



City of Auburndale
AUBURNDALE, FLORIDA 33823

Office of the City Manager

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

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

CALL TO ORDER – Mayor Dorothea Taylor Bogert

INVOCATION – Pastor Stephen Stover, Central Assembly of God

PLEDGE OF ALLEGIANCE – Mayor Dorothea Taylor Bogert

ROLL CALL – City Clerk Brandon Henry

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

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

REQUEST FROM THE GENERAL PUBLIC –

AGENDA

1. ORDINANCE #1831 AMENDING GARBAGE & REFUSE RATES
2. **TRANSMITTAL PUBLIC HEARING** – COMPREHENSIVE PLAN AMENDMENT – EAR UPDATE
3. ORDINANCE #1832 AMENDING COMPREHENSIVE PLAN – EAR UPDATE
4. **PUBLIC HEARING** – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENTS
5. ORDINANCE #1833 AMENDING THE FUTURE LAND USE MAP – HAIRE PROPERTY
6. ORDINANCE #1834 AMENDING THE OFFICIAL ZONING MAP – HAIRE PROPERTY
7. CONSIDER PIGGYBACK PROPOSAL – GAPWAY SEWER FORCE MAIN PHASE II
8. PRESENTATION OF CITY MANAGER & CITY ATTORNEY EVALUATIONS
9. PRESENTATION OF PROPOSED FY 2025 AND FY 2026 REVENUES
10. APPROVE PROPOSED FY 2025 ROLLED-BACK RATE AND MILLAGE RATE
11. APPROVE PUBLIC HEARING DATES FOR PROPOSED FY 2025 BUDGET
12. SET BUDGET WORK SESSION DATE (08-11-2025), COMMISSION DAY

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
July 21, 2025**

AGENDA ITEM 1: ORDINANCE #1831 AMENDING GARBAGE & REFUSE RATES

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a proposed Ordinance amending garbage and refuse rates.

ATTACHMENTS:

Proposed Ordinance #1831 Amending Garbage & Refuse Rates

ANALYSIS: In September 2023, the City of Auburndale amended garbage and refuse rates to include the consolidation of curbside recycling and household garbage as well as increase operations of the recycling collection site located adjacent to the Public Works facility. The garbage rate was set at \$21.72 monthly per household and \$25.12 monthly per commercial customer that utilizes the service.

On May 21, 2025, Polk County informed the City of Auburndale that the Board of County Commissioners had unanimously approved increasing solid waste fees at the County's North Central Landfill, the first increase in 13 years. Fees for solid waste, construction, and demolition debris will increase from \$36.50 to \$46.00 per ton and yard waste disposal fees will increase from \$22.00 to \$36.50 per ton effective October 1, 2025. The fees for both solid and yard waste would then increase annually by 5% for the next 5 years.

Due to the anticipated increases in landfill costs, City staff has evaluated the revenues collected from the current garbage rates with projected growth against anticipated expenditures including the landfill charges, personnel expenses, capital outlay, and operating expenditures.

Based on the evaluation, City Staff recommends the increasing the garbage rate to \$22.15, an increase of 2%. Staff also recommends annually increasing the garbage rate by 2.0% for next five years in anticipation of future cost escalations. The proposed rate increases would be effective on October 1st annually. The recommended rate adjustments will maintain the City's level of service provided to the residents.

The proposed Ordinance amends the monthly garbage collection fees and was reviewed by the Public Works Director, Finance Director, City Manager and the City Attorney. The proposed Ordinance was approved on first reading July 7, 2025, and is being considered for second and final reading.

STAFF RECOMMENDATION: Approval of Ordinance #1831 amending the garbage and refuse rates.

City Commission Meeting
July 21, 2025

AGENDA ITEM 2: TRANSMITTAL PUBLIC HEARING – COMPREHENSIVE PLAN TEXT AMENDMENT – EAR UPDATE

AGENDA ITEM 3: ORDINANCE #1832 AMENDING THE COMPREHENSIVE PLAN – EAR UPDATE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will take public comment and consider an update of the Comprehensive Plan.

ATTACHMENTS:

- . Notice of Public Hearing – 06/20/2025
- . Ordinance #1832 Amending the Comprehensive Plan – EAR Update
- . Excerpt from Planning Commission Meeting – 07/08/2025

ANALYSIS: In October of 2024 the City contracted with Inspire Placemaking, LLC to evaluate the City's 2030 Comprehensive Plan, develop the City's 2050 Comprehensive Plan, and update the City's Land Development Regulations. Section 163.3191, Florida Statutes, requires local governments to complete an Evaluation and Appraisal Report (EAR) of their Comprehensive Plan every seven (7) years. The EAR is a periodic review and update of the Comprehensive Plan based on changes to the Florida State Statutes and changes in demographics. The previous EAR update was completed in 2017, and the proposed Comprehensive Plan text amendment addresses the 2024 EAR.

