MEETING MINUTES
SESSION OF THE CITY COMMISSION (1ST BUDGET HEARING)
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, SEPTEMBER 3, 2025, AT 6:00 PM

1. MEETING CALLED TO ORDER

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

Mayor Espinosa called the meeting to order at 6:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Commissioner Eady led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Employee of the Month for September

Staff requests that the City Commission join the City Manager in recognizing John Behrendt of the Airport Department as the Employee of the Month for September.

City Manager Steigerwald introduced John Behrendt of the Airport Department and reviewed the qualities and attributes which led to their 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.

3.B Swearing In of Six New Firefighters

Staff request that our six new employees be sworn in as City of Kissimmee firefighters.

Fire Chief Walls administered the Oath of Office to firefighters' Teddy McCall, Daniel Debrecht, Lauren Diver, Cameron Green, Laedan Yeye Bile, and Otto Drozd.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing - Second and Final Reading - Proposed Ordinance #25-15 - Utilizing Public-Private Partnerships (P3)

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, PROVIDING FOR A POLICY FOR UTILIZING PUBLIC-PRIVATE PARTNERSHIPS (P3) BY AMENDING THE CODE OF ORDINANCES, CITY OF KISSIMMEE, FLORIDA, ARTICLE VI, FINANCE and TAXATION, CREATING A CHAPTER GOVERNING PUBLIC-PRIVATE PARTNERSHIPS (P3); PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approval of the Second and Final Reading of the Proposed Ordinance #25-15, providing for a policy utilizing Public-Private Partnerships (P3). Adoption of the corresponding P3

Review Fee schedule.

City Attorney Sanchez de Fuentes read Ordinance #3122 by title. Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Eady moved to adopt Ordinance #3122 and the accompanying Resolution #15-2025. Commissioner Martinez seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 4 - 0.

4.B Public Hearing - Second and Final Reading - Proposed Ordinance #25-16 - Amending the Affordable Housing Advisory Committee (AHAC) Membership and Term Requirements

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF KISSIMMEE, CHAPTER 18 COMMUNITY RELATIONS, ARTICLE II, HOUSING, DIVISION 3, AFFORDABLE HOUSING ADVISORY COMMITTEE; AMENDING SECTION 18-66 TO MODIFY COMMITTEE MEMBERSHIP; AMENDING SECTION 18-67 TO INCLUDE TERM AND TERM LIMITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE

Approval of the Second and Final Reading of Proposed Ordinance #25-16

City Attorney Sanchez de Fuentes read Ordinance #3123 by title. Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Martinez moved to adopt Ordinance #3123. Commissioner Eady seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 4 - 0.

5. PUBLIC HEARINGS

5.A Public Hearing - Resolution to update the Downtown Kissimmee Community Redevelopment Agency Master Redevelopment Plan.

Adopt a resolution to update the Downtown Kissimmee Community Redevelopment Agency Master Redevelopment Plan.

CRA Manager Samia Singleton reviewed the resolution details. Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Eady made a motion to approve the Public Hearing and adopt Resolution #16-2025. Commissioner Martinez seconded the motion.

Motion carried 4 - 0.

5.B Public Hearing - Adoption by Resolution of the Tentative Millage Levy and Tentative Budget for Fiscal Year 2025-2026

Adoption by Resolution of the Tentative Millage Levy of 4.6253 mills and Tentative Budget of $310,308,019 for Fiscal Year 2025-2026

City Manager Steigerwald reviewed the tentative budget which includes 941 fulltime employees with no increase to the millage for the seventeenth year in a row. He also explained that the tentative budget includes changes discussed at the July Budget Workshop.

City Attorney Sanchez de Fuentes read Resolution #17-2025 by title. Mayor Espinosa announced the Public Hearing and opened the floor for public comment. Comment cards ("Exhibit A") were submitted, and those individuals spoke or documented their support of, opposition to, or neutrality of the item. Comment was received on the need to educate the community on the legislative discussions that propose eliminating property taxes and the impact that would have on city services.

