

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, December 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 August 28, 2023 - Regular Meeting**

B. **Minutes of August 31, 2023 - Special Meeting**

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: Recognizing the Retirement of Richard Mihalich**

Mayor David Henson will present a proclamation in recognition of Richard Mihalich's retirement from the City of Casselberry with 18 years of dedicated public service, retiring as a Utility Specialized Equipment Operator in the Public Works & Utilities Department.

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. 99301 - \$17,097.80

- B. **Piggyback Purchase of Chiller from Trane U.S. Inc. for City Hall and Related Budget Amendment #24-017**
Approval to piggyback Omnia Partners Trane Contract #3341 for purchase and installation of a replacement chiller for City Hall from Trane U.S. Inc. in the amount of \$309,747 and related Budget Amendment #24-017 is requested.
- C. **Amendment No. 1 to Piggyback Agreement with Cintas Corporation for Work Uniform Rental**
Approval of Amendment No. 1 to the piggyback agreement with Cintas Corporation for work uniform rental services, on an as-needed basis, in order to renew the term through October 31, 2027 and increase the cumulative contractual limit to \$180,000 is requested.
- D. **Piggyback Purchase of a Vac-Con truck for the Lift Stations Division and Related Budget Amendment #24-010**
Approval to piggyback Florida Sheriff's Association Contract FSA23-EQU21.0 for the purchase of a Vac-Con truck for the Lift Stations Division of the Public Works & Utilities Department in the total amount of \$551,073 and related Budget Amendment #24-010 is requested.
- E. **Change Order No. 6 to Agreement with U.S. Water Services Corporation for the Sausalito Force Main Replacement Project and Related Budget Amendment #24-013**
Approval of Change Order No. 6 to the agreement with U.S. Water Services Corporation for additional work related to the construction of the Sausalito Force Main Replacement Project in the amount of \$209,161.30 and related Budget Amendment #24-013 is requested.
- F. **Piggyback Purchase of a Flatbed Rolloff Truck for the Distribution & Collection Division and Related Budget Amendment #24-011**
Approval to piggyback Florida Sheriffs Association Contract FSA23-VEH21.0 for purchase of a flatbed rolloff truck for the Distribution & Collection Division of the Public Works and Utilities Department in the amount of \$240,350 and related Budget Amendment #24-011 is requested.
- G. **Piggyback Purchase of Elevator Equipment from Nichols Contracting, Inc. and Related Budget Amendment #24-016**
Approval to piggyback Sourcewell's Contract #FL-R6-E02-111821-NIC for purchase and installation of modernized elevator equipment from Nichols Contracting, Inc. for City Hall in the amount of \$235,864.97 and related Budget Amendment #24-016 is requested.
- H. **Resolution 23-3391 - Approving and Accepting Donation of Branch Tree Park and Stormwater Pond Properties**
Approval of Resolution 23-3391 providing for approval and acceptance of the donation of a park (parcel ID 28-21-30-511-0P01-0000) and stormwater pond (parcel ID 28-21-30-511-0A00-0000) parcels from the Branch Tree Homeowners Association to the City of Casselberry is requested.
- I. **Resolution 23-3392 - Naming of the Casselberry Arts Center**
Approval of Resolution 23-3392 providing for the naming of the Lake Concord Park/Art House Expansion facility as the Casselberry Arts Center is requested.
- J. **Budget Amendment #24-012 - Fiscal Year 2023 to 2024 Budget Rollover**
Approval of Budget Amendment #24-012 to amend the Fiscal Year 2024 Budget in the amount of \$23,125,111 is requested.
- K. **Resolution 23-3390 - Agreement with Florida Department of Environmental Protection for a Florida Recreation Development Assistance Program Grant to Develop "Wheel Park" - Phase 2**
Approval of Resolution 23-3390 authorizing execution of an Agreement with the Florida Department of Environmental Protection for a Florida Recreation Development Assistance Program (FRDAP) Grant valued at \$200,000 to develop "Wheel Park" - Phase 2 which requires an equal local matching investment, is requested.
- L. **Piggyback Purchase of One Ford Maverick Truck for the Building Division and Related Budget Amendment #24-015**

Approval of the purchase of one Ford Maverick truck for the Building Division at a cost of \$26,238.50 by piggybacking the Florida Sheriff's Association Contract # FSA23-WEL31.0 and approval of related Budget Amendment #24-015 is requested.

