

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on April 10, 2023 at 6:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (872) 240-3212 - Access Code: 553-776-965.

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

Staff present: Police Chief Derek Brewer, Public Works Director Shane LeBlanc, Public Information Officer Kevin Weiss, IT Director Mike Panak, Utilities Director John Bostic, Finance Director Ted Beason, Senior Planner Rodney Corriveau, Streets Superintendent Rob Funnell, Water Treatment Plant Operator Eric Martin and City Clerk Lori Hillman.

Alan Knight delivered the innovation. The Pledge of Allegiance followed.

1. MAYOR

1.1 Water Conservation Proclamation

City Clerk Lori Hillman read aloud a Water Conservation Proclamation presented to Utilities Director John Bostic by Mayor Whitfield.

1.2 Special Recognition – Lonnie Cooper and Michael Sheffler

Utilities Director John Bostic presented a synopsis of a situation where a gentleman in the Sundance community collapsed and hit his head. Lonnie Cooper and Michael Sheffler rendered aid to the gentleman until Pasco County Fire Rescue arrived. Mr. Bostic presented a “Special Award” to the two employees on behalf of City Council.

1.3 Kerney Pelfrey Retirement Plaque

Public Works Director Shane LeBlanc presented Kerney Pelfrey with a Retirement Plaque in recognition of 35 dedicated years of service. Streets Superintendent Rob Funnell along with employees from the streets department were present to support Kerney.

2. CONSENT ITEMS

2.1 Approval of BGE Task Order 101-23 – South Avenue Extension Project

2.2 Approval of Amici Engineering Contractors Agreement 25-23-02 for Northside Lift Station and Force Main Project

Charles Proctor moved to approve all Consent Items. Seconded by Kenneth Burgess. Motion passed unanimously, 4-0.

3. BUSINESS ITEMS/PUBLIC HEARING

3.1 Vacation of Right-of-Way Along a Portion of Henry Drive Abutting the Tyson Townhome Project

First Reading **RESOLUTION NO. 814-23 – “A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA RELATED TO VACATION OF RIGHT-OF-WAY OF A PORTION OF HENRY DRIVE.”**

City Attorney Matthew Maggard read Resolution No. 814-23 by title. Senior Planner Rodney Corriveau said staff worked with the developer, the developer’s representative and surveyor, the City’s surveyor of record, the City’s attorney, and the CRA Director on the vacation of right-of-way and the Tyson Townhome final plat that are inextricably tied. The underlying, original plat on the Tyson Townhome subdivision, platted in 1957, was named the Tyson Subdivision and featured private right-of-ways that were conveyed to the City in the 1970’s. The right-of-way to be vacated will rectify existing legal description errors and is a 6’ wide by 505’ long portion of Henry Drive abutting the Tyson Townhome Subdivision that will be incorporated into the northern portion of the Tyson Townhome property. The vacation of right-of-way will not cause problems to the City’s Comprehensive Plan, does not provide sole access to any property, will not jeopardize the current or future location of utilities, is not detrimental to the public’s interest and will not have a negative impact to the City. The point of commencement for the vacation begins at the corner of 8th Street and Henry Drive, runs along the entire length of Henry Drive, and terminates on the western portion of Sun State Aluminum.

A public hearing was held and there were no comments from the floor.

Kenneth Burgess moved to approve Resolution No. 814-23 on the First Reading. Seconded by Charles Proctor. Motion passed unanimously, 4-0.

4. PLANNING DIRECTOR'S REPORT

4.1 Tyson Townhome Final Plat

Senior Planner Rodney Corriveau narrated a PowerPoint presentation of staff's vision for one of the larger developments in the core of the City with approximately 140 single-family attached townhomes that fulfills the City's objectives for attainable housing. The location is next to Hercules Park with the ability for the homeowner to live, work, play and go to school steps from their home. The final plat is in conformance with the City's Land Development Code and the City's surveyor of record has reviewed the final plat for conformance and cost estimate accuracy and compliance with state statutes. The City's attorney has reviewed the final plat for legal sufficiency. A full access main entrance will be located on Fort King Road, with two additional entrances on Henry Drive and 8th Street. The concern of parents queuing up to pick-up children from elementary school and circumventing the intersection at North Avenue and 8th Street to drive thru the townhomes to access Fort King Road was incorporated into the traffic analysis that was reviewed by the City's Traffic Engineer Kimley Horn. In an effort to alert homeowners of their townhome's proximity to the school, it may be possible to add a notice to the HOA documents and work with the Pasco County School Board to address the concern for safety. If Council chooses to move forward, a mylar and subdivider's agreement (inclusive of performance and maintenance bonds) were available for Council's signature.

Alan Knight moved to approve the Tyson Townhome Final Plat. Seconded by Charles Proctor. Motion passed unanimously, 4-0.

5. CITY MANAGER'S REPORT

5.1 Tyler Utility Customer Service Module

Finance Director Ted Beason said the City invested \$680,000 in 2016 to obtain Enterprise Resource Planning Software through Tyler Technology and requested Council's approval to invest in the integration of a Utility Customer Service module. He said the software will streamline the new customer onboarding and disconnection service processes. The plan moving forward is to bring Utility Customer Service in-house and hiring a maximum of four employees.

Kenneth Burgess moved to approve the purchase of the Utility Customer Service Module through Tyler Technology using a Cooperative Purchasing Agreement with Sourcewell. Seconded by Alan Knight. Motion passed unanimously, 4-0.

