

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held October 20, 2025, at 7:00 p.m. in the Commission Room of City Hall, after having been properly advertised, with the following members present: Mayor Dorothea Taylor Bogert, Vice Mayor Alex Cam, Commissioners: Keith Cowie, Jordan Helms, and Bill Sterling. Also, present were: City Manager Jeffrey Tillman, City Attorney Frederick J. Murphy Jr., City Clerk Brandon Henry, and Police Chief Terry Storie.

Mayor Dorothea Taylor Bogert declared a quorum present, and the Meeting was opened with prayer by Pastor Conner Hill, First United Methodist Church Auburndale, and a salute to the flag.

Motion by Vice Mayor Alex Cam, seconded by Commissioner Cowie, to approve Minutes of the City Commission Meeting of October 6, 2025. Upon vote, all ayes.

City Manager Jeffrey Tillman thanked the Greater Auburndale Chamber of Commerce and Auburndale High School for a great Fall-O-Ween Festival and Bloodhound Bash. He thanked City staff for their assistance. There were record crowds. He thanked everybody who had a part in it.

Mayor Taylor Bogert said it was fantastic. She expressed gratitude to staff.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to add "Approve Items Related to 2025 Municipal Election" as Agenda Item #6. Upon vote, all ayes.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda. There was no public comment.

Representative Jon Albert presented the City Commission with a Local Bill deeding land at Lake Ariana Park to the City of Auburndale. Mayor Taylor Bogert presented a proclamation honoring Representative Jon Albert and Representative Josie Tomkow. Representative Albert and staff for Representative Tomkow accepted the proclamation.

Mayor Taylor Bogert presented a proclamation recognizing Florida City Week – October 20-26, 2025. City Attorney Frederick J. Murphy Jr. read the proclamation.

City Manager Tillman announced City activities celebrating Florida City Week.

Mayor Taylor Bogert expressed gratitude.

Mayor Taylor Bogert presented a proclamation recognizing World Polio Day – October 24, 2025. City Attorney Frederick J. Murphy Jr. read the proclamation. Members of the Auburndale Rotary Club accepted the proclamation.

Mayor Taylor Bogert closed the Regular Meeting and opened the Public Hearing.

1. PUBLIC HEARING – FUTURE LAND USE MAP AMENDMENT – POLK REGIONAL WATER COOPERATIVE

City Manager Tillman read the public notice.

Community Development Director Julie Womble said in 2016, Polk County and fifteen municipal governments formed the Polk Regional Water Cooperative (PRWC) to lead planning for future water demands. The request is to amend the Future Land Use of Medium Density Residential on +/- 1.0078 acres of property owned by the Polk Regional Water Cooperative to City, Public Uses, Parks.

The change in Future Land Use will allow for a booster pump station and water storage tank to facilitate future water demands in Auburndale. The facilities will be owned and operated by the Polk Regional Water Cooperative (PRWC) and used to repump water into the City of Auburndale's water distribution system. A 6' masonry wall will

be required along Derby Avenue to buffer against residential uses adjacent on the south side of Derby Avenue. The Future Land Use of City, Public Uses, Parks applies to all City, County, State, and Federal lands within the City. This includes parks, offices, municipal buildings, utilities, and public lands. The proposal is also consistent with the existing Zoning classification of Open Use Agriculture (OUA). This Zoning category allows for public parks, playgrounds, playfields, and city buildings. Open spaces, park lands, water sheds and water recharge areas are also intended to be protected in these districts.

The Planning Commission recommended approval of the proposed Future Land Use of City, Public Uses, Parks, (4-0 10/07/2025). Staff recommends approval of the proposed Ordinance #1838 amending the Future Land Use Map from Medium Density Residential to City, Public Uses, Parks.

City Manager Tillman said 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 November 3, 2025. Staff recommends approval.

Mayor Taylor Bogert asked for public comment. There was no public comment.

Mayor Taylor Bogert closed the Public Hearing and reopened the Regular Commission Meeting.

