City Council Meeting
Minutes
August 23, 2021
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 Doug Capps. 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.

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 and pledge were led by Pastor Ronnie Bearden of First United Methodist.

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 Improvements at Foxwood Golf Course

6.2 Approval of the minutes from the June 28, 2021, and July 12, 2021, City Council Meetings.

Mayor Whitten asked for action on the Consent Agenda.

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

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

7.1 Ordinance 1827- Covell Road Comprehensive Plan

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1827 by title.

Ms. Roy, City Clerk stated, "Ordinance 1827 reads by title:

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 MIXED-USE TO COMMERCIAL ON APPROXIMATELY 2.01 ACRES, MORE OR LESS, IN SECTION 28, 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 1827."

Mayor Whitten asked for action.

A motion made by Mr. Rencich to adopt Ordinance 1827 on Second Reading and send for signatures. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. Blocker, Mr. Hayes, Ms. Brown, Mr. Capps with 0 nays, motion carried.

7.2 Ordinance 1828- Covell Road Rezoning

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1828 by title.

Ms. Roy, City Clerk stated, "Ordinance 1828 reads by title:

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 2.01 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE MIXED-USE ZONING DISTRICT TO THE COMMERCIAL (C-1) ZONING DISTRICT; 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 1828.

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1828 on Second Reading and send for signatures. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. Blocker, Ms. Brown, Mr. Capps with 0 nays, motion carried.

8 Ordinances on First Reading

8.2 Ordinance 1830- Land Development Code Amendments

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1830 by title.

Ms. Roy, City Clerk stated, "Ordinance 1830 reads by title:

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE AMENDMENT OF PORTIONS OF CHAPTERS FOUR, FIVE, SIX, AND SEVEN OF THE LAND DEVELOPMENT CODE; PROVIDING FOR AUTHORITY; 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 1830.

Mr. Bolduc, City Manager stated that since the passage of the changes to the maps and Land Development Code, and with having to put the Code into practice for about 6 months, staff has identified a number of subjects that need to be made present in the Code, as well as a number of items that need to be revised to allow citizens and developers the most freedom to do what they want on their property, while not creating any situations that would negatively impact other citizens of Crestview.

These changes include:

1. Amendments to Chapter 7 in regard to accessory structures and fence placement.
2. Amendments to Chapter 7 in regard to recent legislation passed by the State preempting our authority to require certain things for Mobile Food Dispensing Vehicles.
3. Amendments to Chapter 7 and 4 to create a supplemental standard for Food Truck Sites as a primary property use.
4. Addition of provisions in Chapter 4, 6, and 7 to allow for for-sale duplexes and to add provisions for townhome developments.
5. Amendments to the Landscaping Requirements of Chapter 6 to revise development requirements and provide for information originally missed in the adopted code.

6. One revision within Chapter 5 to correct an out-of-date reference to a city code that has since changed.
This Ordinance 1830 would serve to make the above revisions, more specifically shown in the Land Development Code attachment to this agenda item.

A brief discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1830 on First Reading and move to Second Reading. Seconded by Mr. Blocker with 5 yeas from Mr. Hayes, Mr. Blocker, Mr. Capps, Ms. Brown, Mr. Rencich with 0 nays, motion carried.

9 Resolutions

9.1 Resolution 2021-22- Extension of Annexation Fee Moratorium

Mr. Bolduc, City Manager asked the City Clerk to read Resolution 2021-22 by title.

Ms. Roy, City Clerk stated, "Resolution 2021-22 reads by title:

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING THE COMPREHENSIVE FEE SCHEDULE, PROVIDING FOR A SIX-MONTH WAIVER PERIOD FOR THE COLLECTION OF ANNEXATION APPLICATION FEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE

This is Resolution 2021-22."

Mr. Bolduc, City Manager 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. This is a Resolution now due to the previous work that removed fees from the Land Development Code and placed them within the Comprehensive Fee Schedule enacted by a resolution.

A brief discussion ensued.

A motion made by Mr. Rencich to adopt Resolution 2021-22. Seconded by Ms. Brown with 5 yeas from Mr. Rencich, Ms. Brown, Mr. Hayes, Mr. Capps, Mr. Blocker with 0 nays, motion carried.

9.2 Resolution 2021-23- City Government Week

Mr. Bolduc, City Manager asked the City Clerk to read Resolution 2021-22 by title.

Ms. Roy, City Clerk stated, "Resolution 2021-23:

RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 18-24, 2021, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES AND PROVIDING FOR AN EFFECTIVE DATE

This is Resolution 2021-23."

Mayor Whitten reviewed some of the suggestions for the upcoming City Government Week and then reviewed the planned activities for that week.

