

**CITY OF CASSELBERRY
CITY COMMISSION MEETING**

Monday, December 14, 2015
4:00 p.m.

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 insure 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.

AGENDA

1. **MEETING CALL TO ORDER** - Mayor Charlene Glancy
2. **INVOCATION** – Commissioner Colleen Hufford
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **MINUTES**
 - A. **Minutes of November 9, 2015 – 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 the 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. **Special Invoice Report**

Garganese, Weiss & D’Agresta, P.A., Invoice No. 67203 - \$19,791.75
Fisher & Phillips LLP, Invoice No. 22751-959668 - \$2,329.55
 - B. **Resolution 15-2802 - Amending the City Commission Meeting and Agenda Policies**

Resolution 15-2802 provides for the amendment of the City Commission Meeting and Agenda Policies to change the commencement time of regular meetings from 4:00 p.m. to 5:00 p.m.
 - C. **Resolution 15-2804 - Time Extension to File Approved Monza Subdivision Plat, SP 14-03**

Resolution 15-2804 provides for extending the time to file and/or record the approved Monza Subdivision plat until December 31, 2016.
 - D. **Resolution 15-2805 - Extension of Agreement with Waste Pro of Florida, Inc. for Commercial Waste Containers, Hauling and Disposal Services at City Facilities and 2015 Consumer Price Index Rate Adjustment**

Resolution 15-2805 provides for consideration of a one-year extension to the current agreement with Waste Pro of Florida, Inc. for commercial waste containers, hauling and disposal services for City facilities and a rate adjustment to coincide with the Consumer Price Index for the previous year (0.17%).
 - E. **Resolution 15-2806 - The Reserve at Legacy Park Replat, SP 15-06**

Resolution 15-2806 provides for the Reserve at Legacy Park Replat, parcels located on Seminola Boulevard within the Legacy Park Planned Development.
 - F. **Resolution 15-2807 - Repeal of Resolutions 650, 05-1573 and 06-1671; Amending the City Purchasing Policy**

Resolution 15-2807 provides for the repeal of Resolutions 650, 05-1573 and 06-1671, and amends the City Purchasing Policy.

