



**MEETING AGENDA
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, APRIL 21, 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 Proclamation - Denim Day

3.B Proclamation - 75th National Day of Prayer 2026

- 4. PUBLIC HEARINGS - FIRST AND SECOND READINGS**

4.A Public Hearing – Second and Final Reading – Proposed Ordinance # 26-13 – Amending the Firefighters Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION III, FIREFIGHTERS' RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-167, DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

4.B Public Hearing - First Reading - Proposed Ordinance # 26-14 Amending the City Charter, Section 6: Compensation of Commissioners

AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE; ARTICLE II, ADMINISTRATION, CHAPTER 2, CITY COMMISSION, SECTION 6, COMPENSATION OF COMMISSIONERS; SUBMITTING THE PROPOSED AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; AND PROVIDING FOR 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 April 7, 2026, Meeting and April 14, 2026 Workshop

7.B Amendment No. 1 to Task Order No. 3 for Professional Service Agreement with AVCON, Inc.

- 7.C Resolution Amending the City's Qualification Procedures
- 7.D Resolution to Accept Grant Funding Amendment No. 1 from Florida Department of Transportation for Taxiway Delta Environment Assessment
- 7.E Award of Florida Digital Services Technology Grant
- 7.F Playground Safety Surface at Kissimmee Lakefront Park
- 7.G Disposal of City Assets
- 7.H Emergency ADA Repairs – Mill Slough Pedestrian Bridges and Ruby Plaza Dock

8. DISCUSSION ITEMS

- 8.A Interim City Attorney Employment Contract
- 8.B Commission Action on Sworn Complaint Against Mayor Jackie Espinosa
- 8.C Commission Action on Sworn Complaint Against Commissioner Janette Martinez

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

Proclamation - Denim Day

Request

Proclamation presentation to Lui Damiani, Executive Director of Victim Service Center of Central Florida, in recognition of National Sexual Assault Awareness Month.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation - Denim Day

ITEM 3.B

Proclamation - 75th National Day of Prayer 2026

Request

Proclamation presentation to Randi Law, President of Osceola County National Day of Prayer, Inc., in honor of the National Day of Prayer occurring on May 7, 2026.

Explanation

N/A

Department: City Manager
Presenter: Mike Steigerwald

Attachment(s):

1. Proclamation - 75th National Day of Prayer 2026

ITEM 4.A

Public Hearing – Second and Final Reading – Proposed Ordinance # 26-13 – Amending the Firefighters Retirement Plan

AN ORDINANCE OF THE CITY OF KISSIMMEE, FLORIDA, AMENDING CHAPTER 30, PERSONNEL, ARTICLE III, EMPLOYEE RETIREMENT, DIVISION III, FIREFIGHTERS’ RETIREMENT PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF KISSIMMEE; AMENDING SECTION 30-167, DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE

Request

Approval of the Second and Final Reading of the Proposed Ordinance # 26-13 amending the Firefighters Retirement Plan.

Explanation

The proposed ordinance #26-13 and the no impact statement from the Plan's Actuary are attached for approval. The Pension Attorney prepared the proposed ordinance and the Actuary indicated that this will not have an actuarial impact on the cost of the Firefighters Retirement Plan. This was also reviewed by the City Attorney, Curtis McGee, who provided the attached Business Impact Estimate.

This proposed ordinance includes updated language that is listed within the approved Collective Bargaining Agreement with the International Association of Firefighters Local 4208 dated 8/7/2025. The Collective Bargaining Agreement effective date is October 1, 2024, to September 30, 2027.

Pension Plan — Members may enter the DROP at any time after they qualify for normal retirement benefits under the plan.

