



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, DECEMBER 5, 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 Recognition of Goodwin Realty & Associates, Inc., for their 50-year business anniversary

3.B Recognition of Lewis Music Store, LLC, for their 50-year business anniversary

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 November 7, 2023, and November 21, 2023

7.B Amphitheater shade purchase for Lakefront Park

7.C Transfer of funds for the completion of the Rescue Remount project

7.D FOF Osceola Commerce Center Final Plat

7.E Community Development Block Grant FY2023 Funding and Subrecipient Agreements

7.F Amendment to the Franchise Agreement with Waste Management of Orlando Inc.

7.G Application for Internship Grant for Kissimmee Gateway Airport

7.H Grant Application for Airfield Markings Project

7.I Budget Amendment and Reclassification of an Airport Position

7.J Quiet Title to 310 N. Beaumont Avenue

8. DISCUSSION ITEMS

8.A Renewal of the Osceola Legislative Effort Agreement

8.B Haven on Vine Apartments FY 2023-2024 Annual Operating Budget

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**Recognition of Goodwin Realty & Associates, Inc., for their 50-year business anniversary****Request**

Presentation of award to Linda Goodwin-Nicols honoring her firm's extraordinary achievement in reaching 50 years in business.

Explanation

Linda Goodwin-Nichols has established herself as a pioneer in Kissimmee real estate. She founded Goodwin Realty & Associates in 1973, and is celebrating her firm's 50th anniversary. Linda and her daughters remain at the forefront of Kissimmee real estate. Linda has graciously devoted time and resources giving back to the community in the form of public service and charitable leadership. Linda is renowned for her positivity and personable nature, even when working on complex matters in her professional and charitable endeavors. It is with honor and thanks that the City present this 50th anniversary award to Goodwin Realty & Associates for all the good they have brought to the City of Kissimmee.

Department: Economic Development

Presenter: Arthur Tomerlin

Attachment(s):

None

ITEM 3.B**Recognition of Lewis Music Store, LLC, for their 50-year business anniversary****Request**

Presentation of an award to Lewis family for their firm's extraordinary achievement in reaching 50-years in business.

Explanation

Since October 1973, the Lewis Music Store has been operating at 117 Broadway in downtown Kissimmee. Three generations of the Lewis Family have been involved with running this iconic 50-year-old family business. The Lewis Music Store is an exceptional example of a family enterprise that has touched the City of Kissimmee in many positive ways. As the community's source for music instrument sales, service and instruction, Lewis Music has spread the gift of music to countless residents. It is with honor and thanks that the City present this 50th anniversary award to Lewis Music Store for all the music they have nurtured in the City of Kissimmee.

Department: Economic Development

Presenter: Arthur Tomerlin

Attachment(s):

None

ITEM 7.A**Approval of City Commission Minutes from November 7, 2023, and November 21, 2023****Request**

Request Commission approval of the November 7th and November 21st Commission Minutes.

Explanation**Recommendation**

Approval of the City Commission meeting minutes for November 7th and November 21st.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter:

Attachment(s):

1. (S) - City Commission Meeting Minutes - November 7, 2023
2. (S) - City Commission Meeting Minutes - November 21, 2023

ITEM 7.B

Amphitheater shade purchase for Lakefront Park

Request

Approval to purchase amphitheater shade cover for the Veteran's Lawn stage at the Kissimmee Lakefront Park from REP Services, Inc. using Sales Tax and Land and Water Grant funds totaling \$193,874.89.

