

REGULAR CITY COUNCIL MEETING

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A Regular City Council Meeting was held on May 11, 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 Steven F. Spina Ph.D. called the meeting to order at 6: 10 PM

Roll call was taken. Present were members Lance Smith, Kenneth Burgess, Jodi Wilkeson and Steven Spina. City Manager William Poe and City Attorney Matthew Maggard were also present. Charles Proctor and Mayor Melonie Monson were not present.

Staff present: Public Works Director Shane LeBlanc, Building Official Calvin Switzer, Airport Manager Nathan Coleman, IT Director Mike Panak, Human Resources & Risk Management Director Sandra Amerson, Planning Director Rodney Corriveau, Historic Preservation Specialist Will McCaw, Finance Director Ted Beason, Public Information Officer Kevin Weiss, Lieutenant Nathan Gardner and Assistant City Clerk Eileen Mercado.
The Invocation was led by Planning Director Rodney Corriveau.
The Pledge of Allegiance followed.

CITIZEN COMMENTS

Kimber Rhondes Ramos - 6461 Brentwood Drive, spoke from the floor regarding the Silverado Golf Course property and ongoing maintenance concerns. City Manager Poe shared this is an item on the agenda and will be addressed.

Mary Hamel - 6516 Brentwood Drive, spoke from the floor regarding neighborhood concerns associated with the Silverado Golf Course property and the need for continued code enforcement efforts.

MAYOR

1. Proclamation -National Public Works Week

City Manager Poe presented a proclamation recognizing National Public Works Week and thanked Public Works employees for their continued service to the community.

2. Proclamation - Andrew Bray

City Manager Poe presented a proclamation recognizing Andrew Bray for winning the 2026 FHSAA Class 2A State Wrestling Championship and commended him for representing Zephyrhills High School and the City of Zephyrhills with pride and sportsmanship.

1. CONSENT ITEMS

1.1 City Council Meeting Minutes - April 27, 2026

1.2 16-2026-02 Easement Agreement SWFWMD for Parcel ID: 02-26-21-0080-00Aoo-0123

1.3 41-2026-10 Foshee Construction Agreement for Train Depot Parking Lot

Lance Smith motioned to approve the Consent Items as presented. Seconded by Kenneth Burgess. Motion passed unanimously.

2. FINANCE DIRECTOR'S REPORT

2.1 Convenience Fee Update

City Manager Poe presented an update regarding proposed convenience fee structures associated with Tyler Technologies utility billing payment processing. Staff explained that utility customers utilizing credit card payments would be charged either a minimum fee or a percentage-based fee, whichever is greater. At the last meeting, it was stated to be a minimum fee of \$2.50 or 3%. Mr. Poe corrected that the fee structure is \$2.50 minimum or 3.65%, whichever is greater. Staff also recommend applying similar processing fee structures to airport hangar payments and retiree health insurance payments. Staff explained the transition is anticipated to reduce utility billing department credit card processing expenditures by approximately \$150,000 annually.

Kenneth Burgess motioned to approve the proposed convenience fee structure. Seconded by Lance Smith. Motion passed unanimously.

3. PUBLIC WORKS DIRECTOR'S REPORT

3.1 Raftelis - Stormwater Assessment Fee Update

Public Works Director Shane LeBlanc introduced Raftelis consultant Christina Conchilla. Ms. Conchilla presented preliminary information regarding the City's stormwater assessment fee study. Discussion included existing stormwater infrastructure needs, funding requirements, system maintenance responsibilities, and future planning considerations related to stormwater operations and capital improvements. Council discussed the methodology being evaluated for future stormwater assessments and reviewed preliminary information associated with potential rate structures.

