



**CRA MEETING
ZEPHYRHILLS, FLORIDA**

**Monday, October 25, 2021
5:00 PM**

**Zephyrhills
City Hall**

**Council
Chambers**

Call to Order – Board President Jodi Wilkeson
Roll Call – City Clerk Lori Hillman

Approval/Correction of Minutes - September 27, 2021

1. BUSINESS ITEMS

1.1 Approval/Correction of Minutes - September 27, 2021

1. M09-27-21 - CRA

1.2 Matching Residential Paint Grant - 5141 8th Street

1. CruzPaintGrant1

2. CruzPaintGrant2

1.3 Tiny Homes Zephyrhills Incentive

1. Tiny Homes 1

2. Tiny Homes Zephyrhills

2. CRA DIRECTOR'S REPORT

3. MAIN STREET ACTIVITY REPORT

CITIZEN COMMENTS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decisionmade 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 September 27, 2021 at 5:04 p.m. in the Council Chambers of City Hall and via GoToMeeting +1 (571) 317-3122 – Access Code: 895-548-581.

CRA Board President Wilkeson called the meeting to order at 5:00 p.m. Roll call was taken. Present were members Jodi Wilkeson, Lance Smith, Kenneth Burgess, Charles Proctor and Mayor Gene Whitfield. Alan Knight was absent. City Manager William Poe and City Attorney Matthew Maggard were also present.

Staff present: CRA Director Gail Hamilton, IT Director Mike Panak, Main Street Director Faith Wilson and Finance Supervisor Jessica Carter.

Charles Proctor moved to approve the minutes of the July 26, 2021 CRA Meeting. Seconded by Kenneth Burgess. Motion passed unanimously, 4-0.

1. BUSINESS ITEMS

1.1 CRA Resolution 784-21 – A Resolution of the City of Zephyrhills Community Redevelopment Agency (CRA) Adopting the Fiscal Year 2021-2022 Budget.

CRA Director Gail Hamilton said the ad valorem revenues were \$315,410.00 in 2020, \$428,630.00 in 2021 and the CRA is proposing \$563,848.00 for 2022. The values continue to increase but retail continues to struggle. Staff will work on incentives for downtown merchants and new businesses.

Three large capital outlay projects:

- 1). Little But Loud (6th Avenue and 8th Street) - \$250,000
- 2). Long-Term Methodist Church Parking Lot Lease - \$320,000

CRA Director Gail Hamilton said a paved parking lot will be an asset for public parking in the downtown area but must be brought up to standards and stormwater issues must be addressed. There is currently no design.

- 3). Entrance Signage - \$102,500

A plan for the U.S. 301 and 5th Avenue entrance Signage was created in FY 20/21 and construction will begin FY 21/22. A campaign of CRA offerings is planned this coming year. The Florida Legislature made some changes to Chapter 163, Part 3 in 2019 and those changes must be implemented this year to include a separate audit of CRA Funds and approval of the CRA budget by resolution.

Lance Smith moved to approve Resolution No. 784-21 Adopting the CRA's Fiscal Year 2021-2022 Budget. Seconded by Charles Proctor. Motion passed, 4-0.

2. CRA DIRECTOR'S REPORT

2.1 CRA Director Gail Hamilton said the lease for the Jeffries House and Carriage House will be on the October 11th Council Meeting agenda. Little But Loud, Hercules Park and sidewalks and trails scope of services will be presented at the October Board Meeting. Café owners, Tina and Joe, plan to use the second story of the Carriage House as an incentive for a worker. If the café generates revenue through a sublease, the City will receive funding. A creative lease to include wifi and speaker equipment on the second floor is underway and planned for the October 11th Council Meeting agenda. The lease will also address the weight of commercial equipment and Building Official Bill Burgess will contact a structural engineer if he feels the weight might be detrimental to the building.

3. MAIN STREET ACTIVITY REPORT

3.1 Main Street Director Faith Wilson narrated a PowerPoint Presentation of Main Street updates to include photographs from the Music and Motorcycles event held September 11th. She extended special thanks to the Main Street Board, volunteers, the police department and event photographer Seth Healy.

