



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JUNE 16, 2026 AT 6:00 PM**

- 1. MEETING CALLED TO ORDER**
- 2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
- 3. PROCLAMATIONS AND SPECIAL PRESENTATIONS**
 - 3.A Swearing In of New Firefighters
 - 3.B Proclamation – City of Kissimmee Fire Department Founding Date
 - 3.C Proclamation – World Elder Abuse Awareness Month
 - 3.D Service Awards for April, May, and June 2026
- 4. PUBLIC HEARINGS - FIRST AND SECOND READINGS**
 - 4.A Public Hearing - Second and Final Reading - Proposed Ordinance #26-15 - An Ordinance establishing the Hilliard Isle Community Development District (CDD)

AN ORDINANCE OF THE CITY COMMISSION OF KISSIMMEE, FLORIDA, ESTABLISHING THE HILLIARD ISLE COMMUNITY DEVELOPMENT DISTRICT LOCATED IN THE CITY OF KISSIMMEE AND CONTAINING APPROXIMATELY 451 ACRES; PROVIDING FOR THE AUTHORITY OF THE ORDINANCE; PROVIDING FOR THE ESTABLISHMENT OF THE BOUNDARIES FOR THE HILLIARD ISLE COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR THE DESIGNATION OF THE INITIAL BOARD OF SUPERVISORS; PROVIDING FOR THE DISTRICT NAME; PROVIDING FOR STATUTORY PROVISIONS GOVERNING THE DISTRICT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF LAWS AND ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

- 5. PUBLIC HEARINGS**
 - 5.A Public Hearing — Amendment to the Section 108 Loan Application, Substantial Amendment to the 2025-2029 Consolidated Plan and 2025 Annual Action Plan, and Accompanying Resolution
- 6. HEAR AUDIENCE**

Anything requiring a vote will be heard at a later time.
- 7. CONSENT AGENDA**

The consent agenda is a technique designed to expedite the handling of routine miscellaneous business of the City Commission. The City Commission in one motion may adopt the entire Consent Agenda. The motion for adoption is non-debatable and must receive unanimous approval. By request of any individual member, an item may be removed from the Consent Agenda for discussion.

 - 7.A City Commission Minutes from the June 2, 2026 Meeting and KUA Interviews
 - 7.B Forestry Chipper Truck Purchase
 - 7.C Installation of LED Stadium Lighting for Fortune Road Athletic Complex

- 7.D Kissimmee Police Department Elevator Modernization Contract Amendment
- 7.E Continuing services contracts for Inspire Placemaking Collective, Inc., NUE Urban Concepts, and Traffic and Mobility Consultants
- 7.F Scope with NUE Urban Concepts for updates to the Mobility Study and Mobility Fee Ordinance
- 7.G 2025 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs
- 7.H Hill Street Sidewalk Project Change Order No. 1
- 7.I Internship Grant from Florida Airports Council (FAC)
- 7.J Award Professional Auditing Services for RFP2026-009

8. DISCUSSION ITEMS

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.A DKCRA – Holiday Lighting RFP Award

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

- 8.B Resolution Implementing Article III, Chapter 1, Section 6 of the City Charter
- 8.C Discussion and Direction Regarding Amendments to Temporary Sign Regulations
- 8.D Advisory Board Vacancies: Board of Adjustments

9. HEAR CITY OFFICIALS

- 9.A CITY MANAGER
- 9.B CITY ATTORNEY
- 9.C CITY COMMISSION

10. ADJOURNMENT

In accordance with Florida Statutes 286.105: Any person wishing to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing will need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.

In accordance with Florida State 286.26, persons needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 101 Church Street, Kissimmee, Florida, (407) 518-2309.

ITEM 3.A

Swearing In of New Firefighters

Request

Staff requests that our five new employees be sworn in as City of Kissimmee Fire Department Firefighters.

Explanation

The City of Kissimmee Fire Department has hired five new employees. These employees have completed an extensive orientation and have now been assigned to a shift and station.

Staff requests that these employees be sworn in before the City Commission to reflect the professionalism and respect their jobs deserve. This will also give commissioners the opportunity to meet the new firefighters who will be serving this city.

