



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, OCTOBER 17, 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 Presentation of Citizen Appreciation Award to Arden Gilbert

3.B Proclamation - World Polio Day

3.C Proclamation - National Fire Prevention Week

3.D Service Awards for July, August and September

3.E Promotion Ceremony for Police Captains and Lieutenants

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - First Reading - Proposed Ordinance # 23-21 - Amending the Police Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION 4, POLICE OFFICERS' RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-198, DEFINITIONS; AMENDING SECTION 30-201, FINANCES AND FUND MANAGEMENT, ESTABLISHMENT OF OPERATION OF FUND; AMENDING SECTION 30-213, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 30-228, SUPPLEMENTAL SHARE PLAN RETIREMENT BENEFIT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

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 September 26, 2023 and October 3, 2023 meetings

7.B Edward Byrne Memorial Justice Assistance Grant Program FY2023

7.C Dillingham Apartments - Final Plat (DRC# SR-22-0021)

7.D Freedom Land Christian Academy Replat 1 - Final Plat (DRC# SR-23-0006)

- 7.E Authorization to purchase the annual city vehicle requirements from the State Contract, Sheriff's Contract, Cooperative Purchasing Contracts or the City's Local Bid
- 7.F Purchase of Vacant Land Contract - 50 Lakeview Drive
- 7.G Advertising Funding from Experience Kissimmee for Kissimmee Gateway Airport
- 7.H Request transfer of funds from Airport Reserves to purchase maintenance equipment
- 7.I Accept a 2022-23 Land and Water Conservation Fund Program Grant from the Florida Department of Environmental Protection for Kissimmee Lakefront Park
- 7.J Approval to submit a 2023 Florida Recreational Development Assistance Program Grant for Toho Marina at Kissimmee Lakefront Park
- 7.K Request additional funds to purchase replacement vehicle AP31 from Airport Reserves
- 7.L Resurfacing Change Order No.1 to add Dyer Boulevard Phase II to Asphalt Paving Systems Current Scope of Work

8. DISCUSSION ITEMS

- 8.A Presentation of Financial Statements for the Kissimmee Charter School for the year ended June 30, 2023
- 8.B The Haven on Vine Update - Project Next Steps
- 8.C Approval of Amended Legislative Priorities for 2024

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.D Purchase of Vacant Land Contract - 50 Lakeview Drive

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

9. HEAR CITY OFFICIALS

- 9.A CITY MANAGER
- 9.B CITY ATTORNEY
- 9.C CITY COMMISSION

10. ADJOURNMENT

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

Presentation of Citizen Appreciation Award to Arden Gilbert

Request

Presentation of the Citizen Appreciation Award to Arden Gilbert.

Explanation

This award is presented to Arden Gilbert in recognition of his tireless work he has put into ensuring the well-being of our environment.

Arden Gilbert, affectionately known as Gib, has been a pillar of our community since December 1, 1998, when he moved into Plantation Sub-Division. For over three years, he has walked along the brick wall of our lake, collecting and disposing of trash to keep it pristine. Gib's commitment to maintaining the cleanliness of our community is evident and his selfless efforts are a testament to his love for this city and its residents. As an avid bass fisherman, he understands the value of a clean and healthy lake.

Arden Gilbert may say he's not a hero, but his actions speak louder than words. He isn't just doing a "job"; he's actively shaping the community he calls home. His dedication, passion and unwavering commitment to keeping Kissimmee clean are qualities that deserve to be celebrated.

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Certificate_Arden Gilbert

ITEM 3.B

Proclamation - World Polio Day

Request

The request is for the Commission to present a proclamation to Wilda Belisle, President of the Rotary Club of Kissimmee West.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation- World Polio Day 2023

ITEM 3.C

Proclamation - National Fire Prevention Week

Request

The request is for the Commission to present a Proclamation to Fire Chief Jim Walls.

Explanation

N/A

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. National Fire Prevention Week 2023

ITEM 3.D

Service Awards for July, August and September

Request

The City Commission joins the City Manager in recognizing employees who have reached milestones in years of service.

