CRA MEETING
ZEPHYRHILLS, FLORIDA

Monday, August 24, 2026
5:00 PM

Please join the GoToMeeting
from your computer, tablet or smartphone:
https://meet.goto.com/855960693
or dial in using your phone:
+1 (646) 749-3122- Access Code: 855-960-693
(Please mute your phone unless you wish to speak on a specific item)

Zephyrhills City Hall **Council Chambers**

Call to Order — Board Chair Jodi Wilkeson
Roll Call — City Clerk Ricardo Quiñones

1. BUSINESS ITEMS
   - 1.1 CRA Meeting Minutes - June 22, 2026
     1. 06.22.2026 CRA Minutes
   - 1.2 Review of Tentative FY 2026/2027 CRA Budget.
     1. FY 2027 CRA Draft Budget
   - 1.3 Approval of Agreement **37-2026-04** with Clifton Larson Allen for CRA Audit Services
     1. CRA Statement of Work - Audit Services
     2. CRA Statement of Work - Examination Services
   - 1.4 Residential Ownership Incentive Grant - 5419 9th St.
     1. 5419 9th St
   - 1.5 Clock Plaza Update - Trees

1. 08.24.2026 1.5 Zephyrhills Clock Plaza - Existing vs Proposed Tree Report

2. CRA DIRECTOR'S REPORT

3. MAIN STREET ACTIVITY REPORT

4. CITIZEN COMMENTS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decisionmade by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

Action Item

BUSINESS ITEMS 1.1

CRA Meeting Minutes - June 22, 2026

Issue:
The Community Redevelopment Agency held a regular meeting on June 22, 2026

Background:
Minutes from that meeting were prepared and are presented for the Board's review and approval.

Attachment(s):
1. 06.22.2026 CRA Minutes

Fiscal Impact:
N/A

Staff Recommendation:
Staff recommends approval.

A Regular CRA Meeting was held on June 22, 2026 at 5:00 PM in the Council Chambers of City Hall and Via GoToMeeting (646) 749-3122 - Access Code: 855-960-693. Board Chair Jodi Wilkeson , called the meeting to order at 5:00 PM

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

Staff present: Chief of Police Derek Brewer, IT Director Mike Panak, CRA Director Gail Hamilton, Main Street Zephyrhills Director Antwon Gildon, Human Resources & Risk Management Director Sandra Amerson, Planning Director Rodney Corriveau, Historic Preservation Specialist Will McCaw, Finance Director Ted Beason and City Clerk Ricardo Quiñones.

1. **BUSINESS ITEMS**

CRA Director Gail Hamilton walked up a Commercial Improvement Grant for the Boards consideration.

Steven Spina motioned to add the Commercial Improvement Grant to the agenda as Item 1.4. Seconded by Charles Proctor. Motioned passed unanimously.

1.4 Director Hamilton presented the Commercial Improvement Grant application for Sunflower Coffee House. The Business will be located at 38135 5th Ave, Zephyrhills, FL 33542 in the old Medfleet building across from Zephyr Park.

Travis Farmer, Owner of Sunflower Coffee House shared the scope of the building rehabilitation, from floor restoration, ADA compliance, signage, bringing the building to code, especially the grease trap. Director Hamilton explained the rehabilitation will cost $14,921, the grant will reimburse $7,460.50. Hamilton shared that application meets all grant requirements.

Steven Spina motioned to approve the Commercial Improvement Grant for Sunflower Coffee House. Seconded by Lance Smith. Motioned passed unanimously.

1.1 CRA Meeting Minutes - June 08, 2026

Steven Spina motioned to approve the June 08, 2026 CRA Minutes. Seconded by Charles Proctor. Motioned passed unanimously.

1.2 Residential Ownership Incentive Grant - Chanaira Bass

Director Hamilton asked to table item I .2 as the Home Owner was not in attendance at the time.

1.3 Clock Plaza Design Change

Commissioner Steven Spina explained that he requested the item after attending an Urban Futures Conference, where discussions on urban forestry prompted him to explore options for preserving the original canopy trees planted at Clock Plaza in 1999. James Pankonin of Kimley-Horn presented the approved Clock Plaza design and two alternative concepts that would preserve three to four existing canopy trees while maintaining project functionality. The Board discussed tree preservation, long-term maintenance, design aesthetics, construction costs, materials, stage functionality, lighting, and event capacity. Staff was directed to revise the design to preserve three to four trees, consult with the project arborist, further evaluate architectural details and stage design, and return with updated plans and cost estimates.

Steven Spina motioned to move forward with the redesign to save several trees and bring that back to the Board. Seconded by Charles Procor. Motion passed unanimously.

** James Pankonin of Kimley-Horn and Associates provided a brief update on the Zephyr Park project. He reported that project plans were submitted to the Southwest Florida Water Management District (SWFWMD) on June 12 and that comments are anticipated within the 30-day review period. Following SWFWMD review, the design team will address any required revisions and issue updated plans to the Construction Manager for pricing. Mr. Pankonin added that the design team has been meeting regularly with the Construction Manager to review the plans and incorporate constructability input as the project advances. **

1.2 Residential Ownership Incentive Grant - Chanaira Bass

Director Hamilton returned to item 1.2 and presented the application for a Residential Homeownership Incentive Grant. Ms. Hamilton explained that applicants must receive Board approval prior to closing and have six months to complete the purchase. If the original purchase does not close, the applicant may apply the approved grant toward another eligible property within the CRA District during that six-month period. She further explained that grant funds are disbursed after closing upon submission of the closing statement, warranty deed, homestead exemption application, and execution of the required lien documents. Ms. Hamilton confirmed the applicant met all program requirements and that funding was available.

