

CITY COUNCIL MEETING ZEPHYRHILLS, FLORIDA

**Monday, October 27, 2025
6:00 PM**

Call to Order — Council President Charles E. Proctor

A Regular City Council Meeting was held on October 27, 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 6:10 PM

Roll Call — City Clerk Ricardo Quiñones

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, IT Director Mike Panak, Airport Manager Nathan Coleman, Finance Director Ted Beason, Building Official Calvin Switzer, Public Information Officer Kevin Weiss, Principal Planner Rodney Corriveau, GIS/Community Planner Tommy-Lee Hunt, Historic Preservation/Community Planner Will McCaw, Senior Code Support Specialist Jackie Boges and City Clerk Ricardo Quiñones.

Invocation — Jackie Boges, Senior Code Support Specialist

The Invocation was led by Senior Code Support Specialist Jackie Boges.

Pledge of Allegiance —

The Pledge of Allegiance followed.

CITIZEN COMMENTS

NONE

MAYOR

- 1 Youth Council Update
 1. CHIPZ Drive-thru email sponsorship
 2. CHIPZ Drive-thru email flyer

Mayor Melonie Bahr Monson introduced members of the Mayor's Youth Council (MYC) to present their annual community service project.

Youth Council Members **Na-Kowa Ryals, Hailey Dester, Brody Bishop**, Michael Barns and Gianna Matthews presented details of the upcoming **Drive-Thru BBQ Chicken Dinner Fundraiser** to benefit **CHIPZ (Community Hope and Intervention Program of Zephyrhills)**. The event will be held **Thursday, November 20, 2025**, from **5:00 p.m. to 7:30 p.m.** at **Meals on**

Wheels in Zephyrhills with 100% of proceeds benefiting CHIPZ.

Sponsors to date included **Microtel Inn & Suites**, **Rick's Café**, **Bingham Realty**, and an anonymous donor who provided meals for the Police Department. The Youth Council set a goal to raise **\$4,000**, reporting \$402 raised as of that morning. Mayor Monson commended the Youth Council for choosing a project focused on helping local homeless families and youth.

Police Chief Derek Brewer, co-founder of CHIPZ, thanked the Mayor's Youth Council for their leadership and compassion, stating that their involvement embodies the community-centered mission envisioned when CHIPZ was created.

Johnny Santos, Director of Operations for **Wharton-Smith Inc.**, announced that the company would **match all funds raised** by the Youth Council fundraiser. Council members expressed appreciation for the presentation and commended the students for their civic engagement.

2 ZEDC Quarterly Update

Dr. Randy Stovall, Chair of the Zephyrhills Economic Development Coalition (ZEDC), presented the quarterly report and demonstrated the newly updated **East Pasco Chamber of Commerce website**, which integrates ZEDC content and branding.

Dr. Stovall highlighted the creation of a **new logo and web interface**, consolidation of research projects, and expanded resources for **economic development, workforce training, business opportunities, and community data**. The new site aims to serve as the central hub for businesses seeking to relocate or expand in Zephyrhills.

Recent ZEDC activities included:

- A stakeholder presentation by the **Bay Area Manufacturing Association** to connect industrial employers with local workforce programs.
- Plans to host the next stakeholder meeting focused on **transportation safety**, in coordination with Pasco County's comprehensive safety plan.
- Continued collaboration with **Pasco EDC's Microloan Program** to support small business startups.

Dr. Stovall provided a recap of the **Zephyrhills Economic Summit**, themed "**Conservation and Growth**," held in Council Chambers the previous month. Presenters included:

- **Planning Director Todd Vande Berg**, who discussed tree preservation and the City's conservation priorities.
- **Amber Smith** of SWFWMD, who presented on water resource management and storm impacts.
- **Pasco County Environmental Lands Director Keith Wiley**, who discussed park development in East Pasco.
- **Commissioner of Agriculture Wilton Simpson**, who shared remarks on emerging industries, including potential domestic production of rare earth minerals.

Council commended ZEDC for an engaging summit and the professional quality of the new website. Suggestions were made to feature new industries such as **Bauducco Foods** and **MyTek**, and to improve page navigation and font readability.

1. CONSENT ITEMS

- 1.1 Approval of City Council Meeting Minutes - October 13, 2025
 1. M10.13.2025 - Final Draft
- 1.2 Approval for Zephyrhills Police Department to Purchase (8) Vehicles
 1. FY26 Vehicle Purchase Breakdown
 2. FY26 Bartow Ford (Charlotte Co Piggyback Contract #25-009) - Vehicles
 3. FY26 Williams Communications (Sourcewell Contract #020625-L3H) - Radios
 4. FY26 AXON Fleet3 Basic 10Yr (Sourcewell Contract #101223-AXN) - In-car Cameras
- 1.3 Purchase of Public Works Vehicles and Equipment
 1. 4100 2500 Ford Truck FY26
 2. 4100 CAT LOADER QUOTE FY26
 3. 4100 STREET SWEEPER QUOTE FY26
 4. 7200 Parks Tractor Quote FY26
 5. 7200 PARKS TRUCK 2 FY26
- 1.4 Approval of Agreement **41-25-33** for Park signs - Kenko Signs and Awning, LLC.
 1. Agreement No. 41-25-33 Zephyrhills City Parks Signs(38406422.1)
 2. Exhibit A 2025-012 - Zephyrhills City Parks Signage - Solicitation(38405917.1)
 3. Exhibit B - Kenko Document Submission - 2025-012(38405918.1)
 4. City Parks Signage Elevations
- 1.5 Approval of Change Order to Odyssey Mfg. Chlorine Tanks and Pumps **[25-25-02]**
 1. WWTP - Change Order to Replacement of Bleach Tanks & Skid Project
 2. WWTP - Replacement of Bleach Tanks & Skid
 3. 20250225152947249
- 1.6 Approval of Task Order to RCM Utilities for Well Site Generator Replacements **[41-22-21]**
 1. Zephyrhills Well Site 3 Generator Replacement Updated
 2. Zephyrhills Well Site 11 Generator Replacement
 3. Zephyrhills Well Site 3 Task Form
 4. Zephyrhills Well Site 11 Task Form

