



**MEETING AGENDA  
SESSION OF THE CITY COMMISSION  
CITY OF KISSIMMEE  
CITY HALL, COMMISSION CHAMBERS  
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054  
TUESDAY, AUGUST 6, 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 Proclamation - National Aviation Week

3.B Employee of the Month for August

3.C Presentation of Retirement Watch to Dona Presswood

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

4.A Public Hearing - Final Reading - An Ordinance amending the Future Land Use Map designation from Single Family Low Density Residential (SF-LDR) to Institutional (INST): 1504 Patrick St. - LUPA-24-0002, Proposed Ordinance #24-09

AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE

4.B Public Hearing - Final Reading - An Ordinance amending the Zoning Map designation from Single Family Residential (RA-2) to Community Facilities (CF): 1504 Patrick St. - ZMA-24-0001, Proposed Ordinance #24-10

AN ORDINANCE AMENDING ORDINANCE NO. 3068 KNOWN AS THE CITY OF KISSIMMEE LAND DEVELOPMENT CODE, REZONING THE PROPERTY HEREINAFTER DESCRIBED, REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

4.C Public Hearing - First Reading - Proposed Ordinance # 24-11 - Repealing the Charter School Advisory Board

AN ORDINANCE REPEALING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 2, ADMINISTRATION, ARTICLE III, BOARDS AND COMMISSIONS, DIVISION 9, CHARTER SCHOOL ADVISORY BOARD, SECTIONS 2-334 THROUGH 2-336; 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 July 2, 2024, and July 16, 2024, Commission Meeting and July 16, 2024, and July 23, 2024, Commission Workshops
- 7.B Amendment No. 1 to Memorandum of Understanding with T28, LLC, for Grant Agreement Financial Obligation for Business Airpark Infrastructure
- 7.C Transfer Funds from Airport Reserves to Parcel 8 Project
- 7.D Resolution to Accept Grant Funding from Florida Department of Transportation for Airport Parcel 8 Project
- 7.E Approval of Microsoft Enterprise Agreement
- 7.F Civil Engineering Design Services for Fire Station Mill Run Project
- 7.G Construction Services for the Kissimmee Fire Department Training Facility Pavilion
- 7.H Bermuda Estates Drainage Improvement Project
- 7.I Construction Services for the Chambers Park Community Center Renovation
- 7.J Resilient Florida Program Grant for Vulnerability Assessment Project
- 7.K Lakeside Community Center Design Project
- 7.L Federal Aviation Administration Airport Grant Offer for Tower Design
- 7.M Approval to apply for the Urban and Community Forestry Capacity Grant
- 7.N Approval to apply for the Florida Department of Environmental Protection (FDEP) Water Quality Improvement Grant
- 7.O Revision to CP1605 - Charitable Donation & Sponsorship Policy - Community Benefit Funds
- 7.P Revision to CP1403 - Event Fee Waiver Grant Program
- 7.Q State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for 1124 Lindsay Way, Kissimmee, FL 34744
- 7.R Disposal of City Assets
- 7.S First Amendment to the contract with Global Public Safety, LLC for Emergency Vehicle Upfitting Services
- 7.T Amended & Restated Interlocal Agreement for Golden Knight Boulevard Maintenance and City Ownership of Golden Knight Boulevard
- 7.U Amendment to the FY 2023-24 budget for Parks and Recreation Youth Programs

## **8. DISCUSSION ITEMS**

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

- 8.A DKCRA - 2024 Holiday Lighting Services Contract
- 8.B DKCRA - Downtown Alleyway Improvement Project Design Services

### **COMMUNITY DEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION**

8.C Social Services Agency Updates

**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**

#### **Proclamation - National Aviation Week**

##### **Request**

To present a proclamation to Shaun Germolus, Airport Director and his staff, in honor of National Aviation Week.

##### **Explanation**

N/A

Department: City Manager  
Presenter: Mike Steigerwald

##### **Attachment(s):**

1. Proclamation-National Aviation Week 2024

## **ITEM 3.B**

### **Employee of the Month for August**

#### **Request**

That the Commission join City Manager recognizing Christopher "Chris" Bright of the Public Works & Engineering Department as the Employee of the Month for August.

#### **Explanation**

The City is pleased to honor Christopher "Chris" Bright as the Employee of the Month for August. Chris has been with the City for over 9 years and currently serves as a Solid Waste Driver for the Public Works & Engineering Department.

Chris has a great work ethic of dedication and excellence. Every day, he arrives with a smile, a positive attitude, and an unwavering commitment to his work. His cheerful demeanor and willingness to take on any task make him a pleasure to work with for his colleagues as well as the residents and customers he serves. Chris's meticulous attention to detail and the pride he takes in his work are truly remarkable. He consistently goes above and beyond, always ready to help and stay until the job is finished. His support for his team and his proactive problem-solving approach are invaluable. With his extensive experience, Chris excels at coordinating and planning routes, ensuring their efficient and timely completion. His expertise enhances the efficiency of the Solid Waste Division which has a good reflection on the services the City provides.

For these reasons and more, the City would like to recognize Christopher "Chris" Bright.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

#### **Attachment(s):**

None

### **ITEM 3.C**

#### **Presentation of Retirement Watch to Dona Presswood**

##### **Request**

To recognize Dona Presswood for her 41+ years of dedication of her professional life to the City of Kissimmee.

##### **Explanation**

Dona Presswood is retiring from the City of Kissimmee on August 2, 2024.

She started with the City of Kissimmee on April 1st, 1983. She has served her career primarily in Development Services, finishing her tenure with the City as Permit Supervisor. She previously served as a Code Enforcement Officer and a Permit Technician, displaying a penchant for working with customers in a friendly, helpful manner that often garnered her praise from the public.

Her commitment, hard work, and passion have significantly contributed to the growth and success of our city. Dona also was quick to step up in times of need, serving critical roles on behalf of the City in the County Emergency Operations Center during disaster events. She also was a key member of the recovery team sent by the City to assist the residents of Long Beach, Mississippi following Hurricane Katrina in 2005.

Today, we are here to honor her remarkable career and celebrate her well-deserved retirement. As a token of our appreciation, we are proud to present Dona with a retirement watch. This watch symbolizes not only the time she has given to the City of Kissimmee, but also the timeless impact she has made on all of us.

