

REGULAR CITY COUNCIL MEETING

A Regular City Council Meeting was held on May 12, 2025 at 6:00 PM in the Council Chambers of City Hall and Via GoToMeeting (646) 749-3122 - Access Code: 855-960-693. Council President Charles E. Proctor called the meeting to order at 6:00 PM

Roll call was taken. Present were members Lance Smith, Kenneth Burgess, Charles Proctor, Jodi Wilkeson, Steven Spina and Mayor Melonie Bahr Monson. City Manager William Poe and City Attorney Matthew Maggard were also present.

Staff present: Chief of Police Derek Brewer, Public Works Director Shane LeBlanc, Planning Director Todd Vande Berg, CRA Director Gail Hamilton, HR & Risk Management Director Sandra Amerson, Airport Manager Nathan Coleman, Finance Director Ted Beason, Building Official Calvin Switzer, Public Information Officer Kevin Weiss, Library Director Peggy Panak, IT Specialist Krista Crews, Code Enforcement Officer Joel Bacon and City Clerk Ricardo Quinones. Utilities Director John Bostic III attended virtually.

The Invocation was led by Brody Bishop, Youth Council Member.

The Pledge of Allegiance followed.

CITIZEN COMMENTS

Mike Almeida - 36500 Smithfield Lane - Spoke from the floor.

Mr. Almeida shared several issues his community has faced when dealing with the developer.

Councilwomen Wilkeson expressed the City is limited in what it can do but agreed this is an undesirable situation and if the developer is not doing what they should, the City can pull the performance bond.

City Manager William Poe said that the developer has been responsive to the City's task requests.

Council advised Mr. Almeida to reach out to Florida State and seek an attorney due to the number of issues.

Elizabeth Cruz - 6016 Village Walk - Spoke from the floor.

Mrs. Cruz spoke on behalf of the Cruz family (no relation) as the family primarily spoke Spanish.

The Cruz family resides at 7349 16th Street and claimed to have received a code violation for animal noises.

Code Enforcement Officer Joel Bacon clarified that the initial complaint was about cats but upon inspection, the number of animals at the Cruz residence, including Chickens and Turkeys, is excessive. They have 30 days to bring it into compliance or could face fines up to \$500. It was noted that since there is a planned discussion on a future Backyard Chicken Ordinance for Zephyrhills, if the Ordinance passes, it will influence the number of chickens the Cruz family can keep, but they will still need to make a large reduction.

MAYOR

1 Youth Council Update

Mayor Monson introduced the Youth Council to give an update on their activities. The Youth Council updated Council on the success of their positive message project and the over 400 cards collected to be dispersed to hospitals, retirement and nursing homes where individuals could use a kind word to lift their spirits. Youth Council expressed ideas for the Main Street Zephyrhills KidsFest on June 21st 2025. Council shared ideas on how the Youth Council can partner and advertise their events.

1. CONSENT ITEMS

- 1.1 Approval of Budget Visioning Workshop Minutes -April 14, 2025
- 1.2 Approval of City Council Meeting Minutes - April 28, 2025
- 1.3 Appointment of New Library Advisory Board Member
- 1.4 Approval of Agreement 41-25-11 to Increase Step Pay - Detective Steven Walker
- 1.5 Approval of Agreement 41-25-12 to Increase Step Pay - Officer Johnathan Arocho
- 1.6 Approval of Utility Agreement 45-25-10 for 37710 Perth Drive Zephyrhills FL 33541
- 1.7 Approval of Utility Agreement 45-25-11 for 38317 Vinson Ave Zephyrhills FL 33542
- 1.8 Approval of Utility Agreement 45-25-12 for 4406 Plum Street Zephyrhills FL 33542
- 1.9 Approval of Utility Agreement 45-25-13 for 4410 Plum Street Zephyrhills FL 33542
- 1.10 AMENDMENT 3 TO LOAN AGREEMENT WW510531 with FDEP - 64-20-01

Steven Spina motioned to approve consent items as presented. Seconded by Jodi Wilkeson. Motion Passed, 5-0.

2. FINANCE DIRECTOR'S REPORT

2.1 Audit Report

Mary Fernandez, Consultant with DG Perry presented the Audit report showing the City of Zephyrhills passed inspection.

Lance Smith motioned to accept the audit report as presented. Seconded by Steve Spina. Motion Passed, 5-0.

2.2 Budget Adjustment for Building Department Scanning Project

Finance Director Ted Beason presented the need for adjusting the budgeted amount for the Building Department Scanning Project to include additional documents from Human Resources and Planning Department.

Discussion followed with it being noted the City was behind 10 years worth of scanning. Council advised Staff to keep up with scanning and to not fall behind again.

