



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, FEBRUARY 7, 2023 AT 6:00 PM**

- 1. MEETING CALLED TO ORDER**
- 2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
- 3. PROCLAMATIONS AND SPECIAL PRESENTATIONS**

- 3.A Donation of Nord Truck Equipment
- 3.B Proclamation-African American History Month
- 3.C Swearing In of New Firefighters
- 3.D Employee of the Month for February

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

- 4.A Public Hearing - First Reading - An Ordinance amending Chapter 22, Article II: Noise and amending Chapter 1, Section 1-22: General Provisions - Proposed Ordinance # 23-01

AN ORDINANCE AMENDING THE CODE OF THE CITY OF KISSIMMEE, FLORIDA; REORGANIZING AND UPDATING LANGUAGE IN CHAPTER 22, ARTICLE II, NOISE; AMENDING CHAPTER 1, SECTION 1-22(B) TO ADD FINES FOR REPEAT NOISE VIOLATIONS; REPLACING THE CODE ENFORCEMENT BOARD WITH THE CODE ENFORCEMENT SPECIAL MAGISTRATE IN CHAPTER 1 SECTION 1-22(C); PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

5. PUBLIC HEARINGS

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 January 17, 2023 meeting
- 7.B Agreement with EnRange, Inc. for Public Safety Training Center lead mitigation services
- 7.C Approval to Accept financial assistance from the Florida Urban and Community Farming Pilot Program Grant for a Community Garden
- 7.D Approval to purchase a ST-Genesis Series Fire Apparatus Driving Simulator from Sim-Tech

- 7.E First Amendment to Agreement for Professional Services with RS&H, Inc. for the Woodside Drainage Improvement Project
- 7.F Purchase of New Rescue Unit (Rescue 16) and Transfer of Funds
- 7.G Approval of the Third Amendment to the Tapestry Annexation, Planning, and Development Agreement
- 7.H First Amendment to the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement (110 N. Palm Avenue)
- 7.I Amend Rates & Charges Policy for Kissimmee Gateway Airport
- 7.J 2023 EMS Awards Grant
- 7.K Approval of a Permanent Right-of-Way Easement between the Mexican Market & Restaurant, Inc. and the City of Kissimmee
- 7.L Additional State Housing Initiatives Partnership (SHIP) Funding for the Fiscal Year 2022-2023
- 7.M Federally Funded Public Assistance State Agreement – Hurricane Ian
- 7.N Continuing Consultant Agreements for Airport Engineering and Planning
- 7.O License Agreement with Osceola County for Intelligent Transportation System (ITS) Fiber Interconnect

8. DISCUSSION ITEMS

- 8.A Advisory Board Vacancies: Board of Adjustment and Planning Advisory Board

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 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**Donation of Nord Truck Equipment****Request**

Presentation by Mr. Jay Wheeler, President of Underground Refuse Systems to the City Commission.

Explanation

Mr. Jay Wheeler, President of Underground Refuse Systems would like to donate some Nord truck equipment to the City of Kissimmee. The part is a replacement set of Nord truck video monitors and is valued at over \$5,000.

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.B

Proclamation-African American History Month

Request

The request is for the Commission to present a Proclamation in honor of African American History Month.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. African American History Month

ITEM 3.C

Swearing In of New Firefighters

Request

Staff requests that our eight new employees be sworn in as City of Kissimmee Fire Department Firefighters.

Explanation

Eight new employees have been hired by the City of Kissimmee Fire Department. These employees have completed an extensive orientation and have now been assigned to a shift and station.

Staff requests that these employees be sworn-in in front of the City Commission to reflect the professionalism and respect their jobs deserve. This will also allow the Commissioners an opportunity to meet the new firefighters that will be serving this city.

