



**COMMISSION AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD AT THE
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JANUARY 5, 2021
6:00 PM**

**PUBLIC ACCESS AND PARTICIPATION AVAILABLE IN-PERSON* OR VIA
COMMUNICATIONS MEDIA TECHNOLOGY (CMT) INSTRUCTIONS AT
WWW.KISSIMMEERESPONDS.COM/PUBLICMEETINGS**

IN-PERSON ACCESS LIMITED TO SOCIALLY DISTANCED OCCUPANCY LOAD

**TO SEND PUBLIC COMMENT PRIOR TO THE MEETING SEND TO
CITYCLERKEMAIL@KISSIMMEE.ORG
OR CALL 407-518-2308 FOR ASSISTANCE**

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 EMPLOYEE OF THE MONTH FOR JANUARY

The City Commission and the City Manager will recognize Brenda Ryan, Development Services, as January's Employee of the Month.

3.B 2020 EMPLOYEE OF THE YEAR

Recognition of the 2020 Employees of the Month Recipients and the 2020 Employee of the Year announcement.

3.C SERVICE AWARDS FOR OCTOBER, NOVEMBER AND DECEMBER 2020

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

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A PUBLIC HEARING - SECOND AND FINAL READING - AMENDING GENERAL PENSION DEFINITIONS, BENEFITS, AND ELIGIBILITY (PROPOSED ORD # 20-23)

AN ORDINANCE OF THE CITY OF KISSIMMEE AMENDING CHAPTER 2-6, CITY EMPLOYEES, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 2-6-1, DEFINITIONS; AMENDING SECTION 2-6-6, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 2-6-7, PRE-RETIREMENT DEATH; AMENDING SECTION 2-6-10, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 2-6-15, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 2-6-28, REEMPLOYMENT AFTER RETIREMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

Request Commission approval of the Second and Final Reading of the proposed ordinance 20-23 for the General Employee's Pension Plan to incorporate new Internal Revenue Code requirements and updated Florida statutory language.

5. PUBLIC HEARINGS

6. HEAR AUDIENCE

"ANYTHING REQUIRING A VOTE WILL BE HEARD AT A LATER TIME"

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 APPROVAL OF TRAIL CONSTRUCTION AGREEMENT AND EASEMENT FOR SHINGLE CREEK REGIONAL TRAIL

Approval of Trail Construction Agreement and Easement for Shingle Creek Regional Trail at Osceola Parkway and Dyer Boulevard.

7.B APPROVAL OF LEASE BETWEEN SENATOR VICTOR M. TORRES, JR AND THE CITY OF KISSIMMEE FOR SPACE AT CITY HALL

Approval of a two-year lease between the City of Kissimmee and Senator Victor M. Torres, Jr. for office space at City Hall.

7.C RATIFICATION OF EXECUTIVE ORDERS 2020-40, 2020-41, AND 2020-42

City Commission ratification of Executive Order 2020-40 issued December 14, 2020, Executive Order 2020-41 issued December 21, 2020, and Executive Order 2020-42 issued December 28, 2020, for the extension of the Local Declaration of Emergency to January 3, 2021.

7.D CONTRACT EXTENSION AND AMENDMENT FOR STORMWATER MONITORING MAINTENANCE AND DATA COLLECTION SERVICE

Approval of contract extension and amendment for stormwater monitoring maintenance and data collection service with YSI Incorporated for one year with an amended cost in an amount not to exceed \$241,797.

7.E AWARD CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE CHURCH STREET IMPROVEMENT PROJECT TO DRMP, INC.

Approval to award the construction engineering and inspection (CEI) services contract for the Church Street Improvement project to DRMP, Inc. in the amount of \$88,006.97.

7.F BID AWARD TO SOUTHERN DEVELOPMENT & CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE CHURCH STREET IMPROVEMENT PROJECT

Approval to award the bid for the construction of the Church Street Improvement project to Southern Development & Construction, Inc., of Oviedo, Florida in the amount of \$698,777.

7.G REQUEST TO USE FUNDS FROM AIRPORT RESERVES TO COMPLETE DESIGN AND CONSTRUCTION SERVICES FOR AIRFIELD ELECTRICAL VAULT

Approval to transfer \$240 from Airport reserves to complete financial payments required for the airfield electrical vault project.

