



Town of Century, Florida

Council Meeting Agenda

July 14, 2026 at 6:15 PM

7995 N. Century Blvd. Century, Florida 32535

(850)256-3208 | www.TownOfCenturyFlorida.com

Call Meeting to Order

1. Roll Call
2. Open Meeting with Prayer and Pledge of Allegiance
3. Consent Agenda
 - A. Approval of Minutes
 - B. Approval of Bill List
4. Public Forum #1
5. Action Items
 - A. Florida Municipal Gas Appointments
 - B. Charter Issues
 - C. Athletic Field Rental Charges/Prices
 - D. SRF WW170301 Loan Increase to \$1,140,975
 - E. Change Order No 3 Well 2
6. Mayor's Report
7. Council Comments
8. Staff Comments/ Report
 - A. ADU Discussion Eric
9. Public Forum #2
10. Adjourn

§ In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding should contact the Town Clerk no later than noon the day of the meeting to request assistance. § If HEARING impaired, please contact TDD (TDD-Telecommunications Device for the Deaf) at 1-800-955-8771. § If VOICE impaired, please contact the Florida Relay Service at 1-800-955-8770, for assistance. § If a person decides to appeal any decision with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for that purpose, he may need to ensure that a "verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal to be based." Minutes of the Town Council meetings can be obtained from the Town Clerk's office. The cost of duplication and/or court reporter will be at the expense of the requesting party. Minutes are recorded but are not transcribed verbatim.



Approval of the Minutes

Town of Century

Council Meeting Minutes

June 16, 2026, at 6:15 PM

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the Town Clerk and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

Call Meeting to Order

Councilmember Cunningham

1. Roll Call

PRESENT

Mayor Ben Boutwell (Remote)
Henry Cunningham
John Bass
Sparkie Harrison

ABSENT

President Dynette Lewis
Shelisa Abraham

2. Open Meeting with Prayer and Pledge of Allegiance

Councilmember Cunningham opened the meeting with prayer.

3. Consent Agenda

A. Approval of Minutes

Motion made by Bass, Seconded by Harrison.
Voting Yea: Cunningham, Bass, Harrison

B. Approval of Bill List

Motion made by Bass, Seconded by Harrison.
Voting Yea: Cunningham, Bass, Harrison

4. Public Forum #1

N/A

5. Action Items

N/A

6. Mayor’s Report

July 3rd there will be lots of festivities at both Anthony Pleasant and Showalter Park. Everything starts at 3pm with Vendor Setup and Fly-over at 5:00pm with Fireworks at Dark.

7. Council Comments

Councilmember Bass-N/A

Councilmember Harrison stated that she would like for the Town to donate the water for the Hope Garden. It was stated to have the history available at the next meeting.

Councilmember Cunningham asked if we currently have a financial advisor and if we had a contract with Robert Hudson. It was stated that we currently have a financial advisor that is being paid for out of the budgeted funds for Robert Hudson and that the current advisor was a previous auditor for Warren Averett.

8. Staff Comments/ Report

Town Clerk Moore stated that everyone needs to be aware and ready for questions about the pickup of the black lid cans as the town is going to grapple style pickup for organic matter.

9. Public Forum #2

Ms. Fletcher stated that CSX has piles of debris along the tracks through out town and wanted to know when it would be picked up.

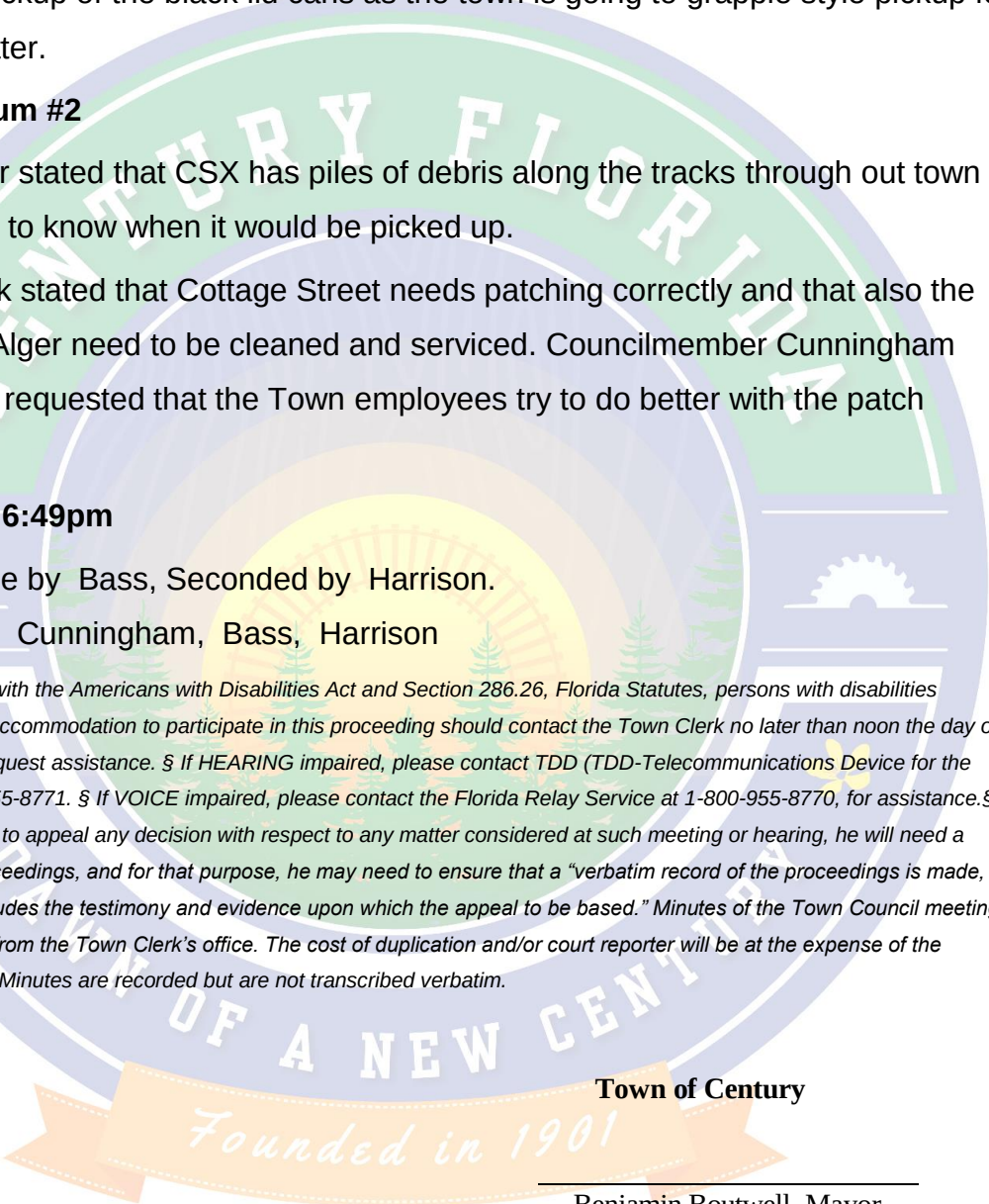
Mr. Peacock stated that Cottage Street needs patching correctly and that also the ditches on Alger need to be cleaned and serviced. Councilmember Cunningham agreed and requested that the Town employees try to do better with the patch work.