- G. Resolution 15-2809 - Supplemental Agreement No. 49 to the Agreement for Continuing Consulting Engineering Services with CPH, Inc. for Construction Engineering and Inspection Services for the Seminola Force Main Replacement Project**
Resolution 15-2809 provides for Supplemental Agreement No. 49 to the Agreement for Continuing Consulting Engineering Services with CPH, Inc. for construction engineering inspection services for the Seminola Sewer Force Main Replacement Project in an amount not to exceed \$113,063.50.
- H. Resolution 15-2810 - Supplemental Agreement #16 to the Continuing Professional Development Management Services Contract with Associated Consulting International, Inc. to Provide Construction Oversight Services and Related Budget Amendment #16-018**
Resolution 15-2810 and Budget Amendment #16-018 provides for Supplemental Agreement #16 to the Continuing Professional Development Management Services Contract with Associated Consulting International, Inc. in the amount of \$189,254 for construction oversight services to further the development of the Lake Concord Park District properties.
- I. Resolution 15-2811 - Supplemental Agreement No. 5 to the Standard Consultant Agreement with CDM Smith, Inc. for Construction Materials Testing Services and Related Budget Amendment #16-017**
Resolution 15-2811 and related Budget Amendment #16-017 provide for Supplemental Agreement No. 5 to the Standard Consultant Agreement for Professional Services for Transportation Engineering with CDM Smith, Inc. to provide construction materials testing services for the Lake Concord Park Project in an amount not to exceed \$23,770 without prior written authorization.
- J. Resolution 15-2812 - Supplemental Agreement No. 50 to the Agreement for Continuing Consulting Engineering Services with CPH, Inc. for the North Water Treatment Plant High Service Pump Replacement Project**
Resolution 15-2812 provides for Supplemental Agreement No. 50 to the Agreement for Continuing Consulting Engineering Services with CPH, Inc. for engineering design services for the North Water Treatment Plant high service pump replacement in an amount not to exceed \$29,546.
- K. Resolution 15-2813 - Award of Bid and Agreement with Murphy Pipeline Contractors, Inc. for Construction of the Dommerich Hills Pipe Bursting Project Phase 1**
Resolution 15-2813 provides for the award of bid and an Agreement with Murphy Pipeline Contractors, Inc. for construction of the Dommerich Hills Pipe Bursting Project Phase 1 for an amount of \$1,500,155.
- L. Resolution 15-2814 - Change Order No. 3 to Applied Hydrogeologic Solutions LLC Standard Professional Services Agreement for Brownfield Remediation Services and Related Budget Amendment #16-020**
Resolution 15-2814 and related Budget Amendment #16-020 provide for Change Order No. 3 to the Standard Professional Services Agreement with Applied Hydrogeologic Solutions LLC for brownfield remediation services to provide additional consultation, permitting, testing, and construction services for the Lake Concord Park Improvements project in an amount not to exceed \$53,800.
- M. Addendum #2 to the Agreement with Eola Technology Partners, LLC for the Provision of Information Systems Managed Services**
Consideration for approval of Addendum #2 to the Agreement with Eola Technology Partners, LLC in an amount not to exceed \$180,000 for the provision of Information Systems managed services is requested.
- N. Purchase of Microsoft Licenses Utilizing Florida State Contract #252-001-09-1 and Related Budget Amendment #16-014**
Consideration for approval to purchase Office Pro Plus licenses and to true up all Microsoft network software licenses for the City from the software vendor SHI, Inc. in the amount of \$154,544.25 by utilizing Microsoft Enterprise Agreement Pricing Proposal Florida State Contract #252-001-09-1 and related Budget Amendment #16-014 is requested.
- O. Budget Amendment #16-003 - Fiscal Year 2015 to 2016 Budget Rollover for the Pipe Bursting (Dommerich) and the North Plant High Service Pump Projects**
Consideration for approval of Budget Amendment #16-003 to amend the Fiscal Year 2015/2016 Approved Budget in the amount of \$1,363,094 to allow for the completion of the Pipe Bursting (Dommerich) and the North Plant High Service Pump ongoing projects is requested.
- P. Budget Amendment #16-015 - Purchase of Replacement Computer Equipment**
Consideration for approval of Budget Amendment #16-015 to increase the Information Systems Division budget for FY2015-2016 in the amount of \$80,000 to purchase laptop and tablet computer equipment is requested.

Q. **Budget Amendment #16-016 - Vehicle Parts and Freight Charges for New Police Vehicle**
Consideration for approval of Budget Amendment #16-016 to provide funding in the total amount of \$237 for vehicle parts and freight charges that were erroneously omitted from the original vendor's quotation related to the purchase of a new Police vehicle is requested.

R. **Authorization to Accept Duke Energy Proposal for Underground Electric Utility Lines Relocation and Related Budget Amendment #16-019**

Authorization for the City Manager to accept a proposal from Duke Energy to relocate and place underground electric utility lines along the realigned Triplet Lake Drive at a cost not to exceed \$150,000 to further the development of the Lake Concord Park District properties and approval of related Budget Amendment #16-019 are requested.

S. **Reclassification of Economic Development Coordinator Position to Economic Development Manager**

Consideration for approval to reclassify the Community Development Department position of Economic Development Coordinator to Economic Development Manager.

8. DISCUSSION ITEMS

A. **Future Agenda Items**

B. **Municipal Advisory Committee (Metroplan) Report**

C. **Leadership Seminole Board Report**

D. **Mayors/Managers Group Report**

E. **Council of Local Governments in Seminole County (CALNO) Report**

F. **Seminole County Redevelopment Planning Agency Report**

9. RESOLUTIONS

A. **Resolution 15-2808 - Adopting Ceremonial Opening Invocation Policy**

Resolution 15-2808 provides for adoption of a Ceremonial Opening Invocation Policy.