2. ORDINANCE #1838 AMENDING THE FUTURE LAND USE MAP – POLK REGIONAL WATER COOPERATIVE

City Manager Tillman said staff recommends approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1838 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE, FLORIDA, AMENDING ORDINANCE NO. 752, THE COMPREHENSIVE PLAN OF THE CITY OF AUBURNDALE, FLORIDA, BY AMENDING THE FUTURE LAND USE MAP RECLASSIFYING A PARCEL OF LAND TOTALING +/- 1.01 ACRES FROM CITY OF AUBURNDALE FUTURE LAND USE CLASSIFICATION MEDIUM DENSITY RESIDENTIAL TO CITY OF AUBURNDALE FUTURE LAND USE CLASSIFICATION CITY, PUBLIC USES, PARKS; AND PROVIDING AN EFFECTIVE DATE (General Location: Derby Ave and Rose St)**, by title only.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to approve Ordinance #1838 amending the Future Land Use Map – Polk Regional Water Cooperative, as read on first reading by title only.

Commissioner Cowie briefly noted the history of the Polk Regional Water Cooperative. There are similar projects across the County. He is very proud of all the work all the cities and the County have done toward this.

Mayor Taylor Bogert said it was a massive undertaking.

City Manager Tillman recognized an engineer related to the project, who was in attendance.

Upon vote, all ayes.

3. ORDINANCE #1839 ANNEXING PROPERTY INTO CITY LIMITS – GAPWAY GROVE PROPERTY (LAKE JULIANA)

Community Development Director Womble said the City received a petition from John Strang, of P.O. Box 1364, Auburndale, Fl. 33823 to annex a parcel totaling +/- 0.06 acres into the City limits. The property is located north of Gapway Road on Lake Juliana. The property is an enclave surrounded by City limits. The proposed annexation is as a result of the owner's request for city utilities and city services. Staff recommends approval. She presented a brief history of this parcel and the surrounding area.

City Manager Tillman said 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 November 3, 2025. Staff recommends approval of Ordinance #1839 annexing the Gapway Grove Property into the City limits.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1839 entitled: **AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF AUBURNDALE, FLORIDA, SO AS TO INCLUDE THEREIN ADDITIONAL TERRITORY LYING CONTIGUOUS AND ADJACENT TO THE PRESENT BOUNDARIES OF THE CITY; DESCRIBING SAID ADDITIONAL TERRITORY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE (General Location: Gapway Road and Lake Juliana),** by title only.

Mayor Taylor Bogert asked for public comment. There was no public comment.

Motion by Commissioner Helms, seconded by Commissioner Sterling, to approve Ordinance #1839 annexing property into City limits – Gapway Grove Property (Lake Juliana), as read on first reading by title only. Upon vote, all ayes.

4. PRELIMINARY PLAT – GAPWAY LAKES ESTATES

Community Development Director Womble said the City has received a preliminary plat from Mathew Johnson, PE of JSK Consulting on behalf of the Gapway Grove Corporation for a 45-lot single-family dwelling development on +/- 64.84 acres located north of Gapway Road on Lake Juliana. The preliminary plat has been reviewed by all City Departments and meets all City Codes and Land Development Regulations.

The property is located within the Lakes District and has a Zoning classification of Estate Residential (ER). The Estate Residential (ER) Zoning classification allows for a more rural development pattern which recognizes unique environmental conditions. The district allows 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. Estate Residential neighborhoods may be a Transfer of Development Rights (TDRs) sending zone. The minimum lot size proposed is 1 acre with a minimum dwelling unit floor area of 2,200 sq. ft.

She presented graphics depicting the proposal. The Zoning classification requires 35' front yard setbacks, 15' side yard setbacks, and 15' rear setbacks. Access to the subdivision will be from Gapway Road. Six (6) foot sidewalks will be provided on both sides of the street. All retention areas, roads, sidewalks, and open spaces will be dedicated to and maintained by the Homeowner's Association.

The proposed site has a signed Developer's Agreement that was approved by the City Commission on September 4, 2025 for wastewater usage and construction timing due to wastewater upgrades needed to support the development. Preliminary plat approval by the City Commission allows the developer to proceed with construction of infrastructure including roads and onsite utility improvements. Final plat approval will be completed by City staff after all infrastructure has been completed. She presented and explained additional graphics depicting the proposal.

The Planning Commission recommended approval of the Preliminary Plat – Gapway Lakes Estates. (4-0 10/07/2025)

City Manager Tillman said staff recommends approval of the Preliminary Plat – Gapway Lake Estates. He said this is one of the only Estate Residential zoning categories that we have within the Lakes District, so this may be the only time the Commission sees something like this. The large lot sizes were a result of the community discussion regarding the preservation of the viewshed of the Gapway Road corridor.

Mayor Taylor Bogert asked for public comment. There was no public comment.

