



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JUNE 6, 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, City Clerk Linda Hansell
Staff Absent: Assistant City Manager Austin Blake
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 Promotion Ceremony for two Kissimmee Police Department Deputy Chiefs

Swearing in and administering the oath for newly promoted Deputy Chief Wilson Munoz and Deputy Chief Camille Alicea of the Kissimmee Police Department.

Police Chief Betty Holland administered the Oath of Office to Deputy Chief Wilson Munoz and Deputy Chief Camille Alicea.

- 3.B Employee of the Month for June - Nyteea Roman

That the City Commission join the City Manager in recognizing Nyteea Roman, Public Works & Engineering, as June's Employee of the Month.

City Manager Mike Steigerwald introduced Nyteea Roman. Nyteea has been with the City for almost two (2) years and in her short time with the City she has streamlined daily tasks and procedures, reduced paperwork, and has been recognized by both internal and external customers for her work. Her commitment to the City, great energy, and willingness to help have all created a positive work environment. Nyteea participated in a First Amendment auditing process earlier today and did great. City Manager Steigerwald reminded the audience that the selection of Employee of the Month is not done by management or the Commission but rather by a committee of employees representing all departments of the City; there is no greater honor than being recognized by your peers.

- 4. PUBLIC HEARINGS - FIRST AND SECOND READINGS**

- 4.A Public Hearing - Final Reading - Proposed Ordinance #23-02 - Amending the Zoning Map from Agricultural Conservation (AC) to Multiple Family Medium Density Residential (RC-1): Knightsbridge - ZMA-23-0002

AN ORDINANCE AMENDING ORDINANCE NO. 3068 KNOWN AS THE CITY OF KISSIMMEE LAND DEVELOPMENT CODE, REZONING THE PROPERTY

HEREINAFTER DESCRIBED, REPEALING ALL ORDINANCES IN CONFLICT
HEREWITH AND PROVIDING AN EFFECTIVE DATE

Approval of the Final Reading of the Proposed Ordinance #23-02 for a Zoning Map Amendment to change the Zoning designation from Agricultural Conservation (AC) to Multiple Family Medium Density Residential (RC-1) on approximately 67 acres of land.

City Attorney Sanchez de Fuentes read Ordinance # 3074 by title.

Planner Patricia Prevost reviewed the request for Knightsbridge's Zoning and explained that the request meets all the requirements for compliance and was recommended for approval by the Development Review Committee on April 4, 2023. The applicant will need to obtain a conditional use permit but has stated they do not intent to pursue at this time.

Mayor Gonzalez announced the Public Hearing with no response from the audience.

Commissioner Martinez sought clarity on a few citizen concerns over a traffic signal. At the request of the City Manager, Ms. Prevost provided the City Commission with an update and confirmed there would be a school as well as a traffic signal.

Commissioner Olga Castano moved to approve the Final Reading of Ordinance # 3074. Commissioner Angela Eady seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Eady	AYE
Commissioner Alvarez	NAY
Commissioner Martinez	AYE
Commissioner Castano	AYE
Mayor Gonzalez	AYE

Motion carried 4 - 1.

4.B Public Hearing - First Reading - Proposed Ordinance # 23-11 - Amending the Code of Ordinances, Chapter 2 - Section 2-384, Adding an Economic Development Department

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF KISSIMMEE, CHAPTER 2, ADMINISTRATION, ARTICLE IV, DEPARTMENTS, OFFICERS, AND EMPLOYEES, AMENDING SECTION 2-384, DEPARTMENTS ESTABLISHED, ADDING AN ECONOMIC DEVELOPMENT DEPARTMENT; PROVIDING FOR DEPARTMENT MEMBERS; PROVIDING FOR POWERS DUTIES AND RESPONSIBILITIES; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Requesting approval of the First Reading of the Proposed Ordinance # 23-11 for the addition of an Economic Development Department.

City Attorney Sanchez de Fuentes read Proposed Ordinance # 23-11 by title.

City Manager Steigerwald explained that this proposed ordinance will amend Chapter 2 of the City Code and restructure existing divisions within the City to include the Economic

Development Division and the CRA Division and combine them into one new independent Department under the direction of the new Economic Development Director.

Mayor Gonzalez announced the Public Hearing with no response from the audience.

Commissioner Martinez moved to approve the Public Hearing and First Reading of Proposed Ordinance # 23-11. Commissioner Eady seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Alvarez	AYE
Commissioner Martinez	AYE
Commissioner Castano	AYE
Commissioner Eady	AYE
Mayor Gonzalez	AYE

Motion carried 5 - 0.

5. PUBLIC HEARINGS

None.

