

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on November 27, 2023 at 5:30 p.m. in the Council Chambers of City Hall and via GoToMeeting (408)-650-3123 - Access Code: 163-816-133.

CRA Board Chairperson Kenneth Burgess called the meeting to order at 5:38 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, Planning Director Todd Vane Berg, CRA Event Director Antwon Gildon and City Clerk Lori Hillman.

1. BUSINESS ITEMS

1.1 Approval of October 23, 2023 CRA Minutes

Lance Smith moved to approve the October 23, 2023 CRA Minutes. Seconded by Steve Spina. Motion passed unanimously.

1.2 Approval of September 25, 2023 CRA Minutes

Lance Smith moved to approve the September 25, 2023 CRA Minutes. Seconded by Steve Spina. Motion passed unanimously.

1.3 Request to Cancel December 27th CRA Meeting

Lance Smith moved to approve the cancellation of the December 25th CRA Meeting. Seconded by Jodi Wilkeson. Motion passed unanimously.

Business Items 1.5, 1.6 and 1.7 were moved to this place on the agenda

1.5 Residential Ownership Incentive Grant Stephanie and Michael Bryant – 5150 8th Street

CRA Director Gail Hamilton presented a Residential Ownership Incentive Grant submitted by Stephanie and Michael Bryant who will be purchasing a home located at 5150 8th Street. Staff said the application meets all grant requirements and recommended approval.

Jodi Wilkeson moved to approve Business Item 1.5. Seconded by Lance Smith. Motion passed unanimously.

1.6 Residential Paint Grant Stephanie and Michael Bryant – 5150 8th Street

CRA Director Gail Hamilton presented a Residential Paint Grant submitted by Stephanie and Michael Bryant of 5150 8th Street. She said since Stephanie and Michael Bryant have not closed on the house located at 5150 8th Street, the grant will take effect once the closing on the home occurs and receipts are submitted. Staff said the application meets all grant requirements and recommended approval.

Lance Smith moved to approve Business Item 1.6 subject to the closing. Seconded by Jodi Wilkeson. Motion passed unanimously.

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

CRA Director Gail Hamilton presented a Residential Matching Facade Grant submitted by Stephanie and Michael Bryant of 5150 8th Street. She said the grant provides up to \$2,500 in matching funds for the exterior of the home to include windows, doors, paint, replacing rotten wood or steps, and the actual painting of the home. Staff said the application meets all grant requirements and recommended approval.

Jodi Wilkeson moved to approve Business Item 1.7. Seconded by Lance Smith. Motion passed unanimously.

This item was moved to this place on the agenda

1.4 City of Zephyrhills Parks and Recreation Master Plan Phase One

CRA Director Gail Hamilton said the Master Plan will consist of three phases and has been budgeted in FY 2023/2024. The CRA Master Plan Assessment has been received by staff and Phase One will begin in January 2024 with completion by June 2024. As part of the Scope of Services, Consultant GAI will host a community workshop for residents to voice their opinion and conduct an online survey. Phases Two and Three will be complete by December 31, 2024 for less than \$50,000.

Jodi Wilkeson moved to approve the City of Zephyrhills Parks and Recreation Master Plan Phase One. Seconded by Lance Smith. Motion passed unanimously.

2. CRA DIRECTOR'S REPORT

2.1 CRA Director Gail Hamilton provided the following updates:

- Staff are moving forward with the design of Zephyr Park and will host a Community Workshop in January 2024.
- The CRA Master Plan Market Assessment has been received and staff are awaiting the completion of the area assessment. A Community Workshop will be held in January 2024 to include local realtors.
- Staff are working with Consultant Kimley Horn to select a date for the community input meeting for Zephyr Park.
- Stormwater fencing is complete in the Oakside Neighborhood with new sidewalks, landscaping and a neighborhood sign forthcoming.
- Staff are working with Consultant BGE to create an interactive map of the downtown area with zoning and parcel information.
- Sidewalks are currently being constructed on 16th Street under the Sidewalk Master Plan which will be complete in 2025.
- Staff are working with Consultant Kimley-Horn to create a Community Tree Planting Program using trees that are best suited for residential and business areas of Zephyrhills.
- Slides for the 5th Avenue Landscape Plan will be forwarded to board members for review.
- The City and County Manager's Association (CCMA) is hosting their annual photography contest and the City will be soliciting pictures. The first place winner will be featured on the front cover of the CCMA magazine. The City will award the first place recipient with \$300.00, second place recipient with \$200.00 and third place recipient with \$100.00. This year's theme is: **"The CRA invites the community to show what they do to jump right in to the exciting things in Zephyrhills"**. The deadline for submittals to Public Information Officer Kevin Weiss is January 17, 2024.
- November 28, 2023 at 12:00 p.m. is the groundbreaking ceremony at Hercules Park.

3. MAIN STREET ACTIVITY REPORT

3.1 Main Street Event Coordinator Antwon Gildon said November was a great month with the Harvest Fest, Veterans' Day Parade and Family Fun Fest. He said the Christmas tree lighting is scheduled at 7:00 p.m. tonight immediately following the Council meeting. The Festival of Lights Parade will be held Saturday, December 2, 2023, 4:00 p.m. – 9:00 p.m. with the parade beginning at 7:00 p.m.

4. CITIZEN COMMENTS

N/A

Meeting Adjourned: 6:09 p.m.
Submitted by Lori L. Hillman