Lance Smith moved to approve the Residential Homeownership Incentive Grant. Steven Spina seconded the motion. Motion passed unanimously.

2. CRA DIRECTOR'S REPORT

CRA Director Gail Hamilton reported that the 8th Street improvements are substantially complete, with only punch list items remaining. She advised that the Fifth Avenue Streetscape will be coordinated with the Clock Plaza project to minimize disruptions and that replacement landscaping at Hercules Park is being planned using native plantings following freeze damage. Hamilton also reported that code compliance efforts continue in the downtown and Hercules Park neighborhoods, with follow-up on properties that remain out of compliance.

Ms. Hamilton reported that staff met with an arborist to review tree management practices at Hercules Park, continues planning public art installations in the downtown area, and is assisting with a train-themed mural for a future restaurant near the historic depot.

Commissioner Smith requested that the Commercial Grant Program application be brought back for Board review at the next meeting. Commissioner Spina noted that the Historical Association has photographs and postcards of the original depot available as reference materials for the mural project. Spina complimented the completed streetscape improvements.

3. MAIN STREET ACTIVITY REPORT

Main Street Zephyrhills Director Antwon Gildon reported that Kids Fest was successful, featuring participation from City departments, local businesses, community organizations, and volunteers. He highlighted downtown business partnerships, family activities, performances, and community displays, presented a video recap, and announced upcoming SummerFest and Halloween events.

4. CITIZEN COMMENTS - NONE

The meeting was adjourned at 6:01 PM
Submitted by Ricardo Quiñones

CRA Meeting
August 24, 2026

Action Item

BUSINESS ITEMS 1.2

Review of Tentative FY 2026/2027 CRA Budget.

Issue:
Discussion of the CRA Budget for FY 2026/2027

Background:
FY 2026/2027

Attachment(s):
1. FY 2027 CRA Draft Budget

Fiscal Impact:

Staff Recommendation:

Information Only - No Action is Required

Community Redevelopment Agency

CRA Fund
Org Code: 11005900

The CRA is a dependent special district in which any future increases in property values are set aside in a Trust Fund to support economic development and redevelopment projects within the designated district.

Under Florida Statute Chapter 163, Part III, local governments have the ability to designate areas as Community Redevelopment Areas when certain conditions exist. To document the required conditions, the local governments must survey the proposed redevelopment area and prepare a Finding of Necessity. If the Finding of Necessity determines the required conditions of slum and blight exist, the local government may create a Community Redevelopment Agency to provide the tools needed to foster and support positive redevelopment of the targeted area. The Community Redevelopment Agency is responsible for developing and implementing the Community Redevelopment Plan or Master Plan that addresses the unique needs of the targeted area. The plan includes the overall goals for redevelopment in the area, as well as identifying the types of projects planned for the area.

Tax Increment Financing or TIF is a unique tool available to cities and counties for redevelopment activities as provided in the Master Plan. It is used to leverage public funds to promote private sector activity in the CRA. The dollar value of all real property in the Community Redevelopment Area is determined as of a fixed date, also known as the “frozen value”. Taxing Authorities continue to receive property tax revenues based on the frozen value. These frozen revenues are available for general government purposes. Any tax revenues from increases in real property value within the CRA are deposited into the Community Redevelopment Agency Trust Fund and dedicated to specific redevelopment projects and plans within the Redevelopment Area and are not for general government purposes. The tax increment revenues can be used immediately, saved for a particular project, or can be bonded to maximize the funds available.

CRA Boards do not establish policy for the city or county, they develop and administer a Master Plan to implement that policy. The CRA acts officially as a body distinct and separate from the governing body, even when it is the same group of people. The CRA has certain powers the city or county by itself may not do, such as establish tax increment financing, and leverage local public funds with private dollars to make redevelopment happen. The CRA term is limited to 30 years, 40 years if extended. After that time all tax revenues are retained by each taxing entity that contributed to the CRA Trust Fund.

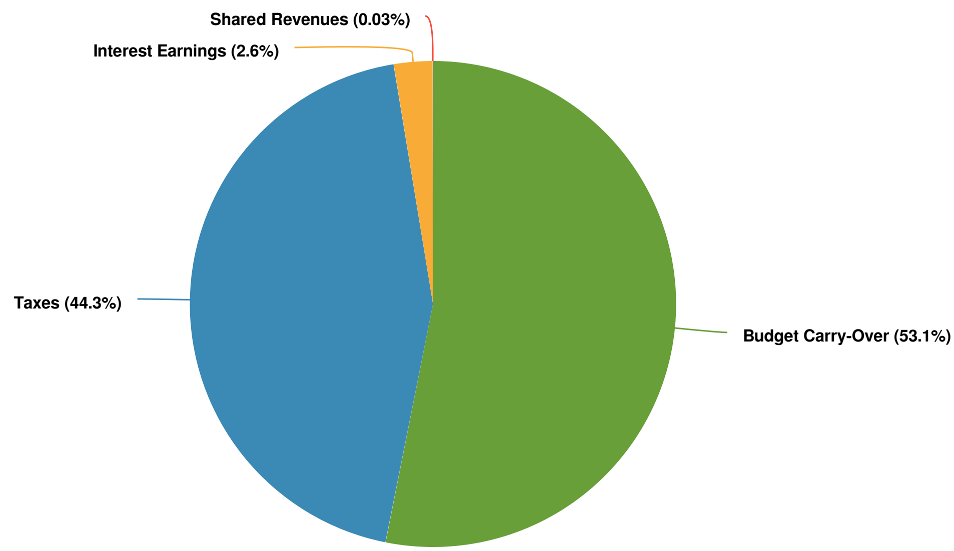
Community Redevelopment Agency - Personnel Information

