

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, December 16, 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 November 18, 2024 - Regular Meeting**

B. **Minutes of December 9, 2024 - Special Meeting**

6. PRESENTATIONS/ COMMENDATIONS

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**

- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 102605 - \$18,702.89

B. **Award of RFP-2025-1240 and Agreements with Yang, Inc. dba SEMCO Electric Co, Wilcom Electrical Systems, LLC, and Accurate Electrical Connection, Inc. for Citywide Electrical Services and Repairs**

Approval to award RFP-2025-1240 for electrical services and repairs to include a primary agreement with Yang, Inc. dba SEMCO Electric Co in the amount not to exceed a total of \$400,000 for the term of the agreement; a secondary agreement with Wilcom Electrical Systems, LLC not to exceed a total of \$200,000 for the term of the agreement; and a

secondary with Accurate Electrical Connection, Inc. not to exceed a total of \$200,000 for the term of the agreement, each with a term of January 13, 2025 through January 12, 2028 with options to renew, is requested.

C. **Resolution 24-3474 - Amendment No. 4 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 2**

Approval of Resolution 24-3474 for Amendment No. 4 to the exclusive franchise agreement for commercial solid waste services with GFL Solid Waste Southeast, LLC for Franchise 2 to adjust rates higher by 3% is requested. Franchise 2 is for open-top roll-off containers for non-putrescible solid waste.

D. **Resolution 24-3475 - Amendment No. 4 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 1**

Approval of Resolution 24-3475 for Amendment No. 4 to the exclusive franchise agreement for commercial solid waste services with GFL Solid Waste Southeast, LLC for Franchise 1 to adjust rates higher by 3% is requested. Franchise 1 is for frontload dumpster, cart, compactor, and otherwise putrescible solid waste.

E. **Resolution 24-3476- Acceptance of Funding from the Edward Byrne Memorial Justice Assistance Grant (JAG) Local Program FY23 and Related Budget Amendment #25-009**

Approval of Resolution 24-3476 for the acceptance of funding from the Edward Byrne Memorial Justice Assistance Grant (JAG) Local Program for \$17,844 to be used to acquire e-bikes and accessories and related Budget Amendment #25-009 is requested.

F. **Amendment No. 3 to the Piggyback Agreement with Lynch Oil Company, Inc. for Fuel Supply Services**

Approval of Amendment No. 3 to the Agreement with Lynch Oil Company, Inc. to increase the annual not-to-exceed amount to \$500,000 and the total term not-to-exceed amount to \$1,900,000 is requested.

G. **Piggyback Agreement with Killebrew Inc. for Utilities Construction Services**

Approval of an agreement with Killebrew Inc, piggybacking Polk County's Contract 2024-084, RFP 24-246 for Utilities Construction Services on an as-needed basis for an amount that shall not exceed \$1,000,000 for the term beginning December 16, 2024 through November 5, 2029 is requested. (Ref: PBA-2025-1242)

H. **Budget Amendment #25-007 - Fiscal Year 2024 to 2025 Budget Rollover**

Approval of Budget Amendment #25-007 to amend the Fiscal Year 2025 Budget in the amount of \$25,258,650 is requested.

I. **Budget Amendment #25-010 - Adjustments to the FY 2025 Penny Tax Budgeted Revenue**

Approval of Budget Amendment #25-010 for adjustments to the FY 2025 Budget to recognize that additional revenue is now expected from Penny Tax due to State of Florida forecast revisions is requested.

J. **Application for Florida Department of Environmental Protection Sand and Grit Removal Grant for Wastewater Treatment Facilities**

Approval to submit an application to the Florida Department of Environmental Protection for the Sand and Grit Removal Grant for Wastewater Treatment Facilities for the cleaning and disposal of debris from Surge Tank #2 and Plant #1 at the City's Water Reclamation Facility is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 24-3477 - Second Amendment to the Fire and Emergency Medical Services Interlocal Agreement with Seminole County and the Purchase and Sale Agreement for Real Property on Wilshire Boulevard for Relocation of Fire Station 25**

Approval of Resolution 24-3477 providing for a Second Amendment to the Fire and Emergency Medical Services Interlocal Agreement with Seminole County and the Purchase and Sale Agreement for a portion of real property located on Wilshire Boulevard for the relocation of Fire Station 25 is requested. It is a companion item to Resolution 24-3479 which approves the conveyance of real property located on Wilshire Boulevard to Seminole County. Both resolutions are needed for title insurance purposes.

