MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, MAY 6, 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 Proclamation - Foster Youth Connection Month
   - 3.B Proclamation - Lupus Awareness Month
   - 3.C Proclamation - Mental Health Awareness
   - 3.D Proclamation - The Welcome Table Ministries, Inc.
   - 3.E Employee of the month for May
4. **PUBLIC HEARINGS - FIRST AND SECOND READINGS**
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 April 15, 2025, workshop and commission meeting
   - 7.B Addendum to Guaranteed Maximum Price for Lancaster Ranch Park Phase 1B
   - 7.C RFP 2025-004 Independent Security and Protection Services for Schools (Selection of Proposal)
   - 7.D Authorization to trade old Computer Voice Stress Analysis (CVSA) Computer with new purchase
   - 7.E State Housing Initiatives Partnership (SHIP) Roof Replacement Agreement for 1542 Amherst Lane, Kissimmee, FL 34744
   - 7.F State Housing Initiatives Partnership Funding for Fiscal Year 2024-2025
   - 7.G Amendment to the Development Services Building Division Budget for a Building Inspector Position
   - 7.H Permanent Right-Of-Way Easement Agreement between Tabeer Shaikh and the City of Kissimmee
   - 7.I Airport Marketing Service Agreement Extension
   - 7.J Sidewalk Easement for the Osceola Village Apartments

7.K First Extension of Continuing Surveying Services Contracts

7.L State Housing Initiatives Partnership (SHIP) Roof Replacement Agreement for 3446 Fox Crossing Drive, Kissimmee, FL 34741

7.M Disposal of City Assets

8. DISCUSSION ITEMS

8.A Consideration of Downtown Kissimmee Hotel Development Proposals

8.B Connect Kissimmee - Complete Streets Improvement Project Update

8.C Advisory Board Vacancy: Planning Advisory Board

8.D Annual Advisory Board vacancies with terms ending May 31, 2025

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 - Foster Youth Connection Month

Request

Presentation of the Foster Youth Connection Month Proclamation to Jeff and Ashley Call, founders of Legacy's Gift.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. Proclamation- Foster Youth Connection Month 2025

ITEM 3.B
Proclamation - Lupus Awareness Month

Request

Presentation of the Lupus Awareness Month Proclamation to Denise Rivera, representative from the Lupus Foundation.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. Proclamation- Lupus Awareness Month 2025

ITEM 3.C
Proclamation - Mental Health Awareness

Request

Presentation of Mental Health Awareness Proclamation to Park Place Behavioral Health Care.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. Proclamation - Mental Health Awareness Month

ITEM 3.D
Proclamation - The Welcome Table Ministries, Inc.

Request

Presentation of The Welcome Table Ministries, Inc. Proclamation to co-founder Dr. Sandra Nixon Tynes, in celebration of their 25th anniversary.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. The Welcome Table Ministries, Inc

ITEM 3.E
Employee of the month for May

Request

Staff requests that the Commission join the City Manager in recognizing Quincy Rosario of the Public Works and Engineering Department as the Employee of the month for May.

Explanation

The City is pleased to announce that Quincy Rosario, a dedicated Facilities Inspector with Public Works, has been named Employee of the Month for May. Quincy commenced his career with the City of Kissimmee two years ago, swiftly becoming an invaluable and respected member of the team.

Quincy consistently demonstrates a positive, approachable manner toward both citizens and employees alike. He takes great pride in his work, his department, and the City of Kissimmee. Quincy consistently exhibits a strong willingness to get the job done and excels as an effective public relations representative for his department and the City. He is always on the lookout for innovative ways to improve processes. He constantly identifies what needs to be done and proactively addresses it without specific direction, going above and beyond to ensure the City is efficiently served, always striving to make a meaningful and lasting impact from within.

Quincy ensured that every request for the repair of lights at the 804 Bryan Property, leased to Congressman Soto, was addressed with minimal impact on his daily work. Quincy assisted in installing the holiday tree and repairing lights at the Kissimmee Main Street property. He ensured that the parade looked its best. While inspecting one of the offices as part of his duties, Quincy noticed a broken light fixture in the staircase and immediately had it repaired.

