



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JULY 2, 2024 AT 6:00 PM**

1. MEETING CALLED TO ORDER

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Check Presentation By Congressman Darren Soto

3.B Proclamation - Parks and Recreation Month

3.C Proclamation- 10th Anniversary of RISE Community Solutions

3.D Employee of the Month for July

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Proposed Ordinance #24-07 - Amending the Code of Ordinances, Chapter 28, Parks and Recreation, giving the City Manager the authority to implement or modify Parks and Recreation user rates, charges and fees.

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 28, PARKS AND RECREATION, ARTICLE II, PARKS RULES AND REGULATIONS, DIVISION 1, GENERALLY, SECTION 28-20, POLICY OF USER FEES AND CHARGES, TO ALLOW THE CITY MANAGER TO MODIFY PARK AND RECREATION USER RATES, CHARGES AND FEES; AND PROVIDING AN EFFECTIVE DATE

4.B Public Hearing - Second and Final Reading - Proposed Ordinance #24-08 - Amending the Code of Ordinances, Chapter 28, Parks and Recreation, Allowing the Use of Certain E-bikes on Bicycle or Pedestrian Ways within City Parks

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 28, PARKS AND RECREATION, ARTICLE II, PARKS RULES AND REGULATIONS, DIVISION 2, REGULATIONS, SECTION 28-50, PROHIBITED ACTS, TO ALLOW THE USE OF CERTAIN E-BIKES ON BICYCLE OR PEDESTRIAN WAYS WITHIN CITY PARKS; AND PROVIDING AN EFFECTIVE DATE

5. PUBLIC HEARINGS

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

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 June 18, 2024 meeting
- 7.B LED Stadium Lighting for Fortune Road
- 7.C Approval of Agreement with Miller Electric Co.
- 7.D FY 24-25 Human Trafficking - Law Enforcement Technology Solicitation Grant Application
- 7.E Approval of a Permanent Right-of-Way Easement between BDQC Kissimmee, LLC and the City of Kissimmee.
- 7.F Continuing services contract renewal for Planning Services
- 7.G Continuing Professional Engineering Services Contract Extensions
- 7.H SHIP Owner Occupied Rehabilitation Agreement for the property located at 710 Ginwright Court
- 7.I SHIP Owner Occupied Rehabilitation Agreement for the property located at 1725 Foxhall Circle
- 7.J Selection of the Local Government Contribution for Affordable Housing RFA-2024-1
- 7.K First Right of Refusal with 667KM, LLC to Lease Property at Kissimmee Gateway Airport
- 7.L Acceptance of funding from the Florida Department of Law Enforcement Cyber Task Force Grant
- 7.M Designation of Opioid Settlement Funds to Osceola Mental Health, d/b/a Park Place Behavioral

8. DISCUSSION ITEMS

- 8.A Accessory Dwelling Unit (ADU) Pilot Program
- 8.B Florida League of Cities Voting Delegate 2024
- 8.C Request for Commissioner Martinez to attend the upcoming Osceola Chamber Board of Directors Retreat

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.

City Commission – July 2, 2024

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

Check Presentation By Congressman Darren Soto

Request

Congressman Darren Soto will present a check for \$1.8 million in federal appropriations for the Kissimmee Hotel-Conversion Affordable Housing project.

Explanation

The \$1.8 million appropriation awarded through Congressman Darren Soto's efforts will greatly enhance our ability to convert the former hotel space at The Haven on Vine into affordable housing units, providing much-needed relief to many families.

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. CPF EDI COK Affordable Housing Conversion Project – The Haven on Vine

ITEM 3.B

Proclamation - Parks and Recreation Month

Request

To present a proclamation to Ed Kilroy, Chairman of the Parks and Recreation Advisory Board in honor of Parks and Recreation Month.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation- Parks and Recreation Month July 2024

ITEM 3.C

Proclamation- 10th Anniversary of RISE Community Solutions

Request

To present a proclamation to Morgan Clement, Director of Advancement of RISE Community Solutions for their 10th year anniversary.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation- 10th year Anniversary of RISE Community Solutions

ITEM 3.D

Employee of the Month for July

Request

That the Commission join the City Manager in recognizing William "Will" Cruz of the Development Services Department as the Employee of the Month for July.

