



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JULY 18, 2023 AT 6:00 PM**

1. MEETING CALLED TO ORDER

Members Present: Mayor Pro Tem Angela Eady, Commissioner Carlos Alvarez, III, Commissioner Janette Martinez

Staff Present: City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Assistant City Manager Austin Blake, Deputy City Clerk Tameara Crespo

Members Absent: Mayor-Commissioner Olga Gonzalez, Commissioner Olga Castano

Staff Absent: Deputy City Manager Desiree Matthews, City Clerk Linda Hansell

Mayor Pro Tem Eady called the meeting to order at 6:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Commissioner Martinez led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Proclamation- Parks and Recreation Month

The request is for the Commission to present a Proclamation to the Parks and Recreation Director Steve Lackey and his management staff.

City Manager Steigerwald read a proclamation in honor of Parks and Recreation Month as the Mayor Pro Tem and Commissioners presented the proclamation to Parks and Recreation staff and advisory board members.

Ed Kilroy, Chairperson of the Parks and Recreation Advisory Board highlighted the positive efforts the Parks and Recreation Department has made over the years and is honored to serve his community.

3.B Proclamation- 10th Anniversary of Lechonera El Jibarito

The request is for the Commission to present a Proclamation to Lisandra Roman in recognition of the 10th Anniversary of Lechonera El Jibarito.

City Manager Steigerwald read a proclamation in honor of the 10th Anniversary of Lechonera El Jibarito as the Mayor Pro Tem and Commissioners presented the proclamation to Lisandra Roman.

Ms. Roman, surrounded by friends and family, expressed her gratitude for the recognition and the opportunity to bring her culture to Kissimmee. A supporter of Ms. Roman read a message in Spanish and gifted her with a necklace.

3.C Employee of the Month for July - Luis Martinez

That the City Commission join the City Manager in recognizing Luis Martinez, Development Services, as July's Employee of the Month.

City Manager Steigerwald introduced Mr. Martinez from the Development Services Department and reviewed the qualities and attributes in his nomination which led to his selection as employee of the month. Luis recently reached an impressive milestone by passing his certification exam to become a Level III Building Inspector. City Manager Steigerwald reminded everyone that the Employee of the Month is not selected by the Commission, City Manager, or department heads but by nominations that are reviewed and selected by a committee of peers from all departments in the City and there is no greater honor.

Mr. Martinez thanked his team, the citizens he serves, and all those who form his response so he can better serve our community.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Proposed Ordinance #22-14 to annex 15.50 acres of land - AX-22-0002

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN HEREIN DESCRIBED LAND, TO THE CITY OF KISSIMMEE, FLORIDA, FURTHER PROVIDING FOR THE TERMS AND CONDITIONS OF SUCH LAND AFTER ITS ANNEXATION, REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Approval to Annex approximately 15.50 acres of property located east of Bass Road, South of West Vine Street and west of Hoagland Boulevard.

City Attorney Sanchez de Fuentes read Ordinance #3078 by title.

Planner Cristian Arias detailed the annexation project which is a voluntary annexation of three (3) vacant parcels, totaling approximately 15.50 acres. The parcels are adjacent to surrounding city property and will not create an enclave. The Development Review Board and the Planning Advisory Board approved this request, therefore staff recommends approval after holding the Public Hearing.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

Commissioner Alvarez moved to approve the Public Hearing and adopt Ordinance #3078. Commissioner Martinez seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 3 - 0.

4.B Public Hearing - Final Reading - Proposed Ordinance #22-20 - Amending the Zoning Map

from County Agricultural & Conservation (AC) to City Agricultural & Conservation (AC):
Give Kids the World - ZMA-22-0005

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 a Zoning Map Amendment to change the Zoning designation from County Agricultural (AC) to City Agricultural Conservation (AC) zoning on 15.5 acres of land.

City Attorney Sanchez de Fuentes read Ordinance #3079 by title.

