



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, FEBRUARY 4, 2025 AT 6:00 PM**

1. MEETING CALLED TO ORDER

Members Present: Mayor Jackie Espinosa, Commissioners Noel Ortiz, Angela Eady, 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

Mayor Espinosa called the meeting to order at 6:01 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 Proclamation - Black History Month

To present a proclamation in honor of Black History Month.

City Manager Steigerwald read a proclamation in honor of Black History Month as the Mayor and Commissioners presented the proclamation. Recipient, Ms. Nina Hill thanked the City for their support and encouraged continued unity for our community.

3.B Swearing in Ceremony for Nine New Police Officers

Swearing in and administering of oath for nine new Police Officers.

Interim Police Chief Anzueto administered the Oath of Office to Officers: Tiffany Galarza, Kilani Harvey, David Husband, Ruben Mercado, Jaggen Neil, Marc Anthony Otero, Michelle Pagan, and William Rivera.

3.C Employee of the Month for February

Staff requests that the Commission join the City Manager in recognizing Lily Soukup of the Parks and Recreation Department as the Employee of the Month for February.

City Manager Steigerwald introduced Lily Soukup of the Parks and Recreation Department and reviewed the qualities and attributes which led to her nomination and selection as employee of the month.

City Manager Steigerwald reminded everyone that the Employee of the Month is not selected by the Commission, City Manager, or department heads but by nominations that are reviewed and selected by a committee of their peers from all departments in the City and there is no greater honor.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Proposed Ordinance # 25-01 Providing Criminal History Background Checks

AN ORDINANCE AMENDING THE CODE OF ORDINANCE FOR THE CITY OF KISSIMMEE, CHAPTER 2, ADMINISTRATION, ARTICLE IV, DEPARTMENTS,

OFFICERS AND EMPLOYEES, DIVISION 1, GENERALLY, PROVIDING FOR CRIMINAL HISTORY RECORD CHECK OF CERTAIN INDIVIDUALS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Approval of the Second and Final Reading of the Proposed Ordinance # 25-01 to conduct criminal history background checks on prospective city employees and continued screenings on employees whose positions are critical to security and/or public safety.

City Attorney Sanchez de Fuentes read Proposed Ordinance #3113 by title and noted that Commissioners have been added to the ordinances as previously requested by the board. Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Alvarez moved to approve the Public Hearing and adopt Ordinance #3113. Commissioner Martinez seconded the motion.

Upon roll call, the vote was as follows:

Commissioner Alvarez	AYE
Commissioner Martinez	AYE
Commissioner Ortiz	AYE
Commissioner Eady	AYE
Mayor Espinosa	AYE

Motion carried 5 - 0.

5. PUBLIC HEARINGS

6. HEAR AUDIENCE *Anything requiring a vote will be heard at a later time.*

Wanda Rentas, 2400 Queenswood Circle, Kissimmee, FL, shared her concerns about an incident in June 2023 and December 2024 involving an alleged false police report. Mayor Espinosa and the City Manager will review the public records requests related to this issue.

Tom Kapp, 21 N Clyde Avenue, Kissimmee, FL, expressed his appreciation for the recent enforcement of oversized vehicle regulations in the downtown area by the police department. However, he reported that bicycles on sidewalks remain an issue and emphasized the need for a consistent police presence downtown.

Jeremy Fetzer, 3532 Bay Court, Saint Cloud, FL, spoke about CRA funds and highlighted that business owners' tax dollars do not contribute toward funding police services. The City Manager and Mayor engaged in a discussion about the CRA fund, exploring potential options for amending the CRA Plan and balancing the associated costs.

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

Motion carried 5 - 0.

7.A Approval of City Commission Minutes from the January 21, 2025, meeting
Request Commission approval of the January 21, 2025, Commission Minutes.