Explanation

The City is pleased to honor William "Will" Cruz as the Employee of the Month for July. Will has been with the City for 9 ½ years and currently serves as a Code Enforcement Officer for the Development Services Department. Will's communication skills are evident in how he handles property issues. Whenever there's a problem, he takes the time to listen attentively to property owners, ensuring their concerns are fully understood before taking any action. His patient and empathetic approach helps build trust and ensures clarity.

This has proven invaluable, particularly when addressing code violations, where Will's ability fosters a respectful relationship with owners. Will excels in communicating complex code enforcement regulations. He explains these rules with clarity, ensuring that all parties involved understand their significance and implications.

Beyond his professional duties, Will gives back to his fellow employees by being the DJ at the Holiday Luncheon - he brings a unique and vibrant energy to the event. For this and more the City would like to recognize William "Will" Cruz.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 4.A

Public Hearing - Second and Final Reading - Proposed Ordinance #24-07 - Amending the Code of Ordinances, Chapter 28, Parks and Recreation, giving the City Manager the authority to implement or modify Parks and Recreation user rates, charges and fees.

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 28, PARKS AND RECREATION, ARTICLE II, PARKS RULES AND REGULATIONS, DIVISION 1, GENERALLY, SECTION 28-20, POLICY OF USER FEES AND CHARGES, TO ALLOW THE CITY MANAGER TO MODIFY PARK AND RECREATION USER RATES, CHARGES AND FEES; AND PROVIDING AN EFFECTIVE DATE

Request

Request approval of the Second and Final Reading of the Proposed Ordinance #24-07 giving the City Manager the authority to implement or modify Parks and Recreation user rates, charges and fees.

Explanation

City Code currently requires Commission approval to modify parks and recreation user rates, charges and fees by resolution. The current process is not conducive to making timely adjustments to parks and recreation user rates, charges and fees made necessary by inflation and market conditions. To provide the City the flexibility to keep parks and recreation user rates, charges, and fees consistent with inflation and market conditions, staff recommends that Commission delegate the authority to implement and modify parks and recreation user rates, charges and fees to the City Manager.

Recommendation

Approval of the Second and Final Reading of the Proposed Ordinance #24-07 giving the City Manager the authority to implement or modify Parks and Recreation user rates, charges and fees.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation

Presenter: Steve Lackey

Attachment(s):

1. (S) Proposed Ordinance #24-07 - Amending the park fee ordinance
2. Proof of Publication - Osceola News Gazette

ITEM 4.B

Public Hearing - Second and Final Reading - Proposed Ordinance #24-08 - Amending the Code of Ordinances, Chapter 28, Parks and Recreation, Allowing the Use of Certain E-bikes on Bicycle or Pedestrian Ways within City Parks

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 28, PARKS AND RECREATION, ARTICLE II, PARKS RULES AND REGULATIONS, DIVISION 2, REGULATIONS, SECTION 28-50, PROHIBITED ACTS, TO ALLOW THE USE OF CERTAIN E-BIKES ON BICYCLE OR PEDESTRIAN WAYS WITHIN CITY PARKS; AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the Second and Final Reading of the Proposed Ordinance #24-08 allowing the use of certain e-bikes on bicycle or pedestrian ways within City parks.

Explanation

City Code currently prohibits the use of "powered bicycles" on bicycle or pedestrian ways within the City, which includes electronic bicycles (hereinafter "e-bikes"). Staff recommends that Commission adopt this ordinance allowing the use of Class 1 and Class 2 e-bikes within City parks. Staff has found that the use of Class 1 and Class 2 e-bikes poses no additional risk to public safety than the use of bicycles within City parks because Class 1 and 2 e-bikes provide assistance to the e-bike rider until the e-bike reaches 20 miles per hour. However, staff recommends that the use of Class 3 e-bikes within City parks be prohibited because Class 3 e-bikes pose an additional risk to public safety beyond the use of bicycles within City parks because Class 3 e-bikes provide assistance to the e-bike rider until the e-bike reaches 28 miles per hour.

The proposed ordinance reflects the changes requested by the Commission at the first reading of this ordinance, requiring that any use of e-bikes within parks be limited to pathways that are at least 10 feet in width. In addition, due to concerns raised by Risk Management, staff is also proposing that the ordinance restrict the use of e-bikes within City parks to only those that are provided by a City-authorized vendor. This would ensure the risk is assumed by authorized vendors and not the City's taxpayers.