7.H DISPOSAL OF CITY ASSETS

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

7.I PURCHASE OF SIX (6) EXHAUST PROTECTION SYSTEMS

Approval to purchase six (6) No Smoke Direct Source Capture Exhaust Protection Systems from Ward Diesel Filter Systems.

7.J PROJECT TO BE CARRIED FORWARD TO FUND THE CHURCH STREET IMPROVEMENT PROJECT

Approval to carry forward \$140,016 from reimbursement funds received from Toho Water Authority (TWA) and to transfer the funds to the Church Street Improvements project.

7.K RS&H, INC. WORK ORDER NO. 1 - AMENDMENT NO. 3 TO THE CHURCH STREET IMPROVEMENT PROJECT

Approval to amend Work Order No. 1 with RS&H, Inc. in the amount of \$37,180.61 for the Church Street improvement project.

8. DISCUSSION ITEMS

8.A COMMISSION DIRECTION ON KISSIMMEE UTILITY AUTHORITY (KUA) BOARD APPOINTMENT

Request City Commission direction regarding the reappointment of Manuel Ortega to the KUA Board of Directors.

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

EMPLOYEE OF THE MONTH FOR JANUARY

Request

The City Commission and the City Manager will recognize Brenda Ryan, Development Services, as January's Employee of the Month.

Explanation

It is an honor for the City to announce the first Employee of the Month for 2021, Brenda Ryan, Planning Manager for Development Services. In the short 1 ½ years that Brenda has been with the City, she has made an impact, and favorable impression.

Brenda is an employee who brings to her job a high degree of commitment, flexibility and professional conduct. As the Manager, she provides vital support to the Planning and Zoning Division and is known as a great mentor who takes the time to explain the reasons behind the standards. She is well liked and respected by the staff and the development community.

Brenda works to achieve a balance between the City's vision and development solution – striving for positive results and good impressions. She stays on top of her game, while also being willing to lend a hand. Brenda's department appreciates the effort, experience and knowledge that she imparts – and the City would like to join in on this appreciation.

Recommendation

Ms. Ryan be honored as Employee of the Month.

REQUESTED CITY COMMISSION ACTION:

No Action

Department: Human Resources & Risk Management

Presenter: MIKE STEIGERWALD

Attachment(s):

None

ITEM 3.B

2020 EMPLOYEE OF THE YEAR

Request

Recognition of the 2020 Employees of the Month Recipients and the 2020 Employee of the Year announcement.

Explanation

January	Peter Arroyo	Development Services
February	Fatima Zapata	City Attorney
March	Javier Romero	Public Works & Engineering
April	Madison-Lee Clancy	Parks & Recreation
May	Chris Alessandri	Development Services
June	Mignel Rivera	Police
July	Tameara Crespo	City Attorney
August	Eric Gentry	Fire
September	Mirta Rosa	Public Works & Engineering
October	Kevin Campbell	Information Technology
November	Pat Fisher	Development Services
December	Joe Walk	Finance

Recommendation

City Commission and City Manager honor the 2020 Employee of the Year.

REQUESTED CITY COMMISSION ACTION:

No Action

Department: Human Resources & Risk Management

Presenter: MIKE STEIGERWALD

Attachment(s):

None

ITEM 3.C

SERVICE AWARDS FOR OCTOBER, NOVEMBER AND DECEMBER 2020

Request

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

Explanation

Five	Brandon Baker	Public Works & Engineering
	Matthew Carrick	Fire
	Steven Cole	Fire
	Phil Ewald	Fire
	Daniel Gatlin	Parks & Recreation
	Amy Ortiz	Parks & Recreation
	Chris Richards	Fire
	Jose Rivera	Parks & Recreation
	Jose Santiago	Parks & Recreation
	Ian Wooten	Fire
Ten	Frank Dorville	Parks & Recreation
	Kerrie Hall	Human Resources
	Brandon Illgen	Police
	David Pabon	Fire
Fifteen	Nagel Altrui Delestre	Public Works & Engineering
	Veronica Correa	Police
	Lee DiCamillo	Public Works & Engineering
	Justin Kennard	Fire
	Jeinly Ortiz	Police
	Royce Schoby	Fire
Twenty	Ken Boro	Fire
	Pat Fisher	Development Services
Thirty Five	Sandra Pereira	Finance
	Steve Ritenour	Fire

Recommendation

Recognize these employees for their years of service.