The firefighters to be sworn in are:

Firefighter Israel Rodriguez
Firefighter Juan Mejia
Firefighter Joshua Tyrrell
Firefighter Josias Kimble
Firefighter Klebert Charles
Firefighter Preston Archie
Firefighter Jack Calvetti
Firefighter Derick Ferreira

Department: Fire
Presenter: James Walls

Attachment(s):

1. (S) Oaths of Office for Eight New Firefighters

ITEM 3.D

Employee of the Month for February

Request

That the City Commission join the City Manager in recognizing Anna Rae Miller, Parks & Recreation, as February's Employee of the Month.

Explanation

The City is pleased to announce that the Employee of the Month for February is Anna Rae Miller, Secretary, for the Parks and Recreation Department. Anna had her one-year anniversary last month.

Anna hit the ground running with her duties since she's come to the City and has assisted in many other areas as well. Working at the Civic Center, she has gotten involved with many of the events, and played an active role in assisting when the Center was a shelter after the hurricanes. Much of this work was done outside of her regular schedule. Anna has also become very active in the General Employee Organization (GEO), and was elected to the office of Secretary. She's been instrumental in renewing the GEO.

Customer service, follow-through, and attention to detail are among the many qualities that she excels in. She is a pleasure to work with because of her dependability and kindness. The City appreciates what Anna Rae brings to the table, and looks forward to her future years of service.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 4.A

Public Hearing - First Reading - An Ordinance amending Chapter 22, Article II: Noise and amending Chapter 1, Section 1-22: General Provisions - Proposed Ordinance # 23-01

AN ORDINANCE AMENDING THE CODE OF THE CITY OF KISSIMMEE, FLORIDA; REORGANIZING AND UPDATING LANGUAGE IN CHAPTER 22, ARTICLE II, NOISE; AMENDING CHAPTER 1, SECTION 1-22(B) TO ADD FINES FOR REPEAT NOISE VIOLATIONS; REPLACING THE CODE ENFORCEMENT BOARD WITH THE CODE ENFORCEMENT SPECIAL MAGISTRATE IN CHAPTER 1 SECTION 1-22(C); PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

Request

Requesting approval of an updated and reorganized Noise Ordinance and approval of modifications to Section 1-22 to include fees for repeat offenses of the Noise Ordinance.

Explanation

In November 2021, City staff began working with a consultant to update and reorganize the Noise Ordinance (Chapter 22, Article II), which was out of date, difficult for staff to enforce, and not user-friendly for the public. The proposed ordinance updates definitions, decibel levels, measurement methodology, and standards for enforcement, resulting in a modern ordinance that is easier to interpret and easier to enforce. Amendments are also proposed to Chapter 1, Section 1-22: General Penalty, to create a tiered fine for repeat offenses of the Noise Ordinance.

This is accompanied by an internal enforcement guide that breaks the ordinance into highlights that can easily be used in the field when City staff are working with the public on correcting a noise violation. Attached is a draft enforcement policy which will be finalized prior to the effective date of this ordinance and establishes the joint enforcement of the Noise Ordinance between Code Enforcement and the Kissimmee Police Department (KPD). A 90 day effective period was added to allow time for training on the ordinance and sound meter, and to give enough notice to the public of the new regulations.

Recommendation

Approval of the first reading to amend Chapter 22, Article II: Noise and Chapter 1, Section 1-22: General Provisions.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter: Ashley Cornelison

Attachment(s):

1. Proposed Ordinance # 23-01
2. Draft Noise Enforcement Policy
3. Noise Ordinance - Strikethrough
4. Sec 1-22 General Provisions - Strikethrough
5. Noise Enforcement Handout
6. Scope of Services

City of Kissimmee

7. Advertisement

ITEM 7.A**Approval of City Commission Minutes from the January 17, 2023 meeting****Request**

Request Commission approval of the January 17, 2023 Commission Minutes.

Explanation

Minutes of the Commission meeting held on Tuesday, January 17, 2023, are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter: Mike Steigerwald

Attachment(s):

1. (S) - Commission Minutes - January 17, 2023

ITEM 7.B

Agreement with EnRange, Inc. for Public Safety Training Center lead mitigation services

Request

The Police Department (KPD) requests the Commission to approve and the Mayor to sign the Agreement between the City of Kissimmee and EnRange, Inc. for lead mitigation services at the Public Safety Training Center (PSTC). Additionally, KPD requests the Commission authorize the City Manager to sign and execute any option to renew the Agreement.

