



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, DECEMBER 2, 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, Assistant City Clerk Lucia Gonzalez
Members Absent: Commissioner Carlos Alvarez
Staff Absent: City Clerk Tameara Crespo

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 Martinez led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

- 3.A Promotion Ceremony for a Police Lieutenant, Three Sergeants, and Three Corporals
Swearing in and administering of oath for newly promoted Lieutenant Lacey Santone, Sergeant Pascal Joseph, Sergeant Jean Paul Antepara, Sergeant Charlie Nieves, Corporal Jesus Cornier, Corporal Andres Gomez, and Corporal Anthony Demery.

Assistant Police Chief McGinley read biographies for each officer prior to Chief Broadway administering the Oath of Office.

- 3.B Employee of the Month for December
Staff requests that the City Commission join the City Manager in recognizing Andres Gomez of the Kissimmee Police Department as the Employee of the Month for December.

City Manager Steigerwald introduced Andres Gomez of the Police Department and reviewed the qualities and attributes that 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.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

- 4.A Public Hearing — Final Reading — Proposed Ordinance #25-13 — Amending the Zoning Map designation from Vine Street West Mixed-Use Planned Unit Development (MUPUD) to Mixed-Use Urban Corridor (T5-U): 4200 W Vine St. Rezoning - ZMA-25-0003

Approve Final Reading of Proposed Ordinance #25-13 for a Zoning Map Amendment to change the Zoning Map designation from Vine Street West Mixed-Use Planned Unit Development (MUPUD) to Mixed-Use Urban Corridor (T5-U) on approximately 4.53 acres of land on Parcel IDs: 19-25-29-00U0-0116-0000, 19-25-29-00U0-0115-0000, 19-25-29-00U0-0110-0000, and 19-25-29-00U0-0120-0000.

City Attorney Sanchez de Fuentes read Ordinance #3126 by title. Senior Planner Ryan Altizer presented the project details as outlined in the agenda. Mayor Espinosa acknowledged receipt of an email from Planning Board Member Alex Alemi on the matter.

Mayor Espinosa announced the Public Hearing with no response from the audience. Mayor Espinosa moved to approve the Public Hearing and adopt Ordinance # 3126. Commissioner Martinez seconded the motion.

Upon roll call, the vote was as follows:

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

Motion carried 4 - 0.

5. PUBLIC HEARINGS

5.A Public Hearing - Program Year 2024-2025 Community Development Block Grant Consolidated Annual Performance and Evaluation Report (CAPER)

Approval of the Program Year 2024-2025 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Housing Manager Frances DeJesus presented the Consolidation Annual Performance and Evaluation Report (CAPER) and outlined how the funds were allocated. Mayor Espinosa announced the Public Hearing with no response from the audience.

Mayor Espinosa made a motion to approve the Public Hearing and approve the Program Year 2024-2025 CDBG Consolidated Annual Performance and Evaluation Report (CAPER). Commissioner Martinez seconded the motion.

Motion carried 4 - 0.

5.B Public Hearing - Substantial Amendment (No. 2) to the City of Kissimmee Annual Action for Fiscal Year 2024-2025

Approve the Second Substantial Amendment to the City of Kissimmee Annual Action Plan for Fiscal Year 2024-2025.

Housing Manager DeJesus reviewed the second substantial amendment attached to the agenda. Mayor Espinosa announced the Public Hearing with no response from the audience.

Mayor Espinosa made a motion to approve the Public Hearing and approve the Second Substantial Amendment to the City's Annual Action Plan for Fiscal Year 2024-2025. Commissioner Eady seconded the motion.

Motion carried 4 - 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.*

Mayor Espinosa made a motion to approve the Consent Agenda with the exception of item 7.K. Commissioner Eady seconded the motion.

Motion carried 4- 0.

- 7.A Approval of City Commission Minutes from the November 18, 2025, meeting
Approval of the November 18, 2025 commission meeting minutes.
- 7.B Resolution to Accept Grant Funding Amendment No. 2 from Florida Department of Transportation for Parcel 8 Construction
Adoption of a Resolution for a Public Transportation Grant Agreement (PTGA) Amendment No. 2 from the Florida Department of Transportation (FDOT) concerning the construction of supporting infrastructure for the Parcel 8 Project at Kissimmee Gateway Airport, amounting to \$755,000.00 (Grant #Par8const).

