



**CRA MEETING
ZEPHYRHILLS, FLORIDA**

**Monday, November 27, 2023
5:30 PM**

IMMEDIATELY FOLLOWING SHADE MEETING

The City of Zephyrhills will maintain a quorum at the dais and host a GoToMeeting to allow the public to attend remotely.

Please join the GoToMeeting
from your computer, tablet or smartphone:
<https://meet.goto.com/163816133>
or dial in using your phone:

+1 (408) 650-3123 - Access Code: 163-816-133

(Please mute your phone unless you wish to speak on a specific item)

**Zephyrhills
City Hall**

**Council
Chambers**

Call to Order – CRA Board Chairperson Kenneth Burgess
Roll Call – City Clerk Lori Hillman

1. BUSINESS ITEMS

- 1.1 Approval of October 23, 2023 CRA Minutes
 1. M10-23-23 - CRA
- 1.2 Approval of September 25, 2023 CRA Minutes
 1. M09-25-23 - CRA
- 1.3 Request to Cancel December 27th CRA Meeting
- 1.4 City of Zephyrhills Parks and Recreation Master Plan Phase One
 1. CSG_Scope and Fee_City of Zephyrhills PRMP_Phase 1 Draft_11-02-2023_Final
- 1.5 Residential Ownership Incentive Stephanie and Micheal Bryant - 5150 8th Street
 1. Bryant 5150 8th St

- 1.6 Residential Paint Grant Stephanie and Michael Bryant 5150 8th Street Zephyrhills
 1. Bryant 5150 8th St
- 1.7 Residential Matching Facade Grant Stephanie and Michael Bryant 5150 8th Street
 1. Bryant Facade Grant 5150 8th St

2. CRA DIRECTOR'S REPORT
3. MAIN STREET ACTIVITY REPORT
4. CITIZEN COMMENTS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on October 23, 2023 at 6:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (408)-650-3131 - Access Code: 252-091-877.

CRA Board Chairperson Kenneth Burgess called the meeting to order at 6:03 p.m. Roll call was taken. Present were members Steven F. Spina, Ph.D., Charles Proctor, Kenneth Burgess, Lance Smith and Mayor Melonie Bahr Monson. Jodi Wilkeson was absent. City Manager William Poe and City Attorney Matthew Maggard were present.

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

1. BUSINESS ITEMS

1.1 Commercial Matching Facade Grant – 5445 6th Street, Elite Elder Care

City Manager William Poe presented a Commercial Matching Facade Grant application submitted by Sodonnie Howell-Warren of Elite Elder Care, LLC for 5445 6th Street in the amount of \$5,000. Improvements to the property include a concrete slab, windows, doors, gutters, lighting, repairs to the parking lot and exterior paint for a total cost of \$19,280. The application meets the Commercial Matching Facade Grant Guidelines and funding has been included in the FY 2023/2024 CRA Budget. Staff recommended approval of the Commercial Matching Facade Grant in the amount of \$5,000.

Lance Smith moved to approve the Commercial Matching Facade Grant for Elite Elder Care. Seconded by Steve Spina. Motion passed unanimously, 4-0.

City Manager William Poe announced Halloween Howl will be held downtown on Saturday, October 28, 2023, 4:00 p.m. – 9:00 p.m.

2. CRA DIRECTOR'S REPORT

N/A

3. MAIN STREET ACTIVITY REPORT

N/A

4. CITIZEN COMMENTS

N/A

Meeting Adjourned: 6:05 p.m.

Submitted by Lori L. Hillman

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on September 25, 2023 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting +1 (571) 317-3112 - Access Code: 996-796-165.

CRA Board Chairperson Kenneth Burgess called the meeting to order at 5:02 p.m. 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 and City Attorney Matthew Maggard were present.

Staff present: CRA Director Gail Hamilton, Police Lieutenant Nathan Gardner, IT Director Mike Panak, Planning Director Todd Vande Berg, Main Street Event Director Antwon Gildon, Finance Supervisor Jessica Carter and City Clerk Lori Hillman.

1. BUSINESS ITEMS

1.1 Approval of August 28, 2023 Meeting Minutes

Charles Proctor moved to approve the August 28, 2023 Meeting Minutes. Seconded by Jodi Wilkeson. Motion passed unanimously.

1.2 First Reading **RESOLUTION NO. 819-23 – “A RESOLUTION OF THE CITY OF ZEPHYRHILLS COMMUNITY REDEVELOPMENT AGENCY ADOPTING A PROPOSED BUDGET FOR THE CRA DISTRICT FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY, APPLICABILITY AND ESTABLISHING AN EFFECTIVE DATE.”**

CRA Director Gail Hamilton said the Restaurant Incentive Grant was increased from \$75,000 to \$100,000 and staff is currently working on the update to the 2015 CRA Master Plan. This year’s budget includes programs and capital projects that can be completed this year. The Utilities Department is in the process of creating a map with all locations within the City that have sprinkler systems, all locations within the City with the ability for a sprinkler system and businesses that need pressured lines ran for the ability to install a sprinkler system with the associated costs.

City Attorney Matthew Maggard read Resolution No. 819-23 by title.

Jodi Wilkeson moved to approve Resolution No 819-23 on the First Reading. Seconded by Steve Spina. Motion passed unanimously.

1.3 Streetscape Enhancements – BGE, Inc. Task Order No.’s 105-23 and 106-23

CRA Director Gail Hamilton presented Streetscape Enhancement Plans for 5th Avenue from US-301 to 1st Street in an effort to mirror the east side of US-301. Staff is working with the Department of Transportation and Pasco County to determine ownership of this section of 54 to enter into an agreement to install landscaping and hardscape in the right-of-way. The entrance to Oakside Cemetery will be redesigned with red brick pillars on 1st Street, a fence will be erected around the stormwater pond, and a sign will be created for 7th Avenue and 1st Street welcoming people to the Oakside Neighborhood. Uplighting will be added to the Oak trees that line 8th Street from 5th Avenue to 6th Avenue to create an ambiance for the continuation of the downtown area.

