



MINUTES OF THE REGULAR SESSION OF THE CITY COMMISSION HELD TUESDAY, MAY 19, 2020, AT 6:00 PM VIA COMMUNICATIONS MEDIA TECHNOLOGY (CMT) FOR PUBLIC ACCESS AND PARTICIPATION

1. MEETING CALLED TO ORDER

Roll Call: Commissioner Gonzalez (Present), Commissioner Ortiz (Present), Commissioner Eady (Present), Commissioner Fisher (Present), Mayor Alvarez (Present)

Staff Present: City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Deputy City Manager Desiree Matthews, Assistant City Manager Austin Blake, City Clerk Linda Hansell

Mayor Alvarez called the meeting to order at 06:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Commissioner Fisher led the Commission in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

None.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

5.A PUBLIC HEARING - SUBSTANTIAL AMENDMENT TO THE CITY OF KISSIMMEE 2019 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN

Approve and adopt by Resolution the proposed Substantial Amendment to the 2019 CDBG Annual Action Plan.

Frances DeJesus, Housing Coordinator with Development Services, introduced this Public Hearing and stated it's for the approval of a Substantial Amendment to the 2019 CDBG Annual Action Plan as a result of funding from the CARES Act. Staff proposes spending the following funds by allocating them for these programs: Rental and Mortgage Assistance, \$213,305 (178 households; maximum \$1,200 per household); Micro Enterprise Business \$106,652 (20 businesses of 5 employees or less; maximum \$5,000 per business), and finally the Small Business Grant \$106.652 (11 businesses with 6 - 75 employees; maximum \$10,000 per business). The

Plan, as well as information on these programs, was published in the local newspaper and on the City website, we received no public comment.

Mayor Alvarez announced the Public Hearing with no response from the audience.

Commissioner Jim Fisher moved to adopt Resolution # 06-2020 (Exhibit "A"). City Commissioner Felix Ortiz seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Gonzalez	AYE
Commissioner Ortiz	AYE
Commissioner Eady	AYE
Commissioner Fisher	AYE
Mayor Alvarez	AYE

Motion carried 5 - 0.

6. HEAR AUDIENCE

None.

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.

Commissioner Eady moved to approve the Consent Agenda in its entirety. Commissioner Fisher seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Ortiz	AYE
Commissioner Eady	AYE
Commissioner Fisher	AYE
Commissioner Gonzalez	AYE
Mayor Alvarez	AYE

Motion carried 5 - 0.

7.A APPROVAL TO CONTRACT WITH GRANITE INLINER, LLC FOR STORM PIPE SLIP LINING PROJECT

Commission approval to contract with Granite Inliner, LLC of Sanford, Florida for the storm pipe slip lining project at a total cost of \$65,298.40. This will be funded by the Stormwater Utility Fund.

7.B AUTHORIZATION TO SUBMIT APPLICATION FOR THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM FY 2020

Approval to apply for the Coronavirus Emergency Supplemental Funding (CESF) Program offered by the U.S. Department of Justice (DOJ).

7.C ACCEPTANCE OF ADDITIONAL CDBG-CV FUNDING FOR THE 2019-2020 GRANT YEAR FOR COVID-19 RELATED ACTIVITIES

Acceptance of additional CDBG-CV funding for the 2019-2020 grant allocation in the amount of \$426,609 and approval to amend the budget for the proposed use of the funds.

7.D AMENDMENT TO THE CITY OF KISSIMMEE COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN PARTICIPATION PLAN

Amend the current Community Development Block Grant (CDBG) Citizen Participation Plan.

7.E ACCEPTANCE OF ADDITIONAL FUNDING FOR THE SHIP 2019-2020 GRANT YEAR FOR COVID-19 HOUSING RELATED ACTIVITIES

Acceptance of additional funding for the State Housing Initiatives Partnership (SHIP) fiscal year 2019-2020 in the amount of \$20,498.

7.F FIRST AMENDMENT TO THE COUNCIL ON AGING AGREEMENT FOR COVID-19 RELATED HOUSING ACTIVITIES

Approval of the First Amendment to the Council on Aging (COA) agreement in the amount of \$20,498 for COVID-19 related housing activities.

7.G SECOND AMENDMENT TO THE SHIP AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND THE OSCEOLA COUNCIL ON AGING FOR FINANCIAL ASSISTANCE PROGRAMS - RENTAL ASSISTANCE AND MORTGAGE PREVENTION (SHIP FISCAL YEAR 2018-2019)

Approval of the second amendment to the SHIP Agreement between the City of Kissimmee and the Osceola Council on Aging, Inc. for Financial Assistance Programs - Rental Assistance and Mortgage Prevention (SHIP Fiscal Year 2018-2019).

7.H RESOLUTION AUTHORIZING THE CITY TO APPLY FOR FINANCIAL ASSISTANCE FOR ENHANCEMENTS TO THE BERLINSKY COMMUNITY HOUSE THROUGH THE FLORIDA DIVISION OF CULTURAL AFFAIRS, CULTURAL FACILITIES PROGRAM GRANT

Approval of a resolution authorizing the City to apply for and receive financial assistance through the Florida Division of Cultural Affairs, Cultural Facilities Program Grant.

