



Office of the City Manager

City of Auburndale

AUBURNDALE, FLORIDA 33823

COMMISSION MEETING

MONDAY, OCTOBER 5, 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 Roger Fyock, Epic Faith Fellowship

PLEDGE OF ALLEGIANCE – Mayor Alex Cam

ROLL CALL – City Clerk Brandon Henry

APPROVE COMMISSION MINUTES – Regular Meeting – 9-15-2026

ANNOUNCEMENTS – City Manager and City Attorney

REQUEST TO ADD ADDITIONAL ITEMS TO AGENDA –

COMMENTS FROM THE PUBLIC –

PROCLAMATION – Fire Safety Week – October 4-10, 2026
Breast Cancer Awareness Month - October

AGENDA

1. APPROVE 2027 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE
2. **PUBLIC HEARING** – AMENDING CITY CODE ALCOHOLIC BEVERAGES
3. ORDINANCE #1855 AMENDING SEC. 4-2 AND 4-4 OF THE CODE OF ORDINANCES – ALCOHOLIC BEVERAGES
4. **PUBLIC HEARING** - DESIGNATION OF LOCAL HISTORIC SITE – MUNICIPAL SERVICES BUILDING
5. ORDINANCE #1856 DESIGNATION OF LOCAL HISTORIC SITE – MUNICIPAL SERVICES BUILDING
6. **PUBLIC HEARING** - DESIGNATION OF LOCAL HISTORIC SITE – ST. ALBANS EPISCOPAL CHURCH
7. ORDINANCE #1857 DESIGNATION OF LOCAL HISTORIC SITE – ST. ALBANS EPISCOPAL CHURCH
8. ORDINANCE #1858 AMENDING SEC. 18-25 OF THE CODE OF ORDINANCES – CODE ENFORCEMENT
9. APPROVE FEE SCHEDULE FOR PARKS AND RECREATION RATES
10. STREET CLOSURE REQUEST – BLOODHOUND BASH / FALL-O-WEEN FESTIVAL
11. CONSIDER PIGGYBACK PROPOSAL – SOUTHERN FORCE MAIN REROUTE PHASE II

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
October 5, 2026**

AGENDA ITEM 1: APPROVE 2027 CITY COMMISSION MEETING AND HOLIDAY SCHEDULE

____INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider approval of the 2027 City Commission Meeting and Holiday Schedule.

ATTACHMENTS: 2027 City Commission Meeting and Holiday Schedule

ANALYSIS: City Staff is presenting the City Commission Meeting and City Holiday Schedule for 2027. The City Commission will need to adjust a meeting in January and July due to National Holidays. The September meetings are subject to change due to budget public hearing dates, County Board of Commissioners and School Board meetings.

STAFF RECOMMENDATION: Approval of the 2027 City Commission Meeting and Holiday Schedule.

JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											

MAY							JUNE							JULY							AUGUST							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1			1	2	3	4	5						1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31					
30	31																											

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6				1	2	3	4
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
							31																				

Highlighted dates – Commission Meetings Dates in red – City Holidays

**City Commission Meeting
October 5, 2026**

AGENDA ITEM 2: PUBLIC HEARING AMENDING CITY CODE ALCOHOLIC BEVERAGES

AGENDA ITEM 3: ORDINANCE 1855 AMENDING SECTION 4-2 AND SECTION 4-4 OF THE CODE OF ORDINANCES - ALCOHOLIC BEVERAGES

____ INFORMATION ONLY

___X___ ACTION REQUESTED

ISSUE: The City Commission will consider amending the Code of Ordinances Section 4-2 and Section 4-4 regarding Alcohol.

ATTACHMENTS:

- . Notice of Public Hearing
- . Proposed Ordinance #1855
- . Business Impact Estimate

ANALYSIS: The City of Auburndale's current alcohol ordinances establish City guidelines on alcohol hours of sale and alcoholic beverages and prohibits alcoholic beverages on streets, sidewalks and alleys. The City has seen economic growth with new restaurants in the downtown area. A few restaurants have outside seating areas and in the future may utilize alleys and future sidewalks for outdoor eating.

Section 4-2 of the Code of Ordinances limits the hours of operation on Sundays and only allows service after 12 noon. The proposed amendment to Section 4-2 would allow restaurants and eating establishments to start service of all alcoholic beverages on Sundays at 10:00 am instead of 12:00 noon. An example of change in service times would allow a restaurant to serve alcohol with brunch. Currently retail establishments are only allowed to sell beer and wine, to not exceed fourteen (14) percent alcohol content, starting at 12:00 noon on Sundays. The proposed text would remove the fourteen (14) percent alcohol content for beer and wine requirements and allow retail establishments to sell full liquor starting at 12 noon on Sundays. All other portions of Section 4-2 would remain the same. Research was conducted on other municipalities within Polk County to determine alcohol service hours and sale times. The City of Lakeland, Bartow and Winter Haven allow the service of alcohol before 10:00 am on Sundays.

