



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, FEBRUARY 20, 2024 AT 6:00 PM**

1. **MEETING CALLED TO ORDER Members Present:** Mayor Olga Gonzalez, Commissioners Olga Castano, Angela Eady, Carlos Alvarez, III, Janette Martinez
Staff Present: City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Deputy City Manager Desiree Matthews, Assistant City Manager Austin Blake, City Clerk Linda Hansell
Members Absent: None

Mayor Gonzalez called the meeting to order at 6:00 PM.

2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

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

3. **PROCLAMATIONS AND SPECIAL PRESENTATIONS**

- 3.A Proclamation - Barbie Austria Appreciation Day

To present a proclamation to Barbie Austria founder of the non-profit organization, Kissimmee-Poinciana Homeless Outreach Inc.

City Manager Steigerwald invited Jessica Ocasio, Rachel Molina, Raul Gonzalez, Irma and Ignacio Ramon, Yvonne Liciaga, Carmen and Miguel Sanjurjo, and Sara Santiago to join Ms. Austria and proceeded to read a proclamation in honor of Barbie Austria, founder of the Kissimmee-Poinciana Homeless Outreach, as the Mayor and Commissioners presented the proclamation to Ms. Austria.

Ms. Austria thanked her crew of supporters, the City Commission, and the City of Kissimmee for this honor.

- 3.B. Proclamation - Dominican Republic Independence Day (Amended and added to the Agenda)

To present a proclamation in honor of Dominican Republic Independence Day on February 20, 2024.

City Manager Steigerwald read a proclamation in honor of Dominican Republic Independence Day as the Mayor and Commissioners presented the proclamation (Exhibit "A") to Ingrid Zapata, President of Casa de la Dominica.

Ms. Zapata, through a translator, thanked everyone for coming today and expressed her appreciation to the City Commission for this presentation.

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

None.

5. **PUBLIC HEARINGS**

None.

6. HEAR AUDIENCE

Charles Baker, 806 Persons Street, Kissimmee, complimented Public Works for the progress they are making in the West Kissimmee area; however, he is concerned with missing signs for Children at Play and one sign turned backwards. Mr. Baker continued with his comments by discussing Vivian Bronson, a resident of Mann Street, who has limited access to the street due to improvements that are needed. Emergency vehicles as well as the residents are only able to travel at 2- 3 miles per hour because of the road conditions. Mann Street is in between Persons and John Young.

Mr. Baker finished his remarks by expressing his disappointment with comments from a City staff member who communicated to Mr. Baker that he did not need to return to the Commission meetings.

Commissioner Eady, City Manager Steigerwald, and the Commission assured Mr. Baker the issue will be addressed. Mr. Baker did not want to point out the individual and wants to give them a chance to correct themselves, but he felt it was necessary to bring it to the Commission's attention.

City Manager Steigerwald followed up on Mr. Baker's request for "Children at Play" signs and stated they no longer met federal standards and therefore we are unable to install the signs any longer. The damaged signs will be addressed and the condition of Mann Street will include interim repairs; this is one of the last unpaved streets in the City. The paving project is in the design phase currently and funding should be available in the FY 2025 Budget. Speed limit signs on Persons and Hill Street and the surrounding area will also be addressed.

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

Motion carried 5 - 0.

- 7.A Approval of City Commission Minutes from the January 16, 2024, and February 6, 2024 meeting
Request Commission approval of the January 16, 2024, and February 6, 2024, Commission Minutes.
- 7.B Approval of a Resolution adopting the Third Amendment to the Local Housing Assistance Plan Covering Fiscal Year 2022 through 2024
Approval of Third Amendment to the Local Housing Assistance Plan covering SHIP Fiscal Years 2022-2024 and adopt the accompanying Resolution #02-2024.
- 7.C Carry Forward for Airport Project Automated Weather Observation System Project
Approval to carry forward Airport Funds (FY2021 AP2102) to FY2024 Budget for an Automated Weather Observation System (AWOS) Project in the amount of \$32,000.
- 7.D Application for Airport Taxiway Delta Environmental Study Grant
Approval to apply for a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) for an Environmental Study for Taxiway Delta Extension Project at Kissimmee Gateway Airport.