Recommendation

Approval of the Second and Final Reading of the Proposed Ordinance #24-08 allowing the use of certain e-bikes on bicycle or pedestrian ways within City parks.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation

Presenter: Steve Lackey

Attachment(s):

1. Proof of Publication - Osceola News Gazette
2. (S) Proposed Ordinance #24-08 - Amending Code to Allow Certain E-bikes. V2

ITEM 5.A

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

Request

Approval of the City of Kissimmee Annual Action Plan for Fiscal Year 2024 and its accompanying Resolution authorizing the Mayor to execute any necessary documents and certifications.

Explanation

The City of Kissimmee Annual Action Plan for FY 2024 is the document required by the U.S. Department of Housing and Urban Development (HUD) that serves as the application for continued funding under the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME) programs.

The City's estimated allocation of CDBG funds is \$896,880. Below is the proposed distribution of those funds for Fiscal Year 2024:

CDBG Eligible Activity	Allocation Amount
Code Enforcement	\$82,972.00
Public Services	\$134,532.00
Housing Rehabilitation	\$500,000.00
Administration	\$179,376.00
TOTAL	\$896,880.00

The City intends to use its CDBG allocation to address the needs and priorities identified in the City's 2020-2025 Five Year Consolidated Plan which identifies affordable housing, homeless prevention, economic development, and public services as goals. The City hosted a community meeting to discuss this year's funding priorities and to gather comments. Programs and activities to address public service needs will be selected through an application period that will take place before October 1, 2024. The necessary sub-recipient agreements will be presented to the City Commission for approval once the HUD Funding Agreement for FY 2024 is received.

As a member of the Osceola County HOME Consortium, the City is eligible to receive \$297,812.90 in HOME funds. Below is the proposed distribution of those funds for FY 2024:

HOME Eligible Activity	Allocation Amount
Tenant Based Rental Assistance Program (TBRA)	\$50,000.00
CHDO Set Aside - Rental Housing Development	\$44,671.94
Rental Housing Activities - New Construction	\$177,614.14
Administration	\$25,526.82
TOTAL	\$297,812.90

A draft copy of the Plan was available for public review from May 23 through June 24, 2024. No comments were received.

The Plan will be submitted to HUD for final review and approval after it is approved by the City Commission. Minor changes requested by HUD after their review will be handled at the staff level unless there are substantive changes that impact the intent of the Plan. If that is the case, staff will bring those changes to the Commission for further approval.

Recommendation

To approve the City of Kissimmee Annual Action Plan for Fiscal Year 2024 and its accompanying Resolution authorizing the Mayor to execute any necessary documents and certifications.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter: Frances DeJesus

Attachment(s):

1. 2024-2025 Annual Action Plan
2. (S)RES adopting 2024-2025 CDBG HOME Action Plan
3. (S)Mandatory Form SF-424_24
4. (S)Assurances for Const Programs - SF-424D
5. (S)Assurances for Non-Const Programs - SF424B
6. (S)Non-State Certifications

ITEM 7.A**Approval of City Commission Minutes from the June 18, 2024 meeting****Request**

Request Commission approval of the June 18, 2024 Commission Minutes.

Explanation

Minutes of the Commission meeting held on June 18, 2024 are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Department: City Commission

Presenter:

Attachment(s):

1. (S) - CCM MIN JUN 18, 2024

ITEM 7.B

LED Stadium Lighting for Fortune Road

Request

Approve and execute the LED Softball Field Stadium Lighting for Fortune Road in the amount of \$562,000, City Contract 20240392 with Musco Sports Lighting, LLC

Explanation

The City of Kissimmee was awarded, and the Commission has accepted, the federal Energy Efficiency and Conservation Block Grant (EECBG). The Grant with combined Capital Project Funds has a total of \$585,670 to retrofit our Ballfield lighting to LED Stadium Lighting. Using the Sourcewell Contract 071619-MSL, verified by our Procurement Department, the Parks and Recreation Department would like to purchase from Musco Lighting LLC the LED stadium lighting to retrofit all 4 fields at the Fortune Road Athletic Complex. We have been quoted the LED equipment supplies in the amount of \$562,000. The agreement has been approved by the City's legal team and the remaining balance will be used towards the installation of the lighting.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15150106-506393	EECBG	Decrease	\$585,670	\$562,000

Financial Summary:

Funds will be available in the EECBG project to purchase lighting. Balance of project will go towards the installation of the lighting.

