CITY OF CASSELBERRY
CITY COMMISSION MEETING

Monday, June 24, 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 June 10, 2024 - Regular Meeting**

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: Recognizing July 2024 as Parks and Recreation Month**
Mayor David Henson will present a proclamation to Public Works/Recreation Division Events & Programs Supervisor Lynn Hoppes declaring July 2024 as Parks and Recreation Month in the City of Casselberry.

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. **Resolution 24-3423 - Street Lighting Assessment Preliminary Rate Resolution**
Approval of Resolution 24-3423 as the Preliminary Rate Resolution for the implementation of the Street Lighting Assessment for Fiscal Year (FY) 2024-25 is requested.

B. **Resolution 24-3430 Agreement Concerning Road Repairs at Windward Square and Related Budget Amendment #24-050**

Approval of Resolution 24-3430 providing for an Agreement with Windward Square Homeowners Association for a one-time payment of $972,345 towards road repairs and a release from liability to the Windward Square Community associated with the water main replacement project and Related Budget Amendment # 24-050 is requested.

C. **Resolution 24-3431 - Permission for Florida Department of Environmental Protection to Access Monitoring Well Sites**

Approval of Resolution 24-3431 authorizing the City Manager to execute a Permission to Enter Property Document granting permission to the Florida Department of Environmental Protection and its contractors to enter City property in order to access monitoring well sites and collect samples as part of contamination monitoring is requested.

D. **Resolution 24-3433 - Approval of Amendment 2 to the Seminole County Sheriff's Office/City of Casselberry Agreement for Law Enforcement Dispatching Services**

Approval of Resolution 24-3433 approving and authorizing Amendment 2 to the Agreement for Law Enforcement Dispatching Services Between the City of Casselberry and the Seminole County Sheriff's Office to renew the agreement for five (5) years and schedule payments for dispatch service for FY 2025 totaling $450,000 is requested.

E. **Award of Bid for ITB-2024-1187 and Agreement with Construct Co. Inc. for the Secret Lake and Sunset Park Boat Ramps and Related Budget Amendment #24-049**

Consideration to award a bid for ITB-2024-1187 and execute an agreement with Construct Co. Inc. for the Secret Lake and Sunset Park boat ramps in the amount of $402,197 and also approve related Budget Amendment #24-049 is requested.

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

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 24-3434 - Amending the Board Appointment Procedures Policy**

Approval of Resolution 24-3434 amending the Board Appointment Procedures Policy is requested.

10. FIRST READING OF ORDINANCES - None

11. PUBLIC HEARINGS - None

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.)

12. OTHER ITEMS

A. **Award of Bid and Construction Agreement with Cathcart Construction Company for Northgate Phase 1 Water Main Replacement Project and Related Budget Amendment #24-051**

Consideration of approval to award an agreement to Cathcart Construction Company in the amount of $2,749,642 for the Northgate Phase 1 Water Main Replacement Project and related Budget Amendment #24-051 is requested. This project includes American Rescue Plan Act (ARPA) funds.

B. **Presentation and Discussion of the Draft City of Casselberry Vision Zero Action Plan**

Kathrin Tellez with Fehr and Peers will present and facilitate a discussion of the draft City of Casselberry Vision Zero Action Plan.

C. **Board Appointment - South Seminole North Orange County Wastewater Transmission Authority Board - Alternate**

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 May 1, 2024 through May 31, 2024**

The May 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