



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JANUARY 7, 2025 AT 6:00 PM**

1. MEETING CALLED TO ORDER

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Employee of the Month for January

3.B Service Awards for October, November, and December 2024

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Proposed Ordinance #24-17 - Amending Chapter 38 to create Section 38-1: Public Camping or Public Sleeping and repealing Chapter 10, Article X: Panhandling.

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF KISSIMMEE, FLORIDA, CREATING AND ENACTING CHAPTER 38, "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES," ARTICLE 1, "IN GENERAL," SECTION 38-1 "PUBLIC CAMPING OR SLEEPING" OF THE KISSIMMEE CITY CODE, AMENDING CHAPTER 1, "GENERAL PROVISIONS," SECTION 1-22, "GENERAL PENALTY," TO PROVIDE FOR PENALTY; AMENDING CHAPTER 42, "TRAFFIC AND VEHICLES," ARTICLE II, "PARKING, STANDING, STOPPING," DIVISION 1, "GENERALLY," SECTION 42-22(A), "HEARING TO CONTEST CITATION BEFORE CITY HEARING OFFICER" TO PROVIDE FOR CIVIL HEARINGS; REPEALING CHAPTER 10, "BUSINESSES AND BUSINESS REGULATIONS" ARTICLE X "PANHANDLING;" PROVIDING FOR FINDINGS, PURPOSE, INTENT AND DEFINITIONS; MAKING THE ACT OF PUBLIC CAMPING AN OFFENSE PUNISHABLE BY LAW, PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS AND PROVIDING FOR ENFORCEMENT AND ADMINISTRATIVE PROCEDURES; PROVIDING SEVERABILITY, ADMINISTRATIVE CORRECTION, CODIFICATION, PUBLICATION 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 Minutes from the December 17, 2024 CRA Workshop and City Commission meeting
- 7.B Design Services for Lakeside Fire Station & Community Center
- 7.C Bid Award for Shingle Creek Regional Trail South Phase 2A Lancaster Loop Project
- 7.D Interlocal Agreement with Toho Water Authority for Utility Line Relocations for the City of Kissimmee Connect Kissimmee Complete Streets Project
- 7.E Municipal Inter-Local Voluntary Cooperation Mutual Aid Agreement for the Kissimmee Police Department

8. DISCUSSION ITEMS

- 8.A Advisory Board Vacancy: Board of Adjustment

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

Employee of the Month for January

Request

Staff requests that the Commission join the City Manager in recognizing Wendolyn "Yary" Nunez of the Development Services Department as the Employee of the Month for January.

Explanation

The City is pleased to honor Wendolyn "Yary" Nunez as the Employee of the Month for January. Yary has been with the City for over 6 years and currently serves as a Housing & Community Program Development Specialist for the Development Services Department. Yary is an exemplary employee who consistently demonstrates a strong work ethic, reliability, and commitment to excellence.

She is a hardworking team member who takes full responsibility for completing her tasks on time, ensuring the team's success and efficiency. In addition to her outstanding work performance, Yary excels in customer service. As one of the first points of contact for individuals seeking housing assistance, she handles each interaction with warmth, professionalism, and efficiency.

Her ability to connect with customers and address their needs with care and understanding sets a high standard for service excellence. Yary's positive attitude and unwavering dedication make her a true asset to our team. She consistently goes above and beyond, embodying the values of our organization and setting an example for others to follow. For this and more the City would like to recognize Wendolyn "Yary" Nunez.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 3.B

Service Awards for October, November, and December 2024

Request

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

Explanation

Five	Angel Beltran	Information Technology
	Clint Casselman	Police
	Jesus Cornier	Police
	Nicole Dejesus	Fire
	Jeanette Flaherty	Police
	Shaun Germolus	Airport
	Brandon Holder	Fire
	Ada Marrero	Public Works
	Ana Romero Bolufer	Finance
	Samia Singleton	Economic Development
Ten	Celenia Vaillant	Human Resources
	Pete Arroyo	Development Services
	Daniel Franqui	Parks & Recreation
	David Ingersoll	Public Works
	Michelle Muckerman	Fire
	Adam Philips	Police
	Annette Tillet	Police
Fifteen	Matthew Pinnell	Police
	Mario Cardenas	Police
Twenty	Will Cruz	Development Services
	Dan Dodd	Fire
	Mike Kane	Fire
	Stefanie Natarajan	Finance
	Angela Bezold	Public Works
Twenty-Five	Jim West	Information Technology

