

REGULAR CITY COUNCIL MEETING

Page 1 of 4

A Regular City Council Meeting was held on December 8, 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 LeBlance, Building Official Calvin Switzer, Airport Manager Nathan Coleman, Library Director Peggy Panak, IT Director Mike Panak, CRA Director Gail Hamilton, Human Resources & Risk Management Director Sandra Amerson, Utilities Director John Bostic III, Planning Director Todd Vande Berg, Finance Director Ted Beason, Public Information Officer Kevin Weiss, Assistant City Clerk Eileen Mercado and City Clerk Ricardo Quiñones.

The Invocation was led by Pastor Ted O'Farrell of The Alliance Church of Zephyrhills.

The Pledge of Allegiance followed.

CITIZEN COMMENTS

Michael Hines, 5420 7th Street, owner of Mike's Aluminum Supplies, shared concerns that current signage regulations are overly restrictive and financially burdensome for small businesses. Mr. Hines requested flexibility for larger LED channel-letter signage. Council discussed balancing aesthetics with business visibility. Staff noted that the business is located within the CRA, where signage standards are more stringent, and is working with G-A-I Consultants to review options and will bring recommendations back to Council.

Michael Cooper, 39239 3rd Ave, raised concerns about untrimmed trees, lack of sidewalks and crosswalks, excessive noise from special events and historical reenactments, and individuals camping in City parks. He requested a review of park hours and noise levels. Staff acknowledged the concerns.

MAYOR

1 Proclamation - 70th Anniversary of Rosa Parks Civil Rights

Mayor Monson presented a proclamation recognizing the 70th Anniversary of Rosa Parks and the Civil Rights Movement, which was received by representatives of the Daughters of the American Revolution (DAR).

2 Youth Council presentation to CHIPZ

Mayor Monson presented funds raised by the Mayor's Youth Council to Community Hope and Intervention Program of Zephyrhills (CHIPZ) and recognized community partners for their support. Police Chief Derek Brewer and CHIPZ Coordinator Kathy MacKenzie spoke regarding the impact of the fundraiser. Charles, a program participant, shared personal remarks about the program's role in his recovery and reintegration into the community. It was noted that CHIPZ as a program was initially seeded by City Council funding.

3 Request to place a State of Florida historical marker honoring Rosemary Trotman

City Manager Poe read a letter from Dr. Lynette Long, Chair of Florida Women's Historical Marker Initiative, to council requesting a historic marker for Rosemary Trotman. Steve Spina shared how Rosemary Trotman founded the Zephyrhills Historic Association (ZHA) and Erica Freeman, current President of ZHA, spoke in favor of having a marker tributing Rosemary Trotman.

Steven Spina motioned to approve the item and coordinate with ZHA for location. Seconded by Jodi Wilkeson. Motion passed unanimously.

****EMERGENCY ITEM****

Mr. Poe presented an easement packet for Culvers on Gall Blvd needed for a bus shelter.

Steven Spina motioned to approve this easement to facilitate a bus shelter at the Culver's area. Seconded by Lance Smith. Motion passed unanimously.

GIS/Community Planner Tommy-Lee Hunt shared that bus shelter designs in the City will use Zephyrhills branding. Mr. Poe also noted that this was Tommy-Lee Hunt's last Council meeting as she will be leaving the City.

REGULAR CITY COUNCIL MEETING

Page 2 of 4

1. CONSENT ITEMS

- 1.1 Approval of Zephyr Park CMAR Presentation Minutes - November 10, 2025
- 1.2 Approval of City Council Meeting Minutes - November 10, 2025
- 1.3 Approval of Special Meeting Minutes - November 17, 2025
- 1.4 Approval of Agreement 24-25-08 DEM Grant - Zephyr Park Standard Grant Agreement Number L0377
- 1.5 Approval of Agreement 41-25-36 Solid Waste Interlocal Agreement
- 1.6 Approval to Renew BGE, INC Professional Services Agreement 37-22-12 for an additional three year term
- 1.7 Approval to Renew CPH, LLC Professional Services Agreement 37-22-14 for an additional three year term
- 1.8 Approval to Renew HCP ASSOCIATES, INC Professional Services Agreements 37-2215 for an additional three year term
- 1.9 Approval to Renew G-A-I CONSULTANTS, INC Professional Services Agreement 3722-16 for an additional three year term
- 1.10 Approval of Agreement 41-22-12B - Infotect Piggyback Extension Agreement

Steven Spina motioned to approve all Consent Items as presented. Seconded by Kenneth Burgess. Motion passed unanimously.

