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, FEBRUARY 2, 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 INTRODUCTION OF NEW TUPPERWARE BRANDS CEO

Introduction of new Tupperware Brands Corporation Chief Executive Officer Miguel Fernandez.

3.B CORONAVIRUS RELIEF FUND PROGRAM UPDATE

To provide an update on the Coronavirus Relief Fund Program.

3.C SWEARING IN CEREMONY FOR NEWLY PROMOTED FIRE LIEUTENANT AND ENGINEER

Staff requests that Royce Schoby and Logan Broberg be sworn in to their newly appointed positions in the Fire Department.

3.D EMPLOYEE OF THE MONTH FOR FEBRUARY

That the City Commission join the City Manager in recognizing Frances DeJesus, Development Services, as February's Employee of the Month.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A PUBLIC HEARING - SECOND & FINAL READING - LAND USE PLAN AMENDMENT, LARGE SCALE: SHINGLE CREEK RESERVE, DRC#20-00075 (INST TO MF-MDR) - PROPOSED ORDINANCE NO. 20-19

AN ORDINANCE AMENDING ORDINANCE NO. 3018 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Approval of a Large Scale Land Use Map Amendment from INST (Institutional) to MF-MDR (Multi-Family Medium Density Residential) on 22.34 acres of land.

4.B PUBLIC HEARING - FINAL READING - ZONING MAP AMENDMENT: SHINGLE CREEK RESERVE, DRC#20-00074 (MUPUD TO RC-1) - PROPOSED ORDINANCE NO. 20-18

AN ORDINANCE AMENDING ORDINANCE NO. 3034 KNOWN AS THE CITY OF KISSIMMEE LAND DEVELOPMENT CODE, REZONING THE PROPERTY HEREINAFTER DESCRIBED, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

Approval of a Zoning Map Amendment from MUPUD (Mixed Use Planned Unit Development) to RC-1 (Multi-Family Medium Density Residential) on 22.34 acres of land.

5. PUBLIC HEARINGS

5.A PUBLIC HEARING - SUBSTANTIAL AMENDMENT TO THE CITY OF KISSIMMEE 2018 AND 2019 CDBG ANNUAL ACTION PLANS

Approval of the City of Kissimmee Substantial Amendment to the 2018 and 2019 CDBG Annual Action Plans.

***** CITY COMMISSION MEETING IS RECESSED AS THE CITY COMMISSION AND WILL RECONVENE AS THE CRA BOARD *****

5.B PUBLIC HEARING - JOINT RESOLUTION BETWEEN THE CITY OF KISSIMMEE AND DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY (CRA) TO AMEND THE 2020 DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT PLAN UPDATE TO INCLUDE THE MIXED USE DOWNTOWN KISSIMMEE (MU-D) LAND USE SUB-AREAS MAP

Requesting the CRA Board approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map.

***** CITY COMMISSION IS ADJOURNED AS THE CRA BOARD AND WILL RECONVENE AS THE CITY COMMISSION *****

5.C PUBLIC HEARING - JOINT RESOLUTION BETWEEN THE CITY OF KISSIMMEE AND DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY (CRA) TO AMEND THE 2020 DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT PLAN UPDATE TO INCLUDE THE MIXED USE DOWNTOWN KISSIMMEE (MU-D) LAND USE SUB-AREAS MAP

Requesting the City Commission approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map.

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 COMMISSION MINUTES APPROVAL

Request Commission approval of the January 5, 2021 and January 15, 2021 Commission Minutes.

7.B PURCHASE OF A GRADALL HYDRAULIC EXCAVATOR REPLACEMENT

Approval to purchase a replacement Gradall Hydraulic Excavator from Great Southern Equipment Company in the amount of $463,852.

7.C SUBMIT AND ACCEPT A 2021 LAND AND WATER CONSERVATION FUND PROGRAM (LWCF) GRANT FOR LANCASTER RANCH PARK

Approval to submit and accept a 2021 Land and Water Conservation Fund Program (LWCF) grant in the amount of $1,000,000 to support the construction of Lancaster Ranch Park.

7.D RESOLUTION TO SUPPLEMENT THE DEFINITION OF "INITIAL PROJECT" FOR THE SERIES 2016 BONDS

Approval of a Resolution to supplement the definition of "Initial Project" for the Series 2016 Bonds.

7.E BUDGET ADJUSTMENT FOR THE POLICE SPECIAL OPERATIONS DIVISION'S OVERTIME ACCOUNT

Approval to amend the Police Department's Special Operations division's overtime account in the amount of $6,432 to account for the reimbursement of overtime incurred as part of the High Intensity Drug Trafficking Area (HIDTA) Task Force.

7.F AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICE AGREEMENT WITH AMHERST CONSULTING COMPANY, LLC FOR AIRPORT SECURITY IMPROVEMENTS CONSTRUCTION PROJECT

Approval of Amendment No. 1 to the Professional Service Agreement dated December 19, 2017, and Task Authorization No. 1 dated June 5 2018, between the City of Kissimmee and Amherst Consulting Company for the Airport security improvements construction project.

7.G AUTHORIZATION TO TRANSFER FUNDS TO THE UTILITY RELOCATION PROJECT

Approval to transfer funds into the Utility Relocation project (CM1710) from the sale of the Hansel Property.

7.H AWARD ACCESS CONTROL SYSTEM CONSTRUCTION CONTRACT FOR AIRPORT SECURITY AND NOTICE TO PROCEED TO MILLER ELECTRIC COMPANY FOR THE AIRPORT SECURITY IMPROVEMENTS PROJECT

Approval to award an access control system construction contract and authorize staff to issue a Notice to Proceed to Miller Electric Co. for the Airport security improvements project.