Planner Cristian Arias reviewed the details of the zoning map amendment necessary to rezone the annexed parcels approved in the previous 4.A. The requested rezoning would amend the three (3) annexed parcels from County Agricultural (AC) designation to City Agricultural (AC). The applicant has no desire to develop the site at this time. Staff recommends approval.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

Commissioner Alvarez moved to approve the Public Hearing and adopt Ordinance #3079. Commissioner Martinez seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 3 - 0.

4.C

Public Hearing - Final Reading - Proposed Ordinance #23-12 - Amending the Zoning Map
designation from Open Space (OS) to Multiple Family Medium Density (RC-2): Bass Road
Townhomes, ZMA-22-0007

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 a Zoning Map Amendment to change the Zoning designation from Open Space (OS) to Multiple Family Medium Density Residential (RC-2) on approximately 7.96 acres of land.

City Attorney Sanchez de Fuentes read Ordinance #3080 by title.

Planner Brenda Ryan reviewed the zoning request and explained a scrivener's error was discovered during the large enclave annexation from 2019 and these parcels were

included in that project. All rezoning recommendations are consistent with future land use. Ms. Ryan indicated that the Commission will see more rezoning items in the future as City staff continues to work with property owners. Staff is recommending rezoning from Open Space with Land Use Multi-Family Medium Density (RC-2). Staff is recommending approval after holding the Public Hearing.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience. Commissioner Martinez moved to approve the Public Hearing and adopt Ordinance #3080. Commissioner Alvarez seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 3 - 0.

4.D Public Hearing - Second and Final Reading - Proposed Ordinance #23-13 - Amending Chapter 42, Traffic and Vehicles (Cancelled - Re-advertising)

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; CHAPTER 42, TRAFFIC AND VEHICLES, ARTICLE II, PARKING, STANDING, STOPPING, DIVISION 1, GENERALLY, SECTION 42-21, LIABILITY FOR PAYMENT OF PARKING CITATION AND SECTION 42-22, HEARING TO CONTEST PARKING CITATION; AND CHAPTER 1, SECTION 1-22, GENERAL PENALTY; CREATING CHAPTER 42, TRAFFIC AND VEHICLES, ARTICLE III, VEHICLES, SECTION 42-72, IMPOUNDMENT OF VEHICLES; REPEALING ALL ORDINANCES CONFLICTING HERewith AND PROVIDING AN EFFECTIVE DATE

Staff requests the Public Hearing be announced for the originally proposed Second and Final Reading of Proposed Ordinance #23-13 for the Amendment of Chapter 42, Traffic and Vehicles. This ordinance has been withdrawn and will be re-advertised at a later date.

City Attorney Sanchez de Fuentes read Proposed Ordinance #23-13 by title. She explained that because this ordinance was advertised, a public hearing must be held to allow the public the opportunity to speak; however, no action is required. This Proposed Ordinance will be readvertised and brought back for a first and second reading at a future date.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

No further action was taken on this item.

4.E Public Hearing - First Reading - Proposed Ordinance #23-08 to annex 0.79 acres of land - AX-23-0001

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN HEREIN DESCRIBED LAND, TO THE CITY OF KISSIMMEE, FLORIDA, FURTHER PROVIDING

FOR THE TERMS AND CONDITIONS OF SUCH LAND AFTER ITS ANNEXATION, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Approval to Annex approximately 0.79 acres of property located east of Simpson Road and north of Hilliard Isle Road.

City Attorney Sanchez de Fuentes read Proposed Ordinance #23-08 by title.

Planner Cristian Arias reviewed the details of the voluntary annexation. The applicant wishes to develop a commercial site in the future at the south east corner of Simpson Road and Hilliard Isle Road. The property is adjacent to the city limits, will not create an enclave, and is consistent with the Land Development Code. The Development Review Board and Planning Advisory Board approved this request, therefore staff is recommending approval.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

Commissioner Alvarez made a motion to approve the Public Hearing and First Reading of Proposed Ordinance #23-08. Commissioner Martinez seconded the motion.

AYE: Commissioner Alvarez, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 3 - 0.