A motion made by Mr. Capps to adopt Resolution 2021-23. Seconded by Mr. Rencich with 5 yeas from Mr. Capps, Mr. Rencich, Ms. Brown, Mr. Hayes, Mr. Blocker with 0 nays, motion carried.

10 Action Items

10.1 Wilson Street Park Splash Pad

Mr. Bolduc, City Manager stated that this action item request is for the continual work to complete the project. The total cost of the project is estimated to be $37,999.10 with a donation from the Crestview Rotary Club of $30,500.00. The logo design and bronze plaque ($6,150.00) will be funded through the beautification and improvements budget in the City's Community Redevelopment Agency with the remaining expenditures of $1,349.10 available in the facility maintenance division budget.

A motion made by Mr. Rencich to approve the Wilson Street Park project with a "not to exceed cost" of $37,999.10 and approval to "piggyback" from Sourcewell Contract #010521 for the purchase of the splash pad. Seconded by Mr. Capps with 5 yeas from Mr. Rencich, Mr. Capps, Mr. Blocker, Ms. Brown, Mr. Hayes with 0 nays, motion carried.

11 City Clerk Report

11.1 Police and Fire Retirement Board

Ms. Roy, City Clerk informed Council that she will need a name of a person for a seat on the Police and Fire Retirement Board. That information will need to be submitted to her office no later than September 13th.

11.2 Christmas Ornament

Ms. Roy, City Clerk debuted the City Christmas ornament for 2020-2121 that is now available for purchase.

12 City Manager Report

12.1 Cybersecurity

Ms. Leavins, Administrative Services Director informed Council that the Information Technology Division was formed in FY2019, in FY 2020 it became part of the Administrative Services Department. Prior to 2019, the staff reported to the City Clerk's office and the Police Department. The division currently consist of 3 employees, an IT Manager, IT Specialist, and IT technician. At this time, the IT Specialist is dedicated to Police and Dispatch divisions. She then updated Council on the different cyber projects that, that department is currently involved in during the coming fiscal year.

A brief discussion ensued.

12.2 Foxwood Presentation

Mr. Bolduc, City Manager updated Council on the golf course project and requested action to be taken on items- golf carts, the driving range, the restaurant space. He then reviewed the information concerning purchasing of the golf carts. Mr. Bolduc presented Council with three different options for golf cart vendors.

A motion made by Mr. Hayes to approve the Staff's recommendation concerning the purchase of the golf carts. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Ms. Brown, Mr. Capps, Mr. Blocker with 0 nays, motion carried.

Mr. Bolduc, City Manager informed the Council of the Top Tracer product to have at the golf course. This type of product can bring in business and a remodel of the kitchen space would give additional help. He requested that staff be able to move on with the Top Tracer project and to increase the budget from 2 million to 2.5 million with the understanding that later a presentation will be done of the restaurant.

A lengthy discussion ensued concerning Top Tracer, determining to have an on-site restaurant and the repurposing of the existing building.

Council gave a consensus for Staff to move forward with the recommendations for the golf course concerning the Top Tracer project and restaurant space.

13 Comments from the Mayor and Council

Mr. Capps wanted to give a public kudos to the code enforcement and the building officials for their work and effort of cleaning/clearing the blight within the city limits.

Mr. Blocker asked the City Manager, how many residents are using the city services that are not annexed into the city.

Mr. Bolduc answered that he would research that answer.

Mr. Hayes expounded on his time at the annual Florida League of Cities conference.

Mayor Whitten inquired of the Council of pricing and purchasing a plaque that displayed all the recipients of the Citizen of the Year award. He noted that the movie of the month was rained out and it was cancelled.

14 Comments from the Audience

A citizen of the City of Crestview that inquired about the irrigation system on the golf course.

Mr. Bolduc, City Manager answered that an employee from Public Services will reach out to her.

Mr. Kenny Siler of 497 South Wilson Street, inquired about the bidding out of particular contracts concerning the golf course. He then asked if the fines he incurred from code enforcement be either reduced or cancelled.

Mr. Bolduc stated that contracts will be up for bid and informed Mr. Siler that there is an appeals process through Special Magistrate to address the inquiry of incurred fines.

Mr. Robert Washington Jr., 502 West Griffith Avenue, thanked the city for their assistance in cleaning alleyways. He then inquired about receiving a copy of the city budget and the process of requesting and receiving a public record. Mr. Washington's last inquiry concerned the CDBG grant.

Mr. Bolduc, City Manager stated that the public record request is through the City Clerk's office but for his other inquiries to make an appointment to discuss the other inquiries made.

15 Adjournment

This meeting was adjourned by Mayor Whitten at 8:00 p.m.

Minutes approve this 10th day of January 2022

Natasha Peacock
Minutes submitted by Natasha Peacock
on behalf of the City Clerk

J B Whitten
J B Whitten
Mayor

Maryanne Schrader
City Clerk

CITY OF CRESTVIEW
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