Section 4-4 limits that alcohol can only be served inside restaurant establishments and does not authorize a cup, can, or other open or unsealed container of any alcoholic beverage on the streets, sidewalks or alleys within the city. The proposed amendment to Section 4-4 allows for alcoholic beverages on the streets, sidewalks or alleys within the city if in a designated seated area of an established restaurant, located within the Central Business Zoning District or at an approved City event, as authorized in writing by the City Manager or their designee.

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 Ordinances will be presented for second and final reading on October 19, 2026. A Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes, which demonstrates that no new regulatory costs or revenues will be incurred and or accrue as a result of Ordinance 1855.

STAFF RECOMMENDATION: Approval of proposed Ordinance #1855 amending Section 4-2 and Section 4-4 of the City of Auburndale Code of Ordinances.

**City Commission Meeting
October 5, 2026**

AGENDA ITEM 4: PUBLIC HEARING DESIGNATION OF LOCAL HISTORIC SITE – MUNICIPAL SERVICES BUILDING

AGENDA ITEM 5: ORDINANCE #1856 DESIGNATION OF LOCAL HISTORIC SITE – MUNICIPAL SERVICES BUILDING

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider the nomination of a historic site to the local historic register.

ATTACHMENTS:

- . Notice of Public Hearing
- . Proposed Ordinance #1856
- . Application designating a historic place, pictures included – Municipal Services Building
- . Florida Master Site File with supporting documents

ANALYSIS: The site for the City of Auburndale Municipal Services Building was previously occupied by the Patrick Hotel and then a bank built in 1925. The current building was built in 1960 as the former Peoples Bank. The current building was built around the original vault from 1925. The building has served as a bank ever since, with multiple ownership changes, until the City took ownership in 2025 to relocate several city departments and create a multiple service building for residents.

The building is a 2-story Colonial Revival style, brick-clad building with a hip-on-hip roof clad in asphalt shingles. Character defining features include full entry surround with broken pediment, bay windows with dentil molding, multi-light windows, U-shaped plan with entry on recessed portion, and gable dormers piercing the roofline. The City purchased the building in 2022 but only altered the inside of the building. It retained the original exterior architecture, the interior layout and grand lobby. The building now houses several City departments and the History Museum.

This property appears eligible for listing on the National Register of Historic Places under Criterion A for its association with the growth and development of downtown Auburndale, and under Criterion C in the area of architecture as an intact example of the Colonial Revival style applied to a commercial building. The bank retains a high degree of integrity of location, design, setting, materials, workmanship, feeling, and association and contributes to the proposed historic district.

The Historic Preservation Ordinance encourages the designation of historic sites because of the value they played in significant local events and as a reminder of the cultural heritage of the City. Designating the City of Auburndale's Municipal Services Building as a historic site protects and promotes its significance in the development of Auburndale.

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 October 19, 2026.

HISTORIC PRESERVATION COMMISSION RECOMMENDATION: Recommend Designation of the Local Historic Site, 4-0 (Sept 22, 2026)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1856.

**City Commission Meeting
October 5, 2026**

**AGENDA ITEM 6: PUBLIC HEARING DESIGNATION OF LOCAL HISTORIC SITE – ST. ALBANS
EPISCOPAL CHURCH**

**AGENDA ITEM 7: ORDINANCE #1857 DESIGNATION OF LOCAL HISTORIC SITE – ST. ALBANS
EPISCOPAL CHURCH**

____ INFORMATION ONLY

__X__ ACTION REQUESTED

ISSUE: The City Commission will consider the nomination of a historic site to the local historic register.

ATTACHMENTS:

- . Notice of Public Hearing
- . Proposed Ordinance #1857 Designation of Local Historic Site – St. Albans Episcopal church
- . Application designating a historic place, pictures included – St. Albans Episcopal Church
- . Florida Master Site File with supporting documents

ANALYSIS: St. Albans Episcopal Church was constructed and founded in 1898 by the Reverend Samuel Hodgman, who gathered local Episcopalian families and oversaw the construction of the building. The first service inside was held on September 25, 1898. The land on which St. Alban's Church is now located was purchased by the Protestant Episcopal Church in 1897, then under the Missionary Jurisdiction of Southern Florida. The original portion of the building is the oldest existing church in Auburndale. The church holds a significant role in the historical development of the City.

