



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, APRIL 18, 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 6:01 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 Proclamation - Denim Day

The request is for the Commission to present a Proclamation to Lui Damiani, Executive Director of Healing Begins Here.

City Manager Steigerwald read a proclamation in honor of Denim Day as the Mayor and Commissioners presented the proclamation to Lui Damiani.

Mr. Damiani, Victim Service Center, thanked the Commission for their support of this event and the Victim Service Center. It is important to note that the Victims Service Center receives support from local governments all over Florida and their clients never receive a bill for services. On Denim Day, April 26, 2023, asked for photos to be posted and tagged on social media in support of Denim Day. There are benefits to the services they provide and spreading awareness is key to success.

3.B Proclamation - National Fair Housing Month 2023

Presentation of a Proclamation in honor of National Fair Housing Month.

City Manager Steigerwald read a proclamation in honor of National Fair Housing Month as the Mayor and Commissioners presented the proclamation to Wilda Belisle, from the Osceola Council on Aging.

Ms. Belisle thanked the Commission for the City's support of fair housing on behalf of the seniors they serve. We will be celebrating the seniors who participated in the drawing contest later in the meeting.

3.C Proclamation - Caribbean-American Day

The request is for the Commission to present a Proclamation to Arnold King, President of the Caribbean and Floridian Association, and Nicole Reid, Treasurer.

City Manager Steigerwald read a proclamation in honor of Caribbean-American Day as the Mayor and Commissioners presented the proclamation to Arnold King from the Caribbean and Floridian Association.

Mr. King thanked the City Commission on behalf of the Caribbean-American Association for recognizing this event in our community. Although most do not understand, the organization is a non-profit that participates in the community by giving \$10,000 annually in scholarships to graduating seniors, turkey give-a-aways in November, and other events throughout the year. Mr. King specifically thanked Chief O'Dell, Steve Lackey, Mike Steigerwald, Desiree Matthews and all the City staff that assisted the Association in completing their goals by supporting the community.

3.D 2023 Fair Housing Drawing Contest

To recognize the winners and participants of the 2023 Fair Housing Drawing Contest.

Frances DeJesus, Development Services, reviewed the 2023 Fair Housing Drawing Contest and invited Twis Lizasuain from the Osceola Association of Realtors to join her in presenting the top award winners.

The winners are as follows:

3rd Place, Maria Feliciano

2nd Place, Jason Leyva

1st Place, Gennives Brown

Ms. DeJesus thanked the Osceola Realtor's Association for their support of this initiative.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

None.

5. PUBLIC HEARINGS

None.

6. HEAR AUDIENCE

Stephanie Marrero, 2449 Torrens Way, Kissimmee, Kissimmee, stated she is representing her church and her non-profit, United in God's Presence Ministry, Inc. Ms. Marrero stated she is located in a high crime area in zip code 34741 and they would like permission to be allowed to evangelize outdoors. They are providing free Bibles every Friday and are seeking assistance from the City with providing more assistance, including counseling.

Commissioner Martinez questioned whether Ms. Marrero needed to contact someone in the City in reference to evangelizing.

Ms. Marrero stated they are not currently having any issues but they would like to prevent any conflicts from happening with the police and with providing food to the homeless near their church.

City Manager Steigerwald stated their 1st Amendment Rights allow them to do that in the public domain. There are rules for the use of sound equipment and restrictions on blocking

roads or sidewalks. For specific permits, you would need to contact the Police Chief.

Reynello Velasquez, 2219 Janet Street, Kissimmee, addressed the Commission relating to services he provides as a 501(c)3 and explained he is looking for assistance from the City to provide a location to hold events for the homeless every 3-4 months. Mr. Velasquez stated they are currently passing out bicycles and care packages on the street.

Mayor Gonzalez stated she is amazed that everyone is stepping up and how much strength and unity we are experiencing in the community.

City Manager Steigerwald asked Mr. Velasquez to leave a card with the City Clerk so staff can reach out to him about potential locations. The City, as a government, is limited in areas of involvement, but we can have someone reach out to discuss further.

Commissioner Eady explained she is working on a faith-based event; it is needed and she would like to see it happen next year.

