CITY OF CASSELBERRY
CITY COMMISSION MEETING

Monday, March 10, 2025
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.

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. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES

A. **Minutes of February 24, 2025 - Regular Meeting**

6. PRESENTATIONS/ COMMENDATIONS

A. **Proclamation: Recognizing the Retirement of Daphne Harmon**
Mayor Henson will present a proclamation in recognition of Daphne Harmon's retirement from the City of Casselberry after 40 years of dedicated public service, retiring as the Records Supervisor 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. **Resolution 25-3488 - Amendment No. 1 to the Agreement with Cypress Golf Management, LLC for Golf Course Management Services at the Casselberry Golf Club**
Approval of Resolution 25-3488 authorizing execution of Amendment No. 1 to the Agreement with Cypress Golf Management, LLC for Golf Course Management Services at the Casselberry Golf Club to extend the term for an additional three (3) years is requested.

B. **Resolution 25-3489 - Authorizing Execution of a Release, Hold Harmless and Indemnification Agreement with Seminola Plaza Located at 1523 Seminola Boulevard and establishing a penalty for violation of Section 68-41 of the City Code**
Establishing a penalty for violation of Section 68-41 of the City Code and approval of Resolution 25-3489 authorizing the execution of a Release, Hold Harmless and Indemnification Agreement with Seminola Plaza located at 1523 Seminola Boulevard is requested.

C. **Task Authorization #6 with CPH Consulting, LLC for Project PW 2518 Lake Concord Letter of Map Revision**

Approval of Task Authorization No. 6 with CPH Consulting, LLC for the PW 2518 Lake Concord Letter of Map Revision (LOMR) not to exceed $80,049 to be funded by the Casselberry Community Redevelopment Agency (CRA) is requested.

D. **Agreement with Schenkel & Shultz, Inc. for the Implementation of the Brightwater Estate Conceptual Plan**

Approval of Agreement SOQ-2025-1233 with Schenkel & Shultz, Inc. for implementation of the Brightwater Estate Conceptual Plan is requested.

E. **Authorization to Demolish the Former Police Station and Associated Structures/Facilities**

Authorization to demolish the former Police Station located at 4195 S. US Highway 17-92 and any associated structures/facilities and to request that the Community Redevelopment Agency fund the project is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 25-3490 - Locally Funded Agreement with Florida Department of Transportation to provide for Design Services for Safety Improvements to SR 436 and Related Budget Amendment #25-019**

Approval of Resolution 25-3490 authorizing execution of a Locally Funded Agreement with the Florida Department of Transportation to provide for design services in the amount of $293,341 for safety improvements to SR 436 from Lake Howell Rd to the County line and related Budget Amendment #25-019 is requested.

B. **Resolution 25-3491 - Three Party Escrow Agreement with Florida Department of Transportation and Department of Financial Services to provide for Design Services for Safety Improvements to SR 436**

Approval of Resolution 25-3491 authorizing execution of a Three Party Escrow Agreement with the Florida Department of Transportation and the Florida Department of Financial Services Division of Treasury to provide for design services for safety improvements to SR 436 from Lake Howell Rd to the County line is requested.

10. FIRST READING OF ORDINANCES - None

11. PUBLIC HEARINGS - None

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.)

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

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

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Minutes of February 24, 2025 - Regular Meeting

Introduction: The City Clerk is presenting the minutes of the February 24, 2025 Regular Meeting for approval.

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Proclamation: Recognizing the Retirement of Daphne Harmon

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Introduction: Mayor Henson will present a proclamation in recognition of Daphne Harmon's retirement from the City of Casselberry after 40 years of dedicated public service, retiring as the Records Supervisor in the Police Department.

CITY MANAGER
M E M O R A N D U M

7.A.

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Resolution 25-3488 - Amendment No. 1 to the Agreement with Cypress Golf Management, LLC for Golf Course Management Services at the Casselberry Golf Club

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Introduction: Approval of Resolution 25-3488 authorizing execution of Amendment No. 1 to the Agreement with Cypress Golf Management, LLC for Golf Course Management Services at the Casselberry Golf Club to extend the term for an additional three (3) years is requested.. (Ref: SG-2020-0643)

Background: In 2015, the City competitively solicited for Golf Course Management Services pursuant to a Request for Statements of Qualifications, RFQ-2015-0004CI. On June 8, 2015, via Resolution 15-2738, Integrity Golf Company (Integrity) was awarded a five-year contract. The City approved an assignment of the contract to Cypress Golf Management, LLC (Cypress) via Amendment #2 on August 1, 2017.

