



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

1. **MEETING CALLED TO ORDER** Members Present: Mayor Olga Gonzalez, Commissioners Olga Castano, Angela Eady, Carlos Alvarez, III, Janette Martinez
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 Alvarez led the audience in the Pledge of Allegiance.

3. **PROCLAMATIONS AND SPECIAL PRESENTATIONS**

- 3.A Recognition by the Florida City and County Management Association and Proclamation for the City of Kissimmee's 100th Anniversary of operating under the Council-Manager Form of Government

Request the Commission's acceptance of a Proclamation and a Recognition Award from the Florida City and County Management Association celebrating the 100th anniversary of the City of Kissimmee operating under the council-manager form of government.

John Coffey, City Manager of Indian Harbour Beach, was present representing the International City/County Management Association (ICMA) with a presentation to the City on its 100th Anniversary of its operation under the Commission-Manager form of government. Mr. Coffey reviewed the history of the Council-Manager Form of Government and recognized City Manager Steigerwald for his over 29 years of service to the City and he stated City Manager Steigerwald is respected for his leadership throughout the City, County, State, and throughout the nation. The City of Kissimmee is recognized as a welcoming community that embraces diversity.

City Manager Steigerwald read the proclamation for the record before joining the Commission for the presentation.

- 3.B Swearing In Three New Police Officers

Swearing in and administering oaths to three new police officers.

Deputy Police Chief Betty Holland administered the Oath of Office to Trevoye Smith, Destiny Gonzalez, Sasha Leach.

- 3.C Employee of the Month for March - Randall 'RJ' Littlefield Jr.

That the City Commission join the City Manager in recognizing Randall 'RJ' Littlefield Jr,

Public Works & Engineering, as March's Employee of the Month.

City Manager Steigerwald introduced the March Employee of the Month, Randall "R.J." Littlefield Jr. and commented that R.J. has been with the City for a little over 2 years, working as the Construction Project Manager for Public Works. Randy has a very laid back demeanor and works well under pressure while working with staff and outside vendors to make sure all processes are followed. For all these qualities and more, Randall is being recognized as the March Employee of the Month.

City Manager Steigerwald reminded everyone that the Employee of the Month is selected by a committee of peers from all City departments and there is no greater than being recognized by your peers.

Mr. Littlefield thanked his colleagues for nominating him and expressed his appreciation to the City staff for allowing him to work on their projects and to the City Manager and his staff for their positive leadership.

4. **PUBLIC HEARINGS - FIRST AND SECOND READINGS** None.
5. **PUBLIC HEARINGS** None.
6. **HEAR AUDIENCE**

Kenny Shocklee, 2415 Paradise Drive, Kissimmee, expressed his concerns regarding the permitting process for disaster repairs. Mr. Shocklee and his family lost most of their belongings and had considerable damage. They have reached out to FEMA and SBA (Small Business Administration) for assistance but they must have a City permit for the repairs or the funds will not be disbursed. Mr. Shocklee stated his contractor has provided all the documentation and they received a request for payment of \$2300 for the permit(s). The Contractor paid but was told the permit would not be ready or released for fourteen (14) days. Mr. Shocklee stated he wants his permit so he and his family can move forward. He read a statement concerning who has responsibility for the damage and commented that a final decision would be made in court on whether the governmental agency who is responsible for his well-being is responsible due to a lack of planning.

Yabsira Adera, representing the Small Business Association ("SBA"), discussed services that are available for hurricane related damage in affected areas of the City/County. A flyer (Exhibit "A") was distributed to the Commission with information on home and small business disaster loans. Mr. Adera questioned the amount of damage to properties inside the City Limits. Assistant City Manager Blake explained that we have the reports and would provide him with the appropriate contact with Emergency Management. Online information is available at the website [DisasterLoanAssistance.sba.gov](https://www.sba.gov/disaster-loan-assistance), or in-person at a Disaster Recovery Center or by mail by calling 800-659-2955.

