

REGULAR CITY COUNCIL MEETING

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A Regular City Council Meeting was held on April 13, 2026 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 Monson. City Manager William Poe and City Attorney Matthew Maggard were also present.

Staff present: Chief of Police Derek Brewer, Lt. Nathan Gardner, Public Works Director Shane LeBlanc, Sanitation Superintendent Dequane Anderson, 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 (virtual), Water Superintendent C.J. Funnell, Wastewater Superintendent OJ Kurk, Planning Director Todd Vande Berg, Principal Planner Rodney Corriveau, Historic Preservation Specialist/Community Planner Will McCaw, 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 Steve Ezra of First Methodist Church of Zephyrhills. The Pledge of Allegiance followed.

CITIZEN COMMENTS

Kristen Taplin, property manager for Cottages at Abbott Station, 6058 Abbott Station Drive, addressed Council regarding temporary signage options. Ms. Taplin stated that flags were previously installed but removed following Code Enforcement direction. She emphasized the request is temporary until a permanent leasing office is constructed and indicated willingness to comply with any application process or criteria established by the City. Council acknowledged the request, no action taken.

Nick Walton, Executive Director of the SVB Foundation, 304 W High St. Tampa 33603, provided an update on the organization's 2025 impact and ongoing programming. Mr. Walton advocated for the consideration of dedicated pickleball courts separate from existing tennis courts. Council acknowledged the update, no action taken.

Kevin Alexander, 5625 Marie Drive, addressed Council regarding his experience with the SVB Foundation. Mr. Alexander, a Zephyrhills resident and former Air Force member, shared his background growing up in the community and learning tennis at Zephyr Park. He stated that he now serves as a program coach and manager for the foundation and spoke to the positive impact the program has on local youth, noting firsthand observations of student engagement and enthusiasm at area schools. Council thanked Mr. Alexander for his comments and his service to the community.

MAYOR

1. Swearing in Officer Ethan Rich

Chief Brewer swore in the latest police officer, Ethan Rich.

2. Proclamation - Alyssa James

Mayor Melonie Bahr Monson presented a Proclamation recognizing Alyssa James for her achievements in junior tennis and her connection to the Mouratoglou Academy in Zephyrhills.

3. 2026 Water Conservation Proclamation

Mayor Melonie Bahr Monson presented a Proclamation to Amber Smith of SWFWMD recognizing Water Conservation Month and encouraging responsible water use.

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1. CONSENT ITEMS

Prior to the vote, Steven Spina raised concerns regarding an existing bus stop located on the west side of US 301 across from Florida Medical Clinic. Dr. Spina noted that buses stopping at this location block traffic on US 301 and suggested evaluating whether the stop could be relocated or reoriented to the adjacent Frontage Road to improve traffic flow and safety. Principal Planner Rodney Corriveau confirmed that the location referenced is an existing bus stop and stated that staff is currently coordinating with GoPasco on transit-related matters. Staff would review the concern and follow up with GoPasco.

- 1.1 City Council Meeting Minutes - March 23, 2026
- 1.2 Flores Construction Agreement **41-2026-06** for Bus Stop Concrete Pads
- 1.3 Utility Service Agreement **45-2026-03** for Daniel Edgeman (39524 Richland Road)
- 1.4 Razorback Task Order for Rehabilitation of a Sludge Holding Tank **[41-25-14]**
- 1.5 Annual Hydrant Maintenance with R&M Services **[37-25-07]**
- 1.6 AMENDMENT NO. 2 TO AGREEMENT NO. INW03 with the FDEP **[24-25-02]**

Steven Spina motioned to approve the consent items as presented. Seconded by Jodi Wilkeson. Motion passed unanimously.

2. PUBLIC HEARING

2.1 Evaluation and Appraisal-Based Comp Plan Amendments

First Reading of Ordinance No. 1514-26 **"AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, RELATING TO THE CITY OF ZEPHYRHILLS COMPREHENSIVE PLAN (ORDINANCE NO. 866-90, AS AMENDED), PURSUANT TO CHAPTER 163, PART II, FLORIDA STATUTES; PROVIDING EVALUATION AND APPRAISAL-BASED COMPREHENSIVE PLAN AMENDMENTS; REPEALING AND REPLACING THE HOUSING ELEMENT AND THE INTERGOVERNMENTAL COORDINATION ELEMENT; ADOPTING UPDATED GOALS, OBJECTIVES, AND POLICIES FOR THOSE ELEMENTS; ESTABLISHING TWO PLANNING PERIODS CONSISTENT WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR NONSUBSTANTIVE MODIFICATIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1514-26 by title.

Council President Charles Proctor opened the public hearing.

