COMMISSION AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD AT THE
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, DECEMBER 3, 2019
6:00 PM

1. MEETING CALLED TO ORDER

“As a courtesy to others, please silence all electronic devices during the meeting.”

“Citizens desiring to speak under Hear Audience shall submit a request form for the City Clerk prior to the meeting. Forms are available at the door or from the City Clerk.”

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A. EMPLOYEE OF THE MONTH FOR DECEMBER

That the City Commission join the City Manager in recognizing **Emerson Godin-Koehler**, Police Department, as December's Employee of the Month.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

None.

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 HANDLING

OF ROUTINE MISCELLANEOUS BUSINESS OF THE CITY COMMISSION. THE CITY COMMISSION IN ONE MOTION MAY ADOPT THE ENTIRE AGENDA. THE MOTION FOR ADOPTION IS NON-DEBATABLE AND MUST RECEIVE UNANIMOUS APPROVAL. BY REQUEST OF ANY INDIVIDUAL MEMBER, ANY ITEM MAY BE REMOVED FROM THE CONSENT AGENDA AND PLACED UPON THE REGULAR AGENDA FOR DEBATE.

7.A. COMMISSION MINUTES APPROVAL

Request Commission approval of the November 19, 2019 Commission Minutes.

7.B. PURCHASE OF AN ELGIN CROSSWIND STREET SWEEPER AND VACTOR 2100I SEWER CLEANER

Approval to purchase an Elgin Crosswind Street Sweeper and a Vactor 2100i Plus Sewer Cleaner from Environmental Products Group (EPG) via the Florida Sheriff's Association Contract in the total amount of $564,103 with a trade-in of units DR73 and DR63.

7.C. CITY-WIDE PAVEMENT MANAGEMENT STUDY USING CONTINUING SERVICES CONTRACT WITH SOUTHEASTERN SURVEY AND MAPPING COMPANY (SSMC)

Approval to contract with Southeastern Survey and Mapping Company (SSMC), to complete a City-wide pavement management study for an overall assessment of the City's roadway conditions at a cost of $99,830.

7.D. ACCEPTANCE AND EXECUTION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) IN THE AMOUNT OF $661,559; AND APPROVAL TO EXECUTE SUB-RECIPIENT AGREEMENTS

Accept the 2019-2020 Community Development Block Grant (CDBG) from the Department of Housing and Urban Development (HUD) in the amount of $661,559, execute the funding agreement and approve staff to execute all sub-recipient agreements that are within the City Manager's and Department Head's approval authority consistent with the City's Procurement Policy.

7.E. PURCHASE OF HYDRAULIC STRETCHERS AND POWER LOAD COT FASTENING SYSTEMS

Approval to purchase two (2) hydraulic stretchers and two (2) power load cot fastening systems from Stryker Medical at a total cost of $75,134.84.

7.F. BURKHARDT CONSTRUCTION MANAGER AT RISK FOR CONSTRUCTION OF THE LAKE TOHO APARTMENTS UTILITY RELOCATION

Approval of the City of Kissimmee Construction Manager at Risk (CMAR) for the construction of the Lake Toho Apartments Utility Relocation at a cost not to exceed $555,745.34.

7.G. PUBLIC WORKS AND ENGINEERING DEPARTMENT REORGANIZATION OF TRAFFIC DIVISION

Approval to reorganize the Public Works and Engineering Department's Traffic Division in order to better align the Division's responsibilities and functions within the Public Works and Engineering Department.

7.H. RS&H, INC. WORK ORDER #1 AMENDMENT TO THE CHURCH STREET PARKING IMPROVEMENTS PROJECT

Approval to amend Work Order #1 with RS&H, Inc. for the Church Street Parking Improvements project in the amount of $33,808.71.

7.I. APPROVAL OF A MEMO OF UNDERSTANDING WITH LEADERS INVESTMENT GROUP

Commission approval of the Memorandum of Understanding, with Leaders Investment Group for the development of an aircraft maintenance hangar within the Kissimmee Gateway Airport's Business Airpark.

7.J. BUDGET TRANSFER TO PROJECT PW1522 – CARROLL STREET/DYER BOULEVARD

Approval to transfer funds from the Oak Street Widening project (ST1622) into the Carroll Street/Dyer Boulevard project (PW1522) in the amount of $38,037 to balance the account.

