



**COMMISSION AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD
WITH SOCIALLY DISTANCED / LIMITED SEATING AT
KISSIMMEE CIVIC CENTER
201 E. DAKIN AVENUE, KISSIMMEE, FL 34741**

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

**TUESDAY, NOVEMBER 17, 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 ACCEPTANCE OF THE NOVEMBER 3, 2020 ELECTION RETURNS FOR
COMMISSION SEAT # 1 AND SEAT # 3, AND MAYOR-COMMISSIONER SEAT # 5**

Request Commission acceptance and approval of the November 3, 2020 City of Kissimmee Run-off Election Returns for Commission Seat # 1, Seat # 3, and Mayor-Commissioner Seat # 5.

**3.B SWEARING IN CEREMONY FOR CITY COMMISSION SEAT # 1, SEAT # 3, AND
MAYOR-COMMISSIONER SEAT # 5**

Commissioner-Elect Olga Lucia Castaño, Seat # 1; Commissioner-Elect Carlos Alvarez III, Seat # 3; and Mayor-Commissioner Elect Olga Gonzalez, Seat # 5 will be sworn in following the acceptance of the Election Results certified by the Osceola County

Canvassing Board on November 6, 2020 (Unofficial Results) and November 16, 2020 (Official Results).

3.C RECOGNITION OF OUTGOING COMMISSIONERS - MAYOR JOSE ALVAREZ AND COMMISSIONER ANGELA EADY

Request the City Commission recognize outgoing Mayor-Commissioner Jose Alvarez and Commissioner Angela Eady for their years of service to the City Commission and our citizens.

3.D CITY COMMISSION SELECTION OF VICE MAYOR AND MAYOR PRO TEM

Request Commission select a Vice Mayor and Mayor Pro Tem for the next two years.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

5.A PUBLIC HEARING - ADOPTION OF RESOLUTION TO AMEND THE CITY'S FY 2019-2020 OPERATING BUDGET

Approval to adopt a resolution amending the City's operating budget for fiscal year 2019-2020.

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 October 20, 2020 and November 3, 2020 Commission meeting minutes.

7.B ACCEPTANCE OF GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

Approval of the acceptance of the Fiscal Year 2020 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs.

7.C PURCHASE OF FIREFIGHTING TURN OUT GEAR

Approval to purchase 30 sets of structural firefighting coats and pants from Bennett Fire Products.

7.D DISCLAIMER OF INTEREST AND RELEASE FOR PACK AND SHIP, INC. REGARDING WEST OAK STREET PROJECT

Approval of the Disclaimer of Interest and Release for Pack and Ship, Inc.

7.E PURCHASE OF RADIO EQUIPMENT

Approval to purchase 15 new radios, a multi-unit charger and a VHF base station from Motorola, Inc. using the State of Florida NASPO Contract #4319000-18-NASPO-ACS-1.

7.F PURCHASE NEW OFFICE CUBICLE SYSTEMS FOR THE POLICE DEPARTMENT

Authorization to purchase new cubicle systems for multiple offices within the Police Department from Interior Contract Services for \$108,568.79.

7.G DISPOSAL OF CITY ASSETS

Approval to dispose of the asset items detailed in the attached report.

7.H RATIFICATION OF EXECUTIVE ORDERS 2020-34 AND 2020-35

City Commission ratification of Executive Order 2020-34 issued November 2, 2020 and Executive Order 2020-35 issued November 9, 2020 for the extension of the Local Declaration of Emergency to November 15, 2020.

7.I AUTHORIZATION TO ACCEPT 2020-2021 VICTIMS OF CRIME ACT (VOCA) GRANT FUNDING

Acceptance of the U.S. Department of Justice (DOJ) 2020-21 Victims of Crime Act (VOCA) Grant from the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grants Management, in the amount of \$28,490.25 with a required local match of \$9,496.75 for a total award of \$37,987 and to provide for additional match monies as needed.

7.J CLUBHOUSE AT WATERFORD, PHASE 2 - FINAL PLAT (DRC#20-00065)

City Commission approval of the final plat known as Clubhouse at Waterford, Phase 2.

7.K ADVERTISING FUNDING FROM EXPERIENCE KISSIMMEE

Approval to accept advertising funding in the amount of \$15,000 from Experience Kissimmee for Kissimmee Gateway Airport.

