



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JULY 16, 2024 AT 6:00 PM**

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

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

2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE** After a Moment of Silence, Commissioner Alvarez led the audience in the Pledge of Allegiance.

3. **PROCLAMATIONS AND SPECIAL PRESENTATIONS**

- 3.A Swearing in Ceremony for Firefighter Cameron Gurley

Staff requests that Cameron Gurley be sworn in as a City of Kissimmee firefighter.

Fire Chief Jim Walls administered the Oath of Office to Firefighter Cameron Gurley as family and friends looked on.

- 3.B Service Awards for April, May, and June

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

City Manager Steigerwald introduced the employee who was present for the Service Awards:

Five Years: Brenda Ryan

The following individuals were unable to attend and will receive their Service Award at a later date:

Five Years: Jerry Natal, Gita Persuad, Mark Stroop

Fifteen Years: Jody Kirkendall

Twenty Years: Ryan Appleman, Chad Lawson, Kenny Love, Brad Neiderpruem

4. **PUBLIC HEARINGS - FIRST AND SECOND READINGS** None.
5. **PUBLIC HEARINGS** None.
6. **HEAR AUDIENCE** None. 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.*

Commissioner Alvarez made a motion to approve the Consent Agenda in its entirety.

Commissioner Eady seconded the motion.

Motion carried 5 - 0.

- 7.A Recruitment Agreement for Engineering Division
Request approval of Contract # 20240381 with AE&C Concepts Inc. to staff the Engineering Division.
- 7.B Purchase of Real Property Located at 100 N. Stewart Avenue, Kissimmee, FL
Purchase of Real Property located at 100 N. Stewart Avenue in Downtown Kissimmee for \$772,500
- 7.C Donation of a second trained scent discrimination Bloodhound from Senior Resource Alliance
Approval to accept a second donation of a trained scent discrimination Bloodhound from the Senior Resource Alliance and authorization for the Chief of Police to execute any memorandum of understanding or agreement related to the donation
- 7.D Approval to apply to the Underground Railroad Corporation Inc. for the donation of \$15,000 for an Electronic Storage Detection K-9
Approve the request to apply to the Operation Underground Railroad Inc. (Contract #20240407) for a donation of \$15,000 for an Electronic Storage Detection (ESD) K-9 and authorize the Chief of Police to sign the Memorandum of Understanding
- 7.E Authorization to submit an application for the FY 2023 Justice Assistance Grant (JAGC) Program.
Approval to submit an application for the Fiscal Year 2023 Justice Assistance Grant (Grant #JAGC23) Program.
- 7.F Utility easements between the City of Kissimmee and Kissimmee Utility Authority for The Allen and additional Beaumont Redevelopment site parcels/tracts
Request approval of five (5) utility easements between the City of Kissimmee and KUA to effectuate completion of The Allen and additional development of the Beaumont Redevelopment site.
- 7.G Agreement with Arthur's Catering Incorporated for Emergency Food Services
Approval of an agreement with Arthur's Catering Incorporated to provide emergency food services to emergency response personnel.

8. DISCUSSION ITEMS

CITY COMMISSION RECESSES AND CONVENES AS THE CRA BOARD

- 8.A Downtown Kissimmee Community Redevelopment Agency Weston 400 LLC Demolition Program Grant
Approve Contract # 20240397 with Weston 4 Hundred, LLC for the Downtown Kissimmee Community Redevelopment Agency (CRA) Demolition Services Program in the amount of \$150,000.

Samia Singleton, CRA Manager, reviewed the request for the approval of funds in the amount of \$150,000 for a Demolition Services Program contract with Weston 4 Hundred, LLC.

Commissioner Castano made a motion to approve the contract for \$150,000 with Weston 4 Hundred, LLC. Commissioner Martinez seconded the motion.

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

NAY: None

Motion carried 5 - 0.

CRA BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

8.B Accessory Dwelling Unit (ADU) Pilot Program

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.