The firefighters to be sworn in are:

Roderick Castro
Luis Marquez
Noah Drozd
Sebastian Molina
Dylan Sharpe

Department: Fire
Presenter: James Walls

Attachment(s):

1. (S) Oaths of Office

ITEM 3.B

Proclamation – City of Kissimmee Fire Department Founding Date

Request

City of Kissimmee Fire Department Founding Date Proclamation presentation to Fire Chief Jim Walls.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation - City of Kissimmee Fire Department Founding Date

ITEM 3.C

Proclamation – World Elder Abuse Awareness Month

Request

Proclamation presentation to AARP Volunteers Hilda Diaz and Ana Charris recognizing June as World Elder Abuse Awareness Month.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation - World Elder Abuse Awareness Month

ITEM 3.D

Service Awards for April, May, and June 2026

Request

The City Commission joins the City Manager in recognizing employees who have reached milestones in years of service.

Explanation

Five Years	Isabella Bellomo	Police
Five Years	Tommy Hill	Fire
Five Years	Alexis Merritt	Police
Five Years	Theresa Phiri	City Manager
Five Years	Angel Cruz	Public Works
Five Years	Wilmarie Hernandez Pagan	Public Works
Five Years	Shantavia Ritchie	Finance
Ten Years	Sedrick Jones	Public Works
Ten Years	Alexis Santos	Finance
Ten Years	Kyle Bywater	Police
Ten Years	Christopher Cabral	Police
Twenty Years	Alvin Melendez	Public Works
Twenty Years	Miguel Ruiz	Public Works
Twenty Years	Melanie Poole	Police
Thirty Years	Catherine Finneran	Development Services

Department: Human Resources & Risk Management
Presenter: Mike Steigerwald

City of Kissimmee

Attachment(s):

None

ITEM 4.A

Public Hearing - Second and Final Reading - Proposed Ordinance #26-15 - An Ordinance establishing the Hilliard Isle Community Development District (CDD)

AN ORDINANCE OF THE CITY COMMISSION OF KISSIMMEE, FLORIDA, ESTABLISHING THE HILLIARD ISLE COMMUNITY DEVELOPMENT DISTRICT LOCATED IN THE CITY OF KISSIMMEE AND CONTAINING APPROXIMATELY 451 ACRES; PROVIDING FOR THE AUTHORITY OF THE ORDINANCE; PROVIDING FOR THE ESTABLISHMENT OF THE BOUNDARIES FOR THE HILLIARD ISLE COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR THE DESIGNATION OF THE INITIAL BOARD OF SUPERVISORS; PROVIDING FOR THE DISTRICT NAME; PROVIDING FOR STATUTORY PROVISIONS GOVERNING THE DISTRICT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF LAWS AND ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

Request

Request approval of the petition to establish the Hilliard Isle Community Development District (CDD) and adoption of Proposed Ordinance #26-15.

Explanation

Pulte Home Company, LLC is petitioning the City, pursuant to the "Uniform Community Development District Act of 1980," Chapter 190, Florida Statutes, to establish a Community Development District. The Hilliard Isle CDD will finance infrastructure and other improvements, including the master stormwater system, on-site roads, potable water distribution systems, sanitary sewer collection, landscape and irrigation, hardscape features, and off-site improvements for the Hilliard Isle Mixed Use Planned Unit Development (PUD-22-0004), which was approved at the Jan. 16, 2024 City Commission meeting. The petition also identifies future expansion parcels that may be added to the CDD district boundaries within 10 years of establishment, by separate petition(s) to the City.

Hilliard Isle is located on the east side of Simpson Road, south of Osceola Parkway and north of Buenaventura Boulevard. The applicant has already obtained several City development approvals and is in the process of receiving final plat approval (SR-25-0015) for the 1st phase of the development.

Recommendation

Approval of the Second and Final Reading of the Hilliard Isle CDD petition and adoption of Proposed Ordinance #26-15.

City Commission recommended approval of the First Reading on June 2, 2026.

REQUESTED CITY COMMISSION ACTION:

Adopt

Department: Development Services

Presenter: Brenda Ryan

Attachment(s):

1. Hilliard Isle CDD Boundary Map
2. Petition to Establish Hilliard Isle CDD
3. (S)Proposed Ordinance 26-15 Hilliard Isle CDD

City of Kissimmee

4. Hilliard Isle CDD Proof of Publications
5. June 2, 2026 First Reading - City Commission Action Summary

ITEM 5.A

Public Hearing — Amendment to the Section 108 Loan Application, Substantial Amendment to the 2025-2029 Consolidated Plan and 2025 Annual Action Plan, and Accompanying Resolution

Request

Requesting approval for the amendment to the Section 108 Loan Application amount, the substantial amendment to the 2025-2029 Consolidated Plan, the 2025 Annual Action Plan, and the associated resolution.