REQUESTED CITY COMMISSION ACTION:

No Action

Department: Human Resources & Risk Management

Presenter: MIKE STEIGERWALD

Attachment(s):

None

ITEM 4.A

PUBLIC HEARING - SECOND AND FINAL READING - AMENDING GENERAL PENSION DEFINITIONS, BENEFITS, AND ELIGIBILITY (PROPOSED ORD # 20-23)

AN ORDINANCE OF THE CITY OF KISSIMMEE AMENDING CHAPTER 2-6, CITY EMPLOYEES, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 2-6-1, DEFINITIONS; AMENDING SECTION 2-6-6, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 2-6-7, PRE-RETIREMENT DEATH; AMENDING SECTION 2-6-10, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 2-6-15, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 2-6-28, REEMPLOYMENT AFTER RETIREMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

Request

Request Commission approval of the Second and Final Reading of the proposed ordinance 20-23 for the General Employee's Pension Plan to incorporate new Internal Revenue Code requirements and updated Florida statutory language.

Explanation

This request involves an update of the City's General Employees Retirement Plan to incorporate revisions to the ensure compliance with the Florida Statutes and U.S. Internal Revenue Code by updating the following sections of the City Code of Ordinances:

1. Section 2-6-1, Definitions - Amending the definition of "actuarial equivalent" in accordance with revised Florida statutes.
2. Section 2-6-6, Benefit Amounts and Eligibility - Revising the required distribution age from 70 1/2 to 72 in accordance with revised IRS regulations.
3. Section 2-6-28, Reemployment After Retirement - Amending the age at which employees may be reemployed from 62 to 59 1/2 in accordance with revised IRS rules.

The Pension Plan's Actuary has submitted the attached letter indicating that these changes will not have an actuarial impact to the retirement plan.

The General Employees' Pension Board of Trustees voted to recommend approval of this ordinance at their meeting on November 19, 2020.

Recommendation

Staff requests approval of the Second and Final Reading of the proposed ordinance 20-23.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Human Resources & Risk Management

City of Kissimmee

Presenter: ROXANE WALTON

Attachment(s):

1. GEN 10-07-20.ord Rev 11-19-20
2. Kissimmee General Employees - Impact Letter 11-18-2020
3. Proposed Ord 20-23 General Employees Pension (01-05-2021)

ITEM 7.A

APPROVAL OF TRAIL CONSTRUCTION AGREEMENT AND EASEMENT FOR SHINGLE CREEK REGIONAL TRAIL

Request

Approval of Trail Construction Agreement and Easement for Shingle Creek Regional Trail at Osceola Parkway and Dyer Boulevard.

Explanation

The City's Land Development code requires owners to construct sidewalks when developing commercial properties. A segment of the Shingle Creek Regional Trail was programmed to be built adjacent to where the Owners would be constructing their sidewalk. Rather than building a trail next to a sidewalk, the parties decided to combine efforts and the Owner built the trail on behalf of the City. In exchange, the City will pay the Owner for the soft costs of construction and provide mobility fee credits for 70% of the costs associated with the construction of the Trail, over and above what they would have paid in constructing a sidewalk.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1116-50-5070-572-5006393	RI2102	Decrease	\$200,000	\$17,926
0001-05-0510-514-5003434	N/A	Decrease	\$52,819	\$9,528

Financial Summary:

Funds are available in the Recreation Impact Fee project (RI2102) as well as the City Attorney's other contract services to cover these costs.

Recommendation

Staff recommends approval of construction agreement and easement for Shingle Creek Regional Trail at Osceola Parkway and Dyer Boulevard.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter:

Attachment(s):

1. Shingle Creek Osc. Pkwy Construction and Easment Agreement.
2. Shingle Creek Trail Easement. Osc. Parkway

ITEM 7.B**APPROVAL OF LEASE BETWEEN SENATOR VICTOR M. TORRES, JR AND THE CITY OF KISSIMMEE FOR SPACE AT CITY HALL****Request**

Approval of a two-year lease between the City of Kissimmee and Senator Victor M. Torres, Jr. for office space at City Hall.

Explanation

Senator Victor M. Torres, Jr. was re-elected to the Florida State Senate in 2020. Senator Torres leased space in City Hall during his previous term and has requested to continue to utilize the office space for his next term. The new lease term will expire on November 30, 2022 and will continue at the same monthly amount of \$600.

