

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on August 28, 2023 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting +1 (872) 240-3212 - Access Code: 889633533.

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

Staff present: CRA Director Gail Hamilton, Police Chief Derek Brewer, Public Information Officer Kevin Weiss, IT Director Mike Panak, Main Street Event Director Antwon Gildon and City Clerk Lori Hillman.

1. BUSINESS ITEMS

1.1 Approval of July 24, 2023 Meeting Minutes

Steve Spina moved to approve the July 24, 2023 Meeting Minutes. Seconded by Lance Smith. Motion passed unanimously.

1.2 Residential Ownership Incentive Grant – Thomas / Velazquez - 5436 10th Street

CRA Director Gail Hamilton presented a Residential Ownership Incentive Grant application submitted by Jonathan Thomas and Shaila Velazquez for a home located at 5436 10th Street. The application meets all requirements and staff recommended approval. Mr. Thomas was unable to attend the meeting due to mandatory evacuation in preparation for Tropical Storm Idalia.

Steve Spina moved to approve the Residential Ownership Incentive Grant located at 5436 10th Street. Seconded by Jodi Wilkeson. Motion passed unanimously.

1.3 Residential Ownership Incentive Grant – Edward Sealander – 5332 5th Street

CRA Director Gail Hamilton presented a Residential Ownership Incentive Grant application submitted by Edward Sealander for a home located at 5332 5th Street. The application meets all requirements and staff recommended approval.

Steve Spina moved to approve the Residential Ownership Incentive Grant for Edward Sealander. Seconded by Charles Proctor. Motion passed unanimously.

1.4 Oakside Neighborhood Stormwater Ponds Fence Replacement

CRA Director Gail Hamilton said she intended for this item to be in next year's budget. The Purchasing Department sent out a request for fence cost estimates for next year's budget and the responses received were only good for 15 days. The money is in this year's budget and staff recommended the approval of the low bidder, ACME fence, to replace the chain link fence around the two stormwater ponds per the CRA Design Standards. Staff recommended approval of the stormwater ponds fence replacement.

Steve Spina moved to approve the Oakside Neighborhood Stormwater Ponds Fence Replacement. Seconded by Charles Proctor. Motion passed unanimously.

1.5 2023 Audit Engagement Letter No. 37-23-06 with Bodine Perry – One Year Extension for CRA Audit Services

CRA Director Gail Hamilton recommended approval of Bodine Perry's 2023 Audit Engagement Letter for a one year extension for 2023 CRA Audit Services in the amount of \$5,400.

Steve Spina moved to approve the one year extension for CRA Audit Services with Bodine Perry. Seconded by Jodi Wilkeson.

Commissioner Smith requested the City go out for RFP next year for Audit Services. Motion passed unanimously.

CRA DIRECTOR'S REPORT

CRA Director Gail Hamilton advised consultants are completing permitting for Hercules Park and the Purchasing Department will release purchase orders the second week in September 2023 to begin purchasing materials. A groundbreaking ceremony is planned for Thursday, November 30, 2023 at 12:00 p.m. or 5:30 p.m. with sponsors, consultants Kimley Horn and Wharton Smith and give-a-ways with the City's new logo. CRA and City staff are working on the update to the CRA Master Plan with GAI Consultants, Inc. One meeting has been held with

interested business and property owners with public meetings scheduled next month for public input. Per Commissioner Spina's request, BGE, Inc. has identified all vacant properties within the CRA district and are currently eliminating lots attached to homes and parking lots that were included.

2. MAIN STREET ACTIVITY REPORT

Main Street Event Director Antwon Gildon said staff are currently working on a "Jeep Show" for the September 15th Night Market, 5 p.m. to 9 p.m.; a Farmer's Market on September 16th, 10 a.m. to 2 p.m.; Wizard's Fest on October 28th, 11 a.m. – 3 p.m. downtown and Halloween Howl, 5 p.m. – 9 p.m. at the Alice Hall Community Center in Zephyr Park; Veterans Day event with parade on November 11th at 10 a.m. hosted by the Fraternal Order of the Eagles to coincide with a three day Veterans event hosted by the Zephyrhills Military Museum.

City Manager William Poe suggested City staff notify residents near the park to take it upon themselves to block off their yard when promoting the event to eliminate event attendees from parking on their lawn.

Main Street released the first of a three-part series called "More to the Story", sharing details about downtown that was tested out at the Mad Dragon Studio location with a great response. He recognized PIO Kevin Weiss and Intern Jayleen Herrera for their efforts in posting the information to Main Street's Facebook Page. Main Street's website is currently being refreshed.

3. CITIZEN COMMENTS

N/A

Meeting Adjourned: 5:27 p.m.
Submitted by Lori L. Hillman