10. Adjourn at 6:49pm

Motion made by Bass, Seconded by Harrison.

Voting Yea: Cunningham, Bass, Harrison

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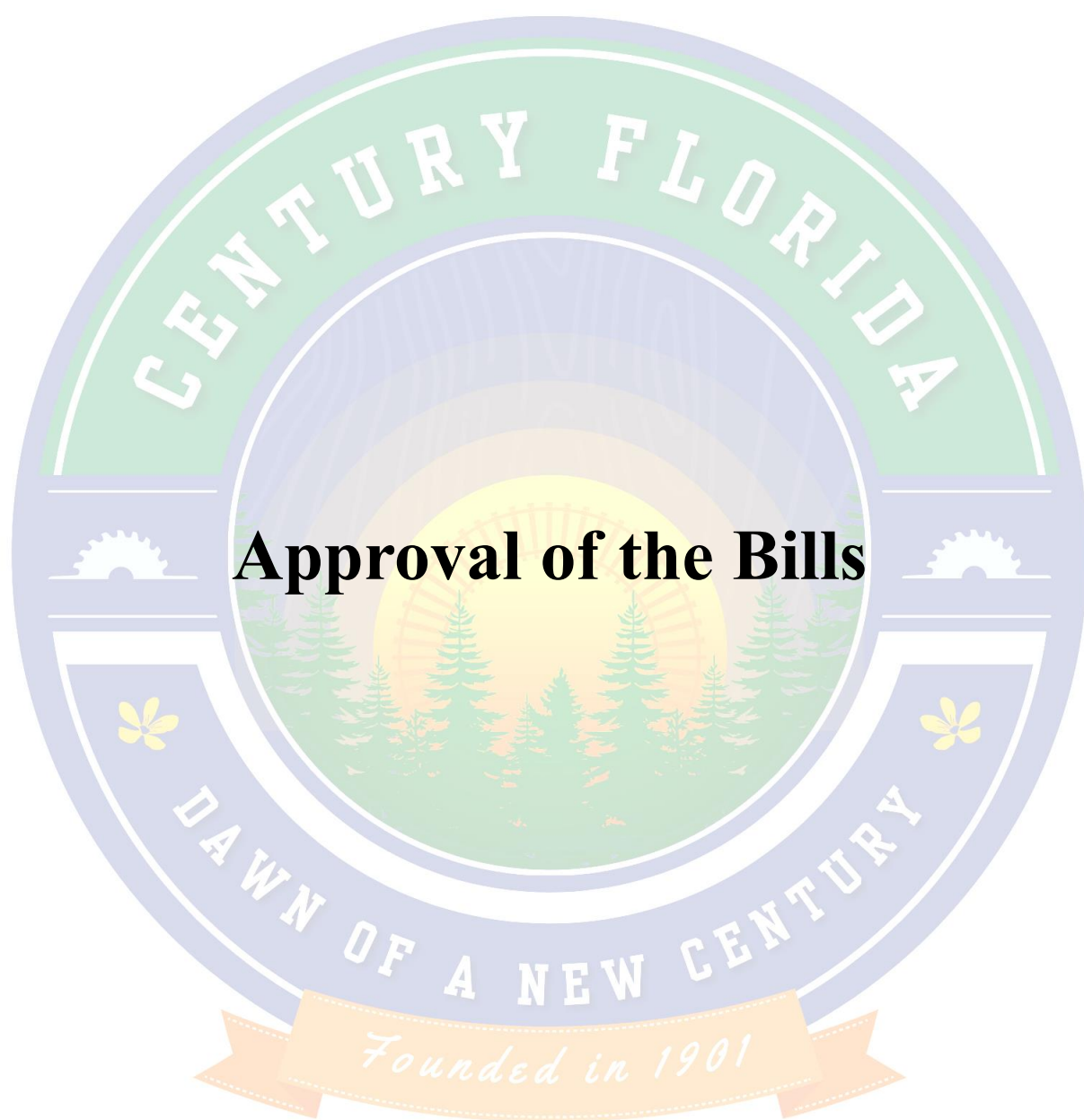


Attest:

Town of Century

Benjamin Boutwell, Mayor

Carrie Moore, Town Clerk



Approval of the Bills

Town of Century
July 14, 2026
Bill List

Section 3, ItemB.

