



**MEETING AGENDA  
SESSION OF THE CITY COMMISSION  
CITY OF KISSIMMEE  
CITY HALL, COMMISSION CHAMBERS  
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054  
TUESDAY, FEBRUARY 3, 2026 AT 6:00 PM**

- 1. MEETING CALLED TO ORDER**
- 2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
- 3. PROCLAMATIONS AND SPECIAL PRESENTATIONS**
  - 3.A Oath of Office for New Firefighters
  - 3.B Proclamation - Black History Month
  - 3.C Proclamation - Autism Acceptance and Awareness Month
  - 3.D Employee of the Month for February
- 4. PUBLIC HEARINGS - FIRST AND SECOND READINGS**
  - 4.A Public Hearing - Second and Final Reading - Proposed Ordinance # 25-05 - Amendments to the Comprehensive Plan per the findings of the 2025 Evaluation and Appraisal Report

AN ORDINANCE AMENDING AND REINSTATING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; AMENDING LANGUAGE THROUGHOUT THE COMPREHENSIVE PLAN TO BE CONSISTENT WITH STATUTORY CHANGES AND CURRENT CITY REGULATION FOR COMPLIANCE WITH FLORIDA STATUTES; DIRECTING THE CITY MANAGER TO REPLACE THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE

- 4.B Public Hearing - First Reading - Proposed Ordinance #26-03 - Amending Term of Office of Commissioners

AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE; ARTICLE II ADMINISTRATION; CHAPTER 2 CITY COMMISSION; SECTION 2, TERM OF OFFICE OF COMMISSIONERS, PROVIDING TERM LIMITS OF THREE CONSECUTIVE TERMS. REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

- 4.C Public Hearing - First Reading - Proposed Ordinance #26-04 - Prohibiting Smoking and Vaping in Public Parks

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 28, PARKS AND RECREATION, ARTICLE 1, IN GENERAL, PROHIBITING SMOKING AND VAPING USE IN PUBLIC PARKS WITHIN THE

CITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS;  
PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE

- 4.D Public Hearing — First Reading — Proposed Ordinance #26-05 — Adding Criminal Background Checks to Verify Candidate's Qualification to Hold Office

AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE;  
ARTICLE II ADMINISTRATION, CHAPTER 2 CITY COMMISSION; SECTION 7  
CANDIDATES TO ANNOUNCE AND QUALIFY FOR PARTICULAR OFFICE;  
DEADLINE FOR QUALIFICATIONS; METHOD OF QUALIFYING; MAJORITY  
VOTE REQUIRED FOR ELECTION; CONDUCT OF ELECTION; WHEN  
CANDIDATE TO TAKE OFFICE; ADDING CRIMINAL BACKGROUND CHECKS TO  
VERIFY CANDIDATE'S QUALIFICATION TO HOLD OFFICE; REPEALING ALL  
ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE  
DATE

**5. PUBLIC HEARINGS**

**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.*

7.A Approval of City Commission Minutes from the January 20, 2026 Meeting

7.B Authorization to Accept the 2025-2026 Victims of Crime Act (VOCA) Grant Funding

7.C Approval to purchase of firefighter protective gear from Bennett Fire Products Company, LLC

7.D Authorization to Submit Application for 2026-27 VOCA Grant

7.E Authorization to Negotiate Construction Engineering Inspection Services

7.F Hoagland Boulevard Transportation Planning Study

7.G Construction Inspection Services for Woodside Drainage Phase 2

7.H Acceptance of Additional Funding from the Resilient Florida Grant Program

7.I Disposal of City Assets

**8. DISCUSSION ITEMS**

**CITY COMMISSION RECESSES AND CONVENES AS THE COMMUNITY REDEVELOPMENT AGENCY BOARD**

8.A (DKCRA) Approval of Reimbursement to Azure Hotel International, Inc. For the Demolition of the Civic Center

**COMMUNITY REDEVELOPMENT AGENCY BOARD ADJOURNS AND RECONVENES AS THE CITY COMMISSION**

8.B Advisory Board Vacancy: Parks and Recreation Advisory Board

**9. HEAR CITY OFFICIALS**

9.A CITY MANAGER

9.B CITY ATTORNEY

9.C CITY COMMISSION

**10. ADJOURNMENT**

In accordance with Florida Statutes 286.105: Any person wishing to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing will need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.