On June 8, 2020, the City Commission approved a new negotiated agreement with Cypress with modified terms. The new agreement was for an initial term of five (5) years (through June 7, 2025) and allows for up to two (2) renewals for three (3) years each.

Discussion: The City is satisfied with the service provided by Cypress and believes that the level of service and golf course quality has been improved by their management. The City desires to continue to utilize the services and expertise of Cypress for the management and operation of the Casselberry Golf Club golf course. Resolution 25-3488 therefore provides for approval of Amendment No. 1 to the Agreement with Cypress to extend the term for a period of three years, through June 7, 2028.

Budget Impact: There is no impact to the City Budget.

Recommendation: The City Manager and Public Works Director recommend approval of Resolution 25-3488.

Prepared by: Kelly Brock, Public Works Director

Attachments:
1. Resolution 25-3488
2. Amendment No. 1

7.B.

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Resolution 25-3489 - Authorizing Execution of a Release, Hold Harmless and Indemnification Agreement with Seminola Plaza Located at 1523 Seminola Boulevard and establishing a penalty for violation of Section 68-41 of the City Code

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Introduction: Resolution 25-3489 provides for authorizing the execution of a Release, Hold Harmless and Indemnification Agreement with Seminola Plaza Located at 1523 Seminola Boulevard.

Background: Seminola Plaza is a commercial project containing a drive-thru coffee shop and a daycare center. On June 19, 2024, Seminola Plaza located at 1523 Seminola Blvd (Property) received Site Plan approval (SPR 24-02) from the City of Casselberry's (City) Planning and Zoning Commission, with the condition of receiving Engineering Permit approval prior to construction. On September 19, 2024, an Engineering Permit review application was submitted to the City for site development at the Property, but the required review and inspection fee for the Engineering Permit was not submitted until December 4, 2024.

Between September and December 2024, significant portions of construction for site development, including installation of sewer and water pipes, installation of stormwater pipes and related infrastructure, curb installation and installation of the base and sub-base for the parking lot, occurred at the Property without the Engineering Permit. A stop-work order was issued in December 2024.

On January 29, 2025, the Engineer of Record (EOR) for Seminola Plaza certified that all installations completed to date at the Property met all City of Casselberry and Seminole County specifications.

Section 68-41(a) of the City Code requires that City engineering permits be obtained for construction, installation or modification of any improvements set forth in Section 68-28 of the City Code on private property, including utility lines, drainage facilities, curb and gutter, etc. Section 68-43 of the City Code provides the following regarding penalties for violation of Section 68-41:

Failure to obtain the permit required by this Division before actual construction shall subject the responsible individual, or entity, to any or all of the following penalties:

(1)Removal of a constructed facility, and restoration of the violated area to its original

condition within 30 days of written notice by the City to remove the same, and in default of compliance with notice, such facilities may be removed by order of the City's Public Works Director and the cost of removal shall be borne and paid by the responsible individual or entity.
(2)Payment for damages to City property and payment for all losses sustained by the City as a result of such unpermitted construction activity.
(3)*Such other actions as required by the City Commission.*
(4)A fine of up to $150.00 per day for each day the offending improvement remains in place.

Staff recommends that rather than requiring removal of all work already completed, the City Commission, pursuant to Section 68-43(3), establish a penalty consisting of the following:

(1) Execution of the Release, Hold Harmless and Indemnification Agreement, which shall be recorded in the Official Records of Seminole County;
(2) Receipt of a certification letter from the Project's Engineer of Record that the improvements were installed in accordance with the submitted construction plans (attached as an Exhibit to the Agreement); and
(3) Performance of video inspections for water, sewer and stormwater systems installed, along with the corresponding density test results, with satisfactory results as determined solely by the City Engineer.

Discussion: Resolution 25-3489 authorizes the execution of a Release, Hold Harmless and Indemnification Agreement, which will allow Seminola Plaza to continue site development construction after obtaining the Engineering Permit. By signing the Agreement, the Owner agrees to release, indemnify, and hold harmless the City in relation to all construction which has already occurred at the Property. The City also requires the Owner to submit video inspections for water, sewer and stormwater systems, along with the corresponding density test results.