10. FIRST READING OF ORDINANCES

A. **First Reading of Ordinance 15-1434 - Future Land Use Map Amendment for Property Located at 2751 Howell Branch Road (LPA 15-10)**

Ordinance 15-1434 provides for amending the Future Land Use Map designation for the property located at 2751 Howell Branch Road from Seminole County Low Density Residential to City of Casselberry Medium Density Residential.

B. **First Reading of Ordinance 15-1435 - Official Zoning Map Amendment for Property Located at 2751 Howell Branch Road (ZB 15-03)**

Ordinance 15-1435 provides for amending the Official Zoning Map designation for the property located at 2751 Howell Branch Road from Seminole County A-1 (Agriculture) to City of Casselberry PRD (Planned Residential Development).

C. **First Reading of Ordinance 15-1436 - Amending City Code Section 58-56, Unnecessary or Disturbing Noise**

Ordinance 15-1436 provides for amending Chapter 58 of the City Code of Ordinances pertaining to Article III, Offenses Against Public Peace, to provide for expanded authorization of acceptable times to perform construction and to clarify the process for the application to permit construction outside of regular hours.

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 15-1431 - Amending and Restating the City of Casselberry Police Officers' and Firefighters' Pension Plan**

Ordinance 15-1431 provides for amending and restating the City of Casselberry Police Officers' and Firefighters' Pension Plan.

B. Public Hearing: Second Reading of Ordinance 15-1432 - Voluntary Annexation of 2751 Howell Branch Road, Winter Park, Florida - PIN 27-21-30-501-0000-0020

Ordinance 15-1432 provides for the voluntary annexation of the residential property located at 2751 Howell Branch Road, Winter Park, FL (PIN 27-21-30-501-0000-0020).

C. Public Hearing: Second Reading of Ordinance 15-1433 - Amending Section 86-31, Private Sewage Disposal Systems to Allow for a Payment Plan for Sewer Connection Costs in Excess of \$5,000

Ordinance 15-1433 amends Section 86-31 of the City Code, Private Sewage Disposal Systems, to provide authority for the City Manager to offer a payment plan to utility customers connecting to the City sewer system to pay to the City normal connection costs over a period of five years if these costs exceed \$5,000, and to place a lien on the property which benefits from the sewer connection to secure the City in its ability to fully collect the deferred sewer connection costs.

D. Public Hearing: Resolution 15-2803 - Intent to Use Uniform Method of Collecting Non-ad Valorem Special Assessments for the Construction of a Wall for the Sausalito Shores Subdivision

Resolution 15-2803 provides for declaration of the City's intent to use the Uniform Method of collecting non-ad valorem special assessments for the purpose of constructing a subdivision wall and entryway for the Sausalito Shores subdivision.

12. OTHER ITEMS

A. Annual Selection of Vice Mayor

Nomination(s) and selection of the Vice Mayor, pursuant to City Charter Section 4.05, is requested.

B. Site Plan Approval for the Reserve at Legacy Park Development (SPR 15-13)

Consideration to approve SPR 15-13, a site plan for the Reserve at Legacy Park, located on Seminola Boulevard, is requested.

C. Site Plan Approval for The Geneva School at Legacy Park, SPR 15-14

Consideration to approve SPR 15-14, athletic fields at the future location of the Geneva School on Seminola Blvd., is requested.

D. Board Appointments - South Seminole North Orange County Wastewater Transmission Authority Board

Applications are being presented for consideration for appointments to the South Seminole North Orange County Wastewater Transmission Authority 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

15. CITY ATTORNEY'S REPORT

16. CITY CLERK'S REPORT

17. CITY COMMISSIONERS' REPORTS/COMMENTS

18. ADJOURNMENT

12/10/15
DATE

Donna G. Gardner
DONNA G. GARDNER, CMC
CITY CLERK