- 7.E Building Fund budget adjustment for furnishings and plaza improvements
Approval of a budget transfer of \$800,000 from the Building Fund Reserve account to the Capital Project and Equipment accounts for furnishings and plaza improvements as part of the permit center expansion project.
- 7.F Amendment to the Interlocal Agreement Creating the Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando
Approval of the Amendment to the Interlocal Agreement with MetroPlan Orlando to incorporate changes to the Membership Apportionment Plan.
- 7.G Architectural and Engineering Continuing Services Agreements
Request approval of the Architectural/Engineering Services master agreements, Contract # 2024-0133 with Baker Barrios Architects, Inc., Colliers Engineering & Design, Inc., CPH, LLC, The Lunz Group, WSP USA Environmental & Infrastructure, Inc., and Bentley Group, Inc.
- 7.H Master Services Agreement with Rubicon Global, LLC for Solid Waste Division
Approval of an agreement with Rubicon Global, LLC (Contract # 20240237) to provide route optimization tools for the Solid Waste Division.
- 7.I Agreement with SSD International, Inc to purchase night vision and thermal optics for SWAT rifles
Commission approval of the Agreement with SSD International Inc. (Contract #20240236) for the purchase of night vision and thermal optics with forfeiture funds available in the Law Enforcement Trust Fund (LETf).
- 7.J Emergency Medical Transportation Billing and Collection and Ground Ambulance Data Collection Services Contract
Approval of Contract with Advanced Data Processing, Inc. (ADP) (Contract # #20240234) using account 00135103-503434 (Other Contract Services) and authorization for the City Manager to execute any extensions or amendments of this contract.
- 7.K Re-allocation of HOME Funds for the Acquisition of the Super 8 Motel
Approval of the re-allocation of HOME funds used to purchase the property known as the Super 8 Motel.
- 7.L Budget Transfer For Airport Security Enhancement Project
Approval to transfer Airport funds from Fund 461 to Fund 470 for a Security Enhancement Project (AP2103), due to overage that is not eligible for state grant reimbursement in the amount of \$7,141.26.
- 7.M Lakefront Park Security Improvements
Approval of an agreement with Miller Electric, Inc. (Contract # 20240233) to install close-circuit cameras and the required infrastructure within Lakefront Park.
- 7.N Airport Administrative, Operational and Asset Management Software Agreement
Approval to award EPIC Engineering & Consulting Group, LLC, (Contract #20240174) in the amount of \$84,495 for Simplify i3 Software Services to digitally manage airport operational, administrative, and asset data programs for a 5-year term.
- 7.O Disposal of City Assets
Approval to dispose of the asset items detailed in the attached report.
- 7.P Mill Slough waterway debris removal contract award
Approval to award the contract for the removal of debris along the Mill Slough waterway to Crowder Gulf (Contract #20230037) for \$218,000.

7.Q Consent to Sub-Lease Between Sunstate Aviation Holdings, LLC and Sunstate Aviation Flight School, LLC

Approval of Consent to Sub-Lease between Sunstate Aviation Holdings, LLC and Sunstate Aviation Flight School, LLC

7.R Aston Square Easements

Approval of several easements to effectuate completion of water and sewer line connection and a lift station for the Aston Square project and City property currently leased by the Osceola Chamber of Commerce. The easements include: a Utility Easement between the City, Toho Water Authority, and the Chamber of Commerce; a Sanitary Sewer Easement between the City, the Developer and the Chamber of Commerce; and a Water Main Easement between the City and the Developer.

8. DISCUSSION ITEMS

8.A Freebee presentation and contract renewal

Request approval to renew a contract with Freebee for a microtransit service from March 2024 through March 2025 under contract # 20230057 at a cost of \$405,390.