7.I 2020/21 EMS COUNTY AWARDS GRANT

Approval of the acceptance of an EMS County Awards grant, the utilization of the funds as outlined below, and the establishment of grant accounts for these purchases.

7.J CHANGE ORDER NO. 1 FOR THE EMORY CANAL TRAIL NORTH PROJECT

Approval of Change Order No. 1 to extend the contract time for the Emory Canal Trail North project by 30 days, to increase the contract amount of $794,518 by $45,931.57 and to amend the budget for a transfer from the Local Option Sales Tax Fund as well as funding that will be provided by Toho Water Authority (TWA).

7.K CHANGE ORDER NO. 1 TO ADJUST THE CONTRACT TIME AND PRICE FOR THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT

Approval of Change Order No.1 to extend the contract time by 60 days and increase the contract amount by $71,248.77 for costs associated with actual material usage and additional Americans with Disabilities Act (ADA) improvements for the Mabbette Street sidewalk improvement project.

7.L PORTABLE RADIO PURCHASE FROM MOTOROLA SOLUTIONS INC.

Approval to purchase portable radios for the Police Department from Motorola Solutions Inc. for a total cost of $51,198.12.

7.M DISPOSAL OF CITY ASSETS

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

7.N RATIFICATION OF EXECUTIVE ORDERS 2020-45 AND 2021-01

City Commission ratification of Executive Order 2020-45 issued January 17, 2021 and Executive Order 2021-01 issued January 25, 2021 for the extension of the Local Declaration of Emergency to January 31, 2021.

8. DISCUSSION ITEMS

8.A DISCUSSION ON CITY OF KISSIMMEE RE-OPENING GUIDE FOR INDOOR EVENT RENTALS

City Commission direction regarding re-opening plans with customized, comprehensive measures designed for the health and safety of our employees, customers and guests.

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
INTRODUCTION OF NEW TUPPERWARE BRANDS CEO

Request

Introduction of new Tupperware Brands Corporation Chief Executive Officer Miguel Fernandez.

Explanation

Tupperware Brands Corporation. was originally founded in 1946 as The Tupperware Company, in South Grafton, Massachusetts, by Earl Tupper. In 1951, Mr. Tupper and his wife moved the company's headquarters to Kissimmee, where they had purchased 1,000 acres of land.

In 1958, Tupper sold The Tupperware Company, but its corporate headquarters remained in Kissimmee. In December 2005, Tupperware Corporation changed its name to Tupperware Brands Corporation, to reflect the company's increasing product diversity.

In April 2020, the company appointed Mr. Miguel Fernandez as its new Chief Executive Officer.

Department: City Manager
Presenter: BELINDA KIRKEGARD

Attachment(s):
None

ITEM 3.B
CORONAVIRUS RELIEF FUND PROGRAM UPDATE

Request

To provide an update on the Coronavirus Relief Fund Program.

Explanation

In March 2020, the Florida Housing Finance Corporation (FHFC) was awarded funding through the Coronavirus Relief Funds (CRF), of which $120 million was designated to be administered through the State Housing Initiative Partnerships (SHIP) infrastructure. This meant that local governments in Florida received an allocation of funds in order to implement SHIP eligible programs in their communities.

The City received a total allocation of $1,190,478 to provide housing assistance payments to households experiencing a financial hardship due to either unemployment and underemployment associated with COVID 19. With the funding received from the FHFC the City assisted 265 households by making direct payments to the landlords/mortgage companies for a period covering up to 10 months (March through December 2020). An additional 12 households were assisted with the Security Deposit & First Month Rent Assistance program. Households who needed assistance to pay for past due utility payments or rental and utility deposits, were also able to receive additional assistance.

At the end, after implementing the program for three months, the City spent all of its allocation. Of that amount, most of the funds were used directly for the program with 6.2% used to cover administrative costs.

The implementation of the program was a team effort made up of staff from the Development Services, Parks and Recreation, and Finance departments, as well as the Osceola Council on Aging and the Chamber of Commerce Foundation.

Department: Development Services
Presenter: FRANCES DEJESUS

Attachment(s):

1. CRF Presentation_2021.1.18 2.0

ITEM 3.C
SWEARING IN CEREMONY FOR NEWLY PROMOTED FIRE LIEUTENANT AND ENGINEER

Request

Staff requests that Royce Schoby and Logan Broberg be sworn in to their newly appointed positions in the Fire Department.

Explanation

On February 1, 2021 Royce Schoby was promoted to the position of Lieutenant. This vacancy was created by the retirement of Steve Ritenour.

On February 1, 2021 Logan Broberg was promoted to the position of Engineer. This vacancy was created by the promotion of Royce Schoby.

Department: Fire
Presenter: Jim Walls

Attachment(s):
None

ITEM 3.D
EMPLOYEE OF THE MONTH FOR FEBRUARY

Request

That the City Commission join the City Manager in recognizing Frances DeJesus, Development Services, as February's Employee of the Month.

Explanation

It is a pleasure for the City to announce the Employee of the month for February, **Frances DeJesus,** Housing & Community Development Coordinator for Development Services. Frances hit the ground running when she joined the Department a little over 3 years ago, substantially improving the administration and management of the community development and housing grant programs.

Most recently, Frances implemented and oversaw multiple rental/mortgage assistance programs to assist residents, and two business assistance programs for those affected by COVID-19. These programs involved coordinating the Planning Department, Parks and Recreation Department and two outside agencies: Osceola Council on Aging, and the Kissimmee/Osceola County Chamber of Commerce. With Frances' guidance, over $1.2 million dollars in rental/mortgage assistance has been provided to more than 400 households, and $58,000 was provided to 18 businesses.