Personnel by Position

Position	FY 2025	FY 2026	FY 2027
Community Redevelopment Agency Director *	1	1	1
Total	**1**	**1**	**1**

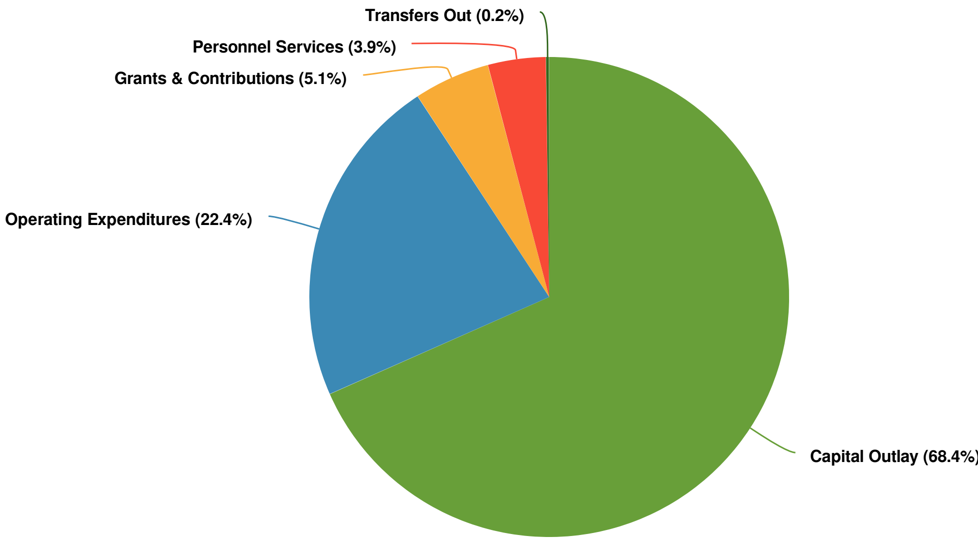
Community Redevelopment Agency

Community Redevelopment Agency - Revenues by Source



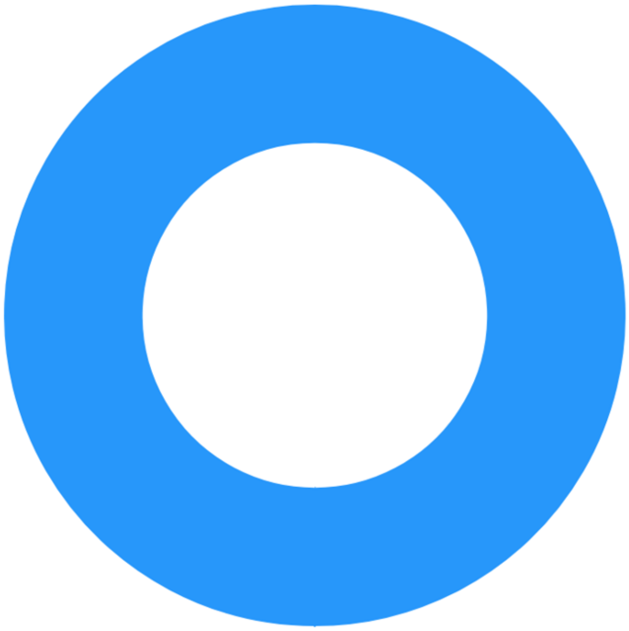
Name	ERP Code	FY2025 Actual	FY2026 Original Budget	FY2027 Budgeted
Revenue Source				
Budget Carry-Over				
C/O Balance	11000300-300100	$0	$2,074,410	$2,834,562
Total Budget Carry-Over:		**$0**	**$2,074,410**	**$2,834,562**
Taxes				
Ad Valorem Taxes				
Property Tax	11010311-311000	$607,968	$779,271	$883,008
Property Tax	11020311-311000	$729,818	$948,541	$1,074,811
Total Ad Valorem Taxes:		**$1,337,786**	**$1,727,812**	**$1,957,819**
Total Taxes:		**$1,337,786**	**$1,727,812**	**$1,957,819**
Shared Revenues				
Main Street Reimbursement	11000338-338300	$0	$1,000	$1,000
Total Shared Revenues:		**$0**	**$1,000**	**$1,000**
Interest Earnings				
Interest Income	11000361-361100	$0	$100,000	$100,000
Interest Income	11010361-361100	$99,244	$0	$0
Interest Income	11020361-361100	$113,765	$0	$0
Total Interest Earnings:		**$213,010**	**$100,000**	**$100,000**
Total Revenue Source:		**$1,550,795**	**$3,903,222**	**$4,893,381**