Budget Impact: There is no impact to the City Budget.

Recommendation: The City Manager and Public Works Director recommend approval of Resolution 25-3489 and approval of the penalty for violation of Section 68-41 described herein.

Prepared by: Jane Dai, City Engineer

Attachments:
1. Resolution 25-3489
2. Hold Harmless Agreement

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Task Authorization #6 with CPH Consulting, LLC for Project PW 2518 Lake Concord Letter of Map Revision

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Introduction: Approval of Task Authorization No. 6 with CPH Consulting, LLC for the PW 2518 Lake Concord Letter of Map Revision (LOMR) not to exceed $80,049 to be funded by the Casselberry Community Redevelopment Agency (CRA) is requested. (Ref: SOQ-2019-0424)

Background: In September 2007, the Federal Emergency Management Agency (FEMA) published the official 100-year floodplain map, which designates Lake Concord and some adjacent properties as part of the Special Flood Hazard Area (SFHA).

In 2018, the City commissioned Singhofen and Associates (SAI) to conduct a drainage model update for the Gee Creek Basin using the best available data. The model update revealed that the 100-year floodplain footprint for Lake Concord is smaller than the FEMA-designated footprint from 2007. Based on this new data, the base flood elevation (BFE) was adjusted from 61.50 feet to 60.34 feet. However, the changes from the 2018 update, including the revised BFE for Lake Concord, have not been submitted to FEMA for official adoption.

On November 5, 2024, a meeting was held with the City Manager, Public Works Director, and City Engineer, where the potential for the City to engage a consultant to apply for a LOMR from FEMA was discussed. This LOMR would officially revise the floodplain mapping for the Lake Concord Basin. Notably, the Lake Concord Basin is a relatively small portion of the larger Gee Creek Basin.

Discussion: Following the November 2024 meeting, City staff engaged consultant CPH Consulting, LLC (formerly CPH Inc.) to coordinate with its subcontractor Singhofen-Halff (SH) to prepare and submit the LOMR package for the Lake Concord Basin. The study area falls within FEMA Flood Insurance Rate Map (FIRM) Panel 12095C0165F.

City staff reached out to FEMA and obtained the 2007 FEMA effective model, which has been shared with SH for inclusion in the revised model. Staff reviewed SH's draft proposal and provided feedback to finalize the scope and timeline. The estimated cost for this project is $80,049, which covers project management, as-built surveys, revisions to the hydrologic and hydraulic model, and the LOMR permitting process. The projected completion date for the LOMR approval is set for July 2026.

This LOMR application will streamline the process for potential developers in the area, who may otherwise be deterred by the complexities and costs of dealing directly with FEMA. Furthermore, it could reduce flood insurance premiums for residents in the area by removing several properties adjacent to Lake Concord from the floodplain based on the lower BFE. The Casselberry Community Redevelopment Agency supports this initiative and voted unanimously at its meeting on February 24, 2025, to fund it.

Budget Impact: Funding to cover the LOMR application process was previous approved by the Community Redevelopment Agency (CRA) using the CRA Professional Services account #113-0210-515.31-00 in the amount of $89,049.

Recommendation: The City Manager and Public Works Director recommend approval of Task Authorization No. 6 with CPH Consulting, LLC in the amount not to exceed $80,049 for project PW 2518 Lake Concord Letter of Map Revision (LOMR).

Prepared by: Jane Dai, City Engineer

Attachments:

1. Task Authorization #6

7.D.

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Agreement with Schenkel & Shultz, Inc. for the Implementation of the Brightwater Estate Conceptual Plan

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Introduction: Approval of Agreement SOQ-2025-1233 with Schenkel & Shultz, Inc. for implementation of the Brightwater Estate Conceptual Plan is requested.

Background: The Parks Master Plan, updated in 2016, recommended acquisition of the Brightwater Estate to provide more lakefront access, showcase the historical home, and provide additional acres of park land. It was suggested to develop the property as a venue to host smaller cultural events and for rental for weddings, celebrations, and fundraising events. In 2021, the property was purchased for around $1.2M. The property consists of 9 acres of land on the eastern shore of South Lake Triplet. The City had previously acquired approximately 3 acres of adjacent property for a total of 12 acres of potential park land. Centrally located on the property is a 7,000 sf house designed by famed architect James Gamble Rogers II.

