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/PUBLICMEETINGS

TO SEND PUBLIC COMMENT PRIOR TO THE MEETING SENT TO
CITYCLERKEMAIL@KISSIMMEE.ORG
OR CALL 407-518-2308 FOR ASSISTANCE
TUESDAY, AUGUST 18, 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

ROLL CALL:

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

None.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

None.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

5. PUBLIC HEARINGS

5.A PUBLIC HEARING - RESOLUTION APPROVING A GEOGRAPHIC EXPANSION OF THE CITY OF KISSIMMEE ENVIRONMENTAL REDEVELOPMENT AREA

Approval of the adoption of a Resolution expanding the geographical area within the City of Kissimmee, Florida designated as a "Brownfield Area".

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 July 21, 2020 Commission Minutes.

7.B FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM GRANT FOR A NEW ELECTRICAL VAULT AND SUPPORT INFRASTRUCTURE – CONSTRUCTION

Acceptance of a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant for a New Electrical Vault and Support Infrastructure – Construction in the amount of $3,330,862.

7.C ACCEPTANCE OF ASSIGNMENT OF GROUND LEASE AGREEMENT ASSOCIATED WITH MAX FLIGHT HELICOPTER SERVICES, INC

Acceptance of a ground lease agreement with MaxFlight Helicopter Services, Inc. for 4010 4th Street.

7.D HELPING EMERGENCY RESPONDERS OBTAIN SUPPORT (HEROS) PROGRAM AT THE FLORIDA DEPARTMENT OF HEALTH (DOH) FOR FY 2020

Commission review and approval to allow the Kissimmee Police Department to accept the donation of the opioid antagonist from the Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH).

7.E DISPOSAL OF CITY ASSETS

The request is for Commission approval to dispose of the asset items detailed in the attached report.

7.F RATIFICATION OF EXECUTIVE ORDERS 2020-21 AND 2020-22 AND EXTENSION OF SPECIAL NOTICE 2020-10

City Commission ratification of Executive Order 2020-21 issued August 3, 2020 and Executive Order 2020-22 issued August 10, 2020, for the extension of the Local Declaration of Emergency to August 16, 2020. Ratification of the extension of Special Notice 2020-10 suspending building permit fees through December 31, 2020.

7.G ACCEPTANCE OF THE HOMELAND SECURITY GRANT THROUGH THE URBAN AREAS SECURITY INITIATIVE PROGRAM

Acceptance of the Homeland Security Grant through the Urban Areas Security Initiative Program (UASI).

7.H AUTHORIZATION TO EXECUTE A CONTRACT WITH GLOBAL PUBLIC SAFETY, LLC. FOR POLICE DEPARTMENT VEHICLE UPFITTING SERVICES

Approval to enter into a contract agreement with Global Public Safety, LLC for vehicle upfitting services.

7.I OSCEOLA HUNDRED CLUB DONATION FY 2020

Acceptance of a financial donation from the Osceola Hundred Club in the amount of $26,000.

7.J AWARD OF THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT

Approval to award the Mabbette Street Sidewalk Improvement project to Atlantic Civil Constructors Corporation in the amount of $364,537.43 along with a construction schedule of 120 days.

7.K ASSIGNMENT AND ASSUMPTION OF AMENDED AND RESTATED DEVELOPMENT AGREEMENT BETWEEN MOSAIC DEVELOPMENT, LLC AND CITY OF KISSIMMEE

The City Commission authorize the Mayor to sign the Assignment and Assumption of Amended and Restated Development Agreement between Mosaic Development, LLC and the City of Kissimmee.

7.L REQUEST TO APPROVE PURCHASE AGREEMENT BETWEEN MNA OAK STREET LLC AND THE CITY OF KISSIMMEE REGARDING THE WEST OAK STREET PROJECT

Approval of the MNA Oak Street LLC purchase agreement.

7.M AWARD CONSTRUCTION ENGINEERING & INSPECTION SERVICES FOR THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT TO DRMP, INC

Approval to award the construction engineering & inspection (CEI) services contract for the Mabbette Street Sidewalk Improvement project to DRMP, Inc. in the amount of $76,216.55.

