

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on March 27, 2023 at 6:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (224) 501-3412 - Access Code: 117-347-797.

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

Staff present: Police Chief Derek Brewer, Public Works Director Shane LeBlanc, CRA Director Gail Hamilton, Public Information Officer Kevin Weiss, IT Director Mike Panak, Building Official Bill Burgess, Utilities Director John Bostic, Finance Director Ted Beason, Planning Director Todd Vande Berg, Airport Manager Nathan Coleman, Senior Planner Rodney Corriveau and City Clerk Lori Hillman.

Senior Planner Rodney Corriveau delivered the innovation. The Pledge of Allegiance followed. Councilman Knight asked for a moment of silence in honor of the families of the Nashville, TN shooting, Mississippi tornado devastation and traffic accident on Eiland Blvd.

1. MAYOR

1.1 Nelson Ryman Proclamation

City Clerk Lori Hillman read aloud a proclamation in Honor of Nelson Ryman that was presented to Nelson's family by Mayor Whitfield.

Council President Jodi Wilkeson said Nelson Ryman was a founding member of the Daybreak Rotary Club and introduced Bill Castle, a fifty year plus member of Rotary International.

Bill Castle – 6711 Pistachio Street – Zephyrhills, FL 33542

Mr. Castle said Nelson Ryman was a true and a wonderful friend to everyone who knew him. He suggested the City of Zephyrhills seriously consider naming the restroom at Hercules Park or one of the many new streets coming into our community in honor of Nelson Ryman for perpetuity.

2. CONSENT ITEMS

2.1 Approval of March 13, 2023 Regular Meeting Minutes

2.2 State of Florida, Department of Transportation, State Financial Assistance Agreement No. 25-23-03 (Construction of Two New Box Hangars, Taxiway F Airfield with New 8,000 sq. ft. FBO/Terminal Building).

2.3 AID Task Order 6 – Amendment No. 3 to Runway 1-19 Extension Phase 2 – Additional Construction Phase Services

2.4 Jones Edmunds/Killibrew, Inc. Final Change Order No. 2 – Fort King Water Main Project

2.5 Jones Edmunds Task Assignment 23-08 Wastewater GPS Locations

2.6 Larson Consulting Services, LLC Professional Services Agreement No. 37-23-02

2.7 Kerns Family Construction Professional Services Agreement No. 37-23-01 for Building and Construction Continuing Services

Alan Knight moved to approve the Consent Items. Seconded by Charles Proctor. Motion passed unanimously.

3. BUSINESS ITEMS/PUBLIC HEARING

3.1 Disposal of Pet Waste

Second Reading **ORDINANCE NO. 1456-23 – “AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA CREATING A NEW SECTION TO CHAPTER 93 OF THE CITY OF ZEPHYRHILLS CODE OF ORDINANCES, SECTION 93.03 ESTABLISHING REQUIREMENTS FOR THE PROPER DISPOSAL OF PET WASTE; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; AND PROVIDING AN EFFECTIVE DATE.”**

City Attorney Matthew Maggard read Ordinance No. 1456-23 by title. A public hearing was held and there were no comments from the floor.

Charles Proctor moved to approve Ordinance No. 1456-23 on the Second Reading. Seconded by Lance Smith. Motion passed unanimously.

3.2 Water Supply Facilities Work Plan

First Reading **ORDINANCE NO. 1454-23 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, AMENDING ITS COMPREHENSIVE PLAN TO ADOPT BY REFERENCE AN UPDATED 10-YEAR WATER SUPPLY FACILITIES WORK PLAN AS REQUIRED BY 163.3177, FLORIDA STATUTES; PROVIDING FOR THE ADOPTION OF AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN TO IMPLEMENT THE UPDATED WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR ADOPTION OF UPDATED POLICIES WITHIN THE COMPREHENSIVE PLAN PUBLIC FACILITIES, CONSERVATION, FUTURE LAND USE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENT ELEMENTS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1454-23 by title. Planning Director Todd Vande Berg said the City is amending the Comprehensive Plan. He said Michelle Hays with Jones Edmunds will provide an Overview Executive Summary of the Water Supply Facilities Work Plan followed with a PowerPoint Presentation by Tammy Vrana. If Council chooses to move forward, the documents will be transmitted to the State of Florida, Department of Economic Opportunity for review and approval, followed by a final adoption public hearing.