Explanation

The Parks and Recreation Department, in efforts to continually enhance the Kissimmee Lakefront Park, would like to purchase and install an amphitheater shade cover for the open air stage at the Veteran's Lawn. This will create an amphitheater effect, complete with stage lighting, while using a sail shade cover to match the existing Lakefront Park architecture and provide open sight lines to Lake Toho. The City wishes to purchase through an Inter-governmental Cooperative Purchasing Agreement with REP Services, Inc. through Manatee County School District Agreement No. 21-0053-MR in the amount of \$193,874.89. A portion will be spent from each above account as necessary. This agreement has been approved by Purchasing and a cooperative purchase contract was created by City's legal department.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10450106 506393	ST2409	Decrease	200,000	
15150206-506393	LWCF756		200,000	

Financial Summary:

The City's matching funds will be transferred from sales tax project ST2409 to the grant project LWCF756. The quote for the shade cover is \$193,874.89.

Recommendation

Approval to purchase amphitheater shade cover for the Veteran's Lawn stage at the Kissimmee Lakefront Park from REP Services, Inc. using Sales Tax and Land and Water Grant funds totaling \$193,874.89 and allowing the City Manager to execute all documents regarding the purchase and Grant forms related to the purchase.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation

Presenter:

City of Kissimmee

Attachment(s):

1. (S) Agreement REP Services Inc

ITEM 7.C

Transfer of funds for the completion of the Rescue Remount project

Request

Approval to transfer \$16,021 from the Fire Department Vehicle Maintenance account to project ST2304 to complete the Rescue Remount Project.

Explanation

The final invoice for the Rescue Rechassis, Project ST2304, is over budget by \$16,021. In order to get the project started, the project was begun FY 2023 with funding that was budgeted, with a second phase to be billed in FY 2024. The second phase of the project was billed separately as a "Special Project" which includes:

- Travel allowance for final inspection
- Pickup the remount (Kissimmee to Madison, AL)
- Deliver the remount (Madison, AL to Kissimmee)
- Safety Vision rear camera system
- Exterior compartments finished in gray texturized paint
- Paint module interior complete
- Install new countertops at action area
- Install a new Vanner 1100 Watt Inverter

As a result, the Fire Department is requesting to move \$16,021 from the Vehicle Maintenance account to pay for the items listed above and complete the project. This increase is the result of inflationary price increases since the initial funds were budgeted.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
00135203 504649	ST2304	Decrease		\$16,021.00
10435206 506495		Increase		\$16,021.00

Financial Summary:

Funding is available in the Vehicle Maintenance account and will be transferred to the Capital budget, project ST2304.

Recommendation

Approval to transfer \$16,021 from the Vehicle Maintenance account (00135203 504649) to Project ST2304 to pay for the remaining items to be completed on the Rescue Rechassis project.

REQUESTED CITY COMMISSION ACTION:

City of Kissimmee

Approve

Department: Fire

Presenter:

Attachment(s):

1. ST2304 - Invoice for balance

ITEM 7.D

FOF Osceola Commerce Center Final Plat

Request

Approval of the FOF Osceola Commerce Center final plat (DRC# SR-23-0009). This final plat merges multiple underlying parcels into a single lot, facilitating further development.

Explanation

The property owner, FOF Osceola Commerce Center Owner, LLC, has applied for this final plat approval without a guarantee. The property is situated on the west side of S. Hoagland Boulevard and to the north of Old Tampa Highway. The final plat consolidates multiple underlying parcels into a single lot, intended for development. Notably, parts of this project span both the City of Kissimmee and Osceola County jurisdictions, leading to a collaborative review and approval process. This project is classified as a Minor Subdivision, as per the definitions outlined in Land Development Code §14-2, and is consequently following the appropriate minor plat procedure.

Recommendation

Authorize the approval of the FOF Osceola Commerce Center final plat.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) SR-23-0009 FOF Osceola Commerce Center - Final Plat_11.29.2023
2. Vicinity Map

ITEM 7.E

Community Development Block Grant FY2023 Funding and Subrecipient Agreements

Request

Acceptance of the Community Development Block Grant (CDBG) FY2023 allocation from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$841,265, approval for the Mayor to execute contract #20240116 (Funding Agreement) and authorize staff to draft subrecipient agreements with the recommended public service agencies.

