

City Council Minutes
April 11, 2022
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 Shannon Hayes, Council members Andrew Rencich, Doug Capps, Cynthia Brown, and Joe Blocker. Also present: City Manager Tim Bolduc, City Clerk Maryanne Schrader, City Attorney Jon Holloway, and various staff members.

2. Invocation, Pledge of Allegiance

2.1. Pastor Josh Neel - Hope City Community Church

The Invocation and Pledge of Allegiance was led by Pastor Josh Neel of Hope City Community Church.

3. Open Policy Making and Legislative Session

Mayor JB Whitten mentioned we have visitors from the Sister Cities delegation in attendance.

4. Approve Agenda

Council member Shannon Hayes and seconded by Council member Joe Blocker approve the Consent Agenda, as presented.

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

5. Presentations and Reports

5.1. Proclamation declaring April as Child Abuse Awareness Month

Mayor JB Whitten declared April as Child Abuse Awareness Month and recognized the Guardian ad Litem program.

Ms. Carita Smith and Brian Carter came forward to receive the proclamation.

5.2. Proclamation declaring April 11th as Sister Cities Day

Mayor JB Whitten declared April 11th as Sister Cities Day.

Brian Hughes, Cultural Services, and representatives of the Sister Cities entourage came forward to accept the Proclamation.

6. Consent Agenda

Mayor Whitten passed the gavel to Mayor Pro-Tem Shannon Hayes at 6:19 p.m., as he left with the Sister Cities delegation.

Mayor Pro-Tem Shannon Hayes called for action.

Motion by Council member Douglas Capps and seconded by Council member Cynthia Brown to approve the Consent agenda, as presented.

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

6.1. Fire Department Personal Protection Equipment (PPE)

6.2. Approval of March 28, 2022 City Council Regular Meeting Minutes - Draft

6.3. Consulting Services for Computerized Maintenance Management System Implementation Plan

6.4. Redstone Avenue Improvements Task Orders

6.5. Police Benefits Package Update

7. **Public Hearings / Ordinances on Second Reading** – None brought forward.

8. Ordinances on First Reading

8.1. Ordinance 1860 - Lindley Road Rezoning

Senior Planner Nicholas Schwendt stated this is the first reading of Ordinance 1860 and went over details of the staff report stating on March 4, 2022, an application to amend the zoning designation for property located at Lindley Road was received. The subject property is currently located within the city limits of Crestview with a Future Land Use and zoning designation of Residential and Single-Family Low-Density Dwelling District (R-1), respectively. The Planning and Development Board recommended approval of the request on April 4, 2022. He added the property is currently vacant. He went over the mailings and posting requirements.

Senior Planner Nicholas Schwendt asked the City Clerk to read the ordinance into the record.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Providing for the rezoning of 19.73 acres, more or less, of real property, located in Section 2, Township 3 North, Range 24 West, from the Single-Family Low-Density Dwelling District (R-1) Zoning District to the Single-Family Estate Dwelling District (R-1E) 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 Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council member Cynthia Brown and seconded by Council member Joe Blocker to approve Ordinance 1860 on 1st reading and move to second reading for final adoption.

Roll Call: Joe Blocker, Cynthia Brown, Shannon Hayes, Andrew Rencich, Douglas Capps Ayes: None Nays: All ayes. Motion carried.

8.2. Ordinance 1861 - Antioch Road Annexation

Senior Planner N. Schwendt stated this is the first reading of Ordinance 1861 for the Antioch Road annexation adding the next three ordinances relate to Antioch Road and 58.55 acres.

Senior Planner Nicholas Schwendt went over the details of the staff report stating on March 7, 2022, staff received an application to annex and to amend the Comprehensive Plan and zoning designations for property located on Antioch Road. The subject property is currently located within unincorporated Okaloosa County with Future Land Use designations of Agriculture and Low Density Residential, and zoning designations of Agriculture and Residential-1. The Planning and Development Board recommended approval of the request on April 4, 2022. He said the land is vacant or zoned for developmental use. He stated the mailings and notices were sent out, and said the fees were waived due to the fee moratorium.

Senior Planner N. Schwendt presented the Ordinance information to the City Council and asked the City Clerk to read the ordinance into the record.

