COMMISSION AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD
WITH SOCIALLY DISTANCED / LIMITED SEATING AT
101 CHURCH STREET, KISSIMMEE, FL 34741

PUBLIC ACCESS AND PARTICIPATION WILL BE OFFERED VIA
COMMUNICATIONS MEDIA TECHNOLOGY (CMT)
INSTRUCTIONS AVAILABLE AT
WWW.KISSIMMEERESPONDS.COM/PUBLICMEETINGS

TUESDAY, NOVEMBER 3, 2020
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 SERVICE AWARDS FOR JULY, AUGUST, SEPTEMBER

Request the City Commission join the City Manager in recognizing employees who have reached milestones in their years of service.

3.B EMPLOYEE OF THE MONTH FOR NOVEMBER

Request the City Commission join the City Manager in recognizing Pat Fisher, Development Services Department, as November's Employee of the Month.

3.C PROCLAMATION - CENTRAL FLORIDA MOBILITY WEEK

The request is for the City Commission to present a Proclamation in honor of "Central Florida Mobility Week."

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"

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 November 14, 2017 Commission Workshop Minutes.

7.B CONTRACT WITH ADVANCED ROOFING INC. FOR ANNUAL ROOF ASSET MANAGEMENT SERVICES CITYWIDE

Approval of contract with Advanced Roofing Inc. for Citywide roof asset management inspection and preventative maintenance in the amount of $29,100 annually.

7.C RATIFICATION OF EXECUTIVE ORDERS 2020-32 AND 2020-33

City Commission ratification of Executive Order 2020-32 issued October 19, 2020 and Executive Order 2020-33 issued October 26, 2020 for the extension of the Local Declaration of Emergency to November 1, 2020.

7.D RFQ2020-006: REQUEST TO NEGOTIATE WITH QUALIFIED RESPONDENT TO ACQUIRE AND REDEVELOP THE BEAUMONT REDEVELOPMENT SITE.

City Commission authorization for the City Manager and staff to negotiate with the most qualified respondent to RFQ2020-006 to Acquire and Redevelop the City-Owned Property known as the Beaumont Redevelopment Site.

7.E REQUEST TO NEGOTIATE WITH QUALIFIED RESPONDENT TO DESIGN AND BUILD A CITY HALL EXPANSION FOR THE BUILDING DIVISION (RFQ 2018-009)

Authorization for the City Manager and staff to negotiate and enter into a contract with the qualified respondents to RFQ 2018-009 to design an expansion to City Hall for the Building division.

7.F PURCHASE AGREEMENT BETWEEN BANK OF AMERICA CORPORATION AND THE CITY OF KISSIMMEE REGARDING WEST OAK STREET PROJECT

Approval of Bank of America Corporation Purchase Agreement.

7.G FIRST AMENDMENT TO THE PROFESSIONAL CONSULTANT SERVICES CONTRACT FOR SM&E

Approval of an amendment to the existing professional consultant services contract with SM&E.

7.H SCOPE OF SERVICES FOR SIGN CODE UPDATE

Approval of a scope of services with S&ME, Inc. to update the Sign Code.

7.I AMENDMENT TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) GRANT AGREEMENT FOR THE DESIGN AND CONSTRUCTION OF THE WOODSIDE DRAINAGE IMPROVEMENT PROJECT

Approval to amend the grant agreement with FDEP for the design and construction of the Woodside Drainage Improvement project.

7.J PROJECTS TO BE CARRIED FORWARD TO FY 2020-2021

Approval to increase the FY 2020/2021 budget in order to continue funding certain projects that were approved in prior years.

7.K FIRST AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND THE SCHOOL DISTRICT OF OSCEOLA COUNTY RELATING TO THE BOB MAKINSON AQUATIC CENTER

Approval of the First Amendment to the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the use of the Bob Makinson Aquatic Center.

7.L INTERLOCAL AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND THE SCHOOL DISTRICT OF OSCEOLA COUNTY RELATING TO THE BOB MAKINSON AQUATIC CENTER

Approval of the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the Bob Makinson Aquatic Center.

7.M APPROVAL OF THE FY 2020-21 EVENT FEE WAIVER GRANT PROGRAM BASED ON FY 2019-20 AWARDED AMOUNTS

Approval of the FY 2020-21 City of Kissimmee events, parades and other 3rd party events that were previously awarded funding in FY 2019-20 through the Parks and Recreation Department's operational budgets or from the City's Fee Waiver Grant Program.

7.N FIRST AMENDMENT TO OSCEOLA HOME CONSORTIUM PROJECT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE - OAK LEAF LANDINGS APARTMENTS

Approval of the First Amendment to the Osceola HOME Consortium Project Agreement between Osceola County and the City of Kissimmee - Oak Leaf Landings Apartments.

7.O SECOND AMENDMENT TO HOME PROGRAM AGREEMENT BETWEEN THE CITY OF KISSIMMEE, OSCEOLA COUNCIL ON AGING, INC. AND KISSIMMEE OAKS HOUSING I, INC., DBA OAK LEAF LANDINGS - OAK LEAF LANDINGS APARTMENTS

Approval to execute the Second Amendment to the HOME Program Agreement between the City of Kissimmee, Osceola Council on Aging, Inc. and Kissimmee Oaks Housing I, Inc. DBA Oak Leaf Landings.

7.P EXECUTION OF THE OSCEOLA HOME CONSORTIUM DISBURSEMENT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE FOR FY 2020-2021

Approval to execute the Osceola HOME Consortium Disbursement Agreement between Osceola County and the City of Kissimmee for FY 2020-2021.

