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, MARCH 16, 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.GOV 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 PROCLAMATION - WOMEN'S HISTORY MONTH

The request is for the City Commission to present a Proclamation in honor of "Women's History Month."

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A PUBLIC HEARING – COMMUNITY DEVELOPMENT DISTRICT - OSCEOLA VILLAGE CENTER, DRC#21-00133 - PROPOSED ORDINANCE #21-02

AN ORDINANCE OF THE CITY COMMISSION OF KISSIMMEE, FLORIDA, ESTABLISHING THE OSCEOLA VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT LOCATED IN THE CITY OF KISSIMMEE AND

CONTAINING APPROXIMATELY 66.91 ACRES; PROVIDING FOR THE AUTHORITY OF THE ORDINANCE; PROVIDING FOR THE ESTABLISHMENT OF THE BOUNDARIES FOR THE OSCEOLA VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR THE DESIGNATION OF THE INITIAL BOARD OF SUPERVISORS; PROVIDING FOR THE DISTRICT NAME; PROVIDING FOR STATUTORY PROVISIONS GOVERNING THE DISTRICT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF LAWS AND ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

Approval of an application to establish the Osceola Village Center Community Development District (CDD) on approximately 66.91 acres of property on South John Young Parkway.

5. PUBLIC HEARINGS

5.A PUBLIC HEARING - PROGRAM YEAR 2019-2020 CDBG CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Approval of Program Year 2019-2020 CDBG Consolidated Annual Performance and Evaluation Report (CAPER).

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 February 9, 2021 Workshop and February 16, 2021 Commission Minutes.

7.B GARLAND/DBS, INC CONTRACT FOR CITY HALL ROOF GUTTERS

Approval to award Garland/DBS, Inc the contract for purchasing and replacing the City Hall gutters in the amount of $136,810.

7.C BUDGET ADJUSTMENT TO THE POLICE SPECIAL OPERATIONS DIVISION'S OVERTIME ACCOUNT

Approval to increase revenues along with the Police Special Operations division's overtime account in the amount of $9,627.32 to account for the reimbursement of overtime incurred as part of the High Intensity Drug Trafficking Area (HIDTA) Task Force.

7.D RESOLUTION TO ADOPT OSCEOLA COUNTY LOCAL HAZARD MITIGATION PLAN

Approval of a Resolution adopting the Osceola County Local Hazard Mitigation Plan that has been accepted subject to local adoption by the Federal Emergency Management Agency (FEMA) on March 1, 2021.

7.E WORK ORDER ADDENDUM FOR SHINGLE CREEK TRAIL-SEQUENCE II PROJECT (FPN 430225-1-38-90)

Approval of Work Order Addendum between the City and Kelly, Collins, & Gentry, Inc. (KCG) for the Shingle Creek Trail - Sequence II Project (FPN 430225-1-38-90).

7.F TASK WORK ORDER FOR MICHAEL BAKER INTERNATIONAL, INC. FOR THE STORMWATER ASSET INVENTORY DATA COLLECTION PROJECT

Approval to award a Task Work Order for the Stormwater Asset Inventory Data Collection project to Michael Baker International, Inc. in the amount of $270,382.

7.G LOCAL AGENCY PROGRAM (LAP) AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CONSTRUCTION OF THE TOHO-VALENCIA TRAIL II PROJECT (FPN: 439084-1-58-01)

Approval of the attached resolution and FDOT LAP agreement authorizing the Mayor to execute and deliver the LAP Agreement and further authorizes the City Manager to execute and deliver any subsequent documentation and amendments to FDOT for the construction of TOHO-Valencia Trail II project (FPN 439084-1-58-01).

7.H CONTRACT AMENDMENT WITH ATLANTIC CIVIL CONSTRUCTION CORPORATION FOR DELAY COSTS ASSOCIATED WITH THE SHINGLE CREEK REGIONAL TRAIL SYSTEM (SCRT) - WESTON RESERVE TRAIL PHASE NORTH 2B SEGMENT

Approval of a contract amendment with Atlantic Civil Construction Corp. to decrease the retainage and increase the original contract price for the delay costs associated with the Weston Reserve segment of the Shingle Creek Regional Trail (SCRT) project by transferring the needed additional funds from the Recreation Impact Fee fund.

7.I AMEND THE RESOLUTION THAT ESTABLISHES THE SHIP AFFORDABLE HOUSING ADVISORY COMMITTEE

Approval of the amended Resolution that establishes the SHIP Affordable Housing Advisory Committee (AHAC).

