



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, AUGUST 1, 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 Swearing-In Ceremony for New Firefighter

3.B Swearing-In Ceremony of Newly Promoted Fire Department Personnel

3.C Employee Service Awards for April, May and June

3.D Employee of the Month for August

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

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 July 18, 2023 City Commission meeting and the July 25, 2023 Budget and Parks and Recreation Workshops

7.B Approval of Interlocal Agreement between the School District of Osceola County and the City of Kissimmee

7.C The Square at Osceola Parkway – Final Plat, Major Subdivision (DRC# 20-00129)

7.D Approval to submit and accept the 2024 Program Support Grant through the Florida Division of Cultural Affairs for City of Kissimmee Special Events

7.E Public Emergency Medical Transportation Services Agreement

7.F Authorization to Issue a Letter of Intent for the Purchase of Property at 50 Lakeview Drive, Kissimmee, FL

8. DISCUSSION ITEMS

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

9.B CITY ATTORNEY

9.C CITY COMMISSION

10. ADJOURNMENT

City Commission – August 1, 2023

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

Swearing-In Ceremony for New Firefighter

Request

Staff requests that our newest employee, Aaron Lopez, be sworn in as a City of Kissimmee firefighter.

Explanation

Aaron Lopez was hired on May 22, 2023, by the Kissimmee Fire Department.

The Fire Department requests that Firefighter Lopez be sworn-in in front of the City Commission to reflect the professionalism and respect that his job deserves. This will also allow the Commissioners an opportunity to meet the new firefighters that will be serving this city.

Department: Fire

Presenter: Mike Steigerwald

Attachment(s):

1. (S) Oath of Office Lopez

ITEM 3.B

Swearing-In Ceremony of Newly Promoted Fire Department Personnel

Request

Request that the Fire Department personnel listed below are sworn into their new positions. All promotions will become effective on August 5, 2023.

Explanation

The Fire Department personnel listed below are being sworn into their new positions that will become effective on August 5, 2023.

Devin Sprenger is being promoted to the position of Lieutenant. Devin started with the Fire Department on September 12, 2016 as a Firefighter. He became a Firefighter/Paramedic on September 15, 2016. Devin will be filling the position created by the retirement of David Boykin.

Luis Pena is being promoted to the position of Lieutenant. Luis started with the Fire Department on February 17, 2016 as a Firefighter. He was promoted to Firefighter/Paramedic on July 13, 2017 and then promoted to the position of Engineer on May 1, 2021. Luis will be filling the position created by the retirement of Dwight Johnson.

Ian Wooten is being promoted to the position of Engineer. Ian started with the Fire Department on October 19, 2015 as a Firefighter/EMT. Ian will be filling the position created by the promotion of Luis Pena.

Department: Fire

Presenter: Mike Steigerwald

Attachment(s):

1. (S) Oath of Office Sprenger
2. (S) Oath of Office Pena
3. (S) Oath of Office Wooten

ITEM 3.C**Employee Service Awards for April, May and June****Request**

Request that the City Commission join the City Manager in recognizing employees who have reached milestones in years of service.

Explanation

Five	Lisa Bright	Police
	Kim Brown	Police
	Tyron Crook	Police
	Brandon Durango	Finance
	Luis Figueroa	Public Works & Engineering
	Yary Nunez	Development Services
	Sergio Rebaza	Public Works & Engineering
	Tyler Rice	Fire
	Alexis Rodriguez Aponte	Public Works & Engineering
	Johana Santiago	Police
	Cyle Smallwood	Police
	Artise Stanley	Public Works & Engineering
Ten	Ray Mora	Parks & Recreation
Fifteen	Dane Farmer	Fire
	Wilson Solano	Public Works & Engineering
	Tyler Vanek	Fire
Twenty	Dennis Carnahan	Public Works & Engineering
	Joe Whitaker	Fire
	Debbie Luke	Finance
	Matt Schmidt	Public Works & Engineering
Fourty	Dona Presswood	Development Services

Department: Human Resources & Risk Management
Presenter: Mike Steigerwald

Attachment(s):

City of Kissimmee

None

ITEM 3.D

Employee of the Month for August

Request

That the City Commission join the City Manager in recognizing Edith Joann Gonzalez, Parks & Recreation, as August's Employee of the Month.

Explanation

The City is pleased to recognize Edith Joann Gonzalez as Employee of the Month for August. Joanna is a Utility Worker for the Park & Recreation Department and has been with the City for over 2 ½ years.

Joanna works with the Lakefront Park crew and is known for being very detailed in her area. She has learned almost all aspects of the Park and even has expertise with the splash pad area. Citizens are grateful for her assistance in readying the pavilions they have rented – assuring that everything is spotless and all in order.

