MEETING AGENDA
SESSION OF THE COMMISSION MEETING
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, AUGUST 16, 2022 AT 6:00 PM

1. MEETING CALLED TO ORDER

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Presentation of Retirement Watch to Michael Carter

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Ordinance amending the Future Land Use designation from MF-MDR, MF-HDR, CONS, & CG to CONS and IB: Constellation (Formerly Ramona), LUPA-22-0001 - Proposed Ordinance #22-09

AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

4.B Public Hearing - Second and Final Reading - Ordinance amending the Future Land Use designation to establish MU-V (Mixed Used Vine); LUPA-22-0004 - Proposed Ordinance 22-12

AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE

5. PUBLIC HEARINGS

5.A Public Hearing - Constellation (Formerly Ramona) Planned Unit Development (PUD) Amendment: PUD-22-0001

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 the handling of routine miscellaneous business of the City Commission. The City Commission in one motion *may adopt the entire Consent Agenda. The motion for adoption is non-debatable and must receive unanimous approval. By request of any individual member, an item may be removed from the Consent Agenda for discussion.*

7.A Approval of City Commission Minutes from the August 2, 2022 meeting

7.B Agreement with Raftelis Financial Consultants to provide a Municipal Impact Fee Study for Recreation, Police and Fire services.

7.C Approval of a Resolution Authorizing the Acquisition of Fire Fighting Apparatus

7.D General Employee Organization Budget to be carried forward to FY 2022

7.E Federal Aviation Administration Airport Improvement Program Grant for the Taxiway E Extension and Installation of Taxiway E Lighting at Kissimmee Gateway Airport

7.F Approval to Contract with Osceola Council on Aging for the Rehabilitation of the House Located at 1124 Lindsay Way, Kissimmee 34744

7.G Fire Station No.13 Roofing Replacement Project

8. DISCUSSION ITEMS

8.A Toho Water Authority Board Appointment

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 Commission Meeting 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 State 286.26, persons needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 101 Church Street, Kissimmee, Florida, (407) 518-2309.

ITEM 3.A
Presentation of Retirement Watch to Michael Carter

Request

Request the presentation of Corporal Michael Carter's retirement watch. Corporal Carter is retiring from the City of Kissimmee after 20 years of service with the Kissimmee Police Department.

Explanation

Corporal Carter began his career with the Kissimmee Police Department in April 2002. Corporal Carter was most recently assigned to the Patrol Division as a supervisor on day shift.

During his tenure with the City, Corporal Carter worked as a Patrol Officer, Traffic Enforcement Officer, Traffic Homicide Investigator and Corporal within the Patrol Division. Corporal Carter always took great pride in his job assignments and displayed a true passion for helping others and the officers that worked under his command. Corporal Carter also served his country with 13 years of active duty and 15 years of reserve duty in the Marine Corps. He was assigned to the Wounded Warrior Regiment for 4 years where he assisted returning combat veterans and their families readjust to life after suffering severe injuries. Corporal Carter retired from the Marine Corps as a Master Sergeant.

Corporal Carter leaves the Department in good standing and as a role model to those officers new to their career in how to treat the community, fellow employees, and most importantly, how to treat every individual. The Department will truly miss Corporal Carter. We wish him success in his future endeavors.

Department: Police
Presenter: Jeffrey Odell

Attachment(s):
None

ITEM 4.A

Public Hearing - Second and Final Reading - Ordinance amending the Future Land Use designation from MF-MDR, MF-HDR, CONS, & CG to CONS and IB: Constellation (Formerly Ramona), LUPA-22-0001 - Proposed Ordinance #22-09

AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Request

Approval to approve a Land Use Plan Amendment to change the Future Land Use Map designation from Multi Family Medium Density Residential (MF-MDR), Multi-Family High Density Residential (MF-HDR), Conservation (CONS), and Commercial General (CG) to Conservation (CONS) and Industrial Business (IB) on 114.25 acres of land west of Florida's Turnpike, east of Bill Beck Blvd., along the north and south sides of E. Osceola Parkway.