Explanation

Lead mitigation, ventilation system filter replacement, berm grooming, lead and brass recovery, and other cleaning services are required maintenance services at the PSTC. These services help in maintaining a safe work environment at the PSTC. KPD has an opportunity through a cooperative agreement with Monroe County Sheriff's Office (MCSO) to contract with EnRange, Inc. EnRange, Inc. is capable of providing a one-stop service for the maintenance listed above. If executed, the contract period would be from the date of signing to April 21st, 2023 with an option to renew for an additional two years if renewed by MCSO. Entering into this Agreement complies with the City's Purchasing Manual and EnRange, Inc. has provided written permission to the City for procurement using MCSO's contract as a master agreement.

Recommendation

The Police Department recommends that the Mayor sign the Agreement between the City of Kissimmee and EnRange, Inc. for lead mitigation services at the PSTC, and Commission authorize the City Manager to sign and execute any option to renew the agreement.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. (S) Agreement with EnRange, Inc. for Public Safety Training Center lead mitigation services

ITEM 7.C

Approval to Accept financial assistance from the Florida Urban and Community Farming Pilot Program Grant for a Community Garden

Request

Acceptance of financial assistance to build a Community Garden from the Florida Urban and Community Farming Pilot Program through the Florida Department of Agriculture and Consumer Services and to amend the budget accordingly.

Explanation

The Parks and Recreation Department went before the Commission on August 17, 2021 to apply for financial assistance from the Florida Department of Agriculture and Consumer Services through their Florida Urban Community Farming Pilot Program to build a Community Garden for families at Quail Hollow Park. In that request, the City requested \$50,000 with a City match and a resolution (16-2021) allowing the City Manager to accept and sign any and all documentation.

The City has since been awarded the grant in the new amount of \$40,000. Staff would like to accept the \$40,000 with a City Match of \$10,000 and to amend the budget accordingly. Should the Commission approve this request, it is anticipated that a new community garden space will be operational by the summer of 2023.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15050406-506393	TBD	Increase	\$40,000	
15000331-331700	TBD	Increase	\$40,000	
03210108-508282	TBD	Decrease	\$10,000	
03250406-506393	TBD	Increase	\$10,000	

Financial Summary:

A new project should be created and funds deposited from the grant and the City's match for the overall project total and amended accordingly.

Recommendation

Acceptance of financial assistance to build a Community Garden from the Florida Urban and Community Farming Pilot Program through the Florida Department of Agriculture and Consumer Services and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Accept

City of Kissimmee

Department: Parks & Recreation

Presenter:

Attachment(s):

1. Urban Farming Grant Signed Agreement

ITEM 7.D

Approval to purchase a ST-Genesis Series Fire Apparatus Driving Simulator from Sim-Tech

Request

Staff requests approval to purchase a ST-Genesis Series Fire Apparatus Driving Simulator from Sim-Tech with funds previously approved in our FY23 Capital Budget, Project ST2300.

Explanation

A Driving Simulator was approved in the Fire Department's FY23 Capital Budget, Project ST2300, in the amount of \$230,000. This training device will provide simulation of driving large trucks and apparatus on the narrow streets of Kissimmee. Accidents should be significantly reduced by being able to expose employees to these difficult conditions in a simulated environment. Sim-Tech is the sole-source provider of this technology.

The simulator was originally budgeted to include a trailer so it could be moved from location to location. After Hurricane Ian and the subsequent flooding, the Department felt it was vital that we be equipped with the ability to respond to flooded areas within the city without our firefighters having to wade through deep waters. Funds in the amount of \$64,568 were transferred from the Driving Simulator project to purchase a 2-boat/trailer package for this purpose. Additionally, the new Rescue 16 project had an increase in the purchase price, which resulted in an additional \$20,000 being transferred from the Driving Simulator project to the Rescue 16 project, ST2303. Because of these transfers, staff is requesting approval to purchase the Driving Simulator without the trailer and have it placed in a permanent location. The Department is currently assessing several locations to determine the best spot. The stationary Driving Simulator, with a 3-year warranty, will cost \$115,275.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10435106 506494	ST2300		230,000	115,275

Financial Summary:

The necessary funding is available to make this purchase in the Driving Simulator project, ST2300.

