

City Council Meeting
August 10, 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 Reverend Cecil Williams with the pledge led by Mr. Rencich.

3. Open Policy making and legislative session

4. Approval of Agenda

Mayor Whitten requested that Council approve the Agenda with added Item 10.2 for discussion.

A motion made by Mr. Rencich to approve the Agenda with added item of 10.2 (pay raise for the City Manager). Seconded by Mr. LeBoeuf with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Ms. Brown with 0 nays, motion carried.

5. Presentations

**5.1 Presentation by Mr. Cecil Williams, Director of Diversity and Inclusion, Eglin
Air Force Base**

Mr. Williams, the Director of Diversity and Inclusion on Eglin Air Force Base presented Council with information 20.28

6. Consent Agenda

6.1 Approval of minutes from the January 30, 2020 Workshop, March 2, 2020 Executive Session, March 23, 2020 Council Meeting, April 13, 2020 City Council Meeting and the April 27, 2020 Council Meeting.

6.2 Lift Station #11 New2 Control Panel Purchase

Mayor Whitten asked for a motion on the Consent Agenda.

A motion made by Ms. Brown to approve the Consent Agenda. Seconded by Mr. Hayes 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

7.1 Ordinance 1770- Garden Street Annexation

Mr. Dule, City Planner stated that from the three ordinances are for the same property and asked that the City Clerk 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 is the Second Reading of Ordinance 1770."

Mayor Whitten asked for action by Council.

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

7.2 Ordinance 1771- Garden Street Comp Plan Amendment

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

Ms. Roy, City Clerk 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 Second Reading of Ordinance 1771."

Mayor Whitten asked for action by Council.

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

7.3 Ordinance 1772- Garden Street Rezoning

Mayor Whitten noted that the nature of Ordinance 1772 requires that the City Attorney, Mr. Holloway, swear in all participants in the quasi-judicial segments of the meeting.

Mr. Holloway, City Attorney swore in all participants for Ordinances 1772.

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

Ms. Roy, City Clerk 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 Second Reading of Ordinance 1772."

Mayor Whitten asked for action by Council.

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

7.4 Ordinance 1780-Annexation Fee Moratorium

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

Ms. Roy, City Clerk 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 Second Reading of Ordinance 1780."

Mayor Whitten asked for action by Council.

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

7.5 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, City Clerk 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 Second Reading of Ordinance 1781.”

Mayor Whitten asked for action by Council.

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

7.6 Ordinance 1782- Charter Change Referendum

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

Ms. Roy, City Clerk 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 Second Reading of Ordinance 1782.”

Mr. Bolduc, City Manager noted that there is one change to Section 4.02, under the “City Council Duties and Authorities” to reflect a correction.

Mayor Whitten asked for action by Council.

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

8. Ordinances on First Reading

8.1 Ordinance 1783- An Ordinance of the City of Crestview establishing a Stormwater Utility

Mr. Bolduc, City Manager stated that this Ordinance establishing a Stormwater Utility. He then asked the City Clerk to read Ordinance 1783 by title.

Ms. Roy, City Clerk stated "Ordinance 1783 reads by title,

ORDINANCE NO. 1783

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA RELATING TO STORMWATER MANAGEMENT; PROVIDING FOR A STORMWATER UTILITY; SPECIFYING TERMS AND PROCEDURES FOR SAID UTILITY; PROVIDING FOR RATES AND CHARGES; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.

This the First Reading of Ordinance 1783."

Mr. Bolduc, City Manager reviewed the details of the Ordinance with Council.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion was made by Mr. LeBoeuf to adopt Ordinance 1783 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.

9. Resolutions

9.1 Resolution to establish a Citizen of the Year Committee

Mayor Whitten stated that there needs to be some updating to the Citizen of the Year Program in the following ways: The Citizen of the Year will be determined in November (by a committee of staff and citizens). Approved by the City Council in December. Presented in January, and the Citizen of the Year would hold that title for the entire Calendar year. This resolution re-establishes the committee, criteria, and timing of the Citizen of the Year award. He then asked the City Clerk to read Resolution 2020-14 by title.