Commissioner Eady made a motion to approve the Public Hearing and adopt Resolution #17-2025. Commissioner Martinez seconded the motion.

Motion carried 4 - 0.

City Attorney Sanchez de Fuentes read Resolution #18-2025 by title. Mayor Espinosa announced the Public Hearing with no response from the audience.

Commissioner Eady made a motion to approve the Public Hearing and adopt Resolution #18-2025. Commissioner Ortiz seconded the motion.

Motion carried 4 - 0.

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

Mayor Espinosa opened the floor for public comment (Exhibit “A”). In response to the comment on enforcement of e-bikes and vehicle noise, City Manager Steigerwald confirmed the tentative budget authorizes four new police officer positions to be placed in a new downtown unit.

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.*

Mayor Espinosa made a motion to approve the Consent Agenda in its entirety minus item 7.B. Commissioner Eady seconded the motion.

Motion carried 4 - 0.

7.A Approval of City Commission Minutes from the August 19, 2025 meeting and August 25, 2025 workshop

Approval of the August 19, 2025 and August 25, 2025 commission meeting and workshop minutes.

7.B Business Boost 2.0 - Career Source Agreement Implementing UPSKILL Kissimmee
Approve Contract 20250359 between the City and Career Source of Central Florida to implement UPSKILL Kissimmee, facilitating training and job placement assistance.

Item was removed from consent and placed on discussion.

7.C Reclassification of Funding Sources
Request to reclass Charter School proceeds to the Convention Center Project and designate Series 2024A Proceeds to the Road Paving Project.

7.D Armored Vehicle Purchase from Lenco
Approval to make an advanced purchase of a new armored vehicle in FY25/26 (Contract #20250350).

7.E Acceptance of the State Housing Initiatives Partnership Funding for Fiscal Year 2025-2026
Acceptance of the State Housing Initiatives Partnership (SHIP) Program annual funding in the amount of $595,832 (Grant # SHIP25).

7.F Change Order #2 to Increase the Funding Amount and Extend the Completion Deadline for the Rehabilitation of 814 Robinson Street
Approve Change Order #2, contract number #20240039, increasing the funding amount and extending the completion date for the rehabilitation of 814 Robinson Street.

7.G Construction of Hill Street Sidewalk Extension Project
Approval of Task Work Order No. 5 with American Persian Engineering, Inc. (APEC) (Contract #20240056) to complete the construction of the Hill Street Sidewalk Extension Project in the amount of $233,448.12 from the Gas Tax Fund, and to authorize the City Manager or his designee to sign any additional documents or change orders needed.

7.H Disposal of City Assets
Approval to dispose of the asset items detailed in the attached report.

7.I Acceptance of Grant Funding and Approval to Procure Skydio Drones
Approval to purchase eight (8) American-made Skydio drones and accept a grant from the Florida Department of Law Enforcement (FDLE) to reimburse the City up to $200,000 for the purchase. (Grant #PDDRONE25)

7.J Lease Agreement Gentlemen's Quarters of Kissimmee, Inc. for 1021 W. Oak Street
Approval of a Lease Agreement with Gentleman’s Quarters of Kissimmee, Inc. d/b/a Uniform Outfitters for the expansion and consolidation of Suites D & E at 1021 W. Oak Street (Contract #20230126)

7.K Site Access Agreement with Skyview Kissimmee Hotel Development, LLC for Toho Square Site
Approval of a Site Access Agreement with Skyview Kissimmee Hotel Developer, LLC, related to proposed site development activities (Contract # 20250355)

8. DISCUSSION ITEMS

7.B. Business Boost 2.0 - Career Source Agreement Implementing UPSKILL Kissimmee

The Mayor and City Manager discussed the Business Boost 2.0 project, which allocates $1 million to support local small businesses and reviewed the project details. It was clarified that the program is open to all city businesses, not just those in the CRA.