Recommendation

Award the LED Stadium Lighting for Fortune Road in the amount of \$562,000 to Musco Sports Lighting, LLC through Sourcewell Contract 071619-MSL.

REQUESTED CITY COMMISSION ACTION:

Approve

Execute

Department: Parks & Recreation

Presenter:

Attachment(s):

1. (S) Agreement Musco Lighting - Fortune Road

City of Kissimmee

ITEM 7.C

Approval of Agreement with Miller Electric Co.

Request

Approval of an agreement with Miller Electric Co. (contract # 20240399) to provide video surveillance and access control security system installation, maintenance, repairs, and upgrades.

Explanation

Osceola County Government competitively solicited in 2021 for a vendor to provide video surveillance and access control security system installation, maintenance, repairs, and upgrades under RFP-21-12227-TP. The original agreement was set to expire in 2024; however, Osceola County has elected to renew the agreement for one additional year.

Staff has identified a benefit in entering into a piggyback agreement with Miller Electric Co. as the City also requires the installation, maintenance, repairs, and upgrades of video surveillance and access control systems.

Recommendation

Approval of an agreement with Miller Electric Co. to provide video surveillance and access control security system installation, maintenance, repairs, and upgrades

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

1. (S) Executed Contract (C-004567) with Miller Electric Co.

ITEM 7.D

FY 24-25 Human Trafficking - Law Enforcement Technology Solicitation Grant Application

Request

Approval to submit an application to the FY 24-25 Human Trafficking (Grant #FLALL25) - Law Enforcement Technology Solicitation from the Florida Alliance to End Human Trafficking.

Explanation

The Florida Alliance to End Human Trafficking is offering a grant for combatting human trafficking through the implementation of technological solutions. The Police Department is requesting to apply for access to Clearview AI, a facial recognition tool that predominantly uses publically-available social media sources to identify pictures of persons.

Recommendation

Staff recommends the application to the Florida Alliance to End Human Trafficking for FY 24-25 Human Trafficking - Law Enforcement Technology Solicitation.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. 2024 Florida Alliance to End Human Trafficking Law Enforcement Grant Application

ITEM 7.E

Approval of a Permanent Right-of-Way Easement between BDQC Kissimmee, LLC and the City of Kissimmee.

Request

Approval of a Permanent Right-of-Way Easement between BDQC Kissimmee, LLC and the City of Kissimmee to accommodate streetscape zone requirements on Main Street.

Explanation

Due to the lack of right-of-way to accommodate adequate streetscape zones along streets within the Form Based Code (FBC) area of the City, some projects are required to dedicate an easement on private property to the city to accommodate sidewalks and a furnishing zone (green space). This property is being redeveloped as a car wash (CU-23-0006) and the new sidewalk and green space is required. This right-of-way easement measures 10.2 feet in width on N. Main St.

FINDINGS AND REASONS:

1. Compliance with Land Development Code Section 14-5-5(E), Streetscape Zone, which requires an easement dedication if there is not sufficient space in the existing right-of-way to accommodate the streetscape zones.

Recommendation

Staff recommends approval of a permanent right-of-way easement between BDQC Kissimmee, LLC and the City of Kissimmee.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S)Permanent Pedestrian ROW Easement

ITEM 7.F

Continuing services contract renewal for Planning Services

Request

Requesting approval to renew contracts Inspire Placemaking Collective, Inc. (f/k/a S&ME, Inc.) (#23001424), Vanasse Hangen Brustlin, Inc. (#20240350), and GAI Consultants, Inc. (#20240102) for continuing general planning services.

Explanation

This is a request to approve a one year extension for the continuing services contracts for Inspire Placemaking Collective, Inc. (f/k/a S&ME, Inc.), Vanasse Hangen Brustlin, Inc., and GAI Consultants, Inc. In 2021, the City Commission approved these three contracts after they were selected through the Request for Qualifications (RFQ) process/review.

