

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, October 28, 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 October 14, 2024 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS - None

A. Mayor's Proclamation: Recognizing October 2024 as National Code Compliance Month

Mayor Henson will read a proclamation recognizing October 2024 as National Code Compliance Month 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

- Fishback Dominick LLP, Invoice No. 121521 - \$834.75

B. Amendment No. 2 to the Agreement with Quality Lawn Services Unlimited, Inc. for Grounds Maintenance Services for Lift Stations and Water Plants

Approval of Amendment No. 2 to the Agreement with Quality Lawn Services Unlimited, Inc. for grounds maintenance services for lift stations and water plants to extend the term to November 15, 2025 and to increase the cumulative contractual limit by \$70,000 to a total of \$350,000 is requested.

C. **Task Authorization No. 6 with Wright-Pierce, Inc. for Construction Engineering Inspection Services for the Winter Woods Force Main Replacement Project**

Approval of Task Authorization No. 6 with Wright-Pierce, Inc. for Construction Engineering Inspection services for the Winter Woods Force Main Replacement project in the amount of \$248,295 is requested.

D. **Piggyback Purchase of Continued Cellular Services from T-Mobile Through State of Florida Department of Management Services Contract DMS-19/20-006**

Approval to piggyback State of Florida Department of Management Services Contract DMS-19/20-006 for purchase of continued cellular service from T-Mobile in the amount of \$82,000 is requested.

E. **Reorganization of the Public Works Department**

Approval of the reorganization of the Public Works Department is requested.

F. **Authorize the Mayor to Sign a Support Letter for the University of Central Florida (UCF) to Secure State Funding for the John Scott Dailey Florida Institute of Government (IOG) to Serve Central Florida**

Authorization for the Mayor to sign a support letter for UCF to secure state funding for the John Scott Dailey Florida Institute of Government (IOG) to serve Central Florida through its faculty experts on local and state government and public policy and administration, is requested.

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. **Public Hearing: Resolution 24-3468 - Electing to Not Exempt Certain Property from Ad Valorem Taxation (Live Local Act Opt Out)**

Approval of Resolution 24-3468, which addresses recent state legislative changes regarding property tax exemptions for affordable housing, is requested.

12. OTHER ITEMS

A. **Award of Bid and Construction Agreement with DBE Management LLC dba DBE Utility Services for the Winter Woods Force Main Replacement Project and Related Budget Amendment #25-004**

Consideration of Award of Bid and Agreement with DBE Management LLC dba DBE Utility Services and related Budget Amendment #25-004 to provide for the construction of the Winter Woods Force Main Replacement Project in the amount of \$2,021,699.96 is requested.

B. **Planning and Zoning Commission Board Appointment**

C. **Police Officers' & Firefighters' Pension Board Appointments**

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 September 1, 2024 through September 30, 2024**

The September 2024 Procurement Information Report is provided for review.

15. CITY ATTORNEY'S REPORT

A. **City Attorney Billing Rate Consumer Price Index (CPI) Increase**

Notification of an increase in the City Attorney hourly rate is provided.

16. CITY CLERK'S REPORT

17. CITY COMMISSIONER'S REPORTS/COMMENTS

18. ADJOURNMENT

Date

Donna G. Gardner, CMC
City Clerk