Quincy consistently works on many tasks to ensure that his work meets the satisfaction of the City of Kissimmee.

The City is proud to recognize Quincy for his outstanding service and dedication to the community.

Department: Human Resources & Risk Management
Presenter: Mike Steigerwald

Attachment(s):
None

ITEM 7.A

Approval of City Commission Minutes from the April 15, 2025, workshop and commission meeting

Request

Request Commission approval of the April 15, 2025, workshop and commission meeting minutes.

Explanation

Minutes of the workshop and commission meeting held on April 15, 2025, are attached for approval.

Recommendation

Staff recommends Commission approval.

REQUESTED CITY COMMISSION ACTION:

Department: City Commission
Presenter:

Attachment(s):

1. (S) CCM MIN APR 15 2025 (Downtown Hotel Proposals Workshop)
2. (S) CCM MIN APR 15 2025

ITEM 7.B
Addendum to Guaranteed Maximum Price for Lancaster Ranch Park Phase 1B

Request

Approval of an addendum to the Guaranteed Maximum Price agreement with Arnco Construction, the Construction Manager At Risk (CMAR) for Lancaster Ranch Park, Phase 1B in the amount of $2,602,210.11, and authorize the City Manager to sign future documents for Phase 1B and transfer all funds to one project, ST2411. This is an addendum to the original GMP City Contract # 20230015.

Explanation

Phase 1A of Lancaster Ranch Park construction is to be completed, May 2025. Funding for Phase 1B is now available in Sales Tax project ST2411, RI2400 and RI2500 for vertical construction on Phase 1. Included in Phase 1B is the construction of two large pavilions, one restroom, a small playground, and landscaping.

The engineer/architect (AECOM) Construction Cost Estimate for Phase 1B was $2,530,000 with an estimate of $30,000.00 for water and sanitary to caretaker house. Negotiations with Arnco Construction resulted in a Guaranteed Maximum Price (GMP) addendum of $2,602,210.11 for phase 1B vertical construction. The scope of work includes all labor, materials and supervision to complete the project within the proposed 6-month timeframe.

Attached is Exhibit C, the GMP Addendum and Schedule 1-4 outlining the Scope of Work and associated costs.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10450106-506393	ST2411	Decrease	$1,829,047.57	
10550706-506393	RI2400	Decrease	$352,111	
10550706-506393	RI2500	Decrease	$500,000	

<u>Financial Summary:</u>

The funds are available in the three projects listed (ST2411, RI2400 and RI2500). Project strings will be created from the Recreation Impact Fee fund.

Recommendation

Approve addendum to the Guaranteed Maximum Price agreement with Arnco Construction, the Construction Manager At Risk (CMAR) for Lancaster Ranch Park, Phase 1B in the amount of $2,602,210.11, and authorize the City Manager to sign future documents for Phase 1B.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Parks & Recreation
Presenter:

Attachment(s):
1. (S) Lancaster Ranch GMP addendum Phase 1B - Exhibit C
2. City Contract 20230015

ITEM 7.C
RFP 2025-004 Independent Security and Protection Services for Schools (Selection of Proposal)

Request

The Kissimmee Police Department has reviewed the proposals submitted under RFP 2025-004 and selected Eagle Globe Protective Services as the recommended vendor. (Contract # 20230127)

Explanation

The Police Department, with the assistance of the Procurement Division, completed a Request for Proposal (RFP) process to select an independent security company to supplement our School Resource Officer Unit and cover schools during officer absences. Due to the fact that the Osceola County School District reimburses the city for this service, the Police Department staff consulted with the School District regarding the selection.

The School District recommended accepting the Eagle Globe Protective Services proposal and the Police Department concurs with their recommendation. The majority of companies that provided proposals did not have previous experience providing security services to public schools in Central Florida. Eagle Globe Protective Services has experience working within the public school system and has a history of dependability and reliability.

