



MINUTES OF THE REGULAR SESSION OF THE CITY COMMISSION HELD TUESDAY, NOVEMBER 2, 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, III, 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 - MOBILITY WEEK 2021

The request is for the City Commission to present a Proclamation in honor of "Mobility Week 2021."

City Manager Steigerwald read a proclamation in honor of Mobility Week 2021 as the Mayor and Commissioners presented the proclamation to Libertad Acosta-Anderson.

Ms. Acosta-Anderson thanked the Commission and informed the audience of the Mobility Week Bike Challenge and provided Mobilityweekfl.com and contact@mobilityweekfl.com for more information.

3.B EMPLOYEE OF THE MONTH FOR NOVEMBER

That the City Commission join the City Manager in recognizing Harmony Bohannon, Development Services, as November's Employee of the Month.

City Manager Steigerwald reviewed the attributes of Fire Inspector Harmony Bohannon and her contributions to improving fire code inspection techniques, bi-lingual training on fire extinguishers, and advanced communications with citizens to enhance scheduling of Business Tax Receipt (BTR) inspections. The selection of Employee of the Month is made by a committee of peers and there is no greater honor.

3.C SERVICE AWARDS FOR JULY, AUGUST AND SEPTEMBER

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

City Manager Steigerwald read the names of all employees receiving service awards and presented awards to the following employees who were present: Benjamin Burnett (5 years), Erika Castellucci (15 years), Desiree Matthews (20 years), Douglas Etheredge (25 years), Craig Putriment (25 years), Peggy Sousa (30 years).

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

None.

6. HEAR AUDIENCE

None.

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 made a motion to approve the Consent Agenda in its entirety. Commissioner Castano seconded the motion.

Motion carried 5 - 0.

7.A COMMISSION MINUTES APPROVAL

Request Commission approval of the October 5, 2021 and October 19, 2021 Commission Minutes.

7.B BUS SERVICE AGREEMENT BETWEEN LYNX AND THE CITY OF KISSIMMEE FOR FY 2021-2022

Approval of the FY 2021-2022 Bus Service Agreement between Lynx and the City of Kissimmee for LYNX Route 709 (Kissimmee Connector).

7.C DONATION OF MSA ALTAIR 5-GAS DETECTOR SYSTEM FOR THE FIRE DEPARTMENT

Acceptance of the donation of a MSA Altair 5-gas detector system from the East Central Florida Regional Planning Council for use by the City of Kissimmee Fire Department (KFD) as part of a federal Pipeline and Hazardous Materials Safety Administration Technical Assistance Grant.

7.D DISPOSAL OF CITY ASSETS

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

7.E BUDGET TRANSFER TO SOLID WASTE DIVISION ACCOUNTS

Approval to transfer \$107,661 from the regular salaries & wages account to cover outstanding balances.

7.F PROJECTS TO BE CARRIED FORWARD TO FY 2021-2022

Approval to increase the FY 2021-2022 budget to continue funding certain projects that were approved in prior years.

7.G TASK WORK ORDER NO. 2 TO KIMLEY HORN AND ASSOCIATES, INC. FOR DESIGN SERVICES OF THE MANN STREET ROADWAY EXTENSION PROJECT

Approval of Task Work Order No. 2 to Kimley Horn and Associates, Inc (KHA) for the Mann Street Roadway Extension Project in the amount of \$130,097.00 and budget transfer from the Stormwater Utility Funds.

7.H BUDGET AMENDMENT TO ADD AN ADDITIONAL AIRPORT OPERATIONS COORDINATOR POSITION

Commission approval of an amendment to the Airport budget to add a new full-time Airport Operations Coordinator position.

7.I ECONOMIC DEVELOPMENT QUALIFIED TARGETED INDUSTRY INCENTIVES CONTRACT FOR CIRRUS AIRCRAFT

Staff seeks approval of the Kissimmee Economic Development Incentives contract with Qualified Targeted Industry (QTI) eligible company Cirrus Aircraft.

