

# CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, April 27, 2026  
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 March 9, 2026 - Regular Meeting

### 6. PRESENTATIONS/ COMMENDATIONS

#### A. Mayor's Proclamation: National Drinking Water Week - May 3-9, 2026

Mayor Henson will present Fred Schwarz, Water Production Superintendent, with a proclamation designating May 3 - 9, 2026 as National Drinking Water Week in the City of Casselberry.

#### B. Mayor's Proclamation: National Bike Month - May 2026

Mayor Henson will present a Proclamation to Interim Public Works Director Martin Butcher designating the month of May 2026 as National Bike Month in the City of Casselberry.

#### C. Mayor's Proclamation: Building Safety Month - May 2026

Mayor David Henson will present a proclamation to Community Development Director Christopher Schmidt and Building and Permitting Manager Lorna Brooks designating May 2026 as Building Safety Month in the City of Casselberry.

#### D. Mayor's Proclamation: Professional Municipal Clerks Week - May 3-9, 2026

Mayor Henson will present Donna Gardner, City Clerk, and Linda Sundvall, Deputy City Clerk, with a proclamation designating May 3-9, 2026 as Professional Municipal Clerks Week 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

- Fishback Dominick LLP - Invoice No. 126453 - \$943.25

- B. **Resolution 26-3560 - Bancorp Master Lease Agreement**  
Approval of Resolution 26-3560 which provides for a Master Lease Agreement with The Bancorp Bank, National Association, for the financing of City vehicles as budgeted on an as-needed basis is requested.
- C. **Amendment No. 2 to Agreement with BrightView Landscape Services, LLC for Ground Maintenance Services — Rights-of-Way**  
Consideration to approve Amendment No. 2 for Ground Maintenance Services for Rights-of-Way with BrightView Landscape Services, LLC to renew the contract for one (1) additional one-year term and to increase the total contract amount not to exceed \$248,186.69 is requested.
- D. **Amendment No. 2 to Agreement with BrightView Landscape Services, LLC for Ground Maintenance Services — Medians**  
Consideration to approve Amendment No. 2 for Ground Maintenance Services for Medians with BrightView Landscape Services, LLC to renew the contract for one (1) additional one-year term and to increase the total contract value by the amount not to exceed \$173,549.00 is requested.
- E. **Amendment No. 2 to the Piggyback Agreement with Chuck Robinson Concrete and Bob Cat Service, Inc. for Aquatic Maintenance Services**  
Approval of Amendment No. 2 to the piggyback agreement with Chuck Robinson Concrete and Bob Cat Service, Inc by piggybacking Seminole County contract RFP-604273-221/LNF for Aquatic Maintenance services on an as-needed basis for an amount that shall not exceed \$100,000 annually for the term beginning June 1, 2026, through May 30, 2027, is requested.

**8. DISCUSSION ITEMS**

- A. **Future Agenda Items**

**9. RESOLUTIONS - None**

**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. **Site Plan Approval for a Development of Community Impact at Casselberry Corners - 201 & 205 S.R. 436 (SPR 25-09)**  
Site Plan Approval for a Development of Community Impact for significant improvements at Casselberry Corners, located at 201 & 205 S.R. 436, is requested. (Parcel IDs 17-21-30-510-0000-001A and 17-21-30-510-0000-001B)
- B. **Board Appointment - Parks and Recreation Advisory Board**

**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 Period March 1, 2026 through March 31, 2026**  
Procurement Information Report for the Period March 1, 2026 through March 31, 2026.

**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