CITY OF CASSELBERRY
CITY COMMISSION MEETING

Monday, July 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.

AGENDA

1. MEETING CALL TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES

A. **Minutes of June 24, 2024 - Regular Meeting**

B. **Minutes of July 15, 2024 - Budget Workshop**

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: Recognizing the Retirement of Michael Schaefer**

Mayor Henson will present a proclamation in recognition of Michael Schaefer's retirement from the City of Casselberry with 29 1/2 years of dedicated public service, retiring as a Police Captain in the Police Department.

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**

- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 101247 - $16,466.44
- Fisher & Phillips LLP, Invoice No. 1971193 - $91.50
- Fishback Dominick LLP, Invoice No. 120252 - $935.84

B. **Resolution 24-3435 - Annual Rate Resolution for Sausalito Assessment Area**

Approval of Resolution 24-3435 as the Annual Rate Resolution for the Fiscal Year 2024-2025 assessment roll for the Special Assessment for the Sausalito Assessment Area, associated with the replacement Sausalito Shores subdivision wall, is requested.

C. **Resolution 24-3436 - Conveyance of Easement to Duke Energy Florida, LLC for "Wheel Park" - Phase 1 & 2**

Approval of Resolution 24-3436 providing for authorizing for the conveyance of an easement from the City of Casselberry to Duke Energy Florida, LLC at "Wheel Park" - Phase 1, 951 N. Winter Park Dr., Parcel ID 04-21-30-526-0000-0080 and "Wheel Park" - Phase 2, 952 N. Winter Park Dr., Parcel ID 04-21-30-526-0000-0020 to allow for installation and maintenance of utilities needed for "Wheel Park" - Phase1 & Phase 2 is requested.

D. **Resolution 24-3437 - Agreement with the Institute of Police Technology and Management (IPTM) for the High Visibility Enforcement Pedestrian & Bicycle Safety Contract Program and Related Budget Amendment #24-047**

Approval of Resolution 24-3437 authorizing an agreement with the Institute of Police Technology and Management (IPTM) to accept the High Visibility Enforcement Pedestrian & Bicycle Safety Contract Program funding in the amount of $5,000 for overtime high visibility education and enforcement, and related Budget Amendment #24-047 is requested.

E. **Use of Federal Forfeiture Funds for the Sole Source Purchase of Eight (8) FDLE Falcon RapidID Edge Device (RID) Software and Fingerprint Scanners from DataWorks Plus and Related Budget Amendment #24-048**

Approval to use Federal Forfeiture Funds for the sole source purchase of eight (8) FDLE Falcon RapidID Edge Device (RID) software and fingerprint scanners from DataWork Plus to assist in providing a positive identification of an individual, and related Budget Amendment #24-048 is requested.

F. **Change Order No. 1 to Task Authorization No. 24 with CHA Consulting, Inc for PW 2308 Lift Station #77 Quintuplet Rehabilitation Services**

Approval of Change Order No. 1 to Task Authorization No. 24 with CHA Consulting, Inc. for Project PW 2308 Lift Station #77 Quintuplet Rehabilitation for additional design and survey services in the amount of $53,145 is requested.

G. **Resolution 24-3438 - Authorizing Execution of an Indemnification Agreement in Favor of the Florida Department of Transportation (FDOT)**

Approval of Resolution 24-3438 authorizing execution of an indemnification agreement in favor of the Florida Department of Transportation (FDOT) for any ramifications from a stable brownfield plume underneath US Hwy 17-92 which originated for the old police station site is requested.

H. **Resolution 24-3439 - Authorizing Joint Submittal of a "Safe Streets and Roads for All" Planning Grant Application to the U.S. Department of Transportation**

Approval of Resolution 24-3439 authorizing the City of Casselberry to participate in joint submittal of a Safe Streets and Roads for All (SS4A) Planning Grant with MetroPlan Orlando and other agencies to the U.S. Department of Transportation to assist with furthering Vision Zero initiatives, inclusive of a local match of 20%, not to exceed $30,000, is requested.