Board member Smith directed staff to involve the City’s public works, planning, utilities and police departments to address maintenance, Florida friendly landscaping, and the scheduled one way pairs project.

Lance Smith moved to approve Business Item 1.3. Seconded by Charles Proctor. Motion passed unanimously.

1.4 Residential Ownership Incentive Grant – Dylan and Victoria Richards – 38633 4th Avenue

CRA Director Gail Hamilton presented a Residential Ownership Incentive grant application for 38633 4th Avenue. The grant application meets the grant guidelines and staff recommended approval. Dylan and Victoria Richards will be offered a \$2,500 Facade Grant once they close and own the property.

Lance Smith moved to approve Business Item 1.4. Seconded by Jodi Wilkeson. Motion passed unanimously.

2. CRA DIRECTOR’S REPORT

CRA Director Gail Hamilton provided a Hercules Park update stating the design team and the contractor are coordinating the splash pad design elements, finalizing the pump room equipment

and chemical room layout, power requirements for the splash pad and minor utility and pipe routing adjustments. The fabricator for the splash pad design has provided examples of key elements such as the turpentine trees, turpentine barrels and images of Hercules. The final building plans will be issued within the next couple of weeks and crews will mobilize December 1, 2023. DuPont, who owns the Hercules brand, has been contacted to participate in the project to create a partnership. The Hercules Park ground breaking ceremony will be held Tuesday, November 28th at 12:00 p.m. Sidewalk construction is progressing with the third and fourth phases to begin. Uptown Creamery will open their second location downtown on 5th Avenue January 1, 2024. Staff would like to add a tree program to the budget and use the CRA district as an experimental area to implement the program before moving forward City-wide. The City has \$143,000 in tree mitigation funds with additional funding options through the forestry and agricultural departments. She spoke on behalf of the Public Works Director stating his concerns with the tree program are manpower to establish and maintain the trees, manpower to prune and fertilize the trees, irrigation, water availability, electricity availability, root damage to sidewalks and perpetual maintenance.

Board members were in consensus to move forward with the tree program and bring back for board approval.

3. **MAIN STREET ACTIVITY REPORT**

Main Street Event Director Antwon Gildon reported a successful Friday Night Lights and Farmer's Market events with 20 plus vendors, six food trucks, 24 jeeps and an estimated 100 to 500 attendees. He attended the Florida Development Leadership Workshop in Fort Pierce with great networking opportunities. He said a Pep Rally event will be held downtown the evening of Wednesday, October 11, 2023 for the Zephyrhills versus Pasco Pirates game. RMR Air is sponsoring the event with Hangry Joes sponsoring the wing eating contest. He invited Zephyrhills alumni and families to participate. The Festival of Lights event will be held December 2, 2023, 4:00 p.m. – 9:00 p.m., with a parade at 7:00 p.m.

CRA Director Gail Hamilton said the community loves the Founder's Day and Festival of Lights parades and encouraged business owners and residents to enter a float in a parade.

4. **CITIZEN COMMENTS**

N/A

Meeting Adjourned: 5:58 p.m.
Submitted by Lori L. Hillman

BUSINESS ITEMS 1.3

Request to Cancel December 27th CRA Meeting

Issue:

CRA Board of Commissioners request to cancel the December 27, 2023 CRA Meeting.

Background:

Due to the Christmas holiday schedule, staff is requesting the cancelation of the December 27, 2023 CRA meeting.

Attachment(s):

None

Fiscal Impact:

N/A

Staff Recommendation:

Staff recommends approval.

BUSINESS ITEMS 1.4

City of Zephyrhills Parks and Recreation Master Plan Phase One

Issue:

The CRA Board of Commissioners approve City of Zephyrhills Parks and Recreation Master Plan Phase One

Background:

The Parks and Recreation Master Plan (PRMP) will be a road map for the future of the city's park system. GAI will integrate the City's existing plans, such as the comprehensive plan, CRA plan, and previous park and recreation plans; as well as provide a complete inventory of the City's existing infrastructure; a comprehensive public input program that includes a combination of in-person meetings, a statistically valid survey and on-line survey; to form the framework for the discussion of the evolution of parks and recreation in Zephyrhills. We will utilize three subconsultants for this project, RRC Associates for survey, Wannemacher Jensen Architects for building evaluation and Sports Facilities Companies for programs/operations evaluation. The scope, provided in your back-up, includes Needs Assessment, Facilities and Amenities - identifying all recreation facilities and amenities/assets. Existing Conditions Analysis, Demographic and Population, General Site Inventory and Evaluation, including fencing, lighting, parking area, major signage, any significant hardscape or landscape features. Park safety concerns and CPTED issues will be identified and photographed. Locate all Pasco County Parks within a 10-mile service area of the city limits. Evaluation of the two city-owned recreational facilities, inventory and evaluation of existing recreation programs and services within the city.

Public Input and Future Visioning conduct a Strategically Valid Survey for city residents to provide feedback on the existing park system, use of parks, and what they would like in the future. The GAI team will facilitate an interactive public workshop, including the Parks and Rec Advisory Board. Conduct an in-person workshop with city staff to begin the vision for the future of our parks and recreation in Zephyrhills. GAI will prepare a presentation for a joint workshop with City Council and the Parks and Rec Advisory Board. The Scope of Services total is \$127,730. The plan should take 6 months to complete.

Attachment(s):

1. CSG_Scope and Fee_City of Zephyrhills PRMP_Phase 1 Draft_11-02-2023_Final

Fiscal Impact:

Funding for the Parks and Recreation Master Plan is included in the approved FY 2023/2024 CRA and Public Works/ Parks budget.

Staff Recommendation:

CRA Director, Gail Hamilton and Public Works Director, Shane LeBlanc recommend approval for the Zephyrhills Parks and Recreation Master Plan Phase One.