Commission consensus to advertise and open the application portal for September 15th to allow for small business grant assistance and to hold off on contracts with Career Source and UCF Incubator.

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

8.A (VSCRA) Public Hearing - Resolution to adopt the Vine Street Community Redevelopment Agency Budget for the Fiscal Year 2025-2026

Approve the Resolution to adopt the Vine Street Community Redevelopment Agency fiscal year 2025-2026 budget.

CRA Manager Samia Singleton reviewed the CRA projects outlined in the budget. Mayor Espinosa announced the Public Hearing with no response from the audience. Commissioner Eady made a motion to approve the Public Hearing and adopt CRA Resolution #01-2025. Commissioner Martinez seconded the motion.

Motion carried 4 - 0.

8.B (DKCRA) Public Hearing - Resolution to adopt the Downtown Kissimmee Community Redevelopment Agency Budget for the Fiscal Year 2025-2026

Approve the Resolution to adopt the Downtown Kissimmee Community Redevelopment Agency fiscal year 2025-2026 budget.

CRA Manager Samia Singleton reviewed the CRA projects outlined in the budget. Mayor Espinosa announced the Public Hearing with no response from the audience. Commissioner Martinez made a motion to approve the Public Hearing and adopt CRA Resolution #02-2025. Commissioner Eady seconded the motion.

Motion carried 4 - 0.

8.C (DKCRA) Holiday Lighting Agreement with We Hang Christmas Lights for FY 2025-2026

Request to approve the first renewal to the Agreement, contract #20250096, between the Downtown Kissimmee CRA and We Hang Christmas Lights and authorize the Economic Development Director to add any additional services to the scope of work not to exceed $10,000.

Redevelopment Planner Benjamin Burnett reviewed the contract details; City Manager Steigerwald confirmed it covers holiday lighting for public properties and facilities.

Board Member Eady made a motion to approve. Board Member Martinez seconded the motion.

Motion carried 4 - 0.

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

8.D Advisory Board Vacancy: Affordable Housing Advisory Committee

The Commission is requested to make an appointment to fill a vacancy on the Affordable Housing Advisory Committee.

Mayor Espinosa made a motion to appoint Jesse Boyd to the Affordable Housing Advisory Committee. Commissioner Martinez seconded the motion.

Motion carried 4 - 0

8.E Amendment to Commission Travel Policy

Approval of an amendment to the Commission Travel Policy.

City Manager Steigerwald reviewed the proposed modifications to the commission travel policy that would no longer require board approval.

Commissioner Martinez made a motion to approve. Commissioner Eady seconded the motion.

Motion carried 4 - 0.

8.F Development Project Updates

Staff will provide the Commission with an update on the status of major development projects in progress.

City Manager Steigerwald provided a detailed update on each project that was attached to the agenda item.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald reminded the commission about the Haven on Vine renovation kick-off ceremony scheduled for September 4th.

9.B CITY ATTORNEY

9.C CITY COMMISSION

Commissioner Martinez highlighted Lisandra Roman's business. Commissioner Ortiz met with individuals who will be presenting a branding proposal to be heard at the October 27th workshop. Commissioner Eady discussed the need for the city to shift our focus from downtown to Vine Street, as it also needs our attention.

Mayor Espinosa discussed a planned helicopter ride with Chief Walls and suggested extending the invitation to all commissioners, with media and influencer coverage and highlighted a recent visit with the Puerto Rican Cultural Center. Regarding holiday lighting, Redevelopment Planner Benjamin Burnett provided an update, noting the contract is being finalized and will fall within the City Manager's signing authority.

The commission also discussed qualifications for future candidates. City Attorney Sanchez de Fuentes noted that any changes to the charter would require an ordinance first and a ballot initiative next year; in the meantime, the city can revise the current resolution outlining the proof of residency requirements. City Clerk Tameara Crespo clarified that candidates must reside within city limits for 12 months prior to qualifying, beginning in June 2025 to be eligible for the 2026 election.