Department: City Manager  
Presenter: Mike Steigerwald

##### **Attachment(s):**

None

## **ITEM 4.A**

**Public Hearing - Final Reading - An Ordinance amending the Future Land Use Map designation from Single Family Low Density Residential (SF-LDR) to Institutional (INST): 1504 Patrick St. - LUPA-24-0002, Proposed Ordinance #24-09**

**AN ORDINANCE AMENDING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; DIRECTING THE CITY MANAGER TO AMEND THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE**

### **Request**

Approval of a Land Use Amendment changing the Future Land Use Map designation from Single Family Low Density Residential (SF-LDR) to Institutional (INST) on approximately 0.6 acres of land.

### **Explanation**

This Land Use Amendment will change the existing Single Family Low Density Residential (SF-LDR) Future Land Use to Institutional (INST), a non-residential designation that will facilitate the re-use of the existing building as a child care facility. The Institutional (INST) Future Land Use designation has been established within this neighborhood west of the property which maintains consistency within the existing area. The Institutional Future Land Use designation can accommodate public and semi-public services, including governmental administration buildings, educational institutions; hospitals and supportive health care, the arts, cultural or civic facilities, and essential public services and facilities (excluding major utilities). This Land Use amendment is consistent and compatible with the associated Zoning Map Amendment, ZMA-24-0001, and the surrounding area.

### **FINDINGS AND REASONS:**

1. Compliance with Comprehensive Plan Future Land Use Element Policy 1.2.6.1, Institutional (INST), which is intended to accommodate existing public and semi-public services including: governmental administration buildings; educational institutions; hospital facilities and supportive health care units; arts and cultural or civic facilities; essential public services and facilities (excluding major utilities); and other similar activities. Development and redevelopment projects within this future land use designation may be built with an intensity of up to 2.0 FAR. The Land Development Code shall implement specific development considerations for this future land use designation. Land uses such as places of worship, cultural or civic centers, and other similar public or private not-for-profit uses may be included within this land use designation.
2. Compliance with Land Development Code Section 14-3-26, Comprehensive Plan Text and Map Amendments, in regards to the submittal and review procedures and criteria to support an amendment.
3. Compliance with Land Development Code Section 14-3-27, Zoning Map and Land Development Code Amendments, in regards to the submittal and review procedures and criteria to support an amendment.

### **Recommendation**

City of Kissimmee

The Development Review Committee (DRC) recommended approval on June 4, 2024.

The Planning Advisory Board (PAB) recommended approval by a vote of 5-0 on July 17, 2024.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter: Brenda Ryan

**Attachment(s):**

1. LUPA 24-0002 Aerial Map
2. LUPA 24-0002 Vicinity Map
3. LUPA 24-0002 Site Data Tables
4. (S)LUPA-24-0002 Proposed Ord 24-09
5. LUPA-24-0002 CC Ad
6. Proof of Advertising (Orlando Sentinel)
7. LUPA-24-0002 PAB Actions
8. LUPA-24-0002 DRC Comments
9. LUPA-24-0002 DRC Support Documents



## **ITEM 4.B**

**Public Hearing - Final Reading - An Ordinance amending the Zoning Map designation from Single Family Residential (RA-2) to Community Facilities (CF): 1504 Patrick St. - ZMA-24-0001, Proposed Ordinance #24-10**

**AN ORDINANCE AMENDING ORDINANCE NO. 3068 KNOWN AS THE CITY OF KISSIMMEE LAND DEVELOPMENT CODE, REZONING THE PROPERTY HEREINAFTER DESCRIBED, REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE**

### **Request**

Approval of a Zoning Map Amendment changing the Zoning designation from Single Family Residential (RA-2) to Community Facilities (CF) on approximately 0.6 acres of land.

### **Explanation**

This Zoning Map Amendment to Community Facilities (CF) is required in order to establish a Zoning designation that is compatible with the proposed Institutional (INST) Future Land Use amendment to establish a child care facility. The property was originally approved as a church in 1994 (DRC#94-027) with Conditional Use approval by the Planning Advisory Board. Another Conditional Use application (DRC#97-093) was resubmitted in 1997 when the 3,256 sq. ft. church was approved and built with 22 parking spaces with a maximum seating capacity of 54. A buffer waiver was also approved along the southern and eastern perimeter of the property which eliminated the 6ft. masonry wall requirement due to the property's proximity to a retention pond and an existing wooden fence, respectively. The previous property owner also voluntarily installed a 6ft. fence along the southern perimeter and the current property owner has voluntarily submitted a building permit (MSC-24-0105) to install an aluminum fence on the west perimeter adjacent to the ditch.

Similar to the church, child care facilities also require Planning Advisory Board Conditional Use approval within the proposed CF Zoning district. A Conditional Use application (CU-23-0002) for child care has been submitted and is on hold pending the approval of the associated Land Use Amendment, LUPA-24-0002, and this Zoning Map Amendment. This Rezoning is consistent and compatible with the associated Land Use Amendment (LUPA-24-0002) and the surrounding area, as child care facilities conveniently located within residential neighborhoods is encouraged and supported by City staff.

### **FINDINGS AND REASONS:**

1. Compliance with Comprehensive Plan Future Land Use Element Policy 1.2.6.1, Institutional (INST), which is intended to accommodate existing public and semi-public services including: governmental administration buildings; educational institutions; hospital facilities and supportive health care units; arts and cultural or civic facilities; essential public services and facilities (excluding major utilities); and other similar activities. Development and redevelopment projects within this future land use designation may be built with an intensity of up to 2.0 FAR. The Land Development Code shall implement specific development considerations for this future land use designation. Land uses such as places of worship, cultural or civic centers, and other similar public or private not-for-profit uses may be included within this land use designation.
2. Compliance with Land Development Code Section 14-4-8(Q), Community Facilities District (CF), which is intended to accommodate many of the city's public and semi-public community facilities. Development in this district is expected to have sufficient acreage, open space,

City of Kissimmee

buffering, and access controls to minimize potential adverse impacts on adjacent land uses. This district is intended for use in areas which have been assigned an Institutional (INST) future land use designation by the comprehensive plan.

3. Compliance with Land Development Code Section 14-4-5, Table 4-2, Schedule of Uses for Non-Residential Standard Districts, in that child care facilities may be permitted in the Community Facilities (CF) Zoning with Conditional Use (CU) approval by the Planning Advisory Board (PAB). A CU application (CU-23-0002) has been submitted and is on hold pending the approval of the Land Use Amendment, LUPA-24-0002, and this Zoning Map Amendment.
4. Compliance with Land Development Code Section 14-3-27, Zoning Map and Land Development Code Amendments, in regard to the submittal and review procedures and criteria to support an amendment.

## **Recommendation**

The Development Review Committee (DRC) recommended approval on June 4, 2024.

The Planning Advisory Board (PAB) recommended approval by a vote of 5-0 on July 17, 2024.