- 7.B First Amendment to the Lease Agreement with LYNX's Southern Operations Base
Approval of the First Amendment to a Lease Agreement with LYNX for their Southern Operations Base at the City's Central Services Complex (Contract #20250017).
- 7.C 2024 EMS County Awards Grant
Approval for the acceptance of an EMS County Awards Grant, and the utilization of the funds as outlined below. Staff also recommends that grant accounts be set up for these purchases.
- 7.D Bid Award for Citywide Pavement Management Milling and Resurfacing Project
Approval to award the contracts for the Pavement Management Milling and Resurfacing Project to Middlesex Paving, LLC. (Contract #20250157), in the total project amount of \$1,528,500.00 and Preferred Materials, Inc. (Contract #20250158) in the total project amount of \$3,392,300.00. The funds are budgeted and available in the Gas Tax Fund.
- 7.E Approval to Adjust the General Fund Reserves for Fiscal Year 2024-2025 Budget for Economic Development
This request is for Commission approval to adjust the General Fund Reserves for the fiscal year 2024-2025.

8. DISCUSSION ITEMS

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.A Downtown Kissimmee CRA Brand Strategy
Request that the Downtown Kissimmee CRA Board adopt the Downtown Kissimmee Brand Strategy packet and Brand Implementation and Evaluation Plan.
- Economic Development Director David Rodriguez, reviewed the PowerPoint presentation attached to the agenda, which covered the brand implementation and evaluation plan for the strategy. Redevelopment Planner Benjamin Burnett gave an overview of the RFP process, the goals of the rebranding initiative, and the community outreach efforts that have been carried out as part of the process.
- The Commissioners discussed the logo and whether they were satisfied with its design. They considered various options for a redesign, expressing a preference for greater diversity in the logo's appearance. The consensus was to have staff review new approaches and concepts internally and then present them for further discussion.
- 8.B Amendments to the Downtown Kissimmee CRA Commercial Property Improvement Program Policy
Request that the Downtown Kissimmee CRA (DKCRA) Board approve the amendments to the Commercial Property Improvement Program (CPIP) policy.
- Revelopment Planner Benjamin Burnett reviewed a PowerPoint attached to the agenda which reviewed the Commercial Property Improvement Program policy and its goals and objectives.
- Board Member Martinez made a motion to approve the Downtown Kissimmee CRA Commercial Property Improvement Program policy. Board Member Alvarez seconded the motion.
- AYE: Board Member Alvarez, Board Member Eady, Board Member Martinez, Chairwoman Espinosa, Board Member Ortiz
NAY: None

Motion carried 5 - 0.

- 8.C Amendments to the Vine Street CRA Commercial Property Improvement Program Policy
Request that the Vine Street CRA (VSCRA) Board approve the amendments to the Vine Street CRA Commercial Property Improvement Program (CPIP) Policy.

Revelopment Planner Benjamin Burnett reviewed a PowerPoint attached to the agenda which reviewed the Commercial Property Improvement Program policy and its goals and objectives.

Board Member Martinez made a motion to approve the Vine Street CRA Commercial Property Improvement Program policy. Board Member Eady seconded the motion.

AYE: Board Member Alvarez, Board Member Eady, Board Member Martinez, Chairwoman Espinosa, Board Member Ortiz

NAY: None

Motion carried 5 - 0.

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND
RECONVENES AS THE CITY COMMISSION

- 8.D Advisory Board Vacancy: University of Central Florida Business Incubator Advisory Board
Appoint a City Commissioner as a City Representative on the University of Central Florida Business Incubator Program Advisory Board.

Commissioner Alvarez made a motion to appoint Commissioner Martinez to the University of Central Florida Business Incubator Program Advisory Board. Mayor-Commissioner Espinosa seconded the motion.

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

NAY: None

Motion carried 5 - 0.

- 8.E Advisory Board Vacancy: Board of Adjustment
The Commission is requested to make an appointment to fill a vacancy on the Board of Adjustment.

