



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, OCTOBER 21, 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, Assistant City Clerk Lucia Gonzalez

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 Alvarez led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

Mayor Espinosa made a motion to add item 3.F. to the agenda, a proclamation reading for a National Day of Prayer for Domestic Violence Prevention. Commissioner Ortiz seconded the motion.

Motion carried 5 - 0.

3.A Proclamation - Domestic Violence Awareness Month

Proclamation presentation to Tammy Douglas, Director of Help Now, in honor of Domestic Violence Awareness Month.

City Manager Steigerwald read a proclamation in honor of Domestic Violence Awareness Month, as the Mayor and Commissioners presented it. Recipient Tammy Douglas expressed gratitude to the city for its support and invited the community to participate in an upcoming domestic violence walk and rally.

3.B Proclamation - Florida City Government Week

To present a proclamation to our city officials in honor of "Florida City Government Week".

City Manager Steigerwald read a proclamation in honor of Florida City Government Week. The City Commissioners received the proclamation and thanked the city for their support.

3.C Proclamation - World Polio Day

City Manager Steigerwald read a proclamation in honor of World Polio Day as the Mayor and Commissioners presented the proclamation. Kathy Pierson, together with other members of the Rotary Club of Kissimmee West, expressed gratitude to the city for their support and shared statistics on the effects of polio and ways to prevent it.

(Proclamation 3.F was heard after item 3.C.)

3.F Proclamation – National Day of Prayer for Domestic Violence Prevention

City Manager Steigerwald read a proclamation in honor of the National Day of Prayer for Domestic Violence Prevention as the Mayor and Commissioners presented the

proclamation to Nuevo Sendero. They thanked the city for their support.

Promotion Ceremony for Newly Promoted Battalion Chief and Lieutenants

- 3.D Staff requests that the newly promoted Battalion Chief and Lieutenants be sworn into their newly appointed positions.

Fire Chief Walls administered the Oath of Office to the newly promoted Battalion Chief of Training, Kris Klemm, EMS Lieutenant Taylor Bruno, and Lieutenant Jamie Steffen.

Introduction of AdventHealth Kissimmee CEO Craig Moore

- 3.E Introduction of the new Chief Executive Officer of AdventHealth Kissimmee, Mr. Craig Moore.

CEO Moore gave a brief overview of his career background and the company's mission and services.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

5. PUBLIC HEARINGS

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

Mayor Espinosa opened the floor for public comments. Comment cards ("Exhibit A") were submitted, and several individuals spoke on various topics. Representatives from the Students Working Against Tobacco (SWAT) group requested that the commission consider implementing a tobacco-free parks ordinance. Deputy City Manager Austin Blake acknowledged receipt of the information and will investigate further.

Madelin Casiano, 4030 Tucker Ave, Saint Cloud, FL, raised concerns about violations of the city's land development code at a recent food truck special event. Mayor Espinosa advised speakers to speak to the commission as a group and avoid targeting any specific commissioner or staff member.

- 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. Commissioner Martinez seconded the motion.

Motion carried 5 - 0.

- 7.A Approval of City Commission Minutes from the October 7, 2025, meeting
Request approval of the October 7, 2025, commission meeting minutes.
- 7.B Acceptance of Funding with the Department of Children and Families for LP045 - Homeless Services Pilot
Approve to accept LP045 for the Homeless Services Pilot for \$200,000.00.
- 7.C Authorization to purchase the annual city vehicle requirements for FY2025-26
Approval to purchase the FY 2025-26 City vehicle requirements from the State Contract, Sheriff's Contract, Cooperative Purchasing Contracts, or the City bid, whichever is most cost-effective, considering the requirements of the departments.
- 7.D Interlocal Agreement with School Board of Osceola County for Bob Makinson Aquatic Center

Approval of the Interlocal Agreement between the City of Kissimmee and the School Board of Osceola County relating to the use of the Bob Makinson Aquatic Center (Contract #20250030).