Explanation

Five	Elizabeth Acevedo	Police
	Bonnie Bell	Police
	Ulises Jimenez	Public Works & Engineering
	Brian Lopez Arroyo	Police
	Katiria Matos	Parks & Recreation
	Joshua Mila Ortiz	Police
	Carlos Otero Fosse	Public Works & Engineering
	Genesis Rodriguez	Police
	Leopoldo Roman	Police
	Barbara Strodman	Police
Ten	Tim Vanduser	Public Works & Engineering
	Megan Bezold	Police
	Justin Lunsford	Police
Fifteen	Darlene Roucoulet	Airport
	Jerrold Duncan	Public Works & Engineering
	Margareth Henao	Police
Twenty	Chris Irely	Parks & Recreation
	Julio Cabezas	Public Works & Engineering
	Kevin Palmer	Public Works & Engineering
Twenty Five	Stacy Zamfir	Human Resources & Risk Mgmt
	Camille Alicea	Police
	Brian Clyde	Police
	Kristy Stobl	Police

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.E

Promotion Ceremony for Police Captains and Lieutenants

Request

Swearing in and administering of oath for newly promoted Police Captain Ian M. Downing, Captain Michael D. Tilton, Lieutenant Charles R. Willdigg, and Lieutenant Jeinly I. Ortiz.

Explanation

Ian M. Downing was hired by the City on March 10, 2008, and has worked assignments in the Patrol, Special Operations, Criminal Investigations, and Support Services Divisions.

Michael D. Tilton was hired by the City on October 13, 1997, and has worked assignments in the Patrol, Special Operations, Criminal Investigations and Support Services Divisions.

Charles R. Willdigg was hired by the City on July 2, 2007, and has worked assignments in the Patrol, Special Operations, Criminal Investigations and Support Services Divisions.

Jeinly I. Ortiz was hired by the City on November 7, 2005, and has worked assignments in the Patrol, Special Operations, and Criminal Investigations Divisions.

Recommendation

REQUESTED CITY COMMISSION ACTION:

Department: Police
Presenter: Betty Holland

Attachment(s):

1. (S) Swearing in Oath

ITEM 4.A

Public Hearing - First Reading - Proposed Ordinance # 23-21 - Amending the Police Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION 4, POLICE OFFICERS' RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-198, DEFINITIONS; AMENDING SECTION 30-201, FINANCES AND FUND MANAGEMENT, ESTABLISHMENT OF OPERATION OF FUND; AMENDING SECTION 30-213, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 30-228, SUPPLEMENTAL SHARE PLAN RETIREMENT BENEFIT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the First Reading of the Proposed Ordinance # 23-21 for the Police Retirement Plan.

Explanation

The proposed ordinance #23-21 and the no impact statement from the Plan's Actuary are attached for approval. The Pension Attorney prepared the proposed ordinance and the Actuary indicated that this will not have an actuarial impact on the cost of the Police Retirement Plan.

This proposed ordinance includes minor changes that accomplish the following:

- 1) Amending the definition of salary to better align the language with the Internal Revenue Code.
- 2) Allow for Board discretion on recovering inadvertent overpayments, pursuant to Secure Act 2.0.
- 3) Updating the language with the Internal Revenue Code in the Secure Act 2.0, changing the required distribution date from age 70½ to age 72, the applicable age provided for in the Internal Revenue Code.
- 4) Clarifies language that members who receive a refund of their accumulated contributions will forfeit their distribution of their share allocation and vice versa.

Recommendation

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

1. Proposed Police Ordinance 23-21
2. No Impact Statement for Proposed Ord 23-21
3. Steigerwald.09-07-23
4. Proposed ORD 23-21 - Osceola Gazette Advertisement (Publication Date 10-12-2023)

ITEM 7.A

Approval of City Commission Minutes from the September 26, 2023 and October 3, 2023 meetings

Request

Request Commission approval of the September 26, 2023 and October 3, 2023 Commission Minutes.

Explanation

Minutes of the Commission meetings held on September 26, 2023 and October 3, 2023 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter: Mike Steigerwald

Attachment(s):

1. (S) Commission Minutes - September 26 2023
2. (S) Commission Minutes - October 3 2023

ITEM 7.B

Edward Byrne Memorial Justice Assistance Grant Program FY2023

Request

Accept the Edward Byrne Memorial Justice Assistance Grant Funding on behalf of Kissimmee Police Department and authorize the City Manager to execute any documents required to accept the award.