Planning | Urban Design
Landscape Architecture
Economics | Real Estate

November 2, 2023

GAI Project R220018.03

Ms. Gail Hamilton
CRA Director
City of Zephyrhills
5335 8th Street
Zephyrhills, Florida 33542

Scope of Services

City of Zephyrhills Parks and Recreation Master Plan (PRMP): Part 1 Zephyrhills, Florida

Dear Ms. Hamilton:

GAI's Community Solutions Group (CSG/GAI) appreciates the opportunity to work with you and the City of Zephyrhills (City) on your parks and recreation master plan. We recognize this will be a comprehensive process that includes broad public engagements as well as field work and analysis in phase 1.

Project Understanding

The Parks and Recreation Master Plan (PRMP) will be a road map for the future of the City's system. We will integrate your existing plans, such as your comprehensive plan, CRA plan, and previous park and recreation plans; as well as provide a complete inventory of your existing infrastructure; a comprehensive public input program that includes a combination of in-person meetings, a statistically valid survey and on-line survey; to form the framework for the discussion of the evolution of parks and recreation in Zephyrhills. We will utilize three subconsultants for this project, RRC Associates for survey, Wannemacher Jensen Architects for building evaluation and Sports Facilities Companies for programs/operations evaluation. This project will be undertaken in 2 parts, the following scope of services specifically outlines which tasks will be included in Part 1.

Scope of Services

The following is a draft scope of services which defines tasks proposed as necessary for the completion of the City of Zephyrhills Parks and Recreation Master Plan: Part 1. Herein after all references to the City or Client will mean the City of Zephyrhills, POC will mean City's Point of Contact for the project, and references to the Consultant or GAI will mean GAI Consultants, Inc. Community Solutions Group and its subconsultant(s).

Tasks under this Scope of Services include:

GAI Consultants, Inc.
618 E. South Street
Suite 700
Orlando, Florida 32801

T 407.423.8398
gaiconsultants.com

Task 1 – Project Initiation

1.1 Staff Kickoff Meeting

The Consultant will conduct a kickoff meeting with staff. The meeting will cover:

- Consultant-prepared documentation and data requests and project schedule.
- Preliminary discussion of department needs, concerns, political climate, known demographic and crime data, past planning efforts by the City, etc.
- Discovery and Needs Assessment – Review and discuss existing reports, capital improvement plans, area plans, GIS data, mapping, and other relevant information to familiarize the Consultant with past efforts and current programs and to determine what other information should be gathered.
- Facilities and Amenities – Identify all recreation facilities (e.g., parks, community centers, etc.), and amenity/asset categories to be included in the PRMP project.

Task 2 – Existing Conditions Analysis

2.1 Documentation Review

The Consultant will review and summarize the information found in previously completed reports, studies, and plans gathered during the project initiation phase from the City.

2.2 Demographics and Population

The Consultant will compile applicable demographic and population information from industry-standard sources (e.g., Bureau of Economic and Business Research “BEBR”; ESRI Demographics; U.S. Census Bureau) for use in the project. We will conduct preliminary market research which will encompass sports/recreation participation in the region and an analysis of existing service providers (competition).

2.3 Inventory and Evaluation

The Consultant will perform on-site inventory and evaluation of the City’s parks and recreation facilities and amenities/assets and programs.

- General Site Inventory and Evaluation
 - The inventory and evaluation will document quantity, condition, and manufacturer (if legibly branded or recognizable).
 - Locate all Pasco County Parks within a 10-mile service area of City limits.
 - General site features to be included in this process may include fencing, lighting, parking areas, major signage, and significant hardscape or landscape features. In addition, significant park safety concerns and CPTED issues will be identified and photographed, if applicable.

- Amenity/asset categories to be included in this process shall be as identified during the project initiation phase. This data will be collected on-site in a GIS database along with photo attachments.
- Review and summarize the building information found in previously completed reports, studies, and plans gathered during the project initiation phase from the City.
- Perform on-site inventory and evaluation of the City's two recreation facilities (YMCA and Event Hall Building).
- Inventory and evaluation of existing recreation programs and services.

Task 3 – Initial Public Input & Future Visioning

- 3.1 The GAI Team will create an online Survey Monkey style survey as an input tool for the public. The content will be developed collaboratively with the GAI Team and the City. Advertising the link will be the responsibility of the City.

Statistically Valid Survey

The Consultants will prepare a statistically valid survey for City residents to provide feedback on the existing park system, how they use the parks, and what improvements they would like to see in the future; distributions method(s) for the statistically valid survey shall be determined based on needs.

The statistically valid survey will also be made available online for general public response; the results of the statistically valid survey and online "general response" survey will be summarized separately to preserve statistical validity. If the statically valid survey option is selected, it will replace the Survey Monkey style survey.

- 3.2 The GAI Team will facilitate interactive public workshop #1, including the Parks and Recreation Advisory board. All advertising, room reservation, and refreshments (if desired) will be provided by the City.
- 3.3 A key issues matrix will be developed to summarize "what we saw and what we heard." The matrix will cover information gathered in Tasks 1 & 2.
- 3.4 Facilitate an in-person workshop with the City staff to review findings from Tasks 1-3 to begin the vision for the future of parks and recreation in Zephyrhills, including the framework for scoping phase 2 of the project.
- 3.5 The Consultant will prepare a presentation summarizing the "PRMP Report: Part 1" and present in a joint workshop to City Council and Parks and Recreation Advisory Board.

Phase 1 – Deliverables

The Consultant will deliver the following reports and information to the City as part of this task:

- PRMP Report: Part 1
- Project Introduction and Purpose

- Documentation Review Summary
- Demographics and Population Summary
- Inventory and Existing Conditions
- Public Input Summary

Inventory Data

- The recreation amenities/assets inventory and evaluation shall be delivered as an Esri file geodatabase. Photos will be included as feature attachments in the geodatabase and additionally provided as individual image files with identifying filenames.

Schedule

GAI will begin work upon receipt of a copy of this Proposal executed and authorized below. GAI will endeavor to complete its Scope of Services and deliver the project deliverable within six (6) months, subject to excused delay occasioned by factors beyond GAI's reasonable control.