7.J RATIFICATION OF EXECUTIVE ORDERS 2021-06 AND 2021-07

City Commission ratification of Executive Order 2021-06 issued March 1, 2021 and Executive Order 2021-07 issued March 8, 2021 for the extension of the Local Declaration of Emergency to March 14, 2021.

7.K DISPOSAL OF CITY ASSETS

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

7.L MINISTERIAL APPROVAL - POLICE PENSION BOARD

City Commission approval of the ministerial appointment of Camille Alicea as the fifth member of the Police Pension Board.

8. DISCUSSION ITEMS

8.A PRESENTATION ON THE DESIGN AND CONSTRUCTION STUDY FOR THE BERLINSKY COMMUNITY HOUSE

Presentation to the City Commission regarding the study on design and construction for the Berlinsky Community House.

8.B PRESENTATION ON PUBLIC WORKS CAPITAL IMPROVEMENT PROJECTS

Presentation to the City Commission on the Public Works & Engineering Department's Capital Improvement Projects.

8.C COMMISSION REVIEW OF DRAFT HOMELESS SERVICES REQUEST FOR PROPOSALS (RFP)

Commission discussion and direction on the scope of work and project specifications for the draft homeless services RFP.

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.GOV, PRIOR TO THE MEETING (FS 286.26).

ITEM 3.A
PROCLAMATION - WOMEN'S HISTORY MONTH

Request

The request is for the City Commission to present a Proclamation in honor of "Women's History Month."

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. Proclamation-Women's History Month.2021

ITEM 4.A
PUBLIC HEARING – COMMUNITY DEVELOPMENT DISTRICT - OSCEOLA VILLAGE CENTER, DRC#21-00133 - PROPOSED ORDINANCE #21-02

AN ORDINANCE OF THE CITY COMMISSION OF KISSIMMEE, FLORIDA, ESTABLISHING THE OSCEOLA VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT LOCATED IN THE CITY OF KISSIMMEE AND CONTAINING APPROXIMATELY 66.91 ACRES; PROVIDING FOR THE AUTHORITY OF THE ORDINANCE; PROVIDING FOR THE ESTABLISHMENT OF THE BOUNDARIES FOR THE OSCEOLA VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR THE DESIGNATION OF THE INITIAL BOARD OF SUPERVISORS; PROVIDING FOR THE DISTRICT NAME; PROVIDING FOR STATUTORY PROVISIONS GOVERNING THE DISTRICT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF LAWS AND ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

Request

Approval of an application to establish the Osceola Village Center Community Development District (CDD) on approximately 66.91 acres of property on South John Young Parkway.

Explanation

The Osceola Village Center Community Development District (CDD)is 66.91 +/- acres of land generally located on South John Young Parkway south of West Vine Street. Avex Homes, LLC submitted a Petition to establish the Osceola Village Center CDD pursuant to Florida’s Uniform Community Development District Act of 1980. Community Development Districts (CDD) are special districts established to both finance and manage infrastructure required by a development. CDDs operate consistently with the regulations and procedures of local governments, subjecting the governing Board of Supervisors to state ethics and financial disclosure laws.

The CDD will finance the stormwater management system, potable water distribution system, wastewater system, reclaimed water distribution system, roadways, parks, landscaping, hardscaping, street lighting/electrical, and additional off-site improvements for the Osceola Village Center Planned Mixed Use Development (DRC#19-00054, Ordinance #3014) that was approved at the September 17, 2019 City Commission meeting.

All meetings and records of the CDD are subject to Florida Sunshine and Public Records laws. As a governmental entity, CDDs are entitled to enter into contracts; own real and personal property; adopt by-laws, rules and regulations and orders; sue and be sued; obtain funds by borrowing; issue bonds; impose assessments and levy taxes on property within the CDD.

The CDD Petition includes:

(1) A metes and bounds description of the description of the CDD, and any impacts of the district on surrounding real property excluded from the CDD.
(2) Written consent of 100% of property owners within the CDD.

(3) Designation of five people to be the initial members of the Board of Supervisors.
(4) The proposed name of the CDD.
(5) A map indicating current major trunk water mains and sewer interceptors/outfalls.
(6) An estimated timetable for and cost of construction.
(7) Designation of the future general distribution, location, and extent of public and private uses of land proposed for the area within the CDD by the future land use plan element of the City's Comprehensive Plan.
(8) A statement of anticipated regulatory costs.