Community Redevelopment Agency - Expenditures by Expense Type



Name	ERP Code	FY2025 Actual	FY2026 Original Budget	FY2027 Budgeted
Expense Objects				
Personnel Services				
Salaries	11005900-512000	$91,170	$98,054	$103,937
Fica Taxes	11005900-521100	$5,465	$6,079	$6,444
Medicare Taxes	11005900-521200	$1,278	$1,422	$1,507
Retirement Contributions	11005900-522100	$31,067	$32,593	$33,883
Group Health	11005900-523000	$10,869	$11,702	$12,576
Workers Comp Insurance	11005900-524000	$1,812	$2,311	$2,449
Total Personnel Services:		**$141,660**	**$152,161**	**$160,796**
Operating Expenditures				
Professional Services	11005900-531500	$150,994	$200,000	$200,000
Prof Ser - Software & Support	11005900-531700	$3,901	$3,631	$3,106
Auditing Services	11005900-532000	$5,900	$6,000	$6,000
Contractual Services	11005900-534000	$0	$75,000	$75,000
Telephone & Data Communication	11005900-541000	$2,518	$5,000	$5,000
Refuse Removal	11005900-543400	$383	$500	$500
Copy Machine Leases	11005900-544500	$709	$1,000	$1,000
Property & Casualty Insurance	11005900-545000	$6,366	$0	$0
Educational Activities	11005900-548000	$2,210	$50,000	$50,000
Office Supplies	11005900-551000	$26	$150	$150
Operating Supplies	11005900-552000	$4,933	$25,000	$25,000
Sidewalks	11005900-553400	$0	$200,000	$0

Name	ERP Code	FY2025 Actual	FY2026 Original Budget	FY2027 Budgeted
Memberships/Dues	11005900-554200	$1,520	$2,500	$2,500
Training	11005900-555500	$495	$5,000	$6,800
CRA Initiatives	11005900-556200	$5,000	$300,000	$300,000
Total Operating Expenditures:		**$184,955**	**$873,781**	**$675,056**
Capital Outlay				
Land Acquisition	11005900-561000	$80,790	$477,000	$300,000
Building & Building Improvemen	11005900-562000	$0	$0	$200,000
Building & Building Improvemen	11005900-562000-24P05	$14,522	$0	$0
Infrastructure	11005900-563000	$27,109	$2,042,000	$225,000
Infrastructure - Zephyr Park	11005900-563000-24P08	$0	$0	$1,000,000
Infrastructure - Renovation of Clock Plaza	11005900-563000-27P02	$0	$0	$1,900,000
Sidewalk Capital Projects	11005900-563111-21P11	$0	$150,000	$225,000
Machinery & Equipment	11005900-564000	$5,320	$0	$0
Total Capital Outlay:		**$127,740**	**$2,669,000**	**$3,850,000**
Grants & Contributions				
Building Improvement Grants	11005900-583010	$16,677	$200,000	$200,000
Total Grants & Contributions:		**$16,677**	**$200,000**	**$200,000**
Transfers Out				
Property & Casualty Insurance	11005900-591511	$0	$8,280	$7,529
Total Transfers Out:		**$0**	**$8,280**	**$7,529**
Total Expense Objects:		**$471,032**	**$3,903,222**	**$4,893,381**



CRA (100%)	$3,850,000.00
TOTAL	**$3,850,000.00**

CRA Requests

Itemized Requests for 2027

5th Avenue Streetscape Design and Tree Replacement	**$100,000**

Design a new landscape and review all hardscape material for 5th Avenue from Gall Blvd to 12th Street, including replanting trees along 5th Avenue which will replace palms that were removed during 2026 due to age and potential damage created by...

CRA District Land Acquisition	**$300,000**

Acquisition of properties within the CRA District for projects as outlined in the CRA Masterplan

Jeffries House Updates	**$200,000**

Jeffries House Updates, Windows, A/C, misc. repairs. If we have new tennants will need to make repairs and updates.

Renovation of Clock Plaza	**$1,900,000**

The Clock Plaza, a .3 acre park in downtown, will be cleared for a new active park designed for better use of the space. Relocation of the stage, clock, seating, lighting, a/v system. The project will try and save 4 of the existing oak trees on...

Sidewalk Plans for CRA District	**$225,000**

Survey, and engineering and construction documents for remaining sidewalks in the CRA District. Actual construction of sidewalks in the future budget.

Sixth Avenue Alley Improvements	**$125,000**

Capital improvements to the alley from 5th Avenue to 6th Avenue. Install an iron archway at the alley entrance on 5th Avenue, create a pedestrian walking path using landscape pots with poles for string lights and public art opportunities to...

Zephyr Park	**$1,000,000**

Construction is to begin on implementing the Zephyr Park Master Plan.

Total: $3,850,000

CRA Meeting
August 24, 2026

Action Item

BUSINESS ITEMS 1.3

Approval of Agreement **37-2026-04** with Clifton Larson Allen for CRA Audit Services

Issue:

Clifton Larson Allen's Statement of Work and Assertion Based Examination for FY2026 CRA Audit Services explains what the auditor's responsibilities are for the audit and what responsibilities that city management has.

Background:

Attachment(s):

1. CRA Statement of Work - Audit Services
2. CRA Statement of Work - Examination Services

Fiscal Impact:

The audit for the City will cost $4,830.

Staff Recommendation:

Approve Clifton Larson Allen's Statement of Work and Assertion Based Examination for FY2026 CRA Audit Services and authorize the President of the Council to sign such.

July 30, 2026

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated January 5, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Zephyrhills Community Redevelopment Agency ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended September 30, 2026.