I. **Piggyback Purchase for Replacement of One (1) Police Vehicle and Related Budget Amendment #24-052**

Consideration for approval to piggyback the Bradford County Sheriff's Contract # BCSO 22-27-1.0 for the purchase of one (1) replacement Ford Explorer unmarked police traffic unit for the total amount of $45,770 and related Budget Amendment #24-052 is requested.

J. **Resolution 24-3432 - Interlocal Agreement for Contribution of Individual Opioid Settlement Funds Between the City of Casselberry and Seminole County and Related Budget Amendment #24-053**

Approval of Resolution 24-3432 authorizing an Interlocal Agreement with Seminole County for allocation of the City's share of the Opioid Settlement, authorization to transmit already received settlement funds in the amount of $54,491.36 to the County and related Budget Amendment 24-053 is requested.

K. **Amendment No. 2 to the Piggyback Agreement with Guardian Equipment, Inc. for Chemical Feed Systems Maintenance and Repair**

Approval of Amendment No. 2 to the Piggyback Agreement with Guardian Equipment, Inc. for Chemical Feeds Systems Maintenance and Repair on an as-needed basis for an amount not to exceed $130,000.00 for the term of the agreement and extending the term of the agreement for a one (1) year period is requested.

L. **Employee Health Insurance Renewal for Fiscal Year 2024-2025**

Approval to renew City employees' health insurance coverage from United Healthcare for Fiscal Year 2024-2025 is requested.

M. **Resolution 24-3442 - 2024-2028 Inter-Local Voluntary Cooperation Operational Assistance Combined Mutual Aid Agreement**

Approval of Resolution 24-3442 authorizing the execution of the 2024-2028 Inter-Local Voluntary Cooperation Operational Assistance Combined Mutual Aid Agreement is requested.

N. **Resolution 24-3443 - Contract for Sale and Purchase of Residential Property at 106 Wilshire Drive (Parcel ID: 21-21-30-501-0200-0050) and Related Budget Amendment #24-055**

Approval of Resolution 24-3443 authorizing the execution of a Contract for Sale and Purchase of Residential Property located at 106 Wilshire Drive for the expansion of the Howell Park Water Treatment Plant and related Budget Amendment #24-055 is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 24-3440 - Adoption of the City of Casselberry Vision Zero Action Plan**

Approval of Resolution 24-3440 adopting the City of Casselberry Vision Zero Action Plan is requested.

B. **Resolution 24-3441 - Agreement with Florida Wildflower Foundation for 2024 Viva Florida Landscape Demonstration Garden Grant and Related Budget Amendment #24-054**

Approval of Resolution 24-3441 providing for an Agreement for a 2024 Viva Florida Landscape Demonstration Garden Grant through the Florida Wildflower Foundation to install a Florida native plant demonstration garden along the Secret Lake Conservation Area in the amount of $3,000 and related Budget Amendment #24-054 is requested.

10. FIRST READING OF ORDINANCES

A. **First Reading Ordinance 24-1605 - Amending Chapter 46, Floods, of Part II, City Code of Ordinances**

Approval of Ordinance 24-1605 on first reading amending Chapter 46, Floods, of Part II, City Code of Ordinances, to update the City's flood regulations to satisfy the Community Rating System (CRS) Class 8 Prerequisite, 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 24-1604 - Amending Section 9, Effective Date of Charter Amendments of Ordinance 23-1590**

Adoption of Ordinance 24-1604 on second and final reading, amending Section 9, Effective Date of Charter Amendments of Ordinance 23-1590 to state that all Charter Amendments, if approved by the electors on August 20, 2024, apply to the August 20, 2024 election, is requested.

12. OTHER ITEMS

A. **Tentative Tax Rate and Voted Debt Millage Rate for Fiscal Year 2024/2025**

Consideration to set the tentative millage rate at 2.9000 mills and the voted debt millage rate at 0.6633 mills for Fiscal Year 2024/2025 (FY 2025) is requested.

B. **Selection of Voting Delegate at the Florida League of Cities Annual Conference**

Designation of one official from the City of Casselberry to be the voting delegate at the business meeting held during the Florida League of Cities 2024 Annual Conference is requested.

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 June 1, 2024 through June 30, 2024**

The June 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