Recommendation

Staff recommends approval.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Human Resources & Risk Management

Presenter: Mike Steigerwald

Attachment(s):

1. (S) KISS Fire Drop Proposed Ord 26-13
2. 2026.03.25,Letter Of No Impact-KissimmeeFire
3. Business Impact Estimate for KFD Drop Entry Expansion (003)
4. Prop Ord 26-13 - Ad Affidavit

ITEM 4.B

Public Hearing - First Reading - Proposed Ordinance # 26-14 Amending the City Charter, Section 6: Compensation of Commissioners

AN ORDINANCE AMENDING THE CHARTER OF THE CITY OF KISSIMMEE; ARTICLE II, ADMINISTRATION, CHAPTER 2, CITY COMMISSION, SECTION 6, COMPENSATION OF COMMISSIONERS; SUBMITTING THE PROPOSED AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; AND PROVIDING FOR AN EFFECTIVE DATE

Request

Request approval of the First Reading of Proposed Ordinance #26-14, amending the Charter to authorize commissioner compensation to be established within the City Code of Ordinances.

Explanation

The City Charter currently specifies the annual compensation for Commissioners based on population. The City Commission has determined that it is more appropriate for commissioner compensation to be established in the City Code of Ordinances, which may be amended periodically without requiring a referendum vote.

Recommendation

Approval of the First Reading of Proposed Ordinance #26-14, amending the Charter to authorize commissioner compensation to be established within the City Code of Ordinances.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Attorney

Presenter: Mike Steigerwald

Attachment(s):

1. Proposed Ordinance #26-14 - Charter Amendment (Section 6 - Commission Compensation)
2. Prop Ordinance #26-14 - Proof of Publication
3. 4.13.2026 business-impact-estimate for proposed ordinance 26-14

ITEM 7.A

Approval of City Commission Minutes from the April 7, 2026, Meeting and April 14, 2026 Workshop

Request

Approval of the April 7, 2026, commission meeting minutes and April 14, 2026 workshop.

Explanation

Minutes of the commission meeting held on April 7, 2026, and workshop held on April 14, 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 APR 07 2026
2. (S) CCM MIN APR 14 2026 (WORKSHOP)

ITEM 7.B

Amendment No. 1 to Task Order No. 3 for Professional Service Agreement with AVCON, Inc.

Request

Request approval of Amendment No. 1 to Task Order No. 3 for a professional service agreement (Contract #20230139) between the City of Kissimmee and AVCON, Inc., that was executed on February 7, 2023, for an Environmental Assessment for the Taxiway Delta Extension Project for technical engineering design services in the amount of \$158,180.00.

Explanation

AVCON is conducting an FAA-required environmental assessment for the Taxiway Delta Extension Project. Since the project was first initiated, the biological resources action area (species evaluation coverage area) and associated species list have changed with refinements to the project study area. An updated U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) species list, prepared for the refined action area, identifies federally listed species and migratory birds that may occur within the portion of the former golf course area with tree cover and potential roosting habitat. Based on recent coordination with the FAA and USFWS, additional species evaluations, including species-specific field survey efforts within required seasonal windows, are required to support the documented CATEX.

The focused environmental assessment is required to be eligible for future federal and state funding for design and construction. The work will be prepared in accordance with Federal Aviation Administration Order 505.4B and the National Environmental Policy Act (NEPA).

The professional service agreement between the City of Kissimmee and AVCON, Inc., was executed on February 7, 2023, for engineering design and permitting services.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170106-506393	TWY D-EA	Increase	31,636.00	31,636.00
47000334-334410	TWY D-EA	Increase	126,544.00	126,544.00

Financial Summary:

The additional cost for the Environmental Assessment project cost is \$158,180.00 with participation of the Florida Department of Transportation (FDOT) 80% (\$126,544.00) and local match (Airport) of 20% (\$31,636.00).

Recommendation

Approval of Amendment No. 1 to Task Order No. 3 for a professional service agreement between the City of Kissimmee and AVCON, Inc., that was executed on February 7, 2023, for an Environmental

City of Kissimmee

Assessment for the Taxiway Delta Extension Project for technical engineering design services in the amount of \$158,180.00.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport
Presenter:

Attachment(s):

1. (S) SUPPLEMENTAL AGREEMENT NO. 1 TO TASK ORDER NO. 3

ITEM 7.C

Resolution Amending the City's Qualification Procedures

Request

Approval of the amended resolution to clarify responsibilities and include an additional acknowledgement from candidates.

