City Council Meeting
July 27, 2020
6:00 PM
Council Chambers

The Regular Meeting of the Crestview City Council was called to order at 6:00 P.M. Members present were Shannon Hayes, Joe Blocker, Andrew Rencich, Cynthia Brown and Harry LeBoeuf. Also present were the honorable Mayor JB Whitten, City Clerk Elizabeth Roy, City Manager Tim Bolduc, City Attorney Mr. Holloway, department heads and members of the press.

REGULAR AGENDA

1. **Called to Order**

This meeting was called to order by the Honorable Mayor Whitten at 6:00 p.m.

2. **Invocation and Pledge of Allegiance**

The invocation was led by Mr. Bolduc, City Manager with the pledge led by Mayor Pro-Tem Hayes.

3. **Open Policy making and legislative session**

4. **Approval of Agenda**

Mayor Whitten asked if there were any changes or objections to the current Agenda.

There were no objections or changes to Agenda it was approved by unanimous consent.

5. **Presentations**

6. **Consent Agenda**

6.1 Memorandum of Agreement between Northwest Florida State college and the City of Crestview

Mayor Whitten asked for a motion on the Consent Agenda.

A motion made by Mr. Hayes to approve the Consent Agenda. Seconded by Ms. Brown with 5 yeas from Mr. Hayes, Mr. Blocker, Ms. Brown, Mr. LeBoeuf, Mr. Rencich with 0 nays, motion carried.

7. **Public Hearings- Ordinances on Second Reading**

8. **Ordinances on First Reading**

8.1 Ordinance 1770- Garden Street Annexation

Mr. Duley, City Planner asked the City Clerk to read Ordinance 1770 by title.

Ms. Roy, City Clerk stated "Ordinance 1770 reads by title,

ORDINANCE 1770

AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 0.72 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST, AND BEING DESCRIBED AS SET FORTH HEREIN; PROVIDING FOR AUTHORITY; PROVIDING FOR LAND DESCRIPTION; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE AND ZONING DESIGNATION; PROVIDING FOR AMENDMENT TO THE BASE, LAND USE AND ZONING MAPS; PROVIDING FOR A COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY, THE CHIEF ADMINISTRATIVE OFFICER OF OKALOOSA COUNTY AND THE FLORIDA DEPARTMENT OF STATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This the First Reading of Ordinance 1770."

Mr. Duley, City Planner stated that on May 13, 2020 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 294 Garden Street. The subject property is currently located within unincorporated Okaloosa County with a future land use designation of Mixed Use and a zoning designation of Mixed Use. The Planning and Development Board recommended approval of the request on July 6, 2020.

Mayor Whitten asked for action by Council.

A motion was made by Mr. Rencich to adopt Ordinance 1770 on First Reading and send to Second Reading. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Ms. Brown with 0 nays, motion carried.

8.2 Ordinance 1771- Garden Street Comp Plan Amendment

Mr. Duley, City Planner asked the City Clerk to read Ordinance 1771 by title.

Ms. Roy stated "Ordinance 1771 reads by title,

ORDINANCE 1771

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM OKALOOSA COUNTY MIXED USE (MU) TO LOW DENSITY RESIDENTIAL (LDR) ON APPROXIMATELY 0.72 ACRES, MORE OR LESS, IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the First Reading of Ordinance 1771."

Mr. Duley, City Planner stated that on May 13, 2020 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 294 Garden Street. The application requests the property be given the future land use designation of Low Density Residential (LDR). The subject property is currently located within unincorporated Okaloosa County with a future land use designation of Mixed Use and a zoning designation of Mixed Use. The Planning and Development Board recommended approval of the request on July 6, 2020.

Mayor Whitten asked for action by Council.

A motion made by Ms. Brown to adopt Ordinance 1771 on First Reading and move to Second Reading. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown and Mr. Blocker, with 0 nays, motion carried.

8.3 Ordinance 1772- Garden Street Rezoning

Mr. Duley, City Planner asked the City Clerk to read Ordinance 1772 by title.

Ms. Roy stated "Ordinance 1772 reads by title,

ORDINANCE 1772

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 0.72 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY MIXED USE (MU) ZONING DISTRICT TO THE SINGLE FAMILY DWELLING DISTRICT (R-1); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the First Reading of Ordinance 1772."

Mr. Duley, City Planner stated the application requests the property be given the zoning designation of Single-Family Dwelling District (R-1). The subject property is currently located within unincorporated Okaloosa County with a future land use designation of Mixed Use and a zoning designation of Mixed Use. The Planning and Development Board recommended approval of the request on July 6, 2020.