Account Number	Account Name	Fund	Payee	Amount	Inv #	Month	Date Paid	YTD Spent	Annual Budget
			Gas Fund						
401-32-5-27001	Natural Gas Purchases	Gas Fund	BP Energy (monthly invoice-varies)	\$6,029.36	21790240	May		\$233,568.79	\$125,000.00
401-32-8-55000	Audit	Gas Fund	HCT Certified Public Accountants (FY2024-Additional Services)	\$2,240.87	9/30/2024				
401-32-8-55000	Audit	Gas Fund	HCT Certified Public Accountants (FY2025)	\$1,198.12	3012296	June		\$2,740.62	\$3,000.00
			Total	\$9,468.35					
			General Fund						
100-12-8-14000	Audit	General Fund	HCT Certified Public Accountants (FY2024-Additional Services)	\$6,722.63	9/30/2024				
100-12-8-14000	Audit	General Fund	HCT Certified Public Accountants (FY2025)	\$4,792.50	3012296	June		\$4,792.50	\$10,962.50
100-12-5-01006	Fireworks	General Fund	Marcus O Miller (07/03/26 Fireworks Show-DJ)	\$1,000.00	7/3/2026	July	7/7/2026	\$5,500.00	\$9,000.00
100-12-4-61000	Office Equipment Maintenance	General Fund	Southern Computer Services (backups)	\$357.88	22916	June			\$30,000.00
			Total	\$12,873.01					
			Water Fund						
402-36-4-76002	Testing Sewer	Water Fund	Eurofins Environment Testing (testing samples)	\$275.00	4000180756	June		\$11,060.00	\$15,000.00
402-36-4-76002	Testing Sewer	Water Fund	Eurofins Environment Testing (testing samples)	\$275.00	4000181362	June		\$11,060.00	\$15,000.00
SRF Loan	SRF Loan	Water Fund	Florida Department of Environmental Protection (SRF Loan-DW-170310)	\$6,235.74	Payment No. 31	June	6/12/2026		
SRF Loan	SRF Loan	Water Fund	Florida Department of Environmental Protection (SRF Loan-DW-170311)	\$4,907.34	Payment No. 29	June	6/12/2026		
402-36-5-38001	Chemicals Water	Water Fund	Hawkins, Inc. (chlorine)	\$240.00	7458065	June		\$12,029.66	\$20,000.00
402-36-5-38001	Chemicals Water	Water Fund	Hawkins, Inc. (chlorine, sulfur dioxide)	\$1,330.88	7469284	June		\$12,029.56	\$20,000.00
402-36-5-38000	Chemicals WWTP	Water Fund	Hawkins, Inc. (chlorine, sulfur dioxide)	\$1,910.48	7469284	June		\$18,976.99	\$22,000.00
402-36-8-20000	Audit	Water Fund	HCT Certified Public Accountants (FY2024-Additional Services)	\$8,963.50	9/30/2024				
402-36-8-20000	Audit	Water Fund	HCT Certified Public Accountants (FY2025)	\$3,594.38	3012296	June		\$8,221.88	\$6,000.00
402-36-4-59000	Lift Stations/Pump Maintenance	Water Fund	Omni Industrial Systems (industrial pump station panel repair)	\$5,168.00					
			Total	\$32,900.32					
			Grand Total	\$55,241.68					

Town of Century

July 14, 2026

Bill List

Section 3, ItemB.

Account Number	Account Name	Amount
	Gas Fund	
401-32-5-27001	Natural Gas Purchases	\$6,029.36
401-32-8-55000	Audit	\$3,438.99
	Total	\$9,468.35
	General Fund	
100-12-8-14000	Audit	\$11,515.13
100-12-5-01006	Fireworks	\$1,000.00
100-12-4-61000	Office Equipment Maintenance	\$357.88
	Total	\$12,873.01
	Water Fund	
402-36-4-76002	Testing Sewer	\$550.00
SRF Loan	SRF Loan	\$11,143.08
402-36-5-38001	Chemicals Water	\$1,570.88
402-36-5-38000	Chemicals WWTP	\$1,910.48
402-36-8-20000	Audit	\$12,557.88
402-36-4-59000	Lift Stations/Pump Maintenance	\$5,168.00
	Total	\$32,900.32
	Grand Total	\$55,241.68

Town of Century
July 14, 2026
Bill List

Section 3, ItemB.

Payee	Amount
BP Energy	\$6,029.36
Eurofins Environment Testing	\$550.00
Florida Department of Environmental Protection	\$11,143.08
Hawkins, Inc.	\$3,481.36
HCT Certified Public Accountants	\$27,512.00
Marcus O Miller	\$1,000.00
Omni Industrial Systems	\$5,168.00
Southern Computer Services	\$357.88
Total	\$55,241.68



Public Forum #1



AGENDA ITEM

Meeting: Town Council Meeting

Date: July 14, 2026

Time: 6:15 p.m.

Agenda Title:

Resolution No. 2026-005 – Appointment of Director and Alternate Director to the Florida Governmental Utility Authority (FGU)

Agenda Description:

Consideration of Resolution No. 2026-005 appointing Dave Murzin, Town Administrator, as the Town of Century's Director and Carrie Moore, Town Clerk, as the Alternate Director to the Florida Governmental Utility Authority (FGU). The resolution authorizes the appointed representatives to exercise the powers and duties provided under the Third Amended and Restated Interlocal Agreement, designates them as agents of the Town for authorized actions and execution of related documentation, and authorizes the Mayor to execute the Certificate of Appointment and any documents necessary to implement the appointments.

Recommended Action:

Approve Resolution No. 2026-005 appointing the Town's Director and Alternate Director to the Florida Governmental Utility Authority (FGU) and authorize the Mayor to execute the Certificate of Appointment and all related documents.

A RESOLUTION OF THE TOWN OF CENTURY, FLORIDA, APPOINTING A DIRECTOR AND AN ALTERNATE DIRECTOR TO THE FLORIDA GOVERNMENTAL UTILITY AUTHORITY (FGU); AUTHORIZING SAID REPRESENTATIVES TO EXERCISE THE POWERS PROVIDED UNDER THE THIRD AMENDED AND RESTATED INTERLOCAL AGREEMENT; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Century, Florida, is a participant in the Florida Governmental Utility Authority ("FGU") pursuant to that certain Third Amended and Restated Interlocal Agreement dated March 25, 2011; and

WHEREAS, the Interlocal Agreement provides that each participating governmental entity shall appoint one Director and one Alternate Director to represent the Town; and

WHEREAS, the Town Council desires to appoint Dave Murzin, Town Administrator, as Director and Carrie Moore, Town Clerk, as Alternate Director until their successors are duly appointed; and

WHEREAS, the Town Council finds these appointments to be in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CENTURY, FLORIDA, AS FOLLOWS:

SECTION I. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II. Dave Murzin, Town Administrator, is appointed Director to FGU and Carrie Moore, Town Clerk, is appointed Alternate Director until their successors are duly appointed in accordance with the Interlocal Agreement.

SECTION III. The Director and Alternate Director are authorized to exercise all powers and duties on behalf of the Town pursuant to the Interlocal Agreement and applicable Florida law, including Sections 163.01 and Chapter 166, Florida Statutes.

SECTION IV. The Director and Alternate Director are designated as agents of the Town for taking all authorized actions and executing documentation under the Interlocal Agreement. FGU may rely upon their authority until written notice to the contrary is received.

SECTION V. The Mayor is authorized to execute the Certificate of Appointment and any documents necessary to implement this Resolution.

SECTION VI. All Resolutions or parts of Resolutions in conflict with this Resolution are repealed.

SECTION VII. If any section or portion of this Resolution is determined invalid, the remaining provisions shall remain in full force and effect.

SECTION VIII. This Resolution shall become effective immediately upon its passage and adoption.

PASSED and ADOPTED this 14th day of July, 2026, by the Town Council of the Town of Centerville, Florida.

Section 5, Item A.

ATTEST

APPROVED AS TO FORM AND
LEGALITY

Carrie Moore, Town Clerk

Town Attorney

Benjamin Boutwell, Mayor



Action Item B

AGENDA ITEM

Meeting: Town Council Meeting

Date: July 14, 2026

Time: 6:15 p.m.