Alberto Castaner, 2636 Old Dixie Highway, Kissimmee, thanked Commissioner Martinez for inviting him to speak. A video on the Freebee Rideshare Program, produced by Mr. Castaner, was presented with his comments that he would like to see the program area include the area of 1990 Neptune Road which includes his school. The video showed him riding in a Freebee vehicle to the Civic Center. Mr. Castaner thanked the Commission for allowing him to speak.

Glenda L. Amador, 2202 Jessa Drive, Kissimmee, spoke through a translator who stated she is comfortable speaking Spanish. The translator communicated referencing Tabernacle Church which was established in 2016 and has been offering outreach services for families in Kissimmee and Orlando, including those with drug addiction and counseling needs. The goal is to be able to have land or a building in Kissimmee to continue their services. They are here in the hopes of getting assistance from the City.

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 April 4, 2023 meeting

Request Commission approval of the April 4, 2023 Commission Minutes.

7.B Authorization to negotiate a Continuing Service Agreement for Construction and Renovation Services on a Task Authorization Basis

Approve selection committee's recommendation to authorize staff to negotiate an agreement with the ten qualified firms selected for construction and renovation services on a task authorization basis.

- 7.C Interlocal Agreement Between Osceola County and City of Kissimmee Relating to the Transfer of the Jurisdiction of Certain Public Roads.
Staff requests approval of the Interlocal Agreement with Osceola County and the City related to the transfer of jurisdiction of certain public roads, and authorization for the City Manager to sign the deeds necessary for the transfer, process and execute any other documents needed for the annexation of the roads into the City.
- 7.D Agreement with Universal Protection Services to Provide Security Services for City Facilities
Request approval of a five-year agreement with Universal Protection Services under a State of Florida Contract for various security services at City of Kissimmee facilities and venues.
- 7.E Acceptance of Brooking Technologies Donation of Two Lighting and Sirens Packages for Police Vehicles
The Kissimmee Police Department requests Commission acceptance of a donation from Brooking Technologies for two lighting and sirens packages. The value of the donated equipment is \$5,090 per vehicle.
- 7.F Authorization to transfer funds to the General Employees' Organization (GEO) Assistance Fund
Authorization to transfer funds from the General Fund to the GEO Assistance Fund.
- 7.G Advertising Funding from Experience Kissimmee for Kissimmee Gateway Airport
Request Commission approval to accept advertising funding in the amount of \$15,030.62 from Experience Kissimmee for Kissimmee Gateway Airport.
- 7.H Mitigation credit purchase agreements for Lancaster Ranch Park Phase 1
Approval of the Mitigation Credit purchase agreements for Lancaster Ranch Park Phase 1 and authorization for the City Manager to execute these and any other documents necessary for the purchase of mitigation credits for Lancaster Ranch Park Phase 1.
- 7.I Addendum to the Master Services Agreement between the City and Balfour Beatty Construction, LLC for the construction of the City Hall addition for the Building Division of the Development Services Department
Approve the addendum to the Master Services Agreement between the City of Kissimmee and Balfour Betty Construction, LLC as the contractor and Construction Manager at Risk for the City Hall Addition for the Building Division of Development Services.
- 7.J Approval to Purchase a Dump Truck for the Public Works Department Street and Stormwater Division
Public Works requests approval to purchase a Kenworth T880 dump truck from Florida Kenworth LLC. in the amount of \$194,384.
- 7.K Approval to Purchase a Backhoe for the Public Works Department Street and Stormwater Division from the Sourcewell Contract, 032119
Public Works request approval to purchase a Case 590SN 4WD T4 backhoe from Case Power & Equipment in the amount of \$124,532.
- 7.L Building Fund mid-year budget adjustment to add new staff positions and related equipment.
Approve a mid-fiscal year budget adjustment from the Building Fund Reserve to various Building Fund accounts for personnel and related equipment.

8. DISCUSSION ITEMS

8.A Kissimmee Main Street Quarterly Update

This request is for the Commission to hear the quarterly update for the Kissimmee Main Street program.

Diana Morrero-Pinto, made a PowerPoint presentation (Exhibit " A ") reference events and functions downtown in the last six (6) months..