8. DISCUSSION ITEMS

8.A KISSIMMEE MAIN STREET ANNUAL UPDATE FOR FISCAL YEAR 2020-2021

Kissimmee Main Street annual update for Fiscal Year 2020-2021.

Samia Singleton, Development Services, introduced Diana Marrero-Pinto, Executive Director of Kissimmee Main Street and turned the presentation over to her.

Ms. Marrero-Pinto provided the Commission with a review of their activities for the previous year.

*****CITY COMMISSION MEETING RECESSED AS THE CITY COMMISSION AND RECONVENED AS CRA BOARD****

8.B KISSIMMEE MAIN STREET SERVICES AGREEMENT FOR FISCAL YEAR 2021-2022 (CRA FUND PORTION)

Approval of a new service agreement with Kissimmee Main Street for Fiscal Year 2021-2022.

Samia Singleton, CRA Manager, discussed Kissimmee Main Street and requested approval of their FY2021-2022.

In response to Mayor Gonzalez's question, City Manager Steigerwald stated no other non-profits received an increase.

Commissioner Alvarez made a motion to approve. Commissioner Fisher seconded the motion for discussion.

AYE: CRA Commissioner Fisher, CRA Commissioner Ortiz, CRA Commissioner Alvarez, Commissioner Castano

NAY: CRA Chairwomen Gonzalez

Motion Passed 4 – 1.

**** CITY COMMISSION IS ADJOURNED AS THE CRA BOARD AND RECONVENED AS THE CITY COMMISSION****

8.C KISSIMMEE MAIN STREET SERVICES AGREEMENT FOR FISCAL YEAR 2021-2022 (GENERAL FUND PORTION)

Approval of the General Fund funded portion of a new service agreement with Kissimmee Main Street for Fiscal Year 2021-2022.

Craig Holland, Development Services Director, reviewed the General Fund portion of the services agreement for Fiscal Year 2021-2022. Staff recommends funds in the amount of \$119,734 be provided for salaries for two (2) Main Street employees. This includes an increase of \$4,734 for raises for two (2) employees.

Commissioner Fisher made a motion to approve. Commissioner Ortiz seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Fisher, Commissioner Ortiz, Commissioner Alvarez, Commissioner Castano

NAY: None

Motion Passed 5 - 0.

8.D 2022 CITY COMMISSION MEETING CALENDAR

Request City Commission approval to establish the Commission meeting calendar for 2022.

City Manager Steigerwald provided suggested dates for Commission meetings and events and provided details of changes to the calendar. The Budget Workshop in July has been moved to a Tuesday afternoon instead of a Friday morning due to schedule conflicts.

Commissioner Fisher made a motion to approve the 2022 Commission Meeting Calendar. Commissioner Castano seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Fisher, Commissioner Ortiz, Commissioner Alvarez, Commissioner Castano

NAY: None

Motion Passed 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

CITY MANAGER STEIGERWALD

City Manager Steigerwald mentioned the upcoming Lakefront Park ribbon cuttings for Concessions at Ruby Plaza and the Marina on Thursday morning.

He also reminded the Commission of the Orlando Japan Festival on November 7, 2021, and the Veteran's Day Parade in downtown Kissimmee on November 13, 2021.

City Manager Steigerwald updated the Commission on the RFP Committee that met this afternoon; they have requested an opportunity to speak and have individual presentations from

each of the three (3) bidders. The Committee recommendation is tentatively expected to come back to the Commission in December.

9.B CITY ATTORNEY

CITY ATTORNEY SANCHEZ DE FUENTES

Nothing.

9.C CITY COMMISSION

COMMISSIONER CASTANO

Nothing.

COMMISSIONER ORTIZ

Nothing.

COMMISSIONER ALVAREZ

Nothing.

COMMISSIONER FISHER

Commissioner Fisher reminded everyone to be mindful of Veteran's Day and fly a flag and participate in the parade in memory of all the Veteran's who served for our freedom.

MAYOR GONZALEZ

Nothing.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 6:29 PM.


MAYOR-COMMISSIONER

ATTEST


CITY CLERK