Department: Human Resources & Risk Management
Presenter: Mike Steigerwald

Attachment(s):

None

ITEM 4.A

Public Hearing - Second and Final Reading - Proposed Ordinance #24-17 - Amending Chapter 38 to create Section 38-1: Public Camping or Public Sleeping and repealing Chapter 10, Article X: Panhandling.

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF KISSIMMEE, FLORIDA, CREATING AND ENACTING CHAPTER 38, "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES," ARTICLE 1, "IN GENERAL," SECTION 38-1 "PUBLIC CAMPING OR SLEEPING" OF THE KISSIMMEE CITY CODE, AMENDING CHAPTER 1, "GENERAL PROVISIONS," SECTION 1-22, "GENERAL PENALTY," TO PROVIDE FOR PENALTY; AMENDING CHAPTER 42, "TRAFFIC AND VEHICLES," ARTICLE II, "PARKING, STANDING, STOPPING," DIVISION 1, "GENERALLY," SECTION 42-22(A), "HEARING TO CONTEST CITATION BEFORE CITY HEARING OFFICER" TO PROVIDE FOR CIVIL HEARINGS; REPEALING CHAPTER 10, "BUSINESSES AND BUSINESS REGULATIONS" ARTICLE X "PANHANDLING;" PROVIDING FOR FINDINGS, PURPOSE, INTENT AND DEFINITIONS; MAKING THE ACT OF PUBLIC CAMPING AN OFFENSE PUNISHABLE BY LAW, PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS AND PROVIDING FOR ENFORCEMENT AND ADMINISTRATIVE PROCEDURES; PROVIDING SEVERABILITY, ADMINISTRATIVE CORRECTION, CODIFICATION, PUBLICATION REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the Second and Final Reading of the Proposed Ordinance #24-17 creating a section titled: Public Camping or Public Sleeping and repealing Chapter 10, Article X: Panhandling.

Explanation

The Florida Legislature enacted HB 1365, codified as Section 125.0231, Florida Statutes, prohibiting municipalities from authorizing or permitting any person to regularly engage in public camping or sleeping on public property. This statute establishes a cause of action allowing an affected member of the public to bring legal action against a municipality for failing to prohibit public camping or sleeping, effective January 1, 2025. This ordinance seeks to bring the City into compliance with Section 125.0231, Florida Statutes. This ordinance also repeals the City Code sections related to "panhandling," as similar ordinances have been found unconstitutional by the Courts.

Recommendation

Approve the Second and Final Reading of the Proposed Ordinance #24-17 creating a section titled: Public Camping or Public Sleeping and repealing Chapter 10, Article X: Panhandling.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter: Olga Sanchez de Fuentes

Attachment(s):

1. (S) Camping Sleeping PROPOSED ORDINANCE NO. 24-17
2. Publishing Affidavit - Prop Ord #24-17 - Publication Date 12/12/2024
3. Business Impact Estimate for camping ordinance

City of Kissimmee

ITEM 7.A

Approval of Minutes from the December 17, 2024 CRA Workshop and City Commission meeting

Request

Request Commission approval of the December 17, 2024 CRA Workshop and City Commission meeting minutes.

Explanation

Minutes of the Commission meeting and CRA Workshop held on December 17, 2024, are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Commission

Presenter:

Attachment(s):

1. (S) - CCM MIN DEC 17 2024 (CRA Workshop)
2. (S) - CCM MIN DEC 17 2024

ITEM 7.B

Design Services for Lakeside Fire Station & Community Center

Request

Approval of the civil design services agreement (Contract #20250108) with KPM Franklin for the City of Kissimmee Fire Station Lakeside and the Lakeside Community Center in the amount of \$130,800.00. The funds are budgeted and available in the Bond Fund.