7.L INTERLOCAL AGREEMENT FOR THE FUNDING OF PUBLIC AWARENESS AND OUTREACH FOR OSCEOLA READS, A COUNTY-WIDE LITERACY INITIATIVE

Approval of a five (5) year Interlocal Agreement in the amount of \$48,960 to continue the funding of public awareness and outreach for Osceola Reads, a County-wide literacy initiative.

7.M OUTREACH CHURCH OF JESUS - FINAL PLAT (DRC#20-00085)

City Commission approval of the final plat known as Outreach Church of Jesus.

7.N LOCALLY FUNDED AGREEMENT BETWEEN THE FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CITY OF KISSIMMEE FOR THE MAST ARM SIGNAL UPGRADE AT THE INTERSECTION OF HOAGLAND BOULEVARD AND US 192

Approval of a Locally Funded Agreement with Florida Department of Transportation (FDOT) for the mast arm signal upgrade at the intersection of Hoagland Boulevard and US 192.

7.O WOODSIDE DRAINAGE IMPROVEMENTS DESIGN SERVICES AGREEMENT

Approval of Supplemental Agreement Number 3 for scope of services and fees for additional professional design consultant services with RS&H, Inc. for the Woodside Drainage Improvement project in the amount of \$129,888.28.

7.P 2021 RESCUE UNIT REPLACEMENT AND RE-CHASSIS

Approval to purchase a Freightliner M2 106 Chassis through Excellance, Inc. for the re-chassis and refurbishment of FD117 (Rescue 112).

7.Q RESOLUTION TO AUTHORIZE A PUBLIC TRANSPORTATION GRANT AGREEMENT FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION OF AIRPORT SECURITY ENHANCEMENTS

Adoption of a resolution for a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) for the construction of Airport security enhancements (FDOT FM NO. 438442-2-94-01) in the amount of \$337,024.

7.R ACCEPTANCE OF FLORIDA DEPARTMENT OF TRANSPORTATION GRANT FOR SECURITY IMPROVEMENTS AT KISSIMMEE GATEWAY AIRPORT

Approval to accept a Florida Department of Transportation (FDOT) grant to enhance Airport security.

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

ACCEPTANCE OF THE NOVEMBER 3, 2020 ELECTION RETURNS FOR COMMISSION SEAT # 1 AND SEAT # 3, AND MAYOR-COMMISSIONER SEAT # 5

Request

Request Commission acceptance and approval of the November 3, 2020 City of Kissimmee Run-off Election Returns for Commission Seat # 1, Seat # 3, and Mayor-Commissioner Seat # 5.

Explanation

On November 3, 2020, the City of Kissimmee held a Run-Off Election for Commission Seat # 1, Seat # 3, and Mayor-Commissioner Seat # 5. The Osceola County Canvassing Board met on November 6, 2020. The results listed below are the "Unofficial" Results received from the Supervisor of Elections and Canvassing Board prior to the publishing of the Commission Agenda for this meeting. Any changes will be addressed at the November 17, 2020 Commission Meeting prior to a vote to accept the returns; the "Official" Results will be distributed at the Commission meeting.

The Unofficial Results declared are as follows:

<u>Commission Seat # 1</u>	<u>Votes</u>	<u>Percentage</u>
Olga Lucia Castano	12,853	51.57%
Noel Ortiz	12,068	48.43%

<u>Commission Seat # 3</u>	<u>Votes</u>	<u>Percentage</u>
Reginald Hardee	11,699	47.28%
Carlos Alvarez III	13,044	52.72%

<u>Commission Seat # 5</u>	<u>Votes</u>	<u>Percentage</u>
Olga Gonzalez	14,107	56.17%
Angela Eady	11,007	43.83%

Recommendation

Staff recommends acceptance of the November 3, 2020 City of Kissimmee Run-off Election Results.

REQUESTED CITY COMMISSION ACTION:

Accept
Approve

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):

1. November 6, 2020 - Unofficial Results - Canvassing Board
2. Election Night Results - November Run-off Election (Full Report)

ITEM 3.B

SWEARING IN CEREMONY FOR CITY COMMISSION SEAT # 1, SEAT # 3, AND MAYOR-COMMISSIONER SEAT # 5

Request

Commissioner-Elect Olga Lucia Castaño, Seat # 1; Commissioner-Elect Carlos Alvarez III, Seat # 3; and Mayor-Commissioner Elect Olga Gonzalez, Seat # 5 will be sworn in following the acceptance of the Election Results certified by the Osceola County Canvassing Board on November 6, 2020 (Unofficial Results) and November 16, 2020 (Official Results).

