



**CITY COUNCIL FIRST BUDGET HEARING AGENDA
SEPTEMBER 12, 2023
5:15 P.M.
CITY COUNCIL CHAMBERS**

The Public is invited to view our meetings on the City of Crestview Live stream at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page. You may submit questions on any agenda item in advance (by 3:00 p.m. the day of the meeting) to cityclerk@cityofcrestview.org.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Open Policy Making and Legislative Session**
- 4. Approve Agenda**
- 5. Public Hearings / Resolutions for Tentative Millage and Budget**
 - 5.1. Resolution 2023 -12 Adopting the FY23/24 Tentative Millage Rate
 - 5.2. Resolution 2023-13 Adopting the Tentative FY23/24 Budget
- 6. Comments from the Mayor and Council**
- 7. Comments from the Audience**
- 8. Adjournment**

All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities needing special accommodations, please contact Maryanne Schrader, City Clerk at cityclerk@cityofcrestview.org or 850-628-1560 option 2 within 48 hours of the scheduled meeting.



Staff Report

CITY COUNCIL MEETING DATE: September 12, 2023

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Tim Bolduc, City Manager
DATE: 9/8/2023
SUBJECT: Resolution 2023 -12 Adopting the FY23/24 Tentative Millage Rate

BACKGROUND:

The City has 65 to 80 days from the date of setting the proposed millage rate to hold a public hearing on its adoption as the tentative millage rate as required by Florida Statute 200.065.

DISCUSSION:

The proposed millage rate for Truth in Millage (TRIM) was set at 6.8466 by the Council at the July 24th 2023 Special Budget Meeting and has been certified by the Okaloosa County Property Appraiser as having a gross taxable value for operating purposes not exempt from taxation in Okaloosa County of \$1,846,855,839.

TRIM provides a very specific timetable as set by Florida Statutes for tentative millage adoption. If compliance with the specified timeframes are not met, the rollback rate of 6.2520 will apply, resulting in an ad valorem tax collections equal to the prior year.

Adoption for the Final Levying of Millage rate is scheduled for September 25, 2023 at 5:15 PM.

The following announcements are as required by Florida Statute 200.065(5):

Taxing Authority - City of Crestview

6.2520 is the current rollback rate.

6.8466 proposed tentative millage rate and is a 9.51 percentage increase over the roll back rate.

Millage rate to be levied is 6.8466.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

No effect on the current budget. Our current millage rate is 6.8466. Increase in revenues will be determined by the property values.

RECOMMENDED ACTION

Staff respectfully requests Council to adopt Resolution 2023-12 Adopting the FY23/24 Tentative Millage Rate

Attachments

None

RESOLUTION: 2023- 12

**A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, ADOPTING THE TENTATIVE
LEVYING OF A MILLAGE OF 6.8466 FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023
AND ENDING SEPTEMBER 30, 2024, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, The City of Crestview of Okaloosa County Florida on September 12, 2023, adopted the Fiscal Year Tentative Millage Rate following a Public Hearing, as required by Florida Statute 200.065; and

WHEREAS, The City of Crestview of Okaloosa County, Florida, held a Public Hearing, as required by Florida Statute 200.065; and

WHEREAS, The gross taxable value for operating purposes not exempt from taxation within Okaloosa County has been certified by the County Property Appraiser to the City of Crestview as \$1,846,855,839; and

WHEREAS, all other legal requirements have been met.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Crestview of Okaloosa County, Florida that:

The Fiscal Year 2024 operating millage rate is 6.8466, which is more than the rolled-back rate of 6.2520 by 9.51%.

PASSED AND ADOPTED this 12th day of September 2023.

JB Whitten, Mayor

ATTEST:

Maryanne Schrader, City Clerk



Staff Report

CITY COUNCIL MEETING DATE: September 12, 2023

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Tim Bolduc, City Manager
DATE: 9/8/2023
SUBJECT: Resolution 2023-13 Adopting the Tentative FY23/24 Budget

BACKGROUND:

The City has 65 to 80 days from the date of setting the proposed millage rate to hold a public hearing on the adoption of the tentative budget as required by Florida Statute 200.065.

DISCUSSION:

The proposed millage rate for Truth in Millage (TRIM) was set at 6.8466 by the Council at the July 24th 2023 Special Budget Meeting and has been certified by the Okaloosa County Property Appraiser.

In the final Budget Workshop held on August 14th, 2023 the proposed budget was presented to the Council projecting appropriations and revenue estimates of \$74,388,168. The presentation provided such information as departmental expenditures, capital projects, proposed new positions and cash carryforward, etc.

At the direction of the City Council, staff moved forward with the budget adoption process.