Recommendation

Staff recommends approval of the lease.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. Lease for City Hall Space - Senator Victor M. Torres, Jr.

ITEM 7.C

RATIFICATION OF EXECUTIVE ORDERS 2020-40, 2020-41, AND 2020-42

Request

City Commission ratification of Executive Order 2020-40 issued December 14, 2020, Executive Order 2020-41 issued December 21, 2020, and Executive Order 2020-42 issued December 28, 2020, for the extension of the Local Declaration of Emergency to January 3, 2021.

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 2020-40, 2020-41, and 2020-42 extend the original order through January 3, 2021.

Recommendation

Ratification of Executive Orders extending the State of Emergency.

REQUESTED CITY COMMISSION ACTION:

Adopt
Approve

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):

1. 2020-40 Executive Order 2020-40 Extension of Local State of Emergency Declaration (Expires December 20 2020)
2. Ratification of Emergency Proclamation 2020-40 (Expires December 20 2020)
3. 2020-41 Executive Order 2020-41 Extension of Local State of Emergency Declaration (Expires December 27 2020)
4. Ratification of Emergency Proclamation 2020-41 (Expires December 27 2020)
5. 2020-42 Executive Order 2020-42 Extension of Local State of Emergency Declaration (Expires January 3 2021)
6. Ratification of Emergency Proclamation 2020-42 (Expires January 3 2021)

ITEM 7.D

CONTRACT EXTENSION AND AMENDMENT FOR STORMWATER MONITORING MAINTENANCE AND DATA COLLECTION SERVICE

Request

Approval of contract extension and amendment for stormwater monitoring maintenance and data collection service with YSI Incorporated for one year with an amended cost in an amount not to exceed \$241,797.

Explanation

On November 19, 2019, the City Commission approved a one-year extension with an amended cost of an amount not to exceed \$237,931.33 for the monitoring maintenance and data collection service with YSI Incorporated. In order to continue receiving these critical services, staff is requesting the City Commission approve a second and final one-year extension as allowed per the contract. The new extension of the contract will increase the amount to \$241,797.00 due to an increase in their rate for services. The Stormwater Utility Fund will cover the entire cost of this contract.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4409-45-4520-538-5003434	N/A	Decrease	\$277,194.83	\$241,797.00

Financial Summary:

Adequate funds are available in the fiscal year 2021 budget to cover this cost.

Recommendation

Staff recommends approval of a contract extension and amendment for stormwater monitoring maintenance and data collection service with YSI Incorporated for one year with an amended cost of an amount not to exceed \$241,797.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

City of Kissimmee

Presenter:

Attachment(s):

1. COK Letter of Continuance for 20-21 Signed
2. YSI Sign Contract
3. Monitoring Service WO Oct. 2020 -Sep. 2021 (Signed)1
4. APPENDIX E rev - Proposal Schedule Oct2020-Sep2021 - RevA110520

ITEM 7.E

AWARD CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE CHURCH STREET IMPROVEMENT PROJECT TO DRMP, INC.

Request

Approval to award the construction engineering and inspection (CEI) services contract for the Church Street Improvement project to DRMP, Inc. in the amount of \$88,006.97.

Explanation

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

The City has selected DRMP, Inc. as the CEI consultant at a cost of \$88,006.97.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4520-541-5006393	ST2021	Decrease	\$454,135.00	\$88,006.97

Financial Summary:

Adequate funds are available in the fiscal year 2021 budget to cover this cost.

Recommendation

Staff recommends approval of the contract with DRMP, Inc. in the amount of \$88,006.97 to provide CEI services for the Church Street Improvement project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

City of Kissimmee

1. DRMP- Continuing Surveying Services Agreement
2. CEI Manpower Est (Kissimmee CSC - TWO 03) - Church St REV
3. Work Order

ITEM 7.F

BID AWARD TO SOUTHERN DEVELOPMENT & CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE CHURCH STREET IMPROVEMENT PROJECT

Request

Approval to award the bid for the construction of the Church Street Improvement project to Southern Development & Construction, Inc., of Oviedo, Florida in the amount of \$698,777.