Resolution # 07-2020 (Exhibit "B").

7.I APPROVAL TO CONTRACT WITH THOMAS SIGN AND AWNING CO INC. FOR THE INSTALLATION OF GUARD SCREENS, SKATEBOARD STOPS AND ALUMINUM TRIM AT THE TOHO SQUARE PARKING GARAGE LOCATED AT 92 PLEASANT STREET

Approval of a contract in the amount of \$72,756 with Thomas Sign and Awning for the installation of guard screens, skateboard stops and aluminum trim at the Toho Square Parking Garage located at 92 Pleasant Street.

7.J INTERLOCAL AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE FOR THE DISPOSITION OF MATERIAL FROM THE SHOAL AT THE MOUTH OF SHINGLE CREEK ON LAKE TOHOPEKALIGA

Approval of the Interlocal Agreement between Osceola County and the City of Kissimmee for the disposition of shoal material.

7.K ACCEPTANCE OF FEDERAL AVIATION ADMINISTRATION (FAA) CARES ACT GRANT

Approval to accept an FAA Cares Act Airport grant in the amount of \$157,000 associated with the COVID-19 Public Health Emergency.

7.L RECLASSIFICATION OF THE CURRENT PART-TIME AIRPORT OPERATIONS COORDINATOR TO A FULL-TIME POSITION

Approval to reclassify the current Airport Operations Coordinator from a part-time position to a full-time position.

7.M INTERLOCAL AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND TOHO WATER AUTHORITY (TWA) FOR THE WATER AND SEWER UTILITY RELOCATION WORK ASSOCIATED WITH THE HUDSON STREET IMPROVEMENT PROJECT

Approval of the Interlocal Agreement between Toho Water Authority (TWA) and the City of Kissimmee for the utility relocation work associated with the Hudson Street Improvement project.

7.N AUTHORIZATION FOR THE KISSIMMEE POLICE DEPARTMENT TO DONATE CHAIRS TO THE SHILOH MISSIONARY BAPTIST CHURCH

Approval to donate chairs to the Shiloh Missionary Baptist Church located in the city of Kissimmee.

7.O AUTHORIZATION TO SUBMIT AN APPLICATION FOR THE FY 2020 BULLETPROOF VEST PARTNERSHIP GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE

Approval to submit an application for the Fiscal Year 2020 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs.

7.P AUTHORIZATION TO TRANSFER FUNDS FOR TOHO WATER AUTHORITY (TWA) INSPECTION FEE AND MAINTENANCE BOND FOR THE PUBLIC SAFETY TRAINING FACILITY

Approval to transfer \$24,700 from General Fund to the Public Safety Training Facility project for Toho Water Authority inspection fees and maintenance bond.

7.Q RATIFICATION OF EXECUTIVE ORDERS 2020-08 AND 2020-09 AND SPECIAL NOTICE 2020-11

Request City Commission ratification of Executive Order 2020-08 issued May 4, 2020 and 2020-09 issued May 11, 2020 for the extension of the local declaration of emergency to May 17, 2020. In addition, requesting ratification of Special Notice 2020-11 which is authorizing the waiver of permitting for outdoor business activities, including outdoor dining and sales, and temporary signs.

8. DISCUSSION ITEMS

8.A DISCUSSION ON THE CITY'S MONUMENTAL JULY 4TH CELEBRATION

Staff requests Commission direction on the City's Monumental July 4th Celebration considering COVID-19.

City Manager Steigerwald reviewed the CDC guidelines for holding large events, specifically the 4th of July Festival and stated staff recommends cancellation of the City event as we would have no manner in which to meet the CDC guidelines for safety and social distancing. With the Governor's Plan we do not have a specific time-period and it appears we will have social distancing

issues and potential for cross contamination. As noted, most government entities, 44% at this point, have cancelled or are considering the cancellation of large events over the summer.

Commissioner Ortiz stated that safety needs to be in the forefront and we need to keep everyone safe.

Commissioner Gonzalez suggested still having the fireworks.

City Manager Steigerwald stated it was considered but we would still have no means to regulate the traffic and attendance of people in the parks to watch the fireworks.

Commissioner Eady and Commissioner Gonzalez both stated they are fine with it being cancelled.

Commissioner Fisher stated it is the smartest and healthiest thing to do in cancelling the event.

Mayor Alvarez felt it would be great to have the fireworks, but it would cause other issues with crowds in downtown. He agrees it should be cancelled.

Consensus of the City Commission to cancel the July 4th Festival and Events.

8.B REQUEST TO ADVERTISE ORDINANCES AMENDING THE CITY CODE PROHIBITING PARKING OF RVS & TRAILERS OVER A CERTAIN SIZE AND UNTAGGED VEHICLES ON RESIDENTIAL CITY STREETS

Request Commission consideration to advertise two separate ordinances amending the Code of Ordinances prohibiting parking on city streets in residential districts of 1) recreational equipment and trailers thirty feet or longer; and 2) vehicles without a valid license plate affixed to it.