Motion by Commissioner Sterling, seconded by Vice Mayor Cam, to approve the Preliminary Plat – Gapway Lake Estates.

Mayor Taylor Bogert stated that this is the last time the Commission will see this item, as it is the first plat to come after the change in state law. She acknowledged the Estate Residential zoning category and its intention in preserving the area. She is excited about it.

Commissioner Cowie asked for clarification regarding the minimum square footage.

Community Development Director Womble clarified.

Upon vote, all ayes.

5. PRESENTATION OF BIDS – COLUMBARIUM AT AUBURNDALE MEMORIAL PARK CEMETERY

City Manager Tillman said the fiscal year 2025-2026 Annual Budget includes capital improvement expenditures for construction of a columbarium at the Auburndale Memorial Park Cemetery. The scope of work included two (2) granite columbaria with 96 compartments each, and brickwork to frame the columbarium.

A Request for Proposal for Cemetery Columbarium and Brickwork was advertised in the local media on August 31, 2025, placed on the City’s website and distributed to six (6) contractors. On September 26, 2025, the City received the following five (5) bids:

SEMCO (Bartow, FL)	\$151,711.88
Monument Warehouse (Elberton, GA)	\$187,400.00
Set in Stone Monuments LLC (Mount Dora, FL)	\$236,457.19
ESB Light LLC (Minneola, FL)	\$370,000.00
Central Florida Construction (Winter Haven, FL)	\$16,635.00 (Incomplete Bid)

SEMCO of Bartow was the low bid to construct the columbaria and brickwork in the amount of \$151,711.88. The bids were reviewed by the Parks and Recreation Department and City Manager’s office. SEMCO has done several projects in Polk County and they constructed the columbarium at Grace Lutheran in Winter Haven. All references responded positively to working with SEMCO.

Staff recommends awarding the bid to SEMCO in the amount \$151,711.88.

Mayor Taylor Bogert asked for public comment. There was no public comment.

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to award the bid to SEMCO in the amount of \$151,711.88.

Mayor Taylor Bogert asked for specific details regarding the number of spaces and placements on each wall.

Parks and Recreation Director Cody McGhee said some will be bigger spaces. We do not have specific code yet for this project.

City Manager Tillman said the amounts and rules regarding this will be brought before the Commission at a later date.

Mayor Taylor Bogert clarified that she was more so asking if multiple people can go in one space?

City Manager Tillman said some places can.

Parks and Recreation Director Cody McGhee said our code is specific to underground spaces. We may need code to be columbarium specific.

Upon vote, all ayes.

6. APPROVE ITEMS RELATED TO 2025 MUNICIPAL ELECTION

City Manager Tillman said the 2025 Municipal Election will be held on Tuesday, November 4, 2025. All voting will be held at the Auburndale Civic Center 115 W. Park Street from 7:00 a.m. to 7:00 p.m. A Notice of the Precinct Location will be mailed to all registered voters in the City of Auburndale. The Polk County Supervisor of Elections Office will handle absentee ballots for the election.

The City Commission (not including any commissioners on the ballot) will meet as the Canvassing Board to canvass the absentee ballots and the City Election at the Elections Operations Center, 70 Florida Citrus Blvd., Winter Haven on election night. The City Commission will meet for a Special Meeting at City Hall on Friday, November 7, 2025 at 12:00 p.m. to certify the results of the election.

Additionally, the City Commission as the Canvassing Board will meet on Wednesday, November 12, 2025 10:00 a.m., at the Elections Operations Center, to conduct the post-election audit.

In accordance with the City Code, the City Commission is requested to approve the following:

1. Approve Certificate as to Qualifying of Candidates
2. Authorize Official Ballots to be prepared - 2,000 ballots (including 100 walk-in/test ballots) (Based on previous elections and current population). The Supervisor of Elections Office orders vote-by-mail ballots separately based on number requested.
3. Authorize the necessary poll workers
4. Appoint the City Clerk to act on behalf of the Canvassing Board relative to ballot testing and other related election matters.

Staff recommends approval of the items related to the 2025 Municipal Election.

City Attorney Murphy reminded the Commission regarding the signature verification training requirement.

City Manager Tillman said the training was forwarded to the Commission.

Mayor Taylor Bogert asked for public comment. There was no public comment.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to approve the items related to the 2025 Municipal Election. Upon vote, all ayes

The Meeting was adjourned at 7:36:25 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.



Brandon Henry, City Clerk