Ashley Cornelison, Planning Division, provided a PowerPoint Presentation an updated the the Commission on the success of the program and the increase in ridership since 2023. During the first full month of ridership in (April) 2023, we had 394 passengers and, in comparison, in January 2024 there were 1,550 passengers; this is a 293% increase in ridership. Staff contacted Freebee concerning expanding the service area, but the base ridership doubled and Freebee recommended holding off on expanding to make sure we could provide quality services with the increase in ridership and recommended incremental increases. The City's Communications Division did a great job of getting information out on the Freebee service and our Deputy City Manager, Desiree Matthews, put the spotlight on our project with a regional effort to reduce pollutants and identifying our program as a model for similar services in Central Florida. Staff recommends approval of the new contract for renewal of the Freebee service for FY2025.

The Commission engaged in conversation with staff concerning the removal of the Kissimmee Circulator bus and the success of the point-by-point service of Freebee. Staff answered Commission questions related to wait times, which are typically under 10 minutes, and the peak times for ridership, which is heavier in the morning when people are going to work and then in the early evening after 5:00 p.m. The entire Commission expressed their appreciation to staff on the success of this program and the ability to provide a valuable service to our citizens.

Commissioner Alvarez made a motion to approve the new contract for Freebee. Commissioner Eady seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Alvarez, Commissioner Castano, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 5 - 0.

8.B Community Project Funding Discussion

Commission discussion on Community Project Funding submissions for FY 2025.

City Manager Steigerwald reviewed the request to receive feedback from the Commission on three (3) proposed projects for submission to Representative Darren Soto for his

Community Funding Projects for Fiscal Year 2025. This process started in FY 2022 and was the first opportunity for each Congressman to receive funds for their Congressional Districts. We have submitted previously for the Berlinsky House Renovations (funding of \$1 million) and Fire Station 15 which was not considered based on a rule change for the distribution of funds for capital items. In the third year, we applied for \$1.8 million for Phase II of "The Haven on Vine" which made it through all committees, but the funds are being held up due to the current Federal Budget not being implemented. Any appropriations will not be funded until and unless this is resolved due to the ruling that the Federal Budget can only be funded at the same level as the previous years.

Requesting Commission discussion and recommendation on the following items:

Should the funds approved for appropriation from the FY 2024 Federal Budget not get released, staff recommends reapplying for the \$1.8 million in funds for "The Haven on Vine".

Potential City Projects:

1) Kissimmee Gateway Airpark South - Utility Improvements. As part of the City's vision to develop the airport property, it is necessary to make the property site ready with utilities for potential manufacturing companies. Prospective businesses are interested, but we are lacking the utilities that are needed to make the property more competitive.

2) Columbia Avenue Complete Streets - Phase I Design. The request would be to fund the design portion of the project to widen the road to 4-lanes, add bicycle lanes, and reconstruct sidewalks to be more pedestrian friendly. The entire estimate for the project is over \$8.3 million. City would request \$700,000 and match with \$400,000 that is already budgeted. Most requests for funding for road construction requires projects that are designed and ready to start.

3) Kissimmee Main Street would like to increase the number of events being held on the Broadway Corridor throughout the year. Some examples are BBQ Cook-off, Valentine's Festival, Veteran focused events, and expanding other events that are held downtown and not just the lakefront. In speaking with Representative Soto, this would only be allowed if the City makes the request and manages the project. Our Lobbyist notified us that unless something changes, this request may not be eligible for funding, but we'd like the Commission to rank the priority among the options, so we are prepared if this is allowed.

City Manager Steigerwald asked the Commission to consider which projects are a priority and how they would like to rank them. As an answer to Commission questions, some of our projects have alternate funding that might be available.

Commissioner Eady is in favor of funding for "The Haven on Vine" as a priority and the Kissimmee Airpark as a secondary.

Commissioner Castano agrees with "The Haven on Vine" and the Kissimmee Airpark.

Commissioner Martinez agrees with the board but she would like to know if there is anything we can do for Kissimmee Main Street. City Manager Steigerwald confirmed we could budget money internally for FY 2025 to cover some of the cost for events. As a reminder, we may need to wait a little longer since Broadway will most likely be under construction sometime in 2025 for the Connect Kissimmee Streetscape.