Explanation

The Police Department applied for funding from the FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) from the Department of Justice. On September 27, 2023, the City was notified the Office of Justice Programs approved the application for funding under the FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program: Local Solicitation. The City was awarded \$29,974, which will be allocated for the partial funding of salaries for two police officers and one police sergeant as outlined in the grant application. The balance of the monies needed for the salaries and benefits of the officers and sergeant will continue to come from the General Fund.

Recommendation

Staff recommends that the City Commission approve acceptance of the funding and authorize the City Manager to execute the required documents to accept the award.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. JAG Award Package FAW 178796

ITEM 7.C

Dillingham Apartments - Final Plat (DRC# SR-22-0021)

Request

Approval of the final plat known as Dillingham Apartments.

Explanation

The owner of the property, Osceola Mental Health, Inc, is requesting final plat approval without a guarantee. The property is located south of Martin Luther King Boulevard, north of June Street, east of Dillingham Avenue and west of Clyde Avenue and is combining multiple underlying lots for development purposes.

Recommendation

Staff recommends approval of the final plat known as Dillingham Apartments.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Dillingham Apartments Plat
2. Dillingham Apartments vicinity Map

ITEM 7.D**Freedom Land Christian Academy Replat 1 - Final Plat (DRC# SR-23-0006)****Request**

Approval of the final plat known as Freedom Land Christian Academy Replat 1.

Explanation

The owner of the property, House of Freedom, Inc., is requesting final plat approval without a guarantee. The property is located west of Robinson Avenue and is combining multiple underlying lots for development purposes.

Recommendation

Staff recommends approval of the final plat for the Freedom Land Christian Academy Replat 1.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Freedom Land Christian Academy Replat 1 Plat
2. Freedom Land Christian Academy Vicinity Map

ITEM 7.E

Authorization to purchase the annual city vehicle requirements from the State Contract, Sheriff's Contract, Cooperative Purchasing Contracts or the City's Local Bid

Request

This request is for authorization to purchase the FY 2023-24 City vehicle requirements from the State Contract, Sheriff's Contract, Cooperative Purchasing Contracts or the City bid, whichever is most cost-effective, considering the requirements of the departments.

Explanation

The City has 20 units on the budget this year at a budgeted cost of \$940,500. Included in this total are 10 vehicles for the Police Department at a cost of \$539,000.

Standard procedure is to identify the pricing for those vehicles planned for purchase using the State and Sheriff's Association and Cooperative Purchasing contracts, and then solicit bids from local dealers to match or beat the State contract pricing.

Recommendation

Staff recommends approval to purchase the City vehicle requirements from the State Contract, Sheriff's Contract, Cooperative Purchasing Contracts or City bid, whichever is the most cost effective, considering the needs of each Department.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance

Presenter:

Attachment(s):

None

ITEM 7.F

Purchase of Vacant Land Contract - 50 Lakeview Drive

Request

Staff requests the approval of this Vacant Land Contract between the sellers of 50 Lakeview Drive and the City of Kissimmee.

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 was previously 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. Though at this time the City has no plans for future use of the property, acquisition of this parcel will ensure that the City and Downtown Kissimmee Community Redevelopment Agency (DKCRA) will have complete control over the future use of this area.

As a result, staff requests Commission approval to cooperatively fund this land purchase along with the DKCRA. The City entered into a letter of intent to purchase the property, which enabled negotiations to continue and an updated appraisal to be produced. 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 DKCRA.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
35910106 506191	TBD	Decrease		\$760,000

Financial Summary:

There are adequate funds available for this purchase.

Recommendation

Approval of the purchase contract for 50 Lakeview, and authorization for the City Manager to execute any additional documents that may be necessary to complete the purchase.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: City Attorney
Presenter:

Attachment(s):

1. (S) Vacant Land Contract - 50 Lakeview Drive

ITEM 7.G

Advertising Funding from Experience Kissimmee for Kissimmee Gateway Airport

Request

Request Commission approval to accept advertising funding in the amount of \$30,000.00 from Experience Kissimmee for the Kissimmee Gateway Airport.

Explanation

Experience Kissimmee is offering a grant to fund an advertising program by and for the Kissimmee Gateway Airport in the amount of \$30,000.00 for FY 2024. Funds will be used to advertise to the corporate and leisure travel market, the flight training and aircraft maintenance market, and the aviation economic development market.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
47070103-504901		Increase	30,000	
47000337-337410		Increase	30,000	

Financial Summary:

The total amount of \$30,000.00 will go towards advertising the airport and its businesses.

