



COMMISSION AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD
VIA COMMUNICATIONS MEDIA TECHNOLOGY (CMT)*
PUBLIC ACCESS AND PARTICIPATION INSTRUCTIONS AVAILABLE AT
WWW.KISSIMMEERESPONDS.COM/COMMISSIONMEETINGS

TO SEND PUBLIC COMMENT PRIOR TO THE MEETING
SEND TO CITYCLERKEMAIL@KISSIMMEE.ORG
OR CALL 407-518-2308 FOR ASSISTANCE
TUESDAY, JUNE 2, 2020
6:00 PM

** Per the Office of the Governor, Executive Order #20-69 allows governments to hold meetings telephonically. Should the Governor's order be amended or expire, the Kissimmee Commission meeting will be held in the City of Kissimmee, Commission Chambers, 101 N. Church Street, Kissimmee, Florida 34741*

1. MEETING CALLED TO ORDER

COMMISSION ROLL CALL:

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A PUBLIC HEARING - FIRST READING - ORDINANCE AMENDING REGULATIONS REGARDING RECREATIONAL VEHICLES AND TRAILERS PARKED ON CITY STREETS - PROPOSED ORDINANCE #20-11

AN ORDINANCE AMENDING CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, TITLE 14, PLANNING AND ZONING CHAPTER 14-2 LAND DEVELOPMENT CODE SECTION 14-2-62 ACCESSORY USES IN RESIDENTIAL DISTRICTS (J) RECREATIONAL EQUIPMENT AND TRAILERS; AMENDING (1)(D) PROHIBITING RECREATIONAL EQUIPMENT AND TRAILERS THIRTY FEET OR LONGER FROM PARKING ON CITY STREETS IN RESIDENTIAL DISTRICTS;

REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Approval of the first reading of Proposed Ordinance #20-11 which amends regulations regarding the parking of recreational vehicles and trailers on City streets.

4.B PUBLIC HEARING - FIRST READING - ORDINANCE AMENDING PARKING REGULATIONS REGARDING UNLICENSED VEHICLES PARKED ON CITY STREETS - PROPOSED ORDINANCE #20-12

AN ORDINANCE AMENDING CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, TITLE 1, GENERAL PROVISIONS CHAPTER 7-3, VEHICLE REGULATIONS EFFECTING PARKING IN CITY; ADDING 7-3-1(A)(1)(M) PROHIBITING A VEHICLE WITHOUT A VALID LICENSE PLATE FROM PARKING ON CITY STREETS IN RESIDENTIAL DISTRICTS, AMENDING SECTION 1-1-99(B)(27) PROVIDING FOR A PENALTY, REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Approval of the first reading of Proposed Ordinance #20-12 which prohibits parking of unlicensed vehicles on City streets.

5. PUBLIC HEARINGS

None.

6. HEAR AUDIENCE

"ANYTHING REQUIRING A VOTE WILL BE HEARD AT A LATER TIME"

Citizens participating in the meeting via the Zoom webinar platform must use the "Raise Hand" feature to be recognized to address the City Commission.

Any testimony or public comment submitted to CityClerkEmail@kissimmee.org prior to the start of the meeting shall be read into the record during this section.

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 May 5, 2020 and May 19, 2020 Commission Minutes.

7.B SELECTION OF CDBG SUBRECIPIENT TO ADMINISTER THE CITY'S MICROENTERPRISE GRANT ASSISTANCE AND THE SMALL BUSINESS GRANT ASSISTANCE PROGRAMS

Approval to select the Kissimmee/Osceola Chamber of Commerce to administer the City's Microenterprise Grant Assistance and Small Business Grant Assistance programs and authorize the City Manager to negotiate the terms of the agreement and execute accordingly.

7.C ACCEPTANCE OF DONATION FROM WAL-MART FOUNDATION FOR SHOP WITH A COP

Acceptance of donations in the amount of \$4,000 from the Wal-Mart Foundation for the purchase of Christmas gifts for the "Shop with a Cop" Program benefiting underprivileged children.

7.D AUTHORIZATION TO SUBMIT APPLICATION FOR THE FISCAL YEAR 2020-2021 FLORIDA DEPARTMENT OF LAW ENFORCEMENT JUSTICE ASSISTANCE GRANT PROGRAM

Approval to submit an application for the fiscal year 2020-2021 Florida Department of Law Enforcement Justice Assistance Grant Program through Osceola County.