Recommendation

Staff recommends approval to purchase a ST-Genesis Series Fire Apparatus Driving Simulator from Sim-Tech for the amount of \$115,275 using Project ST2300.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Fire

Presenter:

Attachment(s):

1. Sim-Tech Sole Source Letter
2. City of Kissimmee Fire Department_December_2022

ITEM 7.E

First Amendment to Agreement for Professional Services with RS&H, Inc. for the Woodside Drainage Improvement Project

Request

Approval of the First Amendment to the Agreement for Professional Services with RS&H, Inc. for the Woodside Drainage Improvement Project.

Explanation

Pursuant to a Request for Proposals (RFP) process, on May 1, 2018 an Agreement was executed with RS&H, Inc for Professional Services for the Woodside Drainage Improvements Project. The Agreement term expired on December 31, 2019, however several work orders were subsequently brought to and approved by the City Commission in 2019, 2020, and 2022, which served to extend the term and continue the work under the original Agreement. As this is a long term project spanning several years that is still in progress, this Amendment is to clarify that the term of the original Agreement is legally extended through December 31, 2025, without relying on the work order extensions.

Recommendation

Staff recommends approval of the First Amendment to the Agreement for Professional Services between the City of Kissimmee and RS&H, Inc.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter:

Attachment(s):

1. (S) Amendment to RS&H Agreement for Woodside Improvement Project

ITEM 7.F

Purchase of New Rescue Unit (Rescue 16) and Transfer of Funds

Request

Kissimmee Fire Department is requesting to have Excellance, Inc. manufacture a Rescue Unit utilizing a 2023 Freightliner M2 Chassis and to transfer the necessary funds.

Explanation

The Fire Department was approved to purchase a new Rescue (Rescue 16) in our FY23 Capital Budget for the amount of \$500,000, Project ST2303. This amount includes the cost of the Rescue as well as all equipment that will be permanently assigned to the Rescue. The Fire Department is requesting to have Excellance, Inc. manufacture a Rescue Unit utilizing a 2023 Freightliner M2 Chassis. Purchasing the unit from Excellance will ensure continuity within our fleet and will allow us to continue with our current remount program with this unit in future years and maintenance of the structural warranty on the truck. This will be considered a sole source project with Excellance, Inc., to maintain continuity of our fleet.

Excellance has advised that the purchase price of the Rescue has increased by \$20,000 from our original quote. The new purchase price is \$322,185.00. Therefore, Staff is also requesting approval to transfer \$20,000 from our Driving Simulator Project (ST2300) to the Rescue Project (ST2303) to cover this increase. This transfer will not affect our ability to purchase the Driving Simulator (subsequent agenda item). The remaining balance of this project will be utilized to purchase the equipment necessary for the operation of the truck.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10435206 506495	ST2303		\$500,000.00	\$322,184.48
10435206 506495	ST2303	Decrease	\$89,856.00	
10435206 506494	ST2303	Increase	\$89,856.00	
10435206 506495	ST2303	Increase	\$20,000.00	
10435106 506494	ST2300	Decrease	\$20,000.00	

Financial Summary:

Funding for the purchase of this Rescue unit is available in the Sales Tax Fund Project ST2303 after a transfer of \$20,000 from Project ST 2300. The remaining balance needed to purchase the equipment for the truck will be transferred to the machinery and equipment account within the same Project.

Recommendation

Staff recommends approval of this purchase using Sales Tax funding.

