

City of Auburndale Canvassing Board Minutes November 12, 2025

Minutes of the Auburndale Canvassing Board for the 2025 Municipal Election related to the Voting System Post-Election Audit. The Meeting was held November 12, 2025, at 10:00 a.m. at the Supervisor of Elections' Elections Operations Center, 70 Florida Citrus Blvd., Winter Haven, FL, after having been properly advertised, with the following members present: Mayor Dorothea Taylor Bogert, Vice Mayor Alex Cam, and Commissioner Bill Sterling. Commissioners Keith Cowie and Jordan Helms were absent. Also, present were: Interim City Manager Amy Palmer, City Attorney Frederick J. Murphy Jr., and City Clerk Brandon Henry. Supervisor of Elections staff present were: Supervisor of Elections Melony Bell, Chief Voter Services Director Casondra Oneal, and Chief Election Administration Director Cathy Bridges.

Canvassing Board Chair/Mayor Dorothea Taylor Bogert declared a quorum present for the audit of the selected race – Seat #3.

Chief Voter Services Director Casondra Oneal passed out copies of Florida Statute 101.591 for the manual audit and went over the process for the manual count. She went over the security procedures for the ballots, both precinct votes and Vote-by-Mail ballots. The City had to post a Notice of the Audit including the date, time, and location of the audit – the Supervisor of Elections Office posted notices as well.

Motion by Vice Mayor Cam, seconded by Commissioner Sterling, to authorize the opening of the ballots for a manual count. Upon vote, all ayes.

Recess from 10:03 a.m. to 10:23 a.m. for the manual count to be completed by the Supervisor of Elections' staff. The Supervisor of Elections' staff began to count the ballots in two groups, one for precinct ballots and one for vote-by-mail ballots.

Canvassing Board Chair/Mayor Taylor Bogert called the Meeting to order.

Chief Voter Services Director Casondra Oneal said after the count, the vote-by-mail ballots came out correctly. She passed out the tabulations.

Recess from 10:25 a.m. through 10:30 a.m. for the manual count of precinct ballots to be completed by the Supervisor of Elections' staff.

Chief Voter Services Director Casondra Oneal said after the count, the precinct ballots came out correctly. She passed out the tabulations.

Commissioner Sterling and Mayor Taylor Bogert asked about ballot retention requirements.

Chief Voter Services Director Casondra Oneal and City Clerk Henry explained ballot retention requirements.

The Voting System Post-Election Audit Report was signed and certified by the Canvassing Board (Attachments: Voting System Post-Election Audit Report and Precinct Summary for Manual Audit).

The Meeting was adjourned at 10:36 a.m.

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


Brandon Henry, City Clerk

City of Auburndale Canvassing Board Minutes November 7, 2025

Minutes of the Auburndale Canvassing Board for the 2025 Municipal Election held November 7, 2025 at 12:00 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: Interim City Manager Amy Palmer, City Attorney Frederick J. Murphy Jr., and City Clerk Brandon Henry.

Mayor Dorothea Taylor Bogert declared a quorum present, and the Meeting was opened with a salute to the flag.

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

1. CLOSE CITY COMMISSION MEETING AND OPEN CANVASSING BOARD MEETING

Mayor Taylor Bogert closed the Regular Commission Meeting and opened the Canvassing Board Meeting.

Canvassing Board Chair/Mayor Taylor Bogert led the meeting. Those present for the Canvassing Board Meeting were: Vice Mayor Alex Cam, Commissioners: Keith Cowie, Jordan Helms, and Bill Sterling.

2. REPORT BY CITY CLERK ON RESULTS OF 2025 MUNICIPAL ELECTION

City Clerk Brandon Henry said the Auburndale City Charter Section 10 provides that the City Commission shall be the judge of the elections of its own members. City Code of Ordinances Chapter 9 provides that the City Commission shall be the Canvassing Board and that the Canvassing Board shall convene no later than the third day following a municipal election for the canvassing of the returns.

There were three City Commission seats up for Election, Seat Number One, Two, and Three. Seat One and Seat Two candidates were unopposed, and Seat Three drew two candidates. As reported on Election Night at 8:19 p.m., for Seat Number Three, the Final Unofficial Results are as follows:

- Maulissa Braverman - 591 votes, 43.23 percent
- Sean Levy, 776 Votes, 56.77 percent.