7.K. AMENDMENT OF 2020 LEGISLATIVE PRIORITIES

Approval to amend the previously approved Legislative Priorities to include support of Osceola County Resolution #19-186R requesting state regulation of coal ash disposal within the State of Florida.

7.L. RESOLUTION ADOPTING SANITATION RATES AND CHARGES

Adoption of this resolution for Sanitation rates as presented in the Solid Waste Rate Study and approved on November 19, 2019.

7.M. APPROVAL OF LETTER FROM MOSAIC PARTNERS IV, LLC REGARDING THE ESCROW OF THE PROCEEDS FROM THE SALE OF THE HANSEL PLANT SITE

Staff requests the City Commission authorize the Mayor to sign a letter from Mosaic

Partners IV, LLC regarding the escrow of funds the City will receive from the sale of the Hansel Plant site to Mosaic Partners IV, LLC.

7.N. APPROVAL OF A SPACE/USE PERMIT FOR LEAD AIR

Commission approval of a Space/Use Permit for Lead Air.

8. DISCUSSION ITEMS

8.A. LANCASTER RANCH PARK MASTER PLAN APPROVAL

Request City Commission to discuss and approve the Master Plan for Lancaster Ranch Park.

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 STATUTE 286.26, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 101 CHURCH STREET, KISSIMMEE, FL 34741, (407) 518-2309.

ITEM 3.A.
EMPLOYEE OF THE MONTH FOR DECEMBER

Request

That the City Commission join the City Manager in recognizing **Emerson Godin-Koehler**, Police Department, as December's Employee of the Month.

Explanation

It is with great pleasure that the City announces that Emerson Godin-Koehler, Police Officer, is Employee of the Month for December. Emerson has been with the Department a little over three years and is known for going above and beyond what is expected to solve crimes and to help the citizens of Kissimmee.

Most months, Officer Godin-Koehler leads his squad in traffic stops, reports, arrests and general proactive enforcement. Emerson gathers as much information as he can during his investigations and partners with other divisions in case evidence is interrelated and other crimes can be resolved. Burglary and drugs are issues in Kissimmee and through his work, Emerson strives to reduce both.

While Officer Godin-Koehler can be very proactive in his investigations, he also understands officers can have a significant impact on people's lives without any enforcement activity. In September, Emerson assisted a 6-year-old who was crying and alone outside of his school. He was able to reunite the boy with his family who was unfortunately living in a hotel. He assisted the family and purchased the boy a bike. The mother contacted the Department, saying "This officer made a huge difference in a little boy's life today and is a true hero in my son's life."

The City is pleased to recognize Emerson Godin-Koehler as he assists his fellow officers in fulfilling the Department moto: "Serving With Pride Since 1883."

Attachment(s):
None

ITEM 7.A.
COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the November 19, 2019 Commission Minutes.

Explanation

Minutes of the Commission meeting held on Tuesday, November 19, 2019 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Attachment(s):

1. Commission Minutes - November 19, 2019

ITEM 7.B.
PURCHASE OF AN ELGIN CROSSWIND STREET SWEEPER AND VACTOR 2100I SEWER CLEANER

Request

Approval to purchase an Elgin Crosswind Street Sweeper and a Vactor 2100i Plus Sewer Cleaner from Environmental Products Group (EPG) via the Florida Sheriff's Association Contract in the total amount of $564,103 with a trade-in of units DR73 and DR63.

Explanation

The City's street sweeper (DR73) and vacuum truck (DR62) have reached the end of their useful lives; therefore the Stormwater Division is requesting approval to purchase a replacement for each unit. Both items are listed on the Florida Sheriff's Association contract.

The proposed replacement sweeper is an Elgin Crosswind street sweeper; a regenerative air sweeper using a single-engine design that eliminates maintaining and servicing an auxiliary engine. This will reduce maintenance costs and increase reliability. The proposal from Environmental Products includes an Autocar Xpert Cabover chassis and additional features that exceed the current sweeper specifications. Unit pricing is $259,147 from FSA18-VEH16.0, Specification #57.

The proposed vacuum replacement is a Vactor 2100i Plus which includes a new vacuum boom system that enables City crews to move the machine from catch basin to catch basin without having to attach and remove auxiliary boom sections. This reduces setup time and allows more work to be completed on the cleaning route. Unit pricing is $316,956 from FSA 18-VEH 16.0, Specification #53.