An additional application was distributed for consideration (Exhibit "A").

Commissioner Martinez made a motion to appoint Rafael Lebron to the Board of Adjustment. Commissioner Alvarez seconded the motion.

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

NAY: None

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

- 9.A CITY MANAGER
City Manager Steigerwald reminded the audience about the upcoming African American Read In this Saturday at 10:00 a.m.

9.B CITY ATTORNEY9.C CITY COMMISSION

Commissioner Martinez appreciated the community participation in today's meetings. Commissioner Alvarez recommended the public to view the many art pieces in City Hall for Black History Month. Commissioner Ortiz commended the first responders for their service. Commissioner Eady provided an explanation as to her absence at the recent Chambers Park Revitalization ceremony and read a Facebook post into the record. Mayor Espinosa disclosed there is no place for hate or bigotry in our City.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 7:15 PM.



ATTEST:

Tameara Crespo

CITY CLERK

MAYOR-COMMISSIONER

Advisory Board Application



Submitted on	24 November 2024, 7:19PM
Receipt number	12
Related form version	7

Applicant Information

First Name	Rafael
Last Name	Lebron Rivera
Street Address	3861 Shoreside Drive
City	Kissimmee
State	Florida
Zip Code	34746
Phone	9172856667
Email	Rlebron@MyLebronLaw.com
Name of Employer	Lebron Law, PLLC
Are you a resident of the City of Kissimmee?	Yes, I live in the City of Kissimmee
Do you own/operate a business in the City of Kissimmee?	Yes, I own/operate a business in the City of Kissimmee
Legal Name of Business Owned/Operated by Applicant	Lebron Law, PLLC
Street Address of Business Owned/Operated by Applicant	15 South Orlando
City of Business Owned/Operated by Applicant	Kissimmee
State of Business Owned/Operated by Applicant	FL
Zip Code of Business Owned/Operated by Applicant	34741

Board Interest & Qualifications

Please select all advisory boards you wish to serve on:	Planning Advisory Board
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Please list any community activities, including organizations for which you have volunteered or any boards you have served on.

Bronx Borough President's Office in the Community Affairs Department
Bronx , New York
Pelham Parkway Little League as Manager and Umpire Bronx, New York
Orlando Pony League Manager, Umpire, Board Member and President
Orlando, Florida

Please list any special skills or certifications?

Strategic Leadership:

Proven track record of leading and managing diverse teams in both hospital, sports and legal industries.
Expertise in developing and implementing strategic plans to drive organizational growth and efficiency.

Operational Management:

Adept at overseeing complex operations in high-pressure environments, ensuring optimal performance and compliance with industry standards.

Business Development Expertise:

Currently serving as Director of Business Development at Lebron Law, PLLC, with a focus on client acquisition, relationship management, and organizational growth.

Conflict Resolution:

Certified Professional Baseball Umpire with strong skills in decision-making and conflict resolution under dynamic and fast-paced conditions.

Industry Adaptability:

Exceptional ability to transition and excel in leadership roles across varying industries, showcasing versatility and innovative thinking.
Team Development:

Experience in mentoring and fostering professional growth among team members to achieve collective and individual success.

Analytical Problem-Solving:

Skilled in identifying challenges and implementing effective, data-driven solutions.

Communication and Negotiation:

Strong interpersonal skills to effectively communicate with stakeholders, mediate disputes, and negotiate successful outcomes.

Please attach your resume or proof of qualification and/or licenses.

[Rafael Lebron Resume 2024.docx](#)

Demographics & Certifications

Are you a member of any of the following minority groups?

Hispanic

What is your gender?

Male

Are you physically disabled?

No, I am not physically disabled

Signature

Rafael A. Lebrón

[Link to signature](#)

Rafael A. Lebron
3861 Shoreside Drive, Kissimmee, FL 34746
Phone: 917-285-6667 Email: RLebron123@aol.com

Highly energetic, proven leader with excellent inter-personal communication skills. Goal driven and detailed oriented with a proven track record of successful project development and implementation.

