



MINUTES OF THE REGULAR SESSION OF THE CITY COMMISSION HELD TUESDAY, MARCH 16, 2021, AT 6:00 PM AT THE CITY OF KISSIMMEE, CITY HALL COMMISSION CHAMBERS LOCATED AT 101 CHURCH STREET, KISSIMMEE, FLORIDA

1. MEETING CALLED TO ORDER

Members Present: Mayor Olga Gonzalez, Commissioners Olga Castano, Felix Ortiz, Carlos Alvarez, Jim Fisher

Staff Present: City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Deputy City Manager Desiree Matthews, Assistant City Manager Austin Blake, City Clerk Linda Hansell

Members Absent: None

Mayor Gonzalez called the meeting to order at 6:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Commissioner Fisher led the audience in the 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."

City Manager Steigerwald read a proclamation in honor of Women's History Month as the Mayor displayed the proclamation virtually that will be provided to Sonia Scarpetta from "We the Women Movement".

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.

City Attorney Sanchez de Fuentes read Ordinance # 3039 by title.

Planner Brenda Ryan reviewed the request approved by the Commission in September 2019 and explained the request to establish a Community Development District (CDD).

Mayor Gonzalez announced the Public Hearing.

Tucker F. Mackie, Hopping Green & Sams, was present to answer questions.

Commissioner Castano questioned whether there is housing for seniors in the plans.

Ms. Mackie stated there is housing for single families in the development; this request is for the approval of the CDD only.

Commissioner Jim Fisher moved to approve Ordinance # 3039 (Exhibit "A"). Commissioner Felix Ortiz seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Fisher	AYE
Commissioner Castano	AYE
Commissioner Ortiz	AYE
Commissioner Alvarez	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

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).

Frances DeJesus, Development Services Housing Division, reviewed the Consolidated Annual Performance and Evaluation Report (CAPER). She reviewed in detail the funds that had been distributed and stated the program requires a fifteen (15) day period for public comment; no comments have been received.

Mayor Gonzalez announced the Public Hearing with no response from the audience.

Commissioner Jim Fisher moved to approve the Public Hearing for the 2019-2021 Consolidated Annual Performance and Evaluation Report. Commissioner Olga Lucia Castano seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Fisher	AYE
Commissioner Castano	AYE
Commissioner Ortiz	AYE
Commissioner Alvarez	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

6. HEAR AUDIENCE

Wanda Schmidt, 2955 Red Oak Drive, Kissimmee, expressed concern about the lake located behind her house and it not previously being maintained. She stated she tried multiple times to address her concerns but was finally able to speak with an employee who was in the area and confirmed the City was taking over the management of that area. Ms. Schmidt expressed her appreciation to the City for resolving the problem.

Claudia Zuco, 1342 Stallone Court, Kissimmee, addressed the Commission reference what she feels is harassment and she proceeded to play a recording of someone using foul language. The Commission discontinued Ms. Zuco's virtual conversation on the grounds established by Chapter 2-2 City Commission Rules of Order section 25, Decorum.

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.

Commissioner Fisher moved to approve the Consent Agenda in its entirety. Commissioner Ortiz seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Ortiz	AYE
Commissioner Alvarez	AYE
Commissioner Fisher	AYE
Commissioner Castano	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

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.

Resolution # 06-2021 (Exhibit "B").

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).

Resolution # 07-2021 (Exhibit "C").

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).

Resolution # 09-2021 (Exhibit "D").

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.

Hany George, City Facilities Construction & Maintenance Manager, presented an updated PowerPoint Presentation relating to the Berlinsky Community House Study (Exhibit "F").

Commissioner Alvarez questioned the cause of the floor buckling.

Gary L. Kuhns, representing GEC, explained the soil under the building settled unevenly which has caused the instability. He stated if you would try to save the structure, that could be accomplished by driving pylons underneath the building, but this could also cause more damage. Their recommendation is to replace the structure.

Commissioner Castano expressed her support to new construct of the building.

Commissioner Jim Fisher moved to accept the Design and Construction Study recommendation to construct a new facility on the Berlinsky Site. Commissioner Olga Castano seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Alvarez	AYE
Commissioner Fisher	AYE
Commissioner Castano	AYE
Commissioner Ortiz	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

8.B PRESENTATION ON PUBLIC WORKS CAPITAL IMPROVEMENT PROJECTS

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

Ashley Willis, Assistant Public Works Director, presented an updated PowerPoint presentation (Exhibit "F") on Capital Improvements.

Commissioner Fisher stated it was a great report and provided a suitable outlook. He stated he sees things in the City getting better from trails to bike lanes and our leadership that encourages positive things to happen.

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

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

City Manager Steigerwald reviewed the request for Commission direction on the proposed RFP and scope of work and project specifications discussed at the February 9, 2021 Commission Workshop. The draft scope has a goal of the RFP allowing for flexibility to work with different ideas such as providing the funds for building and maintenance of a facility or the purchase of land to develop this type of facility. The proposers would have the opportunity to allow for a partnership with non-profit organizations to provide wrap-around services for mental health etc.