Explanation

On July 18, 2023, the City Commission approved the FY2023 Annual Action Plan which listed the CDBG allocations for the activities to be covered with this year's funding in the amount of \$841,265. According to the federal regulations, 15% of the allocation (\$126,189.75) has been set aside for public services.

Staff requested applications from potential partners proposing public service programs and activities for areas identified in the FY2023 Annual Plan with high priorities based on the needs assessment survey completed during the preparation of the Plan. The following applications were reviewed and approved by the CDBG Review Committee:

Organization	Program	Description	Amt. Recommended	Proposed Outcomes
Parks & Recreation Dept (City of Kissimmee)	Dream Builders Summer Camp	To cover the cost for 55 "homeless" children to attend the City's Summer Camp Program.	\$35,700	With new access to summer camp programs for 55 homeless children
Hope Partnership, Inc	Homeless Outreach and Diversion	Salary costs (1 FTE outreach Advocate .50 Community Support Specialist. 1 FTE Outreach Advocate, 4 FTE Community Support Specialists, 1 FTE Outreach/Diversion Manager, 0.3 FTE Director, 0.125 COO	\$30,000	With new access to homeless outreach services and case management, 25 low-income, homeless individuals will be accessed for Permanent Supportive Housing.
The Opportunity Center	Adult Day Training (ADT)	To pay for transportation costs of the participants that are city residents.	\$10,000	At least 4,500 trips will be provided to and from the Adult day training

				program, community outings, and/or volunteer experiences for 10 unduplicated City of Kissimmee residents.
Love Makes Me Grow	Love Makes Me Grow 9 Step Program	To pay for tools and supplies for the gardening classes. In addition, the proposal requested monies for salaries.	\$5,000	Host the 9 Step Program twice for the year for a total of 100 city residents.
Council on Aging	Pathways/Eviction Prevention	To assist with rental assistance (eviction and security deposit) to avoid homelessness.	\$30,000	With new access to financial assistance for 10 households living in the City.
Salvation Army	Osceola Emergency Service Center	To provide funds for hygiene services.	\$5,000	TBD*
City of Kissimmee	Housing Financial Assistance	To provide assistance with rent, mortgage, and security deposits	\$10,489.75	With new access to financial assistance for 4 households living in the City.
TOTAL			\$126,189.75	

* The funds were allocated to purchase a washer and dryer to assist the homeless population with their hygiene needs. Due to the fire that occurred at their location, the agency has requested that we hold off at least six (6) months until they identify a temporary location before we assign the funds.

The financial details were included in the budget submittal for FY2024.

Recommendation

Acceptance of the CDBG FY2023 allocation from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$841,265, approval for the Mayor to execute the funding agreement and authorize staff to draft subrecipient agreements with the public service agencies based on the recommendations of the CDBG Review Committee.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S) - City of Kissimmee FY2023 Funding Approval and Agreement

ITEM 7.F

Amendment to the Franchise Agreement with Waste Management of Orlando Inc.

Request

Approval and execution of contract #20240120, a Franchise Agreement extension between the City of Kissimmee, Florida and Waste Management of Orlando, Inc.

Explanation

As the Commission is aware, the City's plans to pursue provision of commercial solid waste collection services are not feasible at this time due to the inflationary cost increases and long lead times to purchase the equipment necessary to take over these services from our franchisee. The City has been under contract with Waste Management of Orlando, Inc. to provide commercial solid waste services as the City's franchisee since September 8, 1994. The current contract has been amended over the years due to extensions of terms and rate increases.

This extension is needed to provide continuous commercial solid waste services for the contract period of five (5) years starting January 1, 2024, to December 31, 2029. This term may be extended for an additional two (2) consecutive one (1) year periods.

The new charges and rates, as noted in Exhibit A of the agreement, shall go into effect on January 01, 2024. Staff analyzed the new rates and found them to be consistent with the rates charged by nearby cities with direct or franchised commercial solid waste services.