Proposed Ordinance #1832 amends the City's Comprehensive Plan text and organizes each required Element of the Comprehensive Plan to comply with State Statutes. The text amendment also looks at existing conditions, provides visioning for the future, and accommodates growth, annexation, and development opportunities. The consultants met with City staff and residents during several public workshops to gather public input, which is incorporated into the Comprehensive Plan Amendment. The proposed text amendment will be transmitted to the State Department of Commerce for a full compliance review and be presented to the City Commission for final adoption following the State's Objection, Recommendation, and Comment (ORC) Report. The City's Land Development Regulations update will start in the Fall of 2025.

The request implements requirements contained in Part II, Chapter 163 of Florida Statutes, and therefore is exempt from requiring a Business Impact Estimate as set forth by Chapter 203-309, Laws of Florida.

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 following a State review by the Department of Commerce.

PLANNING COMMISSION RECOMMENDATION: Approval of the Comprehensive Plan text amendment. (7-0, 07/08/2025)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1832 amending the Comprehensive Plan text for the EAR Update.

**City Commission Meeting
July 21, 2025**

AGENDA ITEM 4: PUBLIC HEARING – FUTURE LAND USE AND OFFICIAL ZONING MAP AMENDMENTS – HAIRE LANE PROPERTY

AGENDA ITEM 5: ORDINANCE #1833 AMENDING THE FUTURE LAND USE MAP – HAIRE LANE

AGENDA ITEM 6: ORDINANCE #1834 AMENDING THE OFFICIAL ZONING MAP – HAIRE LANE

___ INFORMATION ONLY

__X__ ACTION REQUESTED

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

ATTACHMENTS:

- . Notice of Public Hearing – 06/20/2025
- . Ordinance #1833 Amending the Future Land Use Map – Haire Lane
- . Ordinance #1834 Amending the Official Zoning Map – Haire Lane
- . Excerpt from Planning Commission Meeting – 07/08/2025

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

Haire Lane Property:

Owner/Petitioner: Jacob Berardi
Location: US Hwy 92 and Polk County Parkway
Current Polk Co. Future Land Use: Linear Commercial Corridor (LCC)
Proposed City Future Land Use: Commercial Corridor (CC)
Proposed Zoning Classification: Planned Development-Commercial 1 (PD-C1)
Current use: Vacant (+/- 8.73 acres)

As a result of annexation in June 2025, the City has received a request to amend the Future Land Use on +/- 8.73 acres from Polk County Future Land Use of Linear Commercial Corridor (LCC) to City of Auburndale Future Land Use of **Commercial Corridor (CC)** and establish a Zoning classification of **Planned Development-Commercial 1 (PD-C1)**. The proposed use is for a 34,375 sq. ft. warehouse for tent making and distribution.

A Zoning classification of Planned Development-Commercial 1 (PD-C1) was requested by the applicant to accommodate the amount of wetlands onsite. Bay doors have been relocated to the front of the building to ensure the wetlands are not encroached upon by development. A solid masonry wall will run along Haire Lane and on both sides of the property to buffer the commercial use from adjoining residential and offsite viewing.

As required by the Land Development Regulations (LDR's) for Planned Developments, this request is accompanied by a binding site plan. The requested Future Land Use of Commercial Corridor (CC) and the Zoning classification of Planned Development-Commercial 1 (PD-C1) are compatible with the City of Auburndale Comprehensive Plan and all 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 August 4, 2025.

PLANNING COMMISSION RECOMMENDATION: Approval of the Future Land Use and Official Zoning Amendments - Haire Lane. (7-0, 07/08/2025)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1833 amending the Future Land Use Map and Ordinance #1834 amending the Official Zoning Map – Haire Lane Property.

**City Commission Meeting
July 21, 2025**

AGENDA ITEM 7: CONSIDER PIGGYBACK PROPOSAL – GAPWAY SEWER FORCE MAIN PHASE II

_____ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a piggyback proposal for Phase II of the Gapway Sewer Force Main Project from Carr & Collier Inc.

ATTACHMENTS:

- . Letter of Recommendation from Chastain-Skillman – 07/16/2025
- . Piggyback Proposal from Carr & Collier Inc.
- . General Piggyback Purchasing Agreement with Carr & Collier

ANALYSIS: In May 2023, the City’s consulting engineer, Chastain-Skillman, completed the Regional Wastewater Treatment Facility Service Area Study that identified needed sewer collection system improvements to support new development. The Gapway Sewer Force Main Project was one of the improvements identified in the Study. The Gapway Project constructs a second 16-inch sewer force main along Gapway Road from CR-559 to the Regional Master Liftstation located at the Auburndale/TECO Trail. Construction of the sewer force main has required City staff to obtain property and easements to construct the additional sewer line.

Phase I of the Gapway Sewer Force Main Project was previously constructed in 2024 from the Hills of Arietta Subdivision to Old Berkley Road utilizing an onsite contractor in the amount of \$1,577,371.40. Phase II of the Gapway Force Main Project will install the sewer force main from Old Berkley Road to the Regional Master Liftstation.