Speaking overall, a total of 1,371 votes were cast, 678 of which were Vote-by-Mail, and 693 of which were in person at the Civic Center. This represents a turnout of 10.52 percent of registered voters within the City.

Before the Canvassing Board votes on certifying these results, the Canvassing Board must consider acceptance or rejection of provisional ballots and vote-by-mail cures -which may change these totals. We are in receipt of two provisional ballots and one vote-by-mail cure. With the Canvassing Board's permission, we will go ahead and break the seal on these.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to allow the City Clerk to break the seal on the provisional ballots and vote-by-mail cure. Upon vote, all ayes.

For each provisional ballot and vote-by-mail cure received, the Canvassing Board must vote whether to accept or reject the ballot. If accepted, the ballot will be opened and added to the results. Supervisor of Elections staff recommended that all our provisional ballots be accepted, as both were due to the voter not bringing valid photo identification, but the signature matched what was on file. Supervisor of Elections staff also recommended that our vote-by-mail cure be accepted – the voter initially did not sign their envelope and the Canvassing Board deemed it invalid – but the voter resolved by providing the required cure documents. However, we will go ahead and take action on each ballot individually.

The Canvassing Board reviewed one provisional ballot, Voter ID # 130194954, voter did not provide valid photo identification but their signature matched what was on file.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept the ballot. Upon vote, all ayes.

The Canvassing Board reviewed one provisional ballot, Voter ID # 126125123, voter did not provide valid photo identification but their signature matched what was on file.

Motion by Commissioner Helms, seconded by Vice Mayor Cam, to accept the ballot. Upon vote, all ayes.

The Canvassing Board reviewed one vote-by-mail cure, Voter ID # 127142751, voter initially did not sign voter certificate but provided required cure documents.

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to accept the ballot. Upon vote, all ayes.

City Clerk Henry opened the accepted ballots.

RECESS – 12:07 p.m.

RECONVENED

City Clerk Henry presented the election results to include the accepted provisional ballots and vote-by-mail cure:

Maulissa Braverman – 593 votes

Sean Levy – 777 votes

Motion by Commissioner Cowie, seconded by Commissioner Sterling, to approve and accept the results of the 2025 Municipal Election, as presented. Upon vote, all ayes.

3. RANDOM SELECTION OF SEAT AND PRECINCT FOR POST ELECTION VOTING SYSTEM AUDIT FOR THE 2025 MUNICIPAL ELECTION

City Clerk Henry said as required by Florida Administrative Code, the City Canvassing Board will need to designate a precinct for the post-election voting system audit and select a race for the manual audit for the Municipal Election held November 4, 2025. The two required Public Notices related to this matter will be and have been properly posted and placed on the City's website.

The City Commission will meet as the Canvassing Board for the post-election voting system audit on November 12, 2025 at 10:00 a.m. at the Supervisor of Elections Office, 70 Florida Citrus Blvd., Winter Haven. A quorum will be required for the meeting.

As the City only used one precinct for our Election, the audit will consist of the results from the precinct located at the Auburndale Civic Center located at 115 W. Park Street. The ballot had one Commission Seat designated as: Seat Three. A random selection of a Seat to be audited is not needed as the ballot had only one Seat designated for the race.

Staff recommends approving the race selection as Seat Three for the 2025 Auburndale Municipal Election held on November 4, 2025 at the Auburndale Civic Center for the post-election voting system audit to be held November 12, 2025 at 10:00 a.m. at the Supervisor of Elections Office in Winter Haven.

Motion by Vice Mayor Cam, seconded by Commissioner Helms, to approve the race selection as Seat Three for the 2025 Auburndale Municipal Election held on November 4, 2025 at the Auburndale Civic Center for the post-election voting system audit to be held November 12, 2025 at 10:00 a.m. at the Supervisor of Elections Office in Winter Haven. Upon vote, all ayes.

4. CLOSE CANVASSING BOARD MEETING AND RECONVENE CITY COMMISSION MEETING

City of Auburndale Canvassing Board Minutes November 7, 2025

Canvassing Board Chair/Mayor Taylor Bogert closed the Canvassing Board Meeting and reconvened the City Commission Meeting.

The Meeting was adjourned at 12:11 p.m.

