



**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, JUNE 15, 2021
6:00 PM**

1. MEETING CALLED TO ORDER

“As a courtesy to others, please silence all electronic devices during the meeting.”

“Citizens desiring to speak under Hear Audience shall submit a request form for the City Clerk prior to the meeting. Forms are available at the door or from the City Clerk.”

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A PRESENTATION OF RETIREMENT WATCH TO AMY ADY

Presentation of Amy Ady’s retirement watch. Amy is retiring from the City after 30+ years of dedicated service as the Finance Director.

3.B EMPLOYEE OF THE MONTH FOR JUNE - DAVID STOLOFF

That the City Commission join the City Manager in recognizing David Stoloff, Information Technology Department, as June's Employee of the Month.

3.C PRESENTATION OF CERTIFICATE OF COMPLETION - INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS - COMMISSIONER OLGA LUCIA CASTANO AND COMMISSIONER CARLOS ALVAREZ, III

Presentation of Certificates of Completion to Commissioner Olga Lucia Castano and Commissioner Carlos Alvarez, III for the completion of the Institute for Elected Municipal Officials training held May 7, 2021 - May 9, 2021.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A PUBLIC HEARING - SECOND AND FINAL READING - PROPOSED ORDINANCE #21-07 ENACTING A NEW CITY CODE

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF KISSIMMEE, FLORIDA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE

Approval of the Second and Final Reading of Proposed Ordinance # 21-07 for Recodification of the City's Code of Ordinances.

5. PUBLIC HEARINGS

None.

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 May 4, 2021, May 18, 2021, and June 1, 2021, Commission Minutes.

7.B AUTHORIZATION TO SUBMIT APPLICATION FOR THE FISCAL YEAR 2020 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM MADE AVAILABLE BY THE U.S. DEPARTMENT OF JUSTICE (USDOJ)

Approval to submit an application for the fiscal year 2020 Justice Assistance Grant - Countywide (JAG-C) Program.

7.C THIRD AMENDMENT TO THE HOME PROJECT AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND OSCEOLA COUNCIL ON AGING, INC., AND KISSIMMEE OAKS HOUSING I, INC. - OAKS LEAF LANDINGS APARTMENTS

To approve the Third Amendment to the HOME Project Agreement between the City of Kissimmee and the developer and owner of the Oak Leaf Landings Apartments.

7.D AMENDMENT TO THE CONSORTIUM PROJECT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE - OAKS LEAF LANDINGS APARTMENTS

To approve the Amendment to the Consortium Project Agreement between Osceola County and the City of Kissimmee for the rehabilitation of the Oak Leaf Landings Apartments.

7.E STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM BUDGET TRANSFER

Approval of a budget transfer in the amount of \$100,088 from the 2017-2018 SHIP Fund to the 2018-2019 SHIP Fund.

7.F AUTHORIZATION TO SUBMIT APPLICATION FOR THE 2021 BULLETPROOF VEST PARTNERSHIP GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

Authorization to submit an application for the 2021 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs.

7.G EXECUTION OF OWNER-OCCUPIED REHABILITATION AGREEMENT FOR 305 TARPON STREET

Approval to execute the State Housing Initiatives Partnership (SHIP) Housing Rehabilitation Construction Agreement between the City of Kissimmee, Habitat for Humanity of Greater Orlando and Osceola County, and Mary A. Wells - 305 Tarpon Street.

7.H DISPOSAL OF CITY ASSETS

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

7.I LETTER OF SUPPORT FOR COUNTYWIDE PROJECT RECOMMENDATIONS FOR FY2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

Commission support of the Osceola Substance Abuse and Violent Crime Policy (SAVCP) Advisory Board's project recommendations for the Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants for FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$82,691.

8. DISCUSSION ITEMS

8.A PRESENTATION ON PUBLIC WORKS AND ENGINEERING'S ANNUAL RESURFACING PROGRAM

Presentation to the City Commission on the Public Works & Engineering Department's Annual Resurfacing Program.

8.B ANNUAL ADVISORY BOARD APPOINTMENTS/REAPPOINTMENTS AND A VACANCY ON THE HISTORIC PRESERVATION AND PARKS AND RECREATION ADVISORY BOARDS

Commission requested to appoint two replacements to fill the vacancy on the Historic Preservation Board and Parks and Recreation Advisory Board as well as reappointments or replacements to fill annual Board terms expiring May 31, 2021.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

9.B CITY ATTORNEY

9.C CITY COMMISSION

10. ADJOURNMENT

IN ACCORDANCE WITH FLORIDA STATUTES 286.105: 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, 101 CHURCH STREET, KISSIMMEE, FL 34741, (407) 518-2309.