8. DISCUSSION ITEMS

8.A CODE OF CONDUCT AND MEDIA POLICY FOR COMMISSION MEMBERS

Approval of the Code of Conduct and Media Policy Resolution.

8.B ANNUAL ADVISORY BOARD APPOINTMENTS

Commission reappoint existing board members who wish to continue serving and make appointments to fill any vacancies. All current board members continue to serve until reappointed or replaced.

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 AT 407-518-2308 OR VIA EMAIL AT CITYCLERKEMAIL@KISSIMMEE.ORG, PRIOR TO THE MEETING (FS 286.26).

ITEM 5.A
PUBLIC HEARING - RESOLUTION APPROVING A GEOGRAPHIC EXPANSION OF THE CITY OF KISSIMMEE ENVIRONMENTAL REDEVELOPMENT AREA

Request

Approval of the adoption of a Resolution expanding the geographical area within the City of Kissimmee, Florida designated as a “Brownfield Area”.

Explanation

In 2011 Commission adopted Resolution 42-2011 to create a "Brownfield Area", titled The Kissimmee Environmental Redevelopment Area (KERA), as outlined in the "Brownfield's Redevelopment Act" as provided by the State of Florida (Sections 376.77 — 376.86, Florida Statutes).

A Brownfield Area means a contiguous area of one or more brownfield sites, some of which may not be contaminated, and which has been designated by a local government by resolution. Sites can have a perceived contamination to be considered for the area. However, to receive the benefits of the area, a particular site does not need to be contaminated. Such areas may include all or portions of community redevelopment areas, empowerment zones and Environmental Protection Agency - designated brownfield pilot projects.

The creation of KERA was an important step to securing resources, such as EPA Brownfield Grants and DEP Voluntary Cleanup Tax Credits.

The expansion encompasses the Vine Street Community Redevelopment Area, areas north and southeast of the Kissimmee Gateway Airport, and other areas within the City undergoing development or speculative development that would benefit from a KERA designation (see Resolution Exhibit A).

On August 5, 2020, the City of Kissimmee Planning Advisory Board, which also serves as the Brownfields Advisory Board, approved a recommendation to Commission to approve the expansion of KERA.

Recommendation

Approval the adoption of a Resolution expanding the geographical area within the City of Kissimmee, Florida designated as a “Brownfield Area”.

REQUESTED CITY COMMISSION ACTION:

Adopt
Approve

Department: Development Services
Presenter: SAMIA SINGLETON

Attachment(s):

1. RES Brownfield Area Expansion (6-3-2020)
2. Brownfields_updated 5-26-2020
3. RES 42-2011 Establishing Brownfield Area (9-27-2011)
4. Brownfields map_old
5. CC Ad Proof of Publiction Resolution with Map

ITEM 7.A
COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the July 21, 2020 Commission Minutes.

Explanation

Minutes of the Commission meeting held on July 21, 2020 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager
Presenter:

Attachment(s):
1. Commission Minutes - July 21, 2020 Regular Meeting

ITEM 7.B
FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM GRANT FOR A NEW ELECTRICAL VAULT AND SUPPORT INFRASTRUCTURE – CONSTRUCTION

Request

Acceptance of a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant for a New Electrical Vault and Support Infrastructure – Construction in the amount of $3,330,862.

Explanation

The Airport staff requested and received an FAA AIP Grant for a New Electrical Vault and Support Infrastructure – Construction. The "Vault" provides the electrical power to energize the airfield lighting systems. The project is necessary due to the age of the existing Vault which has met its useful life and no longer complies with today's building codes. The new Vault will be located near the new air traffic control tower site (Patrick Street area) and will serve all existing and future airfield lighting expansion while meeting FAA standards.

This grant is provided by the FAA utilizing aviation user fees (no general funds) and it is provided 100% by the FAA (no local airport revenue match) under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4418-70-7010-542-5006393 4418-00-0000-331-3314100	TBD	Increase Increase	$3,330,862 $3,330,862	

Financial Summary:

No City match will be required for this grant.