In late 2021, the City engaged GAI to develop a conceptual design. Elements considered included creating botanical gardens, renovating the home, and building an event center. The concept plan was presented and, after much public engagement and Commission input, it was revised and formally adopted in May 2022 with Resolution 22-3306. The conceptual design envisioned phasing the project over several years with elements including: main house renovations, caterer's kitchen, botanical garden, parking and landscaping, play areas, and a large event center. In August 2024, staff recommended that a consultant be engaged to provide architectural/engineering services to guide the process and develop the detailed plans necessary to move forward with construction.

Discussion: On October 1, 2024, a solicitation was initiated for a Statement of Qualifications (SOQ), SOQ-2025-1233, to engage one qualified firm to provide comprehensive architectural design services and oversight for the implementation of the Brightwater Estate Conceptual Master Plan. The work under this SOQ will consist of developing a complete design, including architectural and engineering plans, and providing the overall administration and management of all aspects of the project design, including all ancillary services. A mandatory pre-proposal meeting and site visit was held on October 16, 2024, and proposals were due November 5, 2024. Two proposals were received from GAI Consultants, Inc. and Schenkel & Shultz, Inc. The Evaluation Committee met for the Phase I review on November 20, 2024. Both firms, GAI Consultants, Inc. and Schenkel & Shultz, Inc., were invited to informal presentations on December 11, 2024. The Evaluation Committee met for the Phase II review on the afternoon of December 11, 2024, and concurred to recommend award to the firm with the highest score. The Evaluation Committee recommended award to the firm Schenkel & Shultz for the implementation of the Brightwater Estate conceptual plan.

Budget Impact: There is no budget impact to this item as it outlines Schenkel & Shultz's fee structure. Future expenditures will be considered by the Commission as Task Authorizations.

Recommendation: The City Manager recommends approval of the Agreement with Schenkel & Shultz, Inc.

Prepared by: Lorie Mertens, Assistant City Manager

Attachments:

1. SOQ-2025-1233 Implementation of Brightwater Estate Conceptual Plan
2. Submittal - Schenkel Shultz
3. Submittal - GAI
4. Phase I - Final Scores
5. Phase II - Final Scores
6. Agreement

7.E.

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Authorization to Demolish the Former Police Station and Associated Structures/Facilities

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Introduction: Authorization to demolish the former Police Station located at 4195 S. US Highway 17-92 and any associated structures/facilities and to request that the Community Redevelopment Agency fund the project is requested.

Background: The Casselberry Police Department formerly occupied a police station located at 4195 S. US Highway 17-92. The City of Casselberry constructed a new police station in late 2023 and the Casselberry Police Department moved there. The former police station has remained vacant as there are significant roof and foundation issues.

Discussion: Staff is recommending the demolition of the former police station in order to remove the blighted building and, in anticipation of that, the City will surplus much of the property for redevelopment. As the property is within the Community Redevelopment District, CRA funds are suitable to be used towards the station demolition. Staff is requesting authorization to demolish the former police station and any associated structures/facilities and to request the CRA to fund the demolition.

Budget Impact: If authorization is provided, it is anticipated that the Community Redevelopment Agency will fund the demolition. Therefore, there is no impact to the City's budget.

Recommendation: The City Manager recommends that the City Commission authorize the demolition of the former police station and associated structures/facilities and to request that the Community Redevelopment Agency fund the demolition.

Prepared by: Lorie Mertens, Assistant City Manager

Attachments: None

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Future Agenda Items

Introduction: The opportunity to discuss items for placement on future City Commission agendas is provided.

CITY MANAGER
M E M O R A N D U M

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Resolution 25-3490 - Locally Funded Agreement with Florida Department of Transportation to provide for Design Services for Safety Improvements to SR 436 and Related Budget Amendment #25-019

Introduction: Resolution 25-3490 and related Budget Amendment #25-019 provide for approval of a Locally Funded Agreement with the Florida Department of Transportation to provide design services for safety improvements to SR 436 from Lake Howell Rd to the County line.

Background: For several years, the City of Casselberry has participated in and/or conducted planning efforts to potentially improve SR 436 to address safety, connectivity, and aesthetics.