City Manager Steigerwald continued by stating there is a Part A and Part B. Once the selection is made, the City would negotiate with that organization. The Federal Government passed a monumental assistance bill for local governments and Kissimmee stands to gain \$18 million for homeless services, outreach, placement, and wrap around services. The City currently has \$2.2 million in Federal funds that have been identified for this project; we wouldn't have information on

the American Rescue Act funds until a later date. City Manager Steigerwald hopes to have the RFP moving forward by April.

Commissioner Fisher felt this is a great first step and he likes the breakdown of Parts A and Part B.

Commissioner Ortiz requested staff bring this back to the Commission in two weeks to allow the Commission to review the details of the RFP.

City Manager Steigerwald stated the RFP is in the back-up of the full agenda.

Commissioner Castano requested clarification on the 25% cap.

Commissioner Ortiz stated he would have a better understanding at the next meeting after reviewing the entire document and could explain it better on how he sees the 25% will work.

City Manager Steigerwald stated staff put the 25% cap for salaries based on the Commission vote but that could change based on the proposals. The figures may need to be adjusted in either document and that can be discussed based on the Commission motion during the previous meeting.

Commissioner Castano questioned wrap around services and stated she felt transitional housing should not be built downtown. However, permanent housing could take a different approach.

City Manager Steigerwald stated the draft allows for multiple locations to be evaluated for services. This proposal awards points based on the Commission suggestions. For example, if you do not want service offered downtown you could assign points to other entities with proposals outside the downtown.

Mayor Gonzalez asked if the 25% cap could be rescinded after it's been reviewed.

City Manager Steigerwald confirmed that with a majority vote of the Commission there could be a change to the 25% cap once we get all the information on the American Rescue Plan stipulations. Commissioner Alvarez questioned whether more items could be added, for example 24 hours / 7 days a week for services.

Deputy City Manager Matthews clarified the definition of HUD homeless are individuals in a shelter or a person living in a hotel if someone else pays the bill, but if the person pays their own way and lives in a hotel, they are not considered homeless.

Commissioner Fisher questioned whether the proposed 24/7 language is clear in the proposal.

City Manager Steigerwald stated it could be clearer.

Deputy City Manager Matthews stated there is language in Part B on Page 24 that states, "the

plan is for them to operate with 24 hours accessible emergency intervention location for homeless individuals or families within Osceola County". It can be changed to read staffing 24 hours a day and 7 days a week.

Commissioner Ortiz requested a copy of the 16-page document be placed on the office desks for the Commissioners on Wednesday.

Commissioner Jim Fisher made a motion to approve Part A and Part B of the Homeless Services Proposed RFP and bring back to the Commission in two weeks with the requested modifications. City Commissioner Felix Ortiz seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Fisher	AYE
Commissioner Castano	AYE
Commissioner Ortiz	AYE
Commissioner Alvarez	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

CITY MANAGER STEIGERWALD

City Manager Steigerwald reminded the Commission he would be out of the office the remainder of the week; Deputy City Manager Matthews and Assistant City Manager Blake will be available if you need assistance.

9.B CITY ATTORNEY

CITY ATTORNEY SANCHEZ DE FUENTES

Nothing.

9.C CITY COMMISSION

COMMISSIONER CASTANO

Commissioner Castano express her excitement that we are moving forward on the homeless shelter project.

COMMISSIONER ORTIZ

Commissioner Ortiz complimented staff on the presentations tonight and wished everyone a happy St. Patrick's Day.

COMMISSIONER ALVAREZ

Commissioner Alvarez wished everyone a happy St. Patrick's Day; be safe.

COMMISSIONER FISHER

Commissioner Fisher wished everyone a happy St. Patrick's Day.

MAYOR GONZALEZ

Mayor Gonzalez wished everyone a happy St. Patrick's Day and expressed glad that we are moving forward with the approvals.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 06:58 PM.



ATTEST:


MAYOR-COMMISSIONER


CITY CLERK

Exhibit "A"
Ordinance # 3039
Establishing Osceola Village Community Development District (CDD), Establishing
Boundaries, and Establishing Initial Board
Item 4.A.

Exhibit "B"
Resolution # 06-2021
Adopting Osceola County Local Hazard Mitigation Plan
Item 7.D.

Exhibit "C"
Resolution # 07-2021
Approval of Local Agency Program FDOT Toho Valencia Trail II
Item 7.G.

** Please note, Resolution # 08-2021 was logged for distribution in error on March 16, 2021
No Resolution for Item 7.H.
Resolution # 08-2021 is Void

Exhibit "D"
Resolution # 09-2021
Establishing SHIP Affordable Housing Advisory Committee
Item 7.I.

Exhibit "E"
PowerPoint Presentation (Updated)
Berlinsky Community House Study
Item 8.A.