4. BUSINESS ITEMS

4.1 Advisory Board Term Alignment

First Reading Ordinance No. 1518-26 " **AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, AMENDING SECTIONS, 30.035, 30.132, 30.162, 30.172, AND 30.180, OF THE CODE OF ORDINANCES TO ALIGN BOARD AND COMMISSION TERMS WITH CITY COUNCIL AND MAYORAL TERMS; INCREASING TERMS OF OFFICE FROM THREE (3) YEARS TO FOUR (4) YEARS FOR THE MUNICIPAL AIRPORT AUTHORITY, PLANNING COMMISSION, PARKS AND RECREATION ADVISORY BOARD, LIBRARY ADVISORY BOARD AND THE HISTORIC PRESERVATION BOARD TO ALIGN THE BOARD AND COMMISSION WITH THE CITY COUNCIL AND MAYORAL TERMS; PROVIDING FOR STAGGERED TERMS, TRANSITION, REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.**

City Attorney Matthew Maggard read Ordinance No. 1518-26 by title.

The ordinance proposed aligning advisory board and commission terms with City Council and Mayoral terms by increasing terms from three years to four years for several City Boards and Commissions providing for staggered transition terms.

Jodi Wilkeson motioned to approve Ordinance No. 1518-26 on first reading. Seconded by Lance Smith. Motion passed unanimously.

5. CITY MANAGER'S REPORT

5.1 Special Event Alcohol Approval -Commandoughs Memorial Day Event. The applicant will be proposing to use 15th Ave (City Street) between Gall Blvd and 6th Street as a wetzone.

City Manager Poe presented a request for approval of a Memorial Day special event alcohol permit associated with Commandoughs and Vets Feeding Vets. The request included use of a temporary wet zone along 15th Avenue between 6th Street and Gall Boulevard. Staff explained that Zephyrhills Police Department officers would be present during the event and that similar events had previously occurred without issue.

Kenneth Burgess motioned to approve the Special Event Alcohol Approval request for the Commandoughs Memorial Day Event. Seconded by Lance Smith. Motion passed unanimously.

****Council discussed adjusting the order of Business Items 5.2 and 5.3 to accommodate attendees present for the Silverado Golf Course discussion. ****

Jodi Wilkeson motioned to switch agenda items 5.2 and 5.3. Seconded by Lance Smith. Motion passed unanimously.

5.3 Silver Oaks Golf Course Update

City Manager Poe provided an update regarding ongoing enforcement efforts associated with the Silverado Golf Course property. Staff advised that City representatives met with the Assistant County Attorney to discuss tree debris and related property maintenance concerns. An affidavit to show cause had been submitted to the court for review. Staff explained that the court would determine whether sufficient evidence exists to proceed with enforcement action and potentially schedule a hearing in June or July. Staff further advised that a separate notice had been issued providing the property owner with ten days to secure buildings, maintain grass, and address unsafe standing trees. If violations were not corrected within the specified timeframe, additional citations and enforcement actions would proceed through the court process.

Council discussed the pace of maintenance activities occurring on the property and emphasized the need for continued comprehensive mowing and cleanup efforts throughout the entire site. Citizen comments were subsequently received regarding the property conditions and ongoing neighborhood concerns.

5.2 Skydive City Update

City Manager Poe provided an update regarding ongoing discussions with Skydive City and efforts to resolve Federal Aviation Administration (FAA) concerns related to the airport RV park. Mr. Poe explained that FAA funding for the Zephyrhills Municipal Airport remains suspended due to the presence of the RV park, resulting in the loss of approximately \$350,000 annually in entitlement funding as well as eligibility for additional discretionary grant opportunities. Staff recently met with representatives of Skydive City to discuss a potential corrective action plan that could restore FAA funding while providing a path forward for airport operations. Mr. Poe reported that Skydive City had agreed to several proposed lease modifications, including payment of

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nonaeronautical lease rates for the RV park, equipment vendor, and restaurant operations, removal of inactive business uses from the lease, and separation of aeronautical and non-aeronautical lease provisions. Staff also discussed future consideration of a performance-based compensation structure tied to airport operations. The primary focus of discussions remained the eventual removal of the RV park, which FAA officials have determined is an incompatible use on airport property. Mr. Poe advised that Skydive City had expressed a willingness to close and remove the RV park by October 2030, consistent with the Airport Layout Plan, while requesting the City's assistance in identifying potential alternative accommodation for visitors associated with airport activities. Staff recommended pursuing a corrective action plan with the FAA that would establish the 2030 removal date and potentially allow restoration of airport grant funding while preserving the remainder of the existing lease term.