7.E REQUEST TO PURCHASE AN ADDITIONAL RADIO CONSOLE FROM MOTOROLA SOLUTIONS, INC. FOR THE POLICE COMMUNICATIONS CENTER

Approval to purchase an additional radio console at a cost of \$83,960 for the communications center at the Police Department.

7.F RATIFICATION OF EXECUTIVE ORDERS 2020-10 AND 2020-11

City Commission ratification of Executive Order 2020-10 issued May 18, 2020 and Executive Order 2020-11 issued May 24, 2020 for the extension of the Local Declaration of Emergency to May 31, 2020.

8. DISCUSSION ITEMS

8.A APPROVAL TO AWARD RFQ 2020-005 TO SHELTAIR AVIATION TO REDEVELOP 11 ACRES OF AIRPORT PROPERTY

Approval to award RFQ 2020-005 to Sheltair Aviation and enter into negotiations to redevelop eleven (11) acres of Kissimmee Gateway Airport property for Fixed Based Operator (FBO) and aviation related services.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

9.B CITY ATTORNEY

9.C CITY COMMISSION

10. ADJOURNMENT

IN ACCORDANCE WITH FLORIDA STATUTES 286.0105: 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 4.A

PUBLIC HEARING - FIRST READING - ORDINANCE AMENDING REGULATIONS REGARDING RECREATIONAL VEHICLES AND TRAILERS PARKED ON CITY STREETS - PROPOSED ORDINANCE #20-11

AN ORDINANCE AMENDING CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, TITLE 14, PLANNING AND ZONING CHAPTER 14-2 LAND DEVELOPMENT CODE SECTION 14-2-62 ACCESSORY USES IN RESIDENTIAL DISTRICTS (J) RECREATIONAL EQUIPMENT AND TRAILERS; AMENDING (1)(d) PROHIBITING RECREATIONAL EQUIPMENT AND TRAILERS THIRTY FEET OR LONGER FROM PARKING ON CITY STREETS IN RESIDENTIAL DISTRICTS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the first reading of Proposed Ordinance #20-11 which amends regulations regarding the parking of recreational vehicles and trailers on City streets.

Explanation

City Commissioners have expressed their desire to amend the City Code of Ordinances to reverse a prior decision made last year to not allow RVs and trailers to park on City streets. Commissioners received complaints from citizens that the ordinance was too restrictive and now desire to allow Recreational Equipment and Trailer parking, but to limit the size of the apparatus to less than thirty feet.

Recommendation

Staff recommends approval of the first reading.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Ordinance 20-11. Recreational Vehicle & Trailers. Final 5.13.2020
2. ORD 20-11 Recreational Equipment and Trailers City Streets CA (5-28-2020 Ad Run)

ITEM 4.B

PUBLIC HEARING - FIRST READING - ORDINANCE AMENDING PARKING REGULATIONS REGARDING UNLICENSED VEHICLES PARKED ON CITY STREETS - PROPOSED ORDINANCE #20-12

AN ORDINANCE AMENDING CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, TITLE 1, GENERAL PROVISIONS CHAPTER 7-3, VEHICLE REGULATIONS EFFECTING PARKING IN CITY; ADDING 7-3-1(A)(1)(m) PROHIBITING A VEHICLE WITHOUT A VALID LICENSE PLATE FROM PARKING ON CITY STREETS IN RESIDENTIAL DISTRICTS, AMENDING SECTION 1-1-99(B)(27) PROVIDING FOR A PENALTY, REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the first reading of Proposed Ordinance #20-12 which prohibits parking of unlicensed vehicles on City streets.

Explanation

City Commissioners have received complaints with regard to unlicensed/unregistered vehicles being parked on residential city streets, causing an eye sore and posing a public safety issue by impeding the flow of traffic. Florida Statute does not prohibit the parking of unlicensed vehicles on streets, only their operation. This ordinance will allow the City to prohibit vehicles without a valid license plate from parking on City streets, and will allow the enforcement of same through issuance of a citation when complaints are received, or when violations are observed.

Recommendation

Staff recommends approval of the first reading.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Ordinance 20-12 Parking Ordinance Revision License Plates. 5.27.2020
2. ORD 20-12 Parking Unlicensed Vehicles City Streets CA (5-28-2020 Ad Run)

ITEM 7.A

COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the May 5, 2020 and May 19, 2020 Commission Minutes.

