

# CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, December 8, 2025  
5:30 PM

City Commission Chambers  
1st Floor, Casselberry City Hall  
95 Triplet Lake Drive, Casselberry, Florida

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**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](mailto:cityclerk@casselberry.org).

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## AGENDA

### 1. MEETING CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

### 4. ROLL CALL

### 5. MINUTES

#### A. Minutes of November 17, 2025 - Special Meeting

### 6. PRESENTATIONS/ COMMENDATIONS

#### A. **Presentation: Recognition of City Clerk Donna G. Gardner's Designation as a Florida Certified Professional Clerk (FCPC)**

Gwen Peirce, MPA, MMC, City Clerk of Satellite Beach and former Central East District Director for the Florida Association of City Clerks (FACC) will present City Clerk Donna G. Gardner, CMC, with a Certificate of Completion from the Florida Institute of Government at Florida State University for the Florida Certified Professional Clerk (FCPC) program and recognize her for achieving the designation of FCPC.

#### B. **Mayor's Proclamation: Recognizing the Retirement of John Pool**

Mayor Henson will present a proclamation in recognition of John Pool's retirement from the City of Casselberry with thirty-five years of dedicated public service, retiring as Parks Maintenance Worker in the Public Works 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. **Approval of Legal Services Invoices**

- Garganese, Weiss, D'Agresta & Salzman, P.A. - Invoice No. 105100 - \$17,285.10

#### B. **Budget Amendment #26-004 - Fiscal Year 2025 to 2026 Budget Rollover**

Approval of Budget Amendment #26-004 to amend the Fiscal Year 2026 Budget in the amount of \$13,011,911 is requested.

- C. **Change Order No. 3 to the Agreement with Cathcart Construction Company for the Northgate Phase 1 Water Main Replacement Project and Related Budget Amendment #26-014**  
Approval of Change Order No. 1 to the agreement with Cathcart Construction Company for additional work related to the construction of the Northgate Phase 1 Water Main Replacement Project in the amount of \$131,849.34 and related Budget Amendment #26-014 is requested.
- D. **Resolution 25-3551 - Conveyance of Easement to Duke Energy Florida, LLC for Dew Drop Park Lighting**  
Approval of Resolution 25-3551, which provides for authorizing the conveyance of an easement from the City of Casselberry to Duke Energy Florida, LLC (Duke Energy) at Dew Drop Park, 1309 Avalon Boulevard, Parcel ID 15-21-30-502-0H00-0000, to assist with utility adjustments needed for Dew Drop Park improvements (lighting) is requested.
- E. **Piggyback Agreement with Ferguson Waterworks for Inventory Parts for Utilities Department**  
Approval of an agreement with Ferguson Waterworks by piggybacking Seminole County Contract IFB-605032-25/LTT for Inventory Parts for Utilities on an as-needed basis for an amount not-to-exceed \$800,000 for the term of the agreement is requested.
- F. **Budget Amendment #26-010 Recognition of DuPont's Initial Payment of PFAS Settlement Funds**  
Approval of Budget Amendment #25-010 recognizing PFAS Settlement Funds with DuPont and making these funds available in the Water & Sewer Utility fund in the amount of \$174,878.09 is requested.
- G. **Budget Amendment #26-012 - Recognizing Net Proceeds of the 2025 Swing "Fore" the Arts Golf Tournament**  
Approval of Budget Amendment #26-012 to recognize net proceeds of \$12,128 for the 2025 (Fiscal Year 2025-2026) Swing "Fore" the Arts Golf Tournament is requested.
- H. **Change Order No. 2 with Geosyntec Consultants Inc. for PW 1706 Queen Mirror Nutrient Reduction Facility and Related Budget Amendment #26-013**  
Approval of Change Order No. 2 with Geosyntec Consultants Inc. in the amount of \$16,072.12 for PW 1706 Queen Mirror Nutrient Reduction Facility and Related Budget Amendment #26-013 is requested.
- I. **Resolution 25-3552 – Adoption of Seminole County 2025-2030 Floodplain Management Plan**  
Approval of Resolution 25-3552 adopting the Seminole County 2025-2030 Floodplain Management Plan is requested.
- J. **Task Authorization No. 10 with Geosyntec Consultants Inc. for Fiscal Year 2026 Lake Water Quality Monitoring**  
Approval of Task Authorization No. 10 with Geosyntec Consultants Inc. in the amount of \$73,102.12 for Fiscal Year 2026 Lake Water Quality Monitoring is requested.
- K. **Piggyback Agreement with Cathcart Construction Company - Florida, LLC for Citywide Infrastructure Repairs Potable, Sanitary, Reclaimed, and Stormwater with Site Restoration**  
Consideration for approval of a piggyback agreement with Cathcart Construction Company — Florida, LLC for Citywide Infrastructure Repairs for Potable, Sanitary, Reclaimed, and Stormwater with Site Restoration services on an as-needed basis for an amount that shall not exceed \$500,000 for the term beginning December 8, 2025 through March 2, 2028 is requested.
- L. **Amendment No. 1 for Flock Safety Agreement for FY 2025-2026**  
Consideration to execute Amendment No. 1 to the agreement for License Plate Recognition (LPR) cameras and associated software between Flock Group Inc. and the City of Casselberry for additional cameras is requested.
- M. **Change Order No. 2 to Task Authorization No. 5 with Tetra Tech for PW 2009 Northgate Phase 1 Water Main Replacement**  
Approval of Change Order No. 1 to Task Authorization No. 5 with Tetra Tech for Project PW 2009 Northgate Water Main Replacement Phase 1 for additional construction phase services in the amount of \$14,269 is requested.
- N. **Resolution 25-3554 - Amendment No. 5 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 2**