Explanation

Approval of a Land Use Map Amendment from Multi Family Medium Density Residential (MF-MDR), Multi-Family High Density Residential (MF-HDR), Conservation (CONS), and Commercial General (CG) to Conservation (CONS) and Industrial Business (IB) on 114.25 acres of land. This is a companion application to the Constellation (formerly Ramona) Planned Unit Development (PUD)(PUD-22-0001) that will accommodate industrial warehouse uses that is also on tonight's City Commission agenda.

Off-site transportation improvements to the segment of Bill Beck Blvd. south of Osceola Parkway have commenced and the project is under construction by Osceola County. Construction includes a 2-lane, undivided urban roadway designed for future expansion to 4 lanes. The improvements also include sidewalks, provisions for street lighting, and a new traffic signal at the Osceola Parkway intersection.

On-site improvements and conditions to mitigate impacts will be addressed with subsequent development review submittals and reviews and are subject to applicable local, state, and federal permitting requirements and standards.

<u>FINDINGS AND REASONS</u>:

1. Compliance with Comprehensive Plan Future Land Use Policy 1.2.4.3, Industrial Business (IN) Future Land Use Designation, that is intended to accommodate a mixture of typical industrial uses and more intense non-industrial uses. Development and redevelopment projects within this future land use designation may be built with an intensity of up to 0.50 FAR. This designation shall be applied to areas appropriate for typical industrial uses or mixed-use development consisting of light-industrial uses and compatible commercial uses.
2. Compliance with Comprehensive Plan Future Land Use Policy 1.2.8.2, Conservation (CONS) Future Land Use Designation, that is intended for those lands, because of their environmental quality or sensitivity, for protection and is not intended for development activities, and

therefore have no allowable FAR. These lands may include wetlands, wildlife habitats, and/or watershed protection areas. The CONS designation shall be applied to portions of major natural resource areas and environmentally sensitive corridors which the City deems appropriate and feasible to protect in order to help implement natural resource conservation goals, objectives, and policies stipulated in the Comprehensive Plan. The designation shall be primarily assigned to publicly owned and restricted privately owned properties.

3. Compliance with Transportation Element Policy, 2.2.2.3: Density Support, in that transportation infrastructure and services shall support residential, non-residential, and mixed-use land uses.
4. Compliance with Land Development Code Section 14-3-26, Comprehensive Plan Text and Map Amendments, in regards to the submittal and review procedures and criteria to support an amendment.

Recommendation

The Development Review Committee (DRC) recommended approval on March 1, 2022.

The Planning Advisory Board (PAB) recommended approval by a vote of 5-0 on April 6, 2022.

The City Commission approved the First Reading on May 3, 2022.

CONDITION:

1. Subject to City Commission approval and transmittal to the Department of Economic Opportunity (DEO).

REQUESTED CITY COMMISSION ACTION:

Approve w/Conditions
Adopt

Department: Development Services
Presenter: Brenda Ryan

Attachment(s):

1. LUPA-22-0001 Vicinity Map
2. LUPA-22-0001 Aerial Map
3. LUPA-22-0001 Site Data Tables
4. LUPA-22-0001 Proposed Ordinance 22-09
5. LUPA-22-0001 State Transmittal Comments
6. LUPA-22-0001 City Commission Ad
7. LUPA-22-0001 May 03 2022 City Commission Mtg. Minutes
8. LUPA-22-0001 April 6, 2022 PAB Actions
9. LUPA 22-0001 Planning DRC Comments
10. LUPA-22-0001 School District DRC Comments
11. LUPA-22-0001 PWE DRC Comments
12. LUPA-22-0001 DRC Application

ITEM 4.B

Public Hearing - Second and Final Reading - Ordinance amending the Future Land Use designation to establish MU-V (Mixed Used Vine); LUPA-22-0004 - Proposed Ordinance 22-12

AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE

Request

Requesting approval of an ordinance that will amend the future land use of several properties to the MU-V (Mixed Use Vine) designation.