Compensation

The total cost of GAI's services under this proposal is \$127,730 to be paid on a lump sum basis, including all direct expenses. Part 1 is broken out as follows:

Task	Description	Method of Payment	Fee
1	Project Initiation	Lump Sum	\$13,725
2	Existing Conditions Analysis	Lump Sum	\$32,405
3	Initial Public Input & Future Visioning	Lump Sum	\$77,600
	Expenses	Actual	\$4,000
Total Fee			\$127,730

Payment

Payment will be in accordance with the Terms and Conditions of the Continuing Services Agreement.

Additional Services

The following items are some services that may be provided as Additional Services:

- On-site and/or in-person meetings in addition to those specifically identified in the above scope of services.
- Any services not specifically listed in the above scope of services.

Assumptions and Understandings

GAI's Scope of Services, Schedule and Compensation as set forth above have been prepared on the basis of the following assumptions and understandings:

1. Client acknowledges and understands that Community Solutions Group is a GAI Consultants, Inc. Services Group. Any reference to Community Solutions Group or CSG in the Proposal for Professional Services also refers to GAI Consultants, Inc. It is further acknowledged and understood that this agreement is between the Client and GAI Consultants, Inc.
2. Client represents that they have not performed environmental investigation and no investigation is required for this assignment.
3. Access to the project site(s) or other land upon which GAI is to conduct any field work will be available to GAI personnel in a timely manner.
4. The City shall be responsible for advertising all public workshops and for securing adequate locations, preferably within the City Limits.
5. Client has provided all its requirements for GAI's scope of services and all criteria and/or specifications that GAI should utilize at the time this Proposal is authorized. This includes any requirement for any statement of professional opinion or certification.
6. Client has provided all available information pertinent to GAI's scope of services, including previous reports/drawings; utility information; topo information, etc. at the time this Proposal is authorized. Unless otherwise noted, GAI may rely upon such information.
7. Client will give GAI prompt notice whenever it observes or otherwise becomes aware of any development that affects the scope or timing of GAI's performance.
8. Client will examine and provide comments and/or decisions with respect to any GAI interim or final deliverables within a period mutually agreed upon.
9. Any of Client's other consultant(s)/contractor(s) will cooperate and coordinate with GAI in a timely and efficient manner.
10. GAI's proposed compensation and schedule are based on receipt of authorization to proceed within thirty (30) calendar days of the date of this Proposal. GAI reserves the right to adjust its compensation if authorization to proceed is not received within thirty (30) calendar days.



Please do not hesitate to contact me at 321.319.3161, k.caborn@gaiconsultants.com if you have any questions or wish to discuss this Proposal. If this Proposal is acceptable, please sign where indicated below and return one copy for our file. This also will serve as authorization for GAI to proceed. GAI's performance of the Scope of Services will be governed by the Continuing Services Agreement.

Sincerely,
**Community Solutions Group,
a GAI Consultants, Inc.
Service Group**

Kristin Caborn, CPRE, FCP
Planning Director

Frank Bellomo, PLA
Vice President, Senior Director
Landscape Architecture

KC:PCS/cl

BUSINESS ITEMS 1.5

Residential Ownership Incentive Stephanie and Micheal Bryant - 5150 8th Street

Issue:

The CRA Board of Commissioners approve a Residential Ownership Incentive Grant for Stephanie and Michael Bryant for a home located at 5150 8th Street, Zephyrhills, Florida, in the amount of \$5000.

Background:

The applicants, Stephanie and Michael Bryant, application provided in your back-up, will be purchasing home located at 5150 8th Street, Zephyrhills, FL.

The grant's purpose is to incentivize home purchases within distressed neighborhoods as a catalyst to improve the owner occupancy rate. The applicants are aware the grant requires them to file for homestead exemption on the property for 5 years. Should the Bryant's not file for homestead exemption, or vacate the property, sell or rent the property within the 5 year period, the entire grant amount will be due and owing within 15 days of notice by the Zephyrhills CRA. Once Stephanie and Michael Bryant complete their real estate closing and provide the required information, staff will process the incentive of \$5000. The goal is to increase owner occupancy rates within the CRA neighborhoods.

Attachment(s):

1. Bryant 5150 8th St

Fiscal Impact:

Funding for the Residential Ownership Incentive Grant Program is included in the approved FY 2023/2024 CRA Budget.

Staff Recommendation:

The application meets all grant requirements and staff recommends approval.



RESIDENTIAL OWNERSHIP INCENTIVE GRANT PROGRAM

Grant Application

1. Attach photo of the home and property.
2. Attach copy of applicant's photo identification, Florida Driver License, if more than one applicant please attach each applicant photo identification.
3. Attach copy of property information from Pasco County Property Appraiser
4. Attach copy of W-9

Name: Stephanie + Michael Bryant

Current Address: 12442 S US Hwy 301 Webster, FL 33597

Home Phone: 352-793-1056 Cell Phone: 352-457-1560

Email: Stephbryant72@gmail.com

Subject Property Address: 5150 8th Street Zephyrhills, FL 33542

Parcel Identification Number 11-26-21-0010-18300-0160

By signing this application, I agree and certify the following:

- a) I am 21 years of age or older.
- b) I will hold title to this residence for a minimum of 5 years.
- c) I will reside in the subject residence for a minimum of 5 years and claim homestead exemption as regulated by the Pasco County Property Appraiser.
- d) I understand an encumbrance of \$5000 will be placed on property for 5 years.

- e) I will be disqualified and grant funds revoked if I do not comply with applicable zoning requirements, design standards and/or guidelines.
- f) If I fail to obtain homestead exemption, am found to be using the exemption fraudulently, or vacate property, I understand I will be required to repay the entire \$5000 grant amount. Should grant amount not be repaid within 15 business days, owner will be considered in default and interest will accrue at 18% per annum.
- g) I understand before funding is disbursed I will provide a copy of the property sale documents/closing statement, copy of the Warranty Deed, and copy of Homestead Exemption application from Pasco County Property Appraiser, within 7 days of Real Estate Closing.
- h) I understand that I must provide a completed W-9 form and will be responsible for any applicable taxes from grant funding.
- i) I understand the CRA Board of Commissioners reserves the right to deny an application at any time without cause.
- j) I have read and understand the requirements of the grant program.