Recommendation

Approval of the Amendment to the Franchise Agreement extension between the City of Kissimmee and Waste Management of Orlando, Inc. for commercial solid waste services.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) WM Agreement

ITEM 7.G

Application for Internship Grant for Kissimmee Gateway Airport

Request

Approval to apply for an Internship Grant from the Florida Airports Council for Kissimmee Gateway Airport.

Explanation

The Florida Airports Council (FAC) is offering the City of Kissimmee an internship grant for the Kissimmee Gateway Airport. The full grant to the selected intern will be \$5,000 (\$4,000 FAC, \$1,000 Airport funds). The City/Airport will be responsible for distributing the grant funds to the intern via the payroll process.

The purpose of FAC's program is to prepare the intern with the skills necessary to be qualified to work for an airport at an entry-level position. The intern will work a total of 40 hours per week for a maximum of 8 weeks during 2024 and produce a research project that will benefit the Airport. This program has been beneficial to the Airport in the past by providing both additional staffing during the internship period and qualified candidates for permanent hire when openings have become available.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170103-503131		Decrease	1,000	
46100389-389400		Increase	4,000	
46170101 501212		Increase	4,500	
46170101 502121		Increase	400	
46170101 502424		Increase	100	

Financial Summary:

The City's \$1,000 match will be funded from the professional services account.

Recommendation

Approval to apply for an internship grant from the Florida Airports Council for FY2024 in the amount of \$5,000.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Airport
Presenter:

Attachment(s):
None

ITEM 7.H

Grant Application for Airfield Markings Project

Request

Approval to apply for a Public Transportation Grant Agreement from the Florida Department of Transportation for an Airfield Pavement Markings Project and amend the budget accordingly.

Explanation

Periodically, the runway and taxiway pavement markings are required to be cleaned and re-painted, applying reflective glass beads to ensure safe visibility. The Florida Department of Transportation (FDOT) has funding for airfield pavement marking improvements under the Statewide Airfield Marking Program, to be performed by state contractor - Florida Airfield Maintenance, Joint Venture via a Public Transportation Grant Agreement (PTGA).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170703-504646			40,516.72	40,516.72
47000334-334410		Increase	162,064.00	162,064.00
47070103 504646		Increase	162,064.00	162,064.00

Financial Summary:

Airport funds are budgeted in the current fiscal year, allocated in the Buildings and Ground Maintenance account. Portions of this project are funded by the Florida Department of Transportation (80%) and the Kissimmee Gateway Airport (20%). The total project amount is \$202,580.72 with each agency funding the following amounts.

FDOT-PTGA - 80% \$162,064.00

Kissimmee Gateway Airport - 20% \$40,516.72

The City/Airport share will be transferred from the Airport operating budget to the Airport grant fund and combined with the FDOT funding.

Recommendation

Approval to apply for a PTGA from FDOT for an Airfield Pavement Markings Project and amend the budget accordingly.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Airport
Presenter:

Attachment(s):
None

ITEM 7.I

Budget Amendment and Reclassification of an Airport Position

Request

Approval of a budget amendment to reclassify a vacant Airport Technician II position to an Airport Maintenance Manager position at the Kissimmee Gateway Airport.

Explanation

This position will be under the authority of the Airfield Manager and will perform daily maintenance of the airfield, airfield electrical systems, airport facilities, airport vehicles, equipment, and emergency generators. The Maintenance Manager will develop preventative maintenance programs with thorough record keeping, ensuring proper maintenance and assist in future capital planning. This position will oversee Airport Technicians and coordinate outside contractors and other City Department workers at the Airport to provide a safe environment.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170100-509276	N/A	Decrease	37,800.00	37,800.00
46170101-501212	N/A	Increase	37,800.00	37,800.00

Financial Summary:

Funds will be utilized from an Airport Technician II vacancy that will be reclassified to this new position, plus additional funds from Airport Reserves as shown above.