City of Kissimmee

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. Rescue Unit Purchase 2023 - Quote

ITEM 7.G

Approval of the Third Amendment to the Tapestry Annexation, Planning, and Development Agreement

Request

Approval of the Third Amendment to the Tapestry Annexation, Planning, and Development Agreement amending the Design Guidelines section with SAVI Investments, Inc.

Explanation

This Third Amendment to the Tapestry Annexation, Planning, and Development Agreement with Savi Investments, Inc., amends the Design Guidelines section (Exhibit D) of the original Agreement, dated June 13, 2005, to increase the maximum building height to sixty (60) feet (4 stories) for the Savi Property only. Savi Investments, Inc. currently owns the Tract FD-3 parcel of the Sonoma Resort at Tapestry - Ph. 2A plat (Plat Book 32, Page 3, Parcel/Tax ID:07-25-29-2167-0001-FD30) located on the west side of W. Carroll St, northwest of Kissimmee Elementary. The property is currently in development review to establish apartments. All other properties, development, and design standards previously included with the previous amendments shall remain the same and in effect. The approval of this Third Amendment also includes Exhibit 1 that provides additional conditions of approval.

Recommendation

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S)Third Amendment to the Tapestry Annexation, Planning & Development Agreement

ITEM 7.H

First Amendment to the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement (110 N. Palm Avenue)

Request

Approve and execute the First Amendment to the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for the property located at 110 N. Palm Avenue.

Explanation

The City of Kissimmee entered into a SHIP Agreement with Habitat for Humanity for Greater Orlando and Osceola County, Inc. to rehabilitate the property located at 110 N. Palm Avenue. The City is providing funding in the amount of \$95,985.60 for necessary and allowable improvements to the property. The project was scheduled to be completed on September 1, 2022. However, due to construction delays and shortages in materials and labor, Habitat was not able to complete the work on time. Hence, the purpose of the attached amendment is to extend the agreement until February 28, 2023.

The construction work has already been completed and the final walk through of the property took place on December 19, 2022. Representatives from the City, Habitat, and the owner were present and approved of the work.

Recommendation

Approve and execute the First Amendment to the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for the property located at 110 N. Palm Avenue.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S) First Amendment to the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement (110 N. Palm Avenue)

ITEM 7.I

Amend Rates & Charges Policy for Kissimmee Gateway Airport

Request

Staff requests Commission approval to amend the Rates & Charges Policy for Kissimmee Gateway Airport (KISM) approved on October 20, 2020.

Explanation

The City of Kissimmee operates KISM as an enterprise fund, meaning revenues produced by the airport are utilized to offset the annual operating and capital expenses. KISM operates self-sufficiently with the goal of requiring no general funds from the public. To ensure this continues, rates and charges are set based on the operating and capital improvement forecast over a five-year projection. Setting rates and charges to meet the forecasted projections utilizes a combination of fair market value appraisals by a third party and surveys of Florida airports of similar size and operations.

Since the policy was approved in 2020, KISM has renewed agreements with the car rental companies requiring a 5% charge of monthly gross revenues, regardless of sublease agreements. In addition, the market value of the property has increased based on appraisals and recent surveys of regional airport rates and charges. It is recommended to increase the aviation land rental charges by \$0.03 per square foot annually for new leases.

1. Aeronautical Land: \$0.30 per square foot annually (1 acre = \$13,068.00 per year)
2. Aircraft Parking Apron: \$0.35 per square foot annually

Recommendation

Staff recommends City Commission approval to amend the Rates & Charges Policy for Kissimmee Gateway Airport (KISM) approved on October 20, 2020.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. CP 1502 - Draft Changes 01.2023

ITEM 7.J

2023 EMS Awards Grant

Request

Approval for the acceptance of the 2023 EMS Awards Grant, the utilization of the funds as outlined below, and the establishment of grant accounts for these purchases..

Explanation

The Fire Department was awarded \$10,929 as part of the Department of Health, EMS County Awards Grant Program. The grant funds are to be utilized to enhance Emergency Medical Services within the City of Kissimmee.