Stephanie Bryant

Print Name

Stephanie Bryant

Signature

Michael Bryant

Print Name

Michael Bryant

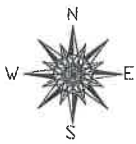
Signature

Date

Witness



BOUNDARY SURVEY



SCALE 1":30'
North per Plat

Abbreviations:

- [illegible]

Flood Insurance Rate Map:

Community Number: 120235 Panel: 0456
 Suffix "F" Flood Insurance Rate Map
 Dated September 26, 2014 Flood Zone: "X"
 Map ID: 12101C0456F

Basis of Bearing:

Bearings shown hereon are based on the
EASTERLY Right-of-Way line of 8th STREET,
ASSUMED to be S 25°25'32" E.

Legal Description:

Lots 16 and 17 and the North 6 feet of Lot 15, Block 183, CITY OF ZEPHYRHILLS, a subdivision according to the plat thereof recorded in Plat Book 1, Page 54, of the Public Records of Pasco County, Florida.



Address: 5150 8th Street, Zephyrhills Florida 33542

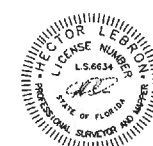
Certified to/ for the exclusive use of:
Michael J. Bryant and Stephanie S. Bryant
Click N' Close, INC. ISACA/ATIMA
Milestone Title Services, LLC
First American Title Insurance Company



Surveyor's Notes:

1. Legal description provided by others.
2. The facts shown herein were not abstracted for easements or other recorded encumbrances not shown on the Plat.
3. Underlying portions of buildings, foundations or other improvements were not located.
4. All facts are to the face of this plat and are not to be used to reconstruct boundary lines.
5. The valid encumbrances are shown.
6. No identification found on property contrary unless otherwise shown.
7. Encumbrances shown are that one thrust upon otherwise shown.
8. Fence location not determined.
9. This survey depicted here forms a closed geometric figure.
10. This underplotted improvements or other encumbrances have been located other than shown.
11. This survey is prepared for the satisfaction of the record of this present deed hereon.
12. Nothing may not be transferred or assigned.
13. This survey may not be shown due to technical reasons.
14. This survey does not reflect or determine ownership.
15. Fence corners and building corners are witness monuments to abstracted corners.
16. Encumbrances are to remain.
17. Subject to any existing, pending, reservations, restrictions, and/or easements of record no examination of file made by Surveyor.
18. This Survey is not an ALTA/ACSM Land Use Survey.
19. This Survey was prepared without the benefit of a commitment for Title Insurance.
20. The final deed intended for a substantial purpose only. The Surveyor makes no warranty as to the accuracy of the information provided. The local F.E.A. Agency should be contacted for verification.
21. Boundary does not exist on information and or occupation as found in this, other matters not known to this surveyor at time of survey may affect boundary lines shown herein.
22. This survey is intended for mortgage or otherwise purposes only. Exclusively for this used by this is a loan is not reflected. No Survey is not to be used in the construction, presiding, defining, or any other use without the written consent of LEROY GORDON SURVEYING AND MAPPING, C&P. PHOTO COPYING FORWARDED. REPRODUCED MATERIAL.

THIS SURVEY MEETS THE "STANDARDS OF PRACTICE" AS REQUIRED BY CHAPTER 50-17, BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO SECTION 475.07 OF THE FLORIDA STATUTES.



CONFIDENTIAL - INTERNAL USE ONLY DATE: 10/31/2003
 SECTION RETURN FROM #6634 JOSH R. NEWMAN #5446850
 Professional Surveyor and Mapper Professional Surveyor and Mapper
 NOT USED WITHOUT AN APPROPRIATE FIELDING NUMBER AND APPROPRIATE RACE/
 ETHNICITY CODE OF THE BUREAU OF THE LAND SURVEY AND MAPS

LEB/ON & OUP
LAND SURVEYING AND MAPPING CORP.
* BROADWAY * TROOPMASTER * CONTINUING EDUCATION *
* H. J. LeBouvier * C.M. BOWLES

License: Builders #1115
2336 Midway Street, S.W. • 1010 Midway Court, S.E.
Tampa, FL 33607 • 202-418-1824 • Fax: (813) 512-6441 • 117882

[illegible]