In 2021, the City and Seminole County entered into an Interlocal Agreement specifically for SR 436 Improvements to dedicate up to $4.772M of 3rd generation sales tax funds to multimodal (e.g., biking, walking, transit) improvements for SR 436 from US 17-92 to the southern County line. This Agreement envisioned phased improvements to SR 436, separately addressing the US 17-92 to Wilshire Dr segment (project PW 2215) and the Wilshire Dr to County line segment (project PW 2401). The City has since completed an updated concept for the 17-92 to Wilshire Dr segment to address pedestrian and bicycle safety and connectivity; this effort used just under $96,607 of the $4.772M.

Based on the road's pavement condition, FDOT identified the need to resurface SR 436 from Lake Howell Rd to the southern County line. In 2022, FDOT held preliminary meetings with City staff to discuss potential safety and connectivity improvements as part of a "RRR" (Resurfacing, Restoration, and Rehabilitation) project. It was anticipated that such improvements would be funded with State or federal funds as part of the RRR project. However, in early 2024, due to funding limitations, FDOT indicated the project had been reduced to a Pavement Only Project (or POP) with no safety improvements. City staff then began working with FDOT to strategize on potential locally funded safety improvements, potentially using some of the funds from the Interlocal Agreement with Seminole County. This would be a "Goes With" project to be bid concurrently with the POP.

The City's Vision Zero Action Plan (VZAP), which was adopted in 2024, includes the goal of zero fatalities and severe injuries on all City-owned streets by 2030 and all streets and roads in the City by 2040. Based on the VZAP, SR 436 is a corridor of principal safety concern with the highest incidence of fatal and serious injury crashes in the City. In particular, for the period 2018-2022, the segment of SR 436 from Lake Howell Lane to

Winter Woods Blvd had a total of 604 crashes, consisting of 5 fatal crashes, 5 serious injury crashes, 148 injury crashes, and 446 crashes with no injuries. The highest priority project in the VZAP addresses this segment and recommends improvements such as narrowing travel lanes to 11 ft, installing pedestrian hybrid beacons (a type of signalized pedestrian crossing), eliminating or modifying right turn slip lanes to slow vehicles and improve pedestrian crossings, converting existing signals to mast arm signals, adding leading pedestrian intervals (LPI's) to signals to give pedestrians a head start to cross in advance of vehicles moving, widening sidewalks to side path standards, potential lighting improvements, and other safety improvements.

Discussion: As part of its cooperation with the City, FDOT has negotiated with its design consultant to design selected safety improvements. Safety improvements are anticipated to include narrowing lanes to 11 ft, adding 4th leg crosswalks to the Lake Howell Rd and Winter Woods Blvd intersections, eliminating or modifying slip lanes, adding leading pedestrian intervals, and adding an RCUT (restricted crossing u-turn) signal at Chicory Ln (including lighting). This latter improvement will function as a signalized pedestrian crossing as a preferred alternative to the pedestrian hybrid beacon mentioned in the VZAP.

Local funds in the amount of $293,341 will be needed to cover the cost of design of the safety improvements. Therefore, a Locally Funded Agreement (LFA) with FDOT is necessary for the City to be able to provide local funds for design. Resolution 25-3490 provides for approval of the LFA. (A related Three Party Escrow Agreement with FDOT and the Florida Department of Financial Services Division of Treasury is also necessary to facilitate transfer of local funds. This latter Agreement is addressed by a subsequent item on this same agenda.)

A Budget Amendment is necessary to commit the $293,341 in sales tax funding, which is reimbursable to the City through its Interlocal Agreement with Seminole County for SR 436.

After design progresses, a similar LFA is anticipated to be brought to City Commission at a future date to address construction. Construction cost for these safety improvements is also anticipated to require significant local funding. Cost is uncertain at this time but is estimated at approximately $2.2M. Coupled with design costs, this would use up over half of the local funds available under the Interlocal Agreement with Seminole County if the full construction cost had to be covered by the City. It is anticipated the project would be ready to bid out in the second half of 2025 with construction commencing sometime in 2026. However, execution of the current LFA for design of the improvements in no way binds the City to fund construction at a later date.