ITEM 3.A

PRESENTATION OF RETIREMENT WATCH TO AMY ADY

Request

Presentation of Amy Ady's retirement watch. Amy is retiring from the City after 30+ years of dedicated service as the Finance Director.

Explanation

Amy Ady has served the citizens and fellow employees of the City of Kissimmee for just over 30 years. She began her career with the City on April 29, 1991 as the Assistant Finance Director and was later appointed as Finance Director, a position she has held for the past 23 years. She has seen many changes in the City over her career and has been involved in most of those changes due to the financial component of each project.

The construction of most of the City's current facilities occurred during Amy's tenure including the Civic Center, Police Department, City Hall, Service Center, Fire Stations 11 and 14, Fortune Road, Lakefront Park, Shingle Creek Regional Trail, Toho Square Garage, Public Safety Training Facility as well as a host of other City parks and land for future facilities such as Lancaster Ranch and the Beaumont Property. Amy led the City's effort to finance the construction and/or purchase of these facilities.

When Amy joined the City in 1991, the City budget, excluding the water and sewer operations, was approximately \$47 million and today our total budget is \$205 million. Amy has been instrumental in maintaining the City's financial integrity throughout the creation of every budget during the past 30 years. During the Great Recession, she was an integral part of the team that determined how best to successfully navigate the economic crisis that resulted from the recession. During the pandemic, Amy's team was instrumental in ensuring the City remained in strong financial condition despite the drastic decline in many revenues. The budget process Amy established will leave the City in great shape for the future.

In addition, during Amy's tenure the City has always received a "clean opinion" from the external auditors, signifying that the City is complying with all accounting principles and that its finances are sound. This allowed the City to borrow money or issue bonds at favorable interest rates. The City's audits have included very minimal management letter comments regarding the City's financial processes over the years that Amy has been the director.

Amy has always placed a high degree of importance on integrity and ethics since her position is responsible for overseeing millions of taxpayer dollars. The City has greatly benefitted from this as well as her ability to prudently direct the City's finances over the past 30 years. Her guidance and wisdom in this area will be greatly missed.

The City thanks Amy for her years of dedicated service to the citizens and employees of Kissimmee and wishes her the absolute very best as she and her husband, Marc, embark on a well deserved

City of Kissimmee

retirement.

Department: Finance

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.B

EMPLOYEE OF THE MONTH FOR JUNE - DAVID STOLOFF

Request

That the City Commission join the City Manager in recognizing David Stoloff, Information Technology Department, as June's Employee of the Month.

Explanation

The City of Kissimmee is pleased to announce the Employee of the Month for June, David Stoloff. Dave is a Programmer Analyst with the Information Technology Department and he has been with the City almost 15 years.

Dave has been a key player in the City successfully implementing the new Tyler Enterprise Resource Planning system. His knowledge of data bases and SQL saved the City thousands of dollars, and has helped avoid paying for expensive conversion services. Even the Tyler implementers commented that Dave's skill level enabled the implementation to go more smoothly due to his capabilities. Dave morphs well into new tasks and problem solving due to his curiosity and abilities, and he has become relied on because of his attitude and aptitude.

Dave works long hours, even weekends, to tackle tasks, and lends a calming and positive voice as he assists various teams. Dave's behind-the-scenes support gives our staff the knowledge and tools to effectively use the technology needed for their jobs. He is an important member of the IT team, and the City would like to recognize him for all his contributions.

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.C

PRESENTATION OF CERTIFICATE OF COMPLETION - INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS - COMMISSIONER OLGA LUCIA CASTANO AND COMMISSIONER CARLOS ALVAREZ, III

Request

Presentation of Certificates of Completion to Commissioner Olga Lucia Castano and Commissioner Carlos Alvarez, III for the completion of the Institute for Elected Municipal Officials training held May 7, 2021 - May 9, 2021.

Explanation

Commissioner Castano and Commissioner Alvarez participated in their initial two-day program for elected officials. This program was sponsored by the Florida League of Cities University and was held May 7, 2021 - May 9, 2021. The importance of completing this Institute should be known to key officials and our community.