- 7.E Access and Maintenance Easement Agreement for Osceola Village Wall Tract F-2
Approval of the Access and Maintenance Easement Agreement in favor of Osceola Village Homeowners' Association, Inc. (Contract #20250379).
- 7.F Funding Application for Construction of Taxiway Alpha Improvements
Approval to apply for Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) grant funding for the construction of Taxiway Alpha Improvements at Kissimmee Gateway Airport (Grant #TwyA Const).
- 7.G Funding Application for Construction of New Air Traffic Control Tower
Approval to apply for Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) grant funding for the construction of the new Air Traffic Control Tower at Kissimmee Gateway Airport (Grant #ATCTConst).
- 7.H Advertising Funding from Experience Kissimmee for Kissimmee Gateway Airport
Approval to accept advertising funding for \$30,000 from Experience Kissimmee for Kissimmee Gateway Airport (Grant # Ad FY26).
- 7.I Off Duty Management (Law Enforcement Off-Duty Management Scheduling and Billing Contract)
Approval to transition from the current off-duty management program, Power Details, and contract with a new detail management vendor, Off Duty Management (Contract #20260022).
- 7.J Implementation of a Therapy Dog Program and approval to accept a donated Canine, Bristol Valor, from Valor Service Dogs.
Approval to accept Canine, Bristol Valor, as a Therapy Dog from Valor Service Dogs.
- 7.K First Extension to Janitorial Services Contract with Halo Building Services
Approval to extend the existing janitorial services agreement with Halo Building Services for an additional twenty-four (24) months (Contract # 20230028).

8. DISCUSSION ITEMS

CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD

- 8.A (DKCRA) Downtown Kissimmee CRA Logo Design Presentation
Approval to adopt the Downtown Kissimmee CRA logo design developed by the City's Creative Design Team.

Strategic Communications Manager Josh Daniels introduced the new Downtown Kissimmee CRA Logo Re-Design via a PowerPoint presentation included on the agenda. Following the presentation, commissioners and staff reviewed the proposed logo options and provided feedback. It was noted that the library may be relocated in the future, and the design team was requested to update the graphic accordingly. The addition of "1883" to option three was also recommended. Consensus of the Downtown Kissimmee CRA Board was received for staff to prepare a public survey featuring logo options #1 and #3 with modifications and to review the results at a future date.
- 8.B (DKCRA) Residential Property Improvement Program Policy Updates
Approve changes to the DKCRA Residential Property Improvement Program. Redevelopment Planner Benjamin Burnett reviewed the program details

attached to the agenda.

Chairwoman Espinosa made a motion to approve. Board Member Martinez seconded the Motion.

Motion carried 5 - 0.

8.C (VSCRA) Vine Street Community Redevelopment Agency Residential Property Improvement Program (RPIP) Approval

Approval of the Vine Street CRA Residential Property Improvement Program.

Redevelopment Planner Benjamin Burnett reviewed the program details attached to the agenda.

Chairwoman Espinosa made a motion to approve. Board Member Eady seconded the motion.

Motion carried 5 - 0.

COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION

8.D Nonprofit Funding Transition Plan

Approval to proceed with extending agreements to accomplish the objectives summarized in the transition plan.

Deputy City Manager Desiree Matthews presented a PowerPoint (Exhibit "B") that outlined topics including competitive funding, the transition plan, Safe Haven Connect objectives, the Coordination-Community Engagement Unit, and upcoming steps. She sought the commission's approval to shift the city from a competitive funding approach to a more impact-focused model and to revise procedures for handling agreements and amendments.

Mayor Espinosa made a motion to approve the funding summarized in the transition plan. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald provided updates on upcoming events: Boo on Broadway, legislative priorities at the County, and the Planning and Tourism Workshop scheduled for the following Monday.

9.B CITY ATTORNEY

9.C CITY COMMISSION

Commissioner Martinez announced the Business Resource Showcase on November 13th and shared highlights from her recent D.C. trip, including a meeting with the Canadian Consulate. Commissioner Ortiz praised the Kissimmee Police Department for reduced crime and acknowledged the Fire Department's support. Commissioner Alvarez and Eady addressed the government shutdown, stressing the need for a support plan with the city and nonprofit assistance. Mayor Espinosa recognized awareness months, noted local sports and tourism and requested the Monument of the States be cleaned, which City Manager Steigerwald confirmed.

10. ADJOURNMENT

10/21/2025

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 7:41 PM.

