

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, January 12, 2026
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 December 8, 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. 105293 - \$19,247.20
- Fishback Dominick LLP - Invoice No. 125603 - \$542.00

- B. **Task Authorization No. 2 with Hazen and Sawyer, P.C. for the Howell Park Water Treatment Ground Storage Tank Replacement Design Project**

Approval of Task Authorization No. 2 with Hazen and Sawyer, P.C. for design services related to the Howell Park Water Treatment Plant Ground Storage Tank Replacement Project is requested.

- C. **Change Order No. 1 to the Agreement with Raftelis Financial Consultants, Inc. for Additional Work Related to the Water and Sewer Utility Rate Study**

Approval of Change Order No. 1 to the agreement with Raftelis Financial Consultants, Inc. for additional work related to the Water and Sewer Utility Rate Study in the amount of \$15,015 is requested.

- D. **Reorganization of the Streets Maintenance Division of the Public Works Department**

Approval of the reorganization of the Streets Maintenance Division of the Public Works Department to authorize the addition of one full-time Staff Assistant I/II/Senior position (pay grades 12/17/23) is requested.

E. **Resolution 26-3557 - Updated Safe Streets and Roads for All Planning and Demonstration Grant Agreement with the United States Department of Transportation Federal Highway Administration**

Approval of Resolution 26-3557, which approves and authorizes execution of an updated Safe Streets and Roads for All (SS4A) Planning and Demonstration Grant Agreement with the United States Department of Transportation (USDOT) Federal Highway Administration (FHWA) for planning, design, construction, and pre- /post-evaluation of temporary pedestrian and bicycle safety improvements, is requested.

F. **Budget Amendment #26-015 - Recognition of Revenue for a Memorial Park Bench**

Approval of Budget Amendment #26-015 to recognize a contribution totaling \$3,500 for the purchase and installation of a memorial park bench is requested.

G. **FY 2026-2027 Capital and Operating Budget Calendar**

Approval of the Budget Calendar for preparing and adopting the FY 2026/2027 Budget is requested.

H. **Piggyback Agreement with Veytec, Inc. for the Purchase of Cybersecurity Software (Confidential and Exempt Pursuant to Sec. 119.0725, F.S.)**

Approval of an agreement with Veytec, Inc. by piggybacking State of Florida Department of Management Services Agreement No. 43220000-NASPO-19-ACS for the purchase of a 1-year subscription for cybersecurity software in the amount of \$69,418.72 is requested.

I. **Fiscal Year 2025 Report of City Investment Activity**

The City of Casselberry Annual Report of Investment Activity for the fiscal year ending September 30, 2025 is submitted for City Commission review and acceptance.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

9. RESOLUTIONS - None

10. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 26-1628 - Amending Various Utility Rate Sections of Chapter 86 of the City Code, Utilities**

Approval of Ordinance 26-1628 on first reading, amending various utility rate sections within Chapter 86 of the City Code, is requested.

B. **First Reading of Ordinance 26-1629 — Amending the City's Official Zoning Map and Approving the Mecato PUD Agreement (PUD 25-02) and Concept Plan at 380 S.R. 436**

Approval of Ordinance 26-1629 on first reading, amending the City's Official Zoning Map to PMX-MID (Planned Mixed-Use: Medium Rise) for one (1) parcel located at 380 S.R. 436, including an associated Planned Unit Development Agreement, is requested.

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. **Ratification of the Appointment of Martin Butcher as Interim Public Works Director**

Ratification of the appointment of Martin Butcher as Interim Public Works Director due to a vacancy in the position 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