Explanation

On January 20, 2026, the City Commission approved the intent to submit a Section 108 Loan Application to the U.S. Department of Housing and Urban Development (HUD) for funding to support the rehabilitation of the Haven on Vine Apartments. The original application, approved by the City Commission through a Substantial Amendment process, requested \$3,000,000. Following approval, a revision to the project scope is necessary to include the installation of a main fire line required for this type of housing. This additional requirement is expected to increase project costs by up to \$1,000,000, bringing the total loan request to \$4,000,000.

Repayment of the loan may be supported by future Community Development Block Grant (CDBG) funds and any program income generated by the property. To accommodate this funding request, a Second Substantial Amendment to the City's 2025–2029 Consolidated Plan and the 2025 Annual Action Plan is required to amend the Section 108 loan amount.

Recommendation

Approve the amendment to the Section 108 Loan Application amount, the substantial amendment to the 2025-2029 Consolidated Plan, the 2025 Annual Action Plan, and the associated resolution.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter: Frances DeJesus

Attachment(s):

1. (S) AMENDED RES adopting the Second Amendment of the 2025-2029 Consolidated Plan and the PY25 CDBG Action Plan
2. Kissimmee - Section 108 Loan Guarantee Application (r.6.12.26)
3. Public Notice 5.7.26

ITEM 7.A

City Commission Minutes from the June 2, 2026 Meeting and KUA Interviews

Request

Approval of the June 2, 2026, Commission meeting and KUA interview minutes.

Explanation

Minutes of the Commission meeting and KUA Interviews held on June 2, 2026, are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter:

Attachment(s):

1. (S) - CCM JUN 02 2026 (KUA Interviews)
2. (S) CCM JUN 02 2026

ITEM 7.B
Forestry Chipper Truck Purchase

Request

Approval to purchase a truck with a forestry chipper dump body for the Parks and Recreation Department in the amount of \$113,872, per the Florida Sheriff Association Contract (Contract #20260225).

Explanation

The Parks and Recreation Department budgeted to purchase a truck with a forestry chipper dump body. This unit will replace two existing units (PR249 (2013) and PR245 (2012)), which are currently 13 and 14 years old, respectively, exceeding the City's replacement-cycle criteria. The unit will be used daily to tow the wood chipper and to receive and transport chipped plant materials cut and trimmed by the Parks and Recreation Department. The ability to chip onsite or within parks and expedite the handling of plant material will reduce the need to transport whole green waste to the local waste facility at a cost. This will reduce risk, liability, and labor while allowing the majority of the wood fiber to be reused in the City's parks and public lands. This truck will be used throughout all city parks and public lands and can assist other city departments.

The City's Procurement Division will purchase this unit from Palmetto Ford of Miami for \$113,872 (Contract 20260225) through the Florida Sheriffs Association Contract # FSA25-VEH23.0

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00150206-506494	PR2516	Decrease	\$151,684	\$113,872

Financial Summary:

Funds are currently available in project PR2516 to complete this purchase.

Recommendation

Purchase a truck with a forestry chipper dump body for the Parks and Recreation Department in the amount of \$113,872.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation
Presenter:

City of Kissimmee

Attachment(s):

1. CITY OF KISSIMMEE SPEC 39 F550 SUPERCAB 4X4 X5H 11FT CHIPPER DUMP FSA
PRICE SHEET 04-30-2026
2. Florida Sheriffs Association Contract 2025&2026
3. (S) FL Sheriffs Association Participating Entity Addendum (Forestry Chipper Truck)

ITEM 7.C

Installation of LED Stadium Lighting for Fortune Road Athletic Complex

Request

Requesting approval to install LED stadium lighting at the Fortune Road Athletic Complex for \$174,900 (Contract #20260226) with Musco Sports Lighting, LLC.

Explanation

The City Commission previously approved the purchase of LED stadium lighting equipment from Musco Sports Lighting, LLC, to retrofit all four fields at the Fortune Road Athletic Complex through the EECBG grant in 2024. However, the remaining grant funds were insufficient to cover the installation. The Parks and Recreation Department is now requesting approval to proceed with the installation of the LED stadium lighting system.