Recommendation

Staff recommends Commission approval to accept an FAA AIP Grant for a New Electrical Vault and Support Infrastructure – Construction and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: Airport
Presenter: SHAUN GERMOLUS

Attachment(s):
1. unsigned-ISM-SOG-3-12-0038-037-2020-Grant Agreement

ITEM 7.C
ACCEPTANCE OF ASSIGNMENT OF GROUND LEASE AGREEMENT ASSOCIATED WITH MAX FLIGHT HELICOPTER SERVICES, INC

Request

Acceptance of a ground lease agreement with MaxFlight Helicopter Services, Inc. for 4010 4th Street.

Explanation

Since April 1, 2014, MaxFlight has been operating on the Kissimmee Gateway Airport providing helicopter flight instructions, tours, photography and aerial surveying. They have occupied a City owned building on the Airport (4010 4th Street) by sublease with Pan Am AB INITIO Training, Inc. (Pan AM).

Pan Am announced, by letter on July 7, 2020, that they would be terminating flight instruction operations at the Airport by July 17, 2020 and vacating the properties by September 1, 2020. City staff values MaxFlight and its contributions to increased flight activity, job creation and enhanced tourism; therefore, staff recommends entering into a direct lease with MaxFlight.

The lease term is five (5) years with an option to renew for an additional five (5) years. The company will lease the current building and an additional adjacent hangar for storage and helicopter maintenance. The Airport will receive $36,000 annually the first year with incremental adjustments providing $55,656 by the third year. Due to the condition of the buildings and the company's intent to renovate, combined with the lower activity due to COVID19, and utilizing a fair market value on the land ($0.27 SF), staff believes this to be a reasonable and fair agreement allowing MaxFlight to maintain and expand its operations.

Recommendation

Staff recommends acceptance of ground lease agreement with MaxFlight Helicopter Inc.

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

Accept

Department: Airport
Presenter: SHAUN GERMOLUS

Attachment(s):

1. MaxFlight Exhibit A 2020 (Map)
2. AIRPORT MINIMUM STANDARDS REVISED MARCH 2014
3. MaxFlight Lease Signed

ITEM 7.D
HELPING EMERGENCY RESPONDERS OBTAIN SUPPORT (HEROS) PROGRAM AT THE FLORIDA DEPARTMENT OF HEALTH (DOH) FOR FY 2020

Request

Commission review and approval to allow the Kissimmee Police Department to accept the donation of the opioid antagonist from the Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH).

Explanation

The Florida Department of Health has announced the availability of grant funds to state and local units of government through the Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH), FY 2020 Local Solicitation. This program allows states and local governments to become equipped with Naloxone, which is an opioid antagonist. The funding distribution is based on a percentage of trained staff, organization type and amount of overdoses per year.

There will be no funds awarded to the Kissimmee Police Department, only the actual opioid antagonist. Therefore, no funds would need to be added to any line items in the current budget.

The Kissimmee Police Department applied for and was awarded 200 units for FY 2020 through the Helping Emergency Responders Obtain Support (HEROS) program.

Recommendation

Staff recommends approval for the Police Department to accept the donation of the opioid antagonist from the Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH) Program FY 2020 in the amount of $7,500.

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

Approve

Department: Police
Presenter: JEFFREY ODELL

Attachment(s):

1. HEROS approval email 2020

ITEM 7.E
DISPOSAL OF CITY ASSETS

Request

The request is for Commission approval to dispose of the asset items detailed in the attached report.

Explanation

The Charter states that the City Manager "shall not dispose of property belonging to the City, except on authority of the City Commission." Therefore, staff is requesting approval to dispose of the items included on the attached list.

The items included on the attached list are slated to be auctioned or junked and have not previously been approved for disposition by the City Commission. These items will be placed up for auction via Manheim live auction or Manheim online auction.

Recommendation

Staff requests Commission approval to remove these items from the City's equipment inventory listing and to send those items to the auction for disposition.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance
Presenter: AMY ADY

Attachment(s):
1. Auction COK08'20

ITEM 7.F
RATIFICATION OF EXECUTIVE ORDERS 2020-21 AND 2020-22 AND EXTENSION OF SPECIAL NOTICE 2020-10

Request

City Commission ratification of Executive Order 2020-21 issued August 3, 2020 and Executive Order 2020-22 issued August 10, 2020, for the extension of the Local Declaration of Emergency to August 16, 2020. Ratification of the extension of Special Notice 2020-10 suspending building permit fees through December 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 2020-21 and 2020-22 extend the original order through August 16, 2020. In addition, staff is requesting Ratification of an extension to Special Notice 2020-10 for the Suspension of Building Permit Fees through December 31, 2020.