Recommendation

Staff recommends approval to accept \$30,000.00 from Experience Kissimmee for airport advertising.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. (S) Aid to Private Organization Agreement-Signed

ITEM 7.H

Request transfer of funds from Airport Reserves to purchase maintenance equipment

Request

Request Commission approval to transfer additional funds of \$30,700 from Airport Reserves to purchase maintenance equipment allocated in FY 24 under AP2402 and AP2403.

Explanation

The Airport budget for 2024 includes funding for two projects; 1) \$8,200 in project #AP2402 for a tractor mowing attachment, and 2) \$105,000 in project #AP2403 for a replacement tractor. The budget originally included funding to replace an existing 8-foot mowing attachment. However, after re-evaluation by airfield maintenance staff, it is recommended that the Airport upgrade its fleet to a second 15-foot batwing mowing attachment. This would allow a more efficient use of airport maintenance staff, who not only must mow several hundred acres of the airfield year round but must also maintain other airfield components including runways, taxiways, pavement markings, signage and lighting. The state contract price for the batwing tractor attachment is \$27,413.20, leaving a shortfall of \$19,213.20 in project AP2402. In addition, the state contract price for the tractor is now \$116,345.36 due to inflationary cost increases since the budget was prepared, leaving a shortfall of \$11,345.36 in project AP2403.

As a result, in order to proceed with the purchase of these two necessary replacement items, Staff is requesting that a total of \$30,700.00 be transferred from Airport Reserves to cover the funding for both projects.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170100-509276		Decrease	30,700	
46170106-506495	AP2302	Increase	19,300	
46170106-506495	AP2304	Increase	11,400	

Financial Summary:

Additional funds from Airport Reserves are necessary due to inflation.

Recommendation

Staff recommends the Commission approve transferring additional funds of \$30,700 from Airport Reserves to purchase maintenance equipment allocated in FY 24 under AP2402 and AP2403.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Airport

Presenter:

Attachment(s):

1. 6120M Kissimmee Airport quote
2. FC15R Kissimmee Airport quote

ITEM 7.I

Accept a 2022-23 Land and Water Conservation Fund Program Grant from the Florida Department of Environmental Protection for Kissimmee Lakefront Park

Request

Accept the 2022-23 Land and Water Conservation Fund Program (LWCF) grant in the amount of \$200,000 to support renovations at the Kissimmee Lakefront Park and authorize the City Manager to sign documents related to the proper administration of this grant.

Explanation

The Florida Department of Environmental Protection provides funds through the Land and Water Conservation Fund Program (LWCF) for competitive grants to assist with the construction and development of recreational facilities such as the fishing pier, amphitheater and playgrounds, etc. The grant is in the amount of \$200,000 with a 100% City Match required, which is currently budgeted in the FY 2024 Capital budget.

The Parks and Recreation Department obtained a high ranking for the grant and the awarded project is in alignment with the Commission's strategic initiatives and the 5-year capital plan. Renovation projects include fishing pier enhancements, replacement of playground surfaces and a new amphitheater shade structure over the Veteran's Lawn stage.

The City will need to match \$200,000 which is budgeted in this year's capital projects for a project total of \$400,000..

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10450106-506393	ST2401	Decrease	\$190,000	
10450106-506393	ST2403	Decrease	\$60,000	
00150206-506393	PR2400	Decrease	\$60,000	
15150206-506393	TBD	Increase	\$200,000	
15100334-334700	TBD	Increase	\$200,000	

Financial Summary:

There are three separate capital projects that will cover the City's match for this grant requirement of \$200,000. The grant and revenue accounts will be amended and the project number for the grant will be created if approved.

Recommendation

Staff recommends that the Commission accept the 2022-23 Land and Water Conservation Fund Program grant to support renovations at the Kissimmee Lakefront Park and authorize the City Manager to sign documents related to the proper administration of this grant.

City of Kissimmee

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation

Presenter:

Attachment(s):

1. (S) LW756 - Lakefront Park-Kissimmee- Executory AGREEMENT (1)

ITEM 7.J

Approval to submit a 2023 Florida Recreational Development Assistance Program Grant for Toho Marina at Kissimmee Lakefront Park

Request

Approval to submit a 2023 Florida Recreational Development Assistance Program (FRDAP) grant in the amount of \$50,000 to fund the renovations to the breakwater at Toho Marina at Kissimmee Lakefront Park.