7.Q BUILDING PERMIT FEE WAIVER IN THE AMOUNT OF $20,000 FOR AFFORDABLE HOUSING PROJECT - ROSEWOOD POINTE APARTMENTS

Approval to waive building fees in the amount of $20,000 for the construction of an affordable housing project to be known as Rosewood Pointe Apartments and to execute the Local Government Verification of Contribution Form.

7.R GRANT APPLICATION FOR REPLACEMENT OF GENERATORS LOCATED AT CITY HALL, POLICE DEPARTMENT AND 911 COMMUNICATION CENTER

Approval to apply for $848,000 in federal grant funding to replace generators at City Hall, Police Department and 911 Communication Center.

7.S REQUEST TO DECLARE CITY PROPERTY AS SURPLUS AND QUIT CLAIM DEED IT TO THE ADJACENT PROPERTY OWNER.

Approval of declaring City property as surplus and deeding the property to the adjacent property owner

7.T PURCHASE OF A DELL DATA CENTER HARDWARE APPLIANCE WITH STORAGE AND SERVERS

Request approval to purchase a Dell EMC VxRail Hyperconverged Infrastructure appliance from the State of Florida Dell Contract in the amount of $449,178.40.

7.U LEASE NAME CHANGE FROM SANDPIPER TURBINE, LLC TO SANDPIPER FLORIDA REAL ESTATE HOLDINGS, LLC

Approval of a lease name change for Sandpiper Turbine, LLC to Florida Real Estate Holdings, LLC.

7.V APPROVAL TO ADJUST THE FISCAL YEAR 2019-2020 BUDGET

Approval to adjust the budget for fiscal year 2019-2020 due to line item variances in certain department budgets.

8. DISCUSSION ITEMS

8.A ANNUAL ADVISORY BOARD APPOINTMENTS

Commission appointment to fill a vacancy on the Board of Adjustments.

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 3.A
SERVICE AWARDS FOR JULY, AUGUST, SEPTEMBER

Request

Request the City Commission join the City Manager in recognizing employees who have reached milestones in their years of service.

Explanation

Five	Karla Partin	Parks & Recreation
	David Toro	Police
Ten	Jamie Paul	Parks & Recreation
Fifteen	Jose Chacon	Public Works & Engineering
	Jeremy Donovan	Fire
Twenty	Nydia Hernandez	Police

Department: Human Resources & Risk Management
Presenter: MIKE STEIGERWALD

Attachment(s):
None

ITEM 3.B
EMPLOYEE OF THE MONTH FOR NOVEMBER

Request

Request the City Commission join the City Manager in recognizing Pat Fisher, Development Services Department, as November's Employee of the Month.

Explanation

It is a privilege for the City of Kissimmee to announce that the Employee of the month for November is Pat Fisher. Pat is a Code Enforcement Officer with the Development Services department and he is coming up on his 20th anniversary with the City.

Pat has an immense amount of knowledge about the City, and has built a good rapport with many longer term residents. He gained these attributes during his long career – he is the longest tenured Code Enforcement Officer that the City has had, which has aided in his job effectiveness. Pat is readily available to share his experience with an employee or citizen – gladly taking a little extra time explaining, researching or finding other ways to help ensure that their needs are met.

Pat is very punctual and has always arrived very early to the job. He is willing to help a coworker or citizen whenever there is a need – always looking out for the great good of the City. For this, and all that Pat brings to the City, we would like to recognize him.

Department: Human Resources & Risk Management
Presenter: MIKE STEIGERWALD

Attachment(s):
None

ITEM 3.C
PROCLAMATION - CENTRAL FLORIDA MOBILITY WEEK

Request

The request is for the City Commission to present a Proclamation in honor of "Central Florida Mobility Week."

Explanation

N/A

Department: City Manager
Presenter: Melissa Zayas Moreno

Attachment(s):
1. Proclamation-Central Florida Mobility Week.2020

ITEM 7.A
COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the November 14, 2017 Commission Workshop Minutes.

Explanation

Minutes of the Commission Workshop meeting held on Tuesday, November 14, 2017 are attached for approval. During a City Clerk initiated audit of the Minutes, we discovered the Minutes of this Workshop held November 14, 2017 had not been presented to the Commission for approval.

The City Clerk has instituted a process to log all meeting minutes so that we do no have a reoccurrence of this situation.

Recommendation

Staff recommends Commission approval.

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

Approve

Department: City Manager
Presenter:

Attachment(s):
1. Commission Workshop Minutes - November 14, 2017

ITEM 7.B
CONTRACT WITH ADVANCED ROOFING INC. FOR ANNUAL ROOF ASSET MANAGEMENT SERVICES CITYWIDE

Request

Approval of contract with Advanced Roofing Inc. for Citywide roof asset management inspection and preventative maintenance in the amount of $29,100 annually.

Explanation

The Advanced Roofing Asset Management Program is a tool to assist the City with roof inspections, minor roof repairs, and provide roof preventative maintenance. This is an effective and proactive strategy to eliminate roof related water leaks and maximize the City's roofing assets. The City will be piggybacking off of the City of Sunrise contract (Master Agreement) for these services.

Annual services will be provided to approximately 60 locations with over 485,000 square feet. Under this program, the City will also be able to forecast potential upcoming roof-related capital improvement project costs and budget accordingly.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
5560-45-4560-519-5003434		Decrease	$244,661	$29,100

<u>Financial Summary:</u>

Sufficient funds are available in the Facilities budget to cover the Advanced Roofing contract.

