



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, NOVEMBER 5, 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 - Pastors Eli and Daisy Reyes
- 3.B Proclamation - Olympic Medalist Victor Montalvo
- 3.C Employee of the Month for November
- 3.D Service Awards for August, September and October

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

- 4.A Public Hearing - First Reading - Proposed Ordinance # 24-16 - Amending the General Employees Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION 2, GENERAL EMPLOYEES' RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-89, BENEFIT AMOUNTS AND ELIGIBILITY; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith 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 October 15, 2024, meeting
- 7.B Memorandums of Understanding between the City of Kissimmee and Florida State Lodge Fraternal Order of Police, Inc. representing the Police Officers, Corporals, Detectives and Sergeants Contracts.
- 7.C Cisco Security Enterprise Agreement
- 7.D Vulnerability Assessment and Adaptation Plan Task
- 7.E Fire Station Alerting Purchase Agreement
- 7.F Construction Award for the Bermuda Drainage Improvements Project
- 7.G Grant application and acceptance of grant from Walmart's Spark Good Local Grants

- 7.H Grant Acceptance for the Bermuda Estates Drainage Project
- 7.I Projects to be Carried Forward to FY 2024-2025
- 7.J Second Amendment to the Master Development Agreement between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency (CRA) and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.
- 7.K Seventh Amendment to and Restatement of Fixed Base Operator Lease Agreement
- 7.L Tohopekaliga Water Authority Utility Easement at Kissimmee Gateway Airport

8. DISCUSSION ITEMS

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.A (DKCRA) Second Amendment to the Master Development Agreement between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency (DKCRA) and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

- 8.B Haven on Vine Update
- 8.C Social Service and Quality of Life Competitive Funding Awards
- 8.D Advisory Board Vacancy: Board of Adjustment and Planning Advisory Board

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 - Pastors Eli and Daisy Reyes

Request

To present a Proclamation to Pastors Eli and Daisy Reyes of Nazaret Church for their 30 years of service to the community.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation-Pastors Eli and Daisy Reyes

ITEM 3.B**Proclamation - Olympic Medalist Victor Montalvo****Request**

To present a Proclamation to Olympic Medalist Victor Montalvo for his outstanding achievements.

Explanation

N/A

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation- Olympic Medalist Victor Montalvo

ITEM 3.C

Employee of the Month for November

Request

That the Commission join the City Manager recognizing Celenia Vaillant of the Human Resources & Risk Management Department as the Employee of the Month for November.

Explanation

The City is pleased to honor Celenia Vaillant as the Employee of the Month for November. Celenia has been with the City for 6 years and currently serves as a Risk Management Coordinator for the HR and Risk Management Department.

Celenia demonstrates dedication, efficiency, and a positive attitude in everything she does. She has been a great asset in the successful planning, coordination, and execution of key events like the Safety Boutique and Wellness Fair, and she has recently taken charge of the VARC and Safety Committee meetings with great success. Her bilingual skills have also been beneficial as she can explain the worker's compensation process to employees who are more comfortable speaking their native language.

Celenia creatively helps recognize her team members on such occasions as birthdays and retirements, which has fostered a spirit of camaraderie and teamwork across the department. Her enthusiasm, combined with her willingness to assist others, makes her a true asset to the team. For this and more, the City would like to recognize Celenia Vaillant.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.D

Service Awards for August, September and October

Request

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

Explanation

Five	Everton Barnett	Parks & Recreation
	Shawnta Dillard	Development Services
	Brandon Salgado	Police
	Josh Tulak	Development Services
Ten	Fernando Almeida	Fire
	Evan Bole	Fire
	Stephen Gonnella	Fire
	David Losey	Fire
	Alcides Marrero Gonzalez	Public Works & Engineering
	Jason Stewart	Fire
Fifteen	Lisette Mercado	Police
	Jonathan Padilla	Police
	Ian Thomas	Information Technology
Twenty	Juan C. Gonzalez	Development Services
	Rebekah Morris	Police
	Jane Perkins	Police
	Judy Serrano	Police
Twenty-Five	Wilson Munoz	Police
	Eva Alayon	Police
Thirty	Frank Bachmann	Fire

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 4.A

Public Hearing - First Reading - Proposed Ordinance # 24-16 - Amending the General Employees Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION 2, GENERAL EMPLOYEES' RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-89, BENEFIT AMOUNTS AND ELIGIBILITY; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the First Reading of the Proposed Ordinance # 24-16 for the General Employee's Pension Plan.