During the public hearing, the City Commission may consider the following factors when approving or denying establishment of a CDD:

(1) Whether all statements contained within the Petition are true and correct.
(2) Whether establishment of the CDD is inconsistent with any applicable element or portion of the State of City Comprehensive Plan.
(3) Whether the area is of a sufficient size, sufficiently compact and contiguous to be developable as one community.
(4) Whether establishment of a CDD is the best alternative for delivering community development services and facilities to the area.
(5) Whether the proposed CDD services and facilities are incompatible with existing community development services and facilities.
(6) Whether the area served by the CDD is amenable to separate special-district government.

Recommendation

The Development Review Committee (DRC) recommended approval on January 26, 2021.

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

Approve

Department: Development Services
Presenter:

Attachment(s):

1. 21-00133 Vicinity Map
2. 21-00133 Aerial Map
3. 21-00133 CDD Petition
4. 21-00133 Prefiled Testimony
5. 21-00133 Proposed Ord. 21-02
6. 21-00133 Proof of Publication
7. 21-00133 DRC Comments
8. 21-00133 DRC Application

ITEM 5.A
PUBLIC HEARING - PROGRAM YEAR 2019-2020 CDBG CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Request

Approval of Program Year 2019-2020 CDBG Consolidated Annual Performance and Evaluation Report (CAPER).

Explanation

The City of Kissimmee received $661,395 in Program Year (PY) 2019-2020 from the Department of Urban and Development Department (HUD) to carryout eligible activities under the Community Development Block Grant (CDBG) program. An additional, $426,609 was allocated by HUD in April 2020 to be used to prevent, prepare for, and respond to the spread of COVID-19. The City completed a substantial amendment to add the additional monies received and created new programs to assist low income persons and businesses during the difficult times.

Every year, the City of Kissimmee prepares a CAPER to report on accomplishments and progress toward Consolidated Plan goals. Under normal circumstances, the CAPER for PY 2019 would have been due on December 30, 2020. This year as a result of the COVID-19 virus, the State of Florida offices and most, if not all, local governments closed to the public for months limiting the access to services. Thus, HUD determined that there was good cause to waive the CAPER submittal deadline and postponed it to March 30, 2021.

COVID-19 had a negative impact on the day to day program operations of the City and its subrecipients. Our CDBG partners struggled to meet their proposed goals. Many of the subrecipient agreements were amended and the expenditure deadline for the funds was extended until March 31st in order to give the agencies an opportunity to spend their CDBG allocation and catch up to reach their goals. About thirty-seven percent (37%) of the $1,088,004 allocated for PY19 CDBG and CDBG-CV was spent ($402,483) to assist 942 households. Unspent funds to date remain available to fund activities listed in the approved annual action plan.

As required by the City's CDBG Participation Plan, a copy of the CAPER was made available for public comments for 15 days. No comments were received.

This document will become final upon HUD's approval.

Recommendation

To approve the Program Year 2019-2020 Consolidated Annual Performance and Evaluation Report (CAPER).

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

Approve

Department: Development Services
Presenter: Frances DeJesus

Attachment(s):

1. CAPER for PY 2019
2. Accomplishments_2019

ITEM 7.A
COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the February 9, 2021 Workshop and February 16, 2021 Commission Minutes.

Explanation

Minutes of the Commission meeting held on February 9, 2021 and February 16, 2021 are attached for approval.

Recommendation

Staff recommends Commission approval.

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

Approve

Department: City Manager
Presenter:

Attachment(s):
1. Commission Minutes - February 9 2021
2. Commission Minutes - February 16 2021

ITEM 7.B
GARLAND/DBS, INC CONTRACT FOR CITY HALL ROOF GUTTERS

Request

Approval to award Garland/DBS, Inc the contract for purchasing and replacing the City Hall gutters in the amount of $136,810.

Explanation

The City Hall gutter replacement project is recommended by the Facilities Management division after several observations and inspections. The gutters are rusted through in several areas and the scupper gaskets are depleted. This causes water to leak behind the gutters. Since this system has an enclosed downspout and the scuppers are leaking, water has a way to enter the building and cause damage. Due to the importance of the gutter replacement, available monies from other projects that have either been completed or cancelled will be used to fund the gutter replacement project. See attached capital project information for additional details.