Explanation

The Florida Department of Environmental Protection provides funds through the Florida Recreational Development Assistance Program (FRDAP) for competitive grants to assist with the acquisition or development of outdoor recreational facilities. The grant has a maximum amount of \$50,000 and does not require a match.

If awarded, the City will use the grant to complete renovations to the Breakwater as identified in our 5 year capital improvement plan. The Parks and Recreation Department is confident the City can obtain a high ranking for grant consideration.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10450106-506393	ST2311	Decrease	\$300,000	
15150206-506393	TBD	Increase	\$50,000	
15100334-334700	TBD	Increase	\$50,000	

Financial Summary:

There is no City match requirement for this grant. However, the budget does include a capital project funded at \$300,000 that will be used for the same project, ST2311. If awarded, the grant funds will need to be reflected in the grant and revenue funds as shown above. This will give the project a total of \$350,000.

Recommendation

Staff recommends approval to submit a Florida Recreational Development Assistance Program (FRDAP) grant to fund renovations to the breakwater at Toho Marina at Lakefront Park.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Parks & Recreation
Presenter:

Attachment(s):
None

ITEM 7.K

Request additional funds to purchase replacement vehicle AP31 from Airport Reserves

Request

Request Commission approval for additional funds of \$5,900.00 from Airport Reserves to purchase a replacement vehicle for AP31 damaged during Hurricane Ian.

Explanation

The quote received to replace AP31 is \$41,503.00. We have allocated in AP2404 \$35,700.00, a difference of \$5,803.00. AP31 was one of two Airport vehicles lost due to biohazard flooding during Hurricane Ian. The vehicle shortage has caused daily operational challenges for the Airport, and possible order delays due to supply chain issues. This order is recommended to be placed at this time.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170100-509276	AP2404	Decrease	5,900	
46170106-506495		Increase	5,900	

Financial Summary:

Additional funds needed to complete the purchase will come from Airport Reserves.

Recommendation

Staff recommends Commission approval for additional funds of \$5,900.00 from Airport Reserves to purchase a replacement for vehicle AP31.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

Attachment(s):

None

ITEM 7.L

Resurfacing Change Order No.1 to add Dyer Boulevard Phase II to Asphalt Paving Systems Current Scope of Work

Request

Commission approval of change order no.1 for the resurfacing of Dyer Boulevard Phase II to increase the amount to \$569,901.28.

Explanation

On June 21st, 2022, the City advertised the proposal (IFB2022-002) for the purpose of selecting experienced and qualified contractors to provide Asphalt Milling, Resurfacing, and Concrete Repair continuing services. On January 17, 2023, the City contracted with Asphalt Paving Systems to resurface two roads selected from the pavement management program for Fiscal Year 2023. The roads selected for resurfacing were Dyer Boulevard Phase I from Carroll Street to Ball Park Road and a section of Carroll Street east of Thacker Avenue.

The City was able to work with the contractor to add Dyer Boulevard Phase II from Ball Park Road to Osceola Parkway at an additional cost of \$569,901.28 to complete the resurfacing of Dyer Boulevard. The final total project cost of both roads to be resurfaced is \$1,938,805.27.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10345653-505353		Decrease	\$875,000	\$569,902

Financial Summary:

This project will be funded with Gas Tax funds.

Recommendation

Staff recommends approval of change order no.1 for the resurfacing of Dyer Boulevard Phase II to Asphalt Paving Systems in the amount of \$569,901.28.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. (S) Resurfacing Change Order #1
City of Kissimmee

2. Dyer Blvd mill and pave CHANGE Order

ITEM 8.A

Presentation of Financial Statements for the Kissimmee Charter School for the year ended June 30, 2023

Request

This request is for Commission acceptance of the Financial Statements for the Kissimmee Charter School for the fiscal year ended June 30, 2023.

Explanation

Copies of the Financial Statements for the Kissimmee Charter School for the year ended June 30, 2023 were provided to the Commission. This document was prepared for the City by the independent audit firm of King & Walker, CPAs, PL.

The auditors have given the Kissimmee Charter School an unmodified opinion which means the financial statements conform with generally accepted accounting principles and present fairly, in all material respects, the financial position of the Charter School and the results of its operations.