Ms. Wilson attended the Florida Main Street Quarterly Conference which focused on community branding and marketing strategies hosted by Crystal River. Preparations are

underway for Halloween Howl on Saturday, October 30th from 4 – 9 p.m. with a planned pony ride, petting zoo, haunted house, hay ride, face painting and ghost tour. This year's Festival of Lights parade theme is "Candyland Christmas" and will be held on December 4, 2021, 4:00 p.m. to 9:00 p.m., with a parade at 7:00 p.m.

The Main Street Board created "Community In Unity" as a Main Street partnership initiative for the community and organizations to join together with Main Street to coordinate events cohesively. Upcoming partnerships include Paulie Palooza with Gulfside Hospice October 16, 2021 and the Harvest Festival with the Samaritan Project and Zephyrhills Wesley Chapel Ministerial Association (ZWCMA) October 23rd.

Main Street will partner with the Zephyrhills Museum of Military History, WWII Armor, the Military Vehicle Preservation Association, and the Fraternal Order of Eagles through "Community In Unity" to co-host a three Day Veterans' Celebration, November 12th through November 14th. This event will be held at the "Z Event Center" at the Airport and will include a WWII reenactment, weapons demonstration, living history displays and a military vehicle parade coordinated by the Eagles who are accepting applications for parade participation. A short preview of an Operation Cobra reenactment performed by WWII Armor was presented.

Mayor Whitfield said National Guardsmen reservists are considered veterans when they complete their time and would like the National Guardsmen included in the event.

CRA Director Gail Hamilton said the Chamber of Commerce has encountered multiple issues this year with BBQ & Blues and had to choose an alternate date of Founder's Day. Historically, the City hosts a Founder's Day parade on the Saturday closest to March 10th. Main Street does not want to compete with BBQ & Blues and suggestions were presented to host a heritage week/month of the founding of Zephyrhills as part of BBQ & Blues event or host a Main Street Founder's Day Event Saturday evening to begin at 4:00 p.m. with some overlap in events.

Main Street Director Faith Wilson and Main Street Promotions Chair Devin Alexander will attend BBQ & Blues meetings to create a co-partnering solution and bring back several options to the Board.

4. CITIZEN COMMENTS

N/A

Meeting Adjourned: 5:49 p.m.

Submitted by Lori L. Hillman (not present at September 27, 2021 meeting).

BUSINESS ITEMS 1.2

Matching Residential Paint Grant - 5141 8th Street

Issue:

The CRA Board of Commissioners approve funding for a Residential Paint Grant for property located at 5141 8th Street.

Background:

Pedro J Cruz owns the home located at 5141 8th Street and is requesting a Residential Paint Grant which provides up to \$500 in matching funds for paint to improve the exterior of the home. Estimate for painting the exterior of home is \$2580. The grant will reimburse \$500 on completion of work and proof of payment.

Attachment(s):

1. CruzPaintGrant1
2. CruzPaintGrant2

Fiscal Impact:

Staff Recommendation:

Staff recommends approval of Residential Paint Grant in the amount of \$500 for property located at 5141 8th Street.

**Paint Voucher Program
Application**

Property Owner's Name

Property Address

Mailing Address

Phone Number

Cell Number

E-mail Address

Supporting Data Checklist must be included with application.

Application will not be reviewed without all supporting data.

Square footage of home

Estimate of Cost for Paint

Type of Paint

Colors of Paint

Check one

I will be doing the work.

I will have a professional completing the work. (A written estimate is required with the cost of paint itemized from other costs).

Owner may only apply for one Paint Voucher

I hereby submit the grant application, color samples and estimate for the proposed project and understand the Zephyrhills CRA Board must grant approval. No work shall begin and funding is not guaranteed until the CRA Board approves completed application and written approval is received. I agree to place a CRA Grant sign for the duration of the project and agree to return the sign. I further understand that the project must be completed within 6 months from date written approval is received and the reimbursement will not be paid until the project is completed. I agree to leave the completed project in its approved colors for a period of 2 years from the date of completion. I also understand a W-9 is required for tax purposes.

Print Name

Owner Signature

Date

Google Maps 5131 8th St



Image capture: Jan 2019 © 2021 Google

Zephyrhills, Florida

Google

Street View - Jan 2019



7006-1



7006-1
Wispy White

Traditional heritage

Herencia tradicional

Formal and historic, traditional heritage homes are easily identified by their symmetrical style and classic architectural details. Show off decorative columns, arches, shutters and other distinctive woodwork by contrasting crisp whites and grays with time-honored, hue-infused neutrals. Or paint the trim a lighter shade of the body color to impart a quiet, understated elegance.

