

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, March 25, 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

A. **Proclamation: Recognizing the Retirement of Luis E. Melendez**

Mayor Henson will present a proclamation in recognition of Luis E. Melendez's retirement from the City of Casselberry with more than 35 years of dedicated public service, retiring as a Utility Plant Operator in the Water Reclamation Division of the Public Works & Utilities Department.

B. **Proclamation: Child Abuse Prevention Month**

Mayor Henson will read a proclamation designating April 2024 as Child Abuse Prevention 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. 100116 - \$27,020.30
- Fishback Dominick LLP, Invoice No. 119168 - \$55.00

- B. **Agreement with Accurate Power and Technology, Inc. for Replacement Generator for City Hall in the amount of \$427,410.45 and Related Budget Amendment #24-036**
Approval of an Agreement with Accurate Power and Technology, Inc. in the amount of \$427,410.45 for a replacement generator for City Hall and related Budget Amendment #24-036 is requested.
- C. **Piggyback Agreement with Caribbean Roofing and Construction, Inc. DBA United Roofing in the amount of \$154,600.39 for a Replacement Roof for Brightwater and Related Budget Amendment #24-037**
Approval of a Piggyback Agreement with Caribbean Roofing and Construction, Inc. DBA United Roofing in the amount of \$154,600.39 for a replacement roof for Brightwater house and Related Budget Amendment #24-037 is requested. An allowance is budgeted for lumber and other unexpected field conditions of \$145,399.61. The total project budget is \$300,000.00,
- D. **Agreement with InvoiceCloud, Inc. for Credit Card Payment Solutions**
Consideration to award and execute an agreement for credit card payment solutions with Invoice Cloud, Inc. for a five-year term is requested.
- E. **Amendment No. 2 to Agreement with Stantec Consulting Services Inc. for Continuing Professional Services for Surveying, Geographic Information System, and Infrastructure Asset Management**
Approval of Amendment No. 2 with Stantec Consulting Services Inc. in order to extend the term one year and update rates to provide continuing professional services for Surveying, Geographic Information System, and Infrastructure Asset Management on a task authorization basis is requested.
- F. **Donation from State Law Enforcement Trust Funds to Kids House, Wayne Densch Children's Advocacy Center and Related Budget Amendment #24-033**
Approval to donate from State Law Enforcement Trust Funds to the Kids House, Wayne Densch Children's Advocacy Center in the amount of \$2,500 and related Budget Amendment #24-033 is requested
- G. **Donation from State Law Enforcement Trust Funds to Seminole County Boy Scout Golden Eagle Event and Related Budget Amendment #24-030**
Approval to donate \$1,500 from State Law Enforcement Trust Funds to the Seminole County Boy Scout Golden Eagle Event and related Budget Amendment #24-030 is requested.
- H. **Resolution 24-3409 Revised Interlocal Agreement with Seminole County for the Oxford Road Drainage & Sidewalks and English Estates Water Main Replacement Phase I Projects**
Approval of Resolution 24-3409 authorizing execution of the revised 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. The revision adds a the overall project cost estimate as Exhibit A.

8. DISCUSSION ITEMS

- A. **Future Agenda Items**

9. RESOLUTIONS - None

10. FIRST READING OF ORDINANCES

- A. **First Reading of Ordinance 24-1598 - Amending the Official Zoning Map Classification for Property Located on Parcel ID 33-21-30-300-007B-0000 (1550 S.R. 436)**
Approval of Ordinance 24-1598 on first reading amending the official zoning classification for one (1) parcel located at 1550 S.R. 436 (Parcel ID 33-21-30-300-007B-0000) from Seminole County C-1 (Commercial) to City of Casselberry PMX-MID (Planned Mixed Use: Medium-Rise) 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 24-1593 - Amending Chapter 30, Emergency Management, Article I, of the City Code of Ordinances**
Second Reading of Ordinance 24-1593 - Amending Chapter 30, Emergency Management, Article I, of the City Code of Ordinances
- B. **Public Hearing: Second Reading of Ordinance 24-1594 - Amending Section 3-16.4, On-Premises Temporary Sign Regulations, of the City's Unified Land Development Regulations**
Adoption of Ordinance 24-1594 on second reading, amending Section 3-16.4, On-premises temporary sign regulations, of the City's Unified Land Development Regulations, to refine and simplify related performance standards, is requested.
- C. **Public Hearing: Second Reading of Ordinance 24-1595 - Amending the Future Land Use Map Designation for Parcel ID 26-20-30-5AR-0D00-055B (David Drive)**
Adoption of Ordinance 24-1595 on second 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 (I) to City of Casselberry Medium Density Residential (MDR), is requested.
- D. **Second 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.
- E. **Public Hearing: Second Reading of Ordinance 24-1597 - Amending the Official Zoning Map Classification for Parcel ID 26-20-30-5AR-0D00-055B (David Drive)**
Adoption of Ordinance 24-1597 on second reading, amending the official zoning classification 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.

12. OTHER ITEMS

- A. **Award of Bid for ITB-2024-1135 and Agreement with Enviro-Tech Systems, Inc. for the Howell Creek and Carriage Hill Erosion Control Due to Hurricane Ian Project in the amount of \$970,440.65 and Related Budget Amendment #24-035**
Consideration to award a bid for ITB-2024-1135 and execute an agreement with Enviro-Tech Systems, Inc. in the amount of \$848,831.85 for the Base Bid for Howell Creek, and \$121,608.80 for the Base Bid of Carriage Hill, for a total of \$970,440.65 for the Howell Creek and Carriage Hill Erosion Control Due to Hurricane Ian Project and related Budget Amendment #24-035 is requested. This project is funded with the support of the US Department of Agriculture through the National Resources Conservation Service (NRCS). Construction assistance totals \$727,830.49 and \$42,362.50 for technical assistance.
- B. **Presentation and Discussion of Local Vision Zero Action Plan Development Efforts**
Kathrin Tellez with Fehr & Peers will provide an overview and status update regarding the City's Vision Zero planning efforts.

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 February 1, 2024 through February 29, 2024**
The February 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