Mayor Whitten asked for action by Council.

A motion made by Mr. LeBoeuf to adopt Ordinance 1772 on First Reading and move to Second Reading. Seconded by Ms. Brown with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown and Mr. Blocker, with 0 nays, motion carried.

8.4 Ordinance 1780- Annexation Fee Moratorium

Mr. Duley, City Planner asked the City Clerk to read Ordinance 1780 by title.

Ms. Roy stated "Ordinance 1780 reads by title,

ORDINANCE 1780

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR A SIX-MONTH WAIVER PERIOD FOR THE COLLECTION OF ANNEXATION APPLICATION FEES; PROVIDING FOR ADMINISTRATIVE PROCEDURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

This is the First Reading of Ordinance 1780."

Mr. Duley, City Planner stated the Voluntary Annexation is the process of incorporating property, at the owners' request, into a City's jurisdictional boundary. The State has several requirements on the land that can be annexed, these include contiguity to the City's boundary line, compactness, and service availability timelines.

Previous fee moratoriums have proven to be successful at creating an opportunity for property owners to annex into the City. It provided unique opportunities to annex properties into the City that then developed or are planning to develop their properties. It also provided an opportunity to clean up some of the multiple enclaves that exist. Staff would like to provide this opportunity again. Potential increases in annual tax base revenue streams can serve to curtail any initial "out-of-pocket" expenditure from the City in its provision of staff time and Ad placement. This is the same request as the previous successful waivers.

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1780 on First Reading and move to Second Reading. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown and Mr. Blocker, with 0 nays, motion carried.

8.5 Ordinance 1781- Rescind all fees within Code of Ordinances and provide for Resolution to create new Comprehensive Fee Schedule

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1781 by title.

Ms. Roy stated "Ordinance 1781 reads by title,

ORDINANCE 1781

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, REPEALING ALL FEES WITHIN THE CITY OF CRESTVIEW PART II - CODE OF ORDINANCES; PROVIDING FOR A RESOLUTION TO CREATE AND ADOPT A COMPREHENSIVE FEE SCHEDULE TO REPLACE ALL EXISTING FEES; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF ALL ARTICLES OR PARTS OF ARTICLES, ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the First Reading of Ordinance 1781."

Mr. Bolduc, City Manager stated the Staff has identified a need to develop a new Comprehensive Fee Schedule adopted by resolution. This is to locate all fees in one document that can be evaluated every year and adjusted as needed.

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to adopt Ordinance 1781 on First Reading and move to Second Reading. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown and Mr. Blocker, with 0 nays, motion carried.

8.6 Ordinance 1782- Charter Change Referendum

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1782 by title.

Ms. Roy stated "Ordinance 1782 reads by title,

ORDINANCE 1782

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESTVIEW, FLORIDA, CALLING AN ELECTION ON PROPOSED CHARTER REVISIONS TO BE HELD ON NOVEMBER 3, 2020; PROVIDED FOR SUBMISSION TO THE ELECTORS FOR APPROVAL OR DISAPPROVAL OF A PROPOSAL TO REPEAL AND REPLACE PORTIONS THEREOF OF THE EXISTING CHARTER WITH THE PROVISIONS STATED HEREIN BELOW, PROVIDING THAT THE SUPERVISOR OF ELECTIONS BE APPOINTED AS ELECTIONS OFFICER; PROVIDING THAT THE CITY SHALL BEAR ALL COSTS OF ELECTION; ESTABLISHING BALLOT TITLES AND SUMMARIES; PROVIDING CLARIFICATION OF DUTIES OF THE CITY MANAGER, CITY CLERK, AND CHANGES TO LANGUAGE REGARDING ORDINANCES AND RESOLUTIONS; PROVIDING FOR A CHANGE TO VOTING PRECINCTS IN THE

CITY OF CRESTVIEW, PROVIDING FOR A CHANGE OF DATES FOR CITY ELECTIONS TO THE GENERAL ELECTION DATES IN NOVEMBER; PROVIDING FOR CONFORMANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.
This is the First Reading of Ordinance 1782."

Mr. Bolduc, City Manager stated that should this Ordinance be approved it will be on the ballot for the regular election. It addresses three areas of focus, one is to clarify the distribution of responsibilities between the City Manager and the City Clerk, the second is to redistribute the districts with a more equitable population distribution the third is to move to the regular national election.

Discussion ensued.

