

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, July 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**

A. **Minutes of March 7, 2023 - Pre-Budget Planning Workshop**

6. **PRESENTATIONS/ COMMENDATIONS - None**

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. 97880 - \$40,269.61
- Fisher Phillips LLP, Invoice No. 1827039 - \$59.00
- Bryant Miller Olive, Invoice No. 81234 - \$13,410.28

- B. **Resolution 23-3357 - Street Lighting Assessment Preliminary Rate**

Approval of Resolution 23-3357 as the Preliminary Rate Resolution for the implementation of the Street Lighting Assessment for Fiscal Year (FY) 2023-24 is requested.

- C. **Resolution 23-3358 - Annual Rate Resolution for Sausalito Assessment Area**

Approval of Resolution 23-3358 as the Annual Rate Resolution for the Fiscal Year 2023-2024 assessment roll for the Special Assessment for the Sausalito Assessment Area, associated with the replacement Sausalito Shores subdivision wall, is requested.

D. Resolution 23-3359 - Utility Easement Agreement with FLTR LLC for Parcel ID: 34-21-30-519-0000-0360 (2409 Antilles Drive)

Approval of Resolution 23-3359 authorizing a Utility Easement Agreement with FLTR LLC for utilities located on the property of 2409 Antilles Drive is requested.

E. Resolution 23-3360 - Utility Easement Agreement with 1082 CF LLC for Parcel ID: 21-21-30-530-0000-0050 (1082 SR 436)

Approval of Resolution 23-3360 authorizing a Utility Easement Agreement with 1082 CF LLC for utilities located on the property of 1082 SR 836 is requested.

F. Resolution 23-3361 - Declaration of Surplus Real Property Located on Iris Road, Parcel #16-21-30-5BS-0000-1360

Approval of Resolution 23-3361 declaring surplus real property located on Iris Road, Parcel #16-21-30-5BS-0000-1360 and approval to sell is requested.

G. Resolution 23-3362 - School Resource Officer Agreement with the School Board of Seminole County for the 2023-2024 School Year

Approval of Resolution 23-3362 authorizing execution of an agreement with the School Board of Seminole County to share the cost and provide \$58,018.24 for a School Resource Officer (SRO) at South Seminole Middle School for the 2023 - 2024 school year is requested.

H. Budget Amendment #23-069 for Construction of Lake Kathryn Circle Complete Street Improvements Project

Approval of Budget Amendment #23-069 to provide \$10,000 in additional funding for construction of the Lake Kathryn Circle Complete Street Improvements project is requested.

I. Amendment No. 1 to the Agreement with Ferguson Waterworks for Plumbing Supplies

Approval of Amendment No. 1 to the agreement with Ferguson Waterworks by piggybacking Florida Municipal Power Agency Bid #ITB-2019-021 for plumbing supplies on an as-needed basis for an amount that shall not exceed \$220,000 annually is requested.

J. Award of RFP-2022-0917 and Execution of Agreements with Jones Lang LaSalle Americas, Inc. and Yellow Door Realty, LLC for Real Estate Brokerage and Consulting Services

Approval to award RFP-2022-0917 and execute agreements with Jones Lang LaSalle Americas, Inc. and Yellow Door Realty, LLC for Real Estate Brokerage and Consulting Services is requested.

K. Change Order No. 1 to Task Authorization #9 with SK Consortium, Inc. for Professional Design Services for "Wheel Park" - Phase 1

Approval of Change Order No. 1 to Task Authorization #9 with SK Consortium, Inc. in the amount not to exceed an additional \$64,094.50 to provide additional professional services for project PW 2001 "Wheel Park" - Phase 1 is requested.

L. Change Order No. 1 to Task Authorization #10 with SK Consortium, Inc. for Professional Design Services for "Wheel Park" - Phase 2

Approval of Change Order No. 1 to Task Authorization #10 with SK Consortium, Inc. in the amount not to exceed an additional \$122,331 to provide additional professional services for project PW 2102 "Wheel Park" - Phase 2 is requested.

M. Piggyback Agreement with Bekins Commercial Installations, Inc. for Moving Services, As Needed, for Relocation of the Police Department

Approval to piggyback Lake County Contract, Bid: 21-0715, with Bekins Commercial Installations, Inc. to provide moving services, as needed, for the relocation of the Police Department into its new headquarters building in the amount not to exceed \$17,995 is requested.

N. Award of Bid for RFP-2023-0984 for Property and Casualty Insurance Services to Florida Municipal Insurance Trust

Award of Bid for RFP-2023-0984 for property and casualty insurance services to Florida Municipal Insurance Trust (FMIT) is requested.

O. **Award of Bid for RFP-2023-1027 and Agreement with Alternative Power Solutions, Inc. for Generator Maintenance and Repair Services**

Consideration to award a Primary Services Agreement for Generator Maintenance and Repair for Services to Alternative Power Solutions, Inc. in an amount not to exceed \$50,000 annually, for the period August 13, 2023 through August 12, 2026, is requested.

P. **Award of Bid for RFP-2023-1027 and Agreement with Accurate Power & Technology, Inc. for Generator Maintenance and Repair Services**

Consideration to award a Primary Services Agreement for Generator Maintenance and Repair for Services to Accurate Power & Technology, Inc. in an amount not to exceed \$50,000 annually, for the period August 13, 2023 through August 12, 2026, is requested.

Q. **Employee Health Insurance Renewal for Fiscal Year 2023-2024**

Approval to renew City employees' health insurance coverage from United Healthcare for Fiscal Year 2023-24 is requested.

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

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS - None

10. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 23-1585 - Voluntary Annexation of Parcel 26-20-30-5AR-0D00-055B (ANX 23-01)**

Approval of Ordinance 23-1585 providing for the voluntary annexation of one (1) property described with Parcel Identification Number 26-20-30-5AR-0D00-055B 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. **Public Hearing: Second Reading of Ordinance 23-1584 - Amending City Code of Ordinances Chapter 62, Pensions and Retirement, Article I, Police Officers' and Firefighters' Pension Plan**

Adoption of Ordinance 23-1584 amending Chapter 62, Pensions and Retirement, Article I, Police Officers' and Firefighters' Pension Plan Sections 62-2001, 62-2004, 62-2016, 62-2026 and 62-2027 of the City Code of Ordinances on second and final reading is requested.

B. **Public Hearing: Second Reading of Ordinance 23-1583 - Amending Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations (LPA 23-01)**

Adoption of Ordinance 23-1583 amending Section 3-13.7, Development Landscape and Buffer Requirements, of the City's Unified Land Development Regulations, on second and final reading is requested.

12. OTHER ITEMS

A. **Site Plan Approval for Development of Community Impact - BJ's Wholesale Club at Casselberry Exchange (SPR 23-08)**

Site Plan Approval Request for a Development of Community Impact for the BJs Wholesale Club at Casselberry Exchange located at 5803 S. U.S. Hwy. 17-92 (SPR 23-08)

B. Tentative Tax Rate and Voted Debt Millage Rate for Fiscal Year 2023/2024

Consideration to set the tentative millage rate at 2.9000 mills and the voted debt millage rate at 0.7181 mills for Fiscal Year 2022/2023 (FY 2023) is requested.

C. Board Appointments - Planning and Zoning Commission and Charter Review Advisory Committee

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 June 1, 2023 through June 30, 2023

The June 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