

REGULAR CITY COUNCIL MEETING

A Regular City Council Meeting was held on October 13, 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, Steven Spina. City Attorney Matthew Maggard was also present and City Manager William Poe attended virtually. Jodi Wilkeson and Mayor Melonie Monson were not 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, IT Director Mike Panak, Airport Manager Nathan Coleman, Finance Director Ted Beason, Building Official Calvin Switzer, Public Information Officer Kevin Weiss, Code Enforcement Officer Steve Page, Principal Planner Rodney Corriveau, Historic Preservation/Community Planner Will McCaw, Lieutenant Matt Hillen, Officer Gabby Valle and Assistant City Clerk Eileen Mercado.

The Invocation was led by Pastor Steve Azeriah

The Pledge of Allegiance followed.

CITIZEN COMMENTS - NONE

MAYOR

- 1 Swearing in of Officer Gabriella Slater
Chief Derek Brewer introduced and swore in returning Officer Gabby Valley.
- 2 Tania Gorman, Executive Director of the Pasco MPO - Merger update
Tania Gorman, Executive Director of the Pasco MPO, presented an update on the proposed regional merger of MPOs in Pasco, Pinellas, and Hillsborough counties. Mrs. Gorman invited Council to a principal workshop on November 14th, 2025, to discuss governance, representation, and regional transportation planning.
Council expressed concerns about Pasco's representation and potential benefits of increased federal funding and infrastructure coordination.

1. CONSENT ITEMS

- 1.1 Approval of City Council Meeting Minutes - September 22, 2025
- 1.2 Approval of Task Order No. 11 Jacobs Engineering Construction Phase Services RPR - Box Hangers **[37-23-03]**
- 1.3 Approval of Water Meter Replacement Work Order from HST Utilities **[41-25-27]**
- 1.4 Approval of Airport Lease Agreement **29-25-01**- Hawk Aviation Academy
- 1.5 Approval to purchase backflow preventors from Ferguson
- 1.6 Approval to purchase a 6" Stormwater Pump and hose.
- 1.7 Approval of Piggyback Agreement **41-25-30** with AEL/Pinellas County Lab Services Contract
- 1.8 Approval of Statement of Work **CA25-01** for Clifton Larson Allen for Assertion Based Examination Services
- 1.9 Approval of Agreement **37-25-13** with Clifton Larson Allen for Audit Services
- 1.10 Approval of the FDLE Drone Financial Assistance Grant Agreement **24-25-07**

Lance Smith motioned to approve all ten consent agenda items. Seconded by Kenneth Burgess. Motion Passed, 4-0.

2. PUBLIC HEARING

- 2.1 Advent Health Rezoning
Second Reading Ordinance No. 1508-25 " **AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S ZONING MAP DESIGNATION; CHANGING THE ZONING DESIGNATION FROM CITY R-4 (MULTI-FAMILY RESIDENTIAL) AND PUD (PLANNED UNIT DEVELOPMENT) TO CITY C-3 (GENERAL COMMERCIAL) FOR APPROXIMATELY 22.72 ACRES OF REAL PROPERTY IDENTIFIED WITH PARCEL IDS 35-25-21-0010-11800-0000, 35-25-21-0010-11800-0010, 35-25-21-0010-09100-0000, 35-25-21-0010-09100-0010; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. "**

City Attorney Matthew Maggard read Ordinance No. 1508-25 by title.

Council President opened a public hearing.

Community Planner Will McCaw presented applicants' request to rezone approximately 22.72 acres from R-4 and PUD to C-3 for Advent Health. Planning staff confirmed voluntary deed restrictions and retention of the community garden.

Barbara Willhite, representing the applicant, noted additional prohibited uses added since the first hearing to include Mini warehouse, recreational vehicle storage, offices and trade fleet unless an accessory to the primary permitted use.

Council President closed the public hearing.