In accordance with Florida State 286.26, persons needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 101 Church Street, Kissimmee, Florida, (407) 518-2309.

## **ITEM 3.A**

### **Oath of Office for New Firefighters**

#### **Request**

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

#### **Explanation**

Ten new employees have been hired by the City of Kissimmee Fire Department. These employees have completed an extensive orientation and have now been assigned to a shift and station.

Staff requests that these employees be sworn in before the City Commission to reflect the professionalism and respect their jobs deserve. This will also allow the Commissioners an opportunity to meet the new firefighters who will be serving this city.

The firefighters to be sworn in are:

Firefighter Isaias Chong  
Firefighter Ethan Aguilera  
Firefighter Siomara Collazo  
Firefighter Jose Herrera Ortiz  
Firefighter Fabio Elejalde  
Firefighter Edgar Ocampo Sanchez  
Firefighter Andrew Shweky  
Firefighter Adrian Schicatano  
Firefighter Jesus Ramirez  
Firefighter Andy Garcia

Department: Fire  
Presenter: James Walls

#### **Attachment(s):**

1. (S) Oaths of Office

**ITEM 3.B**

**Proclamation - Black History Month**

**Request**

To present a proclamation to the Artists of the 2026 Kissimmee City Hall Black History Month Exhibit in honor of Black History Month.

**Explanation**

N/A

Department: City Manager  
Presenter: Mike Steigerwald

**Attachment(s):**

1. Proclamation - Black History Month 2026

### **ITEM 3.C**

#### **Proclamation - Autism Acceptance and Awareness Month**

#### **Request**

To present a proclamation honoring Saqui Community, Inc. and Voices of Silence for their contributions to the autism community and in recognition of Autism Acceptance and Awareness Month, celebrated each April.

#### **Explanation**

N/A

Department: City Manager  
Presenter: Mike Steigerwald

#### **Attachment(s):**

1. Proclamation - Autism Acceptance and Awareness Month

## **ITEM 3.D**

### **Employee of the Month for February**

#### **Request**

Staff requests that the City Commission join the City Manager in recognizing Kayla Smith of the Development Services Department as the Employee of the Month for February.

#### **Explanation**

The City is proud to announce that Kayla Smith, a dedicated Planning Technician with the Development Services Department, has been selected as the Employee of the Month for February.

Kayla joined the City of Kissimmee nearly two years ago and has quickly distinguished herself through exceptional dedication and consistent high performance. In that short time, she has earned two promotions and continues to demonstrate remarkable attention to detail while producing high-quality work with a positive, solutions-focused attitude.

She continually seeks opportunities to enhance the workplace and support her colleagues. Her commitment is further reflected in her involvement with the GEO, where she not only participates but also serves in an officer role. Kayla is known for her enthusiasm, professionalism, and the uplifting energy she brings to every interaction.

Kayla exemplifies the spirit of public service and represents the very best of our organization. The City is honored to recognize her for her outstanding service, leadership, and unwavering dedication to the community.

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

#### **Attachment(s):**

None

## ITEM 4.A

### Public Hearing - Second and Final Reading - Proposed Ordinance # 25-05 - Amendments to the Comprehensive Plan per the findings of the 2025 Evaluation and Appraisal Report

**AN ORDINANCE AMENDING AND REINSTATING ORDINANCE NO. 3050 KNOWN AS THE ORDINANCE ADOPTING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF KISSIMMEE, FLORIDA, UNDER THE AUTHORITY OF FLORIDA STATUTE 163.3184; AMENDING LANGUAGE THROUGHOUT THE COMPREHENSIVE PLAN TO BE CONSISTENT WITH STATUTORY CHANGES AND CURRENT CITY REGULATION FOR COMPLIANCE WITH FLORIDA STATUTES; DIRECTING THE CITY MANAGER TO REPLACE THE COMPREHENSIVE LAND USE PLAN AS HEREIN PROVIDED AFTER THE PASSAGE OF THIS ORDINANCE; PROVIDING FOR A PUBLIC HEARING AS REQUIRED BY LAW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE**

#### Request

Request approval of the 2025 Evaluation and Appraisal Report (EAR) Amendments.