Frances' unwavering dedication to making the City and community a better place is enthusiastic and impressive. She puts in whatever hours are necessary to get the job done. Her job requires traits of kindness and empathy which she genuinely and authentically displays. Frances works with each family with a level of respect and dignity. For this, and all that she gives, the City would like to recognize her.

Department: Human Resources & Risk Management
Presenter: MIKE STEIGERWALD

Attachment(s):
None

ITEM 4.A
PUBLIC HEARING - SECOND & FINAL READING - LAND USE PLAN AMENDMENT, LARGE SCALE: SHINGLE CREEK RESERVE, DRC#20-00075 (INST to MF-MDR) - PROPOSED ORDINANCE NO. 20-19

AN ORDINANCE AMENDING ORDINANCE NO. 3018 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Request

Approval of a Large Scale Land Use Map Amendment from INST (Institutional) to MF-MDR (Multi-Family Medium Density Residential) on 22.34 acres of land.

Explanation

Approval of a Large Scale Land Use Map Amendment from INST (Institutional) to MF-MDR (Multi-Family Medium Density Residential) for approximately 22.34 acres of land. The Institutional Future Land Use designation was intended to previously support an age restricted adult congregate living facility with ancillary uses such as administrative and health facilities (DRC#12-0045). This land use amendment will accommodate multi-family residential development with a density between 10-20 dwelling units per acre. The designation is compatible with the adjacent Multi-Family High Density (MF-HDR) Future Land Use designation established north of the property for similar multi-family development.

Staff has received letters and e-mails from nearby property owners. Correspondence received prior to the final agenda publication is included with the supporting attachments. Improvements and conditions to mitigate the adverse impacts of concern to neighboring property owners will be addressed with the subsequent development review process and is subject to applicable local, state, and federal permitting requirements and standards.

FINDINGS AND REASONS:
1. Compliance with Comprehensive Plan Future Land Use Policy 1.2.1.3, Multi-Family Medium Density Residential (MF-MDR), that is intended to accommodate multiple family structures.
2. Compliance with Comprehensive Plan Transportation Element Policies 2.1.1.7 (F) and 2.2.1.3 as the City of Kissimmee is considered a Transportation Concurrency Exception Area (TCEA). Roads outside of this area, such as S. John Young Parkway, are subject to Florida Department of Transportation (FDOT) and Osceola County review and approval prior to any access authorization.

Recommendation

Development Review Committee (DRC) recommended approval on August 11, 2020.

Planning Advisory Board recommended approval by a vote of 4-0 on September 16, 2020.

The City Commission approved the First Reading on October 20, 2020.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter: BRENDA RYAN

Attachment(s):

1. 20-00075 Vicinity Map
2. 20-00075 Aerial Map
3. 20-00075 Site Data Tables
4. 20-00075 Proposed Ord. 20-19
5. 20-00075 State Agency Comments
6. 20-00075 Public Comments
7. 20-00075 City Commission Ad
8. 20-00075 Commission Action Summary Oct. 20 2020
9. 20-00075 Sept. 16 2020 PAB Minutes
10. 20-00075 DRC Comments
11. 20-00075 DRC Application

ITEM 4.B
PUBLIC HEARING - FINAL READING - ZONING MAP AMENDMENT: SHINGLE CREEK RESERVE, DRC#20-00074 (MUPUD to RC-1) - PROPOSED ORDINANCE NO. 20-18

AN ORDINANCE AMENDING ORDINANCE NO. 3034 KNOWN AS THE CITY OF KISSIMMEE LAND DEVELOPMENT CODE, REZONING THE PROPERTY HEREINAFTER DESCRIBED, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

Request

Approval of a Zoning Map Amendment from MUPUD (Mixed Use Planned Unit Development) to RC-1 (Multi-Family Medium Density Residential) on 22.34 acres of land.

Explanation

Approval of a zoning map amendment from MUPUD (Mixed Use Planned Unit Development) to RC-1(Multi-Family Medium Density Residential) on 22.34 acres of land. The Shingle Creek Adult Congregate Living Facility (ACLF) MUPUD (DRC#12-0045) included a maximum of 450 age-restricted units and ancillary administrative and health facilities with a maximum of 4 stories. The proposed RC-1 zoning can accommodate multi-family uses with a maximum of 4 stories and a maximum density of 20 dwelling units per acre or 447 units. Additional information pertaining to development standards are included in the Site Data Tables with the supporting attachments.

The property is adjacent to Shingle Creek and Thacker Lagoon to the north and east and single family detached homes to the south. Within the vicinity, multi-family uses have been approved within the Osceola Village Center MUPUD (DRC#19-0054) north of Shingle Creek. The proposed zoning map amendment is consistent and compatible with adjacent uses, the previously approved density of the ACLF, and the density of the proposed Multi-Family Medium Density Residential (MF-MDR) Future Land Use designation (DRC#20-0075).

Staff has received letters and e-mails from nearby property owners. Correspondence received prior to the final agenda publication is included with the supporting attachments. Improvements and conditions to mitigate adverse impacts of concern to nearby residents will be addressed with the subsequent development review process and is subject to applicable local, state, and federal permitting requirements and standards.

<u>FINDINGS AND REASONS</u>:
1. Compliance with the intent of the RC-1 zoning district as outlined in Section 14-2-24(A) of the Land Development Code.
2. Compliance with the allowable uses as outlined in Section 14-2-24(B) as multiple family housing developments are consistent and compatible along this segment of N. John Young Parkway and the surrounding area.
3. Compliance with the site design regulations such as lot size, lot area, setbacks, building separation, height, frontage, lot coverage, and other general standards such as internal circulation, access and other conditions as outlined in Section 14-2-24(D), 14-2-24(E), and 14-2-32(F).