Explanation

The Honorable Donald A. Myers, Jr. will swear in Commissioner-Elect Olga Lucia Castaño, Seat # 1 and Mayor-Commissioner Elect Olga Gonzalez, Seat # 5.

The Honorable Christine E. Arendas will swear in Commissioner-Elect Carlos Alvarez III, Seat # 3.

Department: City Manager

Presenter:

Attachment(s):

1. Olga Castano Oath 2020
2. Carlos Alvarez III Oath 2020 (R)
3. Olga Gonzalez Oath 2020

ITEM 3.C**RECOGNITION OF OUTGOING COMMISSIONERS - MAYOR JOSE ALVAREZ AND COMMISSIONER ANGELA EADY****Request**

Request the City Commission recognize outgoing Mayor-Commissioner Jose Alvarez and Commissioner Angela Eady for their years of service to the City Commission and our citizens.

Explanation

Mayor Alvarez and Commissioner Eady will be presented with tokens of appreciation for their service to our City.

Department: City Manager

Presenter: MIKE STEIGERWALD

Attachment(s):

None

ITEM 3.D**CITY COMMISSION SELECTION OF VICE MAYOR AND MAYOR PRO TEM****Request**

Request Commission select a Vice Mayor and Mayor Pro Tem for the next two years.

Explanation

The terms for the positions of Vice Mayor and Mayor Pro Tem for the next two years are selected and approved by the City Commission at the conclusion of each General Election cycle.

Recommendation

Staff recommends the selection of Vice Mayor and Mayor Pro Tem.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

Presenter: MIKE STEIGERWALD

Attachment(s):

None

ITEM 5.A

PUBLIC HEARING - ADOPTION OF RESOLUTION TO AMEND THE CITY'S FY 2019-2020 OPERATING BUDGET

Request

Approval to adopt a resolution amending the City's operating budget for fiscal year 2019-2020.

Explanation

As detailed in the attached spreadsheet, the City received additional revenues from grants, donations, etc. that resulted in an overall increase of \$16,941,269 in the City's operating budget for FY 2019-2020. According to Florida Statute Section 166.214(4)(c), all budget adjustments that result in a change in total budget appropriations must be approved in the same manner as the original, adopted budget. Therefore, staff has compiled a schedule of all adjustments that have resulted in a change in the overall total budget. Public notice of this hearing was given via an advertisement placed in the newspaper on November 15, 2020. Once approved, staff will adjust the final budget for FY 2019-2020 to reflect the changes included in Exhibit 1.

Recommendation

Staff recommends the Public Hearing be held and that the Commission adopt the resolution to amend the City's overall budget for fiscal year 2020.

REQUESTED CITY COMMISSION ACTION:

Adopt

Department: Finance

Presenter: AMY ADY

Attachment(s):

1. Resolution for Final Budget Amendment FY 2020
2. Budget Adjustment Recap for Year end Budget Resolution-FY20

ITEM 7.A

COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the October 20, 2020 and November 3, 2020 Commission meeting minutes.

Explanation

Minutes of the Commission meetings held on October 20, 2020 and November 3, 2020 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. Commission Minutes - October 20, 2020 FINAL
2. Commission Minutes - November 3, 2020 FINAL

ITEM 7.B

ACCEPTANCE OF GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

Request

Approval of the acceptance of the Fiscal Year 2020 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs.

Explanation

The Police Department applied for funding from the FY 2020 Bulletproof Vest Partnership Grant. On October 19, 2020, the City was notified the Office of Justice Programs approved the application for funding under the FY 2020 Bulletproof Vest Partnership Grant. The City was awarded \$7,860 which will be allocated for the partial funding of bulletproof vests as outlined in the grant application. The balance of the monies needed for the remainder of the bulletproof vests will continue to come from the General Fund.

The Department requests the Commission accept the FY 2020 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-00-0000-331-3311000	N/A	Increase	\$7,860	
0001-30-3030-521-5005257	N/A	Increase	\$7,860	

Financial Summary:

If the grant funding listed above does not cover the full cost of the bulletproof vest replacements, additional monies will be appropriated from the Police Department's uniform budget.

