

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on August 27, 2018 at 5:00 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, Ken Burgess, Alan Knight, and Jodi Wilkeson. Mayor Gene Whitfield was absent. Councilman Lance Smith arrived at 5:02 p.m. City Manager Dr. Steve Spina and City Attorney Matthew Maggard were also present.

Staff present: CRA Director Gail Hamilton, Utilities Director John Bostic, Director of Planning Todd Vande Berg, Building Official Bill Burgess, IT Director Mike Panak, HR Director Sandra Amerson, Airport Manager Nathan Coleman, Main Street Coordinator Anna Stutzriem, Historic Preservation Officer Audrey McGuire, Utilities Mike Barnes, Kristen Labbe with CliftonLarsonAllen (CLA) and City Clerk Lori Hillman.

Ken Burgess moved to approve the minutes of the June 25, 2018 Regular Meeting of the CRA. Seconded by Alan Knight. Motion passed unanimously.

Charlie Proctor requested an emergency item be added to the agenda. Alan Knight moved to approve adding an emergency item to the agenda. Seconded by Ken Burgess. Motion passed unanimously.

BUSINESS ITEMS

This item was moved to this place on the agenda.

1. Transportation Impact Fee Waiver Request – Sunrise Eatery

CRA Director Gail Hamilton presented a transportation impact fee waiver request for Sunrise Eatery. Ordinance #1309-16 provides the CRA Board the ability to waive or reduce transportation impact fees. Developers wishing to have Transportation Impact Fees reduced or waived, shall petition the CRA before beginning construction. All petitions shall be submitted in writing and shall describe the new development, state how the new development furthers the goals of the CRA, and how the new development is consistent with the CRA Master Plan. The impact fee as calculated by Building Official, Bill Burgess, totals \$46,883.13.

City Manager Steve Spina stated that ordinance #1309-16 would need to be reviewed to include criteria for each business and to have a proper procedure in place.

Ms. Hamilton stated that Mr. Ayer has been working on redeveloping Zephyr Plaza before ordinance #1309-16 came into effect, working under the criteria of ordinance #1003-08 where all transportation were waived.

Alan Knight moved to approve Business Item 1 based on the criteria of ordinance #1003-08. Seconded by Lance Smith. Motion passed unanimously.

This item was moved to this place on the agenda.

2. Transportation Impact Fee Waiver Request – Pizza Hut Take Out Express

CRA Director Gail Hamilton presented a transportation impact fee waiver request for Pizza Hut Take Out Express. Ordinance #1309-16 provides the CRA Board the ability to waive or reduce transportation impact fees. Developers wishing to have Transportation Impact Fees reduced or waived, shall petition the CRA before beginning construction. All petitions shall be submitted in writing and shall describe the new development, state how the new development furthers the goals of the CRA, and how the new development is consistent with the CRA Master Plan. The impact fee as calculated by Building Official, Bill Burgess, totals \$29,272.02

Ken Burgess moved to approve Business Item 2 based on the criteria of ordinance #1003-08. Seconded by Lance Smith. Motion passed unanimously.

This item was moved to this place on the agenda.

3. FY2018/2019 Community Redevelopment Agency Budget

CRA Director Gail Hamilton presented the FY 2018-2019 Community Redevelopment Agency Budget. The CRA's increment has doubled for both County and City contribution to the Trust Fund. This year's budget funds grant programs and projects for the district while keeping

funds available for additional projects or incentives to create development or redevelopment opportunities for the CRA District.

- Residential Improvement Program
- Paint Grant
- Residential Façade Grant
- Homeownership Grant
- Commercial Grant Program
- Sign Grant
- Façade Improvement Grant
- Neighborhood Improvement Program
- Neighborhood Beautification Program
- Curb Appeal Project
- Gateway Signage

Projects funded by other departments for the CRA District:

- Flower pots for downtown – Partnering with Public Works, flower pots will be installed on 5th Avenue from 9th Street to 7th Street. We hope to continue the effort down 8th Street to the Library, if funds and manpower permit.