Resolution #28-2025
- 7.C Fifth Addendum Lease Extension for Bilmar Avionics, Inc
Approval of Fifth Addendum for Lease Extension for Bilmar Avionics, Inc. (Contract #20240287)
- 7.D Apply for Urban and Community Forestry - Inflation Reduction Act Grant
Approval to apply for the Urban and Community Forestry - Inflation Reduction Act Grant (Grant #UCFIRA) in the amount of \$50,000 and for the City Manager to sign any documents related to the application and award process.
- 7.E FY25 COPS Hiring Program Grant Acceptance
Accept the FY25 COPS Hiring Program Grant (Grant CHP) on behalf of Kissimmee Police Department, authorize the City Manager to execute any documents required to accept the award (Award 15JCOPS-25-GG-00858-UHPX), and to amend the budget accordingly.
- 7.F 2025 Affordable Housing Advisory Committee (AHAC) Annual Report
Accept the 2025 AHAC Annual Report.
- 7.G Community Development Block Grant FY2025 Federal Award Agreement
Acceptance of the Community Development Block Grant (CDBG) FY2025 allocated from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$1,000,854 and authorize the Mayor to execute the CDBG Federal Award Agreement (Grant #CDBGGEN25).
- 7.H Resolution Electing to "Opt-Out" of Providing the Live Local Act Property Tax Exemption Pursuant to Section 196.1978(3)(o), Florida Statutes
Adoption of a Resolution allowing the City to "opt-out" of providing the Live Local Act Property Tax Exemption pursuant to Section 196.1978(3)(o), Florida Statutes.

Resolution #29-2025
- 7.I Trade in Credit for SWAT Rifles and Ammunition
Approval to trade in 31 rifles and old ammunition to SSD International Inc. for a trade in credit to be used to purchase new accessories for the Kissimmee Police Department SWAT team.
- 7.J Rescue Unit Purchases 2026
The Kissimmee Fire Department is requesting to have Excellance, Inc. manufacture two Rescue Units utilizing 2026 Freightliner M2 Chassis (Contract #20260088).
- 7.K Holiday Incentive Payment
This request is for Commission approval to utilize approximately \$529,832 from reserves for a one-time holiday incentive payment to all full-time and part-time employees.

Item was removed from consent and placed on discussion.

7.L Resolution for Floodplain Management Plans

Adoption of a Resolution to endorse the Repetitive Loss Area Analysis (RLAA) and Substantial Damage Management Plan (SDP) related to the City's participation in the Community Rating System (CRS) program, administered under the National Flood Insurance Program (NFIP) by the Federal Emergency Management Agency (FEMA).

Resolution #30-2025.

7.M Approval for the Advanced Purchase of a Brush Truck/High-Water Rescue Vehicle

Approval to proceed with the advanced purchase of a 2025 Ford F600 XL 4x4 Brush Truck/High-Water Rescue Vehicle for \$364,072, with an anticipated completion date of March 31, 2027 (Contract #20260089).

7.N Authorization to Negotiate Construction Engineering Inspection Services

Approval to begin contract negotiations with Hill International for Construction Engineering Inspection (CEI) Services, following completion of the Request for Qualifications (RFQ) selection process, RFQ2025-007.

7.O Ratification of changes to the Collective Bargaining Agreements with the Florida State Lodge Fraternal Order of Police Inc. (FOP)

Approval of changes to the Collective Bargaining Agreements for Sergeants (contract #20240001) and Police Officers, Corporals, and Detectives (contract #2024002) with the Florida State Lodge Fraternal Order of Police Inc. (FOP) representing the Police Officers, Corporals, and Detectives Unit (Cert. #1937), and the Sergeants Unit (Cert. #2011)

8. DISCUSSION ITEMS

7.K Holiday Incentive Payment

Commissioner Eady sought clarification on options for holiday incentives for staff. City Manager Steigerwald clarified the proposed amounts outlined in the agenda item.

After holding a discussion, Commission Eady made a motion to approve the holiday incentive payment as presented. Commissioner Martinez seconded the motion.

Motion carried 4 - 0.

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald provided updates on upcoming events: Wreaths Across America hosted by the American Legion, the City's Festival of Lights Parade, and a city hall block "pre-parade" festival.

9.B CITY ATTORNEY

City Attorney Sanchez de Fuentes proposed wearing ugly holiday sweaters for the final 2025 commission meeting.

9.C CITY COMMISSION

Mayor Espinosa thanked the community for attending the Christmas tree lighting and announced several upcoming events, including the City's second Menorah lighting, a Senior Brunch at Oak Street Park, and a Mega Bingo event at the Civic Center. Deputy City Manager Matthews and Commissioners Eady and Martinez shared highlights and key takeaways from their recent trip to the National League of Cities Conference in Utah, with Commissioner Martinez also expressing appreciation for the commission's prompt work

and sharing a photo from the conference. Commissioner Ortiz expressed pride in being a Kissimmee resident.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 6:45 PM.

Jackie Espinosa

MAYOR-COMMISSIONER



ATTEST:

Tameara Crespo

CITY CLERK