Agenda Title:

Authorization to Request an Informal Attorney General Opinion Regarding Town Charter Election Date Clarification

Agenda Description:

Consideration of authorizing the Town Attorney to submit a request for an Informal Opinion to the Florida Attorney General regarding whether the Town Council may, by ordinance and without voter referendum, amend the Town Charter to correct scrivener's errors contained in the 2024 voter-approved Charter amendments relating to municipal election dates. The request seeks clarification as to whether the Town may align the Charter language with the election schedule established by the 2014 Charter amendment, which provides for municipal elections to coincide with federal, state, and county elections in even-numbered years, pursuant to Sections 166.021(4) and 100.3605, Florida Statutes. The opinion will provide legal guidance on whether the proposed clarification may be accomplished by ordinance or if voter referendum approval is required.

Recommended Action:

Authorize the Town Attorney to submit the Request for an Informal Opinion to the Florida Attorney General regarding clarification of the Town Charter election date provisions and to take any actions necessary to facilitate the request.

Hon. James Uthmeier
 Attorney General, State of Florida
 Department of Legal Affairs
 The Capitol, PL-01
 Tallahassee, Florida 32399-1050

Re: Request for Informal Opinion for the Town of Century

Dear Attorney General Uthmeier:

In my capacity as the attorney for the Town of Century, I write this letter at the request of Mayor Ben Boutwell and the Century Town Council seeking your informal advisory opinion as to the following:

May the Town Council of the Town of Century, pursuant to Florida Statute Sections 166.021 and 100.3605, amend its Town Charter by ordinance without voter referendum approval to correct scrivener's errors contained in recent voter-approved Charter amendments clarifying that the dates for election for its municipal officers are aligned with the dates for federal, state, and county elections?

Background:

The 1979 Charter Amendments. On November 27, 1979, the Century Town Council by Ordinance Number 5-79, proposed for voter approval by referendum a revised version of the Charter of the Town of Century, Florida (the "1979 Charter"). The 1979 Charter was approved by referendum held on January 8, 1980.

The 1979 Charter provided that the terms of office for Mayor and all five Council Seats would be two-years. Elections for the offices of Mayor and Council Seats One and Two were to be held in odd-numbered years and elections for the offices of Council Seats Three, Four, and Five were to be held in even-numbered years. The following were the pertinent provisions of the 1979 Charter:

*Art. III, Sec. 3.03: Councilmember seats numbers one and two and the office of mayor shall be up for election in **each odd-numbered year**, and councilmember seats numbers three, four, and five shall be up for election in **each even-numbered year**, said elections to be held in the manner provided in Article IV of this charter. The terms of the councilmembers shall be for **two (2) years**. (Emphasis added.)*

*Art. IV, Sec. 4.02(a): Qualifications. The mayor shall be an elector of the town and shall have resided in the town, or within any area annexed since the last general election, for at least six (6) months prior to the date on which he qualified to run for the office of mayor. If he shall cease to possess any such qualifications during his term of office, he shall forfeit the office and the council shall remove him. He shall be elected for a term of **two (2) years**, and serve until his successor is elected. (Emphasis added.)*

Art. V, Sec. 5.05(a): *Multiple Candidates. When more than two (2) persons qualify as candidates for the office of town council, for any of the designated seats of the town council to be filled or for the office of mayor, the persons so qualified shall be voted upon at a **first nonpartisan primary election to be held thirty (30) days prior to the general nonpartisan election**, and the two (2) persons receiving the highest number of votes cast for each designated seat on the town council or the office of mayor shall be declared candidates for each of such designated seats or office and shall be voted upon at the regular town election to be held concurrent with state and county elections, and the person receiving the highest number of votes cast at such regular town elections shall be declared elected; provided that if one (1) candidate in the first nonpartisan primary election receives a majority of the votes cast for a designated seat, such candidate shall be declared elected without the necessity of being voted upon in the regular town election and shall assume office at the same time and in the same manner as those elected in the regular town election. (Emphasis added.)*

The 2014 Charter Amendments. By Ordinance 5-14 adopted by the Century Town Council on June 13, 2014, a copy of which is enclosed along herewith, the dates for holding municipal elections set forth in the 1979 Charter were amended (the “2014 Charter Amendment”) so that they coincided with State of Florida and Escambia County elections. Section 1 of that Ordinance provided:

Amend Charter: The Town Council shall amend Charter Section 5.05(b) to read in part "regular Town election to be held concurrent with state and county elections".

As State and County elections are held in even-numbered years, the effect of the 2014 Charter Amendment was to correspondingly change the dates for municipal elections to even-numbered years.¹ The 2014 Charter Amendment then provided in Section 5.05(a)²:

*Multiple Candidates. When more than two (2) persons qualify as candidates for the office of town council, for any of the designated seats of the town council to be filled or for the office of mayor, the persons so qualified shall be voted upon at a first nonpartisan primary election to be held thirty (30) days prior to the general nonpartisan election, and the two (2) persons receiving the highest number of votes cast for each designated seat on the town council or the office of mayor shall be declared candidates for each of such designated seats or office and shall be voted upon at the **regular town election to be held concurrent with state and county***

¹ Century Town Council Ordinance 5-86 adopted by the Town Council on Sept. 30, 1986, purported to amend the Town Charter by changing the terms of office for Mayor and all five Council Seats to four years. I have been unable to discern if the proposed Charter amendment was submitted to or approved by the voters through referendum. Yet, as discussed below, that issue is not germane to this request as subsequent voter-approved Charter amendments changed the terms of the offices of Mayor and all Council Seats to four years.

² Notwithstanding that Ordinance 5-14 stated that Section 5.05(b) was to have been amended, in the online version of the Charter, Municipal Code Corporation editorially incorporated the 2014 Charter Amendment into Section 5.05(a) of the Charter.

elections, and the person receiving the highest number of votes cast at such regular town elections shall be declared elected; provided that if one (1) candidate in the first nonpartisan primary election receives a majority of the votes cast for a designated seat, such candidate shall be declared elected without the necessity of being voted upon in the regular town election and shall assume office at the same time and in the same manner as those elected in the regular town election. (Emphasis added.)

The Escambia County Supervisor of Elections (who, through interlocal agreement with the Town of Century, conducts municipal elections on behalf of the Town) has confirmed that since 2014 all regular elections for the Town of Century offices of Mayor and all Council Seats have been held in even-numbered years.