Skills

Bilingual English/Spanish, Host, Opera, PMS, Lightspeed, Marsha, GXP, Voice, Medallia, Kipsu, Zingel, Hotsos, Synergy, Type 30 wpm, Microsoft Word, Microsoft Excel, Lawmatics, DialPad, Gusto

Professional Experience

Director of Business Development

Lebron Law, PLLC, Kissimmee, Florida

December 2023- Present

Maximize the sales potential, create and implement sales plans, and support Legal Assistants, Paralegals and Attorneys; Develop and cultivate professional relationships with clients, referral sources, vendors and business partners; Collaborate with the managing attorney and oversee community engagements to implement innovative strategies, ensuring the achievement of all sales goals; Commit to a targeted level of new client growth and profit by implementing the overall strategic direction for business development within the company.

Director of Front Office

The Sarasota Modern Hotel, Sarasota, Florida

April 2023- November 2023

Direct and administer all front office and valet operations including, but not limited to, monitoring and developing team member performance, providing supervision and professional development; align departmental schedule with occupancy, conduct counseling and evaluations; monitor room inventory and availability, brand initiatives, systems use and management; budgeting and forecasting, policy and procedure implementation and enforcement; set goals and guidelines, establish protocols and timelines, recruit, interview and train staff; monitor operations to ensure the staff functions efficiently and is empowered to reach goals, implement the hotel's policies and regulations to ensure operations run smoothly, efficiently and provide world class service; resolve escalated guest issues and concerns.

Assistant Front Office Manager

Omni Orlando Resort at Champions Gate, Champions Gate, Florida December 2022- April 2023

Assist in managing the Front Office operations, ensuring all systems, standards and controls are maintained; handle all training with associates to ensure Omni standards; handle all guest complaints maintaining a satisfactory impression with the guest on resolving any complaints; complete weekly supply inventories to ensure adequate pars of such; complete rate discrepancy report and make needed changes; block/assign applicable arrivals for day of arrivals; complete check-out with balance report; complete daily credit checks, high balance and Elmer's reports; adhere to all systems & controls of the Front Office and appropriate areas of responsibilities; assure knowledge and training of marketing programs of company and hotel, work closely with the Loyalty Ambassador to ensure all select guests are being tracked and serviced; monitor the Front Office employees to make sure all guests receive prompt and personal recognition, efficient guest registration, room assignment and check-out procedures.

Director of Guest Services

South Seas Island Resort, Captiva Island, Florida**June 2022- October 2022**

Organized, directed, and ensured the entire front office, bell stand, trolley drivers, and GRC operators, a staff of approximately 35 direct reports in four different departments, operate within the scope of a budget to maximize revenue and profit while attaining optimal guest satisfaction; monitored and ensured the department is in alignment with the corporate Medallia goals for the month and year to date; provided profit and loss reports; attended daily and weekly operational meetings to review the metrics in order to research advance root cause and improve strategic decision planning; Responded to guests' requests and concerns, Medallia surveys and accommodate groups to ensure guests are satisfied and provided repeat business; conducted interviews, training, and evaluations; audit supplies, organized departmental meetings and agendas; reviewed and resolved discrepancies for all guest services accounts; prepared a shift briefing to communicate hotel activities; analyze group resumes to determine staffing needs; ensured staffing responsibilities are completed which includes closing check lists, end of shift pass downs, room drop and portage assignments and invoices; developed, mentored and coached the entire guest services team; collaborate with all hotel departments to ensure we exceed guest expectations and resolve any challenges; utilized effective verbal and written communication.