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



Brandon Henry, City Clerk

City of Auburndale Canvassing Board Minutes November 4, 2025

Minutes of the Auburndale Canvassing Board for the 2025 Municipal Election of November 4, 2025 held at 6:00 p.m. at the Supervisor of Elections' Elections Operations Center, 70 Florida Citrus Blvd., Winter Haven, FL, 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: Interim City Manager Amy Palmer, Assistant City Attorney Seth Claytor, and City Clerk Brandon Henry.

Cathy Bridges, Chief Election Administration Director for the Supervisor of Elections Office; and Rachel Harris, Public Information and Communications for the Supervisor of Elections Office - assisted with the Canvassing Board Process.

1. CALL TO ORDER AND APPOINT CHAIR

The meeting was called to order and the first order of business was to appoint a Chair for the Canvassing Board.

Motion by Commissioner Cowie, seconded by Vice Mayor Cam, to appoint Mayor Taylor Bogert to serve as Chair of the Canvassing Board. Upon vote, all ayes.

2. MAIL BALLOT REPORT

City Clerk Henry presented the report of Vote-by-Mail ballots. Total requested Vote-by-Mail ballots are 1,148 ballots, with a total returned to date being 686. 674 ballots were accepted by the City Clerk.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept Vote-by-Mail Ballot Report. Upon vote, all ayes.

3. ACCEPT MAIL BALLOTS AS RECOMMENDED BY CITY CLERK

Motion by Commissioner Cowie, seconded by Commissioner Sterling, to open and process accepted Vote-by-Mail ballots. Upon vote, all ayes.

4. REVIEW MAIL BALLOT CRITERIA SHEET

City Clerk Henry went over the Vote-by-Mail scenarios to be resolved by the Canvassing Board.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept the Mail Ballot Criteria Sheet. Upon vote, all ayes.

5. REVIEW MAIL BALLOTS AS RECOMMENDED BY CITY CLERK

The Canvassing Board reviewed two ballots, Voter IDs # 101137071 and 127142751 – no voter signatures.

Motion by Commissioner Cowie, seconded by Vice Mayor Cam, to reject the ballot, Voter ID # 101137071. Upon vote, all ayes.

Motion by Commissioner Helms, seconded by Commissioner Sterling, to reject the ballot, Voter ID # 127142751. Upon vote, all ayes.

The Canvassing Board reviewed four ballots, Voter ID # 113456551, 113718486, 118894550, and 118711958 - voters signed wrong envelopes with other ballot envelope found, same address, and both signatures match.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept the ballots, Voter ID # 113456551 and 113718486. Upon vote, all ayes.

Motion by Commissioner Helms, seconded by Commissioner Sterling, to accept the ballots, Voter ID # 118894550, and 118711958. Upon vote, all ayes.

City of Auburndale Canvassing Board Minutes November 4, 2025

The Canvassing Board reviewed six ballots, Voter ID # 113515789, 105375606, 115578664, 120662196, 121396585, and 119341715, signature does not match.

Motion by Commissioner Helms, seconded by Commissioner Sterling, to reject the ballot, Voter ID # 113515789. Upon vote, all ayes.

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to reject the ballot, Voter ID # 105375606. Upon vote, all ayes.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to reject the ballot, Voter ID # 115578664. Upon vote, all ayes.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to reject the ballot, Voter ID # 120662196. Upon vote, all ayes.

Motion by Vice Mayor Cam, seconded by Commissioner Helms, to reject the ballot, Voter ID # 121396585. Upon vote, four ayes with Commissioner Cowie voting nay.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to reject the ballot, Voter ID # 119341715. Upon vote, all ayes.

RECESS

RECONVENED – 7:06 p.m.

RECESS – 7:08 p.m.

RECONVENED – 7:29 p.m.

6. REVIEW REPLICATED BALLOTS, IF ANY

Cathy Bridges explained that we have five replicated ballots. She explained the replication scenario regarding blank ballots.

Motion by Commissioner Helms, seconded by Vice Mayor Cam, to accept the two blank ballots. Upon vote, all ayes.

Cathy Bridges explained the replication scenario regarding damaged ballots.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept Replicated Ballot # 14469 as replicated correctly. Upon vote, all ayes.

Motion by Commissioner Cowie, seconded by Commissioner Sterling, to accept Replicated Ballot #36338, as replicated correctly. Upon vote, all ayes.

Cathy Bridges explained the replication scenario regarding faxed ballots for the American Disability Act or military/overseas ballots.