## **CONDITION:**

1. Subject to the approval of the associated Land Use Amendment, LUPA-24-0002.

## **REQUESTED CITY COMMISSION ACTION:**

Approve w/Conditions

Department: Development Services

Presenter: Brenda Ryan

## **Attachment(s):**

1. ZMA-24-0001 Aerial Map
2. ZMA-24-0001 Vicinity Map
3. ZMA- 24-0001 Site Data Tables
4. (S)ZMA-24-0001 Proposed Ord 24-10
5. ZMA-24-0001 CC Ad
6. Proof of Advertising (Orlando Sentinel)
7. ZMA-24-0001 PAB Actions
8. ZMA-24-0001 DRC Comments
9. ZMA-24-0001 DRC Support Documents

## **ITEM 4.C**

### **Public Hearing - First Reading - Proposed Ordinance # 24-11 - Repealing the Charter School Advisory Board**

#### **AN ORDINANCE REPEALING THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE, FLORIDA, CHAPTER 2, ADMINISTRATION, ARTICLE III, BOARDS AND COMMISSIONS, DIVISION 9, CHARTER SCHOOL ADVISORY BOARD, SECTIONS 2-334 THROUGH 2-336; AND PROVIDING AN EFFECTIVE DATE**

#### **Request**

Approval of the First Reading of Proposed Ordinance #24-11 repealing the Charter School Advisory Board.

#### **Explanation**

On November 22, 2023, the City entered into an agreement to sell the Kissimmee Charter School to Imagine Kissimmee Charter Academy, LLC. As a result, the City is no longer involved in the governance or funding of the school. This ordinance repeals the City ordinance related to the Charter School Advisory Board, which was created to provide oversight for the school.

#### **Recommendation**

Approval of the First Reading of Proposed Ordinance # 24-11 repealing the Charter School Advisory Board.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: City Manager

Presenter: Mike Steigerwald

#### **Attachment(s):**

1. Proposed Ordinance 24-11 - Repealing Charter School Advisory Board
2. Proposed Ordinance 24-11 - Proof of Advertising (Publication Date: August 1, 2024)

## **ITEM 7.A**

### **Approval of City Commission Minutes from the July 2, 2024, and July 16, 2024, Commission Meeting and July 16, 2024, and July 23, 2024, Commission Workshops**

#### **Request**

Request Commission approval of the minutes from the July 2, 2024, and July 16, 2024, Commission Meetings and July 16, 2024, and July 23, 2024, Commission Workshops.

#### **Explanation**

Minutes of the Commission Meetings and Workshops held on July 2, 2024, July 16, 2024, and July 23, 2024, are attached for approval.

#### **Recommendation**

Staff recommends Commission approval.

#### **REQUESTED CITY COMMISSION ACTION:**

Department: City Commission

Presenter:

#### **Attachment(s):**

1. (S) - CCM MIN JUL 02 2024
2. (S) - CCM MIN JUL 16 2024
3. (S) - CCM MIN JUL 16 2024 (CRA Workshop)
4. (S) - CCM MIN JUL 23 2024 (Budget Workshop)

## ITEM 7.B

### Amendment No. 1 to Memorandum of Understanding with T28, LLC, for Grant Agreement Financial Obligation for Business Airpark Infrastructure

#### Request

Approval of Amendment No. 1 to Memorandum of Understanding with T28, LLC, for Financial Obligation for Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA) in the amount of \$78,750.00. Contract No. 20240436.

#### Explanation

The Florida Department of Transportation (FDOT) is offering additional funding for a grant in the amount of \$315,000.00 for infrastructure development (utility extensions, earthwork, stormwater, pavements, etc.). The Business Airpark at Aviation Way was initiated over ten years ago for aviation economic development. Developers have now proposed the final layout of aviation facilities requiring final site improvements. These infrastructure improvements will be required for the final site preparation and allow development to support aviation economic development.

The developer, T28, LLC, will provide the local match of \$78,750.00, required under the PTGA. The City will oversee the bid and construction of these improvements and will retain ownership of the improvements.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget   | Actual   |
|-----------------|-----------|---------------------|----------|----------|
| 47000389-389401 | NA        | Increase            | \$78,750 | \$78,750 |
| 47070106-506393 | NA        | Increase            | \$78,750 | \$78,750 |

#### Financial Summary:

Portions of this project are funded by the Florida Department of Transportation (80%) and the private developer T28, LLC (20%). The total project amount is \$943,750.00 with each agency funding the following amounts:

\$440,000.00 FDOT approved by Commission on May 16, 2023

\$110,000.00 T28, LLC MOU approved by Commission on May 16, 2023

\$315,000.00 FDOT (Amendment) Approved by Commission on May 21, 2024

\$78,750.00 T28, LLC MOU (Amendment) August 6, 2024

The revised project total is \$943,750.00.

#### Recommendation

City of Kissimmee

Approval of Amendment No. 1 to Memorandum of Understanding with T28, LLC, for Financial Obligation for FDOT Public Transportation Grant Agreement (PTGA) in the amount of \$78,750.00.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

**Attachment(s):**

1. (S) First Amendment to MOU Between City and T28, LLC
2. T28, LLC City Of Kissimmee Mou Business Airpark Development May 16, 2023
3. Executed PTGA to Sponsor 452965-1-94-01 (G2L26) Business Airpark Development at Kissimmee

## ITEM 7.C

### Transfer Funds from Airport Reserves to Parcel 8 Project

#### Request

Approval to transfer funds from Airport Reserves in the amount of \$250,000.00 to Parcel 8 Project.

#### Explanation

The Florida Department of Transportation (FDOT) is offering a grant in the amount of \$1,000,000.00 for the construction of the supporting infrastructure for the development of Parcel 8 Project (auto parking, utilities, aircraft apron parking and taxiway connection). The Airport had not planned for this grant, unsure of possible FDOT funding. The requested amount to transfer from Airport Reserves to the Parcel 8 Project will cover the local match of \$250,000.00 required by the grant agreement. The work is expected to occur in the spring of 2025.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget  | Actual  |
|-----------------|-----------|---------------------|---------|---------|
| 46170100-509276 | AP2401    | Decrease            | 90,000  | 160,000 |
| 46170106-506393 |           | Increase            | 90,000  |         |
| 46170106-506393 |           |                     | 160,000 |         |

#### Financial Summary:

Portions of this project are funded by the Florida Department of Transportation (80%) and the Kissimmee Gateway Airport (20%).