Explanation

The project consists of the pavement resurfacing, construction of sidewalks, curb and gutter, Americans with Disabilities Act (ADA) enhancements, intersection improvements, drainage improvements, and parking improvements to change the rear-in angled parking to front-in angled parking on Church Street from Main Street to West Mabbette Street. The project will be administered by the City of Kissimmee. The Church Street Improvement project is funded by the City using monies from the Downtown Community Redevelopment Agency (CRA) and Local Option Sales Tax funds.

Four (4) contractors submitted bids for the construction of the Church Street Improvement project. Bids were opened on November 10, 2020 at 2:30 pm EST with the following results:

- Southern Development & Construction - Oviedo, FL \$ 698,777.00
- Hubbard Construction - Winter Park, FL \$ 729,766.29
- Atlantic Civil - Orlando, FL \$ 823,348.10
- JR Davis - Kissimmee, FL \$1,995,044.77

Staff is recommending the contract be awarded to Southern Development & Construction since this is the lowest qualified bid.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4520-541-5006393	ST2021	Decrease	\$454,135	\$214,277
1107-10-1050-559-5006393	CR2003	Decrease	\$484,500	\$484,500

Financial Summary:

Adequate funds are available in the fiscal year 2021 budget to cover the cost of these improvements.

Recommendation

Staff recommends the City Commission award the Church Street Improvement project construction to Southern Development & Construction, Inc., of Oviedo, Florida in the amount of \$698,777.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. Church Street Bond
2. COI GL_Auto_Umbrella thru 4.20.21
3. COI SDC Workers Comp thru 4.20.21
4. Construction Contract - Church Street Improvement Signed by SDC

ITEM 7.G

REQUEST TO USE FUNDS FROM AIRPORT RESERVES TO COMPLETE DESIGN AND CONSTRUCTION SERVICES FOR AIRFIELD ELECTRICAL VAULT

Request

Approval to transfer \$240 from Airport reserves to complete financial payments required for the airfield electrical vault project.

Explanation

On October 20, 2020, the City Commission approved a service agreement with AVCON, Inc. to provide engineering services and a construction agreement with Gomez Construction as the contractor for the new airfield electrical vault construction. Per Federal Aviation Administration (FAA) regulations, each engineering agreement (AVCON) must undergo an independent fee review by a third party to analyze the proposed costs. This was conducted and resulted in an additional cost above the previously approved financial amounts for the project. Funds will initially come from Airport reserves. However, these costs will ultimately be reimbursed by the FAA at 100% under this project (AP2003).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4461-70-7010-542-5009276	N/A	Decrease	\$240	
4418-70-7010-542-5006393	AP2003	Increase	\$240	

Financial Summary:

The monies from reserves will be transferred to the Airport grant fund (4418).

Recommendation

Staff recommends Commission approval to transfer funds from Airport reserves to the airfield electrical vault project in the amount of \$240 and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

Attachment(s):
None

ITEM 7.H
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, junked, or lost 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.

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 COK01'21

ITEM 7.I

PURCHASE OF SIX (6) EXHAUST PROTECTION SYSTEMS

Request

Approval to purchase six (6) No Smoke Direct Source Capture Exhaust Protection Systems from Ward Diesel Filter Systems.

Explanation

Staff requests approval to purchase six (6) No Smoke Direct Source Capture Exhaust Protection Systems from Ward Diesel Filter Systems (dba Beecher Emissions Technologies). These devices are apparatus-mounted filters that provide complete protection from harmful diesel exhaust no matter where the vehicles are located. They have been approved in the FY21 Capital Budget. Ward Diesel Filter Systems is a sole/single source provider. One filter will be purchased using project FD2131 for \$8,739.06 and five filters will be purchased using project FD2146 for \$43,695.30 for a total cost of \$52,434.36.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-35-3520-522-5006495	FD2131	Decrease	\$9,000.00	\$8,739.06
0001-35-3520-522-5006495	FD2146	Decrease	\$45,000.00	\$43,695.30

Financial Summary:

Adequate funds are available in the fiscal year 2021 budget for these purchases.

Recommendation

Staff recommends approval to purchase six (6) No Smoke Direct Source Capture Exhaust Protection Systems for \$52,434.36 from Ward Diesel Filter Systems.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire
Presenter:

City of Kissimmee

Attachment(s):

1. Ward Diesel Quote \$52,434.36
2. Ward Sole Source Letter

ITEM 7.J

PROJECT TO BE CARRIED FORWARD TO FUND THE CHURCH STREET IMPROVEMENT PROJECT

Request

Approval to carry forward \$140,016 from reimbursement funds received from Toho Water Authority (TWA) and to transfer the funds to the Church Street Improvements project.