The 2024 Charter Amendments. On September 17, 2024, the Century Town Council adopted Ordinance 24-03 in which it proposed certain amendments (the “2024 Charter Amendments”) to the Town’s Charter to be submitted to the voters for referendum approval on Nov. 5, 2024.³ A copy of that ordinance is enclosed along herewith. The 2024 Charter Amendments were approved by the voters through referendum held on Nov. 5, 2024.

The 2024 Charter Amendments included revisions to Sections 3.03, 4.02(a), and 4.02(b) of the Town’s Charter. The gist of those 2024 Charter Amendments was to confirm that the terms of office for Mayor and each Town Council Seat are four years. However, those amendments inadvertently included language from the 1979 Charter that is inconsistent with the 2014 Charter Amendments. Specifically, notwithstanding that the 2014 Charter Amendment changed the date of Town of Century municipal elections such that would be held to coincide with State of Florida and Escambia County elections during even-numbered years, the 2024 Charter Amendments provide that elections for the offices of Mayor and Council Seats One and Two are to be held in odd-numbered years. The following were the text pertinent portions of the 2024 Charter Amendments that were submitted to the voters for referendum approval:

Sec. 3.03. - Election and Terms.

~~*Councilmember seats numbers one and two and the office of mayor shall be up for election in each odd-numbered year, and councilmember seats numbers three, four, and five shall be up for election in each even-numbered year, said elections to be held in the manner provided in Article IV of this charter. The terms of the councilmembers shall be for two (2) years, shall be revised to read,*~~
“eCouncilmember seats numbers one and two and the office of mayor shall be up for election in each odd-numbered years, and councilmember seats numbers three, four, and five shall be up for election in each even-numbered years, said elections to be held in the manner provided in Article IV of this charter. The terms of the councilmembers shall be for four (4) year terms.” (Emphasis added.

³ Also on Sept. 17, 2024, the Town Council approved Ordinance 24-01 and Ordinance 24-02 proposing certain other amendments to the Town Charter to be submitted to the voters for referendum approval on Nov. 5, 2024. The Charter amendments contemplated in Ordinance 24-01 were approved by the voters, but the amendments contemplated in Ordinance 24-02 were not approved by the voters. Those amendments do not pertain to the subject of this request.

Sec. 4.02. - Mayor; Qualifications; Term of Office.

- (a) *Qualifications. ~~The mayor shall be an elector of the town and shall have resided in the town, or within any area annexed since the last general election, for at least six (6) months prior to the date on which he qualified to run for the office of mayor. If he shall cease to possess any such qualifications during his term of office, he shall forfeit the office and the council shall remove him. He shall be elected for a term of two (2) years, and serve until his successor is elected, shall be amended to read,~~ "Qualifications. The mayor shall be an elector of the town and shall have resided in the town or within any area annexed since the last general election for at least six (6) months prior to the date on which he qualified to run for the office of mayor. If he shall cease to possess any such qualifications during his term of office, he shall forfeit the office and the council shall remove him. He shall be elected for a term of **four (4) years**, and serve until his successor is elected."* (Emphasis added.)
- (b) *Election and Term. The regular election of the mayor shall be held in ~~each~~ **odd-numbered years** in the manner provided in article V of this charter. The mayor shall be elected for a **four (4) year term** and may be re-elected subsequently."* (Emphasis added.)

Inconsistencies in Election Dates. The 2024 Charter Amendments did not expressly change the dates for Town of Century municipal elections established in the 2014 Charter Amendment (i.e., to coincide with State and County elections – held in even-numbered years). Yet, the reinsertion of “odd-numbered years” in the text of the 2024 Charter Amendments is inconsistent with the 2014 Charter Amendment which effectively required elections to be held in even-numbered years. It appears that those who drafted the proposed 2024 Charter Amendments made a scrivener’s error by failing to have appreciate the 2014 election date change; instead using original text from the 1979 Charter.

The Century Mayor and Town Council desire to correct the inconsistency to clarify that elections of its municipal officers shall be at the same time as state, federal, and county elections. The Town intends to adopt of an ordinance which clarifies that regular elections for the offices of Mayor and Council Seats One and Two shall be held during one even-numbered year and that regular elections for the offices of Council Seats Three, Four, and Five will be held in the ensuing even-numbered year.⁴ The Mayor and Town Council seek your informal opinion whether such an ordinance must be submitted for voter approval in order for it to be effective.

⁴ The ordinance would likely include a transition schedule confirming the dates for the next elections for each of the offices. The last regular elections for the offices of Century’s Mayor and Council Seats One and Two was held in 2024. The last regular elections for the offices of Century’s Council Seats Three, Four, and Five was held in 2022.

Legal Analysis:

Section 166.031, Florida Statutes, sets forth the procedures to be followed in amending municipal charters and requires that a proposed amendment shall be subject to referendum approval by the voters. For municipal charters adopted prior to July 1, 1973, and not subsequently readopted, Florida Statutes Section 166.021 repealed or changed into ordinances many of the limitations contained in such charters. Subsection (4) of the statute, however, provided that nothing in Florida Statutes Chapter 166 was to be construed as permitting any changes in a municipal charter that affected certain subject matters set forth therein, including “*the terms of elected officers*,” without referendum approval as provided in Florida Statutes Section 166.031. Thus, for charters adopted after July 1, 1973, and for charter provisions relating to the terms of elected officers adopted prior to that date and not subsequently readopted, any amendment of those provisions would be subject to the charter amendment procedures set forth in Section 166.031.

In 1995 the Florida Legislature amended Section 166.021(4) to allow changes to a municipal charter by ordinance without voter referendum approval pertaining to the selection of election dates and for changes in the terms of office necessitated by such changes in election dates. The statute now includes the following sentence:

*However, nothing in this act shall be construed to permit any changes in a special law or municipal charter which affect . . . the terms of elected officers and the manner of their election **except for the selection of election dates and qualifying periods for candidates and for changes in terms of office necessitated by such changes in election dates**, . . . without approval by referendum of the electors as provided in [s. 166.031](#). . . (Emphasis added.)*

Florida Statutes Section 100.3605, pertaining to the conduct of municipal elections, was created in the same 1995 legislation. Subsection (2) of that statute provides:

*The governing body of a municipality may, by ordinance, **change the dates . . . for the election of members of the governing body of the municipality** and provide for the orderly transition of office resulting from such date changes. (Emphasis added.)*

In Attorney General Opinion 2000-61, you opined that the City of Mulberry could amend its charter by ordinance (without submitting the ordinance for voter referendum approval) to move the dates of city elections from April to November to coincide with federal, state, and county elections, and to extend the terms of the sitting commissioners to the ensuing election.

