

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, September 25, 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: Breast Cancer Awareness Month**

Mayor Henson will read a proclamation designating October 2023 as Breast Cancer Awareness month.

B. **Proclamation: Recognizing the Retirement of Jeffrey Napier**

Mayor Henson will present a proclamation in recognition of Jeffrey Napier's retirement from the City of Casselberry after 25 years of dedicated public service, retiring as a Police Officer in the Police Department.

7. 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 23-3378 - Adoption of Fiscal Year 2023-2024 Final Millage Rate and Voted Debt Millage Rate**

Approval of Resolution 23-3378 adopting the tentative millage rate of 2.9000 mills as the final millage rate and the voted debt millage rate at 0.7181 mills for the Fiscal Year 2023-2024 (FY 2024) is requested.

B. **Public Hearing: Resolution 23-3379 - Adoption of Final Operating Budget for Fiscal Year 2023-2024**

Approval of Resolution 23-3379 to adopt the final budget for the Fiscal Year 2023-2024 (FY 2024) in the amount of \$70,891,007 is requested.

C. **Resolution 23-3380 Adoption of a Citywide Real Property Inventory List (Affordable Housing)**

Florida Statute 166.0451 requires the City to review an inventory list at a public hearing every three years of all real property owned by the City appropriate for use as affordable housing.

8. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 23-1587 - Amending City Code of Ordinances, Chapter 2, Administration, by Adding a New Section on Real Property Transactions**

Approval of Ordinance 23-1587 amending City Code of Ordinances, Chapter 2, Administration, by adding a new section on real property transactions that provides for real property valued at \$250,000 or less by the Seminole County Property Appraiser, the City may proceed with the transaction without acquiring an independent appraisal.is requested.

B. **First Reading of Ordinance 23-1588 - Amending the Official Zoning Designation for the Two (2) Parcels Located East of the Intersection of Concord Drive and S. U.S. Hwy. 17-92 and Approving the Associated PUD Agreement and Concept Plan (ZB 23-01)**

Approval of Ordinance 23-1588 on first reading, amending the Official Zoning Designation for the two (2) parcels located east of the intersection of Concord Drive and S. U.S. Hwy. 17-92 and also approving the associated Planned Unite Development (PUD) Agreement and Concept Plan (ZB 23-01) for a sit-down restaurant, is requested.

9. RESOLUTIONS - None

10. 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**

- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 98458 - \$20,433.14
- Bryant Miller Olive, Invoice No. 81506 - \$5,356.18

B. **Resolution 23-3377 - Utility Easement Agreement with Dylan Tobar and Crystalline Rivera for Parcel ID: 08-21-30-518-0000-0280 (200 S. Embrey Drive)**

Approval of Resolution 23-3377 authorizing a Utility Easement Agreement with Dylan Tobar and Crystalline Rivera for utilities located on the property of 200 S. Embrey Drive is requested.

C. **Change Order No. 1 with CPH Consulting, LLC for English Estates Water Main Replacement Project Additional Design and Construction Services**

Approval of Change Order No. 1 to the agreement with CPH Consulting, LLC for additional work related to the design services of the English Estates Water Main Replacement Project in the amount of \$237,851.50 is requested.

D. **Distribution of the Casselberry Police Department's Share of the FY22 Countywide Edward Byrne Memorial Justice Assistance Grant Award to the Seminole County Sheriff's Office**

Approval to distribute the Casselberry Police Department's share of \$132,199 in grant funds from the FY22 Countywide Edward Byrne Memorial Justice Assistance Grant Program, through the Florida Department of Law Enforcement, to the Seminole County Sheriff's Office for the CAD (Computer Aided Dispatch) Modernization Program is requested.

E. **Purchase of a Replacement Motor for the South Water Treatment Plant High Speed Service Pump #7 and Related Budget Amendment #23-086**

Approval of the capital purchase of a replacement motor for the South Water Treatment Plant High Speed Service Pump #7 and related Budget Amendment #23-086 in the amount \$5,671.21 is requested.

F. **Piggyback Agreement with Software House International (SHI) to renew licensing with Microsoft**

Approval to renew the current Microsoft Volume License subscriptions with SHI International in the amount of \$311,681.76 for a 3-year term, plus an additional amount not to exceed \$10,000.00 for additional licenses if needed, by utilizing State of Florida NASPO Agreement #43230000-23-NASPO-ACS with SHI, is requested.

G. Budget Amendment #23-087 Recognizing Net Proceeds of the 2022 Swing "Fore" the Arts Golf Tournament

Approval of Budget Amendment #23-087 to recognize net proceeds of \$10,320 for the 2022 (Fiscal Year 2022-2023) Swing "Fore" the Arts Golf Tournament is requested.

H. Sole Source Agreement with Flock Group Inc. for the Purchase of Flock Safety License Plate Recognition Cameras and Associated Software, and Related Budget Amendment #23-080

Approval of a sole source agreement with Flock Group Inc. for License Plate Recognition (LPR) cameras and associated software to assist in solving and preventing crime for an amount that shall not exceed \$79,800 over a two-year period with the term beginning on September 11, 2023, through September 10, 2025, and related Budget Amendment #23-080 is requested.

11. DISCUSSION ITEMS

A. Future Agenda Items

12. OTHER ITEMS

A. Award of Bid and Construction Agreement with Murphy Pipeline Contractors, LLC for Windward Square Water Main Replacement Project and Related Budget Amendment #23-085

Consideration of the Award of Bid and Agreement with Murphy Pipeline Contractors, LLC and related Budget Amendment #23-085 to provide for construction of the Windward Square Water Main Replacement Project in the amount of \$3,465,825 is requested. This is an American Recovery Plan Act (ARPA) project.

B. Central Casselberry Connectivity Improvement Concept Design Presentation

The project team will present the concept design plan for the Central Casselberry Connectivity Improvement Project (PW 2301) and pursue discussion, recommendations, and guidance from the City Commission.

C. Site Plan Approval for a Development of Community Impact for Wheel Park Phase I (SPR 22-03)

Site Plan Approval for a Development of Community Impact (DCI) for Wheel Park Phase I, located east of N. Winter Park Drive, is requested.

D. Site Plan Approval for a Development of Community Impact for Wheel Park Phase II (SPR 22-07)

Site Plan approval for a Development of Community Impact (DCI) for Wheel Park Phase II, located west of N. Winter Park Drive, is requested.

E. Site Plan Approval for a Development of Community Impact for Wirz Park (SPR 22-04)

Site Plan approval for a Development of Community Impact (DCI) for proposed improvements to Wirz Park, located at 806 Mark David Boulevard, 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 August 1, 2023 through August 31, 2023

The August 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