Explanation

Due to a recent amendment to the City's contract with the Osceola County Supervisor of Elections, the City is proposing revisions to the qualifying resolution. These changes are intended to clarify the roles of the Supervisor of Elections as the Financial Filing Officer and the City Clerk as the ministerial Qualifying Officer. Additionally, the amendment includes a minor update requiring candidates to sign an additional affidavit affirming, under oath, that they have received all qualifying materials in accordance with Florida Statutes and City procedures.

Recommendation

Approval of the amended resolution

REQUESTED CITY COMMISSION ACTION:

Adopt

Department: City Manager

Presenter:

Attachment(s):

1. (S) - Resolution Amending Qualification Procedures; Defining Roles of Officers and Adding a Qualification Packet Affidavit
2. Affidavit of Candidate Receipt of Qualifying Packet (2026) wcm edits

ITEM 7.D

Resolution to Accept Grant Funding Amendment No. 1 from Florida Department of Transportation for Taxiway Delta Environment Assessment

Request

Request approval to accept, by Resolution, a Public Transportation Grant Agreement (PTGA) Amendment No. 1 from the Florida Department of Transportation (FDOT) for Taxiway Delta Environmental Assessment at the Kissimmee Gateway Airport in the amount of \$126,544 (Grant #Twy D-EA).

Explanation

FDOT is offering a grant of \$126,544.00 to amend the previous grant to fund an environmental assessment for the Taxiway Delta Extension Project. Since the project was first initiated, the biological resources action area (species evaluation coverage area) and associated species list have changed with refinements to the project study area.

An updated U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) species list, prepared for the refined action area, identifies federally listed species and migratory birds that may occur within the portion of the former golf course area with tree cover and potential roosting habitat. Based on recent coordination with the FAA and USFWS, additional species evaluations, including species-specific field survey efforts within required seasonal windows, are required to support the documented CATEX.

The focused environmental assessment is required to be eligible for future federal and state funding for design and construction. The work will be prepared in accordance with Federal Aviation Administration Order 505.4B and the National Environmental Policy Act (NEPA).

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
46170100-509276	Twy D-EA	Decrease	31,636.00	31,636.00
47000334-334410	Twy D-EA	Increase	126,544.00	126,544.00

Financial Summary:

Florida Department of Transportation (FDOT) (80%), and the Kissimmee Gateway Airport (20%). The total project amount is \$265,685.00, with each agency funding the following amounts:

FDOT – PTGA (FM # 454476-1-94-01)	\$86,004.00
Airport – AP2400	\$21,501.00
FDOT – PTGA Amendment No. 1	\$126,544.00
Airport – Airport Reserves	\$31,636.00

City of Kissimmee

Recommendation

Approval to accept, by Resolution, a Public Transportation Grant Agreement (PTGA) Amendment No. 1 from the Florida Department of Transportation (FDOT) for Taxiway Delta Environmental Assessment at the Kissimmee Gateway Airport in the amount of \$126,544.00.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Airport

Presenter:

Attachment(s):

1. (S) Resolution PTGA Amendment No. 1 for Taxiway Delta Environmental Assessment
2. (S) Amendment No. 1 PTGA to Sponsor 454476-1-94-01 (G2V79) CATEX for Twy Delta at ISM

ITEM 7.E

Award of Florida Digital Services Technology Grant

Request

Request approval for the City Manager to accept the award of a Florida Digital Services Technology Grant (#CyberSec26) from the State of Florida.

Explanation

The City applied for and was awarded the technology grant by the Florida Digital Services Department of the State of Florida. Because the timeline is very short, we request that the City Manager have approval to execute the contract once approved by the City Attorney's office.