In Attorney General Opinion 2013-05, you also opined that a change in election dates proposed by the City of Arcadia to align its elections of municipal officers to coincide with federal, state, and county elections was permitted by Florida Statute Sections 166.021(4) and 100.3605 could be accomplished by ordinance without voter approval by referendum. You similarly opined in Attorney General opinion 2019-11 that the Destin City Council was authorized to align the election of the its municipal officers with the state general election by ordinance and without referendum.

It is apparent that the Century Town Council is allowed to adopt an ordinance amending the Town’s Charter to coincide elections of its municipal officers with federal, state, and county elections. The complicating factor, however, is the inadvertent inclusion in the voter-approved 2024 Charter Amendments of archaic language that elections of certain municipal offices shall be held in odd-numbered years. Notwithstanding that inadvertent and inconsistent language, it nonetheless appears that pursuant to Florida Statutes 166.021(4) and 100.3605, the Century Town Council may indeed adopt an ordinance which amends the Town’s Charter to clarify that all elections of its municipal officers shall coincide with federal, state, and county elections.

The Century Mayor and Town Council respectfully request your informal opinion confirming the above position. An informal opinion is sought for purposes of expediency. Should your opinion be that voter referendum approval is needed for the contemplated Charter clarifications, then expedited efforts will be needed in order for the proposed Charter amendments to be placed on the ballots in time fore the November 2026 general election.

Thank you for your attention to and consideration of this matter. Please feel free to contact me should you have any questions or desire additional information.

Respectfully submitted,

Matt E. Dannheisser
For the Firm

Cc: Mayor Ben Boutwell
David Murzin, Town Manager
Carrie Moore, Town Clerk
Robert Bender, Escambia County Supervisor of Elections



AGENDA ITEM

Meeting: Town Council Meeting

Date: July 14, 2026

Time: 6:15 p.m.

Agenda Title:

Approval of Athletic Field Rental Fees

Agenda Description:

Consideration of establishing the rental fees for the Town of Century's athletic fields to be consistent with the rental fees currently adopted for other Town-owned facilities. Aligning the athletic field rental rates with existing facility rental fees will provide consistency in the Town's rental policies, simplify administration, and ensure equitable treatment of all facility users.

Recommended Action:

Approve the athletic field rental fees to be the same as the Town's current facility rental fees and authorize staff to implement the revised fee schedule immediately in the form of a resolution that states \$300 per day with the possibility of \$150.00 to be refunded per day.





AGENDA ITEM

Meeting: Town Council Meeting

Date: July 14, 2026

Time: 6:15 p.m.

Agenda Title:

Miscellaneous Water System Improvements Phase II - WWTP

Agenda Description:

At the Council meeting of June 2, 2026, the Town Council approved requesting a loan increase of \$682,136.43 for the referenced project from the FDEP State Revolving Fund. We submitted this request to the FDEP and the response back noted that the FDEP will consider the Town's request at their next funding meeting (scheduled for August 12, 2026). However, the request and approval will be for \$1,140,975.00. After speaking with the SRF representative (Mr. Greg Alfsen) he advised that the increased amount of the request includes a 5% contingency on the entire loan amount (\$9,176,787) which would equate to \$458,839. He added that it is the Department's policy to maintain contingency on their projects. When this 5% (\$458,839) is added to our request (\$682,136) the new total is \$1,140,975.

Assuming this request is approved, it is important to note that this contingency will only be required to be repaid if it is used. If it isn't used or if only a portion of it is used the Town will not be required to pay it back.

Recommended Action:

Since the Council's motion and approval at the June 2, 2026 meeting was specifically for \$682,136, a new motion and approval is required for the revised amount.



Action Item E

July 2, 2026
150004-018

Honorable Benjamin Boutwell, Mayor
Town of Century
7995 North Century Boulevard
Century, FL 32535

RE: Century Well and Water Plant Rehabilitation – Well No. 2 (Bldg. Rehab) – Change Order No. 3

Dear Mayor Boutwell:

Please find attached Change Order Request No. 3 from Evans Contracting, Inc. This Change Order includes an increase to the contract for the additional bond cost related to the addition of the new lime equipment that was approved as Change Order No. 2. This Change Order is in the amount of \$3,019.68. You will recall that the Town received an FDEP Pilot Grant for \$40,000 to replace the Lime Feeder, however, the cost of the equipment exceeded the grant amount.

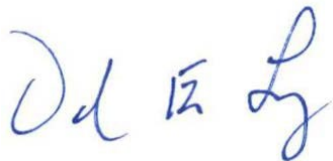
This request also includes an additional 180 days be added to the Contract time to account for the delays related to receipt of the lime equipment.

We have reviewed the Contractor's request and find it to be in order. To that end, we recommend approval by the Council to allow you to execute the Change Order. You will recall that this project exceeds the total grant funds, and the net cost of this Change Order will need to be paid out of Town funds (presumably LOST).

Please review the Change Order for yourself and should you have any questions or concerns, please do not hesitate to contact me. I will attend the next Council meeting to present this Change Order to Council and address any questions that they may have as required.

Sincerely,

MUNICIPAL ENGINEERING SERVICES, INC.



Dale E. Long, P.E., LEED AP
Senior Project Engineer

/DEL

Attachments

EVANS CONTRACTING, INC
400 NEAL RD.
CANTONMENT, FL 32533



FLA: CUC1223802
FLA: FPC 16-000127

July 10, 2026

Municipal Engineering Services Inc
8574 Turkey Bluff Road
Navarre, FL 32566
Mr. Dale Long, P.E.
RE: Well and Water Plant Rehabilitation – Town of Century

Dale,

Please see our breakdown for change order #2 below. We also request \$3,019.68 to cover the additional bond premium costs associated with these items.

Please be advised that the current delivery date for the lime feed system is mid-July. We have received partial delivery but still lack several items needed to install. We request an additional 180 calendar days to be added to our contract that currently ends on June 21, 2026.
The new final completion date will be December 18, 2026.

Total Cost: \$60,393.69
Breakdown: Hawkins = \$42,516.25
Labor & Subs = \$10,000.00
Subtotal = \$52,516.25
15% Markup = \$7,877.44
Total = \$60,393.69

Signed,

Daniel Eller
Evans Contracting, Inc

CONTRACT CHANGE ORDER

ORDER NO.

3

DATE

July 1, 2026

STATE

Florida

COUNTY

Escambia

CONTRACT FOR: Miscellaneous Well & Water Plant Rehabilitation

PROJECT NO.: 150004-018

OWNER: Town of Century

TO CONTRACTOR: Evans Contracting, Inc.

400 Neal Road

Cantonment, FL 32533

You are hereby requested to comply with the following changes from the contract plans and specifications.