Mr. Bill Cox, 322 Tislow Drive, Crestview Fl, spoke about the changes in the Charter that would have items done by Resolution and about the verbiage on the ballot. He then stated that in his opinion Charter Amendment 3 was not in the best interest of the citizens.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1782 on First Reading and move to Second Reading. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown and Mr. Blocker, with 0 nays, motion carried.

9. <u>Resolutions</u>

9.1 Resolution 2020-12- CDBG Five Year Consolidated Plan and Annual Action Plan

Mr. Bolduc, City Manager asked the City Clerk to read Resolution 2020-12 by title.

Ms. Roy, City Clerk stated, "Resolution 2020-12 reads by title,

RESOLUTION 2020-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESTVIEW, FLORIDA, ADOPTING THE CDBG FY 2020-21 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.
This is the reading of Resolution 2020-12."

Mr. Bolduc explained the CDBG grant program and how the distribution of funds was achieved.

A lengthy discussion ensued concerning the grant program.

A motion made by Mr. Rencich to adopt Resolution 2020-12 to approve the CDBG FY 2020-21 CDBG Annual Action Plan as recommended by staff or the Citizen's Advisory Committee.

Seconded by Mr. LeBoeuf with 4 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker and 1 nay from Ms. Brown, motion carried.

10. Action Items

10.1 Request for Facility Fee Waiver

Mr. Bolduc, City Manager stated that the 2020 General Election will be held November 3rd. The Supervisor of Elections has used the Crestview Public Library meeting room for early voting in prior years where a lower voter turnout was expected and used the Community Center for the 2016 General Election. During these events the facility fee was waived. The Okaloosa County Supervisor of Elections has requested the waiver of facility rental fees. They have reserved the Crestview Community Center for October 16th through the 31st, 2020. This time will be used for training volunteer poll workers and early voting.

Discussion ensued.

A motion made by Mr. Hayes to approve the request for the Facility Waiver for the Okaloosa County Supervisor of Elections. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Hayes, Mr. LeBoeuf, Mr. Blocker, Ms. Brown, Mr. Rencich with 0 nays, motion carried.

10.2 Emergency Budgetary Request

Mr. Bolduc, City Manager stated that this emergency request is for the Police Department that have been experiencing issues with the internal email server that has resulted in the complete collapse of our email system. The cost for this will be $15,000.00, we already have a server this cost for the transferring of data to the new server.

Mr. Hayes inquired of where the funds would come from.

Mr. Bolduc answered that it would come from unfilled positions in the Police Department.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Ms. Brown to approve the Emergency Budgetary Request per Staff recommendation. Seconded by Mr. Hayes with 5 yeas from Ms. Brown, Mr. Hayes, Mr. Blocker, Mr. Rencich, Mr. LeBoeuf, with 0 nays, motion carried.

11. City Clerk Report

11.1 Selection of Voting Delegate for FLC Conference

Ms. Roy, City Clerk stated that at the last meeting she handed out information concerning the Florida League of Cities Conference, which will be virtual this year and asked who would be participating in the Business Meeting. She does need to inform the FLC who will be the voting delegates.

A motion made by Mr. Hayes to nominate Mr. LeBoeuf be the voting Delegate . Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown, Mr. Blocker with 0 nays, motion carried.

12. City Manager Report

Mr. Bolduc, City Manager gave a brief update on Foxwood Country Club. He stated that the contract is signed, and the closing is in the first week of August and reminded Council that there is a Budget meeting this Thursday at 4 p.m.

13. Comments from the Mayor and Council

Ms. Brown spoke about people being kind to each other during this time.

Mr. Blocker asked about the Citizen of the Year schedule and about the entry road.

Mr. Bolduc answered that the Citizen of the Year schedule the Mayor would speak on and since the property owners of where the entry road would be has not cooperated.

Mr. Hayes commented how amazed he was that people are still utilizing the Library.

Mayor Whitten spoke on the changes to the Citizen of the Year award. He then gave an update on the Homeless Council meeting he attended and that the Youth Council is on hold because school hasn't started yet. Mayor Whitten informed Council that he will be holding interviews for the Citizen Advisory Council so that he can select the right people to be on that Council. He stated that the WWII Celebration is still on as scheduled.

Mr. Bolduc, City Manager added that Mr. Cecil Williams the Director of Diversity and Inclusion on Eglin Air Force Base will be addressing the Council on August 10th.

14. Comments from the Audience

15. Adjournment

This meeting was adjourned by Mayor Whitten at 7:24 p.m.

Elizabeth M Roy

Elizabeth M. Roy
City Clerk

JB Whitten

J B Whitten
Mayor

Minutes approve this 10th day of Aug, 20__.