Explanation

The proposed ordinance # 24-16 and the impact statement from the Plans Actuary are attached for approval. The Pension Attorney prepared the proposed ordinance. A study was done to determine the cost of a COLA by requesting data on a 3% cola. The Actuary indicated the impact of the cost on the General Employees Retirement Plan. The City Manager included in the budget a recommendation for a 3% Cola for those retired employees (including DROP participants and beneficiaries) for at least two years effective 10/01/2022. The ordinance attached is required to grant the Cola and make it effective 10/01/2024 for those described individuals. The increase will be retroactive to 10/01/2024. Retirees of this plan have not received a COLA increase since 2018.

Recommendation

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

1. Proposed COLA ORD for General Retirees
2. Kissimmee General Employees Retirement Plan - Actuarial Impact Statement 10-24-2024
3. Proof of Advertising - Publication Date October 31, 2024

ITEM 7.A**Approval of City Commission Minutes from the October 15, 2024, meeting****Request**

Request Commission approval of the October 15, 2024, Commission Minutes.

Explanation

Minutes of the Commission meeting held on October 15, 2024, are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: City Commission

Presenter:

Attachment(s):

1. (S) - CCM MIN OCT 15 2024

ITEM 7.B

Memorandums of Understanding between the City of Kissimmee and Florida State Lodge Fraternal Order of Police, Inc. representing the Police Officers, Corporals, Detectives and Sergeants Contracts.

Request

Commission approval of two Memorandums of Understanding (MOU) between the City and the Fraternal Order of Police (FOP), one representing the Kissimmee Police Officers, Corporals, and Detectives bargaining unit, and the other representing the Sergeants bargaining unit.

Explanation

The City and the FOP have established a Collective Bargaining Agreement (CBA) effective from October 1, 2024, to September 30, 2027. In light of the rapidly changing market, the City believes it is in the best interest of our citizens to raise the wages of the Officers, Corporals, Detectives, and Sergeants to better attract, hire, and retain qualified individuals and to maintain the high standard of public safety the community has come to expect from the City of Kissimmee. The parties agree to the changes to the terms of Article 28: Pay Plan, as outlined in these MOUs. The new wages reflect a three-point seventy-three percent (3.73%) increase and are as follows:

Officers' starting wage would be \$60,174.40 annually (\$28.93 an hour)
Corporals' starting wage will be \$87,027.20 annually (\$41.84 an hour)
Sergeants' starting wage would be \$95,929.60 annually (\$46.12 an hour)

Recommendation

Approval of the Memorandums of Understanding between City and the FOP, representing the Kissimmee Police Officers, Corporals, Detectives, and the Sergeants changing the wages in Article 28: Pay Plan for both Collective Bargaining Agreements.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney
Presenter:

Attachment(s):

1. (S) MOU_WAGES 2024 (Sergeants)
2. (S) MOU_WAGES 2024 (Officers, Corporals, Detectives)

ITEM 7.C

Cisco Security Enterprise Agreement

Request

Request approval of Contract #20250022 with SHI International Corp for a three-year renewal of the Cisco Security Enterprise Agreement (EA) in the amount of \$246,330.66 (\$82,110.22 annually) utilizing NASPO contract #AR3227 Subcontract #43220000-NASPO-19-ACS and for authorization for the City Manager to execute all documents relating to this agreement.

Explanation

The City's Security Enterprise Agreement with Cisco is due for renewal on October 25, 2024. This request is to renew the Cisco Security Enterprise Agreement for three years for a total of \$246,330.66 and to utilize Software House International Corp (SHI). SHI has provided pricing utilizing a cooperative purchasing contract (NASPO contract #AR3227 Subcontract #43220000-NASPO-19-ACS) and will bill the City annually in the amount of \$82,110.22. This agreement provides price protection without an increase during the three-year period. The City is also provided with a growth allowance of up to 20% of the initial license count over the three-year period.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
56060103 505456			\$ 82,110.22	\$ 82,110.22

Financial Summary:

Annual payments of \$82,110.22 will be included in the FY 2026 and 2027 budgets in the IT Software Subscriptions Operating Budget.