The total project amount is \$1,250,000.00 with each agency funding the following amounts

FDOT-PTGA (Grant #: 440781-1-94-01) - \$1,000,000.00

Kissimmee Gateway Airport - \$250,000.00 (reserves)

#### Recommendation

Approval to transfer funds from Airport Reserves in the amount of \$250,000.00 to Parcel 8 Project.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

City of Kissimmee

**Attachment(s):**

1. PTGA to Sponsor 440781-1 Parcel 8 Infrastructure Construction at ISM



## ITEM 7.D

### Resolution to Accept Grant Funding from Florida Department of Transportation for Airport Parcel 8 Project

#### Request

Approval to accept, by Resolution, a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) for the Construction of the supporting infrastructure for the development of Parcel 8 Project at Kissimmee Gateway Airport, in the amount of 1,000,000.00. Grant Master No. Par8const.

#### Explanation

The Florida Department of Transportation (FDOT) is offering a grant in the amount of \$1,000,000.00 for the construction of the supporting infrastructure for the development of Parcel 8 Project (auto parking, utilities, aircraft apron parking and taxiway connection). Parcel 8 is located on the airport west of MLK Blvd. and Dyer Blvd. and will provide the ability for aviation business development. Staff is requesting approval of the PTGA to assist funding the construction project.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual    |
|-----------------|-----------|---------------------|-----------|-----------|
| 46170106-506393 | NA        | Decrease            | 250,000   | 250,000   |
| 47070106-506393 | NA        | Increase            | 250,000   | 250,000   |
| 47000334-334410 | NA        | Increase            | 1,000,000 | 1,000,000 |

#### Financial Summary:

Portions of this project are funded by the Florida Department of Transportation (80%) and the Kissimmee Gateway Airport (20%).

The total project amount is \$1,250,000 with each agency funding the following amounts

FDOT-PTGA (Grant #: 440781-1-94-01) - \$1,000,000

Kissimmee Gateway Airport - \$250,000 (reserves)

#### Recommendation

Approval to accept, by Resolution, a FDOT PTGA for the Construction of the supporting infrastructure for the development of Parcel 8 Project at Kissimmee Gateway Airport, in the amount of 1,000,000. Grant Master No. Par8const.

#### REQUESTED CITY COMMISSION ACTION:

City of Kissimmee

Approve

Department: Airport

Presenter:

**Attachment(s):**

1. (S) Resolution PTGA for Construction of Infrastructure for Parcel 8
2. (S) PTGA to Sponsor 440781-1 Parcel 8 Infrastructure Construction at ISM

## ITEM 7.E

### Approval of Microsoft Enterprise Agreement

#### Request

Request Approval of Contract #20240450 with SHI International Corp for a three-year renewal of the Microsoft Enterprise Agreement (EA) in the amount of \$857,854.77 (\$285,951.59 annually) utilizing Sourcewell contract #121923-SHI.

#### Explanation

The City's Enterprise Agreement (EA) with Microsoft is due for renewal on August 1, 2024. As in years past, this request is to renew the Microsoft EA for three years for a total of \$857,854.77 and to utilize the State Contract vendor, SHI International Corp (SHI). SHI has provided pricing utilizing a cooperative purchasing contract (Sourcewell contract #121923-SHI) and will bill the City annually in the amount of \$285,951.59. This agreement will include Exchange Online (e-mail), Windows Server, SQL Server, SharePoint standard, System Management software, Visio and communications software. In addition, this amount includes Office365 (cloud-based Office product suite) licenses for 785 employees.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget     | Actual        |
|-----------------|-----------|---------------------|------------|---------------|
| 10460106 506393 | ST2414    |                     | \$ 310,000 | \$ 285,951.59 |

#### Financial Summary:

Annual payments of \$285,951.59 will be included in the FY 2025 and 2026 budgets in a Sales Tax Project.

#### Recommendation

Approval to renew the Microsoft Enterprise Agreement (EA) for a three-year term in the amount of \$857,854.77 (\$285,951.59 annually) with Software House International utilizing Sourcewell contract #121923-SHI and for authorization for the City Manager to execute all documents relating to this contract.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Information Technology  
Presenter:

#### Attachment(s):

City of Kissimmee

1. (S) - Microsoft Enterprise Agreement
2. SHI Quote-25095545

## ITEM 7.F

### Civil Engineering Design Services for Fire Station Mill Run Project

#### Request

Approval of the civil design services agreement (contract #20240408) with KPM Franklin for the City of Kissimmee Fire Station Mill Run project in the amount of \$91,920.00. The funds are budgeted and available in the Sales Tax Fund.

#### Explanation

The City of Kissimmee has engaged professional design services for the civil design of a new Fire Station in Mill Run, aimed at accommodating the area's expanding population. Situated adjacent to Mill Run Park, the station will provide essential services such as structural firefighting and emergency medical service (EMS).

KPM Franklin, a continuing service contractor selected through RFQ2023-006, will collaborate with the design group. The Public Works & Engineering department will act as the Owner's Representative throughout the design and construction phases, ensuring effective oversight and coordination of the project.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual   |
|-----------------|-----------|---------------------|-----------|----------|
| 10435106-506292 | ST2400    | Decrease            | \$338,500 | \$91,920 |

#### Financial Summary:

Funds for this project are available within the Fire Station Mill Run Sales Tax project (ST2400) as allocated in the FY24 budget.

#### Recommendation

Approval of the civil design services agreement with KPM Franklin for the City of Kissimmee Fire Station Mill Run project for \$91,920.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering  
Presenter:

#### Attachment(s):

1. (S) Fire Station Mill Run Civil Design Agreement  
City of Kissimmee

## 2. Continuing Services Executed Copy

## ITEM 7.G

### Construction Services for the Kissimmee Fire Department Training Facility Pavilion

#### Request

Approval to award construction services agreement (contract #20240460) for the Kissimmee Fire Department Training Facility Pavilion project to MVB & Associates, Inc. in the amount of \$489,775.

#### Explanation

The Public Works & Engineering Department, in collaboration with the Procurement division, issued a public bid (IFB2024-005) for the Kissimmee Fire Department Training Facility Pavilion. This facility, which is primarily being funded by a grant from the State of Florida, will provide covered shelter, storage and restroom facilities for crews using the adjacent Fire Training Tower and Burn Building.

The bid was advertised on May 26, 2024, through the Orlando Sentinel, Demand Star, and Vendor Link. We received four bids, including one submission from a vendor eligible for local preference. Under our Local Vendor Preference Ordinance, the second lowest bidder, an Osceola County business, was given the opportunity to match the lowest bid and agreed to do so.