City Attorney Sanchez de Fuentes made a presentation on the two ordinances that are being proposed to go to public hearings concerning RV Restrictions and Unlicensed Vehicles parking on City streets. Attorney Sanchez de Fuentes stated she is bringing it to the Commission as a request to advertise to confirm that all areas of concern have been addressed.

Commissioner Fisher restated the purpose of both ordinances and confirmed he feels everything was addressed.

Commissioner Angela Eady moved to approve the request to advertise two ordinances for Public Hearings. Commissioner Jim Fisher seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Eady	AYE
Commissioner Fisher	AYE
Commissioner Gonzalez	AYE

Commissioner Ortiz	AYE
Mayor Alvarez	AYE

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

CITY MANAGER STEIGERWALD

City Manager Steigerwald announced there will be a Webinar at 9:30 a.m. on Wednesday, May 20th on Facebook Live on the City page launching the "We've Opened Safely" campaign. This program is being sponsored by participation of Kissimmee, St. Cloud, Osceola County, and both the Kissimmee/Osceola and St. Cloud Chamber of Commerce. It will review the guidelines for re-opening and promoting businesses who are opening safely and putting up posters when they are in compliance. The link to the website is available at [Kissimmeeresponds.com/business-recovery](https://kissimmeeresponds.com/business-recovery). One of the most often asked requests is for masks, sanitizer, and supplies to re-open; the website will have information on these resources as well.

City Manager Steigerwald announced the City, in conjunction with GOYA and Mick Farms, will be hosting a Food Drive on Thursday, May 21, 2020 at 10:30 a.m. We will be providing food to a targeted group of City residents who participate in programs. Mayor Alvarez got us hooked up with GOYA, Commissioner Eady worked with Mick Farms, and Commissioner Gonzalez is also donating some potatoes. All Commissioners are welcomed to attend the distribution.

Deputy City Manager Matthews stated there will be enough food approximately 4-5 days.

City Manager Steigerwald stated we have been doing many things in the community so the City is considering a press conference on Thursday, May 21st at 3:00 p.m. to review all the programs and services the City is providing.

City Manager Steigerwald stated staff is working on plans to start to reopen City Hall. We are currently in tele-a-work environment with a goal to open portions of City Hall in Phase 2 which is planned for around June 1, 2020. This includes having reception staff in each office, health screenings, and mask requirements. Another program we are working on is Summer Camps which have been cancelled in many areas; we feel it is necessary due to the working-class population we have and the ability for them to report to work when they have a location for their children to go. The City has been working with the School District and we have three (3) school locations that can hold small groups and include outside play areas. Our goal is to assist essential workers in the community. There are guidelines established and we will be looking at these when making decisions. Staff plans to also cover this in the Thursday press conference.

Commissioner Fisher questioned whether masks would be required of the citizens when City Hall reopens.

City Manager Steigerwald stated we are discussing having City employees wearing masks and asking the citizens to wear a mask. In some situations, we may not need that requirement if there is screening and barriers in place with protective glass and social distancing. It will also matter how long the mask requirement is in place based on governmental requirements.

Commissioner Eady asked if students will be required to wear masks.

City Manager Steigerwald stated this is being evaluated at this time but staff will be required.

9.B CITY ATTORNEY

CITY ATTORNEY SANCHEZ DE FUENTES

City Attorney Sanchez de Fuentes stated she has nothing unless the Commission has questions for her.

9.C CITY COMMISSION

COMMISSIONER GONZALEZ

Nothing.

COMMISSIONER ORTIZ

Commissioner Ortiz encouraged everyone to be safe. He is hopeful the grants the City is offering will be helpful to our citizens.

City Manager Steigerwald stated we will be getting information out via press releases and social media as well as dedicated email blasts to business license holders.

COMMISSIONER EADY

Nothing.

COMMISSIONER FISHER

Commissioner Fisher invited the Commission to attend the "Caravan Thank You" event at the Osceola County Council on Aging starting at 8:30 a.m. May 21st.

Commissioner Fisher reminded everyone that we need to honor those who fought and died for this country on Memorial Day

MAYOR ALVAREZ

Mayor Alvarez commented on the phenomenal job City staff has been doing. He reminded everyone that we are gearing up for Hurricane Season and stated although the City has not been invited to participate in the County press conferences, we are capable of having our own and getting information out to our citizens.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Alvarez adjourned the meeting at 06:26 PM.



ATTEST

Linda S. Hansell
CITY CLERK



MAYOR-COMMISSIONER

Exhibit "A"
Resolution # 06-2020
Adopting Substantial Amendment to the 2019 CDBG Annual Action Plan
Item 5.A.

Exhibit "B"
Resolution # 07-2020
Authorizing City to Apply for Financial Assistance for Berlinsky Community House
(Cultural Affairs, Cultural Facilities Grant)
Item 7.H.