#### Explanation

Every seven years, the City is required to conduct an evaluation of its Comprehensive Plan via an Evaluation and Appraisal Report (EAR). Based on the EAR findings, the City must make any necessary changes to its Comprehensive Plan within a year. All necessary amendments have been incorporated into the Comprehensive Plan elements, attached for review. The amendments are included in the backup for this agenda item and are indicated by underlining and strike-through.

Below is a summary of the changes per element:

#### Future Land Use

- Policy 1.1.10.1: Remove this Policy. This has been something the City has attempted to pursue in the past but has been unsuccessful.
- Objective 1.1.11: Added to support the Form-Based Code area.
- Minor language updated.
- Updates since first reading: minor updates to the data and analysis, per direction from Florida Commerce.

#### Transportation

- Policy 2.1.1.4: Modified this policy to encourage a safe multi-modal transportation network and engage with regional and local Vision Zero Action Plans.
- Minor language updated.
- Updates since first reading: minor updates to the data and analysis, per direction from Florida Commerce.

#### Housing

- Policy 3.1.1.10: Requires that the City maintain expectations for administrative approval for proposed projects submitted under the Live Local Act land use tool. In addition, it requires that the City's website include a list of City-owned surplus lands that may be used to develop

affordable residential units, as well as a list of incentives the City may apply to development projects.

- Policy 3.1.2.6: Adding a statement at the end of this policy that the City shall support local non-profits when striving to provide housing assistance.
- Updates since first reading: minor updates to the data and analysis, per direction from Florida Commerce.

### Public Facilities

- Minor language updated.

### Conservation

- Minor language updated.

### Recreation and Open Space

- Adding Policy 6.1.1.8: The Parks and Recreation Advisory Board shall be engaged in recommendations regarding decisions on the acquisition of park land and development of recreation facilities/trails.
- Adding Policy 6.1.1.9: The City shall identify all park land that can be used for future recreational use and maintain a list of those areas.
- Adding Policy 6.1.2.5: Parks shall be designed to encourage safety, social equity, and shall be low impact or support the environment.
- Adding Policy 6.1.3.5: Encourages trails and pedestrian pathways.
- Adding Policy 6.1.3.6: Requires that the City adopt a Parks and Recreation Master Plan.

### Intergovernmental Coordination

- Removed Objective 7.1.6, which recommends establishing Joint Planning Areas (JPA) with Osceola County. This has been something the City has attempted to pursue in the past, but has been unsuccessful. Both the County and the City have seats on their respective Development Review Committees and can comment on proposed projects. County land use, continuity, and the maintenance of the Level of Service within the City are always considerations when reviewing development applications within the City. Further, if there is a wish for another large-scale annexation into the City, a separate agreement would be made with the County.

### Capital Improvements

- Capital Improvements Plan (CIP) update
- Minor language updated.
- Update since first reading: Per statute, the Capital Improvements Program (CIP) must be updated annually. As the budgets for Toho Water Authority (TWA) and the City were approved in September, staff updated the CIP to reflect the 2026-2030 budget.

## Economic Development

- No changes are proposed to this element.

## Property Rights

- No changes are proposed to this element.

Following the City Commission's first reading of this ordinance on June 3, 2025, staff transmitted all applicable documentation to the Florida Department of Commerce and various other agencies for review. Any requested edits have been incorporated into the various elements.

## **Recommendation**

Approval of the second and final reading of the proposed ordinance.

The City Commission approved the first reading on June 3, 2025. The Planning Advisory Board (PAB) recommended approval on May 21, 2025. This recommendation included a modification to Policy 2.1.1.4 of the Transportation Element, which is reflected in the attached backup. The Development Review Committee (DRC) recommended approval on May 6, 2025.

## REQUESTED CITY COMMISSION ACTION:

Approve

Department: Development Services

Presenter: Ashley Cornelison

## **Attachment(s):**

1. (S) 25-05 Proposed Ordinance
2. 2050 Comprehensive Plan
3. Advertisement

**ITEM 4.B**

**Public Hearing - First Reading - Proposed Ordinance #26-03 - Amending Term of Office of Commissioners**

**AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE; ARTICLE II ADMINISTRATION; CHAPTER 2 CITY COMMISSION; SECTION 2, TERM OF OFFICE OF COMMISSIONERS, PROVIDING TERM LIMITS OF THREE CONSECUTIVE TERMS. REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE**

**Request**

Approval of the First Reading of the Proposed Ordinance #26-03 amending the charter to increase term limits to three consecutive terms.

