

CITY OF CASSELBERRY CITY COMMISSION MEETING

Monday, November 14, 2022
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.

Any invocation that may be offered before the official start of the City Commission meeting is the voluntary offering of a private citizen to and for the Commission pursuant to Resolution 15-2808. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Commission and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief of the City Commission or the City of Casselberry. No person in attendance at this meeting is or shall be required to participate in any invocation, and the decision whether or not to participate will have no impact on his or her right to actively participate in the meeting.

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. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MINUTES

A. **Minutes of October 10, 2022 - Regular Meeting**

B. **Minutes of October 24, 2022 - Regular Meeting**

6. PRESENTATIONS/ COMMENDATIONS

A. **Presentation: 2022 Adopt-a-Tree Program**

Public Works Divisions Director Lenny Barden will present an overview of the 2022 Adopt-a-Tree Program and the eleven (11) recipients approved by the Casselberry Tree Advisory Committee.

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. 95492 - \$14,502.38

- B. Resolution 22-3338 - FY 2022 Fourth Quarter Budget Amendments and Transfers**
Approval of Resolution 22-3338 to formally adopt budget amendments and budget transfers approved during the fourth quarter of FY 2022 is requested.
- C. Resolution 23-3339 - Truist Master Lease Agreement No. 9909001967 for FY 2023**
Approval of Resolution 23-3339 which provides for Master Lease Agreement No. 9909001967 for FY 2023 and related exhibits in the amount of \$291,638.21 with Truist Equipment Finance & Leasing Corporation for replacement Police Department vehicles is requested.
- D. Resolution 22-3340 - Authorizing Execution of Agreement and Addendum Between the Casselberry Police Department and the State of Florida to Participate in the Law Enforcement Support Office (LESO) Program State Plan of Operations (SPO)**
Approval of Resolution 22-3340 authorizing the Police Chief to execute an agreement and addendum between the Casselberry Police Department and the State of Florida to participate in the Law Enforcement Support Office (LESO) Program State Plan of Operations (SPO) to allow for the transfer of excess personal property of the Department of Defense is requested.
- E. Authorization for the City Manager to Execute a Task Authorization with GAI Consultants, Inc. for Roofing Evaluation and Scoping Services for Brightwater and Related Budget Amendment #23-011**
Approval of authorization for the City Manager to execute a Task Authorization with GAI Consultants, Inc. in an amount not to exceed \$65,000 for roofing evaluation and scoping services for Brightwater and related Budget Amendment #23-011 are requested.
- F. Authorization to Request Emergency Watershed Protection Program Assistance from the Natural Resources Conservation Service for Erosion Impacts Due to Hurricane Ian**
Approval of authorization for City staff to request Emergency Watershed Protection Program assistance from the United States Department of Agriculture Natural Resources Conservation Service (USDA NRCS) for erosion impacts due to Hurricane Ian for projects totaling up to \$1,000,000 with up to a \$250,000 local match is requested.
- G. Task Authorization No. 3 with Kimley-Horn and Associates, Inc. for a Citywide Streetlight Need Study and Related Budget Amendment #23-012**
Approval of Task Authorization No. 3 with Kimley-Horn and Associates, Inc. to provide a Citywide Streetlight Need Study in the amount not to exceed \$64,773.58 and related Budget Amendment #23-012 is requested.
- H. Amendment No. 6 to Professional Services Agreement with Dewberry Architects, Inc. for Additional Professional Surveying and Platting Services for the New Casselberry Police Department Complex**
Approval of Addendum No. 6 to Professional Services Agreement with Dewberry Architects, Inc., in the amount of \$23,690.00, for the provision of additional professional surveying and platting services for the new Police Department Complex is requested.
- I. Use of Federal Forfeiture Funds for the Purchase of the Push Bumper and Remaining Lights with Required Hardware for Installation for the Community Service Officers Truck and Related Budget Amendment #23-007**
Approval of the use of federal forfeiture funds for the purchase of the push bumper and remaining lights with required hardware for installation for the Community Service Officer's truck in the amount of \$1,218 and related Budget Amendment #23-007 is requested.
- J. Purchase and Equip Five (5) Marked Police Vehicles through the Utilization of Piggyback Agreements with Alan Jay Fleet Sales and Dana Safety Supply, Inc. with Quotes from DPS-Jax and Flying Window Tinters**
Approval to purchase and equip five (5) marked police vehicles and associated emergency equipment, including vehicle striping and window tinting, by utilizing Piggyback Agreements with Alan Jay Fleet Sales and Dana Safety Supply, Inc. and quotes from DPS-Jax and Flying Window Tinters using capital lease proceeds in the total amount of \$291,639 is requested.