Recommendation

Staff recommends that the Commission approve the selection of Eagle Globe Protective Services for RFP 2025-004, Independent Security and Protection Services for schools.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Police
Presenter:

Attachment(s):
1. (S)RFP 2025-004 Agreement with EGPS Signature

ITEM 7.D
Authorization to trade old Computer Voice Stress Analysis (CVSA) Computer with new purchase

Request

The Police Department is requesting Commission authorization to trade in 1 CVSA III computer, Asset #19804, in exchange for a credit and to purchase, utilizing that credit, a new CVSA IV computer.

Explanation

KPD seeks to trade Asset #19804, a CVSA III computer to NITV Federal Services, for a $3,000 credit towards the purchase of a new CVSA computer. The Police Department will be purchasing one CVSA IV computer for a total cost of $8,995. This purchase provides the Police Department's CVSA operators with the latest equipment to conduct computer voice stress analysis for pre-employment as well as criminal investigations. KPD will follow all City of Kissimmee policies and procedures with regard to disposal of property prior to entering into this transaction. Funding is available in the department's current fiscal year capital budget.

Recommendation

The Police Department requests the City Commission approve the trade in of Asset #19804 in purchasing new equipment.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Police
Presenter:

Attachment(s):
1. NITV Federal Services

ITEM 7.E
State Housing Initiatives Partnership (SHIP) Roof Replacement Agreement for 1542 Amherst Lane, Kissimmee, FL 34744

Request

Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement, Contract #20240038 with Habitat for Humanity of Greater Orlando and Osceola County and Renata Q. Araujo.

Explanation

The homeowner of the property located at 1542 Amherst Lane, Renata Q. Araujo, applied and qualified to participate in the Roof Replacement Program to fix her home. Habitat for Humanity of Greater Orlando and Osceola County, which is one of the City's partners in this program, did an assessment to perform the roof replacement services and has agreed to do the work for an amount not to exceed $26,212.90. An additional $1,500 will be added to that amount to pay for closing costs. Thus, the amount of the mortgage lien that will be placed on the property is $27,712.90. The mortgage requires an affordability period of 5 years from the date of execution of the mortgage and the note. The project will be constructed with SHIP funds.

If the final cost of the work exceeds $27,712.90, the mortgage will be modified to reflect the higher cost. Per the Local Housing Assistance Plan (LHAP), the maximum amount of assistance is $30,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225108 508282 11225103 503434	SHIP2023 SHIP2023	Decrease Increase	$27,712.90 $27,712.90	$27,712.90

Financial Summary:

There is no fiscal impact on the General Fund since this is a grant funded project.

Recommendation

Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement with Habitat for Humanity of Greater Orlando and Osceola County and Renata Q. Araujo.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter:

Attachment(s):

1. (S) SHIP Roof Agreement 1542 Amherst

ITEM 7.F
State Housing Initiatives Partnership Funding for Fiscal Year 2024-2025

Request

Acceptance of the State Housing Initiatives Partnership (SHIP) Program annual funding in the amount of $628,202 (Grant# SHIP24).

Explanation

The City of Kissimmee was allocated to receive $628,202 from the Florida Housing Finance Corporation to fund the State Housing Initiatives Partnership Program. These funds fall under the Local Housing Assistance Plan (LHAP) that covers fiscal years 2022-2024. The expenditure deadline for these funds is June 30, 2026.

Recommendation

Approval to accept the State Housing Initiatives Partnership (SHIP) Program funding in the amount of $628,202.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Development Services
Presenter:

Attachment(s):
1. Annual Distribution_24

ITEM 7.G
Amendment to the Development Services Building Division Budget for a Building Inspector Position

Request

Approval to amend the Building Division budget by eliminating a part-time Building Inspector 3 position and adding a full-time Building Inspector 1 position.