Recommendation

Staff recommends Commission acceptance of the funding agreement, authorization for the City Manager to execute the required documents and approval to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. BPV Award Email
2. 2020 Bulletproof Vest Partnership Grant Award

ITEM 7.C
PURCHASE OF FIREFIGHTING TURN OUT GEAR

Request

Approval to purchase 30 sets of structural firefighting coats and pants from Bennett Fire Products.

Explanation

The Fire Department is requesting approval to purchase 30 sets of structural firefighting coats and pants from Bennett Fire Products. This purchase will use the Lake County, Florida contract number 17-0606B and will be in the amount of \$88,080.

This purchase is included in the approved FY 2021 operating budget.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-35-3520-522-5005257		Decrease	\$88,080	\$88,080

Financial Summary:

The actual cost of the gear will be slightly higher than originally budgeted; therefore, the difference will be covered by other items in the uniform account.

Recommendation

Staff recommends approval to purchase firefighting turn out gear from Bennett Fire Products.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire
Presenter:

Attachment(s):

1. 17-0606_Contract17-0606B

ITEM 7.D

DISCLAIMER OF INTEREST AND RELEASE FOR PACK AND SHIP, INC. REGARDING WEST OAK STREET PROJECT

Request

Approval of the Disclaimer of Interest and Release for Pack and Ship, Inc.

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. This property is located at 1209 West Oak Street, Kissimmee, FL 34741 and is a tenant of MNA Oak Street which the Commission approved the Purchase Agreement for previously.

Attached is the Disclaimer of Interest and Release for the tenant, Pack and Ship Inc. The City shall pay \$15,000 and \$5,000 for attorney's fees as a settlement offer. The funds for this are available as indicated below.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1010-45-4565-541-5006191	PW1729	Decrease	\$3,094,251	\$20,000

Financial Summary:

Adequate funding is available in the grant project for these expenditures.

Recommendation

Staff recommends approval of the Disclaimer of Interest and Release for Pack and Ship, Inc.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney
Presenter:

Attachment(s):

1. Pack and Ship Disclaimer

ITEM 7.E

PURCHASE OF RADIO EQUIPMENT

Request

Approval to purchase 15 new radios, a multi-unit charger and a VHF base station from Motorola, Inc. using the State of Florida NASPO Contract #4319000-18-NASPO-ACS-1.

Explanation

The Fire Department requests approval to purchase the following radios and related equipment from Motorola. These items have all been approved in the FY 2021 capital budget and will be purchased using the State of Florida NASPO Contract #4319000-18-NASPO-ACS-1.

2 Portable Radios (FD2104) \$ 8,072.76
Multi-Unit Charger (FD2109) \$ 1,003.75
VHF Base Station (FD2118) \$ 2,314.13
2 Mobile Radios (FD2135) \$13,175.08
4 Extreme Portables (FD2142) \$25,639.16
7 Extreme Portables (FD2148) \$44,868.53
TOTAL \$95,073.41

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-35-3510-522-5006494	FD2104	Decrease	\$9,700.00	\$8,072.76
0001-35-3520-522-5006494	FD2109	Decrease	\$1,100.00	\$1,003.75
0001-35-3520-522-5006494	FD2118	Decrease	\$2,500.00	\$2,314.13
0001-35-3520-522-5006494	FD2135	Decrease	\$14,800.00	\$13,175.08
0001-35-3520-522-5006494	FD2142	Decrease	\$26,800.00	\$25,639.16
0001-35-3520-522-5006494	FD2148	Decrease	\$46,791.00	\$44,868.53

Financial Summary:

Adequate funds are available in the various communication related projects noted above.

Recommendation

Staff recommends approval to purchase radios, a multi-unit charger and a VHF base station from Motorola, Inc.

City of Kissimmee

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. 1520898051_Public_Safety_Communitcations_Motorola Master_Agreement

ITEM 7.F

PURCHASE NEW OFFICE CUBICLE SYSTEMS FOR THE POLICE DEPARTMENT

Request

Authorization to purchase new cubicle systems for multiple offices within the Police Department from Interior Contract Services for \$108,568.79.