It should be noted that to more holistically address SR 436, City staff is strategizing to plan a possible federal SS4A (Safe Streets and Roads for All) Implementation Grant application later in 2025. If awarded, such a grant could leverage local dollars 4:1, potentially resulting in a project on the order of $20M if most of the Interlocal Agreement funds were used as local match. However, such a grant award is in no way guaranteed, and it is unclear whether the timeline for the upcoming grant cycle (which is unknown at this time) nor the restrictions of the grant would allow local funds used for construction of the "Goes With" project to count as match for a hypothetical SS4A grant. If pursued, an SS4A application will be addressed by a future agenda item.

For tracking purposes this agenda item is associated with project PW 2401 SR 436 Context

Sensitive Multimodal Improvements (from Wilshire Dr to Orange Seminole County Line) - Phase 1.

Budget Impact: Budget Amendment #25-019 will provide sufficient funding for the item in Infrastructure Surtax (Sales Tax) Fund Infrastructure Account #114-0710-541.31-00

Recommendation: The City Manager and Public Works Director recommend approval of Resolution 25-3490 and related Budget Amendment #25-019.

Prepared by: Kelly Brock, Public Works Director

Attachments:
1. Resolution 25-3490
2. Agreement
3. BA 25-019
4. Presentation

CITY MANAGER MEMORANDUM

To: The Honorable Mayor and City Commissioners

From: The City Manager

Date: March 10, 2025

Subject: Resolution 25-3491 - Three Party Escrow Agreement with Florida Department of Transportation and Department of Financial Services to provide for Design Services for Safety Improvements to SR 436

Introduction: Resolution 25-3491 provides for approval of a Three Party Escrow Agreement with the Florida Department of Transportation and the Florida Department of Financial Services Division of Treasury to provide for design services for safety improvements to SR 436 from Lake Howell Rd to the County line.

Background: For several years, the City of Casselberry has participated in and/or conducted planning efforts to potentially improve SR 436 to address safety, connectivity, and aesthetics.

In 2021, the City and Seminole County entered into an Interlocal Agreement specifically for SR 436 Improvements to dedicate up to $4.772M of 3rd generation sales tax funds to multimodal (e.g., biking, walking, transit) improvements for SR 436 from US 17-92 to the southern County line. This Agreement envisioned phased improvements to SR 436, separately addressing the US 17-92 to Wilshire Dr segment (project PW 2215) and the Wilshire Dr to County line segment (project PW 2401).

Based on the road's pavement condition, FDOT identified the need to resurface SR 436 from Lake Howell Rd to the southern County line. In 2022, FDOT held preliminary meetings with City staff to discuss potential safety and connectivity improvements as part of a "RRR" (Resurfacing, Restoration, and Rehabilitation) project. It was anticipated that such improvements would be funded with State or federal funds as part of the RRR project. However, in early 2024, due to funding limitations, FDOT indicated the project had been reduced to a Pavement Only Project (or POP) with no safety improvements. City staff then began working with FDOT to strategize on potential locally funded safety improvements, potentially using some of the funds from the Interlocal Agreement with Seminole County. This would be a "Goes With" project to be bid concurrently with the POP.

The City's Vision Zero Action Plan (VZAP), which was adopted in 2024, includes goal of zero fatalities and severe injuries on all City-owned streets by 2030 and all streets and roads in the City by 2040. Based on the VZAP, SR 436 is a corridor of principal safety concern with the highest incidence of fatal and serious injury crashes in the City. In particular, for the period 2018-2022, the segment of SR 436 from Lake Howell Lane to Winter Woods Blvd had a total of 604 crashes. The highest priority project in the VZAP addresses this segment and recommends various safety improvements.

<u>Discussion</u>: As part of its cooperation with the City, FDOT has negotiated with its design consultant to design selected safety improvements. Local funds in the amount of $293,341 will be needed to cover the cost of design of the safety improvements. Therefore, a Locally Funded Agreement (LFA) with FDOT is necessary for the City to be able to provide local funds for design, which is being addressed by a separate preceding item on this same agenda. A related Three Party Escrow Agreement with FDOT and the Florida Department of Financial Services Division of Treasury is also necessary to facilitate transfer of local funds. Resolution 25-3491 provides for approval of the Escrow Agreement.

<u>Budget Impact</u>: Funding for this item is addressed by a preceding item on this same agenda.

<u>Recommendation</u>: The City Manager and Public Works Director recommend approval of Resolution 25-3491.

<u>Prepared by</u>: Kelly Brock, Public Works Director

<u>Attachments</u>:

1. Resolution 25-3491
2. Agreement