We are now requesting approval and execution of City Contract #20260226 for installation services to be performed by Musco Sports Lighting, LLC, at a cost of \$174,900, under Sourcewell contract 071619-MSL, as verified by the Procurement and Legal departments. This expense will be funded through capital project funds and will complete the project, close the grant, and meet all warranty expectations for the equipment.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10450106-506393	ST2617	Decrease	\$175,000	\$174,900

Financial Summary:

Funds are available in project ST2617 to complete the project installation.

Recommendation

Approve the installation of LED stadium lighting at Fortune Road Athletic Complex for \$174,900, in partnership with Musco Sports Lighting, LLC.

REQUESTED CITY COMMISSION ACTION:

Approve
Execute

Department: Parks & Recreation
Presenter:

Attachment(s):
City of Kissimmee

1. (S) LED Light Installation at Fortune Road
2. Fortune Road Retrofit Sourcewell Install Quote 2026

ITEM 7.D

Kissimmee Police Department Elevator Modernization Contract Amendment

Request

Requesting approval of the First Amendment to the Agreement with KONE, Inc. (Contract #20260065) to add one elevator at the Kissimmee Police Department under the same terms and conditions of the original agreement, in an amount not to exceed \$185,631.00, increasing the total contract amount to \$983,001.00. Approval is also requested to increase the contingency funds by \$14,369.00 for unforeseen project-related needs, and authorization for the City Manager or designee to execute any documents or change orders related to this amendment.

Explanation

On November 18, 2025, the City entered into an agreement with KONE, Inc. for the City Hall Elevator Modernization Project through the OMNIA Cooperative Contract (City of Kansas City, Missouri Contract No. EV2516) in the amount of \$797,370.00.

This First Amendment expands the original agreement to include modernization of one elevator at the Kissimmee Police Department utilizing the same contract terms, pricing structure, and procurement method. The additional work is identified in KONE Contract Change Proposal No. 1 (Contract #20260065).

Utilizing the existing agreement allows the City to efficiently incorporate the Police Department elevator modernization into the current contract while maintaining consistency in equipment, service standards, and project delivery.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10445206-506393	ST2505	Decrease	\$500,000	\$200,000
10452206-506393	CS2517	Increase	\$0	\$200,000

Financial Summary:

Adequate funding is available within the Sales Tax Fund accounts listed above.

Recommendation

Approve the First Amendment to the agreement with KONE, Inc., for up to \$185,631.00, raising the total contract to \$983,001.00. Also, approve an increase of \$14,369.00 in contingency funds for unexpected project needs, and authorize the City Manager or designee to sign any related documents or change orders.

REQUESTED CITY COMMISSION ACTION:

City of Kissimmee

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) First Amendment to Agreement with Kone

ITEM 7.E

Continuing services contracts for Inspire Placemaking Collective, Inc., NUE Urban Concepts, and Traffic and Mobility Consultants

Request

Requesting approval of continuing services contracts for Inspire Placemaking Collective, Inc. (#20260209), NUE Urban Concepts (#20260206), and Traffic and Mobility Consultants (#20260207), for general planning services.

Explanation

This request seeks approval of continuing services contracts for Inspire Placemaking Collective, Inc. (#20260209), NUE Urban Concepts (#20260206), and Traffic and Mobility Consultants (#20260207). Through the Request for Qualifications (RFQ) process, the City received twenty-one proposals for review. A selection committee ranked each firm based on its proposal and selected the firms referenced above.

Execution of these contracts will allow the companies to perform general planning services, transportation services, mapping, marketing and public involvement for projects, and market analysis without the City needing to go through the Request for Qualifications (RFQ)/Request for Proposal (RFP) process. For a full listing of allowable services, please see the Scope of Services (Exhibit A) in the attachments. Contracts will expire after five years.

For future tasks, the consultants will present a Scope of Work and project cost that will obtain separate approval.

Recommendation

Approval of continuing services contracts for Inspire Placemaking Collective, Inc., NUE Urban Concepts, and Traffic and Mobility Consultants.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S) Inspire Placemaking Collective Continuing Services Contract (20260209)
2. (S) NUE Urban Continuing Services Contract (20260208)
3. (S) Traffic & Mobility Consultants Continuing Services Contract (20260207)

ITEM 7.F

Scope with NUE Urban Concepts for updates to the Mobility Study and Mobility Fee Ordinance

Request

Approval of the scope of work for updates to the Mobility Study and Mobility Fee Ordinance with NUE Urban Concepts (Contract #20260206).