Recommendation

Approval of Contract #20250022 with SHI International Corp for a three-year renewal of the Cisco Security Enterprise Agreement in the amount of \$246,330.66 (\$82,110.22 annually) utilizing NASPO contract #AR3227 Subcontract #43220000-NASPO-19-ACS and for authorization for the City Manager to execute all documents relating to this agreement.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Information Technology
Presenter:

Attachment(s):

City of Kissimmee

1. Cisco Security Enterprise Agreement (S)
2. SHI Price Quote

ITEM 7.D

Vulnerability Assessment and Adaptation Plan Task

Request

Approval of Task Work Order No. 7 to Michael Baker International, Inc. contract # 20230232 for Vulnerability Assessment Grant Management Services for \$339,748.

Explanation

On August 6, 2024, the City of Kissimmee accepted the Resilient Florida Program Grant award 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.

Public Works and Engineering has selected Michael Baker International, Inc., under a continuing contract dated July 6, 2021 to perform the vulnerability assessment, adaptation plan, and grant management services to ensure we meet the requirements outlined in Section 380.093, Florida Statutes, and the grant agreement. The scope of work for task work order No. 7 will total \$339,748.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15145206-506393	CVA 24	Decrease	\$340,000	\$339,748

Financial Summary:

The project is fully funded under the state grant fund.

Recommendation

Approval for Task Work Order No. 7 to Michael Baker International, Inc., for Vulnerability Assessment Grant Management Services for \$339,748.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: Public Works & Engineering
Presenter:

City of Kissimmee

Attachment(s):

1. Scope of Services
2. Task Work Order #7

ITEM 7.E
Fire Station Alerting Purchase Agreement

Request

Enter into a purchase agreement (contract # 20250073) with US Digital Designed by Honeywell.

Explanation

Our firefighters are alerted through a Fire Station Alerting system. This system sends a signal across the radio channels that trips the alarms and lights in the station and opens the station's radio system, so the units can be notified of a new dispatch for their station. Our current system is old and in need of replacement. US Digital Designs is the gold-standard state-of-the-art system for alerting our firefighters of calls for service. The system will include replacement lights and speakers and other technologies such as elapsed time clocks, TV screens with dispatch information, and remotes to control the system in individual areas of the stations. This upgraded system will help reduce 'turnout time' (the time from notification to responding) and add additional backup routes for notification. This purchase includes an upgrade for Fire Stations #11, #13, and #14 and installation at the new Fire Station #12 on Mill Slough. The purchase is being made by piggybacking off the Lee County - Cooperative Contract #9976 - for a total of \$667,006.85.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual

Financial Summary:

This purchase will be funded by the Series 2024A Bond Issue out of Fund 360.

Recommendation

Sign the Purchase Agreement.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

Attachment(s):

1. (S) Fire Station Alerting Purchase Agreement

ITEM 7.F

Construction Award for the Bermuda Drainage Improvements Project

Request

Approval of Task Work Order No. 2 to American Persian Engineering & Construction, LLC (APEC) contract #20240056 for the construction of the Bermuda Estates Drainage Improvements for \$508,114.20.

Explanation

Bermuda Estates residents have experienced localized flooding in their neighborhood for some time. As a result, the City hired an engineering firm from our continuing services consultants to analyze these areas and awarded the design of the Bermuda Estates subdivision to Kimley-Horn and Associates, Inc. (KHA). The design has been finalized, and staff recommends utilizing APEC for the construction under the existing Continuing Services Contract (IFB 2022-002) approved by the Commission on June 21, 2022.

Based on the drainage improvement needs identified in the design, this project will be completed in one phase. The construction cost is \$508,114.20. The total project cost includes a contingency amount of \$46,192.