Commission consensus to select funding for the "Haven on Vine" as the priority, pending Federal funding, and submit for funding the Kissimmee Gateway Business Airpark project as the secondary priority.

Commissioner Eady made a motion to approve as listed. Commissioner Castano seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Alvarez, Commissioner Castano, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 5 - 0.

8.C Toho Water Authority Board Reappointment

Approval to reappoint Henry Thacker to the Toho Water Authority Board of Supervisors for a second term as Board Chairman.

City Manager Steigerwald reviewed the request for reappointment of Henry Thacker on the Toho Water Authority; Mr. Thacker is interested in continuing to serve on the board.

Commissioner Eady made a motion to reappoint Henry Thacker for a second term. Commissioner Martinez seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Alvarez, Commissioner Castano, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald thanked the Commission for their participation in the follow-up to the Retreat; based on your comments, we will be having many more Workshops this year.

9.B CITY ATTORNEY

9.C CITY COMMISSION

Commissioner Castano congratulated the Proclamation recipients tonight and invited everyone to a multicultural expo that will be held for three (3) days with the last day being held at Ruby Plaza; the events are open to the public.

Commissioner Alvarez reminded everyone of the Taste of Kissimmee Event being held on Friday at 5:00 p.m. He also offered his congratulations to the recipients of two proclamations earlier in the meeting.

Commissioner Martinez requested Commission input on an event recognizing women that she would like to hold at the Kissimmee Civic Center. If each Commissioner selects five (5) women and they each bring a guest, we would have 50 plus individuals at the event plus staff; planning for this in the month of March.

Mayor Gonzalez agrees with the women empowerment events. In her first year as a

Commissioner, there was an event held that had over 500 women in attendance.

Commissioner Castano made a motion to allow the use of the Civic Center for a women's event with the date to be determined. Commissioner Eady seconded the motion.

AYE: Mayor-Commissioner Gonzalez, Commissioner Alvarez, Commissioner Castano, Commissioner Eady, Commissioner Martinez

NAY: None

Motion carried 5 - 0.

Commissioner Martinez congratulated the proclamation recipients from tonight's meeting and reiterated the comments of Commissioner Alvarez and invited everyone to the Taste of Kissimmee on Friday, February 23rd.

Mayor Gonzalez thanked everyone for attending the meeting and commented on the services provided by Barbie Austria and her program for feeding those in need.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 6:47 PM.



ATTEST:

Linda S. Hansell

CITY CLERK

Olga Gonzalez

MAYOR-COMMISSIONER

Exhibit "A"

Proclamation – Dominican Republic Independence Day
Item 3.B.

Proclamation



DOMINICAN REPUBLIC INDEPENDENCE DAY

WHEREAS, the Dominican Republic is a friendly nation with strong ties to the United States; and

WHEREAS, for more than fifty years, many Dominicans have come to reside in different cities within this nation, amongst which is the City of Kissimmee; and

WHEREAS, many Dominicans form an integral part of this nation, serving in our Armed Forces and many other establishments of our country; and

WHEREAS, the Dominican community in Kissimmee is a thriving and progressive community, contributing to the development of sports among youth and adults in our society; and

WHEREAS, Dominicans in Kissimmee contribute to the development of our society, enriching the quality of life with their social, political, and cultural contributions; and

WHEREAS, the presence of Dominicans in Kissimmee is a positively felt by the establishment of their businesses that generate a significant number of jobs and revenue; and

WHEREAS, the Independence of The Dominican Republic was proclaimed on February 27, 1844; and

WHEREAS, to this day, the Dominican Republic is a democratic state and maintains its independence and sovereignty, respecting its Constitution.

NOW, THEREFORE, we, the City Commission for the City of Kissimmee do hereby proclaim February 20, 2024 as "**Dominican Independence Day**" in the City of Kissimmee.

IN WITNESS, THEREOF, this is signed this 20th day of February, 2024.


CITY MANAGER


MAYOR/COMMISSIONER