Explanation

The City of Kissimmee has engaged professional civil design services for the development of a new fire station and a Lakeside Community Center at Mark Durbin Park in the Lakeside Community.

The project includes a three-bay fire station based on the City's prototype design, specifically planned to enhance the fire department's operational efficiency and response capabilities. This station will provide critical services, such as structural firefighting and emergency medical services (EMS), ensuring the safety and well-being of the surrounding area.

The Lakeside Community Center will serve as a versatile and welcoming space for the local community, offering opportunities for recreation, educational programs, and social gatherings. Together, these facilities aim to improve the quality of life for residents while addressing both safety and social needs within the community.

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.

This project is being funded by Bond Series 2024A.

Recommendation

Approval of the civil design services agreement with KPM Franklin for the City of Kissimmee Fire Station Lakeside and the Lakeside Community Center project for \$130,800.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Lakeside Fire Station & Community Center Proposal
2. KPM Franklin Continuing Services Executed Copy

ITEM 7.C

Bid Award for Shingle Creek Regional Trail South Phase 2A Lancaster Loop Project

Request

Approval to award the bid for the construction of the Shingle Creek Regional Trail South Phase 2A project to Atlantic Civil (contract # 20250094), in the total project amount of \$6,602,715.94. This project will be funded by the Florida Department of Transportation (FDOT) and the City of Kissimmee local fund, FIN 442334-1-58-01.

Explanation

Through the City's participation in MetroPlan Orlando, the City has been able to secure federal funding from the FDOT through a Local Agency Program (LAP) agreement for the construction of the Shingle Creek Regional Trail South Phase 2A project in the total amount of \$4,913,339.00. The City committed local funding for the balance of the project in the total amount of \$1,689,377.00 to cover the shortfall including items ineligible for reimbursement but necessary to meet the City's standards for the project.

The Shingle Creek Trail South Phase 2A project is within the future Lancaster Ranch Park property. The project consists of the construction of an approximately 1.88 miles long, 10-foot-wide to 14-foot-wide trail, and two 12-foot-wide pedestrian bridges. The project limits are between Hoagland Boulevard / Pleasant Hill Road and the west side of U.S.17-92 (John Young Parkway).

Construction of the new paved recreational trail includes roadway items such as base and asphalt application, concrete sidewalk, concrete end walls, retaining wall system, pedestrian / bicycle railings, concrete curb, landscaping, root control barriers, fence removal and installation, drainage modifications, and the construction of two pedestrian bridges. Additional site amenities such as signs, benches, trash receptacles, pet waste station, tables, square shelters, bike racks, and concrete pads are also included. There will also be landscaping installed including pine and small trees, and shrubs planted in different layouts throughout the trail.

The project was advertised on Sunday, May 5, 2024. Bids were opened on July 3, 2024, Bid # IFB2024-002. Three contractors submitted bids for the construction of Shingle Creek Regional Trail Phase South 2A Project with the following results:

Contractor/Duration (Days):

Atlantic Civil Contractors Corp / 380 days – Bid Total: \$6,602,715.94. (Lowest responsible and responsive bidder)

CM Engineering Services / 380 days – Bid Total: \$9,037,952.08

Cathcart Construction / 380 days – Bid Total: \$9,913,850.00

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
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City of Kissimmee

15145206 506393	SCRTPH2A23	Increase	\$2,135,669.00	
15100334 334490		Increase	\$1,200,000.00	
10550700 509276		Decrease	\$500,000.00	
10445206 506393	ST2306	Decrease	\$435,669.00	

Financial Summary:

The project is fully funded by FDOT and the City of Kissimmee.