BERLINSKY COMMUNITY HOUSE

Public Works & Engineering
City of Kissimmee



EXISTING CONDITIONS

<u>Report Name</u>	<u>Date</u>	<u>Company</u>
1. Report of Geotechnical Engineering Exploration	04/2019	GEC
2. Preliminary Mold Assessment	12/2019	GLE
3. Limited Asbestos Survey Report	12/2019	GLE
4. Lead-Containing Paint Survey Report	12/2019	GLE
5. Architectural and Structural observations and analysis	01/2020	The Lunz Group

Based on the reports from the testing companies, and the information we received from the Architect and Engineer; below are our observations and recommendations

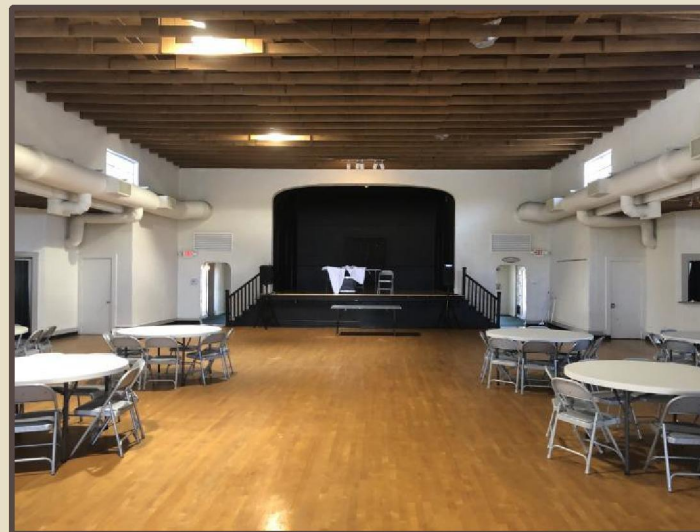
Shell and Building Structure

- ❖ Foundation requires stabilization per testing reports.
- ❖ Exterior Walls are load bearing masonry; however, its load bearing capacity is unknown. Investigative x-ray could be done, but is costly.



Shell and Building Structure

- ❖ Roof Structure is deteriorating, and noted in areas to be near failure to support its own weight.
- ❖ Exterior building envelope do not meet current energy codes and will require extensive work to floor slab, exterior walls, openings and roof to meet current energy codes.



Interiors, Finishes and Accessibility

- ❖ Interior floors are buckling in some areas and will be required to be repaired, and refinished.
- ❖ The Stage is not ADA compliant, and will require improvements, including a ramp or lift installed for access.



Interiors, Finishes and Accessibility

- ❖ Doors do not meet ADA requirements.
- ❖ The bathrooms are required to be upgraded to meet ADA.



Interiors, Finishes and Accessibility

- ❖ Exterior Ramp Railings are not ADA.
- ❖ The mezzanine / loft is noted as unstable to access.



Systems and Utilities

- ❖ A complete fire protection Sprinkler system will be required to be installed.
- ❖ A complete fire alarm system will be required to be installed.
- ❖ Mechanical system is noted as providing excessive moisture (possible cause for Mold issues).
- ❖ Mechanical system will possibly be required to be upgraded to meet current energy codes.



Systems and Utilities

- ❖ Electrical system will be required to be upgraded to meet current energy codes.
- ❖ Plumbing piping condition is unknown.
- ❖ Plumbing addition of drinking fountains is required per current building codes.



ESTIMATE

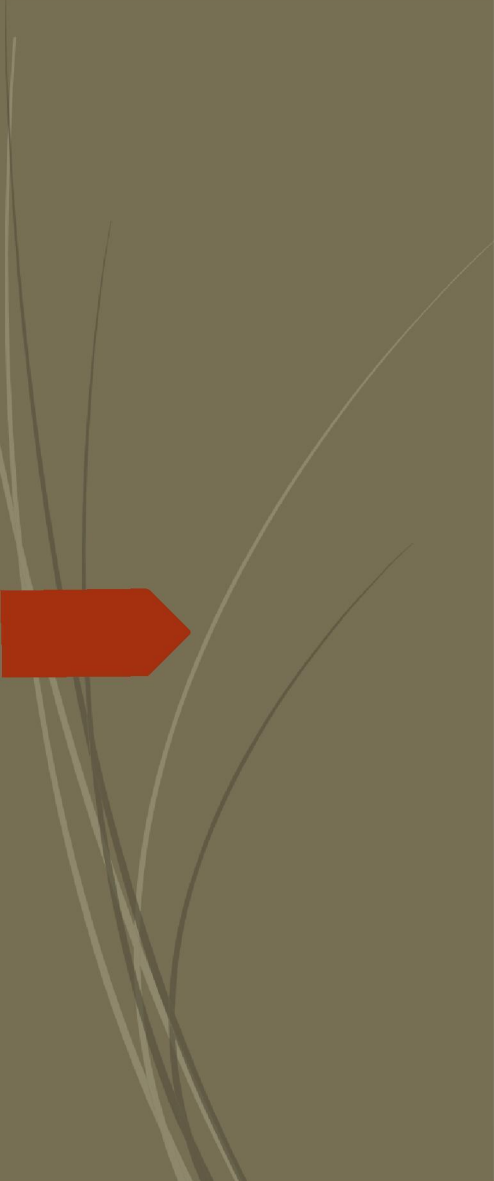
DESCRIPTION	PRICE
<u>Option #1 Foundation Underpinning (helical piles system) ONLY</u>	
Underpinning Cost Estimate	\$100,000
Repairs associated with the foundation repairs and landscaping cost estimate	\$150,000
Mold / Lead / asbestos Remediation – Allowance	\$ 50,000
CM Fees / General Conditions / General Requirements	\$ 50,000
Total Option #1 Cost Range for foundation underpinning only	\$250K - \$450K
<u>Option #2 - Building Renovations to the Building</u>	
Building Renovations Cost Estimate (Per Reports from Architect & Structural Engineer)	\$ 1,998,982
Mold / Lead / asbestos Remediation – Allowance	\$ 50,000
Total Option #2 Building Renovations Conceptual Estimate	\$2,048,982
<u>Option #3 - New Period Style Building to match</u>	
Mold / Lead / asbestos Remediation – Allowance	\$ 50,000
New Building Rough Order of Magnitude (ROM)	\$2,714,949
Total Option #3 ROM Cost Range Estimate	\$2,764,949