Explanation

The Development Services Department's Building Division recently lost a part-time Building Inspector 3 due to retirement. The Division would like to return this position to its previous status as a full-time Building Inspector 1 position. This will provide additional staffing for inspections and improve customer service, while helping maintain the City's goal of ensuring a one-business-day turnaround on inspections.

This amendment will have no impact on the City's General Fund since the Building Division is entirely self-funded via user fees.

Recommendation

Approval of the budget amendment to add one full-time Building Inspector 1 and eliminate one part-time Building Inspector 3.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services
Presenter:

Attachment(s):
None

ITEM 7.H
Permanent Right-Of-Way Easement Agreement between Tabeer Shaikh and the City of Kissimmee

Request

Approval of an agreement to establish a Permanent Right-of-Way Easement between Tabeer Shaikh and the City of Kissimmee to accommodate streetscape zone requirements on King Street and Randolph Avenue.

Explanation

Due to the lack of right-of-way to accommodate adequate streetscape zones along streets within the Form Based Code (FBC) area of the City, some projects are required to dedicate an easement on private property to the city to accommodate such zones. Streetscape zones include a sidewalk and a furnishing zone. This right-of-way easement includes 6 feet on King Street and 6 feet on Randolph Avenue.

Recommendation

Staff recommends approval of a permanent right-of-way easement between Tabeer Shaikh and the City of Kissimmee.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Development Services
Presenter:

Attachment(s):
1. (S) Permanent Right of Way Easement

ITEM 7.I
Airport Marketing Service Agreement Extension

Request

Approval to extend the current marketing agreement Contract No. 20240289 between Kissimmee Gateway Airport and Brand Advocates for an additional year for $48,000.00.

Explanation

The Kissimmee Gateway Airport entered into a marketing agreement with Brand Advocates on April 16, 2024, for a one-year term with the option to renew for two, one-year terms. The Airport has been pleased with Brand Advocates' efforts, and the Airport desires to extend the agreement for one more year. FY 25-26 will concentrate on marketing the airport and businesses through social media, digital marketing, and oversight of the Experience Kissimmee marketing grant.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
47070103 504901 46170103 504901		Increase Increase	6,000 42,000	6,000 42,000

Financial Summary:

The total amount of $48,000.00 will go towards advertising the airport and its businesses.

Recommendation

Approval to extend the current marketing agreement between Kissimmee Gateway Airport and Brand Advocates for an additional year for $48,000.00.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

Attachment(s):
1. (S) First Renewal of Services between The Brand Advocates COK. Final

ITEM 7.J
Sidewalk Easement for the Osceola Village Apartments

Request

Approval of a sidewalk easement with Osceola Village Owner, LLC, for the multifamily development known as Osceola Village Apartments (Contract # 20250246).

Explanation

Osceola Village Owner, LLC, owns a parcel within the Kissimmee city limits currently being developed as a multifamily housing project known as the Osceola Village Apartments (DRC# 21-00108). The proposed sidewalk easement is necessary to accommodate a portion of the public sidewalk that will traverse a portion of the property, ensuring connectivity and public accessibility. No financial impact is associated with this easement.

Recommendation

Approval of a sidewalk easement with Osceola Village Owner, LLC, for public sidewalk access within the property associated with the Osceola Village Apartments.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. Osceola Village Apartments Sidewalk Easement
2. Vicinity Map

ITEM 7.K
First Extension of Continuing Surveying Services Contracts

Request

Request approval of the first one-year extension of Continuing Surveying Services contracts with the following firms: DRMP, Inc. (#20230253), Johnston's Surveying, Inc. (#20230254), Hanson Walter & Associates, Inc. (#20230255), and KPM Franklin Surveying (#20230256).

Explanation

On May 17, 2022, the City Commission approved the award of Continuing Surveying Services contracts to four qualified firms through a competitive selection process (RFQ). The initial contracts were for a period of three (3) years with two (2) optional one-year extensions. These contracts support various capital improvement and development projects on an as-needed basis through individual task work orders.