2. PUBLIC HEARING

- 2.1 Resolution No. 864-25 - Non-Ad Valorem Assessment for a Stormwater Utility First Reading of Resolution No. 864-25 **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, EXPRESSING ITS INTENT TO USE THE UNIFORM METHOD FOR THE LEVY, COLLECTION, AND ENFORCEMENT OF NON-AD VALOREM ASSESSMENT PROVIDED FOR IN CHAPTER 197, FLORIDA STATUTES, SECTION 197.3632, FOR A STORMWATER UTILITY FEE TO BE LEVIED FOR OPERATION AND MAINTENANCE OF THE CITY'S STORMWATER CONVEYANCE SYSTEM, CAPITAL PROJECTS RELATED TO STORMWATER DRAINAGE AND RESILIENCY; PROVIDING THAT THE NON-AD VALOREM ASSESSMENT SHALL BE INCLUDED IN THE COMBINED NOTICE FOR AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS PROVIDED IN CHAPTER 197, FLORIDA STATUTES, SECTION 197.3635; PROVIDING THAT THE NON AD VALOREM ASSESSMENT SHALL BE COLLECTED IN THE SAME MANNER AS AD VALOREM TAXES; PROVIDING THAT THIS NON-AD VALOREM ASSESSMENT IS NEEDED IN ORDER TO MAINTAIN STORMWATER DRAINAGE SYSTEMS THAT SERVICE THE CITY OF ZEPHYRHILLS AND TO FUND ADDITIONAL CAPITAL IMPROVEMENT PROJECTS TO BE DETERMINED BY THE CITY COUNCIL RELATED TO STORMWATER DRAINAGE AND RESILIENCY; PROVIDING FOR THE LEGAL DESCRIPTION OF THE CORPORATE LIMITS OF THE CITY OF ZEPHYRHILLS WHICH SHALL BE SUBJECT TO THE NON-AD VALOREM LEVY; PROVIDING THAT THE PUBLIC HEARING ON THIS RESOLUTION WAS DULY ADVERTISED; PROVIDING THAT THE CLERK OF THE CITY OF ZEPHYRHILLS SHALL MAIL CERTIFIED COPIES OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Resolution No. 864-25 by title.

Council President opened a public hearing.

City Manager Billy Poe explained that the resolution establishes the framework for a potential future stormwater assessment but does not set a fee. Any proposed fee would return to Council for approval at a later date. Council discussed the process, clarifying that school properties are exempt, and that adoption of the resolution does not obligate the City to impose an assessment. The resolution is required to proceed with further analysis.

Council President closed the public hearing.

Kenneth Burgess motioned to approve Resolution No. 864-25 on first reading. Seconded by Steven Spina. Motion passed unanimously at 7:03 PM

3. BUSINESS ITEMS

3.1 Discussion of January 26, 2026 Regular City Council Meeting

Council discussed the overlap of the January 26, 2026 regular meeting with Florida League of Cities Legislative Action Days. It was confirmed that Councilmembers Smith, Spina, and Mayor Monson will attend Legislative Action Days with City Manager Poe, while Wilkeson, Proctor, and Burgess will remain available to maintain a quorum. Councilmembers attending Legislative Action Days may participate remotely. -No Action was taken.

3.2 Approval of Agreement 41-25-35 Fire Rescue Impact Fee Interlocal Agreement

City Manager Poe presented the Fire Rescue Impact Fee Interlocal Agreement with Pasco County, explaining that fees will be collected moving forward, not retroactively, and these impact fees are part of the dissolution agreement of the City Fire Department. Building Official Calvin Switzer explained how the fee will be assessed and remitted. Mayor Monson noted that it should be clearly identified as a County fee.

Steven Spina motioned to Approve Agreement 41-25-35. Seconded by Lance Smith. Motion passed unanimously.

3.3 Approval of Agreement 37-25-15 to Reeves Young - CMAR for Zephyr Park

City Manager Poe presented the Construction Manager at Risk (CMAR) agreement with Reeves Young for Zephyr Park, noting the fee structure mirrors prior CMAR agreements and is capped at 7.5%, not to exceed a project cost of \$16 million. Council confirmed committee review of fees.

Kenneth Burgess motioned to Approve agreement 37-25-15. Seconded by Lance Smith. Motion Passed unanimously.

