



MEETING MINUTES
SESSION OF THE PLANNING ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, NOVEMBER 19, 2025 AT 6:00 PM

1. **MEETING CALLED TO ORDER Members Present:** Board Member Alex Alemi, Board Member Robert Bussiere, Board Member Thomas Kapp, Board Member Lynda Roth, Board Member Javin Lopez, Board Member Raymond Sanchez
Staff Present: Craig Holland, Director, Brenda Ryan, Planning Manager, Kalanit Oded, Deputy City Attorney, Cristian Arias, Senior Planner
Members Absent: Board Member Jon Arguello

Chairman Robert Bussiere called the meeting to order at 6:06 p.m.

2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

After a Moment of Silence, Chairman Bussiere led the audience in the Pledge of Allegiance.

3. **MINUTES**

- 3.A Approval of the May 21, 2025 Planning Advisory Board (PAB) Meeting Minutes.

Board Member Lynda Roth made a motion to Approve. Board Member Raymond Sanchez seconded the motion.

AYE: Board Member Alemi, Board Member Bussiere, Board Member Roth, Board Member Kapp, Board Member Sanchez, Board Member Lopez

NAY: None

Motion to Approve Passed 6 - 0.

4. **OLD BUSINESS**

5. **NEW BUSINESS**

- 5.A Public Hearing - ZMA-25-0009 Fortune Road Rezoning — Amending the Zoning Map designation from Multi Family Medium Density Residential (RC-1) to Multi Family Medium Density Residential (RC-2): Proposed Ordinance #25-20

Planner Brenda Ryan stated that this is a recommendation of approval of a Zoning Map Amendment to change the Zoning Map designation from Multi Family Medium Density Residential (RC-1) to Multi Family Medium Density Residential (RC-2) on approximately 52.59 acres of land. Subject property is located 2200 Fortune Rd.

Planner Ryan stated that the property includes a 1,200 sq. ft. structure built in 1980, formerly an open-air market, previously part of the Ivey Creek MUPUD and rezoned back to RC-1 in 2023, with the proposed RC-2 rezoning allowing reduced coverage, additional recreational space, increased height, compatibility with surrounding multifamily uses and planned Fortune Road improvements.

Board Member Raymond Sanchez made a motion to Approve. Board Member Javin Lopez seconded the motion.

AYE: Board Member Bussiere, Board Member Roth, Board Member Kapp, Board Member Sanchez, Board Member Lopez

NAY: Board Member Alemi

Motion to Approve Passed 5 - 1.

6. PUBLIC HEARINGS

7. DISCUSSION

7.A Rosenberg's Rule of Order

The Board discussed Rosenberg's Rules of Order versus Robert's Rules of Order, including the potential change to Rosenberg's Rules and holding workshops on Robert's Rules to educate both new and existing board members on meeting procedures and minutes.

Board Member Alex Alemi made a motion to Adopt Rosenberg Rule's of Order. Board Member Lynda Roth seconded the motion.

AYE: Board Member Alemi, Board Member Roth

NAY: Board Member Bussiere, Board Member Kapp, Board Member Sanchez, Board Member Lopez

Motion to Adopt Failed 2 - 4.

7.B Board Elections

The Board discussed postponing the election until all members were present; however, Board Member Alemi reminded the Board that a motion had been approved at the previous meeting to hold the election at the next scheduled meeting, after which the Board proceeded to vote for Chair and Vice-Chair of the Planning Advisory Board.

Board Member Alex Alemi made a motion to vote Robert Bussiere as Chair to the Planning Advisory Board. Board Member Tom Kapp seconded the motion.

AYE: Board Member Alemi, Board Member Bussiere, Board Member Roth, Board Member Kapp, Board Member Sanchez, Board Member Lopez

NAY: None

Motion to Approve Passed 6 - 0.

Board Member Alex Alemi made a motion to vote Alex Alemi as Vice Chair to the Planning Advisory Board. Board Member Tom Kapp seconded the motion.