Julie S. Fowler, CPA, MAcc is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the the governmental activities and the major fund, which collectively comprise the basic financial statements of City of Zephyrhills Community Redevelopment Agency, and the related notes to the financial statements as of and for the year ended September 30, 2026.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

Nonaudit services

We will also provide the following nonaudit services:

· Preparation of your financial statements and the related notes.

· Preparation of the required supplementary information (RSI).

· Preparation of adjusting journal entries

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinions.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We also will issue a written management letter, as required by Chapter 10.550, upon completion of our audit.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

• Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

• Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

• Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

• Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

• Management override of controls

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standard*s. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

We are also responsible for communicating certain matters in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local governmental entity audits performed in the state of Florida. These matters will be communicated in the management letter.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services
For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements
Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

> CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by a regulator. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Audit of financial statements	$4,600.00
5% Technology and client support fee	$230.00
Total	$4,830.00

Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Unexpected circumstances
We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards
Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement
We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:
This letter correctly sets forth the understanding of City of Zephyrhills Community Redevelopment Agency.

CLA

CLA

Julie S. Fowler

Julie S. Fowler, CPA, MAcc, Signing Director

SIGNED 7/30/2026, 11:47:27 AM EDT

Client

ORG: City of Zephyrhills

NAME: Jodi Wilkeson

TITLE: CRA Board Chairperson

SIGN:

DATE:

ORG: City of Zephyrhills

NAME: William C. Poe, Jr.

TITLE: City Manager

SIGN:

DATE:

ORG: City of Zephyrhills

NAME: Gail Hamilton

TITLE: CRA Director

SIGN:

DATE:

CliftonLarsonAllen LLP
https://www.claconnect.com

July 30, 2026

Statement of Work - Assertion Based Examination Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated January 5, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Zephyrhills Community Redevelopment Agency and City of Zephyrhills ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended September 30, 2026.

Julie S. Fowler, CPA, MAcc is responsible for the performance of the examination engagement.

Examination services

We will examine your compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies during the period October 1, 2025 to September 30, 2026.

Examination objectives

The objectives of our examination are (1) to obtain reasonable assurance about whether the entity complied with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies, in all material respects; and (2) to express an opinion in a written report about whether the entity complied with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies, in all material respects.

Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA) and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion.

Those standards require us to be independent of the entity or responsible party, as applicable, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our engagement.

We will issue a written report upon completion of the examination. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate evidence, or the existence of a significant risk of material misstatement or deviation from the criteria, which in our professional judgment prevent us from completing the examination or forming an opinion, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, others within the entity, and Auditor General, state of Florida and is not intended to be and should not be used by anyone other than the specified parties.

Our responsibilities, procedures, and limitations
We will conduct our examination in accordance with attestation standards established by the AICPA.

Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the entity complied with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies, in all material respects, including designing the examination to detect both intentional and unintentional material noncompliance. An examination involves performing procedures to obtain evidence we consider necessary to enable us to express our opinion. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. There is an unavoidable risk, because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, that some material noncompliance may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

In making our risk assessments, we consider internal control relevant to the entity's internal control over compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies in order to identify types of potential noncompliance, to consider factors that affect the risk of material noncompliance, and to design examination procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control relevant to the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies. An examination is not designed to provide assurance on internal control over compliance or to identify deficiencies in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies that we identify during the examination.

Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, fraud, or noncompliance with laws or regulations, that may exist. However, we will inform you of any material errors, uncorrected misstatements, and known and suspected fraud and noncompliance with laws or regulations identified during the engagement.

Management responsibilities
You are responsible for the entity’s compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies. You are responsible for, and agree to provide us with, a written assertion about the entity’s compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies. You are responsible for the design, implementation, and maintenance of internal control over compliance.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the entity’s compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies, such as records, documentation, and other matters, and for the accuracy and completeness of that information; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons from whom we determine it necessary to obtain evidence.

You agree to inform us of events occurring or facts discovered subsequent to the period covered by our report affecting the entity’s compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies.

You are responsible for the entity's compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies; and for selecting the suitable criteria and determining that such criteria are appropriate for the purpose of the engagement. You are responsible for determining that the criteria will be available to the intended users. We may advise you about appropriate criteria, but the responsibility for compliance with the specified requirements remains with you.

For all nonattest services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

At the conclusion of our engagement, we will require a representation letter from management that, among other things, will include management's assertion about and confirm management's responsibility for the entity's compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies, acknowledge management's responsibility for establishing and maintaining effective internal control over compliance, state that management has performed an evaluation of the entity's compliance with the specified requirements, and state management's interpretation of any compliance requirements that have varying interpretations. Management acknowledges that it agrees to provide us with a written representation letter at the conclusion of the engagement which provides confirmation of representations made by you and your staff to us in connection with the examination engagement. During our engagement, we will request information and explanations from you regarding the entity's compliance with the Section 218.415, Florida Statutes, regarding the investment of public funds and Sections 163.387(6) and (7), Florida Statutes, regarding community development agencies. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud, error, or noncompliance to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any noncompliance that we may fail to detect as a result of misrepresentations made to us by you.

Engagement administration and other matters
A list of information we expect to need for the engagement and the dates required will be provided in a separate communication.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Fees
Our professional fees are included in our fee for audit services.

Agreement
We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

CLA

CLA

Julie S. Fowler

Julie S. Fowler, CPA, MAcc, Signing Director

SIGNED 7/30/2026, 11:16:17 AM EDT

Client

ORG: City of Zephyrhills

NAME: Jodi Wilkeson

TITLE: CRA Board Chairperson

SIGN:

DATE:

ORG: City of Zephyrhills

NAME: William C. Poe, Jr.