Planning Director Todd Vande Berg introduced the item, explaining that the amendment involves the repeal and replacement of the Housing Element and Intergovernmental Coordination Element as part of the required Evaluation and Appraisal Review. He noted the updates include new goals, objectives, policies, and the establishment of 10-year and 20-year planning horizons. Consultant Tammy Verona presented an overview of the Comprehensive Plan amendments, emphasizing the City's long-range planning framework and the need to comply with updated state requirements. She outlined the new housing goal focused on providing diverse, affordable, and resilient housing options, along with supporting objectives addressing housing supply, affordability, quality, special populations, fair housing, displacement, and long-term monitoring. She also reviewed population projections, anticipated housing demand, and the importance of aligning policies with future growth and infrastructure planning.

Steven Spina asked for the percentage of mobile homes within the City's housing stock and how it compares regionally. Ms. Verona indicated the percentage may be higher than in some

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communities but consistent with areas that include mobile home developments and agreed to provide additional data. Discussion followed acknowledging the importance of addressing growth and infrastructure alongside housing strategies and considerations for maintaining community character while accommodating future development.

Phyllis Purvis, 8618 Gall Blvd, spoke from the floor. Ms. Purvis expressed concerns related to housing affordability, increasing costs, and the challenges residents face in maintaining or securing housing. She emphasized the need for practical solutions that address the financial burden on residents.

Kristen Taplin, 6058 Abbott Station Drive, spoke from the floor regarding housing trends, noting the need for diverse housing types, walkability, and access to amenities. Ms. Taplin highlighted changing household dynamics and the importance of planning for a range of housing options.

Council President Proctor closed the public hearing.

Council expressed support for the updates and acknowledged the importance of proactive planning to address housing needs and future growth.

Steven Spina motioned to approve Ordinance No. 1514-26 on first transmittal reading. Seconded by Jodi Wilkeson. Motion passed unanimously.

2.2 Zephyr Knoll FLU(Future Land Use) Classification

First Reading Transmittal Public Hearing Ordinance No. 1515-26 "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, AMENDING THE CITY OF ZEPHYRHILLS COMPREHENSIVE PLAN (ORDINANCE NO. 866-90, AS AMENDED); PROVIDING TEXT AMENDMENTS TO THE FUTURE LAND USE ELEMENT TO ESTABLISH THE PLACE TYPE FRAMEWORK; CREATE THE ZEPHYR KNOLL MIXED-USE SUBAREA FUTURE LAND USE CATEGORY; ADOPT ASSOCIATED USE, DENSITY, INTENSITY, AND IMPLEMENTATION POLICIES; AND REVISE THE FUTURE LAND USE MAP AND MAP SERIES TO DESIGNATE CERTAIN LANDS WITHIN THE US 301 CORRIDOR NORTH OF KOSSIK ROAD AS ZEPHYR KNOLL MIXED-USE SUBAREA; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE."

City Attorney Matthew Maggard read Ordinance No. 1515-26 by title.

Council President Charles Proctor opened the public hearing.

Planning Director Todd Vande Berg introduced the item, explaining it as a continuation of the Comprehensive Plan update and the first public hearing related to the effort. Mr. Vande Berg described the proposed Zephyr Knoll future land use classification as a new mixed-use category intended to implement a previously discussed vision for the northern portion of the City, promoting expanded development opportunities and a mix of uses.

Consultant Tammy Verona presented the proposed text and map amendments, summarizing the visioning workshop outcomes and the intent to create a compact, walkable mixed-use center along the US 301 corridor. Ms. Verona outlined the proposed land use framework, including a blend of residential and non-residential uses, pedestrian-oriented design, integrated infrastructure, and limitations on certain uses. Ms. Verona reviewed development standards, implementation through planned unit development zoning, and consistency with the Comprehensive Plan. She also provided examples of comparable mixed-use developments to illustrate potential outcomes and noted that the Planning Commission recommended approval of the amendments.

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Phyllis Purvis, 8618 Gall Blvd, spoke from the floor. Ms. Purvis raised concerns regarding the City's residential moratorium and questioned how the proposed development could proceed without adequate utility capacity. She noted that developers have expressed hesitation due to infrastructure limitations and emphasized the need for alignment between land use planning and available utilities. Council President Proctor closed the public hearing.

Steven Spina motioned to approve Ordinance No. 1515-26 on first reading and authorize transmittal. Seconded by Kenneth Burgess. Motion passed unanimously.

- 2.3 Live Local Act Property Tax Exemption - Electing to Not Exempt Property Under Section 196.1978(3)(d)1.a., Florida Statutes

Resolution No. 867-26 "A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, PURSUANT TO SECTION 196.1978(3)(o), FLORIDA STATUTES, ELECTING TO NOT EXEMPT PROPERTY UNDER SECTION 196.1978(3)(d)1.a., FLORIDA STATUTES, COMMONLY KNOWN AS THE "LIVE LOCAL ACT PROPERTY TAX EXEMPTION."

