

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, October 13, 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 September 22, 2025 - Regular Meeting

6. PRESENTATIONS/ COMMENDATIONS

A. Mayor's Proclamation: National Community Planning Month - October 2025

Mayor David Henson will present a proclamation to Community Development Director Christopher Schmidt and the Planning Team recognizing October 2025 as National Community Planning Month in the City of Casselberry.

B. Mayor's Proclamation: Bike Casselberry Day - October 25, 2025

Mayor Henson will present a proclamation to Public Works Director Kelly Brock recognizing October 25, 2025 as Bike Casselberry Day in the City of Casselberry.

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. 104708 - \$15,373.78
- Fishback Dominick LLP - Invoice No. 124913 - \$522.50

B. Resolution 25-3544 Adoption of the Drinking Water Facilities Plan for the Implementation of Eastbrook Phase 1 Water Main Replacement Project

Approval of Resolution 25-3544 authorizing and adopting the drinking water facilities plan for the implementation of the Eastbrook Phase 1 Water Main Replacement Project as part of the Drinking Water State Revolving Fund application is requested.

C. Agreement with McCleesFixIt, LLC for the Purchase and Installation of a Replacement Fountain for Grassy Lake and Related Budget Amendment #26-002

Approval of an agreement with McCleesFixit, LLC for the purchase and installation of a replacement fountain for Grassy Lake in the amount of \$40,115.70 and related Budget Amendment #26-002 is requested.

D. Amendment No. 4 to the Agreement with Core & Main, LP for Advanced Metering Infrastructure (AMI) Products

Approval of Amendment No. 4 to the Agreement with Core & Main, LP for Advanced Metering Infrastructure (AMI) products in an amount not to exceed \$150,000 for the term starting September 22, 2025 through July 24, 2030 is requested.

E. Single Source Agreement with Data Flow Systems for the Lift Stations Telemetry Control Unit (TCU800) Pump Controller Upgrade Program

Approval of a single source agreement with Data Flow Systems for the Lift Stations Telemetry Control Unit (TCU800) Pump Controller Upgrade Program is requested.

8. DISCUSSION ITEMS

A. Future Agenda Items

9. RESOLUTIONS

A. Resolution 25-3545 Supplemental Agreement No. 1 to the Local Agency Program Agreement with the Florida Department of Transportation for Construction Services Related to the Central Casselberry Connectivity Project and Related Special Budgetary Amendment #26-001

Approval of Resolution 25-3545 providing for the approval of Supplemental Agreement No. 1 to the Local Agency Program Agreement with the Florida Department of Transportation (FDOT) for Construction Services related to the Central Casselberry Connectivity Project is requested. Special Budgetary Amendment #26-001 is necessary to rollover budgeted Fiscal Year (FY) 2025 funds to instead be expended in FY 2026 and to recognize additional federal funding provided by Metroplan Orlando in the amount of \$710,693.40.

10. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 25-1625 - Amending the ULDR to Disband the Development Review Committee

Approval of Ordinance 25-1625 on first reading, amending the City's Unified Land Development Regulations to eliminate and disband the City's Development Review Committee and to authorize the Administrative Official and city staff, where appropriate, is requested.

B. First Reading of Ordinance 25-1626 - Amending City Code Chapter 68 – Roadway and Utility Construction, Article IV – Communications Rights-of-Way

Approval of Ordinance 25-1626 on first reading amending City Code Chapter 68, Article IV to update general permit requirements and security requirements for communications rights-of-way utilization permit applicants installing and maintaining communications services facilities in the public rights-of-way 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 25-1624 - Amending the ULDR Glossary to Revise the Definition of “Vehicle Services, Maintenance, and Light Mechanical Repair”

Approval of Ordinance 25-XXXX on first reading, amending the Unified Land Development Regulations to revise the definition of “Vehicular services, maintenance and light mechanical repair” to permit minor cosmetic body repair and painting activities within an enclosed structure, is requested.

12. OTHER ITEMS

A. Award of Bid and Construction Agreement with Cathcart Construction Company – Florida, LLC for the Central Casselberry Connectivity Project

Consideration to award a bid for ITB-2024-1207 to and execute a Construction Agreement with Cathcart Construction Company – Florida, LLC, in the amount of \$2,642,052.90 for construction of FDOT Project 446163-1-58-01 Central Casselberry Connectivity Project 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

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