



**MEETING MINUTES  
SESSION OF THE CITY COMMISSION  
CITY OF KISSIMMEE  
CITY HALL, COMMISSION CHAMBERS  
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054  
TUESDAY, NOVEMBER 19, 2024 AT 6:00 PM**

**1. MEETING CALLED TO ORDER**

**Members Present:** Mayor Jackie Espinosa, Commissioners Noel Ortiz, Carlos Alvarez, III, Janette Martinez

**Staff Present:** City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Deputy City Manager Desiree Matthews, Deputy City Manager Austin Blake, City Clerk Tameara Crespo

**Members Absent:** Commissioner Angela Eady

Mayor Espinosa called the meeting to order at 6:14 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 Certificate of Appreciation - Traffic Box Wrap Project**

Presentation of a Certificate of Appreciation and a stipend to each student who participated in the Traffic Box Wrap Project.

Business Development Specialist Yolanda Claudio presented certificates and awards to students who participated in the Traffic Box Wrap Project. Each student received a certificate and a check and took pictures with the City Commission as they were recognized.

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

**4.A Public Hearing - Second and Final 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

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

City Attorney Sanchez de Fuentes read Ordinance # 3111 by title.

Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Martinez moved to adopt Ordinance # 3111. Commissioner Alvarez seconded the motion.

Upon roll call, the vote was as follows:

|                       |        |
|-----------------------|--------|
| Commissioner Alvarez  | AYE    |
| Commissioner Martinez | AYE    |
| Commissioner Ortiz    | AYE    |
| Commissioner Eady     | ABSENT |
| Mayor Espinosa        | AYE    |

Motion carried 4 - 0.

## 5. PUBLIC HEARINGS

### 5.A Public Hearing – Adoption of Resolution to Amend the City's FY 2023-2024 Operating Budget

This request is for Commission approval to adopt a resolution amending the City's operating budget for 2023-2024.

Commissioner Alvarez made a motion to adopt Resolution #32-2024. Commissioner Martinez seconded the motion.

AYE: Commissioner Alvarez, Commissioner Martinez, Mayor-Commissioner Espinosa, Commissioner Ortiz

NAY: None

Motion carried 4 - 0.

## 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.*

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

Motion carried 4 - 0.

### 7.A Approval of City Commission Minutes from the November 5, 2024 meeting

Request Commission approval of the November 5, 2024 Commission Minutes.

### 7.B Ministerial Approval - Police Pension Board Appointment

Request Commission ministerial approval of the appointment of Ian Downing as the fifth member of the Police Pension Board of Trustees. Ian Downing's current term expired on September 30, 2024.

### 7.C Public Works and Engineering Reorganization

Commission approval to amend the Public Works and Engineering Budget for the current fiscal year 2024-25.

### 7.D Donation of portable basketball courts and goals to Beacon College

Approval to donate two portable basketball courts and four basketball goals to Beacon College for use by their Athletic Department.

- 7.E Authorization to accept 2024-2025 Victims of Crime Act grant funding  
The Police Department requests Commission acceptance of the Victim of Crimes Act grant (Grant VOCA25) from the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grants Management, in the amount of \$56,001.
- 7.F Grant funding from the High Intensity Drug Trafficking Area Grant Program  
Authorize the acceptance of \$12,000 from the High Intensity Drug Trafficking Areas (HIDTA) Grant Program (Grant HIDTA-MBI24), amending the budget and reclassifying expenses accordingly.
- 7.G Fire Station #15 Alerting System Purchase  
Approve the First Amendment to the Agreement with US Digital Designed by Honeywell (Contract # 20250073) allowing purchase of a Fire Station Alerting System for Station #15.
- 7.H Kissimmee Utility Authority contract for Line Extension Services for Lancaster Ranch Park Phase I  
Approve the Kissimmee Utility Authority Contract #20250080 for Line Extension Services for Lancaster Ranch Park Phase 1 in the amount of \$110,164.92.
- 7.I Disposal of City Assets  
Approval to dispose of the asset items detailed in the attached report.
- 7.J Bilmar Avionics Inc. Fourth Addendum for Lease Extension  
Approval of Contract #20240287, Fourth Addendum for Lease Extension for Bilmar Avionics, Inc.
- 7.K New Rescue Unit Purchase 2025  
The Kissimmee Fire Department is requesting to have Excellance, Inc. manufacture a Rescue Unit utilizing a 2026 Freightliner M2 106 Plus Chassis.
- 7.L Rescue Unit Re-Chassis 2025  
Approval for Excellance, Inc., to purchase a 2025 Freightliner M2 106 chassis to re-chassis and refurbish FD129.
- 7.M Osceola Village Commercial and Apartments – Final Plat  
Approval of the final plat known as Osceola Village Commercial and Apartments with a performance guarantee/agreement. (Contract #20250082)
- 7.N Environmental and Climate Justice Community Change Grants Program  
Approval to apply for an Environmental and Climate Justice Community Change Grant in partnership with the Alianza Center, Inc. through the U.S. Environmental Protection Agency, and authorization for the City Manager to negotiate and execute a partnership agreement with Alianza and any other documents necessary to submit the grant application.
- 7.O State Housing Initiatives Partnership (SHIP) Owner Occupied Rehabilitation Agreement for 814 Robinson Avenue, Kissimmee, FL 34741  
Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement, Contract #20240039, with Osceola Council on Aging, LLC and Belinda Slade.
- 7.P Approval to Adjust the Fiscal Year 2023-2024 Budget  
This request is for Commission approval to adjust the budget for fiscal year 2023-2024 due to line-item variances in certain department budgets.

