City Council Meeting
June 28, 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 City Clerk Elizabeth Roy, City Manager Tim Bolduc, City Attorney Mr. Holloway, department heads and members of the press. Mayor JB Whitten was not in attendance for this meeting.

REGULAR AGENDA

1. **Called to Order**

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

2. **Invocation and Pledge of Allegiance**

The invocation and pledge were led by Pastor Ronnie Bearden of the First United Methodist Church.

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

4. **Approval of Agenda**

Mayor Pro Tem Hayes asked if there were any changes to the agenda.

Mr. Bolduc, City Manager requested the removal of item 6.2 on the Consent Agenda.

Mayor Pro Tem Hayes asked for action by Council.

A motion made by Mr. Rencich to approve the change in the agenda. Seconded by Mr. Blocker with 4 yeas from Mr. Rencich, Mr. Blocker, Mr. Hayes, Mr. Capps, Ms. Brown with 0 nays, motion carried.

5. **Presentations and Reports**

6. **Consent Agenda**

6.1 Department of Corrections Contract

~~6.2 Professional Engineering and Consulting Services for a Wingard Property Infiltration System~~ (Item removed from Agenda)

6.3 Emergency procurement request for repairs, FD Engine 4

6.4 Approval of the Minutes from the April 12, 2021, Special City Council Workshop and the April 26, 2021, City Council Meeting.

Mayor Pro Tem Hayes asked for action by Council.

A motion made by Ms. Brown to approve the Agenda with removal of item 6.2. Seconded by Mr. Blocker with 5 yeas from Ms. Brown, Mr. Blocker, Mr. Hayes, Mr. Capps, Mr. Rencich with 0 nays, motion carried.

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

8. **Ordinances on First Reading**

9. **Resolutions**

10. **Action Items**

10.1 Memorandum of Understanding (MOU) DCF and CPD

Mr. Bolduc, City Manager stated that MOU's are essential agreements between two or more entities. In this circumstance, the City of Crestview Police Department must enter into an agreement using a MOU with the Florida Department of Children and Families in order to satisfy jurisdictional coordination, statutorily obligations and investigatory cooperation. The MOU between the two entities is essential for coordinated workflow between the two and creates a written agreement for both entities to assist each other within the scope of of their authority.

Mayor Pro Tem Hayes asked for action by Council.

A motion made by Mr. Rencich to approve the Memorandum of Understanding between DCF and CPD. Seconded by Mr. Capps, with 5 yeas from Mr. Rencich, Mr. Capps, Ms. Brown, Mr. Blocker, Mr. Hayes with 0 nays, motion carried.

10.2 Contract Award: Solids Handling Project

Mr. Bolduc, City Manager stated that as a result of continuous and unprecedented growth, the City of Crestview Wastewater Sewer Treatment Plant located on Arena Rd needs upgrades to handle the current biosolids loading rates. Solid's removal is part of the treatment process. The current original 1994 model belt press filled 20 - thirty-yard dumpsters for a total of 45.27 tons of biosolids at a cost of $9,000 for the month of May. This proposed upgrade will greatly improve the dewatering process and reduce the frequency of full dumpsters being removed after dewatering. The proposed upgrades include two new aerobic digesters "which will help us to meet compliance and permit limits" and a new belt press with a dewatering building, improvements to the existing control panels and electrical controls, and improvements to the BFP feed system.
A total of four Companies responded to our bid advertisement and showed at the pre-bid meeting, however there were only two of the companies that summitted bids which were J&P Construction and Sawcross Inc. Sawcross Inc. had the lowest bid at $4,473,000.00 while J&P had a bid at $5,451,000.00. Staff respectfully requests approval secure a debt with the state revolving fund in the amount of $5,000,000 for the construction of the Solids Handling Project and the design task order for rib construction previously approved. Staff further requests approval to award the contract to Sawcross Inc for the Solids Handling Project Contract in the amount of $4,473,000.00.

A brief discussion ensued.

Mayor Pro Tem Hayes asked for action by Council.