Recommendation

Staff recommends Commission approval to contract with Advanced Roofing Inc. for Citywide roof asset management inspection and preventative maintenance in the amount of $29,100 annually.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. Advanced Roofing_COK Agreement
2. Advanced Roofing Scope of Services
3. City of Sunrise Master Agreement

ITEM 7.C
RATIFICATION OF EXECUTIVE ORDERS 2020-32 AND 2020-33

Request

City Commission ratification of Executive Order 2020-32 issued October 19, 2020 and Executive Order 2020-33 issued October 26, 2020 for the extension of the Local Declaration of Emergency to November 1, 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 2020-32 and 2020-33 extend the original order through November 1, 2020.

Recommendation

Ratification of Executive Orders extending the State of Emergency.

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

Adopt
Approve

Department: City Manager
Presenter:

Attachment(s):

1. Ratification of Emergency Proclamation 2020-32 (Expires October 25 2020)
2. 2020-32 Executive Order 2020-32 Extension of Local State of Emergency Declaration (Expires October 25 2020)
3. Ratification of Emergency Proclamation 2020-33 (Expires November 1 2020)
4. 2020-33 Executive Order 2020-33 Extension of Local State of Emergency Declaration (Expires November 1, 2020)

ITEM 7.D
RFQ2020-006: REQUEST TO NEGOTIATE WITH QUALIFIED RESPONDENT TO ACQUIRE AND REDEVELOP THE BEAUMONT REDEVELOPMENT SITE.

Request

City Commission authorization for the City Manager and staff to negotiate with the most qualified respondent to RFQ2020-006 to Acquire and Redevelop the City-Owned Property known as the Beaumont Redevelopment Site.

Explanation

In 2017, the City acquired 310 N. Beaumont Avenue, a 23 acres property known as the Beaumont Redevelopment Site for the purposes of fostering redevelopment of the site in accordance with the City's goals for the Downtown Community Redevelopment Area (CRA) and the Kissimmee Medical Arts District. The property is currently occupied by Osceola County under lease with the City. In 2020, the City hired S&ME, Inc. to prepare a high-level conceptual plan to convey the site's redevelopment potential and possible uses, layout and intensity.

Subsequently on September 17, 2020, the City and Downtown CRA issued RFQ2020-006 to solicit for a qualified master developer to conduct mixed use redevelopment of the Beaumont Redevelopment Site in accordance with the Downtown Kissimmee CRA Master Plan. The RFQ emphasized the City and CRA's vision of a development with medium to high density residential with varying units types, mixed-use, and commercial buildings that compliments the nearby Medical Arts District. The RFQ urged respondents to view the conceptual plan and submit a proposal for a project that would meet the following objectives:

- Integration with the Medical Arts District
- Significant Residential Component
- Extension of Street Grid
- Bicycle & Pedestrian Connectivity
- Innovative Stormwater Management
- Green Infrastructure

The RFQ was closed for submissions on October 15, 2020. The City and CRA received three (3) responses. A Selection Committee comprised of the City Manager, Deputy City Manager and staff reviewed and scored the proposals at a publicly noticed meeting on October 22, 2020. The scores were based on the four (4) Selection Criteria of 1) Professional Abilities/Experience; 2) Conceptual Development; 3) Financial Feasibility; and 4) Development Schedule. With a possible total of 600 points, the respondents were ranked as follows:

Rank	Developer	Score
1	SkyView Companies, Kissimmee, Florida	507.5
2	E2L Real Estate Solutions, LLC, Winter Park, Florida	392
3	CASTO, Sarasota, Florida	364

As demonstrated above, the Committee collectively scored Skyview Companies higher than the other two (2) respondents. Their response was complete and consistent with the requirements outlined in the RFQ. Skyview Companies has demonstrated experience with mixed-use urban development projects within various development markets. Their response also provided a concept vision for the redevelopment of the site that is consistent with the City and CRA's vision for downtown Kissimmee and the Medical Arts District.

The proposed concept for the development includes the following:

- 412 residential units
- 163,000 sf of retail
- 270,000 sf of Class A office
- 79 hotel rooms
- 138,900 sf programmed for streets and open spaces
- Green roofs
- Current best practices for energy efficient building construction, appliances, lighting, and HVAC
- NGBS or LEED certifications for portions of this development

The Committee recommends City Commission approve negotiations with the number-one ranked respondent, SkyView Companies. Should negotiations fail with Skyview Companies, the Committee recommends City Commission approve negotiations with the second ranked respondent, E2L Real Estate Solutions.

This negotiation will include many factors such as, but not limited to, the ownership and transfer of the property, property valuation, specifics of the development proposal, architectural and site design standards, schedule and phasing of the development, anticipated City funding participation, parking requirements, etc. The culmination of negotiations will result in a proposed master development agreement for the project to be reviewed by the City Commission.

The RFQ and all three (3) responses are attached.

Recommendation

City Commission authorization for the City Manager and staff to negotiate with the most qualified respondent to RFQ2020-006 to Acquire and Redevelop the City-Owned Property known as the Beaumont Redevelopment Site.

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

Approve

Department: Development Services
Presenter:

Attachment(s):

1. RFQ2020-006 Beaumont Redevelopment Project 9.15.20
2. Sky View Constructors NY LLC
3. RFQ2020-006 short List
4. E2L Real Estate Solutions LLC
5. Casto

ITEM 7.E
REQUEST TO NEGOTIATE WITH QUALIFIED RESPONDENT TO DESIGN AND BUILD A CITY HALL EXPANSION FOR THE BUILDING DIVISION (RFQ 2018-009)

Request

Authorization for the City Manager and staff to negotiate and enter into a contract with the qualified respondents to RFQ 2018-009 to design an expansion to City Hall for the Building division.