City Attorney Matthew Maggard read Resolution No. 867-26 by title.

Council President opened the public hearing out of an abundance of caution. None spoke from the floor.

Council President closed the public hearing.

Lance Smith motioned to approve Resolution No. 867-26.. Seconded by Jodi Wilkeson. Motion passed unanimously.

3. BUSINESS ITEMS

- 3.1 Appointment for Parks & Recreation Advisory Board.

City Manager Poe presented Staff's recommendation for Katee Bolt to be appointed to the Parks and Recreation Board.

Lance Smith motioned to approve the Board appointment. Seconded by Kenneth Burgess. Motion passes unanimously.

- 3.2 Bauducco Sign Variance Request

Staff presented a variance request from Bauducco to allow two wall signs of approximately 400 square feet each, one on the north elevation and one on the east elevation, exceeding the current ordinance allowance. Staff explained that the sign ordinance generally limits properties to either two wall signs not exceeding 150 square feet each or one wall sign not exceeding 300 square feet, but recommended approval of the request due to the scale and location of the building.

Discussion focused on whether the current sign ordinance adequately addresses large industrial buildings and whether the request should be considered in light of broader sign regulation issues throughout the City. Mr. Smith supported the request, noting that larger buildings require appropriately scaled signage and that the current ordinance likely did not anticipate development of this size. Discussion continued, noting the need to revisit the sign ordinance more comprehensively. Concerns were also raised about consistency in how sign requests are handled and whether approval of this variance would be fair without broader code revisions.

Staff clarified that the issue raised regarding a business on 7th Street involved a different set of design standards within the CRA and that the sign originally requested there had been approved, although the installed painted lettering was not. Staff further stated that an industrial sign standard could be brought back promptly for Council consideration. Council ultimately acknowledged both the immediate need for Bauducco's signage and the importance of updating the ordinance.

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Lance Smith motioned to approve the variance request. Seconded by Kenneth Burgess. Motion Passed, 3-2. Opposed by Jodi Wilkeson and Steven Spina.

3.3 Approval of Grant Agreement 24-2026-02 DEP - 9th Ave Pond Grant Agreement Number L0376

City Manager Poe presented a grant agreement with the Florida Department of Environmental Protection. The grant would allow the City to purchase property and improve the existing stormwater pond on 9th Avenue.

Jodi Wilkeson motioned to approve the grant agreement. Seconded by Lance Smith. Motion passes unanimously.

3.4 Purchase of 39165 9th Avenue - Expansion of 9th Avenue Stormwater Pond

City Manager Poe presented a proposed purchase of property located at 39165 9th Avenue, which experienced flooding during Hurricane Milton. The acquisition supports expansion of the adjacent stormwater pond. The negotiated purchase price of \$345,000 falls within two appraisals obtained in accordance with City policy. Grant funding will be used for the acquisition and associated costs

Discussion clarified that appraisals reflect market value based on highest and best use, and timing of grant funding influenced acquisition cost. The remaining grant funds will be used for demolition, design and improvement of the existing pond.

Lance Smith motioned to approve the purchase and authorize the City Manager to execute associated documents. Seconded by Steven Spina. Motion passed unanimously.

3.5 Historic Preservation - Certified Local Government

First Reading Ordinance No. 1516-26 " **AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, CREATING NEW SECTIONS 30.180, 30.181, AND 30.182 OF CHAPTER 30 OF THE OF THE CITY OF ZEPHYRHILLS CODE OF ORDINANCES TO UPDATE AND PROVIDE CHANGES TO THE HISTORIC PRESERVATION BOARD; AMENDING CHAPTER 154 OF THE CITY OF ZEPHYRHILLS CODE OF ORDINANCES TO INCORPORATE UPDATED PROVISIONS FOR HISTORIC PROPERTIES AND THE HISTORIC DISTRICT; REPEALING SECTION 10.02.05.04 OF THE LAND DEVELOPMENT CODE TO AVOID DUPLICATION OF APPLICABLE CODE TO THE ZEPHYRHILLS HISTORIC PRESERVATION BOARD, HISTORIC PROPERTIES AND THE HISTORIC DISTRICT; PROVIDING FOR REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE. "**

City Attorney Matt Maggard read Ordinance No. 1516-26 by title. Historic Preservation Specialist Will McCaw then presented the item, explaining that the proposed ordinance updates the City's historic preservation regulations to align with requirements of the State's Certified Local Government (CLG) program.

Mr. McCaw stated that the primary changes are structural in nature, including relocating the establishment of the Historic Preservation Board to Chapter 30 alongside other City boards, while maintaining substantive historic preservation standards within Chapter 154. Additional updates include clarifying the purpose of the board, incorporating the designation of a chief elected official as required by the CLG program, and adding procedural requirements such as quarterly meetings, state notification, and annual reporting. He noted that these changes do not alter the powers or authority of the Historic Preservation Board.