You are hereby requested to comply with the following changes from the contract plans and specifications.							
Bid Item No.	Add/ Deduct	No	Unit	Description of Changes (Supplemental Plans And Specifications Attached)	Unit Price	DECREASE In Contract Price	INCREASE In Contract Price
BASE BID B - Well No. 2 Rehabilitation							
13	Add	1	LS	Bond Cost for Lime Feed System Addition	\$3,019.68	\$0.00	\$3,019.68
TOTALS						\$0.00	\$3,019.68
NET CHANGE IN CONTRACT PRICE						\$3,019.68	
JUSTIFICATION:							
Bond cost for the addition of the lime feed equipment.							

The amount of the Contract will be **INCREASED** By The Sum Of:

Sixty Thousand, Three Hundred Ninety-Three Dollars and Sixty-Nine Cents

\$3,019.68

The Contract Total Including this and Previous Change Orders Will Be:

Three-Hundred Ninety-Five Thousand, One Hundred Dollars and Sixty-Nine Cents

\$398,120.37

The Contract Period Completion of Project Will Be:

INCREASED 180 DAYS

The Contract Completion Date Shall Therefore Be:

12/18/2026*This document will become a supplement to the contract and all provisions will apply hereto.*Requested DANIEL ELLER

(Evans Contracting, Inc.)

7/1/2026

(Date)

Recommended

(Municipal Engineering Services, Inc.)

7/2/2026

(Date)

Accepted

(Town of Century)

(Date)









Memo

To: Town of Century Town Council
From: Eric Christianson, Planner, Emerald Coast Regional Council
Cc: Dave Murzin, Town Manager; Carrie Moore, Town Clerk
Date: June 16, 2026
Re: Accessory Dwelling Unit Discussion Follow Up

Purpose

At the Council meeting on June 2, 2026, the Century Town Council reviewed the twelve policy questions in the May 19, 2026 memo prepared by ECRC staff regarding a revision to the Town's Accessory Apartment Ordinance. This memo summarizes the direction the Council provided on each question, identifies questions that require further discussion, and flags items that should be reviewed with the Town Attorney before drafting proceeds. A preliminary draft ordinance is included as an appendix to this memo.

Discussion Summary

Question 1 — Name and Definition

Council agreed by consensus to rename the ordinance from “Accessory Apartments” to “Accessory Dwelling Units.” Council noted that the term “accessory apartment” has been a source of confusion and frustration in the past.

Status: Direction received. Rename to “Accessory Dwelling Units”

Question 2 — Comprehensive Plan Consistency / Land Use Categories Permitted

Council discussed this question at length. The majority position appeared to be a preference to limit ADU development to Low Density Residential and Medium Density Residential land use categories. These are

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ecrc.org

the categories where the Comprehensive Plan currently most clearly supports this action. Council expressed a desire to consult the Town Attorney before finalizing this decision. It should be noted that the Hilltop Rd property which prompted this discussion is located in the Rural Residential land use category.

Status: Preliminary direction toward LDR and MDR only, pending Town Attorney consultation. The Attorney's guidance may inform whether extending the ordinance to additional categories is defensible.

- **Option A:** Limit ADUs to Low Density Residential and Medium Density Residential categories only. This is the most legally defensible choice. The Hilltop Road property would not be eligible.
- **Option B:** Include Rural Residential. This would make the Hilltop Road property eligible but carries greater legal uncertainty and may require a concurrent Comprehensive Plan amendment. *Note: Council may want to reconsider Mixed Use as well as many homes along N Century Blvd are in this category.*

Question 3 — Attached or Detached

Council was split on whether ADUs must be attached to the principal structure or whether separate detached structures should be permitted. No consensus was reached. Council agreed to return to this question at a future meeting.

Status: Requires further discussion.

Question 4 — Maximum Number Per Lot

After discussion, Council reached consensus that one ADU per lot would be the maximum permitted.

Status: Direction received. One ADU per lot.

Question 5 — Maximum Size

After significant discussion, Council compromised on a flat maximum of 700 square feet regardless of principal structure size. Council indicated it may wish to revisit this standard after the full draft ordinance is completed.

Status: Please confirm direction (1) 700 square feet flat maximum or (2) 75% of the size of the existing dwelling. We can revisit this when reviewing the draft ordinance.

Question 6 — Minimum Lot Size

After discussion, council agreed that ADUs should be permitted on conforming lots only. Legal nonconforming (“grandfathered”) lots would not qualify.

Status: Direction received. Conforming lots only.

Question 7 — Utility Connections

No strong consensus was reached. Council discussion identified several competing considerations. Town would benefit financially from tap fees associated with separate utility connections, while separate connections raise the concern that ADUs would function as independent dwelling units inconsistent with the Comprehensive Plan's density standards. One compromise discussed was requiring shared connections for attached ADUs and permitting separate connections for detached ADUs.

Section 42-48 of the Town's ordinances states:

"Each residential unit whether occupying one or more lots and whether it shall occupy any lot or parcel jointly with any other residential unit shall be considered a separate unit for the payment of the water fees and the sewage disposal fees, and separate connections and meters will be required for each of such units."

Requiring shared utilities in the ADU ordinance may conflict with Section 42-48 unless Section 42-48 is also amended. Second, Town staff has indicated that separate connections are preferred because they generate tap fee revenue with positive fiscal impact for the Town.

Status: Requires further discussion. Question 3 (attached vs. detached) decision will likely shape the utility connection answer.

Question 8 — Setbacks

Council directed staff to proceed with Option A from the previous memo: Standard 5-foot setbacks for attached ADUs and 10-foot side and rear setbacks for detached ADUs. One modification was proposed, setbacks should be measured from the roofline rather than from the wall of the structure.

Status: Direction received. Option A with roofline measurement.

Question 9 — Off-Street Parking

Council reached consensus that one off-street parking space in addition to parking for the main dwelling should be required. Council expressed concern about street parking occurring regardless of the requirement. Under Section 66-54 of the Town's code, street parking is permitted by default on residential roads with speed limits of 35 mph or less unless the Town has affirmatively prohibited it with signage. Street parking near ADUs cannot be restricted through the ADU ordinance itself. If the Council wishes to restrict parking on specific streets, that would require a separate action.

Status: Direction received. One dedicated off-street space required. Council may wish to discuss street parking further, but that is beyond the scope of this ordinance.

Question 10 — Design Standards

Council directed staff to remove design standards from the ordinance.

Status: Direction received. No design standards.

Question 11 — No Variance Provision

Council confirmed that the no variance provision should be retained.

Status: Direction received. No variance provision retained.