AYE: Board Member Alemi, Board Member Bussiere, Board Member Roth, Board Member Kapp, Board Member Sanchez, Board Member Lopez

NAY: None

Motion to Approve Passed 6 - 0.

8. HEAR CHAIRMAN AND BOARD MEMBERS

9. ADJOURNMENT

There being no further business to come before the Planning Advisory Board, Chairman Robert Bussiere adjourned the meeting at 07:35 PM.

A handwritten signature in blue ink, appearing to read "Robert Bussiere", is written over a solid black horizontal line.

Board Chairman

ATTEST:

A handwritten signature in blue ink, appearing to read "JOK", is written over a solid black horizontal line.

Board Secretary

In accordance with Florida Statute 286.0105, any person wishing to appeal any decision made by the Planning Advisory Board with respect to any matter considered at such meeting or hearing will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is made.

In accordance with Florida Statute 286.26, persons needing assistance to participate in any of these proceedings should contact the office of the City Clerk at (407) 518-2309 prior to the meeting.

CITY OF KISSIMMEE, FLORIDA
PLANNING ADVISORY BOARD

MOTION TO ADOPT ROSENBERG'S RULES OF ORDER

Background

Kissimmee Code §2-211(c) gives the Planning Advisory Board the authority to make its own rules of procedure:

The planning advisory board shall make its own rules of procedure and determine its time of meeting. All meetings of the planning advisory board shall be open to the public and all records of the planning advisory board shall be a public record.

Rosenberg's Rules of Order are a modern rules of procedure that get back to the heart of Robert's rules. A short, simple set of procedural rules that are easy to understand and ensure meetings move smoothly, while maintaining the parts of Robert's Rules that everyone already knows.

Having a set of rules of procedure that all board members can understand and internalize can improve the effectiveness of the board.

Rosenberg's Rules of Order has been used successfully in many cities across the country, including in the nearby city of *Belle Isle*.

The California League of Cities, which holds the copyright for the rules, has granted us permission to make the rules available on the city website and to our board members.

I gave public notice at our August 20th 2025 meeting that I would make a motion to adopt Rosenberg's Rules in the meeting after the next. At our September 17th 2025 meeting we discussed Rosenberg's Rules and our Chair requested a motion for their adoption be added to the next meeting.

ROSENBERG'S RULES OF ORDER *Quick Reference Guide*

Four Foundational Pillars: 1. Rules establish order • 2. Rules should be clear • 3. Rules should be user-friendly • 4. Rules enforce majority will while protecting minority rights

BASIC AGENDA ITEM FORMAT

1. Announce agenda item
2. Invite report/recommendation
3. Technical questions
4. Public comments
5. Invite motion
6. Second the motion
7. Clarify motion
8. Discussion by body
9. Take vote
10. Announce result

KEY NOTES

Max of 3 motions on floor. Vote on last motion first.

Friendly Amendment: Informal change accepted by mover & seconder without vote.

VOTING RULES

Majority: More “Aye”s than “No”s

Two-Thirds: “Aye”s are double the “No”s.

DECORUM

Role of Chair: Applies rules; final unless overruled.

Courtesy:

- One person speaks at a time
- Recognition by chair before speaking
- Debate policy, not personalities
- Focus on issues

Public Input: Tell public what body will do, keep informed while doing it, tell what was done.



Alex Alemi <alexalemi@gmail.com>

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

1 message

Alex Alemi <alexalemi@gmail.com>

Mon, Nov 17, 2025 at 9:52 PM

Bcc: Jackie Espinosa <jackie.espinosa@kissimmee.gov>, noel.ortiz@kissimmee.gov, angela.eady@kissimmee.gov, carlos.alvarez@kissimmee.gov, janette.martinez@kissimmee.gov

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]

CITY OF KISSIMMEE, FLORIDA
PLANNING ADVISORY BOARD

MOTION FOR CHAIR AND VICE CHAIR ELECTIONS

Background

Kissimmee Code §2-211(a) establishes the structure and election procedures for Planning Advisory Board officers:

The planning advisory board shall annually elect a chair and a vice-chair from among its membership.

