



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, NOVEMBER 18, 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 Austin Blake, City Clerk Tameara Crespo

Members Absent: Deputy City Manager Desiree Matthews

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

3.A Heart of Florida United Way Presentation

Presentation by Heart of Florida United Way representatives Jeff Hayward, President and CEO, and Kelley Astro, Senior Vice President of Community Impact.

Senior Vice President of Community Impact, Kelley Astro presented a PowerPoint presentation and discussed a new Community School coming to Kissimmee at Osceola High School. She reviewed the positive impacts community schools have versus a conventional school and explained that this is a longer-term commitment and is excited for this opportunity in the City (Exhibit A).

3.B Swearing in of 8 New Firefighters

Staff requests that eight new employees be sworn in as City of Kissimmee Fire Department Firefighters.

Fire Chief Walls administered the Oath of Office to new firefighters: Craig Bronson, Sergio Sandoval, Jackson Campbell, Ryan Womble, Nelson Alvarez, Joshua Nelson, Ryan Dennington, and Anthony Gonzalez.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

4.A Public Hearing — Final Reading — Proposed Ordinance #25-18 — Amending the Future Land Use Map designation from Recreational (REC) to Institutional (INST): 2001 Yates Rd. Future Land Use Map Amendment - LUPA-25-0003

Approve Final Reading of Proposed Ordinance #25-18 for a Future Land Use Map Amendment to change the Future Land Use Map designation from Recreational (REC) to Institutional (INST) on approximately 13.12 acres of land on Parcel IDs: 18-25-29-0000-0180-0000 and 18-25-29-0000-0185-0000.

City Attorney Sanchez de Fuentes read Proposed Ordinance No. #25-18 by title. Senior Planner Ryan Altizer presented the project details included in the agenda.

Mayor Espinosa announced the Public Hearing and opened the floor for public comment. Comment cards (Exhibit B) were submitted, and individuals either spoke or

documented their positions in support, opposition, or neutrality regarding the item. Business Owner, Jeremy Fetzter addressed the commission and introduced supporting documents regarding the proposed amendment (Exhibit C). David Tomak, Deputy County Manager of Osceola County, reviewed a PowerPoint presentation outlining the land use and zoning of the subject site (Exhibit D). Additionally, an email was shared with the commission summarizing the Planning Advisory Board's decision to deny the request (Exhibit E).

The proposal includes a 10,000-square-foot research center and up to 100 senior housing units. Commissioners discussed concerns such as public camping, site location, staffing for public safety, preservation of recreational areas, tax impacts, duplication of services, and the county's role in the project. They noted the city can amend conditions before voting. Commission consensus received to hold a future workshop before reconsidering the project further.

Mayor Espinosa made a motion to continue the Public Hearing and Proposed Ordinance to the January 20, 2026, meeting. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

4.B Public Hearing — Final Reading - Proposed Ordinance #25-19 — Amending the Zoning Map designation from Open Space (OS) to Planned Unit Development (PUD): 2001 Yates Rd. Rezoning - PUD-25-0014

Approve Final Reading of Proposed Ordinance #25-19 for a Zoning Map Amendment to change the Zoning Map designation from Open Space (OS) to Planned Unit Development (PUD) on approximately 13.12 acres of land on Parcel IDs: 18-25-29-0000-0180-0000 and 18-25-29-0000-0185-0000.

City Attorney Sanchez de Fuentes read Proposed Ordinance No. #25-19 by title. Senior Planner Ryan Altizer presented. Commission consensus received to hold a future workshop before reconsidering the project further.

Mayor Espinosa made a motion to continue the Public Hearing and Proposed Ordinance to the January 20, 2026, meeting. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

5. PUBLIC HEARINGS

5.A Public Hearing - Pain Management License for Avita Pharmacy at 1080 Kevstin Dr., Suite B

Approval of a Pain Management License for Avita Pharmacy located at 1080 Kevstin Dr., Suite B.

Mayor Espinosa announced the Public Hearing with no response from the audience. Planning Manager Brenda Ryan presented the project details as outlined in the agenda. Attorney Ryan Boyle attended virtually on behalf of the applicant to address questions. Clarification was provided regarding the categories of medications permitted to be prescribed at the facility.

Mayor Espinosa made a motion to approve. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

5.B Public Hearing - Pain Management License for Kissimmee Pharmacy at 905 W Oak St.
Approval of a Pain Management License for Kissimmee Pharmacy at 905 W Oak St.

Mayor Espinosa announced the Public Hearing with no response from the audience. Planning Manager Brenda Ryan presented the project details as outlined in the agenda.

Mayor Espinosa made a motion to approve. Commissioner Eady seconded the motion.

Motion carried 5 - 0.

5.C Public Hearing - Adoption of Resolution to Amend the City's FY24-25 Operating Budget
Request adoption of a resolution amending the City's operating budget for 2024-2025.

City Attorney Sanchez de Fuentes read Resolution # 25-2025 by title. Mayor Espinosa announced the Public Hearing with no response from the audience. City Manager Steigerwald explained that the budget amendment was necessary to incorporate revenue received from grants, donations, and other factors such as lines of credit, all of which have modified the existing budget.

Commissioner Alvarez moved to approve the Public Hearing and adopt Resolution #25-2025. Commissioner Eady seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 5 - 0.

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.*

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

Motion carried 5 - 0.

7.A Approval of City Commission Minutes from the November 4, 2025 meeting
Approval of the November 4, 2025 commission meeting minutes.

7.B Sponsorship from Toho Water Authority for the City of Kissimmee 2026 Festival Series
Approval to accept sponsorship from Toho Water Authority for Parks and Recreation produced festivals in the amount of \$6,500 to provide funding for special events at Kissimmee Lakefront Park.

7.C City Hall Elevators Modernization
Approval to utilize the US Communities/OMNIA #EV2516 Contract with KONE, Inc. (Contract #20260065) for the modernization of two passenger elevators at City Hall, in the amount of \$797,370.00.

7.D Resolution Approving an Affordable Housing Development Consistent with Florida Statutes 166.04151(6)

Approve and Adopt Resolution authorizing an affordable housing development in accordance with Florida Statutes 166.04151(6).

Resolution #26-2025

7.E Supplemental Agreement No. 3 for Connect Kissimmee Project

Request approval for Supplemental Agreement No. 3 with AECOM (Contract #20260071), related to the 'Connect Kissimmee Complete Streets Project', in the amount of \$854,849, and authorization for the City Manager or designee to execute all necessary documents and change orders associated with the consultant agreement.

7.F Resolution Requesting Florida's Support for the Development and Enhancement of Customs and Border Protection (CBP) Services at Kissimmee Gateway Airport

Approve and Adopt by Resolution the State of Florida's Support for the Development of Landing Rights at Kissimmee Gateway Airport (ISM) and the Enhancement of Customs and Border Protection (CBP) Services.

Resolution #27-2025

7.G Piggyback Agreement for Rapid Response Infrastructure Services

Request approval to piggyback an existing contract between the City of Orlando and Cathcart Construction Company, Florida, LLC (Contract # 20260067) for Rapid Response Infrastructure Construction Services, under the same terms and conditions, for use on City of Kissimmee infrastructure projects.

7.H Approval to Adjust the Fiscal Year 2024-2025 Budget

Request approval to adjust the budget for fiscal year 2024-2025 due to line-item variances in certain department budgets.

7.I Accept Patrol K-9 from the Plantation Police Department for \$1.00

Approval for the Chief of Police to execute an agreement (Contract #20260077) to accept Canine Ali, a Patrol dog, from the Plantation Police Department.

7.J Approval to Adjust the Federal Law Enforcement Fund Reserves for Fiscal Year 2025-2026 Budget

Approval to adjust the Federal Law Enforcement Funds Reserves for the Fiscal Year 2025-2026 Budget.

8. DISCUSSION ITEMS

8.A Advisory Board Vacancies: Board of Adjustment, Planning Advisory Board and Affordable Housing Advisory Committee

The Commission is requested to make appointments to fill vacancies on the Board of Adjustment, Planning Advisory Board, and Affordable Housing Advisory Committee.

Commissioner Alvarez made a motion to appoint Bryant Coleman to the Affordable Housing Advisory Committee. Mayor Espinosa seconded the motion.

Motion carried 5 - 0.

Mayor Espinosa made a motion to appoint Javin Lopez to the Planning Advisory Board. Commissioner Martinez seconded the motion.

Motion carried 5 - 0.

Mayor Espinosa made a motion to appoint Vera Wilkerson to the Board of Adjustments. Commissioner Martinez seconded the motion.

Motion carried 5 - 0.

8.B Toho Water Authority Board Appointment

To make an appointment to fill a vacancy on the Toho Water Authority Board of Directors due to the resignation of John McAleenan.

City Manager Steigerwald requested direction on how the board would like to entertain appointing the next Toho Water Authority Board Member as the current appointee has resigned. Applications or letters of interest were received (Exhibit F) from six individuals: Jim Fisher, Jeremy Fetzer, Raymond Sanchez, Darlene Roucoulet, Jolene Sheive, and Mary Cox.

Mayor Espinosa made a motion to appoint Jeremy Fetzer to the Toho Water Authority Board of Directors with an effective date of November 20, 2025. Commissioner Ortiz seconded the motion.

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

Motion carried 4 - 1.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald provided updates on upcoming events: "Small Business Saturday" in our rain garden and invited the commission to attend the "Tree Lighting Ceremony" on November 29th.

9.B CITY ATTORNEY

9.C CITY COMMISSION

Commissioners Eady and Martinez will accompany Deputy City Manager Matthews on a trip to Utah for the National League of Cities. Commissioner Avarez extended holiday greetings and encouraged residents to check on their elderly neighbors during the season. Commissioner Ortiz and Mayor Espinosa marked their one-year anniversary of service, with Commissioner Ortiz congratulating the mayor on completing her first year in office.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 7:33 PM.

Jackie Espinosa

MAYOR-COMMISSIONER



ATTEST:

Tameara Crespo

CITY CLERK



upliftED

EDUCATION FOR EMPLOYMENT



WHO WE ARE

UpliftED, Heart of Florida United Way's education collective, is a network of nearly 50 community partners that focus on **providing resources for access, persistence, and completion** to make sure every student we serve has the chance to succeed.