The sealed bid opening took place on June 25, 2024, resulting in Blackwater Construction Services submitting the lowest qualified bid. The local vendor preference was applied, ensuring the lowest bid was matched.

#### Financial Information

| Account #       | Project #  | Increase / Decrease | Budget    | Actual    |
|-----------------|------------|---------------------|-----------|-----------|
| 15135206-506292 | TRAINANNEX | Decrease            | \$487,500 | \$487,500 |
| 10435106-506292 | ST2301     | Decrease            | \$400,000 | \$2,275   |

#### Financial Summary:

Funds for this project are available in TRAINANNEX and ST2301 accounts.

#### Recommendation

Approval to award and sign agreement for bid IFB2024-005 for the Kissimmee Fire Department Training Facility Pavilion to MVB & Associates, Inc. in the amount of \$489,775.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

City of Kissimmee

**Attachment(s):**

1. (S) Kissimmee Fire Department Training Facility Pavilion Contract



## ITEM 7.H

### Bermuda Estates Drainage Improvement Project

#### Request

Approval of Change Order No. 1 to amend the current contract price for Kimley-Horn and Associates, Inc. (KHA) contract number 20230229 by \$10,685 for the completion of additional work needed to complete the design due to additional issues that needed to be addressed.

#### Explanation

The residents of Bermuda Estates have severe drainage issues, which are resulting in repeated flooding. On August 3, 2024, the City Commission approved Task Work Order No. 1 to Kimley-Horn and Associates, Inc. (KHA) to analyze and provide a design solution for the Bermuda Estates Drainage Improvement Project for \$90,536.81.

A change order for additional stormwater modeling services are associated with the closed drainage system along the back property line for Bermuda Estates lots 82 through 87, which includes inlets and a stormwater pipe system to address the backyard flooding. This amendment includes project coordination and drainage design to address the final design comments. The additional work will increase the purchase order for \$10,685.

A budget transfer is needed to add funds to the Bermuda Estate Drainage Project for the change order.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget   | Actual |
|-----------------|-----------|---------------------|----------|--------|
| 40945206-506393 | SW2315    | Decrease            | \$10,685 |        |
| 40945206-506393 | SW2025    | Increase            | \$10,685 |        |

#### Financial Summary:

Adequate funds will be available in the Bermuda Drainage Project after the transfer from project SW2315 to cover the shortfall.

#### Recommendation

Approval of Change Order No. 1 to amend the current contract price by \$10,685 for the completion of additional work needed to complete the design due to additional issues that needed to be addressed.

#### REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Public Works & Engineering

Presenter:

**Attachment(s):**

1. Kimley Horn - Task Proposal
2. WO#1 - CO #1 \_Bermuda Estate Project

## ITEM 7.I

### Construction Services for the Chambers Park Community Center Renovation

#### Request

Approval to award construction services agreement (contract #20240461) for the Chambers Park Community Center Renovation project to FSV Construction Company in the amount of \$222,367.

#### Explanation

The Public Works & Engineering Department, in collaboration with the Procurement division, issued a public bid (IFB2024-003) for the Chambers Park Community Center Renovation. The project will renovate the lobby and restroom areas of the center in order to provide external restroom access to citizens using the park, eliminating the need for the standalone restroom building and improving building access and safety.

The bid was advertised on May 19, 2024, through Orlando Sentinel, Demand Star, and Vendor Link. We received six bids, including one submission from a vendor eligible for local preference. The sealed bid opening took place on June 14, 2024, resulting in FSV Construction Company submitting the lowest qualified bid in the amount of \$222,367.

#### Financial Information

| Account #       | Project #  | Increase / Decrease | Budget    | Actual    |
|-----------------|------------|---------------------|-----------|-----------|
| 15050106-506292 | CHAMBERSAA | Decrease            | \$465,520 | \$222,367 |

#### Financial Summary:

Funds for this project are available in the CHAMBERSAA account.

#### Recommendation

Approval to award construction services agreement for the Chambers Park Community Center Renovation project to FSV Construction Company in the amount of \$222,367.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering  
Presenter:

#### Attachment(s):

1. (S) Chambers Park Community Center Renovation Contract

City of Kissimmee

## ITEM 7.J

### Resilient Florida Program Grant for Vulnerability Assessment Project

#### Request

Approval to accept \$340,000.00 in Federal grant funding awarded to perform a comprehensive inland vulnerability assessment for compliance with the requirements outlined in Section 380.093, Florida Statutes, and to amend the budget to reflect the funding received.

#### Explanation

On September 1, 2023, The City of Kissimmee applied for the Resilient Florida Program Grant to perform a comprehensive inland vulnerability assessment, aligning with the statutory requirements. This endeavor is crucial to ensure the city's preparedness for changing climate patterns and to safeguard its population, infrastructure, and natural resources.

The assessment will focus on the potential impacts of rainfall-driven flooding. The project will comprehensively analyze six critical inland basins: Shingle Creek, West City Ditch, East City Ditch, Downtown, Mill Slough, and Bass Slough. All these basins ultimately feed into Lake Tohopekaliga, a vital water body subject to a nutrient reduction plan.

On December 18, 2023, the City received notice to award \$340,000, 100% federal funds. On June 3, 2024, the City received the agreement for execution for the final acceptance of the awarded funds.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget       | Actual |
|-----------------|-----------|---------------------|--------------|--------|
| 15000334-334490 | XXXXXX    | Increase            | \$340,000.00 |        |
| 15045206-506393 |           | Increase            | \$340,000.00 |        |

#### Financial Summary:

This grant will fund 100% of the project costs.

#### Recommendation

Approve to accept \$340,000.00 in federal grant funding awarded to perform a comprehensive inland vulnerability assessment for compliance with the requirements outlined in Section 380.093, Florida Statutes, and amend the budget to reflect the funding received.

#### REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Public Works & Engineering

Presenter:

**Attachment(s):**

1. (S) Grant Agreement (Vulnerability Assessment and Adaptation Plan)

## ITEM 7.K

### Lakeside Community Center Design Project

#### Request

Request approval of contract # 20240133 with The Lunz Group to provide architectural services and to be funded from the Sales Tax Fund which will cover the schematic design and the design development documents in the amount of \$132,036. The remainder of the scope in the amount of \$204,681 will be available and funded by the bond once secured.

#### Explanation

In July 2024, the city initiated discussions with The Lunz Group to secure design services for a community center and gymnasium, demonstrating our commitment to enhancing community vitality and well-being. These facilities are envisioned as pivotal hubs promoting physical health, social engagement, and educational enrichment for residents of all ages.