The City of Kissimmee is currently registered with OMNIA Partners and Public Sector (U.S. Community) (see page 10 #5 - National contract verbiage) with a contract expiration date of October 14, 2024 and the potential for a 1 year extension for up to 5 additional years. Garland/DBS, Inc. (Garland) is a roofing company that provides the anticipated services under the U.S. Community contract.

On December 29, 2020, Garland provided the City with a cost estimate to replace the City Hall gutters in the amount of $136,810. The estimate is provided according to the pricing established under the current Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI, OMNIA Partners and Public Sector (U.S. Community).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
56045606-506393	CS2127	Decrease	$136,832	$136,810

Financial Summary:

Sufficient funds are available to cover the project costs.

Recommendation

Staff recommends City Commission approval to award Garland/DBS, Inc the contract for purchasing and replacing the City Hall gutters in the amount of $136,810.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. OMNIA Partners - Contract expiration page
2. Racine County Wisconsin - Granger Bid Contract National
3. Supporting Documents for Garland-DBS, Inc. Proposal
4. Capital Project Information

ITEM 7.C
BUDGET ADJUSTMENT TO THE POLICE SPECIAL OPERATIONS DIVISION'S OVERTIME ACCOUNT

Request

Approval to increase revenues along with the Police Special Operations division's overtime account in the amount of $9,627.32 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
00130601-501414 00100369-369900		Increase Increase	$9,627 $9,627	

Financial Summary:

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

Recommendation

Staff recommends Commission approval of a budget adjustment to increase revenues along with the Police Special Operations division's overtime account in the amount of $9,627.32 for the reimbursement of overtime incurred as part of the HIDTA Task Force.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police
Presenter:

Attachment(s):
None

ITEM 7.D
RESOLUTION TO ADOPT OSCEOLA COUNTY LOCAL HAZARD MITIGATION PLAN

Request

Approval of a Resolution adopting the Osceola County Local Hazard Mitigation Plan that has been accepted subject to local adoption by the Federal Emergency Management Agency (FEMA) on March 1, 2021.

Explanation

As required by the Federal Emergency Management Agency (FEMA) and the Florida Division of Emergency Management (FDEM), a Local Hazard Mitigation Plan must be developed and adopted by all counties and municipalities.

The Plan identifies ways in which the impact of future disaster events can be minimized, and the adoption of such plans makes the all jurisdictions in Osceola County eligible to receive grant monies to mitigate threats.

The Plan was tentatively approved pending adoption by all local governments/jurisdictions in Osceola County.

Recommendation

Approval of a Resolution adopting the Osceola County Local Hazard Mitigation Plan.

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

Approve

Department: City Manager
Presenter: Austin Blake

Attachment(s):
1. Resolution No. 06-2021 - Local Hazard Mitigation Plan 2021
2. Letter - FDEM.Osceola.APA.03-01-21
3. Osceola County Local Hazard Mitigation Plan
4. Osceola County LMS Resolution

ITEM 7.E
WORK ORDER ADDENDUM FOR SHINGLE CREEK TRAIL-SEQUENCE II PROJECT (FPN 430225-1-38-90)

Request

Approval of Work Order Addendum between the City and Kelly, Collins, & Gentry, Inc. (KCG) for the Shingle Creek Trail - Sequence II Project (FPN 430225-1-38-90).

Explanation

The Work Order Addendum with (KCG) is based upon the Supplemental Agreement No. 4 with the Florida Department of Transportation (FDOT) approved by the City Commission on March 2, 2021. This Addendum reflects the supplemental agreement's additional design services needed for sonar foundation testing in the vicinity of the North Phase 2D/Osceola Parkway Bridge trail segment.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11645656-506393	PW1421	Decrease	$226,386.00	$205,812.95

Financial Summary:

There is no impact to the General Fund since this is fully funded by FDOT.

Recommendation

Staff recommends approval of the attached Work Order Addendum between the City and KCG, Inc. for the Shingle Creek Trail - Sequence II Project (FPN 430225-1-38-90).

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. SCRT_WO_Signed030821

ITEM 7.F
TASK WORK ORDER FOR MICHAEL BAKER INTERNATIONAL, INC. FOR THE STORMWATER ASSET INVENTORY DATA COLLECTION PROJECT

Request

Approval to award a Task Work Order for the Stormwater Asset Inventory Data Collection project to Michael Baker International, Inc. in the amount of $270,382.