M. **Piggyback Agreement with Sourcewell Cooperative to Purchase Ten (10) Chevy Tahoes, Purchase of Associated Safety Equipment and Related Budget Amendment #24-014**

Approval to piggyback Sourcewell National Auto Fleet Contract 060920-NAF to purchase ten (10) Chevy Tahoes; for purchase and installation of associated safety equipment; and related Budget Amendment #24-014 which provides funding through the use of ARPA funds in the total amount of \$706,386.80 is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 23-3393 Interlocal Agreement with Seminole County for the Oxford Road Drainage & Sidewalks and English Estates Water Main Replacement Phase I Projects**

Approval of Resolution 23-3393 authorizing execution of an Interlocal Agreement with Seminole County for the combination of the County's Oxford Road Drainage & Sidewalks Project and the City's English Estates Water Main Replacement Phase I Project 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: Second Reading of Ordinance 23-1585 - Providing for the Annexation of One (1) Property Described with Parcel Identification Number 26-20-30-5AR-0D00-055B (ANX 23-01)**

Adoption of Ordinance 23-1585 providing for the voluntary annexation of one (1) property described with Parcel Identification Number 26-20-30-5AR-0D00-055B on second reading is requested.

B. **Public Hearing: Second 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)**

Adoption of Ordinance 23-1586 (LPA 23-02), on second 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.

C. **Public Hearing: Second 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)**

Adoption of Ordinance 23-1589 (ANX 23-02) on second reading for the 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, is requested.

D. **Public Hearing: Second Reading of Ordinance 23-1590 - Charter Amendments**

Adoption of Ordinance 23-1590 on second reading providing for eight (8) proposed amendments to the City Charter to be placed on the August 20, 2024 City Election ballot is requested.

12. OTHER ITEMS

A. **Amendment No. 1 to Supplemental Agreement No. 5 with Wharton-Smith, Inc. for a Guaranteed Maximum Price to Construct Wirz Park and Related Budget Amendment #24-018**

Approval of Amendment No. 1 to Supplemental Agreement No. 5 to the Contractual Agreement with Wharton-Smith, Inc. for Construction Manager at Risk (CMAR) for Parks Construction Projects for a Guaranteed Maximum Price (GMP) in the amount of \$7,861,772 to construct project PW 2109 Wirz Park Improvements and related Budget Amendment #24-018 is requested.

B. Amendment No. 1 to Supplemental Agreement No. 3 with Wharton-Smith, Inc. for a Guaranteed Maximum Price to Construct "Wheel Park" - Phase 1 and Related Budget Amendment #24-019

Approval of Amendment No. 1 to Supplemental Agreement No. 3 to the Contractual Agreement with Wharton-Smith, Inc. for Construction Manager at Risk (CMAR) for Parks Construction Projects for a Guaranteed Maximum Price (GMP) in the amount of \$4,605,204 to construct project PW 2001 "Wheel Park" - Phase 1 Improvements and related Budget Amendment #24-019 is requested.

C. Amendment No. 1 to Supplemental Agreement No. 4 with Wharton-Smith, Inc. for a Guaranteed Maximum Price to Construct "Wheel Park" - Phase 2 and Related Budget Amendment #24-020

Approval of Amendment No. 1 to Supplemental Agreement No. 4 to the Contractual Agreement with Wharton-Smith, Inc. for Construction Manager at Risk (CMAR) for Parks Construction Projects for a Guaranteed Maximum Price (GMP) in the amount of \$6,813,936 to construct project PW 2102 "Wheel Park" - Phase 2 Improvements and related Budget Amendment #24-020 is requested.

D. Presentation and Discussion of Preliminary Prioritized Project List for the Casselberry Mobility and Access Plan

City staff will present and facilitate discussion regarding a preliminary prioritized project list for the Casselberry Mobility and Access Plan.

E. Annual Selection of Vice Mayor

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 November 1, 2023 through November 30, 2023

The November 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