

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, November 27, 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 July 10, 2023 - Budget Workshop**

B. **Minutes of July 24, 2023 - Regular Meeting**

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. 99042 - \$19,593.63
- Fishback Dominick LLP, Invoice No. 118082 - \$357.50

B. **Agreement with Construct Co, Inc. for the Wirz Park Boardwalk Replacement and Related Budget Amendment #24-008**

Approval of an agreement with Construct Co, Inc. for the replacement and repair of the Wirz Park boardwalk in the total amount of \$199,093.37 and related Budget Amendment #24-008 is requested.

- C. **Donation from State Law Enforcement Trust Funds to the Central Florida Chapter of Concerns of Police Survivors and Related Budget Amendment #24-004**
Approval of a donation from State Law Enforcement Trust Funds to the Central Florida Chapter of Concerns of Police Survivors in the amount of \$1,500 and related Budget Amendment #24-004 is requested.
- D. **Piggyback Agreement with U.S. Submergent Technologies, LLC for Reservoir Environmental Cleaning Services**
Consideration of a piggyback agreement with U.S. Submergent Technologies, LLC, for Reservoir Cleaning Services, on an as-needed basis, in an amount not to exceed \$110,000 annually is requested.
- E. **Reorganization of the Police Department - Administration**
Reorganization of the Police Department Administration Division by reconfiguring the Police Administrative Services Coordinator and Accreditation and Grants Coordinator positions is requested.
- F. **Agreement with Thompson Consulting Services, LLC for Disaster Debris Monitoring Services**
Approval of an Agreement with Thompson Consulting Services, LLC for disaster debris monitoring services is requested.
- G. **Agreement with CrowderGulf Joint Venture, Inc. for Disaster Debris Removal and Ancillary Services**
Approval of an Agreement with CrowderGulf Joint Venture, Inc. for disaster debris removal and ancillary services is requested.
- H. **Agreement with Aftermath Disaster Recovery, Inc. for Disaster Debris Removal and Ancillary Services**
Approval of an Agreement with Aftermath Disaster Recovery, Inc. for disaster debris removal and ancillary services is requested.
- I. **Agreement with Ceres Environmental Services, Inc. for Disaster Debris Removal and Ancillary Services**
Approval of an Agreement with Ceres Environmental Services, Inc. for disaster debris removal and ancillary services is requested.
- J. **Purchase of a Blower for Parks and Related Budget Amendment #24-003**
Approval to purchase a blower for the Parks Maintenance Division in the amount of \$9,000 from the Everglades Equipment Group and related Budget Amendment #24-003 is requested.
- K. **Resolution 23-3385- State of Florida Statewide Mutual Aid Agreement**
Approval of Resolution 23-3385 authorizing an agreement between the City of Casselberry and the State of Florida for the Statewide Mutual Aid Agreement is requested.
- L. **Resolution 23-3387 - Supplemental Agreement No. 1 to the Local Agency Program Agreement with the Florida Department of Transportation for the Southcot Drive Bicycle-Pedestrian Improvements Project and Budget Amendment #24-006**
Approval of Resolution 23-3387 which provides for Supplemental Agreement No. 1 to the Local Agency Program (LAP) Agreement with the Florida Department of Transportation (FDOT) for the Southcot Drive Bicycle-Pedestrian Improvements Project which provides additional funding of \$148,226.13 awarded by MetroPlan Orlando and related Budget Amendment #24-006 is requested.
- M. **Resolution 23-3388 - FY 2023 Fourth Quarter Budget Amendments and Transfers**
Approval of Resolution 23-3388 to formally adopt budget amendments and budget transfers approved during the fourth quarter of FY 2023 is requested.
- N. **Amendment No. 3 to Agreement with SK Consortium, Inc. for Park Planning and Design Projects**
Approval of Amendment No. 3 to the Agreement with SK Consortium, Inc. for Park Planning and Design Projects in order to increase the contractual limit from \$1,200,000 to \$1,225,000 is requested.