Explanation

In accordance with the approved budget for the current fiscal year, the Development Services Building division is in need of expansion of its offices and customer service area. A budget of $2.5 million was authorized for design and construction.

The expansion is anticipated to include construction of a new wing of City Hall which will have similar design elements to the existing two story wing for the Commission Chambers. The expansion would host a new customer service lobby, offices for staff members, conference rooms, restrooms, and an Emergency Operations Center (EOC) area.

Since City Hall was erected nearly 21 years ago, the need for customer service space and staffing levels have grown for the Building division. This expansion will allow for all Development Services employees to be located in one centralized area rather than across three different floors; will provide for much needed technology upgrades; will free up current office space within existing City Hall for the growth of other departments; and will host a room for EOC operations which the City currently does not have. The main focus of the expansion will be to better assist customers.

Using an existing City Public Works & Engineering continuing service contract, the following three architectural firms responded to the proposal:

1. RS&H, Inc.
2. Lunz Group
3. Baker Barrios

After review of the proposals, staff recommends City Commission approval to negotiate with RS&H, Inc. This firm provided all of the documentation and detail necessary for the designed expansion. Should negotiations fail with RS&H, staff recommends City Commission approval to negotiate with the next firm (Lunz Group). It should be noted, Baker Barrios originally responded but did not submit a formal proposal.

Recommendation

Staff recommends approval to authorize staff to negotiate with the qualified respondent to design an expansion to City Hall for the Building division offices.

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

Approve

Department: Development Services
Presenter:

Attachment(s):
1. RFQ2018-009_RS&H Proposal_City Hall Building Addition_Revision 1
2. Kissimmee City Hall Addition_Lunz Proposal

ITEM 7.F
PURCHASE AGREEMENT BETWEEN BANK OF AMERICA CORPORATION AND THE CITY OF KISSIMMEE REGARDING WEST OAK STREET PROJECT

Request

Approval of Bank of America Corporation Purchase Agreement.

Explanation

The Commission previously passed Resolution 32-2019 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. This property is located at 1111 West Oak Street, Kissimmee FL 34741. Attached is the Purchase Agreement indicating that the City shall pay $700,000 for the property.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1010-45-4565-541-5006191	PW1729	Decrease	$3,179,250	$700,000

Financial Summary:

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

Recommendation

Staff recommends approval of the Purchase Agreement with Bank of America.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney
Presenter:

Attachment(s):
1. Purchase Agreement

ITEM 7.G
FIRST AMENDMENT TO THE PROFESSIONAL CONSULTANT SERVICES CONTRACT FOR SM&E

Request

Approval of an amendment to the existing professional consultant services contract with SM&E.

Explanation

SM&E provides technical planning services as part of a continuing services contract. The existing contract expires within the next month; therefore, staff requests an extension of an additional six (6) months to complete the modification of the City code.

Recommendation

Staff recommends Commission approval of the first amendment to the professional consultant services contract with SM&E.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager
Presenter:

Attachment(s):

1. 10.14.2020 First Amendment to 2015 SM&E Agreement for Professional Consulting Services (FINAL)

ITEM 7.H
SCOPE OF SERVICES FOR SIGN CODE UPDATE

Request

Approval of a scope of services with S&ME, Inc. to update the Sign Code.

Explanation

Staff is requesting approval of a scope of services with S&ME, Inc. for an update of the Sign Code (current Chapter 11 in the Land Development Code). If the scope is approved, the Sign Code will be updated to be consistent with statutory amendments and the City's updated Land Development Code, with added Form-Based Code chapter, adopted in August.

The goal is to provide not only a Sign Code that is consistent with statute and current Code but also to create a visual-heavy document that is easy to interpret for citizens, professionals, and staff. The update will have a heavy-public involvement component, with a total of seven public workshops planned. In addition to one Planning Advisory Board and two City Commission workshops, there will be a virtual workshop for the general public and three virtual workshops targeting specific stakeholders (downtown businesses, sign companies, and hospital/campus developments).

The City Commission approved a continuing services contract with Littlejohn Engineering, now S&ME, Inc, on November 17, 2015. The proposed scope is for an amount not to exceed $73,160, with additional services not to exceed a total of $83,160. The project is anticipated to be completed in early 2022.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-25-2510-515-5003131	N/A	Decrease	$117,400	$83,160

<u>Financial Summary:</u>

This project was funded in Fiscal Year 2020 for $100,000. The project did not move forward due to COVID19 and the adoption and implementation of the Form Based Code. The money from Fiscal Year 2020 will be carry forwarded soon. The funding of this project now will not interfere with any other funded projects.

Recommendation

Staff recommends approval of the scope of services with S&ME, Inc. for $83,160 to update the Sign

Code.

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

Approve

Department: Development Services
Presenter:

Attachment(s):
1. Kissimmee Sign Code Update_CC

ITEM 7.I
AMENDMENT TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) GRANT AGREEMENT FOR THE DESIGN AND CONSTRUCTION OF THE WOODSIDE DRAINAGE IMPROVEMENT PROJECT

Request

Approval to amend the grant agreement with FDEP for the design and construction of the Woodside Drainage Improvement project.