Jodi Wilkeson motioned to approved budget adjustment as presented. Seconded by Lance Smith. Motion Passed, 5-0.

3. BUSINESS ITEMS

3.1 Community Development Block Grant 2nd Public Hearing - Neighborhood Revitalization

Dave Fox of Fred Fox Foundation led the second public hearing, presenting the City's CDBG application for the Neighborhood Revitalization category.

Council President Proctor opened a public hearing.

Julie Vandemheer - 6041 16th Street. - spoke from the floor.

Mrs. Vandemheer shared her pleasure in the proposed improvements the City will make to Zephyr Park with the CDBG funds.

Council President closed the public hearing.

Steven Spina motioned to approve the CDBG application for the Neighborhood Revitalization category. Seconded by Jodi Wilkeson. Motion Passed, 5-0.

3.2 Community Development Block Grant 2nd Public Hearing - Commercial Revitalization

Dave Fox of Fred Fox Foundation led the second public hearing, presenting the City's CDBG application for the Commercial Revitalization category.

Council President Proctor opened a public hearing. None spoke from the floor.

Council President closed the public hearing.

Jodi Wilkeson motioned to approve the CDBG application for the Commercial Revitalization category. Seconded by Lance Smith. Motion Passed, 5-0.

* *Mayor Monson requested to add six emergency items, the Resolutions that related to the CDBG applications. **

Lance Smith motioned to approve the Mayor's emergency items. Seconded by Jodi Wilkeson. Motion Passed, 5-0.

***Emergency item 1 - RESOLUTION NO. 853-25 "A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT TO FLORIDA COMMERCE FOR FEDERAL FISCAL YEAR 2023-2024."**

City Attorney Matthew Maggard read Resolution No 853-25 by title.

Steven Spina motioned to approve RESOLUTION NO. 853-25. Seconded by Lance Smith. Motion Passed, 5-0.

***Emergency item 2 - RESOLUTION NO. 854-25 "A RESOLUTION OF THE CITY OF ZEPHYRHILLS AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT TERM OBJECTIVES OF THE CITY OF ZEPHYRHILLS COMMUNITY DEVELOPMENT PLAN."**

City Attorney Matthew Maggard read Resolution No 854-25 by title.

Steven Spina motioned to approve RESOLUTION NO. 854-25. Seconded by Lance Smith. Motion Passed, 5-0.

***Emergency item 3 - RESOLUTION NO. 855-25 "A RESOLUTION AUTHORIZING THE USE OF FIFTY THOUSAND DOLLARS (\$50,000.00) OF CITY OF ZEPHYRHILLS FUNDING AS LEVERAGE FOR THE SMALL CITIES NEIGHBORHOOD**

**REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION
THE CITY IS SUBMITTING TO FLORIDA COMMERCE FOR FEDERAL FISCAL YEAR
2023-2024. "**

City Attorney Matthew Maggard read Resolution No 855-25 by title.

Lance Smith motioned to approve RESOLUTION NO. 855-25. Seconded by Kenneth Burgess. Motion Passed, 5-0.

***Emergency item 4 - RESOLUTION NO. 856-25 "A RESOLUTION AUTHORIZING THE
SUBMISSION OF ANAPPLICATION FOR THE SMALL CITIES COMMUNITY
DEVELOPMENT BLOCK GRANT TO FLORIDA COMMERCE FOR FEDERAL FISCAL
YEAR 2023-2024. "**

City Attorney Matthew Maggard read Resolution No 856-25 by title.

***Kenneth Burgess motioned to approve RESOLUTION NO. 856-25. Seconded by Lance Smith.
Motion Passed, 5-0.***

***Emergency item 5 - RESOLUTION NO. 857-25 "A RESOLUTION OF THE CITY OF
ZEPHYRHILLS AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND
SHORT TERM OBJECTIVES OF THE CITY OF ZEPHYRHILLS COMMUNITY
DEVELOPMENT PLAN. "**

City Attorney Matthew Maggard read Resolution No 857-25 by title.

***Kenneth Burgess motioned to approve RESOLUTION NO. 857-25. Seconded by Lance Smith.
Motion Passed, 5-0.***

***Emergency item 6 - RESOLUTION NO. 858-25 "A RESOLUTION AUTHORIZING THE
USE OF FIFTY THOUSAND DOLLARS (\$50,000.00) OF CITY OF ZEPHYRHILLS
FUNDING AS LEVERAGE FOR THE SMALL CITIES NEIGHBORHOOD
REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICA TION
THE CITY IS SUBMITTING TO FLORIDA COMMERCE FOR FEDERAL FISCAL YEAR
2023-2024. "**

City Attorney Matthew Maggard read Resolution No 858-25 by title.