Motion by Commissioner Cowie, seconded by Commissioner Helms, to accept Replicated Ballot 62794, as replicated correctly. Upon vote, all ayes.

RECESS – 7:34 p.m.

RECONVENE – 7:40 p.m.

7. RECEIVE PRECINCT RESULTS

City of Auburndale Canvassing Board Minutes November 4, 2025

City Clerk Henry presented the unofficial initial results from the precinct. The totals printout showed 693 ballots (including two blank ballots) with the results:

- Seat #3
 - Maulissa Braverman – 251 Votes
 - Sean Levy – 440 Votes

RECESS – 7:41 p.m.

RECONVENED – 8:24 p.m.

RECESS – 8:25 p.m.

RECONVENED – 8:40 p.m.

9. TABULATE ALL BALLOTS FOR UNOFFICIAL RESULTS

City Clerk Henry passed out the final unofficial results report. The unofficial results were shared with candidates and the public in the audience area.

Motion by Commissioner Helms, seconded by Vice Mayor Cam, to accept the unofficial results of the City of Auburndale Municipal Election. Upon vote, all ayes.

The Meeting was adjourned at 8:41 p.m.

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



Brandon Henry, City Clerk

City of Auburndale Commission Minutes November 17, 2025

Minutes of the Regular Meeting of the City Commission of the City of Auburndale held November 17, 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: Interim City Manager Amy Palmer, 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 Police Department Chaplain Anthony De Francisco, and a salute to the flag.

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to approve Minutes of the City Commission Meeting of November 3, 2025. Upon vote, all ayes.

Interim City Manager Amy Palmer announced that the City will be hosting an open house for the new Lake Ariana Park on Thursday, November 20th, from 2:00 p.m. to 7:00 p.m.

Motion by Commissioner Cowie, seconded by Vice Mayor Cam, to add "Consider Developer's Agreement Amendment – Gapway Grove Corporation" as Item #8. Upon vote, all ayes.

Mayor Taylor Bogert asked if there was public comment on any item not on the agenda.

Cynthia Kerns, 1470 Shorewood Drive, said the new park is gorgeous. The only issue she has, amongst others, is the parking and walk-up fees. There is no signage, and when she was there on Saturday – the pay stations were live and listed the wrong prices. There is nothing that says it is free for City residents. There are a lot of people in the area who are not City residents and are confused by it. She knows those ParkMobile stations cost money – and they charge fees. But charging a dollar for walk-up just seems weird to her. She worked in this kind of industry where we have fees for things and there are always charges behind the scenes. She would recommend we at least drop the walk-up fees. She gets the parking fees to try and keep people moving along. But the walk-up fees, it is going to be hard to police. It just looks bad and weird. It is really weird. You are also going to need a lot more signage, even for parking. She did not even see the sign by the Civic Center. She did not even know it was there. She saw the one by the playground first. The other question she has is the beach. She had somebody ask her if the beach is still there. It is not. The only beach that is left is by the boat dock, and no one is going to want to swim where the boats are going in and out. The part on the other side, which would have been a great spot for a beach, has been planted over. You can sit at the picnic tables there, but you cannot really walk down to the water because of all the vegetation. She hates to say to rip out landscaping that was just put in. But you might want to think about it. Or put signage and discourage swimming, because it is not a swimming spot anymore. There is an old sign that says not to jump off the dock. She understands kids are already doing it, and the sign is bent and tiny. There are no usage rules. It really needs more signage. It is a gorgeous park – the building and grounds look beautiful. She was really excited but then realized she needed to pay three dollars to be there – and she was really annoyed.

Mayor Taylor Bogert thanked Ms. Kerns. There has not been swimming at Lake Ariana Park since 2011 – due to the state, it is not our rule. We are working on signage and the kiosk messaging. We have discussed that and are looking at the comments and feedback. She appreciates Ms. Kerns coming out and letting the Commission know.

Ms. Kerns asked if the kiosk messaging has been changed?

Interim City Manager Palmer confirmed the kiosks are listing the wrong prices. We have turned the payment kiosks off until we can get that corrected. We will be addressing additional signage. She thanked Ms. Kerns.

Marcus Payne, 110 Shaddock Drive, said his concern is little league football and cheerleading for the kids. He is tired of going to Winter Haven. He does not want to travel to Orlando to play with everybody. He feels we need our money's worth, and he thinks our money should stay in Auburndale. We just need a couple of goal posts for

a football field. He is willing to donate or help out however way he can to get it done. But it is time for us to have our own little league football that stays at that park, just like what Winter Haven has.

