



MEETING MINUTES
SESSION OF THE PARKS & RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, DECEMBER 10, 2025 AT 6:00 PM

1. MEETING CALLED TO ORDER

Members Present: Board Member Albert Dorsey, Board Co-Chair Edward Kilroy, Board Chair M. Hannan Khan, Board Member Robin Wright, Board Member Vanessa Alvarez, Board Member Seewdat "David" Anderson, Board Member Manuel Gomez, Board Member Amarilis Olivo Williams

Staff Present: Parks and Recreation Director Steve Lackey, Assistant City Attorney Curtis McGhee, Events Manager Veronica Frink, Financial Analyst Andrea Campbell, Administrative Assistant II Anna Miller

Members Absent: Board Member Hamza Godil

Board Chair M. Hannan Khan called the meeting to order at 06:00 PM.

2. MINUTES

2.A Approval of the meeting minutes from the October 8, 2025 meeting

Board Co-Chair Edward Kilroy made a motion to approve the minutes from the October 8, 2025 meeting as presented. Board Chair M. Hannan Khan seconded the motion.

AYE: Board Member Albery Dorsey, Board Co-Chair Edward Kilroy, Board Chair M. Hannan Khan, Board Member Manuel Gomez, Board Member David Anderson, Board Member Robin Wright, Board Member Amarilis Olivo, Board Member Vanessa Alvarez

Nay: None
 Motion 8 - 0

3. HEAR AUDIENCE There was a visitor who was acknowledged by Board Chair M. Hannan Khan. He did not have any comments for the Board.

4. DISCUSSION

4.A Directors Update

Parks and Recreation Director, Steve Lackey, gave an update on projects and upcoming events within the department.

- Lakeside Community Center and Fire Station are projected to open in the Fall of 2027. The pre-construction negotiations are set to begin in January 2026.
- The Events Team will vacate the Civic Center at the end of January. Civic Center demolition will begin in February/March 2026. Current furnishings and needed equipment will be repurposed to other facilities within the department. The Parks and Recreation Director reviewed renderings, provided in the agenda, of the new hotel and convention center space.
- There is a high probability that the Osceola County Library, located near the Civic Center, will be closed and demolished. As more news is provided, the board will

be notified. Board Co-Chair Edward Kilroy shared thoughts regarding changes within the utilization of libraries.

- Festival of Lights on December 13, 2025. Discussion regarding parking for judges and the green room located at City Hall.
- Movie in the Park continues through March. The attendance has averaged between 1,500 and 2,000.
- MLK Unity Festival on January 17, 2026, at Veterans Lawn.
- Art in the park on February 13, 2026, at Ruby Plaza. The Events Team is partnering with Osceola Arts.

Parks and Recreation Director, Steve Lackey, opened the floor for questions and provided answers.

- The roadway located near the Civic Center will remain, but it will no longer be a thoroughfare.
- 2026 Parade Route — due to the restructuring of downtown Kissimmee, the City will work with the construction company to best accommodate the parade route.
- The City is negotiating for 20 days of usage per year with the hotelier for the new convention space.
- The hotel will be 10 stories and the convention space will be 2 stories.
- Berlinsky Community House will be rebuilt for activities and private events.

5. NEW BUSINESS

5.A Community Benefit Grant

Board Co-Chair Edward Kilroy noted that the Community Benefit Grant, Kingdom Kids Assistance Program, is in its 3rd year and cannot receive more than \$1,500 per policy. They can receive less, but not more than the amount of \$1,500. Parks and Recreation Director, Steve Lackey, confirmed that this was their 5th time coming to the board but the 3rd time under the new grant process.

Each Board Member read their scores (EXHIBIT A) for The Kingdom Kids Assistance Program as staff recorded scores on the spreadsheet (EXHIBIT B). Board Co-Chair Edward Kilroy made a motion to award the Kingdom Kids Assistance Program \$1,238.00. Board Member Manuel Gomez seconded the motion.

AYE: Board Chair M. Hannan Khan, Board Co-Chair Edward Kilroy, Board Member Albery Dorsey, Board Member Robin Wright, Board Member David Anderson, Board Member Manuel Gomez, Board Member Amarlis Olivo Williams, Board Member Vanessa Alvarez
Motion Carried: 8-0

6. HEAR CHAIRMAN AND BOARD MEMBERS There were no remarks from Board Members.

7. ADJOURNMENT There being no further business to come before the PARAB Board, Chairperson M. Hannan Khan adjourned the meeting at 06:22 PM.



Board Chairperson

ATTEST:

Andrea Campbell

Board Clerk

EXHIBIT A



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 12/1/2025 Evaluated by: S. LACKEYEvent Name: Kingdom Kids Community Assistance Program Event Date: 2/28/2026

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒**Evaluator's Comments**previous
funding

2025 - \$1150 - year 2

2024 - \$2400 - year 1

2023 - \$2450

2022 - \$2500

year 3 funding up to \$1500
1,238.00

City of Kissimmee



City Policy 1605

COMMUNITY BENEFIT EVALUATION FORM

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Evaluator's Comments
previous funding 2025-\$1150 - year 2 2024-\$2400 - year 1 2023-\$2450 2022-\$2500 year 3 funding up to \$1500 # 1000

Edward A. Kulog

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 CITY OF
 KISSIMMEE
 1883



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Does the request meet or exceed policy requirements?	☒

Evaluator's Comments	
previous funding 2025 - \$1150 - year 2 2024 - \$2400 - year 1 2023 - \$2450 2022 - \$2500 year 3 funding up to \$1500 <u>\$1,000</u> MG	



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2025 - \$1150 - year 2
 2024 - \$2400 - year 1
~~2023 - \$2450~~
 2022 - \$2500

year 3 funding up to \$1500

\$1,200



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previous funding	2025 - \$1150 - year 2 2024 - \$2400 - year 1 2023 - \$2450 2022 - \$2500
year 3 funding up to \$1500	\$1,200

Robin Wright



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year 3 funding up to \$1500	\$1300.00 <i>Albert Dorsey</i>



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previous funding 2025-\$1150 - year 2
2024-\$2400 - year 1
2023-\$2450
2022-\$2500

year 3 funding up to \$1500

(1200)

EXHIBIT B

2025/26 Community Benefit Grant

[illegible]