Explanation

Minutes of the Commission meeting held on May 5, 2020 and May 19, 2020 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Commission Minutes - May 5 2020
2. Commission Minutes - May 19 2020

ITEM 7.B

SELECTION OF CDBG SUBRECIPIENT TO ADMINISTER THE CITY'S MICROENTERPRISE GRANT ASSISTANCE AND THE SMALL BUSINESS GRANT ASSISTANCE PROGRAMS

Request

Approval to select the Kissimmee/Osceola Chamber of Commerce to administer the City's Microenterprise Grant Assistance and Small Business Grant Assistance programs and authorize the City Manager to negotiate the terms of the agreement and execute accordingly.

Explanation

On May 19, 2020, the City Commission approved the Substantial Amendment to the 2019 Annual Action Plan which allocated the CDBG-CARES Act funding. The Amendment allocated a total of \$213,304 to the Microenterprise Grant Assistance Program and the Small Business Grant Assistance Program which will offer financial assistance to for profit businesses located in the City of Kissimmee. The two programs will split the money equally.

Through a Request for Application (RFA) process, four organizations submitted applications for consideration and the City selected the Kissimmee/Osceola Chamber of Commerce to administer these programs as a CDBG Subrecipient. The Chamber was chosen due to a combination of factors, including their location within the City Limits, their familiarity with the needs of the local business community, and their ability to fund up to 20 grants before requesting reimbursement from the City. Many of the other agencies were not located in Kissimmee or did not have the ability to advance fund grants.

The Chamber will be responsible for application processing, determining eligibility, processing payments, conducting follow-up, and closing files. In return, the Chamber will receive a payment of 6% for each approved application, which in total is \$12,798.24.

The City and the Kissimmee/Osceola Chamber of Commerce will be entering into a CDBG Subrecipient Agreement that outlines the administrative guidelines for the program.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1019-25-2510-515-5003434	N/A	Decrease	\$12,799.00	\$12,798.24

Financial Summary:

Monies to pay the Chamber for the services to be provided will be funded from the CDBG-CARES

City of Kissimmee

Act grant; therefore, no General Fund monies will be used for these programs.

Recommendation

Staff recommends Commission approval and to authorize the City Manager to negotiate the terms of the agreement and execute accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

None

ITEM 7.C

ACCEPTANCE OF DONATION FROM WAL-MART FOUNDATION FOR SHOP WITH A COP

Request

Acceptance of donations in the amount of \$4,000 from the Wal-Mart Foundation for the purchase of Christmas gifts for the “Shop with a Cop” Program benefiting underprivileged children.

Explanation

The Wal-Mart Foundation has awarded the Kissimmee Police Department donations in the amount of \$4,000. The following checks have been received and await approval to be accepted by the Commission:

Wal-Mart Check # 600127 Date: 4/27/2020 Amount: \$500

Wal-Mart Check # 600128 Date: 4/27/2020 Amount: \$500

Wal-Mart Check # 597078 Date: 4/23/2020 Amount: \$3,000

These donations are part of the Wal-Mart Foundation’s commitment to the communities in which its stores are located.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0015-00-0000-366-3660020		Increase	\$4,000	
0015-30-3020-521-5005255		Increase	\$4,000	

Financial Summary:

Funding will be used in December 2020 to purchase Christmas gifts for underprivileged children who will be accompanied by uniformed police officers.

Recommendation

Staff recommends acceptance of a donation in the amount of \$4,000 from the Wal-Mart Foundation for the purchase of Christmas gifts for the “Shop with a Cop” program and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

Attachment(s):

None

ITEM 7.D

AUTHORIZATION TO SUBMIT APPLICATION FOR THE FISCAL YEAR 2020-2021 FLORIDA DEPARTMENT OF LAW ENFORCEMENT JUSTICE ASSISTANCE GRANT PROGRAM

Request

Approval to submit an application for the fiscal year 2020-2021 Florida Department of Law Enforcement Justice Assistance Grant Program through Osceola County.

Explanation

The Osceola County Board of County Commissioners has received notification from the Florida Department of Law Enforcement (FDLE) about the Justice Assistance Grant (JAG) allocation for fiscal year 2020-2021. The total amount of JAG funding made available to Osceola County is \$93,965 and is made available by the U.S. Department of Justice (USDOJ). This grant funding is intended to assist state, local, and tribal efforts to prevent or reduce crime and violence.