ADDRESS: 5150 8th STREET,
ZEPHIRUS FLORIDA 33542

DATE: 10/27/202	
DRAWN: CMR	
CHECKED: JRN	
RE: 1	
JOB NO.	SHEET
2023-	1
2408	

Parcel ID		11-26-21-0010-18300-0160 (Card: 1 of 1)							
Classification		01200-Store/Off/Res							
Mailing Address				Property Value					
CT INVEST LLC				Just Value		\$135,553			
PO BOX 260243				Ag Land		\$0			
TAMPA, FL 33685				Land		\$20,664			
Physical Address				Building		\$114,683			
5150 8TH STREET, ZEPHYRHILLS, FL 33542				Extra Features		\$206			
Legal Description (First 200 characters)				Assessed		Non-School		School	
See Plat for this Subdivision						\$135,553		\$135,553	
CITY OF ZEPHYRHILLS PB 1 PG 54 LOTS 16 & 17 &				Homestead Exemption		-\$0		-\$0	
N 6 FT LOT 15 BLOCK 183				Additional Exemptions		-\$0		-\$0	
Jurisdiction									
CITY OF ZEPHYRHILLS									
Community Dev District									
N/A				Taxable Value		\$135,553		\$135,553	
Land Detail (Card: 1 of 1)									
Line	Use	Description	Code	Zoning	Units	Type	Price	Condition	Value
1	1200R	Store Combination	M8STB-1	TMUH	7000.000	SF	\$2.85	1.00	\$19,950
2	1200C	Store Combination	M8STB-2	TMUH	840.000	SF	\$0.85	1.00	\$714
Additional Land Information									
Acres	Tax Area	FEMA Code	Subsidence Activity			Neighborhood Code(s)			
0.18	302C	X	None Reported			M8ST			
View Sketch Building Information - Use 1200-Stores / Office SFR (Card: 1 of 1)									
Year Built	1920			Stories		2.0			
Exterior Wall 1	Average			Exterior Wall 2		None			
Roof Structure	Gable or Hip			Roof Cover		Metal			
Interior Wall 1	Wall Board or Wood Wall			Interior Wall 2		None			
Flooring 1	Pine or Soft Wood			Flooring 2		None			
Fuel	Electric			Heat		Forced Air - Ducted			
A/C	Central			Baths		2.0			
Line	Code	Description	Sq. Feet		Value				
1	BAS01	LIVING AREA	826		\$63,962				
2	FOP01	FINISHED OPEN PORCH	301		\$5,808				
3	FOP02	FINISHED OPEN PORCH	161		\$3,097				
4	FUS02	FINISHED UPPER STORY	600		\$41,816				
Extra Features (Card: 1 of 1)									
Line	Code	Description	Year	Units	Value				
1	RFIREPL	FIREPLACE	1920	1	\$150				
2	RDCFENCE	DECORATIVE FENCE	2001	150	\$56				
Sales History									
Previous Owner:		CHAPMAN ROBIN HARRIS							
Month/Year	Book/Page	Type	DOR Code	Condition	Amount				
8/2023	10883 / 0085	Warranty Deed	01	I	\$180,000				
11/2020	10208 / 2534	Warranty Deed	11	I	\$0				
4/2016	9352 / 3106	Warranty Deed	12	I	\$38,200				
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7/2000	4416 / 0086	Warranty Deed		I	\$34,700				
11/1997	3831 / 0813	Warranty Deed		I	\$30,000				
9/1997	3818 / 1233	Warranty Deed		I	\$15,000				

BUSINESS ITEMS 1.6

Residential Paint Grant Stephanie and Michael Bryant 5150 8th Street Zephyrhills

Issue:

The CRA Board of Commissioners approve Residential Paint Grant for Stephanie and Michael Bryant, home located at 5150 8th Street, Zephyrhills, FL.

Background:

The applicants, Stephanie and Michael Bryant, application provided in your back-up with color selections. The Residential Paint Grant provides up to \$500 in paint costs for the exterior of a home within the CRA District.

Attachment(s):

1. Bryant 5150 8th St

Fiscal Impact:

The funding for the Residential Paint Grant is provided in the FY 2023/2024 CRA Budget.

Staff Recommendation:

The application meets all grant requirements and staff recommends approval of up to \$500 for 5150 8th Street.



RESIDENTIAL OWNERSHIP INCENTIVE GRANT PROGRAM

Grant Application

1. Attach photo of the home and property.
2. Attach copy of applicant's photo identification, Florida Driver License, if more than one applicant please attach each applicant photo identification.
3. Attach copy of property information from Pasco County Property Appraiser
4. Attach copy of W-9

Name: Stephanie + Michael Bryant

Current Address: 12442 S US Hwy 301 Webster, FL 33597

Home Phone: 352-793-1056 Cell Phone: 352-457-1560

Email: Stephbryant72@gmail.com

Subject Property Address: 5150 8th Street Zephyrhills, FL 33542

Parcel Identification Number 11-26-21-0010-18300-0160

By signing this application, I agree and certify the following:

- a) I am 21 years of age or older.
- b) I will hold title to this residence for a minimum of 5 years.
- c) I will reside in the subject residence for a minimum of 5 years and claim homestead exemption as regulated by the Pasco County Property Appraiser.
- d) I understand an encumbrance of \$5000 will be placed on property for 5 years.

- e) I will be disqualified and grant funds revoked if I do not comply with applicable zoning requirements, design standards and/or guidelines.
- f) If I fail to obtain homestead exemption, am found to be using the exemption fraudulently, or vacate property, I understand I will be required to repay the entire \$5000 grant amount. Should grant amount not be repaid within 15 business days, owner will be considered in default and interest will accrue at 18% per annum.
- g) I understand before funding is disbursed I will provide a copy of the property sale documents/closing statement, copy of the Warranty Deed, and copy of Homestead Exemption application from Pasco County Property Appraiser, within 7 days of Real Estate Closing.
- h) I understand that I must provide a completed W-9 form and will be responsible for any applicable taxes from grant funding.
- i) I understand the CRA Board of Commissioners reserves the right to deny an application at any time without cause.
- j) I have read and understand the requirements of the grant program.

Stephanie Bryant

Print Name

Michael Bryant

Print Name

Stephanie Bryant

Signature

Michael Bryant

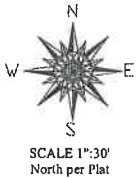
Signature

Date

Witness



BOUNDARY SURVEY



Flood Insurance Rate Map:

Community Number: 120235 Panel: 0456

Suffix "F" Flood Insurance Rate Map

Dated September 26, 2014 Flood Zone: "X"

Map ID: 12101C0456F

Basis of Bearing:

Bearings shown hereon are based on the
EASTERLY Right-of-Way line of 8th STREET,
ASSUMED to be S 25°25'32" E.

Legal Description:

Lots 16 and 17 and the North 6 feet of Lot 15, Block 183, CITY OF ZEPHYRHILLS, a subdivision according to the plat thereof recorded in Plat Book 1, Page 54, of the Public Records of Pasco County, Florida.