**Explanation**

This is a request to approve a proposed Charter amendment increasing term limits. Currently, Commissioners are limited to two elected consecutive four-year terms. If the City Commission approves the first and second readings of this ordinance, this change, if approved by voters, would set term limits at three consecutive four-year terms.

**Recommendation**

Approval of the First Reading of the Proposed Ordinance #26-03 amending the charter to increase term limits to three consecutive terms.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter: Mike Steigerwald

**Attachment(s):**

1. Proposed ORD. #26-03\_ Amending Term of Office of Commissioners
2. Proof of Advertisement (Publication Date 01-29-2026)

## ITEM 4.C

### Public Hearing - First Reading - Proposed Ordinance #26-04 - Prohibiting Smoking and Vaping in Public Parks

**AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 28, PARKS AND RECREATION, ARTICLE 1, IN GENERAL, PROHIBITING SMOKING AND VAPING USE IN PUBLIC PARKS WITHIN THE CITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE**

#### Request

Approval of the First Reading of the Proposed Ordinance #26-04 prohibiting smoking and vaping in public parks.

#### Explanation

The World Health Organization estimates that tobacco use causes more than eight million deaths worldwide each year, including nearly 500,000 premature deaths annually in the United States. In Florida, 59 percent of children ages 11 to 17 report exposure to secondhand smoke from cigarettes or electronic vapor products. Exposure to secondhand smoke poses significant health risks, particularly to children, including increased risks of sudden infant death syndrome, asthma, developmental abnormalities, and cancer.

E-cigarettes emit an aerosol containing at least ten chemicals known to cause cancer, birth defects, or other reproductive harm, and bystanders may absorb nicotine through exposure. Tobacco use also results in substantial environmental harm, generating almost two million tons of waste annually and contributing to widespread litter in public spaces, including trillions of cigarette butts littered across roadways, sidewalks, parks, and other green spaces.

In 2022, the Florida Legislature amended the Florida Clean Indoor Air Act through House Bill 105, authorizing local governments to restrict smoking on public beaches and in public parks. The City Commission finds that passing this ordinance serves the best interests of public health and environmental protection for the City and its residents.

#### Recommendation

Approval of the First Reading of the Proposed Ordinance #26-04 prohibiting smoking and vaping in public parks.

#### REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter: Mike Steigerwald

#### Attachment(s):

1. Proposed Ordinance #26-04\_ Prohibiting Smoking and Vaping In Public Parks
2. Proof of Advertisement (Publication Date 01-29-2026)

**ITEM 4.D**

**Public Hearing — First Reading — Proposed Ordinance #26-05 — Adding Criminal Background Checks to Verify Candidate's Qualification to Hold Office**

**AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE; ARTICLE II ADMINISTRATION, CHAPTER 2 CITY COMMISSION; SECTION 7 CANDIDATES TO ANNOUNCE AND QUALIFY FOR PARTICULAR OFFICE; DEADLINE FOR QUALIFICATIONS; METHOD OF QUALIFYING; MAJORITY VOTE REQUIRED FOR ELECTION; CONDUCT OF ELECTION; WHEN CANDIDATE TO TAKE OFFICE; ADDING CRIMINAL BACKGROUND CHECKS TO VERIFY CANDIDATE’S QUALIFICATION TO HOLD OFFICE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE**

**Request**

Request approval of Proposed Ordinance #26-05, adding criminal background checks to verify candidates' qualifications to hold office.

**Explanation**

The City Commission has expressed a commitment to transparency, including transparency among all potential elected officials. The Commission believes that the citizens deserve full disclosure regarding those seeking public office and, accordingly, is proposing an amendment to the City Charter to require background checks for candidates running for office.

Under the proposed amendment, each candidate would be required to consent to a background check for the purpose of verifying the candidate’s qualifications to hold office. No candidate would be disqualified from running for office without prior notice, an opportunity for a hearing, and clear and convincing evidence that the candidate does not meet the qualifications to hold office.

**Recommendation**

Approval of Proposed Ordinance #26-05 adding criminal background checks to verify candidate's qualification to hold office.