This project is funded through the City of Kissimmee's Storm Water Improvement Program and the State Legislative Funding Request from FY 2023-24.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15145206-506393	XXXXXX	Decrease	\$250,000.00	\$250,000.00
40945206-506393	SW2315	Decrease	\$484,175.00	\$258,114.20

Financial Summary:

Adequate funds are available in the Stormwater Utilities Funds.

Recommendation

Approval of Task Work Order No. 2 to American Persian Engineering & Construction, LLC (APEC) for the construction of the Bermuda Estates Drainage Improvements for \$508,114.20.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. Work Order Project Proposal
2. Task Work Order No. 2

ITEM 7.G

Grant application and acceptance of grant from Walmart's Spark Good Local Grants

Request

Approval to apply to Walmart's Spark Good Local Grant for the Shop with a Cop (Grant# Spark24SWC) program during fiscal year 2025 and acceptance of \$3,000 grant in September 2024.

Explanation

This year, Walmart transitioned from making direct donations to the Good Spark Local Grant program. Each quarter, we are invited to apply online to local Walmart and Sam's stores to support the Shop with a Cop program. Awarded agencies participate by pairing uniformed police officers with underprivileged children to purchase Christmas gifts in Walmart stores each year. Annually these donations ranged from \$500 - \$4,000 per store. The City applied and received the first award in the amount of \$3,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15200366-366002	Spark24SWC	Increase	\$3,000	
15230203-505255	Spark24SWC	Increase	\$3,000	

Financial Summary:

These funds will be used to fund future Shop with a Cop events. The funding in Fund 015 will be used prior to these grant monies received.

Recommendation

Acceptance of grant funds in the amount of \$3,000 and approval to apply quarterly through out fiscal year 2025.

REQUESTED CITY COMMISSION ACTION:

Department: Police
Presenter: Wilson Munoz

Attachment(s):

None

ITEM 7.H

Grant Acceptance for the Bermuda Estates Drainage Project

Request

Approval of the Florida Department of Environmental Protection (FDEP) Agreement No. L0058 – Kissimmee Bermuda Estates and Lyndell Neighborhood Flood Mitigation Project (contract #20250037) to accept a \$250,000 funding award, and amend the budget to reflect the funding received.

Explanation

The City has completed the design to address drainage issues in Bermuda Estates, which have resulted in repeated flooding in a section of the neighborhood. The City pursued state legislative funding to fund the construction project phase. On June 19, 2024, the City of Kissimmee received a Notice to Award for \$250,000, 100% state funds for the Kissimmee Bermuda Estates and Lyndell Neighborhood Flood Mitigation Project. The funds will primarily be used towards the construction phase of the Bermuda Estates Drainage Improvement project. On October 15, 2024, the City received the agreement for execution for the final acceptance of the awarded funds.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15100334-334490	XXXXXX	Increase	\$250,000.00	
15145206-506393		Increase	\$250,000.00	

Financial Summary:

Amend the budget to reflect state funds.

Recommendation

Approval to accept a \$250,000 funding award via FDEP Agreement No. L0058 – Kissimmee Bermuda Estates and Lyndell Neighborhood Flood Mitigation Project, and amend the budget to reflect the funding received.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

City of Kissimmee

1. (S) FDEP Agreement No. L0058 (Kissimmee Bermuda Estates and Lyndell Neighborhood Flood Mitigation Project)

ITEM 7.I

Projects to be Carried Forward to FY 2024-2025

Request

Approval to increase the FY 2024-2025 budget to continue funding certain projects that were approved in prior years

Explanation

Attached is a listing of projects that are being recommended for carryover to the FY2024-2025 budget. To expedite the carry forward process, staff has prepared the carry forward schedule based upon expenditures and transfers posted as of September 30, 2024. As such, staff requests Commission approval to carry forward the projects/accounts in an amount not to exceed the final adjusted balance at September 30, 2024.

After all accruals and budget transfers have been posted after the year-end, these amounts will be adjusted, if necessary. The projects/accounts that are being carried forward took longer than twelve months to complete or were delayed for some other reason. Most of these are capital projects; however, a few items are budgeted in other accounts. The carry forward of the funds in the projects and accounts listed was anticipated during preparation of the budget and will not adversely affect reserves for the current budget year.