The current contracts are set to expire on May 17, 2025. Staff has reviewed the performance of each of the selected firms and recommends exercising the first optional one-year extension. If approved, the new contract expiration date will be May 17, 2026. Minor updates to the scope and fee schedules have been submitted by some firms as part of this extension.

Recommendation

Approval of the first one-year extension of Continuing Surveying Services contracts with DRMP, Inc., Johnston's Surveying, Inc., Hanson Walter & Associates, Inc., and KPM Franklin Surveying, with a revised expiration date of May 17, 2026.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):
1. (S) First Extension Agreement – Johnston's Surveying, Inc
2. (S) First Extension Agreement – DRMP, Inc
3. (S) First Extension Agreement – Hanson Walter & Associates, Inc.
4. (S) First Extension Agreement – KPM Franklin Surveying

ITEM 7.L
State Housing Initiatives Partnership (SHIP) Roof Replacement Agreement for 3446 Fox Crossing Drive, Kissimmee, FL 34741

Request

Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement, Contract #20240038 with Habitat for Humanity of Greater Orlando and Osceola County and Helen S. Gorman.

Explanation

The homeowner of the property located at 3446 Fox Crossing Drive, Helen S. Gorman, applied and qualified to participate in the Roof Replacement Program to fix her home. Habitat for Humanity of Greater Orlando and Osceola County, which is one of the City's partners in this program, did an assessment to perform the roof replacement services and has agreed to do the work for an amount not to exceed $18,158. An additional $1,500 will be added to that amount to pay for closing costs. Thus, the amount of the mortgage lien that will be placed on the property is $19,658. The mortgage requires an affordability period of 5 years from the date of execution of the mortgage and the note. The project will be constructed with SHIP funds.

If the final cost of the work exceeds $19,658, the mortgage will be modified to reflect the higher cost. Per the Local Housing Assistance Plan (LHAP), the maximum amount of assistance is $30,000.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
11225108 508282	SHIP2023	Decrease	$19,658	
11225103 503434	SHIP2023	Increase	$19,658	$19,658

<u>Financial Summary:</u>

There is no fiscal impact on the General Fund since this is a grant funded project.

Recommendation

Approval for the Mayor to execute the State Housing Initiatives Partnership (SHIP) Agreement with Habitat for Humanity of Greater Orlando and Osceola County and Helen S. Gorman.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Development Services
Presenter:

Attachment(s):
1. (S) SHIP Roof Replacement Agreeement Habitat-3446 Fox Crossing

ITEM 7.M
Disposal of City Assets

Request

Approval to dispose of the asset items detailed in the attached report.

Explanation

The Charter states that the City Manager “shall not dispose of property belonging to the City, except on authority of the City Commission.” Therefore, staff is requesting approval to dispose of the items included on the attached list.

The items included on the attached list are slated to be auctioned, junked or scrapped and have not previously been approved for disposition by the City Commission. These items will be placed up for auction via George Gideon Auctioneers, Inc. online auction.

Recommendation

Staff recommends Commission approval to remove these items from the City’s equipment inventory listing and to send those items to the auction for disposition.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Finance
Presenter:

Attachment(s):
1. May 2025 Asset Disposals

ITEM 8.A
Consideration of Downtown Kissimmee Hotel Development Proposals

Request

Selection of the desired unsolicited proposals for the development of hotels and associated improvements at the Civic Center and Toho Square sites.

Explanation

The following unsolicited proposals for development of a hotel and associated uses were presented at the April 15 workshop for the City Commission consideration:

Civic Center Site Proposals:
1. Azure Hotel International Inc.
2. IHRMC Hotels and Resorts Management

Toho Square Site Proposals:
1. Kissimmee Place Development Group
2. Skyview Companies

Staff requests Commission consideration of the four proposals and selection of the desired proposal for each site. The presentations for each of the development proposals are attached to Item 7A of this agenda for review.

Following Commission selection of the desired proposals, staff will proceed with negotiations with the selected development teams to develop Master Development Agreements that will be considered at a later date for Commission approval.