Address: 5150 8th Street, Zephyrhills Florida 33542

Certified to/ for the exclusive use of:

Michael J. Bryant and Stephanie

Click N' Close, INC. ISAOA/ATIMA

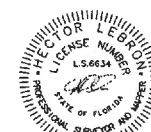
Milestone Title Services, LLC

First American Title Insurance Company

Surveyor's Notes:

1. Logbook Disposition: provided by others.
2. The lands shown herein shall not be obstructed for easements or other recorded encumbrances not shown on the Plat.
3. Underlaid portions of footings, foundations or other improvements were not located.
4. Utility lines are to the face of the wall and are not to be used to reconstruct boundary lines.
5. City wide encroachments located.
6. No encroachments found on property corner unless otherwise shown.
7. Enclosures shown are Plat and Measured unless otherwise shown.
8. Fence easements not determined.
9. This survey depicted here forms a closed geometric figure.
10. No underground improvements or other installations have been located other than shown.
11. This survey is prepared for the exclusive use and benefit of the parties listed herein liability to third parties may not be transferred or assigned.
12. This drawing may not be shown due to third party matter.
13. This survey does not reflect or determine ownership.
14. Fence corners and holding corners are witness monuments to abstracted corners, dimensions are as shown.
15. Subject to any existing, limitations, restrictions, reservations, and/or easement of record no examination of file made by Surveyor.
16. This Survey is not an ALTA/ACSM Land Title Survey.
17. This Survey was prepared without the benefit of a commitment for Title Insurance.
18. The flood data recorded is for informational purposes only, the Surveyor makes no guarantee as to the accuracy of the information provided. The local FEMA Agency should be contacted for verification.
19. Boundary borders on existing improvement and/or occupation as found in field, other matters not known to this surveyor at time of survey may affect boundary lines shown herein.
20. This Survey is intended for mortgage or reference purposes only. Exclusively for this used by those to whom it is certified. This Survey is not to be used for Construction, permitting, design, or any other use without the written consent of LEONARD GOSWAMI SURVEILING AND MAPPING, LLC. PHOTOGRAPHIC SURVEYING REQUIRED FOR MATERIAL.

THIS SURVEY MEETS THE "STANDARDS OF PRACTICE" AS REQUIRED BY CHAPTER 50-17, BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO SECTION 472.07 OF THE FLORIDA STATUTES.



CONFIDENTIAL/NO DISSEMINATION DATE: 10/31/2005
 PECTOR EXTRAID FROM #6634 JOSC R. NEUMON P546/6650
 Professional Surveyor and Mapper Professional Surveyor and Mapper
 NOT AID WORTH AN APPROPRIATE ELECTRONIC SIGNATURE AND APPROPRIATE NOTARY
 EXCLUDING SEAL OF THE PUBLIC DEFENSE SERVICE AND MAPPER

DATE: 10/31/2025

R. NEGRON PSM/BSO

...and a large number of other persons who have been employed by the company for a long time.

S. RAYYER AND WAFER

LEB/ON GROUP EXPORT BUSINESS PLETS

SURVEYING AND MAPPING CORP.

1000 W. TEMPLE AVE. SUITE 200
ANN ARBOR, MI 48106
* EST. 1962

Subject: PLETS

Robert H. LeB, Inc. 1000 W. Temple Ave., Ann Arbor, MI 48106
(313) 761-7878 Fax: (313) 517-4231

APD				
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[illegible]

1.07805200

[illegible]

DATE					
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2

4 354

RESEARCH

STING
BBS ST5150
ZEPH

ADDRESS:

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DATE: 10/17/2023	
DRAWN: CMH	
CHECKED: CMH	
REV: 0	
JOB NO.	5-321

2023-	1
2408	

Page 25 of 33

Parcel ID		11-26-21-0010-18300-0160 (Card: 1 of 1)							
Classification		01200-Store/Off/Res							
Mailing Address				Property Value					
CT INVEST LLC				Just Value		\$135,553			
PO BOX 260243				Ag Land		\$0			
TAMPA, FL 33685				Land		\$20,664			
Physical Address				Building		\$114,683			
5150 8TH STREET, ZEPHYRHILLS, FL 33542				Extra Features		\$206			
Legal Description (First 200 characters)				Assessed		Non-School		School	
See Plat for this Subdivision						\$135,553		\$135,553	
CITY OF ZEPHYRHILLS PB 1 PG 54 LOTS 16 & 17 &				Homestead Exemption		-\$0		-\$0	
N 6 FT LOT 15 BLOCK 183				Additional Exemptions		-\$0		-\$0	
Jurisdiction									
CITY OF ZEPHYRHILLS									
Community Dev District									
N/A				Taxable Value		\$135,553		\$135,553	
Land Detail (Card: 1 of 1)									
Line	Use	Description	Code	Zoning	Units	Type	Price	Condition	Value
1	1200R	Store Combination	M8STB-1	TMUH	7000.000	SF	\$2.85	1.00	\$19,950
2	1200C	Store Combination	M8STB-2	TMUH	840.000	SF	\$0.85	1.00	\$714
Additional Land Information									
Acres	Tax Area	FEMA Code	Subsidence Activity			Neighborhood Code(s)			
0.18	302C	X	None Reported			M8ST			
View Sketch Building Information - Use 1200-Stores / Office SFR (Card: 1 of 1)									
Year Built	1920			Stories		2.0			
Exterior Wall 1	Average			Exterior Wall 2		None			
Roof Structure	Gable or Hip			Roof Cover		Metal			
Interior Wall 1	Wall Board or Wood Wall			Interior Wall 2		None			
Flooring 1	Pine or Soft Wood			Flooring 2		None			
Fuel	Electric			Heat		Forced Air - Ducted			
A/C	Central			Baths		2.0			
Line	Code	Description	Sq. Feet		Value				
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2	FOP01	FINISHED OPEN PORCH	301		\$5,808				
3	FOP02	FINISHED OPEN PORCH	161		\$3,097				
4	FUS02	FINISHED UPPER STORY	600		\$41,816				
Extra Features (Card: 1 of 1)									
Line	Code	Description	Year	Units	Value				
1	RFIREPL	FIREPLACE	1920	1	\$150				
2	RDCFENCE	DECORATIVE FENCE	2001	150	\$56				
Sales History									
Previous Owner:			CHAPMAN ROBIN HARRIS						
Month/Year	Book/Page	Type	DOR Code	Condition	Amount				
8/2023	10883 / 0085	Warranty Deed	01	I	\$180,000				
11/2020	10208 / 2534	Warranty Deed	11	I	\$0				
4/2016	9352 / 3106	Warranty Deed	12	I	\$38,200				
4/2015	9182 / 0022	Certificate of Title	12	I	\$1,600				
8/2005	6538 / 0543	Warranty Deed		I	\$133,000				
9/2004	6052 / 1109	Warranty Deed		I	\$98,900				
7/2000	4416 / 0086	Warranty Deed		I	\$34,700				
11/1997	3831 / 0813	Warranty Deed		I	\$30,000				
9/1997	3818 / 1233	Warranty Deed		I	\$15,000				

