

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, September 8, 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. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES

A. Minutes of August 25, 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. Amendment No. 2 to Agreement with KZF Design, LLC, dba KMF Architects, for Continuing Professional Architectural Consultant Services

Approval of Amendment No. 2 to Agreement with KMF Architects, LLC providing for Continuing Professional Architectural Consultant Services in an amount not to exceed \$350,000 annually for the period beginning October 26, 2025 through October 25, 2026 is requested.

B. Resolution 25-3537 - Utility Easement with Duke Energy

Approval of Resolution 25-3537 providing for authorizing the conveyance of an easement from the City of Casselberry to Duke Energy Florida, LLC (Duke Energy) at the Queens Mirror Nutrient Reduction Facility, 176 S. Winter Park Dr., Parcel ID 16-21-30-502-0000-0140, to assist with utility adjustments needed is requested.

C. Purchase of a UV Meter from Volition Controls Corporation for the South Water Treatment Plant Granular Activated Carbon System

Approval for the purchase of one (1) UV Meter from Volition Controls Corporation for the South Water Treatment Plant Granular Activated Carbon system in the amount of \$6,642.00 is requested.

D. Piggyback Purchase of Solar Streetlights for North Winter Park Drive from Fonroche Lighting America and Related Budget Amendment #25-046

Approval of a piggyback agreement for the purchase and installation of solar streetlights from Fonroche Lighting America for N Winter Park Drive in the amount of \$83,014 by piggybacking BuyBoard Contract No. 725-24 and approval of related Budget Amendment #25-046 is requested.

E. Piggyback Agreement with USA Services of Florida, LLC a subsidiary of SCA Acquisitions, LLC, a subsidiary of Sweep America Intermediate Holdings, LLC for Facilities Maintenance Services through the Cooperative Sourcewell

Approval of a piggyback agreement with USA Services of Florida, LLC a subsidiary of SCA Acquisitions, LLC, a subsidiary of Sweep America Intermediate Holdings, LLC for Facilities Maintenance Services on an as-needed basis not to exceed \$150,000 is requested.

8. 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 25-3538 - Tentative Millage Rate and Voted Debt Millage Rate for Fiscal Year 2025/2026

Approval of Resolution 25-3538 providing for adoption of the tentative millage rate at 3.9999 mills and the voted debt millage rate at 0.6126 mills for Fiscal Year 2025/2026 (FY 2026) is requested.

B. Public Hearing: Resolution 25-3539 - Tentative Operating Budget for Fiscal Year 2025/2026

Approval of Resolution 25-3539 providing for adoption of the tentative budget for the Fiscal Year 2025/2026 (FY 2026) is requested. The total City-wide budget requested is \$87,419,867.

9. DISCUSSION ITEMS

A. Future Agenda Items

10. RESOLUTIONS - None

11. FIRST READING OF ORDINANCES - None

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