St. Albans Episcopal Church was constructed as a 1-story Gothic Revival style, board and batten-clad building with a cross-gabled roof clad in asphalt shingles. Character defining features include triangular arched window openings, steeply pitched gable roof, and wood cladding. The church had a rectangular plan with a steeply pitched gable roof and front gable porch. Early prominent citizens, including the Dickey and Baynard families were members and were key to the fundraising efforts for the erection of the church.

During the early 1990s, the church was heavily altered, expanding the footprint and altering the original front porch of the church. It did retain the original triangular window openings and original nave, but much of the exterior appearance was altered. As such, the building is likely not eligible for listing on the National Register of Historic Places as an individual resource but is considered contributing to the Local Register and proposed Historic District due to the age and cultural significance of the site.

The Historic Preservation Ordinance encourages the designation of historic sites because of the value they played in significant local events and as a reminder of the cultural heritage of the City. Designating St. Albans Episcopal Church as a historic site protects and promotes its significance in the development of Auburndale.

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 October 19, 2026.

HISTORIC PRESERVATION COMMISSION RECOMMENDATION: Recommend Designation of the Local Historic Site, 4-0 (Sept 22, 2026)

STAFF RECOMMENDATION: Approval of proposed Ordinance #1857.

**City Commission Meeting
October 5, 2026**

**AGENDA ITEM 8: ORDINANCE #1858 AMENDING SEC. 18-25 OF THE CODE OF ORDINANCES –
CODE ENFORCEMENT ATTORNEY**

____ INFORMATION ONLY

___X___ ACTION REQUESTED

ISSUE: The City Commission will consider an Ordinance amending Section 18-25 of the Code of Ordinances regarding the attorney for code enforcement.

ATTACHMENTS:

. Ordinance #1858 amending Section 18-25 of the Code of Ordinances

ANALYSIS: The City Commission approved Ordinance #1467 in July 2015, which established a Code Enforcement Special Master and citation system. The Special Master is authorized to conduct code enforcement hearings and impose fines against repeat violators of city codes. The City has contracted the law firm Taylor Nelson Slattery Bernard to provide Code Enforcement Special Master services and Attorney Elle Slattery serves as the Special Master.

Section 18-25 of the City's Code of Ordinances describes the process of conducting hearings before the Code Enforcement Special Master. It currently states that the City Attorney shall act as the attorney for the Code Enforcement Special Master. The proposed Ordinance amends this statement so that the City Attorney will act as the attorney for code enforcement staff. This allows Boswell & Dunlap, serving as the City Attorney to attend and participate in code enforcement hearings as a resource for City Staff, and to represent the City in legal matters as they relate to code enforcement.

The proposed Ordinance was prepared by the City Attorney and reviewed by the City Manager's Office and Police Chief. If approved on first reading, the proposed Ordinance will be presented for second and final reading on October 19, 2026.

STAFF RECOMMENDATION: Approval of Ordinance #1858 amending Section 18-25 of the Code of Ordinances.

**City Commission Meeting
October 5, 2026**

AGENDA ITEM 9: APPROVE FEE SCHEDULE FOR VARIOUS PARKS AND RECREATION RATES

____ INFORMATION ONLY

__X__ ACTION REQUESTED

ISSUE: The City Commission will consider adjusting rates charged for facility rentals.

ATTACHMENTS:

Schedule of Facility Rental Rates & Facility Rental Rate Comparison

ANALYSIS: City Staff is requesting adjustments to the current rental rates for various city buildings. The current rates have been in effect since September of 2025 and were updated in 2018 prior to that. The proposed building and athletic field rental rates are as follows:

