



MINUTES OF THE SPECIAL SESSION OF THE CITY COMMISSION HELD MONDAY, MARCH 23, 2020, AT 4:00 PM VIA COMMUNICATIONS MEDIA TECHNOLOGY (CMT) FOR PUBLIC ACCESS AND PARTICIPATION

1. MEETING CALLED TO ORDER

ROLL CALL: Mayor Jose Alvarez (Present), Commissioner Jim Fisher (Present), Commissioner Olga Gonzalez (via Phone), Commissioner Angela Eady (via Phone), and Commissioner Felix Ortiz (Present)

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

Members Absent: Deputy City Manager Matthews

Mayor Alvarez called the meeting to order at 4:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

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

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

None.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

None.

6. HEAR AUDIENCE

No comments or requests received during the meeting and no written comments were provided in advance to the City Clerk to be read into the record for this item.

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.

City Manager Steigerwald reviewed with the Commission that the Consent Agenda is identical to the March 17, 2020 agenda that was published with the addition of the Ratification of the Emergency Proclamations for COVID-19.

Commissioner Jim Fisher made a motion to approve the Consent Agenda in its entirety. Commissioner Olga Gonzalez seconded the motion.

Motion carried 5 - 0.

7.A COMMISSION MINUTES APPROVAL

Request Commission approval of the March 3, 2020 Commission Minutes.

7.B EXECUTION OF OWNER OCCUPIED REHABILITATION CONTRACT FOR 1712 HIAWATHA DRIVE

Approval to execute the State Housing Initiatives Partnership (SHIP) Rehabilitation Certification and Agreement between the City of Kissimmee, Esperanza Akleh, and Habitat for Humanity of Greater Orlando and Osceola County, Inc. in the amount of \$32,907 for the rehabilitation of 1712 Hiawatha Drive (\$31,407 for rehab costs and \$1,500 for related closing costs).

7.C EXECUTION OF OWNER OCCUPIED REHABILITATION CONTRACT FOR 2421 LANCASHIRE LANE

Approval to execute the State Housing Initiatives Partnership (SHIP) Rehabilitation Certification and Agreement between the City of Kissimmee, Marlene Wiggins and Nigel Wiggins, and Habitat for Humanity of Greater Orlando and Osceola County, Inc. in the amount of \$26,470 for the rehabilitation of 2421 Lancashire Lane (\$24,970 for rehab costs and \$1,500 for related closing costs).

7.D REQUEST APPROVAL TO PURCHASE ALL-IN-ONE RADIO FREQUENCY IDENTIFICATION (RFID) READERS

Approval to purchase eleven (11) all-in-one radio frequency identification (RFID) readers from Rehrig Pacific to replace obsolete readers.

7.E APPROVAL TO UPGRADE AND REPLACE SECURITY VIDEO MANAGEMENT SYSTEM

Approval to upgrade and replace the City's existing security video management system.

7.F CHANGE ORDER NO. 5 TO ADJUST THE CONTRACT PRICE FOR ADDITIONAL MATERIAL USAGE AND FINAL COMPLETION DATE FOR PH 1B SOUTH/TOHO VISTA TRAIL PROJECT, FPN 430225-8-58/68-01

Approval of change order number 5 to increase the contract in the amount of \$11,922.13 for costs associated with actual material usage and to transfer funds from the Local Option Sales Tax Fund.

7.G UTILIZATION OF TREASURY FORFEITURE FUND RESERVES FOR TRAINING FROM THE PACIFIC INSTITUTE

Approval to utilize \$115,000 from Treasury Forfeiture funds to purchase a training program designed to positively impact leadership and the future mindset of the Kissimmee Police Department members.

7.H CONTRACT AWARD TO ASPHALT PAVING SYSTEMS, INC. FOR STREET RESURFACING PROJECT

Approval to award a street resurfacing contract to Asphalt Paving Systems, Inc. in the amount of \$452,772.71.

7.I TERMINATION OF THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM REHABILITATION CERTIFICATION AND AGREEMENT WITH ELIJAH HARDEN AND HABITAT FOR HUMANITY OF GREATER ORLANDO AND OSCEOLA INC.

Approval to terminate the SHIP Program Rehabilitation Certification and Agreement by and between the City of Kissimmee, Elijah Harden, and Habitat for Humanity of Greater Orlando and Osceola Inc.

7.J SECONDARY INTERNET SERVICE FOR BUSINESS CONTINUITY AND DISASTER RECOVERY WITH SPECTRUM

Approval of a 36-month contract with Spectrum (Charter Communications Operating, LLC) to provide dedicated internet access to the City for an amount not to exceed \$64,044. This item will be funded from the Central Services Fund.