ATTAINMENT GOAL:

We aim to **increase** the percentage of adults in our community with a **high-quality credential or degree to 60% by 2030.**

WHAT WE DO

EDUCATION UNITED: STUDENT SUCCESS HUB

Students in 11th & 12th grade participate in **financial aid, college-readiness and industry exposure activities** such as FAFSA completion events and college tours & fairs.

ADULT LEARNER CONNECTIONS

Adults who want to return to school to either obtain their GED, complete their degree or start a new education program **receive guidance, resources and help to create a realistic, obtainable education & career plan.**

LOCAL COLLEGE ACCESS NETWORK (LCAN)

As the region's LCAN, upliftED works towards system-level change through a **Collective Impact Model Approach**. UpliftED **identifies gaps in access, persistence, and completion, and develops strategies to address those gaps.**

VOLUNTEER WITH US

Become an **upliftED Education United: Student Success HUB Volunteer** and **help students successfully navigate their educational and career pathways.**



VOLUNTEER OPPORTUNITIES:

ASSIST students with completing their FAFSA: in-person or virtually.

FACILITATE a workshop on one of the following topics: essay writing, resume creation, college application submission, financial aid, budgeting, the real cost of college, and more.

SHARE your expertise by presenting a career conversation session at a local school.

PROVIDE one-on-one support for students as they create their post-high school plan.

ASSIST with FUSD (Future United STEAM Day) Event: Host a breakout session highlighting your field of expertise or lead a group of students.

PROVIDE a tour of your workplace to help students learn more about career pathways.

HOST an Alternative Break (winter or spring) Activity for students.

HOST and/or **SPONSOR** an event.

WANT TO VOLUNTEER IN A DIFFERENT WAY? Contact us to discuss options and find the best fit for you.



Services provided
at schools, in the
community, and virtually
in Orange, Osceola, &
Seminole counties.

visit us at:



hfuw.org/upliftED

To learn more about how to become an **upliftED volunteer**, email us at the address below:



upliftED Central Florida



@uplifted.cf



upliftED

goingtocollege@hfuw.org

NEED HELP?



CALL

Simply
Dial 211

TEXT

Send your zipcode
to 898-211

CHAT

Visit
www.HFUW.org/chat

2·1·1



**Food & Housing
Assistance**



**Family Support
Services**



**Mental Health &
Crisis Services**



**Health &
Wellness**



Heart of Florida United Way

www.HFUW.org
Or dial 407-839-HELP (4357)
TDD Dial 7-1-1 for the Florida Relay
Service

NECESITAS AYUDA?



LLAME

Simplemente
marque el 211

TEXTO

Envíe su código
postal al 898-211

CHAT

Visítenos en
www.HFUW.org/chat

2-1-1



Asistencia alimentaria
y de vivienda



Servicios a la
familia



Salud Mental y
Crisis de Servicios



Salud y
bienestar

FILE YOUR TAXES FOR FREE WITH VITA!

Heart of Florida United Way's Volunteer Income Tax Assistance Program (VITA) provides FREE tax preparation by IRS-certified volunteers in Orange, Osceola, or Seminole Counties for households that meet the income guidelines.

You may qualify for the
Earned Income Tax Credit (EITC)



VITA VOLUNTEER
INCOME TAX
ASSISTANCE

*Our IRS-certified volunteers are trained to accurately prepare your tax return, ensuring that every dollar owed to you goes back to your wallet.

EARNED INCOME TAX CREDIT (EITC)

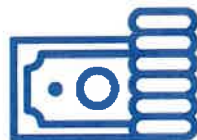
Avoid spending hundreds of dollars filing your taxes when you can file them for FREE.
Join us at one of our VITA tax preparation sites to see if you qualify to claim EITC.

Call 211



Call 211 to find the closest
VITA site near you.

Text 'MyMoney' to 898211



Receive free weekly
messages with tips to
improve financial stability.

File Online with MyFreeTaxes



Skip the stress and
maximize your refund by
filing online for free at
www.MyFreeTaxes.com.

Scan with your camera here!



Scan the QR code with your
camera app and tap the
notification to open the link.

Visit HFUW.org/get-help/tax-banking-assistance for more information!



Jeff Hayward
President / CEO

jeff.hayward@hfuw.org
(407) 835-0920



Kelly Astro
Senior Vice President, Community Impact

Kelly.Astro@hfuw.org
407-429-2204

Need Help? Simply Dial 2-1-1

www.HFUW.org

Dr. Nelson Ying Center
1940 Cannery Way, Orlando, FL 32804-4714

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PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

EXHIBIT "B"

DATE: 11/18/2025

AGENDA ITEM #: Land Usage ^{4A} change for the salvation army project

NON-AGENDA ITEM: _____

NAME: Andrea Ruiz

ADDRESS: 625 Fl Pkwy CITY: Kissimmee STATE: FL ZIP: 34748

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

RECORD COPY

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.

PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE: 11-18-2025

AGENDA ITEM #: 4A & B

NON-AGENDA ITEM: _____

NAME: Dave Tomek

ADDRESS: 1 Courthouse Sq CITY: Kissimmee STATE: FL ZIP: 34741

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

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PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE: 11-18-25

AGENDA ITEM #: Land Usage Change (Line 4-A) ^{for the Project w/The Salvation Army}

NON-AGENDA ITEM: _____

NAME: Kimberly Corcoran

ADDRESS: Dennis Ln. **CITY:** Kissimmee **STATE:** FL **ZIP:** 34748

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:

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PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE: 11/18/2025 4.A.
AGENDA ITEM #: land usage change for Salvation Army.
NON-AGENDA ITEM: _____
NAME: Tecummi Madisa
ADDRESS: 1640 Starfish St. CITY: Kissimmee STATE: FL ZIP: 34744

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:

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PUBLIC COMMENT CARD

REQUEST TO ADDRESS THE CITY COMMISSION

DATE:

11/18/2022

AGENDA ITEM #:

4A & 4.B

NON-AGENDA ITEM:

NAME:

Jeremy Etker

ADDRESS:

120 Broadway St #304

CITY:

Kissimmee

STATE:

FL

ZIP:

34741

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

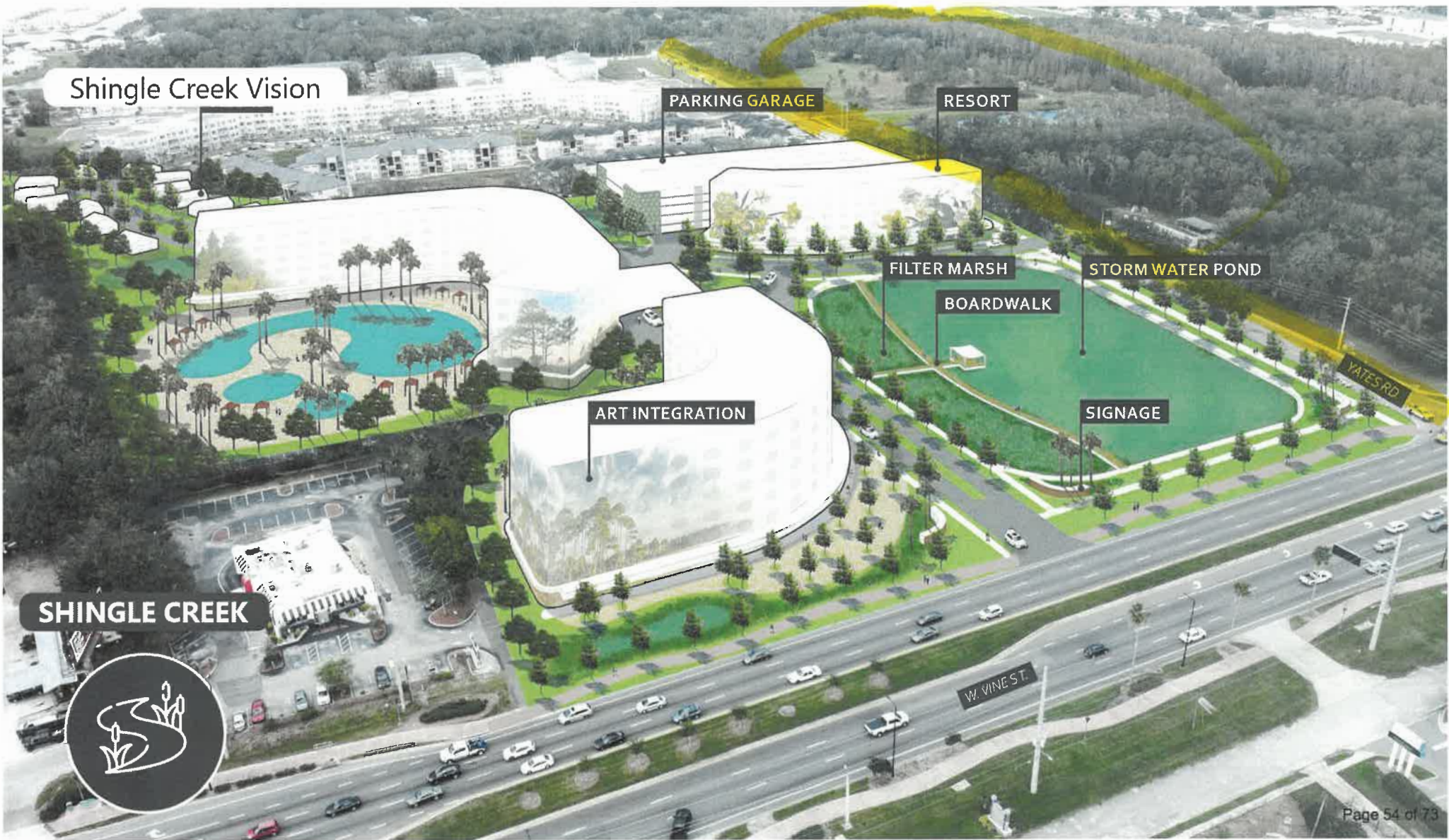


NEUTRAL

INSTRUCTIONS:

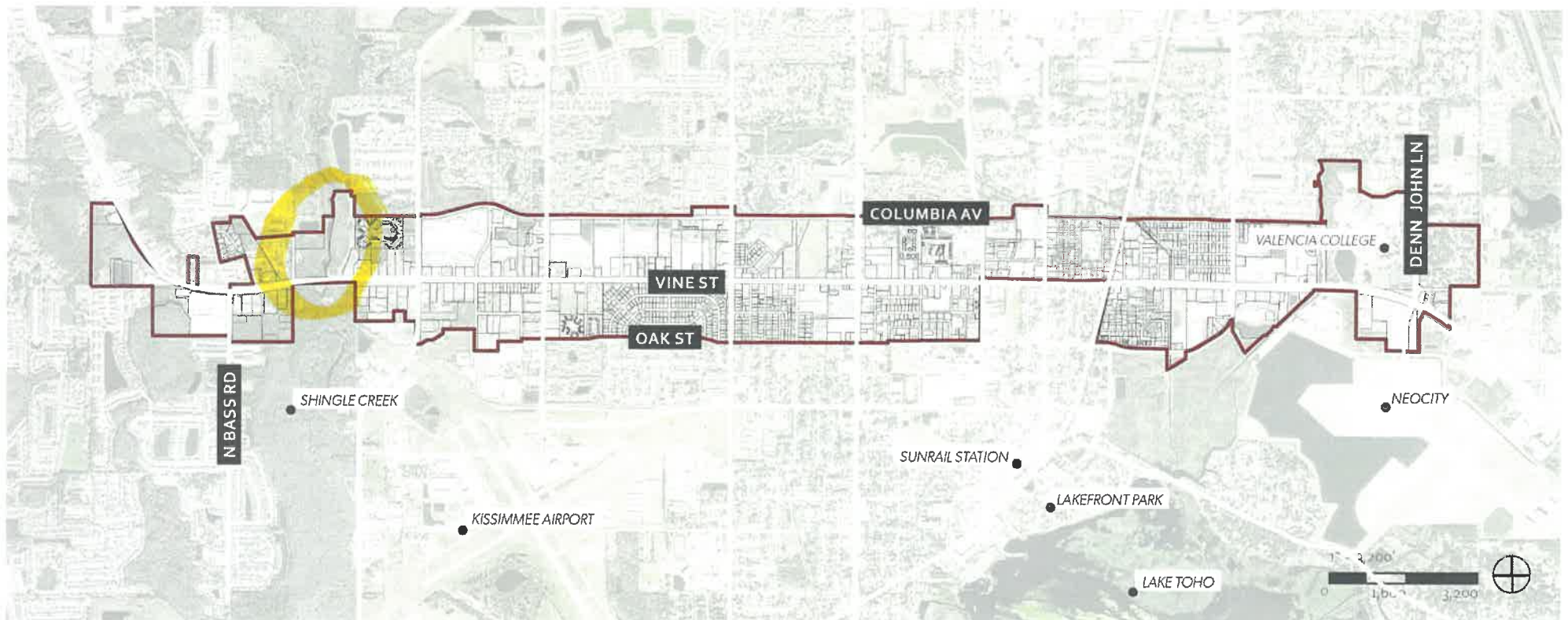
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Vine Street CRA is a 5-mile long corridor spanning 1,333 acres from N Bass Road to the west to Denn John Lane to the east. It extends one-quarter mile of Vine Street (US 192) on the north to Columbia Avenue and on the south to Oak Street.