Facility	Resident Weekday	Resident Weekend	Non-Resident Weekday	Non-Resident Weekend
Hamann Hall	\$ 1,000.00	\$ 1,200.00	\$ 1,500.00	\$ 1,800.00
<i>Previous Rate</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>
Ariana Suite	\$ 500.00	\$ 600.00	\$ 750.00	\$ 900.00
<i>Previous Rate</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>
Lakeview Suite	\$ 250.00	\$ 300.00	\$ 375.00	\$ 450.00
<i>Previous Rate</i>	<i>\$ 200.00</i>	<i>\$ 250.00</i>	<i>\$ 300.00</i>	<i>\$ 360.00</i>
Rotunda	\$ 250.00	\$ 300.00	\$ 375.00	\$ 450.00
<i>Previous Rate</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>	<i>No Change</i>
Mac's Rec Room	\$ 350.00	\$ 400.00	\$ 500.00	\$ 600.00
<i>Previous Rate</i>	<i>\$ 250.00</i>	<i>\$ 300.00</i>	<i>\$ 375.00</i>	<i>\$ 450.00</i>
Park Street Civic Center	\$ 750.00	\$ 900.00	\$ 1,125.00	\$ 1,350.00
<i>Previous Rate</i>	<i>\$ 600.00</i>	<i>\$ 720.00</i>	<i>\$ 900.00</i>	<i>\$ 1,080.00</i>
Senior Center	\$ 488.00	\$ 563.00	\$ 731.00	\$ 875.00
<i>Previous Rate</i>	<i>\$ 390.00</i>	<i>\$ 450.00</i>	<i>\$ 585.00</i>	<i>\$ 700.00</i>
Recreation Hall	\$ 300.00	\$ 345.00	\$ 450.00	\$ 525.00
<i>Previous Rate</i>	<i>\$ 240.00</i>	<i>\$ 275.00</i>	<i>\$ 360.00</i>	<i>\$ 425.00</i>
Women's Club	\$ 300.00	\$ 345.00	\$ 450.00	\$ 525.00
<i>Previous Rate</i>	<i>\$ 240.00</i>	<i>\$ 275.00</i>	<i>\$ 360.00</i>	<i>\$ 425.00</i>
Historic Depot	\$ 225.00	\$ 275.00	\$ 345.00	\$ 400.00
<i>Previous Rate</i>	<i>\$ 175.00</i>	<i>\$ 225.00</i>	<i>\$ 275.00</i>	<i>\$ 325.00</i>

The proposed fee schedule is based on a recent survey of neighboring cities and their charges. The cities of Lakeland, Haines City, Winter Haven, and Lake Wales were used in comparison.

The proposed rates would take effect on November 1, 2026. As a courtesy to customers with current reservations after November 1, 2026, the City will honor the current rate, if paid before the effective date.

STAFF RECOMMENDATION: Approval of proposed facility rental rates.

**City Commission Meeting
October 5, 2026**

AGENDA ITEM 10: STREET CLOSURE REQUEST – BLOODHOUND BASH / FALL-O-WEEEN FESTIVAL

 INFORMATION ONLY

 X ACTION REQUESTED

ISSUE: The City Commission will consider a temporary street closing for the combined Auburndale High School Bloodhound Bash and Auburndale Chamber's Fall-O-Ween Festival.

ATTACHMENTS:

. Street Closure Map

ANALYSIS: Staff is requesting to temporarily close streets in the downtown area to accommodate the combined Auburndale High School (AHS) Bloodhound Bash and Auburndale Chamber of Commerce Fall-O-Ween Festival on **Thursday, October 15, 2026** from 6:00p.m. – 9:00p.m.

The City, AHS, and Chamber are requesting to permit temporary closure of W. Park Street from Main Street to Pilaklakaha Avenue from 12:00p.m. – 9:30p.m. This allows detouring of traffic from the area during setup and cleanup of the event.

The closing will allow the main activity related to the event to be held in a "safe zone" in the downtown area and closed to vehicle traffic.

In addition, a portion of Stadium Road, Main Street, Bobby Green Plaza, P.K. Ave, and Shelby Street will be temporarily closed for the Homecoming Parade.

STAFF RECOMMENDATION: Staff has no objections to the request and recommends approval.

**City Commission Meeting
October 5th, 2026**

**AGENDA ITEM 11: CONSIDER PIGGYBACK PROPOSAL – SOUTHERN FORCE MAIN REROUTE
PHASE II**

____INFORMATION ONLY

X ACTION REQUESTED

ISSUE: The City Commission will consider a piggyback proposal for Phase II of the Southern Force Main Reroute Project from Killebrew Inc.

ATTACHMENTS:

- . General Piggyback Purchasing Agreement with Killebrew

ANALYSIS: Phase II of the Southern Force Main Reroute Project constructs the force main from the Tenoroc Wildlife Management Area (Tenoroc) property by way of easement to right of way West of the Polk Parkway to intercept the existing force main. This is the second of two phases and will complete the project in it's entirety.

To expedite Phase II of the Southern Force Main Reroute Project, the City has received a piggyback proposal from Killebrew, Inc. in the amount of \$1,159,765.64 based upon a utilities construction services contract competitively awarded to Killebrew by Polk County. The City has had favorable experience with Killebrew, Inc. on several utility projects including Phase I of the Southern Force Main and Gapway Force Main Projects.

The proposal was also reviewed by the Public Utilities Director, City Manager, and City Attorney.

STAFF RECOMMENDATION: Approval of the piggyback proposal from Killebrew, Inc. in the amount of \$1,159,765.64 and authorize the City Manager to execute a General Piggyback Purchasing Agreement for Phase II of the Southern Force Main Reroute Project.