**REQUESTED CITY COMMISSION ACTION:**

Approve

Department: City Attorney

Presenter: Mike Steigerwald

**Attachment(s):**

1. Proposed Ord #26-05 - Adding background Checks to Qualifying Candidates
2. Proof of Advertisement (Publication Date 01-29-2026)

**ITEM 7.A**

**Approval of City Commission Minutes from the January 20, 2026 Meeting**

**Request**

Approval of the January 20, 2026 Commission meeting minutes.

**Explanation**

Minutes of the commission meeting held on January 20, 2026, are attached for approval.

**Recommendation**

Staff recommends Commission approval.

**REQUESTED CITY COMMISSION ACTION:**

Approve

Department: City Commission

Presenter:

**Attachment(s):**

1. (S) CCM MIN JAN 20 2026

**ITEM 7.B**

**Authorization to Accept the 2025-2026 Victims of Crime Act (VOCA) Grant Funding**

**Request**

Request approval for the Victim of Crimes Act grant (Grant VOCA26) from the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grants Management, in the amount of \$56,001.

**Explanation**

The Office of the Attorney General has announced the anticipated availability of Victims of Crime Act (VOCA) grant funds from the U.S. Department of Justice. The purpose of VOCA grant funds is to provide support services to crime victims. Services are defined as efforts that respond to the emotional and physical needs of crime victims, assist victims in stabilizing their lives after victimization, assist victims in understanding and participating in the criminal justice system, and provide victims with a measure of safety and security. The Police Department has received this grant for several years.

**Financial Information**

Account #	Project #	Increase / Decrease	Budget	Actual
11400334 334200	VOCA26	Increase	\$56,001	
11430401 501212	VOCA26	Increase	\$36,005	
11430401 502121	VOCA26	Increase	\$2,754	
11430401 502222	VOCA26	Increase	\$5,797	
11430401 502323	VOCA26	Increase	\$9,897	
11430401 502424	VOCA26	Increase	\$1,548	

Financial Summary:

The above accounts will be amended accordingly upon acceptance of these grant funds.

**Recommendation**

Accept and approve the amendment to the budget for the 2025-26 VOCA grant to the Office of the Attorney General.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police  
Presenter:

**Attachment(s):**

City of Kissimmee

1. City of Kissimmee Police Departm-00234 - signed

**ITEM 7.C**

**Approval to purchase of firefighter protective gear from Bennett Fire Products Company, LLC**

**Request**

Request approval to purchase firefighter protective gear from Bennett Fire Products Company, LLC, under existing Contract #20260063, including turnout gear for new hires and replacement sets, and authorize the City Manager to approve additional quotes within the approved purchasing authority.

**Explanation**

The City of Kissimmee Fire Department has an existing, signed contract (#20260063) with Bennett Fire Products Company, LLC, which is valid through 07/31/2027, for the purchase of firefighter protective turnout gear. The Fire Department requires the purchase of additional protective gear to properly equip personnel and maintain safety standards. This request includes:

Twenty-two (22) sets of turnout gear for new hires, providing two (2) sets per firefighter, \$109,639.25

Twenty-five (25) replacement sets to replace gear that has reached the end of its service life, \$96,482.54

Utilizing the existing contract ensures consistency in equipment, compliance with safety requirements, continuity of operations, and timely delivery of gear. Funding for this purchase is available within the Fire Department's approved budget.

**Financial Information**

Account #	Project #	Increase / Decrease	Budget	Actual
00135203-505257			\$206,121.79	\$206,121.79

Financial Summary:

The purchase of this protective gear from Bennett Fire Products Company, LLC, was included and approved in our FY26 Operating Budget.

**Recommendation**

Approval to purchase firefighter protective gear from Bennett Fire Products Company, LLC, under the existing contract #20260063, and approval for the City Manager or designee to authorize additional quotes and related purchases under the contract, as long as such approvals fall within the City Manager's purchasing authority and available budget.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Fire

Presenter:

**Attachment(s):**

1. Bennett Fire Products (Contract #20260063)\_Nov-05-2025\_completed
2. Kissimmee Replacement Gear Quote 011326
3. Kissimmee New Hires Bunker Gear Quote 011326

**ITEM 7.D**

**Authorization to Submit Application for 2026-27 VOCA Grant**

**Request**

Request approval to submit an application to the Office of the Attorney General for the Victims of Crimes Act (VOCA27) grant for fiscal year 2026-2027.

