

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on May 14, 2018 at 5:03 p.m. in the Meeting Room of the Zephyrhills Public Library.

CRA Board Vice President Proctor called the meeting to order. Roll call was taken. Present were members Charlie Proctor, Lance Smith, Ken Burgess, Alan Knight, Jodi Wilkeson, and Mayor Gene Whitfield. City Manager Dr. Spina and City Attorney Matthew Maggard were also present.

Staff present: CRA Director Gail Hamilton, Airport Manager Nathan Coleman, Finance Director Brian Williams, Main Street Coordinator Anna Stutzriem, Grant Specialist Audrey McGuire, City Clerk Lori Hillman, and Assistant City Clerk Jessica Carter.

Ken Burgess moved to approve the minutes of the March 26, 2018 Regular Meeting of the CRA. Seconded by Lance Smith. Motion passed unanimously.

BUSINESS ITEMS

1. Consider Reorganization of CRA Commission Officers

CRA Board President

Lance Smith moved Charlie Proctor be nominated CRA Board President. Seconded by Ken Burgess. Motion passed unanimously.

CRA Board Vice President

Lance Smith moved Jodi Wilkeson be nominated CRA Board Vice President. Seconded by Ken Burgess. Motion passed unanimously.

2. Variance Agreement with S & L Properties Zephyrhills LLC. d/b/a Culver's

CRA Director Gail Hamilton presented a variance agreement with S & L Properties. The developers of Culver's were inadvertently granted a permit by the City for internally illuminated signs and a message board sign which were installed at the property located at 6386 Gall Blvd. City Ordinance No. 1253-15, approved by the City Commission on April 13, 2015, prohibits the use of internally illuminated and message board signs within the CRA District.

During the site plan review process, CRA and Planning staff had worked with the developer's representatives and created a sign program for the Zephyrhills Culver's which the sign company did not receive therefore permitted the standard signs for Culver's. In order to rectify the nonconformity with City Ordinance No. 1353-15, the City and Culver's wish to enter into a variance agreement which permits the internally illuminated signs and message board sign to remain under certain conditions and restrictions as follows:

1. The message board will only operate during business hours.
2. The message board will not move, scroll, flash or make any type of movement.
The sign will only display Culver's flavor of the day and shall not change during business hours.

The agreement will run for the life of the signs, if the signs are replaced due to any circumstance the agreement will terminate and all new signs will be approved by the CRA staff. Should the property transfer to new ownership the agreement will terminate and signage must be brought to current sign standards.

Ken Burgess moved to be approve Business Item 2. Seconded by Alan Knight. Motion passed 4-1 with Jodi Wilkeson voting against the motion.

3. Neighborhood Clean-Up Report

CRA Director Gail Hamilton stated the Neighborhood Clean-Up Program started in August, 2015, since then a dedicated group of City employees and volunteers have completed to date 10 Neighborhood Clean-Ups. The Code Enforcement Task Force, Public Works Department, Police, Planning and volunteers from the Youth Council and National Honor Society completed the final Neighborhood Clean-Up, Saturday, May 5th. Since starting the Community Clean-Up Program the City has collected 909 yards of mixed debris, 24 appliances, 151 TV's, and 602 Tires. The program will take a hiatus during the summer months and start again in October. The Task Force will take the summer to look at ways to improve the program and get more involvement from the community.

4. New Business Start-Up – Pulled from agenda.

5. Main Street Activity Report

Main Street Coordinator Anna Stutzriem addressed the CRA Board about the Main Street activities. Ms. Stutzriem recently attended the National Main Street Conference and Main Street Zephyrhills has received their 2018 Accreditation from the Nation Main Street Program for meeting and exceeding their standards. In the Florida Main Street Quarterly Newsletter Main Street Zephyrhills was listed as number two in the State of Florida for the top gains in businesses and number three in the State of Florida for the top gains in employment provided in the area.

6. CRA Director's Report

CRA Director Gail Hamilton stated that she is working with Home Depot on their partnership with the paint program. The City of Zephyrhills passed the PACE agreement so residents can update their electrical and plumbing repayment program is attached to annual property tax bill. The funding comes from the Florida Green Finance Authority, Director Hamilton has been asked to serve as board member on the Florida Green Finance Authority.

Meeting Adjourned 5:50 p.m.