Approval of Resolution 25-3554, providing for Amendment No. 5 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 2 to adjust rates higher by 3% and extend the term, is requested.

**O. Resolution 25-3555 - Amendment No. 5 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 1**

Resolution 25-3555, providing for Amendment No. 5 to the Exclusive Franchise Agreement with GFL Solid Waste Southeast, LLC for Commercial Solid Waste Services for Franchise 1 to adjust rates higher by 3% and extend the term, is requested.

**8. DISCUSSION ITEMS**

**A. Future Agenda Items**

**9. RESOLUTIONS**

**A. Resolution 25-3556 - Locally Funded Agreement with Florida Department of Transportation to provide for Construction Services for Safety Improvements to SR 436 and Related Budget Amendment #26-011**

Approval of Resolution 25-3556 authorizing execution of a Locally Funded Agreement with the Florida Department of Transportation to provide for construction services in the amount of \$684,430 for safety improvements to SR 436 from Lake Howell Rd to the County line and related Budget Amendment #26-011 is requested.

**10. FIRST READING OF ORDINANCES**

**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. Second Reading of Ordinance 25-1627 — Acknowledging Termination of the Community Redevelopment Agency (CRA)**

Approval of Ordinance 25-1627 on second reading, acknowledging termination of the Community Redevelopment Agency (CRA), and the repeal and replacement of the Community Redevelopment Trust Fund with the Central City Reinvestment Fund is requested.

**12. OTHER ITEMS**

**A. Annual Selection of Vice Mayor**

**B. Proposed 2026 City Commission Meeting Calendar**

Approval of the proposed 2026 City Commission meeting calendar 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 November 1, 2025 through November 30, 2025**

Procurement Information Report for the Period November 1, 2025 through November 30, 2025.

**15. CITY ATTORNEY'S REPORT**

**16. CITY CLERK'S REPORT**

**17. CITY COMMISSIONER'S REPORTS/COMMENTS**

**18. ADJOURNMENT**

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Date

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Donna G. Gardner, CMC  
City Clerk