TITLE: City Manager

SIGN:

DATE:

ORG: City of Zephyrhills

NAME: Gail Hamilton

TITLE: CRA Director

SIGN:

DATE:

CRA Meeting
August 24, 2026

Action Item

BUSINESS ITEMS 1.4

Residential Ownership Incentive Grant - 5419 9th St.

Issue:

The CRA Board of Commissioners approve Zachary Junker and Matalie Buchholz application for the Residential Ownership Incentive Grant for home located at 5419 9th Street, Zephyrhills Florida.

Background:

The applicants, Zachary Junker and Natalie Buchholz, application provided in your back-up, will be purchasing a home located at 5419 9th Street Zephyrhills, FL.

The grant's purpose is to incentivize home purchases within distressed neighborhoods as a catalyst to improve the owner occupancy rate. The applicant is aware the grant requires them to file for homestead exemption on the property for 5 years. Should Mr. Junker and Ms. Buchholz not file for a homestead exemption, or vacate the property, sell or rent the property within the 5-year period, the entire grant amount will be due and owed within 15 days of notice by the Zephyrhills CRA. Once the applicants completes their real estate closing and provides the required information, staff will process the incentive of $10,000.

The goal of the program is to increase owner occupancy rates within the CRA neighborhoods.

Attachment(s):

1. 5419 9th St

Fiscal Impact:

Funding for the CRA grant programs is included in the FY 2025/2026 approved budget.

Staff Recommendation:

The application meets the intent of the Residential Ownership Incentive Grant Program and staff recommends approval.

ZEPHYRHILLS
COMMUNITY REDEVELOPMENT AGENCY

RESIDENTIAL OWNERSHIP INCENTIVE GRANT PROGRAM

Grant Application

1. Attach photo of the home and property.
2. Attach copy of applicant's photo identification, Florida Driver License, if more than one applicant please attach each applicant photo identification.
3. Attach copy of property information from Pasco County Property Appraiser

Name: Zachary Junker & Natalie Buchholz

Current Address: 37819 Amelia Ave. Dade City Fl. 33525

Home Phone: 352-467-4032 Cell Phone: 941-720-4937

Email: NatalieAJunker@gmail.com | ZJunker96@gmail.com

Subject Property Address: 5419 9th street, Zephyrhills Fl. 33542

Parcel Identification Number 11-26-21-0010-13500-0010

By signing this application, I agree and certify the following:

a) I am 21 years of age or older.

b) I will hold title to this residence for a minimum of 5 years.

c) I will reside in the subject residence for a minimum of 5 years and claim homestead exemption as regulated by the Pasco County Property Appraiser.

d) I understand an encumbrance of $10,000 will be placed on property for 5 years.

e) I will be disqualified and grant funds revoked if I do not comply with applicable zoning requirements, design standards and/or guidelines.

f) If I fail to obtain homestead exemption, am found to be using the exemption fraudulently, or vacate property, I understand I will be required to repay the entire $10,000 grant amount. Should grant amount not be repaid within 15 business days, owner will be considered in default and interest will accrue at 18% per annum.

g) I understand before funding is disbursed I will provide a copy of the property sale documents/closing statement, copy of the Warranty Deed, and copy of Homestead Exemption application from Pasco County Property Appraiser, within 7 days of Real Estate Closing.

h) I understand that I must provide a completed W-9 form and will be responsible for any applicable taxes from grant funding.

i) I understand the CRA Board of Commissioners reserves the right to deny an application at any time without cause.

j) I have read and understand the requirements of the grant program.

Natalie Buchholz
Print Name

Signature

07|23|26
Date

Zachary Junker
Print Name

Signature

Witness

ZEPHYRHILLS
COMMUNITY REDEVELOPMENT AGENCY

RESIDENTIAL OWNERSHIP INCENTIVE GRANT PROGRAM
AFFIDAVIT

The qualified homebuyer / grant recipient must reside and claim homestead exemption on the subject property for a minimum of five (5) years from the date of the grant award. A lien will be placed on the subject property which will be removed automatically after fulfillment of the five (5) year occupancy requirement.
The lien will be filed by the City Clerk's office on the subject property within 30 business days from date of grant approval.

Should the grant recipient vacate the home prior to fulfilling the five (5) year occupancy requirement the grant recipient shall pay to the City of Zephyrhills CRA the grant amount of $10,000 within 15 days of vacating property. Should grant amount not be repaid within 15 business days, owner will be considered in default and interest will accrue at 18% per annum.

All restoration must meet all applicable zoning and code requirements, CRA Design Guidelines and any other applicable requirements as determined by the City of Zephyrhills Planning Department. Zoning and CRA Design Guidelines will be based on a single family residential zoning category. If the applicable CRA and/or Historic Preservation (within designated areas) Guidelines are not met, upon notice by the Zephyrhills CRA the applicant will pay the entire $10,000 grant back to the Zephyrhills CRA within 15 business days.

Funding is not guaranteed until written approval from the City of Zephyrhills CRA is received. The Residential Ownership Incentive Grant Program is not retroactive, extending in scope or effect to a prior time, should you purchase a home before applying to the grant program or do not file homestead exemption within 7 days of closing on property, the subject property will not be eligible for grant funds.