Recommendation

Authorization for staff to proceed with negotiations with the selected hotel proposals for each respective site and develop Master Development Agreements for future Commission consideration.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: Economic Development
Presenter: David Rodriguez

Attachment(s):
1. Civic Center Site - Azure Hotel International, Inc. Proposal
2. Civic Center Site - IHRMC Hotel and Resorts Management Proposal
3. Toho Square Site - KPDG Proposal
4. Toho Square Site - Skyview Companies Proposal

ITEM 8.B
Connect Kissimmee - Complete Streets Improvement Project Update

Request

Commission direction of the proposed project update and timeline.

Explanation

On January 7, 2025, the Commission directed staff to explore options to modify the Connect Kissimmee project. During this meeting, the Commission considered community input to reduce lane widths which require material changes to the approved project scope, previously presented timeline and project costs. Staff will review the current project and clarify the desired redesign to update the plan, formalize changes and modify the construction schedule for the Florida Department of Transportation's review and approval.

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 of this project 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 approved design is attached.

Recommendation

Commission direction of the future of the Connect Kissimmee Project.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Approve

Department: City Manager
Presenter:

Attachment(s):
1. connect-kissimmee-plan

ITEM 8.C
Advisory Board Vacancy: Planning Advisory Board

Request

The Commission is requested to make an appointment to fill a vacancy on the Planning Advisory Board.

Explanation

Planning Advisory Board Member, Robert Spalding, has notified the City that he no longer wishes to serve on the board and must resign. Mr. Spalding's term is set to expire May 31, 2025. City staff requests that the appointment be made for the remainder of the term, plus an additional three (3) full-year term, expiring on May 31, 2028. Seat # 1 has been assigned to this vacancy.

The assigned Commissioner 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 # 1 - Ortiz **3 applications on file*	05/20/2025	Planning Advisory Board	05/31/2028	Member must be a city resident.

Recommendation

The Commission is requested to make an appointment to fill a vacancy on the Planning Advisory Board.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Appoint/Reappoint

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. PAB Applicant - Tiffany Jeffers
2. PAB Applicant - Kristen Camero
3. PAB Applicant - Jon Arguello

ITEM 8.D
Annual Advisory Board vacancies with terms ending May 31, 2025

Request

The Commission is requested to appoint or reappoint members to fill vacancies for boards with terms ending May 31, 2025.

Explanation

The following board member terms are expiring May 31, 2025, and are seeking reappointment. All members will be reappointed to serve a new three (3) year term.

Commissioner Rotation:	Board Member:	Board Member Position:	Advisory Board:	New Board Term Expires:
Seat #2 - Eady	Jose Barreto	City Resident	Board of Adjustment	05/31/2028
Seat #3 - Alvarez	Scott Brooks	Architect	Historic Preservation Board	05/31/2028
Seat #4 - Martinez	Scott Grenald	City Resident	Historic Preservation Board	05/31/2028
Seat #5 - Mayor Espinosa	Edward Kilroy	County Resident	Parks and Recreation Board	05/31/2028
Seat #1 - Ortiz	Robin Wright	City Resident	Parks and Recreation Board	05/31/2028
Seat #2 - Eady	Rebeca Marin	City Resident	Planning Advisory Board	05/31/2028

Attached are the applications on file for the above positions for consideration should the Commission not wish to reappoint any of the above individuals.

Recommendation

The Commission appoint candidates or reappoint members who wish to continue serving for terms expiring on May 31, 2025.

<u>REQUESTED CITY COMMISSION ACTION:</u>

Appoint/Reappoint

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):
1. BOA , HPB, PAB Applicant - Tiffany Jeffers (City Resident)
2. HPB and PAB Applicant - Jon Arguello (City Resident)
3. PARAB and PAB Applicant - Kristen Camero (City Resident)

4. PARAB Applicant - Sharon Llewellyn (County Resident)
5. PARAB Applicant - Jacqueline Centeno (County Resident)