Vine Street CRA Plan Update



Union Street



Union Street



Osceola Emergency Resource Center

LUPA-25-0003

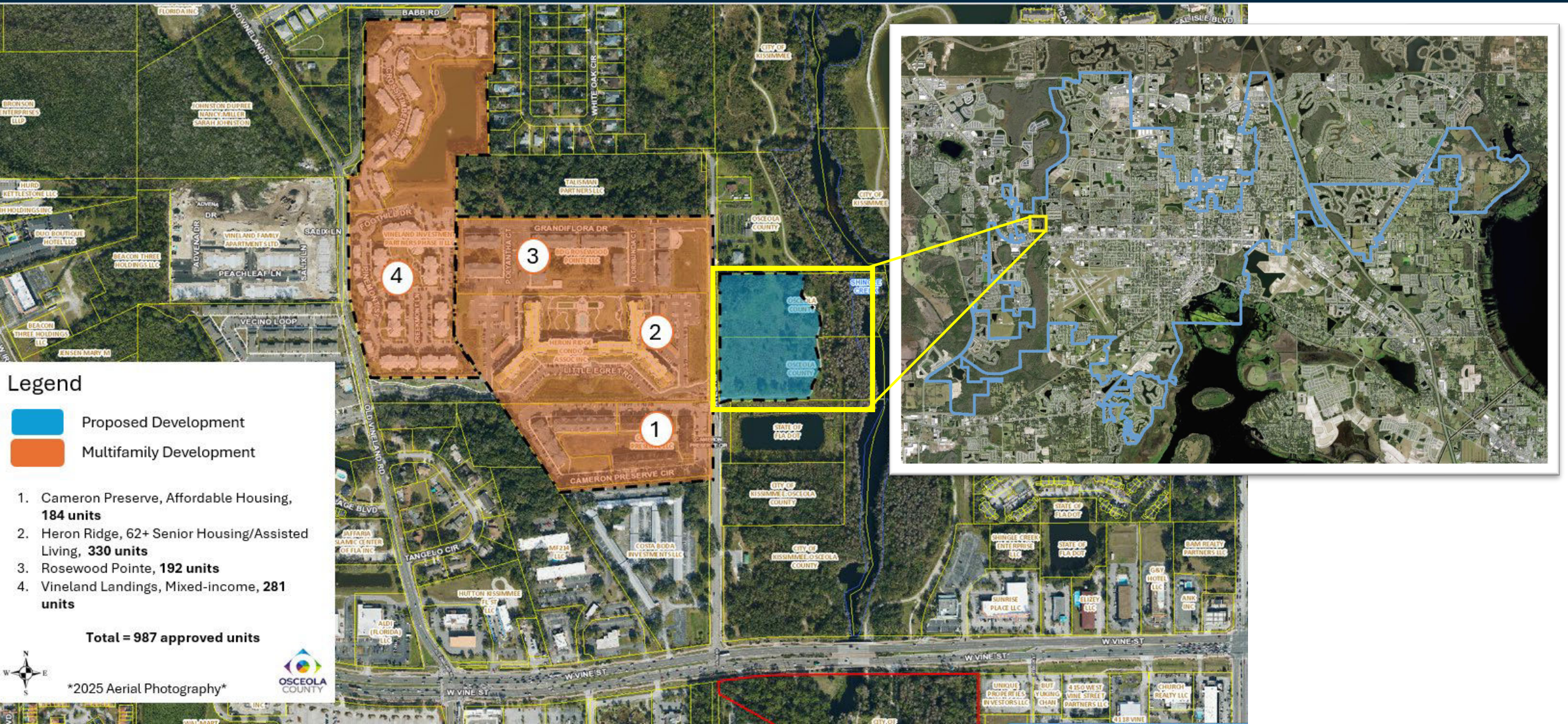
PUD-25-0014

CITY COMMISSION MEETING

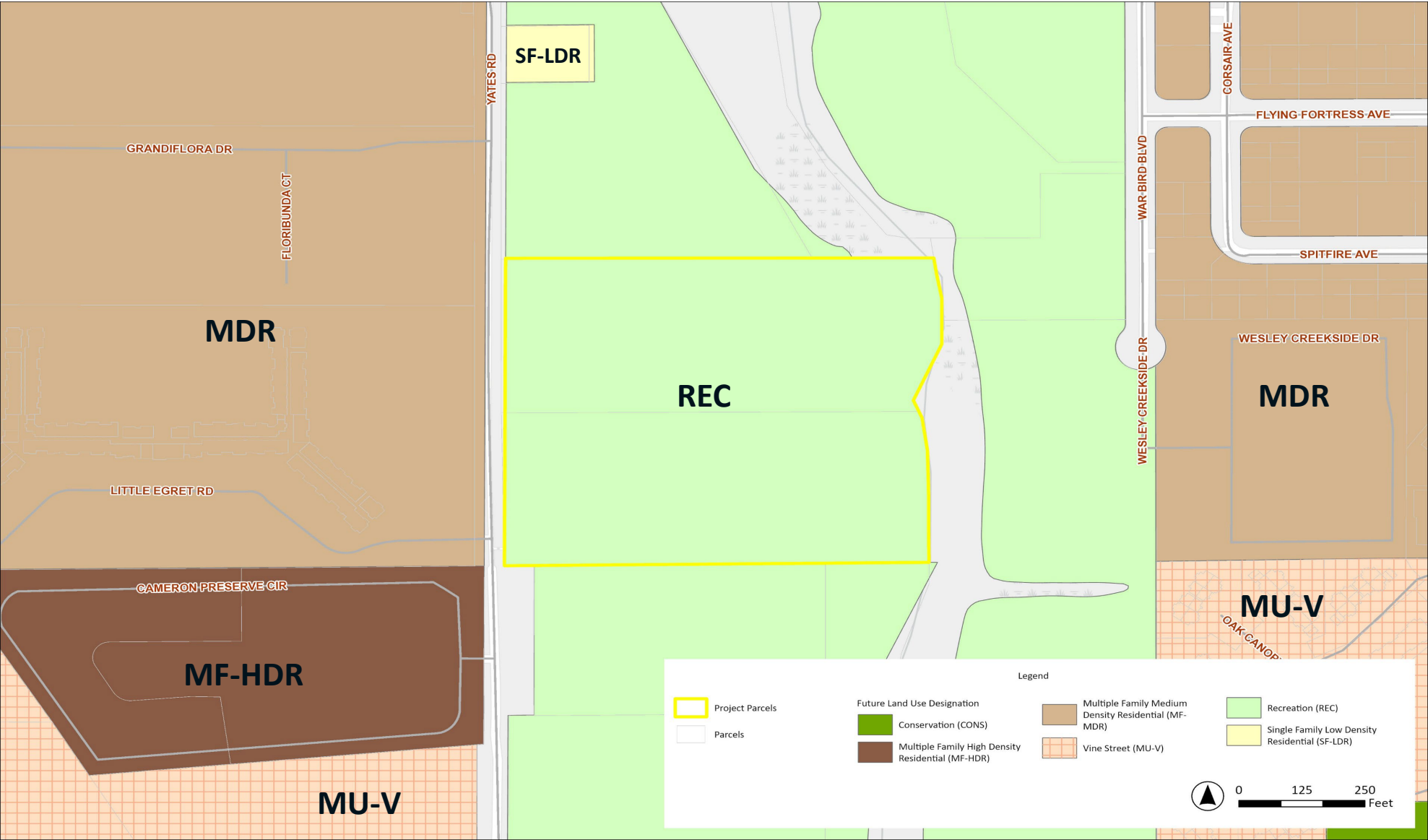
NOVEMBER 18, 2025



SUBJECT SITE

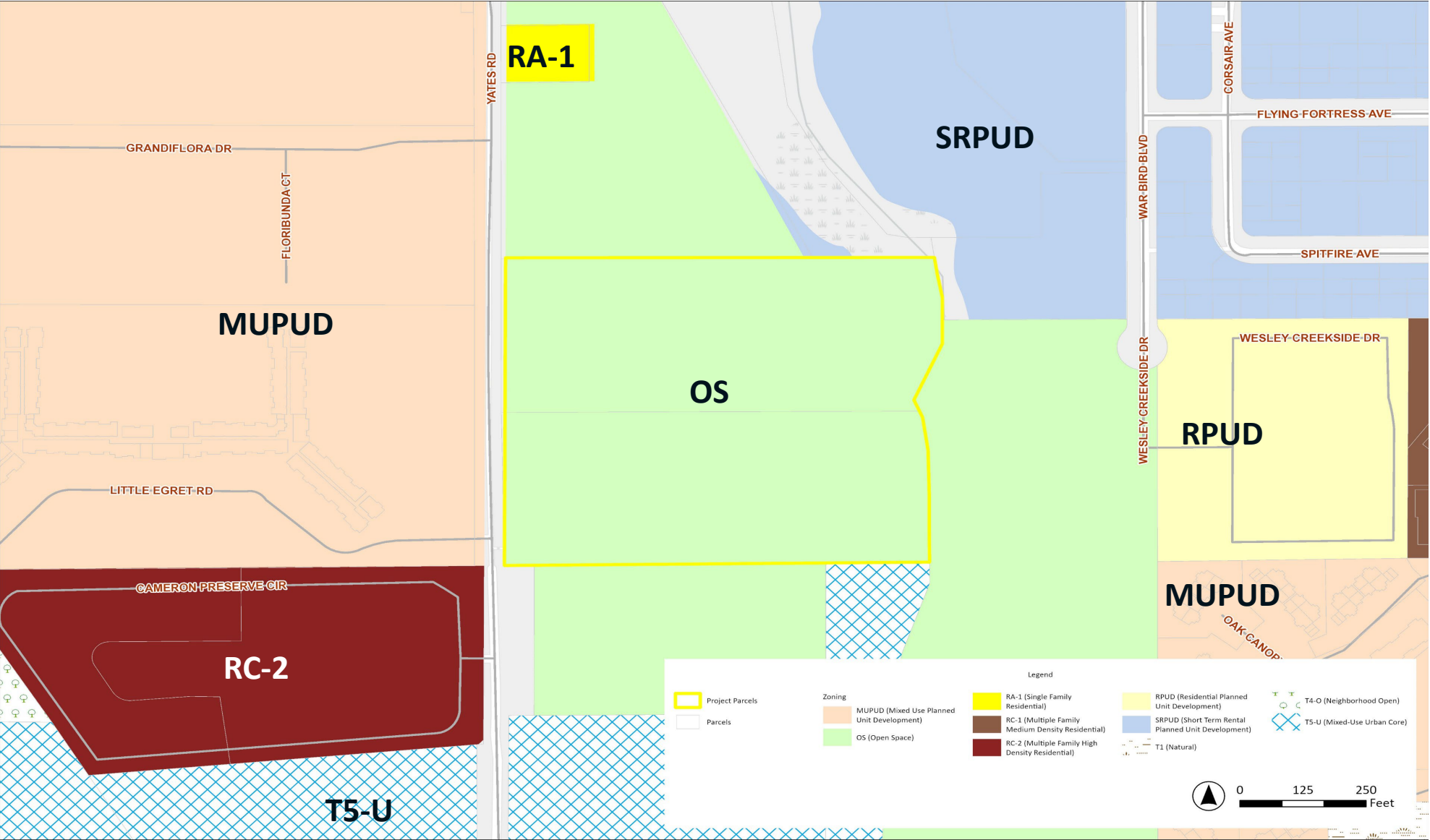


CURRENT FUTURE LAND USE



**Recreational
Future Land Use**

CURRENT ZONING



Open Space
Zoning

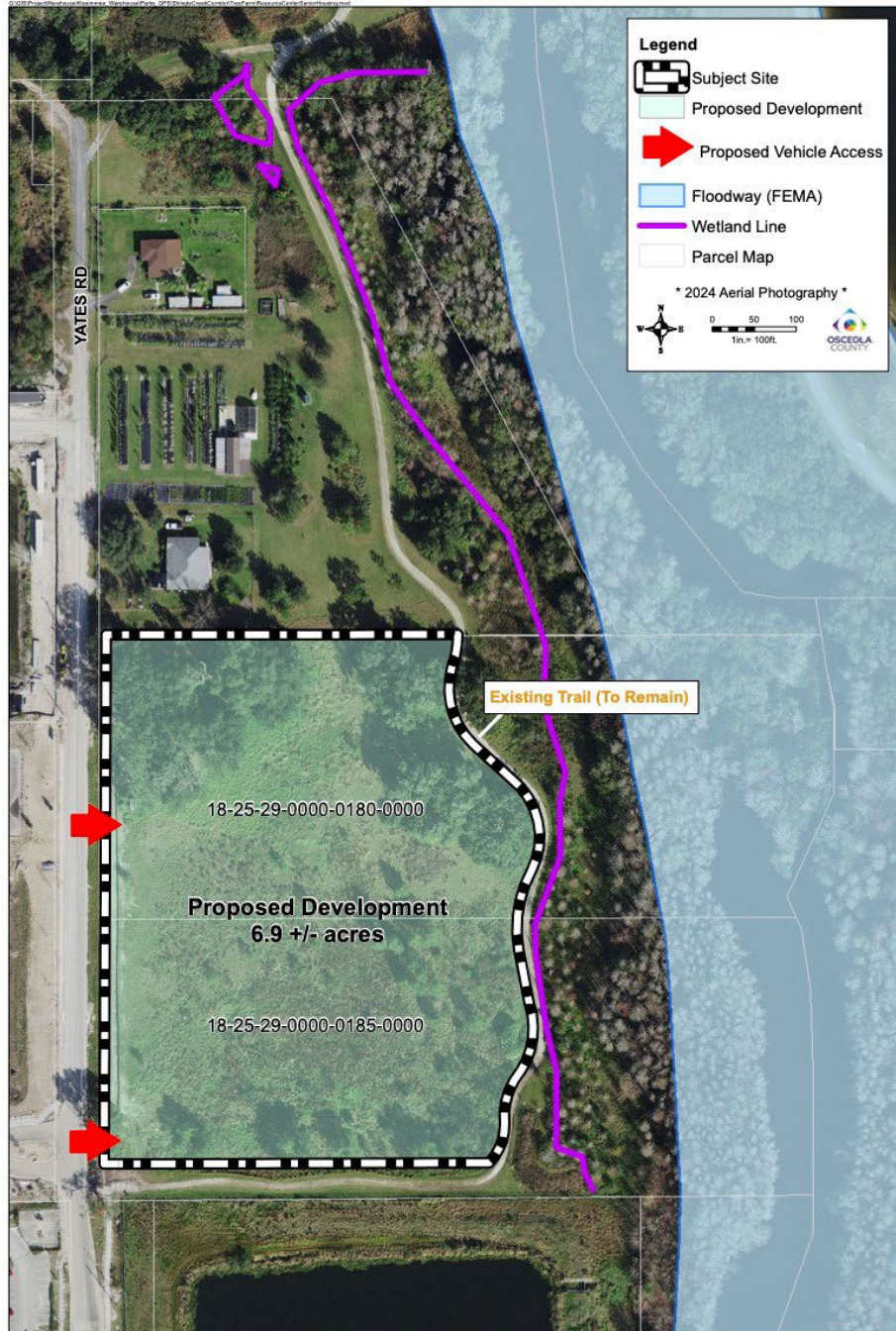
PROPOSED PROJECT

Phase 1

10,000 sq. ft. Resource Center for Osceola residents requiring access to resources and resource providers. No overnight stays.

Phase 2

100 age-restricted units for senior housing 55+



APPLICATIONS

Amendment to change the Future Land Use from Recreational (REC) to **Institutional (INST)**

POLICY 1.2.6.1: INSTITUTIONAL LAND USE DESIGNATION (INST).

The Institutional (INST) land use designation is intended to accommodate existing public and semi-public services including: governmental administration buildings; educational institutions; hospital facilities and supportive health care units; arts and cultural or civic facilities; essential public services and facilities (excluding major utilities); and other similar activities. Development and redevelopment projects within this future land use designation may be built with an intensity of up to 2.0 FAR. The Land Development Code shall implement specific development considerations for this future land use designation.

Land uses such as places of worship, cultural or civic centers, and other similar public or private not-for-profit uses may be included within this land use designation.

Rezone from Open Space (OS) to **Planned Unit Development (PUD)**

PROPOSED PROJECT

PID	Gross Acreage/ Sq. Ft.	Wetlands	Net Developable Land Acreage	Proposed Developed Area
18-25-29-0000-0180-0000	6.63 ac / 26,830.7 sq.ft	2.47	4.16	3.64
18-25-29-0000-0185-0000	6.49 ac / 26,264.1 sq.ft.	2.35	4.14	3.36
Total	13.12 ac / 53,094.8 sq.ft	4.82	8.30	7.00

Of the total 13.12 gross acres, only 7.00 acres comprise the area subject to the proposed land use and zoning actions.