## 8. DISCUSSION ITEMS

- 8.A Discussion on the creation of a Civilian Oversight Board for the Police Department

Staff requests Commission direction on the potential creation of a Civilian Police Oversight Board to review the policies and procedures of the Kissimmee Police Department.

City Manager Steigerwald addressed the dissolution of the Citizens Police Review Board in June, which was prompted by a change in legislation. The law currently permits the establishment of civilian oversight boards, but they are limited to reviewing policies and procedures only. If there is consensus among the commissioners, the City would need to create an ordinance, which would be presented at two public hearings before being enacted. Each commissioner shared their support for the civilian oversight board, emphasizing that public safety and transparency continue to be top priorities.

Mayor Espinosa opened the floor for any public comment. Claudia Zuco, 1342 Stallone Court, Kissimmee, FL, expressed her support for the establishment of a Civilian Oversight Board. However, she believes the city could take additional actions beyond just creating this board, feeling that it does not go far enough. She advocates for more substantial measures to be implemented.

Commissioner Martinez made a motion to direct staff to draft an ordinance creating a Civilian Police Oversight Board. Commissioner Alvarez seconded the motion.

AYE: Commissioner Alvarez, Commissioner Martinez, Mayor-Commissioner Espinosa, Commissioner Ortiz

NAY: None

Motion carried 4 - 0.

#### 8.B Advisory Board Vacancy: Board of Adjustment

The Commission is requested to make appointments to fill a vacancy on the Board of Adjustment.

Commissioner Martinez has until December 3rd to make an appointment. There are no qualified applications on file at this time.

### 9. **HEAR CITY OFFICIALS**

#### 9.A CITY MANAGER

City Manager Steigerwald extended his congratulations to the incoming commissioners and introduced Interim Police Chief Robert Anzueto, who provided an update on the Kissimmee Police Department. Interim Chief Anzueto emphasized his dedication to transparency and ensuring thorough examination of all aspects of the Police Department. He expressed support for the establishment of a Civilian Oversight Board and affirmed his commitment to helping the agency progress in a positive direction.

#### 9.B CITY ATTORNEY

City Attorney Sanchez de Fuentes congratulated the incoming commissioners and is excited to work along side of them.

#### 9.C CITY COMMISSION

Commissioner Martinez addressed a press release denying allegations related to an internal investigation. Commissioner Alvarez expressed gratitude to his campaign supporters and looks forward to four more years of service. Commissioner Ortiz also thanked his supporters, emphasizing his commitment to serving Kissimmee residents. Mayor Espinosa congratulated the newly elected commissioners and thanked her supporters, as well as Interim Chief Anzueto and the City Manager for their prompt responses. She acknowledged the challenges faced by growing city's and reaffirmed

efforts toward long-term solutions.

**10. ADJOURNMENT**

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 6:45 PM.



ATTEST:

*Tameara Crespo*

CITY CLERK

MAYOR-COMMISSIONER