

**City Council Meeting**  
**May 10, 2021**  
**6:00 PM**  
**Council Chambers**

The Regular Meeting of the Crestview City Council was called to order at 6:00 P.M. Members present were Shannon Hayes, Joe Blocker, Andrew Rencich, Cynthia Brown and Doug Capps. Also present were the honorable Mayor JB Whitten, City Clerk Elizabeth Roy, City Manager Tim Bolduc, City Attorney Mr. Holloway, department heads and members of the press.

**REGULAR AGENDA**

**1. Called to Order**

This meeting was called to order by the Honorable Mayor Whitten at 6:00 p.m.

**2. Invocation and Pledge of Allegiance**

The invocation and pledge led by Police Chaplin Mark Broadhead.

**3. Open Policy making and legislative session**

**4. Approval of Agenda**

Mayor Whitten asked if there were any changes or objections to the current Agenda.

Mr. Hayes requested that Senate House Bill 403 Home Based Business be added for discussion.

Mayor Whitten asked for action.

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

**5. Presentations and Reports**

## **6. Consent Agenda**

### **6.1 Selection of Alternate Engineering Consultants**

### **6.2 Approval of Elevated Tank Bid**

Mayor Whitten asked for action by Council.

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

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

### **7.1 Ordinance 1823 Joey's Law**

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1823 by title.

Ms. Roy, City Clerk stated, "Ordinance 1823 reads by title,

#### **ORDINANCE: 1823**

**AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR COMPLIANCE WITH STATE OF FLORIDA STATUTE; PROVIDING FOR THE AMENDMENT OF CHAPTER 54 – OFFENSES AND MISCELLANEOUS PROVISIONS FOR THE ENACTMENT OF JOEY'S LAW; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.**

This is the Second Reading for Ordinance 1823."

Mr. Bolduc, City Manager stated that this Ordinance pertains to using the facilities provided for a restroom and not public property.

Mayor Whitten asked for action.

A motion made by Mr. Hayes to adopt Ordinance 1823 on Second Reading and send for signatures. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Ms. Brown, Mr. Blocker, Mr. Capps with 0 nays, motion carried.

## **8. Ordinances on First Reading**

### **8.1 Ordinance 1824- Jones Road Annexation**

Mr. Duley, Planning Administrator asked the City Clerk to read Ordinance 1824 by title.

Ms. Roy, City Clerk stated, "Ordinance 1824 reads by title,

#### **ORDINANCE: 1824**

**AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 115.94 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 5, 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.**

This is the First Reading of Ordinance 1824."

Mr. Duley, Planning Administrator stated that on April 8, 2021, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 331 Jones Road. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The subject property is currently undeveloped, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property should be developed residentially. The Planning and Development Board recommended approval of the request on May 3, 2021.

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to adopt Ordinance 1824 on First Reading and send to Second Reading. Seconded by Mr. Capps with 5 yeas from Mr. Rencich, Mr. Capps, Mr. Blocker, Mr. Hayes, Ms. Brown with 0 nays, motion carried.

### **8.2 Ordinance 1825- Jones Road Comprehensive Plan Amendment**

Mr. Duley, Planning Administrator asked the City Clerk to read Ordinance 1825.

Ms. Roy, City Clerk stated, "Ordinance 1825 reads by title,

#### **ORDINANCE: 1825**

**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 TO RESIDENTIAL (R) ON APPROXIMATELY 115.94 ACRES, MORE OR LESS, IN SECTION 5, TOWNSHIP 3 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.**

This is the First Reading of Ordinance 1825.”

Mr. Duley, Planning Administrator stated that the subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1.

Mayor Whitten asked for action.

A motion made by Mr. Capps to adopt Ordinance 1825 on First Reading and move to Second Reading. Seconded by Ms. Brown with 5 yeas from Mr. Capps, Ms. Brown, Mr. Hayes, Mr. Rencich, Mr. Blocker with 0 nays, motion carried.

### **8.3 Ordinance 1826- Jones Road Rezoning**

Mr. Duley, Planning Administrator asked the City Clerk to read Ordinance 1826 by title.

Ms. Roy, City Clerk, stated, “Ordinance 1826 reads by title,

#### **ORDINANCE: 1826**

**AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 115.94 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 5, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY RESIDENTIAL-1 ZONING DISTRICT TO THE SINGLE AND MULTIFAMILY DWELLING (R-3) ZONING DISTRICT; PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.**

This is the First Reading of Ordinance 1826.”

Mr. Duley, Planning Administrator stated the subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Single and Multi-Family Dwelling (R-3) zoning designation for the property.

Mayor Whitten asked for action.

A motion made by Mr. Rencich to adopt Ordinance 1826 on First Reading and move to Second Reading. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. Blocker, Ms. Brown, Mr. Capps, Mr. Hayes with 0 nays, motion carried.

## **9. Resolutions**

### **9.1 House Bill 403**

Mayor Pro-Tem Hayes gave a brief overview concerning HB403 in sending a resolution or letter vetoing this bill.

Discussion ensued.

A motion made by Ms. Brown to send a letter to the State concerning House Bill 403. Seconded by Mr. Hayes with 5 yeas from Ms. Brown, Mr. Hayes, Mr. Rencich, Mr. Capps, Mr. Blocker with 0 nays, motion carried.

## **10. Action Items**

### **10.1 Memorandum of Understanding with the Florida Department of Corrections**

Mr. Bolduc, City Manager stated that the Crestview Police Department often requests the assistance of the Florida Department of Corrections for the assistance of staffing and use of man-tracking bloodhounds for the tracking of escaped, missing and fleeing persons. The approval of this MOU would allow the continued partnership between the Crestview Police Department and the Florida Department of Corrections.

Discussion ensued.