Ms. Roy, City Clerk stated "Resolution 2020-14 reads by title,

RESOLUTION: 2020-14

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, REESTABLISHING THE MAE REATHA COLEMAN CITIZEN OF THE YEAR AWARD, ESTABLISHING A

COMMITTEE FOR THE SELECTION OF THE RECIPIENT, ESTABLISHING CRITERIA, ESTABLISHING A TIMELINE FOR THE NOMINATION, SELECTION AND PRESENTATION OF THE AWARD, AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 2020-14.”

A lengthy discussion ensued.

A motion made by Mr. LeBoeuf to adopt Resolution 2020-14. Seconded by Ms. Brown with 5 yeas from Mr. LeBoeuf, Ms. Brown, Mr. Blocker, Mr. Hayes, Mr. Rencich with 0 nays, motion carried.

9.2 Resolution 2020-15 Reserve Utility

Mr. Bolduc, City Manager asked the City Clerk to read Resolution 2020-15 by title.

Ms. Roy, City Clerk stated, “Resolution 2020-15 reads by title,

RESOLUTION 2020-15

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, ESTABLISHING A RESERVE POLICY AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 2020-15.”

Mr. Bolduc, City Manager stated that the purpose of this policy is to establish guidelines that allow the City to maintain sufficient levels of undesignated reserves in the general funds, utility fund and the building fund to mitigate current and future risks such as revenue shortfalls, unanticipated expenditures, natural disasters or other unforeseen circumstances.

Therefore, it is the policy of the City of Crestview that undesignated reserves will be budgeted at a level necessary to maintain the funds as follows:

1. General Fund-Unrestricted net reserves will be maintained at 25% of operating expenses to include labor costs, debt service and general operating expenses.
2. Utility Fund- Unrestricted net reserves will be maintained at 25% of operating expenses to include labor costs, debt service and general operating expenses.
3. Building Fund- Unrestricted net reserves will be maintained at 100% of operating expenses to include labor costs, debt service and general operating expenses.
4. The Utility Fund will also maintain a renewal, replacement and improvements reserve of 10%.

A brief discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Blocker to adopt Resolution 2020-15. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Blocker, Mr. LeBoeuf, Mr. Hayes, Ms. Brown, Mr. Rencich with 0 nays, motion carried.

10. Action Items

10.1 Discussion and Approval of Resolutions for the 2020 FLC Conference

There was a discussion concerning the resolutions presented by the 2020 Florida League of Cities Conference.

A discussion ensued by Ms. Brown concerning Resolution 5 asking for federal funds.

A motion made by Ms. Brown to approve the resolutions and to instruct Mr. LeBoeuf to vote the same at the Meeting on Friday, August 17th. Seconded by Mr. Hayes with 4 yeas from Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Mr. Rencich with 1 nay from Ms. Brown, motion carried.

10.2 City Manager Salary Increase (added Agenda item)

Mayor Whitten discussed the subject with Council of increasing the City Manager's salary by 2%.

Discussion ensued.

A motion made by Mr. Blocker to approve a 2% pay raise in the upcoming budget for the City Manager. Seconded by Mr. LeBoeuf, vote 5 yeas from Mr. Blocker, Mr. LeBoeuf, Mr. Hayes, Mr. Rencich, Ms. Brown with 0 nays, motion carried.

11. City Clerk Report

12. City Manager Report

Mr. Bolduc, City Manager updated the Council on various ongoing projects such as closing on the Foxwood Country Club, there will be an upcoming with the residents on August 20th, a decision was made to cancel Youth Sports for the remainder of the seasons.

Discussion ensued concerning the master plan and redistricting.

13. Comments from the Mayor and Council

Ms. Brown encouraged citizens to go out and vote.

Mayor Whitten stated that the Citizens Advisory Council will have their first meeting on Thursday at 6 pm in the Council Chambers.

14. Comments from the Audience

15. Adjournment

This meeting was adjourned by Mayor Whitten at 7:37 p.m.


Elizabeth M. Roy
City Clerk


J.B. Whitten
Mayor

Minutes approve this 14th day of September, 2020.