The Commission reviewed a recent conditional use matter handled by the Planning Advisory Board (PAB) and discussed the matter with Development Services Director Craig Holland. Concerns were raised about inconsistent food truck regulations, prompting suggestions to revise the ordinance, reconsider the PAB's authority on such matters, and possibly establish a moratorium to pause new applications.

Tom and Kristy Kapp, 14 W. Neptune Rd, Kissimmee, FL spoke on the matter, citing a personal experience when they requested a food truck.

Mayor Espinosa made a motion for staff to revise the relevant sections of the Land Development Code to require conditional uses to come before the city commission, to revise the section of the City Code related to outdoor vendors and special event permits for food trucks and to implement an immediate moratorium on new applications for special event permits for food trucks until such time as the new ordinance is adopted. Commissioner Ortiz seconded the motion.

AYE: Commissioner Eady, Mayor Espinosa, Commissioner Ortiz
NAY: Commissioner Martinez

Motion carried 3 - 1.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 8:03 PM.

Jackie Espinosa

MAYOR-COMMISSIONER

ATTEST:

Tameara Crespo

CITY CLERK

Exhibit "A

CITY OF KISSIMMEE 1883

PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE: 9/3/25

AGENDA ITEM #: ____________ OR NON-AGENDA TOPIC: ____________

NAME: Tom Lapp

ADDRESS: 14 W Neptune CITY: Kiss STATE: FL ZIP: 34741

POSITION ON ITEM

☐ I SUPPORT THIS AGENDA ITEM

☐ I OPPOSE THIS AGENDA ITEM

☐ NEUTRAL

PUBLIC COMMENT

☒ I WISH TO SPEAK

☐ I DO NOT WISH TO SPEAK AND WAIVE MY OPTION TO SPEAK

INSTRUCTIONS:

- COMPLETE ONE (1) CARD FOR EACH TOPIC; INCLUDE AN AGENDA ITEM IF APPROPRIATE (ABOVE)
- PLEASE SUBMIT YOUR COMMENT CARD TO THE CITY CLERK
- WHEN YOUR NAME IS CALLED, APPROACH THE PODIUM AND STATE YOUR NAME AND ADDRESS FOR THE RECORD
- YOU WILL HAVE A LIMITED AMOUNT OF TIME TO VOICE YOUR OPINION. ADDITIONAL TIME PERMITTED ONLY BY AUTHORITY OF THE COMMISSION
- ONCE SUBMITTED, THIS COMMENT CARD BECOMES A PUBLIC RECORD PURSUANT TO FLORIDA STATUTE 119

THE CITY COMMISSIONS RULES OF DECORUM WILL BE ENFORCED. ANY PERSON MAKING PERSONAL,DISRESPECTFUL AND SLANDEROUS REMARKS OR WHO BECOMES BOISTEROUS WHILE ADDRESSING THE CITY COMMISSION OR WHILE ATTENDING THE COMMISSION MEETING SHALL BE REMOVED FROM THE ROOM.

CITY OF
KISSIMMEE
1883

PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE: 9/3/2025

AGENDA ITEM #: 5 B OR NON-AGENDA TOPIC: 5B

NAME: Jeremy Fetzer

ADDRESS: 120 Broadway Ste 304 CITY: Kissimmee STATE: FL ZIP: 34741

POSITION ON ITEM

- [x] I SUPPORT THIS AGENDA ITEM
- [ ] I OPPOSE THIS AGENDA ITEM
- [ ] NEUTRAL

PUBLIC COMMENT

- [x] I WISH TO SPEAK
- [ ] I DO NOT WISH TO SPEAK AND WAIVE MY OPTION TO SPEAK

INSTRUCTIONS:

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