Pricing from last year’s contract was extended on both units. Even though Elgin sweepers and Vactor sewer trucks are built at separate factories in different locations, both are owned by parent company Federal Signal Corporation. Purchasing both units at the same time will enable the City to take advantage of an additional discount of $12,000 thereby reducing the total purchase price for both units to $564,103.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4409-45-4550-538-5006494 4409-45-4550-538-5006495	SW2018 SW2019	Decrease Decrease	$260,000 $330,000	$253,147 $310,956

Financial Summary:

Funding for these units are budgeted and available in the Stormwater Enterprise Fund. Pricing is inclusive of trade-ins for units DR73 and DR 62.

Recommendation

Staff recommends approval to purchase an Elgin Crosswind Street Sweeper and a Vactor 2100i Plus Sewer Cleaner from Environmental Products Group (EPG) via the Florida Sheriff's Association contract in the total amount of $564,103.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Vactor - Florida Sheriffs Association (FSA) pricing
2. Vactor 2100i Proposal 10312019
3. Vactor - FSA Base Price Comparisons 2019
4. Vactor Chassis Specification - 2020 KW T880 370HP Tandem
5. Elgin - FSA pricing
6. Elgin Crosswind Proposal 10312019
7. Elgin Chassis Specifications - AutoCar Xpert Spec2
8. Vactor and Elgin Factory Discount Authorization Letter 10312019
9. FSA Base Price Comparisons - Explanation from Nick Causey (EPG Sales Manager)

ITEM 7.C.
CITY-WIDE PAVEMENT MANAGEMENT STUDY USING CONTINUING SERVICES CONTRACT WITH SOUTHEASTERN SURVEY AND MAPPING COMPANY (SSMC)

Request

Approval to contract with Southeastern Survey and Mapping Company (SSMC), to complete a City-wide pavement management study for an overall assessment of the City's roadway conditions at a cost of $99,830.

Explanation

In 2013, the Public Works & Engineering Department had a 6-year (2013-2018) study completed by JG3 Consulting, LLC that assessed over 158 centerline miles City-wide. The summary of that study suggested that the City resurface an average of 10 miles of roadway per year at an annual cost of $1,000,000. As a result of the study, it was predicted over the 6-year span that the City's average pavement conditions would fall within an overall good standing.

The City is now at the end of the existing plan (2013-2018) and needs to procure services to study the City's current pavement conditions including pavement markings. In completing the study, staff will also maximize the use of the City's Geographical Information System (GIS) and benefits. SSMC was selected from the City's continuing services vendor list to conduct the study. The proposed project schedule is 16-weeks and the total project fee is $99,830, as outlined in the attached proposal.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1104-45-4565-541-5003434		Decrease	$99,830	$99,830

<u>Financial Summary:</u>

Funds are budgeted and available in the Local Option Gas Tax Fund.

Recommendation

Staff recommends City Commission approval to use the continuing services consultant, Southeastern Survey and Mapping Company (SSMC), to complete a City-wide pavement management study for the amount of $99,830.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Attachment(s):

1. COK Pavement Management Proposal_FINAL

ITEM 7.D.

ACCEPTANCE AND EXECUTION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) IN THE AMOUNT OF $661,559; AND APPROVAL TO EXECUTE SUB-RECIPIENT AGREEMENTS

Request

Accept the 2019-2020 Community Development Block Grant (CDBG) from the Department of Housing and Urban Development (HUD) in the amount of $661,559, execute the funding agreement and approve staff to execute all sub-recipient agreements that are within the City Manager's and Department Head's approval authority consistent with the City's Procurement Policy.

Explanation

On July 16, 2019, the City Commission approved the Annual Action Plan for the program year that runs from October 1, 2019 through September 30, 2020. The Plan is the document required and submitted to HUD as the application for continued funding under the CDBG program. The Plan was reviewed and approved by HUD.

In order to use the CDBG funds, the City of Kissimmee must execute the attached funding agreement. After the funding agreement in the amount of $661,559 has been executed, the City will be able to move forward with implementing the activities listed in the Plan including the payments to the sub-recipients.

Recommendation

Acceptance of the 2019-2020 CDBG Grant from HUD in the amount of $661,559, execution of the funding agreement and approval for staff to execute all sub-recipient agreements that are within the City Manager's and Department Head's approval authority consistent with the City's Procurement Policy.