Lance Smith motioned to Approve Ordinance No. 1508-25 on the second reading. Seconded by Kenneth Burgess. Motion Passed, 4-0.

3. BUSINESS ITEMS

3.1 Selection of Kenko Signs and Awning LLC for Solicitation 2025-012 Zephyrhills City Parks Signage

Council discussed the selection of a vendor for park signage. Staff recommended Panko Signs and Awnings as the low bidder. Council raised concerns about pricing disparities and consultant involvement in bid preparation.

Steven Spina motioned to approve awarding the bid to Kenko Signs and Awning LLC for City Park Signage. Seconded by Kenneth Burgess. Motion Passed, 4-0.

3.2 Purchase of 6109 16th Street - Stormwater Improvements

Public Works Director Shane LeBlanc presented the proposed purchase of a residential property adjacent to a city retention pond. The property, located in a flood zone, would be used to expand stormwater capacity. Council supported the acquisition and discussed salvaging usable materials from the home.

Kenneth Burgess motioned to approve the purchase of 6109 16th Street. Seconded by Lance Smith. Motion Passed, 4-0.

3.3 Reclaimed Water, Sewer and Potable Water Rates

First Reading: ORDINANCE NO. 1509-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 51.23 OF THE CITY CODE OF ORDINANCES, REPEALING AND REPLACING THE SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER EFFECTIVE ON OR AFTER NOVEMBER 1, 2025; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

City Attorney Matthew Maggard read Ordinance No. 1509-25 by title.

Finance Director Ted Beason presented a 3% rate increase for water and sewer services, effective November 1, 2025. The increase supports \$20 million in capital projects and aligns with recommendations from the Raftelis study.

Steven Spina motioned to Approve Ordinance No. 1509-25 on the First Reading. Seconded by Lance Smith. Motion Passed, 4-0.

4. CITY MANAGER'S REPORT

4.1 City Council Meeting Dates - Holiday Schedule 2025

Planning Director Todd Vande Berg presented staff's request to consider canceling the regular scheduled meetings of November 24, 2025 and December 22, 2025 due to the holidays. Council discussed the cancellation request with the option to add a special meeting if needed.

Steven Spina motioned to approve the cancellation of the November 24 and December 22 meetings. Seconded by Kenneth Burgess. Motion Passed, 4-0.

4.2 Discussion to schedule a workshop - water use and visioning

Planning Director Todd Vande Berg asked Council to consider dates for a workshop to discuss planning, visioning, and water supply issues.

Steven Spina motioned to schedule a workshop on November 17, 2025. Seconded by Lance Smith. Motion Passed, 4-0.

MAYOR ANNOUNCEMENTS - NONE

CITY MANAGER ANNOUNCEMENTS

City Manager Poe recognized Finance Director Ted Beason and Assistant Finance Director Jessica Carter for their fantastic work on the City's bond rating presentation done last week.

Public Works Director Shane LeBlanc requested Council consensus to fund \$109,000 in sidewalk construction from City funds for the South Avenue extension project going to the Armory north of 6th Avenue. Mr. LeBlanc explained that the project is funded by the Florida Department of Transportation but has gone over budget due to multiple issues. Council agreed it was cost-effective to proceed with the sidewalk now rather than rebid later. Consensus was reached to proceed with the sidewalk scope.

CITY ATTORNEY ANNOUNCEMENTS - NONE

CITY COUNCIL COMMENTS

- Kenneth Burgess, no comments.
- Steven Spina, no comments.
- Lance Smith, emphasized the importance of fostering industrial development due to its significant contribution to the City's tax base.
- Charles Proctor, no comments.

5. NOTED ITEMS

- 5.1 Jones Edmunds Task Assignment JE 25-09 - Future Water Feasibility Assessment
- 5.2 FDOT Grant South Avenue Extension - Additional Contract Time
- 5.3 September 2025 Quarterly Investment Report

ADJOURN 6:57 PM

Submitted by Ricardo Quiñones, not present.