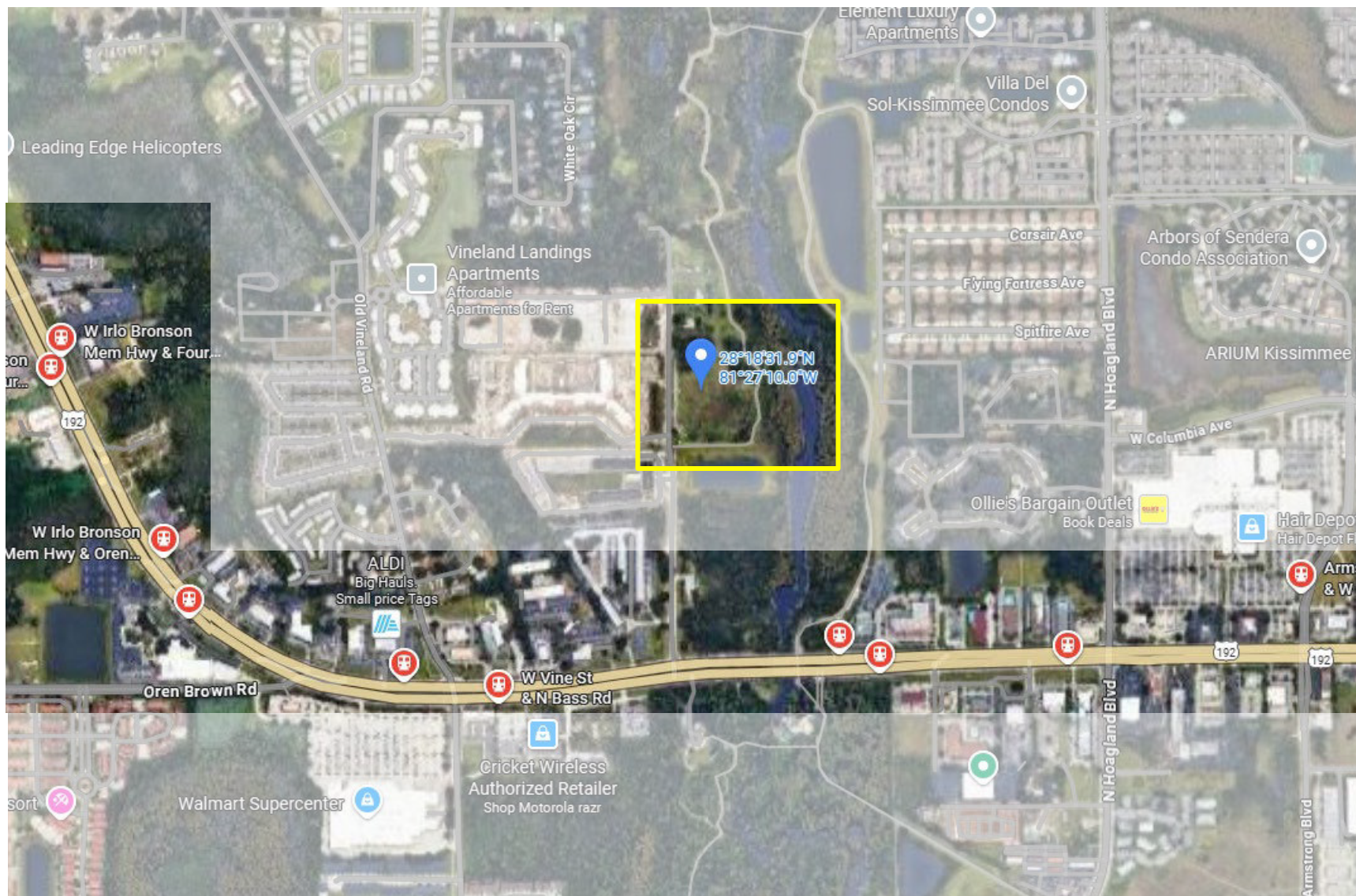
	Current FLUM	Proposed Program	Net Increase/Decrease
Residential (DUs)	0 DUs	100 DUs	+ 100 DUs
Non-Residential (sq.ft.)	60,984 sq.ft.	10,000 sq.ft	- 50,984 sq.ft.

DEVELOPMENT AND DESIGN STANDARDS

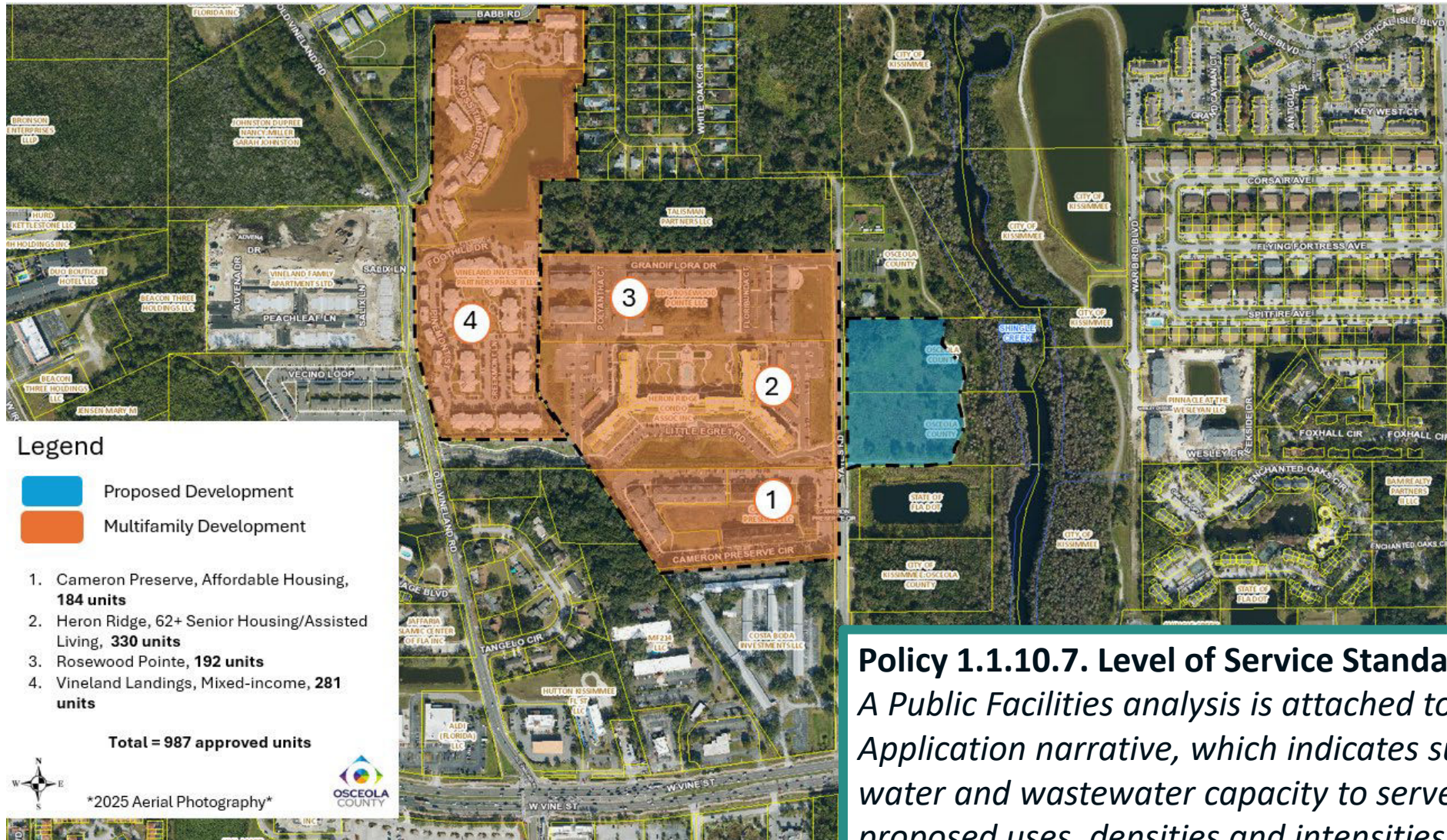
Building Setbacks	10 ft. front and side setbacks 25 ft. rear setback 50 ft. buffer to existing wetlands
Architectural & Landscape Design	Will comply with City LDC
Open Space & Recreational	20% of gross acreage shall be passive & active Open Space
Vehicular Access	2 points of ingress/egress access along Yates Rd.
Parking	Residential portion: 1 space per 1 bedroom Additional 10 spaces for staff Institutional portion: 1 space per 200 sq.ft.

1

PROXIMITY TO TRANSIT



Access to Lynx transit for populations who are more likely to utilize this transit service.