A representative from the audit firm will be in attendance to present the findings of this report.

Recommendation

Staff recommends the City Commission accept the Financial Statements as presented.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: Finance

Presenter: Tavia Ritchie

Attachment(s):

1. 2023 kissimmee charter academy

ITEM 8.B

The Haven on Vine Update - Project Next Steps

Request

Staff will update the Commission on the project and seek Commission Approval to proceed with the next steps for the project.

Explanation

Over the past three years, the City Commission selected addressing the housing needs of the homeless as a top priority in the five-year strategic plan. After several attempts to identify property and/or potential partners for the development of a campus, the City identified a property well suited to carry out the vision for the community. In June 2023, the Commission approved the purchase of 1815 W. Vine Street, formerly known as the Super 8 Motel.

The project, now known as the Haven on Vine, will provide a long-term sustainable approach to addressing the lack of affordable housing and serve as a resource center designed to provide housing-focused bridge housing and 24/7/365 homeless support services. This project will progress in two phases in order to ensure long-term sustainability and program success.

Staff will provide the Commission with an update on the progress of the project and the next steps needed to move forward with Phase 1 -The Haven Apartments and Phase 2- The Haven Resource Center.

Recommendation

Staff requests Commission feedback and approval to proceed with next steps for the project

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter: Desiree Matthews

Attachment(s):

None

ITEM 8.C

Approval of Amended Legislative Priorities for 2024

Request

Staff requests Commission approval of the amended Legislative Priorities for 2024

Explanation

Each year, the City establishes legislative priorities featuring requests to be considered for funding and/or legislative support at the state and federal level. These priorities will serve as the work program for our lobbying teams for the upcoming 2024 Legislative Session and are based on the City's Strategic Plan and Commission Goals. The Commission previously approved a tentative list of priorities at the August 15, 2023 Commission meeting. After further research and discussions with the City's lobbying team regarding the legislature's focus for the year, Staff proposes revising the City's list of legislative priorities to reflect the following projects and issues:

LEGISLATIVE FUNDING REQUESTS (State):

Bermuda/ Lyndell Neighborhood Flood Mitigation Projects

Total Project Costs: \$1,100,000

City Match: \$500,000

Funding Request: \$500,000

Thacker Avenue Roadway Improvement Project

Project Costs: \$7,000,000

City Match: \$6,500,000

Funding Request: \$500,000

LEGISLATIVE SUPPORT (State):

Cyber Security Funding

FDOT Aviation Funding

CONGRESSIONAL SUPPORT (Federal):

Kissimmee Gateway Airport Tower

Lake Tohopekaliga Water Quality Improvements

The list of funding priorities above reflects a more comprehensive approach for the two projects identified, and eliminates projects that were either too small in scope to be funded by the state (Hill Street Improvements) or not far enough in design to request state funding at this time (South Airport Business Park). In addition, two support priorities were also removed (EMS Issuance of Controlled Substances and Workforce Development Funding) since these items are being handled by statewide advocacy organizations better suited to addressing these issues.

The attached Legislative Priorities list provides a more detailed summary of each request.

Recommendation

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Legislative_Priorities_2024 Updated

ITEM 8.D

Purchase of Vacant Land Contract - 50 Lakeview Drive

Request

Approval of the Vacant Land Contract between the Sellers and City of Kissimmee for the purchase of 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 was previously 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. Though at this time the City has no plans for future use of the property, acquisition of this parcel will ensure that the City and Downtown Community Redevelopment Agency will have complete control over the future use of this area.

As a result, staff requests Downtown Community Redevelopment Agency approval to cooperatively fund this land purchase along with the City of Kissimmee. The City entered into a letter of intent to purchase the property, which enabled negotiations to continue and an updated appraisal to be produced. 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 (DCRA). At this juncture, DCRA funding is estimated to be \$340,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10622206 506191		Decrease	\$950,000	\$340,000

Financial Summary:

There are adequate funds available for this purchase.

Recommendation

Approval of the purchase contract for 50 Lakeview, and authorization for the City Manager to execute any additional documents that may be necessary to complete the purchase.

REQUESTED CITY COMMISSION ACTION:

City of Kissimmee

Approve

Department: Economic Development
Presenter: Arthur Tomerlin

Attachment(s):

1. (S) Vacant Land Contract - 50 Lakeview Drive