Commissioner Castano and Commissioner Alvarez will be presented with their certificates and thanked for their dedication and commitment to improving the quality of municipal government in Florida.

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. Commissioner Olga Lucia Castano - Elected Municipal Officials (IEMO) May 7-9 2021
2. Commissioner Carlos Alvarez, III - Elected Municipal Officials (IEMO) May 7-9 2021

ITEM 4.A

PUBLIC HEARING - SECOND AND FINAL READING - PROPOSED ORDINANCE #21-07 ENACTING A NEW CITY CODE

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF KISSIMMEE, FLORIDA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE

Request

Approval of the Second and Final Reading of Proposed Ordinance # 21-07 for Recodification of the City's Code of Ordinances.

Explanation

Under the tenure of the former City Attorney a decision was made to change vendors for the codification of the City code from American Legal Publishing to Municode. This process was a multi-year project that included review of existing City Code and ordinances and conflicts with state law, case law and constitutional principals.

Municode attorneys provided the conflicts and possible resolutions in a legal manuscript which was discussed with the City Attorney. Following implementation of agreed upon solutions, proofs of the new code were sent and reviewed by staff. Once the proofs were approved, the new Code was indexed and copies were printed. The new code will be posted on-line, and hard copies distributed to Departments upon the adoption of this ordinance after Second and Final Reading.

Municode shall continue to maintain the code as new legislation is enacted by the City Commission.

Recommendation

Staff recommends approval of the Second and Final Reading of Proposed Ordinance # 21-07.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter: Olga Sanchez de Fuentes

Attachment(s):

1. Proposed Ordinance No. 21-07 - Adoption and Enactment of New City Code
2. Proof of Advertising - Proposed Ord 21-07 Adopting Enacting New Code for City of Kissimmee

ITEM 7.A

COMMISSION MINUTES APPROVAL

Request

Request Commission approval of the May 4, 2021, May 18, 2021, and June 1, 2021 Commission Minutes.

Explanation

Minutes of the Commission meeting held on May 4, 2021, May 18, 2021, and June 1, 2021 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. Commission Minutes - May 4 2021
2. Commission Minutes - May 18 2021
3. Commission Minutes - June 1 2021

ITEM 7.B

AUTHORIZATION TO SUBMIT APPLICATION FOR THE FISCAL YEAR 2020 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM MADE AVAILABLE BY THE U.S. DEPARTMENT OF JUSTICE (USDOJ)

Request

Approval to submit an application for the fiscal year 2020 Justice Assistance Grant - Countywide (JAG-C) Program.

Explanation

The Osceola County Board of County Commissioners has received notification from the Florida Department of Law Enforcement (FDLE) of the Justice Assistance Grant - Countywide (JAG-C) allocation for fiscal year 2020. The total amount of JAG funding made available to Osceola County is \$82,691. The purpose of the funding is to address the problems of illegal drug use, violent crimes and improvements to the criminal justice system.

Due to the timing of the grant application period, the Police Department submitted the application by the May 21, 2021 deadline. If the Commission decides not to pursue this opportunity, the City's application will be withdrawn.

Recommendation

Staff recommends approval to apply for the Justice Assistance Grant - Countywide (JAG-C) allocation for fiscal year 2020.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter: Jeffrey Odell

Attachment(s):

1. JAG-C-FY-2020-Application-fillable

ITEM 7.C

THIRD AMENDMENT TO THE HOME PROJECT AGREEMENT BETWEEN THE CITY OF KISSIMMEE AND OSCEOLA COUNCIL ON AGING, INC. AND KISSIMMEE OAKS HOUSING I, INC. - OAKS LEAF LANDINGS APARTMENTS

Request

To approve the Third Amendment to the HOME Project Agreement between the City of Kissimmee and the developer and owner of the Oak Leaf Landings Apartments.

Explanation

The original HOME Project Agreement between the City of Kissimmee and Osceola Council on Aging, Inc. (developer) and Kissimmee Oaks Housing I, Inc. (owner) was approved by the City Commission on October 15, 2019 to rehabilitate the Oak Leaf Landings Apartments which consists of 50 units for the elderly. Originally the Council on Aging approached the City requesting \$139,188 to replace the flooring in common areas, replace the windows, and pave the parking lot. The City entered into a HOME project agreement with the developer and the owner and only awarded \$92,254 because the full amount of requested funds was not available at the time. The deadline to spend the funds was set for June 30, 2021.