Explanation

On November 30, 2017, the City entered into a grant agreement with FDEP for the design and construction of improvements for the Woodside Drainage project. The original amount of the grant was $500,000 and was to be used as follows:

Design and Permitting - $120,000
Construction - $380,000

Due to unforeseen design issues, the City has requested FDEP reallocate funds to the design phase that were originally planned for construction. FDEP has approved this request along with extending the agreement until June 30, 2021.

Recommendation

Staff recommends Commission approval to amend the grant agreement with FDEP for the design and construction of the Woodside Drainage Improvement project.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. LP49010 - Amendment 1 Package

ITEM 7.J
PROJECTS TO BE CARRIED FORWARD TO FY 2020-2021

Request

Approval to increase the FY 2020/2021 budget in order to continue funding certain projects that were approved in prior years.

Explanation

Attached is a listing of projects that are being recommended for carryover to the 2020/2021 budget. In an effort to expedite the carry forward process, staff has once again prepared the carry forward schedule based upon expenditures and transfers posted as of September 30, 2020. Consequently, staff requests Commission approval to carry forward the projects/accounts in an amount not to exceed the final adjusted balance at September 30, 2020. After all accruals and budget transfers have been posted subsequent to year end, these amounts will be adjusted, if necessary.

Generally speaking, the projects/accounts that are being carried forward were not of high enough priority to be initiated, took longer than twelve months to complete, or were delayed for some other reason. Most of these are capital projects; however, a few items are budgeted in other accounts.

The carry forward of the funds in the projects and accounts listed was anticipated during preparation of the budget and will not adversely affect reserves for the current budget year.

Recommendation

Staff recommends Commission approval to carryover funds not to exceed the final adjusted balance for the projects/accounts on the attached list.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance
Presenter:

Attachment(s):

1. 2020 CarryFwd List for COMMISSION APPROVAL - Sept 30 2020

ITEM 7.K
FIRST AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND THE SCHOOL DISTRICT OF OSCEOLA COUNTY RELATING TO THE BOB MAKINSON AQUATIC CENTER

Request

Approval of the First Amendment to the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the use of the Bob Makinson Aquatic Center.

Explanation

The City of Kissimmee and the School District entered into an Interlocal Agreement relating to the use of the Bob Makinson Aquatic Center on November 17, 2015. Both parties seek to amend this agreement to outline additional cleaning and disinfecting procedures and costs necessitated by COVID-19.

The amendment covers additional cleaning and disinfecting costs to the City for the 2020 swim season directly related to the School District's scheduled use of the facility. The new COVID-19 cleaning procedures are consistent with the CDC recommended guidelines. This cost breaks down to $25 per week per team/session. The total cost for the ten weeks of swim team use is $1,000. If the swim season lasts longer than the anticipated ten weeks, the School District will continue to reimburse at the weekly rate until the season ends.

Recommendation

Staff recommends approval of the First Amendment to the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the Bob Makinson Aquatic Center.

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

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):
1. First Amendment BMAC and Osceola School

ITEM 7.L
INTERLOCAL AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND THE SCHOOL DISTRICT OF OSCEOLA COUNTY RELATING TO THE BOB MAKINSON AQUATIC CENTER

Request

Approval of the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the Bob Makinson Aquatic Center.

Explanation

The City of Kissimmee and the School District entered into an Interlocal Agreement (ILA) relating to the use of the Bob Makinson Aquatic Center on November 17, 2015, for a term of five years, which expires this month.

The City of Kissimmee and the School District of Osceola wish to continue the periodic use of the Bob Makinson Aquatic Center by students from schools within the School District for various educational and athletic functions.

The term of this agreement will be for a period of five (5) years from the effective date.
The School District will compensate the City for the costs of the City's qualified lifeguards that are necessitated by the School Districts scheduled use, not to exceed $75,000 over the term of the ILA. The School District will be billed for actual use at the conclusion of each session/season.

Recommendation

Staff recommends approval of the Interlocal Agreement between the City of Kissimmee and the School District of Osceola County relating to the use of the Bob Makinson Aquatic Center.

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

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):
1. Interlocal Agreement COK and School District BMAC

ITEM 7.M
APPROVAL OF THE FY 2020-21 EVENT FEE WAIVER GRANT PROGRAM BASED ON FY 2019-20 AWARDED AMOUNTS

Request

Approval of the FY 2020-21 City of Kissimmee events, parades and other 3rd party events that were previously awarded funding in FY 2019-20 through the Parks and Recreation Department's operational budgets or from the City's Fee Waiver Grant Program.

Explanation

In early 2020, most Special Events in Kissimmee and elsewhere were deemed unsafe which created a rippling effect of cancelations associated with the current global health crisis. Many of the initial event and program retractions were through May 31st, but as the pandemic became more longterm, the impacts cascaded into the City's Fee Waiver Grant Program funding cycles. As a result, recipients' grants for funding of events were cancelled through the last quarter of 2020.

On October 14, 2020, the Parks and Recreation Advisory Board held a meeting to discuss the Fee Waiver Grant Program. Advisory Board members discussed and agreed unanimously to forego the current year grant application, review and scoring exercise, and instead recommend (if safe and budgets permit) funding those events that were awarded in FY 2019-20 at the same funding amounts for the FY 2020-21 event calendar year. The Parks and Recreation Advisory Board expressed that this placeholder measure of action might give the community hope that the City is preparing for the future to restore these popular events next year.