K. Amendment No. 1 to Agreement with Etech-360, Inc. for Utility Customer Portal Software and Support to Add Data Integration Functionality with the City's Current Sensus Software Program

Approval of Amendment No. 1 to the Agreement with Etech-360, Inc. for Utility Customer Portal Software and Support to add data integration functionality with the City's current Sensus software program is requested. The cost of this customization is categorized into two (2) charges: a one-time payment of \$9,000 for time and materials to build the interface and a second payment of \$2,160 (recurring per year) to store up to three years of hourly meter data per customer.

L. Amendment No. 1 to the Sole Source Agreement with Carus LLC for the Purchase of Polyorthophosphate for Potable Water Production

Approval of Amendment No. 1 to the Sole Source Agreement with Carus LLC for the purchase of polyorthophosphate for potable water production on an as-needed basis for an annual amount not to exceed \$40,000 for the period beginning October 24, 2022 through September 30, 2026, is requested.

M. Budget Amendment #22-067 - Adjustments to the FY 2022 Budget

Approval of Budget Amendment #22-067 providing for adjustments to the FY 2022 Budget is requested.

N. Budget Amendment #23-004 - Recognition of Revenue for Solid Waste Collection Fees

Approval of Budget Amendment #23-004 to recognize \$242,195 in additional revenue from solid waste collection fees is requested.

O. Budget Amendment #23-013 - Additional Salary Adjustments for Police Officers, Corporals, and Sergeants

Approval of Budget Amendment #23-013 to fund additional salary adjustments for police officers, corporals, and sergeants is requested.

P. Acceptance of FY 2022 Department of Justice COPS Hiring Program Funds and Related Budget Amendment #23-014

Approval to accept the FY 2022 Department of Justice COPS Hiring Program Funds in the amount of \$500,000 for the hiring of four (4) officers and approval of related Budget Amendment #23-014 is requested.

Q. Reorganization of the Public Works & Utilities Department - Distribution & Collection Division

Approval of the reorganization of the Distribution & Collection Division in the Public Works & Utilities Department by converting a Utility Service Worker/Utility Technician I/Utility Technician II position to a Lead Utility Technician position is requested.

R. Excuse Absence of Mayor/Commissioner David Henson

8. DISCUSSION ITEMS

A. Future Agenda Items

9. RESOLUTIONS

10. FIRST READING OF ORDINANCES

A. First Reading of Ordinance 22-1579 - Amending the Official Zoning Designation for Property Located at 999 Mango Drive (ZB 21-02)

Approval of Ordinance 22-1579 on first reading establishing the official zoning designation of RMHP (Medium Density Mobile Home Park) for one (1) parcel located at 999 Mango Drive is requested.

B. First Reading of Ordinance 22-1580 - Amending the Official Zoning Designation for Property Located at 806 Mark David Boulevard (ZB 22-07)

Approval of Ordinance 22-1580 on first reading amending the official zoning designation for one (1) parcel located at 806 Mark David Boulevard from R-9 (Low Density Single-Family) to ROS (Recreation and Open Space) is requested.

