CITY OF CASSELBERRY
CITY COMMISSION MEETING

Monday, April 24, 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.

AMENDED AGENDA

1. MEETING CALL TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES - None

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: Recognizing the Retirement of Gary Priske**

Mayor David Henson will present a proclamation in recognition of Gary Priske's retirement from the City of Casselberry with 34 years of dedicated public service, retiring as a Lift Station Superintendent in the Public Works & Utilities Department.

B. **Proclamation: Monarch Butterfly Week - April 23 - 29, 2023**

Mayor David Henson will present to the City's Natural Resources Officer Nick Cooper a Proclamation declaring April 23 - April 29, 2023 as Monarch Butterfly Week in the City of Casselberry. (A related Resolution regarding Monarch City USA follows on the Consent Agenda.)

C. **Proclamation: Municipal Clerks Week - April 30 - May 6, 2023**

Mayor David Henson will present City Clerk Donna Gardner with a Proclamation declaring April 30 - May 6, 2023 as Municipal Clerks Week in the City of Casselberry.

7. CONSENT AGENDA

The action proposed to be taken it 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**
- Fisher Phillips LLP, Invoice No. 1783831 - $265.50
- Office of the State Attorney, Invoice No. CA033123 - $200.00

B. **Resolution 23-3564 - Utility Easement Agreement with Joan Carroll for Parcel ID: 34-21-30-519-0000-0900 (2498 Barbados Drive)**
Approval of Resolution 23-3564 authorizing a Utility Easement Agreement with Joan Carroll for utilities located on Parcel ID: 34-21-30-519-0000-0900 (2498 Barbados Drive) is requested.

C. **Resolution 23-3565 - Utility Easement Agreement with Teresa Sheffer for Parcel ID: 34-21-30-519-0000-0320 (2417 Antilles Drive)**
Approval of Resolution 23-3565 authorizing a Utility Easement Agreement with Teresa Sheffer for utilities located on Parcel ID: 34-21-30-519-0000-0320 (2417 Antilles Drive) is requested.

D. **Resolution 23-3566 Approving and Authorizing the City of Casselberry to Join Monarch City USA**
Approval of Resolution 23-3566 authorizing the City of Casselberry to register for and become designated as a Monarch City through the Monarch City USA program is requested.

E. **Resolution 23-3567 - Seminole County Sheriff's Office Subrecipient Agreement for the High Intensity Drug Trafficking Areas Program**
Approval of Resolution 23-3567 authorizing execution of the Seminole County Sheriff's Office Subrecipient Agreement for continued participation by the Casselberry Police Department in the Central Florida High Intensity Drug Trafficking Areas program is requested. As a Subrecipient, it provides for reimbursement to the City for any overtime costs incurred.

F. **Resolution 23-3568 - Utility Easement Agreement with MC Gravity LLC for Parcel ID: 34-21-30-525-0000-2710 (2333 Antilles Drive)**
Approval of Resolution 23-3568 authorizing a Utility Easement Agreement with MC Gravity LLC for utilities located on Parcel ID: 34-21-30-525-0000-2710 (2333 Antilles Drive) is requested.

G. **Agreement with BrightView Landscape Services, LLC for Ground Maintenance Services - Rights-of-Way**
Consideration to award and execute an agreement for Ground Maintenance Services for Rights-of-Way with BrightView Landscape Services, LLC in the amount not to exceed $236,607.95 annually for up to three years is requested.

H. **Agreement with BrightView Landscape Services, LLC for Ground Maintenance Services - Medians**
Consideration to award and execute an agreement for Ground Maintenance Services for Medians with BrightView Landscape Services, LLC in the amount not to exceed $161,294.17 annually for up to three years with options to renew is requested.

I. **Agreement with Yellowstone for Ground Maintenance Services - Parks**
Consideration to award and execute an agreement for Ground Maintenance Services for Parks with Yellowstone Landscape, LLC in the amount not to exceed $390,434 annually for up to three years with options to renew is requested.

J. **Amendment No. 3 to the Agreement with Inliner Solutions, LLC for Sanitary Sewer, Manhole, and Lift Station Wet Well Rehabilitation**
Approval of Amendment No. 3 to the Agreement with Inliner Solutions, LLC to extend the term one year and revise the pricing schedule for sanitary sewer, manhole, and lift station wet well rehabilitation, on an as-needed basis, for an amount not to exceed $1,000,000 annually, is requested.

