

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on August 26, 2024 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (571)-317-3122 - Access Code: 174-949-501.

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., Lance Smith, Charles Proctor, Jodi Wilkeson and Mayor Melonie Bahr Monson. City Manager William Poe and City Attorney Matthew Maggard were also present.

Staff present: Public Works Director Shane LeBlanc, CRA Director Gail Hamilton, Human Resource & Risk Management Director Sandra Amerson, IT Director Mike Panak, Airport Manager Nathan Coleman, Finance Director Ted Beason, Building Official Bill Burgess, Deputy Building Official Calvin Switzer, Historic Preservation Specialist Community Planner Hunter Gearhart, GIS Community Planner Tommy-Lee Hunt, Main Street Zephyrhills Director Antwon Gildon, Lieutenant Nathan Gardner, Officer Emile Limoges and Deputy City Clerk Ricardo Quiñones.

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

2. BUSINESS ITEMS

2.1 CRA Commercial Improvement Grant DRAFT

CRA Director Gail Hamilton presented updates to the program, including an option to split the \$20,000 matching grant into two phases, \$10,000 each. Businesses will have 12 months to utilize funds, with reminders issued 30 days before expiration. The program is set to begin on October 1, 2024

Jodi Wilkeson motioned to approve the CRA Commercial Improvement Grant Draft. Seconded by Charles Proctor. Motion approved unanimously.

2.2 Hercules Park Entrance Signage Review

CRA Director Gail Hamilton presented the proposed design including a limestone column with mosaic tiles and backlit lettering. Adjustments were made to signage placement due to space limitations on State Road 54.

Charles Proctor motioned to approve the design for the Hercules Park entrance sign. Seconded by Lance Smith. Motion approved unanimously.

2.3 CRA Tree Program Draft

CRA Director Gail Hamilton said the program aims to plant trees within the CRA district to enhance streetscapes. Public Works and Utilities staff will approve tree placement to avoid conflicts with infrastructure.

Jodi Wilkeson motioned to approve the CRA Tree Program Draft. Seconded by Kenneth Burgess. Motion passed unanimously.

3. CRA DIRECTOR'S REPORT

CRA Director Gail Hamilton report included:

- **Parks Master Plan:** Staff and consultants reviewed draft recommendations, with a final presentation scheduled for the September meeting.
- **Zephyr Park Improvements:** Consultants evaluated flooding issues and historical elements to integrate into future designs.
- **5th Avenue Improvements:** Bids for sidewalk improvements are expected by August 30, with a contract anticipated before October 1.
- **Property Acquisition – 52243 9th Street:** Appraisals are underway for potential CRA acquisition of the property to expand parking and connect to the downtown square.
- **Historic Signage Initiative:** CRA is collaborating with Main Street and the Historic Preservation Board to develop educational signage for five historic properties.
- **Tina & Joe's Cafe:** The tenant has not fulfilled their end of the lease agreement. Default letters have been sent with no response. A demand letter has been provided to the Board for consideration of eviction procedures if no attempt is made to get current.

4. MAIN STREET ACTIVITY REPORT

Main Street Zephyrhills Director Antwon Gildon report included:

- **Event Updates:** Fancy Flea event scheduled for February 2025. Upcoming events include Downtown Pep Rally, Halloween Howl, Veterans Day Parade, Christmas Tree Lighting, and Festival of Lights.
- **Business Growth:** Five new businesses opened in the CRA district in the past three months.
- **Internship Program:** Efforts are ongoing to expand the program in partnership with local high schools and St. Leo University.

ADJOURN 6:04 p.m.

Submitted by Ricardo Quiñones