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 22-1572 - Amendment to the City's Comprehensive Plan Future Land Use Element (LPA 22-04)

Adoption of Ordinance 22-1572 on second reading amending the City's Comprehensive Plan Future Land Use Element to accommodate increased densities and intensities in the Major Thoroughfare Mixed-Use (MTMU) land use category and the corresponding PMX-HIGH (Planned Mixed-Use: High Rise) zoning district is requested.

B. Public Hearing: Second Reading of Ordinance 22-1573 - Amendments to the City's Unified Land Development Regulations Section 2-5.2, Purpose and Intent of Zoning Districts, Table 2-5.3, Land Use by District, Table 2-5.4, Size and Dimension Criteria, and Section 5-21.2, Definition of Terms (LPA 22-05)

Adoption of Ordinance 22-1573 on second reading amending Section 2-5.2, Purpose and Intent of Zoning Districts, Table 2-5.3, Land Use by District, Table 2-5.4, Size and Dimension Criteria, and Section 5-21.2, Definition of Terms, of the City's Unified Land Development Regulations is requested.

C. Public Hearing: Second Reading of Ordinance 22-1574 - Amendment to Section 2-7.34, Oxford Park Overlay District Standards, of the City's Unified Land Development Regulations (LPA 22-06)

Adoption of Ordinance 22-1574 on second reading amending Section 2-7.34, Oxford Park Overlay District Standards, of the City's Unified Land Development Regulations is requested.

D. Public Hearing: Second Reading of Ordinance 22-1575 - Amendment to Section 2-7.27, Vehicular Services, Maintenance, and Light Mechanical Repair in the PMX-H and PMX-L Zoning Districts, of the City's Unified Land Development Regulations (LPA 22-07)

Adoption of Ordinance 22-1575 on second reading amending Section 2-7.27, Vehicular Services, Maintenance, and Light Mechanical Repair in the PMX-H and PMX-L Zoning Districts, of the City's Unified Land Development Regulations is requested.

E. Public Hearing: Second Reading of Ordinance 22-1576 - Amending Chapter 34, Emergency Services, Article II, Alarm Systems, Division 2, Security Alarms

Adoption of Ordinance 22-1576 which amends Chapter 34, Article II, Division 2, Security Alarms to create definitions, clarify existing code, add an appeal process, and provide the Special Magistrate with jurisdiction over false alarm fee appeals is requested.

F. Public Hearing: Second Reading of Ordinance 22-1577 - Illicit Discharge and Connections, Amending Chapter 86, Utilities and Chapter 2

Adoption of Ordinance 22-1577 which provides for amendments to Chapter 86, Utilities, of the City Code of Ordinances, to add Sections 356 through 376 to provide increased legal authority to the City of Casselberry over illicit discharges and connections, while also conforming to state and national requirements for pollutant discharge elimination system permit, and also amends Chapter 2, Section 2-210 of the City Code of Ordinances to include a schedule of related violations, is requested.

G. Public Hearing: Second Reading of Ordinance 22-1578 - Amending the Future Land Use Map Designation for the Property Located at 1398 State Road 436 (LPA 22-08)

Adoption of Ordinance 22-1578 on second reading amending the Future Land Use Map (FLUM) designation from Low Intensity Non-Residential/Medium Density Residential (LINR/MDR) to Major Thoroughfare Mixed-Use (MTMU) for one (1) parcel located at 1398 State Road 436 is requested.

12. OTHER ITEMS

- A. **Update on Hurricane Nicole Impact and Response**
- B. **Police Officers' & Firefighters' Pension Board Appointments**

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 October 1, 2022 through October 31, 2022**
The October 2022 Procurement Information Report is provided for review.

15. CITY ATTORNEY'S REPORT

- A. **City Attorney Billing Rate Consumer Price Index (CPI) Increase**
Notification of an increase in the City Attorney and the paralegal hourly rate is provided.


16. CITY CLERK'S REPORT

17. CITY COMMISSIONER'S REPORTS/COMMENTS

18. ADJOURNMENT

Date

11/11/2022



Donna G. Gardner, CMC
City Clerk