The Commissioners questioned and received responses from the Small Business Administration representative.

Rob Holloway, 307 E Magnolia Street, requested Commission consideration in lowering the speed limit or adding stop signs on Magnolia. He would like a single white line on the roadway and a lowered speed limit to 20 mph. He has suffered tragedy in recent years and

he doesn't want to see any children hurt, injured or killed by speeders. City Manager Steigerwald will direct staff to review the issue and contact Mr. Holloway.

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.

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

Motion carried 5 - 0.

- 7.A Approval of City Commission Minutes from the February 21, 2023 meeting
Request Commission approval of the February 21, 2023 Commission Minutes.
- 7.B Marin Plat - Final Plat (DRC# SR-22-0019)
Approval of the final plat known as Marin Plat.
- 7.C Award contract for basketball court resurfacing to The Nidy Sports Construction Co.
Approval to award a contract for basketball court resurfacing for multiple basketball courts throughout the City to The Nidy Construction Co.
- 7.D Disposal of City Assets
Approval to dispose of the asset items detailed in the attached report.
- 7.E Business Leases for 1021 West Oak Street, Suite A, Suite B, and Suite E
Approval of the three (3) business leases for 1021 West Oak Street, Suite A (Uptown Tax Services, LLC.), Suite B (Sakura Pets Inc.), and Suite E (Gentlemen's Quaters of Kissimmee, Inc.).
- 7.F Cypress Ridge, Phase 2 (DRC# 16-00067) – Major Subdivision, Final Acceptance
Requesting City Commission acceptance of the required subdivision improvements for the subdivision known as Cypress Ridge, Phase 2.
- 7.G HiTIDE Manufacturing Group - Final Plat (DRC# SR-22-0016)
Approval of the final plat known as HiTIDE Manufacturing Group.

8. DISCUSSION ITEMS

- 8.A Advisory Board Vacancies: Board of Adjustment and Planning Advisory Board
The Commission is requested to make appointments to fill vacancies on the Board of Adjustment and Planning Advisory Board.

City Manager Steigerwald informed the Commission that the recent appointment to the Planning Advisory Board does not appear to qualify for the position but she submitted additional paperwork tonight and this will need to be reviewed by staff. No action is necessary on that appointment. The remaining appointments do not expire until March 21, 2023.

No action was taken.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the Commission of the St. Baldricks Fundraiser being held by the Kissimmee Police and Fire Departments. It will be on Dakin Avenue at 4:00 pm on March 11, 2023.

9.B CITY ATTORNEY

Nothing.

9.C CITY COMMISSION

Commissioner Castano wished everyone a good evening.

Commissioner Alvarez welcomed Stephanie Bechara to the City.

Commissioner Martinez welcomed Ms. Bechara to the City as well. Commissioner Martinez requested Commission consideration for staff to budget for the Commission to participate in Leadership Osceola for FY2023/2024.

Commissioner Alvarez made a motion to approve funding in the FY2023/2024 Budget for Commissioners to participate in Leadership Osceola. Commissioner Castano seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Alvarez, Commissioner Castano, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 5 - 0.

Commissioner Martinez reminded the Board of upcoming events, Business Under the Stars at Ruby Plaza, Kowtown Festival on March 18, 2023.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 6:35 PM.



ATTEST:

Linda S. Hansell

CITY CLERK

Olga Lucia Castano

MAYOR-COMMISSIONER

Exhibit "A"
Hand-out-Small Business Association
Hear the Audience
Item 6



U.S. Small Business
Administration

DISASTER ASSISTANCE
Businesses • Homeowners • Renters • Nonprofits

Mitigation Assistance for SBA disaster loan borrowers

Build Back Better and Stronger with SBA

Help protect your home or business against future disasters

Eligible SBA disaster loan borrowers may request additional funding for mitigation projects. SBA disaster loans can be increased up to 20% to make building upgrades that protect against future disasters.