B. Resolution 24-3479 - Approving the Conveyance of Real Property Located on Wilshire Boulevard to Seminole County for the Construction of a New County Fire Station

Approval of Resolution 24-3479 providing for the conveyance of real property located on Wilshire Boulevard to Seminole County for the construction of a new County Fire Station, replacing County Fire Station 25, is requested. It is a companion item to Resolution 24-3477 which approves the Second Amendment to the Fire and Emergency Medical Services Interlocal Agreement and Sale and Purchase Agreement for the real property located on Wilshire Boulevard. Both resolutions are needed for title insurance purposes.

10. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 24-1617 - Repealing in Its Entirety Article III, "Peddlers, Solicitors, Begging and Panhandling" of Chapter 26, "Businesses" of the City Code of Ordinances

Approval on first reading of Ordinance 24-1617 repealing in its entirety Article III, "Peddlers, Solicitors, Begging and Panhandling" of Chapter 26, "Businesses" of the City Code of Ordinances 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 24-1613 - Amendments to the Unified Land Development Regulations, Regarding Trees and Aquatic Plants

Adoption of Ordinance 24-1613, providing for amending the Unified Land Development Regulations to update aquatic plant and tree species and references, updating tree removal requirements, and repealing establishment of the City Tree Advisory Committee is requested.

B. Public Hearing: Second Reading of Ordinance 24-1614 - Amending City Code Chapter 2, Updating the Membership and Duties of the Parks and Recreation Advisory Board

Adoption of Ordinance 24-1614, providing for amending City Code Chapter 2, regarding the Parks and Recreation Advisory Board to update duties and add tree board duties is requested.

C. Public Hearing: Second Reading of Ordinance 24-1612 - Amending City Code, Chapter 14, Section 14-51, Permit Application and Section 14-54, Seasonal Sales; Performance Criteria

Adoption of Ordinance 24-1612, amending City Code, Chapter 14, Article II, Division 3, Section 14-51, Permit Application, and Section 14-54, Seasonal Sales; Performance Criteria, to update permission language and refine related rules and regulations for seasonal sale permits, is requested.

D. Public Hearing: Second Reading of Ordinance 24-1615 - Amending the City's Official Zoning Map to PMX-MID and Approving a PUD Agreement and Concept Plan at Southeast Corner of S.R. 436 and Oxford Road

Adoption of Ordinance 24-1615, amending the City's Official Zoning Map to PMX-MID (Planned Mixed Use: Medium Rise) for two (2) parcels generally located at the southeast corner of the intersection of S.R. 436 and Oxford Road, including an associated Planned Unit Development (PUD) Agreement and a Concept Plan, is requested.

E. Public Hearing: Second Reading of Ordinance 24-1616 - Amending the City's Comprehensive Plan's Future Land Use Element to Provide for Floating Solar Facilities in Specific Land Use Designations

Adoption of Ordinance 24-1616, amending the City's Comprehensive Plan's Future Land Use Element to permit the installation of floating solar facilities in the Public Service, Recreation and Open Space, Industrial, and Industrial-Medium Future Land Use Map (FLUM) designations, is requested.

12. OTHER ITEMS

A. Amendment No.1 to Supplemental Agreement No. 6 with Wharton-Smith, Inc. for a Guaranteed Maximum Price to Construct Dew Drop Park and Related Budget Amendment #25-011

Approval of Amendment No. 1 to Supplemental Agreement No. 6 to the Contractual Agreement with Wharton-Smith, Inc. for Construction Manager at Risk (CMAR) for Parks Construction Projects for a Guaranteed Maximum Price (GMP) in the amount of \$3,967,816, to construct project PW 2110 Dew Drop Park Improvements and related Budget Amendment #25-011 totaling \$4,277,858 to provide for the GMP, a contingency of \$73,478 and funds for direct purchase of playground and exercise equipment of \$236,564 is requested.

B. Annual Selection of Vice Mayor

Nominations and selection of a Commissioner to serve as the next Vice Mayor for 2025 is requested.

C. City Manager Performance Evaluation Summary

A summary of the City Manager's performance evaluations for Fiscal Year 2024 is provided for the City Commission's information and review.

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 November 1, 2024, through November 30, 2024

The November 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