Execution of these contracts will allow the companies to continue to perform general planning services, transportation services, mapping, marketing/public involvement for projects, and market analysis without the City needing to go through the Request for Qualifications (RFQ)/Request for Proposal (RFP) process for every task. For a full listing of allowable services, please see the Scope of Services (Exhibit A) in the attachments. The original contracts were for three years with the option for the City to award up to two, one-year renewals. This request is the first of those renewals.

For each task, a Scope of Work will be presented by each consultant with the cost of the work to be done. Future projects will only go back to the City Commission for review and approval if the task is over \$75,000 in total cost. Any task under \$75,000 falls under the City Manager's approval limit.

Recommendation

Approval to extend the continuing services contracts for Inspire Placemaking Collective, Inc. (f/k/a S&ME, Inc.), Vanasse Hangen Brustlin, Inc., and GAI Consultants, Inc. for an additional year.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. Continuing Services Contract Renewal - Inspire (S)
2. Continuing Services Contract Renewal - VHB (S)
3. Continuing Services Contract Renewal - GAI (S)

ITEM 7.G

Continuing Professional Engineering Services Contract Extensions

Request

Approval to extend the Engineering Continuing Services contracts with the following firms:

(1) Consor Engineer, LLC. # 20230228, (2) Kimley-Horn and Associates, Inc. # 20230229, (3) Michael Baker International, Inc. # 20230232, (4) RS&H, Inc. #20230230, (5) BCC Engineering, LLC. #20230226, (6) Burgess & Niple, Inc.# 20230227, and (7) Metro Consulting Group, LLC. #20230231

Explanation

On July 6, 2021, the City Commission approved the selection of Consor Engineer, LLC., Kimley-Horn and Associates, Inc., Michael Baker International, Inc., RS&H, Inc., BCC Engineering, LLC., Burgess & Niple, Inc., and Metro Consulting Group, LLC. for the Engineering Continuing Services Contract to provide consulting services on a task basis. These contracts were for two (2) years with the option of three (3) one-year extensions. Staff would like to request approval to extend these contracts for another year with a new expiration date of July 6, 2025.

Recommendation

Approval to extend the Continuing Engineering Service Contracts with Consor Engineer, LLC., Kimley-Horn and Associates, Inc., Michael Baker International, Inc., RS&H, Inc., BCC Engineering, LLC., Burgess & Niple, Inc., and Metro Consulting Group, LLC. for one-year with a new expiration date of July 6, 2025.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter: Ashley Willis

Attachment(s):

1. (S) Consor Engineer, LLC – Extension Agreement
2. (S) Kimley-Horn and Associates, Inc. – Extension Agreement
3. (S) Michael Baker International, Inc. - Extension Agreement
4. (S) RS&H, Inc. - Extension Agreement
5. (S) BCC Engineering, LLC - Extension Agreement
6. (S) Burgess & Niple, Inc. – Extension Agreement
7. (S) Metro Consulting Group, LLC – Extension Agreement

ITEM 7.H

SHIP Owner Occupied Rehabilitation Agreement for the property located at 710 Ginwright Court

Request

Approval of the State Housing Initiatives Partnership (SHIP) allocation for the property located at 710 Ginwright Court, Kissimmee, FL 34744 and authorize the City Manager to execute this SHIP Owner Occupied Rehabilitation agreement under contract #20240038 with Habitat for Humanity of Greater Orlando and Osceola County, and any related documents necessary for the completion of the work and close-out process.

Explanation

The homeowner of the property located at 710 Ginwright Court, Barbara C. Kendricks a/k/a Barbara A. Kendricks, applied and qualified to participate in the Owner Occupied Rehabilitation Program to fix the roof on her home. Habitat for Humanity of Greater Orlando and Osceola County, which is one of the City's partners in this program, did an assessment to perform the rehabilitation services and has agreed to do the work for an amount not to exceed \$19,317.49. An additional \$1,500 will be added to that amount to pay for closing costs. The amount of mortgage lien that will be placed on the property is \$20,817.49. This mortgage requires an affordability period of 5 years from the date of executing the mortgage and note. This project will be constructed with State Housing Initiatives Partnership (SHIP) funds.