REQUESTED CITY COMMISSION ACTION:

Approve
Execute

Attachment(s):

1. Funding Agreement_2019

ITEM 7.E.
PURCHASE OF HYDRAULIC STRETCHERS AND POWER LOAD COT FASTENING SYSTEMS

Request

Approval to purchase two (2) hydraulic stretchers and two (2) power load cot fastening systems from Stryker Medical at a total cost of $75,134.84.

Explanation

The Fire Department is requesting to purchase two (2) hydraulic stretchers and two (2) power load cot fastening systems that will replace current stretchers and fastening systems that have reached their replacement time per manufacturer's recommendation.

These are sole source purchases to replace like equipment. The City will trade in two (2) stretchers and two (2) cot fastening systems in order to receive additional savings which are reflected in the purchase prices below.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-35-3520-522-5006494 0001-35-3520-522-5006494	FD2033 FD2037	Decrease Decrease	$34,875.00 $43,325.00	$34,874.58 $40,260.26

Financial Summary:

Adequate funding is available in the fiscal year 2020 budget for these purchases.

Recommendation

Staff recommends Commission approval to purchase two (2) hydraulic stretchers and two (2) power load cot fastening systems from Stryker Medical at a total cost of $75,134.84.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):
None

ITEM 7.F.
BURKHARDT CONSTRUCTION MANAGER AT RISK FOR CONSTRUCTION OF THE LAKE TOHO APARTMENTS UTILITY RELOCATION

Request

Approval of the City of Kissimmee Construction Manager at Risk (CMAR) for the construction of the Lake Toho Apartments Utility Relocation at a cost not to exceed $555,745.34.

Explanation

Part of the Lake Toho Apartments project on the Hansel Plant site being developed by Mosaic Partners IV contains sanitary sewer lines and water lines that cross the site which must be moved for the construction to begin.

The City will be using the Burkhardt Construction continuing services contract for CMAR to perform the work. The nature of the work requires some work that is actually the responsibility of Mosaic Partners IV. The value of this work is $17,650 and this amount will be paid back to the City as either in-kind services or a direct payment. The remaining cost of $573,395.34 will be paid from Project CM1710 the Utility Relocation Fund, however the total amount of the CMAR will not exceed $555,745.34.

City Staff is in the process of negotiating with Toho Water Authority (TWA) for a whole or partial payment to cover the costs of the relocation. Any portion not paid by TWA will be reimbursed to the Utility Relocation Fund when the Hansel Site property is sold to Mosaic.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
3355-10-1010-512-5006393	CM1710	Decrease	$1,263,490	$573,395.34

Financial Summary:

Funds are available in the Fund 3355 for the CMAR work described within this agenda.

Recommendation

Staff recommends approval of the City of Kissimmee Construction Manager at Risk (CMAR) for the construction of the Lake Toho Apartments Utility Relocation at a cost not to exceed $555,745.34.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):
1. Lake toho Apartments Utility Relocation GMP 11-15-19
2. Hansel Plant Site Master Utility Demolition Plan
3. Hansel Plant Site Master Utility Construction Plan

ITEM 7.G.
PUBLIC WORKS AND ENGINEERING DEPARTMENT REORGANIZATION OF TRAFFIC DIVISION

Request

Approval to reorganize the Public Works and Engineering Department's Traffic Division in order to better align the Division's responsibilities and functions within the Public Works and Engineering Department.

Explanation

The recent transition of the City's signal maintenance operations to Osceola County, the retirement of the Traffic Superintendent (Martyn Somers) in May 2019, and the upcoming retirement in December of the Traffic Supervisor (Dennis Daniels) has presented staff with an opportunity to better align the Division's responsibilities and functions within the Public Works and Engineering Department.

The Traffic Division currently maintains more than 6,800 traffic and neighborhood signs, all City roadway lane and crosswalk markings, as well as intersection street lights. Traffic signs have a 7 to 10 year replacement schedule depending on the material used. In addition, the life expectancy for all City roadway lane and crosswalk markings are currently undergoing an evaluation to establish a more robust sign and marking program. Special projects such as signage for the downtown wayfinding information and new regulatory signage (i.e. No Parking signs) will continue to add to the Traffic Division's sign inventory. As the City continues to grow and develop, more roads will be added to the City's footprint which will call for greater attention and monitoring of the roadway markings. The City's special events and road closures also rely on the Traffic Division to assist in making those transitions smoother.

As a result, a comprehensive approach will be taken by studying of the existing traffic assets and determining inventory and current conditions of the City's traffic signs and markings to better ensure the safety benefits for the City. Staff is proposing to re-class positions that will guarantee the upkeep and maintenance of the City's traffic assets.