4. Compliance with Comprehensive Plan Future Land Use Policy 1.2.1.3, Multi-Family Medium Density Residential (MF-MDR), that is intended to accommodate multiple family structures.

Recommendation

Development Review Committee (DRC) recommended approval on August 11, 2020.

Planning Advisory Board recommended approval by a vote of 4-0 on September 16, 2020.

CONDITION:
1. Subject to the approval of the Shingle Creek Reserve Future Land Use Amendment (DRC#20-00075).

REQUESTED CITY COMMISSION ACTION:

Approve w/Conditions

Department: Development Services
Presenter: BRENDA RYAN

Attachment(s):
1. 20-00074 Vicinity Map
2. 20-00074 Aerial Map
3. 20-00074 Site Data Tables
4. 20-00074 Proposed Ord. 20-18
5. 20-00074 Public Comments
6. 20-00074 City Commission Ad
7. 20-00074 Sept. 16 2020 PAB Minutes
8. 20-00074 DRC Comments
9. 20-00074 DRC Application

ITEM 5.A
PUBLIC HEARING - SUBSTANTIAL AMENDMENT TO THE CITY OF KISSIMMEE 2018 AND 2019 CDBG ANNUAL ACTION PLANS

Request

Approval of the City of Kissimmee Substantial Amendment to the 2018 and 2019 CDBG Annual Action Plans.

Explanation

The City of Kissimmee receives annual entitlement funds from the United States Department of Housing and Urban Development (HUD), which includes Community Development Block Grant (CDBG) funds. A five year Consolidated Plan must be developed before funds are received or expended. Each year throughout the five year plan, the City must develop an Action Plan describing how the funds will be used. Any substantial changes in funding, goals, or activities require a substantial amendment to the Consolidated Plan and/or the Annual Action Plan.

The 2018 Annual Plan includes the Hudson Street Improvement Project with an allocation of $150,000 ($48,840 for design and $101,160 for construction) and the 2019 Annual Action Plan includes the design and construction of the Rolfe Street Paving and Improvement Project with an allocation of $150,000. However, it was determined early on in the process that the City's initial estimate for the Hudson Street project was under the Engineer's Cost Estimate for the project. The revised estimate is $375,000 and is based upon the engineered construction plans. In order to accommodate the increase in the construction cost, staff proposes to:

1. Amend the 2018 Annual Action Plan to decrease the allocation for the Design portion of the project from $48,840 to $35,522 and reallocate the remaining $13,318 to the Construction portion of the Hudson Street project.

2. Delete the Rolfe Street Paving and Improvement Project and reallocate the $150,000 to the Hudson Street project.

The Public Works & Engineering Department will be responsible for obtaining any additional funding for the Hudson Street project, if needed. Also, the Department has been able to secure other funding for the Rolfe Street project.

A notice was published on December 17, 2020 giving the public reasonable notice of this change as required by the City's Citizen Participation Plan. The draft document has been available for review at the Development Services office and on the City's website.

This Substantial Amendment does not have any fiscal impact to the budget allocated for program years 2018 and 2019.

Recommendation

Staff recommends approval of the City of Kissimmee Substantial Amendment to the 2018 and 2019

Annual Action Plans.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter: FRANCES DEJESUS

Attachment(s):

1. Hudson Street and Rolfe Street Substantial Amendment - Narrative

ITEM 5.B

PUBLIC HEARING - JOINT RESOLUTION BETWEEN THE CITY OF KISSIMMEE AND DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY (CRA) TO AMEND THE 2020 DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT PLAN UPDATE TO INCLUDE THE MIXED USE DOWNTOWN KISSIMMEE (MU-D) LAND USE SUB-AREAS MAP

Request

Requesting the CRA Board approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map.

Explanation

The MU-D Land Use Sub Areas Map identifies the sub-areas in the Mixed-Use Downtown (MU-D) future land use designation, including the commercial corridors and the Downtown Transit Station Area.

This map is a component of the Downtown Kissimmee Community Redevelopment Plan that guides CRA capital investments based on the opportunities and uses envisioned for each area. Including this map in the Plan ensures that future CRA expenditures align with projects proposed in each of the investment areas.

Recommendation

Staff recommends the CRA Board approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map and recommend approval to the City Commission.

Planning Advisory Board (PAB) Recommendation: The PAB recommended approval of this item 5-0 on January 6, 2021.

REQUESTED CITY COMMISSION ACTION:

Adopt
Approve

Department: Development Services
Presenter: SAMIA SINGLETON

Attachment(s):

1. CRA Sub-Areas Map Legal Ad
2. CRA Sub-Area Map Resolution 2021
3. CRA Sub-Area Map 10.01.2020

ITEM 5.C

PUBLIC HEARING - JOINT RESOLUTION BETWEEN THE CITY OF KISSIMMEE AND DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY (CRA) TO AMEND THE 2020 DOWNTOWN KISSIMMEE COMMUNITY REDEVELOPMENT PLAN UPDATE TO INCLUDE THE MIXED USE DOWNTOWN KISSIMMEE (MU-D) LAND USE SUB-AREAS MAP

Request

Requesting the City Commission approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map.

Explanation

The MU-D Land Use Sub Areas Map identifies the sub-areas in the Mixed-Use Downtown (MU-D) future land use designation, including the commercial corridors and the Downtown Transit Station Area.