Explanation

The Police Department building was constructed in 1994 with varying renovation projects and upgrades since its opening. In the last 2 years, the Department has added to and upgraded the office cubicle systems in the Property Crimes Unit and the Records Unit. This provided new, functioning systems since the previous units were beginning to fail and deteriorate. The deterioration was causing desktops to bend and potentially cause a hazard.

As the cubicle systems age, there are also electrical issues that go along with the aging system. Since the majority of the cubicles in the office areas are more than 10 years old, many of them may not be able to be repaired.

With the purchase of new cubicle systems, all systems within the building will be less than 3 years old and will ensure maintenance costs remain low over the next 5-10 years.

Without the new cubicle systems, these items would have to be placed in the capital improvement program over the next 5 years. Therefore, completing this acquisition with funds currently available, the Department will be able to defer any replacements as part of the capital budget for at least 5 years, if not longer.

Interior Contract Services submitted a quote utilizing State of Florida Contract #56120000-19-ACS which is a valid and current contract.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-30-3020-521-5006393	PD2036	Decrease	\$155,500.00	\$108,568.79

Financial Summary:

Adequate funds are available in the General Fund budget for this project.

Recommendation

City of Kissimmee

Staff recommends Commission authorization to purchase new cubicle systems for multiple offices within the Police Department from Interior Contract Services for a total cost of \$108,568.79.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. ICS Proposal #43508 100820 \$12,998.48
2. ICS Proposal #43957 102220 \$95,570.31

ITEM 7.G
DISPOSAL OF CITY ASSETS

Request

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 George Gideon Auctioneers, Inc. live auction or George Gideon Auctioneers, Inc. online auction. All assets from the Information Technology Department will be disposed of by A-1 Assets.

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:

Attachment(s):

1. Auction COK11'20

ITEM 7.H

RATIFICATION OF EXECUTIVE ORDERS 2020-34 AND 2020-35

Request

City Commission ratification of Executive Order 2020-34 issued November 2, 2020 and Executive Order 2020-35 issued November 9, 2020 for the extension of the Local Declaration of Emergency to November 15, 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 2020-34 and 2020-35 extend the original order through November 15, 2020.

Recommendation

Ratification of Executive Orders extending the State of Emergency.

REQUESTED CITY COMMISSION ACTION:

Adopt

Approve

Department: City Manager

Presenter:

Attachment(s):

1. Ratification of Emergency Proclamation 2020-34 (Expires November 8 2020)
2. 2020-34 Executive Order 2020-34 Extension of Local State of Emergency Declaration (Expires November 8 2020)
3. Ratification of Emergency Proclamation 2020-35 (Expires November 15 2020)
4. 2020-35 Executive Order 2020-35 Extension Local State of Emergency Declaration (Expires November 15, 2020)

ITEM 7.I

AUTHORIZATION TO ACCEPT 2020-2021 VICTIMS OF CRIME ACT (VOCA) GRANT FUNDING

Request

Acceptance of the U.S. Department of Justice (DOJ) 2020-21 Victims of Crime Act (VOCA) Grant from the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grants Management, in the amount of \$28,490.25 with a required local match of \$9,496.75 for a total award of \$37,987 and to provide for additional match monies as needed.

Explanation

The City of Kissimmee has been notified by the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grants Management that it has been awarded the U.S. Department of Justice 2020-2021 Victims of Crime Act (VOCA) Grant. This grant will fund one Community Service Officer position assigned as a Domestic Violence Victim Advocate in the Police Department's Criminal Investigations division.

The total award is for \$37,987 with \$28,490.25 coming from DOJ and \$9,496.75 from the City's required local match. This grant is awarded as recognition of the Police Department's commitment to provide services to crime victims in the community. The award also includes an additional \$2,000 for training. The grant requires a twenty-five percent (25%) local match, or \$9,496.75 in funding, which can be in cash or in-kind services in support of the program. These match monies are currently budgeted in the Police Department's General Fund salaries and benefits accounts.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1134-00-0000-334-3342000		Increase	\$28,490.25	
1134-00-0000-381-3810001		Increase	\$9,496.75	
1134-30-3040-521-5001212		Increase	\$29,376.26	
1134-30-3040-521-5002121		Increase	\$1,258.48	
1134-30-3040-521-5002323		Increase	\$6,644.88	
1134-30-3040-521-5002424		Increase	\$707.38	
0001-90-9090-581-5009171		Increase	\$9,496.75	
0001-30-3040-581-5001212		Decrease	\$9,496.75	

Financial Summary:

Adequate monies will be available in the VOCA Grant Fund upon receipt of the DOJ funds and the transfer from General Fund.