Recommendation

Staff recommends Commission approval to carryover funds not to exceed the final adjusted balance for the projects/accounts on the attached list.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Finance

Presenter: Mike Steigerwald

Attachment(s):

1. CARRY FORWARDS 2024.

ITEM 7.J

Second Amendment to the Master Development Agreement between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency (CRA) and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

Request

Staff requests the City Commission approve the Second Amendment to the Master Development Agreement #20250070 between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

Explanation

In 2020, the City issued RFQ2020- 006 for the Beaumont Redevelopment Site, to solicit a qualified private sector master developer to spearhead the redevelopment project to include varying medium and high-density residential unit types, and mixed use and commercial buildings to compliment the nearby Medical Arts District.

In 2021, the City Commission approved the Master Development Agreement (MDA) between the City of Kissimmee, the CRA and Skyview Kissimmee Developer, LLC for the three-phase Beaumont Redevelopment Project. The purpose of the MDA was to establish the responsibilities of the parties, development schedule, applicable development regulations and standards, and to memorialize the public-private partnership created for the project, including incentives and associated obligations.

In 2022, City Commission approved Resolution 06-2022 adopting the first amendment to the MDA. As Phase 1 of the project comes to a close, the involved parties are laying the groundwork for Phase 2 of the project. Phase 2 of the project will feature a state-of-the-art medical office building encompassing 100,000 square feet and rising 4 to 5 stories. Complementing the building will be a spacious parking garage, designed to accommodate 500 vehicles, including 100 private spaces and 400 public spaces. This phase is projected to create approximately 500 jobs, with an average annual salary of \$85,000, significantly contributing to the local economy. Additionally, the facility is expected to facilitate around 381,000 annual patient visits, underscoring its vital role in enhancing healthcare access and services within the community.

In accordance with the MDA, the Second Amendment provides for the following modifications to the MDA:

1. The MDA allows the parties to reorder the development sequence of the Project in response to market orientation and demand, competition, and other factors. The Parties have determined relevant factors favor development of Phase 3 before Phase 2, and favor including a parking structure in Phase 3.
2. The MDA allows for economic development incentivizes for workforce housing. In keeping with the City's purpose to incentivize the public-private partnership underlying the MDA, the City has agreed to fund costs of the parking structure in the amount of \$9 million, which the City will own subject to the conditions and requirements of this Amendment.

Recommendation

Staff recommends the City Commission approve the Second Amendment to the Master Development Agreement #20250070 between the City of Kissimmee, Downtown Kissimmee Community

City of Kissimmee

Redevelopment Agency and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Economic Development

Presenter: Samia Singleton

Attachment(s):

1. (S) Second Amendment Master Development Agreement_COK_DKCRA_Skyview

ITEM 7.K

Seventh Amendment to and Restatement of Fixed Base Operator Lease Agreement

Request

Approval of the Seventh Amendment to and Restatement of Fixed Base Operator Agreement for Sheltair Kissimmee, LLC, Munis Contract No. 20240449.

Explanation

Sheltair Kissimmee, LLC (Sheltair), entered into a ground rental agreement in 2001 to construct multiple, individual aircraft storage hangars (t-hangars). Phase I and Phase II construction completed 66 t-hangars in 2003. Phase 3 completed an additional 26 hangars in 2009. Phase 4 involves 9 t-hangars and 10 - 50' x 50' box hangars. Phase 4 is now complete, and an amended ground lease agreement has been negotiated.

The agreement will extend the lease for thirty (30) years. The property has been resurveyed, and the ground rental rate is set at \$0.27 per square foot. This rate reflects the fair market value appraisal from 2022, which was established when the Sixth Amendment was agreed upon. This agreement increases revenue to \$70,280.94 above the current rental rate. The previous ground rent rate was \$0.0486 per square foot. In addition, Staff negotiated an annual rent increase adjustment and the ability to obtain appraisals every ten (10) years to ensure the lease maintains current fair market value.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46100344-344100	N/A	Increase	113,749.38	43,468.44

Financial Summary:

The current annual lease amount is \$43,468.44 to be increased to \$113,749.38 plus applicable sales tax, under the Aviation Leased Site Revenue Account.