Recommendation

Accept the Florida Digital Services Technology Grant from the State of Florida and authorize the City Manager to execute any documents needed in connection with the grant award.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Information Technology

Presenter:

Attachment(s):

None

ITEM 7.F

Playground Safety Surface at Kissimmee Lakefront Park

Request

Request approval to purchase and install pour-in-place (PIP) rubber surfacing from Playpower Inc., for the Kissimmee Lakefront Park playground, utilizing Sourcewell contract #101625-PLP and authorize City contract #20260197 for \$120,000.

Explanation

The Parks and Recreation Department is requesting Commission approval to purchase pour-in-place (PIP) rubber safety surfacing from Playpower Inc. This is a replacement of the existing mulch safety surfacing at Kissimmee Lakefront Park Veterans Lawn playground. The purchase is through Sourcewell Contract #101625-PLP, which has been verified by the City’s Procurement Division.

This project is the final phase of the Land & Water Conservation Fund grant received for the Lakefront Park Veterans Lawn. The other projects completed under project LW756 were the refurbishment of the Veterans Lawn fishing pier and the installation of a shade canopy over the Veterans Lawn stage. Once the pour-in-place is completed, the City can close out the Land & Water Conservation grant and submit it for reimbursement.

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
15150206-506393	LWCF756	Decrease	\$121,132	\$120,000

Financial Summary:

The project will be funded from the balance of the Land & Water Conservation Grant, project LWCF756 which we will amend the project accordingly to string 3.

Recommendation

Approve the purchase and installation of pour-in-place (PIP) rubber surfacing from Playpower Inc. for the Kissimmee Lakefront Park playground under Sourcewell contract #101625-PLP in the amount of \$120,000; and authorize the City Manager to sign any related documents or amendments.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Parks & Recreation
Presenter:

City of Kissimmee

Attachment(s):

1. (S) Playpower Addendum Lakefront Park

ITEM 7.G

Disposal of City Assets

Request

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 the authority of the City Commission.” Therefore, the staff is requesting approval to dispose of the items included on the attached list.

The items listed in the attached document are slated for auction, junking, sale, or scrapping and have not previously been approved for disposition by the City Commission.

All items from the City's Information Technology Department will be auctioned through A-1 Assets.

Recommendation

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:

Attachment(s):

1. April 2026 Asset Disposals

ITEM 7.H

Emergency ADA Repairs – Mill Slough Pedestrian Bridges and Ruby Plaza Dock

Request

Request approval to award a contract to Docks of Orlando, Inc. (Contract #20260198) for the repair of the Ruby Plaza floating dock and two pedestrian bridges within Mill Slough Park, authorize the use of ADA-designated funds to cover the cost of these repairs, not to exceed \$160,977, and authorize the City Manager or his designee to execute the final agreement and memorialize all necessary contract documents that result from this approval.

Explanation

The City was recently notified that two pedestrian bridges within Mill Slough Park require repairs due to age-related deterioration. Public Works engaged a licensed structural engineer to conduct a comprehensive assessment of the structures.

The evaluation confirmed that while both bridges remain structurally sound, repairs to the decking systems and select minor structural components are required to ensure continued safe use and maintain compliance with ADA accessibility standards.

These bridges serve as critical pedestrian connections within the park and are heavily used daily, including by students traveling to and from a nearby school. To minimize disruption to the public and ensure safety, staff recommend proceeding with the repairs on an emergency basis while school is not in session.

Public Works obtained and evaluated two proposals based on cost, scope alignment, and responsiveness to the structural engineer’s recommendations. Docks of Orlando, Inc. submitted the proposal that best aligns with the required scope of work and project needs.

As this is an emergency request, no formal agreement between the parties has been drafted. Therefore, staff requests approval to authorize the City Manager or his designee to execute the agreement and memorialize all necessary contract documents.,

Financial Information

Account #	Project #	Increase / Decrease	Budget	Actual
10445206-506393	ST2306	Decrease	\$529,615.44	\$160,977.00

Financial Summary:

The base repair cost is estimated at \$135,977. A contingency of \$25,000 is recommended to address unforeseen conditions, bringing the total project authorization to \$160,977. Funding is available within ADA-designated accounts.

