

City Council Regular Meeting Minutes
September 26, 2022
6:00 p.m.
Council Chambers

1. Call to Order

The Regular Meeting of the Crestview City Council was called to order at 6:00 p.m. by Mayor JB Whitten. Board members present: Mayor Pro-Tem Andrew Rencich, Council members: Shannon Hayes, Doug Capps, Cynthia Brown, and Joe Blocker. Also present: City Manager Tim Bolduc, City Clerk Maryanne Schrader, City Attorney Jonathan Holloway, and various staff members.

2. Invocation, Pledge of Allegiance

2.1. Lisa Ausley, Associate Pastor, Crosspoint South, Crestview

The Invocation and Pledge of Allegiance to the flag of the United State of America was led by Associate Pastor Lisa Ausley of Crosspoint South Church.

3. Open Policy Making and Legislative Session

Mayor JB Whitten mentioned a quorum was present and went over the rules and procedures.

4. Approve Agenda

Mayor JB Whitten mentioned there would be a presentation by the Pee Wee Cheer Team and Proclamation on sidewalk safety. City Manager Tim Bolduc added a Special Warranty Deed will also be added.

Mayor JB Whitten a called for action.

Motion by Council member Joe Blocker and seconded by Council member Shannon Hayes to approve the agenda, as amended.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

5. Presentations and Reports

Mayor JB Whitten welcomed the Pee Wee Cheer Team led by Teresa Clifton, Coach of the Parks, and Recreation department.

Ms. Clifton thanked Councilmember D. Capps for sponsoring their program and led the team in a cheer to Council member D. Capps.

Afterward, Mayor JB Whitten read a proclamation declaring the month of October 2022 to recognize the Crosswalk Safety Month honoring those pedestrians killed in crosswalks nationwide.

6. Consent Agenda

Mayor JB Whitten called for action.

Motion by Council member Andrew Rencich and seconded by Council member Douglas Capps to approve the Consent agenda, as amended with the addition of the Special Warranty Deed with Benchmark Crestview Commons LLC.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

- 6.1. Purchase of a Komatsu America Corp. under Sourcewell Contract #032119-KOM Hydraulic Mini Excavator, PC35MR-5
- 6.2. Memorandum of Understanding - Partnership with the Okaloosa County Sheriff's Office for the Multi-Organizational Drug Task Force
- 6.3. Edward Byrne Memorial Grant for the purchase of a Drug Incinerator and four Wrap restraint devices
- 6.4. Purchase of Budget Software
- 6.5. Approval of 9/12/2022 City Council Minutes
- 6.6. Approval of 9/13/2022 Special Budget Hearing Minutes
- 6.7. Task Order - Comprehensive Plan Update
- 6.8. Florida Power & Light Easement
- 6.9. Underground Distribution Facility Installation Agreement

7. Public Hearings / Ordinances on Second Reading

- 7.1. Ordinance 1894 - Richburg Lane Comprehensive Plan Amendment
Mayor JB Whitten explained the second reading process for ordinances.

Interim Planning Administrator Nicholas Schwendt presented the Ordinance information for Ordinances 1894 and 1895. He explained the request includes mixed-use designations for the properties. The property is currently vacant, and they do not have a development order on file.

Interim Planning Administrator Nicholas Schwendt to the City Council and asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance 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 Commercial (C) to Mixed Use (Mu) on Approximately 26.86 Acres, More Or Less, In Section 4, Township 3 North, Range 23 West, and In Section 9, 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.

Mayor JB Whitten called for comment from the Council.

Council member C. Brown asked if the department had received any public comments.

Interim Planning Administrator Nicholas Schwendt replied there were none. Mayor JB Whitten called for comment from the public.

Motion by Council member Joe Blocker and seconded by Council member Shannon Hayes to adopt Ordinance 1894 on second reading
Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

7.2. Ordinance 1895 - Richburg Lane Rezoning

City Attorney Jonathan Holloway swore in Interim Planning Administrator N. Schwendt for the quasi-judicial segments of the meeting.

