

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on July 10, 2023 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (224) 501-3412 - Access Code: 856-532-085.

Council President Lance Smith called the meeting to order. Roll call was taken. Present were members Lance A. Smith, Jodi Wilkeson, Charles Proctor, Kenneth Burgess, Steven F. Spina, Ph.D., and Mayor Melonie Bahr Monson. City Manager William Poe and City Attorney Matthew Maggard were present.

Staff present: Police Chief Derek Brewer, IT Director Mike Panak, Public Works Director Shane LeBlanc, Planning Director Todd Vande Berg, Airport Manager Nathan Coleman, Finance Director Ted Beason, Finance Supervisor Jessica Carter and City Clerk Lori Hillman.

Assistant Pastor Kendall Deford with the First Church of the Nazarene Zephyrhills delivered the innovation. The Pledge of Allegiance followed.

1. MAYOR

Dondi Ward – Recognition of Retirement

Public Works Director Shane LeBlanc said Dondi Ward is a hardworking, loyal, role model employee who dedicated 41 years of service to the City and will be hard to replace. He wished Dondi the best of luck in his retirement.

2. CONSENT ITEMS

2.1 Central Square CAD User and Software Agreement No. 41-23-21 – Police Department

Charles Proctor moved to approve Consent Item 2.1. Seconded by Kenneth Burgess. Motion passed unanimously.

3. BUSINESS ITEMS/PUBLIC HEARING

3.1 Adopt Charter Amendment

First Reading **ORDINANCE NO. 1465-23 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, APPROVING AN AMENDMENT TO THE CHARTER LAWS OF THE CITY OF ZEPHYRHILLS; AMENDING TITLE 1, CHAPTER 1, SECTION 11.01 TO PROVIDE THE DATE OF CREATION AND ESTABLISHMENT OF THE CITY OF ZEPHYRHILLS; AMENDING TITLE II, CHAPTER 1, SECTION 21.031 TO REQUIRE COUNCIL MEMBERS BE ELECTED TO A TERM OF FOUR YEARS; AMENDING TITLE II, CHAPTER 1, SECTION 21.11 TO REQUIRE THE FINANCE DIRECTOR TO REPORT MONEY DEPOSITS AT QUARTERLY COUNCIL MEETINGS; AMENDING TITLE II, CHAPTER 2, SECTION 32.03 TO REQUIRE THE MAYOR BE ELECTED TO A TERM OF FOUR YEARS; AMENDING TITLE V, SECTION 51.01 REQUIRING ELECTED OFFICIALS TO TAKE OFFICE AT THE NEXT REGULARLY SCHEDULED COUNCIL MEETING AFTER THE CANVAS OF VOTE; AMENDING TITLE V, SECTION 51.07 TO PROVIDE THAT CITY COUNCIL ACCEPT AND DECLARE THE RESULTS OF THE ELECTION AT THE NEXT REGULARLY SCHEDULED COUNCIL MEETING; AMENDING TITLE XI TO PROVIDE FOR FORMAL REVIEW OF THE CHARTER EVERY TEN (10) YEARS; PROVIDING FOR INCLUSION IN THE CHARTER OF THE CITY OF ZEPHYRHILLS AND POWERS AND AUTHORITY FOR THE CODE CODIFIER; PROVIDING FOR SEVERABILITY AND PROVIDING FOR EFFECTIVE DATE OF ORDINANCE AND EFFECTIVE DATE OF PROPOSED CHARTER AMENDMENTS; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1465-23 by title. City Manager William Poe said Council is required to officially review the City's Charter every five (5) years.

Resolution No. 793-22 established City Council as the Charter Review Committee on June 13, 2022. Eight (8) amendments were recommended and voted on by the electorate of the City of Zephyrhills, Florida on April 11, 2023 wherein Charter amendments 1, 2, 3, 4, 5, 7, and 8 received a majority vote. Passage of this ordinance indicates the electorate's desire to approve the Charter amendments as set forth within Ordinance No. 1465-23. A public hearing was held and there were no comments from the floor.