Council confirmed that the purpose statement should be revised to remove language referencing older households and elderly persons, replacing it with neutral language to address potential Fair Housing Act concerns.

Status: Direction received. Purpose statement to be revised.

Specific questions for further discussion with Town Attorney

On Question 2 (Comprehensive Plan Consistency): The Low Density Residential and Medium Density Residential categories explicitly authorize accessory residential uses subject to LDC standards, making an ADU ordinance limited to these categories clearly consistent with the Comprehensive Plan. The Rural Residential category describes permitted development only as single-family detached homes on individual lots and does not contain equivalent language. The Mixed Use category, which covers a significant portion of the Town’s land area including much of the Century Blvd Corridor, also lacks explicit accessory residential use language. Extending the ordinance to either of those categories may require a concurrent Comprehensive Plan amendment. The Council should receive the Attorney’s advice on this question before staff proceeds with drafting.

On Question 7 (Separate or shared utility connections) Without a shared utility requirement, an ADU with independent connections could be considered functionally indistinguishable from a second dwelling unit. The Council should receive the Attorney’s advice on whether permitting separate utility connections exposes the ordinance to a Comprehensive Plan consistency challenge.

On Question 8 (Setbacks) Roofline measurement is a new standard for the Town and should be reviewed to confirm it is workable given that it would be different from how the other setback standards in the Town’s code are measured. It will effectively increase the functional setback beyond the stated distances for structures with roof overhangs. This higher standard may be justifiable given the potential for ADUs to have additional impacts on neighbors.

Next Steps

Once the remaining questions are resolved, ECRC will complete the draft ordinance attached to this memo. That ordinance will be sent to the Town Attorney for review and legal advice. ECRC will also develop an impact report summarizing how this ordinance change may affect the Town.

With both the attorney’s advice and ECRC’s impact report the Town Council will have another opportunity to comment and make changes before any adoption hearings.

Staff remains available to answer questions and to support the Council in moving this process forward.

DRAFT — FOR DISCUSSION PURPOSES ONLY — NOT FOR ADOPTION**AN ORDINANCE OF THE TOWN OF CENTURY, FLORIDA, AMENDING SECTION 90-81 OF THE TOWN'S LAND DEVELOPMENT CODE TO REVISE STANDARDS FOR ACCESSORY DWELLING UNITS IN RESIDENTIAL AREAS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

WHEREAS, the Town of Century finds it in the public interest to provide additional housing options for residents while protecting neighborhood character and remaining consistent with the Town's adopted Comprehensive Plan; and

WHEREAS, the Town's existing Accessory Apartment Ordinance (Section 90-81) provides limited housing options and has been a source of confusion; and

WHEREAS, the Town Council finds that revising Section 90-81 to allow Accessory Dwelling Units subject to clear objective standards is consistent with the Town's Comprehensive Plan and in the interest of the public health, safety, and welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CENTURY, FLORIDA:

Section 1. Amendment to Section 90-81

Section 90-81 of the Town of Century Land Development Code is hereby amended to read as follows:

Sec. 90-81. Accessory Dwelling Units.**(a) Purpose.**

The purpose of this section is to allow accessory dwelling units as an additional housing option within residential areas, supporting housing availability and multigenerational living arrangements while maintaining the character of residential neighborhoods.

(b) Definition. For purposes of this section, an accessory dwelling unit is a secondary residential unit located on the same lot as a principal single-family dwelling, providing self-contained living facilities including sleeping space and sanitary facilities.

(c) Applicability. [PENDING ADDITIONAL DISCUSSION]

Accessory dwelling units may be permitted in the following land use categories, subject to the standards of this section:

- Low Density Residential (LDR)
- Medium Density Residential (MDR)
- [OPTION: Include Rural Residential (RR)]
- [OPTION: Include Mixed Use (MU)]

(d) Standards. [PENDING ADDITIONAL DISCUSSION]

Accessory dwelling units may be allowed subject to all of the following requirements:

- (1) Principal Dwelling Required.** An accessory dwelling unit may only be established on a lot where a lawfully permitted principal residential structure already exists.
- (2) Number.** No more than one accessory dwelling unit shall be permitted on any residential lot.
- (3) Minimum Lot Size.** An accessory dwelling unit shall only be permitted on a lot that conforms to current minimum lot size requirements for the applicable land use district. Legal nonconforming lots shall not be eligible for an accessory dwelling unit.

(4) [PENDING COUNCIL DECISION]

OPTION A — Attached Only: The accessory dwelling unit shall be contained within or structurally attached to the principal structure.

OPTION B — Detached Permitted: A detached accessory dwelling unit may be permitted provided that a minimum separation distance of [] feet is maintained between the accessory dwelling unit and the principal structure. [Council to confirm minimum separation distance.]

- (5) Maximum Size.** An accessory dwelling unit shall not exceed the gross floor area of the principal structure. An accessory dwelling unit shall not exceed 700 square feet of gross floor area. An accessory dwelling unit shall not exceed the height of the principal structure.

- (6) Setbacks.** Setbacks for accessory dwelling units shall be measured from the roofline of the structure to the property line.

- Attached accessory dwelling units: minimum 5-foot side and rear setbacks.
- Detached accessory dwelling units: minimum 10-foot side and rear setbacks.

All accessory dwelling units shall be located to the rear of the principal structure and shall not be located within the front yard.

(7) Utility Connections. [PENDING COUNCIL DECISION]

OPTION A — Shared Utilities Required: The accessory dwelling unit shall share water, sewer, and electrical connections with the principal structure. No separate utility accounts shall be permitted for an accessory dwelling unit.

OPTION B — Shared for Attached, Separate Permitted for Detached: Attached accessory dwelling units shall share water, sewer, and electrical connections with the principal structure. Detached accessory dwelling units may have separate utility connections subject to all applicable utility requirements and payment of applicable connection fees.

OPTION C — Separate Connections Permitted: Separate utility connections shall be permitted for accessory dwelling units subject to all applicable utility requirements and payment of applicable connection fees.

- (8) Off-Street Parking.** One off-street parking space shall be provided for the accessory dwelling unit in addition to the parking required for the principal dwelling. This space may be accommodated within an existing driveway provided the driveway is of sufficient size to serve both units without blocking access to the public right-of-way.

- (e) No Variances.** No variations, adjustments, or waivers to the requirements of this section shall be allowed in order to accommodate an accessory dwelling unit.

Section 2. Conflicts.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 3. Severability.

If any section, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date.

This ordinance shall take effect upon passage and adoption.

PASSED AND ADOPTED by the Town Council of the Town of Century, Florida, on this ____ day of _____, 20__.

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Public Forum #2



Adjourn