6. CITY ATTORNEY'S REPORT

6.1 May 4, 2023 Municipal Association of Pasco Meeting in New Port Richey, FL

First Reading **RESOLUTION 813-23 – "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AUTHORIZING THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS TO PARTICIPATE IN A JOINT MEETING OF THE MUNICIPAL ASSOCIATION OF PASCO TO DISCUSS MATTERS OF MUTUAL INTEREST; AND PROVIDING FOR AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Resolution No. 813-23 by title. City Manager William Poe said the quarterly Municipal Association of Pasco meeting will be held May 4, 2023 at 6:30 p.m. in Port Richey at Catches Waterfront Grille.

Alan Knight moved to approve Resolution No. 813-23 on the First Reading. Seconded by Charles Proctor. Motion passed unanimously, 4-0.

6.2 Florida Water Star Water Conversation

First Reading **ORDINANCE NO. 1457-23 – “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, CREATING A NEW SECTION TO CHAPTER 156 OF THE CITY OF ZEPHYRHILLS CODE OF ORDINANCES SECTION 156.30-156.36 ESTABLISHING FLORIDA WATER STARSM CERTIFICATION REQUIREMENTS FOR NEW CONSTRUCTION; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.”**

City Attorney Matthew Maggard read Ordinance No. 1457-23 by title. City Manager William Poe said the Florida Water Star Program is sponsored by the Southwest Florida Water Management District (SWFWMD) as a tool to save on residential use of potable water. This program states what needs to be installed in new and/or existing developments such as energy efficient appliances, water fixtures, low flow toilets, Florida Friendly Landscaping, and high efficiency irrigation systems. The program is estimated to save the City up to 140,000 gallons of water per day with the implementation of the program. The estimated cost to the developer is approximately \$1,000 – \$2,000 per home. Once the developer receives a certification that the home has been built to the required standards, the developer will receive a Certificate of Occupancy (CO).

Councilman Burgess said he met with Government Liaison Amber Smith with SWFWMD to discuss the Florida Water Star Program and attended a Ridge League of Cities meeting where representatives of other cities were raving about the program. He clarified the approximate cost of \$1,000 to \$2,000 per home relates to new development. He said there is a tremendous amount of water used on irrigation and the Water Star Program will assist in eliminating usage. He said this is a great first step in addressing the water issue and respectfully requested Council look at density levels, lot sizes and police personnel. He said the City’s residential percentages exceed what is recommended by a fair amount.

Charles Proctor moved to approve Ordinance No. 1457-23 on the First Reading. Seconded by Kenneth Burgess. Motion passed unanimously, 4-0.

CITIZEN COMMENTS

Spoke from the floor: Warren Earle – 3822 Florida Ranch Blvd. – Zephyrhills, FL

Mr. Earle thanked the Mayor for his service to the City of Zephyrhills and recognized the mayor’s wife for allowing the City to share her husband’s time.

MAYOR ANNOUNCEMENTS – Mayor Whitfield encouraged everyone to vote in the Municipal Election on April 11th at Alice Hall from 7:00 a.m. to 7:00 p.m. He thanked candidates Melonie Bahr Monson, Steve Spina, Martin Harm, Nick Deford and Alan Knight for their campaigning and wished them the best. He thanked Council for an evening of dining and said the guitar player and choice of song were special to he and his wife. He thanked City Manager William Poe, all Department Heads and PIO Kevin Weiss for conducting themselves in a professional manner with civility among each other. He said it has been a great nine years serving the City.

CITY MANAGER ANNOUNCEMENTS – City Manager William Poe said he and Councilman Burgess traveled to Tallahassee to attend the Florida Legislative Action Days and met with Representative Maggard, Senator Burgess and the legislative delegation for Pasco County. Music and Motorcycles will be held Saturday, April 15, 2023, 4:00 p.m. to 9:00 p.m. and the Sports Coast Open Tennis Tournament will be held Saturday, April 15, 2023 through Sunday, April 23, 2023 at the Sarah Vande Berg Tennis Center. He thanked Mayor Whitfield for his commitment and service to the City.

CITY ATTORNEY ANNOUNCEMENTS – City Attorney Matthew Maggard thanked Mayor Whitfield for his service to the City and said the candidates running for Mayor have big shoes to fill.

CITY COUNCIL COMMENTS – Councilman Burgess said it was great to build relationships in Tallahassee. He said the Main Street position has been a revolving door of people and the position needs to be reevaluated. He said if the City is going to be hiring a new person every six months he would rather put the money toward a police officer position. He recognized Mayor Whitfield and said he will be missed.

Councilman Proctor agreed with Councilman Burgess' earlier request to look at the density and lot sizes. He said it has been an honor to work with Mayor Whitfield who will be missed dearly.

Councilman Knight agreed with Councilman Burgess to reevaluate the Main Street position. He thanked Mayor Whitfield and his wife for their support and friendship.

Council President Wilkeson said affordable housing and housing designed for low income people needs to be addressed. As the City Council's Main Street liaison, she has an in-depth understanding of the challenges Main Street has faced. The director needs to have an outgoing personality, the ability to connect with business owners, sell sponsorships, follow-through on commitments, and perform administrative functions to include QuickBooks and data entry. She said Main Street overall has been very successful in preserving the City's small town charm and has a rich history within our community. She said an intern is currently managing the social media aspect of the position which has generated growth and a social media presence. She would like to host a Workshop to discuss how we can make Main Street better in the future.

7. NOTED ITEMS

8.1 Depository Deposit Listing

Meeting adjourned: 7:13 p.m.
Submitted by Lori L. Hillman