Explanation

This request seeks approval of a \$148,000 scope of work to update the Mobility Fee Ordinance and Mobility Study. The scope covers both phases of the project, with deliverables listed as tasks in the schedule on page 8. Details for each task are provided throughout the document. Phase I is expected to be completed by September 30, 2026, and the full project by June 30, 2027. The work will be performed by NUE Urban Concepts under continuing services Contract #20260206.

The City adopted a Mobility Fee Ordinance in October 2012, replacing Transportation Impact Fees. The current program divides the City into ten districts, and fees are grouped into three major categories: Roadway, Citywide, and Multimodal. The mobility study associated with the ordinance includes an extensive list of projects grouped by these categories. Fees are calculated using a formula that considers the mobility district, the costs to accomplish the projects within the mobility study, and the estimated trip generation rate (which varies by use and square footage). While this has worked in the past, the current system and project list would benefit from a re-review to update and streamline. As outlined in the scope, the ten districts will be reduced to a maximum of four.

This update also provides an opportunity to revisit the project list in the mobility study and revise it to reflect projects primarily within the City's Five-Year Capital Improvements Program (CIP). The project list will also include broader objectives, such as sidewalk construction, complete streets, and Vision Zero initiatives that the City can apply funds to. Post-adoption, this Ordinance will require a quinquennial update to review the project list and adjust it based on budget and anticipated costs.

The primary objective of this update is not to increase mobility fees, though some increases are likely. There have been no increases in mobility fees since the program's inception in 2012.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00125103 503131		Decrease	\$148,000	\$148,000

Financial Summary:

This is a \$148,000 project to update the mobility fee study and mobility fee ordinance.

Recommendation

City of Kissimmee

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S) Mobility Fee - Scope

ITEM 7.G

2025 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs

Request

Requesting approval to accept the 2025 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs, totaling \$24,215.37 (Grant #BVP26), and authorizing the Police Chief to sign all necessary agreements related to this grant.

Explanation

The City of Kissimmee has received notification from the Bureau of Justice Assistance regarding the allocation of funds under the Fiscal Year 2025 Patrick Leahy Bulletproof Vest Partnership solicitation. The total award amounting to \$24,215.37 has been granted. These funds are designated to partially finance the procurement of bulletproof vests, as specified in the grant application. The additional funds required to complete the purchase of the remaining bulletproof vests will be sourced from the department's General Fund.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00100331 331100	BVP26	Increase	24,216	
00130303 505257	BVP26	Increase	24,216	

Financial Summary:

Grant funds will be deposited in the above accounts.

Recommendation

Accept the FY2025 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs, and authorize the Police Chief to execute any agreements related to the grant.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter: Charles Broadway

Attachment(s):

1. BVP Funding Award Notice - Application Summary

City of Kissimmee

ITEM 7.H

Hill Street Sidewalk Project Change Order No. 1

Request

Approval of Change Order No. 1 to the contract with American Persian Engineering, Inc.(Contract # 20240056) in the amount of \$75,666.60 to incorporate revisions identified by the Engineer of Record for the Hill Street Sidewalk Project, consisting of the construction of a six-foot-wide sidewalk along the south side of Hill Street connecting South Emory Street, Lincoln Street, and John Young Parkway.

Explanation

The Engineer of Record revised the project plans for the Hill Street Sidewalk Project to include installation of non-mountable Type F curb and related roadway modifications along the project corridor. These improvements are intended to prevent vehicles from encroaching onto the newly constructed sidewalk and to enhance pedestrian safety.

Change Order No. 1 includes all labor, materials, and associated construction costs necessary to complete the revised improvements.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10345656-506393	GT2506	Decrease	\$242,104.60	\$75,666.60

Financial Summary:

Sufficient funds are available within the approved project budget to cover the additional construction costs associated with the revised improvements.

Recommendation

Approval of Change Order No. 1 to the contract with American Persian Engineering, Inc. in the amount of \$75,666.60 for the revised improvements associated with the Hill Street Sidewalk Project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

- 1. (S) CO Hill St. Sidewalk
- City of Kissimmee

2. Renewal Agreement with APEC LLC.

ITEM 7.1

Internship Grant from Florida Airports Council (FAC)

Request

Requesting approval to accept an Internship Grant from the Florida Airports Council (FAC) for Kissimmee Gateway Airport (Grant #AIRFAC26).