Joanna has shadowed other positions, which is a big help because she is a quick study. She successfully filled in at Rose Hill cemetery during one of its busiest months. Families commented on how compassionate she is, and contractors expressed she often lent assistance and was a pleasure to work with. Her thoughtfulness even extended to volunteers at the cemetery by giving them tokens of appreciation during the holidays.

The City would like to honor Joanna for all that she brings to the City and its citizens.

Department: Human Resources & Risk Management
Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 7.A

Approval of City Commission Minutes from the July 18, 2023 City Commission meeting and the July 25, 2023 Budget and Parks and Recreation Workshops

Request

Request Commission approval of the July 18, 2023 meeting and the July 25, 2023 Budget and Parks and Recreation Workshop minutes

Explanation

Minutes of the Commission meetings and workshops held on July 18, 2023 and July 25, 2023 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter:

Attachment(s):

1. (S) City Commission Meeting Minutes - July 18, 2023
2. (S) City Commission Meeting Minutes - July 25, 2023 Budget Workshop
3. (S) City Commission Meeting Minutes - July 25, 2023 Parks and Recreation Workshop

ITEM 7.B

Approval of Interlocal Agreement between the School District of Osceola County and the City of Kissimmee

Request

The Police Department is requesting the Commission approve an Interlocal Agreement relating to School Resource Officers at each public school.

Explanation

During the 2018 legislative session, the Florida Legislature enacted the Marjory Stoneman Douglas High School Public Safety Act, which allows School Resource Officer programs in public schools. The Act requires each School District to partner with Law Enforcement Agencies to establish or assign one or more Safety School Officers to each public school within the School District. The Osceola County School Board desires the City of Kissimmee to provide law enforcement personnel as School Resource Officers (SRO) to each of the District Public School facilities within the city limits.

The Kissimmee Police Department has the personnel to place a full-time SRO at the two (2) public middle schools and seven (7) public elementary schools, and two (2) full-time SROs at the public high school within the city. The public schools are as follows: Osceola High School, Kissimmee Middle School, Denn John Middle School, Central Avenue Elementary School, Thacker Avenue Elementary School, Highlands Elementary School, Flora Ridge Elementary School, Kissimmee Elementary School, Cypress Elementary School, and Mill Creek Elementary School. In 2020-2021, 2021-2022, and 2022-2023, the City Commission approved similar contracts that placed SROs in these public schools.

The School District cannot afford to fund the entire salary of each School Resource Officer but agrees to provide funds to the City in the amount of \$51,100.85 per officer. There are eleven (11) SROs assigned to the City public schools and a Sergeant and a Corporal to supervise the SROs. The School District has also agreed to fund one (1) detail officer to work at New Beginnings Education Center at the current Off Duty Detail rate. As of this agreement, the School District has agreed to fund one (1) full time and one (1) part-time Guardian floater to cover missed workdays by primary SROs. The total amount of the contract is \$822,916.70

Recommendation

Staff recommends the Commission approve the Interlocal Agreement relating to School Resource Officers at each district public school.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. (S) - Interlocal Agreement between Osceola School District and COK

ITEM 7.C

The Square at Osceola Parkway – Final Plat, Major Subdivision (DRC# 20-00129)

Request

Requesting City Commission approval of the final plat known as The Square at Osceola Parkway, with a performance guarantee/agreement.

Explanation

The owners of the property, MILLENNIUM KISSIMMEE APARTMENTS, LLC, JDBS WINTER SPRINGS, LLC, and JDBS Development, LLC, are requesting final plat approval with a guarantee, in accordance with the City's Land Development Code (LDC) requirements. This is a Major Subdivision, as defined in LDC §14-3, and was reviewed using the City's preliminary and final plat procedures.

The property is located south of Osceola Parkway between Dyer Boulevard and Thacker Avenue and is zoned MUPUD. The 77.81+/- acre parcel is being subdivided into seven (7) tracts and twenty-one (21) fee-simple lots for development purposes. A fifty (50) foot wide half-section of right-of-way is being dedicated to the public for Thacker Avenue improvements and a new fifty-two (52) foot wide private roadway named Square Drive will be dedicated also and will provide a connection between Dyer Boulevard and Thacker Avenue. All other tracts and lots are to be privately owned and maintained.

The owners have posted a letter of credit in the amount of \$7,680,757.11 and entered into a performance guarantee agreement with the City to guarantee the construction of the required subdivision improvements for The Square at Osceola (DRC# 19-00146) until their completion, inspection, and certification by the City of Kissimmee, as required by LDC §14-3-43(A).

This subdivision plat has been prepared in accordance with Land Development Code and Florida Statutes Chapter 177 requirements.

