

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, June 23, 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 June 9, 2025 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS

A. Mayor's Proclamation: Recognizing July 2025 as Lakes Appreciation Month

Mayor Henson will present a proclamation to Lake Management Technicians Damien Rockwood and Will Beck declaring July 2025 as Lakes Appreciation Month in the City of Casselberry.

B. Mayor's Proclamation: Recognizing July 2025 as Parks and Recreation Month

Mayor David Henson will present a proclamation to Recreation Programs and Events Supervisor Lynn Hoppes declaring July 2025 as Parks and Recreation Month in the City of Casselberry.

C. Mayor's Proclamation: Recognizing the Retirement of Willam R. Nas

Mayor Henson will present a proclamation in recognition of William R. Nas' retirement from the City of Casselberry after 25 years of dedicated public service, retiring as Captain in the Police Department.

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. Resolution 25-3520 - Casselberry Public Safety Facility Final Plat

Approval of Resolution 25-3520, providing for the Casselberry Public Safety Facility Final Plat, is requested.

B. Award of Contracts for Professional Services for Transportation Planning and Engineering

Approval to award four (4) contracts for continuing professional services for transportation planning and engineering on a task authorization basis to Burgess & Niple, Inc.; CPH Consulting, LLC; Kimley-Horn and Associates, Inc.; and Patel, Greene and Associates, LLC is requested. Each contract will have a not-to-exceed limit of \$3,000,000 and will be in effect from June 23, 2025 through June 22, 2030 with options to renew.

C. **Award of Bid and Contract to Precon Corporation for the North Water Treatment Plant Storage Tank and Aerators Rehabilitation**

Consideration to award the contract for the North Water Treatment Plant Storage Tank and Aerators Rehabilitation project in the amount of \$150,700 is requested.

D. **Purchase of Fleetio Fleet Management Software Services via Piggyback of Agreement with General Services Administration (GSA)**

Approval of the purchase of Fleetio Fleet Management Software services in the total amount not to exceed \$31,603.56 for the period beginning June 13, 2025, through September 30, 2026, by piggybacking General Services Administration (GSA) contract #47QCA20D0044 is requested.

E. **Amendments to Contracts for Continuing Professional General Engineering Services**

Approval of four (4) Amendments to four (4) contracts for Continuing Professional General Engineering Services on a task authorization basis to extend terms and update wage rates is requested for the following firms: CHA Consulting, Inc. (formerly Reiss Engineering, Inc.); CPH Consulting, LLC (formerly CPH, Inc.); GAI Consultants, Inc.; and Wright-Pierce, Inc., is requested.

F. **Application for Department of Justice Assistance Bulletproof Vest Partnership Grant Award FY2025**

Approval to submit a grant application through the Bureau of Justice Assistance, U.S. Department of Justice, to the Bulletproof Vest Partnership Program for a grant to partially fund bullet-resistant body armor approved by the National Institute of Justice for designated use by the City of Casselberry is requested.

G. **Application for Florida Department of Environmental Protection for Inclusion on the Priority List as part of the Drinking Water State Revolving Fund Program for the Eastbrook Phase 1 Water Main Replacement Project**

Approval to submit a request for inclusion application to the Florida Department of Environmental Protection for the Drinking Water State Revolving Fund Program for the Eastbrook Phase 1 Water Main Replacement Project is requested.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS

A. **Resolution 25-3521 - Street Lighting Assessment Preliminary Rate**

Approval of Resolution 25-3521 as the Preliminary Rate Resolution for the implementation of the Street Lighting Assessment for Fiscal Year (FY) 2025-26 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

A. **Selection of Voting Delegate at the 2025 Florida League of Cities Annual Conference**

The Florida League of Cities (FLC) has asked each municipality to designate one official to be the voting delegate for the Business Meeting scheduled for Saturday, August 16, 2025.

B. **Approval of 2025 City Commission Meeting Schedule**

Approval of the proposed meeting schedule for the City Commission for the remainder of 2025 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 May 1, 2025 through May 31, 2025

The May 2025 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