- WI-FI – The CRA is working with Mike Panak in the IT Department to install equipment for free WI-FI in the downtown along 5th Avenue from 9th Street to 7th Street.

- Wireless Speaker System – The CRA is also working with the IT Department to obtain cost for the installation of wireless speaker system downtown on 5th Avenue between 10th Street and 7th Street. The system can be used daily with music to help create enjoyable atmosphere downtown and can be used at events and parades.

Lance Smith moved to approve Business Item 3. Seconded by Jodi Wilkeson. Motion passed unanimously.

4. Matching Façade Rehabilitation Grant – Taco Rico

CRA Director Gail Hamilton presented a commercial façade grant application for Taco Rico for \$2,000 for the installation of a metal awning. The awning is a welcome addition to Taco Rico and allows shade area for customers as they wait to order or during bad weather. Taco Rico is one of the city's success stories; the owner started his business from a food truck and was so successful that he looked for location in Zephyrhills to open a brick and mortar store. Total cost of the improvements is \$4,280. The CRA will reimburse Taco Rico \$2,000.

Lance Smith moved to approve Business Item 4. Seconded by Ken Burgess. Motion passed unanimously.

Emergency Item placed here.

Termite Treatment for 38453-38445-38439-38435 5th Avenue

CRA Director Gail Hamilton presented termite treatment assistance for Hudgins Law Firm, Manolo's, Going Postal, and Four to One Barbershop. They are requesting help in funding the cost of termite treatment for the entire building. The entire block is infested with termites and for the treatment to be effective, the entire block must be tented. The owners have received estimates for work from \$15,000 to \$28,000. This does not include the cost of closing businesses for the weekend to treat the buildings. The CRA and the Historic Preservation Board do not provide funds for termite treatment. The owners are requesting the CRA provide up to \$5,000 for the preservation of the building stock in downtown. This is one, if not the most, historic set of buildings in the downtown.

Councilman Smith recommended the \$5,000 be paid directly to the vendor.

Lance Smith moved to approve Emergency Item up to \$5,000 maximum and those funds be paid directly to the vendor with a limit of 90 days for completion. Seconded by Jodi Wilkeson. Motion passed unanimously.

5. Main Street Report

Main Street Coordinator Anna Stutzriem addressed the CRA Board with current Main Street activities. Music and Motorcycles is coming up September 15, 2018, and Main Street has \$1,500 more in sponsorships this year than in previous years and up 30 vendor spaces as well. Halloween Howl, Veteran's Day parade, and Festival of Lights all coming up in the next few months.

6. CRA Director's Report

CRA Director Gail Hamilton stated the Code Enforcement Task Force will meet in the next few weeks to plan the Fall attack with neighborhood clean-ups. Planning, Public Works, and CRA departments will be meeting next week to look at grant opportunities for the coming year. CRA will be looking at opportunities and a priority list for sidewalks within the district. CRA continues to work on the design standards, the project is about 90% finished, a few more items need to be added before it is reviewed by the Planning department. Since July, the CRA has met with 7 potential businesses, and 10 potential residential investors. Utilities and the CRA continue to work together on plan to address issue of homes within the CRA using septic tanks instead of City sewer system. The CRA department has met with the owner of the Bargain Warehouse and talked to him about creating a plan to clean the building up, replacing the roof, building painted, and get it back open to the public. It is currently being used as a warehouse which is not allowed in the downtown. He has one month left to complete the work.

Councilman Burgess spoke with Representative Danny Burgess and he has met someone who was involved with the renovation of the Tampa Theater and the gentleman is interested in looking at the downtown Home Theater.

Ms. Hamilton stated that she had talked with Representative Danny Burgess and has passed the information on to the owner Mr. Balaska who is very interested. Mr. Balaska has painted his building and working on fixing the exterior to make it more appealing.

City Manager Steve Spina stated the Florida Redevelopment Association is having a conference in October 2018. The City of Zephyrhills Planning staff will be putting on two sessions, Citizen Satisfaction Survey and Partnering Amongst Departments.

Meeting Adjourned 5:58 p.m.