A few months later, when additional funds became available, the City executed an amendment to increase the funding to \$139,188. This was the first amendment to the HOME Project Agreement. The deadline to spend the funds stayed the same - June 30, 2021.

On November 3, 2020, Council on Aging approached the City to request an additional \$20,247 to install new cabinets, countertops, and appliances in the community kitchen. The City approved to increase the award from \$139,188 to \$159,435. This was the second amendment to the HOME Project Agreement. The deadline to spend the funds stayed the same - June 30, 2021.

Unfortunately this project has encountered some construction delays and the work has not been completed as expected. Nationwide, the construction industry is experiencing delays due to the shortage in materials amid COVID 19 pandemic. Thus, Council on Aging has requested an extension of their expenditure deadline. Staff is recommending to extend the expenditure deadline from June 30, 2021 to December 31, 2021.

Recommendation

Approve the Third Amendment to the HOME Project Agreement between the City of Kissimmee and the developer and owner of the Oak Leaf Landings Apartments.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. Third Amended Project Agreement Oak Leaf Landings

ITEM 7.D

AMENDMENT TO THE CONSORTIUM PROJECT AGREEMENT BETWEEN OSCEOLA COUNTY AND THE CITY OF KISSIMMEE - OAKS LEAF LANDINGS APARTMENTS

Request

To approve the Amendment to the Consortium Project Agreement between Osceola County and the City of Kissimmee for the rehabilitation of the Oak Leaf Landings Apartments.

Explanation

As a member of the Osceola County HOME Consortium, the City of Kissimmee receives HOME funds in order to carry out eligible activities. Each time the City awards HOME funds to a project, the City is required to enter into an agreement with Osceola County (Consortium lead agency) to describe how the City intends to use the HOME funds on the particular project. The agreement, known as the Consortium Project Agreement, provides information about the project and outlines all of the specific project requirements. This is in addition to the required HOME Project Agreement with the developer/owner.

The Consortium Project Agreement for the Oak Leaf Landings Apartments in the amount of \$92,254 was initially approved by the Commission and executed by the County on October 25, 2019 to rehabilitate the 50 unit elderly housing complex. The City amended the original Consortium Project Agreement with Osceola County to account for additional funding awarded to the project in the amount of \$67,181. Even though these changes were adopted by the City in two separate amendments to the original HOME Project Agreement between the City, the developer, and the owner, these amendments were combined into one amendment to the Consortium Project Agreement approved by the Commission on November 3, 2020.

Now since the City is amending for the third time the Oaks Leaf Landings Project Agreement with the developer and the owner (see Item 7.C) to extend the term from June 30, 2021 to December 31, 2021, the HOME Consortium Agreement for Oak Leaf Landings must also be amended. This is the second time the HOME Consortium Agreement is amended.

Recommendation

Approve the Amendment to the Consortium Project Agreement between Osceola County and the City of Kissimmee for the rehabilitation of the Oak Leaf Landings Apartments.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. Consortium Agreement (Second Amendment) Oak Leaf Landings

ITEM 7.E

STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM BUDGET TRANSFER

Request

Approval of a budget transfer in the amount of \$100,088 from the 2017-2018 SHIP Fund to the 2018-2019 SHIP Fund.

Explanation

The State Housing Initiative Partnerships (SHIP) program requires local governments close out fiscal years. Any revenue remaining in a SHIP account must be transferred to the subsequent SHIP fiscal year and will become part of the next budget year.

There is \$100,088 remaining in the 2017-2018 SHIP fund; therefore, this amount must be transferred to the 2018-2019 SHIP fund. These monies will be used to fund an owner occupied rehabilitation project.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225108-503434	11218	Decrease	\$100,088	
11225108-508282	11219	Increase	\$100,088	

Financial Summary:

There is no fiscal impact to the General Fund since all monies to be transferred are within the SHIP program.

Recommendation

Staff recommends approval of a budget transfer in the amount of \$100,088 from the 2017-2018 SHIP Fund to the 2018-2019 SHIP Fund.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

City of Kissimmee

Presenter:

Attachment(s):

None

ITEM 7.F

AUTHORIZATION TO SUBMIT APPLICATION FOR THE 2021 BULLETPROOF VEST PARTNERSHIP GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

Request

Authorization to submit an application for the 2021 Bulletproof Vest Partnership Grant from the United States Department of Justice, Office of Justice Programs.