This year the Fire Department would like to use the grant funds to purchase the following items:

- One (1) Automatic Electronic Defibrillator (AED) for our Brush Truck, as it is staffed during times of need.
- 15 portable carbon monoxide detectors for all frontline apparatus. We have seen an increase in carbon monoxide calls for assistance. These detectors stay on all the time and could be lifesaving, not only for the crews, but also for the citizens they are helping.
- A new rugged manikin for the crews to use for extrication and confined space training areas.
- Advanced trauma module set, interchanges with blank modules on adult extrication manikins. Interchangeable modules include contusions, lacerations, fractures, burns, entry/exit wounds, head trauma, impaled objects, and exposed viscera.
- Humerus IO training arm for interosseous (IO) needle insertion training.
- Advanced Venipuncture and Injection Arm for practice starting IVs.

The grant funds, along with other monies currently budgeted, would be utilized as follows:

AED - Cardiac Science Auto G5 CPR Feedback, with case, ready pack, pads x 2	\$ 1,680.00
Carbon Monoxide Detectors (15)	\$ 3,750.00
Crash Kelly Manikin	\$ 2,400.96
Laerdal Trauma Module Kit	\$ 1,557.00
Life/Form Skin Advanced Venipuncture and Injection Arm	\$ 939.75
Life/Form Skin and Vein Replacement Kit	\$ 176.97
Humerus Intraosseous Trainer Arm	\$ 324.63
Humerus Replacement Bones	\$ 104.69
TOTAL:	\$10,934.00
Less overage to be paid by City of Kissimmee	\$ -5.00
Grant Total	\$10,929.00

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
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City of Kissimmee

15235203 505255		Increase	\$10,929.00	
15200337 337103		Increase	\$10,929.00	

Financial Summary:

The balance of monies needed for these acquisitions will be funded from monies already included in the Fire Department's budget.

Recommendation

Staff recommends approval for the acceptance of these funds, the utilization of funds for the purchase of the above referenced equipment, establishment of grant accounts for these purchases and to amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. 2023 EMS Awards Grant - Informational Letter
2. 2023 EMS Awards Grant - Award Letter
3. 2023 EMS Awards Grant - Budget

ITEM 7.K

Approval of a Permanent Right-of-Way Easement between the Mexican Market & Restaurant, Inc. and the City of Kissimmee

Request

Approval of a Permanent Right-of-Way Easement between the Mexican Market & Restaurant, Inc. and the City of Kissimmee to accommodate streetscape zone requirements at 2160 and 2170 W. Columbia Avenue.

Explanation

Due to the lack of right-of-way to accommodate adequate streetscape zone requirements along streets within the Form Based Code (FBC) area of the City, some projects are required to dedicate an easement on private property to the City to accommodate improvements within these zones. Streetscape zones include a sidewalk and a furnishing zone that can consist of either landscaping or on-street parking. This right-of-way easement includes 10 feet on W. Columbia Avenue along the property frontage located at 2160 and 2170 W. Columbia Avenue.

FINDINGS AND REASONS:

1. Compliance with Land Development Code Section 14-5-5(E), Streetscape Zone, which requires an easement dedication if there is not sufficient space in the existing right-of-way to accommodate streetscape zone improvements.

Recommendation

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S) Permanent Right of Way Easement - The Mexican Market & Restaurant Inc. & the City of Kissimmee

ITEM 7.L

Additional State Housing Initiatives Partnership (SHIP) Funding for the Fiscal Year 2022-2023

Request

Acceptance of additional SHIP funding for the Fiscal Year 2022-2023 grant allocation in the amount of \$79,230 and approval to amend the budget for the proposed use of the funds.