A motion made by Mr. Rencich to approve the Memorandum of Understanding between the City of Crestview Police Department and the Florida Department of Corrections. Seconded by Mr. Hayes with 5 yeas from Mr. Rencich, Mr. Hayes, Mr. Blocker, Ms. Brown, Mr. Capps, with 0 nays, motion carried.

### **10.2 Main Street Demolition Bid**

Mr. Bolduc, City Manager stated, on April 6, 2021, the city received a nuisance abatement application for a property located at 109 Main St. The applicant provided one quote for demolition of the building. City staff reached out to two additional demolition contractors and was able to obtain one additional quote. The purchasing policy requires sealed bids when the estimated cost will exceed \$15,001. Staff has concerns that obtaining any additional bids will be difficult due to the poor responses on the last two attempts to obtain bids for demolition projects. Staff is requesting City Council approval to accept the proposals as they were received an award the contract to the low bidder, R&D Development Inc. for \$28,500.00.

A brief discussion ensued.

Mayor Whitten asked for action.

A motion made by Mr. Hayes to approve the awarding of the contract to the low bidder R&D Development Inc. for \$28,500.00. Seconded by Ms. Brown with 5 yeas from Mr. Hayes, Ms. Brown, Mr. Capps, Mr. Blocker, Mr. Rencich with 0 nays, motion carried.

### **10.3 Emergency Purchase of PVC Irrigation pipe for golf course**

Mr. Bolduc, City Manager stated that Staff is continuing to work with Mammouth Sports to finalize a contract for the repairs to the golf course. While there are still outstanding items and the contract has not yet been executed, one of the primary components of the contract is to have the City make direct purchases on large material orders to save on sales tax expenditures. This process is referred to as "owner direct purchasing" and is a common practice in large Page 87 of 98 municipal construction related projects. The attached materials list, this includes 22,800 feet of CL200 PVC pipe needed for the new irrigation system. On Monday, May 3rd the Public Services Director was made aware of an additional price increase of 8 to 10% by the end of the week. While discussing this potential increase and with no immediate change to the price increases and material shortages for PVC pipe, The City Manager recommended that we move forward with issuing an Emergency Purchase Order in accordance with Section 3 Part C of the purchasing manual. Staff respectfully requests the approval of an emergency purchase in the amount of \$92,236.60 (to secure or lock-in pipe pricing) with FIS Outdoor for a total of 22,800 feet of class 200 PVC Irrigation Pipe for the Foxwood Golf Course improvements.

Discussion ensued.

A motion made by Mr. Hayes to approve an emergency purchase in the amount of \$92,236.60 (in order to secure or lock-in pipe pricing) with FIS Outdoor for a total of 22,800 feet of class 200 PVC Irrigation Pipe for the Foxwood Golf Course improvements. Seconded by Mr. Rencich with 5 yeas from Mr. Hayes, Mr. Rencich, Mr. Blocker, Mr. Capps, Ms. Brown with 0 nays, motion carried.

### **11. City Clerk Report**

Ms. Roy, City Clerk informed Council of Memorial Day activities taking place.

### **12. City Manager Report**

#### **12.1 Great Life Golf Introduction**

Mr. Bolduc, City Manager introduced the representatives from Great Life Golf to Council.

Mr. Farrant, COO of Great Life Golf who introduced the team Mr. Ryan Mansell, Mr. Brent Stevenson, Mr. Daryl Pierson this is the staff that is working on the Foxwood Golf Course project. He then gave a brief overview of what his company does.

A brief discussion ensued.

### **12.2 Budget submitted to the Governor.**

Mr. Bolduc, City Manager reviewed the four budget items that is being submitted to the Governor. He also spoke about how strong Okaloosa County is represented in those budget submissions.

### **12.3 175 MacArthur**

Mr. Bolduc, City Manager updated Council on the Code Enforcement dealings with a property located at 175 MacArthur in the City limits. After many attempts to contact the owner concerning the condition of the property, the Magistrate has issues fines and the next step is foreclosure. The City Attorney, Mr. Holloway is conducting a title search but is seeking Council approval to enforce the Code Enforcement violations.

Mr. Holloway, City Attorney, informed Council that this process can take up to six months to complete.

Discussion ensued.

Council gave consensus to give permission to the City Attorney to start his process.

Mr. Holloway, City Attorney is requested an Executive Session on May 24<sup>th</sup> at 5:30 p.m.

Council gave consensus to schedule an Executive Session at 5:30 p.m. on May 24<sup>th</sup>.

### **13. Comments from the Mayor and Council**

Mr. Capps briefed Council on the TCPI that he attended.

Mr. Rencich inquired about sponsorships to replace items at the park.

Mr. Blocker inquired about adding additional benches in downtown and the park.

Mr. Bolduc, City Manager gave an update on the downtown project.

Mr. Hayes briefed Council on the different meetings and events that he attended.

Mayor Whitten spoke about the success of the City Clean Up the upcoming activities on Main Street and Family Movie Night and other items of community interest.

Mr. Bolduc, City Manager informed Council that their approval will be needed in the future concerning the golf course.

Mr. Rencich suggested that Council would need to approve that purchasing authority.

A motion made by Mr. Rencich to approve the City Manager to work inside of the budget to make owner direct purchases for the improvement of the golf course following the purchasing

policy. Seconded by Mr. Hayes with 5 yeas from Mr. Rencich, Mr. Hayes, Mr. Blocker, Mr. Capps, Ms. Brown, with 0 nays, motion carried.

**14. Comments from the Audience**

**15. Adjournment**

This meeting was adjourned by Mayor Whitten at 7:19 p.m.



**Elizabeth M. Roy**  
**City Clerk**



**J B Whitten**  
**Mayor**

Minutes approve this 26<sup>th</sup> day of July, 2021.