TRIM provides a very specific timetable as set by the Florida Statutes for the tentative budget adoption. If compliance with the specified timeframes is not met, the rollback rate of 6.2520 will apply, resulting in an ad valorem tax collection equal to the prior year.

Adoption of the Final Budget is scheduled for September 25, 2023 at 5:15 PM.

Please click link then arrow to view the [FY 2024 Tentative Budget Book](#)

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

No financial impact on the current budget. This budget will be in effect for the fiscal year 2024.

RECOMMENDED ACTION

Staff respectfully requests a motion to adopt Resolution # 2023-13 The tentative FY23/24 Budget

Attachments

1. FY2024 Budget Summary for Tentative Meeting 9.12.23

RESOLUTION: 2023- 13

**A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA,
ADOPTING THE TENTATIVE BUDGET FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024,
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, The City of Crestview of Okaloosa County, Florida on September 12, 2023 held a public hearing as required by Florida Statute 200.065; and

WHEREAS, The City of Crestview of Okaloosa County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024 in the amount of \$74,388,168; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Crestview of Okaloosa County, Florida that:

1. The Fiscal Year 2024 Tentative Budget be adopted.
2. Appropriations may be transferred within funds for the purpose of equalization when needed by a budget transfer with the approval of the City Manager and the Finance Director as necessary.
3. The City Council during Fiscal Year 2024 may, by resolution, make any amendments to the Budget adopted by this Resolution, as it may deem necessary and proper.
4. All Budget Amendments requesting additional expenditures must also identify the corresponding funding source.
5. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 12th day of September 2023.

JB Whitten, Mayor

ATTEST:

Maryanne Schrader, City Clerk

2024 City of Crestview Budget Summary

Division	Revenue	Carry Forward/ Reserve/ Restricted	Grants & Aide	Debt Proceeds	From Restricted Funding Source	Personnel Expenses	Operating Expenses	Capital Expenses	Debt Contingency Transfers	Total
General Fund Summary										
0012- Mayor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,536	\$ 18,729	\$ -	\$ -	\$ (104,265)
0213-Clerk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,889	\$ 59,832	\$ -	\$ -	\$ (209,721)
0311-G&A	\$ 26,898,126	\$ 4,759,999	\$ -	\$ -	\$ 56,509	\$ 108,718	\$ 642,807	\$ 124,088	\$ 1,198,887	\$ 29,640,134
0412-City Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,840	\$ 34,948	\$ 5,816	\$ -	\$ (303,604)
0413-Human Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373,862	\$ 165,417	\$ -	\$ -	\$ (539,279)
0416- Information	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,291	\$ 666,636	\$ -	\$ -	\$ (974,927)
0419-PIO	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 166,477	\$ 54,011	\$ 6,854	\$ -	\$ (227,342)
0510-PS Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 336,982	\$ 522,884	\$ 162,935	\$ -	\$ (1,022,801)
001-0610-Fleet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 259,942	\$ 70,283	\$ 14,600	\$ -	\$ (344,825)
001-0721-Police	\$ 252,558	\$ -	\$ -	\$ -	\$ 4,000	\$ 5,923,865	\$ 1,278,660	\$ 1,028,213	\$ -	\$ (7,974,180)
001-0822-Fire	\$ 14,045	\$ -	\$ -	\$ -	\$ -	\$ 6,877,134	\$ 488,930	\$ 93,441	\$ -	\$ (7,445,460)
001-0000 Dispatch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 672,041	\$ 131,985	\$ -	\$ -	\$ (804,026)
001-1141-Streets	\$ 120,000	\$ -	\$ -	\$ -	\$ 950,579	\$ 1,029,134	\$ 893,700	\$ 1,917,602	\$ -	\$ (2,769,857)
001-1142-1/2 Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ 3,858,674	\$ -	\$ -	\$ 4,936,187	\$ -	\$ (1,077,513)
001-1424-Code	\$ 103,000	\$ -	\$ -	\$ -	\$ -	\$ 142,683	\$ 41,925	\$ -	\$ -	\$ (81,608)
001-1562-Animal Services	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 266,738	\$ 105,470	\$ 3,647	\$ -	\$ (351,856)
001-2319-Facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,090,800	\$ 645,592	\$ 304,890	\$ -	\$ (2,041,282)
001-2413-Finance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 601,144	\$ 41,924	\$ -	\$ -	\$ (643,068)
001-2515-Planning	\$ 166,000	\$ -	\$ -	\$ -	\$ -	\$ 399,704	\$ 188,180	\$ 7,171	\$ -	\$ (429,055)
001-2772-CRES Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291,432	\$ 68,834	\$ -	\$ -	\$ (360,266)
001-2773-Athletics	\$ 339,800	\$ -	\$ 2,000,115.00	\$ -	\$ -	\$ 582,855	\$ 503,342	\$ 1,997,028	\$ -	\$ (743,310)
001-2774-Library	\$ 122,054	\$ -	\$ -	\$ -	\$ -	\$ 710,503	\$ 203,187	\$ 79,875	\$ -	\$ (871,511)
001-2275-Special Events	\$ 231,812	\$ -	\$ -	\$ -	\$ -	\$ 60,965	\$ 41,635	\$ -	\$ -	\$ 129,212
001-2776-Cultural Serv	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 71,128	\$ 27,372	\$ -	\$ -	\$ (93,500)
001-3010-Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,151	\$ 32,992	\$ 17,950	\$ -	\$ (356,093)
Totals	\$ 28,276,395	\$ 4,759,999	\$ 2,000,115	\$ -	\$ 4,869,762	\$ 21,077,814	\$ 6,929,274	\$ 10,700,296	\$ 1,198,887	\$ -
Building & Permitting Special Revenue Summary										
125-2624 Permitting	\$ 887,247	\$ 233,834	\$ -	\$ -	\$ -	\$ 728,737	\$ 138,494	\$ 155,000	\$ 98,850	\$ -
Totals	\$ 887,247	\$ 233,834	\$ -	\$ -	\$ -	\$ 728,737	\$ 138,494	\$ 155,000	\$ 98,850	\$ -
Community Development Block Grant										
150-2854 CDBG	\$ -	\$ -	\$ 157,584	\$ -	\$ -	\$ -	\$ 94,220	\$ 31,847	\$ 31,517	\$ -
Totals	\$ -	\$ -	\$ 157,584	\$ -	\$ -	\$ -	\$ 94,220	\$ 31,847	\$ 31,517	\$ -
Debt Service Fund										
220-0213 Debt Service	\$ 141,941	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,941	\$ -
Totals	\$ 141,941	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,941	\$ -
Utility Fund Summary										
440-0311 G&A	\$ -	\$ 6,912,328	\$ 1,191,500	\$ 4,109,730	\$ 1,380,789	\$ -	\$ 429,829	\$ -	\$ 2,999,061	\$ 10,165,457
440-0510 Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 611,776	\$ 234,797	\$ 258,567	\$ -	\$ (1,105,140)
440-1513 Customer Service	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 565,525	\$ 93,950	\$ -	\$ -	\$ (642,475)
440-1633 Water	\$ 4,201,158	\$ -	\$ -	\$ -	\$ -	\$ 907,277	\$ 934,451	\$ 4,238,971	\$ -	\$ (1,879,541)
440-1735 Sewer	\$ 5,840,791	\$ -	\$ -	\$ -	\$ -	\$ 919,580	\$ 1,206,838	\$ 4,520,729	\$ -	\$ (806,356)
440-1935 Wastewater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,272,215	\$ 4,459,730	\$ -	\$ (5,731,945)
Totals	\$ 10,058,949	\$ 6,912,328	\$ 1,191,500	\$ 4,109,730	\$ 1,380,789	\$ 3,004,158	\$ 4,172,080	\$ 13,477,997	\$ 2,999,061	\$ -
Sanitation Fund										
441- Sanitation	\$ 6,578,426	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,578,426	\$ -	\$ -	\$ -
Totals	\$ 6,578,426	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,578,426	\$ -	\$ -	\$ -
Stormwater Utility										
442- Stormwater	\$ 648,549	\$ -	\$ -	\$ 330,000	\$ -	\$ 507,951	\$ 132,794	\$ 337,804	\$ -	\$ -
Totals	\$ 648,549	\$ -	\$ -	\$ 330,000	\$ -	\$ 507,951	\$ 132,794	\$ 337,804	\$ -	\$ -
Crestview Unlimited										
443 - Crestview Unlimited	\$ 1,173,020	\$ -	\$ -	\$ -	\$ -	\$ 559,724	\$ 540,759	\$ 72,537	\$ -	\$ -
Totals	\$ 1,173,020	\$ -	\$ -	\$ -	\$ -	\$ 559,724	\$ 540,759	\$ 72,537	\$ -	\$ -
Community Redevelopment Agency										
670-0311 CRA	\$ 349,389	\$ 328,611	\$ -	\$ -	\$ -	\$ -	\$ 507,000	\$ 152,000	\$ 19,000	\$ -
Totals	\$ 349,389	\$ 328,611	\$ -	\$ -	\$ -	\$ -	\$ 507,000	\$ 152,000	\$ 19,000	\$ -
Totals	\$ 48,113,915	\$ 12,234,772	\$ 3,349,199	\$ 4,439,730	\$ 6,250,551	\$ 25,878,384	\$ 19,093,047	\$ 24,927,481	\$ 4,489,256	\$ -

Total Budget \$ 74,388,168