Commissioner Castano thanked Ms. Morrero-Pinto for the work she is doing.

Commissioner Eady questioned Ms. Morrero-Pinto on the following subjects: 1) Do you recruit or advocate for new businesses downtown; 2) How many so far this year; 3) How many members; 4) Memberships paid; 5) What do you do to keep members; 6) Where does the money go that is paid by renewals?

Ms. Morrero-Pinto stated they work with individuals who are interested in opening businesses downtown and keep a list to reach out to them when property becomes available. Flyers are made immediately for distribution to limit the amount of time there are vacancies. We have two (2) new businesses in the last six months. Currently, thirty (30) members pay a \$100 membership fee, but will have to check how many have not been renewed; they become members when they pay. Response to the question on membership retention was the information that was included in the earlier presentation. Money for renewals is used for ribbon cuttings and items that benefit the merchants themselves.

Commissioner Martinez thanked Ms. Morrero-Pinto with the assistance given for the May 6th event being held at the Kissimmee Civic Center. The location was given to Commissioner Martinez to be used as a way to get non-profits together under one roof.

CITY COMMISSION RECESSES AND CONVENES AS COMMUNITY REDEVELOPMENT AGENCY BOARD

8.B Approval of a First Amendment to the Downtown Kissimmee Community Redevelopment Agency Pioneer Project Incentive Program Agreement with Z Family Assets, LLC

Approval of a First Amendment to the Downtown Kissimmee Community Redevelopment Agency Pioneer Project Incentive Program Agreement with Z Family Assets, LLC, for property located at 308 Broadway.

Samia Singleton, CRA Manager, reviewed the request for approval of the First Amendment to the Downtown Kissimmee CRA Pioneer Project for renovations of the Makinson Hardware building. An updated tax increment funding (TIF) analysis was completed with a determination that the project would qualify for additional Pioneer Project Incentives. Staff is requesting approval of an additional \$44,383 in funding for this project.

CRA Commissioner Eady made a motion to approve the First Amendment in the amount of \$44,383. CRA Commissioner Castano seconded the motion.

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

NAY: None

Motion carried 5 - 0.

COMMUNITY REDEVELOPMENT AGENCY ADJOURNS AND RECONVENES AS CITY COMMISSION

8.C Advisory Board Vacancies: Board of Adjustment, Planning Advisory and Parks and Recreation Board

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

Commissioner Martinez made a motion to approve the Seat # 3 request for a 30-day extension on the Planning Advisory Board vacancy. Commissioner Castano seconded the motion.

Motion carried 5 - 0.

Commissioner Castano made a motion to appoint Luis Ruiz to the Board of Adjustment as a Resident. Commissioner Alvarez seconded the motion.

Motion carried 5 - 0.

Commissioner Martinez made a motion to appoint Hamza Godil to the Parks and Recreation Advisory Board as a Resident. Commissioner Castano seconded the motion.

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the Commission that the School of Government starts Wednesday, April 19, 2023, at 5:30pm in the Commission Chambers. The Police Department, in conjunction with NAACP, will be holding a Community Meeting at 4:00pm, April 19, 2023, at Chambers Park.

9.B CITY ATTORNEY

Nothing.

9.C CITY COMMISSION

Commissioner Castano wished everyone a good evening.

Commissioner Alvarez announced the Puerto Rican Day Parade in Orlando on Saturday, April 22nd; and Sunday, April 23rd, Caribbean Fusion will be in Lakefront Park; come out and enjoy all the festivities.

Commissioner Martinez stated that the young man that made the presentation on Freebee was in downtown and she ran into him while visiting the businesses owners. The Freebee project is not just for the youth, it is also for the medical district and those in need of transportation in the service area. Commissioner Martinez commented on the Senior Housing Project in District # 2 of the County; a great job of the County working with the Osceola Council on Aging. And as a reminder, today is the last day to file your taxes.

Mayor Gonzalez wished everyone a good night and God Bless.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 7:10 PM.



ATTEST:

Linda S. Hansell

CITY CLERK

Olga Gonzalez

MAYOR-COMMISSIONER



KISSIMMEE MAIN STREET

TO PRESERVE AND ENHANCE HISTORIC
DOWNTOWN KISSIMMEE FOR THE
ENRICHMENT OF PRESENT AND FUTURE
GENERATIONS.