Recommendation

Approval to reclassify a vacant Airport Technician II position to an Airport Maintenance Manager position at the Kissimmee Gateway Airport.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. AP Maint Mgr Job Desc

ITEM 7.J**Quiet Title to 310 N. Beaumont Avenue****Request**

Approval to commence litigation to quiet title to 310 N. Beaumont Ave.

Explanation

Staff seeks approval to join GB Skyview Kissimmee Phase I Owner LL, the current developer of the Allen and the broader Beaumont Redevelopment Site, in filing a Complaint for Quiet Title. Lots 15 and 16 of block N of the Subject Property, located at 310 N. Beaumont Avenue, are subject to a limited reverter clause conveyed in a 1938 deed of the property to the Osceola County School Board. Although the City conveyed the entire encumbered parcel to Skyview, it has approved a site plan and pursuant to the 2021 Developer's Agreement has committed funding to redevelopment of the property and, accordingly, is a Plaintiff in interest in this Complaint. The City anticipates a successful outcome that will ensure that any remaining rights in the property may not be invoked by any heirs to the grantors of the 1938 deed.

Recommendation

Approval to commence litigation to quiet title to 310 N. Beaumont Ave.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter:

Attachment(s):

None

ITEM 8.A

Renewal of the Osceola Legislative Effort Agreement

Request

Staff requests Commission direction on whether or not the City should continue to participate in the joint lobbying with the Osceola Legislative Effort (OLE) and execute contract #20240125.

Explanation

OLE annually acquires and retains professional lobbyist services to promote, represent and protect the collective interests of Osceola County, City of St. Cloud, the Osceola County School District, and the City of Kissimmee. OLE's lobbying consultants handle both state legislative and federal congressional matters.

For the upcoming year, the two proposed city priorities for OLE include:

- 1) Lake Toho Cleanup - Support of a joint effort with the county to seek funding for the cleanup of the northern sections of Lake Tohopekaliga; and
- 2) Thacker Avenue - Support for funding for the widening and signalization of Thacker Avenue between Flora Boulevard and Osceola Parkway, which will serve both city and county residents.

Last year's main city priority for OLE was funding for a study to find solutions to the aquatic vegetation and muck issues in northern Lake Tohopekaliga, which passed both houses but was vetoed by the Governor. OLE's joint lobbying efforts are limited to legislative issues which have been unanimously agreed to by the other parties to this agreement.

The City of Kissimmee is being asked to enter into a two-year contract and pay \$40,000 per year for continued participation in the joint lobbying effort. The other parties contributions are as follows: Osceola County \$80,000, Osceola School District \$60,000 and the City of St. Cloud \$40,000. The City's funding for next year has been included in the FY2024 budget.

Recommendation

Staff requests Commission discussion and direction of the new OLE Agreement.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: City Attorney

Presenter: Olga Sanchez de Fuentes

Attachment(s):

1. (S) 2023 -2025 OLE Agreement Clean
2. 2023 -2025 OLE Agreement Redline

ITEM 8.B

Haven on Vine Apartments FY 2023-2024 Annual Operating Budget

Request

Approval for the FY23-24 Annual Operating Budget for the Haven on Vine Apartments

Explanation

On November 3rd, the City Commission approved moving forward with the City operating the 83 units at the Haven on Vine Apartments. The annual operating budget is \$800,000 and includes funding for activities necessary for the daily operations. The budget includes two new full-time and two new part-time positions, utilities, water/sewer, cable, Wi-Fi, trash collection, and all operating expenses for the complex.

Once the budget is approved, the renovations and staffing process will begin. Renovations on apartment interiors are expected to be completed in March 2024. The projected revenues account for reduced rent collections for October - December with full occupancy expected for the remainder of the FY 2023-2024. The line item budget is attached.

Recommendation

Approval of the FY23-24 Annual Operating Budget for the Haven on Vine Apartments

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. The Haven on Vine Budget FY24 Draft