To expedite the project, the City has received a piggyback proposal from Carr & Collier Inc. to complete Phase II of the Gapway Sewer Force Main Project in the amount of \$1,941,700.00 based upon a previous bid project awarded by the City of Orlando to Carr & Collier. The FY 2024 Budget allocated \$5,525,000.00 for the entire Gapway Sewer Force Main Project. Chastain-Skillman has reviewed the proposal and determined the quote corresponds to the allocated budget.

The proposal was also reviewed by the City’s Special Project Director, City Manager, and City Attorney.

STAFF RECOMMENDATION: Approval of the piggyback proposal from Carr & Collier Inc. in the amount of \$1,941,700.00 and authorize the City Manager to execute a General Piggyback Purchasing Agreement for Phase II of the Gapway Sewer Force Main Project.

**City Commission Meeting
July 21, 2025**

AGENDA ITEM 8: PRESENTATION OF CITY MANAGER & CITY ATTORNEY EVALUATIONS

INFORMATION ONLY

ACTION REQUESTED

ISSUE: The Mayor will announce the results of the City Manager and City Attorney evaluations and conduct any discussions.

2025 City Manager Evaluation

8 Items Evaluated

5 Commissioners Responding

Total 40 Responses

No "Below Expectations" Ratings

7 "Meets Expectations" Ratings

33 "Exceeds Expectations" Ratings

2025 City Attorney Evaluation

4 Items Evaluated

5 Commissioners Responding

Total 20 Responses

No "Below Expectations" Ratings

4 "Meets Expectations" Ratings

16 "Exceeds Expectations" Ratings

**City Commission Meeting
July 21, 2025**

AGENDA ITEM 9: PRESENTATION OF PROPOSED FY 2026 AND FY 2027 REVENUES

___ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider the proposed Revenues for the Fiscal Year 2025-2026 and Fiscal Year 2026-2027.

ATTACHMENTS:

- . Proposed Revenue Section – FY 2025-2026 & FY 2026-2027 Budgets
(New Revenue Sources and Differences +/- \$10,000 Highlighted)
- . Proposed Changes - FY 2025-2026 and FY 2026-2027 Budgets
- . Proposed FY 2025-2026 & FY 2026-2027 Budget Fund Totals

ANALYSIS: City Staff will present and lead discussion on the **Revenue** section of the proposed FY 2026 and FY 2027 Budgets.

The City Commission was previously presented various sections of the proposed FY 2026 and FY 2027 Annual Budgets for tentative approval. The Payroll sections were presented on May 5, 2025, Capital Outlay was presented on May 19, 2025, and Expenditures were presented on June 16, 2025. Presentation of the Revenue section completes the City Commission’s budget review process.

Formal presentation of the Proposed FY 2026 and FY 2027 Budgets is scheduled for August 4, 2025. Public Hearings on the Proposed Budgets and Millage Rate are scheduled for Thursday, September 5, 2025 and Thursday, September 18, 2025.

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

**City Commission Meeting
July 21, 2025**

AGENDA ITEM 10: APPROVE PROPOSED FY 2026 ROLLED-BACK RATE AND MILLAGE RATE

 INFORMATION ONLY

 X ACTION REQUESTED

ATTACHMENTS:

2025/2026 Millage Rate Illustration and DR-420 Certification of Taxable Value

ANALYSIS: Florida Statutes require the City to compute a proposed millage rate necessary to fund the proposed budget. The City must advise the Property Appraiser of its proposed millage rate, rolled-back rate and the date, time and place for a public hearing. The Property Appraiser utilizes this information in preparing the notices of proposed property taxes, which are mailed to property owners.

The City's existing millage rate is 4.2515. Using the current millage rate times our current year's gross taxable value; the ad valorem proceeds would represent an increase of \$1,203,229 over the prior year. The Rolled-back rate for FY 2025 is 4.1142 and would provide the City with the same ad valorem as the prior year.

The proposed FY 2025-2026 Budget is balanced utilizing the current millage rate of 4.2515. If approved by the City Commission, the millage rate could be lowered, but not increased above the 4.2515 without the expense of re-advertising to all property owners.

STAFF RECOMMENDATION: Approve 4.1142 as the Rolled-back rate and 4.2515 as the proposed operating millage rate for the Certificate of Taxable Value Form for 2025 and Budget Year 2026.

AGENDA ITEM 11: APPROVE PUBLIC HEARING DATES FOR PROPOSED FY 2025 BUDGET

STAFF RECOMMENDATION: Approve Thursday, September 4, 2025 and Thursday, September 18, 2025 at 7:00 p.m. at City Hall for the required Public Hearings on the proposed FY 2026 Budget.

AGENDA ITEM 12: SET BUDGET WORK SESSION DATE (08-11-25), COMMISSION DAY

STAFF RECOMMENDATION: Set Monday, August 11, 2025, for Commission Day activities and for a proposed budget work session, if needed.