Explanation

In the special legislative session held in December 2022, the Florida Housing Finance Corporation was appropriated \$60 million in funding for the Hurricane Housing Recovery Program (HHRP) that will run through the State Housing Initiatives Partnership (SHIP) Program. Of those funds, the City of Kissimmee was allocated \$79,230. The funds have already been disbursed by the Corporation and deposited in the City's SHIP revenue account. It is required that the funds are spent on strategies included in the City's Local Housing Assistance Plan which covers fiscal year 2022-2023. All income and other set-asides in the SHIP statutes and rules apply. The funds will be transferred to the Other Contractual Services account to pay for SHIP eligible strategies as required. The expenditure deadline for these funds is June 30, 2025.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11200335 335500	11221	Increase	\$79,230	
11225103 503434		Increase	\$79,230	

Financial Summary:

There is no financial impact on the General Fund since this is a grant-funded project.

Recommendation

Acceptance of additional SHIP funding for the Fiscal Year 2022-2023 grant allocation in the amount of \$79,230 and approval to amend the budget for the proposed use of the funds.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. FY2022-2023Allocation1-Distribution Amount Table

City of Kissimmee

ITEM 7.M

Federally Funded Public Assistance State Agreement – Hurricane Ian

Request

Commission approval of the Federally Funded Public Assistance State Agreement between the State of Florida, Division of Emergency Management and the City of Kissimmee for Hurricane Ian.

Explanation

The State of Florida, Division of Emergency Management (DEM) serves as the Grantee for the funds to be received from both the Federal Emergency Management Agency (FEMA) and the State Division of Emergency Management. In order to begin receiving reimbursements from both governmental agencies, the FEMA-State agreement must be approved by the City Commission. The attached agreement outlines the documentation required, the process for payment of claims, audit requirements, etc. This is a standard agreement that all governmental entities are required to sign in order to receive federally funded public assistance.

As projects are reviewed and processed by both entities, amendments to this agreement will be provided to the City to include the reimbursement amounts associated with each project. Each of these amendments must be executed by the City. Since there is a large number of outstanding projects, staff is requesting the Commission delegate the authority to sign these amendments to the City's Finance Director.

Recommendation

Staff recommends approval of this agreement for Hurricane Irma and the associated delegation of authority to the City's Finance Director.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance

Presenter:

Attachment(s):

1. (S) - DR4673-Z2990-Kissimmee, City of-Subgrant Agreement Template

ITEM 7.N

Continuing Consultant Agreements for Airport Engineering and Planning

Request

Request Commission approval of Selection of Continuing Consultants for Airport Engineering and Planning

Explanation

Every five years, the Federal Aviation Administration requires the Airport to perform a mandatory selection process for consultants to provide continuing engineering and planning services for the Airport. Since the last selection process was completed in 2017, a Request for Qualification (RFQ 2023-001) was issued in November 2022, with responses to be received no later than December 14, 2022. Responses were received from the following nine firms, in alphabetical order:

AVCON, Inc.
Crawford, Murphy & Tilly
C & S Companies
Hanson Professional Services
Hoyle, Tanner & Associates
Infrastructure Consulting & Engineering
Mead & Hunt
RS&H, Inc.
ZHA, Inc.

A proposal review committee, comprised of staff from the Airport, Public Works & Engineering and Development Services Departments met on January 24, 2023, to evaluate the firms' response to the RFQ, qualifications and experience based on the projected five-year Airport work plan. The firms chosen, again in alphabetical order were:

AVCON, Inc.
C & S Companies
Mead & Hunt
RS&H, Inc.

The proposal review committee recognized the chosen companies to be very qualified and experienced to perform the requested continuing engineering and planning services. Therefore, the committee elected not to interview and feel confident the four companies will be able to provide the on-call services and enable the Airport to efficiently meet its requirements and future development demands.

Recommendation

Staff recommends the Commission approve the selection of the recommended consulting firms.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

City of Kissimmee

Attachment(s):

1. (S) -AVCON Airport Consulting Agreement Rev-10-24-2022-Executed
2. (S) -RS&H Airport Consulting Agreement Rev-10-24-2022-Executed
3. (S) -Mead & Hunt-Airport Consulting Agreement Rev-10-24-2022-Executed
4. (S) -C&S Engineers-Airport Consulting Agreement Rev-10-24-2022-Executed

ITEM 7.O

License Agreement with Osceola County for Intelligent Transportation System (ITS) Fiber Interconnect

Request

Approval of a license agreement that allows fiber interconnectivity between the City of Kissimmee and Osceola County's Intelligent Transportation System (ITS).

