

City Council Minutes
April 10, 2023
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: Doug Capps, Cynthia Brown, Joe Blocker, and Ryan Bullard. 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. Pastor Brian Walton of Community of Christ Church

The Invocation and Pledge of Allegiance was led by Pastor Brian Walton of Community of Christ Church.

Mayor JB Whitten requested a moment of silence for Dr. Naomi Barnes, in honor of all her contributions to the City of Crestview. He mentioned her visitation is scheduled for Friday, April 14th at 5:00 p.m. and service on Saturday at 11:00 a.m. at the Community Center.

3. Open Policy Making and Legislative Session

Mayor JB Whitten established a quorum and went over the rules and procedures.

4. Approve Agenda

Mayor JB Whitten called for action.

Motion by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Douglas Capps to approve the agenda.

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

5. Presentations and Reports

6. Consent Agenda

Councilmember R. Bullard requested that Item 6.1 be removed from the Consent Agenda to discuss further.

Mayor JB Whitten called for action.

Motion by Councilmember Joe Blocker and seconded by Councilmember Cynthia Brown to approve the Consent Agenda, as amended.

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

6.1. Purchase of New Patrol Vehicles

Councilmember R. Bullard stated he fully supports the new purchases, but he is concerned with the cost and the take-home vehicle policy.

City Manager Tim Bolduc mentioned that it is better to look at the cost of the vehicles during the budget process and review the return on investment. Nationally, officers use take-home vehicles as part of the overall benefits package, adding he wants to stay competitive with surrounding jurisdictions. He will come back to Council with a report. In response to Councilmember R. Bullard's question on the half-cent sales tax, City Manager Tim Bolduc said the tax is only allocated for specific uses. However, residuals are used, if we receive more tax than anticipated.

Motion by Councilmember Cynthia Brown and seconded by Councilmember Ryan Bullard to approve the purchase.

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

Councilmember D. Capps said he is against changing the take-home policy. Councilmember R. Bullard explained he wanted information on how far out the cars are being taken. He added that the police chief should be able to determine the necessity of how far out the car can go. Mayor JB Whitten agreed we can define the radius in the policy.

6.2. Digital Forensic Workstation Purchase

6.3. WWTP Solids Handling Project Change Order #1 Re-Executed

6.4. Task Order 2020-02 Biosolids Improvements Amendment 1

6.5. Approval of minutes from March 27, 2023

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1918 - Amendment to the Code of Ordinances Chapter 38 - Property Maintenance and Housing Standards

Police Chief Stephen McCosker came forward to discuss the second reading of Ordinance 1918. He explained Code Enforcement has been revamped, so we had to determine what changes were required. Our staff reviewed the ordinance line by line and made the recommended changes.

Police Chief Stephen McCosker presented Ordinance 1918 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 Chapter 38 Property Maintenance and Housing Standards, of the Code of Ordinances; Providing For Intent; Providing For Authority;

Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; and Providing For an Effective Date.

City Manager Tim Bolduc addressed several criteria in the ordinance and mentioned with the move to the police department, it made sense to define the role of the code enforcement office and provide clarification.

Mayor JB Whitten called for comment from the Council and the public. In hearing none, he called for action.

Motion by Councilmember Douglas Capps and seconded by Councilmember Joe Blocker to adopt Ordinance 1918 on second reading.

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

8. Ordinances on First Reading

8.1. Ordinance 1929 Repeal & Replace Chapter 32 Fair Housing to establish SHIP program

Planning Administrator N. Schwendt reviewed the SHIP program details regarding affordable housing and eligibility for funding. He mentioned the Housing and Finance staff are assisting the city with a plan and went over the sections of the plan. He stated we hope to have the approval by July 1st. This ordinance will provide the legislative format. We will add a trust fund and committee in the plan which will mirror off the State plan.

Planning Administrator N. Schwendt presented Ordinance 1929 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, Repealing and Replacing the Current Chapter 32 – Fair Housing With Chapter 32 - Housing, Establishing the Local Housing Assistance Trust Fund, the Local Housing Assistance Program, Provisions Regarding Ship Program Administration and Implementation, and the Affordable Housing Advisory Committee; 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.

City Manager T. Bolduc said staff will provide direction for potential properties. Our CDBG program is for blight, but this ordinance will assist owner-occupied homes and provide a funding source adding the County is currently receiving the funds.

Mayor JB Whitten called for comment from the Council.

Mayor Pro-Tem A. Rencich asked what the current allocation is and Planning Administrator N. Schwendt responded that we received \$160,000, but we will

receive \$202,000 with this change. City Manager T. Bolduc replied that this will also allow for Habitat for Humanity housing. Our best interest is to get people into affordable housing. Mayor Pro-Tem A. Rencich asked about the percentage of funds being used for rentals, and City Manager T. Bolduc said the main purpose is for home ownership.