Jodi Wilkeson moved to approve Ordinance No. 1465-23 on the First Reading. Seconded by Steve Spina. Motion passed unanimously.

4. CITY MANAGER'S REPORT

4.1 Approval of Work Order No. 23-139 – Updated Transportation, Parks, and Public Safety Impact Fees Study – Kimley Horn and Associates, Inc. (Continuing Service Contract No. 37-18-07)

City Manager William Poe said as part of the moratorium, staff was directed to update the City's impact fees. The transportation, park, and public safety impact fees will be updated by Kimley-Horn and Duncan Associates. He said recent legislation passed limiting the increase of impact fees; although, availability is given to Council to justify extreme circumstances with an impact fee study for an increase of more than 12.5% a year over two-to-four years. The consultants will provide the justification. The total project cost is \$85,000 with \$50,000 budgeted in FY 2022-2023 for transportation impact fees and \$35,000 funded through professional services in administration's FY 2022/2023 budget. Staff recommended approval with authorization for the City Manager to execute Work Order No. 23-139.

Steve Spina moved to approve Work Order No. 23-139 and authorized the City Manager to execute Work Order No. 23-139. Seconded by Kenneth Burgess. Motion passed unanimously.

4.2 Amendment to Contract 37-22-07 Wharton-Smith for Hercules Park Construction – Construction Management

City Manager William Poe requested Council amend Wharton-Smith's contract to include the guaranteed maximum price (GMP) for Hercules Park. On April 10, 2022, the City distributed a Request for Qualifications for Hercules Park Construction Management Services. The solicitation was distributed in the Tampa Bay Times and BidNet Direct. On May 12, 2022, the City received three (3) solicitation responses. On June 26, 2023, Council approved several valued engineering options to reduce the cost of construction and directed Wharton-Smith to calculate the GMP. The GMP is \$7,402,336 with an added \$100,000 owner contingency. Staff anticipates a second amendment to the contract to set the dates for substantial and final completion that will be determined by the Notice to Proceed which is estimated in late December 2023 or early January 2024. The \$7,402,336 will be funded by ARPA in the FY 2022/2023 budget. Staff recommended Council's approval of the amendment to Contract 37-22-07.

Charles Proctor moved to approve Business Item 4.2. Seconded by Steve Spina. Motion passed unanimously.

5. CITIZEN COMMENTS

N/A

MAYOR ANNOUNCEMENTS – Mayor Melonie Bahr Monson said she received an email from a resident in Abbott Square who had a pipe burst over the weekend commending C.J. Funnel and Jeremy Farr for their response and efforts in repairing the pipe. She said Summer Fest was successful with 3,000 to 4,000 in attendance. She said police officers were amazing and the public works crew kept the venue clean during and after the event. She thanked Public Works Director Shane LeBlanc for his assistance and support with calls she received relating to the sidewalks project.

CITY MANAGER ANNOUNCEMENTS – City Manager William Poe said the Summer Recreational Program was successful. He said Metro Development is working on a cost estimate for the storm crossing under Wire Road to the pond to the east, Hamilton Engineering is revising the Kossik Road / Wire Road intersection plan to reflect a four-way stop, and an internal road, Sonnet Landing Avenue, will connect to Wire Road.

CITY ATTORNEY ANNOUNCEMENTS – N/A

CITY COUNCIL COMMENTS – Councilman Spina – N/A

Councilman Proctor said he and his wife drove by Zephyr Park the morning after the Summer Fest event and the park looked amazing.

Councilwoman Wilkeson – N/A

Council Vice President Burgess commended the voters on the Charter Amendments.

Council President Smith thanked Vice President Burgess for filling in for him at the June 26th meeting.

Meeting adjourned: 5:31 p.m.
Submitted by Lori L. Hillman