This map is a component of the Downtown Kissimmee Community Redevelopment Plan that guides CRA capital investments based on the opportunities and uses envisioned for each area. Including this map in the Plan ensures that future CRA expenditures align with projects proposed in each of the investment areas.

Recommendation

Staff recommends the City Commission approve a Joint Resolution to amend the 2020 Downtown Kissimmee Community Redevelopment Plan Update to include the Mixed Use Downtown (MU-D) Land Use Sub-Areas Map.

Planning Advisory Board (PAB) Recommendation: The PAB recommended approval of this item 5-0 on January 6, 2021.

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

Adopt
Approve

Department: Development Services
Presenter: SAMIA SINGLETON

Attachment(s):

1. CRA Sub-Areas Map Legal Ad
2. CRA Sub-Area Map Resolution 2021
3. CRA Sub-Area Map 10.01.2020

ITEM 7.A
COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the January 5, 2021 and January 15, 2021 Commission Minutes.

Explanation

Minutes of the Commission meeting held on January 5, 2021 and January 15, 2021 are attached for approval.

Recommendation

Staff recommends Commission approval.

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

Approve

Department: City Manager
Presenter: MIKE STEIGERWALD

Attachment(s):
1. Commission Minutes - January 5, 2021
2. Commission Minutes - January 15, 2021 Workshop

ITEM 7.B
PURCHASE OF A GRADALL HYDRAULIC EXCAVATOR REPLACEMENT

Request

Approval to purchase a replacement Gradall Hydraulic Excavator from Great Southern Equipment Company in the amount of $463,852.

Explanation

Gradall manufactures the only truck mounted excavator in this class of equipment. The unit is primarily used for ditch cleaning and small excavating projects. Because of its versatility, it can be used in multiple areas and for multiple projects as well. This machine will replace the Streets & Stormwater division's 17-year-old machine, a 2004 Gradall XL 4100 II.

It is available on the current Florida Sheriffs Association Contract through Great Southern Equipment Company (GSE) in Orlando under Bid FSA20-EQU18.0. GSE has served Central Florida for 60 years and provides outstanding dealer support.

Gradall uses one engine to power the lower vehicle and the upper excavator which reduces maintenance costs. The vehicle is operated remotely from the upper excavator station while work is being performed improving productivity and safety. The advanced telescopic excavator boom rotates 220° allowing complex grading and finishing.

Total cost of the machine with options is $497,681.80. GSE has offered a trade-in amount of $33,829.80 for the 2004 Gradall XL 4100 II. After the trade-in allowance, the balance will equal the project total of $463,852. This machine has over 8,000 hours of use. GSE's offer is consistent with used equipment rates. This will allow the purchase of a new machine along with two boom extension options. The trade-in machine currently has these options, the Telestick and 8' Boom Extension, which is necessary to perform work on larger canals and ponds where additional reach is needed.

The Fleet Maintenance division has reviewed the purchase to ensure compatibility and conformance to City standards. Procurement has also reviewed specifications to allow for competitive/comparative pricing.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4409-45-4550-538-5006494	SW2114	Decrease	$463,852	$463,852

Financial Summary:

Sufficient funds are available in the Stormwater Utility Fund for this purchase

Recommendation

Staff recommends approval to purchase a new Gradall Hydraulic Excavator from Great Southern Equipment Company in the amount of $463,852 to replace a 2004 Gradall.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. Florida Sheriffs Contract Bid FSA20-EQU18.0
2. Gradall-SeriesV-brochure
3. Price Sheet_Bid FSA20-EQU18.0_Excavator_40
4. Price Proposal_ City of Kissimmee_1.7.21

ITEM 7.C
SUBMIT AND ACCEPT A 2021 LAND AND WATER CONSERVATION FUND PROGRAM (LWCF) GRANT FOR LANCASTER RANCH PARK

Request

Approval to submit and accept a 2021 Land and Water Conservation Fund Program (LWCF) grant in the amount of $1,000,000 to support the construction of Lancaster Ranch Park.

Explanation

The Florida Department of Environmental Protection provides funds through the Land and Water Conservation Fund program (LWCF) for competitive grants to assist with the construction and development of recreational facilities such as the canoe/kayak launch, pavilions, playgrounds, etc. The anticipated grant is in the amount of $1,000,000 with a 100% City match required which is currently budgeted in the 2022/2023 budget year of the 5 year capital plan.

The Parks and Recreation Department is confident the City can obtain a high ranking for grant consideration as this project is in alignment with the Commission's strategic initiatives and the 5 year capital budget.

There is no financial obligation at this time. However, if the grant is awarded, the City will need to match $1,000,000 which is budgeted for Lancaster Ranch Park in the 5 year capital plan for year 2022/23.

Recommendation

Staff recommends approval to submit and accept a 2021 Land and Water Conservation Fund program (LWCF) grant for Lancaster Ranch Park and allow the City Manager to sign documents related to the proper administration of this grant.

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

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):
1. 2021 LW Conservation

ITEM 7.D
RESOLUTION TO SUPPLEMENT THE DEFINITION OF "INITIAL PROJECT" FOR THE SERIES 2016 BONDS

Request

Approval of a Resolution to supplement the definition of "Initial Project" for the Series 2016 Bonds.

Explanation

Under Resolution No. 03-2016, the 2016 Bonds were issued for the funding of capital projects such as Lakefront Park Phase 4. Now that the Lakefront project has been completed, there are other capital project improvements that require additional financing. Therefore, a change to the "Initial Project" definition is required in order to expend the remaining proceeds of the 2016 Bonds on other eligible projects.