3.4 MMTC Ordinance

First Reading Ordinance No. 1510-25 " **AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 2.05.05. DEFINITION OF TERMS AND PART 13.02.00. - DEFINITION OF TERMS OF THE CITY OF ZEPHYRHILLS LAND DEVELOPMENT CODE TO REDEFINE MEDICAL MARIJUANA TREATMENT CENTERS; AMENDING TABLE 2.02.01 (ALLOWABLE USES IN ZONING DISTRICTS) REMOVING MEDICAL MARIJUANA TREATMENT CENTERS AS AN ALLOWABLE USE; PROVIDING FOR REPEALER, CONFLICT SEVERABILITY, INCLUSION INTO THE CODE AND AN EFFECTIVE DATE. "**

City Attorney Matthew Maggard read Ordinance No. 1510-25 by title.

Planning Director Todd Vande Berg presented an ordinance redefining Medical Marijuana Treatment Centers in the Land Development Code to align with State definitions and exclude new facilities. Mr. Poe explained that dispensaries would be banned as well as the State does not break up uses. Discussion included water use, land availability, potential annexation, economic impacts, and the current moratorium set to expire in July 2026.

Kenneth Burgess motioned to approve Ordinance No. 1510-25 on the First Reading. Seconded by Steven Spina. Motion Failed, 2-3. Opposed by Lance Smith, Jodi Wilkeson, Steve Spina.

4. CITY MANAGER'S REPORT

4.1 Pigz in Z'Hills Special Event Alcohol Use Approval. The event will be on February 28th, 2026 from 9am-5pm, it will be held in Downtown 5th Ave.

Vikki Wiggins, Chamber President, requested approval for a wet zone permit related to the upcoming Chamber event.

Steven Spina motioned to approve a designated wet zone for Pigs in Z'Hills. Seconded by Kenneth Burgess. Motion passed unanimously.

Mayor Monson inquired how City Hall can be used for handicap parking if streets are blocked. Public Works Director Shane Leblanc said 7th Street will be open.

MAYOR ANNOUNCEMENTS

Mayor Monson thanked Council and Staff for supporting the Mayor's Youth Council fundraiser and commended Public Works for their work on the parade and cleanup afterward.

REGULAR CITY COUNCIL MEETING

Page 4 of 4

CITY MANAGER ANNOUNCEMENTS

City Manager Poe thanked both Main Street Zephyrhills and Public Works for a great job with the event this past weekend, especially with the inclement weather. Mr. Poe also reminded Council of the Christmas Party this Friday, December 12, 2025.

CITY ATTORNEY ANNOUNCEMENTS

City Attorney Matthew Maggard wished the best of luck to Tommy-Lee Hunt and her future endeavors.

CITY COUNCIL COMMENTS

Lance Smith offered congratulations to Tommy-Lee and commended Public Works for the parade.

Jodi Wilkeson offered well wishes to departing staff member Tommy-Lee Hunt and her sentiments towards Staff for a successful parade. She read an email from Mike Almeida, a resident of Abbot Square, listing a few issues left to be resolved by Lennar. Planning Director Todd Vande Berg clarified issues related to Pond #5, explaining that the area in question is not a pond but a sump/depression area adjacent to the pond that collects runoff and bypasses the system. Mr. Vande Berg reported that the engineer of record inspected the area multiple times after storm events and confirmed it is functioning properly and does not require sodding, as sodding and fertilization could negatively impact downstream areas. City Manager Poe noted that Lennar is committed to addressing the sump area, pumping standing water, providing documentation to the engineer, and correcting remaining deficiencies including sidewalk panels, valley curb, and upright curb. Mr. Poe acknowledged that some items were inadvertently omitted from earlier communications but confirmed Lennar's commitment to addressing them.

Steven Spina congratulated Staff on the parade, saying it was the best in years. He also complimented the Mayor's Youth Council for raising \$11k for CHIPZ and their enthusiasm and thanked all departments involved in the parade.

Kenneth Burgess echoed sentiments towards the Mayor's Youth Council achievement, a great parade and well wishes for Tommy-Lee Hunt.

***Mayor Monson** shared a meeting last week with County Commissioner Ron Oakley & Planning, Development and Economic Growth Director David Engle to emphasize the need to improve Chancey Rd. She had them sit in traffic on Eiland Blvd. to highlight the point.

Charles Proctor offered his thanks to all Staff for what they have done. Mr. Proctor shared that he recognized when Tommy-Lee started with the City, she would be an asset and now that she is moving on, she will be missed.

5. NOTED ITEMS - NONE

ADJOURN 8:01 PM

Submitted by Ricardo Quifiones