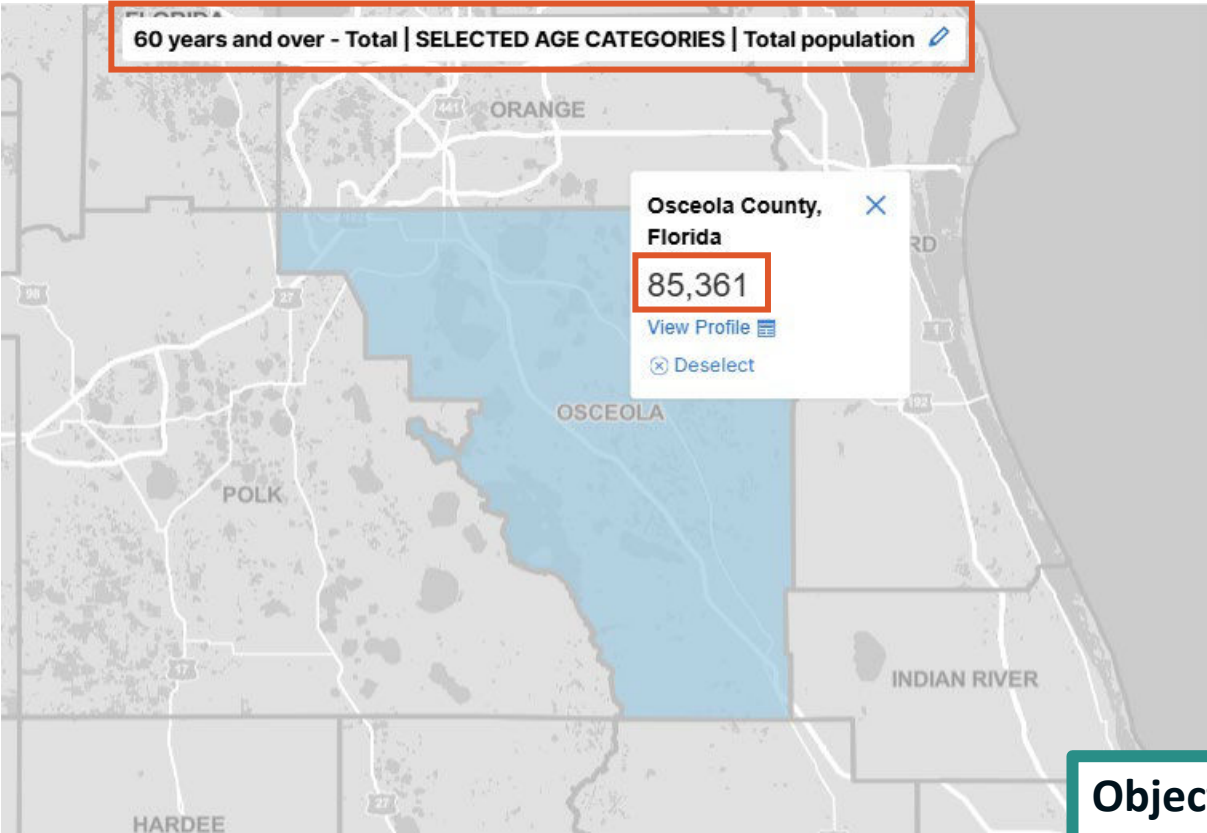


Policy 1.1.10.7. Level of Service Standards

A Public Facilities analysis is attached to the Application narrative, which indicates sufficient water and wastewater capacity to serve the proposed uses, densities and intensities.

2

COMPATIBILITY – SENIOR HOUSING



Population in Poverty by Age

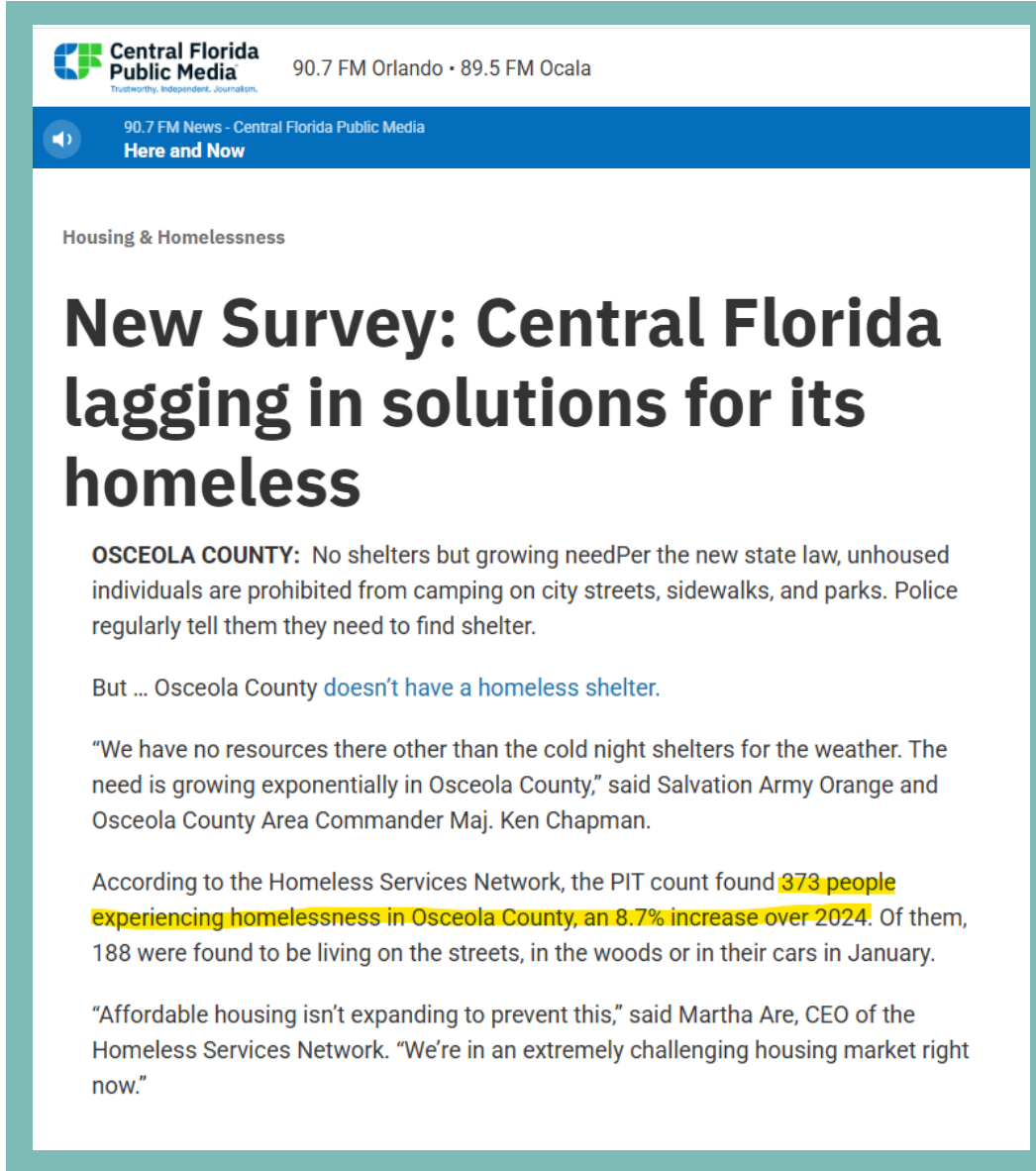
	Below Poverty Level	Percent below poverty level
Under 5 years	5,820	30.4%
5-17 years	16,178	28.7%
18-59 years	31,369	16.8%
60-64 years	6,611	12.8%
65 years and over	4,779	13.3%

Data Source: American Community Survey, 2022.

Over 11,000 of the County population aged 60 + live below the poverty level.

Source: [American Community Survey 2024 Dataset S0101](#)

Objective 1.2.6. Maintaining Institutional Services
The proposed development provides compatibility with adjacent land uses and allows the City to take responsive action towards the community’s needs.



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Here and Now

Housing & Homelessness

New Survey: Central Florida lagging in solutions for its homeless

OSCEOLA COUNTY: No shelters but growing need Per the new state law, unhoused individuals are prohibited from camping on city streets, sidewalks, and parks. Police regularly tell them they need to find shelter.

But ... Osceola County [doesn't have a homeless shelter](#).

"We have no resources there other than the cold night shelters for the weather. The need is growing exponentially in Osceola County," said Salvation Army Orange and Osceola County Area Commander Maj. Ken Chapman.

According to the Homeless Services Network, the PIT count found **373 people experiencing homelessness in Osceola County, an 8.7% increase over 2024**. Of them, 188 were found to be living on the streets, in the woods or in their cars in January.

"Affordable housing isn't expanding to prevent this," said Martha Are, CEO of the Homeless Services Network. "We're in an extremely challenging housing market right now."

Source: [Central Florida Public Media](#), April 11, 2025

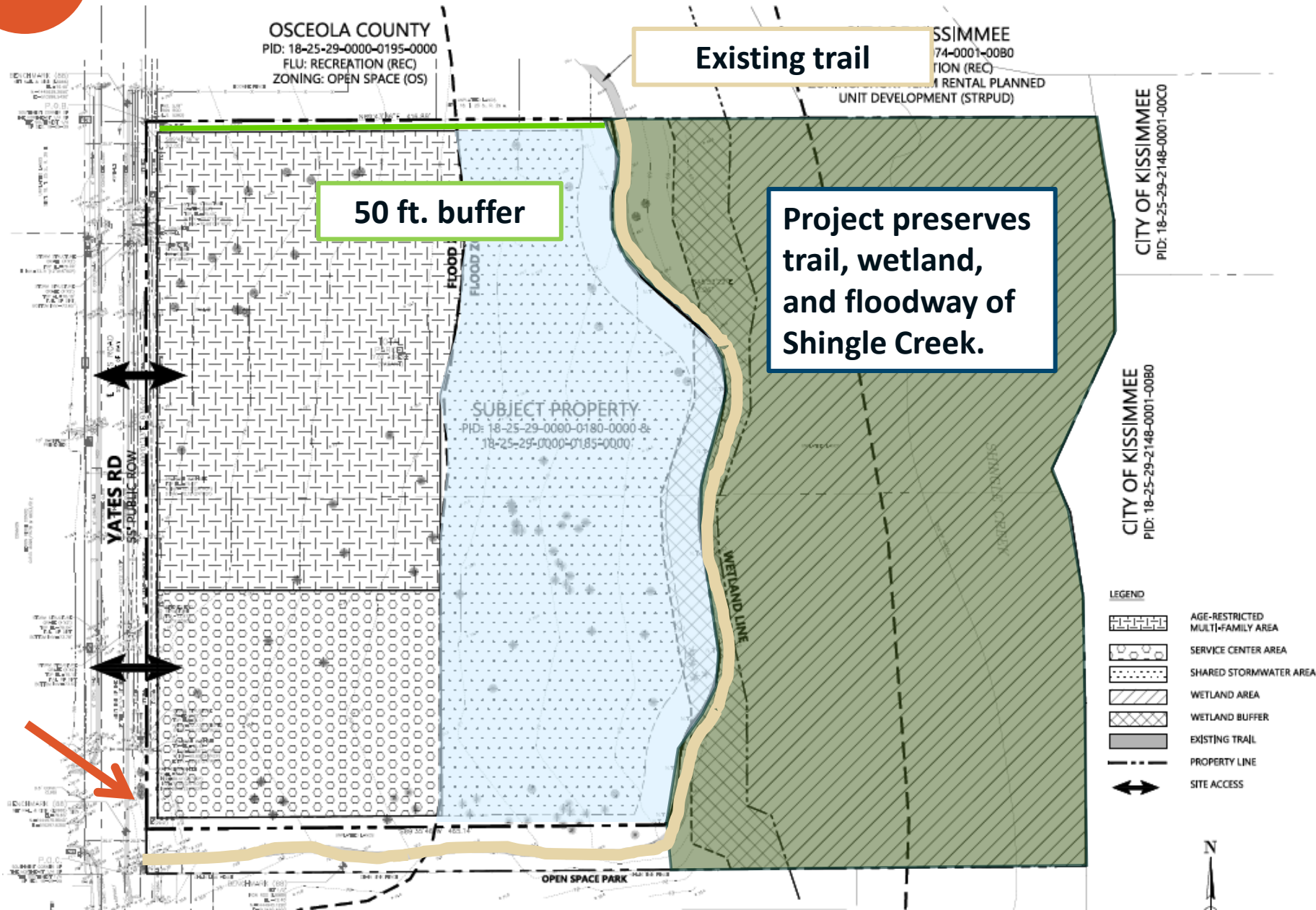
City of Kissimmee and Osceola County have already identified vulnerable population in this community in need of aid.