Typically, the Fee Waiver Grant Program has three application periods (June, October, and February) that are reviewed by staff and the Parks and Recreation Advisory Board. The City Commission has adopted the FY 2020-21 operating budget to include designated funding in Parks and Recreation to award the previous scored events. The maximum award for a single grant shall not exceed $3,000 each. A total of $61,356 was awarded to applicants in FY 2019-20. Therefore, this same amount will be awarded in FY 2020-21 to the same recipients.

Recommendation

Staff recommends approval of the FY 2020-21 Special Event and Parade calendar, Kissimmee Signature events and Kissimmee 3rd party events as previously awarded as part of the budget process and with the efforts from the Parks and Recreation Advisory Board through the Fee Waiver Grant Program in FY 2019-20.

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

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):

1. Event Fee Waiver Grant Program
2. Fee Grant Scores 201920 Period I, II, and III cycles
3. Festival and Parade Road Closure Calendars 2020 and 2021
4. PARAB Agenda 10.14.2020

ITEM 7.N

FIRST AMENDMENT TO OSCEOLA HOME CONSORTIUM PROJECT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE - OAK LEAF LANDINGS APARTMENTS

Request

Approval of the First Amendment to the Osceola HOME Consortium Project Agreement between Osceola County and the City of Kissimmee - Oak Leaf Landings Apartments.

Explanation

On October 15, 2019, Osceola County and the City of Kissimmee entered into the Osceola HOME Consortium Project Agreement for the Oak Leaf Landings Apartments to rehabilitate fifty (50) units for a total cost of $92,254. As the result of two subsequent amendments with the developer, the funding for the project was increased to $159,435; hence, the need for this Amendment with Osceola County. With this increased funding, the Council on Aging will be able to complete the items listed in the original scope of work such as installing new flooring in common areas, adding more parking spaces, and installing windows in all of the units. A portion of the additional funding will also pay for the installation of new cabinets, countertops, and kitchen appliances in the community room kitchen.

Recommendation

Staff recommends approval of the First Amendment to the Osceola HOME Consortium Project Agreement between Osceola County and the City of Kissimmee - Oak Leaf Landings Apartments.

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

Approve

Department: Development Services
Presenter:

Attachment(s):

1. Consortium Agreement (First Amendment)_Oak Leaf Landings

ITEM 7.O
SECOND AMENDMENT TO HOME PROGRAM AGREEMENT BETWEEN THE CITY OF KISSIMMEE, OSCEOLA COUNCIL ON AGING, INC. AND KISSIMMEE OAKS HOUSING I, INC., DBA OAK LEAF LANDINGS - OAK LEAF LANDINGS APARTMENTS

Request

Approval to execute the Second Amendment to the HOME Program Agreement between the City of Kissimmee, Osceola Council on Aging, Inc. and Kissimmee Oaks Housing I, Inc. DBA Oak Leaf Landings.

Explanation

The City of Kissimmee already has an agreement with the Council on Aging, Inc. and Kissimmee Oaks Housing I, Inc. in the amount of $139,188 to rehabilitate fifty (50) units in the apartment complex known as Oak Leaf Landings. Construction is currently underway; however, the Council on Aging has requested additional funding in the amount of $20,247 to install new cabinets, countertops, and appliances in the community room kitchen.

Staff has reviewed the request and determined that the work is an eligible cost of the HOME program. The upgraded kitchen will enhance the lives of the residents residing in the complex.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1255-25-2510-515-5008282		Decrease	$315,625	$20,247

Financial Summary:

There is no fiscal impact to the General Fund because this is a grant funded project.

Recommendation

Staff recommends approval and execution of the Second Amendment to the HOME Program Agreement between the City of Kissimmee, Osceola Council on Aging, Inc. and Kissimmee Oaks Housing I, Inc. DBA Oak Leaf Landings.

REQUESTED CITY COMMISSION ACTION:

Approve

Execute

Department: Development Services
Presenter:

Attachment(s):
1. Oak Leaf Landings Second Amendment

ITEM 7.P
EXECUTION OF THE OSCEOLA HOME CONSORTIUM DISBURSEMENT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE FOR FY 2020-2021

Request

Approval to execute the Osceola HOME Consortium Disbursement Agreement between Osceola County and the City of Kissimmee for FY 2020-2021.

Explanation

In order to meet the minimum threshold and be eligible for HOME Investment Partnerships Program (HOME) funding from the United States Department of Housing and Urban Development (HUD) to provide affordable housing for its residents, Osceola County and the City of Kissimmee joined to form the Osceola HOME Consortium. The Consortium's expected allocation for FY 2020-2021 is $986,383. Of that amount, the City of Kissimmee will get $345,234.05 to administer the City's portion of the program.

The Osceola HOME Consortium Disbursement Agreement states the rules and conditions under which the County shall reimburse the City for eligible HOME activities for FY 2020-2021. The Agreement starts on October 1, 2020 and ends on September 30, 2021. The funds shall be used for the following activities:

- Administration - $29,591.49
- CHDO Set Aside - $51,785.11
- Other Projects - $263,857.45

In anticipation of receiving the HOME funds, the City advertised on its webpage the availability of HOME funds on July 13, 2020.

Recommendation

Staff recommends approval to execute the Osceola HOME Consortium Disbursement Agreement between Osceola County and the City of Kissimmee for FY 2020-2021.

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

Approve
Execute

Department: Development Services
Presenter:

Attachment(s):
1. Disbursement Agreement 2020-2021

ITEM 7.Q
BUILDING PERMIT FEE WAIVER IN THE AMOUNT OF $20,000 FOR AFFORDABLE HOUSING PROJECT - ROSEWOOD POINTE APARTMENTS

Request

Approval to waive building fees in the amount of $20,000 for the construction of an affordable housing project to be known as Rosewood Pointe Apartments and to execute the Local Government Verification of Contribution Form.