The gymnasium will provide a dedicated space for sports and recreational activities, encouraging active lifestyles and supporting youth development through structured programs. Simultaneously, the community center will serve as a venue for social gatherings, educational workshops, and cultural events, fostering unity and belonging within our diverse community.

The community center is proposed to be located at Mark Durbin Park in Lakeside, strategically located near the new Mark Durbin Fire Station currently under design development. The city plans to utilize the continuing service agreement for design, collaborating closely with the Parks & Recreation Department.

Approval of the negotiated agreement and scope of service, will include but will not be limited to the following:

1. The schematic design. (Sales Tax Fund)
2. Design development documents (Sales Tax Fund)
3. Construction documents. (Bond Fund)
4. Bidding or negotiation phase services. (Bond Fund)

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual    |
|-----------------|-----------|---------------------|-----------|-----------|
| 10450106-506292 | ST2312    | Decrease            | \$200,000 | \$132,036 |

#### Financial Summary:

Adequate funds are available in the Sales Tax Fund to cover the schematic design and the design development documents in the amount of \$132,036. The remainder of the funds in the amount of \$204,681 will be available and added once the bond is secured.

### **Recommendation**

Approval and pre-authorization for additional work contingent upon the city bond approval for the agreement with The Lunz Group in the amount of \$336,717.

### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Public Works & Engineering  
Presenter:

### **Attachment(s):**

1. (S) Durbin Park Community Center Design Proposal
2. The Lunz Group Architectural Engineering Service Master Agreement. Contract #20240133

## ITEM 7.L

### Federal Aviation Administration Airport Grant Offer for Tower Design

#### Request

Approval to accept an Federal Aviation Administration (FAA) Bipartisan Infrastructure Law (BIL) – Federal Contract Tower (FCT) Grant of \$1,000,000 to develop the design and VISTA Report Study for a new Federal Contract Control Tower at the Kissimmee Gateway Airport. Grant Master No. ATCTDesign.

#### Explanation

The purpose of this Grant is to design a new Federal Contract Control Tower to be constructed at the Kissimmee Gateway Airport. The current Air Traffic Control Tower (ATCT) was constructed in 1996 and the airport has experienced significant growth since that time. The current tower does not meet the FAA’s current visual performance criteria, which recommends doubling the height to provide better views.

The funding will also include a Virtual Immersive Siting Tower Assessment (VISTA) Study. The purpose of the study is to select a recommended site and height of the new ATCT. This will be accomplished by preparing a Safety Risk Management Document (SRMD) for a new ATCT and to acquire FAA signature approvals for the recommended ATCT site and height.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual |
|-----------------|-----------|---------------------|-----------|--------|
| 47000331-331410 | NA        | Increase            | 1,000,000 |        |
| 47070106-506393 | NA        | Increase            | 1,000,000 |        |

#### Financial Summary:

The amount of the (BIL-FCT) Grant is \$1,000,000.00 FAA No. 3-12-0038-045-2024. This grant is 100% Federally funded requiring no local match.

#### Recommendation

Approval to accept an FAA Bipartisan Infrastructure Law (BIL) – Federal Contract Tower (FCT) Grant of \$1,000,000 to develop the design and VISTA Report Study for a new Federal Contract Control Tower at the Kissimmee Gateway Airport. Grant Master No. ATCTDesign.

#### REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee



Department: Airport

Presenter:

**Attachment(s):**

1. (S) FAA Grant Agreement-3-12-0038-045-2024

## **ITEM 7.M**

### **Approval to apply for the Urban and Community Forestry Capacity Grant**

#### **Request**

Approval to apply for the Urban and Community Forestry Capacity Grant funded by the Florida Department of Agriculture and Consumer Services and allow the City Manager to sign any documents related to the application and award process.

#### **Explanation**

The Parks and Recreation Department would like to apply for the Urban and Community Forestry Capacity Grant offered by the Florida Department of Agriculture and Consumer Services (FDACS) which assists local government entities in promoting better urban forest management. This grant will assist with the implementation of a tree inventory project. This effort will enable the City to develop a comprehensive tree inventory, providing detailed information on tree location, characteristics and assessments of potentially hazardous trees. The assessment will cover all city owned and controlled property.

The Parks and Recreation Department is confident that the City will score in the top ranking and with a high probability of receiving the grant. The total project cost is \$100,000, and we are applying for a \$50,000 grant with a City match of \$50,000. Adequate funds are available in the General Fund budget to cover the match in FY2024-25. If/when awarded, the department will move funds to cover the match with Commission approval.

#### **Recommendation**

Approval to apply for the Urban and Community Forestry Capacity Grant funded by the Florida Department of Agriculture and Consumer Services and allow the City Manager to sign any documents related to the application and award process.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Parks & Recreation

Presenter:

#### **Attachment(s):**

1. 2024 UCF Capacity Application - Kissimmee FINAL
2. UCFCG

## ITEM 7.N

### Approval to apply for the Florida Department of Environmental Protection (FDEP) Water Quality Improvement Grant

#### Request

Approval to apply for the Florida Department of Environmental Protection Water Quality Improvement Grant and for the City Manager to sign any documents related to the application and award process.

#### Explanation

Financial Assistance is available to Florida governmental entities to address stormwater and water quality improvement projects. This water quality improvement project is part of the larger Lancaster Ranch Park project, which encompasses a portion of Shingle Creek. This project will improve drainage in the basin and the quality of the water being conveyed into Shingle Creek. The design of Lancaster Ranch Park includes the best management practices that, when constructed, will result in the greatest load reduction possible before water enters into Shingle Creek. The cost of this project is \$1,000,000, we are applying for a \$750,000 grant with a City match of \$250,000.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual |
|-----------------|-----------|---------------------|-----------|--------|
| 10550706-506393 | RI2400    | Decrease            | \$250,000 |        |

#### Financial Summary:

The City is requesting a \$750,000 grant, with a \$250,000 City match. Funding for the match is budgeted in Recreation Impact RI2400 Lancaster Ranch Park project.

#### Recommendation

Approval to apply for the Florida Department of Environmental Protection Water Quality Improvement Grant and for the City Manager to sign any documents related to the application and award process.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation  
Presenter:

#### Attachment(s):

1. Water Quality Improvements Grant Application

City of Kissimmee

## **ITEM 7.O**

### **Revision to CP1605 - Charitable Donation & Sponsorship Policy - Community Benefit Funds**

#### **Request**

Approve the Parks and Recreation Advisory Board recommended revisions to city policy CP1605 - Charitable Donation & Sponsorship Policy - Community Benefit Funds.