Explanation

In 2018, the City entered into an interlocal agreement with Toho Water Authority (TWA) for the reimbursement of costs associated with the Carroll/Dyer Road project. After the end of FY 2020, the City billed TWA \$140,016 for these costs and credited the monies back to the Carroll/Dyer project. Since this did not occur prior to the end of the previous year, this amount was not included in the year end carry forward process. Therefore, staff is requesting to carry forward funds totaling \$140,016 for this project and ultimately transfer the remaining budget to the Church Street Improvements project since the Carroll/Dyer project has been completed.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4520-541-5006393	ST2018	Increase	\$140,016	

Financial Summary:

Funds have been received from TWA and will be added to this project and ultimately transferred to the Church Street Parking project.

Recommendation

Staff recommends Commission approval to carry forward \$140,016 resulting from the reimbursement of costs from the TOHO Water Authority for the Carroll Street/Dyer project (ST2018) and to then transfer the funds to the Church Street Improvements project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

City of Kissimmee

Presenter:

Attachment(s):

1. Interlocal Agreement Carroll St Widening - RECORDED

ITEM 7.K

RS&H, INC. WORK ORDER NO. 1 - AMENDMENT NO. 3 TO THE CHURCH STREET IMPROVEMENT PROJECT

Request

Approval to amend Work Order No. 1 with RS&H, Inc. in the amount of \$37,180.61 for the Church Street improvement project.

Explanation

On August 14, 2018, the City entered into an Architectural/Engineering Continuing Services Agreement with RS&H, Inc. to provide engineering services. On February 19, 2019, the City authorized Work Order No. 1 in the amount of \$81,629.78 to RS&H, Inc. to provide surveying, civil engineering, and plans production necessary to develop construction documents for pavement resurfacing, sidewalk and Americans with Disabilities Act (ADA) enhancements, intersection improvements, drainage improvements, and parking improvements to change the rear-in angled parking to front-in angled parking on Church Street from Main Street to West Mabbette Street.

On December 3, 2019, the City authorized Work Order No. 1 – Amendment No. 1, in the amount of \$33,808.71 bringing the contract total to \$115,438.49.

On August 4, 2020 the City authorized Amendment No. 2 for \$49,964.54 to provide additional design services for added sidewalk, driveways, and curb replacements where impacted by proposed lighting conduit installation.

This Amendment No. 3 for \$37,180.61 will provide post design services to include the following: a pre-construction meeting, field visits, shop drawing reviews, request for information (RFI) responses, Engineer's review of contractor record drawings of as-built conditions and plans revision as directed by the City.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1105-45-4520-541-5006393	ST2021	Decrease	\$454,135.00	\$37,180.61

Financial Summary:

Adequate funds are available in the Church Street improvement project to cover these additional costs.

Recommendation

Staff recommends approval to amend Work Order No. 1 with RS&H, Inc. in the amount of \$37,180.61 for the Church Street improvement project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. Church Street Parking Improvement - Work Order
2. ChurchStreetPostDesignFeeEstimate_08-14-2020

ITEM 8.A

COMMISSION DIRECTION ON KISSIMMEE UTILITY AUTHORITY (KUA) BOARD APPOINTMENT

Request

Request City Commission direction regarding the reappointment of Manuel Ortega to the KUA Board of Directors.

Explanation

Kissimmee Utility Authority (KUA) Board member Manuel Ortega's term is due to expire September 30, 2021. The recruitment process takes several months to complete and the KUA Board is requesting direction from the City Commission on whether to reappoint Mr. Ortega. The process includes advertisements, application review, and candidate interviews by both the KUA Board and the City Commission.

A letter provided by Brian Horton, President & General Manager of the Kissimmee Utility Authority is attached. The letter states Mr. Ortega is an incumbent board member who is eligible for reappointment. Previously the City Commission has allowed for the reappointment of veteran board members who have been serving as valuable and productive members of the board.

Staff is requesting Commission direction on whether to reappoint Manuel Ortega or to open the application process and interview candidates before making a decision on an appointment or reappointment.

Recommendation

Staff requests Commission direction.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint
Commission Direction

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):

1. KUA Brian Horton Letter (Ortega)