Lance Smith motioned to approve RESOLUTION NO. 858-25. Seconded by Kenneth Burgess. Motion Passed, 5-0.

Dave Fox noted that the City can only get funded through one category, but by having two applications our chances to secure funding increase.

3.3 Amended City Permit and Safety Fee Schedule

**RESOLUTION 852-25 " A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ZEPHYRHILLS, FLORIDA, AMENDING THE PERMIT
AND SAFETY FEE SCHEDULE. "**

City Attorney Matthew Maggard read RESOLUTION NO. 852-25 by title.

Building Official Calvin Switzer explained the primary purpose of the amendment was to clean up language due the Fire Department no longer being part of the City.

Jodi Wilkeson motioned to Approve Resolution No. 852-25. Seconded by Lance Smith. Motion Passed, 5-0.

4. PLANNING DIRECTOR'S REPORT

4.1 Tree Ordinance Discussion

Planning Director Todd Vande Berg updated Council on the current status of the Tree Ordinance plans. Mr. Vande Berg shared that Staff decided to do the investigation and amendments in-house instead of paying consultant fees.

Tree Ordinances were pulled from various municipalities for comparison and a summary of the Planning Commissions discussion was provided to Council for review. Mr. Vande Berg asked for any comments or questions so that he can bring something back before Council on the June 9th, 2025 meeting.

5. CITY MANAGER'S REPORT

5.1 Chicken Ordinance - Discussion

City Manager William Poe shared that citizens have come in on several occasions inquiring about owning chickens. Mr. Poe asked Council to have a conversation about modifying our ordinances to allow residents to have chickens.

Council President Proctor asked Code Enforcement Officer Joel Bacon to give a summary of the current state of chickens in Zephyrhills.

Code Enforcement Officer Joel Bacon shared with Council that Code Enforcement is not out looking for chickens. If folks have chickens and Code Enforcement does not know about it, then they are maintaining them well. If folks are not maintaining them well, then they are easy to find. Mr. Bacon shared if we emulated some of the Chicken Ordinances from other agencies, that would be easy to maintain.

Discussion followed, noting that roosters should not be allowed and if requiring permits for chicken coops was feasible. Building Official Calvin Switzer shared that it would be hard to regulate chicken coops specifically, but accessory use permits already exist and coops currently fall under that category.

Council President opened the floor for public comments.

Julie Vandemheer - 6041 16th Street. - spoke from the floor. She spoke in favor of having chickens in Zephyrhills.

Danelle Vandemheer - 6041 16th Street. - spoke from the floor. She also spoke in favor of having chickens in Zephyrhills.

Council President closed the floor for public comments.

Discussion followed.

* *Council took an informal poll if they were in favor of allowing chickens:

Lance Smith - Yes.

Jodi Wilkeson - Yes, but concerned about the administrative strain.

Steven Spina - No.

Kenneth Burges - Yes, but wants heavy fines to discourage abuse.

Charles Proctor - Yes, he tried to pass this before and citizens keep asking for it.

Mayor Monson - Concerned about what we open ourselves to.

City Attorney to write an Ordinance to bring before Council in a future meeting.

5.2 Tennis Center Agreement 37-25-05 - Indoor Facility

City Manager Poe explained the Tennis Center Management agreement has been amended to allow the City to use the facilities for up to 8 weeks during June and July and for City events. Clarification was added that we were not limited to the events listed in the agreement; they are examples only.

Lance Smith motioned to Approve Tennis Center Agreement 37-25-05. Seconded by Ken Burgess. Motion Passed, 5-0.

MAYOR ANNOUNCEMENTS

Mayor Monson announced the Memorial Day event on Monday May 26th at Zephyr Park.

CITY MANAGER ANNOUNCEMENTS

City Manager Poe informed Council of the Tibbitts groundbreaking ceremony on May 13th at 10:00am and Pasco County CDBG-DR meeting May 13th at 6:00pm at Train Depot.

At the ASPA awards ceremony last Friday, May 9th, both CHIPZ and our Finance Department won awards.

CITY ATTORNEY ANNOUNCEMENTS - NONE

CITY COUNCIL COMMENTS

Kenneth Burges - Confirmed this is the only meeting in the library.

Steven Spina - None.

Jodi Wilkeson - None.

Lance Smith - Thanked Public Works for clearing ditches and asked for an engineer letter on Silverado. Code Enforcement has not inspected after recent rain.

Charles Proctor - Thank Code Enforcement for looking into the surrounding areas Chicken Ordinances.

6. NOTED ITEMS

6.1 RCM Utilities, Manhole rehabilitation

ADJOURN 7:58 PM

Submitted by Ricardo Quiñones