#### **Explanation**

The Parks and Recreation Advisory Board, which oversees the Charitable Donations and Sponsorship Program on behalf of the City Commission, is recommending the following suggested revisions to City Policy CP1605 - Charitable Donation & Sponsorship Policy - Community Benefit Funds to include:

- a) Added restrictions for applicants to only receive funding under the program four (4) times. This will ensure other entities have an opportunity to apply given the limited funding available annually and encourages entities seeking funding regularly to pursue more appropriate funding programs offered by the city such as Fee Waivers or Quality of Life Funding.
- b) Clarified that the applicants' budget submission should include projected revenue and expenditures.
- c) Various grammatical changes and updates that do not affect the intent or language of the policy.

City staff has reviewed and supports the recommended revisions.

#### **Recommendation**

Approve the recommended revisions to city policy CP1605 - Charitable Donation & Sponsorship Policy - Community Benefit Funds.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Parks & Recreation

Presenter:

#### **Attachment(s):**

1. CP 1605 - Charitable Donation & Sponsorship Policy (Community Benefit Funds) (2)

## **ITEM 7.P**

### **Revision to CP1403 - Event Fee Waiver Grant Program**

#### **Request**

Approve the Parks and Recreation Advisory Board recommended revisions to City Policy CP1403 - Event Fee Waiver Grant Program

#### **Explanation**

The Parks and Recreation Advisory Board, who oversees the Event Fee Waiver Grant Program on behalf of the City Commission, is recommending the following suggested revisions to City Policy CP1403 - Event Fee Waiver Grant Program include:

- a) Added event type exclusions to prohibit ticketed events, invite-only events, banquets, galas and meetings from being eligible to receive funding under the program.
- b) Update scoring criteria to clarify details of required proposed revenue and expenditures.
- c) Update scoring criteria to promote the disclosure of other co-sponsors or cooperating non-profits assisting the applicant.

City staff has reviewed and supports the recommended revisions.

#### **Recommendation**

Approve the recommended revisions to City Policy CP1403 - Event Fee Waiver Grant Program

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Parks & Recreation

Presenter:

#### **Attachment(s):**

1. CP 1403 - Event Fee Waiver Grant Program (1)

**ITEM 7.Q****State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for  
1124 Lindsay Way, Kissimmee, FL 34744****Request**

Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement, Contract #20240039, with Osceola Council on Aging, LLC, and Norman Alan Fraser.

**Explanation**

On May 7, 2024, the City Commission granted approval for the Mayor to execute the Owner Occupied Rehabilitation Agreement between the City, Council on Aging and the owner, Mr. Norman Alan Fraser. The amount of the assistance to be provided was \$300,000 for the demolition and construction of a manufactured home. Unfortunately, before contracts were finalized, the company in charge of selling the manufactured home to the Council on Aging changed ownership. This caused delays and a price increase since some development costs were not included in the initial quote (i.e. foundation, transport, and installation costs). The additional cost for the project is \$50,000.

**Financial Information**

| Account #       | Project # | Increase / Decrease | Budget    | Actual   |
|-----------------|-----------|---------------------|-----------|----------|
| 11225103 503434 | SHIP2022  | Decrease            | \$440,652 | \$50,000 |

**Financial Summary:**

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

**Recommendation**

Approve for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement, Contract #20240039, with Osceola Council on Aging, LLC, and Norman Alan Fraser.

**REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Development Services

Presenter:

**Attachment(s):**

1. (S) SHIP COA Agreement 1124 Lindsay Way-Fraser

## **ITEM 7.R**

### **Disposal of City Assets**

#### **Request**

Approval to dispose of the asset items detailed in the attached report.

#### **Explanation**

The Charter states that the City Manager “shall not dispose of property belonging to the City, except on authority of the City Commission.” Therefore, staff is requesting approval to dispose of the items included on the attached list.

The items included on the attached list are slated to be auctioned, junked or scrapped and have not previously been approved for disposition by the City Commission. These items will be placed up for auction via George Gideon Auctioneers, Inc. online auction.

#### **Recommendation**

Staff recommends Commission approval to remove these items from the City’s equipment inventory listing and to send those items to the auction for disposition.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Finance

Presenter:

#### **Attachment(s):**

1. August 2024 Auction

## **ITEM 7.S**

### **First Amendment to the contract with Global Public Safety, LLC for Emergency Vehicle Upfitting Services**

#### **Request**

Approval to extend the current contract with Global Public Safety, LLC for upfitting of the Police Department's vehicle (contract 20230085) through June 1, 2029 and for the Mayor to execute the First Amendment extending the term through June 1, 2029.

#### **Explanation**

The Police Department entered into a contract with Global Public Safety, LLC on April 7, 2021. This contract provides for the upfitting of vehicles purchased for police department use with equipment necessary to carry out those functions. Global Public Safety, LLC has met all the requirements of the contract. The original contract ended June 1, 2024.

This request is to renew the contract through June 1, 2029 by amendment of the original contract.

#### **Recommendation**

Approval to extend the current contract with Global Public Safety, LLC for upfitting of the Police Department's vehicle through June 1, 2029 and for the Mayor to execute the First Amendment to contract 20230085 extending the term through June 1, 2029.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Police

Presenter:

#### **Attachment(s):**

1. (S) - Global Public Safety - 1st Amendment (draft) wcm edits



## **ITEM 7.T**

### **Amended & Restated Interlocal Agreement for Golden Knight Boulevard Maintenance and City Ownership of Golden Knight Boulevard**

#### **Request**

Request acceptance of the Special Warranty Deed transferring ownership of Golden Knight Boulevard to the City, and approval of the Amended & Restated Interlocal Agreement between the City of Kissimmee and the Knightsbridge Community Development District (CDD) for the maintenance and ownership of Golden Knight Boulevard.

#### **Explanation**

The City of Kissimmee and the Knightsbridge Community Development District (CDD) previously entered into an Interlocal Agreement on September 12, 2023, regarding the maintenance and ownership of Golden Knight Boulevard. Due to recent changes in the plan for ownership and maintenance, an Amended & Restated Interlocal Agreement has been proposed. The amended agreement specifies that the Knightsbridge CDD will transfer ownership of Golden Knight Boulevard to the City of Kissimmee via a Special Warranty Deed. The CDD will continue to maintain the landscaping on the Boulevard, ensuring it adheres to the City's standards and does not interfere with public use or create safety hazards.