Craig Holland, Development Services Director, made a PowerPoint Presentation as attached to the Agenda on Accessory Dwelling Units and reviewed the details of an ADU and requirements of the City Code. Some of the requirements are that it must have a separate entrance, its own address for 9-1-1, off-street parking, a kitchen with sink and appliances, and a bathroom with facilities. ADU's must have an HVAC system separate from the primary unit. The utility vendors require separate electric, water, and sewer meters. A minimum of 500 square feet in size is required unless it is being used for affordable housing. The property must be homesteaded, and the primary occupant must be the owner. Other Code compliance items include windows and ventilation, and impact fees and property taxes can be assessed. There are instances where the Homeowners Association can prohibit the use of ADU's. As the Commission is aware, just because it is affordable does not mean it should be made at a lesser cost or without following the same safety standards and Code.

Director Holland reviewed the impact fees and building permits and associated costs with a project like this and stated it would cost approximately \$98,849. Some of the City cost could possibly waive some of the cost but that would be decided by the Commission. The tenant would be required to provide proof of income. The City has received our SHIP allocation for 2024/2025. The total is \$628,202 but some of this money has been accounted for, but there is approximately \$87,500 remaining that could be used for ADU program. To apply for the program it would require residency of at least one (1) year and the property owner being in good standing with mortgage and taxes. Additional information was reviewed by the Commission and staff answered questions on homesteads and other requirements.

Census of the Commission was for staff to review the entire process and bring back a program with options to the Commission. City Manager Steigerwald feels this could be done and brought back to the Commission within thirty (30) days.

Alex Alemi, 424 Lakeshore Blvd, Kissimmee, stated he is pleased that the Commission is taking this seriously and moving forward with a scope for the project and thinking outside the box. Mr. Alemi distributed a graph (Exhibit "A") which displays a comparison between owner-occupied properties and rental units and spoke about his vision for the program, including a set design that would be approved by the City so that the building could occur quickly instead of having individuals go through a drawn out permitting process. He recommends Tax Increment Financing that would assist homeowners, and they only pay back the difference in the tax increase. He would like the City to look at other affordable options like loans.

Commissioner Eady asked for a comparison of home values and how adding an ADU would effect their tax and property value. Staff stated they could provide that.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the Commission of the Annual Budget Workshop being held in the Commission Chambers on Tuesday, July 23, 2024, at 2:00 p.m.

City Manager Steigerwald congratulated the Finance Department for being awarded the "Triple Crown Award" by the Government Finance Officers Association (GFOA). The Triple Crown Award signifies the City's commitment to excellence in financial management and reporting.

9.B CITY ATTORNEY

Nothing.

9.C CITY COMMISSION

Commissioner Castano wished everyone a great evening.

Commissioner Eady commended the Kissimmee Police Department for their life-saving measures for the individual that was trying to take their own life. Kudos for that.

Commissioner Martinez invited everyone to the Town Hall Meeting on July 18th at 806 Emmett Street. You can find the flyer being circulated and on Facebook. She would like for the entire Commission to get involved in holding the meeting as a Commission. City Attorney Sanchez de Fuentes informed the Commission that would be a Sunshine Meeting for the entire Commission to be present. If this is something for the entire Commission, we would be required to send out Public Notices, record the meeting, and have staff present to take minutes. The location would also have to accommodate all the citizens.

Commissioner Martinez thanked everyone for being present at the meeting tonight. She thanked staff for the wonderful job on 4th of July; great job. Commissioner Eady suggested that we have Town Hall meetings every other month, at different locations.

City Manager Steigerwald cautioned the Commission about those meetings being held during election time and misrepresented as being used for pollical gain.

Mayor Gonzalez had nothing and wished everyone a good evening.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Gonzalez adjourned the meeting at 7:08 PM.



ATTEST:

Linda S Hansell

CITY CLERK

Olga Gonzalez

MAYOR-COMMISSIONER

Exhibit "A"
Hand-out Alex Alemi
ADU Comparison on Housing
Item 8.B.