BUSINESS ITEMS 1.7

Residential Matching Facade Grant Stephanie and Michael Bryant 5150 8th Street

Issue:

The CRA Board of Commissioners approve a Matching Residential Facade Grant for Stephanie and Michael Bryant, home located at 5150 8th Street, Zephyrhills, in the amount of \$2500.

Background:

The applicants, Stephanie and Michael Bryant, application provided in your back-up, will be purchasing 5150 8th Street. The grant's purpose is to encourage rehabilitation and preservation of residential structures by offering financial incentives up to \$2500 in matching funds. It is hoped that in addition to improving the building facades, the program will provide an incentive for a more comprehensive rehabilitation of the structures within the CRA District.

Attachment(s):

1. Bryant Facade Grant 5150 8th St

Fiscal Impact:

Funding for the Residential Matching Facade Grant program is included in the approved FY 2023/2024 CRA Budget

Staff Recommendation:

The application meets all grant requirements and staff recommends approval of the Residential Matching Facade Grant in the amount of \$2500 for Stephanie and Michael Bryant.



Matching Facade Rehabilitation Application

Applicant Name: Stephanie & Michael Bryant
Mailing Address: 12442 S US Hwy 301 Webster FL 33597

Business Name: N/A
Phone: 352-793-1056 Email: Stephbryantrn22@gmail

Property Owner: Self

Property Address: 5150 8th Street Zephyr hills FL
Total Cost of Project: 2675.00

Estimated Start Date: Jun 2024 Estimated Completion Date: 1 week

Please attach the following:

Addendum A - Project Rendering

Addendum B - Professional Estimate(s) from an architect or licensed contractor

Sign _____ New _____ Replacement _____ Altered _____



Application will not be reviewed without all supporting data.

I hereby submit the attached plans, specifications and/or color samples for the proposed project and understand that the Zephyrhills CRA Board must approve. No work shall begin until I have received written approval from the ZCRA. No funding is guaranteed until completed application is approved by the ZCRA Board. I agree to place a ZCRA Grant sign for the duration of the project and agree to return the sign. Grant monies will not be paid until the project is completed as designed and a paid invoice (s) is provided. The project must be completed within 1 year of grant approval. I agree to leave the completed project in its approved design and colors for a period of 5 years from the date of completion. I understand a W-9 must be provided to the City of Zephyrhills before reimbursement funds are paid

Stephanie Bryant
Print Name

11-7-23 See Grant pkg.
Date Signature of Applicant

"Where the best painting meets the best price"

Located out of Zephyrhills FL

Phone: [813-420-7918](tel:813-420-7918)

Fax: [813-782-3272](tel:813-782-3272)

E-mail: rich4sass@gmail.com

Lic.# LP-09343

Insured and Bonded

Date: 10/27/23

Customer Name: Stephanie Bryant

Address: [5150 8th St. Zephyrhills, FL](#)

Phone Number: 352-457-1560

Email address: stephbryantrn72@gmail.com

I hereby purpose to furnish materials and perform the labor necessary for the completion of the exterior repaint. Thank you for your consideration. Below is a detailed outline of the work to be performed:

Power Washing will not be necessary at this time. If the house doesn't get painted in a few months it probably will need a power wash. I will need to add \$225.00 to the cost.

Sanding, scraping, caulking, filling cracks and patching as needed *there are some spots that can be taken care of and pretty it up a little bit.*

Removal of all fixtures and lights as needed.

Priming as needed

Covering of all cement, porches and plants.

I will repaint the trim color if choice in a satin finish.

I will repaint the front door color of choice in a satin finish.

I will repaint the front porch deck color of choice in a satin finish using Sherwin Williams Tred Plex with non-skid added.

You may want some highlight trim work done in the front porch that's ok as long as its not a lot.

Is that going the same color as the deck?
Seeing as you are repainting the house the extra cost for Emerald
Rain Refresh is not a good fit.
I'm a good painter but not so good carpenter.
Try and get a handy man on that.
I use
Kevin Smith. (Smith & Hammer)

(727) 647-3892

Keep me in the loop for closing date.
I have November 14th blocked off for you. Should be one day
project with 3 of us on it.
Again thank you for the work.

On Mon, Oct 30, 2023 at 12:28 PM Stephanie Bryant
<stephbryantrn72@gmail.com> wrote:

Hi Richard!

Just giving you an update. We're hoping to close on the house on
8th street on 11/13. If all goes well with the appraisal.

Could you work up the bid for the trim, the porch floor, the door,
and the porch ceiling. Forgot that ceiling! Also, wanted to ask
about a board on the second story that has some rot. Do you do
any of that work to replace the board or we need to do that?

I went to Sherwin Williams this weekend and picked out the
paint colors, so happy with them!

Thanks!
Stephanie

Sent from my iPhone

On Oct 27, 2023, at 3:16 PM, Richard Briggs
<rich4sass@gmail.com> wrote:

***BRIGGS BEST
PAINTING,LLC***



Parcel ID		11-26-21-0010-18300-0160 (Card: 1 of 1)							
Classification		01200-Store/Off/Res							
Mailing Address				Just Value		Property Value			
CT INVEST LLC				Ag Land		\$135,553			
PO BOX 260243				Land		\$0			
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