Mitigation Projects to consider



Flood mitigation

- Seal a roof deck.
- Elevate structures.
- Add a sump pump.
- Landscape your property to improve water runoff and drainage.

Wind mitigation

- Strengthen structures.
- Brace or upgrade to wind-rated garage doors.
- Upgrade to pressure-rated windows.
- Install hurricane roof straps.
- Install a safe room or storm shelter.

*Check with local Emergency Management officials for more ideas



Three Ways to apply

- **Online** at DisasterLoanAssistance.sba.gov
- **In person** - Visit [Disaster Recovery Center-\(locator\)](#) or Business Recovery Center (call 800-659-2955 for location) to meet with SBA representative in person
- Apply by **mail** – call (800) 659-2955 to request a paper application

Questions? Call **(800) 659-2955** (dial 7-1-1 to access telecommunications relay services) or visit sba.gov/disaster



U.S. Small Business
Administration

DISASTER ASSISTANCE
Businesses • Homeowners • Renters • Nonprofits

Asistencia de mitigación para solicitantes de préstamos para desastres de la SBA

Reconstruir mejor y más fuerte con la SBA

Ayude a proteger su casa o negocio frente a futuros desastres

Los solicitantes de préstamos para desastres de la SBA que reúnan los requisitos pueden solicitar subvención adicional para proyectos de mitigación. Los préstamos por desastre de la SBA pueden incrementarse hasta un 20% para realizar mejoras en los establecimientos que los protegerán de futuros desastres.

Proyectos de mitigación a consideración

Mitigación de inundaciones

- Sellar un tejado.
- Elevar estructuras.
- Añadir una bomba de sumidero.
- Adapte el jardín de su propiedad para mejorar la canalización y el drenaje del agua.



Mitigación de los efectos del viento

- Fortalecer las estructuras.
- Refuerce o mejore las puertas de garaje resistentes al viento.
- Cambiar las ventanas por otras herméticas con protección al viento.
- Instalar correas para techos contra huracanes.
- Instale una habitación segura o un refugio contra las tormentas.

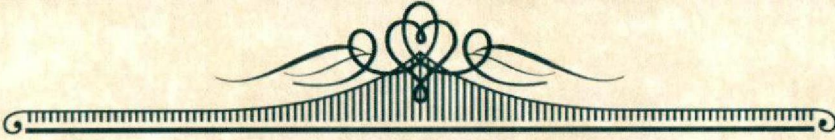
* Para más ideas, consulte a los oficiales locales de Manejo de Emergencias



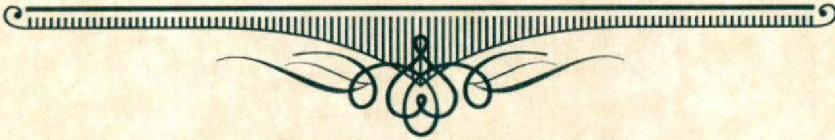
Tres maneras de aplicar

- **En línea** a DisasterLoanAssistance.sba.gov
- **En persona** - Visite [Disaster Recovery Center-\(locator\)](https://DisasterRecoveryCenter-(locator)) o Centro de Recuperación de Empresas (llame a 800-659-2955 para la ubicación) reunirse en persona con un representante de la SBA
- Solicitar **por correo**– llame a (800) 659-2955 para solicitar una aplicación en papel

Preguntas? Llame a **(800) 659-2955** (llame al 7-1-1 para acceder a los servicios de retransmisión de telecomunicaciones) o visite sba.gov/disaster



Certificate of Recognition



The Florida City & County Management
Association Celebrates With
City of Kissimmee

on the 100th anniversary of your city's recognition by the
International City/County Management Association (ICMA)
of its operation under the commission-manager form of government.

Awarded March 7, 2023



Lori LaVerriere **ICMA**

Lori LaVerriere, President, FCCMA
Deputy City Manager, Palm Beach Gardens