

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, June 26, 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

A. Minutes of April 10, 2023 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS

A. Presentation: Award of Excellence in Public Procurement for 2023

Mayor Henson will recognize Procurement Division staff for achieving the Florida Association of Public Procurement Officials, Inc. Award of Excellence in Public Procurement for 2023.

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

- Fishback Dominick LLP, Invoice No. 116549 - \$531.75
- Bryant Miller Olive, Invoice No. 81012 - \$10,317.00

B. Resolution 23-3353- Utility Easement Agreement with Madeleine Hernandez Milan for Parcel ID: 34-21-30-519-0000-0350 (2411 Antilles Drive)

Approval of Resolution 23-3353 authorizing a Utility Easement Agreement with Madeleine Hernandez Milan for utilities located on the property of 2411 Antilles Drive is requested.

- C. **Agreement with Duke Energy for Lighting for Lake Concord Park Art House Expansion and Quail Pond Circle and Related Budget Amendment #23-066**
Approval of an Agreement with Duke Energy to install and maintain decorative lighting for the Lake Concord Park Art House Expansion and Quail Pond Circle in the upfront amount of \$16,017.27 and ongoing monthly amount of \$305.28 and related Budget Amendment #23-066 is requested.
- D. **Piggyback Agreement with American Persian Engineering & Construction, LLC for Roadway and Sidewalk Improvements and Repair**
Approval to piggyback City of Kissimmee's contract IFB-2022-002 with American Persian Engineering & Construction, LLC (APEC) to provide roadway and sidewalk improvements and repair in the amount not to exceed \$300,000 is requested.
- E. **Task Authorization No. 1 with American Persian Engineering & Construction, LLC for PW 2323 Legacy Park Drive Sidewalk Improvements and Related Budget Amendment #23-064**
Approval of Task Authorization No. 1 with American Persian Engineering & Construction, LLC (APEC) for PW 2323 Legacy Park Drive Sidewalk Improvements in the amount of \$88,440 and related Budget Amendment #23-064 is requested.
- F. **City Labor Attorney Rate Adjustment**
Approval of a rate adjustment for labor and employment law attorney services provided by the law firm Fisher and Phillips, LLP from \$295/hour to \$305/hour effective October 1, 2023 is requested.
- G. **Resolution 23-3354 - Agreement with Seminole County Sheriff's Office for Risk Protection Order Filing**
Approval of Resolution 23-3354 providing for an agreement between the City of Casselberry and the Seminole County Sheriff's Office to provide investigative assistance, general case management, and comprehensive legal services for risk protection orders, is requested.
- H. **Resolution 23-3355 - Agreement with the Seminole County Sheriff's Office for Representation in Civil Forfeiture Actions**
Approval of Resolution 23-3355 providing for entering into an updated agreement for legal services & representation pertaining to civil forfeiture actions initiated by the Casselberry Police Department between the Seminole County Sheriff's Office and the City of Casselberry is requested.
- I. **Purchase of Gaeltrbir GA Red/Blue Infrared Elite Series Wearable Safety Light Using Federal Forfeiture Funds and Related Budget Amendment #23-061**
Approval for purchase of seventy-five (75) Gaeltrbir GA Red/Blue Infrared Elite Series Wearable Safety Lights in the amount of \$8,100 and related Budget Amendment #23-061 is requested.
- J. **Donation from State Law Enforcement Trust Funds to the Phi Beta Sigma Fraternity, Inc. Gamma Delta Sigma Chapter "Getting In Good Trouble" Awards Luncheon and Related Budget Amendment #23-067**
Approval of a donation from State Law Enforcement Trust Funds to the Phi Beta Sigma Fraternity, Inc. Gamma Delta Sigma Chapter "Getting in Good Trouble" Awards Luncheon in the amount of \$1,500 and related Budget Amendment #23-067 is requested.
- K. **Purchase of Two Replacement Chevy Tahoes as Patrol Vehicles and Related Budget Amendment #23-068**
Approval for the purchase of two Chevy Tahoes as replacement patrol vehicles at a cost of \$89,875 using a piggyback agreement with Bradford County Sheriff's Office Contract 22-27-1.0-Duval-Chevrolet and the approval of Budget Amendment #23-068 is requested.
- L. **Excuse Absence of Commissioner Andrew Meadows**
- M. **Excuse Absence of Commissioner Chad Albritton**

8. DISCUSSION ITEMS

- A. **Future Agenda Items**

9. RESOLUTIONS

A. Resolution 23-3356 - Establishing a Charter Review Committee

Approval of Resolution 23-3356 establishing a Charter Review Committee in accordance with Section 11.08 of the City Charter is requested.

10. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 23-1584 - Amending City Code of Ordinances Chapter 62, Pensions and Retirement, Article I, Police Officers' and Firefighters' Pension Plan

Approval of Ordinance 23-1584 amending Chapter 62, Pensions and Retirement, Article I, Police Officers' and Firefighters' Pension Plan, Sections 62-2001, Definitions, 62-2004, Finances and Fund Management, 62-2016, Minimum Distribution of Benefits, 62-2026, Military Service Prior to Employment, and 62-2027, Prior Police or Fire Service, of the City Code of Ordinances is requested.

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.)

A. Second Reading of Ordinance 23-1582 - Amending an Existing Planned Unit Development (PUD) for the Property Located at 380 S.R. 436 and Approving the Associated PUD Agreement (ZB 22-09)

Adoption of Ordinance 23-1582 (ZB 22-09) on second reading, amending the Planned Unit Development (PUD) Agreement and Concept Plan for the Icon Commons PUD established via Ordinance No. 21-1553, for one parcel, totaling approximately 1.04 acres, located at 380 S.R. 436 is requested.

12. OTHER ITEMS

A. Street Lighting Assessment Update Presentation and Discussion

B. Selection of Voting Delegate at the Florida League of Cities Annual Conference

Designation of one official from the City of Casselberry to be the voting delegate at the business meeting held during the Florida League of Cities 97th Annual Conference 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 May 1, 2023 through May 31, 2023

The May 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