Recommendation

Ratification of Executive Orders extending the State of Emergency and Special Notice extending waiver of building fees.

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

Adopt
Approve

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):
1. Ratification of Emergency Proclamation 2020-21 (Expires August 9 2020)
2. 2020-21 Executive Order 2020-21 Extension of Local State of Emergency Declaration (Expires August 9, 2020)
3. Ratification of Emergency Proclamation 2020-22 (Expires August 16 2020)
4. 2020-22 Executive Order 2020-22 Extension of Local State of Emergency Declaration (Expires August 16 2020)
5. Ratification of Special Notices 2020-10 Extension (Expires December 31 2020) (August 7 2020)
6. 2020-10 Extension of Special Notice 2020-10 Suspending Fees for Building Permits, Plan Review and Inspections (Expires 12-31-2020)

ITEM 7.G
ACCEPTANCE OF THE HOMELAND SECURITY GRANT THROUGH THE URBAN AREAS SECURITY INITIATIVE PROGRAM

Request

Acceptance of the Homeland Security Grant through the Urban Areas Security Initiative Program (UASI).

Explanation

The Urban Areas Security Initiative (UASI) Program assists high-threat, high-density Urban Areas in efforts to build and sustain the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism. The UASI program is intended to provide financial assistance to address the unique multi-discipline planning, organization, equipment, training, and exercise needs of high-threat, high-density Urban Areas, and to assist these areas in building and sustaining capabilities to prevent, protect against, mitigate, respond to, and recover from threats or acts of terrorism using the Whole Community approach. The Police Department has been awarded $31,312 to fund the purchase of 76 Kevlar Helmets with Face Shields for first responders.

This purchase will be made by the Orange County Sheriff's Office; therefore, funding will not be directly distributed to the City for this purchase.

Recommendation

Staff recommends Commission acceptance of the UASI funding and authorization for the City Manager to execute the required documents to accept the award.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter: JEFFREY ODELL

Attachment(s):
None

ITEM 7.H
AUTHORIZATION TO EXECUTE A CONTRACT WITH GLOBAL PUBLIC SAFETY, LLC. FOR POLICE DEPARTMENT VEHICLE UPFITTING SERVICES

Request

Approval to enter into a contract agreement with Global Public Safety, LLC for vehicle upfitting services.

Explanation

Police Department new vehicle outfitting requires very specialized products, materials and installation before integration into the department's fleet for utilization. Staff has completed the procurement process and selected Global Public Safety, LLC to provide Emergency Vehicle Warning Systems and Equipment Vehicle Maintenance for the contract period beginning from the date of signing this agreement to the expiration of the Delaware State Contract term on April 30, 2021.

The City's procurement guidelines were satisfied via Global Public Safety's Delaware State Contract GSS17626-ERVEH_WARN and Global Public Safety has provided written permission for procurement under this agreement.

Recommendation

Staff recommends Commission approval of the contract with Global Public Safety, LLC.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter: JEFFREY ODELL

Attachment(s):

1. Gobal Public Safety Contract (Revised 08-12-2020) (2)
2. Delaware GSS_17626ErvehWarn Addendum 4
3. Delaware GSS_17626ErvehWarn ITB
4. GSS17626_KISSIMMEE 04 24 20

ITEM 7.I
OSCEOLA HUNDRED CLUB DONATION FY 2020

Request

Acceptance of a financial donation from the Osceola Hundred Club in the amount of $26,000.

