

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, February 26, 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.

AGENDA

1. MEETING CALL TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES - None

6. PRESENTATIONS/ COMMENDATIONS

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

- Fishback Dominick LLP, Invoice No. 118799 - \$1,292.50

B. Resolution 24-3404 Temporary Construction Easement and Maintenance Agreement with Lake Forrest Properties for Parcel ID: 28-21-30-300-016A-0000 (836 Lake Howell Road)

Approval of Resolution 24-3404 providing for a Temporary Construction Easement and Maintenance Agreement with Lake Forrest Properties for a service line replacement at Lake Forrest Preparatory School (836 Lake Howell Road) is requested.

C. Amendment No. 2 to the Continuing Professional Utility Engineering Services Agreement with Hazen and Sawyer, P.C.

Approval of Amendment No. 2 to the Continuing Professional Utility Engineering Services Agreement with Hazen and Sawyer, P.C. to change contract wage rates is requested.

D. **Resolution 24-3405 - Residential Solid Waste CPI Adjustment for Waste Pro of Florida, Inc.**

Approval of Resolution 24-3405 providing for a rate adjustment for Waste Pro of Florida, Inc. for residential solid waste collection services based on the 2023 Consumer Price Index effective January 1, 2024 to June 30, 2024 is requested. The rate increases 7.52% from \$15.96 to \$17.16 per month for residential collection. Rates charged to customers are not impacted by this resolution.

E. **Resolution 24-3406 - Annexation Agreement with Storage Cap Altamonte Springs, LP for Parcel Identification Number 07-21-30-514-0000-014D**

Approval of Resolution 24-3406 authorizing the execution of an annexation agreement between Storage Cap Altamonte Springs, LP and the City of Casselberry for Parcel Identification Number 07-21-30-514-0000-014D whereby annexation will occur after the applicant completes the development process with Seminole County is requested.

F. **Amendment No. 2 to Agreement with AxisPro Events, Inc. for Stage, Lights and Sound Services**

Approval of Amendment No. 2 to the Agreement with AxisPro Events, Inc. (RFP-2020-0583) to renew the term and increase contract wage rates to provide for stage, lights and sound production services for City events is requested.

G. **Reorganization of the Administrative Services Department**

Reorganization of the Administrative Services Department

H. **Excuse Absence of Commissioner Nancy Divita**

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8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 24-3407 - Approving and Authorizing the Establishment of An Adopt-A-Shoreline Program**

Approval of Resolution 24-3407 providing for approval and authorization to establish an Adopt-A-Shoreline Program to promote the installation of Florida native shoreline plants along participants' lakefronts and educate residents on the importance and benefits of a vegetated shoreline is requested.

B. **Resolution 24-3408 - Amended and Restated Employment Agreement with City Manager James R. Newlon**

Approval of Resolution 24-3408 providing for amending and restating the Employment Agreement with City Manager James R. Newlon to revise outdated content, provide for salary adjustments and accrued benefits in the same manner as general employees, and to provide consistency with City policy is requested.

10. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 24-1596 - Amending the Future Land Use Map Designation for Parcel ID 33-21-30-300-007B-0000 (1550 S.R. 436)**

Approval of Ordinance 24-1596 amending the City's Future Land Use Map (FLUM) designation for one parcel (Parcel ID 33-21-30-300-007B-0000) located at 1550 S.R. 436 from Seminole County Commercial to City of Casselberry Major Thoroughfare Mixed-Use is requested.

B. **First Reading of Ordinance 24-1597 - Amending the Official Zoning Map Designation for Property Located on David Drive (Parcel ID 26-20-30-5AR-0D00-055B)**

Approval of Ordinance 24-1597 on first reading amending the official zoning designation for one (1) parcel located on David Drive (Parcel ID 26-20-30-5AR-0D00-055B) from Seminole County A-1 (Agricultural) to City of Casselberry RMF-13 (Medium Density Multifamily) 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. Second Reading of Ordinance 24-1591 - Providing for the Voluntary Annexation of One (1) Property Located at 2075 Howell Branch Road (Parcel ID 28-21-30-300-0280-0000)

Adoption of Ordinance 24-1591 on second and final reading for the voluntary annexation of one (1) property located at 2075 Howell Branch Road (Parcel ID 28-21-30-300-0280-0000) is requested.

B. Second Reading of Ordinance 24-1592 - Amending the Existing Slovak Garden Planned Unit Development (PUD) for 3110 Howell Branch Road and 3128 Orava Lane and Approving the Associated PUD Agreement and Concept Plan

Adoption of Ordinance 24-1592 on second and final reading, amending the Slovak Garden Planned Unit Development (PUD) Agreement and Concept Plan established via Ordinance 21-1551 to provide for the second phase of development located at 3110 Howell Branch Road and 3128 Orava Lane 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

A. Procurement Information Report for the Period January 1, 2024 through January 31, 2024

The January 2024 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