

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, September 23, 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 September 9, 2024 - Regular Meeting**

6. **PRESENTATIONS/ COMMENDATIONS - None**

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**

- Fishback Dominick LLP, Invoice No. 121116 - \$967.69

B. **Task Authorization No. 6 with Hazen and Sawyer for Corrosion Control Optimization Study (Phase II) Services**

Approval of Task Authorization No. 6 with Hazen and Sawyer for the Corrosion Control Optimization Study (Phase II) in an amount of \$120,471 is requested.

C. **Piggyback Agreement with Odyssey Manufacturing Company for the Purchase of Bulk Sodium Hypochlorite**

Approval of an agreement with Odyssey Manufacturing Company by piggybacking the City of St. Augustine Contract RFB #24052 for the purchase of bulk sodium hypochlorite on an as-needed basis for an annual amount not to exceed \$1,250,000 for the period beginning October 1, 2024 through September 30, 2027, is requested.

D. Resolution 24-3466 - Fiscal Year 2024-2025 Funding Agreement with MetroPlan Orlando

Approval of Resolution 24-3466 providing for approval and authorization to enter into a Funding Agreement with MetroPlan Orlando for Fiscal Year 2024-2025 in the amount of \$2,385 is requested.

E. Board Appointment - South Seminole North Orange County Wastewater Transmission Authority

Reappointment of Matthew Baker, Distribution and Collections Superintendent, as the City's representative on the South Seminole North Orange County Wastewater Transmission Authority Board is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. 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 24-1608 - Amending Chapter 86, Utilities, Article III, Water of the City Code of Ordinances

Approval on second and final reading of Ordinance 24-1608 amending Chapter 86, Utilities, Article III, Water of the City Code of Ordinances to update the City's Cross Connection Control Program for the addition of Residential Backflow Testing Services is requested.

B. Public Hearing: Second Reading of Ordinance 24-1606 - Amending, Repealing, and Replacing Various Sections of City Code Relating to Home Based Businesses

Approval of Ordinance 24-1606 on second and final reading, to amend, repeal, and replace various sections of the City's Code of Ordinances and Unified Land Development Regulations relating to Home Based Businesses to conform to Florida statutes, is requested.

C. Public Hearing: Second Reading of Ordinance 24-1607 - Regulation of Medical Services, Alcohol Sales for Onsite Consumption, and Veterinary and Pet-Related Services

Approval of Ordinance 24-1607 on second and final reading, amending the City's Unified Land Development Regulations relating to the regulation of Medical Services, Alcohol Sales for Onsite Consumption, and Veterinary and Pet-Related Services, is requested.

D. Public Hearing: Resolution 24-3463 - Adoption of Fiscal Year 2024-2025 Final Millage Rate and Voted Debt Millage Rate

Approval of Resolution 24-3463 adopting the tentative millage rate of 2.9000 mills as the final millage rate and the voted debt millage rate at 0.6633 mills for the Fiscal Year 2024-2025 (FY 2025) is requested.

E. Public Hearing: Resolution 24-3464 - Adoption of Final Operating Budget for Fiscal Year 2024-2025

Approval of Resolution 24-3464 to adopt the final budget for the Fiscal Year 2024-2025 (FY 2025) in the amount of \$75,448,514 is requested.

10. RESOLUTIONS

A. Resolution 24-3460 - Sunnyside Park Improvements Project - Florida Recreation Development Assistance Program Grant

Approval of Resolution 24-3460 authorizing staff to submit an application for the Sunnyside Park Improvements Project - Florida Recreation Development Assistance Program (FRDAP) grant is requested. The grant could yield \$200,000 for park improvements if matched with equivalent City funds.

B. **Resolution 24-3465 - Utility Easement Agreement between Home Depot, Duke Energy Florida, LLC, and the City of Casselberry for the US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project**

Approval of Resolution 24-3465 providing for conveyance and acceptance of a Utility Easement Agreement between Home Depot, Duke Energy, LLC, and the City of Casselberry, associated with the proposed US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project, is requested.

C. **Resolution 24-3461- Temporary Construction Easement Agreement with Home Depot for the US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project**

Approval of Resolution 24-3461 providing for conveyance and acceptance of a Temporary Construction Easement Agreement with Home Depot, associated with the proposed US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project, is requested.

D. **Resolution 24-3462 - Trail Easement Agreement with Home Depot for the US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project**

Approval of Resolution 24-3462 providing for conveyance and acceptance of a Trail Easement Agreement with Home Depot, associated with the proposed US Highway 17-92 to Sunset Drive Pedestrian Connectivity Project, is requested.

E. **Resolution 24-3467 - In Recognition of Dedicated Public Service and Outstanding Legal Service by Catherine D. Reischmann as City Attorney to the City of Casselberry**

Approval of Resolution 24-3467 recognizing the dedicated public service and outstanding legal service by Catherine D. Reischmann as City Attorney for the City of Casselberry, who will be retiring on September 30, 2024 after more than 25 years of service to the City is requested.

11. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 24-1611 - Amending the City's Official Zoning Map for Property Located at 210 NE Triplet Drive (Parcel ID 09-21-30-506-0400-0010)**

Approval of Ordinance 24-1611 on first reading amending the official zoning classification for one (1) parcel located at 210 NE Triplet Drive (Parcel ID 09-21-30-506-0400-0010) from R-9 (Low Density Single-Family Residential) to RMF-13 (Medium Density Multifamily) 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 August 1, 2024 through August 31, 2024**

The August 2024 Procurement Information Report is provided for review.

B. **Notification of Emergency Purchase Authorization of Sewer Lining Services for Guinevere Drive Sewer Main Break**

Notification is provided that the City Manager has authorized the emergency purchase of sewer inspection, cleaning, and rehabilitation services for a sewer main break at the intersection of Guinevere Dr. and Lady Susan Dr.

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