8.B. Exhibit "A"

Hand-out

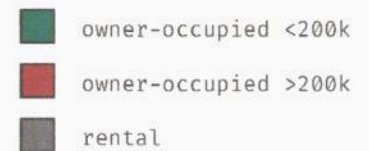
Alex Alemi

7/16/2024

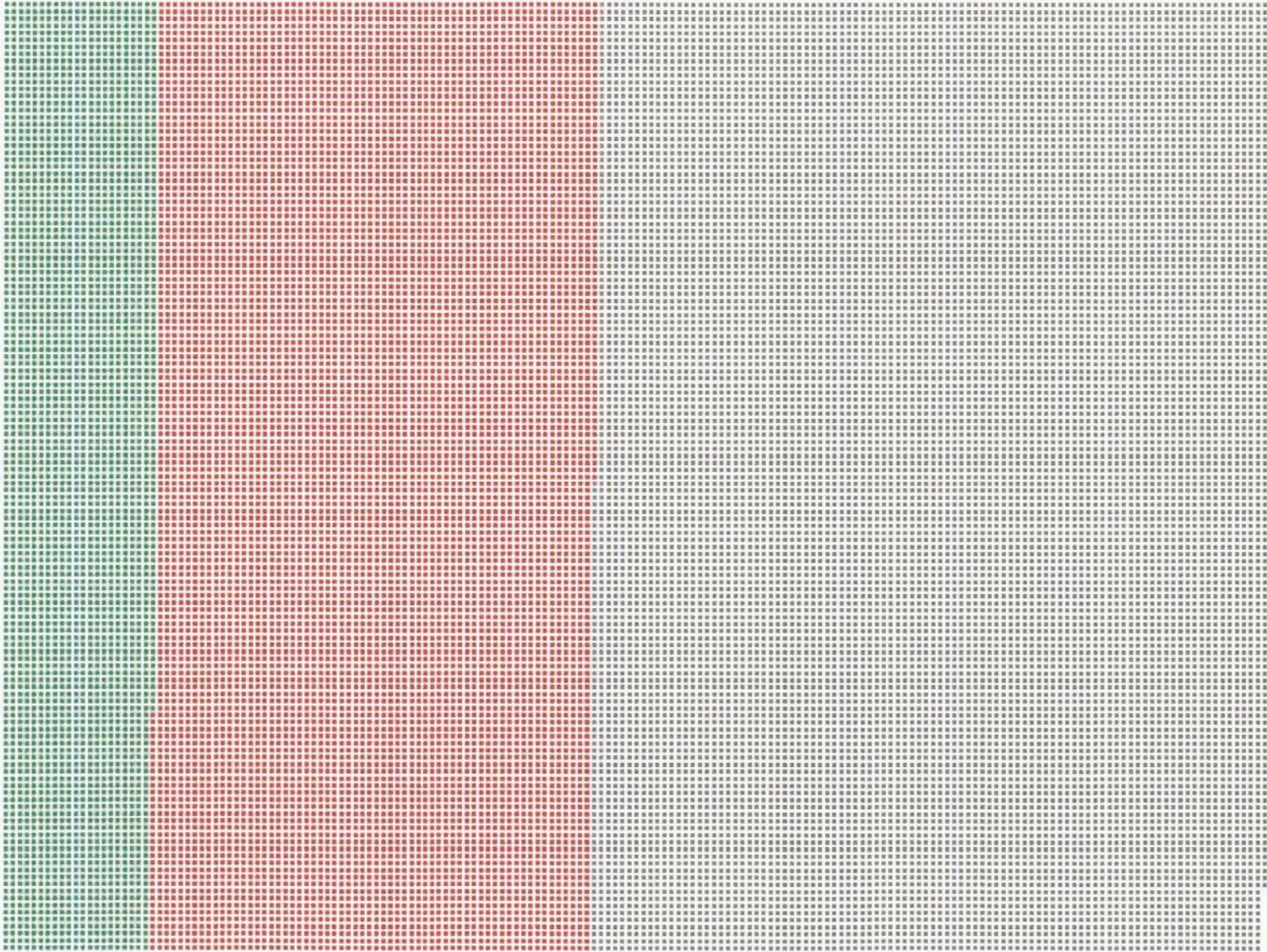
(2 pages)

2018 + 2022

Housing
Affordability,
2018



source: CensusACS5yrSurvey, datacommons.org



Housing Affordability, 2022

- owner-occupied <200k
- owner-occupied >200k
- rental

source: [CensusACS5yrSurvey](#), [datacommons.org](#)