Michelle Hays, Geologist III with Jones Edmunds – 730 N.E. Waldo Road – Gainesville, FL 32641

Michelle Hays said Jones Edmunds created a Water Supply Facilities Work Plan as a requirement of Florida Statutes. She said the Water Management District updates their Regional Water Supply Plan every five years to identify areas having shortages of traditional water sources. The identified areas must update their Water Supply Facilities Work Plan to show how they will meet their water supply needs over the next ten years. They must identify any shortages and come up with a conversion, alternative water supply options or projects that show they can meet the future demand. She said Jones Edmunds reviewed the City's utility service area and created demand projections based on the planned developments in the City along with some estimates of infill. The work plan looks at the facility's capacity, water use permit, and demand and impact to natural resources. The City's withdrawals sustained from the Hillsborough River Ground Water Basin are limited due to the close proximity of the City's wells. Currently, the City can treat and pump a capacity of 4.58 GPD but are limited to 3.308 GPD through the water use permit with SWFWMD. Modeling shows if the City exceeds these limits, there could be potential impacts to natural resources. Additional quantities will require an alternative water supply. Kimley Horn created water demand projections for three different scenarios: approved developments, developments under review and additional developments. All three scenarios would exceed the Water Use Permit (WUP) capacity in five (5) to seven (7) years meaning the City needs to increase their WUP with the water management district; however, the public water supply capacity is sufficient at this time. Jones Edmunds is currently looking at transferring water from other permits to reach the needed quantity along with water conservation to assure the City can continue to provide for the planned developments projected through 2040.

Tammy Vrana – Vrana Consulting – 260 Tucker Street – Safety Harbor, FL 34695

Ms. Vrana said minor changes have been made to the City's Comprehensive Plan and staff is currently working on a significant update to include a public facilities element with water supply discussions.

Ms. Vrana said the first proposed change was a new policy, LU-1-1-3, that affords City Council with the opportunity to reserve public facility capacity for a specific land use provided

the reservation is in accordance with a specific development or redevelopment strategy identified in the Comprehensive Plan to potentially set aside water supply capacity for specific projects such as job creation, workforce housing development, and tax base diversification. The second proposed change was a revision to an existing level of service standard to clarify that it is for portable water supply, PUB-1-1-1. The current level of service standard of 126 gallons per capita per day was lowered to 114 gallons per capita per day or lower because the City has been doing a great job of reducing the per capita water demand over time. The 114 gallons per capita per day is closer to the maximum peak demand. The City is currently at 87 gallons per capita per day. The third proposed change related to not facility water but water facilities, PUB-1-2-1. The City's level of service standard for determining the ability to provide adequate portable water facilities to potential customers is 300 gallons per day per dwelling unit or equivalent residential unit. The remaining policy amendments were very minor or housekeeping related. The next steps are to receive public comments, transmit to the Department of Economic Opportunity (DEO), SWFWMD and other reviewing agencies, adoption of final public hearing and submittal to the state for a finding of compliance with those state agencies. She said staff will continue to work on the water sub-element and will bring back more information and additional policy revisions. A transmittal public hearing was held and Martin Harm of 5239 10th Street – Zephyrhills, FL requested the City provide reclaimed water to citizens that are currently using potable water to help over the years toward the end goal.

City Manager William Poe clarified the City must send 85% of their reuse water back into the aquifer via the Rapid Infiltration Basin System (RIBS) located on airport property and utilize 15% for residents per the City's Water Use Permit (WUP) through the Southwest Florida Water Management District (SWFWMD). He said if a yard is being irrigated, water will evaporate as it is being disbursed as opposed to the RIBS where the water rapidly charges the aquifer. He said the City is working on Florida Water Star Conservation Certification through SWFWMD and looking at Florida-friendly landscaping. He said the City is not running out of water, we are running out of cheap water. There are some very expensive options the City has to explore to withdraw more water. The City is also looking at partnerships and additional withdrawals from wells on the northern end of the Hillsborough River Basin. Staff is working with Jones Edmunds to submit a modification request to SWFWMD the end of April 2023 to increase the City's capacity.

Lance Smith moved to approve Ordinance No. 1454-23 on the First Reading. Seconded by Kenneth Burgess. Motion passed unanimously.

4. PUBLIC WORKS DIRECTOR'S REPORT

4.1 Kimley-Horn Stormwater Master Plan Presentation

Public Works Director Shane LeBlanc said the City entered into an agreement with Kimley-Horn in November 2020 to review the City's Stormwater Master Plan that was last updated in 1999.

Spoke from the floor: Christopher Niforatos, P.E. – Kimley-Horn – 600 St. Petersburg, FL

Mr. Niforatos narrated a PowerPoint presentation of the Stormwater Master Plan update recently delivered to the City highlighting two main goals and objectives: updated inventory and a project list of Best Management Practices to reduce flooding and improve water quality. He presented an overview of the project timeline which began with data collection and review, generation of the floodplains, a public meeting held in November 2021, the development of a pollutant load model, creation of a flooding level of service determination, and the development of a list of Best Management Practices (BMPs) to create a final report. He displayed a map of the City's 100-year floodplain project site based on 12' of rainfall, and BMP alternatives.

