

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, February 13, 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 January 23, 2023 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS

A. Proclamation: Recognizing the Retirement of Michael E. Johnson

Mayor Henson will present a proclamation in recognition of Michael E. Johnson's retirement from the City of Casselberry with 25 years of dedicated public service as a Police Officer in the Police Department.

B. Best Foot Forward Program Update

Emily Hanna, Executive Director of Bike/Walk Central Florida, will provide an update on the Best Foot Forward Program.

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. 96444 - \$18,641.00

- Fishback Dominick LLP, Invoice No. 115382 - \$773.25
- Office of State Attorney, Invoice No. CA123122 - \$200.00

B. Resolution 23-3349 - Utility Maintenance Agreement with Pulte Home Company, LLC and Related Bill of Sale

Approval of Resolution 23-3349 provides for a Utility Maintenance Agreement with Pulte Home Company, LLC for the lift station at the Grayson Square subdivision and related Bill of Sale is requested.

C. Amendment No. 3 to the Agreement with Core & Main, LP for Advanced Metering Infrastructure Products

Approval of Amendment No. 3 to the Agreement with Core & Main, LP for Advanced Metering Infrastructure (AMI) products in an amount not to exceed \$150,000 for the term of the Amendment is requested.

D. Amendment No. 2 to the Agreement with M.T. Causley for Building Official Services

Approval of Amendment No. 2 to the Agreement with M.T. Causley for Building Official Services to extend the term for one (1) year with a standard rate of \$125 per hour and an overtime rate of \$188 per hour with a four (4) hour minimum is requested.

E. Amendment No. 7 to the Professional Services Agreement with Dewberry Architects, Inc. for Additional Design Services for the New Casselberry Police Headquarters and Related Budget Amendment #23-025

Approval of Addendum No. 7 to the Professional Services Agreement with Dewberry Architects, Inc., in the amount of \$8,775.00, for the provision of additional design services for the new Police Headquarters and Related Budget Amendment #23-025 is requested.

F. Lighting Services Agreement with Duke Energy for or Secret Lake Park and Related Budget Amendment #23-027

Approval of a Lighting Services Agreement with Duke Energy to install and maintain decorative lighting for Secret Lake Park in the upfront amount of \$29,076.32 and an ongoing monthly amount of \$1,315.74, and related Budget Amendment #23-027 is requested.

G. Agreement with Peoples Gas System, a Division of Tampa Electric Company for the New Police Department Headquarters and Related Budget Amendment #23-029

Approval of an Agreement with Peoples Gas System, a Division of Tampa Electric Company for the New Police Department Headquarters in the amount of \$20,536 and Related Budget Amendment #23-029 is requested.

H. Budget Amendment #23-030 - Consumptive Use Permit Renewal Legal Services

Approval of Budget Amendment #23-030 to provide funding for Consumptive Use Permit (CUP) Renewal Legal Services in the amount of \$100,000 is requested.

I. Single Source Purchase of Fiberglass Bridge for the Casselberry Golf Club from Links Bridges USA, Inc. and Related Budget Amendment #23-031

Approval for the single source purchase of one (1) fiberglass bridge for the Casselberry Golf Club from Links Bridges USA, Inc. in the amount of \$41,250.00 and related Budget Amendment #23-031 is requested.

J. Amendment No. 1 to Agreement with aXisPro Events, Inc. for Stage, Lights and Sound Services

Approval of Amendment No. 1 to the Agreement with aXisPro Events, Inc. for stage, lights, and sound production services for City events for a total not-to-exceed amount of \$50,000 annually, for a cumulative total not to exceed \$210,000 for the term of the Agreement is requested.

K. Authorization for the City Manager to Execute Change Orders Up to a Cumulative Amount of 5% of the Construction Agreement with W.T. Comp Inc. for the Construction of the Sunset Drive Livable Street Improvements Project

Authorization for the City Manager to execute change orders up to a cumulative amount of 5% of the Construction Agreement with W.T. Comp Inc. in the amount not to exceed \$174,411.65 for construction of the Sunset Drive Livable Street Improvements project is requested. (Ref: ITB-2021-0719)

L. Task Authorization No. 10 with CPH, LLC. for Additional Consumptive Use Permit

Renewal Services

Approval of Task Authorization No. 10 with CPH, LLC. for Additional Consumptive Use Permit (CUP) Renewal Services in the amount of \$81,260 is requested.

M. Reorganization of the Public Works & Utilities Department - Distribution & Collection Division

Approval of reorganization of the Distribution & Collection Division in the Public Works & Utilities Department by adding a Lead Utility Line Locator position is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. RESOLUTIONS

A. Resolution 23-3350 - Legislation in Progress Regarding the Buffer and Accessway Requirements in Section 3-13.7 of the Unified Land Development Regulations

Approval of Resolution 23-3350 providing for a recognition of legislation in progress to pursue Code changes within Section 3-13.7 of the Unified Land Development Regulations to allow more flexibility with regard to application of buffers, landscape strips, and accessways within City parks and associated implementation of active transportation components is requested.

10. FIRST READING OF ORDINANCES - None

11. PUBLIC HEARINGS - None

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 - None

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

A. Procurement Information Report for the Period January 1, 2023 through January 31, 2023

The January 2023 Procurement Information Report is provided for review.

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