With the change in the definition of “Initial Project” for the 2016 Bonds, monies may be expended for improvements such as providing for a traffic signal at the intersection of Dyer Boulevard and Ball Park Road as well as other municipal capital improvements for transportation and recreational facilities and other municipal purposes.

Recommendation

Staff recommends the City Commission authorize the resolution to supplement the definition of "Initial Project" for the Series 2016 Bonds to include municipal capital improvements for transportation, recreational facilities and other municipal purposes.

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

Approve

Department: Finance
Presenter:

Attachment(s):
1. Kissimmee Supplemental Resolution

ITEM 7.E
BUDGET ADJUSTMENT FOR THE POLICE SPECIAL OPERATIONS DIVISION'S OVERTIME ACCOUNT

Request

Approval to amend the Police Department's Special Operations division's overtime account in the amount of $6,432 to account for the reimbursement of overtime incurred as part of the High Intensity Drug Trafficking Area (HIDTA) Task Force.

Explanation

Members of the Police Special Operations division assigned to the Osceola County Investigative Bureau will, from time to time, participate in long-term criminal investigations into the sale of drugs that are undertaken by the federal government. During these cases, the federal government under the HIDTA Task Force will reimburse overtime expenses incurred by local law enforcement agencies.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-00-0000-369-3699000 0001-30-3060-521-5001414		Increase Increase	$6,432 $6,432	

Financial Summary:

The following reimbursement check has been received and will be deposited upon approval of the budget adjustment.

Check	Number Check	Date Amount
19653	10/21/2020	$6,431.30

Recommendation

Staff recommends approval to amend the Police Special Operations division's overtime account in the amount of $6,432 for the reimbursement of overtime incurred as part of the HIDTA Task Force.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter: JEFFREY ODELL

Attachment(s):
None

ITEM 7.F
AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICE AGREEMENT WITH AMHERST CONSULTING COMPANY, LLC FOR AIRPORT SECURITY IMPROVEMENTS CONSTRUCTION PROJECT

Request

Approval of Amendment No. 1 to the Professional Service Agreement dated December 19, 2017, and Task Authorization No. 1 dated June 5 2018, between the City of Kissimmee and Amherst Consulting Company for the Airport security improvements construction project.

Explanation

This Amendment to the Agreement provides task authorization for Amherst to coordinate and oversee Phase 1 of the Airport's security enhancements project. Specifically, Amherst shall provide construction engineering inspection services and oversight of the two (2) contractors performing the work – Gomez Construction Company and Miller Electric Company. The project will focus on improving security lighting, replacing security gates, and installing an airfield security access control system.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4418-70-7010-542-5006393	AP2103	Decrease	$421,280	$34,550

<u>Financial Summary:</u>

Portions of this project are funded by the Florida Department of Transportation (80%), and the Kissimmee Gateway Airport (20%). The total project amount is $421,280 with each agency funding the following amounts:

FDOT-PTGA (Grant #: 438442-2-94-01) - $337,024
Kissimmee Gateway Airport - $84,256

Recommendation

Staff recommends Commission approval of Amendment No. 1 to Task Authorization No. 01, of the Professional Service Agreement between the City of Kissimmee and Amherst Consulting Company dated December 19, 2017, for the Airport security enhancement construction project.

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

Approve

Department: Airport
Presenter:

Attachment(s):

1. Amendment No. 1-Amherst signed (2)
2. AMHERST Fully Executed 12-19-2017
3. Amherst Task Auth No.1

ITEM 7.G
AUTHORIZATION TO TRANSFER FUNDS TO THE UTILITY RELOCATION PROJECT

Request

Approval to transfer funds into the Utility Relocation project (CM1710) from the sale of the Hansel Property.

Explanation

As part of the Mosaic project, the City and Kissimmee Utility Authority (KUA) entered into an Interlocal Agreement for KUA to relocate the utility lines to the back of the property with the understanding that the City would reimburse KUA for the cost of the relocation, at a later date. The total cost for the utility line relocation was $1,813,025.38. In order to reimburse KUA for the full cost of the work performed, $814,558 from the sale of the Hansel property must be transferred to the Utility Relocation project.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-90-9070-519-5009276 3355-10-1010-512-5006393	N/A CM1710	Decrease Increase	$814,558 $814,558	

Financial Summary:

Since the funds from the sale of the Hansel Property were not budgeted, the monies are reflected in the General Fund reserve and will be transferred to the relocation project in fund 3355.

Recommendation

Staff recommends approval to transfer $814,558 from the proceeds of the sale of the Hansel Plant property to the Utility Relocation project and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance
Presenter: AMY ADY

Attachment(s):

None

ITEM 7.H
AWARD ACCESS CONTROL SYSTEM CONSTRUCTION CONTRACT FOR AIRPORT SECURITY AND NOTICE TO PROCEED TO MILLER ELECTRIC COMPANY FOR THE AIRPORT SECURITY IMPROVEMENTS PROJECT

Request

Approval to award an access control system construction contract and authorize staff to issue a Notice to Proceed to Miller Electric Co. for the Airport security improvements project.