Explanation

This is a staff-initiated request to amend the Future Land Use Map and extend the Mixed Use Vine (MU-V) land use designation on the western side of the City, per the map included with this report. The MU-V land use currently stops just past Hoagland Boulevard because its boundary matched the boundary of the Vine Overlay, which was replaced with the Form-Based Code in late 2020. It was always intended that the MU-V land use, which works in conjunction with the Vine Street Redevelopment Master Plan to accomplish the goals and objectives in the Master Plan and the Comprehensive Plan, would extend to the Vine Street Community Redevelopment Area (CRA) boundary which ends at the western city limits. If approved, the properties will be more consistent with the regulations in the Form-Based Code because it will establish density and intensity that is consistent with the uses and development standards in the transect zones.

After Commission approval of the first reading, staff transmitted all applicable documentation to the Florida Department of Economic Opportunity (DEO) and various other state and regional agencies for review. Most agencies did not have significant comments, but the Florida Department of Transportation (FDOT) had two technical comments with resolution to continue to work with their agency on traffic studies and transportation related projects. The City will continue to work with the FDOT on projects in this area, per their recommendations.

Recommendation

The Planning Advisory Board (PAB) recommended approval by a vote of 4-0 on May 4, 2022.

The City Commission approved the first reading on May 17, 2022.

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

Approve

Department: Development Services
Presenter: Ashley Cornelison

Attachment(s):

1. Map_MU-V

2. Proposed Ordinance#22-12
3. DEO Letter_07.01.2022
4. Agency Responses_All
5. Advertisement

ITEM 5.A
Public Hearing - Constellation (Formerly Ramona) Planned Unit Development (PUD) Amendment: PUD-22-0001

Request
Approval of a Planned Unit Development (PUD) Amendment to establish industrial warehouse uses on approximately 114.25 acres of land west of Florida's Turnpike, east of Bill Beck Blvd., along the north and south sides of E. Osceola Parkway.

Explanation
The Constellation PUD Amendment will establish 1,020,000 sq. ft. of industrial warehouse uses and remove the previously approved 720 residential units, 182,000 sq. ft. commercial, 300 hotel rooms, and assisted living facility uses from the Ramona PUD (DRC#18-0018). The Constellation PUD will specifically include Industrial Business (IB) Zoning permitted uses such as warehouse and distribution, wholesale trade, light and medium manufacturing, as well as ancillary office uses. The new uses is compatible with the concurrent Constellation Industrial Land Use Amendment (LUPA-22-0001).

The parcels were previously part of the Gateway Commons Development of Regional Impact (DRI)(DRC#18-0016) that was rescinded at the May 7, 2019 City Commission Meeting.

Off-site transportation improvements to the segment of Bill Beck Blvd. south of Osceola Parkway has commenced and is under construction by Osceola County. Construction includes a 2 lane, undivided urban roadway designed for future expansion to 4 lanes. The improvements also include sidewalks, provisions for street lighting, and a new traffic signal at Osceola Parkway intersection. A trip generation analysis has been included within the PUD Narrative that demonstrates a decrease of daily transportation trips with the new industrial entitlements compared to the previously approved Ramona PUD mixed uses.

On-site improvements and conditions to mitigate impacts will be addressed with subsequent development review submittals and reviews and are subject to applicable local, state, and federal permitting requirements and standards. Examples of conceptual building elevations and site layouts are included in the attached Constellation Photo Book.

<u>FINDINGS AND REASONS</u>:

1. Compliance with Land Development Code Section 14-3-28(G), Zoning Map Amendment to Planned Unit Development, in regards to the submittal and review procedures and criteria to support PUD conceptual plan amendments.
2. Compliance with the site design regulations such as density, lot area, setbacks, building separation, height, and other general standards such as internal circulation, access and other conditions as outlined in Section 14-4-8(D)(4).
3. Compliance with Policy 1.2.4.3, Industrial Business (IN) Future Land Use Designation, intended to accommodate a mixture of typical industrial uses and more intense non-industrial uses. Development and redevelopment projects within this future land use designation may be built with an intensity of up to 0.50 FAR. This designation shall be applied to areas appropriate for typical industrial uses or mixed-use development consisting of light-industrial uses and compatible commercial uses.