- O. **Amendment No. 1 to the Agreement with Quality Lawn Services Unlimited, Inc. for Grounds Maintenance Services for Lift Stations and Water Plants**
Approval of Amendment No. 1 to the Agreement with Quality Lawn Services Unlimited, Inc. for grounds maintenance services for lift stations and water plants to extend the term to November 15, 2024 and to increase the cumulative contractual limit by \$70,000 to a total of \$280,000 is requested.
- P. **Change Order No. 2 to Task Authorization #10 with SK Consortium, Inc. for Professional Design Services for "Wheel Park" - Phase 2 and Related Budget Amendment #24-009**
Approval of Change Order No. 2 to Task Authorization #10 with SK Consortium, Inc. in the amount not to exceed an additional \$46,407 to provide additional professional services for project PW 2102 "Wheel Park" - Phase 2 and related Budget Amendment #24-009 is requested.
- Q. **Budget Amendment #23-081 - Adjustments to the FY 2023 Budget**
Approval of Budget Amendment #23-081 providing for adjustments to the FY 2023 Budget is requested.
- R. **Use of Federal Forfeiture Funds for the Purchase of an Enclosed Trailer, Mounted Accessories and Required Installation Hardware and Related Budget Amendment #24-007**
Approval for the use of federal forfeiture funds for the purchase of an enclosed trailer, mounted accessories and required installation hardware for the Community Relations and Training Section in the amount of \$6,585 and related Budget Amendment #24-007 is requested.
- S. **Excuse Absence of Commissioner Chad Albritton**

8. DISCUSSION ITEMS

- A. **Future Agenda Items**

9. RESOLUTIONS

- A. **Resolution 23-3386 - Authorizing Participation in a Lawsuit and Settlement Process Regarding a Possible Contaminant Known as PFAS Substances**
Approval of Resolution 23-3386 authorizing participation by the City of Casselberry in a lawsuit against manufacturers and the settlement process for a possible contaminant known as PFAS substances, delegating authority to the City Manager to execute related claims documents and execution of a Legal Services Agreement is requested.
- B. **Resolution 23-3389 - Amending Code of Boardmanship Policy**
Approval of Resolution 23-3389 amending the Code of Boardmanship Policy of expected Board and Commission Member conduct and ethics is requested.

10. FIRST READING OF ORDINANCES

- A. **First Reading of Ordinance 23-1586 - Amending the City's Unified Land Development Regulations to Provide Standards for Multifamily Developments and to Address the 2023 Live Local Act (LPA 23-02)**
Approval of Ordinance 23-1586 (LPA 23-02), on first reading, to amend the City's *Unified Land Development Regulations* to provide standards for multifamily developments and address the 2023 Live Local Act, is requested.
- B. **First Reading of Ordinance 23-1589 - Providing for the Annexation of One (1) Property Described with Parcel Identification Number 33-21-30-300-007B-0000 (ANX 23-02)**
Approval of Ordinance 23-1589 (ANX 23-02) on first reading for the voluntary annexation of one (1) property, described with Parcel Identification Number 33-21-30-300-007B-0000, and generally located 525 ft south of the intersection of Howell Branch Road and S.R. 436 sitting east of S. R. 436 is requested.
- C. **First Reading of Ordinance 23-1590 - Charter Amendments**
Approval of Ordinance 23-1590 providing for eight (8) proposed amendments to the City Charter to be placed on the August 20, 2024 City Election ballot 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 23-1587 - 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.

12. OTHER ITEMS

A. Award of Bid for ITB-2022-0954 and Agreement with W.T. Comp Inc. for Construction of the Southcot Drive Bicycle-Pedestrian Improvements Project

Consideration to award a bid and execute an agreement with W.T. Comp Inc. in the total amount of \$522,016.59 for construction of the Southcot Drive Bicycle-Pedestrian Improvements Project 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 October 1, 2023 through October 31, 2023

The October 2023 Procurement Information Report is provided for review.

15. CITY ATTORNEY'S REPORT

A. City Attorney Billing Rate Consumer Price Index (CPI) Increase

Notification of an increase in the City Attorney hourly rate is provided.

16. CITY CLERK'S REPORT

17. CITY COMMISSIONER'S REPORTS/COMMENTS

18. ADJOURNMENT

Date

Donna G. Gardner, CMC
City Clerk