City Council Meeting
November 9, 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 Mayor Pro Tem Shannon Hayes, Council Members 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, staff 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 Pastor Neel of Destiny Worship Center with the pledge led by Mr. Blocker.

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 and Reports**

6. **Consent Agenda**

6.1 Temporary Construction Easement on Crabapple Ave and Antioch Rd for I-10 Interchange
6.2 FDOT- Utility Work Agreement for I-10 Interchange
6.3 Magnolia Creeks Subdivision Memorandum of Understanding
6.4 Approval of the Minutes from the October 12, 2020 City Council Meeting and the October 19, 2020 Special Council Meeting.

Mayor Whitten asked for action to approve the Consent Agenda.

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

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

8. **Ordinances on First Reading**

8.1 Ordinance 1790- Zoning Map Amendment
Mr. Duley, Planning Administrator asked the City Clerk to read Ordinance 1790 by title.

Ms. Roy, City Clerk stated "Ordinance 1790 reads by title,

ORDINANCE 1790

AN ORDINANCE PROVIDING FOR AMENDMENT TO THE OFFICIAL ZONING MAP; PROVIDING FOR MAP UPDATE; PROVIDING FOR AUTHORITY; 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 1790."

Mr. Duley, Planning Administrator stated this new zoning map accomplishes many goals consistent with the goals and objectives set by the Council. With the rewrite of the Land Development Code, the new zoning map is required.

Mayor Whitten asked for action by Council.

A motion was made by Mr. Hayes to adopt Ordinance 1790 on First Reading and send to Second Reading. Seconded by Ms. Brown with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Ms. Brown with 0 nays, motion carried.

8.2 Ordinance 1791- Comp Plan & Future Land Use Map Amendments

Mr. Duley, Planning Administrator asked the City Clerk to read Ordinance 1791 by title.

Ms. Roy stated "Ordinance 1791 reads by title,

ORDINANCE 1791

AN ORDINANCE PROVIDING FOR A COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR AMENDMENT TO THE FUTURE LAND USE MAP; PROVIDING FOR AUTHORITY; PROVIDING FOR MAP UPDATE; 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 First Reading of Ordinance 1791."

Mr. Duley, Planning Administrator stated the current comprehensive plan contains references to multiple items that have been changed since the plan was first written. Those are items such as the existing Land Development Code found in Chapter 102, non-existing departments and other such references. In addition, the existing comprehensive plan has the existing future land use elements that are being updated and revised as a part of the Land Development Code rewrite.

Also, a part of this ordinance is the Future Land Use map that is a part of the Comprehensive Plan. That map must be updated to be in compliance with the State Statutes governing the correlations between the Zoning Map and the Future Land Use map.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. LeBoeuf to adopt Ordinance 1791 on First Reading and move to Second Reading with amendment. Seconded by Mr. Blocker with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. LeBoeuf, Ms. Brown, Mr. Blocker, 0 nays, motion carried.

9. Resolutions

9.1 Resolution 2021-02- Amending the Comprehensive Fee Schedule

Mayor Whitten asked the City Clerk to read Resolution 2021-02 by title.

Ms. Roy, City Clerk stated, "Resolution 2021-02 reads by title,

RESOLUTION: 2021-2

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING THE COMPREHENSIVE FEE SCHEDULE, AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 2021-02."

Mr. Henderson, Community Development Services Director stated that with the adoption of the ordinance to allow the appointment of a special magistrate to hear code enforcement and red light hearing cases it is necessary to adopt a fee to cover the expenses incurred by city staff in preparation for the hearing. The establishment of a Code Compliance Administrative Fee necessitates an amendment to the Comprehensive Fee Schedule creating an Administrative Fee for the Code Compliance division of Community Development Services.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to adopt Resolution 2021-02. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Blocker, Mr. Hayes, Ms. Brown with 0 nays, motion carried.

10. Action Items

10.1 Police and Fire CARES ACT purchases

Mr. Bolduc, City Manager stated the City of Crestview is expected to receive CARES act funding as a reimbursement for the costs of providing public safety throughout the COVID-19 pandemic. The total reimbursement funding is estimated at $4,410,118. At the time of this report, staff is working with Okaloosa County to submit for the full reimbursement. In a previous meeting, City Council approved allocating 20% ($882,023.60) of the funding to be combined with county wide sources for small business grants. In addition to the small business allocation, the City Manager has worked with the Police and Fire departments to identify needed equipment that was unable to make the budget for which a portion of this funding could be used.

He then presented a comprehensive breakdown for the CARES ACT request concerning the Police and Fire Department.

Mayor Whitten asked for action by Council.

A motion made by Ms. Brown to approve the Public Safety CARES ACT purchases in the amount of $129,000.00. Seconded by Mr. Hayes, vote 5 yeas from Ms. Brown, Mr. Hayes, Mr. LeBoeuf, Mr. Blocker, Mr. Rencich with 0 nays, motion carried.