In the event the final cost of rehabilitation and/or the closing costs are different from \$20,817.49, a mortgage modification agreement will be executed for the final amount of assistance. Per the Local Housing Assistance Plan (LHAP), the maximum amount of assistance for this type of project is \$40,000, which amount is within the City Manager's signature approval. Changes to the \$20,817.49 will be reviewed and approved by the City Manager or designee, as long as it does not exceed \$40,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225103 503434	SHIP2021	Decrease	\$68,158.79	\$20,817.49

Financial Summary:

There is no fiscal impact on the General Fund since this is a grant-funded project.

Recommendation

Approve the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for the property located at 710 Ginwright Court, Kissimmee, FL 34744 and authorize the City Manager to execute the agreement and any related documents.

City of Kissimmee

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S)SHIP Roof Agreement-Habitat-710 Ginwright CT

ITEM 7.I

SHIP Owner Occupied Rehabilitation Agreement for the property located at 1725 Foxhall Circle

Request

Approval of the State Housing Initiatives Partnership (SHIP) allocation for the property located at 1725 Foxhall Circle, Kissimmee, FL 34741 and authorize the City Manager to execute this SHIP Owner Occupied Rehabilitation agreement under contract #20240039 with Osceola Council on Aging, Inc. and any related documents necessary for the completion of the work and close-out process as long as it does not exceed his signature approval.

Explanation

The homeowner of the property located at 1725 Foxhall Circle, Carmen Hernandez Cruz, applied and qualified to participate in the Owner Occupied Rehabilitation Program to fix her home. Osceola Council on Aging, Inc., which is one of the City's partners in this program, did an assessment to perform the rehabilitation services and has agreed to do the work for an amount not to exceed \$58,116. An additional \$1,500 will be added to that amount to pay for closing costs. Thus, the amount of mortgage lien that will be placed on the property is \$59,616. This mortgage requires an affordability period of 10 years from the date of executing the mortgage and note. This project will be constructed with State Housing Initiatives Partnership (SHIP) funds.

In the event the final cost of rehabilitation and/or the closing costs are different from \$59,616, a mortgage modification agreement will be executed for the final amount of assistance. Per the local Housing Assistance Plan (LHAP), the maximum amount of assistance for this type of project is \$120,000. Changes to the \$59,616 will be reviewed and approved by the City Manager or designee, as long as it does not exceed his signature approval of \$75,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225103 503434	SHIP2022	Decrease	\$498,768	\$59,616

Financial Summary:

There is no fiscal impact on the General Fund since this is a grant-funded project.

Recommendation

Approve the State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for the property located at 1725 Foxhall Circle, Kissimmee, FL 34741 and authorize the City Manager to execute the agreement and any related documents necessary for the completion of the work and close-out process as long as it does not exceed his signature approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

1. (S)SHIP Rehab Agreement COA- 1725 Foxhall Circle

ITEM 7.J

Selection of the Local Government Contribution for Affordable Housing RFA-2024-1

Request

Approval of the Simpson Crossings Apartments as the selection of the City of Kissimmee Local Government Contribution to participate in the Florida Housing Finance Corporation (FHFC) RFA2024-201 and authorize the Mayor to sign the FHFC Local Government Verification of Contribution Form.

Explanation

The City of Kissimmee opened a Request for Applications (RFA) for qualified applicants proposing to develop affordable, multifamily rental housing utilizing 9% Housing Credits allocated through the Florida Housing Finance Corporation in the FHFC RFA 2024-201. Out of the two responses received, Simpson Crossings Apartments was selected by a selection committee.

Simpson Crossings is a planned rental apartment community, located on the east side of Simpson Road 1,050 ft. east of the intersection of Buenaventura Boulevard and Simpson Road, Kissimmee, FL 34744 (parcel ID: 08253000U001300000). The applicant, proposed to pursue one of two scenarios depending on whether the Florida Housing Finance Corporation increases the amount of 9% housing credits available per development. The scenarios are as follows:

Scenario A: 82 units

Unit Mix: 60 2 bedrooms/2 bathrooms and 22 3 bedrooms/2 bathrooms

Number of Buildings: 3 garden style

Scenario B: 118 units

Unit Mix: 30 1 bedroom/1 bathroom; 75 2 bedrooms/2 bathrooms; and 13 3 bedrooms/2 bathrooms

Number of Buildings: 4 garden style

In either scenario, the Local Government Contribution from the City will remain at \$460,000 if the application is successful at the state level. The funding source(s) that will fund this award has not been identified. The City does not intend to identify a funding source or release any funds until the environmental review process for this project is completed, in the event federal funds are going to be used. The funds will not be released until the units are placed into service at least two to three years from now.