City Clerk Maryanne Schrader read the Ordinance by Title: An ordinance annexing to the city of Crestview, Florida, ± 58.55 acres of contiguous lands located in Sections 23 & 26, township 3 north, Range 24 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 Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Andrew Rencich and seconded by Council Member Joe Blocker to approve Ordinance 1861 on 1st reading and move to second reading for

final adoption.

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

8.3. Ordinance 1862 - Antioch Road Comprehensive Plan Amendment

Senior Planner N. Schwendt stated this is the first reading of Ordinance 1862, Antioch Road Comprehensive Plan Amendment. He went over the details of the staff report stating on March 7, 2022, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Antioch Road. The subject property is currently located within unincorporated Okaloosa County with Future Land Use designations of Agriculture and Low Density Residential, and zoning designations of Agriculture and Residential-1. He stated the applicant has requested Mixed-Use Future Land Use designation for the property. The Planning and Development Board recommended approval of the request on April 4, 2022. He added the properties are vacant and zoned for residential development use. He went over the notices, mailings, and posting requirements.

Senior Planner Nicholas Schwendt asked the City Clerk to read the ordinance into the record.

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 Agriculture and Low Density Residential to Mixed Use (MU) on Approximately 58.55 Acres, More or Less, in Sections 23 and 26, Township 3 North, Range 24 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 Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Joe Blocker and seconded by Council Member Andrew Rencich to approve Ordinance 1862 on 1st reading and move to second reading for final adoption.

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

8.4. Ordinance 1863 - Antioch Road Rezoning

Senior Planner N. Schwendt stated this is the first reading of Ordinance 1863, Antioch Road Rezoning. He went over the applicant's request and provided details of the staff report stating on March 7, 2022, staff received an application to annex and to amend the Comprehensive Plan and zoning designations for property located on Antioch Road. The property is currently located within unincorporated Okaloosa

County with Future Land Use designations of Agriculture and Low Density Residential, and zoning designations of Agriculture and Residential-1. The applicant has requested Single and Multi-Family Density Dwelling District (R-3) zoning designation for the property. The Planning and Development Board recommended approval of the request on April 4, 2022. He said courtesy notices were mailed and posted, adding the fees were waived because of the fee moratorium.

Senior Planner N. Schwendt asked the City Clerk to read the ordinance into the record.

City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 58.55 Acres, More or Less, of Real Property, Located in Sections 23 and 26, Township 3 North, Range 24 West, from the Okaloosa County Agriculture and Residential-1 Zoning District to the Single and Multi-Family Density Dwelling District (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.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Joe Blocker and seconded by Council Member Cynthia Brown to approve Ordinance 1863 on 1st reading and move to second reading for final adoption.

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

9. Resolutions

9.1. Budget Amendment

City Manager Tim Bolduc went over the budget resolution stating the intent is to amend the bottom line of the budget, as well as creating a new division. He mentioned the amendment the funds for the Wilson Street Splash Pad, as well as the establishment of the Animal Control Department with a budget.

City Manager Tim Bolduc asked the City Clerk to read the Resolution into the record.

City Clerk Maryanne Schrader read the Resolution by title: A Resolution of the City of Crestview, Florida, Amending the Budget to more accurately reflect Estimated Revenues and Appropriations. The amendments are the result of various factors, including: Increases in estimated revenues and/or Appropriations to more accurately reflect projections for departments of record, and providing for an effective date.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Andrew Rencich and seconded by Council Member Joe Blocker to adopt Resolution 2022 - 12.

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

10. Action Items

10.1. Shoal River Landing Phase 2A

Senior Planner Nicholas Schwendt went over the application stating the final plat was reviewed. He said this is for Phase 2A of the single-family subdivision 193.35-acre parcel. This plat will require a signature from the Mayor. Additionally, the agent has notified us that this new phase will be annexed to the existing declaration and HOA for Phase 1.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Andrew Rencich and seconded by Council Member Joe Blocker to approve the Mayor to sign the plat.

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

10.2. Emergency Repair of Texas Parkway and Phillip Drive Drainage Structures

City Manager Tim Bolduc said this is for approval of an emergency repair for Texas Parkway and for Philips Drive. He mentioned PS Director Michael Criddle is going over the needs of the department, adding both repairs total \$119,000.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Cynthia Brown and seconded by council Member Douglas Capps to approve the emergency repairs on Texas Parkway and Philips Drive.