Jackie Espinosa

MAYOR-COMMISSIONER



ATTEST:

Tameara Crespo

CITY CLERK

PUBLIC COMMENT CARD
REQUEST TO ADDRESS THE CITY COMMISSION

RECORD COPY

DATE: 10/21/25

EXHIBIT "A"

AGENDA ITEM #: _____

NON-AGENDA ITEM: _____

NAME: Madelin Casiano

ADDRESS: 4036 Tucker Ave CITY: St Cloud STATE: FL ZIP: 34772

CHECK ALL THAT APPLY:

☒ I WISH TO SPEAK

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

☐ I SUPPORT THIS AGENDA ITEM

☐ I OPPOSE THIS AGENDA ITEM

☐ NEUTRAL

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 3 MINUTES 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.

2025-26 Nonprofit Funding Transition Plan & Project Safe Haven Connect



Competitive Funding Process 1999-2025

- Since 1999 more than \$10million to local nonprofit agencies
- Focus on funding services that reduce the burden on public services
- Current budget \$400,000 (\$100k General Fund)
- Last year of ARPA Funds- residual funds

Transition Plan- Why?

- Safe Haven Connect is the City of Kissimmee's outcomes-based social services initiative designed to strengthen housing placement, housing stability and supportive services for residents in need.
- It is a pilot project to replace the City's former competitive nonprofit funding cycle for FY 26
- A strategic investment model that prioritizes **measurable impact** and collaboration among community partners.

Safe Haven Connect – Goals

1. Strengthen Housing Stability

Support residents who are homeless, at risk of homelessness, or precariously housed by funding programs that provide emergency, transitional, and permanent housing solutions.

2. Promote Self-Sufficiency

Connect individuals and families to wrap-around services such as behavioral health, child care, medical service, nutrition services, employment, financial literacy and housing to foster long-term independence.

3. Coordinate Community Resources

Build a unified network of local service providers that share data, align goals, and collaborate to reduce duplication and close service gaps across agencies and leverage other funding sources

4. Maximize Impact Through Outcomes-Based Funding

Shift from one-time competitive grants to strategic investments measured by performance outcomes such as increased housing retention, reduced recidivism, and improved client stability.

5. Enhance Quality of Life for Kissimmee Residents

Ensure that vulnerable populations—families, seniors, veterans, and individuals with disabilities—have equitable access to safe housing and supportive resources within the community.

How?

The program focuses on **direct assistance and stabilization**, supporting subrecipient agencies:

- **Emergency, bridge, transitional and permanent housing**
- **Domestic violence; special population shelters**
- **Medical, behavioral health and disability services**
- **Child-care assistance for working families**
- **Employment Services, Financial Literacy**

By aligning local funding with data-driven outcomes, Safe Haven Connect creates a coordinated housing and service network anchored by the Haven on Vine initiative. The goal is to reduce homelessness, improve access to supportive programs, and enhance quality of life for vulnerable residents through sustained, accountable partnerships rather than one-time grants.

Coordination- Community Engagement Unit

Category	Population Served	Description
Mental Health Services	Homeless & vulnerable individuals and families	Licensed counseling, crisis intervention, trauma-informed care, telehealth, and referrals for behavioral health.
Outreach Services	Encampments, shelters, and public spaces	Street-level engagement, navigation, transportation support, outreach supplies, and translation/interpretation services.
Mobile Medical Services	Unhoused and vulnerable individuals in non-traditional settings	Mobile teams provide health assessments, wound care, vaccinations, triage, and rapid referrals.
Coordination & Navigation	250 households	Centralized system navigation, referral management, case conferencing, and interagency collaboration.
Training	Public Safety Teams	Trauma-Informed Care Training
Grant expires June 30, 2026		

Next Steps

45-Day Actions

- **Contracting & amendments:** Execute provider agreements (or amend existing grants) with clear scopes, unit costs, and output/outcome targets.
- **Data infrastructure:** Stand up shared intake + referral tracking (case IDs, HMIS linkages if applicable); define required data fields and privacy rules.
- **Payment model:** Implement reimbursement schedule (monthly/quarterly), documentation checklist, and claw-back/performance hold language.
- **Provider onboarding:** Host kickoff; review KPIs, documentation, referral pathways, and branding/use of City mark.
- **Comms launch:** Press brief, website page, info cards and communications plan