#### **Recommendation**

Acceptance of the Special Warranty Deed transferring ownership of Golden Knights Blvd to the City, and approval of the Amended & Restated Interlocal Agreement between the City of Kissimmee and the Knightsbridge Community Development District (CDD) for the maintenance and ownership of Golden Knight Boulevard.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Public Works & Engineering

Presenter:

#### **Attachment(s):**

1. 7.30.2024 Special Warranty Deed to City of Kissimmee - Executed by CDD
2. Golden Knight Blvd Legal Description
3. (S) Amended & Restated Interlocal Agreement for Golden Knight Blvd. (City and Knightsbridge CDD)- Partially Executed

## ITEM 7.U

### Amendment to the FY 2023-24 budget for Parks and Recreation Youth Programs

#### Request

Approval of an amendment to Parks and Recreation Revenue and Expense budget for FY 2023-24 for Youth Programs.

#### Explanation

Due to the success of two new youth programs introduced to the community in FY 2023-24, the Parks and Recreation Department needs to increase the expense line item 00150403-503434 - Other Contract Services and the Revenue line item 00100347-347233 - Youth Programs.

Two new programs, All Stars Are Bright Basketball and Champions in Motion Cheerleading, have generated \$60,000 in new revenue. The companies that teach these programs are paid 75% of course registration, requiring the expense budget to be amended also. These programs have been accounted for in the proposed FY 2024-25 budget.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget | Actual   |
|-----------------|-----------|---------------------|--------|----------|
| 00150403-503434 |           | Increase            |        | \$60,000 |
| 00100347-347233 |           | Increase            |        | \$60,000 |

#### Financial Summary:

Increase to both Expense and Revenue accounts to accommodate for new successful programs introduced mid year.

#### Recommendation

Approval of the amendment to Parks and Recreation Revenue and Expense budget for FY 2023-24 for Youth Programs.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation  
Presenter:

#### Attachment(s):

1. Revenue Department Budget Report 7-29-24

City of Kissimmee

## ITEM 8.A

### DKCRA - 2024 Holiday Lighting Services Contract

#### Request

The DKCRA is requesting the approval of contract # 20240474 with We Hang Christmas Lights for 2024 holiday decoration installation, removal, maintenance, and storage.

#### Explanation

We Hang Christmas Lights has provided holiday light design, installation and removal, and storage services as a subcontractor of a previously awarded vendor since 2021. As a subcontractor, We Hang Lights has demonstrated their ability to perform the desired services, while also possessing unmatched knowledge of the specifics of light installation within the Downtown Kissimmee area. The Downtown Kissimmee CRA is proposing to enter into this contract with We Hang Christmas Lights as a single source vendor.

The 2024 proposed decorations would expand upon the beloved holiday displays to include additional decorations along Broadway and within Ruby Plaza at Kissimmee Lakefront Park. These additional displays will be interactive and are meant to create photo opportunities for visitors of the park.

The proposed contract includes general maintenance and storage for the lights when not in use, and allows for up to three, one-year period extensions at the sole discretion of the CRA and City of Kissimmee.

This project is supported by Goal 25 within the Downtown Kissimmee CRA Masterplan: The DKCRA shall implement activities to establish a distinctive character and identity within the Downtown redevelopment area.

#### Financial Information

| Account #                          | Project # | Increase / Decrease | Budget | Actual                   |
|------------------------------------|-----------|---------------------|--------|--------------------------|
| 10610503 504444<br>00150663 504444 |           |                     |        | \$49,710.50<br>10,000.00 |

#### Financial Summary:

The 2024 contract will cost a total of \$59,710.50. The DKCRA will cover \$49,710.50 and the City of Kissimmee's Parks and Recreation Department will fund the remaining amount of \$10,000.00.

#### Recommendation

Approval of agreement with We Hang Christmas Lights for holiday lighting services within the Downtown Kissimmee CRA for the 2024 holiday season.

City of Kissimmee

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Economic Development

Presenter: Benjamin Burnett

**Attachment(s):**

1. (S) We Hang Christmas Lights-CRA Agreement- Final w Exhibits signed

## ITEM 8.B

### DKCRA - Downtown Alleyway Improvement Project Design Services

#### Request

The Downtown Kissimmee Community Redevelopment Agency (DKCRA) is requesting the approval of a \$49,343.15 budget transfer to initiate design services by AECOM on an alleyway improvement project.

#### Explanation

The Downtown Kissimmee CRA would like to begin design for an alleyway improvement project on the city-owned alleys located between Broadway and Church Street from Darlington Avenue to Neptune Road. The current state of the alley includes damaged asphalt, poor lighting, and overall hazardous conditions. This project is supported by Goal 19 within the DKCRA masterplan, which states "The DKCRA shall evaluate and prioritize streetscaping, street lighting, and pedestrian safety improvement opportunities through the CRA."

The estimated construction costs of the project total \$808,556.00 which will be shared with the City of Kissimmee's Public Works and Engineering Department. The construction would include new brick pavers with additional landscaping and upgraded lighting.

Redevelopment of this alley will enhance safety and security within the Downtown Kissimmee CRA by improving blighted conditions, increasing lighting within the alley, and removing hazardous conditions that could lead to injury. This project will be pursued as part of the Connect Kissimmee Streetscape Project, which is currently under design by AECOM.

#### Financial Information

| Account #       | Project # | Increase / Decrease | Budget    | Actual    |
|-----------------|-----------|---------------------|-----------|-----------|
| 10622203 503131 |           | Increase            | 49,343.15 | 49,343.15 |
| 10622200 509276 |           | Decrease            | 49,343.15 | 49,343.15 |

#### Financial Summary:

The Downtown Kissimmee CRA is requesting a budget transfer of \$49,343.15 from the reserve account to Professional Services account. There are adequate funds within the DKCRA reserve account to support project design services.

#### Recommendation

Approval of a budget transfer of \$49,343.15 from DKCRA reserves account to Professional Services account for design services for alleyway improvement project.

#### REQUESTED CITY COMMISSION ACTION:

City of Kissimmee

Approve

Department: Economic Development

Presenter: Benjamin Burnett

**Attachment(s):**

1. CRA Board Presentation- Alleyway Improvement

## **ITEM 8.C**

### **Social Services Agency Updates**

#### **Request**

Social Services Competitive Grant Agency Updates

#### **Explanation**

During the FY2023-24 funding cycle, the City Commission awarded 10 agencies with funds to assist vulnerable households in our community. A workshop was held In June providing each agency an opportunity to have a representative present a review their funded programs and services. Due to time constraints, several agencies were not able to make their presentations.

As a result, the following agencies will be present to make a brief presentation:

Osceola Community Health Services  
The Opportunity Center

Department: City Manager  
Presenter:

#### **Attachment(s):**

None