10.2 Interlocal Agreement between Okaloosa County and the City of Crestview for Utility Relocation, Land Exchanges and Vacation of Right-Of-Ways for Southwest of Crestview Bypass Project

Mr. Steele, Public Services Director informed Council of the details of the Interlocal Agreement. The Southwest Crestview Bypass Project has five phases. This Interlocal Agreement (ILA) is relevant for the East-West connector road right of way and storm-water retention properties. The East-West connector road will connect Hwy 85 with the Southwest Bypass. It will also connect Antioch Rd with the Southwest Bypass. A map is shown in the attached ILA. Another part of this ILA is the agreement to relocate the existing utilities on the western portion of the East-West Connector. This is the portion between Antioch Rd and the new I-10 Exit along the current alignment of Arena Rd. The final plans of these relocations have not been completed. The estimated cost of relocation of the existing water and sewer is $107,000.

A brief discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to approve the Interlocal Agreement. Seconded by Mr. LeBoeuf with a vote of 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Blocker, Mr. Hayes, Ms. Brown with 0 nays, motion carried.

10.3 ITB Approval for Communications Servers

Ms. Leavins, Human Resources Director presented the Council with the results of a bid that was advertised for communication servers. The only bid was received from Vtech. The bid committee met on November 3 and determined that the bid received met the necessary specifications as required for smart copy. The equipment as provided for in the attached bid will also provide additional safeguards against the loss of critical data by improving our disaster recovery system. The replacement of equipment is an unbudgeted item and will therefore require a budget amendment. The funding to support this purchase is available in the designated fund balance from Fire Department Reserve which currently has a balance of $107,609.00.

Mayor Whitten asked for action by Council.

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

10.4 Request to purchase 475 Brookmeade Drive

Mr. Bolduc, City Manager stated that the development of subdivisions on Redstone has created a need for traffic improvements at the intersection of Redstone and Brookmeade Dr. As a condition of approval for Redstone Commons, the developer was required to design a round-a-bout to improve the flow of traffic prior to the completion of the final phase. Following discussions with the developer and staff, it was decided that a realignment of Brookmeade Dr. and the installation of a traffic light will better serve the traffic needs. Staff worked with the City attorney to secure an appraisal of the property. Following the receipt of the appraisal, the City Manager met with the property owner to discuss the potential sale. The property appraised at $430,000.00. The property owner agreed to sell the property to the City for $400,000.00.

The agreement requires the City to pay all closing costs. The funding for this purchase will come from designated reserves, traffic impact fees or residual funding from 1/2 surtax revenues. This purchase will not negatively impact the current year budget.

A brief discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Blocker to approve the purchase of the property for $400,000.00 plus closing costs and for the Mayor and City Manager to execute any and all necessary documentation related to this purchase. Seconded by Mr. Hayes with the vote of 5 yeas from Mr. Hayes, Mr. Blocker, Mr. Rencich, Ms. Brown, Mr. LeBoeuf with 0 nays, motion carried.

11. City Clerk Report

Ms. Roy, City Clerk announced that the City Administrative Offices will be closed on November 11th in observance of Veteran's Day.

12. City Manager Report

Mr. Bolduc stated that he had some requests and updates.

He informed Council that after going out for bids for assistance with real estate services and having no response. The City Attorney, Mr. Holloway has assisted the City with the latest real estate purchases. Mr. Bolduc is requesting to amend the existing City Attorney contract to include this service.

Mr. Holloway, City Attorney stated that he would not have an issue accepting this responsibility.

A brief discussion ensued.

Mayor Whitten asked for action from Council.

A motion was made by Mr. Rencich to approve Staff's recommendation for obtaining brokerage services from the City Attorney by amending the contract. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. Blocker, Mr. LeBoeuf, Ms. Brown, Mr. Hayes with 0 nays, motion carried.

Mr. Bolduc's next request was an amendment to his contract concerning a vehicle. Currently there is a stipend that the City Manager is receiving but now that he has moved in the City. It would be less expensive for the City to provide a vehicle than to pay the stipend. The language change would be presented to the Council.

The Council gave a consensus to the requested amendment.

Mr. Bolduc informed the Council that there would be a bid placed for a Facility Assessment to be conducted. He explained what the assessment would cover, and this would be funded out of reserves.

Mr. Bolduc updated Council concerning Foxwood and on Thursday an RFQ will be placed for a Master Plan to be conducted for Foxwood.

Mr. Bolduc informed Council that the Skate Park survey is out and open until November 16th.

Mr. Bolduc informed Council that on paper the sewer plant is out of capacity and work has begun there to increase the capacity. This item will be presented to Council in the future.

13. Comments from the Mayor and Council

Mr. LeBoeuf informed Council that the previous City Attorney Mr. Ben Holley passed away and offered condolences.

Ms. Brown spoke of her appreciation of the City Manager.

Mr. Blocker thanked all those who called and visited him during his absence.

Mr. Hayes stated that he was glad to see Mr. Blocker back. He stated that from Covid-19 and other things the City has survived, he attributed this to great leadership from the City Manager and the Department Heads.

Mayor Whitten thanked the cooperation from the City, Public Services and Main Street for the successful Fall Festival and the Veteran's Stand-Down was successful. He then announced that the next Drive-In movie will be on November 21st at 7 p.m.

14. Comments from the Audience

15. Adjournment

This meeting was adjourned by Mayor Whitten at 6:59 p.m.

Elizabeth M. Roy
City Clerk

J B Whitten
Mayor

Minutes approve this 11th day of Jan., 2021.