PSCO for Police and Fire/Rescue Dispatch Services

ANALYSIS: The City of Auburndale began outsourcing **Police** dispatch services to the Polk County Sheriff's Office in 2008 and **Fire/Rescue** dispatch services in 2010.

In 2013, the City Commission approved an Interlocal Agreement, which consolidated two separate agreements into one. In 2017 and 2021, the City Commission extended the current Interlocal Agreement for additional four (4) years terms. The current Interlocal Agreement for both departments dispatch services expires September 2025.

Due to significant cost increases to operate telecommunications pricing in the contract has been adjusted to reflect a 20% increase for Police dispatching. Moving forward, the Sheriff's Office will begin offering one-year contracts to more accurately align with adjusting market conditions. The proposed Interlocal Agreement would extend contract services for Police and Fire/Rescue dispatching services through September 30, 2026. The proposed FY 2026 Budget provides \$329,995 for Police related dispatching and provides \$44,069, an increase of 5%, for Fire/Rescue dispatching services based on the number of calls.

The Interlocal Agreement was prepared by the Office of Legal Affairs for the Sheriff's Office and reviewed by the Police Chief, Fire Chief, City Manager, and City Attorney.

STAFF RECOMMENDATION: Approve the Interlocal Agreement for Police and Fire/Rescue dispatching services and authorize the City Manager to execute the contract on behalf of the City.

City Commission Meeting
June 16, 2025

AGENDA ITEM 11: APPOINT VOTING DELEGATE FOR AUGUST 14-16, 2025
FLORIDA LEAGUE OF CITIES CONFERENCE – ORLANDO FLORIDA

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission is requested to select a voting delegate for the Florida League of Cities (FLC) Convention in August.

ATTACHMENTS:

- . Florida League of Cities, Inc. Memorandum – 2025
- . Florida League of Cities Delegate Voting Form and Important Dates

ANALYSIS: The Florida League of Cities Annual Conference will be held August 14-16, 2025, at the Signia Hilton Orlando Bonnet Creek in Orlando, Florida. The FLC By-Laws require that each Member City select one of their elected officials to cast their votes at the annual business session.

Mayor Dorothea Taylor Bogert has agreed to serve if this is the pleasure of the City Commission.

STAFF RECOMMENDATION: Approve a Voting Delegate to the August FLC Conference.

**City Commission Meeting
June 16, 2025**

AGENDA ITEM 12: FY 2024 EDWARD BYRNE JUSTICE ASSISTANCE GRANT

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider approval of grant funding for several law enforcement projects within Polk County, including Auburndale.

ATTACHMENTS:

Support Letter from City of Auburndale – June 16, 2025

ANALYSIS: Each year the Board of County Commissioners allocates federal Edward Byrne Memorial Justice Assistance Grant funds for various law enforcement projects within Polk County. These funds may be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. The FY 2024 allocation for the County is \$164,974.00 with Auburndale approved for \$18,104.00.

The Auburndale Police Department plans to utilize this grant for firearms.

All Polk County municipalities are requested to approve the State allocation as shown below.

Recipient	Project Purpose	Amount
City of Auburndale	Firearms	\$18,104.00
City of Bartow	Traffic Safety Enforcement Program	\$19,100.00
City of Davenport	Equipment Modernization	\$19,850.00
City of Haines City	Mobile Fingerprint Scanner Purchase	\$21,000.00
Town of Lake Hamilton	Traffic Enforcement and Equipment	\$26,070.00
City of Lakeland	Traffic Barriers and Ballistic Testing Machine	\$21,550.00
City of Lake Wales	Lake Wales Shield Program	\$17,920.00
City of Winter Haven	Radar Guns Acquisition	\$21,380.00
Total Requested:		\$164,974.00

STAFF RECOMMENDATION: Approve the distribution of the FY 2024 Edward Byrne Grant and authorize the Mayor to execute the support letter.

**City Commission Meeting
June 16, 2025**

AGENDA ITEM 13: PRESENTATION OF EXPENDITURES FOR FY 2026 & FY 2027 ANNUAL BUDGETS

____ INFORMATION ONLY

__X__ ACTION REQUESTED

ISSUE: The City Commission will consider the proposed **Expenditures Section** of the Fiscal Year 2025-2026 and the Fiscal Year 2026-2027 Annual Budgets.

ATTACHMENTS:

Proposed Expenditure Section - Proposed FY 2025-2026 & FY 2026-2027 Budget
(Expenditures proposed to increase or decrease by more than \$5,000 are highlighted)

ANALYSIS: As part of the Budget preparation cycle, the City Commission gave tentative approval to the proposed Payroll Section on May 5, 2025 and the Capital Outlay Section on May 19, 2025. Minor changes have been made in the Payroll Section (new hires, position changes, etc.) and no additional projects or improvements have been made to the Capital Outlay Section. Both, Payroll and Capital Outlay have now been inserted into the proposed **Expenditures** Budget along with "Departmental Operating Expenses" and "Non-Departmental Expenses".

"Departmental Operating Expenses" include line items found in every department and division such as electricity, telephone, general supplies, training and travel, vehicle maintenance and gas, oil, and diesel.

"Non-Departmental Expenses" include line items such as insurance, pension, debt service, reserve funding, and city contributions to other agencies. Non-Departmental expenses are found on pages 14, 15, 16, and 20 of the Expenditure Section of the proposed Budget.

The Staff presentation will complete the budget review of all proposed **Expenditures** in the FY 2026 and FY 2027 Budgets.

Presentation of the proposed **Revenue** Section is scheduled for July 21, 2025. Delivery of the proposed two-year budget to the City Commission is scheduled for August 4, 2025. Formal adoption of the FY 2026 Budget and conceptual approval of the FY 2027 Budget will come after the scheduled Public Hearings in September.

STAFF RECOMMENDATION: Tentative approval of the Expenditures Section of the proposed FY 2026 and FY 2027 Budgets.