Parks and Recreation Director Cody McGhee summarized the current youth football program. He summarized the upcoming football fields to be added at Lake Myrtle Sports Complex.

Mayor Taylor Bogert thanked Mr. Payne. We are very excited about having all the sports at Lake Myrtle – especially with the addition of football and softball.

Clyde William, 131 Lees Road, said he had a question about the fee situation at Lake Ariana Park. He has lived in Auburndale most of his life, he lives two and a half miles from the park. He does not understand what is counted as city and what is not. He has fished at Lake Ariana his entire life, and he does not understand how he would have to pay a fee to dock his boat. He goes there several times a week. It just seems a little bit high.

Mayor Taylor Bogert thanked all the speakers.

1. ORDINANCE #1840 AMENDING FISCAL YEAR 2024-2025 ANNUAL BUDGET

Finance Director Christopher Reeder said in accordance with Florida Statutes, adopted auditing practices, and on the recommendation of the City's Auditor, the City needs to amend by Ordinance the Fiscal Year 2024-2025 Annual Budget to properly appropriate for revenue and expenditures that may exceed budgeted amounts. As provided by Ordinance No. 1026, the level of budgetary control for the City's Annual Budget is at the Fund Level. Events occur during each fiscal year, which were not anticipated at the time of budget approval. The proposed Ordinance amends the Fiscal Year 2024-2025 Budget to reflect the collection of unanticipated revenue and appropriation for unanticipated expenditures.

He presented a summary of the budget amendment.

The proposed Ordinance was prepared by the Finance Director 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 December 1, 2025.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1840 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE AMENDING ORDINANCE NO. 1756 AMENDING APPROPRIATIONS OF FUNDS FOR THE FISCAL YEAR 2024 - 2025 BUDGET**, 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 #1840 amending Fiscal Year 2024-2025 Annual Budget, as read on first reading by title only.

Mayor Taylor Bogert asked for clarification regarding the changes.

Interim City Manager Palmer answered that a lot of the changes are due to spending being delayed.

Upon vote, all ayes.

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

2. PUBLIC HEARING – FUTURE LAND USE AND ZONING MAP AMENDMENT – GAPWAY PROPERTY

Interim City Manager Palmer read the public notice.

Community Development Director Julie Womble said the property currently has a Polk County Land Use designation of Residential Suburban (RS). She presented a graphic depicting the proposal's timeline. The

requested Future Land Use and Zoning District are compatible with the residential land uses adjacent to the site. The Estate Residential (ER) zoning classification allows for larger one-acre lots and encourages larger home construction within the Lakes District. She presented graphics depicting the proposal. The requested Future Land Use and Zoning Map amendments are consistent with the City of Auburndale's Comprehensive Plan, the Land Development Regulations, and the Lakes District Master Planned Community Overlay District.

The Planning Commission recommended approval of the Future Land Use and Zoning Map Amendments (4-0, 11/4/2025). Staff recommends approval.

Interim City Manager Palmer said 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 December 1, 2025.

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.

3. ORDINANCE #1841 AMENDING THE FUTURE LAND USE MAP – GAPWAY PROPERTY

Interim City Manager Palmer introduced the ordinance. The Planning Commission and staff recommend approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1841 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 +/- 0.06 ACRES FROM POLK COUNTY FUTURE LAND USE CLASSIFICATION RESIDENTIAL SUBURBAN (RS) TO CITY OF AUBURNDALE FUTURE LAND USE CLASSIFICATION LAKES DISTRICT MIXED USE (LDMU); AND PROVIDING AN EFFECTIVE DATE (General Location: Gapway Road),** by title only.

Motion by Commissioner Sterling, seconded by Commissioner Cowie, to approve Ordinance #1841, amending the Future Land Use Map – Gapway Property, as read on first reading by title only. Upon vote, all ayes.

4. ORDINANCE #1842 AMENDING THE OFFICIAL ZONING MAP – GAPWAY PROPERTY

Interim City Manager Palmer introduced the ordinance. The Planning Commission and staff recommend approval.