Recommendation

Staff recommends approval to apply for the Justice Assistance Grant (JAG) allocation for fiscal year 2020-2021.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. JAG Grant Program FY 20-21 announcement

ITEM 7.E

REQUEST TO PURCHASE AN ADDITIONAL RADIO CONSOLE FROM MOTOROLA SOLUTIONS, INC. FOR THE POLICE COMMUNICATIONS CENTER

Request

Approval to purchase an additional radio console at a cost of \$83,960 for the communications center at the Police Department.

Explanation

The addition of an eighth console will allow for the communications shift lead to have the ability to take over supervisory duties without having to switch positions. Currently, if the shift supervisor steps away from his/her position, the lead has to shift to the supervisor desk. The eighth console will also allow tele-communicators to assist from any radio position without shifting desks. If a position fails or needs assistance, a second tele-communicator can assist from his/her desk. Staff is requesting to purchase the new console from Motorola Solutions, Inc. via the Broward Sheriff's contract (12-29077/JHJ).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-30-3050-521-5006494	PD2019	Decrease	\$84,000	\$83,960

Financial Summary:

Adequate funding is available in the General Fund project budget to cover this purchase.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Motorola Solutions MCC 7500 Dispatch Console Add On Quote Revision 03-17-20
2. Supporting docs R20-000626

ITEM 7.F

RATIFICATION OF EXECUTIVE ORDERS 2020-10 AND 2020-11

Request

City Commission ratification of Executive Order 2020-10 issued May 18, 2020 and Executive Order 2020-11 issued May 24, 2020 for the extension of the Local Declaration of Emergency to May 31, 2020.

Explanation

City Manager Steigerwald, as authorized by City Code Section 15-1-5, issued the original Local State of Emergency on March 16, 2020. Several extensions of the original Executive Order have been necessary due to the ongoing threat to the health and safety of our citizens. Executive Order 2020-10 and then 2020-11 extend the original order through May 31, 2020.

Recommendation

Staff recommends ratification of Executive Order 2020-10 and 2020-11.

REQUESTED CITY COMMISSION ACTION:

Adopt

Approve

Attachment(s):

1. Ratification of Emergency Proclamation 2020-10 (Expires May 24 2020)
2. 2020-10 Executive Order 2020-10 Extension of Local State of Emergency (Expires May 24, 2020) 5-18-2020
3. Ratification of Emergency Proclamation 2020-11 (Expires May 31 2020)
4. 2020-11 Executive Order Local State of Emergency Declaration (Expires May 31 2020) 05-24-2020

ITEM 8.A

APPROVAL TO AWARD RFQ 2020-005 TO SHELTAIR AVIATION TO REDEVELOP 11 ACRES OF AIRPORT PROPERTY

Request

Approval to award RFQ 2020-005 to Sheltair Aviation and enter into negotiations to redevelop eleven (11) acres of Kissimmee Gateway Airport property for Fixed Based Operator (FBO) and aviation related services.

Explanation

On October 8, 2019, the City Commission authorized a formal bid process to secure a Fixed Based Operator (FBO) and redevelop eleven (11) acres of Kissimmee Gateway Airport property at 3031 Patrick Street.

RFQ 2020-005 was advertised and received four (4) written responses, which were later narrowed down to two final Respondents after initial scoring from the evaluation committee. The two finalists, Sheltair Aviation and Kissimmee Aviation, participated in a final presentation and interview session with the evaluation committee.

The evaluation committee was comprised of individuals representing City management, aviation, municipal planning, and economic development, and ranked the Respondents based on the following criteria: (1) best proposed use of the property; (2) familiarization with the Airport's history and current operations; (3) understanding of the aviation market and industry trends; (4) and the ability to financially execute the proposal.

As a result of those interviews, the evaluation committee is recommending the City Commission award the contract to Sheltair Aviation and authorize staff to enter into negotiations for a final contract with Sheltair that will be brought back to the Commission for final approval.

A representative from Sheltair will be present to provide a brief overview of their proposal and answer any questions the Commission might have. Attached for the Commission's review are the concept plans included in Sheltair's proposal.

Recommendation

Staff recommends Commission approval to award RFQ 2020-005 to Sheltair Aviation and authorize staff to negotiate an agreement to be presented to the Commission for final approval at a later date.

REQUESTED CITY COMMISSION ACTION:

Approve

Attachment(s):

1. Notice of Intent - RFQ2020-005
2. RFQ2020-005 bid submittals

City of Kissimmee

3. RFQ2020-005_short_List
4. Sheltair Concepts