The reclass of these five (5) positions will provide the newly aligned Traffic Division with logistical leverage by creating two teams (one for signs and one for markings) that can be scheduled independently to maximize coverage City-wide. As a result of the reclass, each position will receive a 5% increase. Since the Traffic Superintendent position is being eliminated, this newly formed team will report to the existing Traffic Engineer. In response to that change, the Traffic Engineer will also receive a 5% increase for assuming this additional supervisory responsibility. The net savings from this reorganization will be $122,050.

The proposed changes, if approved, will be effective January 1, 2020.

CURRENT POSITION TITLE	NEW POSITION TITLE	CURRENT PAY GRADE	PROPOSED PAY GRADE	CURRENT ANNUAL PAY RATE	CURRENT BENEFITS AT 50%	CURRENT ANNUAL TOTAL	PROPOSED PROPOSED PAY RATE	PROPOSED BENEFITS AT 50%	PROPOSED ANNUAL TOTAL	BUDGET IMPACT
Traffic Division Supervisor	**Traffic Foreman**	20	**17**	70,933	41,815	112,748	42,478	25,041	67,519	**45,229**
Sr. Signs & Striping Tech	**Sr. Signs Tech**	11	**12**	45,121	26,599	71,720	47,404	27,945	75,349	***(3,629)***
Utility Worker	**Signs/Marking Tech II**	8	**10**	31,118	18,344	49,462	32,709	19,282	51,991	***(2,529)***
Utility Worker	**Signs Tech I**	8	**9**	28,496	16,798	45,294	29,921	17,639	47,560	***(2,266)***
Traffic Superintendent	**Marking Tech I**	22	**9**	85,460	50,378	135,838	28,753	16,950	45,703	**90,136**
Engineer (Traffic)				65,213						***(4,891)***
	TOTAL PERSONNEL COSTS			**261,128**	**153,933**	**415,061**	**181,266**	**106,855**	**288,121**	**122,050 Savings**

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-45-4540-541 Salaries & Benefits	N/A	Decrease	$122,050	

Financial Summary:

Funds are available for these changes in the fiscal year 2019-2020 budget based upon the downgrading of the Traffic Superintendent and Traffic Supervisor positions that resulted from the transfer of the traffic signal operations to Osceola County.

Recommendation

Staff recommends approval of the proposed reorganization for the Public Works and Engineering Department's Traffic Division.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):
None

ITEM 7.H.
RS&H, INC. WORK ORDER #1 AMENDMENT TO THE CHURCH STREET PARKING IMPROVEMENTS PROJECT

Request

Approval to amend Work Order #1 with RS&H, Inc. for the Church Street Parking Improvements project in the amount of $33,808.71.

Explanation

On August 14, 2018, the City entered into an Architectural/ Engineering Continuing Services Agreement with RS&H, Inc. On February 19, 2019, the City authorized Work Order No. 1, in the amount of $81,629.78 to RS&H, Inc. to provide for surveying, civil engineering and plans production necessary to develop construction documents for parking improvements to change the rear in angled parking to front angled parking on Church Street from Neptune to W. Mabbette Street.

This amendment will provide for additional engineering services including drainage design and lighting conduit coordination to ensure consistency with the existing streetscapes within the Downtown Community Redevelopment district. With the roadway improvements RS&H will propose inlet locations and retrofit the existing storm sewer system with trench drains that will minimize construction costs. In addition, plans will be provided to Kissimmee Utility Authority (KUA) to mark the proposed conduit size, type and location, potential conflicts, and refine conduit location.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1107-10-1050-559-5006393	CR1901	Decrease	$33,870.42	$33,808.71

<u>Financial Summary:</u>

Funds are budgeted and available to cover the costs associated with this Work Order #1 amendment in the Downtown CRA fund.

Recommendation

Staff recommends Commission approval to amend Work Order #1 with RS&H, Inc. for the Church Street Parking Improvements project in the amount of $33,808.71.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Attachment(s):

1. Church St. Parking_RS&H Inc. Work Order #1 Amendment

ITEM 7.I.
APPROVAL OF A MEMO OF UNDERSTANDING WITH LEADERS INVESTMENT GROUP

Request

Commission approval of the Memorandum of Understanding, with Leaders Investment Group for the development of an aircraft maintenance hangar within the Kissimmee Gateway Airport's Business Airpark.

