

## COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular CRA Meeting was held on September 22, 2025 at 5:00 PM in the Council Chambers of City Hall and Via GoT0Meeting (646) 749-3122 - Access Code: 855-960-693. Commissioner Steven F. Spina called the meeting to order at 5:01 PM

Roll call was taken. Present were members Lance Smith, Jodi Wilkeson, Charles Proctor, Kenneth Burgess, Steven Spina and Mayor Bahr Melonie 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, IT Director Mike Panak, Finance Director Ted Beason, Main Street Zephyrhills Director Antwon Gildon, GIS Community Planner Tommy-Lee Hunt, Historic Preservation Specialist/Community Planner Will McCaw and City Clerk Ricardo Quiñones.

### **1. BUSINESS ITEMS**

1.1 Approval of CRA Meeting Minutes - September 08, 2025

*Charles Proctor motioned to approve the CRA Meeting Minutes from September 8, 2025. Seconded by Jodi Wilkeson. Motion Passed, 5-0.*

1.2 CRA 2025-2026 Budget

**RESOLUTION NO. 861-25 - "A RESOLUTION OF THE CITY OF ZEPHYRHILLS COMMUNITY REDEVELOPMENT AGENCY ADOPTING A PROPOSED BUDGET FOR THE CRA DISTRICT FOR THE FISCAL YEAR 2025-2026; PROVIDING FOR SEVERABILITY, APPLICABILITY AND ESTABLISHING AN EFFECTIVE DATE."**

CRA Director Gail Hamilton presented Resolution No. 861-25 to adopt the CRA Budget for Fiscal Year 2025—2026. The resolution included Exhibit A outlining the proposed budget. The CRA Board confirmed prior workshop discussions and had no further questions.

*Jodi Wilkeson motioned to approve Resolution No. 861-25 on the first reading. Seconded by Kenneth Burgess. Motion Passed, 5-0.*

### **3. MAIN STREET ACTIVITY REPORT**

Main Street Director Antwon Gildon reported on committee activities and upcoming events. The Economic Vitality Committee was working with property owners to fill vacant downtown spaces. The Design Committee was preparing Halloween treat bags and planning for the Festival of Lights with the theme 'Christmas in Toyland.'

The Organization Committee had raised \$8,000 toward its \$20,000 goal and secured \$8,500 in title sponsorships. Promotions Committee was coordinating marketing efforts, including signage and water bill inserts. Social media engagement had increased, with over 256,000 page views and 17,000 followers. Updates were provided on the historic theater demo planning and community engagement initiatives. Main Street staff planned to gather public input at Hercules Park and other locations.

### **2. CRA DIRECTOR'S REPORT**

CRA Director Gail Hamilton provided updates on several ongoing projects. Bid documents for 8th Street and Oakside Cemetery improvements were out to subcontractors, with Guaranteed Maximum Price expected by October 6. Playground equipment surveys were underway, and Kimley-Horn would assist in finalizing equipment placement and future amenity planning. A master plan for Veterans Park was being developed in coordination with the Daughters of the American Revolution.

Park signage bids were received, with CRA funding signs for Shepherd's Park, Transplant Park, and the 5th Avenue monument. The city would fund signage for additional parks. Request For Quotes for Zephyr Park's construction manager at risk were received, with a committee review scheduled for September 29.

Due to safety concerns, Staff was evaluating the removal and replacement of 17 Washingtonian palms along 5th Avenue. Public Works Director Shane LeBlance said the trees had exceeded the height capacity of City equipment and were shedding debris onto private property.

Staff was developing a tree planting program with input from arborists and CRA board members. The program may include both City-installed irrigated trees and resident-maintained trees.

Clock Plaza (Times Square) redesign concepts were underway with Kimley-Horn. CRA, Planning and Building departments were coordinating to streamline commercial permit reviews and ensure compliance with CRA standards.

Code enforcement was proactively notifying property owners of pole sign removal requirements after six months of vacancy. CRA staff offered grant assistance to offset signage replacement costs.

### **4. CITIZEN COMMENTS - NONE**

**ADJOURN 5:55 PM**

Submitted by Ricardo Quifiones