Explanation

The Engineering division of the Public Works & Engineering Department is currently working towards developing a stormwater model for the entire City. There are currently a total of six drainage basins within City limits. The Engineering staff has done a preliminary review of its as-built plans to identify the scope and the magnitude needed in order to move forward with the field data collection and database update.

Staff has selected the West City Ditch Basin as the first basin to begin this work. The scope of work will begin with the process of field reviews and data collection that will be used to update the City's GIS database, provide the required information for maintenance consideration, and ultimately be used to develop a stormwater basin model. The model will be a tool used to help the City prioritize its future drainage related projects.

Michael Baker International, Inc is contracted with the City under a continuing services agreement since March 2018 (see agenda attachment).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
4409-45-4520-538-5003131		Decrease	$270,382	$270,382

Financial Summary:

Sufficient funds are available to fully fund this project.

Recommendation

Staff recommends approval of the Task Work Order for the Stormwater Asset Inventory Data Collection project to Michael Baker International in the amount of $270,382.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. Continuing Service Agreement_2018
2. Stormwater Inv WO_Michael Baker_Signed030521

ITEM 7.G
LOCAL AGENCY PROGRAM (LAP) AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CONSTRUCTION OF THE TOHO-VALENCIA TRAIL II PROJECT (FPN: 439084-1-58-01)

Request

Approval of the attached resolution and FDOT LAP agreement authorizing the Mayor to execute and deliver the LAP Agreement and further authorizes the City Manager to execute and deliver any subsequent documentation and amendments to FDOT for the construction of TOHO-Valencia Trail II project (FPN 439084-1-58-01).

Explanation

This LAP Agreement is State funded for a bike trail planned along US 192 (State Road 500). The purpose of this agreement is to provide for the Department's participation in construction of the TOHO-Valencia Trail II, along US 192/Mill Slough Bridge to Valencia College Trail, as further described in Exhibit "A" and attached hereto as Attachment 1.

In 2018, FDOT originally programmed $441,000 for the construction of the trail. Since that time, the scope of work for construction has been reduced. Based on the final design, a more accurate construction estimate is now available. The new construction estimate is $286,656. This amount includes items not eligible for reimbursement in the amount of $32,554 and eligible items in the amount of $254,102 found to be essential to complete the project. All ineligible items will be funded by the City.

The construction estimate (current programmed amount for construction) may change once the project is advertised for construction and the City receives formal bids for the project. The City plans to request additional funds from MetroPlan Orlando to cover the difference, if needed, and anticipates receiving those additional funds.

Recommendation

Staff recommends Commission approval of the attached resolution and FDOT LAP agreement authorizing the Mayor to execute and deliver the LAP Agreement and further authorizes the City Manager to execute and deliver any subsequent documentation and amendments to FDOT for the construction of TOHO-Valencia Trail II project (FPN 439084-1-58-01).

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. Attachment No. 1- 439084-1-58-01 LAP Agreement
2. LAP Resolution SCRT

ITEM 7.H
CONTRACT AMENDMENT WITH ATLANTIC CIVIL CONSTRUCTION CORPORATION FOR DELAY COSTS ASSOCIATED WITH THE SHINGLE CREEK REGIONAL TRAIL SYSTEM (SCRT) - WESTON RESERVE TRAIL PHASE NORTH 2B SEGMENT

Request

Approval of a contract amendment with Atlantic Civil Construction Corp. to decrease the retainage and increase the original contract price for the delay costs associated with the Weston Reserve segment of the Shingle Creek Regional Trail (SCRT) project by transferring the needed additional funds from the Recreation Impact Fee fund.

Explanation

On April 15, 2020, the City entered into a contract with Atlantic Civil Construction Corp. to provide contracting services for the construction of the SCRT Weston Reserve Trail Phase North 2B project for a total of $2,470,432.41. Atlantic Civil has requested the City release the 5% retainage to follow the Florida Statue 255.078 which was amended to help contractors during the Covid-19 pandemic. This is a zero dollar change order and has been approved by the Florida Department of Transportation (FDOT).

Due to unforeseen permitting constraints, the City issued a stop-work order to Atlantic Civil Construction to suspend work for the Osceola County portion of the project. All construction activities on the north end of the project were suspended from August 18, 2020 to November 27, 2020 (102 days). This resulted in a delay claim by the Contractor for $161,648.92.