Interim Planning Administrator Nicholas Schwendt presented Ordinance 1895 to the City Council and requested that the staff report be entered into the record: On July 31, 2022, staff received an application to amend the comprehensive plan and zoning designations for property located on Richburg Lane. The subject property is currently assigned a future land use and zoning designation of Commercial (C) and Commercial High-Intensity District (C-2), respectively. The application requests the Mixed Use (MU) zoning designation for the property. The Planning and Development Board recommended approval of the request on September 6, 2022, and the first reading was approved by the City Council on September 12, 2022. The property description is as follows: Property Owner: Dewrell J Ladon & Carol A PO Box 1510; Ft Walton Beach, FL 325490000; Parcel ID: portions of parcels 04-3N-23-0000-0029-0000 and 09-3N-23-0000-0011-0000; Site Size: 26.86 acres Current FLU: Commercial (C); Current Zoning: Commercial High-Intensity District (C-2); Current Land Use: Vacant; The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction FLU Zoning Existing Use; North Okaloosa County Low Density Residential and Mixed Use; Okaloosa County Residential-1 and Mixed Use Vacant and Residential East Okaloosa County Low Density Residential Okaloosa County Residential-1 Residential; South Okaloosa County Mixed Use Okaloosa County Mixed Use Vacant, Residential and Commercial; West Commercial (C) Commercial High-Intensity District (C-2) Vacant and Commercial; The subject property is currently

vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property could be developed for residential or low intensity commercial use. Staff reviewed the request for rezoning and finds the following: - The proposed zoning is consistent with the proposed future land use designation.

- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.

- The requested use is not substantially more or less intense than allowable development on adjacent parcels. Courtesy notices were mailed to property owners within 300 feet of the subject property on August 12, 2022. The property was posted on August 23, 2022. An advertisement ran in the Crestview News Bulletin on August 25, 2022.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 26.86 Acres, More Or Less, of Real Property, Located In Section 4, Township 3 North, Range 23 West, and In Section 9, Township 3 North, Range 23 West, From the Commercial High-Intensity District (C-2) Zoning District to the Mixed Use (MU) 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.

Mayor JB Whitten called for comment from the Council.

Mayor JB Whitten called for comment from the public.

Mayor JB Whitten called for action.

Motion by Council member Douglas Capps and seconded by Council member Shannon Hayes to adopt Ord. on second reading.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

7.3. Ordinance 1896 - Taylor Farms Partial Plat Vacation

Interim Planning Administrator Nicholas Schwendt presented Ordinance 1896 for the partial plat vacation to the City Council and asked the City Clerk to read the ordinance. It is a vacant piece of property.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Vacating and Abandoning a Portion of Taylor Farms Subdivision as Recorded in Plat Book 26, Page 94 of the Public Records of Okaloosa County, Florida; Providing for Update of the Crestview Base, Zoning and Land Use Maps; Providing for Repeal of Conflicting Ordinances; Providing For Filing of This Ordinance With the Clerk of Circuit Court of Okaloosa County; Providing For Severability; and Providing for an Effective Date.

Mayor JB Whitten called for comment from the Council.

Mayor JB Whitten called for comment from the public.

Mayor JB Whitten called for action.

Motion by Council member Cynthia Brown and seconded by Council member Andrew Rencich to adopt Ordinance 1896 on second reading.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

8. Ordinances on First Reading

9. Resolutions

9.1. Resolution 2022 - 29 Budget Amendment

City Manager T. Bolduc presented Resolution 2022-29, budget amendment.

City Manager T. Bolduc requested that the City Clerk read the Resolution.

City Clerk Maryanne Schrader read the Resolution by title: A Resolution of the City of Crestview, Florida, Amending the Budget to More Accurately Reflect Revenues and Appropriations. The Amendments are the Result of Various Factors, Including: Increases in Estimated Revenues and/or Appropriations to More Accurately Reflect Projections for Departments of Record, and Providing For An Effective Date.

Mayor JB Whitten called for comment from the Council.

Mayor JB Whitten called for comment from the public.

Mayor JB Whitten called for action.