Explanation

Rosewood Pointe is a proposed multifamily affordable housing development located on 11.5 acres on Yates Road, north of the intersection of Yates Road and West Irlo Bronson Memorial Highway, Kissimmee. The proposed development will consist of up to 192 units, 90% of which will be set aside for tenants making 60% of Area Median Income (AMI) ($43,620 for household of 4) and 10% for tenants making 33% of AMI ($23,991 for household of 4). This is the first phase of a multiphase development.

The developer, Banyan Development Group, LLC is planning to submit a State Apartment Incentive Loan (SAIL) application to the Florida Housing Finance Corporation (FHFC) and the application requires a commitment from the local government in the form of a loan, grant, fee waiver or deferral in the amount of $20,000. The FHFC will not accept the application without the local government contribution.

Below is the financing breakdown of the proposed development:

Program	Amount
SAIL	$6,000,000
ELI Loan Request	$ 600,000
Housing Credits	$1,231,182

The SAIL program provides low interest loans on a competitive basis to affordable housing developers. This money often serves to bridge the gap between the development's primary financing and the total cost of the development. In addition to SAIL financing, Banyan is also pursuing other financing opportunities such as ELI Loans and Non-Competitive Tax Credits. Overall, these programs allow housing to be leased to qualified families at below market rents.

Recommendation

Staff recommends approval of the waiver of building fees in the amount of $20,000 for the construction of an affordable housing project to be known as Rosewood Pointe Apartments and to execute the Local Government Verification of Contribution Form.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter:

Attachment(s):

1. Rosewood Pointe local-government-verification-of-contribution

ITEM 7.R
GRANT APPLICATION FOR REPLACEMENT OF GENERATORS LOCATED AT CITY HALL, POLICE DEPARTMENT AND 911 COMMUNICATION CENTER

Request

Approval to apply for $848,000 in federal grant funding to replace generators at City Hall, Police Department and 911 Communication Center.

Explanation

Building Resilient Infrastructure and Communities (BRIC) will support states, local communities, tribes and territories, as these jurisdictions undertake hazard mitigation projects that reduce the risks associated with disasters and natural hazards. The BRIC program will fund cost-effective mitigation projects that reduce the overall risk to citizens and property while also minimizing the cost of disaster recovery. The City's match for this grant is $212,000 or 25% of the total project estimate and will be provided from projects in the Local Option Sales Tax Fund and the Central Services Fund that have either been completed or deferred to a later date.

The deadline to apply for this grant is November 12, 2020.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4560-519-5006393	ST1709	Decrease	$3,118	$3,118
1105-45-4560-519-5006393	ST1919	Decrease	$21,632	$21,632
5560-45-4560-519-5006393	CS1624	Decrease	$81,226	$81,226
5560-45-4560-519-5006393	CS1810	Decrease	$20,200	$20,200
5560-45-4560-519-5006393	CS1913	Decrease	$11,000	$11,000
5560-45-4560-519-5006393	CS1923	Decrease	$19,385	$19,385
5560-45-4560-519-5006393	CS2008	Decrease	$10,000	$10,000
5560-45-4560-519-5006393	CS2011	Decrease	$15,000	$15,000
5560-45-4560-519-5006393	CS2115	Decrease	$9,539	$9,539
5560-45-4560-519-5006393	CS2119	Decrease	$20,900	$20,900

Financial Summary:

Matching funds for this grant will be provided by the capital projects listed above. Those projects included in the Local Option Sales Tax Fund will be transferred to the Central Services Fund to create a project for the City's match monies of $212,000.

Recommendation

Staff recommends approval to apply for $848,000 in federal grant funding to replace generators at City Hall, Police Department and 911 Communication Center and to amend the budget for a transfer from the Local Option Sales Tax Fund to the Central Services Fund for a portion of the City's matching funds.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. City Of Kissimmee RMPK Cost Proposal - 2020BRIC

ITEM 7.S
REQUEST TO DECLARE CITY PROPERTY AS SURPLUS AND QUIT CLAIM DEED IT TO THE ADJACENT PROPERTY OWNER.

Request

Approval of declaring City property as surplus and deeding the property to the adjacent property owner

Explanation

Danny & Simone Hupert live at 424 Lakeshore Blvd., Kissimmee, Florida 34741. In 2009, the City allowed the Huperts to build a fence on City property in line with the lift station, rather than at the property line, to dissuade individuals from cutting through their property around the lift station.

They are trying to sell their property and have requested the City either remove and replace the fence to the property boundary, or declare the portion of City property within their fence line as “surplus” and deed the property to them, as this property is currently cut off from the rest of the City property.

Rather than removing the fence and relocating it on the actual property line, and removing and replanting the landscaping along the fence, Staff has determined that the property is not needed for a municipal purpose and that it would be more efficient to deed the property to the adjacent owners. Additionally in doing so the new property line will now be at the same line as the neighbor's property, creating more uniform parcels.

The property totals 1218 square feet or 0.028 acres.

Recommendation

Staff recommends approval of declaring this property surplus and authorization to execute the Quit Claim Deed to give the property to the adjacent property owners.

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

Approve

Department: City Attorney
Presenter:

Attachment(s):
1. Hupert Property Survey
2. Hupert. Quit Claim Deed. 10.26.20

ITEM 7.T
PURCHASE OF A DELL DATA CENTER HARDWARE APPLIANCE WITH STORAGE AND SERVERS

Request

Request approval to purchase a Dell EMC VxRail Hyperconverged Infrastructure appliance from the State of Florida Dell Contract in the amount of $449,178.40.