Recommendation

Approve the Simpson Crossings Apartments as the selection of the City of Kissimmee Local Government Contribution to participate in the FHFC RFA2024-201 and authorize the Mayor to sign the Florida Housing Finance Corporation Local Government Verification of Contribution Form.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter:

Attachment(s):

City of Kissimmee

1. (S)FHFC Local Govnt Verification_Simpson Crossings

ITEM 7.K

First Right of Refusal with 667KM, LLC to Lease Property at Kissimmee Gateway Airport

Request

Approval of a First Right of Refusal with 667KM, LLC to Lease Property at Kissimmee Gateway Airport, Aviation Way Business Airpark, Contract No. 20240391.

Explanation

The City has established City Policy 1501, "First Right of Refusal to Lease Property at the Kissimmee Airport." The policy allows an airport business to lease property for up to two (2) years to allow facility design and permitting for construction. This agreement may be converted to a ground lease at any time during the two-year period. The fee for the First Right of Refusal (FRR) shall be \$2,500.00 per acre per year.

T28, LLC, has requested a FRR for approximately four (4) acres in the Airport Business Park located near Aviation Way. The proposed intent is to construct four (4) 65' x 70' hangars and four (4) 50' x 50' hangars, associated utilities and automobile parking. The hangars will be sold and leased to individuals for aircraft storage purposes.

Recommendation

Approval of a First Right of Refusal with 667KM, LLC to Lease Property at Kissimmee Gateway Airport, Aviation Way Business Airpark.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. (S) First Right of Refusal to Lease-Aviation Way Business Airpark
2. First Right of Refusal Request Letter-667KN, LLC

ITEM 7.L

Acceptance of funding from the Florida Department of Law Enforcement Cyber Task Force Grant

Request

Authorize the Chief of Police to execute the FDLE Orlando Cyber/ESST Financial Assistance Agreement (Grant CYBER24) with the Florida Department of Law Enforcement (FDLE).

Explanation

The Kissimmee Police Department is a participating agency with the Cyber Task Force and Electronic Surveillance Support Team. FLDE has received grant funding for this purpose and has allocated up to \$12,500 to reimburse the City of Kissimmee for overtime and travel / training expenses to assist with these efforts. These funds will be under direct agreement with FDLE for the period 7/1/2024 through 6/30/2025.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15100334 334200		Increase	\$12,500	
15130403 505559		Increase	\$12,500	

Financial Summary:

This grant is a reimbursement grant with reports filed quarterly.

Recommendation

Approval to accept funding from FDLE in the amount of \$12,500.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. Kissimmee Police Dept FY-24-25-ESST-Contract

ITEM 7.M

Designation of Opioid Settlement Funds to Osceola Mental Health, d/b/a Park Place Behavioral

Request

Approval to allocate to Osceola Mental Health Inc. d/b/a Park Place Behavioral \$110,546.65 of settlement dollars that have been received by the City and continue to contribute all future allocations of settlement dollars up to a total of \$500,000 in support of the Residential IV program.

Explanation

In 2021, the City of Kissimmee entered the Florida Opioid Allocations and Statewide Response Agreement. The agreement entitled the City to receive funding as part of a lawsuit settlement with certain entities of the Pharmaceutical Supply Chain that may have contributed to causing harm to individuals within communities. To date, the City has received \$110,546.65 from the settlement.

One of the core strategies of authorized expenditures in the Opioid Settlement Agreement between the State of Florida and the City of Kissimmee is to provide "treatment and Recovery Support Services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication with other support services."

Osceola Mental Health, Inc., d.b.a. Park Place Behavioral Health provides the only licensed, long-term (up to 12 months) substance-use residential level IV treatment in Osceola County, serving those who are indigent, homeless, or facing homelessness because of their substance use.