BMP Alternative 1 looked at diverting floodwaters from Zephyr Lake and Sites 2, 3, 4, and 5 to a new 22-acre storage facility down the former legacy railroad bed which removes about seven (7) homes from the finished floor elevation and removed 5,275 feet of roadway that was impacted by the 25-year floodplain - \$9M.

BMP Alternative 1.1 was a slight variation of BMP Alternative 1 that included utilizing the airport canal to the east with additional piping from Gall Blvd. and South Avenue. While this instance removed an additional home and removed 3,425 feet of roadway, it wasn't cost effective - \$14.5M.

BMP Alternative 2 looked at diverting floodwaters from Site 15 to a new 2.5-acre pond located west of West Zephyrhills Elementary School. A new storage facility consisting of two ponds connected via an equalizer pipe and upsizing the crossing at 8th Avenue, 1st Street and 5th Avenue to match the capacity of pedestrian bridge culverts to Zephyr Lake. This removes seven (7) homes from the 100-year floodplain and 1,625 feet of roadway from the 25-year floodplain - \$1.6M.

BMP Alternative 2.1 was similar to BMP Alternative 2, pushing it further east along 14th Avenue to the existing FDOT pond at Gall Blvd. and picking up the flooding from sites 8 and 9, and taking them down to site 15. This alternative is not as effective in terms of removing finished floor elevations because it is introducing more flow downstream; although, it removes more roadway from flooding impacts - \$2.9M.

BMP Alternative 3 looked at diverting floodwaters from Site 13 to a proposed .044 acre pond southeast of 7th Avenue and 1st Street. Removed one (1) home from the floodplain and removed 200 feet of roadway from the 25-year floodplain - \$216,000.

BMP Alternative 4 looked at diverting floodwaters from Site 1 and bringing a 36' pipe to the east along C Avenue and did not result in any finished floors being removed from the floodplain but it did reduce the floodplain about a quarter of an acre in and around some of the sites - \$1.3M.

BMP Alternative 5 was interesting because there is a 60" RCP that connects Zephyr Lake to the canal south of C Avenue with a 6' x 9' box culvert. In theory this sounds fantastic because you are opening up the upstream and the flood waters obviously decrease. The issue becomes, you opened it up, and what happens to the water downstream - \$104,000.

BMP Alternative 5.1 - Pasco County has an ERP application for downstream water with some channel widening and culvert replacements. This would be a great opportunity for the City to partner with Pasco County to flange the projects together depending on where Pasco County is in the process - \$104,000.

BMP Alternative 6 was a special request from the City to look at diverting floodwaters from 5th Avenue and 20th Street to the existing pond on the northeast corner of 7th Avenue and 20th Street with very little improvements in and around those areas. He said in this area, the water table is a little bit high so the recovery in those ponds were not as pronounced as you would think they would be and had a minimal effect - \$1.0M.

Mr. Niforatos said a total of the combined BMP alternatives was \$13.3M and are aligned on the west side where the water is brought to Zephyr Lake through the channel system. He looked at combining several alternatives to create a matrix of what ifs. He said if improvements are made upstream, you can tackle some of the improvements downstream. The next steps would be to consider a Stormwater Utility Assessment to evaluate funding mechanisms and refine project details. He said the City gets involved with jurisdictional issues with Pasco County relative to the ditch for instance along Funk Street and anything south of C Avenue. He suggested the City work with Pasco County and come up with a plan.

Public Works Director Shane LeBlanc addressed the flooding between 4th Avenue and 5th Avenue on 20th Street, a closed basin where the road will be under water from a heavy rain event and there is no place for the water to drain until it eventually perks out. In Public Works, the definition of flooding is water inside your house. He said the beauty of an updated StormWater Master Plan is the updated inventory can be used as a tool to start planning with a funding mechanism.

Council Vice President Smith prioritized the plan by stating if water is getting into someone's house that is an issue that needs to be corrected. If a project is \$9M and it affects five houses, it doesn't make economic sense to spend \$9M, just buy the five houses. He said teaming up with the County on the ditch is a good idea. He said he would have to be convinced the City had enough of a water problem to impose any type of a drainage tax.

Council President Wilkeson said the important Best Management Practices were BMP 5 and 5.1. She suggested opening up the culvert at Zephyr Park, head south and take advantage of the county program before it expires. She said the City also needs a Plan B to set aside money

out of the General fund or some other funding source. She agreed with Council Vice President Smith, buy the houses, create retention ponds, and make them an asset to the community.

City Manager William Poe said there are stormwater diversion, handling and retention grants available with a 50/50 match which is the reason the Stormwater Utility Fee was mentioned. The idea of the Stormwater Utility Fee is to add a small fee to the tax bill each year to use toward matching grant funding for projects. He said the City has funds that are increasing each year from the fire department merger. Staff will have conversations with Kimley Horn to determine the City's level of service to determine where we go from here.