5. PUBLIC HEARINGS

5.A Public Hearing - City of Kissimmee Annual Action Plan and Adoption of Accompanying Resolution

Approval of the City of Kissimmee Annual Action Plan for Fiscal Year 2023 and its accompanying Resolution authorizing the Mayor to execute any necessary documents and certifications.

Frances DeJesus, Development Services reviewed the Annual Action Plan and Resolution for FY 2023, she explained that staff allocates funds based on the consolidated plan of 2020 in areas related to code enforcement, public services, housing, rehabilitation, administration, tenant-based rental assistance, rental development, community housing, and new construction. A community meeting was held recently and a survey was conducted to solicit feedback on areas of interest for the funds. Staff is recommending approval of the Public Hearing and the accompanying Resolution.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

Commissioner Martinez made a motion to approve the Public Hearing and adopt Resolution #09-2023. Commissioner Alvarez seconded the motion.

AYE: Commissioner Alvarez, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 3 - 0.

5.B Public Hearing - First of two public workshops regarding Parks and Recreation Impact Fee increases and extraordinary circumstances

Hold a public workshop to allow commissioners and the public to discuss the extraordinary circumstances making it necessary to increase the Parks and Recreation Impact Fees beyond the limitations in F.S. 166.31801(6).

City Manager Steigerwald introduced Parks and Recreation Director Steve Lackey. Mr. Lackey stated this is the first of two public workshops required as part of an effort to increase the Parks and Recreation Impact Fees. State laws have a cap on raising impact fees within a certain period of time, unless good cause can be shown in an extraordinary circumstance. The City sought the services of a consultant to perform a study.

Parks and Recreation Director Steve Lackey introduced Joe Williams, a representative of the consultant firm, Raftelis, who reviewed the study results via a presentation attached to the agenda which include topics on population, development, revenue forecasts, statutory requirements, recommended land uses, and calculated fees. Recommending approval of the extraordinary circumstances provision due to the recent large inflationary cost increase plus additional capital improvements based on a considerable increase in population growth.

Mayor Pro Tem Eady announced the Public Hearing with no response from the audience.

Commissioner Alvarez questioned the time table for this being brought back to the Commission and how the metrics provided for population growth were determined. Director Lackey confirmed that the second workshop will be held next Tuesday, July 25, 2023 at 3:00 p.m. and once an ordinance is prepared, there will also be a first and second reading. He explained that all forecasts, metrics, and data regarding the analysis are outlined in the comprehensive report attached to the agenda and will be provided again at the next workshop. Mr. Lackey further confirmed that the numbers were calculated based upon a ten-year investment period and growth projections.

No further action was taken on this item.

6. HEAR AUDIENCE

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

Motion carried 3 - 0.

7.A Approval of City Commission Minutes from the June 6, 2023 and June 20, 2023 meeting
Request Commission approval of the June 6, 2023 and June 20, 2023 Commission Minutes.

7.B Approval to award and sign agreement for bid IFB2023-002 for Bleacher Canopy Covers

at Fortune Road Athletic Complex to Creative Shade Solutions, Inc.

Approval to award and sign agreement for bid IFB2023-002 for Bleacher Canopy Covers at Fortune Road Athletic Complex to Creative Shade Solutions, Inc.

- 7.C Approval to accept sponsorship donation for the 2023 Special Event Festival Series from AdventHealth

Approval to accept sponsorship donations for the 2023 Special Event Festival Series from AdventHealth.

- 7.D Approval of the City of Kissimmee Strategic Plan for FY 2024

Request approval of key components from the City of Kissimmee Strategic Plan for the 2023-24 fiscal year.

- 7.E Flora Ridge Parcel B-1 AKA First Loop Logistics Park (DRC# 20-00044) – Major Subdivision, Final Acceptance

Requesting City Commission acceptance of the required subdivision improvements for the subdivision known as First Loop Logistics Park.

- 7.F Kissimmee Heights Replat One - Final Plat (DRC# 21-098)

Approval of the final plat known as Kissimmee Heights Replat One.