**Explanation**

The Office of the Attorney General has announced the anticipated availability of Victims of Crime Act (VOCA) grant funds from the U.S. Department of Justice. The purpose of VOCA grant funds is to provide support services to crime victims. Services are defined as efforts that respond to the emotional and physical needs of crime victims, assist victims in stabilizing their lives after victimization, assist victims in understanding and participating in the criminal justice system, and provide victims with a measure of safety and security. The Police Department has received this grant for several years.

The funding cycle for the VOCA grant funds under this notice is October 1, 2026, through September 30, 2027.

**Recommendation**

Approval for the Police Department to submit the required application for the 2026-27 VOCA grant to the Office of the Attorney General.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Police

Presenter:

**Attachment(s):**

1. VOCA 26-27 Notice of Availabilty

## **ITEM 7.E**

### **Authorization to Negotiate Construction Engineering Inspection Services**

#### **Request**

Request approval to begin contract negotiations with the top-ranked firms for Construction Engineering Inspection (CEI) Services, following completion of the Request for Qualifications (RFQ) selection process (RFQ2025-003).

#### **Explanation**

In accordance with the City's qualifications-based selection procedures and the Consultant's Competitive Negotiation Act, Procurement issued RFQ2025-003 to solicit qualified firms to provide professional CEI services for the upcoming Shingle Creek Regional Trail (SCRT) South Phase 2B - Yates Connector project.

After evaluation of the submitted qualifications and completion of the selection committee interviews, Consor was ranked as the most qualified firm to perform these services, followed by DRMP. The next step in the procurement process, as required by City purchasing policy, is to enter negotiations with the highest-ranked firm to establish a detailed scope of services, fee schedule, and contract terms. Upon successful negotiation, staff will return to the City Commission for approval of the final contract. In the event negotiations are unsuccessful, the City will proceed to negotiate with the next highest-ranked firm.

The CEI services contract will provide professional oversight and inspection for the SCRT South Phase 2B - Yates Connector project, ensuring compliance with approved plans, specifications, schedules, and quality standards.

#### **Recommendation**

Approval to authorize contract negotiations with the top-ranked firms for CEI Services.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Public Works & Engineering

Presenter:

#### **Attachment(s):**

1. RFQ2025-003 SCRT S 2B\_Yates Connector CEI Post Committee Score Sheet

## ITEM 7.F

### Hoagland Boulevard Transportation Planning Study

#### Request

Request authorization to issue a Task Work Order (TWO) under the existing Continuing Professional Engineering Services Contract with Kimley-Horn and Associates, Inc. (Contract #20260145), in the amount of \$426,330, for the Hoagland Boulevard from US-192 to Carroll Street Transportation Planning Study, and authorize the City Manager or its designee to sign any additional documents or change orders needed to carry out the terms of this TWO.

#### Explanation

The City of Kissimmee is initiating Phase 1 planning for corridor improvements along Hoagland Boulevard between US-192 and Carroll Street, approximately 0.9 miles in length. The project envisions widening the corridor from two lanes to four lanes and incorporating multimodal elements to enhance traffic flow, safety, and regional connectivity.

The scope of the Transportation Planning Study includes developing a purpose and need statement, evaluating roadway and multimodal alternatives, conducting traffic and safety analyses, assessing environmental constraints, identifying potential stormwater pond sites, and preparing conceptual plans with preliminary cost estimates. The study will be conducted in accordance with Florida Department of Transportation Project Development and Environment (PD&E) procedures and will include an evaluation of potential state and federal funding opportunities. Recommended next steps for advancing the project to full PD&E and design phases will also be documented.

Kimley-Horn and Associates, Inc. was chosen for this project under the City's Continuing Professional Services Contract because of its qualifications and expertise in transportation planning and PD&E documentation. The work is expected to be finished within 400 calendar days from the date of the Notice to Proceed.

#### Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10945656-506393	MF2600	Decrease	\$500,000	\$426,330

#### Financial Summary:

Adequate funding for the Transportation Planning Study project is readily available in the mobility fee fund project account as listed above.