Recommendation

City of Kissimmee

Approval to award a contract to Docks of Orlando, Inc., in an amount not to exceed \$160,977, for the repair of the Ruby Plaza floating dock and the Mill Slough pedestrian bridges, and to authorize the use of ADA-designated funds to complete the necessary repairs. In addition, authorize the City Manager or his designee to execute the agreement and memorialize all necessary contract documents.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: Public Works & Engineering
Presenter:

Attachment(s):

1. Docks of Orlando - Mill Slough Bridge
2. Bridge 1 Combined Inspection Report
3. Bridge 2 Combined Inspection Report
4. Kissimmee Non-Qualifier Repairs

ITEM 8.A

Interim City Attorney Employment Contract

Request

Approval of the employment agreement between the City of Kissimmee and Kalanit Oded to serve as Interim City Attorney.

Explanation

At the February 17, 2026, City Commission Meeting, the City Commission voted to appoint Deputy City Attorney Kalanit Oded as Interim City Attorney while the Commission continues its consideration of a permanent appointment to the position.

The attached employment contract formalizes Kalanit Oded’s appointment as Interim City Attorney, effective immediately, and continuing through April 1, 2027, unless extended by mutual agreement of the City Commission and Ms. Oded. The proposed contract provides for the same leave, pension, and benefits afforded to the City’s general employees. The proposed contract also provides that in the event the Commission terminates the agreement for convenience, Ms. Oded would be entitled to revert to her previous position as Deputy City Attorney. Termination for convenience includes the City Commission successfully appointing and hiring a successor City Attorney prior to the expiration of this Agreement.

Recommendation

Approval of the employment agreement between the City of Kissimmee and Kalanit Oded to serve as Interim City Attorney.

REQUESTED CITY COMMISSION ACTION:

Approve

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. (S) 3.17.2026 Interim City Attorney Employment Agreement (FINAL.KO)

ITEM 8.B

Commission Action on Sworn Complaint Against Mayor Jackie Espinosa

Request

Commission action on the sworn complaint.

Explanation

Pursuant to Chapter 30, Article II (Code of Ethics) of the City Code of Ordinances, the City Clerk received a sworn complaint against Mayor Jackie Espinosa on March 17, 2026. In accordance with Section 30-25(2), the City is required to request the appointment of a special prosecutor to investigate the allegations described in the complaint.

Staff is seeking action from the Commission to transmit the complaint to the Chief Circuit Judge of the Ninth Judicial Circuit to appoint a Special Prosecutor to determine probable cause and, if same is found, to prosecute the case at trial before the City Commission.

Recommendation

Action on sworn complaint and transmission to the Chief Judge of the Ninth Judicial Circuit

REQUESTED CITY COMMISSION ACTION:

Accept

Department: City Manager

Presenter:

Attachment(s):

1. Official Sworn Complaint Against Mayor Jackie Espinosa (03-17-2026)

ITEM 8.C

Commission Action on Sworn Complaint Against Commissioner Janette Martinez

Request

Commission Action on the sworn complaint.

Explanation

Pursuant to Chapter 30, Article II (Code of Ethics) of the City Code of Ordinances, the City Clerk received a sworn complaint against Commissioner Janette Martinez on March 19, 2026. In accordance with Section 30-25(2), the City is required to request the appointment of a special prosecutor to investigate described the complaint.

Staff is seeking action from the Commission to transmit the complaint to the Chief Circuit Judge of the Ninth Judicial Circuit to appoint a Special Prosecutor to determine probable cause and, if same is found, to prosecute the case at trial before the City Commission.

Recommendation

Action on the sworn complaint and transmission to the Chief Judge of the Ninth Judicial Circuit.

REQUESTED CITY COMMISSION ACTION:

Accept

Department: City Manager

Presenter: Mike Steigerwald

Attachment(s):

1. Official Sworn Complaint Against Commissioner Janette Martinez (03-19-2026)