Explanation

The City of Kissimmee was contacted by Terry Roberts who represents the Osceola Hundred Club. Although the club is no longer in existence, Mr. Roberts informed the City that the Osceola Hundred Club had a cash balance of $26,000 when it was dissolved. Mr. Roberts would like to split these funds into an equal donation for the City's Police and Fire Departments with each Department receiving a donation of $13,000. These funds were collected by the Osceola Hundred Club over several years and were intended to assist the families of injured or fallen law enforcement officers and firefighters; however, Mr. Roberts did not place any limitations on how the monies are to be spent.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0015-00-0000-366-3660020		Increase	13,000	
0015-30-3020-521-5005261		Increase	13,000	
0001-00-0000-366-3660030		Increase	13,000	
0001-35-3520-522-5005252		Increase	13,000	

Financial Summary:

The Police Department will use its share of the donation to fund the annual Police appreciation event while the Fire Department will use its share to fund public education activities.

Recommendation

Staff recommends Commission approval to accept the donation from the Osceola Hundred Club in the amount of $26,000 to be evenly split between the Police and Fire Departments and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: Police
Presenter: Christopher Succi

Attachment(s):
None

ITEM 7.J
AWARD OF THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT

Request

Approval to award the Mabbette Street Sidewalk Improvement project to Atlantic Civil Constructors Corporation in the amount of $364,537.43 along with a construction schedule of 120 days.

Explanation

The improvements under this contract consist of constructing sidewalk along the north side of Mabbette Street from John Young Parkway to Thacker Avenue. Work associated with these improvements include clearing and grubbing, sidewalk placement, drainage structures and pipe, sheet pile wall, concrete work, grading, sodding, pavement markings, signing, utility adjustments, and temporary traffic control work. These improvements will provide for a much needed pedestrian connectivity near the school and within the neighborhood.

Due to the short deadline to complete the project this fiscal year, staff is requesting to piggyback the current contract between Osceola County and Atlantic Civil Constructors Corporation for the Continuing Minor Road and Bridge Improvement Services Contract. Atlantic Civil Constructors has provided a proposal to the City in the amount of $364,537.43 along with a construction schedule of 120 days.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1104-45-4565-541-5006393	GT1905	Decrease	$514,168.00	$364,537.43

<u>Financial Summary:</u>

Adequate funds are available in the Gas Tax Fund for this construction project.

Recommendation

Staff recommends Commission approval to award the Mabbette Street Sidewalk Improvement project to Atlantic Civil Constructors Corporation in the amount of $364,537.43 via piggyback of the current contract between Osceola County and Atlantic Civil Constructors Corporation for the Continuing Minor Road and Bridge Improvement Services Contract.

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

Approve

Department: Public Works & Engineering
Presenter: ASHLEY WILLIS

Attachment(s):

1. Osceola County Executed Atlantic Civil Constructors Executed Agreement Extension RFP19-11044-DG
2. Osceola County - Notice of Intent RFP-19-11044-DG Construction Services Minor Road-Bridge Repairs TA Basis
3. Mabbette Street Construction Contract- Atlantic Civil (Revised)

ITEM 7.K
ASSIGNMENT AND ASSUMPTION OF AMENDED AND RESTATED DEVELOPMENT AGREEMENT BETWEEN MOSAIC DEVELOPMENT, LLC AND CITY OF KISSIMMEE

Request

The City Commission authorize the Mayor to sign the Assignment and Assumption of Amended and Restated Development Agreement between Mosaic Development, LLC and the City of Kissimmee.

Explanation

The City and Mosaic Development, LLC entered into a Amended and Restated Development Agreement on August 7, 2018 for the development of the Toho Square and Hansel Plant sites.

Due to changes in the financing of the project the rights assigned to Mosaic Development, LLC will now be assigned to Mosaic at Lake Toho, LLC.

This assignment and assumption does not change anything about the development or the City and Developer's obligations.

Recommendation

The City Commission authorize the Mayor to sign the Assignment and Assumption of Amended and Restated Development Agreement between Mosaic Development, LLC and the City of Kissimmee.

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

Approve
Execute

Department: Development Services
Presenter: CRAIG HOLLAND

Attachment(s):
1. Assignment and Assumption of Development Agreement to Mosaic at Lake Toho, LLC
2. Assignment and Assumption of Amended and Restated Dev. Agreement. Altis Cardinal to Mosaic at Lake Toho

ITEM 7.L
REQUEST TO APPROVE PURCHASE AGREEMENT BETWEEN MNA OAK STREET LLC AND THE CITY OF KISSIMMEE REGARDING THE WEST OAK STREET PROJECT

Request

Approval of the MNA Oak Street LLC purchase agreement.