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

10.3 Agreement to Purchase Property

Mr. Bolduc, City Manager requested permission to use undesignated fund balance to purchase four parcels from Mr. Jay Woodbury. From time to time an opportunity will arise for the city to purchase and clean up properties that have been known to have above average criminal activity. The attached purchase includes four such properties. The purchase of this property will allow the City to revitalize a portion of a neighborhood that has elevated levels of criminal activity and to partner with another organization to construct and provide affordable housing. The property is vacant and will be a part of a larger affordable housing development on the properties recently purchased by the city.

A brief discussion ensued.

Mayor Pro Tem Hayes asked for action by Council.

A motion made by Mr. Rencich to approve the purchase of the property as provided in the attached agreement. Seconded by Mr. Capps with 5 yeas from Mr. Rencich, Mr. Capps, Mr. Hayes, Ms. Brown, Mr. Blocker with 0 nays, motion carried.

10.4 Approval of ARP Agreement

Mr. Bolduc, City Manager stated the American Rescue Plan (ARP) (also referred to as the Coronavirus State and Local Fiscal Recovery Funds - SLFRF) is an unprecedented $1.9 trillion fiscal relief bill passed by Congress on March 11, 2021, with the intention of helping our country recover from the lost revenue and increased spending that was needed to combat the COVID-19 pandemic. Notification has been received that $3,872,170 has been allocated and available for distribution to the City of Crestview. There is no official application; however, a request for funding must be prepared. Upon online request for distribution, an award terms and conditions agreement will be generated requiring official City signatures. Distributions are anticipated to be one-half ($1,936,085) in fiscal year 2021 and the remainder in fiscal year 2022 and must be expended by December 31, 2024. Eligible expenditures are public health, negative economic impacts, infrastructure or governmental revenue replacement and administrative costs. The city's anticipated utilization of the funding will be mostly for infrastructure as detailed on our 10-year capital improvement plan.

A brief discussion ensued.

Mayor Pro Tem Hayes asked for action by Council.

A motion made by Mr. Capps approved proceeding with a request for funding and obtaining appropriate signatures on the award terms and conditions agreement when received. Seconded by Mr. Blocker with 5 yeas from Mr. Capps, Mr. Blocker, Ms. Brown, Mr. Rencich, Mr. Hayes with 0 nays, motion carried.

11. City Clerk Report

11.1 Upcoming Meetings

Ms. Roy, City Clerk updated Council about a upcoming Special Meeting on July 12th at 3pm, the CRA meeting will be at 5 pm.

12. City Manager Report

Mr. Bolduc, City Manager stated that during that upcoming CRA meeting the contract for the design of the Main Street project. He did inform Council that he and the City Attorney attended a meeting concerning the expansion of the Tourist Development District. This expansion of the Tourist Development District means that because we already experience the impact of the overflow, and the tax is on tourist.

Mr. Bolduc, City Manager gave updates on different projects going on throughout the City.

13. Comments from the Mayor and Council

Ms. Brown stated that after she suggested the Safe Haven boxes and after speaking with the City Attorney it was decided to monitor Marion County being that they have them and just to see how it works over there.

Mr. Blocker suggested placing a electric water cooler at the park and other public places.

Mr. Bolduc, City Manager answered that is a good suggestion, he noted that there is one at the skatepark and he will work on this.

Mr. Hayes informed all that certain apartment complexes have availability for the elderly and those with physical challenges. He noted that he is pleased with the direction that the City is going.

14. Comments from the Audience

Mr. Robert Washington Jr., 502 West Griffith Ave, Crestview asked a series of questions concerning the blight homes removal, the installation sidewalks, speedbumps, the assistance for demolition, and if there are plans for a rehab center.

Mr. Bolduc, City Manager answered the series of questions for Mr. Washington.

15. Adjournment

This meeting was adjourned by Mayor Pro Tem Hayes at 7:01 p.m.

Elizabeth M Roy

Elizabeth M. Roy
City Clerk

JB Whitten

J B Whitten
Mayor

Minutes approve this 23rd day of Aug, 2021.