Discussion focused on ensuring that the restructuring would not diminish the role or authority of the Historic Preservation Board. Staff confirmed that no substantive changes to the board's authority

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were proposed. Additional discussion highlighted the benefits of CLG designation, including increased access to grant funding and the potential elimination of matching requirements for certain grants.

Lance Smith motioned to approve the first reading of Ordinance No. 1516-26. Seconded by Steven Spina. Motion passed unanimously.

4. PUBLIC WORKS DIRECTOR'S REPORT

Public Works Director Shane LeBlanc provided an update on the City's recycling program rollout and departmental staffing. He introduced Dequan Anderson, and congratulated him on being recently promoted to Sanitation Superintendent, previously held by Bobby Black, noting his 10 years of service and experience within the division.

Mr. LeBlanc outlined the rollout of new 65-gallon automated recycling carts, with approximately 3,000 units procured and distribution focused on existing recycling customers. Delivery is scheduled for April 18 and April 25 (Monday/Thursday customers) and May 2 and May 9 (Tuesday/Friday customers), with the program officially launching on May 13, 2026. At that time, only the new carts will be serviced, and the 18-gallon bins will no longer be collected.

He emphasized that the transition is a coordinated effort across multiple departments, supported by public outreach including email notifications, maps, and door hangers. The new system is expected to improve efficiency, reduce contamination, and enhance service delivery.

The report was informational, and no Council action was taken.

5. CITY MANAGER'S REPORT

- 5.1 Special Event Boots In The Hills Alcohol Approval.** This event is scheduled for 5/9/26 2pm-10pm. They will require approval to use the venue as a wetzone. The guest will provide their own Alcoholic beverages that will be regulated. ZPD will be present along with the events private security.

Staff noted the event will include live music and food vendors and was held at this location previously without incident. The event will benefit The Quarters Foundation.

Kenneth Burgess motioned to approve Business Item 5.1. Seconded by Steven Spina. Motion passed unanimously.

- 5.2 B.R.W. Contracting, Inc. Change Order - South Ave Extension [25-25-01]**

City Manager Poe presented three change orders totaling \$116,506.55 related to the South Avenue Extension project, including adjustments for utility conflicts and additional excavation. He acknowledged the change orders were executed without prior Council approval and accepted responsibility..

Public Works Director LeBlanc provided additional context, noting the project timeline constraints tied to FDOT funding and the benefit of completing additional work while the contractor was mobilized. Discussion addressed funding sources, project scope adjustments, and long-term utility benefits.

Lance Smith motioned to approve the change orders. Seconded by Jodi Wilkeson. Motion passed unanimously.

- 5.3 May 25, 2026 City Council Meeting**

City Manager Billy Poe presented a request for Council direction regarding the regularly scheduled May 25, 2026 City Council meeting, which falls on Memorial Day. He noted that City offices will be closed in observance of the holiday and staff recommended cancellation of the meeting. Council expressed no objections.

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Lance Smith motioned to cancel the May 25, 2026 regular City Council meeting. Seconded by Jodi Wilkeson. Motion passed unanimously.

MAYOR ANNOUNCEMENTS

Mayor Melonie Bahr Monson announced the upcoming Citizen of the Month recognition and requested Council participation due to a scheduling conflict. City Manager Poe indicated he would attend if no Council member was available.

Mayor Monson expressed appreciation to Staff for support during public engagements and for resolving the Water's Edge issue.

Mayor Monson commented on the Bauducco job fair turnout and raised concerns regarding public perception related to pay transparency. Discussion followed regarding the City's role in distributing externally provided information and the importance of clear communication in future partnerships

CITY MANAGER ANNOUNCEMENTS - NONE

CITY ATTORNEY ANNOUNCEMENTS - NONE

CITY COUNCIL COMMENTS

Lance Smith recognized staff for Rotary presentations and community engagement. Commented on strong job fair turnout and reaffirmed support for economic development decisions, citing long-term job creation and revenue benefits.

Jodi Wilkeson thanked staff for presentations and recognized Main Street and CRA efforts for a successful Founders Day event.

Steven Spina highlighted success of the "History in Motion" event, noting strong attendance and positive feedback. He emphasized importance of showcasing City assets. Noted event will return March 20, 2026.

Kenneth Burgess commented on job fair turnout and public discourse, expressing support for economic development efforts and workforce opportunities.

Charles Proctor - NONE

6. NOTED ITEMS

6.1 Kimley-Horn Work Order - 9th Ave Stormwater Design

ADJOURN 8:27pm

Submitted by Ricardo Quiñones