The following summarizes the requested amendment changes:

1. Zero Dollar Change Order No. 1 which reduces the original contract retainage release from 10% to 5% for the project.

2. Change Order No. 2 which increases the original contract amount of $2,470,432.41 by $161,648.92 for delay costs associated with the project.

3. Transfer of additional funds into the project from a project in the Recreation Impact Fee Fund.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
1116-50-5070-572-5006393 1211-45-4565-541-5006393	RI2102 PW2021	Decrease Increase Bud/Decrease Act	$161,649.00 $161,649.00	$161,648.92

Financial Summary:

Funding for this change order is available from a transfer from Recreation Impact Fees.

Recommendation

Staff recommends City Commission approval of a contract amendment with Atlantic Civil Construction Corp. to decrease the retainage and increase the original contract price for the delay costs associated with the Weston Reserve segment of the Shingle Creek Regional Trail (SCRT) project and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. Change Order No. 1- Zero Dollar Change Order
2. Change Order No. 2- 430225-9-58-01 Shingle Creek
3. Fully Executed Contract- 430225-9-58-01, Shingle Creek Trail North Phase 2B - Weston Reserve

ITEM 7.I
AMEND THE RESOLUTION THAT ESTABLISHES THE SHIP AFFORDABLE HOUSING ADVISORY COMMITTEE

Request

Approval of the amended Resolution that establishes the SHIP Affordable Housing Advisory Committee (AHAC).

Explanation

On November 11, 2018, the City Commission approved the a Resolution establishing the Affordable Housing Advisory Committee (AHAC). According to that Resolution, the AHAC is to meet at least once every three years in order to complete an Affordable Housing Advisory Committee Incentive Strategies report. At the last legislative session in 2019, House Bill 1339 adopted a change to require that the AHAC Incentive Strategies report be completed annually instead of triennially.

The proposed Resolution reflects the change in the reporting requirements.

Recommendation

Approve the amended Resolution that establishes the SHIP Affordable Housing Advisory Committee (AHAC).

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter:

Attachment(s):
1. RES 2021 Amending the SHIP Affordable Housing Advisory Committee

ITEM 7.J
RATIFICATION OF EXECUTIVE ORDERS 2021-06 AND 2021-07

Request

City Commission ratification of Executive Order 2021-06 issued March 1, 2021 and Executive Order 2021-07 issued March 8, 2021 for the extension of the Local Declaration of Emergency to March 14, 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 2021-06 and 2021-07, extend the original order through March 14, 2021.

Recommendation

Ratification of Executive Orders extending the State of Emergency.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager
Presenter:

Attachment(s):
1. Ratification of Emergency Proclamation 2021-06 (Expires March 7 2021)
2. 2021-06 Executive Order 2020-06 Extension of Local State of Emergency Declaration 2021-06 (Expires March 7 2021)
3. Ratification of Emergency Proclamation 2021-07 (Expires March 14 2021)
4. 2021-07 Executive Order 2021-07 Extension of Local State of Emergency Declaration 2021-07 (Expires March 14 2021)

ITEM 7.K
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 cannibalized 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 Information Technology assets will be disposed of via A-1 Assets.

Recommendation

Staff recommends 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 COK03'21

ITEM 7.L
MINISTERIAL APPROVAL - POLICE PENSION BOARD

Request

City Commission approval of the ministerial appointment of Camille Alicea as the fifth member of the Police Pension Board.

Explanation

The City Commission appoints two members to the Police Pension Board and the employees elect two additional members. State Statutes require the four members then appoint the fifth member. At the March 9, 2021 Police Pension Board meeting, Camille Alicea was recommended for appointment as the fifth member.

Recommendation

Staff and the Police Pension Board recommend the City Commission give ministerial approval for the appointment of Camille Alicea to the Police Pension Board.

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

Approve

Department: City Manager
Presenter:

Attachment(s):
None

ITEM 8.A
PRESENTATION ON THE DESIGN AND CONSTRUCTION STUDY FOR THE BERLINSKY COMMUNITY HOUSE

Request

Presentation to the City Commission regarding the study on design and construction for the Berlinsky Community House.

Explanation

Hany George, Facilities Construction & Maintenance Manager in the Public Works & Engineering Department, will give a presentation to the Commission regarding a study for the Berlinsky Community House. The goal of this study is to provide information to assist the City's Leadership in deciding the future of this building.

The presentation will also include a rough order of magnitude or probable cost estimates comparison between the rehabilitation and renovation of the existing building and a new period style replacement building.