Explanation

This purchase is to replace the City's current end-of-life Server hardware, Storage Area Network, and related networking with the Hyperconverged Infrastructure appliance where these layers of technology are incorporated into a single appliance. This solution provides benefits such as: improved performance, ease of resource expansion, simplified administration, efficient patching and updating, non-disruptive upgrades, single point of support, cost savings on hardware/software/support, and increased system reliability.

As part of the Information Technology Department's goal to create and maintain a state-of-the-art information management system, the department plans for the timely adoption of newer technology that has proven to be aligned with this goal. This purchase is an example of such technology.

The purchase would be made using the State of Florida Dell Contract.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-60-6010-516-5006393	ST2108	Decrease	$638,658.00	$449,178.40

<u>Financial Summary:</u>

The funds for the project are budgeted in the Sales Tax Fund.

Recommendation

Request Commission approval for the purchase of a Dell EMC VxRail Hyperconverged Infrastructure appliance from the State of Florida Dell Contract in the amount of $449,178.40.

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

Approve

Department: Information Technology
Presenter:

Attachment(s):
1. NASPO Master Agreement Award
2. NASPO Master Agreement Amendment No. 1
3. NASPO Master Agreement Amendment No. 2
4. Dell EMC Purchase Quote
5. State of Florida Participating Addendum

ITEM 7.U
LEASE NAME CHANGE FROM SANDPIPER TURBINE, LLC TO SANDPIPER FLORIDA REAL ESTATE HOLDINGS, LLC

Request

Approval of a lease name change for Sandpiper Turbine, LLC to Florida Real Estate Holdings, LLC.

Explanation

On March 19, 2019, the owner of Sandpiper Turbine, LLC signed a ground lease agreement with the City for 2.44 acres containing two hangars at 3951 and 3955 Merlin Drive (Hangars W3 & W4). For legal reasons, the owner desires to separate the aircraft maintenance business from the ground lease and hangar assets and has requested a name change on the lease. Aircraft maintenance will be the only business conducted in the hangars. A newly formatted lease was presented to the owner for a 30-year lease with one ten-year option to renew. No financial increases are involved at this time, but the new lease has provisions for a CPI increase every 3 years and the ability for the City to conduct a fair market rental appraisal every 5 years.

Recommendation

Staff recommends approval of a lease name change for Sandpiper Turbine, LLC to Florida Real Estate Holdings, LLC.

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

Approve

Department: Airport
Presenter:

Attachment(s):

1. Signed Sandpiper Florida Real Estate Holdings LLC Lease
2. Sandpiper Exhibit A
3. Sandpiper Turbine Lease 3-19-2019

ITEM 7.V
APPROVAL TO ADJUST THE FISCAL YEAR 2019-2020 BUDGET

Request

Approval to adjust the budget for fiscal year 2019-2020 due to line item variances in certain department budgets.

Explanation

As detailed in the attached spreadsheet, several budget adjustments must be made to properly report expenditure budgets for the fiscal year ended September 30, 2020.

In the General Fund, the bad debt expense exceeded budget by $1,187,698 due to the write-off of uncollectable ambulance services. The amount written off is based on amounts provided by the new collections company now being used by the City. The overage of $1,187,698 in the General Fund will be taken from reserves and was included in the FY 2020 estimates included in the recent FY 2021 budget adoption.

An additional $1,100,000 will be transferred from the General Fund to the Health Self Insurance Fund to cover the increase in health claims and to build a reserve. This transfer will be taken from General Fund reserves. This transfer was also included in the FY 2020 estimates included in the recent FY 2021 budget adoption.

In the Justice Assistance Grant Fund, an increase of $26,599 is necessary to cover personal services. This overage will be taken from salary and benefit accounts in Police Operations in the General Fund.

In the Victims of Crime Act Grant Fund, an increase of $3,007 is necessary to cover personal services. This overage will be taken from salary and benefit accounts in Police Operations in the General Fund.

In the Series 2010A Note Fund and 2011B Capital Improvement Refund Note Fund, increases of $19,366 and $26,024 respectively, are necessary to cover additional interest charges. This increase was the result of the enactment of tax laws that changed the federal corporate tax rate, affecting the yield on many tax-exempt financing transactions. The total overage of $45,390 in these funds will be taken from reserves in the Local Option Sales Tax Fund.

In the Local Option Sales Tax Fund an increase of $45,390 is necessary to cover additional transfers needed to pay for additional interest charges related to debt services. This overage will be taken from reserves.

Recommendation

Staff recommends the Commission approve the necessary adjustments to the budget for 2019-2020 as detailed in the attached document.

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

Approve

Department: Finance
Presenter:

Attachment(s):
1. 2019-2020 Budget Adjustments

ITEM 8.A
ANNUAL ADVISORY BOARD APPOINTMENTS

Request

Commission appointment to fill a vacancy on the Board of Adjustments.

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 an appointment for the following board:

Board of Adjustments

Each board has individual requirements for residency as well as additional qualifications 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 October 6, 2020 Commission meeting, the Commission voted to approve a 30-day extension for the Board of Adjustments vacancy in order to gather additional applications from qualified candidates. The new Commission extension expires November 3, 2020.

Recommendation

Staff requests the Commission make an appointment to fill a vacancy on the Board of Adjustments.

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

Appoint/Reappoint

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):
1. Appointments by Seat 11-03-2020