Councilmember D. Capps asked about SHIP program and whether affordable housing would be defined, and City Manager T. Bolduc replied that it is based on HUD levels and HUD will provide whether it is within a certain percentage. He added we have acquired properties that will allow us to provide these homes.

Councilmember R. Bullard asked about who will serve on the Board, and Planning Administrator N. Schwendt replied that the Board will consist of eight individuals based on certain requirements per Statute. They will be appointed by Resolution. We would have twelve months from adoption to form the Board. Councilmember R. Bullard offered to volunteer to serve on the Board and asked if we can preclude rentals. City Manager T. Bolduc added that staff will make recommendations to the Board, so the Board will not need to review all cases adding home ownership is the main focus.

Councilmember Joe Blocker asked who would pay the taxes, and City Manager T. Bolduc replied that the homeowner will pay the tax.

Mayor JB Whitten called for comment from the public.

Mayor JB Whitten called for action.

Motion was made by Councilmember Ryan Bullard and seconded by Councilmember Douglas Capps to approve Ordinance 1929 on 1st reading and move to second reading for final adoption.

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

8.2. Ordinance 1922 - Richburg Lane Annexation

Planning Administrator N. Schwendt presented Ordinance 1922, Richburg Lane Annexation to the City Council and mentioned the property pertains to 2.45 acres which is currently outside of city limits. The developer has asked for utilities. He went over the current mixed use, as well as the surrounding zoning. The property is developed for commercial use. He went over the posting and noticing information.

Planning Administrator N. Schwendt asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 2.45 Acres of Contiguous Lands Located in Section 9, 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.

Mayor JB Whitten called for comment from the Council and the public. In hearing none, he called for action.

Motion was made by Councilmember Joe Blocker and seconded by Councilmember Ryan Bullard to approve Ordinance 1922 on 1st reading and move to second reading for final adoption.

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

8.3. Ordinance 1923 - Richburg Lane Comp Plan Amendment

Planning Administrator N. Schwendt presented Ordinance 1923, Richburg Lane Comprehensive Plan Amendment, to the City Council mentioned the information was the same as the annexation. He then 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 Okaloosa County Mixed Use to Commercial (C) on Approximately 2.45 Acres, More or Less, 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 and the public. In hearing none, he called for action.

Motion was made by Councilmember Douglas Capps and seconded by Councilmember Cynthia Brown to approve Ordinance 1923 on 1st reading and move to second reading for final adoption.

ROLL CALL: Joe Blocker, Cynthia Brown, Andrew Rencich, Douglas Capps, Ryan Bullard. All ayes. Motion carried.

8.4. Ordinance 1924 - Richburg Lane Rezoning

Planning Administrator N. Schwendt presented Ordinance 1924, Richburg Lane Rezoning, to the City Council and went over the zoning details stating the information was the same as the previous ordinances.

Planning Administrator N. Schwendt 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, Providing For the Rezoning of 2.45 Acres, More Or Less, Of Real Property, Located In Section 9, Township 3 North, Range 23 West, From the Okaloosa County Mixed Use Zoning District to the Commercial Low-Intensity District (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.

Mayor JB Whitten called for comment from the Council and the public. In hearing none, he called for action.

Motion was made by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Joe Blocker to approve Ordinance 1924 on 1st reading and move to second reading for final adoption.

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

8.5. Ordinance 1925 - Richburg Lane and Third Avenue Annexation

Planning Administrator N. Schwendt presented Ordinance 1925, Richburg Lane, and Third Avenue Annexation to the City Council. He mentioned the property is located behind the movie theater. He said it is currently in unincorporated Okaloosa County. He reviewed the current zoning and mentioned that the next three ordinances were not recommended by the Planning Board. He went over the surrounding zoning. He stated there is a mix of residential and commercial in the area. There is no development application on file. Traffic will need to be approved once an application is received. He added that notices have been mailed and postings done.

Planning Administrator N. Schwendt asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 23.28 Acres of Contiguous Lands Located In Section 4, Township 3 North, Range 23 West, And In Section 9, 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.

Mayor JB Whitten called for comment from the Council.

In response to the question from Councilmember Ryan Bullard on why the Planning Development Board did not recommend the approval, Planning Administrator N.

Schwendt replied the Board did not give a reason for not recommending approval.

Mayor JB Whitten called for comment from the public and in hearing none, he called for action.

Motion was made by Mayor Pro-Tem Andrew Rencich and seconded by Councilmember Cynthia Brown to approve Ordinance 1925 on 1st reading and move to second reading for final adoption.

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

- 8.6. Ordinance 1926 - Richburg Lane and Third Avenue Comp Plan Amendment
Planning Administrator N. Schwendt presented Ordinance 1926, Richburg Lane and Third Avenue Comprehensive Plan Amendment, to the City Council stating the information is the same as the last ordinance.