KISSIMMEE MAIN STREET

QUARTERS 1 & 2

OCTOBER 2022 – MARCH 2023

EVENTS – EYES OF DOWNTOWN BOO! ON BROADWAY

Approximately 8,000 in attendance
1,000 rode the Sunrail into Kissimmee



EVENTS

Thanksgiving Dinner Downtown
Small Business Saturday
Light Up Kissimmee
Parranda
Menorah Lighting
Kissimmee 5K
Quarterly Clean Up Days
Kissimmee Valley Farmers Market
Hop on Downtown



SMALL BUSINESS SUPPORT - MARKETING



SOCIAL MEDIA

- a) Over 300 post advertising local area business events, specials, and city. County, and partnering organizations happenings to our over 18k Facebook followers.
- b) 24 newsletters to over 6,000 subscribers with a 30% open rate
- c) Facebook reels viewed 1,653 in less than 4 days
- d) Facebook Visits increased by 82%
- e) Facebook Reach 42.3k
- f) Instagram Reach 2.9K
- g) Increased text messaging system usage



NEWSLETTER

Weekly newsletter emailed to over 6,000

SMALL BUSINESS SERVICES

1. **Education ourselves-** To better serve our businesses the entire staff of KMS and one committee member received training from the City of Kissimmee on permitting and building code. Currently our Executive Director is receiving training from the University of Florida on "Capacity Building"
2. **Red Ribbon- Grand Openings-** Kissimmee Main Street provides free of charge grand opening celebrations. We organize the event alongside the business owner, create the invitation, send the invitation to both City & County Commissioners, State Representatives, area businesses, and local leadership.
3. **Friday Coffee**
4. **Welcome Center**



SMALL BUSINESS SUPPORT - SERVICES



DIANE'S TEA ROOM
114 BROADWAY

KMS supported Diane's Tea Room through their BTR process and code violations.



SAQUI NAILS
115 BROADWAY

When the owner of Saqui Nails came to us with building issues we assisted in finding a contractor that would address and repair the issues and get her opened asap.



REY DEL POLLO
917 N. JOHN YOUNG

Since meeting the owners of Rey del Pollo we have provided several services.



ACUMED WELLNESS GROUP
1107 PERSON STREET

After becoming members of Kissimmee Main Street the owner of Acumed, Dr. Cecelia Ruznak expressed an interest in visibility and expanding her facility.

SMALL BUSINESS SUPPORT - EDUCATION

ECONOMIC VITALITY COMMITTEE



Kissimmee Main Street has four committees focused on Kissimmee Main Streets four areas of focus. The Economic Vitality Committee has begun to address areas identified by the CRA businesses as areas of need. Our first training created for later this month is addressing the issue of “Employee Retention”.

Kissimmee Main Street provides information on University of Central Florida Incubator, Prospera, and SCORE trainings and mentorship to CRA businesses on their private Facebook group page including links. In addition, we provide grant funding opportunities, from the SBDC, FEMA, and for profit grant providers like T-Mobile. Furthermore, Kissimmee Main Street has provided IFAS information to the community at our Kissimmee Valley Farmers Market community outreach table.



ADDITION RESOURCES

SMALL BUSINESS DEVELOPMENT

1. Promoting available properties- When properties become available, we create flyers and advertise them on social media
2. Prospects
3. Imagine the Possibility Tour – prospective businesses can sign up for downtown tours and informational one-on-one meetings.
4. Red Ribbon- Grand Openings- Kissimmee Main Street provides free of charge grand opening celebrations. We organize the event alongside the business owner, create the invitation, send the invitation to both City & County Commissioners, State Representatives, area businesses, and local leadership.
5. Incubator



COMMUNITY CONNECTIONS

We realize small businesses are a vital part of our community. For this reason, we continually work to remain engaged with local nonprofits in a variety of ways.



IDENTIFYING AREAS OF NEED

Kissimmee Main Street is in the process of gathering data with two active surveys created to identify areas of need among the businesses as well as a Shoppers Survey.



THANK YOU!



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