Recommendation

REQUESTED PLANNING ADVISORY BOARD ACTION:
Approve w/Conditions

The Development Review Committee (DRC) recommended approval on March 1, 2022.

The Planning Advisory Board (PAB) recommended approval by a vote of 5-0 on April 6, 2022.

CONDITION:
1. Subject to City Commission approval of the Constellation Land Use Amendment (LUPA-22-0001).

Attachment(s):
1. PUD-22-0001 Vicinity Map
2. PUD-22-0001 Aerial Map
3. PUD-22-0001 Site Data Tables
4. PUD-22-0001 PUD Narrative
5. PUD-22-0001 Constellation Photo Book
6. PUD-22-0001 April 6, 2022 PAB Actions
7. PUD-22-0001 Planning DRC Comments
8. PUD-22-0001 School District DRC Comments
9. PUD-22-0001 PWE DRC Comments
10. PUD-22-0001 DRC Application Supporting Documents

ITEM 7.A
Approval of City Commission Minutes from the August 2, 2022 meeting

Request

Request Commission approval of the August 2, 2022 Commission Minutes.

Explanation

Minutes of the Commission meeting held on Tuesday, August 2, 2022 are attached for approval.

Recommendation

Staff recommends approval of the Minutes.

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

Approve

Department: City Commission
Presenter:

Attachment(s):
1. Commission Minutes - August 2, 2022

ITEM 7.B

Agreement with Raftelis Financial Consultants to provide a Municipal Impact Fee Study for Recreation, Police and Fire services.

Request

Approval to enter an agreement with Raftelis Financial Consultants to assist the City in updating the impact fee rates for Parks and Recreation services and calculating new impact fees for Police and Fire services.

Explanation

The City has not updated the Recreation Impact Fees for Parks and Recreation in several years and currently does not have Impact Fees for the Police or Fire Department services. The City is looking to utilize the expertise of Raftelis Financial Consultants to assist the City in updating the recreation impact fees and calculating new impact fees for Police and Fire services. Raftelis will collect and analyze data from surrounding sources and prepare technical reports with supporting documentation and impact fee recommendations. Raftelis will present this report to the City Commission and assist in reviewing and updating impact fee ordinances.

The City would like to utilize the intergovernmental cooperative purchasing with Raftelis Financial Consultants through their contract number 19632 with the City of Daytona Beach. The proposal presented to the City inclusive of the Recreation, Police and Fire impact fee study is $58,000. Each City Department will pay a portion of the cost of the study.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00150403-503434		Decrease		$14,500
00125103-503131		Decrease		$14,500
00135103-503434		Decrease		$14,500
00130203-503434		Decrease		$14,500

Financial Summary:

The Parks and Recreation, Fire, Police and Development Services departments will share the cost of the study.

Recommendation

Approval to enter an agreement with Raftelis Financial Consultants to assist the City in updating the Impact fees for Parks and Recreation services and calculating new impact fees for Police and Fire services.

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

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):

1. 1015-17_Daytona Beach - General Services Contract 19632_fully executed
2. Raftelis Proposal
3. Raftelis Agreement

ITEM 7.C
Approval of a Resolution Authorizing the Acquisition of Fire Fighting Apparatus

Request

Approval of a Resolution authorizing the City to acquire fire fighting apparatus using the lease-financing purchase agreement and buy back agreement through the collaboration and partnership of South Florida Emergency Vehicles, Leasing 2 Inc., and Brindlee Mountain Fire Apparatus, LLC.

Explanation

City staff has determined that it is economically advantageous, operationally more beneficial and in the best interest of the City to acquire (1) Sutphen Custom Pumper using a lease-financing purchase and buy back model through collaboration and partnership with South Florida Emergency Vehicles, Leasing 2 Inc., and Brindlee Mountain Fire Apparatus, LLC.

The primary benefit of this approach is that for the same costs currently budgeted for the purchases of new and replacement apparatus, fire apparatus can be replaced more frequently since pre-approved resale arrangements will be in place at the time of purchase of the truck. The end result will be a newer, more reliable fleet with less downtime and lower maintenance expenses.