City Attorney Frederick J. Murphy Jr. read Ordinance No. 1842 entitled: **AN ORDINANCE OF THE CITY OF AUBURNDALE, FLORIDA, AMENDING ORDINANCE NO. 764, THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF AUBURNDALE, FLORIDA, BY AN AMENDMENT TO THE OFFICIAL ZONING MAP BY ESTABLISHING AUBURNDALE ZONING MAP CLASSIFICATION OF ESTATE RESIDENTIAL (ER) ON A PARCEL OF LAND TOTALING +/- 0.06 ACRES; AND PROVIDING AN EFFECTIVE DATE (General Location: Gapway Road),** by title only.

Motion by Vice Mayor Cam, seconded by Commissioner Helms, to approve Ordinance #1842, amending the Official Zoning Map – Gapway Property, as read on first reading by title only. Upon vote, all ayes.

5. PRESENTATION OF BIDS – NORTHERN FORCE MAIN PROJECT - PHASE I

Interim City Manager Palmer said in 2022, the City initiated a comprehensive city-wide review of the Regional Wastewater Treatment Facility Service Area, completed by Chastain-Skillman, which identified certain improvements required to serve new development in the area. The Northern Force Main was a project identified that connects the City's Master 559 lift station and 10 smaller force mains in the system to the new Pace Road

lift station. This project removes flow from the Regional Master Lift Station, creating additional capacity in the system before wastewater is received at the Regional Wastewater Treatment Facility.

This phase of the project is located along Old Berkley Road, between C. Fred Jones Boulevard and Berkley Knights Drive. She referred to a graphic depicting the location of the project. Phase II of the project would be constructed at a later date and would connect the Phase I project to the Pace Road Master lift station.

An invitation to bid was advertised in the local media on September 23, 2025, and the City received ten (10) bids. She presented a table of the received bids.

The bids were reviewed by the Public Utilities Director and the City's consulting engineer, Chastain Skillman. Tri-Sure Corporation was the low bidder, and they have completed various utility projects previously for the City.

The Northern Force Main project was budgeted in Fiscal Year 2024/2025 for \$2,800,000. Staff recommends awarding the bid to Tri-Sure Corporation in the amount of \$977,600.

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

Motion by Commissioner Cowie, seconded by Commissioner Helms, to award the bid to Tri-Sure Corporation in the amount of \$977,600. Upon vote, all ayes.

6. CONSIDER DEVELOPERS AGREEMENT - DLD DEVELOPMENT LLC

Community Development Director Womble said in 2022, the City initiated a comprehensive review of the Regional Wastewater Treatment Facility Service Area, completed by Chastain-Skillman, which identified certain utility improvements required to accommodate development in the area. DLD Development LLC plans to develop a residential project with approximately 325 residential units on the subject site located on the southeast corner of Lake Van Road and 559. The site consists of +/- 77 acres and has a Future Land Use of Lakes District Mixed Use and Zoning designations of Residential Neighborhood and Village Center. The Utility Study shows that development and construction on the DLD Development LLC property cannot go vertical and discharge into the City's collection system until the Southern Force Main re-route, and the Gapway Force Main Phase 2 projects have been completed, permitted, and operational, as identified in the Utility Study.

The proposed Developer's Agreement is between DLD Development LLC and the City of Auburndale. The Agreement acknowledges that the City makes no representation or warranty as to when it will commence or complete the Utility Improvements. The proposed agreement allows the City to complete the review of all development plans and construction plan documents.

The City and DLD Development LLC desire to enter into the Agreement to establish the respective rights and obligations between DLD Development LLC and the City, in accordance with the terms and conditions of the proposed Utility Infrastructure and Developer's Agreement. The improvements listed in the Development Agreement plan for current and future development.

She presented a graphic depicting the proposal.

The proposed Developer's Agreement was prepared by DLD Development LLC and reviewed by the Community Development Director, Public Utilities Director, City Manager's Office, and the City Attorney. Staff recommends approval.

Interim City Manager Palmer said staff recommends approval of the proposed Developer's Agreement with DLD Development LLC.

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

Motion by Commissioner Helms, seconded by Vice Mayor Cam, to approve the proposed Developer's Agreement with DLD Development LLC.

Commissioner Helms asked how far out are we from actually having residences?

Community Development Director Womble answered it is based on the availability of sewer.

Commissioner Helms asked Interim City Manager Palmer if we have received anything from the County regarding progress on the intersection improvements?

