CITY OF CASSELBERRY
CITY COMMISSION MEETING

Monday, April 22, 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 April 8, 2024 - Regular Meeting**

B. **Minutes of February 26, 2024 - Regular Meeting**

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: National Bike Month**
Vice Mayor Aramendia will present a proclamation to Public Works & Utilities Director Kelly Brock declaring May 2024 as National Bike Month in the City of Casselberry.

B. **Proclamation: National Drinking Water Week**
Vice Mayor Aramendia will present a proclamation to Public Works & Utilities Director Kelly Brock declaring May 5-11, 2024 as National Drinking Water Week in the City of Casselberry.

C. **Proclamation: National Police Week and Peace Officer's Memorial Day**
Vice Mayor Aramendia will present a proclamation recognizing the week of May 12 – 18, 2024 as National Police Week and May 15, 2024, as Peace Officers' Memorial Day to Larry D. Krantz, Police Chief.

D. **Proclamation: Professional Municipal Clerks Week**

Vice Mayor Aramendia will present a proclamation to City Clerk Donna G. Gardner recognizing May 5 through May 11, 2024 as the 55th Annual Professional Municipal Clerks Week.

7. CONSENT AGENDA

The action proposed to be taken it 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. 119579 - $820.00

B. Resolution 24-3411 - Application for a Safe Streets and Roads for All Planning and Demonstration Grant for Vision Zero Related Activities

Approval of Resolution 24-3411 which provides for submittal of a Safe Streets and Roads For All (SS4A) Planning and Demonstration grant application for Vision Zero related activities in the total amount up to $1,500,000, consisting of federal funds up to $1,200,000 and local match up to $300,000 is requested.

C. Resolution 24-3412 - Authorization for the City Manager to Execute Amendment #2 to the Agreement with the Natural Resources Conservation Service for the Howell Creek and Carriage Hill Erosion Control Project

Approval of Resolution 24-3412 providing for authorization for the City Manager to execute Amendment #2 to the Agreement with the United States Department of Agriculture - Natural Resources Conservation Service (NRCS) for erosion control improvements to Howell Creek and an outfall near Carriage Hill, consisting of up to $812,830.49 in federal funding with a required local match of $242,610.16 is requested.

D. Resolution 24-3413 - Agreement with the Florida Department of Transportation for Streetlighting of State Road 436 and US Highway 17-92

Approval of Resolution 24-3413 which provides for approval of a State Highway Lighting, Maintenance, and Compensation Agreement with the State of Florida Department of Transportation for streetlighting of SR 436 and US Highway 17-92 is requested.

E. Resolution 24-3415 - Amended and Restated Interlocal Agreement Between South Seminole North Orange County Wastewater Transmission Authority (SSNOCWTA) and Its Member Entities

Approval of Resolution 24-3415 which authorizes the Amended and Restated Interlocal Agreement between the South Seminole North Orange County Wastewater Transmission Authority (SSNOCWTA) and Seminole County and the Cities of Casselberry, Maitland, and Winter Park, is requested.

F. Lighting Services Agreement with Duke Energy for "Wheel Park" - Phase 1 and "Wheel Park" - Phase 2

Consideration for approval of an agreement with Duke Energy to install and maintain decorative lighting for "Wheel Park" - Phase 1 and "Wheel Park" - Phase 2 for the upfront amount of $64,219.30 and for an ongoing monthly amount of $1,732.61 is requested.

G. Change Order No. 1 to Task Authorization No. 11 with Vanasse Hangen Brustlin, Inc. for Project PW 1213 US 17-92 to Sunset Drive Pedestrian Connectivity Improvements for additional design services in the amount of $4,224.85 and Related Budget Amendment #24-041

Approval of Change Order No. 1 to Task Authorization No. 11 with Vanasse Hangen Brustlin, Inc. for Project PW 1213 US 17-92 to Sunset Drive Pedestrian Connectivity Improvements for additional design services in the amount of $4,224.85 and related Budget Amendment #24-041 is requested.

H. Budget Amendment #24-031 - Recognizing Donation from Friends of the Park for the Purchase of Two Live Oak Trees for Lake Concord Park

Approval of Budget Amendment #24-031 which provides for recognition of a $3,000 donation from Casselberry Friends of the Park as revenue to the Tree Replacement Fund and allocates equal funding for the purchase of two live oak trees for Lake Concord Park is requested.

I. Purchase of Vehicle for the Distribution and Collection Division and Related Budget Amendment #24-040

Approval to purchase a Ford Transit Connect in the amount not to exceed $40,000 and related Budget Amendment #24-040 is requested.

J. **Excuse Absence of Mayor/Commissioner David Henson**

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

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS - None

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. **Second 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)**

Adoption of Ordinance 24-1598 on second 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.

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 March 1, 2024 through March 31, 2024**

The March 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