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

11. City Clerk Report

11.1. Public Records Portal Update

City Clerk Maryanne Schrader updated the City Council stating several staff members viewed webinars for three public records portal solutions and will return with a recommendation.

12. City Manager Report

12.1. Financial Update - City Manager

City Manager Tim Bolduc said Carver Hill Historical Society wishes to use the gym for their May Day event adding he would like to waive the expense.

Fletcher Williams, Jr. came forward and provided Council with details of the basketball tournament. He said May Day is a time when Carver Hill is celebrated, as it was the first segregated school. He requested to have the fees waived for the tournament. He added they plan a parade, which will end at Allen Park. The Council agreed to waiving the fee.

Next, City Manager Tim Bolduc went over the financial report. stating the bottom line is we are in a good financial condition. In response to Council member Andrew Rencich on the 1/2 cents sales tax, City Manager Tim Bolduc replied that the city is ahead of schedule.

City Manager Tim Bolduc asked to cancel July meetings and hold a budget workshop at the library to discuss a five-year plan. We will discuss departmental needs and provide the department heads an opportunity to showcase what they are doing. In response to Council member A. Rencich, he said a Special meeting would be called, if needed. He added we are bringing in more money than what we had projected. The money will be used for the police department and roads.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council and public. In hearing none, he called for action.

Motion by Council Member Andrew Rencich and seconded by Council Member Joe Blocker to cancel the July meetings and hold a budget meeting on a Wednesday in July at the library.

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

In response to several Council questions, City Manager Tim Bolduc replied that the financial report is included in the packet giving detail information on the costs incurred in the setup of the Blackwater Golf Course. He added the driving range has

outperformed the original projections. He said the golf course, driving range and restaurant are the three key areas. He said we have received \$40,000 in gross revenue with just the nine holes open, adding the restaurant is not yet open. The back nine will be open to members next week and open to the public next month. The restaurant should open no later than June 1st, as we are having supply chain issues.

City Manager Tim Bolduc also mentioned the police benefits program stating it is a challenge to recruit members for law enforcement, so we are always looking for ways to enhance our programs. As we do not have a Union, we want to take care of our officers by offering LawShield when there is a Use of Force. We will also provide our employees the opportunity to participate. Council member A. Rencich added this takes the burden from the officers.

13. Comments from the Mayor and Council

Mayor Pro-tem Hayes asked Council if they had additional comments.

In response to Council member C. Brown, City Manager Tim Bolduc replied we are going to hire another full-time technician for Animal Control. The Laurel Hill facility is open. The Crestview facility is not open yet, as we have staff finishing at golf course. He added that we have successfully returned pets to their owners, but people can view the Animal Control Facebook page to find out when the animals are ready for adoption.

Mayor Pro-Tem Shannon Hayes asked for comment from the Council.

Council member D. Capps updated Council that the TDC will start compliance on Air BNB's. He mentioned Mobile Adventure Units have been started and suggested we should get one. Council member A. Rencich suggested the TDC look at the zoo as a possibility for a mobile adventure unit.

Council member C. Brown announced that on Saturday, April 16, Twin Hills Park has the annual Easter egg hunt scheduled and encouraged everyone to participate. She mentioned on April 28th at 6:30 p.m., at Warriors Hall, an Open House is scheduled for "Let's Talk About It" regarding addiction in our community which is sponsored by the High School SWAT program.

Council member J. Blocker commended the city for their work.

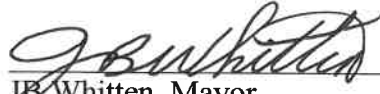
14. Comments from the Audience

Mayor Pro-Tem S. Hayes asked the public if they had any comments. No one came forward.

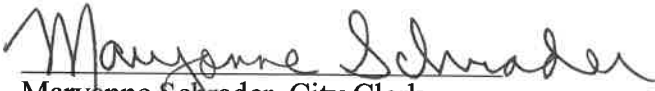
15. Adjournment

Mayor Pro-Tem S. Hayes adjourned the meeting at 7:07 p.m.

Minutes approve this 25TH day of April 2022.


JB Whitten, Mayor

Minutes submitted by,


Maryanne Schrader, City Clerk
Proper notice having been duly given