Explanation

The City is eligible to submit a request for \$24,780 via the Fiscal Year 2022-2023 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs. These monies will be allocated for the partial funding of bulletproof vests as outlined in the grant application. The balance of the monies needed for the remainder of the bulletproof vests will continue to come from Police Department's budget in the General Fund.

Recommendation

Staff recommends authorization to submit the required application for the 2021 Bulletproof Vest Partnership Grant from the United States Department of Justice Office of Justice Programs.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. BVP 2021 Application

ITEM 7.G

EXECUTION OF OWNER-OCCUPIED REHABILITATION AGREEMENT FOR 305 TARPON STREET

Request

Approval to execute the State Housing Initiatives Partnership (SHIP) Housing Rehabilitation Construction Agreement between the City of Kissimmee, Habitat for Humanity of Greater Orlando and Osceola County, and Mary A. Wells - 305 Tarpon Street.

Explanation

Mary A. Wells, homeowner of the property located at 305 Tarpon Street, has been qualified and meets all of the requirements of the City's Owner Occupied Rehabilitation Program. The approved general contractor for the City's program, Habitat for Humanity of Greater Orlando and Osceola County (Habitat), has inspected the home and determined that the house is in disrepair and a substantial rehabilitation is required. In January 2020 (pre-COVID), Habitat provided a construction estimate of \$107,800. However, it is expected that this cost is going to increase since construction costs have risen within the last year due to COVID-19. The City currently has a regular Owner Occupied Rehabilitation Program with a maximum limit of \$70,000 and a Demolition and Reconstruction Program with a maximum award of \$165,000. The rehabilitation work on this property falls in between these two programs since the house needs more improvements than what a regular rehabilitation requires. The house is built from concrete; therefore, it does not need to be completely demolished. Habitat proposes to demolish the internal structure of the house and reconstruct as necessary.

Habitat is updating its construction estimate; however, in order to commit the funds and meet program deadlines, \$120,884 has been set aside to complete the project. A maximum of \$119,384 will be used for the construction work and \$1,500 to pay for closing costs. The amount of the mortgage will be adjusted accordingly if the rehab cost and/or the closing cost ends up being less when the job is completed.

Per the program's guidelines, a deferred mortgage in the amount of \$120,884 (\$119,384 + \$1,500) will be recorded and remain on the property for a period of 30 years. Default on the loan during those 30 years will occur if: (1) the property goes into foreclosure; (2) death of all recipients on the mortgage; (3) rental of property; (4) sale of property prior to the ten (10) year anniversary of closing on property; or (5) cash equity is taken out within the ten (10) year loan term. In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence.

The rehabilitation of this property is being funded by the State Housing Initiatives Partnership (SHIP) program. Funds from SHIP FY 2018-2019 are being used to pay for this project. While the normal expenditure deadline is June 30, 2021, the state granted the City an extension to the expenditure deadline and completion of the project until September 30, 2021.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225108-508282	11219	Decrease	\$120,884	\$120,884

Financial Summary:

There is no fiscal impact to the General Fund since this is a grant funded project. Monies will be available in the 11219 project based upon approval of the previous agenda item for transfer of funds from the 2017-2018 SHIP Fund to the 2018-2019 SHIP Fund.

Recommendation

Staff recommends approval to execute the State Housing Initiatives Partnership (SHIP) Housing Rehabilitation Construction Agreement between the City of Kissimmee, Habitat for Humanity of Greater Orlando and Osceola County, and Mary A. Wells - 305 Tarpon Street.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter: Frances DeJesus

Attachment(s):

1. Construction Agreement - 305 Tarpon Street
2. 305 Tarpon St Proposal_HabitatforHumanity

ITEM 7.H
DISPOSAL OF CITY ASSETS

Request

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

Explanation

The Charter states that the City Manager “shall not dispose of property belonging to the City, except on authority of the City Commission.” Therefore, staff is requesting approval to dispose of the items included on the attached list.