Explanation

The Commission previously passed Resolution 31-2019 approving the City's power of eminent domain for the purpose of acquiring the necessary property interest for the West Oak Street widening and improvement project. The property is located at 1205 West Oak Street, Kissimmee FL 34741.

Attached is the purchase agreement for Commission approval. The City shall pay $275,000 for the property. The funds to purchase this property are available as indicated below.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1010-45-4565-541-5006191	PW1729	Decrease	$3,179,250	$275,000

Financial Summary:

Adequate monies are available in the grant funded project for this property acquisition.

Recommendation

Approval of the purchase agreement with MNA Oak Street LLC.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney
Presenter: OLGA SANCHEZ DE FUENTES

Attachment(s):
1. Purchase Agreement - Signed by MNA Oak Street

ITEM 7.M
AWARD CONSTRUCTION ENGINEERING & INSPECTION SERVICES FOR THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT TO DRMP, INC

Request

Approval to award the construction engineering & inspection (CEI) services contract for the Mabbette Street Sidewalk Improvement project to DRMP, Inc. in the amount of $76,216.55.

Explanation

In an effort to ensure the City's capital improvement projects are constructed in line with the approved construction documents, the City desires to award CEI services to one of its continuing services contract consultants. This will ensure proper documentation throughout the duration of the project and assist with minimizing change order requests.

The City has selected DRMP, Inc. as the CEI consultant at a cost of $76,216.55.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1104-45-4565-541-5006393	GT1905	Decrease	$514,168.00	$76,216.55

Financial Summary:

Adequate funds are available in the Gas Tax Fund for the CEI services associated with this project.

Recommendation

Staff recommends approval of the contract with DRMP, Inc. in the amount of $76,216.55 to provide CEI Services on the Mabbette Street Sidewalk Improvement project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter: ASHLEY WILLIS

Attachment(s):

1. CEI Proposal (Mabbette St Sidewalk)
2. (2018) DRMP- Continuing Surveying Services Agreement
3. DRMP WO #2 - Mabbette St Sidewalk_Signed081120

ITEM 8.A
CODE OF CONDUCT AND MEDIA POLICY FOR COMMISSION MEMBERS

Request

Approval of the Code of Conduct and Media Policy Resolution.

Explanation

At the Commission retreat on January 24, 2020 the Commission voiced their desire to have a Commission Code of Conduct & Media Policy. This priority was ultimately adopted into the City Commission's Top Priorities in its Targets for Action for FY2020-21 at the July 7, 2020 City Commission meeting.

This Resolution establishes a civility code which sets the standard expectation for Commission members to conduct City business in a professional manner, with respect for one another and the public they represent. Additionally the Resolution provides a Media Policy where Commission members may coordinate and rely on the City's Communications and Public Affairs Officer to assist with media inquiries and interviews when related to City business.

Recommendation

Staff recommends approval.

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

Approve

Department: City Attorney
Presenter: OLGA SANCHEZ DE FUENTES

Attachment(s):
1. Resolution Code of Conduct for Commission

ITEM 8.B
ANNUAL ADVISORY BOARD APPOINTMENTS

Request

Commission reappoint existing board members who wish to continue serving and make appointments to fill any vacancies. All current board members continue to serve until reappointed or replaced.

Explanation

The list of annual appointments by Commission Seat is attached. Appointments are assigned to the individual City Commissioner in order of rotation. Currently, we have appointments remaining for the following boards:

Board of Adjustment
Parks and Recreation Advisory Board

Each of these boards have individual requirements for residency as well as additional items such as architects, engineers, business owner, etc. You will find the qualifications for the current board member on the attached list which also includes their desire to be reappointed or replaced. Active Applications for boards with vacancies have been supplied to the Commission. At the July 7, 2020 Commission meeting, the Commission voted to approve a 60-day extension on the appointments in order to gather applications from qualified candidates.

Recommendation

Staff requests the Commission reappoint active board members who wish to continue to serve and make appointments to fill any vacancies.

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

Appoint/Reappoint

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):
1. Appointments by Seat 08-18-2020