Over the past four years, Park Place's program has served 153 individuals who had a severe substance-use disorder, 60% of whom had a co-occurring serious mental illness (Bipolar, Major Depression) and were homeless or facing homelessness. Most (97%) of the individuals were unemployed upon entering treatment. The program has a proven track record of success. Upon discharge from the program, 84% successfully completed treatment and were abstinent from the use of alcohol or other drugs upon discharge and at 30 days post-discharge, 75% were employed, 4% were enrolled in educational programs, and 2% were receiving disability. One of the program's greatest successes is that 95% of the participants found stable housing upon completion.

The Residential IV program has been moved to a temporary location to make room for a 30-unit permanent supported housing building for individuals with serious mental illness known as the Dillingham Apartments. This building recently opened and received funding from the City of Kissimmee and other partners. The temporary location is currently owned by the City of Kissimmee and must be vacated due to the ongoing Beaumont Redevelopment to revitalize the downtown Kissimmee area.

Park Place requested \$650,000 and received 50% of the construction cost in appropriations to build a new Residential IV facility near the Dillingham Apartments. However, there currently remains a funding shortfall for the project, which, if completed, would keep the program open, ensure the full continuum of care for individuals with a severe substance abuse disorder, and enable them to return to their families and community.

Park Place's Residential IV program meets a core strategy and authorized use of the settlement and meets the City Commission's desire to provide access to substance-abuse programs and stable housing for vulnerable populations.

City of Kissimmee

Recommendation

Approval to allocate to Osceola Mental Health Inc. d/b/a Park Place Behavioral \$110,546.65 of settlement dollars that have been received by the City and continue to contribute all future allocations of settlement dollars up to a total of \$500,000 in support of the Residential IV program.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter:

Attachment(s):

None

ITEM 8.A

Accessory Dwelling Unit (ADU) Pilot Program

Request

Staff requests Commission input and direction on a proposed pilot program to provide funding assistance for new accessory dwelling units for eligible low income individuals.

Explanation

At the request of Commissioner Edy, the Commission directed staff to research development of a program to assist homeowners with the addition of new Accessory Dwelling Units (ADUs). The idea is to provide affordable housing for households in need.

The attached presentation outlines the current City requirements for ADUs, a possible funding source and requirements for both the homeowner and the tenant to be considered for funding assistance.

City Housing and Community Development staff will be available to answer any questions and requests direction on a proposed pilot program for new ADU's.

Recommendation

Staff requests Commission input and direction on the proposed program.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: Development Services

Presenter: Craig Holland

Attachment(s):

1. ADU Discussion july 2 2024

ITEM 8.B

Florida League of Cities Voting Delegate 2024

Request

Commission designation of a voting delegate for the Florida League of Cities Annual Conference being held August 15-17, 2024 at the Diplomat Beach Resort in Hollywood, Florida.

Explanation

The Florida League of Cities Annual Conference includes an Annual Business Session where critical decisions, including the election of League Leadership and adoption of resolutions, will be made. Therefore, it is essential to designate one Commissioner as the voting delegate for the City of Kissimmee.

Recommendation

Designate one Commissioner to cast votes on behalf of the City of Kissimmee during the Florida League of Cities Annual Business Session on August 17, 2024.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. 2024 Voting Delegate Memo

ITEM 8.C

Request for Commissioner Martinez to attend the upcoming Osceola Chamber Board of Directors Retreat

Request

Motion to approve the attendance of Commissioner Martinez at The Osceola Chamber Board of Directors Retreat in Louisville, KY, and for the associated expenses to be covered by the City.

Explanation

Commissioner Martinez has been invited by The Osceola Chamber to participate in the Board of Directors Retreat in Louisville, KY from October 17-20, 2024. Commissioner Martinez serves as the City Commission's representative on the Chamber's Board of Trustees. The registration cost is \$1900 which includes accommodation at the Hotel Distill, round trip transportation via nonstop flights on Southwest, transportation transfers, materials and refreshments for meetings, welcome reception and Saturday night dinner, tours and additional activities. In addition, per the City travel policy, she would be eligible for an additional approximately \$100-150 for meals and incidentals not covered by the Chamber registration.

Recommendation

To approve the attendance of Commissioner Martinez at The Osceola Chamber Board of Directors Retreat in Louisville, KY, with the associated cost of \$1900.00 plus eligible per diem expenses to be covered by the City.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. Osceola Chamber Board of Directors Retreat Invitation