CONCLUSION

This is by no means an exhaustive list of every item that is required to be addressed, however it illustrates that remediation of the building will require extensive work to; the foundations, floor slab, exterior walls, exterior openings, interior finishes, building systems, roof structure and roof finish.

“This amount of alterations required to the building will put the amount of alterations above the threshold that will require this building to be brought up to current building codes and as highlighted under bullet points above”.

Exhibit "F"
PowerPoint Presentation (Updated)
Capital Improvement Projects
Item 8.B.

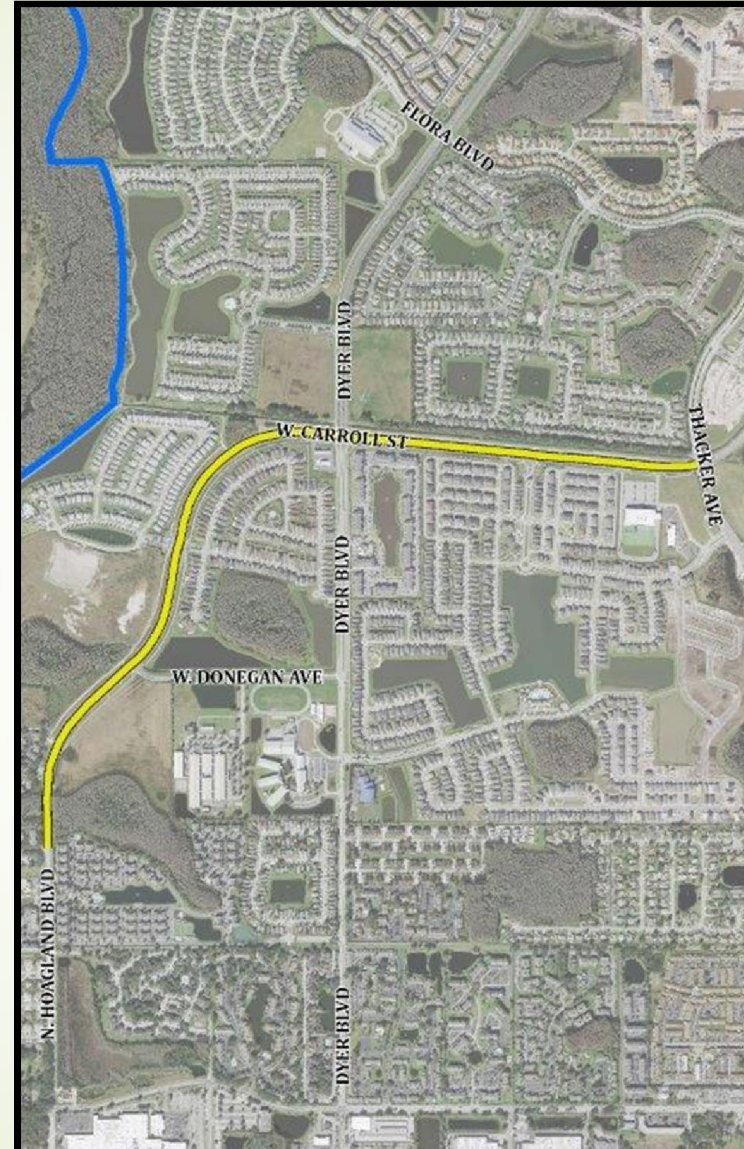
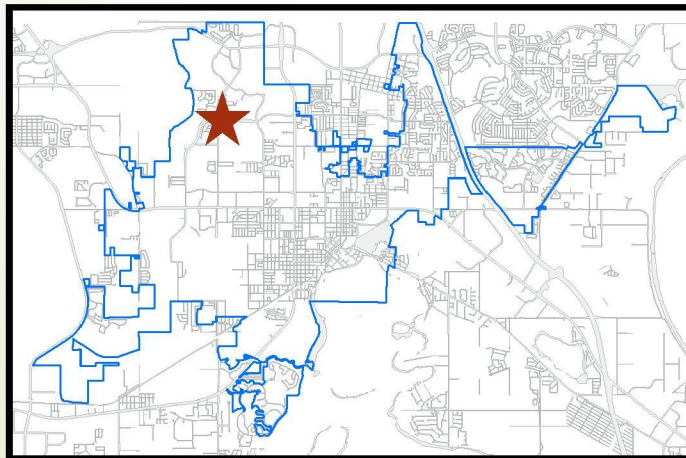


Public Works & Engineering Capital Improvement Projects

“Our team is responsible for the design & construction of various capital improvement projects throughout the City which bring value and enhance our community.”