The items included on the attached list are slated to be auctioned or junked and have not previously been approved for disposition by the City Commission. These items will be placed up for auction via George Gideon Auctioneers, Inc. live auction or George Gideon Auctioneers, Inc. online auction. All items from the City's Information Technology Department will go to auction 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 COK06'21

ITEM 7.1

LETTER OF SUPPORT FOR COUNTYWIDE PROJECT RECOMMENDATIONS FOR FY2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

Request

Commission support of the Osceola Substance Abuse and Violent Crime Policy (SAVCP) Advisory Board's project recommendations for the Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants for FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$82,691.

Explanation

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) has allocated funding in the amount of \$82,691 to be used to address problems of illegal drug use, violent crimes and improvements to the criminal justice system within Osceola County.

The availability of this funding was advertised by the Osceola County Board of County Commissioners who serve as the coordinating unit of government in this County. The projects below were presented by the applicants before the Substance Abuse and Violent Crime Policy Advisory Board on June 2, 2021 for review and selection of projects to be funded.

This process requires 51% of the local governments within the County to support the recommendations of projects made by the Substance Abuse and Violent Crime Policy Advisory Board. As such, the City is being asked to provide a letter of support to be included in the application. As a local municipality, the City has a representative from the Kissimmee Police Department on the Board. The recommended projects as decided by the SAVCP Board are as follows:

Sub-recipient	Title of Project	Proposed Award
Osceola County Corrections	Safety Equipment	\$23,998.92
Osceola County Sheriff's Office	K-9 Fence	\$19,750.00
Osceola County Sheriff's Office	Patrol Equipment	\$16,892.08
Osceola County Sheriff's Office	Stun Cuffs	\$ 4,050.00
Kissimmee Police Department	Variable Messaging Board (VMS)	\$18,000.00
Total Federal Funds		\$82,691.00

This grant does not require a local match.

Recommendation

Staff recommends Commission support of recommendations for projects associated with the 2020

City of Kissimmee

funding allocation for the Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) in the amount of \$82,691.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter: Desiree Matthews

Attachment(s):

1. 2020JAG Letter of Support

ITEM 8.A**PRESENTATION ON PUBLIC WORKS AND ENGINEERING'S ANNUAL RESURFACING PROGRAM****Request**

Presentation to the City Commission on the Public Works & Engineering Department's Annual Resurfacing Program.

Explanation

Ashley Willis, City Engineer, will give a presentation to the City Commission on the Annual Resurfacing Program.

Department: Public Works & Engineering

Presenter: Ashley Willis

Attachment(s):

1. Resurfacing Program_2021 (2) (1)

ITEM 8.B

ANNUAL ADVISORY BOARD APPOINTMENTS/REAPPOINTMENTS AND A VACANCY ON THE HISTORIC PRESERVATION AND PARKS AND RECREATION ADVISORY BOARDS

Request

Commission requested to appoint two replacements to fill the vacancy on the Historic Preservation Board and Parks and Recreation Advisory Board as well as reappointments or replacements to fill annual Board terms expiring May 31, 2021.

Explanation

On May 14th staff received notification on that Board Member John Link had passed away unexpectedly and on June 3rd we received notification that Christopher May had resigned from the Parks and Recreation Advisory Board. Both of these vacancies occurred outside of the annual appointment process.

In additional, the annual board appointments are due for terms expiring May 31, 2021 on the following boards:

Historic Preservation Board
Parks and Recreation Advisory Board

Appointments are assigned to individual Commissioners in order of rotation. Seat # 2 has been assigned the Historic Preservation vacancy in the rotation and Seat # 3 has been assigned the most recent vacancy for the Parks and Recreation Board. All qualified applications will be provided to each of the Commissioners making these appointments.

Each Board has individual requirements for residency as well as additional positions such as architects, engineers, business owners, etc. You will find the qualifications for the board member on the attached list as well as the responses on whether they would like to continue serving on their current board.

The Commission will have 30-days to make these appointments or an extension will be necessary. Seat # 1 and Seat # 2 will need to request an extension if appointments for the Historic Preservation and Park and Recreation Board are not completed at the June 15th meeting. If no extension is requested, the appointment will automatically rollover to the next Commissioner in the rotation.

Recommendation

Staff recommends the Commission make appointments to fill both existing vacancies and reappoint or replace members with terms expiring on May 31, 2021.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

City of Kissimmee

Presenter: Mike Steigerwald

Attachment(s):

1. Appointments by Seat 6-15-2021