The annual lease payments to Leasing 2 Inc. for the apparatus will be paid for from the Local Option Sales Tax Fund from monies that were originally budgeted to purchase the equipment. The annual lease payment of $142,119.33 will begin when the equipment is received, which is expected to occur in August 2024, for a term of seven (7) years. A balloon payment of $206,288 will be required in 2031 which will be included in the 5-year Capital Budget in future years. The apparatus will then be sold pursuant to the Deferred Purchase Value Agreement with Brindlee Mountain Fire Apparatus, LLC for $206,288 at the end of the lease period.

Recommendation

Commission approval of the Resolution authorizing the acquisition of the fire fighting apparatus, and the authorization for the City Manager to execute the Lease Purchase Agreement, and the Deferred Purchase Value Agreement. Staff additionally requests Commission authorization for the City Manager to execute and deliver any subsequent related documents which may be necessary in the future for the consummation of the transactions.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire
Presenter:

Attachment(s):

1. Attorney Letter
2. Resolution 16-2022 (Fire Fighting Apparatus Acquisition)
3. Insurance Coverage
4. Lease-Purchase Agreement
5. Deferred Purchase Value Agreement

ITEM 7.D
General Employee Organization Budget to be carried forward to FY 2022

Request

Approval to carry forward General Employee Organization assistance funds from the prior year.

Explanation

Due to an oversight the General Employee Organization's (GEO) assistance funds were not carried over to this current fiscal year. The GEO is an organization which is made up of representatives from each of the City's departments to provide support to general employees. Through fundraisers of their own, the GEO has raised these funds over the years to assist fellow employees who encounter an unforeseen emergency. The amount to be carried over is $17,426.76, which will allow the GEO to continue helping fellow employees.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
01015208-508382		Increase	$17,426.76	

Financial Summary:

$17,426.76 will be carried forward to FY 2022.

Recommendation

Staff recommends Commission approval to carryover the GEO funds.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Human Resources & Risk Management
Presenter:

Attachment(s):
None

ITEM 7.E
Federal Aviation Administration Airport Improvement Program Grant for the Taxiway E Extension and Installation of Taxiway E Lighting at Kissimmee Gateway Airport

Request

Request Commission acceptance of a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant for the Taxiway E Extension and Installation of Taxiway E Lighting at Kissimmee Gateway Airport.

Explanation

The airport staff requested and received an FAA AIP Grant for the Taxiway E Extension and Installation of Taxiway E Lighting. This will fund new pavement and airfield lighting to assist air traffic control safety procedures. The former Kissimmee Jet Center hangar will be removed as it currently obstructs the proposed taxiway and is located in the runway object free area. In addition, the taxiway will support the hangars and businesses planned for construction in the airport's southeast quadrant.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
47070106-506393 47000331-331410	TBD TBD	Increase Increase	$5,275,291.00 $5,275,291.00	

<u>Financial Summary:</u>

This FAA grant provides 90% of the project costs by utilizing aviation user fees (no general funds). Remaining funds are anticipated by a Florida Department of Transportation Grant (8%) and airport reserves (2%).

Recommendation

Staff recommends Commission approval to accept the FAA AIP Grant for the Taxiway E Extension and Installation of Taxiway E Lighting at Kissimmee Gateway Airport.

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

Approve

Department: Airport
Presenter:

Attachment(s):

1. Taxiway E-Grant Agreement (part 1) - signed
2. Taxiway E -Grant Agreement - audit

ITEM 7.F

Approval to Contract with Osceola Council on Aging for the Rehabilitation of the House Located at 1124 Lindsay Way, Kissimmee 34744

Request

Approval to partner with the Council on Aging to coordinate a homeowner rehabilitation project for 1124 Lindsay Way, Kissimmee, 34744.

Explanation

The owner of the house located at 1124 Lindsay Way has been unable to keep up maintenance throughout the years to the point where there have been numerous concerns from the Fire Department and the Adult Protective Services Office of the Department of Children and Families (DCF) about what should be done.