Kenneth Burgess motioned to approve all consent items as presented. Seconded by Steven Spina. Motion Passed, 5-0.

2. PUBLIC HEARING

- 2.1 Reclaimed Water, Sewer and Potable Water Rates

Second 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.

- A. Council President opens the Public Hearing.
- B. Council President closes the Public Hearing.
- C. City Council considers Ordinance No. 1509-25 on the Second Reading
 - 1. 1509-25 Water Rate Ordinance
 - 2. 2023 Water and Sewer Rate Study Raftelis (2)

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

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

Council President closed the public hearing.

Finance Director Ted Beason explained that the ordinance provides for a **3% annual increase** in water and sewer rates to fund \$20 million in capital improvements. The increase equates to approximately **\$2.05 per month** for the average residential bill.

Council discussed the importance of small incremental increases versus larger future adjustments. Councilman Burgess said he supports this action but we should not budget assuming we will raise costs annually.

Lance Smith motioned to approve Ordinance No. 1509-25 on second reading. Seconded by Jodi Wilkeson. Motion Passed, 5-0.

3. CITY MANAGER'S REPORT

- 3.1 Municipal Association of Pasco (MAP) Meeting November 06, 2025 - Dade City First Reading **RESOLUTION NO. 862-25 - " A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AUTHORIZING THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS TO PARTICIPATE IN A JOINT MEETING OF THE MUNICIPAL ASSOCIATION OF PASCO TO DISCUSS MATTERS OF MUTUAL INTEREST; AND PROVIDING FOR AN EFFECTIVE DATE. "**
 - 1. Resolution 862-25 Participation in 11-06-2025 MAP Meeting

City Attorney **Matthew Maggard** read Resolution No. 862.25 by title.

Jodi Wilkeson motioned to approve Resolution No. 862-25 on first reading. Seconded by Lance Smith. Motion Passed, 5-0.

3.2 Appropriations Request

City Manager **Billy Poe** recommended submitting a state funding request for the **Zephyrhills Municipal Airport Terminal Project**, estimated at **\$6 million**. Representative **Randy Maggard** and Senator **Danny Burgess** agreed to sponsor the request.

Council discussed possibly submitting additional appropriation requests for **stormwater and drainage projects**, including **Meadowood Loop** and **Zephyr Creek Canal**, to diversify funding opportunities.

Staff directed to prepare airport and stormwater project submissions for the November legislative

deadline.

MAYOR ANNOUNCEMENTS

Mayor Monson thanked Council for their support of the Youth Council, noting their progress and growing confidence in public presentations.

CITY MANAGER ANNOUNCEMENTS

City Manager Poe reported:

- Significant **industrial interest** in Zephyrhills with Planning meetings underway.
- Successful **USF Master of Public Administration class presentation** featuring City leadership.
- **6th Avenue** project nearing completion by **December 2025**; **East South Avenue** expected mid-December.
- **DogTown** books delivered to schools as part of the “One City, One Book” initiative.
- **Abbott Square** improvements nearing completion.
- City continuing to review **Mike Almeda’s** infrastructure and maintenance concerns.

CITY ATTORNEY ANNOUNCEMENTS

NONE

CITY COUNCIL COMMENTS

Lance Smith – Encouraged donations and prayers for victims of the Jamaica hurricane and other Caribbean islands.

Jodi Wilkeson – Thanked staff and volunteers for a successful **Main Street Zephyrhills** event.

Steven Spina – Reported on the upcoming **Historic Preservation Board** meeting to review a demolition request for the **Home Theatre Quonset Hut**, emphasizing the importance of preserving the building façade and cultural use.

Kenneth Burgess – Thanked Johnny Santos of **Wharton-Smith Inc.** for matching the Youth Council’s CHIPZ fundraiser and provided an update on local **Zephyrhills High School athletics**.

Charles Proctor – Echoed support for Caribbean relief efforts and recognized the resilience of affected communities.

4. NOTED ITEMS

4.1 Sunrise of Pasco County Memorandum of Understanding for 2025-2026

1. 2025-2026 General MOU --Sunrise_ZPD-- (Signed)

4.2 Panama City Police Department TraCS Memorandum of Understanding for the 2025-2026 Period.

1. 2025-2026 TraCS-PCPD-MOU-ContractAgency --Fully Executed--

- 4.3 Pinellas County Sheriff's Office Memorandum of Understanding 2025
1. 2025 MOU Inmate Phone System (IPS) Pinellas CSO_ZPD --Fully Executed--

ADJOURN

7:25 PM

Submitted by Ricardo Quiñones