Explanation

The Leaders Investment Group is interested in developing a facility within the Business Airpark. The attached Memo of Understanding allows the company to perform its due diligence before committing to an official land lease with the City of Kissimmee. The developer is interested in building a 16,000+/- sq.ft. aircraft maintenance facility on approximately 2 acres of land. The facility would consist of hangar and attached office space. The developer would also be completing its due diligence relative to a second site, within the Business Airpark, which will follow upon the completion of the initial facility.

Recommendation

Staff recommends Commission approval of a Memorandum of Understanding with Leaders Investment Group for the development of property in the Kissimmee Airport's Business Airpark.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Attachment(s):

1. Leaders Investment Group MOU 12-3-19

ITEM 7.J.
BUDGET TRANSFER TO PROJECT PW1522 – CARROLL STREET/DYER BOULEVARD

Request

Approval to transfer funds from the Oak Street Widening project (ST1622) into the Carroll Street/Dyer Boulevard project (PW1522) in the amount of $38,037 to balance the account.

Explanation

The construction of the Carroll Street/Dyer Boulevard project is substantially completed and cost $7,066.875.98. The project account had an ending balance on September 30, 2019 of $-38,037. The project took place over several budget years, thereby requiring internal accounting true-ups to bring the account balance to zero. Funds from the FY19 carryforwards are available in ST1622 to cover this overage.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4520-541-5006393 3355-45-4520-541-5006393	ST1622 PW1522	Decrease Increase	$38,037 $38,037	

Financial Summary:

Funds are available in the Oak Street Widening project (ST1622) to cover the remaining balance in the project.

Recommendation

Staff recommends Commission approval of the FY 2019 budget transfer from the Oak Street Widening project (ST1622) into the Carroll Street/Dyer Boulevard project (PW1522) in the amount of $38,037.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):
None

ITEM 7.K.
AMENDMENT OF 2020 LEGISLATIVE PRIORITIES

Request

Approval to amend the previously approved Legislative Priorities to include support of Osceola County Resolution #19-186R requesting state regulation of coal ash disposal within the State of Florida.

Explanation

During the November 5, 2019 Commission Meeting, the City Commission received a citizen request to support the Osceola County Board of County Commission's Resolution #19-186R urging the State Legislature to immediately develop and adopt new regulations and restrictions on the disposal of Coal Ash produced outside of the State of Florida from being disposed in Landfills in Florida. Based on the Commission consensus to support the Osceola County BOCC's action, staff recommends amending the City's Legislative Priorities to include legislative support of this resolution.

The item will be added to include the following language:
The City of Kissimmee supports efforts to maintain a high quality of life for Kissimmee residents through the protection and preservation of our water systems and air quality. The Osceola County Board of County Commissioners recently adopted Resolution #19-186R to declare support for the amendment of Chapter 403, Florida Statues to prohibit the disposal of Coal ash produced outside the State of Florida in landfills within the State. The City of Kissimmee also supports this request.

Once approved, staff will update the 2020 Legislative Priorities List.

Recommendation

Staff recommends approval.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Attachment(s):
1. Osceola County Resolution 19-186R

ITEM 7.L.
RESOLUTION ADOPTING SANITATION RATES AND CHARGES

Request

Adoption of this resolution for Sanitation rates as presented in the Solid Waste Rate Study and approved on November 19, 2019.

Explanation

On November 19, 2019, the Commission approved the Sanitation Solid Waste Rate Study for residential roll cart, commercial roll cart and bulk waste service. The rate will go into effect January 1, 2020 and requires a Resolution for adoption.
The rates are as follows:

(A) RESIDENTIAL SERVICE	**RATES**
Basic residential	$19.11
Additional containers	$9.56
Damaged container replacement fee	$60.00
Initiation charge/ with existing container	$50.00/$20.00
(B) NON-RESIDENTIAL	
Basic non-residential -	$38.22
Economy non-residential -	$19.11
Additional containers	$19.11
Shared container charge	$13.57
Damaged container replacement fee	$60.00
Initiation charge/ with existing container	$50.00/$20.00
(C) PER SERVICE	
Container Rollback	$8.96
Per Bag (Garbage only)	$2.75
Per Bundle (Yard Waste – no bags)	$2.75
Mixed waste per occurrence	$19.11
(D) BULK/ SPECIAL TRASH	
Charge per cubic yard, plus	$20.03
Tires (on rim)	$10.70
Tires (off rim)	$5.35
Batteries	$5.35
Paint per gallon	$3.21
Hazardous waste (plus 1.5 times actual cost of disposal)	$26.75

Future increases will be based on scenario #2 of the rate study or CPI which ever is greater when calculated each July and will take effect on October 1 of each year.

