

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, January 9, 2023
5:30 PM

City Commission Chambers
1st Floor, Casselberry City Hall
95 Triplet Lake Drive, Casselberry, Florida

TO THE PUBLIC: Persons are advised that, if they decide to appeal any decision made at these meetings/hearings, they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the A.D.A. Coordinator, 48 hours in advance of the meeting at (407) 262-7700, ext. 1150.

Any invocation that may be offered before the official start of the City Commission meeting is the voluntary offering of a private citizen to and for the Commission pursuant to Resolution 15-2808. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Commission and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief of the City Commission or the City of Casselberry. No person in attendance at this meeting is or shall be required to participate in any invocation, and the decision whether or not to participate will have no impact on his or her right to actively participate in the meeting.

This is a public meeting, and the public is invited to attend. The agenda is subject to change. Please be advised that one (1) or more members of any of the City's Advisory Boards may be in attendance and may participate in the discussions at the meeting.

Persons can obtain an electronic copy of the agenda packet for this meeting by making a public records request to the City Clerk's Office by calling (407) 262-7700, Ext. 1133 or emailing cityclerk@casselberry.org.

AGENDA

1. **MEETING CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **MINUTES**

A. **Minutes of November 14, 2022 - Regular Meeting**

B. **Minutes of December 12, 2022 - Regular Meeting**

6. **PRESENTATIONS/ COMMENDATIONS**

7. **CONSENT AGENDA**

The action proposed to be taken is stated for each item on the Consent Agenda. Unless one item is removed from the Consent Agenda by a City Commission member, no discussion on individual items will occur and a single motion will approve all items.

A. **Approval of Legal Services Invoices**

- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 96072 - \$11,293.96

B. **Resolution 23-3345 - Modification of Exhibit C of the Seminole County Transportation and Education Infrastructure Plan Interlocal Agreement**

Approval of Resolution 23-3345 to modify Exhibit C of the Seminole County Transportation and Education Infrastructure Plan Interlocal Agreement to align with planned projects is requested.

C. **Resolution 23-3346 - Conveyance of an Easement to Duke Energy to Provide for Electrical Facilities for the New Police Department Headquarters**

Approval of Resolution 23-3346 providing for conveyance of an easement from the City of Casselberry to Duke Energy for electrical facilities over a portion of the new Police Department Headquarters parcels, is requested.

D. **Amendment No. 1 to the Continuing Professional General Engineering Services Agreement with Wright-Pierce, Inc.**

Approval of Amendment No. 1 to the Continuing Professional General Engineering Services Agreement with Wright-Pierce, Inc. to change contract wage rates is requested.

E. **Piggyback Agreement with Trane U.S. Inc. for HVAC Chiller Maintenance and Repair at City Hall, Public Works & Utilities Administration Building, and Casselberry Police Station**

Approval to piggyback Racine County, Wisconsin Contract #3341 with Trane U.S. Inc. for HVAC Chiller Maintenance and Repair at City Hall, Public Works & Utilities Administration Building, and Casselberry Police Station in the amount not to exceed \$75,000.00 for the five-year term is requested.

F. **Purchase of Furniture, Fixtures, and Equipment from CDS for the Casselberry Police Department Headquarters and Related Budget Amendment #23-023**

Approval to purchase furniture, fixtures, and equipment for the Casselberry Police Department Headquarters from Commercial Design Services (CDS) in the amount of \$374,576.27 and related Budget Amendment #23-023 is requested.

G. **FY 2023-2024 Capital and Operating Budget Calendar**

Approval of the Budget Calendar for preparing and adopting the FY 2023/2024 Budget is requested.

H. **Reorganization of the Finance Department - Accounting Division**

Reorganization of the Accounting Division in the Finance Department by upgrading the Fiscal Projects Coordinator position to Accountant is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 23-3347 - Supplemental Agreement No. 1 to the Local Agency Program Agreement with Florida Department of Transportation for the Sunset Drive Livable Streets Project**

Approval of Resolution 23-3347 providing for Supplemental Agreement No. 1 to the Local Agency Program Agreement with the Florida Department of Transportation to fund the construction of the Sunset Drive Livable Streets with a contract price of \$3,488,233 inclusive of federal funding of \$3,172,304 is requested.

10. FIRST READING OF ORDINANCES

11. PUBLIC HEARINGS

The purpose of a Public Hearing is to receive input regarding the item being considered. Public Hearings are not intended to be a time for the public to obtain information about the subject matter of the hearing. (Hearing Sequence: 1st - Staff; 2nd - Applicant/Requesting Party; 3rd - Public; 4th - opportunity for brief rebuttals, if appropriate; Final - City Commission motion, discussion and action.)

12. OTHER ITEMS

A. **Award of ITB-2021-0719 and Construction Agreement with W.T. Comp Inc. for Construction of the Sunset Drive Livable Street Improvements Project and Related Budget Amendment #23-024**

Consideration to award ITB-2021-0719 to and execute a Construction Agreement with W.T. Comp Inc. in the total amount of \$3,488,233 for construction of the Sunset Drive Livable Street Improvements project and approval of related Budget Amendment #23-024 are requested.

13. CITIZENS' COMMENTS

Persons who wish to make comment or make inquiry on any matter NOT ON THIS AGENDA may do so at this time. Please raise your hand and when recognized by the Mayor, come forward to the microphone, give your name and address and speak briefly on the matter. All comments must be directed to the Mayor or City Commission as a whole, not an individual City Commissioner, a City staff member or another member of the audience. Citizens may be heard during PUBLIC HEARINGS or at any time any agenda item is before the City Commission for consideration by following the same procedure described above.

14. CITY MANAGER'S REPORT

15. CITY ATTORNEY'S REPORT

16. CITY CLERK'S REPORT

17. CITY COMMISSIONER'S REPORTS/COMMENTS

18. ADJOURNMENT

Date

Donna G. Gardner, CMC
City Clerk