Explanation

Miller Electric Co. was selected to provide the security access control system components, software and installation using an Osceola County contract (RFP-16-4469-TP) that was competitively bid and extended as per the attachment amendment. Amherst Consulting will coordinate the work between Miller Electric Co. and Gomez Construction to complete the security improvements project.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4418-70-7010-542-5006393	AP2103	Decrease	$421,280.00	$82,736.73

Financial Summary:

Portions of this project are funded by the Florida Department of Transportation (80%) and the Kissimmee Gateway Airport (20%). The total project amount is $421,280 with each agency funding the following amounts:

FDOT-PTGA (Grant #: 438442-2-94-01) - $337,024
Kissimmee Gateway Airport - $84,256

Recommendation

Staff recommends Commission approval to award an access control system construction contract and authorize staff to issue a Notice to Proceed to Miller Electric Co. for the Airport security improvements project.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

Attachment(s):

1. Airport Contract - Redacted Public Version
2. Exempt from Public Record - Co-op Agreement COK and Miller Electronic 1.20.2021
3. Exempt from Public Record - Exhibit A Miller Agreement
4. Exempt from Public Record - Exhibit B Miller Agreement
5. Executed Agenda and Amendment 2 - RFP-16-4469-TP

ITEM 7.I
2020/21 EMS COUNTY AWARDS GRANT

Request

Approval of the acceptance of an EMS County Awards grant, the utilization of the funds as outlined below, and the establishment of grant accounts for these purchases.

Explanation

The Fire Department was awarded $27,028 as part of the Department of Health, EMS County Awards Grant Program. The grant funds are to be utilized to enhance Emergency Medical Services within the City of Kissimmee.

This year the Fire Department would like to use the funds to purchase an automated Cardiopulmonary Resuscitation (CPR) device. This device performs automated CPR compressions in place of Fire Department personnel having to perform them. The CPR device has been proven to provide more consistent compressions and offers a higher level of safety for City crews since they do not have to stand and perform compressions in a moving vehicle.

The Fire Department would also like to purchase a Lifepak 15 Training Simulator. This device mimics the functions of the Lifepak 15 monitor/defibrillator. This device will allow staff to conduct training without the need to take an actual device out of service.

The final item staff would like to purchase with these grant funds is an Airway Management Trainer. This manikin will allow the paramedics to practice and enhance their airway skills. The Department will make up any additional funding not covered by the grant with monies currently budgeted in the tools and equipment account (0001-35-3520-522-5005255).

The grant funds, along with other monies currently budgeted, would be utilized as follows:

Lucas Device with extra batteries	$ 16,813.62
iSimulate Realiti 360 Lifepak 15 Training Simulator	$ 8,995.00
Airway Management Trainer	$ 1,874.95
PURCHASE TOTAL:	$ 27,683.57
Grand Total:	$27,028.00
Balance to be made up by currently budget funds	$ 655.57

Financial Information

Account #	Project	Increase /	Budget	Actua

	#	Decrease		I
0001-00-0000-337-3371030 0001-35-3520-522-5005255		Increase Increase	$27,028 $27,028	

Financial Summary:

The balance of monies needed for these acquisitions will be funded from monies already included in the Fire Department's budget.

Recommendation

Staff recommends approval for the acceptance of these funds, the utilization of funds for the purchase of the above referenced equipment, establishment of grant accounts for these purchases and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire
Presenter:

Attachment(s):
None

ITEM 7.J
CHANGE ORDER NO. 1 FOR THE EMORY CANAL TRAIL NORTH PROJECT

Request

Approval of Change Order No. 1 to extend the contract time for the Emory Canal Trail North project by 30 days, to increase the contract amount of $794,518 by $45,931.57 and to amend the budget for a transfer from the Local Option Sales Tax Fund as well as funding that will be provided by Toho Water Authority (TWA).

Explanation

On August 4, 2020, the City Commission awarded the Emory Canal Trail North Project from Ernest Street to Vine Street (US 192) to Central Concrete Products Inc., Bartow, Florida in the amount of $794,518. Since that time, staff has been working with the contractor, residents, and the public to implement the project. Consequently, full construction is underway.

This change order includes a request for the contract time to be extended by 30 days and an increase of $45,931.57 to the original contract amount of $794,518. This increase includes $19,081.60 for additional utility relocations requested by TWA that conflicted with the trail alignment and $26,849.97 for additional fiber reinforced concrete to provide added strength on the trail to allow for maintenance vehicle easy access to the trail system without damaging the trail.

The cost associated with the additional utility relocations will be funded by monies approved in the attached Interlocal Agreement between TWA and the City in the amount of $19,081.60. Since these funds are reimbursable to the City from TWA, the project budget will be amended to reflect this funding source. The City will cover the remaining costs for the additional fiber reinforced concrete in the amount of $26,849.97 via a transfer from a project in the Local Option Sales Tax Fund.

Staff has reviewed these additional costs and have confirmed that they are in line with current prices associated with this type of work.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1201-00-0000-369-3699000	N/A	Increase	$19,082.00	
1201-45-4565-541-5006393	PW2022	Increase	$19,082.00	
1105-45-4560-519-5006393	ST2013	Decrease	$26,850.00	
1201-45-4565-541-5006393	PW2022	Increase	$26,850.00	$45,931.57

Financial Summary:

Additional funding for this Change Order No. 1 will be provided via a reimbursement from TWA for $19,082 as well as a transfer of $26,850 from a Local Option Sales Tax project. Once these budget adjustments are processed, there will be adequate funding in project PW2022 to fund this change order.

Recommendation

Staff recommends City Commission approval of Change Order No. 1 to extend the contract time, to increase the contract amount by $45,931.57, and to amend the budget for a transfer from the Local Option Sales Tax Fund as well as the funding from TWA.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. A. 439069-1 Emory Canal Trail North Project_Change Order No. 1
2. (Recorded) 2019 Interlocal Agreement - City and TOHO Water - Emory Canal Avenue North Trail Project

ITEM 7.K
CHANGE ORDER NO. 1 TO ADJUST THE CONTRACT TIME AND PRICE FOR THE MABBETTE STREET SIDEWALK IMPROVEMENT PROJECT

Request

Approval of Change Order No.1 to extend the contract time by 60 days and increase the contract amount by $71,248.77 for costs associated with actual material usage and additional Americans with Disabilities Act (ADA) improvements for the Mabbette Street sidewalk improvement project.

