

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on November 25, 2024 at 5:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (872)-240-3212 - Access Code: 842-242-597.

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 and Mayor Melonie Bahr Monson. City Manager William Poe was also present. City Attorney Matthew Maggard attended virtually. Jodi Wilkeson was absent.

Staff present: Police Chief Derek Brewer, CRA Director Gail Hamilton, Human Resource & Risk Management Director Sandra Amerson, IT Director Mike Panak, Public Information Officer Kevin Weiss and Acting City Clerk Ricardo Quiñones.

1. CITIZENS COMMENTS – NONE

2. BUSINESS ITEMS

2.1 Residential Matching Façade Grant – 38228 4th Avenue – Joyce and Steve Burgess for the amount of \$2500.

CRA Director Gail Hamilton presented the matching façade grant application. The applicants exceeded the required matching contribution.

Board Commissioner Spina stated for the record that the applicant was not related to Council President Kenneth M. Burgess Jr.

Charles Proctor motioned to accept item 2.1. Seconded by Lance Smith. Motion passed unanimously.

2.2 Paint Grant - 38228 4th Avenue – Joyce and Steve Burgess

CRA Director Gail Hamilton presented the paint grant application.

Charles Proctor motioned to accept item 2.2. Seconded by Lance Smith. Motion passed unanimously.

2.3 Zephyrhills Park Master Plan Phase II

CRA Director Gail Hamilton presented the scope of services for Phase II of the master plan, including public input and evaluation of park needs across the city.

Discussion followed regarding considerations for flood-prone areas, especially at Zephyr Park, with plans to use durable materials and site-specific designs to mitigate future damage.

Charles Proctor motioned to approve Zephyrhills Park Master Plan Phase II. Seconded by Kenneth Burgess. Motion passed unanimously.

2.4 Arborist Services for City of Zephyrhills

CRA Director Gail Hamilton reported a contract for arborist services was approved to evaluate and maintain trees in city parks and streetscapes. The CRA and the city will share the cost, with services including bi-monthly inspections, tree recommendations, and oversight of the new tree program.

Kenneth Burgess motioned to accept the arborist services. Seconded by Charles Proctor. Motion passed unanimously.

3. CRA DIRECTOR'S REPORT

CRA Director Gail Hamilton report included:

- **Fifth Avenue Streetscape:** The streetscape project, including Oakside Cemetery and connections to City Hall, was delayed due to Hurricane Milton but is expected to move forward shortly.
- **Hercules Park:** Construction was extended by 45 days due to storm-related delays. The grand opening date will be announced soon.
- **CRA Master Plan Update:** The updated plan will include new state-mandated goals and objectives, with an emphasis on sign and design standards to streamline processes for businesses.
- **Park Entrance and City Welcome Signs:** Designs for park entrance signs and city welcome signs are in development, following the aesthetic of the Hercules Park signage.

4. MAIN STREET ACTIVITY REPORT

CRA Director Gail Hamilton presented the Main Street Activity Report. The Halloween Howl event held on Saturday, October 26, 2024 was very successful. Upcoming Main Street events, including the Christmas tree lighting which will be today at 7 p.m. after the City Council meeting and the Festival of Lights parade. Parade participation reached record levels with 45 entries.

The Main Street Zephyrhills Vitality Committee is coming up with a plan for the lower level of the Carriage House once it has been removed from the current lease with Tina & Joe's Café.

ADJORN 6:04 p.m.

Submitted By Ricardo Quiñones