Mayor Whitfield suggested reconfiguring the Zephyr Park Conceptual Plan for water retention.

5. CITY MANAGER'S REPORT

5.1 Website Redesign Presentation

Public Information Officer Kevin Weiss presented a simplified rundown of the new website design that launched officially on March 20, 2023 highlighting announcements, mega drop-down menus, social media with static fixed buttons (Facebook, Twitter, Instagram, LinkedIn Youtube and Nextdoor), text messaging platform and See, Click, Fix It. A banner video highlights the amenities of Zephyrhills along with a promotional video series. He considered the update a soft launch as staff continues to work out glitches. He said the website is strong, appealing and presentable for residents and visitors. The website is ADA compliant and contains a google translate to choose any language of your choice. The website is easier to navigate and more visually appealing.

6. CITIZEN COMMENTS

Spoke from the floor: Martin Harm - 5239 10th Street - Zephyrhills, FL

Mr. Harm said a Candidate Forum was held on March 20th for the upcoming Municipal Election and there is no information on the City's website. He said there are only ten (10) days remaining before the election and requested the voting information be available to citizens on the City's website.

Spoke from the floor: Rosie Paulsen – 4730 Timberway – Zephyrhills, FL

Ms. Paulsen said she watched the videos on the City's website and most of them begin with the Chamber of Commerce and asked if this was because the Chamber of Commerce is also the Visitor Center. She asked if the City's rebranding will mirror the colors of the City's Website Redesign. As a marketing suggestion, she suggested a scavenger hunt event to include the murals for people that visit the City to take pictures and selfies.

Public Information Officer Kevin Weiss said CGI Digital provided the promotional videos free of charge to the City and the City had limited influence on the content. He said a color pallet and elements will be submitted to CivicPlus to update the City's website and swap out the logo which will not be a huge undertaking when the rebranding is complete.

MAYOR ANNOUNCEMENTS – Mayor Whitfield acknowledged the talents of staff and said when you call on them, they are always willing to help and recognized Senior Planner Rodney Corriveau who delivered the invocation.

CITY MANAGER ANNOUNCEMENTS – City Manager William Poe said he was not present at the last meeting although he did attend via GoToMeeting and listened to the conversation relating to the Duke Energy Pole on Kossik Road. The City is holding several plats, at staff level, that will not be approved pending resolution. He said he reached out to Duke Energy to discuss what poles need to be moved and the associated cost. The Pasco County Economic Development Council Netfest Event will be held Thursday, April 30th. He and Councilman Burgess will be attending the Florida Legislative Action Days in Tallahassee April 3rd through April 5th to encourage representatives and legislators to continue their support of Zephyrhills.

CITY ATTORNEY ANNOUNCEMENTS - N/A

CITY COUNCIL COMMENTS – Councilman Knight congratulated the Ryman family, stating Nelson Ryman was one of his very best friends. He acknowledged Police Chief Brewer for his department's busy day and efforts by staff.

Councilman Proctor said Nelson Ryman was a good man who did a lot for the people within our community. He thanked Kevin Weiss for the amazing improvements to the City's website and thanked Government Liaison Amber Smith with SWFWMD for attending meetings to lead and guide the City.

Council Vice President Smith said he called to initiate water service which was very cumbersome and said the process needs to be streamlined. He said staff has to start expediting and pushing projects.

Councilman Burgess agreed with Council Vice President Smith for staff to prioritize and push their projects. He said he has been voicing his concern for three years on Kossik Road that is not yet complete. He acknowledged Kevin Weiss for his work with the City's website and recognized Erin Beasley for the great job in pushing out Main Street information. He said Nelson Ryman, his dad, and several others were instrumental in initiating the Bulldog Booster Club and he grew up with Kerry and Kevin Ryman.

Council President Wilkeson expressed her appreciation to City Clerk, Lori Hillman, who put together a proclamation in honor of Nelson Ryman and made it meaningful for the family. She directed staff to set an internal deadline to automatically track projects. She said the City is behind times for submitting plan reviews online and resources need to be secured. She thanked Kevin Weiss for his work on the City's website. As the Council Liaison to Main Street, she said Erin Beasley's resignation was unexpected but there were some extenuating circumstances. She said it has been a challenge to keep the position filled for a long period of time. She thanked Main Street President Linda Kerns and the Main Street board for stepping in to fill the void. Ms. Hamilton and Ms. Amerson are working on a plan of action to fill the position. The person who makes social media posts for Main Street is intern, Jayleen, who is doing a great job.

7. NOTED ITEMS

7.1 Depository Deposit Listing

Meeting adjourned: 8:05 p.m.
Submitted by Lori L. Hillman