7.K DISASTER RESPONSE SERVICES CONTRACT - DEBRIS REMOVAL CONTACT WITH CROWDER GULF

Approval to award the Disaster Response Services Contract for Debris Removal (RFP2020-002) to Crowder Gulf and Southern Disaster Recovery.

7.L DISASTER RESPONSE SERVICES CONTRACT - DEBRIS MONITORING

Approval to award the Disaster Response Services Contract (RFP2020-003) for debris monitoring to Thompson Consulting Services.

7.M EXTENSION OF THE AGREEMENT WITH SPIES POOLS, LLC

Approval to extend the agreement between the City of Kissimmee and Spies Pools, LLC.

7.N EXTENSION OF THE AGREEMENT WITH OSCEOLA UMPIRES, LLC.

Approval to extend the agreement between the City of Kissimmee and Osceola Umpires, LLC.

7.O CYPRESS RIDGE, PHASE 2 – MAJOR SUBDIVISION - FINAL PLAT (DRC# 19-00086)

City Commission approval of the final plat known as Cypress Ridge, Phase 2 with performance guarantee and agreement.

7.P APPROVAL OF CO-OPERATIVE AGREEMENT WITH FLORIDA CATASTROPHE CORPORATION

Approval for the City of Kissimmee and Florida Catastrophe Corporation to enter into a Co-Operative Agreement for emergency restoration services.

7.Q RATIFICATION OF LOCAL STATE OF EMERGENCY EXECUTIVE ORDERS 2020-01 AND 2020-02

Request City Commission ratification of Executive Order 2020-01 issued March 16, 2020 and Executive Order 2020-02 for the extension of the original order to be in effect until March 30, 2020.

8. DISCUSSION ITEMS

None.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

CITY MANAGER STEIGERWALD

City Manager Steigerwald stated he would like to update the Commission on the status of the employees in the building; we are trying to have as many employees as possible out of the buildings and working from home, but we are fully operational. All facilities are currently closed to the public, but parks are open, and we have been monitoring the parks for social distancing and gatherings of not more than ten (10) people. We are prepared to close the remaining parks should it become necessary. We are continuing to provide building/permitting, inspections, and fire inspection services at a reduced level to keep our staff safe and still provide service to the public; we have approximately 25% of our normal workforce in City Hall at present.

City Manager Steigerwald stated we have considered having the April 7, 2020 meeting at the Civic Center so that we would have room to space people out but there would still be a limit of ten (10) people at the meeting so we are within the CDC Guidelines. We have seven (7) Public Hearings that need to be held but we are monitoring the situation. We have not cancelled that meeting yet, but it is a possibility.

9.B CITY ATTORNEY

CITY ATTORNEY SANCHEZ DE FUENTES

City Attorney Sanchez de Fuentes that she is blessed to be working with such a great team during this situation.

9.C CITY COMMISSION

COMMISSIONER GONZALEZ

Commissioner Gonzalez stated she is happy with the response from the City and hope we get through this quickly.

COMMISSIONER EADY

Commissioner Eady asked everyone to remain safe and take care of yourself and your families.

COMMISSIONER ORTIZ

Commissioner Ortiz feels the Governor and President need to shut everything down right now since the curfew is only sending people home for a few hours. We don't know who has it and we don't want to become Italy. Don't know who has it on the street, including the crowds in the parks. We need to shut everything down right now.

COMMISSIONER FISHER

Commissioner Fisher reminded everyone to be safe, stay home, and we'll get through this

MAYOR ALVAREZ

Mayor Alvarez stated the Governor enacted orders for non-essential businesses for Broward and Dade County to close. Alachua and Gainesville have issued a stay at home order today. Anything we do we'll do as a region including the counties and cities. Have been in conversations with Orlando and Orange County. We will get the language and do it as a whole region. So far it has been a request and not an order, and people are not listening.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Alvarez adjourned the meeting at 4 12 PM



ATTEST

Linda Hansell

CITY CLERK

MAYOR-COMMISSIONER

EXECUTIVE ORDER 2020-01
CITY OF KISSIMMEE
LOCAL STATE OF EMERGENCY DECLARATION

WHEREAS, Coronavirus Disease 2019 (COVID-19) is present throughout the State of Florida, the County of Osceola; and

WHEREAS, on March 1, 2020, Governor DeSantis issued Executive Order Number 20-51 directing the State Health Officer and Surgeon General Dr. Scott Rivkees to declare a public health emergency in the State of Florida; and

WHEREAS, on March 1, 2020, Dr. Scott Rivkees as the State Surgeon General issued the State of Florida Department of Health Declaration of Public Health Emergency; and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order Number 20-52 declaring a state of emergency as COVID-19 poses a risk to the entire State of Florida; and