Recommendation

Staff recommends (1) the acceptance of the 2020-2021 Victims of Crime Act (VOCA) Grant for \$28,490.25 with a required local match of \$9,496.75 for a total award of \$37,987, (2) the provision of additional match monies as needed and (3) to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: Police

Presenter:

Attachment(s):

1. VOCA_Contract_2020

ITEM 7.J

CLUBHOUSE AT WATERFORD, PHASE 2 - FINAL PLAT (DRC#20-00065)

Request

City Commission approval of the final plat known as Clubhouse at Waterford, Phase 2.

Explanation

The owner of the property, The Villas at Waterford Homeowners Association, Inc., is requesting final plat approval without a guarantee. Final plats without a guarantee are only allowed in situations where it is not necessary to install subdivision improvements or infrastructure to serve the lots, such as roads and utilities. As this proposed subdivision is located within an established, improved development, no improvements are necessary as part of this final plat.

The subdivision is located east of Bass Road and South of Great Harbor Lane and is creating a new lot from a portion of the common area for future development purposes.

Recommendation

Staff recommends approval of the Clubhouse at Waterford, Phase 2 final plat.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. 20-065 Clubhouse at Waterford PH 2-VM
2. 20-065 Clubhouse at Waterford PH 2-FP

ITEM 7.K

ADVERTISING FUNDING FROM EXPERIENCE KISSIMMEE

Request

Approval to accept advertising funding in the amount of \$15,000 from Experience Kissimmee for Kissimmee Gateway Airport.

Explanation

Experience Kissimmee is offering to fund an advertising program by and for the Kissimmee Gateway Airport in the amount of \$15,000 for FY 2020-2021. Funds will be used to advertise to the corporate and leisure travel market, the flight training market and the vintage aircraft/warbird market.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4461-00-0000-389-3894000		Increase	\$15,000	
4461-70-7010-542-5004901		Increase	\$15,000	

Financial Summary:

This grant does not require any match monies from the City.

Recommendation

Staff recommends acceptance of \$15,000 from Experience Kissimmee for airport advertising and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. EK-20-21 Airport Agreement Draft

ITEM 7.L

INTERLOCAL AGREEMENT FOR THE FUNDING OF PUBLIC AWARENESS AND OUTREACH FOR OSCEOLA READS, A COUNTY-WIDE LITERACY INITIATIVE

Request

Approval of a five (5) year Interlocal Agreement in the amount of \$48,960 to continue the funding of public awareness and outreach for Osceola Reads, a County-wide literacy initiative.

Explanation

With only less than 50% of kindergarten students being prepared for their first day of school, Osceola Reads aims to increase the literacy rate throughout Osceola County.

In 2015, the City of Kissimmee partnered with other governments in Osceola County to begin funding the Osceola Reads initiative. During the initial five year term, the students attending the public schools serving City of Kissimmee residents saw the greatest use out of the entire County, showing a significant return on the City's investment.

With the initial commitment coming to an end, the City Commission during its budget planning session in July identified a willingness to continue to fund public awareness and outreach for Osceola Reads.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-01-0120-519-5008282	N/A	Decrease	\$9,800	\$9,792

Financial Summary:

The Interlocal Agreement outlines a five (5) year funding commitment, which would total \$48,960 or \$9,792 annually, and will be paid for out of the Commission's annual quality of life funds.

Given the current global pandemic and future revenue uncertainty, the Interlocal Agreement allows the City to withdraw from the program if it is unable to allocate funding in future years.

Recommendation

Staff recommends approval of an interlocal agreement to fund public awareness and outreach for Osceola Reads over five (5) years for a total of \$48,960 based on annual funding availability.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. Osceola Reads Interlocal Agreement

ITEM 7.M

OUTREACH CHURCH OF JESUS - FINAL PLAT (DRC#20-00085)

Request

City Commission approval of the final plat known as Outreach Church of Jesus.