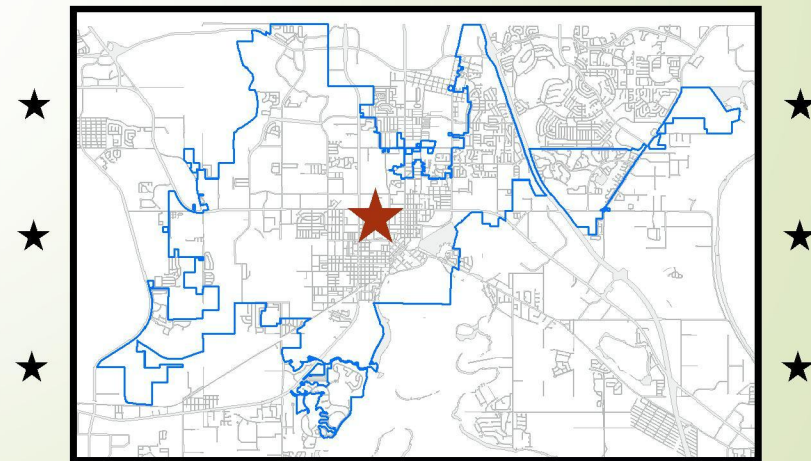
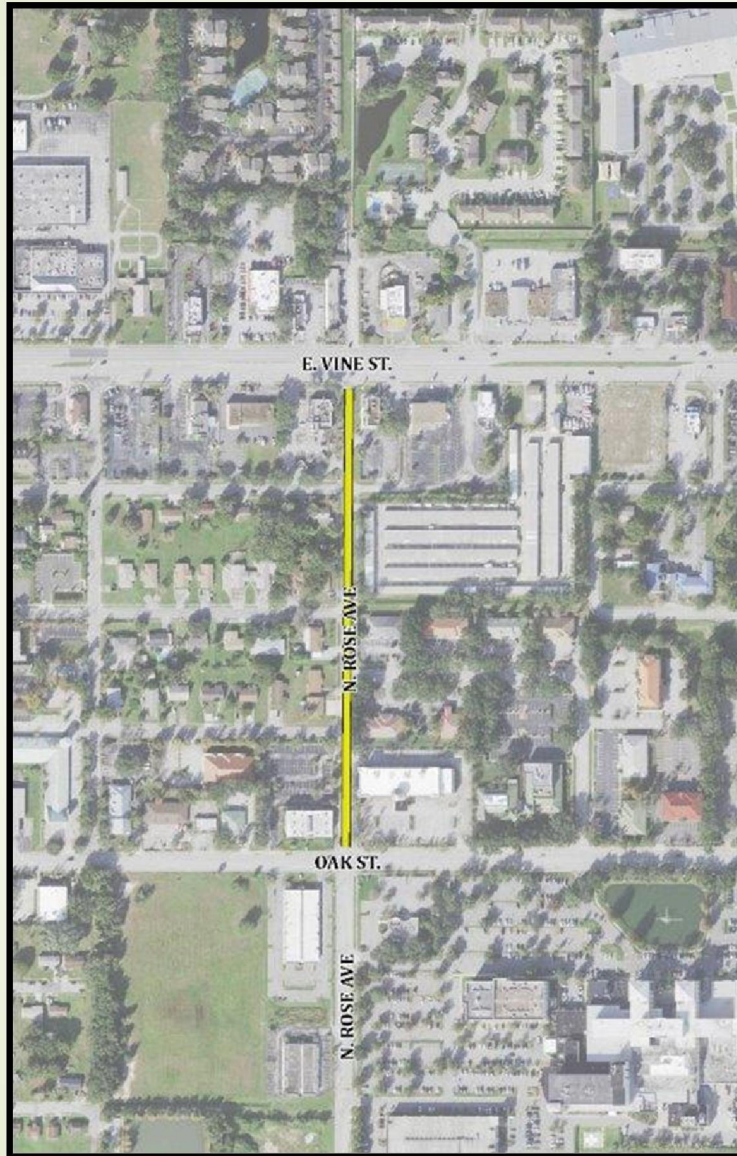
Completed Projects

Carroll Street Widening (\$7M)