Staff intends to assist by providing services either through the Owner Occupied Rehabilitation program or the Demolition and Reconstruction program, whichever one is needed. Normally, the City utilizes the services of Habitat for Humanity, which has been its partner organization for the last two years. However, staff plans to partner with the Council on Aging to manage the construction of this project since they have developed a relationship and established trust with the homeowner.

If approved by the City Commission, staff will proceed with obtaining a third-party inspection report to develop the scope of work. Based on the findings from the inspector, the level of rehabilitation will be determined. The assistance will be provided as a deferred loan and the terms will be determined by the level of rehabilitation. After the specifics of the job are known, staff will request approval from the City Commission to proceed with the closing and the contract with the Council.

It is expected that this project will be funded with SHIP funds.

Recommendation

Approval for staff to contract with the Council on Aging on the rehabilitation of 1124 Lindsay Way, Kissimmee, 34744.

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

Approve

Department: Development Services
Presenter: Frances DeJesus

Attachment(s):
None

ITEM 7.G
Fire Station No.13 Roofing Replacement Project

Request

Approval of a Work Order using the City's continuing services agreement for roof installation and repair services with RCS Roof Control Services, Inc. for Fire Station No.13 Roofing Replacement Project in the amount of $194,880.00.

Explanation

On March 1, 2022, the City Commission approved the continuing services agreements (RFP 2022-001) for roof installation and repair services with 1) Atlas-Apex Roofing Inc., 2) RCS Roof Control Services, Inc., 3) Advanced Roofing, Inc. and 4) Springer-Peterson Roofing & Sheet Metal, Inc.

The Facilities Management Division requested quotes from the pre-qualified roofing contractors under the City's continuing services agreement for the Fire Station No.13 roof replacement project located at 1801 N. Hoagland Blvd, Kissimmee. The scope of work is to replace approximately 16,000 square feet of asphalt shingle with a standing seam metal roof system.

The total project amount of $194,880.00 includes an Owner’s Contingency Allowance in the amount of $16,885.00 for unforeseen expenses or cost overruns on the projects.

The following continuing service roofing contractors provided quotes.

- RCS Roof Control Services, Inc. $177,995.00 (plus $16,885.00 contingency)
- Advanced Roofing, Inc. $212,000.00
- Springer-Peterson Roofing & Sheet Metal, Inc. Withdrawn

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
56045603-506393	CS2224	Decrease	$194,880.00	$194,880.00

<u>Financial Summary:</u>

Sufficient funding is available to complete Project CS2224.

Recommendation

Staff recommends City Commission approval of a Work Order with RCS Roof Control Services, Inc. for Fire Station No. 13 Roofing Replacement Project in the amount of $194,880.00.

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

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. Advanced Roofing Continuing Services Agreement 2022
2. Fire Station No. 13 Roofing Replacement Quote
3. Advanced Roofing Signed Work Order Form

ITEM 8.A
Toho Water Authority Board Appointment

Request

Request that the City Commission make an appointment to fill a vacancy on the Toho Water Authority Board of Directors due to the resignation of Jim Swan.

Explanation

Jim Swan, one of the City's two appointees to the Toho Water Authority Board of Directors, resigned prior to the end of his term. Toho is in dire need of filling this vacancy prior to their September budget meeting as they currently do not have enough board members for a quorum because two of their remaining four board members are unavailable due to personal issues.

The City Clerk's office has two applications for this board on file, both of which have prior water and sewer utility experience and are qualified for appointment. The application from John McAleenan was submitted for the most recent opening on this board in 2020, while the application from Garrick Harold was submitted unsolicited earlier this year. In the past, the City has advertised utility board openings but since we have two qualified applications on file and considering Toho's need to fill the seat quickly, staff recommends the Commission consider appointing one of the two pending applicants.

Recommendation

Staff recommends the Commission utilize the current qualified applications for consideration to fill the open vacancy.

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

Appoint/Reappoint

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. (2020) 08-18-2020 TWA Application John McAllenan (Interviewed 08-18-2022 - Not Appointed)
2. (2022) 01-13-2022 TWA Application Harold Garrick (City Resident) 01-13-2022
3. Letter of Resignation to Board SIGNED 071822