Recommendation

Approval to award the bid for the construction of the Shingle Creek Regional Trail South Phase 2A to Atlantic Civil, in the total project amount of \$6,602,715.94.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Contractor's Contract
2. Notice of Intent to Award
3. LAP Supplemental Agreement #1

ITEM 7.D

Interlocal Agreement with Toho Water Authority for Utility Line Relocations for the City of Kissimmee Connect Kissimmee Complete Streets Project

Request

Approval of Interlocal Agreement between City of Kissimmee (COK) and Toho Water Authority (TWA) relating to utility line relocations for the Connect Kissimmee Complete Streets project (contract # 20250135), in the total utility line relocations project amount of \$6,677,440. This amount will be funded by Toho Water Authority.

Explanation

The City of Kissimmee Connect Kissimmee Complete Streets project consists of improvements to provide safety and efficient operations for all modes of transportation within the downtown Kissimmee area.

Project Description: This is a complete street improvement project for W. Emmett Street, Broadway, and N. Main Street from John Young Parkway to Vine Street (HW 192). The goal is to provide better pedestrian, bicycle, and transit connectivity; reduce vehicle speeds and cut-through traffic; enhance the sense of place and help promote the corridor as a destination; and enhance accessibility to businesses using methods appropriate for the changing contexts throughout the corridor.

The total project length is approximately 1.45 miles.

Utility line relocation work is required during the construction of the City of Kissimmee Connect Kissimmee Complete Streets project. The purpose of this Agreement is to adjust the amount to be reimbursed by TWA to the COK with respect to the estimate costs of utility line relocations work as explained below:

Phase 1

Construction cost estimate and 10% contingency	\$1,383,000
CEI Services	\$138,300
City Administrative Cost Estimate	\$27,660
Total Phase 1	\$1,548,960

Phase 2

Construction cost estimate and 10% contingency	\$4,579,000
CEI Services	\$457,900
City Administrative Cost Estimate	\$91,580
Total Phase 2	\$5,128,480

Total Phase 1 and 2	\$6,677,440
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Recommendation

Approval of Interlocal Agreement between City of Kissimmee and Toho Water Authority relating to utility line relocations for the Connect Kissimmee Complete Streets project, in the total utility line relocations project amount of \$6,677,440.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Public Works & Engineering

Presenter:

Attachment(s):

1. (S) Toho ILA - Connect Kissimmee

ITEM 7.E

Municipal Inter-Local Voluntary Cooperation Mutual Aid Agreement for the Kissimmee Police Department

Request

Approval to enter into a Municipal Interlocal Voluntary Cooperation Mutual Aid Agreement (contract #20250138) with various jurisdictions that will expire on January 1, 2029.

Explanation

The current Municipal Interlocal Voluntary Cooperation Mutual Aid Agreement between the Kissimmee Police Department and the City of Apopka, City of Belle Isle, Town of Eatonville, City of Edgewood, City of Maitland, Town of Oakland, City of Ocoee, School Board of Orange County Police, City of Orlando, University of Central Florida, City of St. Cloud, Town of Windermere, City of Winter Garden and City of Winter Park expires in January, 2025.

The law enforcement agencies are so located in relation to each other that it is to the advantage of each to receive and extend Mutual Aid in the form of law enforcement services and resources to adequately respond to continuing, multi-jurisdictional law enforcement problems, so as to protect the public peace and safety, and preserve the lives and property of the people and in intensive situations including but not limited to emergencies as defined under Section 252.34 Florida Statutes. The City has a separate interlocal agreement with Osceola County which includes the School District of Osceola County.

Recommendation

Approval to enter into the Municipal Interlocal Voluntary Cooperation Mutual Aid Agreement with an expiration date of January 1, 2029, and also for the Mayor and City Clerk to sign the documentation in order to execute the agreement.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

Attachment(s):

1. (S) Municipal Interlocal Agreement 2025 Final

ITEM 8.A

Advisory Board Vacancy: Board of Adjustment

Request

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

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.

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 01/07/2025	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.

Recommendation

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

REQUESTED CITY COMMISSION ACTION:

Appoint/Reappoint

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

None