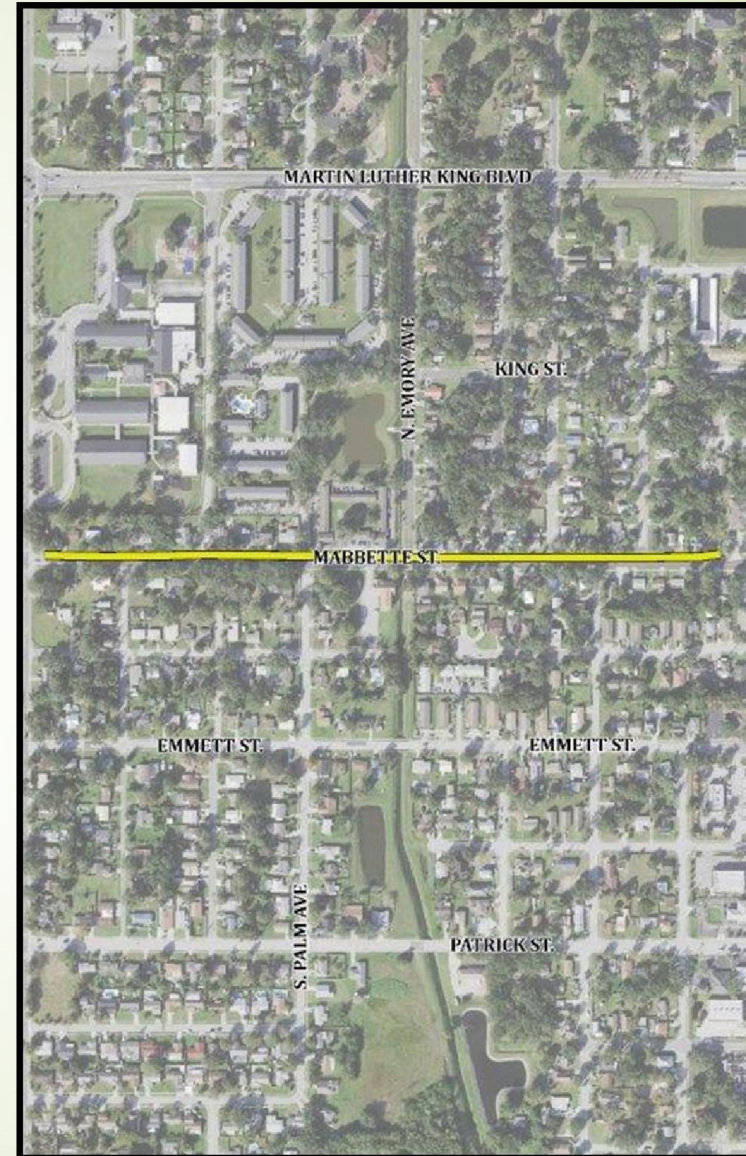
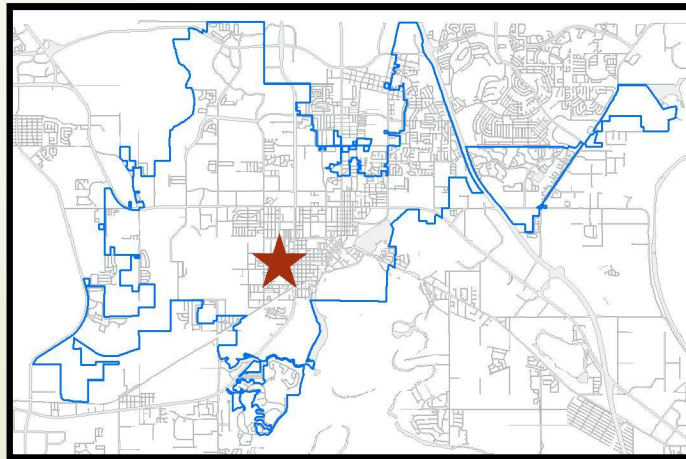
Completed Projects

Rose Avenue (\$120k)



