

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, September 11, 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 May 15, 2023 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS

A. Proclamation: 9/11 Remembrance Day - September 11, 2023

Mayor Henson will read a proclamation recognizing September 11, 2023 as 9/11 Remembrance Day in the City of Casselberry.

B. Proclamation: Casselberry Chamber of Commerce Week - September 6-12, 2023

Mayor Henson will present a proclamation to Casselberry Chamber of Commerce President Kelly Hinkle recognizing September 6-12, 2023 as Casselberry Chamber of Commerce Week in the City of Casselberry.

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. Award of Bid for RFP-2023-1027 and Agreement with Paramount Power, Inc. for Generator Maintenance and Repair Services

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

B. Award of Bid for ITB-2023-1059 and Agreement with Full Sail Builders, Inc. for the Carriage Hill Boardwalk Repair and Replacement

Consideration to award a bid and execute an agreement with Full Sail Builders, Inc., in the amount of \$39,043.25, for repair and replacement of the Carriage Hill boardwalk is requested.

C. Change Order No. 1 to Task Authorization No. 4 with CPH Consulting, LLC for Professional Services for Wirz Park Improvements

Approval of Change Order No. 1 to Task Authorization No. 4 with CPH Consulting, LLC for an amount not to exceed \$44,530 to provide additional professional services for project PW 2109 Wirz Park Improvements is requested. The change order provides for the provision of Post-Design and Construction Administration services. It also provides for a gopher tortoise survey.

D. Budget Amendment #23-083 Providing Additional Funding for the Capital Purchase of a Vehicle for the Distribution and Collection Division of the Public Works and Utilities Department

Approval of Budget Amendment #23-083 to provide additional funding for the capital purchase of a vehicle for the Distribution and Collection Division of the Public Works and Utilities Department in the amount of \$5,005 is requested. This is necessary to provide sufficient funding to meet the current price.

E. Piggyback Agreement with Galls, LLC for the Purchase of Police Department Uniforms

Approval of a piggyback agreement with Galls, LLC for the purchase of uniforms for the Police Department on an as-needed basis for an amount that shall not exceed \$120,000 over a three-year period with the term beginning on September 11, 2023, through August 16, 2026, is requested (PBA-2023-1087).

F. Resolution 23-3373 - Subaward and Grant Agreement Number Z2854 Lift Station Generator, Emergency Protective Measures, and Sanitary Sewer Manholes with the Florida Division of Emergency Management and Related Budget Amendment #23-084

Approval of Resolution 23-3373 provides for execution of Federally-Funded Subaward and Grant Agreement Number Z2854 Lift Station Generator, Emergency Protective Measures, and Sanitary Sewer Manholes with the Florida Division of Emergency Management to receive proceeds totaling \$101,162.25 for emergency protective measures related to Hurricane Ian (DR4673) and related Budget Amendment #23-084 is requested.

G. Purchase of Parrot Anafi USA Gov Edition - Blue List UAS Drone and Related Budget Amendment #23-078

Approval for the purchase of Teledyne FLIR SIRAS UAS System Drone in the amount of \$9,000 to enhance various investigations such as criminal investigations, crash investigations and crowd control and related Budget Amendment #22-078 is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. RESOLUTIONS

A. Resolution 23-3372 - Amending the City Investment Policy

Approval of Resolution 23-3372 amending the City Investment Policy to conform with State legislation passed in 2023 to require state and local governments to only consider pecuniary (financial) factors when making investments and to prohibit local governments from considering nonpecuniary factors such as social, political or ideological interests, is requested.

B. Resolution 23-3374 - Amending the City Procurement Policy

Approval of Resolution 23-3374 amending the City Purchasing Policy is requested.

10. FIRST READING OF ORDINANCES - None

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: Resolution 23-3375 - Tentative Millage Rate and Voted Debt Millage Rate for Fiscal Year 2023/2024**

Approval of Resolution 23-3375 for adoption of the “tentative” millage rate at 2.9000 mills and the voted debt millage rate at 0.7181 mills for Fiscal Year 2023/2024 (FY 2024) is requested.

B. **Public Hearing: Resolution 23-3376 - Tentative Operating Budget for Fiscal Year 2023/2024**

Approval of Resolution 23-3376 for adoption of the tentative budget for the Fiscal Year 2023/2024 (FY 2024) is requested. The total City-wide budget requested is \$70,891,007.

12. OTHER ITEMS

A. **Agreement with CPH Consulting, LLC. for Design Services for the Eastbrook Phase 1 Water Main Replacement Project and Related Budget Amendment #23-079**

Approval of the Agreement with CPH Consulting, LLC. and related Budget Amendment #23-079 for professional design services for the Eastbrook Phase 1 Water Main Replacement Project in the amount not to exceed \$775,793.75 is requested. These funds are drawn from American Recovery Plan Act (ARPA) proceeds.

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