Explanation

The owner of the property, Outreach Church of Jesus, Inc., is requesting final plat approval without a guarantee. Final plats without a guarantee are only allowed in situations where it is not necessary to install subdivision improvements or infrastructure to serve the lots, such as roads and utilities. As this proposed subdivision is located within an established, improved area, no improvements are necessary as part of this final plat.

The subdivision is located east of Washington Avenue and south of Hill Street and is combining several underlying lots and ½ of vacated Washington Avenue into a single lot for future development purposes.

Recommendation

Staff recommends approval of the Outreach Church of Jesus Final Plat.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. 20-085 Outreach Church of Jesus-FP
2. 20-085 Outreach Church of Jesus-VM

ITEM 7.N

LOCALLY FUNDED AGREEMENT BETWEEN THE FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CITY OF KISSIMMEE FOR THE MAST ARM SIGNAL UPGRADE AT THE INTERSECTION OF HOAGLAND BOULEVARD AND US 192

Request

Approval of a Locally Funded Agreement with Florida Department of Transportation (FDOT) for the mast arm signal upgrade at the intersection of Hoagland Boulevard and US 192.

Explanation

On August 21, 2018, the City of Kissimmee entered into a Memorandum of Understanding with FDOT to upgrade the mast arm signal located at the intersection of Hoagland Boulevard and US 192. FDOT's original design for this intersection improvement project consisted of a concrete strain pole signal. For added safety as well as aesthetics, the City prefers a mast arm signal configuration. The cost differential for providing a mast arm signal configuration is \$56,700; therefore, the City must pay FDOT for the incremental cost since the signal belongs to the State.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1104-45-4565-541-5003434	N/A	Decrease	\$56,700	\$56,700

Financial Summary:

Monies for the increased cost to FDOT for the mast arm signal were transferred from the Intelligent Transportation System project (GT2003).

Recommendation

Staff recommends Commission approval of the agreement with FDOT for the mast arm signal upgrade at the intersection of Hoagland Boulevard and US 192.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

City of Kissimmee

Attachment(s):

1. 437451-1-52-01 LFA Kissimmee Mast Arm Upgrades US 192 Hoagland Blvd_

ITEM 7.0

WOODSIDE DRAINAGE IMPROVEMENTS DESIGN SERVICES AGREEMENT

Request

Approval of Supplemental Agreement Number 3 for scope of services and fees for additional professional design consultant services with RS&H, Inc. for the Woodside Drainage Improvement project in the amount of \$129,888.28.

Explanation

The Woodside Draining Improvement Project is a major effort to improve the drainage in an area centered around an affordable housing complex that has experienced significant flooding during major storms over the past several decades. The privately owned HUD-supported complex was built in the early 1970's, long before current flood control and drainage standards were adopted by the state and federal governments. In an effort to assist with this project, the State Legislature awarded the City \$500,000 through a grant from the Florida Department of Environmental Protection (FDEP).

On September 11, 2019, the Commission approved Supplemental Agreement Number 2 for additional design services for this project. Subsequent to this, it was discovered that the existing surveyed conditions prevented the project from meeting the FDEP grant objective of flood mitigation for this project. To meet the objective of the FDEP grant, additional design phases, plans production, and environmental permitting will be required. The additional phases to the project are described below:

Phase 2:

Expanding the limits of the project continuing west from Heron Ditch to Hoagland Boulevard which includes replacing and upsizing the cross drain under Dyer Boulevard, replacing the connection from the "bird net" pond on Dyer, regrading the drainage ditch and adding additional piping through the Airport.

Phase 3:

Continuation of the new piping west from Hoagland Boulevard to Shingle Creek.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4409-45-4520-538-5006393	SW1609	Decrease	\$256,920.29	\$129,888.28

Financial Summary:

Adequate funds are available in the FDEP funded grant project.

Recommendation

Staff recommends approval of Supplemental Agreement Number 3 for scope of services and fees for additional professional design consultant services with RS&H, Inc. in the amount of \$129,888.28.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. Supplemental Agreement No.3 Professional Design Consultant Servs - Woodside Drainage Improvements

ITEM 7.P

2021 RESCUE UNIT REPLACEMENT AND RE-CHASSIS

Request

Approval to purchase a Freightliner M2 106 Chassis through Excellance, Inc. for the re-chassis and refurbishment of FD117 (Rescue 112).