WHEREAS, Florida Statute §252.38(3)(a) allows political subdivisions, such as the City of Kissimmee, to declare a State of Local Emergency and to waive procedures and formalities otherwise required by law pertaining to:

- 1) Performance of public work and taking whatever actions are necessary to insure the health, safety, and welfare of the community;
- 2) Entering into contracts;
- 3) Incurring obligations;
- 4) Employment of permanent and temporary workers;
- 5) Utilization of volunteer workers;
- 6) Rental of equipment;
- 7) Acquisition and distribution, with or without compensation, of supplies, material, and facilities;
- 8) Appropriation and expenditure of public funds; and

WHEREAS, the City Manager is the Chief Administrative Officer of the City and pursuant to City Code §15-1-5(B) is empowered to declare a local state of emergency whenever he/she determines that a threat of an emergency is imminent and requires immediate and expeditious action.

NOW THEREFORE, I, MIKE STEIGERWALD, AS City Manager of the City of Kissimmee, Florida, by virtue of the authority vested in me by City Code Section 15-1-5(B), and by the Florida Emergency Management Act, as amended and all other applicable laws promulgate the following Executive Order to take immediate effect:

Section 1. I declare that COVID-19 is an imminent threat to the City of Kissimmee and hereby declare a LOCAL STATE OF EMERGENCY beginning March 16, 2020, which

shall continue until I find the threat of danger no longer exists, but not longer than seven days from the date hereof, unless extended pursuant to Florida Statute §252.38

Section 2. In responding to the emergency, the City may be required to suspend the application of certain rules, ordinance, and orders administered by the City, therefore the following authorizations take effect immediately; however, no such authorization shall remain in effect beyond the expiration of this Declaration, to include an extension:

- a. The City Manager may execute interlocal agreements, mutual aid agreements, or addendums to existing franchise agreements or enter into any other agreement for the benefit of the City to assist in the emergency operation as provided in accordance with City Code § 15-1-6(K).
- b. The City Manager may suspend any ordinance, rule, or order that would in any way prevent, hinder, or delay any mitigation, response, or recovery action necessary to cope with this emergency.
- c. The City Manager may direct the Kissimmee Police Department to enforce any quarantine or isolation orders issued by the Governor or the Florida Department of Health.
- d. The City Manager's single item purchasing power is increased from \$50,000.00 to \$150,000.00.
- e. The City Manager may modify or adopt administrative policies to combat the emergency.
- f. The City Manager may close or restrict access to public facilities and cancel any events scheduled to occur on City property.
- g. The City Manager may modify or authorize the suspension of public services.

CITY OF KISSIMMEE


Mike Steigerwald, City Manager

ATTEST:



Jim Blake

EXECUTIVE ORDER 2020-02
CITY OF KISSIMMEE
LOCAL STATE OF EMERGENCY DECLARATION

WHEREAS, Coronavirus Disease 2019 (COVID-19) is spreading throughout the State of Florida, the County of Osceola, and the City of Kissimmee, and

WHEREAS, on March 1, 2020, Governor DeSantis issued Executive Order Number 20-51 directing the State Health Officer and Surgeon General Dr. Scott Rivkees to declare a public health emergency in the State of Florida; and

WHEREAS, on March 1, 2020, Dr. Scott Rivkees as the State Surgeon General issued the State of Florida Department of Health Declaration of Public Health Emergency, and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order Number 20-52 declaring a state of emergency as COVID-19 poses a risk to the entire State of Florida; and

WHEREAS, on March 16, 2020, I, City Manager Mike Steigerwald, pursuant to the power vested in me by the City of Kissimmee Code Section 15-1-1(B) issued Executive Order 2020-01 declaring a local state of emergency declaration, and

WHEREAS, Section 15-1-15(B) further states "as soon as practicable thereafter a quorum of Commission shall meet to ratify the declaration of emergency;" and

WHEREAS, the ongoing directives from the Center for Disease Control and the requirements for public meetings pursuant to Florida Statutes make it impossible to have a City Commission meeting for the City Commission to ratify Executive Order 2020-01, and

WHEREAS, Florida Statute Section 252.38(3)(a)(5) limits a local state of emergency to seven (7) days with the ability to extend for seven (7) day increments, and

WHEREAS, today, March 23, 2020, is seven (7) days from the initial declaration of the local state of emergency, and

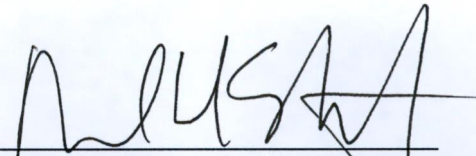
WHEREAS, the local state of emergency is ongoing, and a local state of emergency declaration is still necessary, and

