

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on September 23, 2024 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (244)-501-3412 - Access Code: 970-758-869.

CRA Board Commissioner Steven F. Spina, Ph.D called the meeting to order at 5:00 p.m. Roll call was taken. Present were members Steven F. Spina, Ph.D., Kenneth M. Burgess Jr., Charles Proctor and Mayor Melonie Bahr Monson. City Manager William Poe and City Attorney Matthew Maggard were also present. Lance Smith and Jodi Wilkeson were absent.

Staff present: Police Chief Derek Brewer, Planning Director Todd Vande Berg, CRA Director Gail Hamilton, Finance Director Ted Beason, Public Information Officer Kevin Weiss, Deputy Building Official Calvin Switzer, Principal Planner Rodney Corriveau, GIS Community Planner Tommy-Lee Hunt, Officer Emile Limoges, Main Street Zephyrhills Director Antwon Gildon and Acting City Clerk Ricardo Quiñones.

1. CITIZENS COMMENTS – FOR ITEMS NOT ALREADY ON THE AGENDA - **NONE**

2. BUSINESS ITEMS

2.1 First Reading **RESOLUTION NO. 828-24 - "A RESOLUTION OF THE CITY OF ZEPHYRHILLS COMMUNITY REDEVELOPMENT AGENCY ADOPTING A PROPOSED BUDGET FOR THE CRA DISTRICT FOR THE FISCAL YEAR 2024-2025; PROVIDING FOR SEVERABILITY, APPLICABILITY AND ESTABLISHING AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Resolution 884-24 by title.

Kenneth Burgess motioned to approve Resolution 884-24 on the First Reading. Seconded by Charles Proctor. Motion passed unanimously.

2.2 2024 Audit Engagement Letter No. 37-24-13 with DG Perry - One Year Extension for CRA Audit Services

City Manager Poe reported this is our annual audit which must be done according to State Statute. Finance is recommending the same audit team DG Perry as before.

Charles Proctor motioned to approve Agreement No. 37-24-13. Seconded by Kenneth Burgess. Motion passed unanimously.

2.3 Zephyrhills Master Park Plan Review

Kristen Clayborn from the Community Solutions Group presented findings from Phase One of the Parks Master Plan. Key findings included an evaluation of the city's 14 parks, survey results, public input, and analysis of facility conditions. Recommendations included improving park connectivity, enhancing user experiences, and addressing deficiencies in northern areas lacking neighborhood parks. A GIS-based dashboard was developed to provide real-time inventory and assessment of park amenities. Staff was advised to prioritize short-term improvements for high-use parks based on existing conditions and identified needs.

Alice Hall was deemed beyond its useful life, with a recommendation to explore options for replacement. The YMCA requires ADA improvements and maintenance but could complement future recreational programming.

The survey highlighted strong community interest in improving existing parks, adding shade structures, and increasing indoor recreational facilities. Survey data will guide Phase Two planning, including specific recommendations and cost estimates. The next phase will focus on developing guiding principles, site-specific designs, and a long-term Capital Improvement Plan

3. CRA DIRECTOR'S REPORT

The CRA Director's report was postponed, with a written summary provided to the board.

4. MAIN STREET ACTIVITY REPORT

The Main Street Activity report was postponed, with a written summary provided to the board.

ADJORN 6:00 p.m.

Submitted By Ricardo Quiñones