Sales Associate**Rooms To Go, Orlando, Florida****July 2020- June 2022**

Greeted and engaged with customers; uncover customer's home furnishing needs to help them make their design vision become a reality; generated sales through a consultative approach; build rapport with customers through strong interpersonal skills and excellent listening skills; earn customer's business through honest conversation filled with integrity; encouraged customer to consider additional products to complete the room; explained financing and protection plans; demonstrate our product value and explained benefits that fulfill the customer's needs; scheduled deliveries;

Assistant Guest Services Manager/ Manager on Duty**Hyatt Regency Orlando*, Orlando, Florida****May 2018- July 2020**

Lead guest services operations with keen attention to detail; ensured the quality and standards of the brand are met with a staff of approximately 70 direct reports in four different departments comprised of the bell service, regency club, front drive and the front desk; structure and implement training plans for all of the guest services departments; perform house counts and monitor the guest's arrivals to ensure proper staffing is in place for the operation and focus on providing a memorable guest experience; key contributions include: identifying potential challenges with room activity for the World of Hyatt members, meeting planners, and VIPs; develop guest-focused initiatives including proactively contacting guests in advance of their arrival and/or departure; perform as Manager on Duty as needed to ensure exceptional customer service is met; monitor and ensure the department is in alignment with the corporate goals for the month and year to date; provide profit and loss reports, attend daily and weekly operational meetings to review the metrics in order to research advance root cause and improve strategic decision planning; resolve any "We Care" daily report concerns; conduct interviews, training, and evaluations, audit supplies, order food and beverage products; organize departmental meetings and agendas; schedule staffing; prepare a shift briefing to communicate hotel activities, group resumes and to review any staff or guest feedback; ensure staffing responsibilities are completed, develop, mentor and coach the entire guest services team; collaborate with all of the hotel's departments to ensure we exceed guest expectations and resolve any challenges; utilize effective verbal and written communication; and perform as a safety board committee member. **Recipient of the 2018 Hyatt of the Year Award for Excellence*

Front Office Supervisor/ Manager on Duty**Hilton Grand Vacations at Tuscany Village**, Orlando, Florida****April 2017- May 2018**

Provided guidance in the operation and leadership of approximately 45 Team Members for five different departments comprised of the front desk, bell services, gate house, greeters and PBX; oversee day-to-day

operations with a keen attention to detail and ensure the quality and standards of the brand are met; structure and implement training plans for front office; perform house counts and monitor the inventory for arrivals; perform as Manager on Duty as needed to ensure exceptional customer services are met; monitor and respond to guest satisfaction surveys daily; assist in interviewing, training, auditing and the evaluation of Team Members; review and resolve dispute accounts and housekeeping discrepancies; Ensure work is completed to include, and shift closings; coordinate with all resort departments to exceed guest expectations; utilize effective verbal and written communication, and coordinate with all departments to resolve guest issues. ***Recipient of the 2017 Hilton Connie Award and Award for Excellence*

Housekeeping Supervisor

Parc Soleil by Hilton Grand Vacations, Orlando, Florida

Aug. 2016- April 2017

Supervised housekeeping operations throughout the resort with a keen attention to detail to maintain the resort's highest standards and optimum services were provided to guest; Utilized effective time management to assist with scheduling, room assignments, training requisitions and department expense were met; responsible for generating departmental discrepancy reports; provided guidance and directions to approximately 11 to 20 team members per shift; audit department inventory; performed as departmental Manager on Duty as needed; provided sincere and courteous service to guests, conducted weekly and monthly inventories of housekeeping supplies, room supplies and linen; promptly responded to guest complaints, feedback and needs; maintained a collaborative relationship with management from various departments; assisted the executive director with safety committee and compliance requirements. Provided training as Taskforce Trainer during grand openings at new properties.

Exceptional Student Education Paraprofessional

School District of Osceola County, Kissimmee, Florida

Nov. 2014- Aug. 2016

Front Office Supervisor/Rooms Controller

Loews Portofino Bay Resort, Orlando, Florida

Jan. 2014- Nov. 2014

Education

Mercy College - Liberal Arts Major

2005-2009