7/23/20
Date

Natalie Buckley
Signature

Signature

Parcel ID	11-26-21-0010-13500-0010 (Card: 1 of 1)
Classification	00100-Single Family

Mailing Address
ROWE LISA
5419 9TH ST
ZEPHYRHILLS, FL 33542

Physical Address
5419 9TH STREET, ZEPHYRHILLS, FL 33542

Legal Description (First 200 characters)
See Plat for this Subdivision [PDF]
CITY OF ZEPHYRHILLS PB 1 PG 54 LOTS 1 & 2 BLK 135

Jurisdiction
CITY OF ZEPHYRHILLS

Community Dev District
N/A

Community Redevelopment Area
Zephyrhills 2017

Property Value
The property values shown are for the 2026 tax year and a work in progress. They are subject to change until the tax roll is certified.

Just Value	**$218,367**
Ag Land	$0
Land	$26,810
Building	$186,877
Extra Features	$4,680

	Non-School	School
Assessed	$209,260	$209,260
Homestead Exemption	-$51,411	-$25,000
Additional Exemptions	-$0	-$0
Taxable Value	**$157,849**	**$184,260**

Warning: A significant taxable value increase may occur when sold. Click here for details and info. regarding the posting of exemptions.

Land Detail (Card: 1 of 1)

Line	Use	Description	Neighborhood Code	Zoning	Units	Type	Price	Condition	Value
1	0100R	SFR	LP2-1	00R4	7000.000	SF	$3.83	1.00	$26,810

Additional Land Information

Acres	Tax Area	FEMA Code	Subsidence Activity	Neighborhood Code(s)
0.16	ZH	X	None Reported	ZHLH

Building Information - Use 0100-Single Family Residential (Card: 1 of 1)

Year Built	1910	**Stories**	2.0
Exterior Wall 1	Above Average	**Exterior Wall 2**	None
Roof Structure	Gable or Hip	**Roof Cover**	Metal
Interior Wall 1	Wall Board or Wood Wall	**Interior Wall 2**	None
Flooring 1	Pine or Soft Wood	**Flooring 2**	None
Fuel	Electric	**Heat**	Forced Air - Ducted
A/C	Central	**Baths**	2.0

Line	Code	Description	Sq. Feet	Value
1	BAS01	LIVING AREA	1,104	$134,933
2	FEP01	FINISHED ENCL PORCH	96	$8,189
3	FOP01	FINISHED OPEN PORCH	72	$2,200
4	FUS02	FINISHED UPPER STORY	264	$29,089
5	UDU01	UNFINISHED DET UTILITY	296	$10,878
6	UOP01	UNFINISHED OPEN PORCH	88	$1,589

Extra Features (Card: 1 of 1)

Line	Code	Description	Year	Units	Value
1	RUDU-M	UNFIN DETACH UTIL MT	1989	1	$178
2	RWDDECK	WOODEN DECK	1990	528	$364
3	RDWC	CONCRETE DRIVEWAY	1995	840	$929
4	RPVCFSF	PVC FENCING (SF)	2009	1,566	$3,209