Motion by Council member Andrew Rencich and seconded by Council member Shannon Hayes to approve Resolution 2022-29.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

10. Action Items

11. City Clerk Report – No report.

12. City Manager Report

12.1. City Manager Updates

City Manager Tim Bolduc updated the Council on the following projects:

1. Budget adoption process - City Manager T. Bolduc went over the balanced budget applauding the reduced millage rate. He added one more budget amendment may be needed with the close out of the year.

2. Status of property sale to Okaloosa County Tax Collector - City Manager T. Bolduc displayed the area of purchase on the overhead explaining in order to get clear title, we need public access to the city-maintained road.

City Attorney J. Holloway explained the mayor and city clerk would need to sign the map detailing that Commerce Drive was maintained by the city, as it is city property. He mentioned the roadway exhibit will encompass 100 feet of Commerce Drive adding the third party will need legal access to a public road. City Manager T. Bolduc added the closing date is set for Wednesday.

Motion by Council member Shannon Hayes and seconded by Council member Douglas Capps to approve the execution of the document by the mayor and city clerk in order to complete the transaction and officially confirm that Commerce Drive was maintained by the city.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

3. Vineyard Village affordable housing project - City Manager T. Bolduc displayed a map depicting a small piece of property they wish to purchase and are working with an owner who is out of state. The piece of property will be used for Affordable Housing. The preliminary site design for the Vineyard Village has been done. The project continues to move forward. He explained the funding hurdles that Gregg Chapel had to go through. A grant application has been submitted which we did not get funding for, however, Representative Maney, will bring it forward again.

In response to Council member S. Hayes regarding the \$1.49 million that was to go toward the Village, City Manager T. Bolduc replied that the legislature gave some funds to the County for housing, however, this project was not funded. However, the city will attempt to get funding again.

4. Fire department strategic planning - City Manager T. Bolduc said we are in the throes of doing the strategic planning and have done a SWOT analysis. The SWOT came up with eight goals which will enhance our department and community. The goal is to have it accomplished by the end of October.

5. LEAD graduation ceremony - City Manager T. Bolduc announced the LEAD team graduation is set for October 18th at the Community Center. They have completed eight sections.

6. Government Week - City Manager T. Bolduc said the Council has their schedules.

7. Foxwood neighborhood sewer project - City Manager T. Bolduc briefed the Council explaining a small lift station had to be placed at the golf course. We will not require the neighborhood to connect to our sewer. We hope to bid for the construction portion and get funds through the State. We hope the sewer will be available by the end of 2023. We are currently providing pump-out services to the neighborhood.

City Manager T. Bolduc said we also have the Benjamin Street septic-to-sewer project. The PS department will engage a firm to provide low pressure engineering to get Benjamin Street connected to our WWTP.

8. Redstone traffic improvement design project - City Manager T. Bolduc said we have released the design process and displayed the area on an overhead showing the engineer design for Redstone stating we hope to be completed in a couple of months. There is an extension of a right turn lane. We were not using some ROW, so we will add a left turn lane, and it will widen the entire intersection. We plan to add sidewalks to go to the schools. The traffic movement will be completely redone.

Discussion ensued on the Brookmeade repaving, timing of the traffic light, and selling the property after the realignment is completed.

9. Septage receiving station study - City Manager T. Bolduc explained the moratorium by the County stating there is only one place to dump septic to the south end. He stated there is a need for a joint solution for the north end. He said a study has been released regarding whether the city can do it at our own plant, however, it will reduce capacity.

Discussion ensued on the County raising their rates, however, City Manager T. Bolduc said we are under a contract, so our Council would notify our customers, if the city had a rate increase. He added we will go out for bid at the end of the year.

City Manager T. Bolduc said our debris hauler is no longer the company that works with the County. He explained that DRC USA is agreeable to adding the city to piggyback with the County. He added there is only a charge if it is used.

Motion by Council member Andrew Rencich and seconded by Council member Shannon Hayes to allow staff to enter into an agreement with DRC to piggyback with the County agreement.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps. All ayes. Motion carried.