Recommendation

Staff recommends approval of The Square at Osceola Parkway final plat with performance guarantee/agreement

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Final Plat
2. Performance Guarantee Agreement
3. Performance Guarantee (Letter of Credit)
4. Vicinity Map

ITEM 7.D

Approval to submit and accept the 2024 Program Support Grant through the Florida Division of Cultural Affairs for City of Kissimmee Special Events

Request

Approval to submit and accept the 2024 Program Support Grant through the Florida Division of Cultural Affairs for City of Kissimmee Special Events

Explanation

The Parks and Recreation Events Division would like to apply for the 2024 General Program Support Grant funded by the Florida Division of Arts and Culture to assist in funding general program activities that help further the State's cultural objectives by:

- Conducting, creating, producing, presenting, staging or sponsoring cultural exhibits, performances, educational programs, or events; or
- providing professional services as a State Service Organization or Local Arts Agency.

The City of Kissimmee is requesting funding through this grant for three outdoor festivals. These events are the City's Juneteenth Festival, Festival of Lights, and the new Taste of Kissimmee events. All three events provide the community with a fun, free, family-friendly atmosphere to celebrate and commemorate holidays and local culture.

The requested funding would be used to help safely produce the events, increase attendance, as well as diversify the entertainment offered at each event. Funds will be utilized towards marketing and advertising as well as booking performers with diverse backgrounds who will foster positive support with local residents.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00150663-503434		Decrease	\$12,500	
00150663-504901		Decrease	\$12,500	
15100334-334700		Increase	\$25,000	
15150663-503434		Increase	\$50,000	

Financial Summary:

The City's match of \$25,000 will come from the Events and Venues Advertising and Other Contracted Services accounts through the general operating budget.

Recommendation

City of Kissimmee

Approval to submit and accept the 2024 Program Support Grant through the Florida Division of Cultural Affairs for City of Kissimmee Special Events

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation

Presenter:

Attachment(s):

1. 2024 Kissimmee GPS Application FINAL
2. gps-grant-guidelines-2025

ITEM 7.E

Public Emergency Medical Transportation Services Agreement

Request

Enter into an agreement with Public Consulting Group LLC (PCG) to collect and process required documents and data for the City to receive funding from the Agency for Health Care Administration's (AHCA) Public Emergency Medical Transportation (PEMT) Program.

Explanation

Since 2016, a program has been in place for public EMS providers in the State of Florida to receive Public Emergency Medical Transportation (PEMT) Medicaid Fees for Service (FFS) Supplemental Payment and Managed Care Organization (MCO) reimbursements. To date, the City has received \$1,918,503 through the PEMT FFS and MCO programs. Previously, the City utilized PCG for these services through our EMS billing contractor, Digitech, for the cost of 15% of revenues received by the City from these programs. This new agreement is made directly through PCG, piggybacking off a Leon County, Florida bid award for 3% of revenues.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00100335-335191			\$900,000	

Financial Summary:

The estimated revenue for FY2024 is \$900,000.

Recommendation

Staff recommends approval of the agreement with PCGS.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. (S) CoK and Public Consulting Group PEMT Program Administration Contract - SIGNED by PCG

ITEM 7.F

Authorization to Issue a Letter of Intent for the Purchase of Property at 50 Lakeview Drive, Kissimmee, FL

Request

Request Commission authorization for the City Manager to issue a letter of intent and negotiate the purchase of property at 50 Lakeview Drive.

Explanation

The City has long discussed the idea of purchasing the property at 50 Lakeview Drive, traditionally known as the Steffee Property. This parcel contains a vacant single family structure on approximately 1.66 acres across from Lakefront Park and is the only parcel among surrounding properties in this area that is not owned by the City. The owner has had interest from buyers seeking to develop the property for housing, but has a desire to sell to the City to ensure a future legacy for the lakefront area.

The property is currently listed for sale at a price of \$1.5 million but the owner has agreed to sell to the City at a price of \$1.1 million, subject to update of the latest appraisal of the property. Though at this time the City has no plans for future use of the property, acquisition of this parcel will ensure that the City will have complete control over the future use of this area.

As a result, staff requests Commission approval to enter into a letter of intent to purchase the property, which will enable negotiations to continue and an updating of the appraisal to be conducted. The City has approximately \$760,000 set aside in the capital budget for this purchase, with the remaining funding anticipated to be provided through the Downtown Community Redevelopment Agency (CRA). Once the appraisal is finalized, a purchase agreement, warranty deed and funding authorization will be brought back to the City Commission and Downtown CRA Board for final approval.

Recommendation

Approval to authorize the City Manager to issue a letter of intent and negotiate the purchase of property at 50 Lakeview Drive.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

None