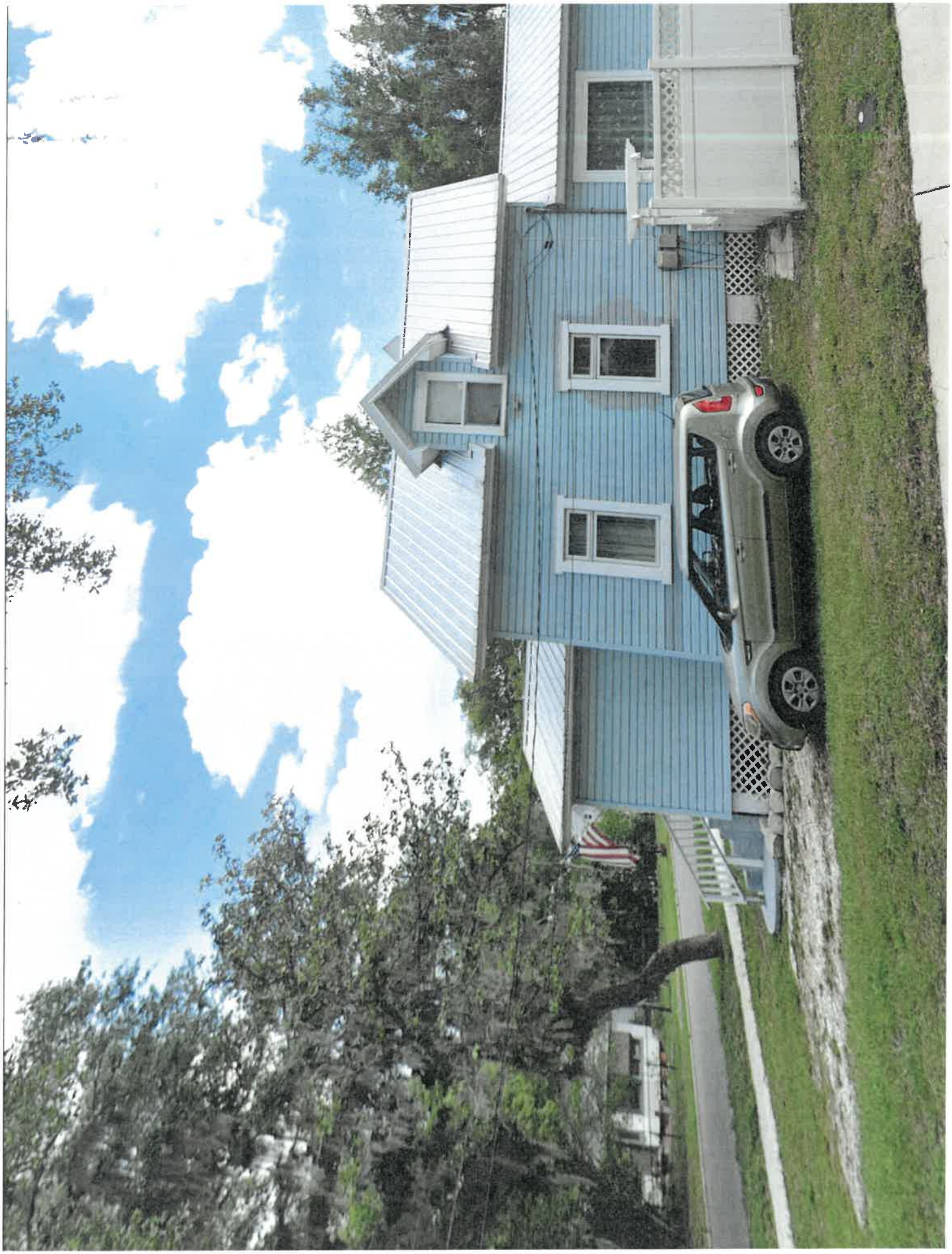
Sales History

Previous Owner: ALLEN FINLEY F IV

Month/Year	Book/Page	Type	DOR Code	Conditions	Amount
10/2023	10903 / 1625	Warranty Deed	01 [PDF]	I	$270,000
7/2022	10663 / 3302	Warranty Deed	01 [PDF]	I	$245,000
5/2022	10628 / 1352	Warranty Deed	01 [PDF]	I	$158,000
7/2014	9055 / 2206	Quit Claim Deed	16 [PDF]	I	$39,400
5/2008	7839 / 0095	Warranty Deed		I	$105,000
7/1988	1728 / 1629	Warranty Deed		I	$33,500
12/1983	1299 / 0372			I	$0

*Zoning Verification letter
- Front yard setback
- Max Lot Coverage limit

1/1



CRA Meeting
August 24, 2026

Action Item

BUSINESS ITEMS 1.5

Clock Plaza Update - Trees

Issue:
Redesign of Clock Plaza to accommodate as many of the original oak trees as possible.

Background:
At the June 22, 2026, CRA Meeting, James Pankonin and Nick Guida with Kimley Horn presented the Clock Plaza design, which showed the removal of the existing oak trees. The Board requested the design team review the plans and incorporate as many of the oak trees as possible. Staff will present the new design which will preserve 4 of the existing trees.

Attachment(s):

1. 08.24.2026 1.5 Zephyrhills Clock Plaza - Existing vs Proposed Tree Report

Fiscal Impact:
To be determined

Staff Recommendation:
Staff seeks direction on the new design of Clock Plaza.

Kimley»Horn

August 21, 2026

Gail Hamilton
CRA Director
5335 8th Street
Zephyrhills, FL 33542

RE: ***Existing vs Proposed Trees at the Clock Plaza***

The intent of this report is to outline Kimley-Horn's recommendations for the design and construction considerations of preserving existing oak trees at the Clock Plaza site compared to removing and replacing with new canopy trees.

Preserving 4 Existing Oak Trees:

- Selective demolition of existing hardscape plaza, limiting the use of heavy machinery around the existing oaks to remain. This would impact demolition as well as installation of proposed amenities.
  - Selective demolition would increase project length and cost.
- Root pruning and air spading of existing oaks to remain during the demolition and removal of the other existing oaks to limit impact on the preserved oaks. It is recommended that this work be done by a qualified tree contractor that specializes in this work.
  - It is anticipated that selective root pruning and air spading services will cost around $8,000 per tree.
- If not provided by the specialized tree contractor, the City or the City's Construction Manager should hire an arborist to be present during demolition activities to provide recommendations on limits of root pruning and tree care to give the trees the greatest chance at survival.
  - Recommendations for tree stability and public safety would also be required – canopy trees would need stabilization when roots are exposed.
- The existing concrete curb North of the project site along the angled parking on 5th Ave will need to be demolished and rebuilt higher to accommodate site grading and maintain ADA access along the sidewalk and the plaza.
- Installation of Silva Cells or other suspended pavement systems around existing tree roots will be required. This will require field evaluation of root systems after demolition so that proper recommendations can be developed.
- Proposed seat walls will need to be engineered with a shallow spread footing or pile foundations in order to avoid existing tree roots.
  - This could increase construction costs compared to a standard pour in place design.

- Reduction of plaza by approximately 750 SF due to reshaping of planters to accommodate the preserved trees.
- Recommendation for irrigation and monitoring maintenance of preserved trees for 2 – 3 years post construction to ensure survivability.

Removing and Replacing with New Trees:

- Removal of mature Oaks removes existing canopy and shade. New trees will take time to grow in and provide similar shade.
- Ability to select new specimen canopy trees as replacement trees with warranty.
- No demolition or construction restrictions – faster project timeline.
- Installation of Silva Cells or other suspended pavement systems before trees are planted to reduce risk of tree roots affecting surrounding concrete. No restriction on placement of new Silva Cells or other suspended pavement system.
- Planter design can be optimized to maximize usable plaza space while allowing adequate space for the new trees to grow and mature.