Recommendation

Approval of the Seventh Amendment to and Restatement of Fixed Base Operator Agreement for Sheltair Kissimmee, LLC.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

City of Kissimmee

Attachment(s):

1. (S) Amended and Restated Lease Agreement + Survey Exhibit

ITEM 7.L

Tohopekaliga Water Authority Utility Easement at Kissimmee Gateway Airport

Request

Approve Tohopekaliga Water Authority Utility Easement at Kissimmee Gateway Airport.

Explanation

Tohopekaliga Water Authority requests an underground utility easement for water lines serving the newly constructed aircraft hangars, managed by Sheltair Kissimmee, LLC. The easement is for the purpose of ingress and egress to and installing, maintaining, repairing, refiguring, or reconstructing water and wastewater utilities and associated facilities within the easement. City Attorney has reviewed and approved the Easement Agreement document.

Recommendation

Approval Tohopekaliga Water Authority Utility Easement at Kissimmee Gateway Airport.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. (S) TWA Utility Easement + Exhibit A

ITEM 8.A

(DKCRA) Second Amendment to the Master Development Agreement between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency (DKCRA) and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

Request

Approval of the Second Amendment to the Master Development Agreement #20250070 between the City of Kissimmee, Downtown Kissimmee Community Redevelopment Agency, and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

Explanation

In 2020, the City issued RFQ2020- 006 for the Beaumont Redevelopment Site, to solicit a qualified private sector master developer to spearhead the redevelopment project to include varying medium and high-density residential unit types, and mixed use and commercial buildings to compliment the nearby Medical Arts District.

In 2021, the City Commission approved the Master Development Agreement (MDA) between the City of Kissimmee, the CRA and Skyview Kissimmee Developer, LLC for the three-phase Beaumont Redevelopment Project. The purpose of the MDA was to establish the responsibilities of the parties, development schedule, applicable development regulations and standards, and to memorialize the public-private partnership created for the project, including incentives and associated obligations.

In 2022, the City Commission adopted the first amendment to the MDA. As Phase 1 of the project comes to a close, the involved parties are laying the groundwork for Phase 2 of the project. Phase 2 of the project will feature a state-of-the-art medical office building encompassing 100,000 square feet and rising 4 to 5 stories. Complementing the building will be a spacious parking garage, designed to accommodate 500 vehicles, including 100 private spaces and 400 public spaces. This phase is projected to create approximately 500 jobs, with an average annual salary of \$85,000, significantly contributing to the local economy. Additionally, the facility is expected to facilitate around 381,000 annual patient visits, underscoring its vital role in enhancing healthcare access and services within the community.

In accordance with the MDA, the Second Amendment provides for the following modifications to the MDA:

1. The MDA allows the parties to reorder the development sequence of the Project in response to market orientation and demand, competition, and other factors. The Parties have determined relevant factors favor development of Phase 3 before Phase 2, and favor including a parking structure in Phase 3.
2. The MDA allows for economic development incentivizes for workforce housing. In keeping with the City's purpose to incentivize the public-private partnership underlying the MDA, the City has agreed to fund costs of the parking structure in the amount of \$9 million, which the City will own subject to the conditions and requirements of this Amendment.

Recommendation

Staff recommends the Downtown Kissimmee Community Redevelopment Agency approve the Second Amendment to the Master Development Agreement #20250070 between the City of

City of Kissimmee

Kissimmee, Downtown Kissimmee Community Redevelopment Agency and Skyview Kissimmee Developer, LLC regarding the Beaumont Redevelopment Site.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Economic Development

Presenter: Samia Singleton

Attachment(s):

1. (S) Second Amendment Master Development Agreement_COK_DKCRA_Skyview

ITEM 8.B

Haven on Vine Update

Request

Commission review of the Haven on Vine Project

Explanation

In 2023, the City Commission took action to address the challenges faced by unsheltered households in Osceola County. The acquisition of the Super 8 Motel at 1815 W. Vine Street represents a sustainable approach to increasing affordable housing capacity. This initiative not only meets community needs for social services but also revitalizes the Vine Street corridor by transforming an aging motel into a modern multifamily development.