Explanation

The Florida Airports Council (FAC) is offering the City of Kissimmee an internship grant for the Kissimmee Gateway Airport. The full grant to the selected intern will be \$5,000 (\$4,000 from FAC, \$1,000 from Airport funds). The City/Airport will be responsible for distributing the grant funds to the intern via the payroll process.

The purpose of FAC’s program is to produce an intern with the skills necessary to work for an airport in an entry-level position. The intern will work a total of 40 hours per week for a maximum of 8 weeks in 2026 and produce a research project that will benefit the Airport. The Commission approved the application for the FAC grant at the meeting held on 05/19/2026.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170103 503131		Decrease	1,000	
47000337 337410		Increase	4,000	
46170101 501212		Increase	4,500	
46170101 502121		Increase	400	
46170101 502424		Increase	100	

Financial Summary:

The City's \$1,000 match will be funded from the professional services account.

Recommendation

Approve and accept an Internship Grant from the Florida Airports Council (FAC) for Kissimmee Gateway Airport.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

City of Kissimmee

Attachment(s):

1. (S) FAC Internship Grant Agreement 2026

ITEM 7.J

Award Professional Auditing Services for RFP2026-009

Request

Approval to award Contract #20260228 for RFP2026-009 to Purvis Gray Company for Professional Auditing Services.

Explanation

Section 218, Florida Statutes, requires the City to conduct an annual financial audit. On February 17th, 2026, the City Commission appointed members to an auditor selection committee to assist the City Commission in selecting an auditor to conduct the annual financial audit. A request for proposals was advertised by the Purchasing Division on April 5, 2026, with the Orlando Sentinel, Demand Star, and Vendor Link to solicit auditing services. Demand Star notified 336 vendors, and 11 vendors downloaded the bid package. Vendor Link had 29 vendors downloading the package after 969 vendors were notified. The proposals were opened on May 1, 2026, with seven qualified submittals from various firms. The auditor selection committee reviewed the submissions and is recommending Purvis Gray be awarded the professional auditing service contract.

The term of this Agreement shall be for three (3) years beginning with the fiscal year ending September 30, 2026, and continuing until the fiscal year ending September 30, 2028. The Parties have the option to extend this Agreement twice for two (2) twelve (12) month renewal terms.

Recommendation

Award RFP2026-009 to Purvis Gray for Professional Auditing Services.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance

Presenter:

Attachment(s):

1. (S) 11368AEL26-28 City of Kissimmee
2. (S) Kissimmee Contract for Professional Auditing Services RFP 26-9 PGC - Signed

ITEM 8.A
DKCRA – Holiday Lighting RFP Award

Request

Requesting approval of the Downtown Kissimmee CRA Board bid award for RFP2026010 to We Hang Christmas Lights FL.

Explanation

The Downtown Kissimmee Community Redevelopment Agency (DKCRA) and City of Kissimmee sought the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide holiday lighting and decorations throughout the Downtown Kissimmee CRA Area for the 2026 holiday season. Vendors were requested to provide both a standard decoration proposal and an enhanced proposal that included additional lighting and decorative elements for the Broadway corridor and the Kissimmee Lakefront Park area.

A total of nine bids were submitted in response to the solicitation. The proposals were reviewed and evaluated by a selection committee based on the criteria established in the RFP2026010. Following its evaluation, the selection committee identified We Hang Christmas Lights FL as the highest-ranked proposer. The committee's recommendation was based on the firm's demonstrated experience and successful track record providing large-scale holiday lighting displays, the competitiveness of its pricing relative to the scope of services offered, and the overall quality of their proposed lighting products and designs. The committee determined that the firm's qualifications and proposals best met the City's and DKCRA's objectives for creating an attractive, high-quality holiday experience in Downtown Kissimmee.

Based on the selection committee's recommendation, DKCRA and City of Kissimmee staff recommend awarding RFP2026010 to We Hang Christmas Lights FL and selecting Proposal Option 2 for the enhanced holiday lighting display.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10622203-503434		Decrease	\$50,000	\$50,000
10622203-504444		Decrease	\$20,000	\$12,766.75
00150663-504444		Decrease	\$10,000	\$10,000
101401103-503434		Decrease	\$15,000	\$15,000

Financial Summary:

The total cost of the agreement is \$87,766.75 and will be split between Downtown Kissimmee CRA (\$62,766.75), City of Kissimmee-Parks and Recreation (\$10,000), and City of Kissimmee-Development Services (\$15,000).