WHEREAS, as may become necessary, the delegation to execute and act upon this order, extends to the Deputy City Manager, Assistant City Manager and the City Attorney or her designee,

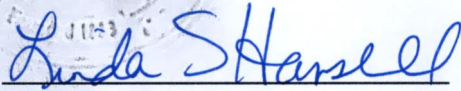
NOW THEREFORE, as City Manager of the City of Kissimmee, Florida, by the authority vested in me by City Code Section 15-1-5(B), and by the Florida Emergency

Management Act, as amended and all other applicable laws extend Executive Order 2020-01 for an additional seven (7) days until March 30, 2020

CITY OF KISSIMMEE


Mike Steigerwald, City Manager


ATTEST


Linda Starnell

**RATIFICATION OF PROCLAMATION
OF LOCAL STATE OF EMERGENCY
DECLARATION 2020-01**

WHEREAS, The City Manager declared a Local State of Emergency on Monday, March 16, 2020 pursuant to the power vested in him by the City of Kissimmee Code, Section 15-1-1(B); and

WHEREAS, The City Manager issued a Proclamation of Local State of Emergency, Declaration 2020-01, a copy of which is attached, and

WHEREAS, The City Manager has taken the necessary action and enforcement powers to respond to the emergency, according with Title XV Emergency Management, Chapter 15-1-5 of the City Code; and

WHEREAS, City Code, Section 15-1-5, provides for the ratification of the City Manager's Emergency Proclamation by the City Commission as soon as practicable

NOW THEREFORE, THE CITY COMMISSION OF THE CITY OF KISSIMMEE, Florida hereby ratifies the Proclamation of the Local State of Emergency 2020-01. This Local State of Emergency shall continue until the threat no longer exists, but no longer than seven days from the date of the of execution, March 16, 2020

The City Manager or his designee is hereby authorized and empowered to administer Title XV Emergency Management of the City of Kissimmee Code.

Commissioner Jim Fisher moved the passage and adoption of the above proclamation, motion was seconded by Commissioner Olga Gonzalez and upon roll call on the motion the vote was as follows

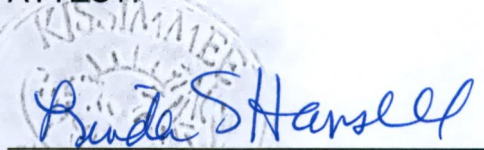
AYES:

Commissioner Olga Gonzalez	AYE
Commissioner Felix Ortiz	AYE
Commissioner Angela Eady	AYE
Commissioner Jim Fisher	AYE
Mayor Jose Alvarez	AYE

NAYS:

Said motion having been duly carried, thereupon Mayor Alvarez declared a local state of emergency at 4:00 p.m. on this 23rd day of March 2020.

ATTEST:



City Clerk



Mayor-Commissioner

**RATIFICATION OF PROCLAMATION
OF LOCAL STATE OF EMERGENCY
DECLARATION 2020-02**

WHEREAS, The City Manager declared a local state of emergency on Monday, March 16, 2020 pursuant to the power vested in him by the City of Kissimmee Code, Section 15-1-1(B); and

WHEREAS, The City Manager issued a Proclamation of Local State of Emergency, Declaration 2020-01, a copy of which is attached, and

WHEREAS, The City Manager has taken the necessary action and enforcement powers to respond to the emergency, according with Title XV Emergency Management, Chapter 15-1-5 of the City Code; and

WHEREAS, City Code, Section 15-1-5, provides for the ratification of the City Manager's Emergency Proclamation by the City Commission as soon as practicable

NOW THEREFORE, THE CITY COMMISSION OF THE CITY OF KISSIMMEE, Florida hereby ratifies a Proclamation of the Local State of Emergency 2020-02 extending the need for an additional seven (7) days, until March 30, 2020, as allowed by Florida Statute 252.38(3)(a)(5).

The City Manager or his designee is hereby authorized and empowered to administer Title XV Emergency Management of the City of Kissimmee Code.

Commissioner Jim Fisher moved the passage and adoption of the above proclamation, motion was seconded by Commissioner Olga Gonzalez and upon roll call on the motion the vote was as follows.

AYES:

Commissioner Olga Gonzalez	AYE
Commissioner Felix Ortiz	AYE
Commissioner Angela Eady	AYE
Commissioner Jim Fisher	AYE
Mayor Jose Alvarez	AYE

NAYS:

Said motion having been duly carried, thereupon Mayor Alvarez declared a local state of emergency at 4:00 p m on this 23rd day of March 2020.

ATTEST:



City Clerk



Mayor-Commissioner