

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, July 27, 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 June 22, 2026 - Regular Meeting

B. Minutes of July 13, 2026 - Budget Workshop

6. PRESENTATIONS/ COMMENDATIONS

A. Proclamation: Water Professionals' Month

Mayor Henson will present Water Production Superintendent Fred Schwarz with a proclamation designating August 2026 as Water Professionals Month 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. 106498 - \$24,068.29
- Fishback Dominick LLP - Invoice No. 127298 - \$2,310.25

B. Resolution 26-3579 - Annual Rate Resolution for Sausalito Assessment Area

Approval of Resolution 26-3579 as the Annual Rate Resolution for the Fiscal Year 2026-2027 assessment roll for the Special Assessment for the Sausalito Assessment Area, associated with the replacement Sausalito Shores subdivision wall, is requested.

C. Resolution 26-3580 - Agreement with the Institute of Police Technology and Management (IPTM) for the High Visibility Enforcement Pedestrian & Bicycle Safety Contract Program and Related Budget Amendment #26-037

Approval of Resolution 26-3580 authorizing an agreement with the Institute of Police Technology and Management (IPTM) to accept the High Visibility Enforcement Pedestrian & Bicycle Safety Contract Program funding in the

amount of \$5,000 for overtime high visibility education and enforcement, and related Budget Amendment #26-037 is requested.

D. Resolution 26-3581 - School Resource Officer Agreement

Approval of Resolution 26-3581 authorizing the execution of an agreement with the Seminole County School Board to share the cost of providing a School Resource Officer (SRO) at South Seminole Middle School for the 2026 - 2027 school year is requested.

E. Resolution 26-3582 - Authorization to Execute a Master License and Maintenance Agreement between the City of Casselberry and the Casselberry Elementary Parent Teacher Student Association for the Installation and Maintenance of Little Free Libraries in City Parks and on City Property

Approval of Resolution 26-3582 authorizing the execution of a Master License and Maintenance Agreement between the City of Casselberry and the Casselberry Elementary Parent Teacher Student Association for the installation and maintenance of Little Free Libraries in City parks and on City property, is requested.

F. Resolution 26-3583 - Fiscal Year 2026-2027 Funding Agreement with MetroPlan Orlando

Approval of Resolution 26-3583 providing for approval and authorization to enter into a Funding Agreement with MetroPlan Orlando for Fiscal Year 2026-2027 in the amount of \$2,340 is requested.

G. Updated Agreement with Duke Energy for Ongoing Monthly Charges Related to Lighting Improvements for the US Highway 17-92 to Sunset Drive Trail Connection Project

Approval of an updated agreement with Duke Energy for ongoing monthly charges in the amount of \$317.27 reduced from the earlier agreed-to amount of \$339.79 related to lighting improvements for the US Highway 17-92 to Sunset Drive Trail Connection project is requested.

H. Task Authorization No. 2 with Schenkel and Shultz for Grant Assistance with Land Water Conservation Fund and Related Budget Amendment #26-039

Approval of Task Authorization No. 2 with Schenkel & Shultz to provide grant assistance for Land and Water Conservation Fund Grant at a cost of \$27,088 and related Budget Amendment #26-039, is requested.

I. Task Authorization No. 2 with Burgess & Niple for the Queen's Mirror Septic-to-Sewer and Lift Station Relocation Project and Related Budget Amendment #26-040

Approval of Task Authorization No. 2 with Burgess & Niple for design services related to the Queen's Mirror Septic-to-Sewer and Lift Station Relocation Project in an amount of \$554,626 and related Budget Amendment #26-040 is requested.

J. Budget Amendment #26-035 - Recognition of PFAS Settlement Funds

Approval of Budget Amendment #26-035, recognizing PFAS Settlement Funds of \$264,607 from 3M and making these funds available in the Water & Sewer Utility Fund, is requested.

K. Application for Land and Water Conservation Fund Grant for Brightwater Phase I

Approval to submit a Land and Water Conservation Fund grant application up to \$1.5 million with an equal local match, for a total cost of up to \$3 million, for Brightwater Phase I, is requested.

L. Application for the FY 2026 U.S. Department of Justice, Office of Community Policing Services (COPS) Community Policing Development (CPD) Microgrants Program

This item provides for participation in a grant application through the U.S. Department of Justice in the amount of up to \$200,000 for designated use by the City of Casselberry for the purchase of Unmanned Aerial Systems and Drones with associated accessories.

M. Donation of Four (4) Obsolete Pro-Lite Laser Speed Measuring Units to the Westport, WA Police Department and Execution of Bill of Sale

Approval to donate four (4) obsolete Pro-Lite laser speed measuring units to the Westport, WA Police Department is being requested along with execution of a Bill of Sale.

N. Employee Health Insurance Renewal for Fiscal Year 2026-2027

Approval to renew City employees' health insurance coverage from United Healthcare for Fiscal Year 2026-2027 is requested.

8. DISCUSSION ITEMS

- A. **Future Agenda Items**

9. RESOLUTIONS

- A. **Resolution 26-3584 - Contract for Sale and Purchase of Property Located Along 17-92 Adjacent to Lake Concord and Related Budget Amendment #26-041**

Approval of Resolution 26-3584 authorizing the execution of a Contract for Sale and Purchase of Property located along 17-92 adjacent to Lake Concord (Parcel ID: 08-21-30-545-0000-0010) at a contract price of \$1,100,000 and related Budget Amendment #26-041 is requested.

10. FIRST READING OF ORDINANCES - None

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 26-1636 - Voluntary Annexation of One (1) Parcel Located at 1264 Merritt Street**

Approval of Ordinance 26-1636 on second and final reading for the voluntary annexation of one (1) parcel located at 1264 Merritt Street, is requested.

12. OTHER ITEMS

- A. **Emergency Purchase of Reclaimed Flow Meter for the Casselberry Golf Course and Related Budget Amendment #26-038**

Approval for the emergency purchase of a Flow Meter for the Casselberry Golf Course in the amount of \$6,126 and related Budget Amendment #26-038 is requested.

- B. **Selection of Voting Delegate at the 2026 Florida League of Cities Annual Conference**

Designation of one official from the City of Casselberry to be the voting delegate at the business meeting held during the Florida League of Cities 2026 Annual Conference is requested.

- C. **Proposed Millage Rate and Proposed Voted Debt Millage Rate for Fiscal Year 2026/2027**

Consideration to set the proposed millage rate at 4.2613 mills and the voted debt millage rate at 0.5911 mills for Fiscal Year 2026/2027 (FY 2027) 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 Period June 1, 2026 through June 30, 2026.**

Procurement Information Report for the Period June 1, 2026 through June 30, 2026.

15. CITY ATTORNEY'S REPORT

16. CITY CLERK'S REPORT

17. CITY COMMISSIONER'S REPORTS/COMMENTS

18. ADJOURNMENT

Date

Donna G. Gardner, CMC, FCPC
City Clerk