****The emergency resource center will only provide needed services with no overnight stays.***

Point In Time Study Source: [Central Florida Commission on Homelessness](#), 2024

3

CONSERVATION



Haven on Vine

The Haven on Vine is a vital initiative designed to address the diverse housing needs of the City of Kissimmee. Once complete, the Haven on Vine will have 83 units dedicated to affordable housing and 40 units allocated for emergency and bridge housing. The Haven on Vine aims to create a supportive and equitable community that supports the City's ongoing efforts to address homelessness and housing insecurity.

Eligibility and Priority

Prospective tenants must meet specific eligibility criteria, including a one-year residency requirement in Osceola County and income qualifications based on the U.S. Department of Housing and Urban Development guidelines. Priority placements are given to:

- Individuals experiencing homelessness
- Victims of domestic violence
- Families with children
- Displaced or homeless seniors
- Veterans

Housing Options

The development offers a variety of housing options:

- Studio apartments
- Two-bedroom units
- Emergency beds

Need Help?

Housing & Community Development

myhaven.info@kissimmee.gov
[407-518-2553](tel:407-518-2553)

101 Church Street, 1st Floor
Kissimmee, FL 34741

PARTNERSHIP

Resource Center and Senior Housing complements Haven on Vine



COMPREHENSIVE PLAN CONSISTENCY

Policy 1.1.10.7. Level of Service Standards

A Public Facilities analysis is attached to the Application narrative, which indicates sufficient water and wastewater capacity to serve the proposed uses, densities and intensities.

Policy 1.1.9.5. Urban Design and Community Appearance and Policy 6.1.2.3. Joint City-County Shingle Creek Corridor Conservation and Recreation Project

The Proposed site plan proposes to preserve Shingle Creek and its littoral zone and will serve as a natural amenity and towards the Open Space and Recreational requirements.

Objective 1.2.6. Maintaining Institutional Services

The proposed development provides compatibility with adjacent land uses and allows the City to take responsive action towards the community's needs.

OTHER CONSIDERATIONS

- **County Deed to Salvation Army will include a reverter clause that will return the property back to Osceola County should the Salvation Army not utilize the property for the permitted uses in the PUD.**
- **County will purchase additional conservation property within the Shingle Creek corridor as land becomes available for sale using SAVE funding.**
- **Operated by Salvation Army, a reputable non-profit with long standing ties with the community.**
- **County offers proposed conditions of approval.**

PROPOSED CONDITIONS OF APPROVAL

- 1) *Site Plan must be reviewed and approved by the City Commission prior to construction. With Site Plan submittal, provide the following for approval:*
 - a. *Environmental Impact Study*
 - b. *Security Plan, including at least the following:*
 - i. *Illustrating 24-hour security (On-site caretaker, private security and/or financial contribution to City to fund law enforcement for the site)*
 - ii. *Schedule to ensure property and trail surrounding property is to be patrolled regularly to ensure illegal activity is not occurring (including no camping in the area surrounding the Center and nearby trail) and trail is safe for users*
 - c. *Operational Plan, including at least the following:*
 - i. *Hours of Operation (must illustrate hours for seven days/week operations)*
 - ii. *Services to be provided and potential partners providing services*
 - iii. *Provisions for emergency operations (hurricane, cold weather, etc.)*
 - d. *Site Plan to meet City requirements, illustrating at least the following:*
 - i. *An outdoor waiting area screened from public view must be provided, to prevent people gathering on road or parking lot.*
 - ii. *Details for Senior housing services, such as transportation.*
- 2) *Should the Resource Center not receive a building permit within 24 months of this PUD approval, the PUD approval shall be revisited by the City Commission and may be revised or revoked by the City Commission.*
- 3) *Within 12 months following a Certificate of Occupancy and annually thereafter, a report shall be submitted for review by the City Commission, documenting compliance with the approval and activities on the site. Commission may call for a report before the annual report is due, if situations arise that would require action. i.e., excessive police calls or calls for emergency services.*
- 4) *There shall be no overnight stays at the Resource Center, with the exception of any caretaker or security.*
- 5) *No outside groups may feed or provide items or services onsite unless in compliance with the Operational Plan. No services are permitted on the site when the Center is closed.*
- 6) *Salvation Army operation on Mill Slough must cease when resource center opens.*
- 7) *Senior housing units are limited to seniors (55+ years old) and one-bedroom units. Kissimmee/St. Cloud/Osceola County residents will receive priority for available units.*
- 8) *Any board or committee that oversees the center should have at least one City representative on said board or committee.*

THANK YOU





RECORD COPY

Fwd: 2025-11-18 Commission Meeting Items 4.A / 4.B. The 2001 Yates Rd Future Land Use Map Amendment and Rezoning

From Mike Steigerwald <MIKE.STEIGERWALD@kissimmee.gov>

Date Tue 11/18/2025 4:20 PM

To Tameara Crespo <TAMEARA.CRESPO@kissimmee.gov>

Cc Olga Sanchez de Fuentes <OLGA.SANCHEZDEFUENTES@kissimmee.gov>

FYI

Begin forwarded message:

From: Jackie Espinosa <jackie.espinosa@kissimmee.gov>

Date: November 18, 2025 at 2:09:56 PM EST

To: Mike Steigerwald <MIKE.STEIGERWALD@kissimmee.gov>

Subject: Fwd: 2025-11-18 Commission Meeting Items 4.A / 4.B. The 2001 Yates Rd Future Land Use Map Amendment and Rezoning

Sent from my iPad

Begin forwarded message:

From: Alex Alemi <alexalemi@gmail.com>

Date: November 17, 2025 at 9:52:32 PM EST

Subject: 2025-11-18 Commission Meeting Items 4.A / 4.B. The 2001 Yates Rd Future Land Use Map Amendment and Rezoning

EXTERNAL EMAIL: This email originated from outside of the organization. DO NOT REPLY, CLICK LINKS, or OPEN ATTACHMENTS unless you recognize the sender and know the content is safe

Dear Commissioners,

At the city commission meeting tomorrow, you will be considering items 4.A and 4.B, the Future Land Use Map Amendment and Rezoning for 2001 Yates Rd.

As Future Land Use Map Amendments and Zoning Map amendments, these appeared before the PAB on 2025-11-05. As it states in your Agenda Packet, the PAB unanimously recommended denial of these two amendments.

While the recordings of the PAB meetings are ordinarily made available shortly after our meetings, as of writing this, the audio recording of the 2025-11-05 PAB meeting where we discussed these items has anomalously not been added to the City of Kissimmee Meeting Portal. Being a public meeting, the recording is public record. I made a public record request for the meeting recording and received a copy today. I am writing this email because I wanted to ensure that the City Commission had access to the PAB's discussion and reasoning ahead of your own meeting. The recording is available here: <https://media.kissimmee.fyi/pab/2025-11-05-recording.mp3>. The relevant discussion starts at the [51:35 timestamp](#).

Best Regards,

Alex Alemi

[AlexAlemi@gmail.com]

RECORD COPY

Jolene Sheive
1764 Lee Janzen Drive
Kissimmee, FL 34744
jsheive@gmail.com
407-908-1840
November 18, 2025

Mike Steigerwald
City Manager
City of Kissimmee
101 Church Street
Kissimmee, FL 34741

Dear Mr. Steigerwald:

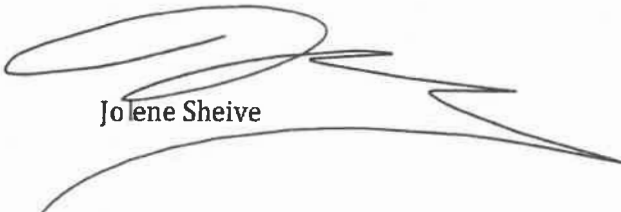
I am writing to express my interest in serving on the Toho Water Authority Board. As a long-time Osceola County resident, business owner, and active community member, I would welcome the opportunity to contribute my experience to this important board.

My background in real estate, commercial development, and property management has given me a strong understanding of the needs of a growing community. I currently serve on several boards and civic organizations, where I work closely with local leaders on projects that impact our region's long-term success.

I believe my professional experience, community involvement, and understanding of local development issues would allow me to be a meaningful contributor to Toho's continued progress. Attached is my résumé and a brief summary of my board qualifications for your consideration.

Thank you for your time, and I would appreciate the opportunity to discuss this further.

Sincerely,



Jolene Sheive

- Minimized vacancy periods by collaborating with building owners to implement improvements to marketing initiatives, business plans and tenant outreach programs.
- Monitored timely receipt and reconciliation of rent collections in accordance with landlord and tenant statutes.
- Evaluated and recommended changes in rental pricing strategies to remain competitive in market.
- Digitized information files in our property management web page and maintained database.
- Resolved policy and coverage-related concerns for clients, insurance carriers and producers.
- Maintained sufficient number of units market-ready at all times.
- Maintained original leases and renewal documents in digital and hard copy format for property management office.
- Followed up on delinquent tenants and coordinated collection procedures.
- Developed, reviewed and submitted property operating and capital budgets.
- Completed final move-out walk-through with tenants to identify required repairs.
- Communicated regularly with key on-and off-site tenant contacts to achieve satisfaction with facility and services.
- Handled tenant complaints promptly and appropriately, calling in repairmen and other support services as needed.