Planning Administrator N. Schwendt 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 Okaloosa County Low Density Residential and Mixed Use To Mixed Use (Mu) On Approximately 23.28 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 and the public. In hearing none, he called for action.

Motion was made by Councilmember Ryan Bullard and seconded by Councilmember Joe Blocker to approve Ordinance 1926 on 1st reading and move to second reading for final adoption.

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

- 8.7. Ordinance 1927 - Richburg Lane and Third Avenue Rezoning
Planning Administrator N. Schwendt presented Ordinance 1927, Richburg Lane and Third Avenue Rezoning, 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, Providing For the Rezoning of 23.28 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 Okaloosa County

Residential-1 and Mixed Use 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. In hearing none, he called for action.

Motion was made by Councilmember Ryan Bullard and seconded by Councilmember Joe Blocker to approve Ordinance 1927 on 1st reading and move to second reading for final adoption.

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

9. Resolutions

Nothing brought forward.

10. Action Items

Nothing brought forward.

11. City Clerk Report

Nothing brought forward.

12. City Manager Report

City Manager Tim Bolduc provided an update to the City Council. He mentioned the roof leak at the gym has been looked at but, he was unsure of the long-term use yet. He has met with a couple of contractors about options. After meeting with the contractors, we are working on a proposal to insulate the building, etc. and continue to use it as a gym with the option of using it as a dual-purpose building in the future. He spoke of a large scale indoor recreational complex as a potential use.

Regarding the solar panel ordinance, the discussion from the Planning and Development Board was to request staff to look at the placement of the panels, and the height and parking under the panels, so we will bring it back to the Planning and Development Board with options.

He mentioned potential funds for Vineyard Village in the amount of \$750,000 as it made it to the state budget process. We have returned the packet to the legislative with pictures of the area, the construction timeline, and the design plan, adding the site plan has been done. There will be 28 units. They will be leased at 80% of the HUD-recommended rent. He also displayed a rendering of the units.

He briefed the City Council on the Sexual Predator ordinance addressing where they can live within the city limits. The current statute has requirements we have identified that there are violations currently. He has met with Councilmember D. Capps, and we will map

out the requirements. The Chief of Police will review the registered sex offenders against the map and then a detective will investigate. He added before we adopt the law, we are checking our current enforcement.

13. Comments from the Mayor and Council

Councilmember D. Capps requested that the solar panel ordinance be added to the next Council meeting and asked about calling a special meeting with the Planning Development Board (PDB). City Manager T. Bolduc said he will brief the entire Board.

Discussion ensued about the need to fill the current vacancy for an alternate. Planning Administrator N. Schwendt mentioned that the alternate has not been approved yet. The solar panel ordinance process was also discussed, and City Manager T. Bolduc explained that the PDB is a board recommendation required by Statute. City Attorney Jon Holloway added that on the comprehensive plan, the PDB must make a recommendation.

Councilmember R. Bullard asked whether the PDB knew the vision of the Council and City Manager T. Bolduc replied that he can brief the Board on the vision.

Councilmember R. Bullard asked about the correct spelling of Richburg Lane, and City Attorney Jon Holloway replied that he has some answers and will get back to him.

Mayor Pro-Tem A. Rencich asked that Tim require that current staffing is met on the Board and that they are briefed on the current direction of the Council. He added if the Board says "no", they need to provide a reason. Councilmember D. Capps agreed.

City Manager T. Bolduc said we will set up a special meeting on the solar panel ordinance and go over the overall strategy of planning in preparation of growth.

Councilmember C. Brown said we appreciate the work of the Board but want them to know our direction.

Councilmember Joe Blocker asked about the location of each property and asked that the exhibits be displayed.

Mayor JB Whitten mentioned this past weekend, he visited the disc golf tournament stating it was well attended. He went to the sunrise service, which was also well attended. He mentioned this weekend's car show is being held on Main Street.

14. Comments from the Audience

Lisa Burke came forward stating she lives in the unincorporated area of the county and does not want to be incorporated into the city. In reply, City Manager T. Bolduc explained that the ordinances tonight are not involuntary. Mayor JB Whitten added the city does not do involuntary annexations.

Ms. Wanda Hulion thanked the Council for the work on Shortwell, however, they need streetlights. Public Services Director M. Criddle said they have ordered the two additional streetlights from Florida Power and Light.

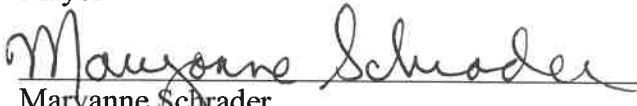
15. Adjournment

Mayor JB Whitten adjourned the meeting at 7:06 p.m.

Minutes approved this 24th day of April 2023.



JB Whitten
Mayor



Maryanne Schrader
City Clerk
Proper Notice having been duly given