10. Code Enforcement - City Manager T. Bolduc explained the need for an active code enforcement process explaining the magistrate process has been in effect since 2020 and is conducting the hearings. He explained the process of education and the responsibility to ensure there is a minimum need for housing. Code Enforcement is about getting compliance through the education process. He went over the Fact and

Fiction rumors that have been circulating on Facebook. He said money gained by placing liens on code violations is placed in a fund that goes back into cleaning up the neighborhood. He depicted the areas where code enforcement has been accomplished throughout the city. He gave examples of successes of the 27 properties where buildings were torn down because the buildings were unsafe. He mentioned we have three funding sources: CDBG, CRA, and a set fund from paid fines. We have not started the maintenance funding yet, however, we could set funding aside for owner-occupied housing where assistance is needed for low to moderate housing. He added the city has used money to demolish unsafe structures.

Discussion ensued on the properties that were not in compliance, foreclosure options, payment of fines, and demolition, if needed.

Council member C. Brown mentioned the "Broken Windows" theory adding we do not want our citizens living in fear.

Council concurred that they would like to take the remainder of the allocated monies and place it in the fund to be used for housing assistance for owner-occupied housing.

Councilmember J. Blocker suggested a minimum of \$10,000 to go into the fund. He agreed with the city manager that roofs and siding would be a good start.

13. Comments from the Mayor and Council

Mayor JB Whitten asked for comment.

Councilmember J. Blocker D. Capps updated the Council on the TDC. He said the TDC voted for raising the bed tax to 5% and after two years, the tax will rise to 6%. He said on December 13th, the TDC will be hosting the meeting at Warriors Hall and the February meeting will be in Valparaiso.

Councilmember S. Hayes mentioned a homeschooling group toured the Bush House. He attended the local concert estimating over 300 attended. He recently attended a "Boys to Men" summit which inspires young men suggesting he would like to see a similar program in Crestview. He is on the Land Use and Development Committee which will look at policies that helps the entire community and the state. He also went to Richbourg and provided a motivational talk to the youth.

Councilmember C. Brown said she was pleased to see the sidewalk proclamation adding she would like to work to get more sidewalks. She would like to work with the School Board to add bus stop covers. Mayor Whitten said Commissioner Mixon is finding funding for Old Bethel Road sidewalks. Council member C. Brown also mentioned an event this Saturday at Live Oak Baptist church which includes food trucks and rides.

Councilmember J. Blocker said one of his goals was to increase the sidewalks on one side of the street on every street. He asked for the feasibility of getting an egress behind Enterprise and Hospital Drive to relieve the traffic. City Manager T. Bolduc is working on that, as well as, creating a sidewalk fund and prioritization plan. He would like a CIP for

sidewalks next year. There are gaps on Redstone, so we are working on sidewalks in that area, as well.

Mayor Whitten gave credit to the Main Street organization for the successful concert. He mentioned the Trunk or Treat event on October 15 and asked for Council sponsorship of a trunk. Mayor Whitten volunteered to use his vehicle. City Manager T. Bolduc added we have a candy fund.

Mayor Whitten said because of the erratic weather, we will postpone the opioid summit until October. Chance Leavins said they have contacted everyone to let them know of the rescheduled event.

14. Comments from the Audience

Mayor JB Whitten asked for comment from the audience.

Kenny Siler of 497 South Wilson Street came forward suggested the pieces of property in code violation should be auctioned off for purchase. He stated he believes the code enforcement is selective. He said wealthy property owners had code violations on their properties but have not been sent to the magistrate. He was not able to sell his property because he has had liens on his properties. He asked the Council to address the issue. He said he has complained to Code Enforcement about the issues without success.

Next, Byron Evans came forward and said the improvements should be for all and especially for the children. The Council should do everything they can to help improve or upgrade the neighborhood for the children.

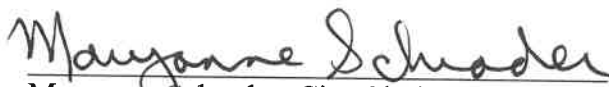
15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:46 p.m.

Minutes approved this 10th day of October 2022.


JB Whitten
Mayor

ATTEST:


Maryanne Schrader, City Clerk
Proper notice having been duly given

