

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on September 26, 2022 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting +1 (872) 240-3412 – Access Code: 591-143-285.

CRA Board Chairperson Lance Smith called the meeting to order. Roll call was taken. Present were members Lance Smith, Kenneth Burgess, Jodi Wilkeson, Alan Knight, Charles Proctor and Mayor Gene Whitfield. City Manager William Poe and City Attorney Matthew Maggard were present.

Staff present: Police Chief Derek Brewer, CRA Director Gail Hamilton, Public Information Officer Kevin Weiss, IT Director Mike Panak, Public Works Director Shane LeBlanc, Finance Director Ted Beason, Finance Supervisor Jessica Carter and City Clerk Lori Hillman.

1. BUSINESS ITEMS

1.1 First Reading RESOLUTION NO. 801-22 – “A RESOLUTION OF THE CITY OF ZEPHYRHILLS COMMUNITY REDEVELOPMENT AGENCY ADOPTING A PROPOSED BUDGET FOR THE CRA DISTRICT FOR THE FISCAL YEAR 2022-2023; PROVIDING FOR SEVERABILITY, APPLICABILITY AND ESTABLISHING AN EFFECTIVE DATE.”

City Attorney Matthew Maggard read Resolution No. 801-22 by title. CRA Director Gail Hamilton presented the CRA’s budget by line item expenditures which included Little But Loud – the Backyard, Methodist Church Parking Lot, Street Signage, and the Home Purchase Renovation Program. She said if the Little But Loud – the Backyard project runs short, she has received direction from several board members to take money from the Home Purchase Renovation \$300,000 funding. She said the No. 1 Business goal is to attract business and discussed a Suppression System Grant incentive which has been reviewed but not finalized.

Charles Proctor moved to approve Business Item 1. Seconded by Jodi Wilkeson. Motion passed unanimously.

1.2 Approval of July 25, 2022 CRA Minutes

Alan Knight moved to approve the July 25, 2022 CRA Minutes. Seconded by Charles Proctor. Motion passed unanimously.

1.3 Franks Air Conditioning Facade Grant 5531 6th Street

CRA Director Gail Hamilton introduced Debbie and Keith Frank who were present to answer questions. The grant provides \$5,000 for commercial plus \$1,000 for signage (the sign creation is not complete) with an allowance of \$500 for paint. She displayed a picture of the building’s exterior and selected paint colors.

Kenneth Burgess moved to approve Business Item 1.3. Seconded by Jodi Wilkeson. Motion passed unanimously.

1.4 Ana M. Martinez Paint Grant – 38039 6th Avenue

CRA Director Gail Hamilton presented a \$500.00 residential paint grant, six paint colors and the cost for labor and materials in the amount of \$2,386.00 inclusive of \$1,176 for paint. The grant meets all CRA requirements and staff recommended approval. The applicant was not present due to evacuating in preparation for Hurricane Ian.

Jodi Wilkeson moved to approve the Ana M. Martinez Paint Grant. Seconded by Alan Knight. Motion passed unanimously.

1.5 37-22-10 CRA 2022 Audit Engagement Letter with Bodine Perry

CRA Director Gail Hamilton requested the CRA Board’s approval of the CRA’s 2022 Audit Engagement Letter with Bodine Perry. In 2019, the legislature changed the CRA’s audit requirements to require a separate audit which has been budgeted.

Jodi Wilkeson moved to approve Business Item 1.5. Seconded by Charles Proctor. Motion passed unanimously.

1.6 Agreement No. 41-22-33 to Purchase Property Located at 5855 & 5901 11th Street - \$14,662.50

CRA Director Gail Hamilton said the City demolished a house located on the property mentioned above in 2015 through Pasco County with funding tied to a federal grant and the property has reverted back to Pasco County due to multiple outstanding liens. Since the property is located within the City's jurisdiction, Pasco County has extended an offer to the City to purchase the two lots for \$14,662.50.

CRA member Smith directed staff to purchase title insurance to assure the property has a clear title. He said there will be impact fee credits available since there was a house on the property previously.

City Manager William Poe clarified staff's intent is to purchase the land, define the stipulations for future development and list the property for redevelopment.

City Attorney Matthew Maggard said technically, this is a purchase transaction. The City will pay off the liens that are backed by federal funds that were used for demolition through Pasco County. The fees cannot be waived, they must be paid. He said he will perform a title search and if the City purchases the property, he will record the satisfaction of outstanding liens and prepare simple deed instructions to record with the deed when transferred.

Jodi Wilkeson moved to approve Business Item 1.6. Seconded by Kenneth Burgess. Motion passed unanimously.

1.7 5th Avenue Signage Improvement Project

CRA Director Gail Hamilton said Kimley Horn created a plan for 5th Avenue; the first phase was landscaping and the next step is signage to complete the 5th Avenue Streetscape beautification.

Kenneth Burgess moved to approve Business Item 1.7. Seconded by Charles Proctor. Motion passed unanimously.

1.8 Little But Loud – The Backyard Park Construction Management Services Ranking and Contract Negotiations

CRA Director Gail Hamilton said Aaron Banks, the Architect of Record, and Alex Holbart with BDG were present to answer questions. The Selection Committee consisting of CRA Director Gail Hamilton, Public Works Director Shane LeBlanc, and Building Official Bill Burgess reviewed two submittals and chose the number one ranked firm, A.D. Morgan. The 6th Avenue drainage project was included in the project. Brick was added to the original drawings which are add alternates to the plan and will come back before the CRA board for approval.

Spoke from the floor: Aaron Banks – Furr, Wegman, Banks Architects

Aaron Banks said the sound, video and lighting specifications are not spelled out but believes they are currently listed as by owner. He said he will keep everybody involved along the way and will run the conduits for power and make sure it is well coordinated with the provider.

Jodi Wilkeson moved to approve Business Item 1.8. Seconded by Alan Knight. Motion passed unanimously.

2. CRA DIRECTOR'S REPORT

CRA Director Gail Hamilton said work is being done on Hercules Park with plans for 60% completion in October 2022 and 90% completion in December 2022. Staff met with Duke Energy to address lighting and electrical needs with the possibility of adding EV charging stations. The team has some ideas for the splash pad and will present the renderings. Staff sent the Hercules Power Company (Dupont) a letter requesting a donation.

3. MAIN STREET ACTIVITY REPORT

N/A

4. CITIZEN COMMENTS

N/A

Meeting Adjourned: 5:41 p.m.
Submitted by Lori L. Hillman