#### Recommendation

Approval to authorize the issuance of a Task Work Order to Kimley-Horn and Associates, Inc. under the Continuing Professional Engineering Services Contract for the Hoagland Boulevard from US-192 to Carroll Street Transportation Planning Study, in the amount of \$426,330, and to authorize the City of Kissimmee

Manager or their designee to sign any additional documents or change orders necessary to execute this TWO.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering  
Presenter:

**Attachment(s):**

1. (S) Task Authorization Order and Proposal
2. Third Extension Agreement Kimley-Horn and Associates, Inc. \_Jul-16-2025

## ITEM 7.G

### Construction Inspection Services for Woodside Drainage Phase 2

#### Request

Request approval to establish a Construction Engineering Inspection (CEI) Professional Services Agreement with Hill International, Inc. for the Woodside Drainage & Utility Infrastructure Improvements, Phase 2 project (Contract #20260146), totaling \$931,691.34. Authorization is also sought for the City Manager or designee to sign the agreement and any related documents or change orders needed to implement this contract.

#### Explanation

The City of Kissimmee is advancing the Woodside Drainage & Utility Infrastructure Improvements, Phase 2 project to enhance drainage capacity and utility infrastructure in the area. To ensure proper execution, CEI services must provide professional oversight during construction and ensure the project is completed in accordance with approved plans, specifications, schedules, and all applicable standards. These services include construction inspection, coordination, and construction administration support throughout the construction phase.

On December 2, 2025, the City Commission authorized staff to initiate contract negotiations with Hill International, Inc. as the top-ranked firm from the RFQ2025-007 selection process. Negotiations have been successfully completed, and staff is now requesting approval to proceed with a CEI Professional Services Agreement to ensure quality assurance and compliance during construction.

Approval of this agreement will enable the City to move forward with construction support services critical to the successful delivery of this infrastructure improvement project.

#### Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
40945206-506393	SW2502	Decrease	\$ 1,725,210	\$ 605,600
40945206-506393	PW2510	Decrease	\$ 7,714,000	\$ 326,092
40945206-506393	SW2613	Increase		\$ 931,692

#### Financial Summary:

Adequate funding for the Woodside Drainage & Utility Infrastructure Improvements, Phase 2 project, is readily available in the accounts as listed above.

#### Recommendation

Approval to enter into a Construction Engineering Inspection (CEI) Professional Services Agreement with Hill International, Inc. for the Woodside Drainage & Utility Infrastructure Improvements, Phase 2 project, in the amount of \$931,691.34, and to authorize the City Manager or designee to execute the

agreement and any related documents or change orders necessary to carry out the terms of this contract.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering  
Presenter:

**Attachment(s):**

1. (S) Woodside Drainage Improvements Contract RFQ2025-007

**ITEM 7.H**

**Acceptance of Additional Funding from the Resilient Florida Grant Program**

**Request**

Request approval to accept an additional \$79,312 in Federal grant funding awarded for extra work on the comprehensive inland vulnerability assessment project, and to amend the budget to reflect the funding received (Grant #CVA 24).

**Explanation**

On December 18, 2023, the City received notice of a \$340,000 award, funded entirely by federal funds. On June 3, 2024, the City received the agreement for final approval to accept the awarded funds, which was approved by the City Commission on July 16, 2024.

On September 1, 2025, the City of Kissimmee requested an additional \$79,312 through the Resilient Florida Grant Program to support an exposure analysis as part of its comprehensive inland vulnerability assessment. This effort is vital for improving the City’s readiness for changing climate conditions and for safeguarding its residents, critical infrastructure, and natural resources.

The assessment will examine potential impacts of rainfall-induced flooding. The project will analyze six key inland basins: Shingle Creek, West City Ditch, East City Ditch, Downtown, Mill Slough, and Bass Slough. All of these basins ultimately drain into Lake Tohopekaliga, a crucial water body subject to a nutrient reduction plan.

**Financial Information**

Account #	Project #	Increase / Decrease	Budget	Actual
15145206-506393	CVA24	Increase	\$79,312	
15100334 334490		Increase	\$79,312	

Financial Summary:

This grant will adequately fund the entire project cost.

**Recommendation**

Approval to accept an additional \$79,312 in Federal grant funding awarded for additional work to the comprehensive inland vulnerability assessment project, and amend the budget to reflect the funding received.