Recommendation

City of Kissimmee

Approval and award of RFP2026010 to We Hang Christmas Lights FL.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Economic Development

Presenter: Benjamin Burnett

Attachment(s):

1. (S) RFP 2026010 Holiday Lights Agreement DKCRA and Iconic Group w exhibits

ITEM 8.B

Resolution Implementing Article III, Chapter 1, Section 6 of the City Charter

Request

Adoption of a resolution authorizing the City Clerk to administer the Lottery process for all municipal elections and transmit the certified results directly to the Osceola County Supervisor of Elections Office

Explanation

The City Charter, Article III, Chapter 1, Section 6, provides that the order of candidates' names on the ballot shall be determined by a lottery conducted by the City Clerk as set forth by resolution. The proposed resolution authorizes the certification of candidate lottery results by the City Clerk to be transmitted directly to the Osceola County Supervisor of Elections Office. The adoption of this resolution will improve administrative efficiency, reduce the need for special or additional City Commission meetings, and help ensure compliance with statutory deadlines for ballot preparation.

Recommendation

Commisison approval of the resolution

REQUESTED CITY COMMISSION ACTION:

Department: City Manager

Presenter:

Attachment(s):

1. (S) Resolution Implementing Article III Chapter 1 Section 6 of the City Charter

ITEM 8.C

Discussion and Direction Regarding Amendments to Temporary Sign Regulations



Request

Commissioner Janette Martinez has requested that the City Commission discuss potential revisions and/or amendments to the City's Sign Code pertaining to temporary signs during election periods.

Explanation

The City's temporary sign regulations are contained in Section 14-11-11 of the Land Development Code and were updated last year with Commission approval of the new sign ordinance. These regulations establish the standards for the placement, duration, and maintenance of temporary signs within the City. Commissioner Martinez has requested a discussion to review the current regulations pertaining to the number of temporary signs allowed per lot during elections in non-residential districts. Currently, the code limits non-residential properties to one temporary sign per lot at all times. The Commissioner would like the Commission to consider amending the Code to allow an unlimited number of temporary signs on non-residential lots during election periods, similar to what the Code allows for residential properties.

The following table illustrates the current code requirements:

	Number	Duration	Size	Height (Max.)	Location	Permit
YARD SIGNS: RESIDENTIAL 	An unlimited number of signs is allowed only during the period 90 days before and 30 days after elections held by the Osceola County Supervisor of Elections. Otherwise, 3 signs per lot at one time.	No sign may be displayed for more than 3 months. Properties offered for rent or sale may display the sign until the property is rented/sold, whichever is less. Active construction sites may display the sign for 18 months or until the certificate of occupancy is issued, whichever is less.	6 sq. ft.	3 ft.	3 ft. minimum from property lines. Signs at active construction sites may also be attached to the construction fence.	Permit required only for signs at active construction sites
YARD SIGNS: NON-RESIDENTIAL 	1 sign per lot at one time	See Section 106.1435, F. S. for the removal of political campaign advertisements.	32 sq. ft. non-residential, mixed-use and multi-family districts	7 ft. non-residential, mixed-use and multi-family districts		

Recommendation

Staff requests Commission direction to amend the City's temporary sign regulations in Section 14-11-11 of the Land Development Code.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: City Manager
 Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 8.D

Advisory Board Vacancies: Board of Adjustments

Request

The Commission is requested to make an appointment to fill a vacancy on the Board of Adjustments.

Explanation

Board of Adjustments member Rafael Lebron Rivera has resigned, resulting in a vacancy on the board. Attached are the pre-approved applications for commission consideration.

Recommendation

Appoint a new member to fill an open vacancy on the Board of Adjustments.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. (BOA) Applicant - Armando Nieves (City Resident)
2. (BOA) Applicant - Lillian Evans (City Resident)
3. (BOA) Applicant - Glennisha Bras (City Resident)
4. (BOA) Applicant - Marie Isidor (Maintains Business in the City)
5. (BOA) Applicant- Richard Herr (Maintains Business in the City)