Explanation

On August 8, 2020, the City Commission awarded the Mabbette Street sidewalk improvement project to Atlantic Civil Constructors Corporation in the amount of $364,537.43. Since that time, staff has been working with the contractor, residents, and the public to implement the project.

This adjustment to the contract price reconciles all the materials used on the project and increases the contract by $49,000 for additional ADA improvements requested by the City and by $22,248.77 for project material over/underruns in the total amount of $71,248.77. In addition, the project contract time will be increased by 60 days due to the time needed for final project inspections. The final completion date is February 14, 2021.

Staff has reviewed these costs and agrees that they are in line with current prices for the work associated with this project.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1104-45-4565-541-5006393	GT1905	Decrease	$90,796.37	$71,248.77

<u>Financial Summary:</u>

Sufficient funds are available in the project for these additional costs.

Recommendation

Staff recommends City Commission approval of Change Order No. 1 to extend the contract time by 60 days and increase the contract amount by $71,248.77 for costs associated with actual material usage and additional ADA improvements for the Mabbette Street sidewalk improvement project.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. City of Kissimmee Change Order 01 Signed
2. Atlantic Civil Overrun Underrun rev.4

ITEM 7.L
PORTABLE RADIO PURCHASE FROM MOTOROLA SOLUTIONS INC.

Request

Approval to purchase portable radios for the Police Department from Motorola Solutions Inc. for a total cost of $51,198.12.

Explanation

The Kissimmee Police Department is requesting approval to purchase twelve (12) Motorola portable radios and accessories from Motorola Solutions Inc. Two (2) of these portable radios will be issued for the two new positions approved in the FY 2021 budget while the remaining ten (10) will replace aging portable radios. The Motorola Solutions Inc. quote is based on the State Contract (#43190000-18-NASPO-ACS-1). The total cost of this purchase is $51,198.12.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
0001-30-3020-521-5006494 0001-30-3020-521-5006494	PD2109 PD2106	Decrease Decrease	$45,000.00 $9,000.00	$42,665.10 $8,533.02

Financial Summary:

Adequate funding exists in these projects to cover the cost associated with the purchase of these radios.

Recommendation

Staff recommends Commission approval to purchase portable radios for the Police Department from Motorola Solutions Inc. for the total cost of $51,198.12.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter:

Attachment(s):

1. Motorola Solutions Quote APX6000 11-11-2020 $8533.02 Portables qty 2 bb KPD
2. Motorola Solutions Quote APX6000 11-11-2020 $42,665.10 Portables qty 10 bb KPD
3. Motorola Contract NASPO Value Point 1510887420_Public safety radios-Motorola-FL-2015-2020-PA-Executed
4. Motorola Agreemen.Broward County

ITEM 7.M
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.

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 COK02'21

ITEM 7.N
RATIFICATION OF EXECUTIVE ORDERS 2020-45 AND 2021-01

Request

City Commission ratification of Executive Order 2020-45 issued January 17, 2021 and Executive Order 2021-01 issued January 25, 2021 for the extension of the Local Declaration of Emergency to January 31, 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 2020-45 and 2021-01, extend the original order through January 31, 2021.

Recommendation

Ratification of Executive Orders extending the State of Emergency.

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

Approve

Department: City Manager
Presenter:

Attachment(s):
1. Ratification of Emergency Proclamation 2020-45 (Expires January 24 2021)
2. 2020-45 Executive Order 2020-45 Extension of Local State of Emergency Declaration (Expires January 24 2021)
3. Ratification of Emergency Proclamation 2021-01 (Expires January 31 2021)
4. 2021-01 Executive Order 2021-01 Extension of Local State of Emergency Declaration (Expires January 31 2021)

ITEM 8.A
DISCUSSION ON CITY OF KISSIMMEE RE-OPENING GUIDE FOR INDOOR EVENT RENTALS

Request

City Commission direction regarding re-opening plans with customized, comprehensive measures designed for the health and safety of our employees, customers and guests.

Explanation

Staff will provide an overview of Parks and Recreation's re-opening plan in response to COVID-19 and recommendations for indoor event rentals. Enhanced health protocols have been developed utilizing information and recommendations from federal, state, and local health officials. To navigate and manage the impacts of COVID-19 and provide an ability for the community to regain a sense of normalcy, staff has strategized and developed recommendations on re-opening with appropriate and reasonable safety measures.

Recommended protocols for indoor events include the following:

* Limit re-opening to venue rentals and fee-based programs
* Contactless Reservations & Bookings
* Reduced Event Capacity at Civic Center, Berlinsky Community House, and Community Centers
* Frequent Cleaning of Common Touchpoints
* Face Covering Requirements
* Attendee Removal for Non-Compliance/Temperature
* Temperature Checks / Health Screenings
* Cost Displacement to Organizers

Staff will continue to monitor CDC and State guidance on protocols for events with mass gatherings. The goal is to continue to explore a variety of safety measures to ensure the availability of public spaces balanced with public health, safety, and welfare in mind. It is also recommended to continue with rolling cancelations for City sponsored special events until indicators of transmission decline and/or CDC guidance declares mass gatherings safe.

Recommendation

City Commission direction for re-opening guidelines for indoor venue rentals.

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

Commission Direction

Department: City Manager
Presenter: ELIZABETH HARRIS

Attachment(s):
1. Indoor Events Re-Opening Overview Final