REQUESTED CITY COMMISSION ACTION:

Approve

City of Kissimmee

Department: Public Works & Engineering  
Presenter:

**Attachment(s):**

1. (S) City of Kissimmee Comprehensive VA and AP

## **ITEM 7.I**

### **Disposal of City Assets**

#### **Request**

Approval to dispose of the asset items detailed in the attached report.

#### **Explanation**

The Charter states that the City Manager “shall not dispose of property belonging to the City, except on authority of the City Commission.” Therefore, staff is requesting approval to dispose of the items included on the attached list.

The items included on the attached list are slated to be auctioned, junked or scrapped and have not previously been approved for disposition by the City Commission. These items will be placed up for auction via George Gideon Auctioneers, Inc. online auction unless otherwise desired by other local governments for purchase at fair market value.

#### **Recommendation**

Staff recommends Commission approval to remove these items from the City’s equipment inventory listing and to send those items to the auction for disposition.

#### **REQUESTED CITY COMMISSION ACTION:**

Approve

Department: Finance

Presenter: Tavia Ritchie

#### **Attachment(s):**

1. February 2026 Asset Disposal

**ITEM 8.A**

**(DKCRA) Approval of Reimbursement to Azure Hotel International, Inc. For the Demolition of the Civic Center**

**Request**

Request approval for reimbursement to Azure for the Civic Center demolition, not to exceed \$400,000, and authorize staff to sign any documents needed to carry out this action.

**Explanation**

Since the start of the Civic Center redevelopment project into a new hotel and convention center, the Downtown Kissimmee Community Redevelopment Agency (DKCRA) has actively supported funding efforts, providing financial aid to advance planning, site preparation, and key early activities crucial to the project's success.

Demolishing the existing Civic Center building is a necessary first step to ready the site for future redevelopment. According to the Master Development Agreement, section 5.4.b, the City must reimburse the developer, Azure, for eligible demolition costs related to the Civic Center, based on an independently sourced estimate approved by the City and aligned with the Project schedule. Azure has agreed to cover the demolition costs upfront, with reimbursement by the DKCRA following the terms of the agreement and after verification of eligible expenses.

**Financial Information**

Account #	Project #	Increase / Decrease	Budget	Actual
10622208 508282		Decrease		400,000

Financial Summary:

The City has obtained an estimate totaling \$374,500 and will reimburse Azure in an amount not to exceed the rounded amount of \$400,000. Funding for this reimbursement will be paid from the Downtown Kissimmee CRA budget Aids to Private Organizations account. Reimbursement shall be made only for documented, eligible demolition expenses.

**Recommendation**

Approval for the reimbursement to Azure for demolition of the Civic Center up to \$400,000, and authorize staff to sign any necessary documents to carry out this action.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Economic Development  
Presenter: David Rodriguez

**Attachment(s):**

1. Master Development Agreement - Azure Hotel

**ITEM 8.B**

**Advisory Board Vacancy: Parks and Recreation Advisory Board**

**Request**

The Commission is requested to make an appointment to fill a vacancy on the Parks and Recreation Advisory Board.

**Explanation**

Parks and Recreation Advisory Board member Hamza Godil has missed three consecutive meetings in a row and one half of the scheduled meetings. Pursuant to City Code Section 2-146, "any board member who misses three (3) consecutive meetings or at least one half of the meetings of the calendar year shall be considered to have resigned, and a new replacement may be appointed." Mr. Godil's term is set to expire on May 31, 2026. Staff requests the new member be appointed to fill the remainder of the term plus a new three-year term.

Attached are the pre-approved applications for commission consideration.

**Recommendation**

Appoint a new member to fill an open vacancy on the Parks and Recreation Advisory Board.

**REQUESTED CITY COMMISSION ACTION:**

Appoint/Reappoint

Department: City Manager

Presenter: Mike Steigerwald

**Attachment(s):**

1. PARAB Applicant - Sara Corredor (City Resident)
2. PARAB Applicant - Joselyn Zapata (City Resident)
3. PARAB Applicant - Maria Isidor (City Resident)
4. PARAB Applicant - Jonathan Ramos (City Resident)
5. PARAB Applicant - Ashley Call (City Resident)
6. PARAB Applicant - Jordan Rivera (City Resident)
7. PARAB Applicant - Quinn Davenport (City Resident)