Recommendation

Staff recommends adoption of the attached Resolution.

REQUESTED CITY COMMISSION ACTION:

Adopt

Attachment(s):

1. Sanitation Collection Resolution

ITEM 7.M.
APPROVAL OF LETTER FROM MOSAIC PARTNERS IV, LLC REGARDING THE ESCROW OF THE PROCEEDS FROM THE SALE OF THE HANSEL PLANT SITE

Request

Staff requests the City Commission authorize the Mayor to sign a letter from Mosaic Partners IV, LLC regarding the escrow of funds the City will receive from the sale of the Hansel Plant site to Mosaic Partners IV, LLC.

Explanation

The City and Mosaic Partners IV, LLC entered into an amended and restated Development Agreement on August 7, 2018. Section 4.05 of the agreement states the City is responsible for the costs of completing any ancillary public improvements and for remedying any unknown defects. This includes the following:

- Storm sewer relocation $50,000
- Additional costs related to site construction and underground work - $100,000

The purchase price of the Hansel Plant site is currently $1,165,000 and will be placed in escrow at the time of the purchase by Mosaic. The proceeds will be used to pay for the costs associated with the above list of projects.

Once these projects have been completed, the City will retain any remaining funds.

Recommendation

Staff recommends the City Commission authorize the Mayor to sign the letter from Mosaic Partners IV, LLC regarding the escrow of proceeds from the sale of the Hansel Plant site.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve
Execute

Attachment(s):
1. Letter to City of KIssimmee RE Escrow of Sale Proceeds (Final Draft 11-25-19)

ITEM 7.N.
APPROVAL OF A SPACE/USE PERMIT FOR LEAD AIR

Request

Commission approval of a Space/Use Permit for Lead Air.

Explanation

Lead Air is an aviation related company currently leasing hangar space from WA Hangars in the Kissimmee Business Airpark where they mount sensor systems onto customers' aircraft.

Due to growth in 2017, Lead Air entered into a Space/Use Permit for the "lean to" open portion of the City's Airport Maintenance hangar (approximately 2,475 square feet) located at 4009 4th Street.

The current Space/Use Permit expires December 31, 2019, and Lead Air has requested to renew it for an additional two (2) years. The new Space/Use Permit will be effective December 31, 2019 through December 31, 2021, with a monthly rent of $214.81, plus applicable sales tax of 7.5% ($16.11), totaling $230.92 a month.

Recommendation

Staff recommends Commission approve the Space/Use Permit for Lead Air.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Attachment(s):

1. Lead Air Space/Use Permit

ITEM 8.A.
LANCASTER RANCH PARK MASTER PLAN APPROVAL

Request

Request City Commission to discuss and approve the Master Plan for Lancaster Ranch Park.

Explanation

For more than a decade, City Commissions have made tremendous efforts to preserve park lands and invest in community assets designed to improve the quality of life for residents and visitors of Kissimmee. These investments include the protection and securing of the 150 +/- acre Lancaster Ranch Park located between Pleasant Hill Road and John Young Parkway. This community asset is envisioned to provide outdoor and indoor recreational opportunities for the citizens and visitors to enjoy. The purchase of this property and plan to develop the park resulted from the desire to ensure additional park lands and recreational opportunities for an increasing City population.

The Parks and Recreation Department contracted with AECOM Technical Services, Inc. to prepare the proposed Lancaster Ranch Master Plan and conceptual design. This Master Plan summarized multiple community input sessions and potential park uses. Special attention was given to natural areas, diversity of use, pedestrian access, flexible spaces and the integration of cultural and historic park features and programs.

To date, the planning process includes; Lackey property acquisition and expansion, stakeholder meetings, field house planning, schematic design and preliminary engineering, potential public/private partnerships, grant updates and phased funding.

Staff is now requesting Commission approval of the Lancaster Ranch Master Plan, conceptual design and authorization for staff to move forward with soliciting request for proposals for design and engineering services.

Recommendation

Staff recommends City Commission approval of the Lancaster Ranch Master Plan and authorization to move forward with design and engineering services.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):
1. Master Plan_FINAL_2019-11-22