Interim City Manager Palmer answered we are working with Polk County and this developer on an agreement to get the roundabout completed. The agreement is with the City Attorney right now for his review and the agreement proposes that the City fund the design of the roundabout, and the County would do the construction. That is moving forward, and Community Development Director Womble has been working hard with the developer to get that roundabout agreement in place and on the plat for this property.

Commissioner Sterling said his question was also about the roundabout, but it was just answered. He asked for clarification regarding the roundabout and the proposed agreement.

Community Development Director Womble clarified timing. The property owner of this agreement is also the owner of the four corners. So the timing of all this is important for the roundabout, because there is right-of-way dedication and other related matters to address regarding this issue. The conversation is ongoing.

Commissioner Sterling asked so we will have a roundabout?

Community Development Director Womble answered the County has provided a letter.

Mayor Taylor Bogert said she thinks we are the last roundabout they are doing.

Community Development Director Womble said yes, as of right now.

Mayor Taylor Bogert said they had stopped all roundabouts, but because we invested so much money, they put it back.

Community Development Director Womble said we do have a letter.

Mayor Taylor Bogert said this is one of the first plats that will go through the new plat process as outlined in new statute.

Upon vote, all ayes.

7. CONSIDER INTERIM CITY MANAGER EMPLOYMENT AGREEMENT

City Attorney Murphy said on October 31, 2025, the City Commission appointed then Assistant City Manager Amy Palmer as Interim City Manager, with details of salary and other matters to be worked out and presented to the City Commission at a later meeting. Tonight is that meeting.

He said he has drafted an Employment Agreement for the Interim City Manager that is being presented this evening. It provides for salary, benefits, and other terms and conditions of employment that correlate with the role of the Interim City Manager. It is consistent with the City's Charter. Interim City Manager Palmer will serve at the pleasure of the Commission. He summarized various provisions of the agreement.

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

Motion by Vice Mayor Cam, seconded by Commissioner Cowie, to approve the Employment Agreement with the Interim City Manager. Upon vote, all ayes.

8. CONSIDER DEVELOPER'S AGREEMENT AMENDMENT – GAPWAY GROVE CORPORATION

Community Development Director Womble said on September 4, 2025, the City Commission approved a Developer's Agreement between the City and Gapway Grove Corporation that established the respective rights and obligations for a +/- 68 acre, 45-lot development located on Gapway Road. The sewer capacity improvements listed in the Developer's Agreement as necessary to allow future development on the subject site included the Pace Road Utility Improvements, the Southern Force Main re-route, the Gapway Force Main, and the planning and design phase of the Regional Wastewater Treatment Plant.

Gapway Grove Corporation is requesting to assign all rights and obligations listed in the Developer's Agreement to Terra Nova Land Development LLC, the entity that will develop the project. Per the Developer's Agreement, City approval is needed to for Gapway to Assign the Developer's Agreement. This allows Gapway Grove Corporation to assign or transfer the Developer's Agreement in whole or in part to Terra Nova Land Development, LLC., and its successors.

The proposed approval of assignment was prepared by Gapway Grove Corporation, Terra Nova Land Development, LLC, and reviewed by the Community Development Director, City Public Utilities Director and the City Attorney. Staff recommends approval.

Interim City Manager Palmer said staff recommends approval of the proposed amendment to the Developer's Agreement which approves Gapway Grove Corporation's assignment of the Developer's Agreement to Terra Nova Land Development, LLC.

City Attorney Murphy said no terms and conditions are changing, just the party to the agreement. This is required under the agreement for the City, as the other party, to consent in writing to any such assignments.

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

Motion by Commissioner Helms, seconded by Commissioner Sterling, to approve the proposed amendment to the Developer's Agreement with Gapway Grove Corporation which will approve the assignment. Upon vote, all ayes.

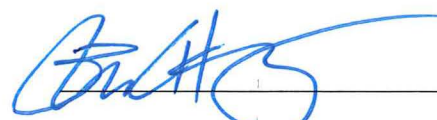
9. RECOGNITION OF OUTGOING CITY COMMISSIONERS

The Commission and staff recognized and thanked outgoing Commissioners Dorothea Taylor Bogert, Keith Cowie, and Bill Sterling.

Mayor Taylor Bogert, Commissioner Cowie, and Commissioner Sterling expressed their gratitude. They addressed the audience about their years of service on the Commission.

The Meeting was adjourned at 7:58:35 p.m.

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



Brandon Henry, City Clerk