The word “annually” indicates that chair and vice chair elections should occur once per year. However, the Planning Advisory Board has not held recent elections for these positions.

Additionally, the board’s vice chair position is now vacant due to the recent resignation of Diana Marrero-Pinto.

Motion

I move that the Planning Advisory Board:

- 1) **Schedule** nominations and elections for the positions of Chair and Vice Chair at our next regular meeting;
- 2) **Request** that City staff include these elections as agenda items on the next meeting agenda;
- 3) **Direct** that nominations be opened at the beginning of the elections agenda item, with elections to follow immediately thereafter using standard voting procedures under ~~Rosenberg’s Rules~~ Robert’s Rules; and
- 4) **Confirm** that going forward, officer elections will be held annually as required by §2-211(a), with a regular election cycle to be established.

MOVED BY: Alexander Alemi on November 05, 2025

Motion

I move that we adopt Rosenberg's Rules of Order (Revised 2011) as our official rules of procedure, except where they conflict with the Kissimmee Code or Florida Statutes. A copy of Rosenberg's Rules of Order shall be made available to all board members upon request and shall be maintained on the City of Kissimmee website.

MOVED BY: Alexander Alemi on November 19, 2025

ROSENBERG'S RULES OF ORDER Quick Reference Guide

Basic Motions *(By default, motions allow for debate, cannot interrupt the speaker and require a simple majority vote.)*

Type:	Purpose	You Say:	Debate	Inter.	Vote
Basic	Introduce new business	I move that we...	Yes	No	Majority
Amend	Change the current motion	I move that we amend...	Yes	No	Majority
Substitute	Replace the current motion entirely	I move a substitute motion that...	Yes	No	Majority
Reconsider†	Revisit a previous vote in the same meeting	I move to reconsider...	Yes	No	Majority

† Only a member who voted with the majority may make a motion to reconsider

Motions to move on *(These motions are meant to have the body move on, and are not debatable.)*

Type:	Purpose	You Say:	Debate	Inter.	Vote
Adjourn	End the meeting	I move to adjourn...	No	No	Majority
Recess	Pause the meeting	I move to recess for / until...	No	No	Majority
Fix Time to Adjourn	Set a time limit for meeting	I move we adjourn this meeting at midnight...	No	No	Majority
Table	Place an item on hold	I move we table this item / until...	No	No	Majority
Limit Debate	Stop discussion and move to vote	I move the previous question / I move the question / question!...	No	No	2/3

Minority Protections *(These motions require a super majority to protect the minority.)*

Type:	Purpose	You Say:	Debate	Inter.	Vote
Limit Debate	Stop discussion and move to vote	I move the previous question / I move the question / question!...	No	No	2/3
Close Nominations	Move onto election	I move we close nominations...	Yes	No	2/3
Object to Consideration	Don't even consider an item	I move to object to the consideration of the question...	Yes	No	2/3
Suspend the Rules	Temporarily change the rules	I move to suspend the rules until...	Yes	No	2/3

Interruptions *(These motions allow you to interrupt the speaker.)*

Type:	Purpose	You Say:	Debate	Inter.	Vote
Privilege	Complain about noise, temp, etc	Point of Privilege...	Yes	Yes	Chair
Order	Object to procedure	Point of Order...	Yes	Yes	Chair
Appeal	Object to a decision by the chair	Point of Order...	Yes	Yes	Majority
Order of the Day	Return to the agenda	Call for the Order of the Day...	Yes	Yes	Chair
Withdraw‡	Pull back your motion	I withdraw the motion...	No	Yes	Chair

‡ Only the member that made the motion can withdraw it.