6. HEAR AUDIENCE

Paula Liska, 1424 Dogwood Court, Kissimmee 34744, read a statement regarding the flooding she experienced to her home after Hurricane Ian; Ms. Liska is here in support of Item 7.N on tonight's Consent Agenda.

Kimberly Lawrence, 1425 Dogwood Court, Kissimmee, 34744, has lived her home for 22-years and expressed her sincere gratitude to different City departments and various employees who have listened to her and the community concerns in reference to the impacts of Hurricane Ian. Ms. Lawrence is in support of item 7.N. on tonight's Consent Agenda and is hopeful for a long-term solution.

Deloris McMillon, 2781 Michigan Avenue, Kissimmee, 34744, spoke before the Commission as a concerned citizen of the North Kissimmee area in reference to Hurricanes Ian and Nicole. She commented on the many citizens who were displaced because of the storms and requested an update concerning the neighborhood.

City Manager Steigerwald stated that management attended Ms. McMillon's community meetings after Hurricane Ian and conveyed that the City is undergoing a stormwater study to look at areas of improvement. This is one part of the efforts to ultimately provide a more resilient storm water system long-term. The City Commission's top priority after Hurricane Ian was to work with the State Legislature to expedite this process; the first step is the approval on the item being considered for drainage improvements.

Danny Raymond, 2 N. Arder Street, Kissimmee, FL 34741, explained that he is the owner of a trailer business that has been notified by Code Enforcement that they cannot store trailers on his property. He is asking for time to build a garage that would assist with compliance on the issue.

City Manager Steigerwald will have Code Enforcement and City Attorney's Office review Mr.

Raymond's case and see what opportunities for resolution there might be available under City Code or applicable statutes. .

Commissioner Eady requested the City Manager direct staff to reach out to Ms. Liska and Ms. Lawrence regarding their concerns tonight and City Manager Steigerwald confirmed they are both are in support of tonight's Mill Run Pond Flood Study.

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.

City Manager Steigerwald noted before the vote that item 7.I should be for Affordable Housing and not Senior Housing as written.

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

Motion carried 5 - 0.

- 7.A Approval of City Commission Minutes from the May 2, 2023 and May 16, 2023 Commission meetings and KUA Board interviews
Request Commission approval of the May 2, 2023 and May 16, 2023 minutes for the Commission meetings and the KUA Board Interviews.
- 7.B Approval of Agreement with RMPK Funding Inc. for Professional Grant Writing Services
Staff requests for the Commission to approve and the Mayor to sign the Agreement with RMPK Funding, Inc. for Professional Grant Writing Services. Additionally, staff requests that the Commission authorize the City Manager to sign and execute any option to renew the agreement.
- 7.C First Right of Refusal to Lease Property at the Kissimmee Gateway Airport, Union F.C. Club, LLC
Request Commission approval of a First Right of Refusal to Lease Airport Property with Union F.C. Club, LLC.
- 7.D Approval to apply for the Urban and Community Forestry Grant funded through the Inflation Reduction Act for Lancaster Ranch Park
Staff requests approval to apply for the Urban and Community Forestry Grant funded through the Inflation Reduction Act for Lancaster Ranch Park and allow the City Manager to sign any documents related to the application process.
- 7.E Continuing Service Agreement for Construction and Renovation Services on a Task Authorization Basis
Approve agreements with Balfour Beatty, Arnco Construction, Votum Construction, MVB & Associates, Cathcart Construction, Grove Construction, Sequel Developers, 8-Koi, SIWEL Inc., and Associated Cost Engineers for Construction and Renovation Services on a Task Authorization basis.