- 7.G Apache Avenue Lots - Final Plat (DRC# SR-22-0015)

Approval of the final plat known as Apache Avenue Lots.

- 7.H Acceptance of a Federal Aviation Administration Grant for Design Taxiway Delta Improvements

Request Commission acceptance of a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant for Rehabilitate, Mark, Light Taxiway Delta & RIMS – Design and Permitting Engineering” at Kissimmee Gateway Airport.

- 7.I Approval to award pool chemical and delivery services to Aquasol Commercial Chemical, Inc (Poolsure) through an intergovernmental cooperative purchasing agreement for the Bob Makinson Aquatic Center and the Lakefront Park Splashpad

Approval to award pool chemical and delivery services to Aquasol Commercial Chemical, Inc (Poolsure) through an intergovernmental cooperative purchasing agreement for the Bob Makinson Aquatic Center and the Lakefront Park Splashpad.

- 7.J Sponsorship from Kissimmee Utility Authority for Parks and Recreation Special Events

Approval to accept sponsorship from Kissimmee Utility Authority for Parks and Recreation Special Events in the amount of \$25,000 in order to provide funding for special events at Lakefront Park.

- 7.K Task Order No. 2 for Professional Service Agreement with Avcon, Inc., for Taxiway Delta Design

Staff requests Commission approval of Task Order No. 2 of the professional service agreement between the City of Kissimmee and AVCON, Inc. that was executed on February 7, 2023, for engineering design and permitting services for rehabilitate, mark, and light Taxiway Delta & Rims.

- 7.L Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH) FOR FY2023

Commission review and approval to allow the Kissimmee Police Department to accept funding from the Helping Emergency Responders Obtain Support (HEROS) Program at the Florida Department of Health (DOH).

- 7.M Continuing Services Contract for Roof Replacement, Housing Rehabilitation, and Demolition and Reconstruction - Habitat for Humanity Greater Orlando and Osceola County and Osceola Council on Aging
To approve the selection of Habitat for Humanity Greater Orlando and Osceola County and the Osceola Council on Aging to provide the City with contractor services under RFQ 2023-003 and execute their respective agreements.
- 7.N Continuing Professional Engineering Services Contract Extension
Approval to extend the Engineering Continuing Services contracts with the following firms: (1) Consor Engineer, LLC., (2) Kimley-Horn and Associates, Inc., (3) Michael Baker International, Inc., (4) RS&H, Inc., (5) BCC Engineering, LLC., (6) Burgess & Niple, Inc., and (7) Metro Consulting Group, LLC.
- 7.O Kissimmee Police Department Canine Surplus and Retirement
Approval to surplus and retire a Police Department canine by turning ownership, care, and responsibility of the canine over to the handler.
- 7.P Approval of a Space Use Permit for Jr. Davis Construction Company, Inc.
Commission approval of a Space Use Permit for Jr. Davis Construction Company, Inc. for storage of temporary construction materials (reclaimed concrete).
- 7.Q Renewal of Space/Use Permit for Jed Suhl d.b.a. Horse-Riding Orlando, LLC
Commission approval of a Space/Use Permit for Jed Suhl d.b.a. Horse Riding Orlando, LLC for a one-year period at the current rate and terms.
- 7.R Approval of agreement for mulch delivery and installation with Landscape Services Inc. through an intergovernmental cooperative purchasing agreement
Approval of an agreement for mulch delivery and installation with Landscape Services Inc. through an intergovernmental cooperative purchasing agreement and authorize the City Manager to sign any additional amendments to this agreement
- 7.S Approval of an Exhibit to the Master Fiber Optic Line Extension Master Agreement with the Kissimmee Utility Authority
Approval of an exhibit to the fiber optic master service agreement with the Kissimmee Utility Authority (KUA) to expand fiber optic connectivity.
- 7.T Sonoma Resort at Tapestry, Phase 2C – Final Plat, Major Subdivision (DRC# SR-23-0003)
Requesting City Commission approval of the final plat known as Sonoma Resort at Tapestry, Phase 2C, with performance guarantee/agreement.
- 7.U A Resolution authorizing the subordination of utility interests in Nine Parcels to the Florida Department of Transportation
Approval of the resolution authorizing the Mayor to execute and deliver subordination of utility interests of Nine Parcels to the Florida Department of Transportation (FDOT)
- 7.V Transfer of Funds for The Haven on Vine Operating Accounts
Approval to transfer funds to increase the budget from the purchase of 1815 W. Vine and 1555 Hollywood (The Haven on Vine) and establish operating accounts, as necessary, for the project.