Airport Manager Nathan Coleman reviewed the airport's history with FAA grant assurances and explained that airport planning documents have contemplated removal of the RV park since 2014. Mr. Coleman noted that restoring compliance with FAA requirements is important to protect future airport funding opportunities and support long-term airport development initiatives. He further explained that future policy decisions will require Council to determine the desired balance between recreational aviation activities and business-oriented general aviation growth at the airport.

Rich Muscolino of Skydive City addressed Council and emphasized the new owner's commitment to working collaboratively with the City. He stated that substantial investments had already been made to improve the property and expressed a willingness to explore alternative lodging concepts and operational changes that could support both airport compliance and Skydive City's long-term viability. Representatives also indicated support for continued discussions regarding future airport planning and potential business models that would provide greater benefit to the City and Airport.

Council discussed the economic impact of Skydive City, the importance of restoring FAA funding eligibility, and the need to begin long-term planning efforts well before the 2030 deadline. Council generally supported continued negotiations with Skydive City and directed staff to continue pursuing a corrective action plan with the FAA while maintaining open communication with airport stakeholders. Council members acknowledged the cooperative approach demonstrated by the current ownership group and expressed a desire to identify solutions that support both airport growth and recreational aviation activities.

MAYOR ANNOUNCEMENTS - None due to the Mayor's absence

CITY MANAGER ANNOUNCEMENTS

City Manager Poe announced that Council members had been invited to attend the Zephyrhills Little League closing ceremonies and thanked participants associated with the program sponsorship efforts. City Manager Poe also asked the community to keep Mayor Monson and her family in their thoughts and prayers due to ongoing family matters.

CITY ATTORNEY ANNOUNCEMENTS

City Attorney Matthew Maggard clarified for the record that he does not represent the Silverado Golf Course property owner. He explained that due to a prior legal conflict identified through his law firm, he is unable to represent either the City or the property owner regarding the matter. He further advised that alternate conflict counsel could be retained if necessary for future proceedings.

CITY COUNCIL COMMENTS

Jodi Wilkeson provided an update on ongoing efforts to resolve outstanding issues within the Abbott Station development and emphasized the importance of protecting residents' interests while ensuring Lennar fulfills its obligations. She noted that only a handful of issues remain under review, including stormwater system performance, drainage infrastructure, retaining wall and buffer requirements, and the location of a stormwater inlet. Wilkeson stated that the City's consultant, Kimley-Horn, is reviewing the plans and that the City should carefully evaluate any disputed items from the perspective of protecting homeowners, the HOA, and the CDD. Wilkeson also discussed concerns raised regarding the irrigation system, including questions about whether installation and design practices complied with accepted standards. She noted reports of irrigation deficiencies and tree loss within the community and stressed the importance of resolving all remaining issues before the development is fully closed out. She concluded by stating that the City owes it to the approximately 600 families living in Abbott Station to see the matter through and thanked Planning

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Director Rodney Corriveau for continuing to lead the effort. Wilkeson also congratulated Public Works on the groundbreaking ceremony of the new City Yard Maintenance Complex.

Kenneth Burgess thanked Rich for his input in the Skydive City discussion and welcomed him to Zephyrhills.

Lance Smith - None

Steven Spina requested an update on the status of the 6th Avenue project and was advised that the roadway had reopened, although some detour signage remained in place. He also suggested that Council Members provide brief updates during Council comments regarding the boards, committees, and organizations to which they are assigned as liaisons, allowing the Council and public to remain informed of ongoing activities and initiatives. Dr. Spina further reported on his participation, along with City staff, in a two-day community planning workshop at the University of Florida focused on urban forestry, landscaping, architecture, and community design. He explained that representatives from several communities met with university faculty, state agencies, and other experts to discuss grant opportunities and long-term planning strategies. Spina noted that the City presented its tree planting initiative and indicated that staff would provide a future update on ideas and recommendations generated through the workshop.

The meeting adjourned at 8:18 PM

Submitted by Ricardo Quiñones (not present)