- 7.F Contract with D.H. Pace Door Services for preventative maintenance and repair services of roll-up garage doors and gates
Approval to piggyback off Osceola County's contract # AR-19-11048-HL with D.H Pace Door Services for preventative maintenance and repair services of roll-up garage doors and gates throughout the City buildings.
- 7.G Acceptance of Memorandum of Understanding for Law Enforcement Agency access to Driver and Vehicle Information Database system (DAVID)
City Commission approval of a memorandum of understanding (MOU) between the City of Kissimmee Police Department (KPD) and the Florida Highway Safety and Motor Vehicles (FLHSMV) for access to the Driver and Vehicle Information Database System (DAVID) and authorize the Police Chief to sign and execute this MOU.
- 7.H City of Kissimmee Participation in the Osceola County HOME Consortium - Fiscal Years 2023, 2024, and 2025
Approval to continue the participation of the City of Kissimmee in the Osceola County HOME Consortium for Fiscal Years 2023, 2024, and 2025.
- 7.I Affordable Housing Funding for the construction of Pinnacle at the Wesleyan Apartments
Execute a funding commitment letter in the amount of \$500,000 in support of the construction of the Pinnacle at the Wesleyan Apartments, a proposed affordable senior housing project.
- Note: City Manager Steigerwald confirmed prior to the vote on the consent agenda that this project is an affordable housing project and not seniors housing as listed.
- 7.J Approval to apply for the Energy Efficiency and Conservation Block Grant Program for the LED light retrofit at Fortune Road Athletic Complex
Staff requests approval to apply for the Energy Efficiency and Conservation Block Grant Program for the LED light retrofit at Fortune Road Athletic Complex.
- 7.K Award of Florida Digital Services Technology Grant
Approval to accept the award of a Florida Digital Services Technology Grant from the State of Florida
- 7.L Resolutions Authorizing a Local Agency Program agreement with the Florida Department of Transportation for the construction of the Shingle Creek Trail Phase 2A – Lancaster Loop Trail
Approval of the attached two (2) resolutions authorizing the Mayor to execute and deliver the Agreement and further authorizes the City Manager to execute and deliver to the Florida Department of Transportation (FDOT) the Local Agency Program (LAP) Agreement and any related agreements for the construction of the Shingle Creek Trail Phase 2A – Lancaster Loop Trail project, FPN: 442334-1-58-01.
- 7.M Phase II of the Stormwater Asset Inventory Data Collection Project
Approval to issue Task Work Order No. 3 to Michael Baker International, Inc. for Phase II of the Stormwater Asset Inventory Data Collection Project for the City's East City Ditch Drainage Basin in the amount of \$280,633.
- 7.N Professional Services Award for the Mill Run Pond Flood Study
Approval to issue Task Work Order No. 4 to Michael Baker International, Inc. for Professional Services support on the Mill Run Flood Study in the amount of \$68,614.

- 7.O State Mitigation credit purchase agreement for Lancaster Ranch Park Phase 1
Approval of the State Mitigation Credit purchase agreement 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.P Approval of Purchase Contract for 1815 Vine Street and 1515 Hollywood (Super 8 Motel)
Approval of the purchase contract and authorization for the City Manager to execute any and all future documents related to the purchase of 1815 Vine and 1515 Hollywood (formerly Super 8 Motel)

8. DISCUSSION ITEMS

- 8.A Presentation of the Annual Comprehensive Financial Report for the year ended September 30, 2022
This request is for Commission acceptance of the Annual Comprehensive Financial Report for the year ended September 30, 2022.

Helen Painter, Purvis and Gray, reviewed the results of the annual audit which detailed overall the City did very well and has strong budgeting reporting. The City was recognized by the Auditor General (GFOA) for their excellence in reporting. Ms. Painter stated the auditors work with City Officials and staff within the Finance Department throughout the process; she expressed that there has been growth in the City and recommended the Commissioners read the report as it provides a clear understanding of what is happening in the City. The report has been submitted to the Auditor Generals Office for final review.

Commissioner Castano made a motion to approve the FY21/22 Annual Comprehensive Financial Report. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.B Approval of the Second Renewal of the Agreement with Artistic Holiday Designs for the design and installation of Downtown Holiday Decorations
Approval of the second one-year renewal of the Agreement between the Downtown Kissimmee Community Redevelopment Agency and Artistic Holiday Designs for the design and installation of downtown holiday decorations.

Economic Development Director Tom Tomerlin introduced himself as the new Economic Director and recommended renewal of the downtown Kissimmee holiday lights agreement. This request is for \$50,000 from Downtown CRA budget with a \$10,000 match from the City's Parks and Recreation budget to fund the holiday decorations downtown.

Commissioner Eady clarified the amount to fund the contract. Mr. Tomerlin explained that it is \$60,000 in total with only \$50,000 of that coming from the CRA's budget. He additionally explained that the agreement is a rent-to-own contract and that eventually all the equipment within the agreement will become City property.

Commissioner Castano made a motion to approve the second one-year renewal for \$50,000. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

8.C Approval of the Kissimmee Utility Authority Contract for Line Extension Services for streetlight upgrades on the Vine Street corridor

Approval of the Kissimmee Utility Authority Contract for Line Extension Services for streetlight upgrades on the Vine Street corridor.

Economic Development Director Tom Tomerlin discussed the need for the Line Extension Services to upgrade the streetlights on the Vine Street corridor. This project will be done prior to the repaving scheduled in FY 2025/2026. This request is for \$942,990 which is funding for phase one of a two phase project. Phase two will be brought back at a future meeting.