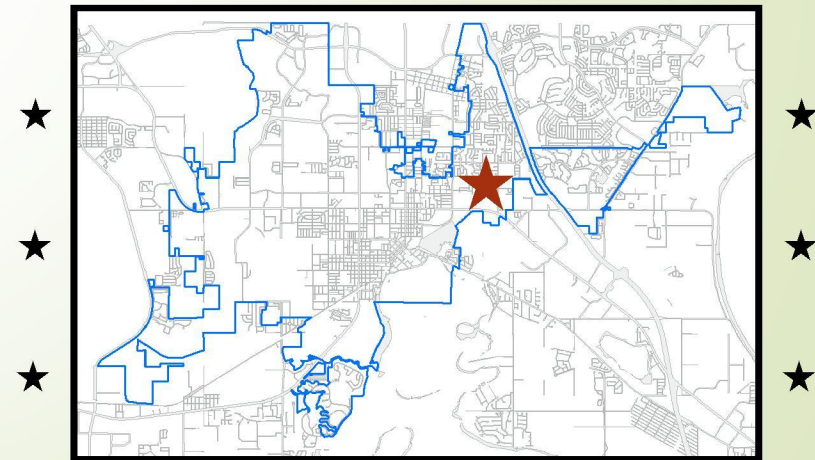
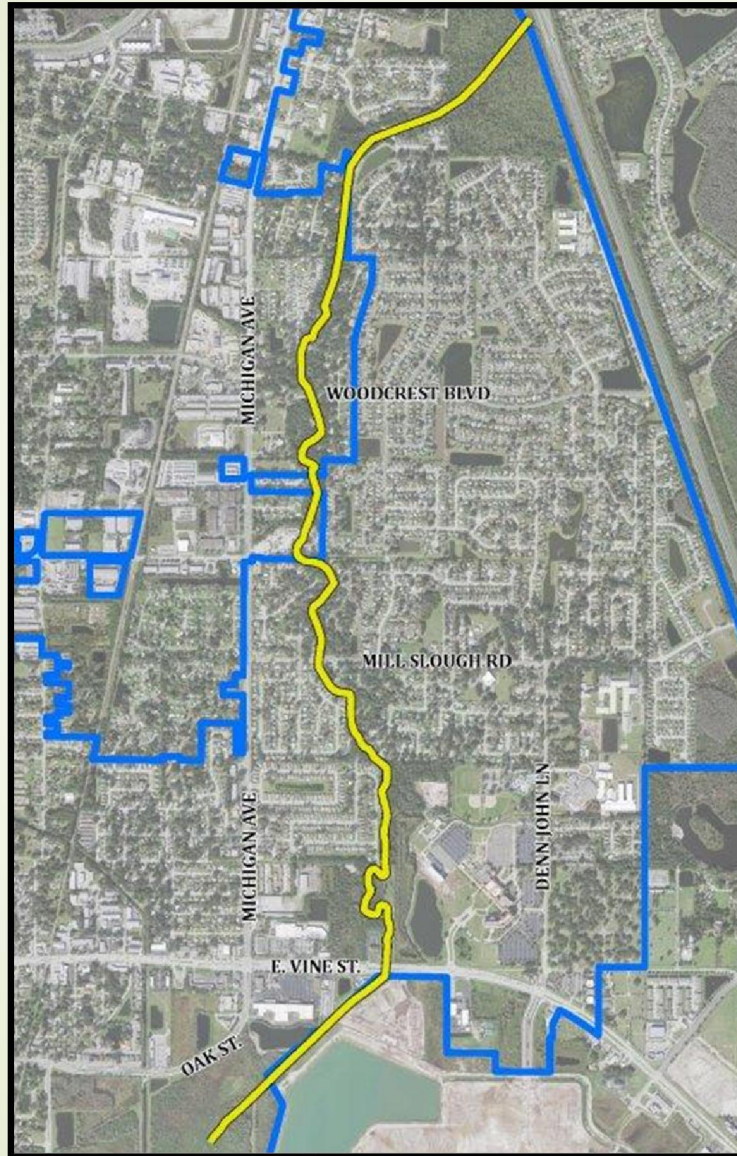
Completed Projects

Mabbette Street Sidewalk (\$435k)



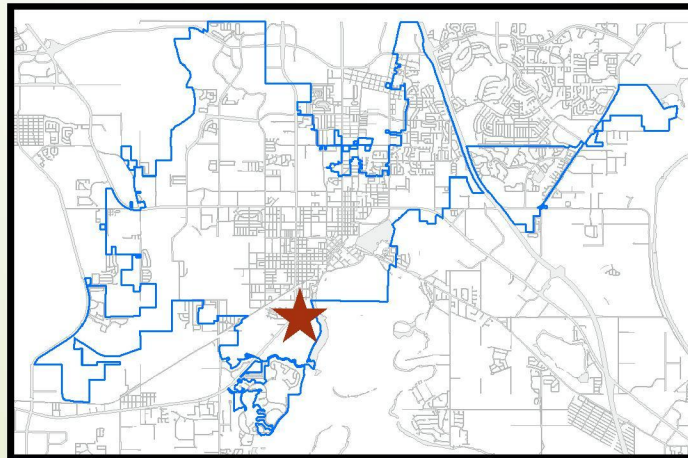
Completed Projects

Mill Slough Canal Restoration (\$3M)