Recommendation

Staff requests Commission direction regarding the preferred alternative for the Berlinsky Community House.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: Public Works & Engineering
Presenter: Hany George

Attachment(s):
1. Berlinksy Community House Presentation

ITEM 8.B
PRESENTATION ON PUBLIC WORKS CAPITAL IMPROVEMENT PROJECTS

Request

Presentation to the City Commission on the Public Works & Engineering Department's Capital Improvement Projects.

Explanation

Ashley Willis, City Engineer, will give a presentation to the City Commission on the Capital Improvement Projects managed by the Engineering Division. The presentation will provide some of the key projects that were completed in the past two years, discuss funding sources, and future projects ahead.

Department: Public Works & Engineering
Presenter: Ashley Willis

Attachment(s):
1. Capital Projects_PW&E_V3

ITEM 8.C
COMMISSION REVIEW OF DRAFT HOMELESS SERVICES REQUEST FOR PROPOSALS (RFP)

Request

Commission discussion and direction on the scope of work and project specifications for the draft homeless services RFP.

Explanation

During the last Commission workshop, the City Commission directed staff to draft an RFP for the purposes of securing an organization to address the needs of our homeless population. As a result, staff developed an RFP with a scope of work designed to meet the overarching goal of having a one-stop location for emergency shelter with comprehensive wrap around services. The desired program will be designed to move individuals from homelessness to housing quickly and effectively by utilizing the Housing First Model and employing best practices targeted towards individuals and families experiencing homelessness. The proposal contains two parts to meet the goal.

Part A of the project seeks to provide temporary, emergency non-congregate shelter and bridge housing services to individuals experiencing literal homelessness. This housing focused shelter approach will provide immediate, low barrier housing for unsheltered individuals and families and must be located in Osceola County. Since non-congregate shelter does not currently exist in Osceola County, the City is offering to assist in the purchase of a hotel/motel or other suitable multi-unit housing option for this purpose. This purchase can be done through the proposer or the City but selection will be based on the program proposers ability to effectively meet the City's outlined objectives. The selected proposer will provide all-inclusive operation and site management of the proposed site.

A combination of funding through the Community Development Block Grant Corona Virus (CDBG-CV), the HOME Partnership Grant and Neighborhood Stabilization Program (NSP) funding, approximately $2.2 million has been identified for use with this portion of the proposal. As a result, the initial rollout of the program will prioritize the needs of those who are at high risk of complications from COVID-19 which includes the chronically homeless, the elderly and/or those with disabilities. In addition, the program must be capable of providing bridge housing and other suitable housing types in other to ensure the rapid and effective transition from homelessness to suitable permanent housing.

Part B of the project seeks to provide comprehensive support services for the unsheltered. The goal of this portion of the proposal is to select a nonprofit organization with demonstrated experience in serving the homeless and deploying services that span from outreach and engagement to housing placement and stabilization. The areas of focus will be: Street Outreach/ Point of Contact Liaison/Community HUB; Comprehensive Case Management; and Education, Training and Employment Program. Funding for this portion of the proposal will be negotiated with the selected entity. It will be based on the project proposal and the City's ability for fund a portion of the services. It is intended for this regional effort to receive additional financial support from Osceola County, the regional COC, grants and local funding partners as secured through the selected entity.

The proposer will provide services to address the needs of people who are homeless by (a) engaging homeless individuals and families who are defined as homeless; (b) improving access to number and quality of emergency non-congregate shelter units for homeless individuals and families; (c) providing operations of this shelter location; (d) providing essential services to shelter residents to improve self-sufficiency, (e) rapidly re-housing homeless individuals and families, and (f) providing with diversion services to further prevent families/ individuals from becoming homeless.

The specifications of the draft RFP are based on concerns addressed during the November 17, 2020 Commission meeting, the Commission Retreat in January and the February 9th Commission Workshop. While the goal to move forward is underway, staff requests additional time to fully review and determine the program specifics of the new funding available through the recently passed American Rescue Plan Act of 2021. It is known that funding is available for this very type of project, however it is unclear how much, how the funds will be distributed and what the guidelines for spending the funds will be. Once the funding process is determined and staff is certain the funding and program goals are aligned, staff will make changes necessary to ensure the integrity to the Commission's intent and move forward with the RFP process.

Recommendation

Commission direction on the draft scope and specifications.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. EmergShelterandSvcsRFPDraft.CAO. 3.11.21.Final