

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, September 9, 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 August 26, 2024 - Regular Meeting**

B. **Minutes of August 26, 2024 - Workshop**

6. PRESENTATIONS/ COMMENDATIONS

A. **Presentation: Distinguished Budget Presentation Award for Fiscal Year 2023-2024**

Receipt of the Distinguished Budget Presentation Award from the Government Finance Officers Association for Fiscal Year 2023-2024 will be recognized.

B. **Proclamation: 9/11 Day of Service and Remembrance Day**

Mayor Henson will read a proclamation recognizing September 11, 2024 as 9/11 Day of Service and Remembrance Day 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**

B. Piggyback Agreement with American Lighting and Signalization, LLC for Lighting Services for US 17-92 and SR 436

Approval of an Agreement with American Lighting and Signalization, LLC to repair and replace lighting along State Road 436 and US Highway 17-92 on an as-needed basis in an amount not to exceed \$125,000 is requested.

C. Resolution 24-3455 - Authorization for the City Manager to Execute Change Orders for PW 2317 Howell Creek and Carriage Hill Erosion Control and Related Budget Amendment #24-059

Approval of Resolution 24-3455 and related Budget Amendment #24-059 authorizing the City Manager to execute change orders for the Howell Creek and Carriage Hill Erosion Control Project under ITB 2024-1135 with Enviro-Tech System Inc., for a total amount not to exceed \$108,522.03 is requested.

D. Resolution 24-3456 Authorization for the City Manager to Execute Change Orders for PW 1706 Queens Mirror Nutrient Reduction Facility and Related Budget Amendment #24-057

Approval of Resolution 24-3456 and related Budget Amendment #24-057 authorizing the City Manager to execute future change orders for the Queens Mirror Nutrient Reduction Facility Project under ITB 2024-1138 with Cathcart Construction Company and Geosyntec Consultants for a total amount not to exceed \$241,442.25 is requested.

E. Sole Source Purchase of Sewage Pump for Automatic Backwash Filters and Related Budget Amendment #24-058

Approval of the single/sole source purchase of a sewage pump at a cost of \$5,330 for the Water Reclamation Facility Automatic Backwash Filters and related Budget Amendment #24-058 is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. RESOLUTIONS

A. Resolution 24-3457- Local Agency Program Agreement with Florida Department of Transportation for Winter Park Drive Complete Street Improvements Phase 1

Approval of Resolution 24-3457 authorizing a Local Agency Program Agreement with the Florida Department of Transportation for Project 446493-2-38-01 for Winter Park Drive Complete Street Improvements Phase 1 (Marigold to Seminola) Project is requested. This agreement is to assist with professional design services and commits federal funding in the amount of \$870,000 and requires a local match of \$46,459.

10. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 24-1610 - Amending the City's Future Land Use Map for Property Located at 210 N.E. Triplet Drive (Parcel ID 09-21-30-506-0400-0010)

Approval of Ordinance 24-1610 on first reading, amending the City's Future Land Use Map (FLUM) designation for one parcel located at 210 N.E. Triplet Drive (Parcel ID 09-21-30-506-0400-0010) from Low Density Residential (LDR) to Medium Density Residential (MDR), 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: Resolution 24-3458 - Tentative Millage Rate and Voted Debt Millage Rate for Fiscal Year 2024/2025

Approval of Resolution 24-3458 for adoption of 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. Public Hearing: Resolution 24-3459 - Tentative Operating Budget for Fiscal Year 2024/2025

Approval of Resolution 24-3459 for adoption of the tentative budget for the Fiscal Year 2024/2025 (FY 2025) is requested. The total City-wide budget requested is \$75,448,514.

C. Public Hearing: Second Reading of Ordinance 24-1609 - Annexation of of 515 Lake Howell Road

Staff is requesting that this item be continued due to a slight change in the legal description which is still being worked on.

12. OTHER ITEMS

A. Confirmation and Certification of August 20, 2024 City Election Results

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

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