Commissioner Martinez made a motion to approve the KUA Contract for Line Extension Services. Commissioner Castano seconded the motion.

Motion to carried 5 - 0.

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

8.D Request for Qualifications (RFQ) for hotel and conference space at Kissimmee Civic Center Site

Seek input and direction on an RFQ for developing a Public-Private Partnership for a downtown hotel at the Kissimmee Civic Center property.

Economic Development Director Tom Tomerlin requested Commission direction on development of a hotel and conference center at the Kissimmee Civic Center site. He provided a presentation (attached as Exhibit "A") and overview of his agenda item report regarding the key components being considered and seeking Commission feedback on targeting potential developers through the RFQ process.

Commissioners Castano, Alvarez, Martinez and Eady engaged in open discussion with City Manager Steigerwald and Mr. Tomerlin about their ideas and concerns to include the potential relocation of recreational activities, community outreach requirements, rapid growth in the County and City, and the overall need that will bring for future community events.

City Manager Steigerwald and Mr. Tomerlin stated that the goal is to give the RFQ responders creative expression in submitting their responses on what they recommend for the space and then it will be up to the City Commission to make the final decision based on those responses. The thought behind this project is to finally have a hotel and a conference center but in order to move forward, the City must first begin the process by publishing the RFQ to solicit responses to open the floor for ideas regarding the space.

Commissioner Castano made a motion to approve an RFQ for a hotel and conference space at the Kissimmee Civic Center Site. Commissioner Martinez seconded the motion.

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the audience and Commission of the Juneteenth Celebration taking place on June 17, 2023. City Offices will be closed in observance of the holiday on Monday, June 19, 2023. He also reminded the Commission that he and Mayor Gonzalez will be absent for the June 20, 2023, Commission Meeting and Deputy City Manager Matthews and the Vice-Mayor Castano would be present in their place.

9.B CITY ATTORNEY

None.

9.C CITY COMMISSION

Commissioner Castano was selected for the Help Now Board and it required her to fill out paperwork and get approved. In the meantime, she has accepted positions on six (6) boards and does not feel she is able to comment to serve HelpNow. She would like to open it to other Commissioners if they are interested. Commissioner Martinez asked for an application and wants more information to make sure she can make the meetings as well. City Manager Steigerwald will put this on the agenda for Commission consideration.

Commissioner Eady commended on the great job Parks & Recreation did on the PrideFest Month events.

Commissioner Martinez thanked the Public Information Officer, Stephanie Bechara for keeping the Commission updated as events unfold and expressed to the City Manager recent feedback from residents to look into our alcohol ordinances downtown. She suggested City Manager Steigerwald and his staff perform an analysis on the types of calls we are receiving in downtown. Based on the results, the City Manager recommended hosting a community workshop for residents and business owners to come together to offer possible solutions. Consensus to move forward.

Mayor Gonzalez thanked the audience for attending the meeting.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 7:11 PM.



ATTEST:

Tameara Crespo

for

CITY CLERK

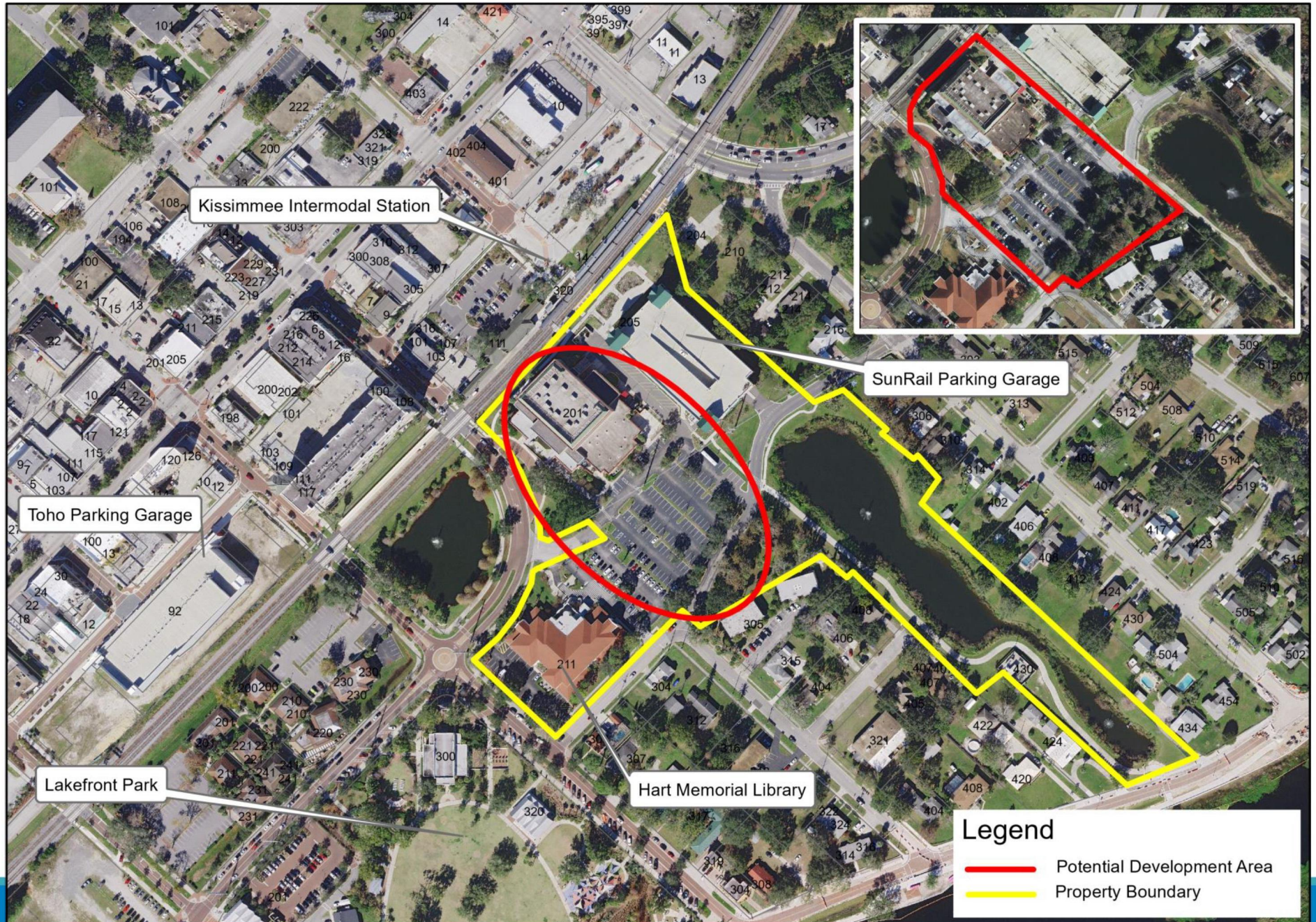
Angela Eady

for

MAYOR-COMMISSIONER

Exhibit "A"
PowerPoint Presentation
Request for RFQ for Kissimmee Civic Center
Item 8.D.

Future Hotel and Conference Center Site



Why:

- **Improving Hotel Market**
- **Downtown Amenities (i.e., Lakefront Park, etc.)**
- **Capture Visitor Expenditures Downtown**
- **Special Events**
- **Expand the Downtown Experience**
- **Direct, Indirect and Induced Economic Impacts**

RFQ Channel Markers 1



1. The City of Kissimmee, Florida, is seeking a development team to build a city centered hotel in Historic Downtown Kissimmee.
2. The development site is a portion of a City owned 13.62 acres site connecting Lakefront Park with the downtown.
3. The development team is expected to include (or be led by) a hotelier that may own and operate the property. The hotelier must have a proven track record of owning and operating an upscale hotel with conference space.

RFQ Channel Markers 2

1. The development site includes the City's existing 19,000 sq. ft. Civic Center. Conference space is desired in the overall project. This can be achieved via demolition/rebuild of the Civic Center, or, renovation/reuse of the existing facility. In either case, respondents are required to demonstrate a synergistic vision between the meeting space and the hotel.
2. The adjacent SunRail Parking Garage *may* be eligible to partially park the hotel, subject to state approval.
3. Particulars associated with the project will be negotiated and memorialized in an executed Development Agreement (DA). Project benchmarks and timelines are expected to be rigorous. The project site may be deeded to the selected proposal team (developer plus hotelier) subject to negotiated DA conditions. The site is located in the Downtown Kissimmee Community Redevelopment Area (CRA). Moreover, the project may be eligible for the CRA's flagship Pioneer Project Incentive Program.

RFQ Channel Markers 3

1. The site is walking distance to the SunRail Station, Lakefront Park, Downtown Shops/Eateries, Amtrak, NeoCity, and is a 20-minute drive to the Walt Disney World Resort.
2. As a result of its strategic location, the hotel site lends itself to both urban and outdoor exploration at the door-step. The site connects directly to the 25-acre Lakefront Park that also offers an extensive shared use path network that will offer a 20-mile loop when completed. Downtown Kissimmee offers 33 food and beverage establishments within walking distance.
3. Respondents must articulate how the project will become part of the downtown fabric by connecting guests with the various attributes mentioned above.