



Office of the City Manager

City of Auburndale
AUBURNDALE, FLORIDA 33823
COMMISSION MEETING
MONDAY, AUGUST 17, 2026 - 7:00 P.M.
COMMISSION ROOM/CITY HALL

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

CALL TO ORDER – Mayor Alex Cam

INVOCATION – Pastor Gene Bassham, New Hope Fellowship

PLEDGE OF ALLEGIANCE – Mayor Alex Cam

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 8-3-2026

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

COMMENTS FROM THE PUBLIC –

PROCLAMATION -

AGENDA

1. **PUBLIC HEARING** – VACATING RIGHT OF WAY – LAKE ARIANA DRIVE
2. RESOLUTION #2026-04 VACATING RIGHT OF WAY – LAKE ARIANA DRIVE
3. AGREEMENT WITH LAKELAND AREA MASS TRANSIT FOR BUS SERVICE
4. APPOINTMENT TO THE GENERAL EMPLOYEE'S PENSION TRUST FUND BOARD OF TRUSTEES
5. DISCUSSION OF FIRE ASSESSMENT FEE
6. CONSIDER PROPOSAL FOR BUILDING DEPARTMENT FEE STUDY AND FIRE ASSESSMENT FEE STUDY

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
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AGENDA ITEM 1: PUBLIC HEARING - VACATING OF RIGHT-OF-WAY – LAKE ARIANA DRIVE

AGENDA ITEM 2: RESOLUTION #2026-04 VACATING OF RIGHT-OF-WAY – LAKE ARIANA DRIVE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a request to vacate, abandon and discontinue a portion of a currently unimproved right-of-way lying in Lake Ariana Park referred to as Lake Ariana Drive.

ATTACHMENTS:

- . Proposed Resolution #2026-04 and Location Map
- . Notice of Public Hearing – 7/23/2026

ANALYSIS: Some of the land that Lake Ariana Park sits on is located in the Interlochen Subdivision, platted in 1926 and containing a right of way dedicated to the public, known as Lake Ariana Drive. Lake Ariana Drive used to be a paved road that ran through the park, parallel to the shoreline of Lake Ariana, that had been vacated as a through-road in the park years ago. With the construction of the new Civic Center, there is no longer a need for this right of way and the City is requesting to vacate it.

The petition to vacate, abandon, discontinue and close the right-of-way, is subject to the reservation of any other rights and interests the City of Auburndale may have in such lands as recognized under applicable Florida law. Further, vacating the right of way is intended to also allow the City to confirm its rights and interests in the lands in conjunction with the issuance of an opinion of title regarding said lands.

The proposed Resolution was prepared by the City Manager's Office and was reviewed by the City Attorney.

STAFF RECOMMENDATION: Approval of Resolution #2026-04 Vacating Right of Way – Lake Ariana Drive.

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AGENDA ITEM 3: AGREEMENT WITH LAKELAND AREA MASS TRANSIT FOR BUS SERVICE

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a Service Agreement with the Lakeland Area Mass Transit District.

ATTACHMENTS:

. Service Agreement – City of Auburndale and Lakeland Area Mass Transit District

ANALYSIS: The Lakeland Area Mass Transit District is the legal entity responsible for the operation and management of the public transportation system within Polk County. For several years, the City of Auburndale has agreed to participate in funding a portion of the fixed-route services currently being operated through the municipal boundaries of Auburndale.

The proposed Service Agreement is for two (2) years, through September 30, 2028, and sets the allocation of \$84,790.69 in FY 2027 and \$88,182.32 in FY 2028. Funding for the bus service is included in the tentative FY 2027 Budget.

The proposed Service Agreement was prepared by the Lakeland Area Mass Transit District and reviewed by the City Manager and City Attorney.

STAFF RECOMMENDATION: Approval of the Service Agreement.

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**AGENDA ITEM 4: APPOINTMENT TO THE GENERAL EMPLOYEE’S PENSION TRUST FUND BOARD
OF TRUSTEES**

____ INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider an appointment to the City’s General Employee’s Pension Trust Fund Board of Trustees.

ATTACHMENTS:

. None

ANALYSIS:

The General Employee’s Pension Trust Fund Board of Trustees consists of seven (7) members:

The Board consists of three City residents, appointed by the City Commission for a term of two years; three full-time employees that are elected by a majority of the City employees who are members of the Plan for a term of two years; and the seventh member is chosen by a majority of the previous six members and approved by the City Commission, for a term of two years.

Mr. Chris Reeder is no longer able to serve on the General Employee’s Pension Trust Fund Board of Trustees. Shirley Brennan and resident of the City has offered to serve on the Board. Shirley would serve the remainder of the unexpired appointment through January 2028.

Angela Turner	January-22	January-28	Member Elect
Brian Morse	January-14	January-28	Member Elect
Shirley Brennan	August-26	January-28	Resident
Eric Pospichal	June-17	January-28	Resident
Caleb Gabany	January-24	January-28	5 th Member

STAFF RECOMMENDATION: Staff has no objections to the appointment.

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AGENDA ITEM 5: DISCUSSION OF FIRE ASSESSMENT FEE

 X INFORMATION ONLY

 ACTION REQUESTED

ISSUE: City Manager will lead discussion on Fire Assessment Fee.

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AGENDA ITEM 6: CONSIDER PROPOSAL FOR BUILDING DEPARTMENT FEE STUDY AND FIRE ASSESSMENT FEE STUDY

_____ INFORMATION ONLY

___X___ ACTION REQUESTED

ISSUE: The City Commission will consider a proposal from Raftelis to complete a Building Department Fee Evaluation and a Fire Assessment Study.

ATTACHMENTS:

- . Proposal from Raftelis
- . Piggyback Purchasing Agreement

ANALYSIS: City Staff requested a proposal from Raftelis to conduct a building department fee study and a non-ad valorem fire assessment fee study. Raftelis is currently reviewing the City's Utility Rates and Connection Fees.

The Building Department Fee Evaluation is required because of recent legislation, HB 803 and HB 399, which place limits on how and how much local governments can charge building permit fees. The Study will determine the revenue sufficiency of the building permit fees and miscellaneous fees for other services the Community Development Department provides, such as zoning requests, site plan reviews, and inspections.

The Fire Assessment Study is a result of discussion held by the City Commission during the July 20 Special Workshop regarding the loss of property taxes should Constitutional Amendment 3 be approved. Raftelis proposes to evaluate potential fee levels based on the fire department's cost allocations and will work with City Staff on a methodology for determining an appropriate fee schedule. Study findings would be presented to the City Commission following preliminary analysis, and prior to public outreach, adoption, or finalizing the non-ad valorem tax roll for the Property Appraiser and Tax Collector's Office.

The fee to complete the Building Department Fee Evaluation is \$98,250 and the fee to complete the Fire Assessment Study is \$48,955. The City is able to "piggyback" on a contract between the City of West Palm Beach and Raftelis, which was procured utilizing a competitive bid process. The scope of services for the two proposed studies for the City of Auburndale is similar to the scope of services provided in the West Palm Beach contract. Raftelis has agreed to provide the "piggyback" services using the same terms and conditions as those offered to West Palm Beach.

The lump sum contract to perform both studies is \$147,205. The Fire Assessment Study is described as Phase II of the contract. It would not be performed and the City will not be charged if the City Commission decides to not proceed with the Fire Assessment Study.

STAFF RECOMMENDATION: Approve the General Piggyback Purchasing Agreement and the Proposal from Raftelis to Conduct a Building Department Fee Evaluation and Fire Assessment Study and authorize the City Manager to execute the Agreement and Proposal.