8. DISCUSSION ITEMS

- 8.A Florida League of Cities Voting Delegate 2023
The request is for the City Commission to decide on a voting delegate for the Florida

League of Cities 97th Annual Conference being held August 10-12, 2023 at the Hilton Orlando Bonnet Creek in Orlando, Florida.

City Manager Steigerwald announced that each year the Florida League of Cities hosts an annual business meeting and one Commissioner must be selected to attend as the voting delegate. The Commissioners and Mayor Pro Tem engaged in a brief discussion.

Commissioner Alvarez made a motion to appoint Commissioner Martinez as the voting delegate. Mayor Pro Tem Eady seconded the motion.

Motion carried 3 - 0.

**CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY
REDEVELOPMENT AGENCY BOARD**

8.B **Authorization to submit an application for a Florida Department of Transportation District Five Landscape Program Grant**

Authorization to submit an application for a Florida Department of Transportation (FDOT) District Five Landscape Program Grant.

Economic Development Director Tom Tomerlin presented the details of a grant application the City seeks to submit for landscaping improvements along the 192 corridor. This is a four-phase project anticipated to start in July 2025. Staff is recommending approval to apply for the grant for \$1,775,366 in total with the CRA portion of that grant being approximately \$665,372.

Commissioner Martinez made a motion to approve the grant application. Commissioner Alvarez seconded the motion.

Motion carried 3 - 0.

**COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND
RECONVENES AS THE CITY COMMISSION**

8.C **External City Commission Board Vacancy: HelpNow of Osceola, Inc.**

Request Commission direction to replace Commissioner Castano on the HelpNow of Osceola Inc., Board of Directors.

City Manager Steigerwald sought Commission direction on appointing a replacement to the HelpNow of Osceola, Inc. Board of Directors. The Commissioners and Mayor Pro Tem engaged in a brief discussion.

Commissioner Alvarez made a motion to appoint Commissioner Martinez to the HelpNow of Osceola Inc., Board of Directors. Commissioner Eady seconded the motion.

Motion carried 3 - 0.

8.D **Advisory Board Vacancy: Police Pension Board**

The Commission is requested to make an appointment to fill a vacancy on the Police Pension Board.

Commissioner Martinez recommended Stephen Kartje for the vacancy assigned to Seat #4.

Commissioner Alvarez made a motion to appoint Stephen Kartje to the Police Pension Board. Commissioner Eady seconded the motion.

Motion carried 3 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the audience and Commission of the upcoming Budget Workshop scheduled on Tuesday, July 25, 2023 at 2:00 p.m., and immediately following the Budget Workshop, the second Parks and Recreation Impact Fees Workshop will be held. The City will host a Downtown Night Life Safety and Security Workshop on Tuesday, August 1, 2023 at 3:30 p.m. Staff is working with Kissimmee Main Street to get the word out to the local businesses to attend.

9.B CITY ATTORNEY

City Attorney Sanchez de Fuentes wished everyone a happy "Taco Tuesday".

9.C CITY COMMISSION

Commissioner Martinez thanked the audience for being present.

Mayor Pro Tem Eady asked the City Manager if a table will be purchased for the upcoming Lip Sync Battle. The City Manager confirmed a table was purchased and Commissioners may RSVP for the event.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Pro Tem Eady adjourned the meeting at 6:57 PM.



ATTEST:

Linda S. Hansell

CITY CLERK

Olga Gonzalez

MAYOR-COMMISSIONER