

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, March 24, 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.

AMENDED AGENDA

1. **MEETING CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **MINUTES**

A. **Minutes of March 10, 2025 - 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**

- Garganese, Weiss, D'Agresta & Salzman, P.A., Invoice No. 103285 - \$23,524.40
- Fishback Dominick LLP, Invoice No. 122801 - \$873.73
- Fishback Dominick LLP, Invoice No. 123059 - \$231.75

- B. **Agreement with Duke Energy for Lighting Improvements for the US Highway 17-92 to Sunset Drive Trail Connection Project**

Approval of an Agreement with Duke Energy to install and maintain lighting along the US Highway 17-92 to Sunset Drive trail in the upfront amount of \$46,141.67 and an ongoing monthly amount of \$339.79 is requested.

- C. **Donation from State Law Enforcement Trust Funds to Kids House, Wayne Densch Children's Advocacy Center and Related Budget Amendment #25-024**

Approval to donate from State Law Enforcement Trust Funds to Kids House, Wayne Densch Children's Advocacy Center in the amount of \$3,000 and related Budget Amendment #25-024 is requested.

- D. **Resolution 25-3494 - Memorandum of Understanding to Partner in the Altamonte Global Innovation Lab (AGiL)**

Approval of Resolution 25-3494 authorizing a Memorandum of Understanding between the City of Casselberry and the City of Altamonte Springs to partner in the Altamonte Global Innovation Lab (AGiL) to collaborate to seek new, innovative and cost-effective methods to achieve the City's mission objectives is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 25-1620 - Amending the City's Official Zoning Map from R-9 (Low Density Single-Family) to RMF-13 (Medium Density Multifamily) for one (1) parcel with Parcel Identification Number 09-21-30-506-0300-0050

Approval of Ordinance 25-1620 on first reading, amending the City's Official Zoning Map from R-9 (Low Density Single-Family) to RMF-13 (Medium Density Multifamily) for one (1) parcel with Parcel Identification Number 09-21-30-506-0300-0050, is requested.

10. 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 25-1618 - Amending City Charter Section 7.06, Procedure for Placing Names on Ballot; Alternative Method of Qualifying

Adoption of Ordinance 25-1618 on second reading to amend City Charter Section 7.06 by changing the dates for candidates to qualify to run for office as well as change the date by which alternative method petitions are to be received by the City Clerk, is requested.

B. Public Hearing: Second Reading of Ordinance 25-1619 - Amending ULDR Article XVI, Signs, to Allow Electronic Messaging Centers (EMCs) and Provide for Performance Standards

Adoption of Ordinance 25-1619 on second and final reading, amending Article XVI, Signs, of the City's Unified Land Development Regulations (ULDR) to permit the installation of Electronic Messaging Centers (EMCs) in specific zoning districts and provide for performance standards, is requested.

11. RESOLUTIONS

A. Resolution 25-3492- Agreement with Natural Resources Conservation Service for Gee Creek Watershed Debris Removal and Erosion Control (Due to Hurricane Milton) and Related Budget Amendment #25-023

Approval of Resolution 25-3492 providing for a Cooperative Agreement with the United States Department of Agriculture - Natural Resources Conservation Service (NRCS) for Gee Creek Watershed debris removal and erosion control, consisting of up to \$1,164,308.20 in federal funding, and related Budget Amendment #25-023 is requested.

12. OTHER ITEMS

A. Reorganization of the Recreation Division of the Public Works Department and Related Budget Amendment #25-021

Approval of the reorganization of the Recreation Division of the Public Works Department and related Budget Amendment 25-021 is requested.

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 February 1, 2025 through February 28, 2025**

The February 2025 Procurement Information Report is provided for review.

B. **Notification of Emergency Repair Authorization of the Gravity Sewer Main at Red Bug Lake Road & Mark David Boulevard**

Notification is provided that the City Manager has authorized the emergency repair of the gravity sewer main at Red Bug Lake Road and Mark David Boulevard. In the case of an emergency, the City Manager is authorized to make purchases outside of the normal procurement and budgetary procedures with the requirement that notification and explanation is timely provided to the City Commission.

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