Explanation

The Florida Sheriffs Association, (FSA) offers statewide purchasing contracts on a variety of vehicles, equipment and services that are available to any and all units of local governments/political subdivisions within the State of Florida.

The Fire Department desires to purchase a Freightliner M2 106 from Excellance, Inc. using the FSA Cooperative Purchase Agreement (Contract #FSA20-VEF 14.0) for the re-chassis and refurbishment of FD117 (Rescue 112), as detailed in the attached quote.

The remount of this unit will continue standardizing the fleet with the addition of a second HVAC unit added to the rear patient compartment. As indicated in their letter to the City, this work will extend the warranty of the existing ambulance box for an additional 25 years. This is considered a sole source purchase since Excellance, Inc. must be utilized in order to maintain and extend the warranty.

The original Chevrolet chassis currently on FD117 will be traded-in toward this purchase.

Cost of Unit	\$204,901.57
Less Prepayment Discount	\$ - 1,992.55
Less Trade Allowance FD117	\$ - 8,000.00
TOTAL	\$194,909.02

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-35-3520-522-5006495	ST2107	Decrease	195,000.00	194,909.02

Financial Summary:

Ample funds are available in the FY 2021 budget for the re-chassis and refurbishment of FD117.

Recommendation

Staff recommends approval to purchase a Freightliner M2 106 chassis through Excellance, Inc. for the re-chassis and refurbishment of FD117.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. FSA_TC__Contract_Amendment_Combined_4302020
2. Rescue Re-Chassis FSA-quote_&_cad
3. Kissimmee - Sole Source letter 10.29.2020

ITEM 7.Q

RESOLUTION TO AUTHORIZE A PUBLIC TRANSPORTATION GRANT AGREEMENT FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION OF AIRPORT SECURITY ENHANCEMENTS

Request

Adoption of a resolution for a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) for the construction of Airport security enhancements (FDOT FM NO. 438442-2-94-01) in the amount of \$337,024.

Explanation

The City must first adopt the resolution for the grant from FDOT. In a later item, staff will request approval to accept the grant and amend the City budget. This grant will be used for the security enhancement project at Kissimmee Gateway Airport and will focus on improving security lighting, replacing security gates, and installing an airfield security access control system.

Recommendation

Staff recommends adoption of a resolution for a Public Transportation Grant Agreement with FDOT in the amount of \$337,024 for construction security enhancements at the Kissimmee Gateway Airport.

REQUESTED CITY COMMISSION ACTION:

Adopt

Department: City Manager

Presenter:

Attachment(s):

1. Resolution PTGA for Construction- Security Enhancement

ITEM 7.R

ACCEPTANCE OF FLORIDA DEPARTMENT OF TRANSPORTATION GRANT FOR SECURITY IMPROVEMENTS AT KISSIMMEE GATEWAY AIRPORT

Request

Approval to accept a Florida Department of Transportation (FDOT) grant to enhance Airport security.

Explanation

The security enhancement project will focus on improving security lighting, replacing security gates, and installing an airfield security access control system. The security lighting replaces older, less efficient pole lighting in the aircraft parking area near the air traffic control tower apron and the terminal parking lot. The new pole lighting will be LED technology increasing lumens and efficiency and will result in the utilization of less power. The Airport's automatic vehicle gates will be replaced with new gates and controls due to age and maintenance issues. A security access control system will be installed providing card readers and individual proximity cards for better accountability and overall security procedures. The access system will be supported by direct communications to a software program operated by staff in the Airport administration building.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4418-00-0000-334-3344100	N/A	Increase	\$337,024	
4418-70-7010-542-5006393	AP2103	Increase	\$337,024	

Financial Summary:

FDOT agrees to participate up to \$337,024 (80%) and the City of Kissimmee will pay \$84,256 (20%). The City's match of \$84,256 is available in the Airport Fund, project AP2103. The grant funding will be added to this project to create a total project budget of \$421,280.

Recommendation

Staff recommends Commission approval to accept an FDOT grant (FM 438442-2-94-01) for security improvements at Kissimmee Gateway Airport and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: City Manager

Presenter:

Attachment(s):

1. 438442-2-94-01 PTGA to Sponsor

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 November 3, 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 December 1, 2020.

Recommendation

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

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

Presenter: MIKE STEIGERWALD

Attachment(s):

1. Appointments by Seat 11-17-2020