

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, February 12, 2024
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 January 22, 2024 - Special Meeting**
- B. **Minutes of January 22, 2024 - Regular Meeting**
- C. **Minutes of January 16, 2024 - Special Meeting**

6. PRESENTATIONS/ COMMENDATIONS

- A. **Mayor's Proclamation: Black History Month**
Mayor Henson will read a proclamation recognizing February 2024 as Black History Month 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. **Approval of Legal Services Invoices**
- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 99834 - \$13,844.00

- B. **Resolution 24-3396 Temporary Construction Easement for Natural Resources Conservation Service Erosion Control Project at Carmel by the Lake**
Approval of Resolution 24-3396, providing for conveyance and acceptance of a Temporary Construction Easement at Carmel by the Lake Condominium, which is associated with the proposed Howell Creek and Carriage Hill Erosion Control project is requested.
- C. **Resolution 24-3397 - Utility Easement Agreement with Wendy J. B. Thompson and Eric W. Thompson for Parcel ID: 30-21-30-6520-00-050 (1039 Quinwood Lane)**
Approval of Resolution 24-3397 authorizing a Utility Easement Agreement with Wendy J. B. Thompson and Eric W. Thompson for utilities located on the property of 1039 Quinwood Lane is requested.
- D. **Resolution 24-3398 - Conveyance of Easement to Duke Energy Florida, LLC for Wirz Park Improvements**
Approval of Resolution 24-3398 which provides for authorizing the conveyance of an easement from the City of Casselberry to Duke Energy Florida, LLC (Duke Energy) at Wirz Park, 806 Mark David Boulevard, Parcel ID 21-21- 30-505-0C00-0000, to assist with utility adjustments needed for Wirz Park improvements is requested.
- E. **Resolution 24-3399 Authorization for the City Manager to Approve Usage of Contingency Funding Related to the Wirz Park Improvements Project**
Approval of Resolution 24-3399 providing for authorization for the City Manager to approve usage of contingency funding related to the Wirz Park Improvements Project up to the amount of \$360,025 is requested.
- F. **Resolution 24-3400 Authorization for the City Manager to Approve Usage of Contingency Funding Related to "Wheel Park" - Phase 1**
Approval of Resolution 24-3400 which provides for authorization for the City Manager to approve usage of contingency funding related to "Wheel Park" - Phase 1 up to the amount of \$211,282 is requested.
- G. **Resolution 24-3401 Authorization for the City Manager to Approve Usage of Contingency Funding for "Wheel Park" - Phase 2**
Approval of Resolution 24-3401 which provides for authorization for the City Manager to approve usage of contingency funding related to "Wheel Park" - Phase 2 up to the amount of \$312,180 is requested.
- H. **Resolution 24-3402 Appointment of Code Enforcement Special Magistrate**
Approval of Resolution 24-3402 which appoints Fishback Dominick LLP as the City's Code Enforcement Magistrate is requested.
- I. **Task Authorization No. 3 with Wright-Pierce for Limited Equipment Inspection for Project PW 1706 Queens Mirror Nutrient Reduction Facility**
Consideration to approve Task Authorization No. 3 with Wright-Pierce Inc. for the equipment inspection for project PW 1706 Queens Mirror Nutrient Reduction Facility (NuRF) not to exceed \$18,700 is requested.
- J. **Task Authorization No. 4 with Wright-Pierce for Water Reclamation Facility Improvements Phase 2 Design Services and Related Budget Amendment #24-028**
Approval of Task Authorization No. 4 with Wright-Pierce and related Budget Amendment #24-028 for design services related to the Water Reclamation Facility Improvements Phase 2 Project in an amount of \$414,960.78 is requested.
- K. **Task Authorization No. 4 with GAI Consultants, Inc. for Northgate Phase 2 Water Main Replacement Project Design Services and Related Budget Amendment #24-027**
Approval of Task Authorization No. 4 with GAI Consultants and related Budget Amendment #24-027 for design services related to the Northgate Phase 2 Water Main Replacement Project in an amount of \$332,726 is requested.
- L. **Change Order No.1 to Task Authorization #7 with GAI Consultants, Inc. for Professional Design Services for Dew Drop Park and Related Budget Amendment #24-029**
Approval of Change Order No. 1 to Task Authorization #7 with GAI Consultants, Inc. in the amount of \$36,830 to provide additional professional services for the Dew Drop Park Improvements project and related Budget Amendment #24-029 is requested.
- M. **Piggyback Agreement for the Purchase and Installation of Playground Equipment for "Wheel Park" - Phase 1**

Consideration for approval to piggyback Manatee County Contract No. 21-0053-MR for the purchase and installation of playground equipment from Miracle Recreation Equipment/Miller Recreation Equipment and Design Inc. for "Wheel Park" - Phase 1 in the amount of \$162,220.75 is requested.

N. **Piggyback Agreement with Inliner Solutions, LLC for Storm Line Rehabilitation, Cleaning, and Video Recording**

Consideration for approval to piggyback City of Orlando Contract IFB20-0398 with Inliner Solutions, LLC for storm line rehabilitation, cleaning, and video recording in an amount not to exceed a total of \$590,000 is requested.

O. **Amendment No. 2 to the Continuing Professional Utility Engineering Services Agreement with Tetra Tech**

Approval of Amendment No. 2 to the Continuing Professional Utility Engineering Services Agreement with Tetra Tech to change contract wage rates is requested.

P. **Purchase Spending Authorization for the City Manager Not to Exceed \$100,000 Annually for CivicPlus Products and Services**

Approval to authorize spending authority for the City Manager to purchase CivicPlus products and services not to exceed \$100,000 annually is requested.

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

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 24-3403 - Recognition of Dedicated Public Service by Commissioner Andrew Meadows**

Approval of Resolution 24-3403, recognizing the dedicated public service by Commissioner Andrew Meadows is requested.

10. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 24-1593 - Amending Chapter 30, Emergency Management, Article I, of the City Code of Ordinances**

Approval of Ordinance 24-1593 on first reading, amending Chapter 30, Emergency Management, Article I of the City Code of Ordinances to provide consistency with State Statute is requested.

B. **First Reading of Ordinance 24-1594 - Amending Section 3-16.4, On-Premises Temporary Sign Regulations, of the City's Unified Land Development Regulations**

Approval of Ordinance 24-1594 on first reading, amending Section 3-16.4, On-premises temporary sign regulations, of the City's Unified Land Development Regulations to remove associated fee and registration requirements is requested.

C. **First Reading of Ordinance 24-1595 - Amending the Future Land Use Map Designation for Property Located on David Drive, Parcel ID 26-20-30-5AR-0D00-055B**

Approval of Ordinance 24-1595 on first reading, amending the City's Future Land Use Map designation for one parcel located on David Drive (Parcel ID 26-20-30-5AR-0D00-055B) from Seminole County Industrial to City of Casselberry Medium Density Residential, 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: Resolution 24-3395 Adoption of a Citywide Real Property Inventory List (Affordable Housing)**

Approval of Resolution 24-3395 providing for approval of the Real Property Inventory List required under Florida Statute 166.0451, is requested.

12. OTHER ITEMS - None

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