Las casas de herencia tradicional, formales e históricas, se identifican fácilmente gracias a su estilo simétrico y a los detalles arquitectónicos clásicos. Realce columnas decorativas, arcos, postigos y otros trabajos en madera haciendo un contraste de blancos y grises brillantes con tonos neutros honrados por el tiempo. O pinte los rebordes con un tono más claro que el color principal para brindar una elegancia discreta.



Traditional homes usually feature a centered front door — a deep, rich color makes it a welcoming focal point.

Las casas tradicionales normalmente cuentan con una puerta de entrada centrada: un color rico e intenso la convierte en un punto atractivo y acogedor.

BUSINESS ITEMS 1.3

Tiny Homes Zephyrhills Incentive

Issue:

The CRA Board of Commissioners approve an incentive of \$5000 for the Tiny Homes Zephyrhills project located at 38277 4th Avenue.

Background:

City and CRA staff started working with Christine and Aaron Bennett in 2018 on the renovation of a home into a commercial retail outlet called Studio Z. They planned a pottery and coffee shop but sales projections proved to be too low for the investment. Christine and Aaron returned in 2019 with Tiny Homes Zephyrhills, a planned 3 unit short-term rental project. The cost of the structures along with site work required by the City, this is the CRA's first tiny-home project, will help to cover some of the cost but will allow additional investment in the property.

Attachment(s):

1. Tiny Homes 1
2. Tiny Homes Zephyrhills

Fiscal Impact:

Staff Recommendation:

Staff recommends approval of \$5000 incentive for Tiny Homes Zephyrhills



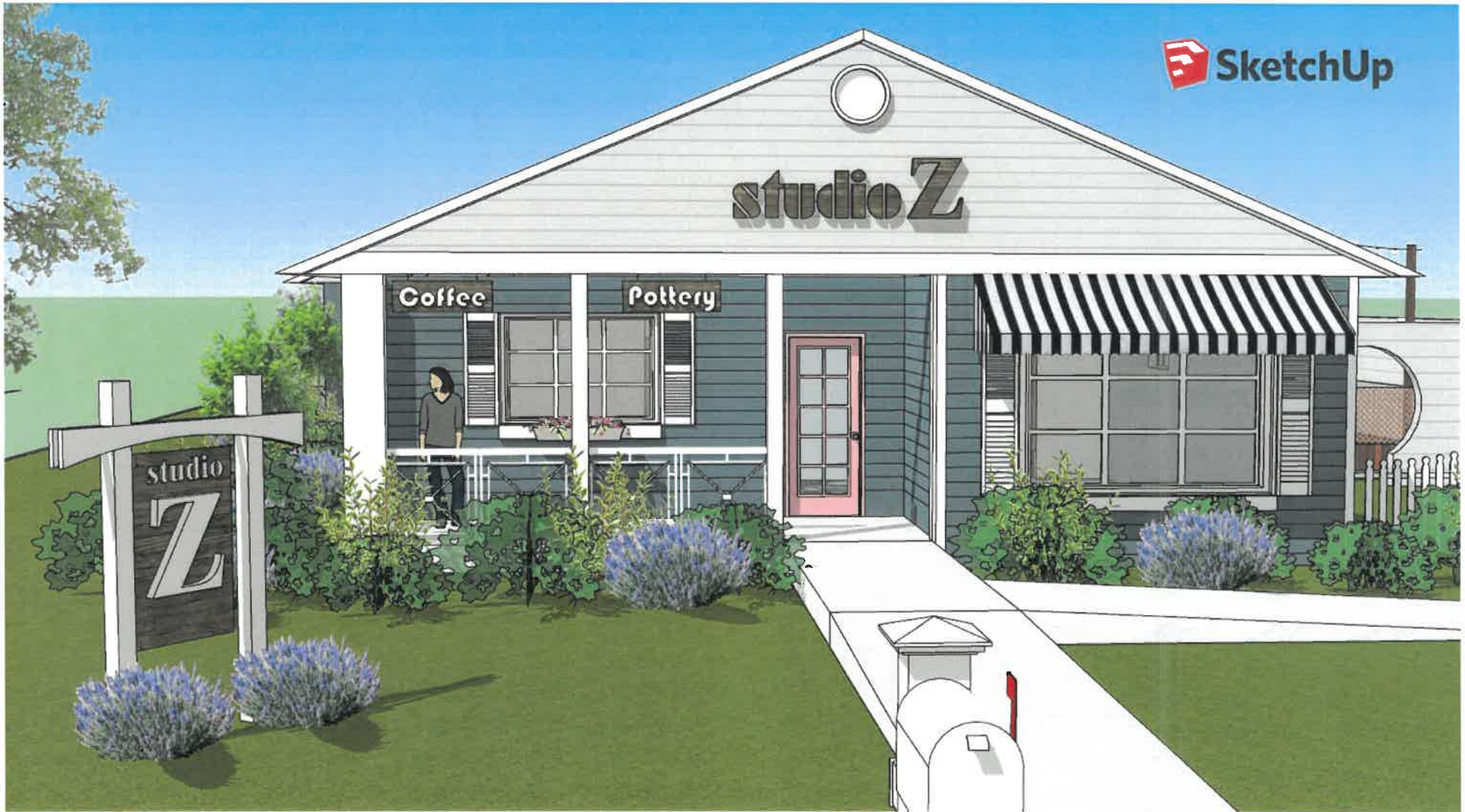
CURRENT 'BEFORE' PHOTOS-FRONT AND SIDE

STUDIO Z | 5115 5TH Street Zephyrhills, FL 33542 | studioz.pyop@gmail.com



CURRENT 'BEFORE' PHOTOS-REAR/SHED

STUDIO Z | 5115 5TH Street Zephyrhills, FL 33542 | studioz.pyop@gmail.com



ENTRY PERSPECTIVE

STUDIO Z | 5115 5TH Street Zephyrhills, FL 33542 | studioz.pyop@gmail.com

These renderings are for conceptual use only to be used as reference. Please note the final design may differ.



Tiny House Phase One - Cost Breakdown

38277 4th Avenue Zephyrhills, FL 33542

Demolition	
Arborist's Insp., Tree Risk Assessments & Report	\$480.00
Removal of Large Hazardous Oaks (2)	\$6,400.00
Stump Grinding (2)	\$300.00
Building Demolition	\$6,415.00
Building	
Tiny House 1 (Includes Tax)	\$70,248.11
Delivery (Transport & Crane)	\$5,000.00
Porch Railing & Steps	\$346.56
Permit Fees	
Site Planning Fee	\$500.00
Building Permit Fee	\$275.00
Foundation	
Concrete Pier Foundation	\$3,520.00
House Set & Connection to Foundation	\$560.00
Utilities	
Installation of Underground Electrical (Prep for 3)	\$2,651.43
Installation of Underground Plumbing (Prep for 3)	\$8,760.00
Electrical Grounding Rod Install	\$280.00
Final Plumbing Connection	\$575.00
Fencing	
White Vinyl Picket Fence (3ft)	\$1,400.00
White Vinyl Privacy Fence (6ft)	\$3,180.00
Continued to Next Page	

Parking/Alley	
Concrete Parking Slab	\$8,620.00
Parking Wheel Stops	\$221.70
Parking Striping	\$122.11
Alley Fill Sand 10yds	\$206.20
Alley Limerock 10yds	\$345.30
Alley Grading	\$395.00
Landscaping	
Site Grading Equipment Rental	\$340.38
Top Soil 4yds	\$128.31
Garden Soil	\$36.92
Mulch (2yds)	\$58.00
Grass Seed	\$202.17
Fox Palms (2)/ Various Plants (15)	\$570.00
Crape Myrtles (3)	\$255.00
Vine Plants (3)	\$34.99
Drip Irrigation System	\$116.91
Pavers (Garden Bed Border)	\$222.71
Flagstone Steps	\$93.09
Signage	
Metal Letters	\$53.45
Wood Posts & Boards	\$192.37
Concrete	\$8.77
Vinyl Arbor	\$225.98
Sign & Deck Stain	\$37.98
Other	
Boundary & Topographic Survey	\$850.00
Exterior Solar Lights	\$85.59
Exterior Cameras	\$206.07
9/14/2020	
TOTAL	\$124,520.10