K. **Use of Federal Forfeiture Funds Proceeds for the Purchase of Traffic Safety Cones and Related Budget Amendment #23-044**
Approval for the use Federal Forfeiture Funds Proceeds for the purchase of traffic safety cones to support City events for roadway closures and modification of traffic lanes in the amount of $3,293 and related Budget Amendment #23-044 is requested

L. **Purchase of Replacement Railing for the Recreation Center Patio and Related Budget Amendment #23-049**

Approval of the capital purchase of replacement railing for the Recreation Center patio at Secret Lake Park from Datson Fence in the amount of $9,850 and related Budget Amendment #23-049 is requested.

M. **Task Authorization No. 1 with Cathcart Construction Company for the Water Reclamation Facility Plant #2 Air Line Replacement Project and Related Budget Amendment #23-048**

Approval of Task Authorization No. 1 with Cathcart Construction Company for the Water Reclamation Facility Plant #2 Aeration Line Replacement Project in the amount of $157,795 and related Budget Amendment #23-048 is requested.

N. **Donation from State Law Enforcement Trust Funds to Seminole County Boy Scout Golden Eagle Event and Related Budget Amendment #23-042**

Approval to donate $2,000 from State Law Enforcement Trust Funds to the Seminole County Boy Scout Golden Eagle Event and related Budget Amendment #23-042 is requested.

O. **Piggyback Agreement with SHI International Corp. for the Purchase of Network Infrastructure for the new Police Department Headquarters and Related Budget Amendment #23-043**

Approval to piggyback Omnia Partners - IT Solutions Contract #2018011-02 with SHI International Corp. for the purchase of network infrastructure for the new Police Department Headquarters in the amount of $65,345.57 and related Budget Amendment #23-043 is requested.

P. **Budget Amendment #23-052 - Purchase of Ground Penetrating Radar Equipment from Vermeer Southeast Sales & Service, Inc.**

Approval of Budget Amendment #23-052 to provide funding in the amount of $25,685 for the purchase of ground penetrating radar equipment from Vermeer Southeast Sales & Service, Inc. is requested. This will serve to equip a newly authorized utility line locator employee.

Q. **Excuse Absence of Commissioner Chad Albritton**

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 23-3569- Agreement with Natural Resources Conservation Service for the Howell Creek and Carriage Hill Erosion Control Project and Related Budget Amendment #23-051**

Resolution 23-3569 and related Budget Amendment #23-051 provide for a Cooperative Agreement with the United States Department of Agriculture - Natural Resources Conservation Service (NRCS) for erosion control improvements to Howell Creek and an outfall near Carriage Hill, consisting of up to grant $362,418.75 in federal funding with a required local match of $106,593.75.

10. OTHER ITEMS

A. **Task Authorization No. 5 with CPH Consulting, LLC for PW 2317 Howell Creek and Carriage Hill Erosion Control**

Approval of Task Authorization No. 5 with CPH Consulting, LLC for the survey, permitting and design services for project PW 2317 Howell Creek and Carriage Hill Erosion Control in an amount not to exceed $146,095 is requested.

B. **Board Appointment - Planning and Zoning Commission**

11. FIRST READING OF ORDINANCES - None

12. 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.)

A. **Public Hearing: Second Reading of Ordinance 23-1581 - Amending the Official Zoning Designation for Property Located at 5803 S. U.S. Hwy. 17-92 and Approving the Associated PUD Agreement (ZB 22-08)**

Adoption of Ordinance 23-1581 on second reading amending the official zoning designation of one (1) parcel located at 5803 S. U.S. Hwy. 17-92 from PMX-H (Planned Mixed-Use: High Intensity) to PMX-HIGH (Planned Mixed-Use: High Rise) and the associated PUD (Planned Unit Development) Agreement is 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

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

The March 2023 Procurement Information Report is provided for review.

B. **Notification of Emergency Purchase Authorization**

Notification is provided that the City Manager has authorized the emergency purchase of a variable frequency drive for a high service pump for the South Water Treatment Plant in the amount of $9,346.24.

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