Explanation

Almost all intersections within the City are connected to the county-wide intelligent transportation system (ITS). The system offers the ability to remotely monitor and control various traffic signals to ease congestion during peak hours.

As part of ITS, each connected traffic signal includes a camera that can be remotely monitored. By connecting the City's fiber network to the County's ITS, City staff will be able to view all traffic signal cameras within city limits to monitor traffic patterns and traffic flow.

Recommendation

Commission approval of a license agreement allowing for fiber interconnect between the City of Kissimmee and Osceola County's Intelligent Transportation System.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. (S) License Agreement - Osceola County to City of Kissimmee Draft v110422

ITEM 8.A

Advisory Board Vacancies: Board of Adjustment and Planning Advisory Board

Request

The Commission is requested to make appointments to fill vacancies on the Board of Adjustment and Planning Advisory Board.

Explanation

Commissioner Castano appointed Jeniffer Salas to the Board of Adjustment on October 18, 2022, pending review of an application that was to be filed. Ms. Salas' application was received, but upon review she did not qualify for the position. She was notified and submitted a second application with changes but she still did not qualify for the position on the grounds she is not a City resident and does not own or operate a business in the City. Since the term expiration date for this vacancy is set for May 31, 2023, City staff requests that the appointment be made for the remainder of the term, plus an additional three (3) full year term, expiring on May 31, 2026.

Seat #1 was originally assigned the Board of Adjustment vacancy and it has been reassigned to Seat #1 due to the applicant not qualifying for appointment.

Planning Advisory Board Member, Jackie Espinosa missed more than half of the scheduled meetings for the calendar year of 2022 and also missed three consecutive scheduled meetings. City Code Section 2-146, states that "in the event that an appointee misses three consecutive meetings or at least one-half of the meetings of the calendar year, he shall be considered to have resigned and a new replacement may be appointed."

Seat #2 has been assigned this Planning Advisory Board vacancy.

Planning Advisory Board Member, Jeffrey Wolff missed more than half of the scheduled meetings for the calendar year of 2022. City Code Section 2-146, states that "in the event that an appointee misses three consecutive meetings or at least one-half of the meetings of the calendar year, he shall be considered to have resigned and a new replacement may be appointed." Mr. Wolff's term is set to expire on May 31, 2023. When an appointment is made, City staff requests that the appointment be made for the remainder of the term, plus an additional three (3) full year term, expiring on May 31, 2026.

Seat #3 has been assigned this Planning Advisory Board vacancy.

The Commissioners will have 30 days to make an appointment. If no extension is requested, the appointment will automatically roll over to the next Commissioner in the rotation.

Commissioner Rotation:	Date Assigned:	Advisory Board:	Appointment Expires:	Requirements:
Seat #1 - Castano <i>*No applications currently on file*</i>	09/13/2022 12/06/2022 (reassigned) 1/17/2023 (extension) Assignment Expires:	Board of Adjustment	05/31/2023 (requesting filling of partial term, plus new three (3) year term, ending 05/31/2026)	City Resident and must have a Florida License as an Engineer, Architect, Surveyor or Contractor. Members may be a resident or non-City resident; non-residents must

	1/17/2023- 2/21/2023			either own real property or maintain a business office within the City.
Seat #2 - Eady <i>*No applications currently on file*</i>	2/21/2023	Planning Advisory Board	05/31/2024	Member must be a City resident or maintain a business office within the City.
Seat #3 - Alvarez <i>*No applications currently on file*</i>	2/21/2023	Planning Advisory Board	05/31/2023 (requesting filling of partial term, plus new three (3) year term, ending 05/31/2026	Member may be a resident or non-City resident; non-residents must either own real property or maintain a business office within the City.

Recommendation

Staff recommends the Commission make appointments to fill vacancies on the Board of Adjustment and Planning Advisory Board.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

None