SLS Investments Of Central Florida- Self Employed - Partnership Manager

Kissimmee, FL

11/2010 - Current

- Implemented account diagnostics, relationship analysis and engagement execution.
- Drove efficiency improvement through continued process of staying ahead of potential property issues.
- Maintained positive customer relations by addressing problems head-on and implementing successful corrective actions.
- Conducted market forecasting to determine possible changes and issues for business.
- Reduced workflow inconsistencies by hiring capable employees.
- Utilized negotiation skills to obtain contracts on potential properties for portfolio.
- Evaluated and recommended changes in property holdings and implemented strategies to remain competitive in market.
- Completed applications, negotiated with underwriters and prepared proposals for new and renewal business proposals and offerings.

Stewart Title Guaranty Company - Licensed Title Insurance Agent

Kissimmee, FL

06/1998 - 10/2010

- Reviewed legal documents such as mortgage loans, title liens and

Raymond Sanchez - MBA

Orlando, FL

(407)-922-9178

raymond.sanchez.fl@gmail.com

[linkedin.com/in/rsanchezfl](https://www.linkedin.com/in/rsanchezfl)

PROFILE SUMMARY

I am excited to contribute to the growth of a dynamic hospital expanding from 64 to 96 beds, complemented by three free-standing emergency rooms and two urgent care facilities. With a passion for fostering strong physician partnerships and driving strategic business development, I am committed to enhancing collaboration between our healthcare system and medical professionals to deliver exceptional patient care. My expertise lies in building trust-based relationships with physicians, aligning their expertise with our hospital's mission, and identifying opportunities to expand services across our growing network. By leveraging data-driven strategies and a deep understanding of healthcare trends, I aim to support our expansion efforts, strengthen community ties, and ensure seamless integration of our ER and urgent care locations to meet the evolving needs of our patients.

SKILLS

- Client Acquisition and Retention
- Strategic Sales Presentations
- Product and Market Knowledge
- Technical Skill Enhancement
- Team Leadership and Development
- Operational Efficiency
- Protocol and Procedure Development
- Capital Equipment Management
- Team Coordination and Communication
- Power BI

- Certificate Business Analytics
The Wharton School | Jul 2025
- Master of Business Administration
University of East London
London, UK | Jan 2024
- Associate of Science Degree
Anthem College
Orlando, FL | Mar 2007
- Florida Notary Public Commission

CORE COMPETENCIES

- **Sales and Business Development:** Achieved 16% of overall sales and 32% of new business in 2023 at Cognitive Kinetics Inc., surpassing sales targets.
- **Surgical Technology and Leadership:** Led neurosurgical and trauma programs at Osceola Regional Medical Center, including precepting new staff and managing monthly schedules.
- **Operational and Project Management:** Oversaw community operations and project management, enhancing living standards and community functionality.
- **Strategic Planning and Community Engagement:** Led government affairs and continuous community engagement initiatives through supporting science education.
- **Physician Relations and Network Expansion:** Cultivated strategic partnerships with physicians to support the hospital's growth from 64 to 96 beds, integrating three

PROFESSIONAL EXPERIENCE

Director of Physician & Provider Relations | Business Development

Oviedo Medical Center | Oviedo, FL

Oct 2024 – Present

- Developed and maintained strategic relationships with key stakeholders, including physicians, surgeons, hospital CEOs, EMS leaders, urgent care staff, advanced practice providers, surgical leaders, and physician office staff to drive hospital service growth.
- Supported hospital expansion from 64 to 96 beds, enhancing capacity and service delivery.
- Facilitated growth and operations of three free-standing ERs and two urgent care facilities.

Spine & Orthopedic Trauma Sales Representative

Cognitive Kinetics Inc. | Daytona Beach, FL

Nov 2021 – Sep 2024

- Contribute to 16% of the overall 2023 sales and 32% of new business, surpassing sales targets and setting a new standard within the team.
- Successfully acquire more new surgeons than any other sales representative and maintain strong client relationships, resulting in high client retention rates.
- Develop and deliver compelling sales presentations, handling objections and closing high-value deals.
- Demonstrate understanding of instrumentation and product usage, continuously researching market trends to stay ahead.
- Participate in training sessions, enhancing technical skills and market knowledge, and seeking out new products and solutions for clients.

RECORD COPY

VOLUNTEER EXPERIENCE

Board of Directors for the Board of Adjustment | City of Kissimmee

July 2025 – Present

- The Board of Adjustment determines variances from the terms of the Land Development Code.

Good Government Group | Chairman | Oviedo Medical Center

Dec 2024 – Present

- The Good Government Group hosts meetings on local, state, and national political issues and provides facility tours for candidates and officials. They engage in legislative actions by contacting elected representatives about key member issues and participate in advocacy activities and political campaign volunteering.

Board of Supervisors | Chairman | Tapestry Community Development District

Jun 2024 – Present

- Provide leadership in planning, financing, and maintaining community development projects, needs of the district.

Community Board Member | Better Together

Jun 2024 – Present

- Contribute to the organization's mission of empowering families to achieve self-sufficiency and build a brighter future. Job coach to members of Better Jobs via Better Together.

Board of Directors | Chairman - Government Affairs | Young Professionals for Orlando Science Center

Dec 2022 – Dec 2023

- Led government affairs and community engagement initiatives to support science education and promote the center's mission.

Board of Directors | Vice President | Neighborhood Home Owners Association | Kissimmee, FL

Aug 2021 – Apr 2023

- Oversaw operations and community projects, enhancing living standards and fostering a well-functioning community.

Board of Directors | Kissimmee Utility Authority | Kissimmee, FL

Oct 2020 – Mar 2023

- Contributed to setting policy direction, approving budgets, and authorizing major purchases to improve utility services and infrastructure.

Worshipful Master | Free and Accepted Masons of Florida | Kissimmee, FL

Jan 2019 – Jan 2020

- Served as the president of Orange Blossom Lodge No. 80, setting policies and managing a budget for a lodge of 145 members, focusing on personal and community improvement.

Medical Mission Trip Coordinator | CRUDEM Foundation | Milot, Haiti

Feb 2017&Feb 2019

- Organized and procured supplies and instrumentation and maintained the daily surgical schedule for Hôpital Sacré Coeur, supporting quality healthcare and education in the Haitian community.

Cover Letter for TOHO Water Authority Advisory Board

From: Darlene Roucoulet - 2403 Cecile Street, Kissimmee, FL 34741

Demonstrating Leadership, Governance, and Community Engagement

To Whom It May Concern,

I am pleased to submit my resume for consideration as a member of the TOHO Water Authority Advisory Board. My professional background and volunteer experience have equipped me with a strong foundation in leadership, governance, and community advocacy, making me an ideal candidate for this important role.

Leadership and Governance Experience

As former President of the Windsor Oaks Homeowners Association (HOA) Board, I have demonstrated effective leadership and a commitment to transparent governance. My responsibilities included conducting board meetings in accordance with Roberts Rules of Order, ensuring that all stakeholders had a voice and that decisions were made in a fair and organized manner. I also oversaw budgeting processes, managed financial resources responsibly, and facilitated the resolution of homeowner complaints and property issues.

My role required selecting and negotiating with vendors to ensure quality and value for our community, as well as managing foreclosure processes with sensitivity and adherence to legal standards. Through these experiences, I have honed my skills in conflict resolution, financial oversight, and organizational management.

Policy Development and Community Initiatives

I led initiatives to update our HOA policies to better address the evolving needs of our community. This included revising guidelines for owners and tenants, parking regulations, pet policies, and the structure of violation fines. My approach emphasized collaboration, transparency, and a balanced consideration of diverse viewpoints to create policies that fostered safety, harmony, and compliance within Windsor Oaks.

Campaign Organization and Volunteerism

In addition to my work with the HOA, I have actively contributed to campaign initiatives as both an organizer and volunteer. I provided strategic support and organizational skills that

Darlene Roucoulet

2403 Cecile Street • Kissimmee, FL 34741
Phone: 407-436-8096 • Email: darcou923@gmail.com
State Certified Notary Public

Professional Summary

Detail-oriented Administrative Specialist with 12+ years of experience supporting airport operations through advanced administrative, clerical, and bookkeeping functions. Skilled in project coordination, budget assistance, vendor management, data analysis, and customer service. Adept at managing security access programs, handling sensitive records, supporting department leadership, and ensuring compliance with city, state, and federal policies. Known for strong organizational judgment, accuracy, and the ability to work independently in fast-paced environments.

Core Competencies

- Administrative & Executive Support
 - Assists with Budget & Financial Tracking
 - Vendor & Contract Coordination
 - Record Management & Compliance
 - Airport Operations Support
 - Access Control Program Oversight
 - Meeting, Event & Travel Coordination
 - Report & Data Compilation
 - Customer Service & Public Relations
 - Experience in Microsoft Office
 - Project Management Support
 - Notary Public Services
-

Professional Experience

Airport Administrative Specialist

City of Kissimmee – Airport Department
Kissimmee, FL
7/30/2013 - Current

Facility & Vendor Coordination

- Submit and track facility work orders for airport administration building and control tower.
 - Coordinate with vendors for repairs, services, and equipment verification.
 - Solicit estimates for facility and grounds services and submitted for approval.
-

Education

Highschool Diploma

Certifications

- **State Certified Notary Public – Florida**
 - **Valid Florida Driver's License**
-

Technical Skills

- Microsoft Word, Excel, PowerPoint, Outlook
 - Spreadsheets & Data Analysis
 - Record Management Systems
 - Office Equipment Operation (copier, fax, multi-line phone, etc.)
-

Additional Qualifications

- Able to type **60+ WPM** with high accuracy
- Strong attention to detail and confidentiality
- Able to work in fast-paced, high-stress environments
- Strong judgment, problem-solving, and multitasking abilities

Relevant Experience

Former President of Windsor Oaks HOA Board: Demonstrated leadership and governance by conducting meetings according to Roberts Rules of Order, overseeing budgeting, handling homeowner complaints and property issues, selecting vendors, and