The Haven on Vine is designed to be an active, sustainable, and community-oriented multifamily apartment complex. With over \$12.0 million invested in the acquisition and an estimated \$3.3 million allocated for renovations, the Haven aims to serve as a critical resource for families in crisis and those experiencing housing insecurity.

Staff will provide the Commission with an update on the renovations, operations at the Haven on Vine Apartments, and its overall impact on the community.

Recommendation

No action

REQUESTED CITY COMMISSION ACTION:

No Action

Department: City Manager

Presenter: Desiree Matthews

Attachment(s):

None

ITEM 8.C

Social Service and Quality of Life Competitive Funding Awards

Request

Approval of the Social Services and Quality of Life Competitive Grant awards for FY 2024-25

Explanation

Each year the Commission allocates funding for non-profit agencies instrumental in supporting the mission of the City and furthering the Commission's goals each year. This funding process includes two categories. The Social Services category is designed to support non-profit agencies with direct service programs that reduce the burden on City services by meeting the needs of our most vulnerable residents. For several years, the City Commission has prioritized funding for programs that support the needs of the homeless and families in crisis. The second category is Quality of Life, which provides funding for programs designed to improve the quality of life for residents by supporting the arts, education, and culture.

During the July Budget Workshop, the Commission approved continuing with the averaging method for the initial recommendations. Each Commissioner was provided with a spreadsheet and application packets in order to complete their allocation recommendations. During the meeting, the funding averages of all submissions will be provided for discussion and approval.

The approved FY 2024-25 budget for Social Services is \$400,000 and Quality of Life is \$50,000.

The funding request spreadsheet is attached.

Recommendation

Commission approval of funding for Social Services and Quality of Life Grant Awards

REQUESTED CITY COMMISSION ACTION:

Department: City Manager

Presenter: Desiree Matthews

Attachment(s):

1. Social_Services_Funding_FY_2024-25 Summary
2. Quality of Life_Funding_FY_2024-25 Summary

ITEM 8.D

Advisory Board Vacancy: Board of Adjustment and Planning Advisory Board

Request

The Commission is requested to make appointments to fill vacancies on the Board of Adjustment and Planning Advisory Boards.

Explanation

Board of Adjustment Member, Luis Ruiz has notified the City that he no longer maintains a residence inside the city limits of Kissimmee. City Code Section 2-180 (c) states that "members of the board may be city or non-city residents. Non-city residents must either own property or maintain a business office within the city." Mr. Ruiz does not own property or maintain a business office within the City, and therefore, has been removed from the board and a new replacement must be appointed. Mr. Ruiz's term is set to expire May 31, 2026. Seat # 4 has been assigned to this vacancy.

Planning Advisory Board Member, Sylvette Santos missed more than half of the scheduled meetings for the calendar year of 2024. City Code Section 2-146, states that "in the event that an appointee misses three consecutive meetings or at least one-half of the meetings of the calendar year, he shall be considered to have resigned, and a new replacement may be appointed." Ms. Santos's term is set to expire May 31, 2026. Seat # 5 has been assigned to this vacancy.

The assigned Commissioners will have 30 days to make an appointment. If no extension is requested, the appointment will automatically roll over to the next Commissioner in the rotation.

Commissioner Rotation:	Appointment Expires:	Advisory Board:	Board Term Expires:	Requirements:
Seat # 4- Martinez <i>*No applications on file</i>	12/03/2024	Board of Adjustment	05/31/2026	City resident and must have a Florida License as an Engineer, Architect, Surveyor, or Contractor. Members may be a non-resident, but must either own real property or maintain a business office within the City and must also have a Florida License as an Engineer, Architect, Surveyor or Contractor.
Seat # 5 - Mayor Gonzalez <i>*No applications on file</i>	12/03/2024	Planning Advisory Board	05/31/2026	Member may be a City resident or non-City resident; non-residents must either own real property or maintain a business office within the City.

Recommendation

Commission appointment to fill the vacancies on the Board of Adjustment and Planning Advisory Boards.

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

City of Kissimmee

Department: City Manager

Presenter:

Attachment(s):

None