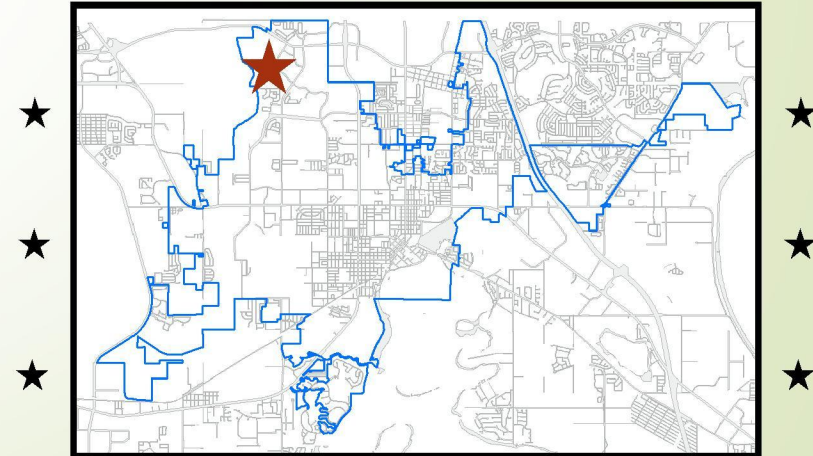
Completed Projects

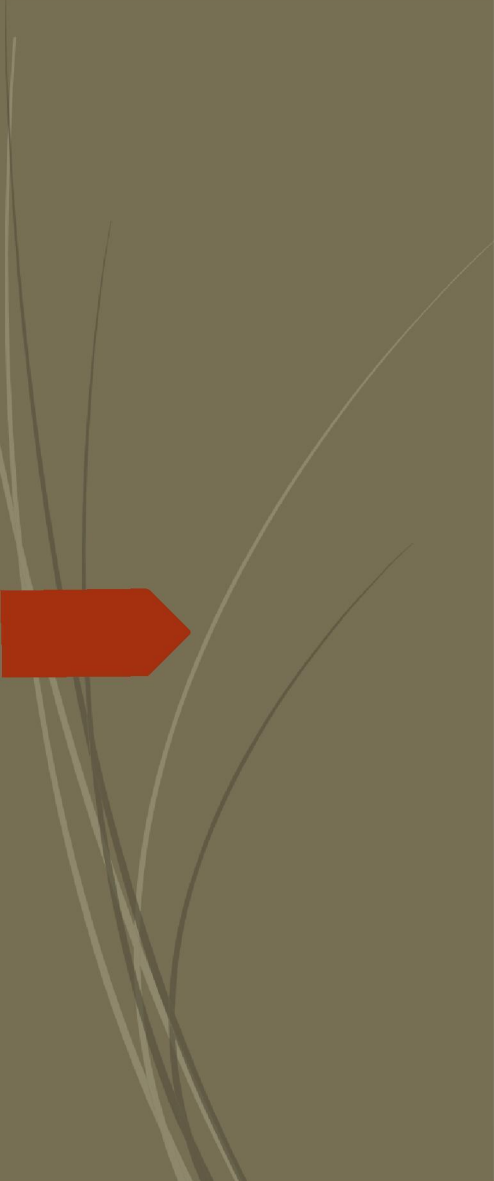
SCRT
Toho Vista
Trail
(\$2M)



Completed Projects

SCRT
Weston Reserve
Trail
(\$2.4M)





Funding Source Capital Improvement Projects

- ◆ Local Option Gas Tax Fund
- ◆ Local Option Sales Tax Fund / (Set to expire 2025)
- ◆ Mobility Fund
- ◆ Stormwater Utility Fund
- ◆ Grant Funding
- ◆ LAP*

*Local Agency Funding w/ Florida Department of Transportation

“Based upon these revenue sources, we develop our 5-year Capital Improvement Plan.”

Projects Ahead

Roadway Projects

- ◆ W. Oak / JYP Intersection Improvements - **\$1.5M (Funded for Construction FY22)**
- ◆ Hoagland Boulevard Widening - **\$500K (Funded for Design FY21)**
- ◆ Connect Kissimmee - **\$1.5M (Funded for Design FY22)**

Drainage Projects

- ◆ Woodside Drainage Improvements - **\$3.4M (Funded for Construction FY21)**

Trail & Sidewalks

- ◆ Hill Street Sidewalk - **\$250K (Funded for Design FY21)**
- ◆ Toho Valencia Trail - **\$375K (Funded for Construction FY21)**
- ◆ SCRT Lancaster Loop - **\$2.9M (Funded for Construction FY23)**

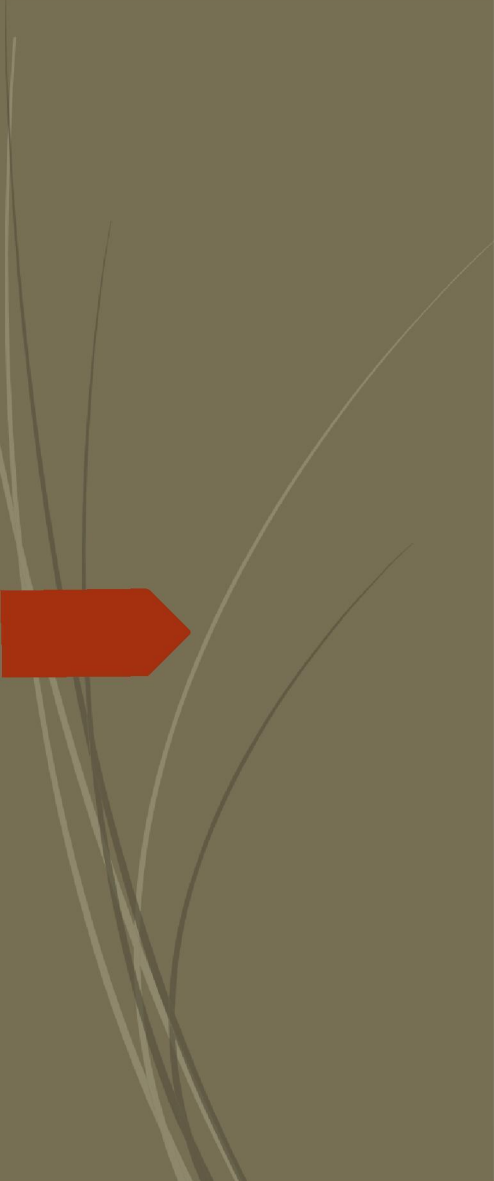
Assessments

- ◆ ADA* Transition Plan - **\$3.3M (Partially Funded for FY21)**
- ◆ Stormwater System Inventory - **\$300K (Funded for Inventory FY21)**

Maintenance Projects

- ◆ Resurfacing Program - **\$500K (Funded for FY21)**

*Americans with Disabilities Act



Questions/Comments